# Administration Support Guide

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Rodeo Ready

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RodeoReady | Admin Support Guide





Setup

## Admin User Guide Introduction

#### About RodeoReady

The RodeoReady App (RR) is a FREE app that is available for Organization Admins on iOS for iPhones and iPads. The iOS App is the same App that can be used by competitors and Spectators. The RodeoReady for Android App is for use by Competitors and Spectators only.

**Note** The RodeoReady App is NOT RMS. For Organizations that are currently using the web-based Rodeo Management System (RMS), it is important to know that the RodeoReady App does not work with RMS. The two software systems are separate. The RodeoReady App is the replacement for RMS.

RodeoReady is an extremely powerful App that provides full management tools for rodeo **Organizations** to manage their rodeo season including:

- setting up your rodeo schedule
- taking rodeo entries and payments
- managing draws
- entering times and scores
- calculating results and payouts
- displaying rodeo and season standings.

This is all done within the convenience of our App and all data is stored securely in the cloud, so you never have to worry about losing data or device malfunctions.

#### Who Uses it?

The two audiences for the app are:

**The Competitor** - Their phone is their access to all of your Organization's competitions, entries, draws, results and standings as well as their personal results and personal profile.

**The Spectator** - Rodeo watching just became interactive, more informative, and more enjoyable. The rodeo program is in the palm of your hand and updates are live as the action happens.

#### **Communication with Your Members**

We recommend that you do the following:

1. Place the following statements on your website in a highly visible location to communicate with your members:

We are excited to now be using the RodeoReady App to manage our Rodeo Schedule, Rodeo Competitions, Memberships, Results and Standings. Prior season information will continue to be available on the web-based RMS (provided by RodeoReady) system. All new rodeos will be managed on the RodeoReady App. **For Apple phone Users:** 

To access the [organization name] on the App, first you need to install the free RodeoReady for iOS App from the App Store.

RodeoReady: Rodeo Software Once you have installed the App refer to the <u>Competitors' User Guide</u>. **For Android phone Users:** The RodeoReady for Android App is available from the Google Play store:

RodeoReady: Rodeo Software - Apps on Google Play Once you have installed the App refer to the <u>Competitors' User Guide</u>.

2. Print Out the "**Download the App**" Sign for your Rodeos. We have prepared a Download the App sign with QR code to help your rodeo spectators. When they download the app, they will be able to follow the rodeo activity and results on their phones.

<u>Click to download the Sign (PDF)</u> It looks like this:



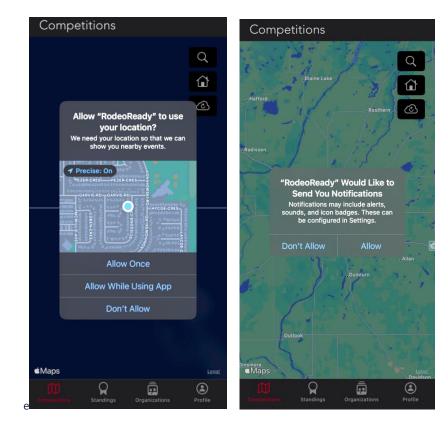
Follow this Rodeo

#### Install the App

To begin, install the FREE **RodeoReady** App on your iPhone or iPad.



- Via your device, go to the Apple Store and in the search bar, enter "RodeoReady" or click this link: RodeoReady: Rodeo Software.
- 2. Open the App and enter your AppleID.
- 3. Tap Sign In.
- 4. Under Allow RodeoReady to use your location?, tap "Allow While Using App.".
- 5. Under RodeoReady would like to Send you Notifications, tap "Allow".



## A Few Key Terms

Throughout this User Guide and in the App, we have used a consistent set of terminology to identify key components.

- **Organization** this is your rodeo association, barrel racing production company, or team roping producer.
- **Admin** this is you, the person, or persons, within your organization that manages the Organization side of the App, configurations, settings, etc.
- **Competition** this is the rodeo, barrel racing show, or team roping.
- **Competitor** this is the rodeo athlete participating in the Competition.
- **Spectator** a non-competitor who is following rodeo Competitions, either in-person in the rodeo stands or remotely using the App.

# **Getting Support**

From time to time you may need support for your Organization account. Please use our **Support Ticket** system to submit your request.

The advantage of the Support Ticket system is that the request will automatically be sent to the entire RodeoReady support team resulting in a faster response time.

As we cannot guarantee the availability of any individual RodeoReady employee, please do not send email direct to employee personal emails as this may delay the response time.

# **Collecting Fees**

#### Pay by Credit Card

RodeoReady collects Fees such as member registration fees and competition registration fees, on your behalf and then transfer your fees to your Organization bank account. Your Organization will receive 100% of its fees. The payment by the Competitor is completed online via the App using the integrated Stripe payment system within our platform. When these fees are collected, we charge a convenience fee of 5.5% plus \$.35 per transaction which is paid by the Competitor. From this convenience fee, RodeoReady pays all the credit card charges (typically about 3%).

An example of the above: A Competitor selects Events which incur a total charge of \$100. When paying, a convenience of \$100 \* 5.5% plus \$.35 is added, for a total of \$105.85. The original \$100 is immediately transferred to the Organization's Stripe Connected account. RodeoReady retains the \$5.85 convenience charge and pays the credit card processing fees.

#### Pay Later

The RodeoReady App now offers the ability for a Competitor to select a Pay Later option at the time of Competition Registration. This is an optional offering that the Organization may turn on if desired. This can be used in two ways. One: The Competitor may select this payment option to submit their registration then return later and pay online with their credit card. Two: The Competitor may select this payment option to submit their registration then complete the payment outside of the App directly to the Organization. In the case of option One, this will generate the standard Convenience Fee charges (as described above). In the case of option Two, the Organization is responsible to collect payment from the Competitor and RodeoReady will charge the organization a 2.5% Pay Later fee on the amount of the fees. (In the near future, the 2.5% Pay Later fee will also be added to all Admin Added Competition Registrations. As well, the Pay Later option will be added to Membership Registrations and Renewals in the near future.)

It is recommended that Organizations pass this 2.5% Pay Later fee to their Competitors, but it is at the Organization's discretion. To turn on the the Pay Later feature, there is an option switch at the top of the Fees page in Settings which can be turned on if your Organization wishes to offer this feature. See more information in <u>Continuing Setup:</u> <u>Fees</u>.

After the conclusion of the Competition, RodeoReady Ltd. will send an invoice to the Organization via the Stripe payment platform for the sum of the Pay Later fees for that Competition. This is done 1-3 days after the end of the Competition so that all fees owing will be net of adjustments such as draw outs, vet/med outs, etc. The Organization will be required to pay the Pay Later fees within 7 days.

Once a Competitor chooses to pay with a credit card, then any additional event registrations, in the same Competition, must also be paid online via credit card. If a Competitor chooses to Pay Later, they may return to the registration screen prior to the Competition and complete their payment online by tapping Update Registration, tap Register and Pay, and tap Credit Card Now. The Competitor can now complete their payment. Any future registrations by this Competitor, in this Competition, must be paid online, the Pay Later option will no longer be available. If a competitor chooses to Pay Later, but never returns to pay online, the Organization will be responsible to collect payment from the Competitor. The Pay Later status as well as the fees amount owing (not including the 2.5% Pay Later fee) will be indicated in the Competitors tab of the Competition for the Admin to reference.

# Admin: Setup Wizard

In this chapter, we will use the Setup Wizard. As an Admin for your Organization, you will first use the Setup Wizard to set up a default configuration. Tap the Organizations icon at the bottom of the screen, then tap the + button at the top of the next page.

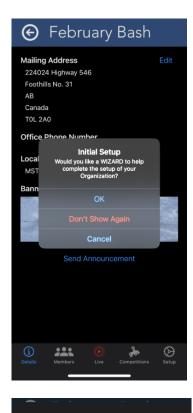
You will be required to enter a code provided by a member of RodeoReady by emailing <a href="mailto:support@rodeoready.com">support@rodeoready.com</a>.

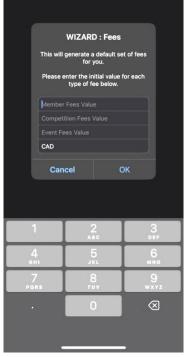
Enter the code to begin adding a new Organization. The first step will be to provide basic details on your organization, then tap Save.

Then tap the Organization you just created and you will then be asked if you want to use the WIZARD to help complete the initial setup.

Tap **OK** to launch the Setup Wizard. The Setup Wizard will walk you step by step through the default settings for your organization.

The first item in the Wizard will be setting up Payments. RodeoReady has an integrated payments system using Stripe in our platform to accept payment from Competitors for Membership payments and Competition entry fees. (*Organization must set up a Stripe Connected account. All organization registrations must be paid online via Stripe. All Competition entries must be paid online via Stripe.*) In order for the payments to be transferred to your bank account, you will need to have a Connected account. To complete the setup, you will need your banking information. This account set up occurs within the Stripe environment and RodeoReady does not store your banking information. Stripe will ask for business owner / signing authority details followed by your business / organization details.





Stripe will not accept a PO Box. They require a physical mailing address for the account set up. In the case where an Organization does not have a physical mailing address, they are usually using the mailing address of the association president or some other board member.

After completing the Stripe setup, you will be asked to set default values for Member Fees (these are Annual membership fees), Competition Fees (these are fees charged when entering a competition which are not included in the prize purse) and Event Fees (these are entry fees for events, which are included in the prize purse). This will set the same value for all of the Fees within a Fee type, that is, all Membership Fees will be set to the same default value. You will be able to edit any of your Fees which will also be discussed in a later Chapter.

By default, the Wizard will also automatically create Senior and Junior Divisions, Senior and Junior membership types, a standard set of events (one each for Junior and Senior Divisions), Header and Heeler Event Roles for Team Roping events, a points award schedule of 10, 8, 6, 4, 2, and a Season set to end on December 31 of the current year.

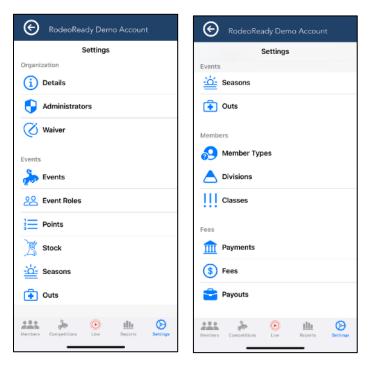
## Continuing Setup after the Wizard

The Wizard will have helped you through a basic set of configuration options and will have saved a tremendous amount of time by creating a default set of options. In most cases, you will need to modify some of the default setting to match those within your Organization's rule book. To view, edit, or add to the default settings, tap the Setup icon in the bottom right of your screen.

The steps in reviewing the default settings and modifying to suit your organization should occur in this order.

Divisions
 Member Types
 Events
 Team Roles
 Fees
 Stock
 Points
 Payout
 Administrator
 Payments
 Seasons
 Classes

You can view the setting in any of the Setup categories by tapping the appropriate button.



Setup

It is likely the configuration changes your Organization will require are:

- 1. member types and divisions in addition to, or in place of Junior and Senior
- 2. any events that are not in our standard list
- 3. Fees that your Organization charges upon Competition entry
- 4. Payouts to match your payout splits in your rule book

For any of the configuration settings that your Organization will not require, but were set up during the Wizard, you can delete using the standard Apple method of swiping on the row from right to left then confirming the Delete operation. We describe briefly how to make changes and additions to each in our chapters and videos in this section on continuing setup.

For a more in-depth discussion of each, please see the articles on Additional Instructions where we provide examples of some typical configuration options including use of some of the advanced settings. For the articles and videos in this section, we only cover the most basic setup options as used by 90% of Organizations. We do recommend that you make changes to your Organization in the order listed previously as some later components require earlier components to be present to complete the setup, for example, an Event will normally have a Division attached, so all required Divisions should be present first.

The RR App uses a number of configurations (events, fees, points, team members, and payouts). A configuration is created, then it is applied, or selected, for use. For example, a Team Roles configuration will be created, named Team Roping. This configuration identifies the two member roles of a Team Roping team. When we set up the Team Roping event, we will indicate that it is to use the Team Roping Event Roles configuration. Another key configuration will be Fee configurations, required for anything you will be charging for, which will be covered in a later article and video

## **Continuing Setup: Divisions**

**Divisions** are used to categorize and organize your data, especially for reporting purposes such as Competition results and Season standings. For any of the Divisions that were set up during the Wizard, but your Organization will not require, you can delete using the standard Apple method of swiping on the row from right to left then confirming the Delete operation.

The hierarchy within the RodeoReady App is as follows:

- 1. Division
- 2. Member Types fit within a Division
- 3. Events are assigned to a Division

We recommend that you have a division (such as Pee Wee, Wrangler, Junior, Senior, Open, etc.) for each age group or member type category. Events are also classified by Division.

Simply tap the + icon to create a new Division and provide a Name and Description for the Division, then tap Save.

😧 Pine Hi			_				
Settings	Create	Division					+
	PeeWee						
High School	Prefix				Suffix		
HS							HS
Junior High JH							JH
Open	Description						
Junior	Ages 8-10						
	Cancel				Save		
Memt	bers	Sompetitions	D Live	Reports		Settings	

## **Continuing Setup: Member Types**

**Member Types** are used to classify your Competitors into groups for reporting and to identify any special treatment of the Competitors. For any of the Member Types that your Organization will not require, but were set up during the Wizard, you can delete using the standard Apple method of swiping on the row from right to left then confirming the Delete operation.

When a new member joins your organization, they will be required to select a Member Type.

The hierarchy is as follows:

- 1. Division
- 2. Member Types fit within a Division
- 3. Events are assigned to a Division

To setup a new Member Type, tap the + icon then enter the Name of the Member Type. Then you will also associate the member type with a Division. Enter a Description which are used to help new members select the appropriate Type, such as including the age range for the Type.

Pine	Hills Declar Access Create Member T	уре			+
Junior	PeeWee Girls			0	
J Open Cowboy	Prefix			Suffix	JR
	Max Competitions	Public	Max-Co	mp. Renewable	
Open Cowgirl	Default Division	1 0010		Division	
Senior S	Default Class		NONE		SR
	Description Enter Description		High School		
	Enter Description		Junior Junior High	- 8	
			Open	- 8	
			PeeWee	_	
				_	
					Done
	"Girls"		1	Q	

Along with a Member Type, you will need to set up a corresponding Fee, which will be charged when a Competitor registers or renews a membership with your Organization. More detail is found in the Continuing Setup: Fees Article.

**Note** Assigning a Member Type to a Division does not exclude Competitors from other Member Types from entering Events in other Divisions.

# **Continuing Setup: Events**

**Events** have an extensive number of settings possible. We will only cover the most frequently used Event settings in this chapter. More settings are described in <u>Advanced</u>: <u>New Event and Fee</u>. There are Base settings and Scoring settings.

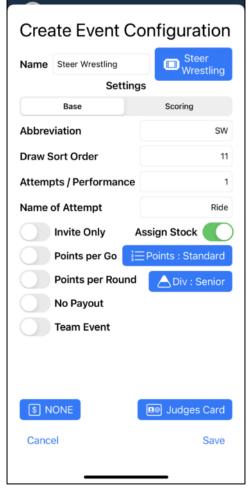
For any of the Events that your Organization will not require, but were set up during the Wizard, you can delete using the standard Apple method of swiping on the row from right to left then confirming the Delete operation.

To create a new Event, tap the + icon, then provide a name for your Event, such as Barrel Racing or Steer Wrestling, etc. It is not necessary to type the Division within the name, such as naming an Event "Junior Steer Wrestling" as the Division will get tagged on. Beside the name field, tap to indicate the Event Type, if you do not see the corresponding event type, choose OTHER. The abbreviation will be auto created, you can tap to edit if desired. Tap the Division button to indicate which Division this event belongs to. If this is a team event, turn on the Team Event switch then select the Team Role configuration (discussed in a later chapter).

The hierarchy is as follows:

- 1. Division
- 2. Member Types fit within a Division
- 3. Events are assigned to a Division

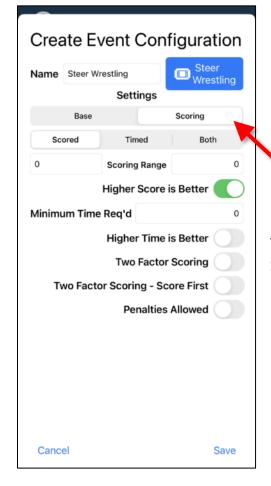
**Note**: by assigning an Event to a Division, it does not exclude Competitors from other Divisions from entering that Event in a Competition.



#### Team Events

If the event you are setting up is a Team Event, such as Team Roping, Ribbon Roping, etc, then tap On the Team Event switch. This will allow for the formation of teams with multiple partners.

See also Continuing Setup: Team Roles.



Edit Event Configuration Name Team Roping 🔲 Tea Ba Settings Bar Ba Abbreviation TR Ba Draw Sort Orde Bu Bul Name of Attemp Ca Assign Stock St Points per G Points per R No Payout Team Event Multi-Entry Diff. Team Cancel Sav As ....

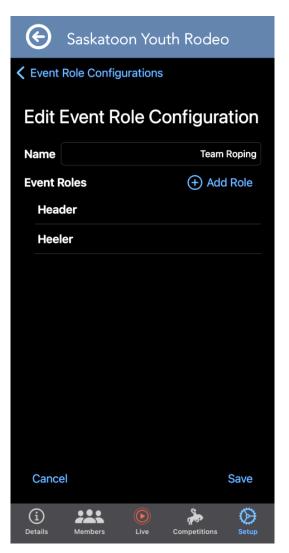
Tap the Scoring tab then tap whether this event is Scored, Timed, or Both. For Scored, it defaults to Higher Score is Better. For Timed, the default is Higher Time is Better is switched off, meaning that lower time is better. Tap Save when finished. The rest of the settings in Events will be explained in a later chapter within Advanced Topics.

## Continuing Setup: Team Roles

**Team Roles** only apply to team events. By default, there will be a Team Roles Configuration set up for Team Roping, consisting of a Header and Heeler.

If your Organization has other team events, such as Ribbon Roping, tap the + icon to create a new Team Roles configuration. Or if you need to edit, simply tap on the Team Role name. In this example, name it Ribbon Roping:

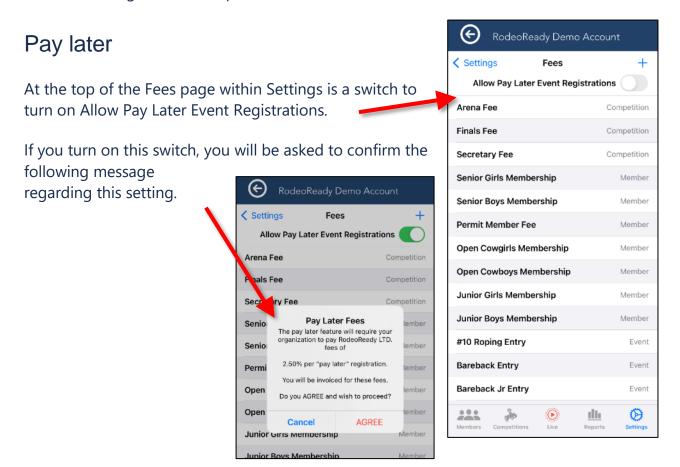
> Tap the + icon to add a Role, type Roper, set Display Order to 1, and Max. Per Team to 1. Tap Save to save the Team Role. Tap the + icon to add a Role, type Runner, set Display Order to 2, and Max. Per Team to 1. Tap Save to save the Event Role.



You can have a Team Roles configuration which includes more than two members, such as might be used in a ranch rodeo setting, simply by adding more roles. When you are done adding or editing roles, tap to Save the Team Roles configuration.

# **Continuing Setup: Fees**

**Fees** are the \$ amounts that you charge your Competitors. Fees are set by configurations. There is a minimum amount of \$1 for any Fee set. Each Fee you wish to charge your Competitors will require a Fee configuration. For any of the Fees configurations that your Organization will not require, but were set up during the Wizard, you can delete using the standard Apple method of swiping on the row from right to left then confirming the Delete operation.



**Please Note** Enabling the Pay Later functionality is at the discretion of your Organization. It is expected that Organizations will pass this 2.5% fee to their Competitors, but it is at the Organization's discretion. After the conclusion of each Competition RodeoReady Ltd. will send an invoice to the Organization via the Stripe payment platform for the sum of the Pay Later fees for that Competition. This is done 1-3 days after the end of the Competition so that all fees owing will be net of adjustments such as draw outs, vet/med outs, etc. The Organization will be required to pay the Pay Later fees within 7 days.

#### Setting Up Fees

There are three types of Fee categories. **Member Fees** are Fees charged for new memberships and renewals. **Competition Fees** are charged during entry to a Competition but are NOT included in the prize purse. This includes Fees such as Secretary Fees, Finals Fees, Stock Fees, etc. **Event Fees** are Fees charged during entry to a Competition which ARE included in the prize purse.

#### Member Fees

When the Setup Wizard ran, it will have initially set all the Fees of each Fee type to the same value you provided. For example, if you set the default Membership Fee to \$20, then all your Member Fees will be set to \$20. You can quickly edit any Fee by tapping on the Fee, tapping on the Fee Instance, and changing the value.

