

A.C.E.S.[®] Scoring

with **Androids** using

SASS[®] Premier Scoring

Table of Contents

Overview	2
Equipment	2
Scoring Staff.....	3
Step 1 – Register Shooters in SASS	3
Step 2 – Export Data to A.C.E.S.....	4
Step 3 – Wi-Fi Connection	5
Step 4 – Transferring SASS Export File to Main Device	6
Step 5 – Setting up the Match (after importing registration data).....	7
Step 6 – Device Movement	8
Step 7 – Initial Sync of Main Device with Secondary Devices	9
Meeting with Posse Marshalls and Berm Marshalls.....	10
Entering Scores in Secondary Devices.....	10
Syncing Scores	11
Exporting Scores from Main Device to SASS Program	12
Importing Scores into SASS Program	13
Reviewing Scores	13
Updating Scores in SASS.....	14
A. Posse Marshall & Berm Marshall Checklist	15
B. Handling Shoot Throughs.....	15
C. Scoring via A.C.E.S.	16
D. Scoring Official Checklist.....	17
E. References	21

Overview

This process details the steps used to register and score shooters using the A.C.E.S. Scoring Program (using **Android** devices) in conjunction with the SASS Premier Scoring program (for a large major match). The steps include registering shooters using the SASS Premier Scoring program, syncing to an **Android** handheld device, scoring using A.C.E.S., and then syncing back with the SASS Premier Scoring program.

An additional process detailed in this document is the use of the SASS Premier Scoring program for reports by the Scoring Coordinator in a major match.

Equipment

The following equipment is based on recommendations from the A.C.E.S. developers as well as testing from other SASS Premiere score keepers.

For the most updated information as to which devices will work with the A.C.E.S. program, go to the info page on the A.C.E.S. website (under System Requirements): <https://acesscoring.com/info>

- **A.C.E.S. Devices:**
 - o **Master Device** (2 devices: main + 1 backup device): This document was developed with use of the Nexus 7 tablet as the Master device and the Nook as the secondary device. Be sure to have a backup master device. A.C.E.S. on Android devices supports running android 2.1 (Eclair) or later.
 - o For extracting the A.C.E.S. results from the Android device to import into the SASS Premiere Scoring Program, download the “ES File Explorer File Manager” application from the Google Play Store (see the “*Exporting Scores from Main Device to SASS Program*” section of this document for further details).
 - o Secondary Devices (# of posses, plus 2-3 backup devices): The Nooks and Nexus 7 devices work fine, but the application is slightly different hat the iPad application design.
 - o Extra batteries for the A.C.E.S. devices
 - o Cables (plus extras) for the A.C.E.S. devices
 - o Charging cables for the A.C.E.S. devices
- **Wi-Fi Network:**
 - o Depending on size of the range will depend on where to place the Wi-Fi device (preferably a wireless N router). The wireless router can be placed on a golf cart (with a portable charger). The wireless router may also be placed in the middle of the range (connected to a power outlet). Test the distance of the wireless router before match day.
 - o It is best to keep the Wi-Fi turned off on the **Secondary** devices to save the battery power. Leaving them on all day and syncing from the scoring shack is fine, as long as you have the capability to replace the battery on each of the **Secondary** devices.
- **Miscellaneous:**
 - o Removable tape (painter’s blue tape) to place on the back of the A.C.E.S. devices. Mark the Stage # of Posse # on the tape.
 - o Weather-proof cases for the A.C.E.S. devices.
 - o Stick-on screen to protect of the A.C.E.S. devices.
 - o Stylus for each A.C.E.S. device.
 - o Sunshade for each A.C.E.S. device.
 - o Radios for score keepers (set to different channel than other key match personnel).

Scoring Staff

The following recommendations are for the scoring staff. Depending on availability of volunteers and comfort level with the two scoring programs, will determine what the Scoring Official will designate as tasks for the scoring assistants.

- **Scoring Official Responsibilities:**
 - Manage and understand the process for using the A.C.E.S. Scoring Program in conjunction with the SASS Premiere Scoring Program.
 - Coordinate scoring assistant activities.
 - Determine who will do the syncing from the **Main** A.C.E.S. device to the SASS Scoring Program.
 - Charge the A.C.E.S. devices.
 - Ensure there is at least one person on each posse that understands the A.C.E.S. program.
 - Ensure devices and score books are distributed to Posse/Berm Marshalls.
 - Meet with Posse/Berm Marshalls to discuss A.C.E.S. device procedures/responsibilities.
 - Run scoring reports for the match director.
- **Scoring Assistant Responsibilities:** It is best to have a minimum of two assistants. Responsibilities will be determined by the Scoring Official and may include the following:
 - Sync **Secondary** devices with the **Main** device.
 - Assist posse score keepers with the A.C.E.S. program.
 - Collect paper score sheets from each stage.
 - Review the paper score sheets against what is synced from the **Main** device to the SASS Program.
 - Charge the A.C.E.S. devices.
 - Run scoring reports for the match director.

Step 1 – Register Shooters in SASS

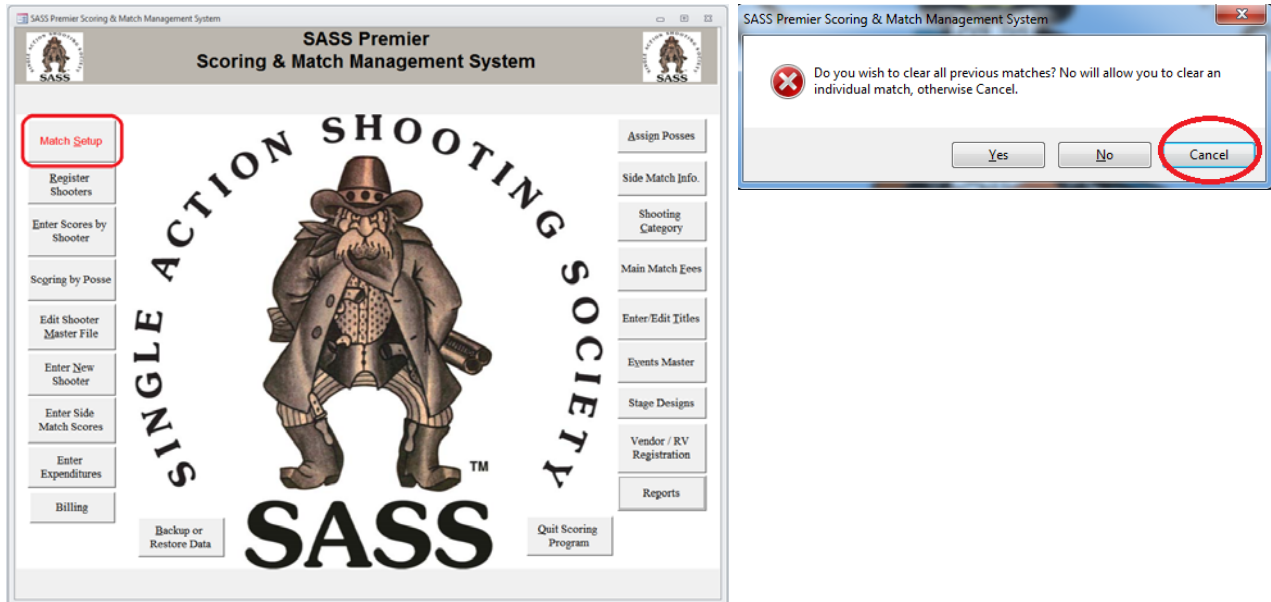
1. Register shooters in the SASS program. If using SASS Premiere, it is **critical** that you capture the SASS # and the State for each shooter, as it is used to uniquely identify competitors in that software. A.C.E.S. does not depend on the SASS #, instead identifying competitors by alias and category.
2. Send out your confirmation letters, do packet labels, and all the necessary administrative tasks.
3. Assign posses.
4. Sort posses in alphabetical order to ensure the paper posse sheets and A.C.E.S. posse list match (don't let SASS program assign the posse list randomly). This setting is in the Master setup area in the SASS program.

