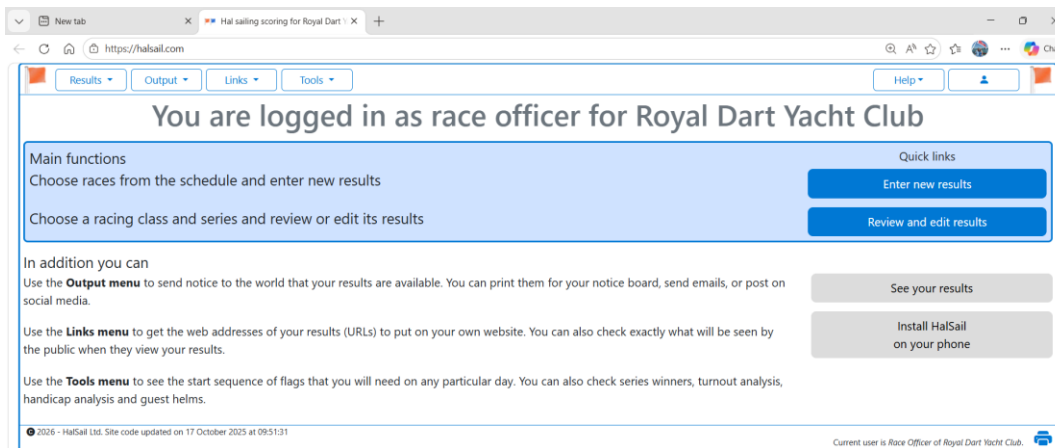


Halsail Instructions for RO Training with Screenshots

Initial Set Up

- A. In the Race Office, ensure that the Club Computer and the grey coloured printer are switched on!
- B. 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>.
- C. Press 'Log In', top right of screen
- D. Enter Email = 'regatta@royaldart.co.uk' and Password 'royaldart'
- E. You will then notice 4 named Tabs across the top of the Screen. under 'Results' select 'Enter new results'.

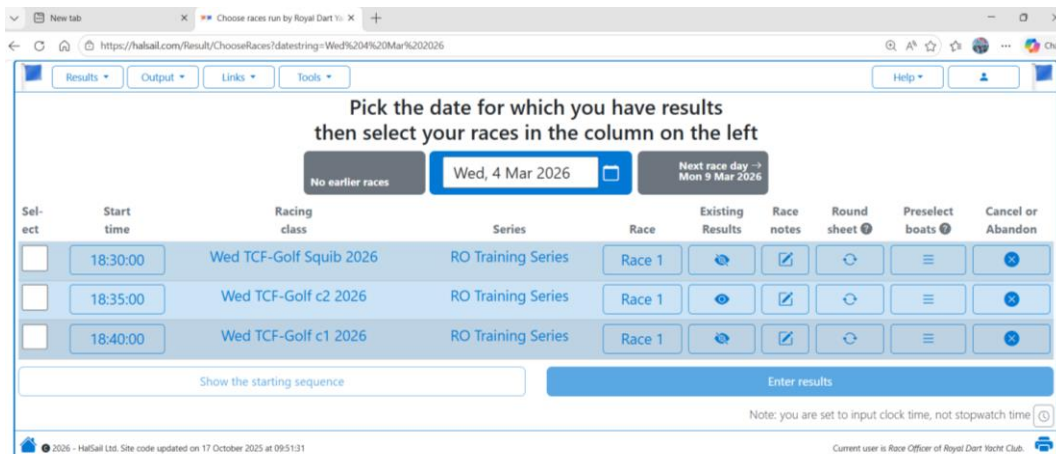
Note: You can access Halsail from your own computer or iPad at home exactly as described above.



Entering Results in RO Training Series

1. Results entry start-up screen

- Alter date to Wed 4 Mar 2026 to access Training Series.
- Check start time is correct.



2. Tick all 3 boxes, press Enter Results

3. Complete RO entry box then:

- To select boat insert part of sail number or boat name
- Enter time
- Hal will sort boats into classes automatically
-
- The Race Officer's boat should be entered in the Status Box as 'RDG' and 'Av excluding DNC'.