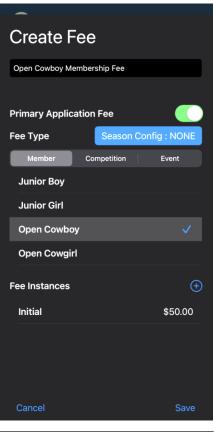
-		Luit i comstar		-	
Edit Fee		Initial		Edit Fee	
PeeWee Boy Mem Fee			AUD	PeeWee Boy Mem Fee	
		\$25.00	CAD USD		
Fee Type 🕜 Season Co	nfig : NONE	Effective Date	Dec 23, 2022	Fee Type ⑦ Seas	on Config : NONE
Member Competition	Event			Member Competitio	on Event
Junior Boy				Junior Boy	
Junior Girl				Jur Saved Initial Fee I	nstance.
Open Cowboy				Ор	
Open Cowgirl				Open Cowgirl	
Fee Instances	Ð			Fee Instances	Ð
Initial	\$20.00			Initial	\$25.00
Cancel	Save			Cancel	Save

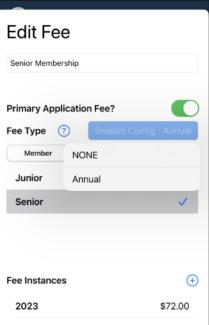
To create a new Fee, from Setup, tap Fees, then tap the + icon to begin. Provide a descriptive name for the fee such as Open Cowboy Membership Fee or Junior Steer Riding Entry Fee. Tap the Fee Type for Membership, Competition, or Event. For a Membership Fee, you will also select the Membership Type where the Fee will be used.

You will also need to set the Season Config to the proper setting (see Continuing Setup: Seasons). When the Wizard ran, it would have initially created a season for you called Annual. We will select this here. This will be the date schedule that the membership type associated with this membership fee will use to determine if the membership is valid or if renewal is required. Setting the season will ensure that the fee is charged once per season. Not setting a season will make that membership fee a lifetime (perpetual) membership. Members pay once.

**Note** Once a member pays for a lifetime (perpetual) membership they will always have that lifetime membership, even if you change the fee to no longer be a lifetime membership.

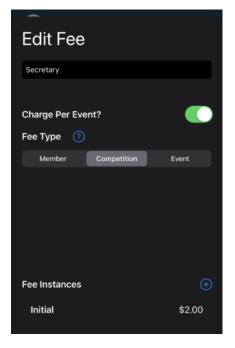
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#### **Competition Fees**

For a Competition Fee, only the Fee name is required and to indicate if this fee is to be charged to all events, by turning on the Charge Per Event switch, or just once, by leaving the switch off.



#### Event Fees

For an Event Fee, Name the Fee and ensure that you tap the Event tab

Next, Tap the + icon to the right of Fee Instances. When setting up Fees, RodeoReady allows you set fees and specify dates when the fees apply. These are called Fee Instances. We will set to \$50 and the effective date will be today. There is a minimum amount of \$1 for any Fee set.

	Edit Eaglast	-
	Ealt Fee Inst	ance
	Initial	
		AUD
1	\$45.00	CAD
		USD
	Effective Date	Jan 4, 2023
Event		
× .		
+		
	Event	1 \$45.00 Effective Date

Setting Fee Instances by date are especially useful to keep historical data accurate. For example, in an existing Event, you may have an Event Fee of \$50 in place for several years and now you want to increase it by \$5 to \$55. Your initial Fee of \$50 can remain in place and you would add a new Fee Instance of \$55 beginning on a specified date (defaulting to today). Think of a Fee Instance in this way: "This event Fee of \$55 is for Junior Steer Wrestling and is in effect beginning January 2, 2023". When entering the Name field for the Fee Instance, remember this represents a Fee beginning on date X so an appropriate name for the first time you create this Fee Instance would be something like "Initial". Then a future Fee Instance, when you change the event entry fee for example, would be "Updated Jan 02, 2023". Next, indicate the amount then the Effective Date, which defaults to today's date. Save the Fee Instance then Save the Fee Configuration.

Fee Instances are used in all Fee type, Membership Fees, Competition Fees, and Event Fees.



# Continuing Setup: Stock

**Stock** includes animals that will be assigned (drawn) to Competitors in a Competition. In this chapter, we will discuss how to add stock. In another chapter we will discuss how the Stock Draw works.

Stock entered into the Stock database is available for use in all future Competitions. Each animal is owned by a Stock Contractor. To create a new Stock Contractor, click the + icon and add their details, then save. After saving, choose the stock contractor by clicking on their name. Click the + icon then click the Create New (Add Stock) button to begin adding stock. Give the stock a name. Animals may have their own unique name, such as most Bulls and Saddlebronc horses will have a name, while many calves or steers may only have an ear tag number. Select the event where this animal is to be used. The only required information is the Stock Name field and the Event. Brand and ID Number can be used as needed, or as information is available. Tap Save to save the stock animal.

Add Stock	
Strawhead	
PRS	05
	Bull Riding
Cancel	Save

If an animal is to be used in multiple events, it will need to be added as an animal to each event.

# **Continuing Setup: Points**

**Points** are for Organizations that award points as part of their results calculations. Not all Organizations do this. An Organization can have both Points Configurations and Payout Configurations to calculate both points and dollars.

Points are configured to assign a set number of points according to the placing of the Competitor in the results. Your Organization can have multiple Points configurations which are then applied as needed.

When the Setup Wizard runs, the initial Points Configuration will start at 10 points for 1st place, decreasing by 2 points for each place.

#### $(\epsilon)$ Pine Hills Rodeo Association Scoring Configurations **Edit Scoring Configuration** Name Standard **Placement Points** 10 points 8 points 3 6 points 4 4 points 5 2 points \*\*\* $\odot$ (i)

You may edit this configuration by tapping on any Placements Points row and adjusting the points.

You can then tap to + Add Placements and complete the fields then tap Save.

~			-	
Edit	Scoring		Crea	ate Scoring
Place	2		Place	6
Points	9	$\odot$	Points	5

Continue to edit or add as needed to set up the Points Configuration to meet your Organization's needs, for example:

© :	Saskatoo	n You	th Rodeo	þ
< Scoring	Configurati	ons		
Edit S	Scoring	Co	nfigura	tion
Name			S	tandard
Placeme	nt Points	(+	) Add Place	ement
1			10 p	oints
2			9 p	oints
3			8 p	oints
4			7 p	oints
5			6 p	oints
6			5 p	oints
7			4 p	oints
8			3 р	oints
9			2 p	oints
Cancel				Save
(i) Details	Members		<b>Competitions</b>	Ø Setup

## **Continuing Setup: Payouts**

**Payout** configurations are one of the most powerful sections of the App. First, you will set up a Payout Configuration, then you will make choices as to where the configuration is to be applied. In many cases you will only need one Payout configuration and it will be set as the Default. Note: the Setup Wizard does NOT create a Payout Configuration.

From the Setup tab, tap Payouts, then tap the Create button and give the configuration a descriptive name, such as Standard. There are three sections within a Payout configuration, Prizes, Rules, and Fees. Tap on the Prizes Tab, then + Add, then provide a name. You will most likely set up multiple Prizes. Appropriate names here would be descriptive of the Prize to be paid, such as naming the Prize after either the number of places to pay or the percentages to pay. For example, name a Prize "1 Place Paid", the next Prize "2 Places Paid", the next Prize "3 Places Paid", etc. For each Prize configuration, click + Add Prize and set the Payout percentage for the placing, such as  $1^{st} = 40\%$ ,  $2^{nd} = 30\%$ ,  $3^{rd} = 20\%$ ,  $4^{th} = 10\%$ .

Creat	te Prize Configuration	Create Priz	ze Configuration 4 Places Paid
	(+) Add Prize		(+) Add Prize
1st	60 %	1st	40 %
2nd	40 %	2nd	30 %
		3rd	20 %
		4th	10 %
	Done		Done

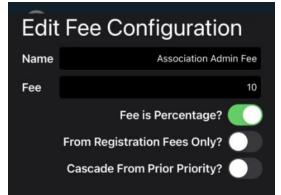
After setting Prizes, tap Rules then tap + Add. Rules are used to determine what Prize set is applied according to the criteria of # of Entrants, Placed, or Net Purse value. First, the Pay button indicates to whom the payout is assigned. Pay means to pay to the Competitor. Tap the Entries button to indicate if the Rule is based on number of Entries, number of Competitors Placed, or Net Purse value. Set the first Rule. Rules are a set of statements that consist of comparing the value of Entries, Placed, or Net Purse to apply the Prize. Begin at the lowest level and continue to + Add Rules to set additional levels.

**IMPORTANT** If your organization uses the number of competitors (entries) entered in an event as the basis to determine the rules for how many places to payout, then you will likely need to create a separate Payout Configuration for team events. A team event will have double the number of entries (1 x header, 1 x heeler for example) as an individual so you will likely need the rules to be doubled as well.

This is covered further in the article Advanced:	Setting	<b>Two Payout</b>	Configurations.
--	---------	-------------------	-----------------

Create Rule Set When multiple rules apply, the rule with the least number of places to pay out will be selected.		Edit Rule Set When multiple rules apply, the rule with the least number of places to pay out will be selected.		Edit Rule Set When multiple rules apply, the rule with the least number of places to pay out will be selected.			
Name	Name	Name		Teams	Name		Teams
	Priority 1 🛛 🗧 🕇 +		Priority 1 –	+ +		Priority 1	- + +
Pay	Entries	Pay		t Purse	Рау		Net Purse
	(+) Add Rule			ld Rule			
		IF Net Purse	2000 Place 100	+	Net Purse	= 2000 6000 Places 60/40	AND
		IF Net Purse >= Net Purse < THEN 2 P	2000 6000 laces 60/40	AND	IF Net Purse	= 6000 10000 aces 50/30/20	
		IF Net Purse >= Net Purse <	6000 10000	AND	IF Net Purse	= 1000 ces 40/30/20/10	• (+)
Cancel	Save	Cancel		Save	Cancel		Save

When your rules are all set, tap the Fees tab and here you can set the amount of the prize purse that the Organization will take from the Gross Purse before paying out the Prize Money. If your Organization does not retain a percentage of the prize purse then there is no need to use this setting. For those that do, enter a name, such as Association Admin Fee and then enter the percentage. Tap Save to save the Fees settings and Save again to save the Payout Configuration.



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Setup

## Continuing Setup: Administrators

Within an Organization, there can be multiple Administrators. This allows multiple persons to manage the account, enter scores, generate results, etc. The addition of an Administrator must be initiated by a current Admin by generating a new code. Tap Setup and then tap Administrators then tap the Add button. This creates a new one time use code which is automatically copied to your clipboard. You can send the code via text, email, or verbally to the person you are authorizing to become an Administrator.

When your new Administrator receives the code, they will tap on the Organizations tab from the home screen of the App, select the appropriate Organization, and then tap the Administrator Invite button.

> This will provide a field prompt for the code. Once the code is successfully entered they will have Administrator access to the Organization.

 $(\epsilon)$ 

K Back

Galen Sonntag



Members	
Class : ALL	Division : ALL
Arnon Levy	Senior
Ross Millar	Senior
Galen Sonntag	Senior
Peter Warrick	Senior

546 Rodeo Association Please enter the code you received from the Organization administrator. If you do not have a code please Mem ontact the administrator of this organization. Mem Cancel

n@netnotic.com

Administrators

#### Success

ONE TIME USE Administrator Invite Code Generated :

4C2PJTQX

#### Code COPIED to Clipboard.

Please send this code to the person you wish to add as an administrator. They can then use it when viewing your Organization and tap the 'Administrator Invite' button. Paste it into an email, text, etc..

K Back

54 Fo

Organizations



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ST.	-	1Ý		K
42		12,0	0.52	

-0 F	kodeo As	SOCI	don
thill	s No. 31, AB		
	Administr	ator In	vite

#### Membership

In the list of Administrators, one of the Administrators will be designated as the OWNER. This is the Apple ID that initially set up the Organization Account. The functions available to OWNERS and Administrators are basically the same. The only difference is the OWNER is the only one who can delete the Organization. Same for competitions. The key here is that an admin of an organization doesn't mean they are an admin of a Competition. They must have created the competition or been <u>added as an administrator to the</u> <u>competition</u>.

### Continuing Setup: Outs

Outs are used to indicate a status of a Competitor that cannot compete in an event for a variety of reasons. These include injuries or illness to a horse or Competitor, choosing not to compete in this rodeo, mistreatment of livestock, unknown absences, etc. The impact of choosing an Out will vary based on the Out chosen, including effects on the event entry fees being included in the event gross purse, fee refunds to the Competitor, and inclusion in the rodeo counts. Different Outs will have different combinations of these effects, which are all configurable by the Organization Admin.

Outs are applied by the Organization Admin during the Live Competition input of Results. Any outs with a refund percentage (as set below) will be reported in the Payouts Report found in the Individual Competition section of the Reports tab.

When an Organization is created and the Wizard runs, it will set up a default set of Outs. The initial list is only a suggestion. The Admin may alter this list by adding, deleting, editing as needed to suit the requirements of the Organization.

To delete an Out, use the standard delete operation of swiping on the row from right to left and tap on the red Delete button.

RodeoReady Demo Account	
Settings Outs	+
Med Out	
Vet Out	
Draw Out Late	
Visible	
Miss Out	
Turn Out	
Slap	
Notified Turn Out	
Non-Notified Turn Out	
Non-Penalized Out	

E Rodec	Ready Demo Acc	count
Settings	Outs	+
Med Out		
Vet Out		
Draw Out Late		
Visible		
Miss Out		
Turn Out		
Slap		
Notified Turn O	Out	
tified Turn Out	0	Delete
Non-Penalized	•¥ \	
	$\overline{\nabla}$	

To add an Out, tap the + button at the top. The add and edit process uses the same fields so we will show an edit. To edit, tap on the name of an Out. You may change the names and abbreviations of the Outs as you wish. Toggle the Rodeo Count Included switch to indicate if this Out will still count as participation in the rodeo competition.

Tap on Event Fees Refunded to set the portion of the Event entry fees that are to be refunded to the Competitor in this Out situation. Normally this is an all (100) or nothing (0) setting but you may set other percentage values.

The Competition Fee Refunds will display a list of your Organization Competition Fees (if used). You may set the amount of the refund for each Fee by tapping on the row and setting the percentage to be refunded to the Competitor in this Out situation. Normally this is an all (100) or nothing (0) setting but you may set other percentage values.

Tap Save when you have finished with the settings for the Out you are working in.



Edit Out	
Name	Draw Out Late
Abbreviation	DOL
Event Fees Re	Rodeo Count Included
Competition F	e Refunds
Secretary Fe	e 0%

Edit Out				
Name		Draw Out Late		
Abbreviation		DOL		
Rodeo Count Included				
Event Fees Refunded 10d 💿				
Competition Fee Refunds				
Secretary Fee	9	50%		

### Continuing Setup: Seasons

Seasons are periods of time within which you will set up a schedule of competitions. This schedule of competitions then is used as the competitions to calculate season standings. You may have several seasons within a 12 month period, such as a Spring Season and a Fall Season, with separate Competitions and separate season standings. Your season may overlap from one calendar year to the next. When the wizard runs, it will automatically set up a default season named Annual.

To add or edit the Season configurations, tap on Settings then Seasons.

To edit the Annual Season configuration, tap on Annual. You can edit the Start Month and Start Day of your season and then set the season Length by either number of days or number of months. The Start Month and Day will be the day each year when your members may begin to join your organization as members and then register for your Competitions.

Then set the Creation Month and Creation Day. This is the date of each year when the RR App will automatically generate a new season for you. For instance if your Start month and day is 01/01 (Jan 1) you may wish the season to be created on Nov 1 (11/01) so that your members can pre-pay for the next season.

When you are setting up your Membership Type Fee Payment Configurations, you will want to indicate the name of the Season Configuration to use, in this case, the setting is Annual. This will ensure that the fee is charged 

 RodeoReady Demo Account

 Settings
 Season Configurations

 Annual

## Edit Season Configuration

Annual			
yyyy [Season]			
Start Month			1
Start Day			1
Length	12	Days	Months
Creation Month			10
Creation Day			1



once per season. Not setting a season will make that membership fee a lifetime (perpetual) membership. Members pay once.

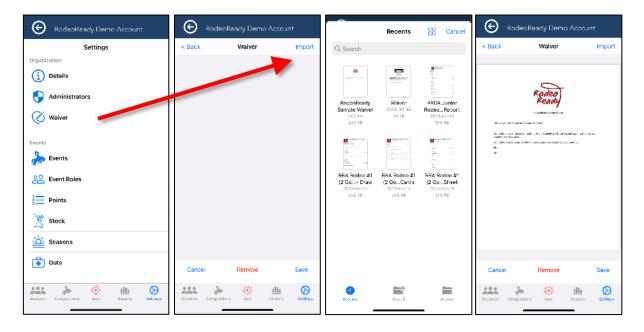
**Note** Once a member pays for a lifetime (perpetual) membership they will always have that lifetime membership, even if you change the fee to no longer be a lifetime membership.

### **Continuing Setup: Waiver**

You can add your Organization's waiver to the Competition registration process. This will require a Competitor to acknowledge their consent to the waiver prior to being able to submit their registration to their first Competition. The waiver document must be in a PDF format. Prior to performing the following, the waiver PDF file must be on your device.

To add your waiver:

- 1. go to Settings, then tap on Waiver.
- 2. Tap on the Import button.
- 3. This will bring up (by default) the most recent files saved on your device.
- 4. Tap on the waiver file to import then tap Save.



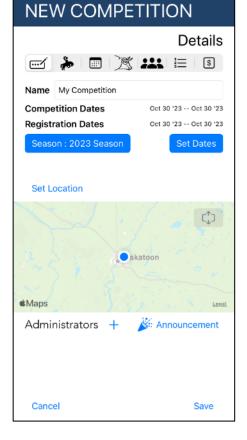


# Creating and Configuring Competitions

## Creating a Competition

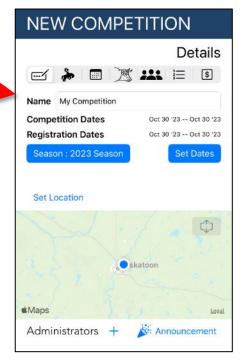
The term **Competition** applies to a number of competition types including Rodeos, Barrel Racing Shows, and Team Ropings (or simply Ropings).

From the Organization Administration page, tap Competitions at the bottom of the screen. Tap the + Add icon to create a New Competition. There are 7 tabs, from left to right, Details, Events, Performances, Stock, Participants, Draws, and Payouts. When switching between tabs, the App will save the work you completed under the previous tab. For example, after entering your Competition Details, you can tap the Events tab and the Details will be saved.



When you create a new Competition, you will start in **Details.** Enter the Name of the Competition (the name of your Rodeo).

Next, tap the Set Dates button to set the Start and End dates and times of the Competition. Make sure to set your Start and End dates/times to allow for the times of your performances (next step). You cannot set up a Performance before your Start date/time or after your End date/time.

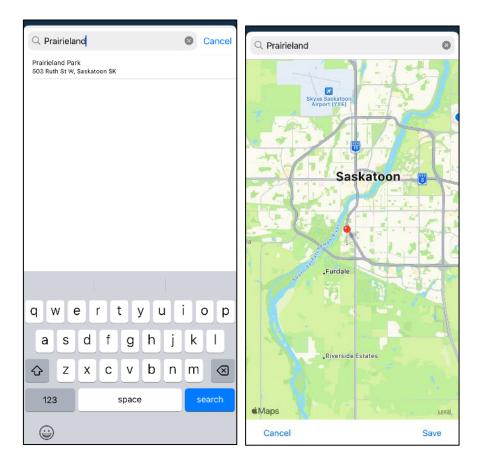


Start Date	Nov	4, 2023	9:45 AM	CS.
End Date				cs
	7	15		
Registration	8	30		
Registrations Open	9	45	AM	cs
Registrations	10	00	PM	CS
Close	11	15		00

Competition Dates							
Start Date	Nov 4	4, 2023	9:45 AM	CST			
End Date	Nov 4,	2023	12:45 PM	CST			
Registration D	ates						
Registrations Open	Oct 23	3, 2023	8:00 AM	CST			
Registrations Close	Oct 30, 2023		11:45 PM	CST			
	9	15					
	10	30	AM				
	11	45	PM				
	12	00					
	1	15					

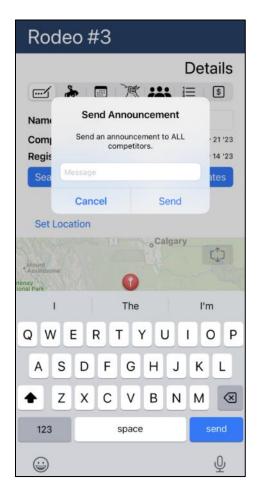
Then set the Registration Start and End Dates and times. These are the dates /times between which your Competitors are allowed to register in the Competition Events.

To Set Location, tap on the map and either, enter a Search Address or Place at the top of the screen, or position the map at the location and tap the screen to set the pin at the location, then Save. You have now set the Details for the Competition.



If you wish to allow other Admins to work with this competition, other than your Organization's Admin who set up the Competition, tap the Administrators + button and select from your available list.

