

### **OVERVIEW**

The CFDA Scoring Program was designed as a simple and user friendly scoring program that has been tailor-made specifically for Cowboy Fast Draw.

The internal coding of this scoring system is complicated since hundreds of tables of data are processed using thousands of lines of codes. There are several types of CFDA Matches that can be set up and run with this program including main matches, category matches, bracket matches, etc. There are also many options available including the number of lanes and ranges, how many shooters are assigned to ranges, the number of shooters to be printed on score sheets, etc. Also, the fact that CFDA uses an elimination format, this program must be able to eliminate and rank shooters, and process various penalties.

#### SPECIAL ACKNOWLEDGMENTS

The CFDA Scoring Program was first discussed between *Quick Cal* & *CD Tom* in 2007 due to their working relationship developed between Quick Cal's role as a SASS Administrator & Match Director and the SASS Scoring System which was developed by CD Tom. Finally, in late 2009 they sat down at the SASS Convention in Las Vegas and after a few months of determining and designing what the program needed to accomplish, then CD Tom developed and coded the original program. The program was first introduced in 2010, and through many trials and errors, it was successfully used to score the 2010 FGA!

Originally, CD Tom owned the program and sold it through CFDA to its members. In 2016, after a major re-design of the program, CFDA purchased the program from CD Tom, while retaining him as a consultant.

Through 10 years of dedicated contributions of time and talent of our members, we now bring you Version 20.0. We wish to acknowledge and thank *Mississippi Marshall, Mongo, Wench, Wild Shot, Ubet,* and all of the members who have provided testing and feedback to make this program the best that it can be. This program is dedicated to our sport, and is now included with our standard club affiliation fee exclusively for CFDA Affiliated Clubs.

For the Love of Our Sport, Quick Cal

# PART ONE - HOW TO GET STARTED WITH THE CFDA SCORING PROGRAM

## **ABOUT THIS MANUAL**

We suggest that you print this Version 20.0 Manual, 3-hole punch it and keep it handy for not only studying the program, but it provides a reference to answer questions for things that might come up while you are running the program. None of us score matches everyday, and sometimes we need reminders on how things work.

This manual is broken up into several parts, which are roughly in the order of the steps it takes to Set-up, Score, Back-up, and Publish Match Results.

#### **IMPORTANT - PLEASE PRACTICE!**

You really should commit yourself to study and practice using this program at home before attempting to score a match! You should avoid placing yourself in a position where you feel the pressure of actually scoring a match while trying to learn this program. This program is easy to learn and use, and if you have a basic understanding of operating computers, you will become quite proficient in a short amount of time.

**Practice Tip:** When running practice matches, you can save a lot of ink and paper by going to "Printers & Scanners", then "Open Queue", then select "Printer", then select "Pause Printing". You can draw and score several rounds of a fairly good sized match. BUT REMEMBER, go back to "Open Queue" and select "Cancel All Documents", before unchecking "Pause Printing".

#### **COMPUTERS**

It is best to use a Lap Top or (PC) Personal Computer. The computer must have Windows as the operating system. If you are running Window 10, it already has Word Doc capabilities, If you are running an older Windows Operating System, you will need to install Microsoft Word, and Adobe Reader to assist reading PDF and Rich Text Formats that are necessary to score and publish your match.

#### MICROSOFT ACCESS RUN TIME

The CFDA Scoring Program is written in Microsoft Access 2007. You don't need Access to run the program as it comes with the Access Rutime 2007 Version. Quite often in newer machines, especially lap tops, or it can also happen during Microsoft Updates, your machine may default to opening the latest version of Access, instead of the 2007 Version. You may not notice this, your machine may even print "Reports" documents, but may not print rounds being generated through our scoring system.

THE FIX (*Thanks Ubet!*)- Go onto your computer and right click on the CFDA Scoring Program Icon, located on your Desktop. A new window will come up, sometimes you will need to select the "General Tab" then select "Open With", and sometimes the box will alread contain "Open With" all you have to do is move your curser over it, and both versions of Access will appear. Then, select the older version of Microsoft Access. This should prioritize your machine to open Access 2007 (usually it is the logo with a key in it). This will then allow your scoring program software to print.

### <u>INSTALLING THE PROGRAM</u> (IF NOT ALREADY INSTALLED ON YOUR COMPUTER)

<u>Warning:</u> Before you do anything make sure that if you have data in your current CFDA Scoring Program that you wish to retain, make sure that you back it up and save it in your existing "cowboyfdbasic" folder!