Note: Importing registration data from the SASS program into A.C.E.S. creates a new match. When the match start date approaches, and registration is relatively unchanging (the morning of the match), perform the export to the **Main** A.C.E.S. device. After importing the SASS registration information, maintain all changes in A.C.E.S. (category changes, posse changes, adding shooters, etc.).

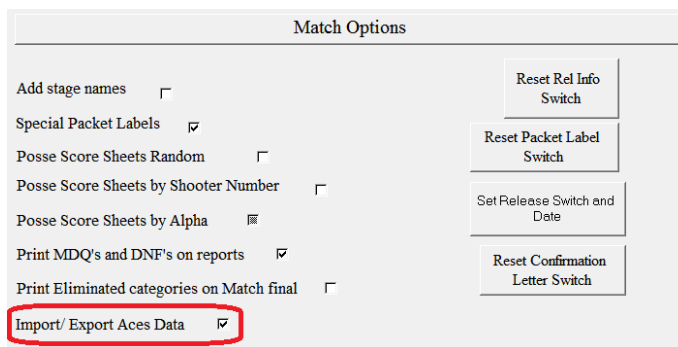
Once you start the match, no more registrations can come from the external sources into A.C.E.S. You must register walk-ons for a posse through the A.C.E.S. software and sync the registration data and scores using the normal match syncing process. You may register shooters in the devices and the SASS Premier program, using identical information. Best practices would be to register shooters in A.C.E.S., then sync the data with the SASS Premier program to ensure both systems have accurate data. Shoot through individuals can be handled by issuing individuals a score sheet, then entering their times via the SASS Premier Program.

Step 2 – Export Data to A.C.E.S.

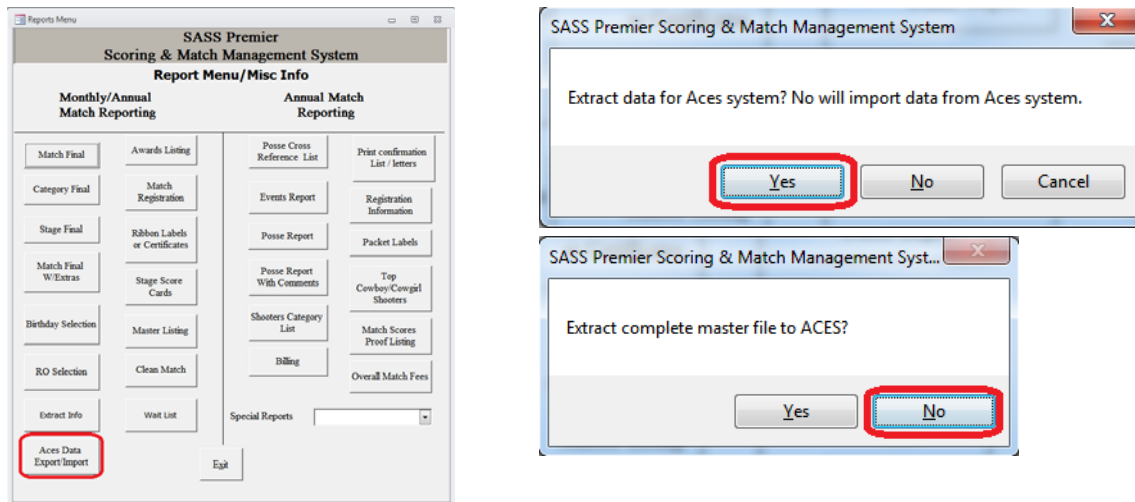
1. Click on “Match Setup” from the main SASS Program Switchboard, and then select “Cancel” when asked if you want to clear all programs.



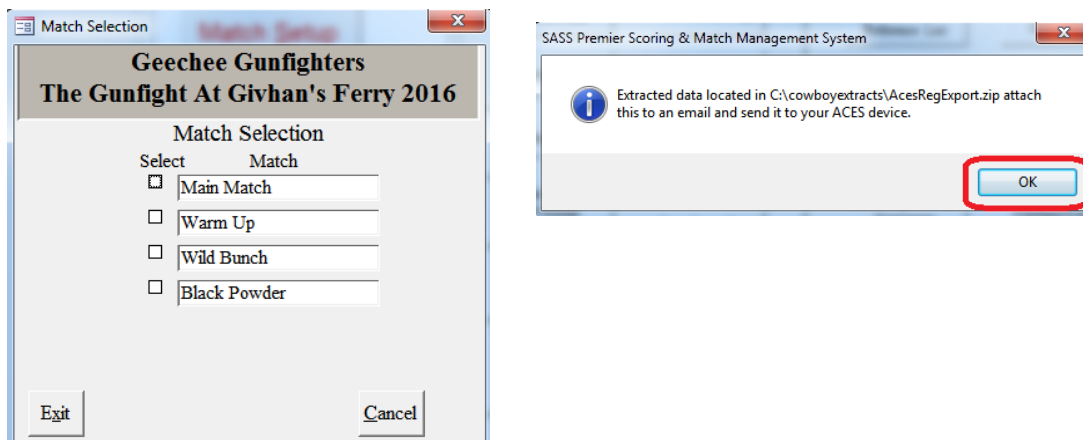
2. Under Match Options (bottom left corner of screen), make sure the “Import/Export Aces Data” checkbox is checked.



3. Select the Reports button on the main SASS Program switchboard, and then select "Aces Data Export/Import." Select "Yes" to extract data for the Aces system. Then select "No" in order to not extract complete master file; selecting "Yes" will not bring in the shooter list.



4. Select the Match you want to export. A pop-up will identify the folder where the extracted file will be placed (AcesRegExport.zip). Select OK.



Step 3 – Wi-Fi Connection

Ensure all devices can connect through some sort of Wi-Fi device (this could be a wireless router, laptop used as a hotspot, etc.) Note: You do not need internet access.