The Organization admin who created the Competition is the primary Admin of that Competition and can add other Admins. All Organization Admins (including the OWNER) can READ but not make any changes unless they are also an Admin of that Competition. This is a useful feature for when you want to allow a local rodeo secretary to manage a Competition, but not have access to manage other Competitions. If you wish to send an announcement. Tap the Announcements button and type your message, tap Send and your message will be sent to all Competitors registered in this Competition.



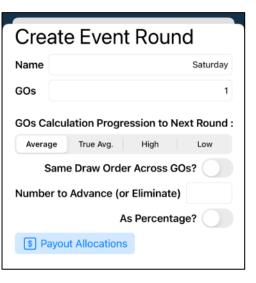
### **Competition: Events**

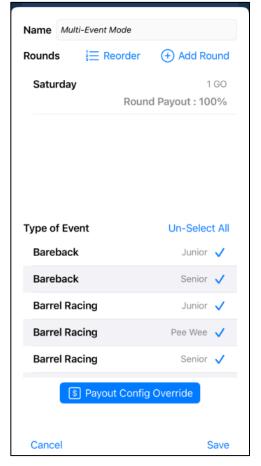
**Events** initially is a blank list. Tap + Add Events to bring up the list of all Events. You will first need to add at least one Round by tapping the + Add Round button. Name the Round, such as "Saturday", "Round 1", "Primary", or "Long", etc. and indicate how many GOs are in the round, then tap OK. For this example we will set up the very simplest of draw formats, one Round, one Go. (note: there will be further discussion and step by step instructions on setting up other draw formats in later chapters within the Advanced Topics section).

our Example, we will enter "Saturday" and the number of GOs as 1. In this simple draw format, there are no additional settings required.

Tap OK to continue to the Event selections. Select your Events by tapping on each event to be included in the Competition. If you will be including all your events, simply tap the Select All button, then Save and OK to confirm. Save again to save your event settings, or simply tap the next tab, Performances, and your Events data will automatically be saved.

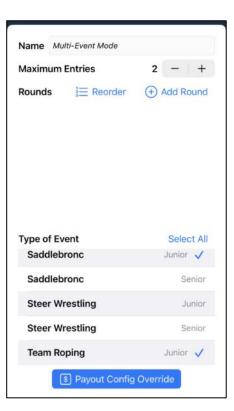
If all your events are single entry events, that is, competitors are only permitted to enter the event once in this competition, then you are done setting your events. If you will permit competitors to enter some or all events more than once, then see below.





#### Specifying Multi-Entries in a group of Events

If your organization allows competitors to enter events multiple times in the same rodeo, use the Maximum Entries option to tap + to increase, or - to decrease. This will set all events in this multi-event selection to all the same number of entries (see further below for setting individual events to multiple entries). When multi-entries are set, competitors will be able to select an event multiple times at time of Competition registrations. Note: the setting is a Maximum setting which allows Competitors to enter events up to the maximum, including a number of entries less than the maximum.



Specifying Multi-Entries in a single Event

If only selected events in your Competition are to be enabled for multiple entries, return to the list of events and tap on an event.

Multi 2	
	Events
🗹 🍌 🔳 🧝	; <b>≵\$</b>
	+ Add Event(s)
Junior Barrel Racing	Barrel Racing Junior
Junior Saddlebronc	Saddlebronc Junior
Junior Team Roping	Team Roping Junior
Senior Barrel Racing	Barrel Racing Senior
Senior Saddlebronc	Saddlebronc Senior
Senior Team Roping	Team Roping Senior

Next, tap on the + or - buttons to set the Maximum number of entries in an event.

Name Junior Barrel Racing	
Maximum Entries	2 - +
Rounds 🔚 Reorder	+ Add Round
Junior	1 GO
Roun	d Payout : 100%
Type of Event	
Bareback	Senior
Barrel Racing	Junior 🧹
Barrel Racing	PeeWee
Barrel Racing	Senior
Barrel Racing	Wrangler
Payout Config	Override
Compe	titors
Cancel	Save

#### **Results Calculations for Multi-Entries**

Calculations of results in an event where multiple entries are allowed are as follows. If a competitor has entered an event multiple times, only their highest placing result will receive points and / or \$'s in the results calculations. This position in the placing will be skipped and the next placing competitor will be awarded the points / \$'s. For example, if an event is set to payout 50%, 30%, 20% for 1st, 2nd, and 3rd, and a competitor in an event places 1st and 3rd, they will not receive points / \$'s for the 3rd place finish. These points / \$'s will be awarded to the 4th place finisher.

#### Multi-Entries in Team Events

Team events and multiple entry settings include an extra option. Within the event settings, there is an option switch to turn on/off the requirement for the team members to consist of different partners. When the switch is turned on, the members of a team must be a different pairing than any other existing team in that event in that competition. However, keep in mind this will allow a team consisting of the same members but opposite team roles.

Edit Event Co	onfiguration	Edit Event	Configuration
Name Team Roping	🔲 Team Roping	Name Team Roping	Team Roping
Setti	ngs	5	Settings
Base	Scoring	Base	Scoring
Abbreviation	TR	Abbraviation	TR
Draw Sort Order	7	Draw Solt Order	7
Name of Attempt	Ride Assign Stock	Name of Attempt	Ride Assign Stock
Points per Roun			
	d Div : Junior		Round Div : Junior
No Payout	Multi-Entry	No Payout	Multi-Entry
Team Event Di	ff. Teammates	Team Event	Diff. Teammates
2? Team Roles : Team	Roping	<b>Pream Roles</b> : 1	eam Roping
<b>§</b> Teams	Be Judges Card	S Teams	B Judges Card
Cancel	Save	Cancel	Save

#### Organization Admin Creating Multiple Teams

An Organization Admin may add admin-added competitors to a team event up to the maximum number of entries allowed in the settings for that event in that competition. Regardless of the rules specified, the Admin is enabled to create teams of any combination of members. That is, even if the settings for the team event has the Multi-Entry Diff. Teammates switch turned on, the Admin can still create multiple teams of the same members. This includes any combination of App registered entries and admin-added entries.

#### Results Calculations for Multi-Entries in Team Events

If a team has entered an event multiple times (where allowed by your settings), such as the same header and the same heeler, only their highest placing result will receive points and / or \$'s in the results calculations. This position in the placing will be skipped and the next placing team will be awarded the points / \$'s. For example, if an event is set to payout 50%, 30%, 20% for 1st, 2nd, and 3rd, and a team in an event places 1st and 3rd, they will not receive points / \$'s for the 3rd place finish. These points / \$'s will be awarded to the 4th place team.

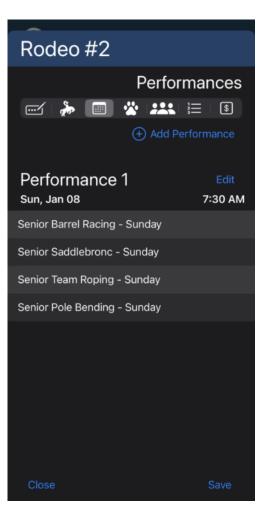
In the case where the switch is set to require Multi-Entry Diff. Teammates, two teams consisting of the same competitors, but opposite roles, are considered a different team and they could place and be awarded points / \$'s in the same event.

### **Competition: Performances**

Tap the **Performances** icon and name this Performance 1. AS we are setting up the most basic of rodeo draw formats, one Performance, one Go, this is quick and easy. For more complex rodeo draw formats, we will discuss these, with step-by-step instructions, in the Advanced Topics chapters. At this time you may choose to reorder the events. You may do simply by tapping the Reorder button then dragging events up or down to change the order. By default, all the Events will be included in the Performance.

As a quick tip to the Admins, you will want to ensure that you have Details, Events and Performances set up for your Competition before the Registration Start date/time. This will normally be as far as you will progress with setting up your Competition.

After this point, Competitors will begin entering your Competition.



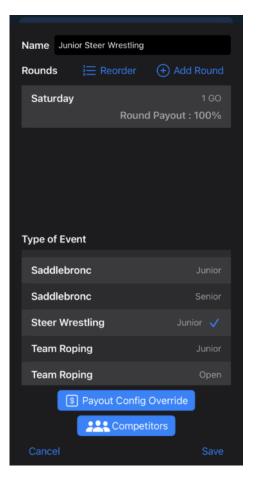
### **Competition: Manually Adding Competitors**

#### As the Admin, you can add Competitors to Events. You can add:

- Admin Added members, who are not App users and have not yet joined your organization, such as walk-up competitors,
- RodeoReady App users who have joined your organization.

**Note** These will be included in Pay Later fees unless the Competitor chooses to return to their registration and pay online prior to the Competition.

Tap the Events icon then tap the event to which you want to add the Competitor then tap the Competitors button.



Your screen will display all current Competitors in the Event. Tap + Add Competitor. Any **Admin-Added Competitors** that have already been manually added to any other Events in this Competition, or any previous Competitions, will be available to add to this Event as well as **all RodeoReady App user Competitors**. You will be able to distinguish between these. App User members will have a brown button to the right stating Member and Admin Added will show a button with Admin Added.

If the Competitor has never been manually added, tap + Add Person. If you are adding a new person, you can enter their name and email address, or add from the address book on your phone. Tap Add when fields are completed. Then tap OK to confirm. This Competitor will be assigned a Division matched to the Division of the first Event you register them in.

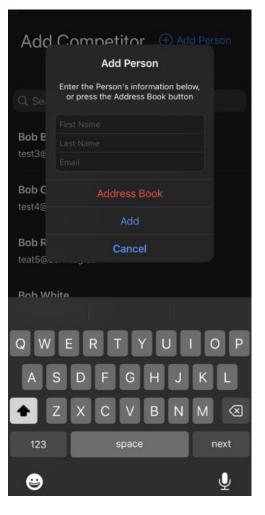
It is important to note that these manually added Competitors do not have access via the App and your Organization is currently responsible for collecting any fees owed.

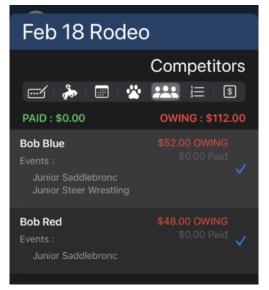
Add Competitor	0
	3
Q Search for Person	
Kelsey S	Member
Kyle S	
test1@sonntag.ca	Member
Brett Schmidt	
brett17@live.ca	Member
Anna Seymour	
annas@sonntag.ca	Member
Phil Smith	
test1@sonntag.ca	Admin Added
Bauer Sonn	
test1@sonntag.ca	Admin Added
Calvin Sonn	
Close	

**Note** we will soon be treating these Admin-Added Members Competition registrations as requiring Pay Later Fees. See more on Pay Later in the article <u>Collecting Fees</u>. When this becomes active, we recommend that Organization Admins also charge the 2.5% Pay Later fee, although that is at the discretion of of the Organization. RodeoReady will invoice the Organization for the 2.5% Pay Later fees owed.

Competitions

If an Admin adds an App user Competitor (designated as Member) in the list above, these will be treated as a Pay Later registration and will be included as per the Pay Later fees as described in <u>Collecting Fees</u>. The Competitor can return to the Registration screen on the App and update their registration to pay online.



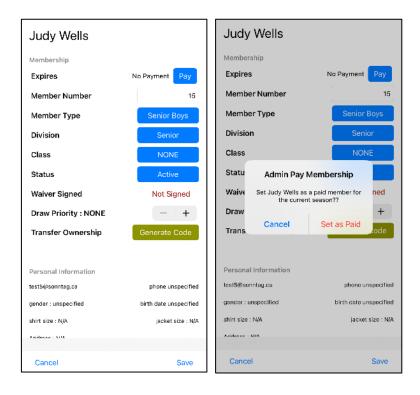


Once a person has been added as a Competitor to one Event in the Competition, they are available to be added to any other Events in this Competition and other Competitions within your Organization. Adding Competitors in this manner will also automatically calculate their fees owed. If you tap on the Competitors tab, you will see updated amounts owing and Events listed with each Event added.

#### **Membership Registration Fees**

If an Admin-Added member pays your Organization directly for their Membership Fees, you should update the payment status. From your Organization home screen, tap the Members tab, search for the member, and tap the member name, tap the Pay button next the Membership Expires, and set as Paid. This will update their membership to the end of the current season.

**Note** we will soon be treating these Admin-Added member registrations as requiring Pay Later Fees. See more on Pay Later in the article <u>Collecting Fees</u> When this becomes active, we recommend that Organization Admins also charge the 2.5% Pay Later fee, although that is at the discretion of of the Organization. RodeoReady will invoice the Organization for the 2.5% Pay Later fees owed.



#### Admin-Added Member Transfer to an App Account

If a member you have manually added to the member list (shows as Admin-Added) later acquires their own App account, you can provide them with a Merge code so that they can take control of their account. See <u>Advanced: Merging an Admin-Added Person to</u> their App Account.

### **Competition: Stock**

There are two parts to managing your **Stock** for a competition. The first is to make stock available for the draw. Tap the stock icon to view all the events that are set to Assign Stock in the event settings. Note: the number of Competitors for the Event is shown so you know how many animals will be required.

Tap an Event to begin assigning stock. Tap a Stock Contractor to view their available stock for this event. Tap on each animal to make it available for the stock draw. To assign an animal as re-ride stock, swipe the row from left to the right.

J	a	า	1	R	0	d	e	С

S	tock
🗹   🇞   🖬  🔛 🔚	\$
Tap Event to View/Assign Stock	
Junior Bareback Competitors Stock Available (Re-Ride)	0 0 (0)
Junior Team Roping Competitors Stock Available (Re-Ride)	0 0 (0)
Senior Bareback Competitors Stock Available (Re-Ride)	4 0 (0)
Senior Team Roping Competitors Stock Available (Re-Ride)	4 0 (0)

Sele	Select Stock for Senior Bareback Swipe a Row Right to Assign Re-Ride				
		Select All			
FI	Blackberry	RR-04			
Ń	Blueberry	RR-02			
Ń	Fireberry	RR-08			
FI	Gooseberey	RR-07			
Ń	Greenberry	RR-06			
FI	Rasberry	RR-01			
Ń	Redberry	RR-05			
N	Strawberry	RR-03			
L					

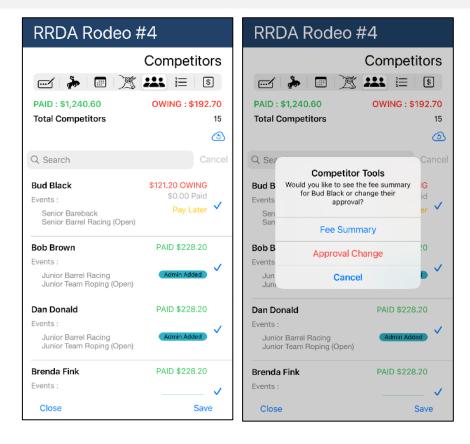
Tap Save and you will see the list of stock assigned to this event. Tap < Back to return to the list of events. You will now see the number of animals as Stock Available and the number of animals assigned as Re-Ride. Continue with other events as needed until all have an appropriate amount of stock available.

### **Competition: Reviewing Competitors**

Tap on the **Competitors** tab and you will see a list of all competitors and all the Events they have entered as well as additional useful information. Any amount still unpaid will show as red text and the amount owing, such as \$35.00 OWING. Competitors who have paid through the online payment platform will automatically have their payments reflected here. If a Competitor selects the Pay Later option (if offered by the Organization) then completes their payment direct to the Organization via some other means, tap the member row and tap Fee Summary. To record an offline payment, tap Edit Payments and mark as ALL PAID.

See Collecting Fees for more information on the Pay Later option.

**Note** Admin-Added memberships and Competition registrations will soon be treated as Pay Later transactions. When this becomes active, we recommend that Organization Admins also charge these Competitors the additional 2.5% Pay Later fee, although that is at the discretion of the Organization. The 2.5% Pay Later fees will be charged to the Organization by RodeoReady and invoiced via the Stripe payment platform.

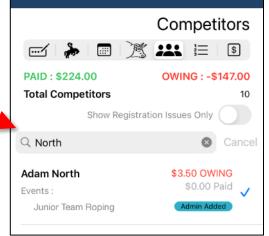


Competitors with a check mark are Approved, that is, they will be included in the Event Draw. To change their approval status, tap the Competitors row and then tap Approval Change, then tap Approve if you wish to change.

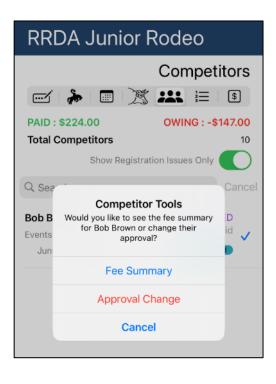
Jan Rodeo		Jan Rodeo	
	Participants		Participants
PAID: \$225.00	OWING : \$35.00	PAID : \$260.00	OWING : \$0.00
Dura Cell Events : Senior Team Roping	<b>\$35.00 OWING</b> \$0.00 Paid	Dura Cell Events : Senior Team Roping	PAID \$35.00
Kool-Aid Man Events : Senior Team Roping	PAID \$35.00	Kool-Aid Man Events : Senior Team Roping	PAID \$35.00
Red MnM Events : Senior Team Roping	PAID \$35.00	Red MnM Events : Senior Team Roping	PAID \$35.00
Evan Ready Events : Approval		Evan Ready Events : Senior Team Roping	PAID \$35.00
Approve D		Galen Sonntag Events : Senior Bareback Senior Barrel Racing	PAID \$85.00
Can	cel	Close	Save

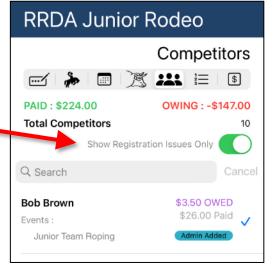
As your list of Competitors gets longer, it will be quicker to find a specific Competitor by entering their name in the Search field.

#### **RRDA Junior Rodeo**



On occasion, Competition registration errors occur, usually due to a loss in communication between the device and the server during the registration process. This can result in registrations showing but not all fees being shown as paid. The Admin can often correct these errors by tapping Show Registration Issues Only.





Then tap on a Competitor in the list. Usually these issues can be resolved by tapping Fee Summary, then tap Edit Payments, then tap ALL UNPAID.

\$10.00 \$2.20 \$1.00

\$6.00 \$2.00

\$0.00 \$0.00 \$0.00 \$0.00

\$13.20 \$108.00 \$121.20

Bud Black		Bud I	Black		
Competition Fees		Competi	tion Fees		
Secretary Fee (charged per event) x2	\$10.00	Secretary	Fee (charged pe	r event) x2	<mark>\$10.0</mark> 0
Finals Fee (charged per event) x2	\$2.20	Finals Fee	(charged per eve	ent) x2	\$2.20
Arena Fee	\$1.00	Arena Fee			\$1.00
Event Fees		Event Fe	es		
Barrel Open Timer Fee x1	\$6.00	Barrel	Edit Payments		\$6.00
Bareback Entry x1	\$2.00	Bareba			\$2.00
Fees Paid		Fees	Cancel	ALL PAIC	
Competition	\$0.00	Compet	ition		\$0.00
Events	\$0.00	Events			\$0.00
Total Paid	\$0.00	Total P	aid		\$0.00
Convenience Fees Paid	\$0.00	Convenient	e Fees Paid		S0.0
Fees Owing		Fees O	wing		
Competition	\$13.20	Compet	ition		\$13.20
Events	\$108.00	Events			\$108.00
Total Owing	\$121.20	Total O	wing		\$121.20
Close	Set PAID	Close			Set PAID

### **Competition: Creating Teams**

Most team roping and ribbon roping competitors will enter as teams, a combination of header and heeler or roper and runner. In some situations, team event competitors may enter as individuals, with only a team role specified and need to be added to another team member with the corresponding team role. That is, a header will need to be matched up with a heeler or a roper will need to be matched up with a runner. Sometimes this is due to competitors who may be new to the RodeoReady App or who have incorrectly added a team code and need some assistance from the Organization Admin.

#### Creating Teams

From within the Competition, tap on the Events tab then tap on the team Event you wish to manage. Near the bottom of the screen, tap on the Competitors button. This will bring up a list of Competitors currently registered to the Event, including those shown as already combined teams and any Competitors not assigned to teams yet shown as solo competitors. You will be able to create a new team to combine solo competitors or those without a team partner. It does not matter if the competitors have been entered as an Admin-Added competitor or if they have registered themselves in the event. You cannot create a team from competitors already on a completed team.

**Note** if you need to register an Admin-Added competitor before creating a team see Competition: Manually Adding Competitors. In the example below, we have a Solo Competitor heeler named Bobby Grey and a header, Klubber Watt, who does not yet have a team roping partner. We will create a team with these two.

Name Senior Team Roping		온 Create Team +	Add Competitor	운 Create Team	+ Add Competitor
Rounds i ⊟ Reorder (+	) Add Round	Solo Competitors		Team White White	
	yout : 100%	Bobby Grey	Heeler $\checkmark$	Team Smalls Red	
		Team Brown Blue		Andy Red	Header 🗸
		Bob Brown	Header 🗸	Jackie Smalls	Heeler 🗸
		Bob Blue	Heeler 🗸	Team Watt	
Type of Event Steer wrestling	Senior	Team White White		Klubber Watt	Header √
Team Roping	Junior	Alison White	Header 🗸	Team Green Green	
Team Roping	Open	Bob White	Heeler 🗸	Alison Green	
Team Roping	Senior 🗸	Team Smalls Red		Bob Green	Heeler 🗸 Header 🗸
Team Roping With Parent	PeeWee	Andy Red	Header 🗸		
Team Robing With Parent	Wrangler	Jackie Smalls	Heeler 🗸	Team Sonntag Rey	
Competitors				Dan Rey	Heeler 🗸
Cancel	Save	Cancel	Save	Cancel	Save

Tap on the Create Teams button at the top left. Tap on the first team member (Bobby Grey below) to select then tap on the second team member (Klubber Watt) to select, then tap the Save Team button at the top left, then tap OK, and you will have created Team Grey Watt.