Version 20.0 is now only available as a total "New Installation" on USB Flash Drives. This program has so many new features that we believe that to update prior versions can cause conflicts with old documents and files, we have reached a "Reset Point"! <u>Unless you are installing 20.0 on a computer that has not had a prior Basic Version, you must "Uninstall" your existing Basic Scoring Program.</u>

#### **HERE ARE THE STEPS:**

- 1. To Uninstall, in newer computers you can simply type "Uninstall" into your Corona Search Box, you can also find Uninstall on your "Control Panel". You may also see the term "Remove or Add".
- 2. Scroll through your list until you see the Cowboy Scoring Program Icon, highlight and select "Uninstall". Should just take a few seconds.
- 3. You may be prompted to restart your computer after any uninstall, if so, please restart.
- 4. You are now ready to install 20.0!
- 5. Place the Program Flash Drive into your USB Port on your PC or Lap Top Computer. It is a large program, about 63 MB, which is why it cannot be emailed.
- 6. Just highlight the program on the USB Drive and "double click" or click "Enter", and it will begin to install.
- 7. Your screen will likely ask you to allow the app, just click YES. Depending on your security level settings you may have to prompt it with Run Anyway, etc.
- 8. You will get to a WinZip box and click "Unzip", and the "Install Wizard" will appear, follow the prompts, and you will have to accept the License Agreement.
- 9. Keep following prompts, choose "Typical Install", and after a few more prompts the program will install very quickly, you will likely also see a Microsoft Office Run time 2007 box saying "Installation Has Completed", click O.K, and another box will also appear say Cowboy Fast Draw Basic has completed successfully. Click O.K. and you are done!
- 10. You will see the Icon placed on your Desktop Screen, double click on it and the program will open and show on the bottom right of the screen Version 20.0
- 11. There are also two related folders placed in your C: Drive that our Scoring Program uses, "CFDAextracts" & "cowboyfd2020".
- 12. "CFDAextracts" is where the <u>pdf</u> & <u>rtf</u> files are placed when producing "Reports" and other crucial documents, like Match Standings, Fast Time, Score Sheets, Registration List, etc. Note: If you had a previous version installed on your machine, our installation will simply ignore adding it.
- 13. "cowboyfd2020" is a new folder that contains many folders and files related to backups, restores, and some other program documents when needed. <u>Note:</u> If you had a previous version installed on your machine, it had installed "cowboyfdbasic". Unless you have deleted it, it will still be there and can be used as a source for old backups that you might want to use again. Rich Text Documents can be edited for finalizing results and publishing.
- 14. Another thing about "cowboyfd2020", some folders & files are created as needed. For instance, when you first backup, it will create several new folders specifically for that purpose, we'll explain later in the backup section.

## <u>FUTURE UPDATES</u> (ONCE VERSION 20.0 IS INSTALLED ON YOUR COMPUTER)

You may receive future notices of needed upgrades to Version 20.0, links will be provided, at Cowboy Fast Draw Scoring Posse (Facebook Group). <u>Important!</u> If you should ever need to upgrade to a newer version, make sure that you have backed up any data in the actual Scoring Program, before you unzip and upgrade a new version, or data entered for a match, including the Shooter's Master List will be lost and cannot be Restored!

#### **PRINTERS**

We recommend Laser Printers (Black & White), they are very fast and economical to operate. We also prefer to use direct printer cables, rather than wireless, especially if you have multiple lap tops scoring a large match. Make sure you have spare cartridges and enough paper on hand.

# PART Two - What's New?

Even though this program looks and operates very similar to previous versions, there are a lot of significant improvements, that you should take the time to learn about. These improvements include several items that will save you a lot of time and improve your accuracy when setting up, scoring, backing up, and publishing match results. Instead of listing them all here, this manual will take you to each part and explain not only how to use this program, but will also highlight what makes 20.0 different and better than previous versions.

## PART THREE - MAIN SCREEN CONTROLS

# Main Screen Controls are mostly split up into two main groups.

- 1. Match Set-Up, Registration, and Maintenance to the left side of the Logo.
- 2. Scoring & Reports to the right side of the Logo.

  The screen buttons are fairly self-explanatory, and we will explain each button as we go through the various sections covering operations.

## Part Four - Shooter Master Lists

One of the most exciting new functions to our Version 20.0 Scoring Program is the Shooter's Master List! *THIS CHANGES EVERYTHING FOR THE BETTER!* 

To use this invaluable tool, click on the Maintenance/Extracts Button. The screen box shown on the left will appear. Selections in this screen box covers several functions, but here we will focus on the

Shooter's Master List.

There are three buttons related to Shooter's Master List, in which you can add, edit, or delete your list as needed.

Click on the Add Shooter, and the box pops up, to the right. Just type in the 3 information areas CFDA #, Alias, and State. That is all that you need to enter at this time.

# **Creating, Saving, & Restoring Shooter Master Lists**

You now know how to add shooters to your Master Shooter List, but you can do so much more

with this function! The Box on the right appears when you click "Edit Shooter's Master List. You can edit the Alias or State, but not the CFDA #, since that is considered the "master file". You can also remove the Shooter from this list or from the match. If either is selected a warning box will appear, before making the final click which completes this action. We recommend though following instructions in How to Remove a Shooter, in a later section.

