

5. You can also choose the location to where you would like to save the results by touching once the drop down bar located next to the icon named Location.
6. Press once the icon named OK when complete.

## Data on Computer

1. Once you have saved the data onto your IPAQ file system you can then import it to your computer.
2. Before copying the data, create a connection between your IPAQ and your computer by placing your IPAQ in its cradle. Make sure that your cradle is connected to the computer via the USB connector.
3. Once you have connected open your file explorer on your computer and select “Mobile Device”
4. Copy and paste the particular session(s) to the desired folder.
5. Open the session(s) by clicking with your right mouse button.
6. On the drop down box that appears choose “Open with”.
7. Select “Microsoft Office Excel”.
8. If you are opening an xml open the file as a “XML list”
9. In the next screen select “OK”
10. To convert to a normal Excel format right click on the data and select “List” and then select “Convert to Range”.

## ***Adding New Team***

1. Touch once on the icon located in the bottom left hand corner named New.
2. On the pop up box that appears touch once the icon located two from the top named Team.



3. Once the next screen has appeared touch once in empty box located under New Team Name.



4. Then touch once the icon located in the bottom right hand corner that is a mini-keyboard
5. Type in the name of the team by using the keyboard provided (NB. The IPAQ Pocket PC allows several methods for imputing notes and date - keyboard and letter recognizer)
6. Once the name of the team to be entered is complete touch once the icon named Add.
7. When you have finished entering in the teams, press once the icon located in the top right hand corner named OK.

## Adding New Players

1. Touch once on the icon located in the bottom left hand corner named New.
2. On the pop up box that appears touch once the icon located two from the bottom named Player.



3. Following this select the team in where you would like the new player(s) by touching once the drop down box located below the Select Team.
4. Once your team has been selected (e.g. Fusion Sport), touch once the box next to First Names.
8. Then touch once the icon located in the bottom right hand corner that is a mini-keyboard
5. Type in the player's first name by using the keyboard provided.
6. Then touch once the box located next to Family Name and type in the name of the players family name using the keyboard.
7. Once the players name has been completed in full press once the icon named Add.
8. Repeat steps 5-7 for as many players as you need.
9. Once all the names you need have been entered press once the icon located in the top right hand corner named OK.

## ***Alternative Entry Method (Importation of players)***

1. Firstly on your computer desktop create a new text document. To do this, right click on desktop. A pop up screen will drop and from this select Text Document.
2. Type out the players you wish to add by: Typing the first player's Family name followed by a comma then the player's first name. Enter down to the next line and add in the next player as described above.
3. Save the text document when you have finished creating the list of players you wish to add.
4. Make sure you have a connection via ActiveSync with your PDA (it should be in its cradle).
5. On your desktop run the file explorer program.
6. In EXPLORER click once on MOBILE DEVICE and then double click MY POCKET PC.
7. Double click on MY DOCUMENTS. Then minimize this screen and right click on the text document.
8. A pop down box will occur and on this select COPY.
9. Open my documents and then right click. In the pop down box the follows select PASTE.
10. Back onto the PDA Touch once on the icon located in the bottom left hand corner named New.
11. On the pop up box that appears touch once the icon located two from the bottom named Player.
10. Following this select the team in where you would like the new player(s) by touching once the drop down box located below the Select Team.
11. Touch once the icon located below ADD, named IMPORT.
12. Then select the text file that you want under the selected team by touching the file name once.



## ***Pacing Protocol***

1. Touch once on the icon located in the bottom left hand corner named New.
2. In the Pacing Tape page select the lap pacing protocol you wish to use for your new tape.
3. Choose a unique name for your protocol tape by highlighting and overwriting the preset one.



4. Change the time you wish your splits to be (in seconds). This time will be the average split for all your laps between the gates.
5. Press the icon located on the right of cancel named YES.



6. In the Pacing Tape Page you are able to select the times and colours for each sub-split.
  - a. To change the time of a particular sub-split, firstly select the sub-split by pressing the up or down buttons next to either Lap, Split or Sub-split. Then select the time you wish for the particular Sub-Split, in seconds and milliseconds.
  - b. To change the colour of sub-split, firstly select the sub-split by pressing the up or down buttons next to either Lap, Split or Sub-split. Then, using the buttons next to the red, green and blue lines, select the combination you wish to appear at that particular sub-split.
7. You may also wish to delete the tape by pressing the icon located on the bottom left hand corner called Delete.
8. Once you have completed the changes press the icon located on the bottom right hand corner called Save.

