

Race Officer Instructions for entering HalSail results (2021 update)

Please read carefully

1. Ensure that the Club Computer and the grey coloured printer are switched on!
2. In the centre of the computer screen there is a HalSail icon, press to activate. If working remotely access this link <https://www.halsail.com>
3. Press 'Log In', top right of screen
4. Enter Email = 'regatta@royaldart.co.uk'
5. Enter Password = 'royaldart'
6. You will then notice 6 named Tabs across the top of the Screen. Select 'Results'
7. Enter 'new results', (1st tab down)
8. Then you pick the date from the selection, most probably the one with today's date on it!
9. The screen will list the classes racing, so typically on a Wednesday evening it will list Weds TCF-GOLF1 , Weds TCF-GOLF2 and Wed Squib TCF-Golf. So, select these classes by ticking the three tabs.
All yachts have a TCF-GOLF handicap, so this is used as the 'Master series' that we enter race times in. HalSail automatically puts these times into the 'Tandem' IRC (or Level for Squibs) series. Thus we obtain an TCF-GOLF result and an IRC (or Level) result without entering all the times twice.
10. At weekends you will just see the appropriate TCF-Golf series. Again, HalSail will duplicate the times in the TCF-GOLF series into the IRC Class and the Squib Class.
11. Note that all yachts start together on Saturday Series racing. Squibs that also hold an IRC rating will feature in the IRC results.
12. *By way of further explanation of the Tab 'Class'. In HalSail, 'Class' of yacht does not refer to the yachts' manufacturer or type, e.g. J24, it refers to the Series of races that an individual yacht has been given a handicap or rating by the RDYC sailing administrator. HalSail demands that all yachts have to be entered into a database so that every RDYC yacht has a rating or number. That is why, purely for administrative purposes, all yachts have a TCF-Golf handicap, irrespective of whether TCF-Golf is used in that yacht's race or not, e.g. Weds IRC1.*
13. Ensure that you have the right start time for the race and a tab on the right will allow you to change it for each Class if necessary.
14. Now press 'Enter results'.
15. A Tab will then display the race officer's name, Min Wind Speed, Max Wind Speed, Wind direction. Fill these in for posterity!
16. You will then see all the Sail numbers of yachts that have a rating or handicap and indicated at the beginning of the season that they wished to enter that series.

17. All you need then do is select the sail number and enter the yachts finishing time. If the new results sheets is used, you just start from the last time taken and work back up the sheet. The system takes care of putting the times in the correct order, you don't have to. For yachts that have registered as 'Non-spinnaker' on WhatsApp before the start, deduct one minute from their finish time and also enter 'Non-spinn' in the 'Guest Crew' box.
18. For the Wednesday evening race series where one of our yacht owners is the Race Officer, you should enter his/her yacht as follows: On the tab marked 'status' select 'RDG'. A new tab will appear to the left 'Redress Type'. Select 'Av excluding DNC'. If there is a second RO yacht owner, then that person's yacht should also go through an identical process. Each yacht owner will then receive the average points gained through the rest of the series.
19. Once happy that every yacht is accounted for, the second tab down under 'Results' allows you to review the results by Class.
20. Print the results for the race by Class, i.e. IRC1; IRC2; Squib. Then look at the TCF-GOLF1, TCF-GOLF2 and Squib TCF-GOLF and record just the winner for that race in all the three classes. The winner of each class will win the 'Sponsor's prize for that Wednesday evening race. You may also wish to print off the Overall results for that Class to date, which you will then pin to the Racing Board in the club's reception area.
21. On entering the Club's Bar, read out all the participants results starting from last place in Squib, then IRC 2 and lastly IRC 1. Then, for the sponsor's prize, from the TCF-GOLF results read out just the winner of each of all three TCF-GOLF classes. Please then place all the results on the Sailing board in the hall.

If you have a problem, find Mike Mackie or Mark Simpson. Ply with suitable amounts of requested beverage and request help.

Mike Mackie Jan 2021