# Saving a Shooter Master List

Cowboy Fast Draw Association

CFDA Scoring Program 20.0 Maintenance / Extract Menu

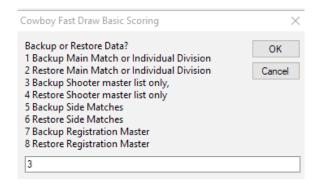
If you wish to Backup a Shooter's Master List, you simply click on the Backup or Restore Button on the Main Screen. The box on the "top left" on the next page will appear and simply type in #3. "Backup Shooter Master List Only". It creates a special folder in "cowboyfd2020" and provides a box in which to name it. It is now saved for your use to Restore it from that folder anytime you wish.

We do not recommend building huge Shooter Master Lists that you use for all contests from club to championship level. This opens up an entire new concept in how we handle registration at matches of all sizes, from small club monthly matches to the largest CFDA Titled Championships!

<u>Note:</u> When beginning to build a new list always delete the Master List that is currently displayed in your program. Whenever you Restore any Master List, it will automatically overwrite any Master List that is currently in operation in your program. <u>Make sure you save Master Lists you wish to keep!</u>







#### LOCAL SHOOTER MASTER LISTS

You can keep building this list over time for your local matches, so that once shooters have shot your local match, you keep backing up, naming and dating your local list to keep it current. This allows you to transfer it to another computer if needed, or Restore it at anytime, add to it, edit it, and back it up again.

It makes no sense to scroll through hundreds of collected names when you just maintain a local Shooter's

Master List. When it comes to setting up and running your local match. Simply go to Match Set up, set the match up like your normally would. Then only as Shooters arrive and sign in, you will find that it only takes a few minutes to enter them into that day's match. You will also have far less misspelled names, wrong CFDA numbers, or states.

#### LARGE CFDA TITLED CHAMPIONSHIP SHOOTER MASTER LISTS

In the old days we would struggle to set up an entire match sometimes weeks or days in advance of a large tournament. We thought that was the way to do it and to get ahead of the curve. However, at almost every match we would have shooters drawn in the first round who never showed up.

We tried to solved that problem with Roll Calls, which may not be a large problem with less than 100 shooters, that's if you can get the Shooters to pay attention while they are greeting friends.

We also discovered another problem that could not be caught with a roll call. We found that sometimes a Lady, for instance was set up in the match scoring program under the Category of Ladies, but had been mistakenly clicked into the Men's Division, and ended up in the 1st Round Men's Drawing. This problem has now been solved with our new Registration List that shows both the Category and the Division.



## PART FIVE - MATCH SETUP

# 1. Using Shooter's Master Lists

Now, here is wherever EVERYTHING has changed in Match Setup, because of Shooter's Master Lists!

Local Matches - That's easy, just keep updating your local Shooter's Master List, and add more as needed. You will find that it will take just a few minutes to "click in" your regular shooters as you actually register them into your Match Scoring System at your local matches. Just do that as they arrive and sign the Release Forms.

**Large Matches** - As Shooter's Entry Forms begin to arrive weeks and sometimes months before a

major tournament, we advise that you set up a Shooter's Master List and save it just for that event, we now call this "Pre-Registration". Just use the #3 & #4 selections in your Backup/Restore window, to save the list as you update it, and you can still Restore your Local Shooter's Master Lists for your local shoots anytime you need them.

<u>Note:</u> You can also create and print your Shooter's Master List, in alphabetical order from "Main Match Reports". It is also created in both pdf and rtf in CFDAExtracts. You will find it easy to edit the rtf (Rich Text) file for posting Who's Coming Lists.

#### 2. Main Match Setup

On the Main Screen, select the button "Setup New Match", you will receive a warning box "Clear Previous Match?". If you are setting up a New Match, click "Yes", if you are just adjusting Match Setup setting for a current match, click "No".

**Note:** There are two sets of Setup and Registration buttons on the left side of the Main Screen, the buttons on the left are for Main Matches, the ones on the right are for Side Matches (Category or Bracket).

That will take you to the box on the right. Go ahead and put in your Club Name and any other information that you want. Type in the Match Name, and set the date, these will appear on several of the Match Reports.

Then, set your Elimination Factor, then if you wish to have Lane Assignments printed for large matches with multiple ranges, check the box.

If you are running a No X Out Format match, just check the "No X Match" box, and the Elimination Factor will automatically go to "0".

Next, click in Men's Division and set your ranges up, as needed. You can now letter your ranges A through H, that just determines what is printed on Lane Assignments and Score Sheets.

<b>Q</b> Match Setup				_ = ×
Cowbo	y Fast Drav	w Associatio	n	
	-	Version 20.0		
F	arameter/Ma	tch Setup		
Club Name: Cowboy Fast Draw Asso	ociation			
Address:				
City:	State:		~	
Zipcode:	Natch Name:	Scoring Program	n Version 20.0	
Shoot Date: 2/1/2020 V	Elimina	ation Factor: 4	X Match	
Total Shooters: 0				
Print draw round reports directly to p	rinter 🗌	No X Match	: 🗆	
Men's Division Ladies Division Youth	Division Billy	the Kid Division	Annie Oakley I	Division
	ooters: 0		,	
Shooters Remaining: 0	Targets	Shooters per	Shooters per	Approximate
Shoters remaining.	per Range	Score Sheet	Range	Groups
Range:			0	
Clear Range Range:			0	
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It no longer matters that you must start with range letter "A", but you still must start with the highest placed range on this list for each Division. You can change the letter whenever you want between rounds. But, in matches with an X Factor, the program will always deduct eliminated shooters from the range that is farthest down on the range list.