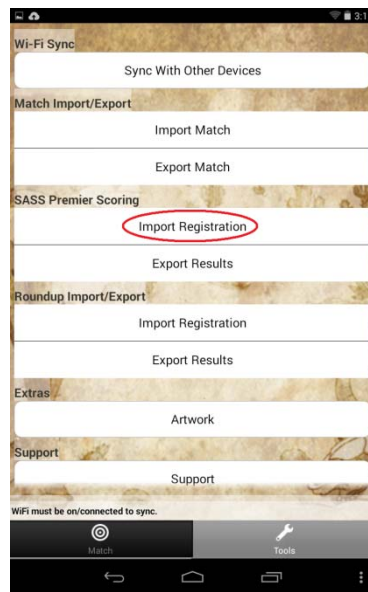
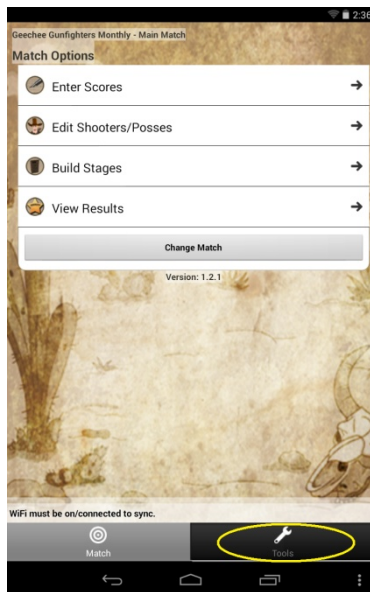
- Nexus 7 and Nook devices
 1. Go to Settings
 2. Turn On Wi-Fi
 3. Connect to the W-Fi device

Step 4 – Transferring SASS Export File to Main Device

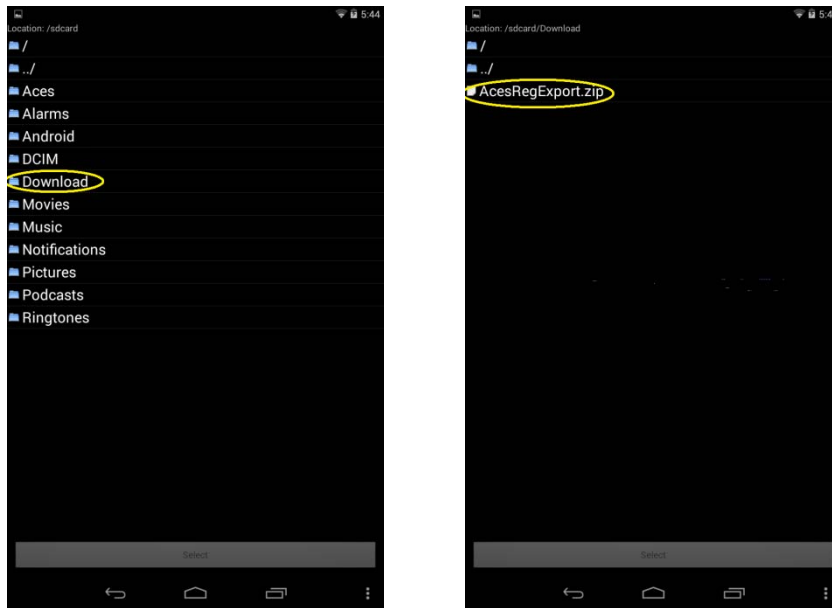
You can transfer the SASS program file to your Nexus 7 tablet via a USB connection:

USB Connection Transfer

1. Export the data from the SASS program as indicated in Step 2 above.
2. Connect the Nexus 7 device and to your computer using a USB cable. *Note:* If you're asked to select a USB connection on your device, choose Media device (MTP).
3. Go to the C:\CowboyExtracts folder.
4. Use the File Transfer window that pops up on your computer to drag and drop the AcesRegExport.zip file, just like other external devices. You can also drag the AcesRegExport.zip file (or copy and paste the file) to the *download* folder or the root (main) folder on the Nexus 7 device.
5. Eject your device from Windows, and then unplug the USB cable.
6. From the **Main** device (i.e. Nexus 7) open the A.C.E.S. program.
7. Select the Tools button at the bottom of the screen. Then under "SASS Premier Scoring," select "Import Registration."



8. A list of file folders will display. Select the “Download” folder, then the AcesRegExport.zip file. Select the “Select” button at the bottom of the screen, and then select Close.



References:

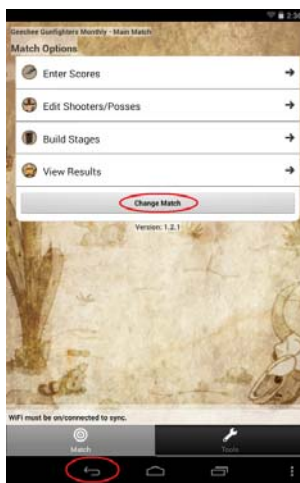
<https://support.google.com/nexus/answer/2840804?hl=en>

<http://www.dummies.com/how-to/content/how-to-transfer-files-to-your-nexus-7.html>

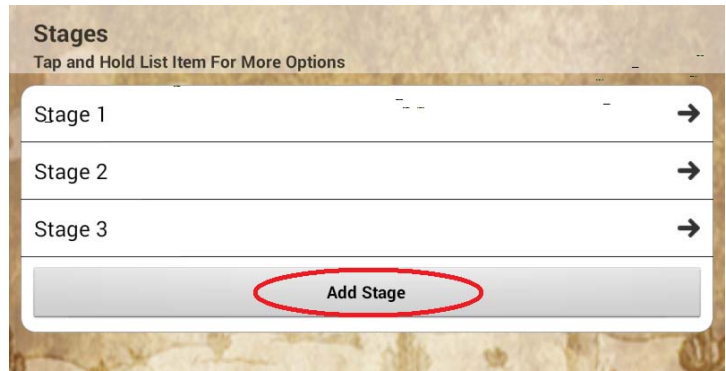
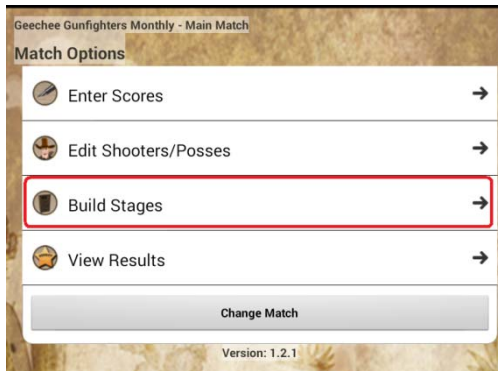
Step 5 – Setting up the Match (after importing registration data)

After importing the registration data into the **Main** device, follow the below steps for setting up the stages.

1. From the Nexus 7, select “Change Match,” then select the match which was transferred to the **Main** device.
At the bottom of the screen, select return arrow to go back to the previous screen.



