PRARG

PENCILLER's TABLET USER GUIDELINES

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Contents:

PHOTO GUIDELINES FOR PENCILLERS

HANDY HINTS FOR PENCILLERS

"VOLUME" and "BATTERY LEVEL"...

When collecting tablet,

check top Right-hand corner of screen.

Ensure...

"VOLUME"	**"BATTERY LEVEL"**
Must be	Must be
"MUTED"	**"FULL"**
	(ie: four bars)

If **"BATTERY LEVEL"** is *not* **"FULL"**

take

BATTERY PACK AND CABLE,

and connect

BEFORE

COMMENCEMENT OF TEST/S.

LOGIN…

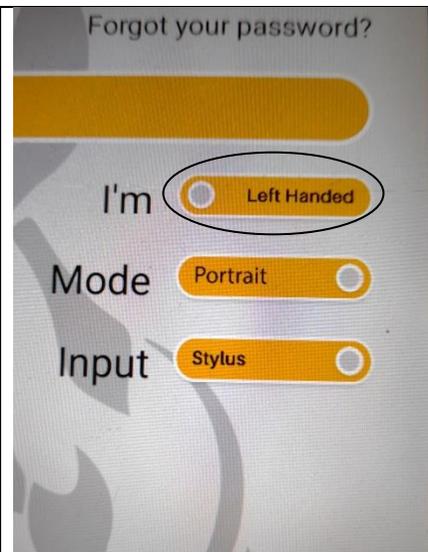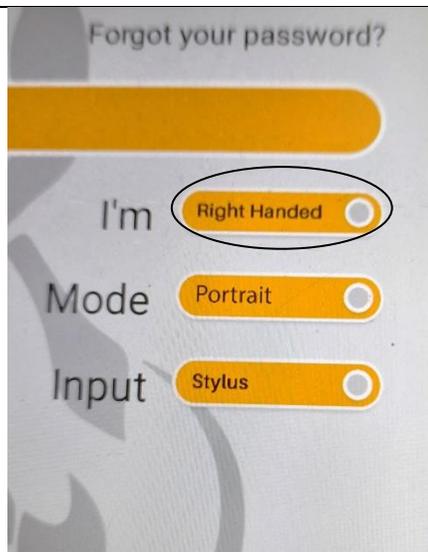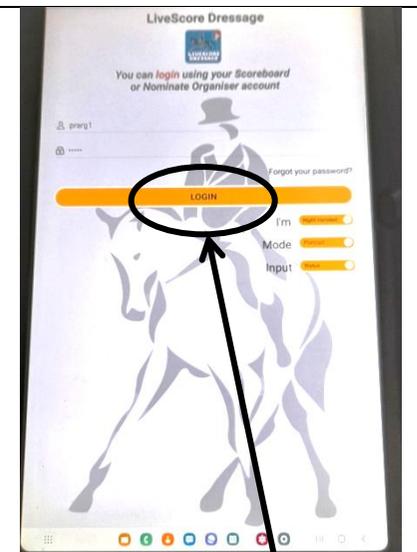|		
Tap on **"LiveScore"** icon	This blue screen appears…	and then the white "LOGIN" screen appears automatically.

BEFORE YOU LOGIN… First choose left or right handed by tapping stylus on white circle to toggle between left and right.			
Please note: **"Mode"** should be on "Portrait" (<u>Not</u> "Landscape.") **"Input"** should be on "Stylus" (<u>Not</u> "Keyboard".) **(Toggle using white circles to correct either if necessary.)**			Then tap "LOGIN"

FINDING YOUR TEST…

Identify your **"EVENT"** is correct, then tap the **red arrow** to proceed.	Select *your* **"CLASS"** From the available group, then tap it's **red arrow**.	Find your "**JUDGE"** (and position, eg "C" , then tap the relevant **red arrow**.

Once you have selected your judge,
the following screen will appear…

	This screen is where you can enter the **BRIDLE NUMBER** to find your entrant. Tap on the BRIDLE NUMBERS, then tap on the "Enter Arrow"	**Please note:** If you have a "KEYBOARD" rather than a "NUMPAD"… Tap on the **"123"** icon, to toggle back to the **"BRIDLE NUMBER"** entry screen. **PLEASE DO NOT USE THE "KEYBOARD" FOR SCORING.**
"NUMPAD" Screen		**KEYBOARD**

YOU CAN ALSO FIND YOUR ENTRANT BY...