Set up the ranges you wish to use for each Division, from the top down whenever you have selected Men's, Ladies, or Youth Divisions.

<u>Youth or Billy the Kid/Annie Oakley Option.</u> It is most common to run Billy the Kid (BTK) and Annie Oakley (AO) in most CFDA Titled Championship Main Matches in the same Youth Division.

There are two reasons for this: First, in most championships held during the school year, there are usually not enough BTK & AO to run separately. Second, since there is usually a separate Category Championship for BTK & AO a day prior to the Main Match, it can get a little confusing for both the kids and parents who the BTK or AO champions actually are for that championship.

In the future, it is our hope that we may have enough BTK & AO shooters to run them separately in large Main Matches, therefore this program has been set up with the future of our sport in mind.

**Note:** You only have the option to setup and run Youth Division (OR) BTK & AO Divisions in Main Matches and run them along with Men's and Ladies Divisions.

## **Important:**

- 1. You cannot assign "Shooters per Range" until you have registered shooters into the scoring program, so that is a task done just before you start your match.
- 2. You must have Division Ranges setup, before you can register shooters.

## 3. Registering Shooters

**Important:** Do not enter Shooters into the actual Scoring Program until they have arrived and checked-in by signing the Release Form. You can download either the Master Sign-up/Release Form or the Individual Release Form from the "Reports" tab. You will find that you will be able to easily enter 3 or 4 shooters per minute, since you already have pre-registered shooters, in your Shooter's Master List.

**To Register Shooters** - Select the "Register" button and the box on the right will appear. New to this version is that it not only tracks the total number of

registered shooters, but it also tracks the number of shooters registered in each division.

Local Matches- usually have Shooter's Master Lists with under 50 or 60 shooters. Just go to the CFDA Number box and use the drop-down arrow and the shooters on your Shooter's Master List will appear in alphabetical order along with their CFDA#. This is very fast since all you have to do is "click" them into your match.

**Large Matches**- just type in a CFDA#, then press "Enter" and your shooter will appear, which saves you scrolling through large lists.

After you have chosen your shooter, select their

Division, then Category, then select whether they are a (PM) Posse Marshal, (RM) Range Master, (RO) Range Officer. Then select "Register Another Shooter and you will notice the "Number Shooters Registered" increase by one.

**Main Match "Category"**- is actually sub-categories. In most cases, when you are entering a shooter into Men's Division, just select category "Men", or Ladies Division select "Ladies". However, in many large championships, there are special awards for Junior Boys and Girls, and also Shootists, by choosing these sub-categories, they will show up on Match Standing Reports, even though they shoot in Men's or Ladies Divisions.

There are also a lot of small clubs that have Ladies, Men, and Youths shoot together in one division in a No X Out Format, but then recognize them with separate shootoffs at the end of the day. In that case, enter them all in Men's Division, but select appropriate sub-categories, so that they show up appropriately in the Match Standings and can be recognized easily.

## 4. Assigning Shooters per Range

Once you have entered all of your shooters into your match, you can then balance the ranges you have set up with shooters. The goal is to keep your ranges balanced to maximize time efficiency and keep your match running without long delays. Since, normally approximately 1/3 of our shooters are ladies and youth shooters, you should have twice as many lanes assigned for men.

If you have 6 Lane Ranges, then it is best to set up "Shooters per Range" in multiples of 6, even if it causes a slight imbalance. All bye-rounds will also end up on the last range used for each Division, since that last range is where shooters are subtracted from when they have X'd Out of a contest.

When using multiple ranges, when you enter the number of shooters in the highest listed range press "Tab or Enter", it will automatically show the total number of shooters left to be assigned in the next range down.

**Important:** Once you have assigned your shooters to ranges, should you need to add, move or deduct shooter, you MUST re-balance your ranges again, before drawing Round 1.



## 5. Registration Master Back Up

One of the most important things that you can do is back up a Registration Master. You should do this throughout a Match Setup, whenever you need to take a pause for any reason, especially a large match.

Just click on the Backup / Restore button located on the bottom left of the Main Screen, and choose #7, a box will appear where you can name and/or date your Registration Master. Click O.K. and your Reg-Master will be saved in a special folder created in "cowboyfd2020". You can restore it anytime by accessing the same folder by choosing #8.

It is so important to do this, especially before drawing Round 1!!! Quite often even experienced program operators will forget to re-balance ranges, or will notice a person in the wrong Division and must redraw Round 1.

By restoring a Registration Master, you can go back and fix anything and re-draw Round 1.