2. If the stages have not been imported via SASS, follow the below steps for setting up the stages.
 - ❑ **Note:** If you set up the stages via the “Match Setup” in SASS (by entering the number of stages), then the stages will be created when the SASS file is imported.
3. You must build the stages on the device before scoring. Select “Build Stages.” To add stages, select “Add Stage.” Do this for the number of stages in the match.



4. Click on each stage to setup the Stage Name, Target Count, Stage Points, and Bonus Targets.

Step 6 – Device Movement

The Android devices (as of the version of this document) cannot lock the devices to a stage or a posse. So you have to consider the two options for the scoring device location (leaving on stages or leaving with the posse).

For adding walk-ons (shoot-through individual), the best practice is to not add the walk-on to the A.C.E.S. devices, but to use a paper score sheet and have the Scoring Official enter the scores manually through the SASS Scoring Program

- **Staying with the Stage:** This can be more accurate with a dedicated scoring staff, and it makes it easier to reclaim the device at the end of the match. This also makes it easier with multi-shift matches.
- ❑ **Note:** The downside to this option is that the posse scorekeepers (and others) will be able to see the scores from the previous posses that shot that particular stage.
- **Staying with the Posse:** This option is easier for adding walk-ons. The risk is that the device will stay with the posse after their last stage. It's important, if choosing this approach, to stress end-of-day procedures for the devices. With this option, scores from other posses cannot be seen on the devices, except for those posses using the specific device after another posse.
- ❑ **Example:** Posse 1 enters their scores for each stage on an AM shift. On the PM shift, posse 11 uses the same device. Posse 11 will be able to see posse 1's scores, but no other scores. The posse the next day using the same device will be able to see scores for posse 1 and posse 11. Try to keep the devices to the same posses to limit the viewing of scores.
- ❑ If there is an AM and PM shift, it is best to have the devices left with the berm marshal at the stage where the posse ends their AM shift. It will be important to have scoring assistants sync the **Secondary** devices throughout the morning as well as when a posse finishes their AM shift. For each posse device

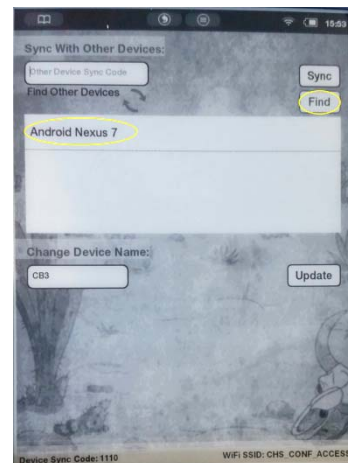
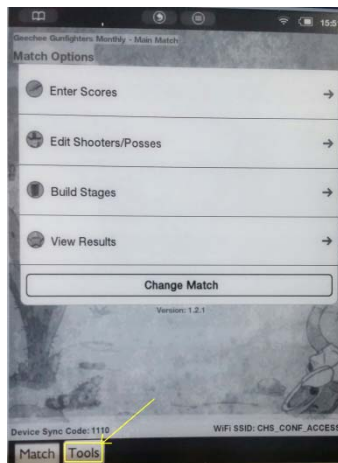
synced at the end of the AM shift, the scoring assistant can then change the label on the back of the device to the posse that will be using the device on the PM shift.

Label each device with masking tape or removable labels (such as blue painter's tape) with either the Stage # or the Posse # (depending on the option you are using above).

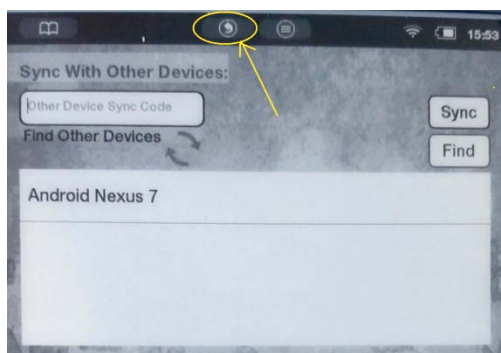
Step 7 – Initial Sync of Main Device with Secondary Devices

Before scoring, you must push the data (sync the data: stages and shooters) from the **Main** device to the **Secondary** devices. Perform the below steps for each device used in the match, including backup devices.

1. Connect **Secondary** Devices to Wi-Fi: Ensure all devices can connect through some sort of Wi-Fi device (this could be a router, laptop used as a hotspot, etc.) *Note:* You do not need internet access.
2. Place the **Main** device near the **Secondary** device (with both connecting through Wi-Fi).
3. Open the A.C.E.S. program on the **Main** device.
4. From the **Secondary** device, open the A.C.E.S. program and select “Tools” (from bottom of screen on the **Secondary** device).
5. Under the “Wi-Fi Sync” menu, select “Sync With Other Devices”. Select “Find” to locate the “**MAIN**” device. Select the name of the Main device showing on the **Secondary** device screen. Select Accept Changes.



6. Back out of the screen by selecting arrow at the top of the screen. Then from the **Secondary** device, select “Match” at the bottom of the screen (next to “Tools”).



Meeting with Posse Marshalls and Berm Marshalls

See Appendix A: *Posse Marshall & Berm Marshall Checklist*, to discuss usage of the devices on the stages.

Entering Scores in Secondary Devices

Scoring can now be performed on the **Secondary** devices. See Appendix C: *Scoring via A.C.E.S.*

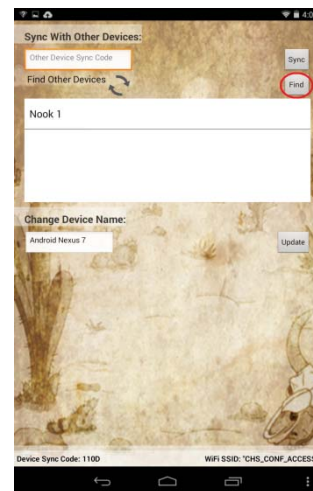
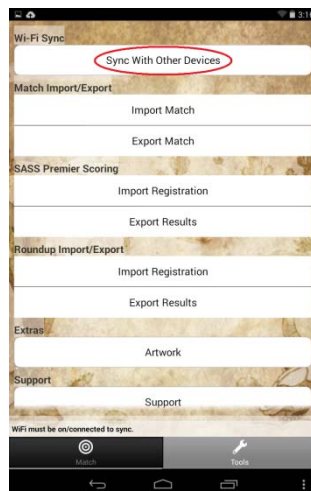
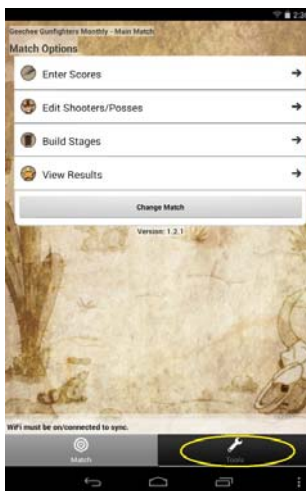
1. At any time, the **MAIN** device can sync with (pull the data from) the **Secondary** devices.
2. You can add a shooter on any A.C.E.S. device if need be (in case a new shooter shows up after the devices have been synced). When the **MAIN** device pulls the data, the new shooter information will also be on the **MAIN** device. Please refer to the A.C.E.S. documentation on <https://acesscoring.com> for how to add a new shooter on a device during a match.
3. When you add a shooter on the A.C.E.S. side and it is updated into the SASS program, only the Alias, Name, State, and Sex codes are added, unless you add the phone and email on the A.C.E.S. side. You should go into the SASS program and add the financial information if you are keeping track of money or other information.