4. Check times and edit if wrong (same screen)

These boats were eligible to take part in the races selected				
549	Wed TCF-Golf2 2022	Jackzoo	Mark Jackson	Enter result
553	Weds Squib TCF-Golf 2022	Off Road	Simon Hickey	Enter result
695	Weds Squib TCF-Golf 2022	Mimosa	Roger Readwin	Enter result
722	Weds Squib TCF-Golf 2022	Moondance	Mark Lobb	Enter result
732	Weds Squib TCF-Golf 2022	Hendrika	John Ellwood	19:29:02 Edit result
774	Weds Squib TCF-Golf 2022	Corsair	David Biddle	Enter result
835	Wed TCF-Golf2 2022	Sula	Mark Simpson	Enter result
904	Weds Squib TCF-Golf 2022	Blue Orca	Mike Brown	19:30:01 Edit result
IRL1078	Wed TCF-Golf1 2022	Jostler	Oliver Brown	Enter result
GBR 1355 R	Wed TCF-Golf1 2022	Lulotte	Ben Morris	Enter result
1414	Wed TCF-Golf1 2022	Slightly Steamy	Peter Symons	Enter result
1898	Wed TCF-Golf2 2022	Minim III	Jamie & Rob Deverell	Enter result
2413	Wed TCF-Golf1 2022	Blewit	Keith Wase	Enter result
GBR 2473 L	Wed TCF-Golf1 2022	Sarabande of Dart	Anne-Marie	Enter result
2828	Wed TCF-Golf1 2022	Raspberry Jam	Marc Koska	19:45:02 Edit result
3033	Wed TCF-Golf1 2022	Cockatoo	Keith Cockburn	Enter result
3321	Wed TCF-Golf1 2022	Axeman	John Brunner	Enter result
3789	Wed TCF-Golf1 2022	Bandit	David Goulden	19:40:01 Edit result
4108	Wed TCF-Golf1 2022	Humdinger	Mike Webster	Enter result
4108	Wed TCF-Golf2 2022	Humdinger	Mike Webster	Enter result
4239	Wed TCF-Golf1 2022	Jo-Lean	Anne-marie Coyle	Enter result
4268	Wed TCF-Golf1 2022	Major Tom	Jason Murray	Enter result
4268	Wed TCF-Golf1 2022	Jiggy	Mike Mackie	Enter result
4339L	Wed TCF-Golf2 2022	Calyso - 33	Ian Knight	Enter result
4422	Wed TCF-Golf2 2022	Madeleine	Mike Moody	19:38:02 Edit result
4841L	Wed TCF-Golf1 2022	JaHa	David Whitehouse	Enter result
5891	Wed TCF-Golf2 2022	Bellerophon of Dart	Roger Jobson	Enter result
7767	Wed TCF-Golf2 2022	Dart Magic	Dick Oliver	19:35:01 Edit result
7779	Wed TCF-Golf2 2022	Free Spirit	Norman Doidge	Enter result
8901	Wed TCF-Golf1 2022	Jubilant	Steve Howle & Andrew Tregoning	Enter result
9772	Wed TCF-Golf1 2022	Finale	Angela Gibbon	Enter result

Showing 1 to 50 of 50 entries

5. Results

Select *Print Results* from *Output* tab

The screenshot shows the Halsail website interface. At the top, there are navigation tabs: Results, Output, Links, and Tools. The 'Output' tab is selected, and a dropdown menu is open with options: Print results, Email results, and Social media. The main content area displays the title 'Class 'Wed TCF-Golf c2 2026', Series 'RO Training Series'' and a table of race results. The table has columns for Place, Sail number, Hcap, Name, Helm, Crew, Finish, Elapsed, Corrected, and Points. The first row shows a sailor in 1st place with sail number 38, name Olivia, and crew Charlie and Guy Gillmore. Below the table, there are buttons for Race 1, Race 2, and Race 3, each with a date and time, and buttons for Status and Notes.

Place	Sail number	Hcap	Name	Helm	Crew	Finish	Elapsed	Corrected	Points
1	38	0.9600	Olivia	Charlie and Guy Gillmore		19:28:01	0:53:01	0:50:54	1

Screen now shows series that have had results on the entered date. Date should be automatically correct, but can be changed, eg if you are entering data a few days late.

Note that you can see the master TCF series and the Tandem IRC / Squib series. You want to print the Tandem Series (TCF-Golf only used for sponsor's prize winner)

Select *Race* for first Tandem Series – eg Wed Squib, and print. The printer icon is on the header line. If you can't find it, try right click and select 'Print'. Repeat for IRC1 and IRC2.

The screenshot shows the Halsail website interface for printing results. The title is 'Download results as .pdf files ready to print'. There are navigation buttons: < First, No earlier races, Wednesday 04 Mar, Later ->, and Last >. Below this is a table with columns: Start time, Class, Series, and Race. Each row has buttons for Race and Overall. The table lists several races for Wednesday 04 March 2026, including Wed TCF-Golf Squib 2026, Wed Squib 2026, Wed IRC c2 2026, Wed TCF-Golf c2 2026, Wed IRC c1 2026, and Wed TCF-Golf c1 2026. Below the table, there is a section titled 'If you want to download pdf files of all results on 04 March 2026' with a text input field and a button 'Email all results on 4 Mar 2026'. At the bottom, there are links for 'Ordinary races' and 'Tandem races'.

Start time	Class	Series	Race
18:30:00	Wed TCF-Golf Squib 2026	RO Training Series	Race_1
18:30:00	Wed Squib 2026	RO Training Series	Race_1
18:35:00	Wed IRC c2 2026	RO Training Series	Race_1
18:35:00	Wed TCF-Golf c2 2026	RO Training Series	Race_1
18:40:00	Wed IRC c1 2026	RO Training Series	Race_1
18:40:00	Wed TCF-Golf c1 2026	RO Training Series	Race_1

6. Sponsor's Prize

Close the Print window(s), which will return you to the Output page (shown above).

This time, select *Race* for the TCF-Golf classes, eg Wed Squib TCF-Golf

Note today's winner. Find the Squib print out and write *Golf Winner – AN Squib* below the scratch results. This sheet can now be used to read out the scratch results and the Sponsor's prize winner.

Close window and repeat process for next class (eg TCF-Golf 2).

Close window and repeat process for next class (eg TCF-Golf 1).

7. Announce Results

Read out results sheets in the bar, and present the Sponsor's prize.

All done!

What Can Go Wrong

1. No boat appears when Sail No. or Name entered:

- Wrong sail number – try boat name instead and vice versa.
- Look for similar number with digits swapped.
- Boat may not be entered – you can't correct this, you need an expert helper – John Milsom, Mike Mackie, , Rosemary Tomison.

2. Boat not listed in results

- A boat won't appear in the IRC results if it doesn't have an IRC rating. It will appear in the TCF-Golf list.

3. Boat appears in results with short time

- First lap entered instead of second lap!
- Time entered incorrectly.

4. Race times seem too long or too short

- Incorrect start time used. This can happen if there is a General Recall and the start time moves back.
 - Go to Results Tab > Enter New Results.
 - Click on Start Time box and correct time.