MYLAPS SPORTS TIMING

This is a quick reference guide for Orbits. Orbits also features an in-depth built-in Windows Help File accessible by clicking 'Help' or 'F1' in the software.

1. INTRODUCTION

This Orbits Quick Reference manual is intended to familiarize you with the Orbits software and to help you operate the program. This chapter guides you through the installation process of Orbits.

1.1 System Requirements
The minimum hardware specifications to run the Orbits program are:

- 1 Ghz 32-bit (x86) or 64-bit (x64) processor
- 1024 MB Memory
- Approximately 200 MB of hard disk space and a free COM Port
- CD-Rom player
- Network adapter
- **Operating systems:**
  Windows XP Home SP2, Windows XP Professional SP2, Windows VISTA

1.2 Installing the Software
The Orbits program is supplied on a CD-ROM. To install the Orbits program:

- Put the CD-ROM in your CD-ROM player
- The setup program will start automatically (if your computer does not support this Auto run function, please run the **Orbits_4_SP2_Setup.exe** program on the CD-ROM)
- Follow the instructions of the installation program
- Shortcuts to the Orbits are added under the **Start menu** and on your desktop.
- You must have administrator rights to run the program

1.3 Power Save and Screensavers
When a screensaver or Power Save mode is activated, the Orbits program will still operate in the background. Therefore no data will be lost. Although the screensaver or Power Save mode may not cause any problems, it does increase the chances of a computer crash. To avoid potential problems while timing and scoring is in progress, **we strongly advise you to deactivate**

any screensaver and/or Power Save mode on your computer or laptop (especially in laptops the Power Save mode is frequently used).

To do this:
- Go into the Start menu and choose **Settings - Control Panel**
- Double click on the **Display** icon. This will bring up the display properties.
- Choose the **Screen Saver** tab
- From the Screen Saver pull-down menu, select None
- To remove the power scheme settings, click on the **Power** button in the **Screen Saver** tab. Now choose the following from the pull down menus on the Power Schemes Tab:
    - Turn off monitor: NEVER
    - Turn off hard disk: NEVER
    - System Standby: NEVER

Click OK and all Screensavers and/or Power Save features should be disabled.

2. GETTING STARTED

2.1 Activating the Software
When you start Orbits for the first time, you will see the Activation wizard that will help you to activate and personalize your copy of Orbits. To perform the activation, an **Internet-connection** is required. You can activate Orbits in two ways:

- **Activate online** – this will perform the activation on the computer Orbits is installed on. This way of activating is recommended**.**

- **Activate with help of another computer**. Use this option only, when it is not possible to connect the main computer – the one you installed Orbits on - to the Internet.

Activate online
To activate online, enter your unique serial number and click 'Next >>'. The serial number can be found on the back of this manual.

In the page that follows, you have to enter login information from an existing MYLAPS account. This can be one of the following:
- MYLAPS support account
- MYLAPS organization account

If you don't have either of these accounts, you can also create a new account here. On the next screen, you can enter your registration information for Orbits.

Important notice: The organization name you enter, can not be changed afterwards, and will be visible on your print-outs.

When you have entered the registration information, the wizard is complete, and you can start Orbits by clicking the 'Finish' button.

Activate with help of another computer
To activate with another computer, choose 'Activate with help of another computer' in the 2nd step of the wizard and click 'Next >>'.

The wizard will provide you with a code that you will need in the activation process. Write down that code, and visit http://activate.amb-it.com/ on a computer with Internet connectivity. On the website, enter your serial number and the generated computer code. You will also need an MYLAPS account. For more information about the MYLAPS account, see 'Activate Online'. If you do not have an MYLAPS account yet, you can also create one. The file that contains your license information can be saved on a USB storage device or a floppy disk. With that file, you return to the computer that runs Orbits, and then import the generated file into the wizard by clicking the 'Browse' button.
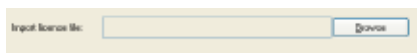
If the file is OK, the 'Next >> ' button will be enabled. Click it to complete the activation process.

2.2 Software Overview
Orbits consists of two programs, the Orbits interface and the Orbits server.

Orbits Interface
The Interface consists of five sections which can be accessed by the buttons at the top of the screen. These sections are:

1.   Event Setup
In this section you can schedule the race events and the system setup, monitor the system status and connect to your decoder(s).

2.   Registration
In this section you can manage your time schedule and enter competitor data. Orbits uses a database to store all known competitors.

3.   Timing
The timing section gives access to functions that are relevant during different stages of a timed run, e.g. functions related to runs, competitors in a run and passing data.

4.   Processing
This section includes the functionality to organize run results and is used after a run has finished. The processing section hosts different functions like printing results, creating starting grids, assigning points to a run and merging results.