Syncing Scores

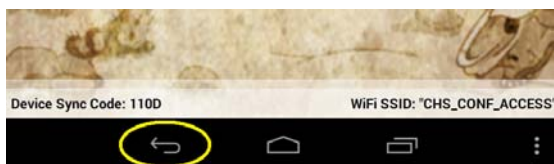
Performing the sync in the below steps will keep the **Main** device from passing all of the scores from the other devices to the **Secondary** devices.

It is very important to sync the **Secondary** devices during the match and not wait towards the end. This will enable a backup of the scores (in case a **Secondary** device fails) and allow time for reviewing of scores against the paper scores. If review of the paper scores occurs during the day, there will be less to review at the end of the day.

1. Connect the **Main** and **Secondary** devices to the Wi-Fi device
 - a. Go to Settings
 - b. Select Wi-Fi and turn on Wi-Fi
 - c. Connect to the W-Fi device
2. Open the A.C.E.S. program on both the **Main** device and the **Secondary** device
3. From the **Main** device (the device that other devices are going to sync to)
 - a. Select “Tools” (from bottom of screen)
 - b. Under the “Wi-Fi Sync” menu (at the top), select “Sync With Other Devices”
 - c. Select “Find” to locate the “**Secondary**” device.
 - d. Select the device you want to sync with, and then select “Accept Changes” (twice).



4. Turn off the Wi-Fi on the **Secondary** devices to save the battery:
 - a. Go to Settings
 - b. Select Wi-Fi and turn off Wi-Fi
5. On the **Secondary** device, make sure you go back to the scoring screen by selecting the return button at the bottom of the screen.



Exporting Scores from Main Device to SASS Program

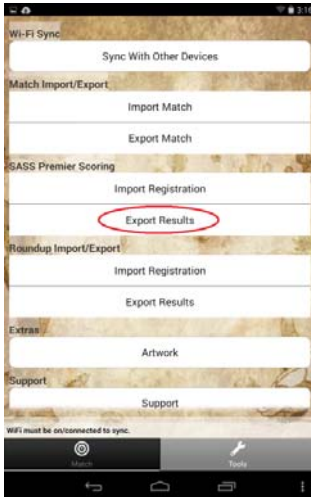
When the match is complete (or anytime during the match), you can sync the A.C.E.S. data with the SASS program.

You have 4 options for extracting the data from the Android device:

- o Save it to Google Drive (requires internet access)
- o Save it to Email (requires internet access)
- o Save it to SD Card (requires a SD card)
- o Save it to the Android device (requires a USB connection and a file manager application on the Android device) ... this option is documented below.

If you do not have internet access, the best way to extract the scores from the Android device is to use a file manager application on the Android device. *Note:* You must download the “ES File Explorer File Manager” application from the Google Play Store.

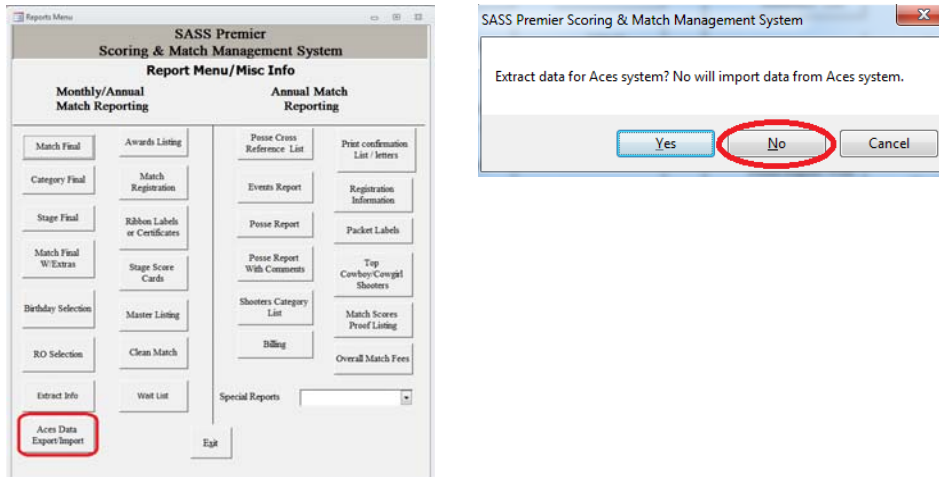
1. From the **Main** device (after receiving scores from other devices), select the “Tools” button at the bottom of the screen. Then under “SASS Premier Scoring,” select Export Results.



2. You then have the option to transfer the files via SD Card or Share.
 - a. To save to a SD Card, select “Save to SD Card.”
 - b. To share via Google Drive, Email, or a File Application, select “Share” ... documented below.
3. Select “Share”
4. Select “ES Save to ...” (this is the ES File Explorer application option)
5. Save to any folder. *Option:* Select the ACES folder, then Results, then "Select" at the bottom of the screen.
6. Select Close
7. Plug in the Android device to your PC via a USB connection and open the Android device folder (usually located under "Portable Devices")
8. Locate the ACES>Results folder and COPY the 2 files (acesScoresExport.csv and acesShootersExport.csv), then PASTE them into this folder: c:\CowboyExtracts
9. Follow the instructions in the next section: “Importing Scores into SASS Program.”

Importing Scores into SASS Program

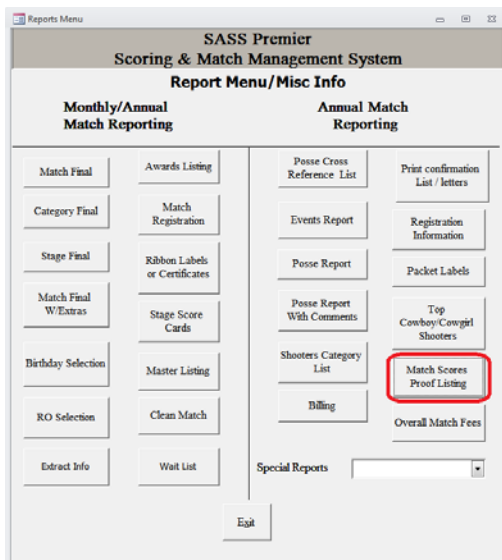
1. From the SASS Program, select the Reports button on the main SASS Program switchboard, then select "Aces Data Export/Import." On the next pop-up, select "No" to Import data for the A.C.E.S. program.