Tapping the stylus on the top right hand YELLOW ICON - MAGNIFYING GLASS - (on the NUMPAD screen).

This gives you the list of entrants to choose from...
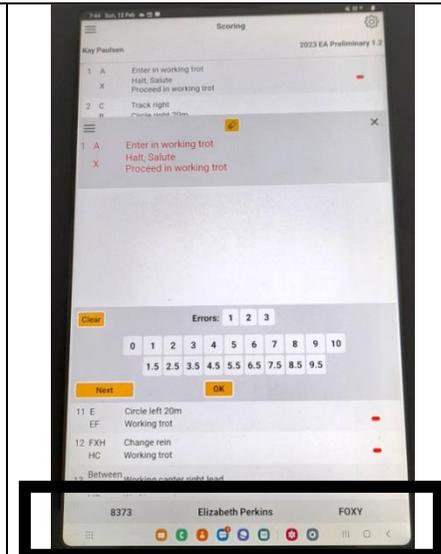
		Those still to compete will appear on a red background. To reveal all entrants, use your finger, to lightly swipe diagonally up across the list on the screen till your entrant is visable. To select your entrant, tap stylus on the **Bridle Number, OR Rider, OR horse...** This will take you to the scoring page for that entrant.	
The magnifying glass takes you to...	List of entrants... (Using this option <u>may be faster</u> than entering Bridle Numbers on the NUMPAD screen.)	Once you have selected your Horse and Rider, the following "SCORING" screen will appear...	Look at the grey area on the bottom edge of the screen, and confirm with your Judge that you have the correct entrant. **If incorrect, go back and start again.**

Using the "**SCORING**" screen...
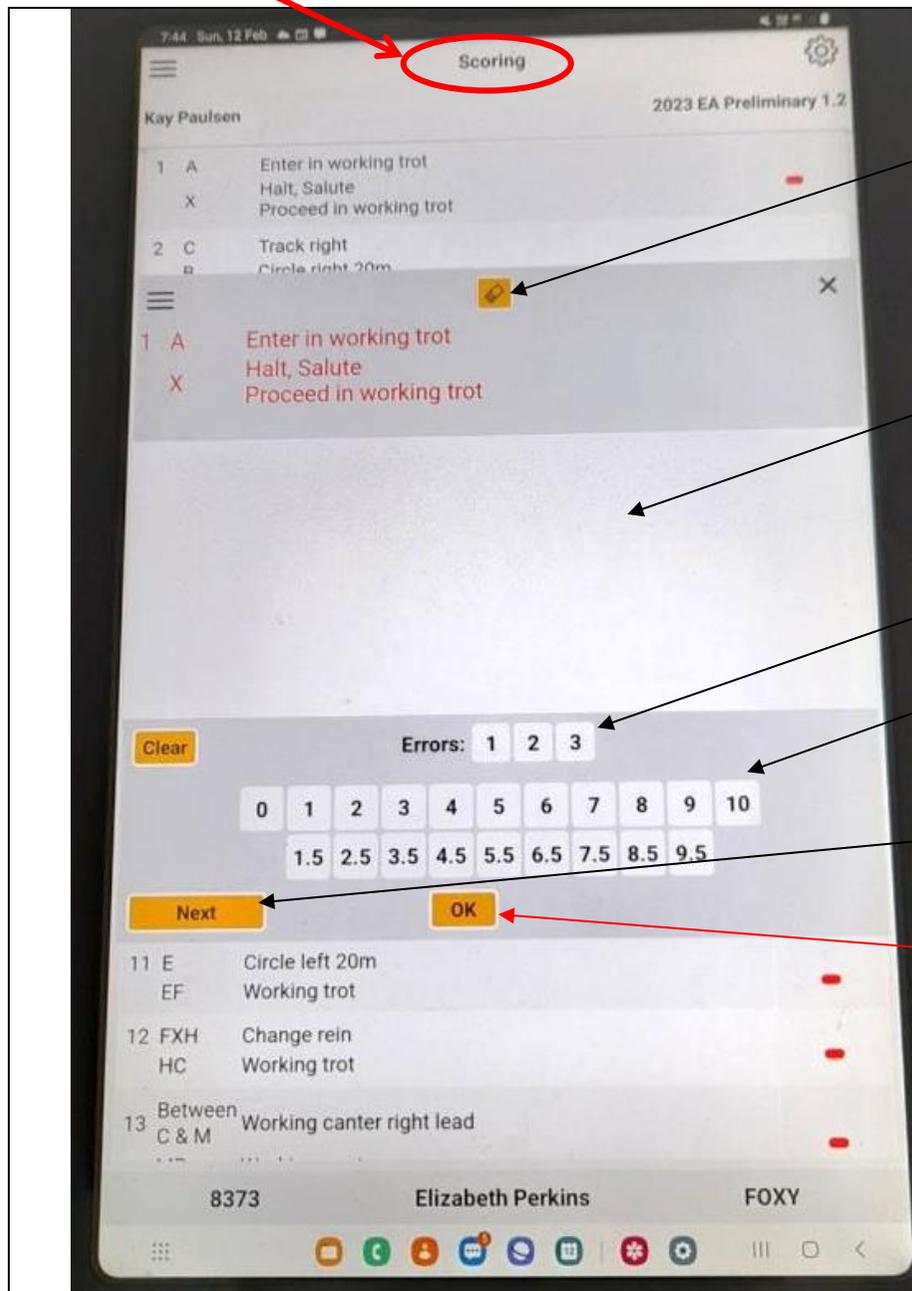
To activate **ERASER**...
Tap stylus on the "eraser" icon;
Use stylus to swipe or tap area to be deleted,
Then tap on the "eraser" icon again, **to reactivate stylus**
so you can resume writing.