Save Team	Add Competitor	옷 Save Team	Add Competitor	온 Create Team	Add Competitor
Solo Competitors		Team White White	••••••	Team White White	
Bobby Grey	Heeler 🧹	Bob White	Heeler 🗸	Bob White	Heeler 🗸
Team Brown Blue		Team Smalls Red		Team Smalls Red	
Bob Brown	Header 🗸	Andy Red	Header 🗸	Andy Red	Header $$
Bob Blue	Heeler $\checkmark$	Jackie Smalls	Heeler 🗸	Jac Create Te	am 🗸
Team White White	)	Team Watt		Create team v Te Bobby Grey (H Klubber Watt (H	eeler)
Alison White	Header 🗸	Klubber Watt	Header	Klu Cancel	ОК
Bob White	Heeler $$	Team Green Green		Team Green Green	UK
Team Smalls Red		Alison Green	Heeler 🗸	Alison Green	Heeler 🗸
Andy Red	Header $\checkmark$	Bob Green	Header 🗸	Bob Green	Header $$
Jackie Smalls	Heeler $\checkmark$	Team Sonntag Rey		Team Sonntag Rey	
Cancel	Save	Cancel	Save	Cancel	Save

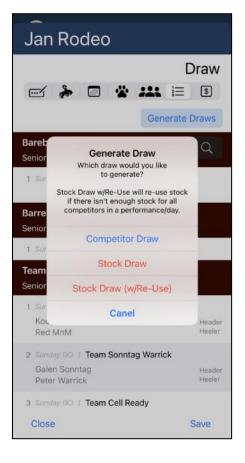
Create Team	Add Competitor
Team White White	9
Bob White	Heeler 🗸
Team Smalls Red	
Andy Red	Header 🗸
Jackie Smalls	Heeler 🗸
Team Grey Watt	
Klubber Watt	Header 🗸
Bobby Grey	Heeler 🗸
Team Green Gree	n
Alison Green	Heeler 🗸
Bob Green	Header $$
Toom Sonntog Bo Cancel	Save

### **Competition: Generating Draws**

There are two types of **Draws**, the Competitor Draw and the Stock Draw. The Competitor Draw must run first. Tap the Draws icon then Tap the Generate Draws button. Tap the Competitor Draw button. If a draw has already been ran, you will asked to confirm if you wish to Re-Draw. The Competitor Draw will run the draw for all events in the Competition.

If your Organization runs a multiple performance draw with draw Preferences and settings for Maximum Competitors within an event/performance combination then you have the potential for a competitor, and/or an entry group, to be drawn out of the Competition. To see any competitors that have been drawn out, tap the Show Drawn Out button. Tap Show Drawn In to return the list of Competitors in the draw.

RRA Rodeo #1 (2 Go P					
		Draw			
	湾 盐	! <b>⊒</b> \$			
Show Drawn In	Re-Publish	Generate			
Barrel Racing Senior		Q			
6 S, Anna					
Bull Riding Senior					
6 S, Anna					



Next tap Generate Draws again and tap Stock Draw. This will assign stock from the stock you made available previously to the Competitors in events which are marked as Assign Stock.

March Long 2 Perform...

...:

Draw

Generate

Q

🦉 🚢 🖹 🖻

Publish

Long

#### Editing Draws

After you have run the draw, you will be able to view and adjust as needed. To make an adjustment to a competitor in the draw, just tap on the competitor and choose to Move or to Remove. If you choose to Remove, you can then select to remove them from All the events in the Competition, or just the one event. If you tap to Move, you will see an option screen enabling you to move to another performance, or to change their position in the current performance. When changing their position, tap the tab with the number and select a new position. Tap Save and the new draw order has been set.

Edit Draw	for Kelsey S		Edit Draw	for Kelsey S	
Performance	Go 1		Performance Go 1		
Position	4		Position	2	
Senior Barrel R	nior Barrel Racing GO 1		Senior Barrel Racing GO 1		
1 Peter Warr	ick	1 Peter Warrick		ick	
2 Brett S		2 Kelsey S			
3 Galen Son	3 Galen Sonntag		3 Brett S		
4 Kelsey S			4 Galen Sonntag		
5 Kyle S			5 Kyle S		

If you tap to change their performance, when you tap the Performances tab, and make a selection, the Competitor will be moved to the last place in the new Performance. Tap Save and the competitor has been moved.

		Junior Bareback Junior High
Edit Draw for Kelsey Sonntag		Friday Long, Group 1 - L
Performance Saturday Long		1 Watt, Klubber (#11)
Junior Friday Long		2 Smalls, Jackie (#6)
1 Jii Saturday Long		3 Tufnel, Nigel (#4)
2 Kelsey Sonntag		4 Seymour, LouisiAnna (#1
3 Andy Blue		5 Sonntag, Kelsey (#10)
4 Dan Rey		Saturday Long, Group 2
•		6 Biggs, Jimmy (#5)
5 Clayton Doc		7 Blue, Andy (#8)
	L	8 Rey, Dan (#22)

9 Doc, Clayton (#9)

Close

Save

If you wish to move them to some other position in the draw, then navigate to that Performance and edit their position (as described above). We would recommend if you have multiple Competitors to edit, that you would first move them all to the Performance as desired then navigate to that Performance and edit their run orders.

#### Edit Draw for Paisley Erdelac

Performance	Show
s Show	
Jan 24 37 Tyson Miccari	
38 Jaime Stock	
39 Lisa Mainprize	
40 Denise Edgy	
41 Paisley Erdelac	
42 Pepper Schwab	
43 Caleb Kainoa	
44 Peggy Realbird	
45 Matt Brewin	
46 Kasey Hansen	
47 Paige Dooley	
48 Travis Velasquez	
49 从不神游 Kling	
Cancel	Save

#### Filtering the Draw View

Did you know that after you have generated a competition draw, you can filter the view to make it easier to find exactly what you are looking for without scrolling through a list of 20 events and 300 competitors? Just tap the magnifying glass icon and you will be able to filter by event type, or round, or division, or go or event search for a specific competitor or stock.

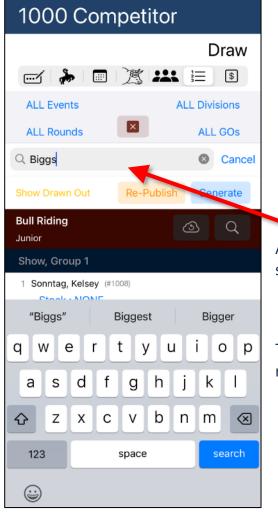
In our example below, we have three Events in our Competition, Bull Riding, Bareback, and Barrel Racing, appearing in that order. Bull Riding has 5 Competitors, Bareback has 1007 Competitors, Barrel Racing has 7 Competitors. To scroll through the list of 1007 Bareback Competitors to get the the 7 Competitors in Barrel Racing would be tedious. Instead, Tap the filter button that reads All Events and select Barrel Racing. This will take you to a list of only the Barrel Racing Event. Tap again to choose a different event.

1000 Competito	or	1000 Com	petitor	
- » • ž 4	Draw	···· · · · · · · · · · · · · · · · · ·	<u>)</u>	Draw ≟≣ া\$
ALL Events	ALL Divisions	Barrel Racing	A	LL Divisions
ALL Events	ALL GOs	ALL Rounds		ALL GOs
Bareback	Cancel	Q Search Competito	or or Stock	Cancel
Barrel Racing	Generate	Show Drawn Out	Re-Publish	Generate
Breakaway Roping		Barrel Racing		കറ
Bull Riding		Senior		
Chute Dogging		1 Biggs, Jimmy (#100	4)	
OTHER		2 Blue, Andy (#1005)		
Pole Bending		3 Rey, Dan (#1001)		
Ribbon Roping		4 Sonntag, Kelsey (#1	1008)	
Saddlebronc		Jan 24, Group 2		
Steer Wrestling		5 Levy, Arnon (#1009) 6 Sonntag, Gman (#1	0.02)	
Team Roping		7 Sonntag, Gman (#1		
Tie-Down Roping	Save	Close		Save

Another convenient way to use the filters is to tap the All Divisions button and select only Junior to see only those Events in the Junior Division.

1000 Competitor		1000 Competitor		
	Draw			Draw
e 🖌 👘 🖉 🗮 🗄	\$	🗹   ≽   📰	/ ##	1 
Barrel Racing ALL Di	ivisions	ALL Events		Junior
ALL Rounds ALL Divisions		ALL Rounds	×	ALL GOs
Q Search Com Senior	3	Q Search Competitor	r or Stock	Cancel
Show Drawn Ou Junior		Show Drawn Out	Re-Publish	Generate
Barrel Racing 3	Q	Bull Riding Junior		<u>ම</u> Q
1 Biggs, Jimmy (#1004)		Show, Group 1		
2 Blue, Andy (#1005)		1 Sonntag, Kelsey (#10 Stock : NONE	008)	
3 Rey, Dan (#1001)		2 Biggs, Jimmy (#1004)		
4 Sonntag, Kelsey (#1008)		Stock : NONE		
Jan 24, Group 2		3 Blue, Andy (#1005) Stock : NONE		
5 Levy, Arnon (#1009)		Jan 24, Group 2		
6 Sonntag, Gman (#1003)		4 Sonntag, Gman (#10	03)	
7 Sonntag, Gman (#1003)		Stock : NONE	,	
Close	Save	Close		Save

You can also use multiple filters at the same time, for example, tap All Events and Choose Barrel Racing, tap All Divisions and choose Senior, and you will only see the Senior Barrel Racing Event (if there were Junior, and Pee Wee and Novice, they would not be shown).



#### 1000 Competitor Draw 🚿 🞎 🔚 🚯 ---/ 🍌 .... **Barrel Racing** Senior × ALL Rounds ALL GOs Q Search Competitor or Stock Re-Publish Generate **Barrel Racing** Q Senior Show, Group 1 1 Biggs, Jimmy (#1004) 2 Blue, Andy (#1005) 3 Rey, Dan (#1001) 4 Sonntag, Kelsey (#1008) Jan 24, Group 2 5 Levy, Arnon (#1009)

Also, use the search bar if you need to locate a specific Competitor.

6 Sonntag, Gman (#1003)

- ----- ----

Close

Tap the magnifying glass again when you want to return to the full draw view.

Save

#### Check Drawn Out

It is always a good idea to tap the Show Drawn Out button as a double check in the draw generation. If there are Competitors who still remain Un-Paid at this point or if you have made errors in the formation of the Events and Performances, they are likely to show up here as Drawn Out Competitors.

Examples of errors include:

- Events not included in any Performance. In this case, any Competitors registered in these Events will be drawn out of all their Events
- Members not marked as fully paid. In this case, these Competitors will be drawn out of all their Events

After any draw adjustments have been made, you can now publish the draw to notify your Competitors and make it available to be viewed by Competitors and Spectators. Simply tap the Publish button then tap Publish again to confirm.

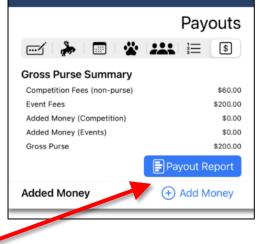
RRA Rodeo #1 (2 Go P				
	~	Draw		
- ind	意 共	\$		
Show Drawn Out	Publish	Generate		
Barrel Racing Senior		Q		
Go 1, Publis	sh Draw	go 1		
1 Wa 2 S, I 3 Soi 1 Wa Confirm that you draw PUBLIC VIE NOTIFICATION to that the dra WARNING : This	WABLE and se ALL COMPETIT w is available?	nd a TORS		
4 S, I Cancel 5 S, K,	Publis	sh		
Go 2, Group 2				
6 S, Kyle #4				
7 S, Brett #2				
8 S, Kelsey #3				
9 Warrick, Peter #5				
Close		Save		

### **Competition: Payouts**

Tap Payouts. Initially the display will only be a Gross Purse Summary. This is a preview of how the Purse will be calculated, when the Event runs in Live mode.

If you tap the Payout Report button, you will be able to review a projected Payout Report for each event including the calculation of the Net Purse and expected Payouts.

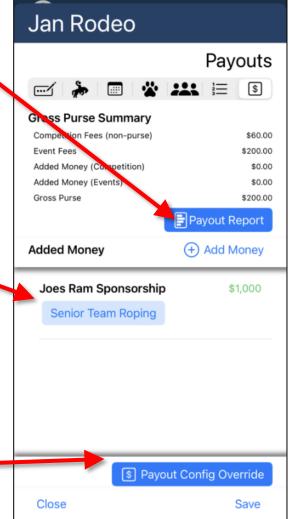
### Jan Rodeo



Payout Report		
Competition Fees (non-purse)	\$60.00	
Event Fees	\$200.00	
Added Money (Competition)	\$0.00	
Added Money (Events)	\$1,000.00	
Gross Purse	\$1,200.00	
Events		
5	405.00	
Event Fees	\$25.00	
Added Money Gross Purse	\$0.00 \$25.00	
Gross Purse	\$25.00	
Payout Fees	\$0.00	
Net Purse	\$25.00	
Payouts	\$0.00	
Distributions	\$0.00	
Senior Team Roping	(i) Details	
Entries	3	
Event Fees	\$150.00	
Added Money	\$1,000.00	
Gross Purse	\$1,150.00	
Payout Fees	\$15.00	
Net Purse	\$1,135.00	
Payouts	\$135.00	
Distributions	\$0.00	

To add a lump sum to prize money, tap the + Add Money button, provide a name, such as Joes Ram sponsorship, and the \$ Value of the added money, the Add to save. The default is that the Added Money is to be split evenly among all events. To allocate this amount to a specific event, tap the Event button then tap an Event to assign

Some Competitions may use a different Payouts Configuration than is set as the default. For example, you may have a different set of payout rules for your finals rodeo or for the July 4<sup>th</sup> rodeo, etc. To set a different payout configuration for this Competition, tap the Payout Configuration Override button and select the Payout Configuration (which you configured previously). This override will only be in effect for this rodeo, unless you specifically select for other rodeos as well.

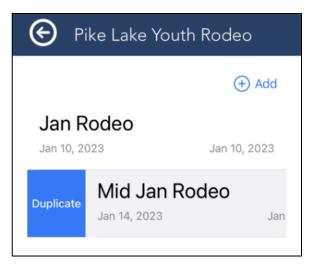


# **Competition: Duplicate a Competition**

Duplicate a Competition. For many

organizations, their second, third, fourth, fifth, etc. competitions are similar or copies of the previous Competition. If this is case, when setting up your next Competition, determine the Competition most suited to Duplicate and from your Organization Competitions screen, swipe to the right then tap Duplicate. The Competition settings will be duplicated.

This will not copy any Competitors entered in the Competition.



# **Competition: Reports**

**Competition Reports.** We have developed several reports in support of the Competitions - these include: Announcer Sheets, Judges Cards and the Draw Report. Each report can exported to a PDF which is sized to a 9-1/2" x 11" sheet of paper.

There is also a competition-wide Payouts Report which we will discuss in full in the next chapter.

RodeoReady Demo Account
Select Report - RRDA Rodeo #3
Announcer Sheet
Judges Cards
Draw
Payouts

## RodeoReady Demo Account

Announcer Sheet - RRA	Rodeo Export
Senior Team Roping Group 1 Performance 1 Senior Bareback Group 1	May 13, 2023
1 Hannah Levy	#8 Calgary, AB
2 Johnathon Cameron	#12 ham, ON
3 Anna Louis	#13
4 Galen Sonntag	#9 Saskatoon, SK
5 Bud Black	#10
Senior Barrel Racing Group 1	
1 Galen Sonntag	#9 Saskatoon, SK
2 Hannah Levy	#8 Calgary, AB
3 Judy Wells	#15
4 Anna Louis	#13
Members Competitions	Reports Settings

#### Announcer Sheet

From within Admin, tap the Reports icon at the bottom of the screen. Tap Individual Competitions and select the Competition you are working in. Tap on Announcer Sheet. The announcer sheet shows your events and competitors in the order in which the events will appear in the draw and the competitors in their draw order positions.

Tap the Export button to save and / or send this report as a PDF. The Export button will provide you with access to all your apps capable of sending or saving a file, such as text, email, print, etc.

#### Judges Cards

Use Judges Cards instead of entering results live into the app, or as a backup. After selecting Reports and then your Competition, tap Judges Cards. The Switch at the top Without Results Only will only show a list of events that do not have any results posted yet. If the switch is off, all events will be available.

RodeoReady Demo Account	RodeoReady Demo Account	
C RRA Rodeo #2 (1 Go 2 Performa Export	RRA Rodeo #2 (1 Go 2 Performa Export	
Select Events to Create Judges Cards	Select Events to Create Judges Cards	
Without Results Only Select All	Without Results Only Select All	
Performance 2	Performance 2	
Senior Barrel Racing	Senior Barrel Racing	
Junior Barrel Racing	Junior Barrel Racing	
Senior Team Roping	Senior Team Roping	
Senior Bull Riding	Senior Bull Riding	
Junior Bareback Junior Bareback		
Senior Steer Wrestling Senior Steer Wrestling		
Junior Bull Riding	ior Bull Riding Junior Bull Riding	
Junior Steer Wrestling	Junior Steer Wrestling	
Junior Team Roping	Junior Team Roping	
Senior Bareback	Senior Bareback	
Performance 1	Performance 1	
Members Competitions Live Reports Settings	Members Competitions Live Reports Settings	

You can quickly Select All or Un-Select All events or tap to select a custom selection of events.

RodeoReady Demo Account	RodeoReady Demo Account	
RRA Rodeo #2 (1 Go 2 Performa.). Export Select Events to Create Judges Carc Without Results Only Un-Select All	RRA Rodeo #2 (1 Go 2 Performa Export Select Events to Create Judges Cards Without Results Only Un-Select All	
Performance 2	Performance 2	
Senior Barrel Racing 🗸	Senior Barrel Racing 🗸	
Junior Barrel Racing 🗸	Junior Barrel Racing	
Senior Team Roping 🗸	Senior Team Roping	
Senior Bull Riding	Senior Bull Riding	
Junior Bareback 🗸	Junior Bareback	
Senior Steer Wrestling 🗸	Senior Steer Wrestling	
Junior Bull Riding 🗸	Junior Bull Riding	
Junior Steer Wrestling	Junior Steer Wrestling	
Junior Team Roping 🗸	Junior Team Roping	
Senior Bareback 🗸	Senior Bareback 🗸	
Performance 1	Performance 1	
Members Competitions Live Reports Settings	Members Competitions Live Reports Settings	

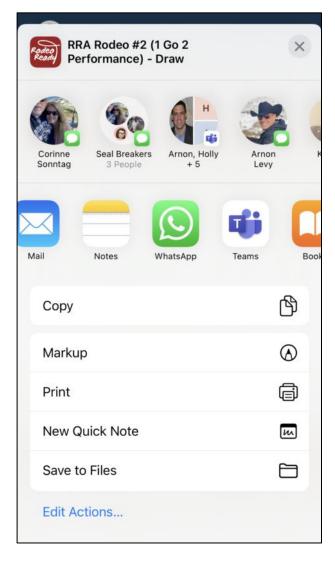
Tap the Export button to save and / or send this report as a PDF. The Export button will provide you with access to all your apps capable of sending or saving a file, such as text, email, print, etc.

 $(\epsilon)$ RodeoReady Demo Account RRA Rodeo #2 (1 Go 2 Perform Export < Select Events to Create Judges Cards Without Results Only Un-Select All Performance 2 **Senior Barrel Racing**  $\checkmark$ **Junior Barrel Racing** Senior Team Roping RRA Rodeo #2 (1 Go 2 × Performance) - Judges Cards di Seal Breakers Arnon, Holly Corinne Arnor Sonntag + 5 Levy 3 People  $\bigcirc$ AirDrop Notes Messages Mail ß Copy  $\odot$ Markup

#### Draw Report

The Draw Report displays your rodeo competition by Performance, then by event, then by each Competitor in their run order.

Tap the Export button to save and / or send this report as a PDF. The Export button will provide you with access to all your apps capable of sending or saving a file, such as text, email, print, etc.



	RodeoReady Demc	Account
<	RRA Rodeo #2 (1 Go 2 Pe	erforma Export
ç	Senior Bareback	
	Performance 1 Sat May 13	, 2:00 PM
	1 Hannah Levy (#8)	Calgary, AB
	2 Johnathon Cameron (#12)	ham, ON
	3 Anna Louis (#13)	

4 Galen Sonntag (#9) Saskatoon, SK

5 Bud Black (#10)

Performance 2 --- Sun May 14, 2:00 PM

6 Arnon Levy (#7)

7 Dave Louis (#14)

8 Billy Martin (#11)

Senior Barrel Racing				
Performance 1 Sat May 13, 2:00 PM				
1 Gal	en Sonntag (#9)		Sas	katoon, SK
2 Ha	nnah Levy (#8)		C	algary, AB
Members	Competitions	Live	Reports	Settings

For the competition-wide Payouts Report, we will discuss in full in the next section.