2. Select the Match you want to import then select "No" to import the A.C.E.S. files from c:\cowboyextracts
3. The SASS program will update the scores and check to be sure all shooters have been scored.
4. If all of the scores have not been entered, you will get an alert from the SASS program, notifying you all of the scores have not been entered.
5. If new shooters are added on the A.C.E.S. device the SASS program will add them.
6. You can now use the SASS program as normal (print scores, etc.)

Reviewing Scores

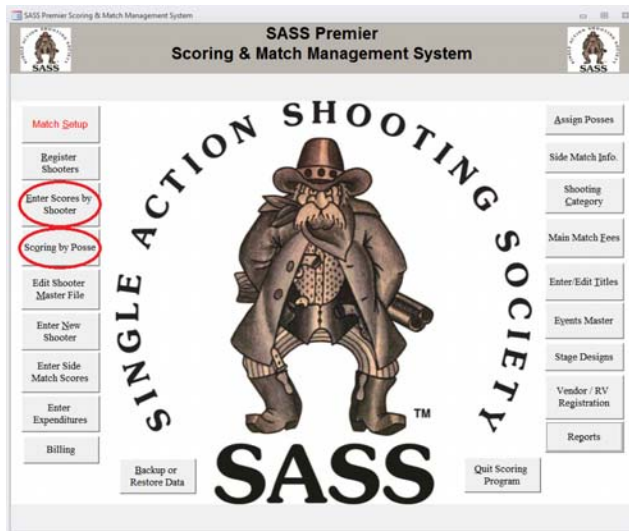
After the **Main** device data is imported into the SASS Premiere Scoring Program, the *paper scores* should be reviewed with what was imported from the **Main** A.C.E.S. device. This process is faster if the scores are reviewed by two individuals against the "Match Scores Proof Listing."



1. Print the proof and compare the against the *paper scores*. Have the two individuals review separately in order to get two verifications of scores.
2. After each *paper score* sheet is reviewed, place initials on the bottom of the score sheet. This will indicate that the paper has been reviewed. No matter how the scores are reviewed, it is best to have two sets of eyes reviewing the scores; data entry mistakes will be made in the A.C.E.S. devices.

Updating Scores in SASS

1. After all shooters scores have been entered and verified, click the “Update Scores” button. This can be performed by going to the Main screen and selecting *Enter Scores by Shooter* or *Scoring by Posse*. If you go back and make changes to the scores you will need to click the “Update Scores” again.



2. *Note:* When you enter “Update Scores,” if you get a message that all shooters are not scored, then this means that a shooter or shooters are missing some scores. The best way to find these shooters is to go to the “Score by Shooter,” select the match you were scoring and look in the UnScored List. This should show the shooter(s) that are missing scores. Select the shooter and enter the scores for the missing stage or stages. Click the “Update Scores” button when finished.

Shooter #	Alias	Raw Time	Misses	Procedure	Hour Safety	Total Time	Stage DQ	Match DQ
287/49	Angus McNulty	26.09	0	0	0	21.28		
149/WJA	Barbwire Ben	26.09	0	0	0	26.09		
207/C	Bismack	23.47	0	0	0	23.47		
64/SD	Cause Creek Kid	36.68	0	0	0	36.68		
78/S	Cumberland Drifter	20.23	0	0	0	20.23		
22/LS	Dodge City Dose	21.53	0	0	0	21.53		
241/SS	Dr. Dan Deanner	41.35	0	0	0	41.35		
182/D	El Gid Kid	43.58	1	0	0	48.58		
165/SD	Grizzly Phil	49.01	2	0	0	59.01		
268/SS	Jeremiah Longkate	25.57	0	0	0	25.57		
162/SD	Randy Kane Eagle	22.38	0	0	0	22.38		
21/SGF	Reno Mustang	28.37	0	0	0	28.37		
63/C	Sidewick	17.16	0	0	0	17.16		
169/ES	Tomestone John	26.31	0	0	0	26.31		
269/L49	Velvet Sheath	27.10	0	0	0	27.10		

Note: This page can be printed off and placed into the Posse Scorebook for quick reference.

A. Posse Marshall & Berm Marshall Checklist

- ☐ Each posse will take the A.C.E.S. scoring device with them to each stage
- ☐ Leave the paper scores with each stage
- ☐ Leave the spotting sticks at each stage
- ☐ A.C.E.S. scorekeepers and paper scorekeepers must check each other's score entry after each shooter to ensure the scores have been entered correctly in A.C.E.S. and on paper
- ☐ Scoring officials will sync A.C.E.S. devices during the day
- ☐ Scoring officials will pick up paper score sheets during the day
- ☐ **On the last stage of the day for each posse, posse leaders are to take the A.C.E.S. scoring devices to the Scoring office or give them to a Scoring Official.**
- ☐ **At the end of the day, the Berm Marshall must turn in any remaining score sheets to the Scoring office.**

B. Handling Shoot Throughs

Each shoot through individual will have a score sheet with 10 stages listed for times, misses, procedurals, etc. The shooter AND the scorekeeper **must** initial the score for each stage. Do not add the shooter to through the A.C.E.S. device.

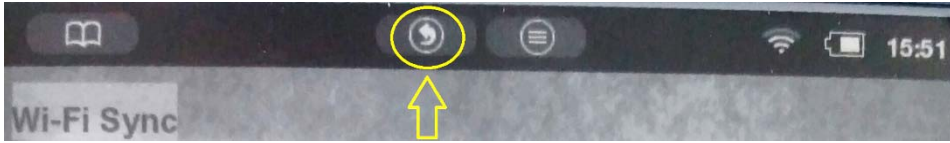
When the shooter has shot all 10 stages, the shooter will take their score sheet to the Scoring office.

Note: The A.C.E.S. program allows the ability to add a shooter to a posse. To avoid mistakes for a large match while using it in conjunction with the SASS Premiere Scoring Program, it is best to enter the shooter's scores into the SASS Premiere Scoring Program the traditional way via entry from a paper score sheet.

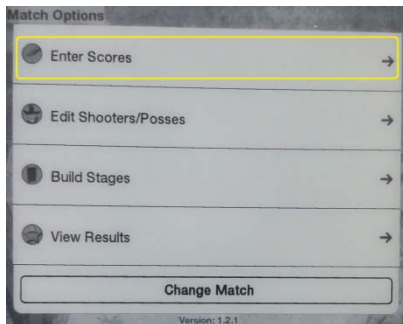
Note: This page can be printed off and placed into the Posse Scorebook for quick reference.

C. Scoring via A.C.E.S.

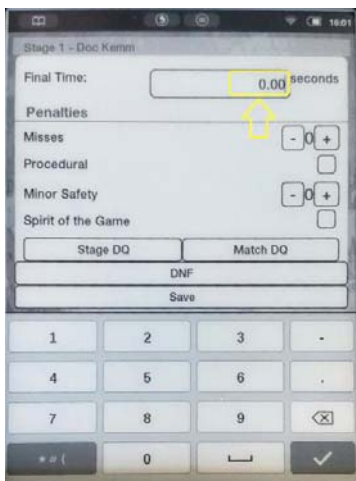
If at any time you need to return to a screen, select the return arrow at the top of the screen (as shown below).