Write your **JUDGES COMMENTS** in this area.

(Tap on **Errors of Course** here.)   (If >3 rider is eliminated*****)

Tap on the **JUDGE'S SCORE** here.

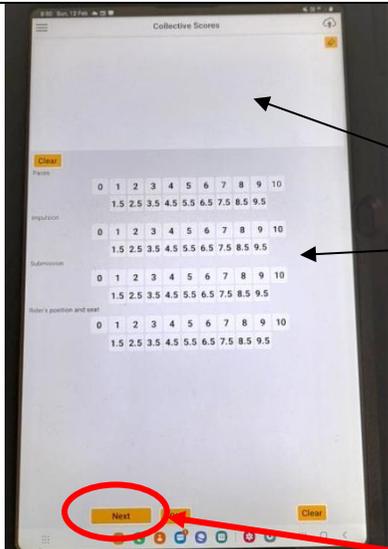(Your Judge's comments can still be entered here, despite EC's)

Tap on **"NEXT"** to go on to the next movement.

NB **Do NOT press** "OK"

as this will take you to another page
(and cost you VALUABLE TIME YOU MAY NOT HAVE
to get back on track**!**)

{{ ***** to record an "ELIMINATION" - see below. }}

Once the test is complete, the "COLLECTIVE SCORES" screen will appear...

The "COLLECTIVE SCORES" screen…

"COLLECTIVE SCORES" screen

Some Judges will ask you for the tablet and stylus, and enter their own **COMMENTS**, and **COLLECTIVE SCORES**.

Others Judges will ask the Penciller to do this.

On completion, the JUDGE will press "NEXT" and proceed to the "JUDGE SIGNATURE" screen.
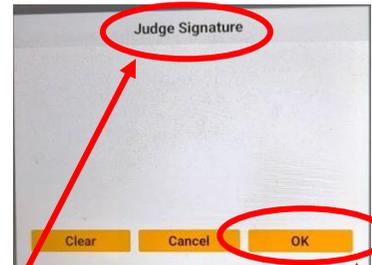
JUDGE signs screen then taps on "OK".

This closes the test for that entrant, and the test "uploads".