5.   Championship
In this section you can create the championship points for all your events. Here you have access to all the relevant tasks to make championship standings and to publish them on the MYLAPS results website.

Orbits Server
The Orbits server is a separate program running in the background. It handles the communication with the MYLAPS decoder, stores the passings and calculates the results. When the Orbits server is running, the following icon will appear on the Windows taskbar at the bottom right part of your screen.


The Orbits server icon

3. EVENT SETUP

This chapter describes how you can specify your event setup. Open the event setup pageof the program by pressing the **Event Setup** button at the top of the screen or press CTRL+1.

3.1 Single loop vs. Multiloop
All race organizations use a finish line to score a race. The type of timing and scoring where only one 'timeline' is involved is commonly referred to as: **single loop** timing and scoring.
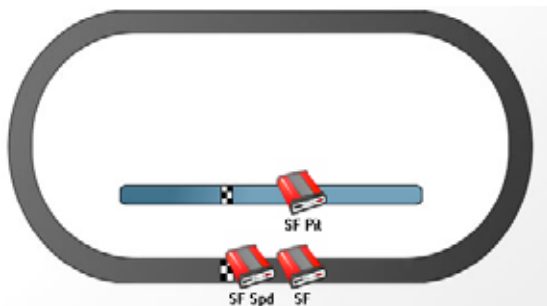
Timing and scoring with a multiloop system can add great value to a race, due to the multiple loops installed. Much more information will be available, like split times, speeds and differential times at various parts of the circuit. This is called a **Multiloop system**.

Installing multiple loops and therefore multiple decoders makes both the hardware and the software part of the system more complex. The complexity of the system will be handled for the most part by the Orbits program. Therefore operating a multiloop system is, in general, as simple as operating a single loop system.

Above settings can be done on the Event Setup page.

3.2 Timeline
The start/finish line plays a major role in timing a race. In a multiloop environment there are more lines on the track on which cars are timed. Throughout this manual we will refer to these physical lines by the term: Timeline.

3.3 Create a New Event
The program stores the race results per event. This means that for every race event, a new event has to be created. To create a new event, select the 'Create a New Event' task which can be found on the left side of the Event Setup. Now the wizard will guide you through this process. The wizard will asks on which track the event take place. It is important to fill in the length of the track, since this will be used to calculate the average speed.


3.4 System setup
The 'Create a new Event' wizard will ask which timing sytem setup you are using. You have the option to create a new system setup or to select a setup that was used at a previous event. More information about track creation can be found in the Orbits Help file.

3.5 Connect to your decoder
To connect to an AMB decoder open the 'Decoder Connection Wizard'. This can be found under System Setup – Register a new decoder or by double clicking on the timeline. The wizard will automatically scans the network for available decoders. On the first page all decoders that are found are listed on the screen. Select the decoder you want to use and click on the Next button. See the following figure.
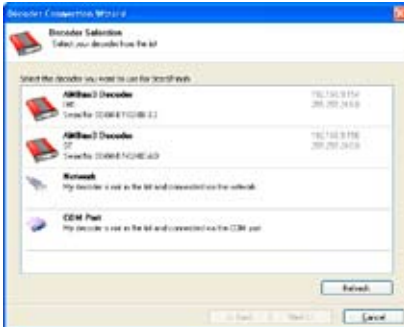
COM Port
If the decoder is attached to the serial-port of the computer, you must connect to the decoder manually. Select the COM Port option from the selection list. On the next page you can specify to which COM Port the decoder is attached.

3.6 Connection problems
Version number is highlighted? If the version number of the decoder is highlighted this means you need to upgrade your decoder firmware. To update a decoder go to the support section of the AMB i.t. website (http://support.amb-it.com) or click the button Check for available decoder updates (Online).

IP address is highlighted? If the IP address is not in the same network range as the computer the IP Address will be marked with a warning icon. This means that you need to change the IP address of the decoder. You can do this by double clicking on the IP address. You can now connect to your decoder by selecting it from the list and hit the Next button.

My decoder is not in the list? If your decoder is not listed first check if it is powered on and that all connectors are firmly in place. If it still does not connect it is possible that the decoder has an old firmware version. AMB recommends that you update the firmware for this decoder. You can manually connect to the decoder by selecting network and hit the next button. You can now enter your IP address of your decoder, hit the OK button to connect.

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4. REGISTRATION

This chapter describes how a race event can be prepared and which tasks need to be completed to begin timing your event. Open the registration page of the program by pressing the **Registration** button at the top of the screen or press CTRL+2.

4.1 Competitor Database
All competitors are stored in one database. To open the competitor database, click the 'Show Competitor Database' from the left side of the screen or press the F3 button. The competitor database, which is organized by class, is used for every race event. To make identification easy, competitors that are in the same class are marked with the same helmet. To create a new competitor, right click in the competitor screen and select the 'New Competitor' option.