## ***Edit Team Name***

1. Touch once the icon located next to the icon NEW called EDIT.
2. On the following pop up screen select the icon named EDIT TEAM.



3. Select the team name to be edited by touching once the team name in the box under the icon named TEAMS.
4. Touch once the box under RENAME TEAM.
5. Then touch once the icon located in the bottom right hand corner that is a mini-keyboard
6. Type in the name of that you wish to call your team.



7. Then touch once the icon named SAVE to save your changes.
8. Do this to as many team names as you need and then press once the icon located in the top right hand corner called OK.

## Edit Player Name

1. Touch once the icon located next to the icon NEW called EDIT.
2. On the following pop up screen select the icon named EDIT PLAYER.



3. Following this select the team in where you would like the new player(s) by touching once the drop down box located below the SELECT TEAM.
4. Once your team has been selected (e.g. Dummy Team), touch once the box next to FIRST NAMES.



5. Then touch once the icon located in the bottom right hand corner that is a mini-keyboard
6. Re-Type in the name of the player's first name by using the keyboard provided.



7. Then touch once the box located next to Family Name and Re-type in the name of the players family name using the keyboard.
8. Once the players name has been completed in full press once the icon named Save.
9. Repeat steps 5-7 as many times as you need.
10. Once all the names you need have been entered press once the icon located in the top right hand corner named OK.

## ***Deleting Team(s)***

1. Touch once on the icon located in the bottom left hand corner named New.
2. On the pop up box that appears touch once the icon located two from the top named Team.



3. Select the team(s) you wish to delete by pressing touching the team name once.
4. Once the team has been selected press once the icon named DELETE.
5. Do this for as many teams as you need.
6. Once you have completed this exit by pressing once the icon located in the top right hand corner OK.



N.B. By deleting a team you have also deleted the players and associated data.

## ***Deleting Player(s)***

1. Touch once on the icon located in the bottom left hand corner named New.



2. On the pop up box that appears touch once the icon located two from the bottom named Player.



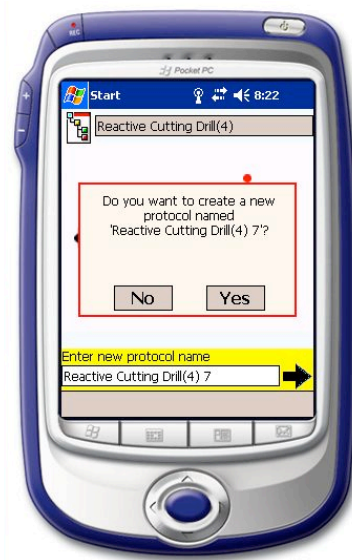
3. Following this select the team where the player(s) are that you would like to delete by touching once the drop down box located below the Select Team.
4. Select the player(s) you wish to delete by touching once the player name and then press once the delete icon.
5. Do this as many times as you need.
6. Once you have finished press once the icon located in the top right hand corner called OK.

## ***New Protocol***

1. Touch once on the icon located in the bottom left hand corner named New.
2. On the pop up box that appears touch once the icon located two from the top named Protocol.



3. Select the protocol you wish to edit by pressing the name once.
4. Type in the name you wish to call your drill. Press the arrow once when you have chosen the name and then tap “Yes” when prompted.



5. Select the layout editor by touching the hole once. You can then edit the distances by highlighting this distance and then type in the desired distance using the keyboard.



6. To change either the introduction or description, select the information button. Once in the protocol description page has appeared you can edit each (introduction or description) by touching the note pad. Press “OK” to save and exit. NOTE – you do not have to change this to create a new protocol.



7. To change the image select “Images”. You can change the “Schematic”, “Layout” and “Sync Order” pictures by importing them from the folder. Press “OK” to save and exit. NOTE – you do not have to change these images. The drill must only

work logically – the software is not concerned with where you put the gates. These images are for your records only.



8. To edit the Name, Sub sessions, Gates per Track, and Maximum number of tracks. Press “Apply” to save and “OK” exit.