REVIEW or AMENDMENT of the rider's scores and / or comments. There are two ways to do this…

OPTION (1) via the "SCORING" screen...
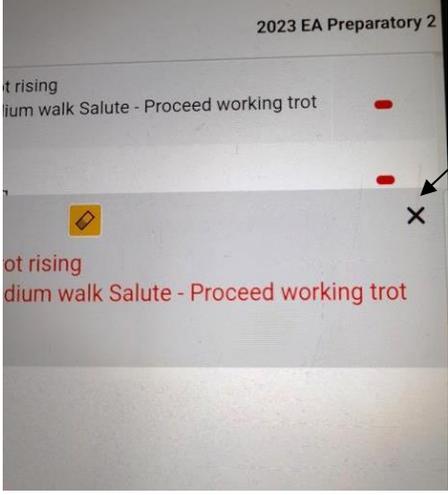
Tap on the **"X"** at the top right hand corner of a current "MOVEMENT".

This will take you to the "SCORING" screen.

The Judge can review / amend as necessary, then go to...

"COLLECTIVE SCORES"
or
"JUDGES SIGNATURE"

OPTION (2) via the "PREVIEW" screen...
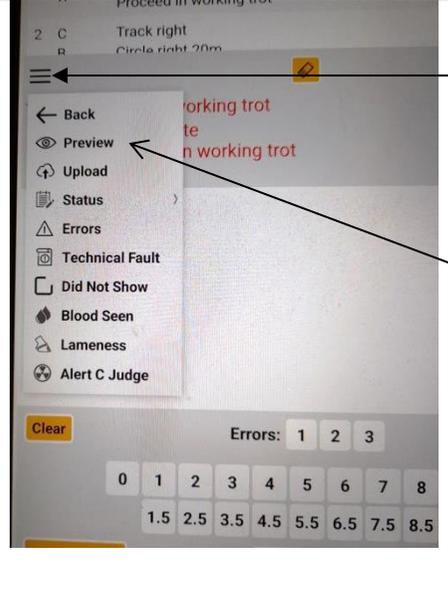
To access **"PREVIEW"…**

Tap on the **3 BLACK BARS** at top left corner of the current "MOVEMENT" screen.

*(**NOT** the set at the top of the tablet)*

Tap on **"Preview"** …
then the
"PREVIEW" screen will appear.

Your Judge can then review any movement/s in the test, make amendments if necessary, then tap on
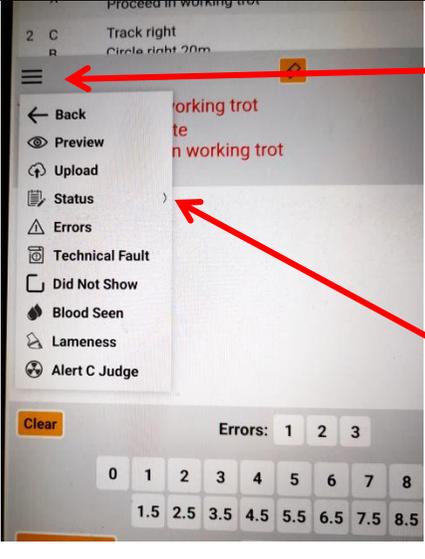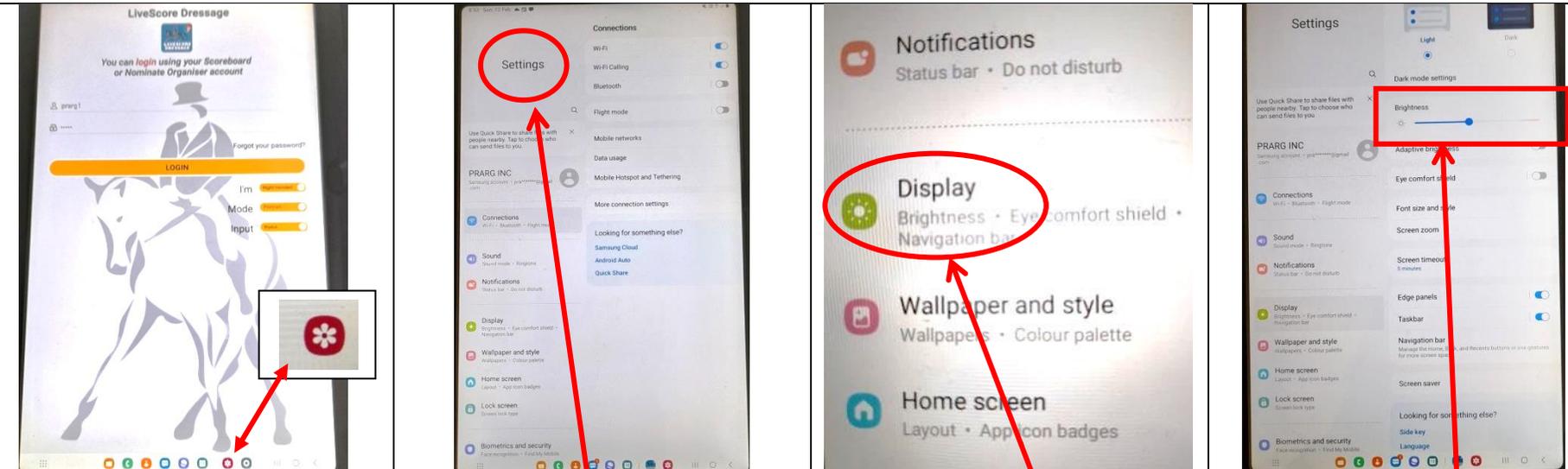**" JUDGES SIGNATURE"**