## **Competition: Payout Report**

**Competition-Wide Payout Report.** Tap the button for Payouts. The report is separated into 2 main sections consisting of the Summary section including Income, Refunds, Payouts, and the Payouts section which has details on the payouts to each Competitor.

¢	RodeoReady Demo Account	
<	Select Report - RRDA Rodeo #3	
Annou	incer Sheet	
Judge	es Cards	
Draw		
Payou	ts	

	Central Rodeo League (RA				
<	Back				Export
	Prizes	Refunds	Both	Details	
C	२ Search	for Compe	titor		Cance

## Summary

Income				
Competition Fees (non-purse)		\$4,660.00		
Gross Purse				
Event Fees		\$10,625.00		
Added Money (Competition)		\$0.00		
Added Money (Events)		\$9,250.00		
Total Gross Purse		\$19,875.00		
Total Income		\$24,535.00		
Refunds				
Drawout Refunds		\$0.00		
OUT Refunds				
Total OUT Refunds		\$0.00		
Total Refunds		\$0.00		
Payouts				
Competitors 12				
Gross Purse (after refunds)	\$19,875.00			
Payout Fees				
Pole Bending-Youth		\$46.00		
	<u>ıllı</u>	$\odot$		
Members Competitions Live	Reports	Settings		

#### Summary

The Summary provides you with a Competition-wide financial summary. Income displays the fees collected by the organization for the competition including those which are non-purse as well as the fees going to the gross purse and any additional money added to the competition and/or events.

The Refunds section of the report provides you with all the amounts owed back to Competitors, such as fees paid for Competitors who were Drawn Out or other types of Outs that specify a refund amount.

### RodeoReady | Admin Support Guide

Competitions

The third section of the Summary provides you with a Competition level total for the monies paid out and how much paid out to each Event.

Central Rodeo League (RA			
< Back	Export		
Prizes Refunds Both	Details		
Q Search for Competitor	Cancel		
Summary			
Payouts			
Competitors	124		
Gross Purse (after refunds)	\$19,875.00		
Payout Fees			
Pole Bending-Youth Bull Riding	\$46.00 \$375.00		
Novice Bucking Horse - Sat	\$44.00		
Novice Bucking Horse - Sun \$40.00			
Barrel Racing-Youth	\$50.00		
Pole Bending- Ladies Open	\$360.00		
Bareback	\$189.50		
Saddlebronc	\$165.00		
Barrel Racing - Ladies Open Rescue Race	\$570.00 \$120.00		
Bull Riding-Youth	\$120.00		
Total Payout Fees	\$1,989.50		

Total Payout Fees\$1,989.50Net Purse\$17,885.50Competitor Payouts\$17,905.50Ground Money Distributions\$0.00

## Payouts

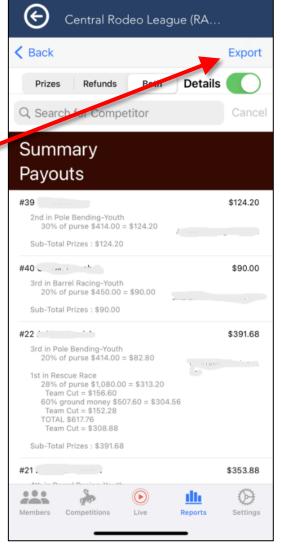


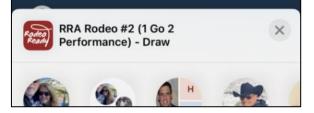
### Payouts

The last section of the report provides you with a detailed breakdown by each Competitor who will receive money from the Organization for this Competition, including an fees to be refunded as well as winnings from the Events.

Tap the Export button to save and / or send this report as a PDF or as a CSV file.

Central Rodeo League (RA			
< Back		Export	
Prizes	Refunds Both Deta	ails 🚺	
Q Searc	h for Competitor	Cancel	
Sumn Payou			
<b>#39 Vir</b> ş 2nd ir 30	Export Format Which format would you like to export as?	:124.20 nail.com	
Sub-1 #40 Cha	CSV (Excel)	\$90.00	
3rd ir 20 Sub-1	PDF	nail.com	
#22 Ash.,	Cancel	¢391.68	





The Export button will provide you with access to all your apps capable of sending or saving a file, such as text, email, print, etc.



# **Live Competitions**

# Live Competition: Selecting the Event

Selecting the Event. To your Competition, click t select the Competition.	he Live icon, then		Saskatoon Youth Rodeo Rodeo #2
Event : Senior Bareback			
Round : Performance 1	Generate Draw	Select the manage.	e Event and the Event Round to
GO 1			
1 Ross Millar Stock : Raspberry 1 <sup>st</sup>	NO SCORE 10 pts.		
2 Peter Warrick Stock : Blueberry 2 <sup>nd</sup>	NO SCORE 8 pts.		
3 Arnon Levy Stock : Strawberry 3 <sup>rd</sup>	NO SCORE 6 pts.		
4 Galen Sonntag	NO SCORE		
Timer Disconnected Timer Data : No Data	Manual Result		
i Details Members Live	Competitions Setup		

# Live Competition: Entering Scores

**Entering Scores/Times**. First select the Event, the Round, and if necessary, the Go where you wish to enter scores / times. To enter a score / time, tap on the Competitor or team and enter the score / time then tap Save.

Note that this display remains in draw order display even after scores have been entered. If there was no score or time recorded, tap NO TIME then Confirm.

For scored events, you have the option of entering a time as well, such as if a bull rider only rides for 6.5 seconds, you can record the time, and a no score.

€	G RodeoReady Demo Account					
< F	Manual Result Entry					
Eve	Ent					
Rou						
		NO TIME/SCORE				
GO Go 1		Set OUT				
1	Save					
2	2 Cancel					
3	Kelsey	/ S				
			Next	Done		
1		2 ^BC		3 E F		
	4 5 <sub>бні</sub> јкі			6 NO		
7 PQF	7 8 Pars tuv			9 (YZ		
	. 0 🛛					

**Entering Outs**. If the Competitor needs to be recorded as an Out for this score in this event, after tapping to set their score, tap the Set OUT button, then select from the list of Outs displayed then tap Set Out, and OK to confirm.

**Note** the effect of the Out you are choosing is configured within the Settings - Outs section of the App. The effect of the Out, in terms of how it impacts the Gross Prize Purse can be seen in the Payouts Report section.

## Select Out for Kyle S

,	
Med Out	MO
Vet Out	VO
Draw Out Late	DOL
Visible	V
Miss Out	MSO
Turn Out	ТО
Slap	S
Notified Turn Out	NTO
Non-Notified Turn Out	NNTO
Non-Penalized Out	MO

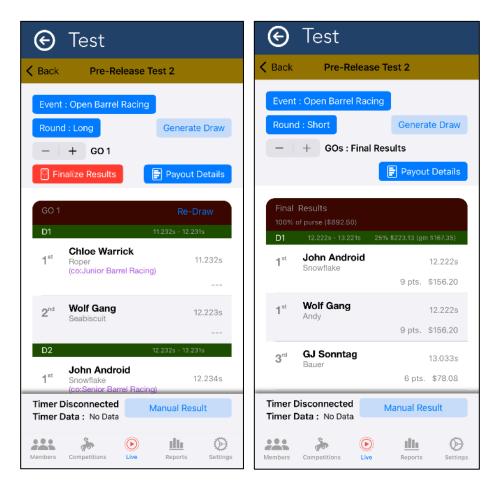
## Entering Carryover Times

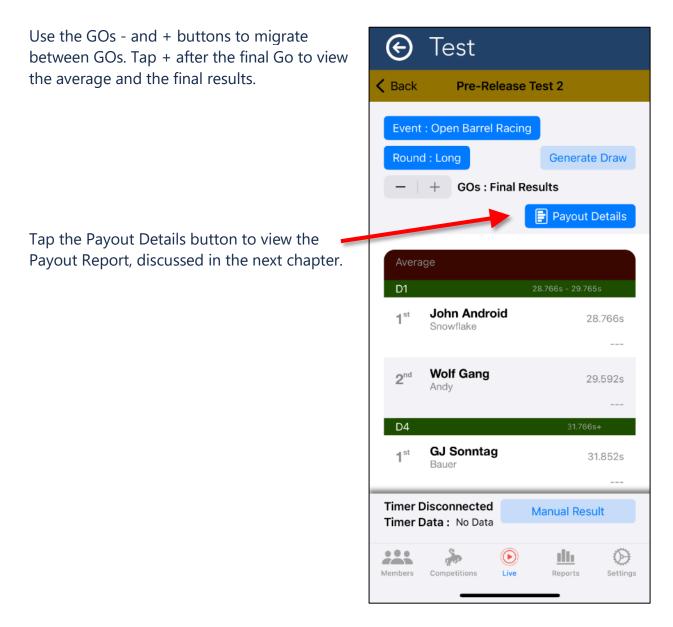
In a Barrel Racing competition, if carryovers are being used to carry the time from one event run to the run in another event, the entry of the time in the first event (carry from) will be automatically copied to the other event (copy to). The following situations will occur:

- if the admin enters a time for the carry from event, it will always automatically update the time in the carry to event
- if admin deletes a time for the carry from event, it will delete the time in the carry to event
- if admin edits the time in the carry to event, only the carry to event will be changed

## **Calculating Results**

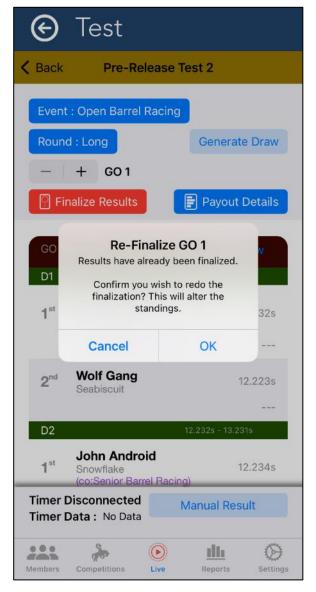
After you have entered all the scores / times for the Go or round in an Event, you can Finalize the Results. Tap the red Finalize Results button. This will calculate \$'s and points according to the rules you have set for the Competition and apply the Payout Configuration and Points configuration. (If these rules determine that no \$'s or Points are to be applied at this time, then none will be.)





## Changing Scores / Times and Recalculating

If you have already finalized the all the results in all the rounds and all the GOs, and then you change a score/time, you should refinalize all results in all rounds and all GOs.



# Manually Editing Points or \$ for a Competitor

Some organizations have unique rules for the awarding of points or dollars in special circumstances. If you need to adjust the points and or dollars awarded by the results calculations, you may make adjustments on a per competitor basis within an event.

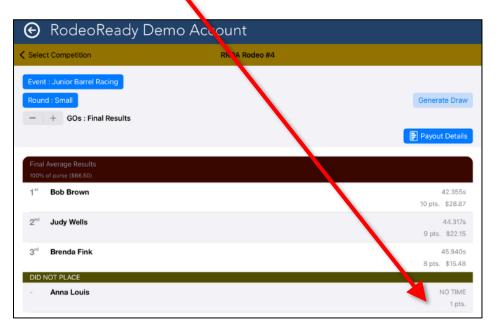
Navigate to the final results within the Live view to make your edits. In the example below we have a Competitor who received a No Time and no resulting points or \$. Tap on the row of the Competitor to adjust.

	emo Account	
Select Competition	RRDA Rodeo #4	
Event : Junior Barrel Racing Round : Small - + GOs : Final Results		Generate Draw
Final Average Results 100% of purse (\$66.50)		
1 <sup>st</sup> Bob Brown		42.355s 10 pts. \$28.87
2 <sup>nd</sup> Judy Wells		44.317s 9 pts. \$22.15
3 <sup>rd</sup> Brenda Fink		45.940s 8 pts. \$15.48
DID NOT PLACE		
- Anna Louis		NO TIME

To adjust points, tap the points field in the form and enter the total points this competitor should receive.

🕤 RodeoReady 🗋		
Select Competition	RRDA Rodeo #4	
Event : Junior Barrel Racing Round : Small 	Manual Result Entry Enter Average Result for Anna Louis	Generate Draw
	Time (without penalty) Time Penalty (seconds)	📄 Payout Details
Final Average Results 100% of purse (\$66.50)	1 0 0 0	
1 <sup>st</sup> Bob Brown	NO TIME/SCORE	42.355s
	Set OUT	10 pts. \$28.87
2 <sup>nd</sup> Judy Wells	Add Payout	44.317s 9 pts. \$22.15
3 <sup>rd</sup> Brenda Fink	Save	45.940s
	Cancel	8 pts. \$15.48

Points can be adjusted in this way to any competitor, regardless of their placing, or finishing outside of the placings.



To adjust \$, tap the \$ field in the form and enter the total \$ this competitor should receive.

Manual Re	cult Entry	Select Competition	RRDA Rodeo #4
		Select Competition	RRDA ROGEO #4
Enter Average Res	ult for Anna Louis	Event : Junior Barrel Racing	
Time (without pena		Round : Small	Genera
Time Penalty (seco		- + GOs : Final Results	
1.00	0		🖹 Рауон
1	0	Final Average Results	
	In case of	100% of purse (\$68.50)	
NO TIME	SCORE	1 <sup>st</sup> Bob Brown	10 pts.
Set C	TUC	2 <sup>rd</sup> Judy Wells	
Add P	avout		9 pts.
	8 (* * * * * * * * * * * * * * * * * * *	3 <sup>rd</sup> Brenda Fink	8 pts.
Sav	/e	DID NOT PLACE	
Can	cel	- Anna Louis	

If the competitor did not place in the money payouts, then there is not a \$ amount field to edit or add. In this case, tap the Competitor row and then tap Add Payout then tap a payout prize position and add the \$ amount to be paid. Perhaps your organization has a rule to payout \$5 to all competitors who attempt a ride. Currently, it does not matter what position you choose. There is future functionality in this; for now, just choose the first position and enter the \$ amount.

1 Place 100			
lst			
2 Places 60/40		Generate Draw	
lst	Add Payout	Payout Details	
2nd	Enter value of payout for Alan Mandersheid in Average.	Payour Decais	
3 Places 40/30/20	Note : This new payout can't be removed. It can only be set to 0 during		
1st	an edit.	t:16:000s, s:122:00	
2nd	💽 👧 🥿 🚱 RodeoRead	dy Demo Account	
3rd	Cancel Competition	RRDA Rodeo #4	
4 Places 40/30/20/10	Event : Senio, Sareback		
1st	Round : Large	G	enerate Dra
2nd	- + GOs : Final Result		
3rd			ayout Detai
	Final Average Results 100% of purse (\$16.15)		
Cancel	100% of purse (allocity)		
Comp			
	2 <sup>nd</sup> Bud Black	E16.0	5 pts. \$9.6
Cancel	1 <sup>st</sup> Dave Louis	E16.0	00s, s:122.0 5 pts. \$9.6 00s, s:118.0 4 pts. \$6.4 NO SCOR \$5.0

**Note** if you add payout \$ to a competition this may affect the payout % of purse amounts shown in the payout detail of the Payout Report, causing some percentage inaccuracies as the total payout may now be different than the calculated net prize purse.

# Live Competition: Payout Report

**Payout Report.** To view a detailed breakdown of the calculations, click the Payout Report button. This report will display the calculation of the Net Purse and then the detailed results for the \$'s awarded. Included in the Final Results will be the % of Purse as well as any explanation of additional calculations such as Ground Money.

Continue to scroll down to view additional payout details including a detailed breakdown on the payouts for each competitors who has

Event Fees	\$195.00
Added Money (Competition)	\$0.00
Added Money (Events)	\$10,000.00
Event Gross Purse	\$10,195.00
Payout Fees	\$5.00
Event Net Purse	\$10,190.00
Payouts	\$10,190.00
Distributions	\$0.00
Results	

Performance 1 GO 1

**Final Results** 

100% of Net Purse

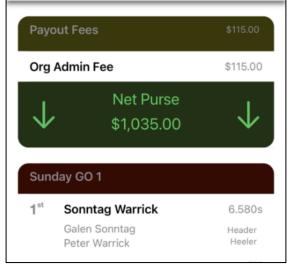
Purse \$10,190.00

<b>1</b> <sup>st</sup>	Levy Millar	12.654s
	Arnon Levy Ross Millar	
	50% of Purse 50% Ground Money (\$2,038.00) Total	\$5,095.00 \$1,019.00 \$6,114.00
<b>2</b> <sup>nd</sup>	Sonntag Warrick	13.402s
	Peter Warrick Galen Sonntag	Header Heeler
	30% of Purse	\$3.057.00

## Senior Team Roping Payout Details

Event Fees	\$150.00
Added Money (Competition)	\$0.00
Added Money (Events)	\$1,000.00
Event Gross Purse	\$1,150.00
Payout Fees Event Net Purse Payouts Distributions	\$115.00 <b>\$1,035.00</b> \$1,035.00 \$0.00

Results



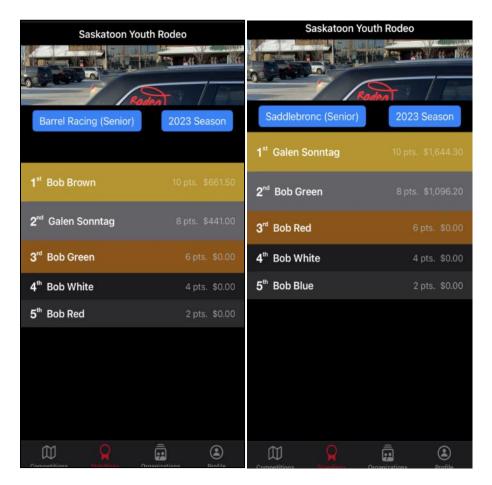
received money. Details will include the portion of the purse they received as well as any Ground Money if your Organization is set to pay Ground Money.

Click OK then tap Event: to view another Event. If the scores / times have already been entered they will display, or enter scores / times if not already completed. If results have already been finalized you can scroll below the draw display to see Final Results.

## Live Competition: Season Standings

**Season Standings.** To view Season Standings once you have Finalized the results for an Event, tap the top left back arrow then tap the Standings icon. Tap the Event button to select an Event to view.

Standings can be viewed for each event by selecting the event from the drop down list. 1<sup>st</sup> Place in the Standings will be in a gold bar, 2<sup>nd</sup> place in a silver bar, 3<sup>rd</sup> place in a bronze bar.





# **Rodeo Formats**

## Explaining Events, Rounds, GOs, Performances and Groups

In order to accommodate the wide array of rodeo Competition formats can be organized, we have created a very flexible framework within there are almost endless possibilities to organize your rodeo competition draw formats and events. First we will begin with explaining the hierarchy of the various elements. As said, we are organizing the structure and schedule of the rodeo. Thus, all these components and settings are contained with the **Competition**, this is the highest level.

The next level is the **Event** level. When choosing Events for your Competition and setting the structure and schedule, you may:

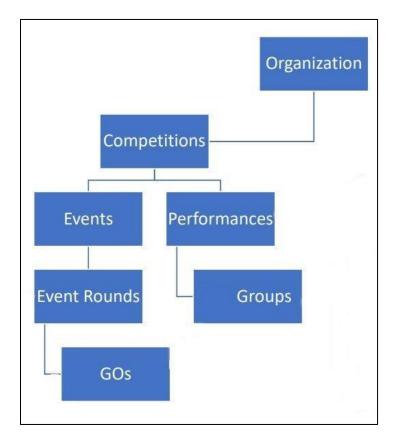
- choose one event at time
- choose multiple events to organize in the same structure and schedule
- choose all events to organize in the same structure and schedule

After you have chosen your Event(s), you will determine the **Round** or Rounds. Rounds are used by the Payouts and Point to combine together results from one or more GOs. The Round may be the entire competition or may be a progressive round such as a Long round which leads to a Short round.

**GOs** occur within a Round, they are the number or times a Competitor will run or ride within a Round. Every Competitor will record a score or time (or an Out) within a Go and a Round will have a minimum of one Go.

That is essentially the structure within the framework, Competition - Event(s) - Round(s) - Go(s).

Now we will explain the schedule. These are referred to as **Performances**. Each Performance is identified by a date and a start time during which the Events/Rounds/GOs will occur. Within the Performance are the GOs and Groups of Competitors that will ride/run within that Performance. In some structures, all of the Competitors will ride/run in the Go within the Performance and in other structures, only some of the Competitors will ride/run within in the Go within the Performance.