Competitors can also be imported from a .txt or .csv file by using the 'Import Competitor Wizard' under the 'Competitor Tasks' list.

4.2 Creating Groups and Runs
For each event you have the possibility to define groups of competitors. This makes it easier to organize the competitors in the selected event. Only competitors listed in a group can be timed during the current event. If you don't want to divide competitors into different groups, you still have to select the competitors entered for the selected event. To create a new group, start the 'Create a New Group' Wizard.

A group consists of a series of practice sessions, qualifying sessions or races. For each one, a run has to be prepared. In the third page of the Wizard, the runs can be created. Each new run will initially have the run properties specified by the run defaults.
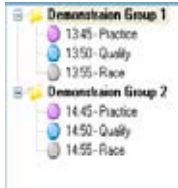
Runs can also be added later by right clicking on the group and then choosing 'New Run'.

4.3 Adding Competitors to Groups
After the groups and runs are created you need to specify the competitors that will participate in a group. There are several ways to do this.

Competitor Database
To add competitors from the competitor database to the current group, highlight the competitors in the database, right click and choose 'Add competitors to selected group'.

Moving and Copying Competitors
Competitors may also be moved or copied from one group to another, by selecting them in the bottom of the screen and dragging them to a group in the top of the screen. There is no real need to add competitors into a run. For each run Orbits will automatically copy a competitor from the group into a run the moment the competitor's transponder is detected. The only real reason to copy competitors into a run is that all competitors that were entered for that run will show on the result, even if they were not on the track. To add competitors into a run, you have to select the group, select or multiselect the competitors you want into a run and drag them to that run (on the left side).

5. TIMING

After preparing the race event, you are ready to begin racing. This chapter describes the process of starting a race and the timekeeping activities involved. Open the Timing page by pressing the **Timing** button at the top of the screen or press CTRL+3.

5.1 Screen Layout
The Timing screen is divided into four main sections: the Passings screen, the Results Screen, Schedule and the Lap Chart. The screens can be adjusted by selecting the ▼ :::::::: ▼ tool and dragging it to the preferred position. You can show the tool by clicking it with the left mouse button.
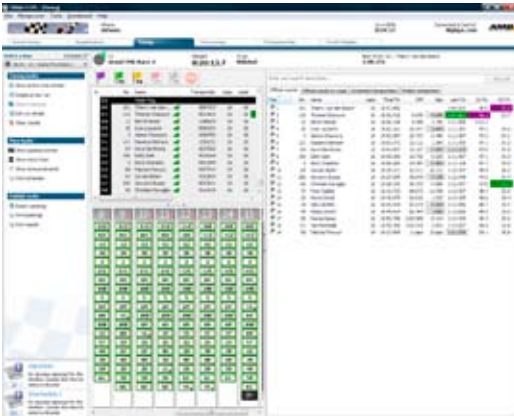
5.2 Starting a Run
First select the run you want to time. This can be done at the top of the screen. After selecting the run, you can start the run by clicking the green flag. You may also use the F5 hotkey. Before starting timing, you may start a run in warm up mode, by clicking the purple warm-up flag. By doing this during the warm-up laps, you may use these passings to check transponder relations.

5.3 Passings Screen
The Passings Screen displays all information from the decoder along with any manual additions to timing & scoring (e.g. adding of a manual passing, inserting flags, etc.). By right-mouse clicking on a passing, a menu pops-up with functions to choose from to edit, delete or insert passings.

5.4 Lap Chart
The Lap Chart shows the passings in a similar fashion to those created when manually scoring a race. The figure on the previous page shows a typical Lap Chart. At the top of the chart, the lap count is displayed and underneath in boxes, the numbers of the passing competitors. The colors of the boxes represent the color of the flag that was active at the moment of the passing. Each time the leader passes, a new column is created. The boxes marked with a black dot at the bottom right represent passings that are one or more laps behind.

5.5 Results Screen
The Results Screen is used to display practice, qualification and race results. This screen shows the current position of the competitors and information like: lap count, total time, time difference with the leader when they are in the same lap. The figure below shows an example of the Results Screen. When you right click in the results screen you can modify the column settings to view the information you wish to see.