# Enter Registration Master backup name. OK Cancel MainMatch\_96Shooters

## 6. Printing Registration Lists

Select "Reports" on the Main Screen, then "Registration List" and your current list will appear. There is a lot of information on this list.

This list is arrange by "Category", but you will also see the Division on the right side for each shooter. Regardless of what the Category shooters are listed in, it is the Division that matters for drawing rounds.

We highly recommend posting this list for shooters to check their own information, before drawing Round 1. But, before posting the Head Score Keeper should inspect this list, because errors in entries will likely be very noticeable.

At FGA we give shooters 10 minutes to inspect the Registration List and verify that they are on the list and that their information is correct.

## 7. Editing Shooter's Information

If you need to edit any shooter's information, select Edit Registered Shooter's Information on the Main Screen. The edit box will appear and then just select the shooter you need to make edits for. You can change Divisions, Category, correct Alias spellings, States, add or remove Range

Cowboy Fast Draw Association
Cowboy Scoring Verion 20.0
Edit Registered Shooters Information

CFDit: 2002 | Mela |

Officer selections.

The only thing you cannot alter is a CFDA#. For that, you must remove the shooter, for which there is a tab for. You must then re-enter them into the match, but first you will have to remove them from your Shooter's Master List, re-enter them with the proper CFDA#, and then re-enter them into your Main Match again.

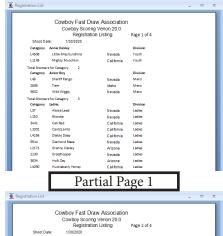
We suggest always re-printing your Registration List to confirm that all changes are correct.

## 8. Verify (Shooters per Range)

Before drawing Round 1, whether you have made changes or not, it is good to check one last time that you have the proper Shooters per Range. *This is the number one reason for having to re-draw Round 1!* 

## 9. Make a Final Registration Master

Also before drawing Round 1, make one final Registration Master. It only takes a few seconds. Just go to the Back-up / Restore Tab and select #7, it'll take you to the special Registration Master Backup Folder in cowboyfd2020.



	Category:	Litales Shootist		Division	
	L3585	Ladyhawk	Idaho	Ladies	
	L58	Wench	Colorado	Ladies	
	Total Shooter	rsfor Category 2			
	Category:	Men		Division	_
	4302	Ambush	Idaho	Mens	
	1960	Bad Boy	Nevada	Mens	
	9582	Big Bad John	California	Mens	
	L67	Bounty Hunter	Idaho	Mens	
	L25	Buzzard Cooper	Idaho	Mens	
	L19	CA Thumber	California	Mens	
	L2052	Chisum	Nevada	Mens	
	L4222	Choctaw Kid	Nevada	Mens	
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## PART SIX - RUNNING & SCORING YOUR MAIN MATCH

## 1. Drawing Round 1

You are now ready to draw Round 1 of your match. Just select "Draw Next Round", select "Men", "Ladies", or "Youth" and you will notice it now takes a little while for Round 1 to process, but we'll explain that in a moment. Your Score Sheets should all print, and so should the Lane Assignment Sheets if you selected them to print in the Match Setup box.

**But Caution!** It is a mistake to just run out and start posting everything, until you give it all a good look over. There is only one thing worse than having to re-draw Round 1, and that is to discover that Round 1 must be re-drawn after shooters have already began firing shots down range in that round.

## 2. In Case There is a Round 1 Draw Problem.....

If you have followed these instructions and backed up a Registration Master, it is easy to just restore that using #8 in Backup/Restore screen. That will take you back before you drew Round 1 and you can straighten out the problems and simply start over.

**BUT, what if you didn't make a final Registration Master?** There is now a new safety feature because this is so important! There is an Auto Round 1 Backup in your cowboyfd2020 folder on your C: Drive.

To do this select #2 Restore, on your Backup/Restore Screen. You cannot restore only one Division, you must restore the entire match. However, as any old pilot will tell you, having a reliable redundant backup is always a good idea....

### 3. Scoring the Score Sheets

Once Round 1 has been drawn and the match has begun. It is important that completed Score Sheets are brought to the Stat Shack or scoring area as soon as possible.

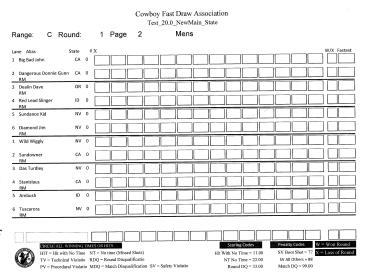
<u>Speaking of Scoring Areas</u>- You should have an area to operate this program that is somewhat private, free of distractions, with access only to Scoring Team members and other match or CFDA officials.

Score Sheets can be entered into the program in any order from any range or division. At the top of the Score Sheet you will see from left to right Range: \_\_\_\_\_ Round: \_\_\_\_ Page: \_\_\_\_ Select "Enter Scores" on the Main Screen and you will be prompted to select Men / Ladies / Youth.

Then it will present a box, where you type in the Range, click O.K., then another box to select "Round to be Scored", enter and select O.K., then the Page to be Scored, enter and select O.K. and the scoring block will appear with the names the same order that they appear on the Score Sheet you wish to enter.