The following diagram illustrates the Structure and Schedule:

We have developed a number of examples of Rodeo Draw Formats to explain how to use the RodeoReady App software to set up the structure and schedule for your Competition. These include (click the links to see the examples):

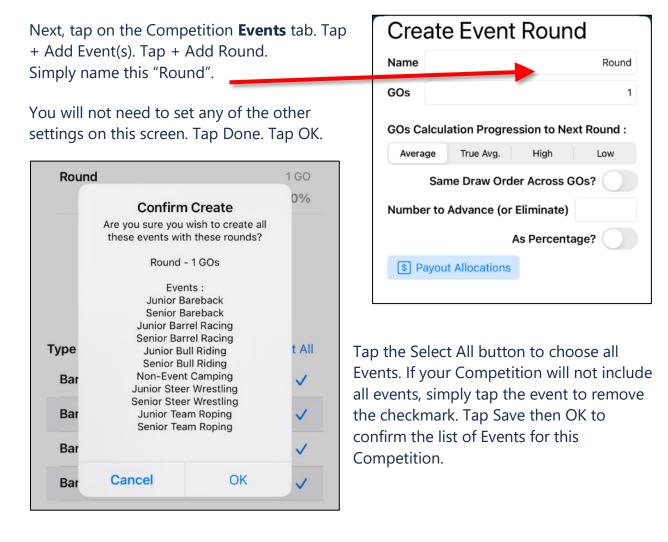
- Standard Competition Draw (1 Performance, 1 Go)
- <u>2 Performances Competition Draw</u>
- <u>2 Go Plus Average Competition Draw</u>
- <u>2 Go Competition Draw</u>
- Long Go 2 Performances & Short Go
- <u>Competition Draw with 2 Performances and 2 Slacks</u>
- <u>3 GO Plus Average Competition Draw</u>
- <u>Setting up a Jackpot Competition</u>
- <u>Running a Test Competition</u>

These are the most commonly used Rodeo Draw Formats. There are of course many other variations possible.

## Standard Competition Draw (1 Performance, 1 Go)

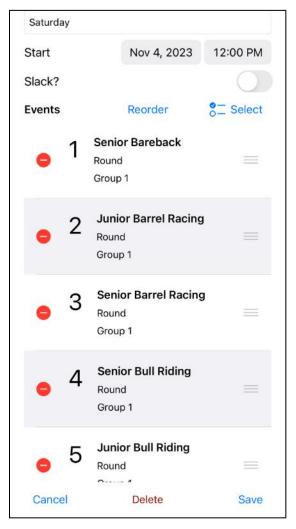
**Definition of a Standard Competition Draw:** In this draw format, each Competitor will "run" or "ride" 1 time. All Competitors in an event will be scheduled into the event at the same time. For example, in a Competition to held on a Saturday, a Barrel Racing event with 50 Competitors, will run all 50 Competitors until the event is completed. The scores/times from this Performance will be used to calculate the \$ payouts and/or points awarded for the Competition.

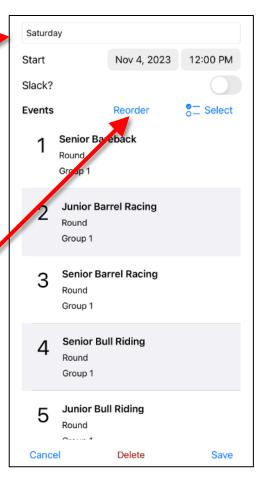
Setup your Competition Details as per the instructions in Competition Details.



To set up the schedule, tap the **Performances** icon, then tap + Add Performance and name this Saturday. The Start Date and Time will default to the Start date and Time of the Competition. Tap either if changes are needed.

As we are setting up the most basic of rodeo draw formats, one Performance, one Go, this is quick and easy. For more complex rodeo draw formats, we will discuss these, with step-by-step instructions, in other Advanced Topics chapters. At this time you may choose to reorder the events. You may do so simply by tapping the Reorder button then dragging events up or down to change the order. Tap Save when all edits are complete.





As a quick tip to the Admins, you will want to ensure that you have Details, Events and Performances set up for your Competition before the Registration Start date/time.

## 2 Performances Competition Draw

**Definition of a 2 Performance Competition Draw:** In this draw format, each Competitor will "run" or "ride" 1 time. The Competitors will be split into multiple Performances, consisting of a sub-group of all the Competitors in that event. For example, a Barrel Racing event with 50 competitors may be split with 25 Competitors running in the Saturday Performance and 25 Competitors running in the Sunday Performance. The scores/times from each Performance will be combined to calculate the \$ payouts and/or points awarded for the competition.

Typically all the events in a rodeo follow the same draw format, but not always. In the RR App, you will select a number of events and define the draw format for that selection of events. If all events are to follow the same format, then you will select all events. If some events, or one event, will follow a different draw format, then select these separately and follow the process. For this example, we will set all event to have the same draw format, a 1 Go 2 Performance Draw Format with Performance 1 on Saturday and Performance 2 on Sunday.

After setting the Competition details including start and end dates/time tap the Events tab, then tap + Add Round, leave GOs set to the default of 1 and tap OK.

NEW COMPE	TITION				
	Details i≣ ≸		Are you sure you these events wi	n Create wish to create all th these rounds?	
Name     Feb 25 / 26 Two Perf       Start Date     Feb 25, 2	2023 11:15 AM	Type Pol	Eve Senior Ba Senior Po	- 1 GOs ints : rrel Racing le Bending iddlebronc	
End Date Feb 26 Season : 2023 Season	Public C	Pol Sac	Cancel	OK	
Set Location	Invite Only?	Sadd	lebronc	Sen	ior J

Tap + Add Event(s) and tap Select All. Tap Save then tap OK to confirm.

To this point, we have selected all the Events that will be included in the Competition. Now we will configure the Performance schedule. Tap the Performances tab. Tap + Add Performance and set the performance name and start time for Performance 1. Note: the start date/time for this Performance must fit within the start and end dates/time you set in the Details tab. Tap Select then Tap Edit Groups. This is where you will set the maximum number of competitors allowed in the event in the Saturday Performance. Tap for each event and enter the maximum number of Competitors, Tap Save. Repeat for all events. Note that the first time you set up a rodeo in this way, it will require some time to work through all the events. Future rodeos can be copied with the same events and performances settings. When you have set all the Maximum Competitors, tap OK then tap Save. The Saturday Performance is now saved.

Tap + Add Performance and set the Performance name and start time for the 2nd Performance. Tap the Select button. You will notice that all events are currently dimmed indicating none are included in 2nd Performance (Sunday). Tap the first Add Group button on the row of the first event and enter 1 for Go 1 (this Competition only has 1 Go). The name will default to Go 1. Set the maximum number of Competitors allowed in this performance if this applies. Tap Add to confirm. Repeat for the rest of the events, setting the Maximum Competitors as per the event. Tap Save at the bottom of the screen when completed. Tap Save again at the bottom of the screen to save the Performances settings.

Select Event Rounds			5	Sunday			
			oups	Start		Feb 26, 2023	1:15 PM
	Add G	roup		Slack?			
Seni	This will create a new			Events		Reorder	o⊂ Select
Roun	round Round within	this performance.	oup	1	Senior Ba	rrel Racing	
	1				Round		
GO	Group 2		day		Group 2		
	10		PM				
Senic	Cancel	Add		2	Round	ole Bending	
Davind					Group 2		
				3	Senior Sa Round	addlebronc	

Your screen will now show Saturday (Performance 1) and then scroll down to see Sunday (Performance 2).

Tap Save at the bottom or any of the Competition set up tabs to complete.

	Feb 25 / 26 Two Perfor				
	Performances				
	ed   🍌 🔳	🖄 🔛 🗄	\$		
	+ Add Performance		mance		
1	Saturday		Edit		
	Sat, Feb 25	1	2:15 PM		
	Senior Barrel Racing - Round (GO 1)				
	Senior Saddlebronc	- Round (GO 1)			
	Senior Pole Bending	- Round (GO 1)			
	Sunday Sun, Feb 26		Edit 1:15 PM		
	Sun, r eb 20		1.15 FW		
	Senior Barrel Racing	- Round (Group 2)	)		
	Senior Pole Bending	- Round (Group 2)			

Senior Saddlebronc - Round (Group 2)

Close

**Rodeo Formats** 

## 2 Go Plus Average Competition Draw

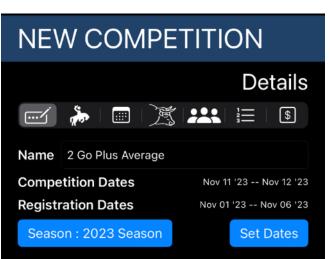
**Definition of a 2 Go Plus Average Competition Draw:** In this draw format, each Competitor will "run" or "ride" 2 times, once in each Go. Scores/times in each Go will be used to calculate the \$ payouts and/or points awarded in that specific Go as well an average will be calculated based on the aggregate score of the two GOs and \$ payouts/points will be awarded based on this average. The prize purse for the event may be divided evenly between the two GOs or the allocations may differ. In our example, we will allocate 25% to Go 1, 25% to Go 2 and 50% to the average.

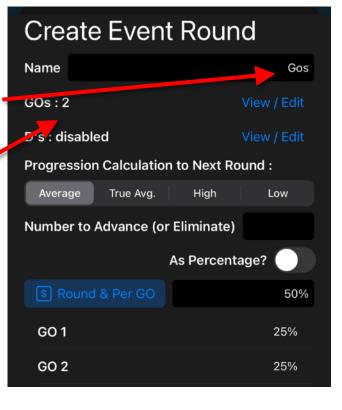
Typically all the events in a rodeo follow the same draw format, but not always. In the RR App, you will select a number of events and define the draw format for that selection of events. If all events are to follow the same format, then you will select all events. If some events, or one event, will follow a different draw format, then select these separately and follow the process. For this example, we will set all the selected events to have the same draw format, a 2 Go Draw Format with Go 1 occurring on Saturday and Go 2 occurring on Sunday.

After you have set all your Rodeo Details, tap the Events tab. Tap + Add Events. Tap + Add Rounds and set the name to GOs.

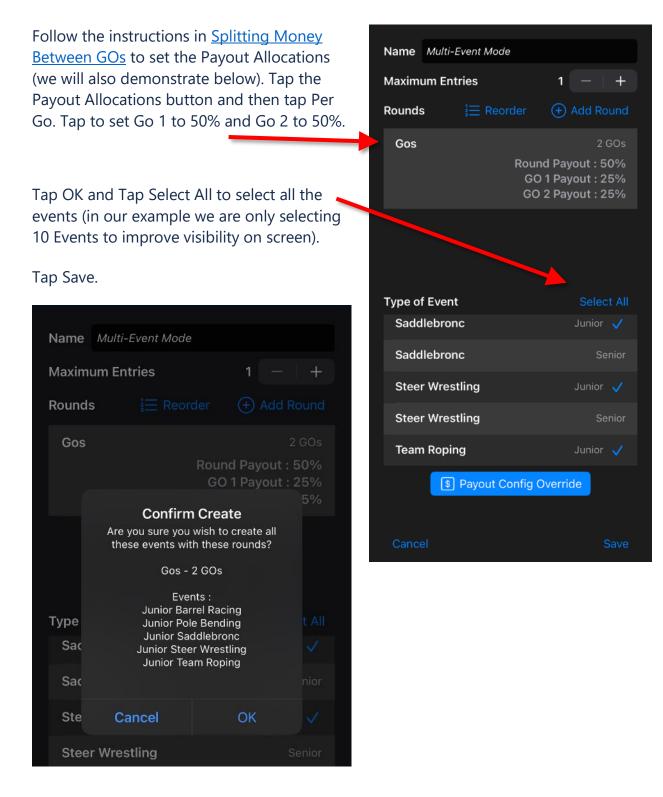
Tap View/Edit to the right of GOs: and Set GOs to 2. You do not need to specify the average

You can also set the Draw generation order at this time for the GOs.





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Now to set the schedule for the Competition.

Tap the Performances tab. Tap + Add Performance.

You will initially see a list of all events shown twice, one with a GO 1 designation and one with a GO 2 designation. Name this Performance Saturday, set the date and start time of this Go and tap Save.

At this moment, both Go 1 and Go 2 are scheduled to occur on Saturday. We will need to add a Sunday Performance to the Schedule and Move Go 2 to that Performance.

Tap + Add Performance. Name this Sunday and set the date and start time.

**Note** your start date and time must fit within the start date/time end date/time you set in Rodeo Details.

# 2 Go Plus Average



Saturday Go1 Sat, Nov 11	Edit 10:00 AM
Junior Barrel Racing - Gos (Group 1)	
Junior Barrel Racing - Gos (Group 2)	
Junior Saddlebronc - Gos (Group 1)	
Junior Saddlebronc - Gos (Group 2)	
Junior Team Roping - Gos (Group 1)	
Junior Team Roping - Gos (Group 2)	
Junior Pole Bending - Gos (Group 1)	
Junior Pole Bending - Gos (Group 2)	
Junior Steer Wrestling - Gos (Group 1	1)
Junior Steer Wrestling - Gos (Group 2	2)
Close	Save

Tap the Select button and tap on the Go 2 designated event for each event. The selected events/Go 2 will be bolded and the event/Go 1 will be dimmed, indicating it is still assigned to Go 1. Tap Save. This will move all events with Go 2 designation to the schedule on Sunday.

Select Even	t Rounds	Sunday Go2	
		Start Nov 12, 2023 10:00 AM	
		Slack?	
Junior Barrel Racing	٦	Events Reorder O-Select	:
Gos GOs 1 & 2	+ Add Group	1 Junior Barrel Racing <sub>Gos</sub>	
<b>Group 1</b> GO 1	Saturday Go1 Saturday, 11 Nov 10:00 AM	Gos Group 2	
<b>Group 2</b> GO 2	This Performance Saturday, 11 Nov 10:00 AM	2 Junior Pole Bending Gos Group 2	
<b>Junior Pole Bending</b> Gos GOs 1 & 2	√ (+) Add Group	3 Junior Saddlebronc Gos Group 2	
<b>Group 1</b> GO 1	Saturday Go1 Saturday, 11 Nov 10:00 AM	4 Junior Steer Wrestling Gos	
Group 2	This Performance	Group 2	
GO 2	Saturday, 11 Nov 10:00 AM	5 Junior Team Roping	
Junior Saddlebronc		Gos	
	ОК	Cancel Delete Save	

Tap Save again and you will have the 2 Go schedule now set with all events in Go 1 on Saturday and all events in Go 2 on Sunday. Scroll the list to see the Sunday events (Go 2). Tap Save or any of the setup tabs to perform a final save of the Performances.

Reminder Follow the instructions in <u>Splitting Money</u> <u>Between GOs</u> to set the Payout Allocations. If you do not set Payout Allocations, all prize payouts will be calculated based on the average of Go1 and Go2 instead of separately for Go1 and Go2.

2 Go Plus Average				
Performances				
(+) Add Performance				
Saturday Go1	Edit			
Sat, Nov 11	10:00 AM			
Junior Team Roping - Gos (Group 1)				
Junior Pole Bending - Gos (Group 1)				
Junior Steer Wrestling - Gos (Group 1)				
Sunday Go2	Edit			
Sun, Nov 12	10:00 AM			
Junior Barrel Racing - Gos (Group 2)				
Junior Pole Bending - Gos (Group 2)				
Junior Saddlebronc - Gos (Group 2)				
Junior Steer Wrestling - Gos (Group 2)				
Junior Team Roping - Gos (Group 2)				
Close	Save			

# **Rodeo Formats**

# 2 Go Competition Draw

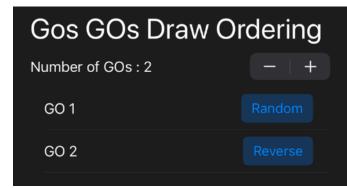
**Definition of a 2 Go Competition Draw:** In this draw format, each Competitor will "run" or "ride" 2 times, once in each Go. Scores/times in each Go will be used to calculate the \$ payouts and/or points awarded in that specific Go. The prize purse for the event will be divided evenly between the two GOs. There will NOT be any combined, aggregate, or average score.

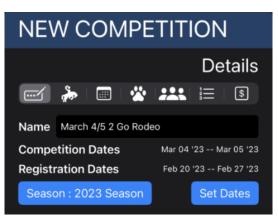
Typically all the events in a rodeo follow the same draw format, but not always. In the RR App, you will select a number of events and define the draw format for that selection of events. If all events are to follow the same format, then you will select all events. If some events, or one event, will follow a different draw format, then select these separately and follow the process. For this example, we will set all events to have the same draw format, a 2 Go Draw Format with Go 1 occurring on Saturday and Go 2 occurring on Sunday.

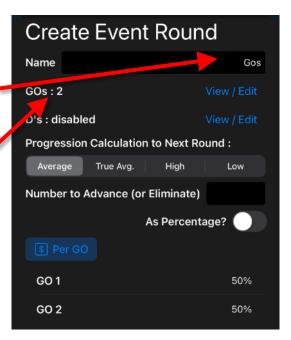
After you have set all your Rodeo Details, tap the Events tab. Tap + Add Events. Tap + Add Rounds and set the name to GOs.

Tap View/Edit to the right of GOs: and Set GOs to 2.

You can also set the Draw generation order at this time for the GOs.







Follow the instructions in <u>Splitting Money Between GOs</u> to set the Payout Allocations (we will also demonstrate below). Tap the Payout Allocations button and then tap Per Go. Tap to set Go 1 to 50% and Go 2 to 50%.

Crea	Create Event Round			Create Event Round		nd
0.04		i to an	<u>,</u>	Name		Gos
Name			Gos	GOs : 2		
GOs : 2				D's : disabled		
				Progression Calculati	on to Next F	Round :
D's:				Average True Avg.	High	Low
Progr	Set Allo Set GO 1 Payo			Number to Advance (	or Eliminate	
					As Percen	itage?
			50			
Numt						
	Cancel	Set		GO 1		50%
				GO 2		50%

Tap OK and Tap Select All to select all the events (in our example we are only selecting 10 Events to improve visibility on screen). Tap Save.

Name Multi-Event Mode	Gos	2 GOs
Maximum Entries       1       −       +         Rounds       Image: Encoder       Image: Add Round         Gos       2 GOs         GO 1 Payout : 50%	<b>Confirm Create</b> Are you sure you wish to create all these events with these rounds? Gos - 2 GOs	0% 0%
GO 2 Payout : 50%	Events : Junior Barrel Racing Senior Barrel Racing Junior Pole Bending Senior Pole Bending Junior Saddlebronc Senior Saddlebronc Junior Steer Wrestling Tea Senior Steer Wrestling Junior Team Roping Open Team Roping	
Team Roping Junior 🗸	Tea Cancel OK	
Team Roping Senior		
Team Roping With Parent PeeWee		
Payout Config Override		

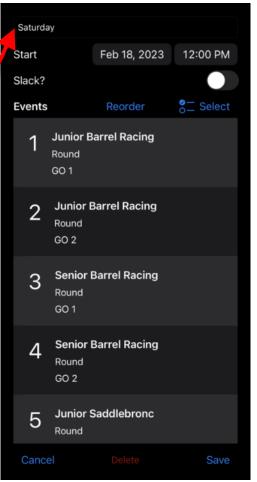
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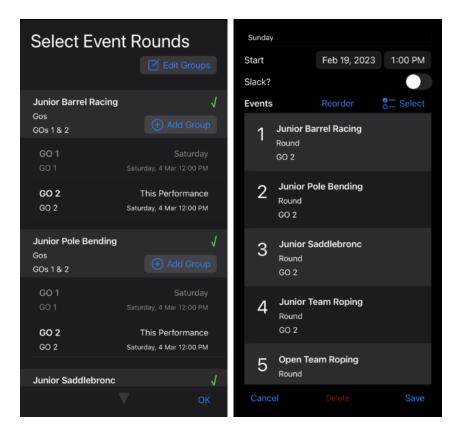
Now to set the schedule for the Competition.

Tap the Performances tab. Tap + Add Performance. You will initially see a list of all events shown twice, one with a GO 1 designation and one with a GO 2 designation.

Name this Performance Saturday, set the date and start time of this Go and tap Save. At this moment, both Go 1 and Go 2 are scheduled to occur on Saturday. We will need to add a Sunday Performance to the Schedule and Move Go 2 to that Performance.

Tap + Add Performance. Name this Sunday and set the date and start time. Note: your start date and time must fit within the start date/time end date/time you set in Rodeo Details. Tap the Select button and tap on the Go 2 designated event for each event. The selected events/Go 2 will be bolded and the event/Go 1 will be dimmed, indicating it is still assigned to Go 1. Tap Save. This will move all events with Go 2 designation to the schedule on Sunday.





Tap Save again and you will have the 2 Go schedule now set with all events in Go 1 on Saturday and all events in Go 2 on Sunday.

Scroll the list to see the Sunday events (Go 2). Tap Save or any of the setup tabs to perform a final save of the Performances.

Feb 18 / 19 2 Go	Rodeo	Feb 18 / 19 2 Go Rodeo		
	rmances I∷≣IS Performance		ormances i≣ s Performance	
Saturday <sub>Sat, Feb</sub> 18	Edit 12:00 PM	Saturday <sup>Sat, Feb</sup> 18	Edit 12:00 PM	
Junior Barrel Racing - Round (GO	1)	Open Team Roping - Round (GO	1)	
Senior Barrel Racing - Round (GC Junior Saddlebronc - Round (GO	•	Sunday Sun, Feb 19	Edit 1:00 PM	
Senior Saddlebronc - Round (GO	1)	Junior Barrel Racing - Round (GC	) 2)	
Senior Team Roping - Round (GO	1)	Junior Pole Bending - Round (GC	) 2)	
Junior Team Roping - Round (GO	1)	Junior Saddlebronc - Round (GC	2)	
Wrangler Barrel Racing - Round (	GO 1)	Junior Team Roping - Round (GC	2)	
PeeWee Barrel Racing - Round (G	GO 1)	Open Team Roping - Round (GO 2)		
Wrangler Mutton Bustin - Round	(GO 1)	PeeWee Barrel Racing - Round (GO 2)		
	Caula	PeeWee Mutton Bustin - Round (		
Close	Save	Close	Save	

**Reminder** Follow the instructions in <u>Splitting Money Between GOs</u> to set the Payout Allocations. If you do not set Payout Allocations, all prize payouts will be calculated based on the average of Go1 and Go2 instead of separately for Go1 and Go2.