1. From the Match screen, select Enter Scores.



2. Select the Stage #, the Posse #, and then the Shooter's Alias.
3. Select the Time by tapping 0.00 seconds; a number pad will appear. Enter the time via the number pad and select Save. *Note:* The program will automatically enter the decimal.



4. Enter Misses, Procedural, Minor Safety, and any Disqualifications. A shooter can only get 1 procedural and 1 Spirit of the Game. To remove either of these selections, just select it again. *Note:* Shooter receiving 2 DNFs or 2 SDQs will automatically give the shooter a MDQ.
5. To back out of the screen, select the return arrow at the top left of the screen repeatedly until you get to the desired screen.

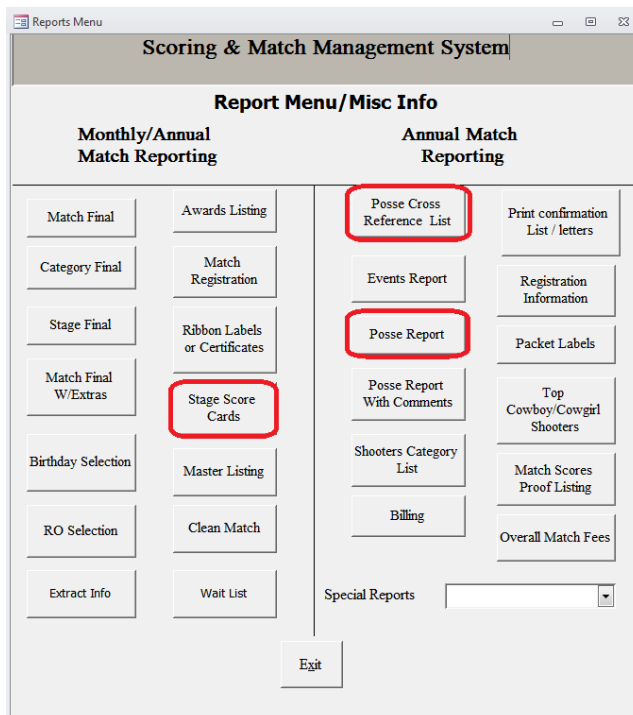
D. Scoring Official Checklist

5 days before the Match

- ☐ Ensure each device works
- ☐ Ensure the devices are fully charged
- ☐ Label each device with masking tape or removable labels (blue painter's tape) with the Posse #'s using each device.

Day before the Main Match (Side Match Day)

- ☐ Create website report for Side Matches (include Side Match Event, SASS#, Alias, and Winning Time)
- ☐ Place in "Match Director" folder – For Side Match Awards at Banquet
- ☐ At end of day, sync SASS Premiere Scoring Program data with **Main** device, then sync the **Main** device with each **Secondary** Device (including backups)
- ☐ Place devices in their corresponding stage boxes
- ☐ Print shoot through score sheets (place in Shoot Through folder)
- ☐ Print SASS and non-SASS categories (place in "Match Director" folder)
- ☐ Print *Stage Score Cards* (these are the score sheets for each posse)
- ☐ Place in plastic stage containers
- ☐ Print *Posse Cross Reference List* (both)
 - o By Alias: print two (2) (1 for office & 1 for shooter board)
 - o By Last Name: print one (1) for the office
- ☐ Print *Posse Report* and staple to shooter board for shooters to review



First Day of Match (Friday)

Before Match

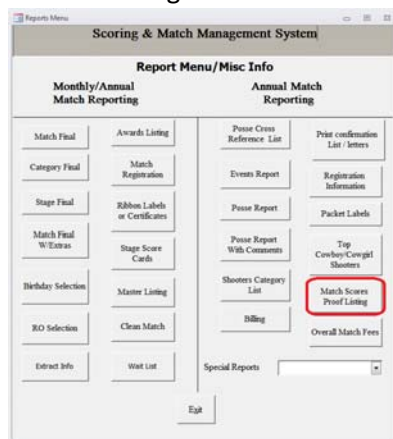
- ☐ Discuss A.C.E.S. procedure with Posse Marshalls and Berm Marshalls (see Appendix A: *Posse Marshall & Berm Marshall Checklist*)

During the Match

- ☐ Sync the **Secondary** devices with the **Main** device during the day
- ☐ Sync the **Main** device with the SASS Premier program on the computer
- ☐ Backup the SASS Premier program throughout the day
- ☐ Verify the paper scores with the scores entered via the A.C.E.S. devices (via the SASS Premier program)
- ☐ Once the paper score sheets have been compared to the A.C.E.S. scores, initial the bottom right corner of the paper score sheet. **Note:** After each paper score sheet is reviewed, place initials on the bottom of the score sheet. This will indicate that the paper has been reviewed. If you decide to use only one person to review the scores at one time, then a second person should review the scores as well. No matter how the scores are reviewed, it is best to have 2 sets of eyes reviewing the scores; data entry mistakes will be made on the A.C.E.S. devices.
- ☐ Make sure each posse turns in the A.C.E.S. devices (and every stylus) at the end of their shooting day. Best to have scoring volunteers pick up the devices at a posse's last stage (some posses may forget to turn them in).

End of Day

- ☐ Ensure all A.C.E.S. devices (and every stylus) have been turned in
- ☐ Ensure the **Secondary** devices have been synced up with the **Main** device
- ☐ Sync the **Main** device with the SASS Premier program on the computer
- ☐ Verify scores between paper score sheets and imported A.C.E.S. scores within the SASS Premiere program.
- ☐ Make sure all paper score sheets have been reviewed and initialed.
- ☐ Organize paper score sheets by Posse, then by Stage.
- ☐ Print Match Scores Proof Listing
 1. From SASS Premiere program, Select *Reports*, then *Match Scores Proof Listing*, Select *Main Match*
 2. Post Proof Listing on Shooter's board



- ☐ Print list of shooters under 18 (place in "Match Director" folder) – for shootoff
- ☐ Plug in each device to charge overnight (DO NOT leave the devices at the range).