| Official results				
	Nr.	Name	Laps	Total Tm	Diff
1	71	EDDY SEEL	22	21:28.809	LAP
2	1	MARCEL van DRUNEN	22	21:29.900	1.0
3	61	KEVIN FEELDOORE	22	21:31.361	3.1
4	72	MIKKEL CAPPAAR	22	21:32.959	4.1
5	6	THEO BOUCHEE	22	21:50.174	21.3
6	7	REMY van REES	22	22:01.403	32.5
7	99	RUURD van ROOZEN...	22	22:07.523	39.0
8	61	LUC SMEESTERS	22	22:11.088	42.2
9	36	ANDREAS MIKKELSEN	22	22:15.361	46.5
1...	34	MATTHEW POPE	22	22:17.361	48.5
1...	40	MICHEL SPRENG	22	22:19.627	50.8
1...	25	MARIO AMERICA	21	21:37.255	1L
1...	9	RON van der HORST	21	21:37.709	1L
1...	66	GEOFFREY PONCIN	21	21:39.049	1L
1...	58	VINCENT DELMEZ	21	21:58.183	1L
1...	37	MAX VOORWINDEN	21	22:01.645	1L
1...	8	WALTER de JONG	21	22:01.364	1L
1...	14	GEOFFREY FORWARD	21	22:07.173	1L
1...	13	PAUL DIJKSTRA	21	22:41.219	1L
2...	77	TOM van TEIFFELEN	20	21:39.980	2L
2...	12	MANUEL HUISMAN	20	21:51.740	2L
2...	29	ARJAN KLOK	20	21:57.519	2L
2...	3	ROBERT SIMPSON	20	22:42.474	2L
2...	26	MIKE BATAILLE	19	22:00.855	3L
	45	MARC FRADIN	5	4:58.940	DNF

5.6 Flags and Stopping the Race

The green, yellow, red and finish flag can be selected by clicking the flag with the mouse or using the corresponding hotkeys. However, stopping the actual timing of the race can only be done by clicking the stop button since no hotkey is made available. It is also possible to insert a flag by using the **Insert** option in the menu bar and choosing the correct flag on the appearing menu. A flag change is indicated in the passings screen by a separate line. For each transponder passing the current flag situation is shown in the first column of the passings screen. Flags may be dragged into the correct position when dropped late or early.

Purple flag

Select the purple flag to start the warming up. When the purple flag is active the laps will appear in the Passings Screen, but will not count for the results.
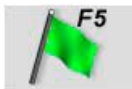
Green flag (F5)

Select the green flag to start the race or to change from a yellow or red flag situation back to a green flag. A stopped race can also be restarted by selecting the green flag.

Yellow flag (F6)

Select the yellow flag when a full course yellow is given. This flag will not affect the result.

Yellow flag Not Counting (Oval features only)
If the oval features are enabled, there is an option to throw a yellow not counting flag. During this flag situation the lap count is never increased but the passings will still be registered.

Red flag (F7)
Select the red flag when a red flag situation occurs. During a red flag situation the lap count is never increased but the passings will still be registered.

Finish flag (F8)
After the finish flag is dropped, the next passing by each competitor will be marked as finished and all subsequent passings will be marked as extra and will not affect the race/ qualifying result.

Stop
Select the Stop button to stop the timing and scoring for this run. Once a run is stopped, successive transponder passings will not be registered. The run can be restarted by selecting the green flag (or pressing the F5 hotkey).

6. CHAMPIONSHIP POINTS

Open the championship page of the program by pressing the Championship button at the top of the program.

6.1 Championship Management
Orbits organizes the championship per season. The selected championship is displayed on the top of the screen.

Select a Championship: Nationalen 250/500

A championship consists of a number of events. Combined these events will form a championship. There is no limit on the number of events per championship.

#	Event	Date
1	Amsterdam	20-03-2005
2	Haarlem	10-07-2004

Event Results

6.2 Create a Championship
You can create a new championship from the championship page. Click on **Create a new championship** to open the 'Championship Settings' screen.

6.3 Edit or delete a Championship

To edit a championship click on 'Edit championship' which can be found under 'Championship Tasks'. Now you can modify the championship in the Championship Details screen.

To delete a championship from the program click on 'Delete championship' under the Event Result Tasks.

6.4 Sort method

Here you can choose how the championship should be sorted. There are two options:

- **Most points:** The championship will be sorted on most points.
- **Less points:** The championship will be sorted on less points.

6.5 Tie solver

In case of a tie on points Orbits offers the following Tie solvers:

- **Most 1,2,3 places per run:** The competitor with the most 1st places will win. In case this is the same, it will look to the most 2nd places. Etc. It will look at the run results.

- **Most 1,2,3 places per event:** The competitor with the most 1st places will win. In case this is the same, it will look to the most 2nd places. Etc. It will look at the event results.

- **Result of last run:** The competitor with the best result in the last run will win.

- **Result of last event:** The competitor with the best result in the last event will win.

For more detailed information you can also look in the Helpfile of the Orbits program by pressing the F1 button or go to 'Help' in the menu bar.

7. LICENSE AGREEMENT

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Software License:
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