

PROCESSING OF RESULTS

1. All races except 'Short Series Events'

- Calculate the results with the calculator, and ensure that the Start Time, Finish Time and Elapsed Time are clearly marked on the Results sheet.
- Collect the Signing-on and –off sheets 30 minutes after the last competitor has come ashore.
- Make sure that ALL information is shown on ALL sheets (transcribe the names/sail numbers to the Results sheet).
- We need 3 complete sets of results and signing on/off sheets. Photocopy the results in the North Room. If the Office is closed there is a North Room key in the Race Officer's bag.
- Pin 1 set of all **Results & Signing On/Off Sheets** on the Dinghy Noticeboard (in the Club entrance)
- Put 1 set of **Results & Signing On/Off Sheet** into the postbox outside the Office.
- Put 1 set of **FH Results & Signing on/Off sheet** into the folder marked 'John Fox' which is kept on the shelf below the lectern.
- Put 1 set of **Cadet Results & Signing/on/Off sheet** into the "Slow Handicap/Cadet Results" folder on the lectern shelf.
- The CDB Class Captain and a representative from the Chi Scows also take a copy of their results.

2. Short Series Events (usually at Bank Holidays)

To save time and to ensure that the results are available as soon as possible after racing, in time for the prizegiving, these results should be processed using Sailwave computer program, which has been loaded onto the North Room computer.

There is an 'aide memoire' for Sailwave available in the North Room.

Please ensure that as well as uploading the results to the website and handing copies to the relevant Class Captain or fleet representative, you also pin a copy of EACH SET of results/signing on sheets to the Noticeboard and post a copy into the Office mailbox.