Take a minute and review the Score Sheet before entering. Make sure the X's & W's are correct and match the winning hits. Also, make sure that the Fastest Times are correct.

It is preferable to have a flat area just to the left of the computer to lay the Score Sheet upon. We recommend using you left finger to point to the scores



you are entering, and your right hand to actually tab in W's, X's and Fastest Times. It is easy to lose your place by just holding the Score Sheet up. Once you have entered the scores, then hold the Score Sheet over the screen of your computer and compare the X's, W's and Fastest Times, to double check that everything is in order. Then choose "Score Next Page", if you have all of the score sheets entered for that Division, the program will automatically create a Match Standing Report, which you can print and post.

## 4. Backing Up Rounds

Version 2020 has been upgraded heavily to provide a much better method for backing up each and every round in each Division.

A major goal of our Version 2020 has been to provide an improved system, wherein an operator has much better back-up and restore capabilities, so that if a problem was encountered either with the computer or scoring system, there would always be methods available to recover and get a match quickly moving again.

- ♦ In the past, back-ups were often overlooked since there was not an automatic place to back-up rounds. (*Now, we have options that are automatically created.*)
- ♦ It was also not clear exactly when a round or its Divisions should be backed up.

(Now, we have is a platform so that we can develop much better standard processes.)

<u>New Back-up Process</u> - The best time to back-up any round is right after scores are entered and a Match Standing Report is created, and BEFORE the next round is drawn. Our old back-up system worked, but when you backed up a round, you backed up all divisions at the same time. The problem was that during large matches there were very few times when all scores sheets were in from all Divisions at the same time and status, before the next rounds were drawn.

Now we have many choices, we can back-up each Division separately, or back-up the entire match, say at the end of a 1st day when the match is still in progress.

Here's how it works! Select the Back-up, Restore button on the Main Screen, then select #1. This will take you to a box which gives you three choices.

- 1. "Yes", which will back up the entire match.
- 2. "No", which will back up only the Division you choose.
- 3. "Cancel", cancels the back-up.

Select "No", which will take you to the next box where you choose

Men Ladies Youth

Select "Men" and you will be taken to the next box that tells you what Division you have selected, and ask, Continue? Select "OK".

If this is the first time you have backed up with Version 20 it will create a folder for the Men's Division, complete with Rounds 1 - 18 already created. Just highlight the Round you wish to backup, select O.K. and you're done!

Every time you first back up any Division it will create the corresponding folder, which will then remain in your "cowboyfd2020" folder.

If you wish to back up an entire match, follow the process above, but in the first box, choose "Yes" and it will create another folder for "All Rounds 1 -18. **Note:** Whenever you Setup a New Match, it will clear the data out of all of the roundbackup folders.

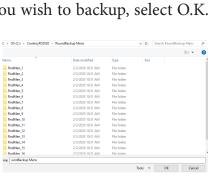
## 5. Transferring Round Backup to a Flash Drive.

You can transfer backup file(s) to a flash drive placed in a USB Port, by just highlighting the folders you wish, then right click on highlighted folders and move the curser to "Send To", then move the curser down the list to the drive desired, then left click the mouse to tansfer.

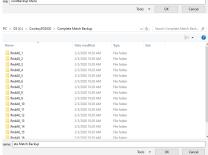
## 6. Restoring Rounds

This is almost identical to the above process of backing up rounds, just type in #2 into the Back-up/Restore Box and choose your Division or the

entire match, and it will take you to these same folders. Just highlight what you wish to Restore and select O.K. and it will complete the process.



Yes No Cancel



#### 7. Drawing Next Rounds

After you have entered all of your Score Sheets for each Division, you will know that all Score Sheets have been entered, because the program will automatically produce a Match Standing Report for that Division.

If it does not produce one, then all of the Score Sheets have not been entered. We have found Score Sheets that have not been turned in, plus sometimes a bye-round that may have been put partially on a last sheet is the culprit.

New Tool! - If you are missing a score sheet, you can now go to "Reports" and click in the Match Standings Box, choose the Division and the box displayed to the right, will tell you which Range has an unscored page that was drawn in that round. Note: It will only show one range at a time.



the the highest priority range. If you find a missing sheet and it does not cause the automatic Match Standing, then that means that there is a another score sheet missing, so repeat the process.

We have also found that inappropriate characters have been mistakenly entered and have caused the Match Standing Report not to be created. Sometimes this can be corrected by re-entering the Score Sheets for that round, when a score sheet that has bad data, then has been correctly re-entered, you will know because the system then automatically will create the Match Standing Report.

Once the Match Standing Report has been created, print it, and then back-up your Division as previously stated and select "Draw the Next Round", and you are off to the next round. Please take the extra few seconds to do everything correctly!

## 7. Reaching Elimination Factor - Keeping Ranges Balanced

The program will inform you after you have entered scores in a round, when shooters may be eliminated from the match. You should check your Range Balance for shooters at this time, before drawing the Next Round.