## Long Go - 2 Performances & Short Go

In this draw format example we will set up a Competition that has a Long Go and Short Go. The Long Go will be split into two Performances, Friday and Saturday, and the Short Go will be on Sunday. For example purposes, we will have 2 Events, Junior Bareback and Junior Breakaway Roping. We will enter 9 competitors into each event, with a max number of competitors of 5 in each of the 2 performances. Only 4 competitors in each event will advance to the Short Go. Note: we are using small numbers of Events and Competitors in this example but in a real rodeo Competition, the number of Events, Competitors per Performance, and Competitors advancing to the Short Go can be as large or small as needed by your Organization/Competition.

### Setting the Competition Details

This is a 3 day competition so make sure to set the start date as the Friday and the end date as the Sunday.

Long With 2	Competiti	ion Dates					
Name Long With 2 Perf Competition Dates Registration Dates Season : 2024 Seaso	Start Date End Date Registration Date Registrations Op	ates en		Feb 23, 2024 Feb 25, 2024 Feb 16, 2024 Feb 21, 2024	10:15AM 2:15PM 10:15AM 11:15PM	CST CST CST CST	Details § Feb 23 '24 Feb 25 '24 Feb 16 '24 Feb 21 '24 Set Dates
Long With 2	Performa	ances Ar	nd Short				
Long With 2	Performa	ances Ar	nd Short				Details
Long With 2	Performa	ances Ar	nd Short			1	Details ©
				***		1	_

### Choosing the Events and Rounds

Tap the Events tab. Tap + Add Events. Tap Add Round. Name this round the Long. In the field for Number to Advance (or Eliminate) set this to 4.

**Note** This value can be set differently if necessary for each Event. As we are in multi-Event mode, this value of 4 will be set for all Events.

Tap OK then Tap Save. Tap + Add Round again and name this Short.

Tap OK then tap Save. Next, select the events (Junior Bareback and Junior Breakaway Roping in our example).

Edit Event Rou	Ind			
Name				Long
GOs : 1				View / Edit
D's : disabled				View / Edit
Progression Calculation to	Next Round :			
Average	True Avg.	High		Low
Number to Advance (or Eli	minate) 4			0
			As Pe	rcentage?
Payout Allocations				
Short				1 GO
Short			Roun	1 GO d Payout : 100%
Short	Confirm	Create	Roun	
Short	Are you sure you	wish to create all	Roun	
Short		wish to create all	Roun	
Short	Are you sure you	wish to create all h these rounds?	Roun	
	Are you sure you these events with	wish to create all h these rounds? 1 GOs	Roun	d Payout : 100%
	Are you sure you these events with	wish to create all h these rounds? 1 GOs 1 GOs	Roun	d Payout : 100%
ype of Event	Are you sure you these events with Long - Short -	wish to create all h these rounds? 1 GOs 1 GOs nts : areback	Roun	d Payout : 100% Select Al
	Are you sure you these events with Long - Short - Even Junior Ba	wish to create all h these rounds? 1 GOs 1 GOs nts : areback	Roun	d Payout : 100%
ype of Event	Are you sure you these events with Long - Short - Even Junior Breaka	wish to create all h these rounds? 1 GOs 1 GOs areback areback away Roping	Roun	d Payout : 100% Select All
Type of Event Barrel Racing Jackpot	Are you sure you these events with Long - Short - Even Junior Ba	wish to create all h these rounds? 1 GOs 1 GOs nts : areback	Roun	d Payout : 100% Select All Open
Type of Event Barrel Racing Jackpot Bootlace	Are you sure you these events with Long - Short - Even Junior Breaka	wish to create all h these rounds? 1 GOs 1 GOs areback areback away Roping	Roun	d Payout : 100% Select All Open Junior

Feb 23, 2024 10:15 AM

### Setting Performance Schedules

Tap the **Performances** tab then tap + Add Performance. Name this Friday Long. Ensure you set the Start Date and Start Time. Tap the **Select** button. Initially both the Group 1 row in the Long and Short rounds will be emboldened. Tap the Group 1 row for all Short rounds to de-select them from the Long.

Next, tap **Edit Groups** and tap the Group 1 row in the Long round to edit the group and set the Max Competitors to 5 for the Friday Long.

Repeat for all events in the Friday Long. Tap **OK** when done setting the Max Competitors. Tap **Save**.

Select Ever	nt Rounds	
Junior Bareback Long		
Group 1	Edit Group Please update the group for event round Long.	
Junior Bareback	1	
Short	Group 1	
Short		
Short	Group 1	

Friday Long		0
Start		Feb 23, 2024 10:15 AM
Slack?		$\bigcirc$
Events	Reorder	Select
1 Junior Breakaway Roping Long Group 1		
2 Junior Bareback		

Friday Long

Slack?

1 Junior Bareback Long Group 1

2 Junior Bareback

Group 1
3 Junior Breakaway Roping

Long Group 1

Short Group 1

4 Junior Breakaway Roping

Tap Add Performance and name this Saturday Long. Set the Start Date (for Saturday) and Start Time then tap Edit Groups and for each event, tap the + Add Group button in the row for the Long and set the Max Competitors to 5.

Tap **OK** and **Save** when finished Adding Group 2 to the Long for each Event.

Saturday Long Start Slack?	Select Event Rounds				Z Edit Groups	4, 2024 1	2:30PM			
Events	Junior Bareback						] Select			
	Long				Long With	2 Perforr	mances Ar	id Short		
	Group 1	Add 0	Group							Performances
	Croup 1	This will create a ne	w GROUP for event	Frid	<b>e</b>	*		25	 ŧ	\$
		round Long within this performance.								Add Performance
	Junior Bareback Short	1								
		Group 2	0		Friday Long Fri, Feb 23					Edit 12:30 PM
	Group 1				Junior Breakaway Ro	ping - Long (Gro	oup 1)			
		Cancel	Add		Junior Bareback - Lo	ng (Group 1)				
					Saturday Lon	g				Edit
					Sat, Feb 24					12:30 PM
					Junior Breakaway Ro		oup 2)			
					Junior Bareback - Lo	ng (Group 2)				

Now to add the schedule for the Short for Sunday. Tap + **Add Performance**. Name this Sunday Short. Set the **Start Date** (Sunday) and **Start Time.** Tap the **Select** button. For each Event, tap the Group 1 row for the Short. Tap **OK**, tap **Save**.

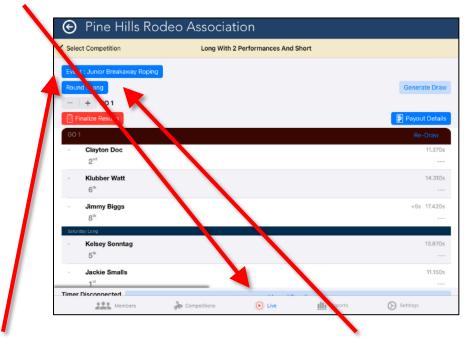
Sunday Short Start Slack?	Select Event Rounds		5, 2024 12:30 PM	
Events	Junior Bareback Short	( <b>①</b> )	Long With 2 Performances And Short	
		· · · · · · · · · · · ·	Pe	rformances
	Junior Breakaway Roping Long	۲		3 dd Performance
	Group 1	Fr Friday, 23 Feb	Friday Long Fri, Feb 23	Edit 12:30 PM
	Group 2	Satur Saturday, 24 Feb	barrier breakaway noping - cong (oroup 1)	
			Junior Bareback - Long (Group 1)	
	Junior Breakaway Roping Short	•	Saturday Long	Edit 12:30 PM
	Group 1	This Per Friday, 23 Feb		
24 55			Junior Bareback - Long (Group 2)	
Cancel			Sunday Short Sun, Feb 25	Edit 12:30 PM
			Junior Bareback - Short	
			Junior Breakaway Roping - Short	
			Close	Save

### Running the Long Go Draw

Tap the Draw tab. Initially the draw list will be empty. Tap the Generate button. Competitors will be placed in the events / performances for the Long. As the advancement to the Short is dependent on the results in the Long, the Short Go Draw is NOT generated at this time. Competitors drawn into the Friday performance for one sevent will be drawn into the Friday performance for all Events (same for Saturday).

Long With 2 Performances	And Short		
Long With 2 Performances Show Drawn Out Bareback Junior Friday Long, Group 1 - Long 1 Biggs, Jimmy 149 Stock : NONE 2 Blue, Andy 149 Stock : NONE 3 Doc, Clayton 149 Stock : NONE 4 Watt, Klubber (#1) Stock : NONE 4 Somtag, Gman (#2) Stock : NONE 5 Somtag, Gilley (#10) Stock : NONE	Draw Complete Draw generation is complete. OK	Baroback Juniar Stock: NONE 9 Rey, Dan (#90) Stock: NONE Breakaway Repling Juniar Friday Long, Group 1 - Long 1 Blue, Andy #R Stock: NONE 2 Sonitag, Gman (#7) Stock: NONE 3 Dec, Clayton (#9) Stock: NONE	Generate
7 Smalle Leokie HH Close		4 Watt, Klubber (111) Stock : NONE 5 Blogs, Jimmy (18) Close	Save

### Entering Long Go Scores / Times



Tap the **Live** button at the bottom of the screen and select the Competition.

Tap the **Event**: button and choose the Event then tap the **Round** button and choose the Long round.

Competitors will appear in draw order. Choose the **Event**: button when you need to select a different event. Once you have completed the Friday and Saturday Events, and entered all Scores / Times, then tap **Finalize Results**. As this Competition is set to pay 100% in the Short Go, there will be no payout calculated here.

### Running the Short Go Draw

Once you have entered all the scores/times for both the Friday Long and Saturday Long, and Finalized the results for that round, you can now generate the draw for the Short Go.

<ul> <li>Pine Hills Ro</li> <li>Select Competition</li> </ul>	deo Association	
Event : Junior Bareback Round : Short - + 60 1		Generate Draw
GO 1		Stock Draw

Tap the **Round**: button and select Short. Tap the **Generate Draw** button and choose **Competitor Draw**. Because you are in the Live view and in the Junior Bareback Event (or other event), this will generate the draw only for the Short Go for the Junior Bareback Event.

After you generate the draw for the Short Go, you can enter Times / Scores then Finalize Results to calculate payouts for the Event.

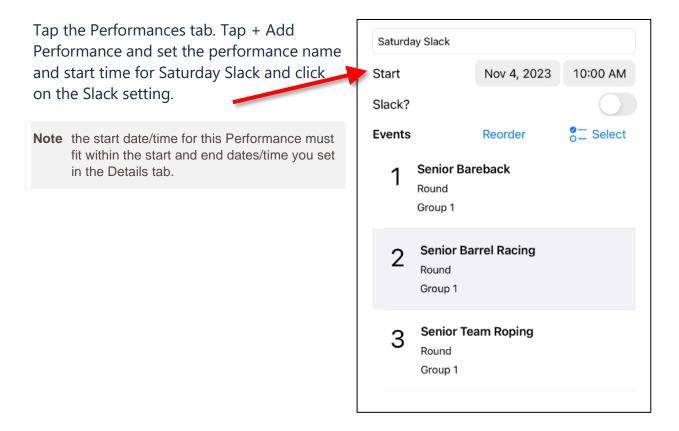
### Competition Draw with 2 Performances and 2 Slacks

**Definition of a 2 Performance and 2 Slack Competition Draw:** In this draw format, each Competitor will "run" or "ride" 1 time. The Competitors will be split into multiple Performances, consisting of a several smaller groups of the Competitors in that event. Two of these "performances" will be "slack" performances, that is scheduled competition times that held outside of the main performances typically held without any audience present. For example, a Barrel Racing event with 50 competitors may be split with 10 Competitors running in the Saturday afternoon Performance, 15 in the Saturday morning Slack, 10 Competitors running in the Sunday afternoon Performance, and 15 in the Sunday morning Slack. Note: the maximum Competitors in each performance can be set per Event, as will be shown below. The scores/times from each Performance and Slack will be combined to calculate the \$ payouts and/or points awarded for the competition.

Typically all the events in a rodeo follow the same draw format, but not always. In the RR App, you will select a number of events and define the draw format for that selection of events. If all events are to follow the same format, then you will select all events. If some events, or one event, will follow a different draw format, then select these separately and follow the process. For this example, we will set all events to have the same draw format, a 1 Go 2 Performance, 2 Slack Draw Format with Saturday Slack at 10:00 am, Saturday Show at 2:00 pm, Sunday Slack at 10:00 am, and Sunday Show at 2:00 pm.

From the Competitions tab, Tap + Add to start a new Competition. Add the Competition details including the Competition Name, Start and end dates/time. Be sure to set the start date/time to at least as early as the start of your first Performance (or Slack) and the End date/time to accommodate the last Performance (or Slack) of the Competition. Set the registration Open and Close then set the location. For more information on the details tab, see <u>Creating a Competition</u>.

Tap the Events tab, then tap	) + Add Round, an	
name this "Round".		Round
Leave GOs set to the defaul	t of 1 and tap $OV$	GOs 1
	t of T and tap OK.	GOs Calculation Progression to Next Round :
		Average True Avg. High Low
		Same Draw Order Across GOs?
		Number to Advance (or Eliminate)
Name Multi-Event Mode		As Percentage?
Maximum Entries	1 –   +	Payout Allocations
Rounds 👌 Reorder	+ Add Round	
Type of Event Bareback	Select All	visibility, we are only going to include three Events in this Competition. Tap Save then tap OK to confirm. To this point, we have selected all the
Вагераск	Junior	Events that will be included in the
Bareback	Senior 🗸	Competition. Now we will configure the
Barrel Racing	Junior	Performance schedule. We are going to set this up in chronological order.
Barrel Racing	Senior 🧹	
Bull Riding	Junior	
Payout Config C	Override	
Cancel	Save	



Tap Select then Tap Edit Groups. This is where you will set the maximum number of competitors allowed in the event in the Saturday Slack.

(+) Add Group

Saturday Slack Saturday, 4 Nov 10:00 AM

OK

Tap the row "Group 1" for each event and enter the maximum number of Competitors, Tap Save. (In this example we are setting Bareback: 15, Barrel Racing 30, Team Roping 20). If you do not set a maximum, then the system will treat this as unlimited competitors allowed in this event in this Slack Performance. Repeat for all events. Note that the first time you set up a rodeo in this way, it will require some time to work through all the events. Future rodeos can be copied with the same events and performances settings. When you have set all the Maximum Competitors, tap OK then tap Save. The Saturday Slack is now saved.

Sele				Select Ev	rent Rounds
<b>Seni</b> c Rounc	Edit G Please update the round R	group for event	V	Senior Bareback Round	+ Add Group
Grc	1 Group 1 30	0	nce AM	Group 1	Saturday Slack Saturday, 4 Nov 10:00 AM
<b>Senic</b> Round	Cancel	Save	Group	Senior Barrel Rad	Cing
Grou	ıp 1	This Perform		Group 1	Saturday Slack Saturday, 4 Nov 10:00 AM
				Senior Team Rop	ping

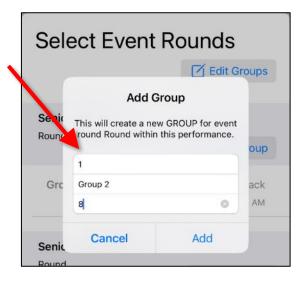
Group 1

Tap + Add Performance and set the Performance name and start time for the Saturday Show.

Start	Nov 4, 2023	2:00 PM
		2.00 PM
Slack?		
Events	Reorder	o⊂ Select

Tap the Select button. You will notice that all events are currently dimmed indicating none are included in Saturday Show.

Tap the first Add Group button on the row of the first event. The first setting is the Go #, enter 1 for Go 1 (this Competition only has 1 Go). The name will default to Group 2. Set the maximum number of Competitors allowed in this performance if this applies. (In this example we are setting Bareback: 8, Barrel Racing 15, Team Roping 10). Tap Add to confirm.



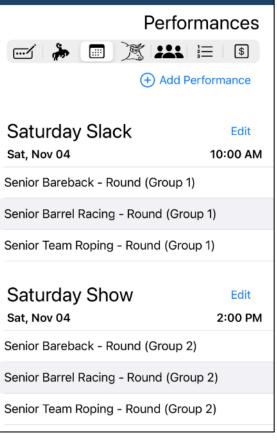
Repeat for the rest of the events, setting the Maximum Competitors as per the event. You will notice a Group 2 will be added to all Events and the designation *This Performance* as you go through and the Group 2 row will be bolded, indicating that it is for this Saturday Show performance. Tap OK at the bottom of the screen when completed. Tap Save again at the bottom of the screen to save the Performance settings.

Your screen will now show Saturday Slack and then scroll down to see Saturday Show.

We still have the Sunday Slack and the Sunday Show to set up. Tap + Add Performance. Set the name to Sunday Slack and click on the Slack setting. Make sure you set the Date and Time to be in the proper sequence. For this example, we are choosing the Sunday date and 10:00 am. Tap Select. You will notice that all events are currently dimmed indicating none are included in Sunday Slack.

Tap the first Add Group button on the row of the first event. The first setting is the Go #, enter 1 for Go 1 (this Competition only has 1 Go). The name will default to Group 3.

### 2 Performances 2 Slacks



### Select Event Rounds

	🗹 Edit Groups		
	Add	Group	
<b>Seni</b> c Round	This will create a new GROUP for event round Round within this performance.		
	oup		
Grc	Group 3		ack
	Maximum Competit	ors (Optional)	AM
Grc	Cancel	Add Saturday, 4 Nov 2	NOW

Set the maximum number of Competitors allowed in this performance if this applies. (In this example we are setting Bareback: 15, Barrel Racing 30, Team Roping 20). Tap Add to confirm. Repeat for the rest of the events, setting the Maximum Competitors as per the event. You will notice a Group 3 will be added to all Events and the designation *This Performance* as you go through and the Group 3 row will be bolded, indicating that it is for this Sunday Slack performance. Tap OK at the bottom of the screen when completed. Tap Save again at the bottom of the screen to save the Performance settings.

Sel	ect Ever	nt Rounds	
		🗹 Edit G	roups
Senic Rounc	This will create a	d Group new GROUP for event thin this performance.	
	1		oup
Grc	Group 3		ack
	15	٥	AM
Grc	Cancel	Add Saturuay, 4 Nov 24	10W DØ PM

2 Performances 2 Slacks			
Perform	nances		
🗹 🍃 🔳 🏂 🛤	\$		
(+) Add Perf	ormance		
Saturday Slack	Edit		
Sat, Nov 04	10:00 AM		
Senior Team Roping - Round (Group	1)		
Saturday Show	Edit		
Sat, Nov 04	2:00 PM		
Senior Bareback - Round (Group 2)			
Senior Barrel Racing - Round (Group	2)		
Senior Team Roping - Round (Group 2)			
Sunday Slack	Edit		
Sun, Nov 05	10:00 AM		
Senior Bareback - Round (Group 3)			
Senior Barrel Racing - Round (Group 3)			
Close	Save		

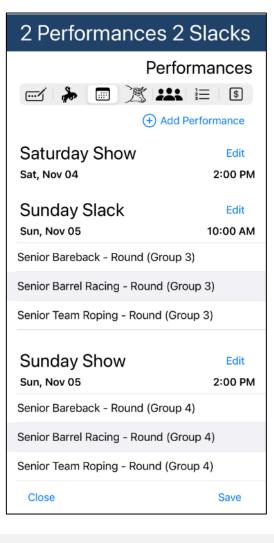
Now for the final Performance, the Sunday Show. Tap + Add Performance. Set the name to Sunday Show. Make sure you set the Date and Time to be in the proper sequence. For this example, we are choosing the Sunday date and 10:00 am. Tap Select. You will notice that all events are currently dimmed indicating none are included in Sunday Slack.

Tap the first Add Group button on the row of the first event. The first setting is the Go #, enter 1 for Go 1 (this Competition only has 1 Go). The name will default to Group 4. Set the maximum number of Competitors allowed in this performance if this applies. (In this example we are setting Bareback: 8, Barrel Racing 15, Team Roping 10). Tap Add to confirm. Repeat for the rest of the events, setting the Maximum Competitors as per the event. You will notice a Group 4 will be added to all Events and the designation This Performance as you go through and the Group 4 row will be bolded, indicating that it is for this Sunday Show performance. Tap OK at the bottom of the screen when completed. Tap Save again at the bottom of the screen to save the Performance settings.

Sunday Show		0
Start	Nov 5, 2023	2:00 PM
Slack?		
Events	Reorder	o ⊂ Select

Sunday	y Show		
Start		Nov 5, 2023	2:00 PM
Slack?			
Events		Reorder	o⊂ Select
1	Senior Bareback Round Group 4		
2	<b>Senior Barrel Racing</b> Round Group 4		
3	Senior Team Roping Round Group 4		

We now have 2 Slacks and 2 Performances set up (named Show in the example). Tap Save in the bottom right or tap any other tab at the top to Save.