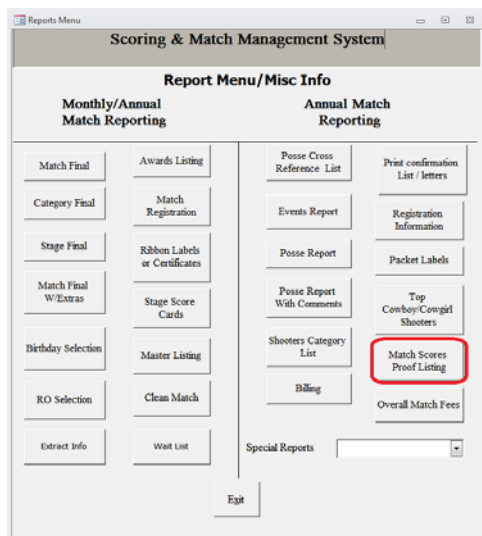
Second Day of Match (Saturday)

During the Match

- ☐ Sync the **Secondary** devices with the **Main** device during the day
- ☐ Sync the **Main** device with the SASS Premier program on the computer
- ☐ Backup the SASS Premier program throughout the day
- ☐ Verify the paper scores with the scores entered via the A.C.E.S. devices (via the SASS Premier program)
- ☐ Once the paper score sheets have been compared to the A.C.E.S. scores, initial the bottom right corner of the paper score sheet. **Note:** After each paper score sheet is reviewed, place initials on the bottom of the score sheet. This will indicate that the paper has been reviewed. If you decide to use only one person to review the scores at one time, then a second person should review the scores as well. No matter how the scores are reviewed, it is best to have 2 sets of eyes reviewing the scores; data entry mistakes will be made on the A.C.E.S. devices.
- ☐ Make sure each posse turns in the A.C.E.S. devices (and every stylus) at the end of their shooting day. Best to have scoring volunteers pick up the devices at a posse's last stage (some posses may forget to turn them in).

End of Day

- ☐ Ensure all A.C.E.S. devices (and every stylus) have been turned in
- ☐ No need to plug in each device
- ☐ Ensure the **Secondary** devices have been synced up with the **Main** device
- ☐ Sync the **Main** device with the SASS Premier program on the computer
- ☐ Verify scores between paper score sheets and imported A.C.E.S. scores within the SASS Premiere program.
- ☐ Make sure all paper score sheets have been reviewed and initialed.
- ☐ Organize paper score sheets by Posse, then by Stage.
- ☐ Print three (3) Match Scores Proof Listing reports
 1. From SASS Premiere program, Select *Reports*, then *Match Scores Proof Listing*, Select *Main Match*
 2. Post one (1) *Match Scores Proof Listing* reports on Shooter's board
 3. Place two (2) *Match Scores Proof Listing* reports in the "Match Director" folder (for shooters to review at the banquet)



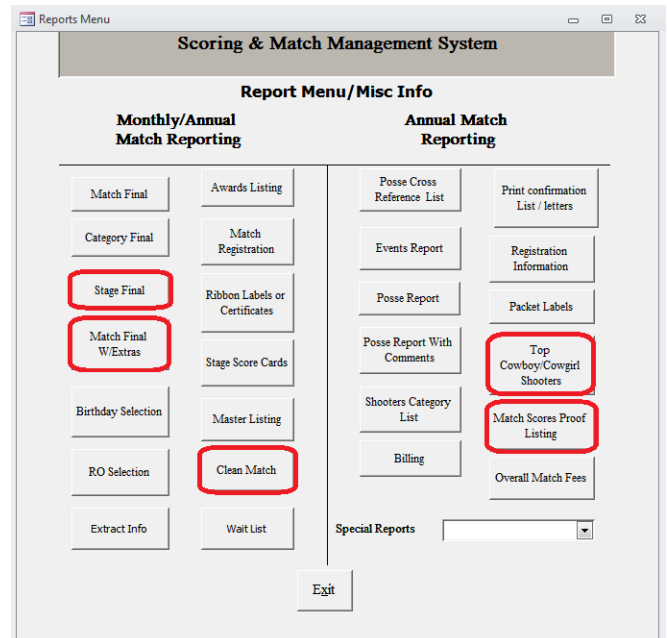
Match Director Reports

Ensure the following are in the "Match Director" folder. Place post-it notes on reports for when they will be used (i.e. "Banquet," "Awards Ceremony," etc.)

- ☐ *Match Scores Proof Listing* – for shooters to review at banquet
- ☐ List of Shooters under 18 – for shootoff (announced at banquet)
- ☐ Print *Top Cowboy/Cowgirl Shooters* – for shootoff (announced at banquet)

- o **MUST be in ALPHABETICAL ORDER**
- o Select "No" for Combine Cowboy and Cowgirls in overall (should be separate)
- o Select Main Match
- o Enter 16 alternates for Cowboys (handwrite 10 alternates *by order of placement*)
- o Enter 8 alternates for Cowgirls (handwrite 10 alternates *by order of placement*)

- ☐ SASS and non-SASS categories – for Awards Ceremony
- ☐ Print *Clean Match* list – for Awards Ceremony
- ☐ Print five (5) *Match Final w/ Extras* – for Awards Ceremony (place on tables after award ceremony)
- ☐ Print three (3) *Stage Final* – for Awards Ceremony (place on tables after award ceremony)



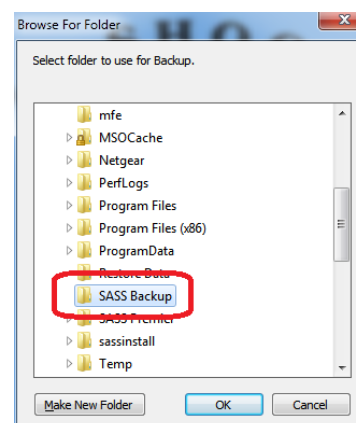
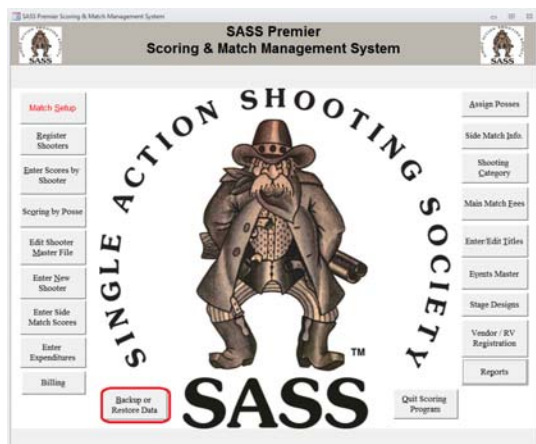
Sunday (Awards Ceremony)

During Award Ceremony

- ☐ Keep track of who did not pick-up awards (optionally, who picked up awards for others)

After Match

- ☐ Email SASS backup files to Match Director (others as necessary)
 1. From the SASS Premiere Main screen, click on *Backup or Restore Data*.
 2. Enter 1 to backup data; select OK.
 3. Select a location to back up data (in a separate folder from other SASS files; Ex: C:/SASS Backup)
 4. Email all of the files in the folder to Match Director (others as necessary)



E. References

A.C.E.S. Scoring Program

A.C.E.S. website: <https://acesscoring.com/information>

Files from A.C.E.S. scoring website:

ImportingMatchRegistration.pdf

ScoringMajorMatchesAnnualsusingACES.pdf

SASS Premiere Scoring Program

SASS Premiere Scoring website: <http://www.ponyexpressmatch.com/premierscoringhome.htm>

Registered SASS Premier Scoring - Help Manual

This document was compiled by Shamrock Sadie (shamrocksadie@gmail.com).