Select Setup New Match on the Main Screen, a box will appear "Clear Previous Match", make sure you answer "No". If you choose "Yes" it will give you one more warning. If you still tell it to clear the match, it will. Of course, if you have been doing your backups, you have a way out of that mess.

Once you are on the Match Setup Page, you can see the counts of Total Shooters in the entire match, Total Shooters in the Division you have selected, and Remaining Shooters in that Division. It will also show you the Last Round Scored.

#### Note: In Main Matches "Last Round Scored" means "Last Round Drawn".

You can change the letters of Ranges at this point, and the number of shooters assigned to each range. You can make these changes between every round if you wish.

As a rule, try to assign enough shooters on any range so that there are enough shooters to help each other through that round, since it takes Announcers, Scorekeepers, Range Masters and Hand Judges.

## 8. Finishing & Publishing Your Match

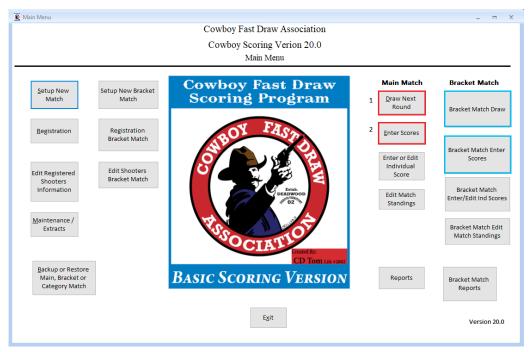
As you complete rounds during a large match, the rounds will start running faster as more shooters are eliminated. With this scoring system and thanks to most of our shooters understanding Range Operations, it is possible to complete a 100 shooter State Championship, with three - 6 Lane Ranges in one day. For a two-day match, just back-up your final round of the day and you are all set for the morning. It is also a good time to transfer back-up folders to a flash drive.

Once you have gotten down to Shootoffs or finished your match with a Last Man Standing. You will need to generate Match Standing Reports for all of your Divisions. You can find your Match Standings, or any other report in the "CFDAextracts" file in both pdf and richtext. You should email them to info@ cowboyfastdraw.com, and our entire team will get it at CFDA Headquarters. We really do not want pdf files or photos of results snapped on cell phones, or any other format that we cannot edit into our website

or the Gunslinger's Gazette. Our staff simply does not have time to re-type your submittals.

Results snapped on cell phones are great to create JPEG files that can be posted on Facebook Pages, which our members follow from all over the country while a match is in progress, but such posts do not count towards submitting match results to CFDA.

# PART SEVEN - SIDE MATCHES (CATEGORY OR BRACKET)



There are many similarities between Setting Up a Side Match and a Main Match, but there are also many differences. **So let's get started!** 

# 1. Setting Up Your Side Match

Side Match Control are mostly on the right side of each bank of controls. The bank of controls to the left of the Main Logo are generally for setting up and registering shooters, whereas the bank of controls on the right of the Main Logo are generally for drawing rounds, scoring, editing and managing reports.

To set up a Side Match, select Setup New "Side" Match, there are two types of Side Matches, Category Matches and Bracket Matches. The buttons on the Main Menu will alter their name between Category & Bracket depending on what type of Side Match you currently have set up.

You will be taken to the Side Match Set-up Window shown on the right. This particular Side Match is a Registration Master of a Category Match that was set up for a test with 100 Shooters.

			20Test_Ca Side Match Para	_			
	Club Name: Address: City: Zipcode: Shoot Date:	CFDA 2/2/20	State: Match Name:	20Test_Cat_100			Side Match type  ✓ Category Match  ☐ Bracket Match
ategory N	Print draw round			7		Targets per	Shooters per
Category ELD ESW JB JG L49 LGD LGG	"Rnd to Draw"  1  1  1  1  1  1  1  1  1  1	"Rnd Scored" 0 0 0 0 0 0 0 0 0 0 0 0	"Shooters Remaining"  5  4  7  2  4  5  6  5  4  5  4  5  4  5  4  6  5  4	Range: Range: Range: Range: Range: Range:	A B C D F G	Targets per Range 6 6 6	Shooters per Score Sheet  12 12 12 12

When you first come to this window, name your match, set the date, set the Elimination Factor. Check the box to choose a Category Match or Bracket Match. Then set up your ranges with number of targets per range and shooters per score sheet.

One major difference with a Side Match is that the Range Letters are permanent, you cannot change letters A through H. This window also shows Total Number of Shooters, Elimination Factor, Category or Bracket, Number of Shooters Remainin in each Category or Bracket, and the Range Set-up.

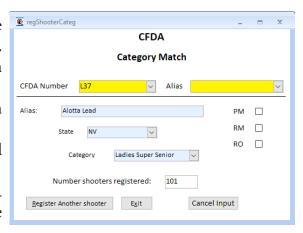
Note: In Side Matches "Round to Draw" means the previous round was actually drawn and scores were entered."