To register "ELIMINATION"…

Tap 3 BLACK BARS at top left corner of the current "MOVEMENT" screen.

(NOT the set at the top of the tablet.)

Tap on **"STATUS"** arrow…

Then tap on "ELIMINATION"

To adjust BRIGHTNESS of screen…

Tap on the **"SETTINGS"** icon on the "LOGIN" screen.	This will take you to the **"SETTINGS"** screen.	Tap on the **"DISPLAY"** icon on the "SETTINGS" screen.	Adjust the "BRIGHTNESS" slider.

Explanation of TWO REMAINING YELLOW ICONS on the "BRIDLE NUMBER" entry page:
(the "PODIUM" Icon, and the "FILE FOLDER" Icon)
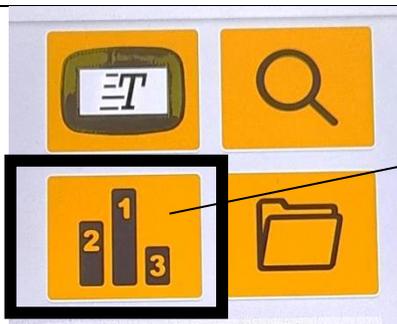
The 1ˢᵗ 2ⁿᵈ & 3ʳᵈ place **"PODIUM" Icon** takes you to...		If all tests have been scored, the JUDGE can sign off from this screen.
	The Arena's leader board for the relevant test.	
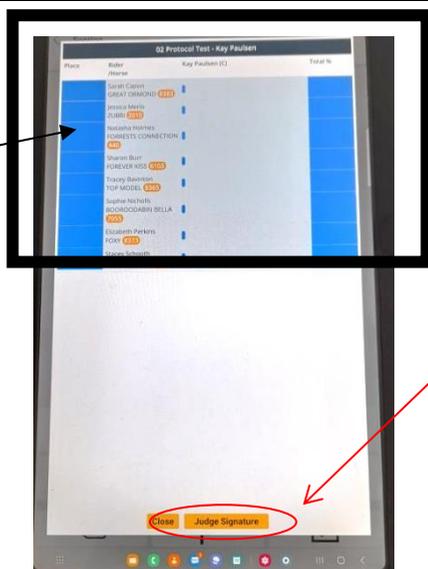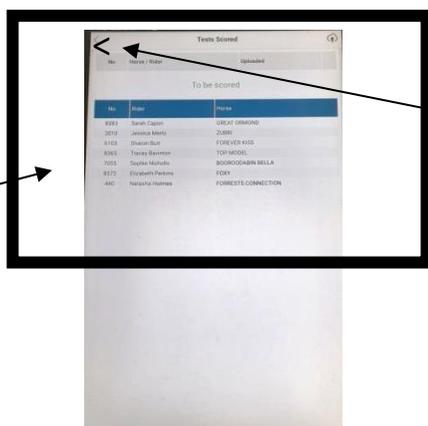
The **"FILE FOLDER"** Icon takes you to...		To exit from this page... tap on the **"<"** arrow on the top left hand corner of the screen.
	Tests scored, and those waiting to be scored.	