## 2. Registering Shooters in Your Side Match

Select Register "Bracket/Category" Match, and the window will pop up, in this case is says Category Match. Enter your shooters as you normally would that have been already pre-registered in your Shooter's Master List.

There are two main differences between the Side Match Shooter Registration window and the Main Match.

- A. The only Number Shooter Registered is the total entered into the entire match, so far.
- B. The drop down Category List includes all recognized CFDA Categories. But, for Bracket Matches, it only shows the five CFDA recognized brackets, Master Gunfighter, Gunfighter, Marshal, Sheriff, and Deputy.



Note: FGA has been running 4 Brackets, but we are ready to add the Marshal Bracket and an additional range, should we ever exceed 280 Pre-Registered Shooters. We do not want to exceed 70 Shooters per bracket due to time constraints.

## 3. Backing Up or Restoring Side Matches

We have not created the level of back-up options for Side Matches that we have for Main Matches. But, it is still quick and easy to do. Just select #5 in the Back-up/Restore window, which will take you the Side Match Folder in "cowboyfd2020", you can name a Registration Master, or Round Back-up, and it will be there if you need to restore it later.

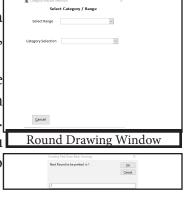
## 4. Drawing & Scoring Side Matches

Side Matches have the potential of getting very confusing to operators without a lot of experience. In many ways Side Matches are more difficult than Main Matches, especially Category Matches because there are so many recognized categories.

**Drawing Rounds** - Select the "Side Match Draw" button and the window on the top right will appear. You first must pick a Range to assign the category to, you can either type it in, which I find easier, or you can click on the Range with a mouse. Then click on the arrow in the Category Drop-down and select the category you wish to draw the next round for. Once you select the category, the Next Round to be Printed box will appear, click O.K. and the Score Sheet will be printed.

**Scoring Rounds** - Select "Side Match Enter Score" button and the Round Scoring Window will appear, just click on the drop-down and all of the categories that have been drawn will appear. Choose the one you want, and the boxes will appear that asks you the Round, and then the Page.

**Status** - Anytime you need to check the status of which Categories have been drawn and scored, and Shooters Remaining you can go to "Side Match Setup", of course select "No" and you can check the status of from every active category that is listed.





## 5. Backing up Side Match Rounds

You do not have the option to back up every category separately, like in Main Match back-ups. When ever you want to back up a Side Match you must back up the entire Side Match. Just select #5 in the Back-up/Restore window, and just name the Round you wish to back up. The window shows Round to Draw for each category. Which means it shows which round have been actually scored.

## **Side Match Scoring Tips**

Many scoring team members have learned that it can be very handy to create a separate hand written pad that is kept up as rounds are drawn and scored for each category. It just makes it easier to keep track, especially since you are dealing with over 16 categories at some matches.

Also, whenever you receive a Score Sheet and complete the entering of a Category or Bracket, you should immediately drawn the next round and send it back to the range that it is assigned to.

As large Category Matches begin losing most of their shooters, start re-assigning categories to fewer ranges, so that the final shooters left in those categories can assist other categories to finish the match. Plus, it is more exciting for finals being held for categories on just one or two ranges with more shooters and spectators to witness.

## PART SEVEN - EDITING MATCH STANDINGS

On the Main Menu Screen, on the right side of the logo, there are some Editing Buttons in both the Main Match and Side Match groups. You can assign final places, and times and produce edited Match Standings.

While Match Standing Reports are often good for posting at contest sites, for publishing purposes, you many want to find the rtf (richtext) files that are automatically created in "CFDAextracts". These are a type of word document and you will find that you can make many very effective and attractive edits that are great for articles and sending for publishing to CFDA.

## Code 86

There is a new code that we hope we never have to use on a score entry that is available only for Main Matches. Normally and according to CFDA Rules, if someone DQ's a Match they get credit for whatever rounds that have successfully completed. For instance, if there were a Match DQ in the final round of the Match, the DQ'd Shooter would still end up in 2nd Place. However, due to a possible CFDA Conduct Violation a shooter could be removed from an entire match and have their name stricken from the Match Results. If this should occur and only at the direction of a CFDA Official or Match Director, Code 86 will completely remove a shooter from a match as if they were never there.

# **CFDA Scoring Posse**

We welcome anyone who enjoys learning how to score CFDA matches. It can be fun, challenging, and you become an intregal part of any match. Our CFDA members really appreciate members of our Scoring Posse. Sometimes members of the Scoring Teams shoot matches and some feel they have more fun just scoring matches.

Our goal is to train as many qualified CFDA Scoring Program Operators that we can, so that Scoring Teams for matches have plenty of help. It is also important for everyone to feel that with enough trained members of a Scoring Team, we can all both shoot and score at the same time.

Our Online Support Group can be found on our dedicated Facebook Group Page, called the Cowboy Fast Draw Scoring Posse. If you have a question, just ask and it gets anwered pretty quickly from a member of our Support Community a.k.a our Scoring Posse.