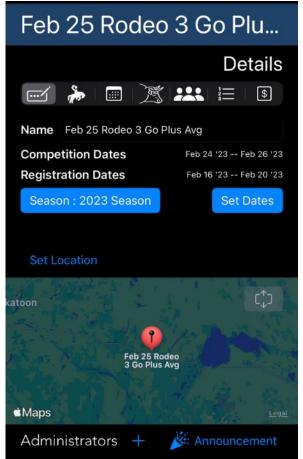
**Note** If you choose to NOT set any Maximum Competitors per Performance, then the RodeoReady App system will attempt to draw the number of Competitors in each performance roughly equally. In many cases this will not be exactly equal as Draw preference, Draw groups, and Competitors in multiple Events must be considered in the draw generation.

### 3 GO Plus Average Competition Draw

**Definition of a 3 Go Plus Average Rodeo Draw:** In this draw format, each Competitor will "run" or "ride" 3 times, once in each Go. Scores/times in each Go will be used to calculate the \$ payouts and/or points awarded in that specific Go. The prize purse for the event will be divided between the three GOs and the aggregate, or average score. In this example, we will allocate 15% to Go 1, Go 2 and Go 3 and the remaining 55% to the Average. These will be set as per the instructions in <u>Splitting Money Between GOs</u>.

Typically all the events in a rodeo follow the same draw format, but not always. In the RR App, you select a number of events and define the draw format for that selection of events. If all events are to follow the same format, then you will select All Events. If some events, or one event, will follow a different draw format, then select these separately and follow the process. For this example, we will set all events to have the same draw format, a 3 Go Draw Format with all 3 GOs happening on Saturday.

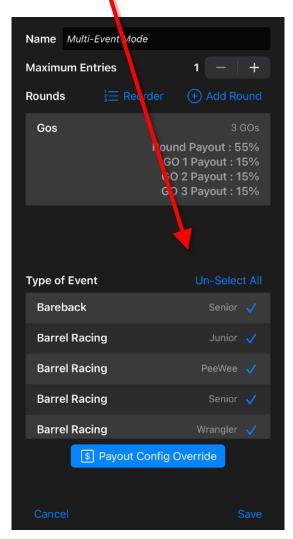
Gos GOs D	raw Ordering
Number of GOs : 3	- +
GO 1	Random
GO 2	Reverse
GO 3	Random



After you have set all your Rodeo Details, tap the Events tab. Tap + Add Events.
Tap + Add Rounds and set the name to GOs and Set GOs to 3.

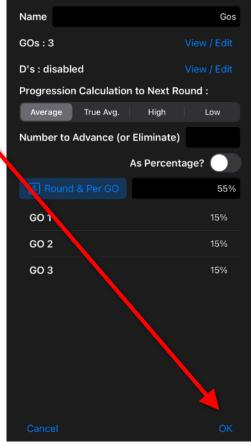
### Follow the instructions in <u>Splitting Money Between</u> <u>GOs</u> to set the Payout Allocations, as we will demonstrate here.

Tap OK and Tap Select All to select all the events. Tap Save.



Now it is time to set up the Schedule for the GOs.

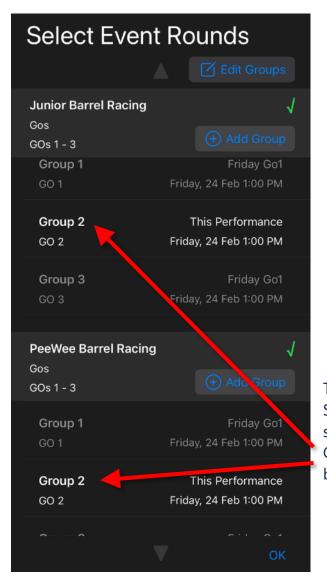
### Create Event Round



# Tap the Performances tab. Name this Go 1, set the date and start time of this Go and tap Save.

**Note** your start date and time must fit within the start date/time end date/time you set in Details.

Initially Go 1 will include each event 3 times (Go 1, Go 2 and Go 3). Next we will set up Go 2 and Go 3 which will move these "extra" events/GOs to the proper schedule.



Feb 25 Rodeo 3 Go Plu
Performances
Friday Go1EditFri, Feb 241:00 PM
Junior Barrel Racing - Gos (Group 1)
Junior Barrel Racing - Gos (Group 2)
Junior Barrel Racing - Gos (Group 3)
Senior Barrel Racing - Gos (Group 1)
Senior Barrel Racing - Gos (Group 2)
Senior Barrel Racing - Gos (Group 3)
Wrangler Barrel Racing - Gos (Group 1)
Wrangler Barrel Racing - Gos (Group 2)
Wrangler Barrel Racing - Gos (Group 3)
PeeWee Barrel Racing - Gos (Group 1)
Close Save

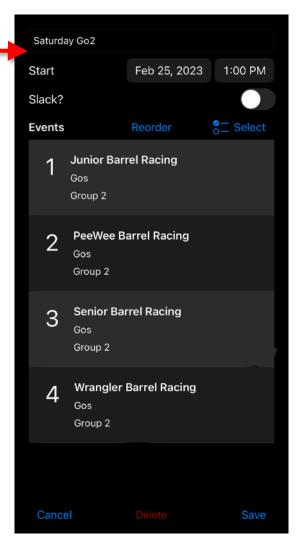
Tap + Add Performance and name this Saturday Go 2 and set the proper date and start time. Then Tap Select. Then Tap the Group 2 row for each Event which will turn bold to indicate selected.

#### RodeoReady | Admin Support Guide

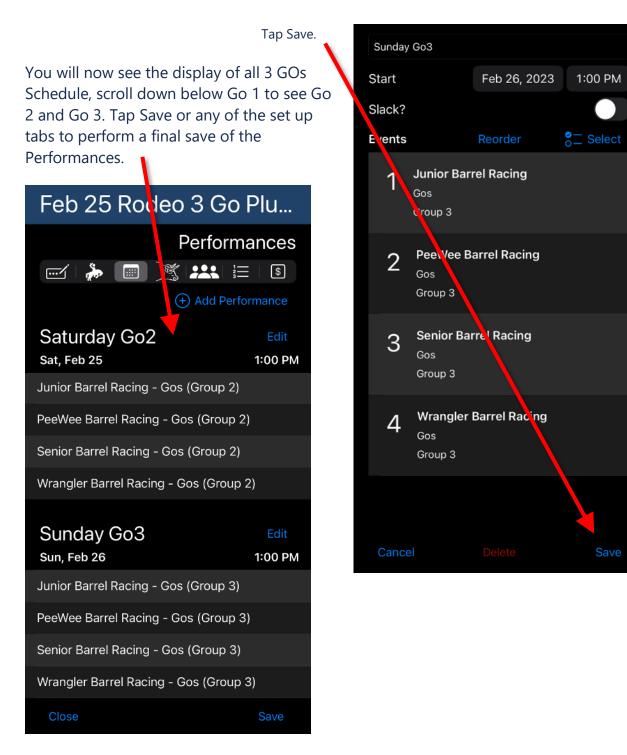
Tap OK when done and you will have your Go 2 schedule set.

Tap + Add Performance and name this Sunday Go 3 and set the proper date and start time. Then Tap Select. Then Tap the Group 3 row for each Event which will turn bold to indicate selected.

Select Event Rounds				
	Edit Groups			
<b>Junior Barrel Racing</b> Gos GOs 1 - 3	√ (+) Add Group			
Group 2	Saturday Go2			
GO 2	Saturday, 25 Feb 1:00 PM			
Group 3	This Performance			
GO 3	Friday, 24 Feb 1:00 PM			
<b>PeeWee Barrel Racing</b> Gos GOs 1 - 3	√ (+) Add Group			
<b>Group 1</b>	Friday Go1			
GO 1	Friday, 24 Feb 1:00 PM			
<b>Group 2</b>	Saturday Go2			
GO 2	Saturday, 25 Feb 1:00 PM			
Group 3	This Performance			
GO 3	Friday, 24 Feb 1:00 PM			
	ОК			



# Tap OK when done and you will have your Go 3 schedule set.



**Reminder:** Follow the instructions in <u>Splitting Money Between GOs</u> to set the Payout Allocations. If you do not set Payout Allocations all prize payouts will be calculated based on the average of Go1, Go2 and Go 3 and no payouts / points will be allocated to GO1, GO2 and GO3.

## Setting up a Jackpot Competition

Some Organizations run Jackpot Competitions in addition to their regular season Competitions. These jackpots are prize money-only Competitions and do not accumulate points towards the Organization season standings. The best way to handle this is to create a Points Configuration and new events specifically for the jackpots. So you would have Barrel Racing (for the season) and Barrel Racing Jackpot or something like that.

We will walk through the steps below in our example including a Barrel Racing Jackpot event and a Pole Bending Jackpot event.

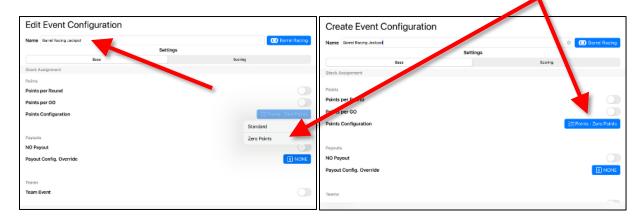
### Points Configuration

In **Settings** > **Points**, tap + to create a new Scoring Configuration, give it a name like Zero Points, and save. Do not add any settings for Placements.

⊖ Pine H	Create Scoring Configuration		
Settings	Name	Zero Points	+
Standard	Placement Points	Add Placement	

### Create New Jackpot Events

You can create as many Jackpot events as needed. We will set up the Barrel Racing Jackpot event as a new event. The settings will mostly be the same as the regular Barrel Racing event. the only exception will be the Points Config will be set to Zero Points.



Next we will set up the Pole Bending Jackpot event, again, with the same settings as the regular event, but with the Points Config set to Zero Points.

Create Event Configuration		Create Event Configuration	
Name Prive Bending Jackport	Pole Bending	Name Pole Banding Jackpot Strings	Pole Bending
Bazo	Scoring	Base	Scoring
General		Stock Assignment	
Abbreviation	РВ	Points Paints per Round	
Draw Sort Order	21		
Name of Attempt	Ride	Points per GO	
Judges Card	BP Judges Card	Points Configuration	E Points : Standard
Division	🛆 Div : Open		Standard
		Payouts	Zero Points
Stock Assignment		NO Payout	
Assign Stock		Payout Config. Override	I NONE
Register w/Stock			
Register w/Stock Mandatory		Teams	
Register w/Stock Unique		Team Event	

If your Jackpot events will be run with age divisions you will need to set up each Jackpot event per each age division.

### Setting Up the Competition

Then just make sure it is the Jackpot events you place in the Competition and set up your Performance Schedule. In this example, we have set up a simple 2 Go paying out 50% to Go 1 and 50% to Go 2 with Go 1 at 12:00 noon and Go 2 at 2:00 in the afternoon.

Start	mpetition Dates	Mar 9, 2024	12:00 PM CST	Details
End D	ate	Mar 9, 2024	4:00 PM cst	\$
Name March Barrels Ar	stration Dates			
Competition Dates	trations Open	Feb 20, 2024	9:45 AM CST	Mar 09 '24 Mar 09 '24 Feb 20 '24 Mar 04 '24
Season : 2024 Sease Regist	trations Close	Mar 4, 2024	9:45 AM CST	Set Dates
				-
NEW COMPETI	TION			Details
		R	E	s Details
lame March Barrels And Poles J				
Competition Dates	ackpor			Mar 09 '24 Mar 09 '2
legistration Dates				Feb 20 '24 Mar 04 *2
Season : 2024 Season				Set Dates
Nomo Matti Francis	lada			
Name Multi-Event I	wode			
Maximum Entries			1	- +
Rounds		I Re	order (+)	Add Round
Jackpot				2 GOs
			GO 1 Pa	yout : 50%
			GO 2 Pa	yout : 50%
		m Create		
	Are you sure you	n Create u wish to create all ith these rounds?		
	Are you sure you these events w	u wish to create all ith these rounds?		
Type of Event	Are you sure you these events w Jackpo	u wish to create all ith these rounds? t - 2 GOs		Select All
Type of Event	Are you sure you these events w Jackpo Eve Open Barrel	u wish to create all ith these rounds? t - 2 GOs ants : Racing Jackpot		Select All
	Are you sure you these events w Jackpo Ev Open Barle B	u wish to create all ith these rounds? t - 2 GOs ents :		Select All
Pole Bending Ja	Are you sure you these events w Jackpo Ev Open Barle B	u wish to create all ith these rounds? t - 2 GOs ants : Racing Jackpot		Open 🗸
	Are you sure you these events w Jackpo Ev Open Barle B	u wish to create all ith these rounds? t - 2 GOs ants : Racing Jackpot		
Pole Bending Ja	Are you sure you these events w Jackpo Upen Barrel Open Pole Bree	u wish to create all ith these rounds? t - 2 GOs ents : Racing Jackpot ending Jackpot		Open 🗸
Pole Bending Jac Saddlebronc	Are you sure you these events w Jackpo Upen Barrel Open Pole Bree	u wish to create all ith these rounds? t - 2 GOs ents : Racing Jackpot ending Jackpot		Open 🗸 Junior
Pole Bending Jac Saddlebronc Saddlebronc	Are you sure you these events w Jackpo Upen Barrel Open Pole Bree	u wish to create all ith these rounds? t - 2 GOs ents : Racing Jackpot ending Jackpot		Open 🗸 Junior Senior
Pole Bending Jac Saddlebronc Saddlebronc Steer Wrestling	Are you sure you these events w Jackpo Upen Barrel Open Pole Bree	u wish to create all ith these rounds? t - 2 GOs ents : Racing Jackpot ending Jackpot		Open 🗸 Junior Senior
Pole Bending Jac Saddlebronc Saddlebronc Steer Wrestling	ckpot	u wish to create all ith these rounds? t - 2 GOs ents : Racing Jackpot ending Jackpot		Open 🗸 Junior Senior
Pole Bending Jac Saddlebronc Saddlebronc Steer Wrestling March Barre	ckpot GOs Draw Or	u wish to create all ith these rounds? t - 2 GOs ents : Racing Jackpot ending Jackpot		Open 🗸 Junior Senior
Pole Bending Jac Saddlebronc Saddlebronc Steer Wrestling March Barre	ckpot	u wish to create all ith these rounds? t - 2 GOs ents : Racing Jackpot ending Jackpot	- +	Open 🗸 Junior Senior Junior
Pole Bending Jac Saddlebronc Saddlebronc Steer Wrestling March Barre	ckpot Ckpot Ckpot Ccancel Ccancel Cchos Cos Cos Cos Cos Cos Cos Cos Cos Cos C	u wish to create all ith these rounds? t - 2 GOs ents : Racing Jackpot ending Jackpot	- + Random	Open ✓ Junior Senior Junior
Pole Bending Jac Saddlebronc Saddlebronc Steer Wrestling March Barre	ckpot ckpot ckpot ckpot ckpot ckpot ckpot ckpot ckpot ckpot ckpot ckpot ckpot ckpot ckpot chock cancel chock cancel chock	u wish to create all ith these rounds? t - 2 GOs ents : Racing Jackpot ending Jackpot		Open ✓ Junior Senior Junior

Name				Jackpo
GOs:2			V	liew / Edit
D's : disabled			v	iew / Edit
Progression Calculati	ion to Next Round :			
Average	True Avg.	High	Lo	w
Number to Advance (	or Eliminate)			
	Set Allo Set GO 2 Payo		As Percentag	je?
S Per GO		50		
GO 1				50%
GO 2	Cancel	Set		50%



## **Running a Test Competition**

# The following instructions will help you set up a 1 Go 1 Performance Test Competition with three events.

**Note** In this worked example we will be using fake members so as to not impact any actual season data. Also, this article is fairly high level; we recommend reading further into the articles on each section if you need more details.

### **Competition Details**

Add "Test Rodeo - Do Not Enter" and set the competition dates for the appropriate weekend Saturday. Set registration dates for today until one day before the test Competition begins.

NEW COMP									
Name Test Rodeo - Do Competition Dates Registration Dates	Competition Dates Start Date End Date Registration Dates Registrations Open		May	18, 20 y 18, 2 y 12, 2	2024	3:4	5 AM 5 PM 5 AM	CST CST CST	Details S May 12 '24 May 12 '24 May 12 '24 May 12 '24
Season : 2024 Seaso Set Location	Registrations Close	2024 MON 6 13 20 27	.>	ved 1 8 15 22 29	тни 2 9 16 23 30	7:4  FRI 3 10 17 24 31	5 AM SAT 4 11 18 25	CST	Set Dates
Cancel	Cancel						Sa	ve	Save

### Add Events

Add three events: a timed event such as Barrel Racing, a scored event such as Bareback and a team event such as Team Roping. For this simple test, set this as a 1 go 1 performance rodeo. If you need to test a more elaborate set up refer to the articles on rodeo formats and set accordingly.

Test Rodeo	Name Multi-Event Mode				_		
e	Maximum Entries Rounds Saturday		i≡ R		1 - + mpetitor Limits Add Round 1 GO	ien Sold	Events  S  Add Event(s)  From Open  ct Open Event
	Type of Event Jackpot Barrel Racing Open Team Roping	Confirm Are you sure you these events wit Saturday Ever Senior B Open Bar Open Open 1	wish to create all h these rounds? - 1 GOs hts : areback el Racing	Round P	Select All Senior Open 🗸		
	Penning Rescue Race		•		Open Open	I	
Cancel	Cancel	Payout Co	nfig Override		Save		Save

### Add Performance Schedule

To create the performance, tap + and then **Save**.

#### Add Competitor Entries

Return to the Events tab and we will add some test Competitor entries to the events. For further details on manually adding members, refer to the <u>Competition: Manually Adding</u> <u>Competitors</u> section.

**Note** You can also add App User members in this same manner but we recommend only using test members here so that you do not impact feature stats or standings. We will first add six test members/entries to Barrel Racing, then the same six to Bareback, and again the same six to Team Roping. In Team Roping we will also create three teams from these six test Competitors.

Test Rodeo					
			÷	Add	Events
				3	S
	Solo Competitors				Add Event(s)
	Bob Brown		Admin Added	1	From Open
	Dan Donald		Admin Added	1	Select Open Event
Open Barrel Racing	Brenda Fink		Admin Added	1	Barrel Racing
Open Open Team Rop	Dave Louis		Admin Added	1	Open Team Roping
	Billy Martin		Admin Added	1	Open
Senior Bareback	Adam North		Admin Added	1	Bareback Senior
			•		
	Cancel		\$	Save	
Close					Save
Test Rodeo	원 Create Téam		÷	Add	Events s
	온 Create Team		÷		
			(Jama Aster) Heade	3	Add Event(s)     From Open
ed (	Team Fink Louis		ĺ	o er √	
In a second sec	Team Fink Louis Brenda Fink		Admin Adove) Header	o er √	Add Event(s)     Add Event(s)     Select Open Event     Barrel Racing     Open
ed (	Team Fink Louis Brenda Fink Dave Louis		Admin Adove) Header	S er√ er√	Add Event(s)     Add Event(s)     Select Open Event     Barrel Racing
In a second sec	Team Fink Louis Brenda Fink Dave Louis Team Brown Donald		Ann Asset Heade	S	Add Event(s)     Add Event(s)     Add Event(s)     Select Open Event     Barrel Racing     Open Team Roping     Open     Bareback
Open Barrel Racing Open Open Team Rop	Team Fink Louis Brenda Fink Dave Louis Team Brown Donald Bob Brown Dan Donald Team Martin North	•	Commonstated Header Commonstated Header Commonstated Header Commonstate Header	os er√ er√ er√	Add Event(s)     Add Event(s)     Add Event(s)     Select Open Event     Barrel Racing     Open     Open Team Roping     Open
Open Barrel Racing Open Open Team Rop	Team Fink Louis Brenda Fink Dave Louis Team Brown Donald Bob Brown Dan Donald Team Martin North Billy Martin	•	Composed Header	<ul> <li>Image: Second second</li></ul>	Add Event(s)     Add Event(s)     Add Event(s)     Select Open Event     Barrel Racing     Open Team Roping     Open     Bareback
Open Barrel Racing Open Open Team Rop	Team Fink Louis Brenda Fink Dave Louis Team Brown Donald Bob Brown Dan Donald Team Martin North Billy Martin Adam North		Composition Header Composition Header Composition Header Composition Header Composition Header Composition Header	м 1 м 1 м 1 м 1 м 1	Add Event(s)     Add Event(s)     Add Event(s)     Select Open Event     Barrel Racing     Open Team Roping     Open     Bareback
Open Barrel Racing Open Open Team Rop	Team Fink Louis Brenda Fink Dave Louis Team Brown Donald Bob Brown Dan Donald Team Martin North Billy Martin		Composition Header Composition Header Composition Header Composition Header Composition Header Composition Header	<ul> <li>Image: Second second</li></ul>	Add Event(s)     Add Event(s)     Add Event(s)     Select Open Event     Barrel Racing     Open Team Roping     Open     Bareback

#### Draw

Generate a draw. Remember to check the **Drawn Out** button to ensure all Competitors in all Events were drawn in (Drawn Out should be empty).

Test Rodeo - Do Not Enter		
e i i i i i i i i i i i i i i i i i i i	R	Draw \$
Show Drawn Out		 Publish Generate
Barrel Racing Open		ଡ ପ
Test		
1 Martin, Billy (#11)		
2 Brown, Bob (#31)	Draw Complete	
3 Fink, Brenda (#21)	Draw generation is complete.	
4 Donald, Dan (#26)	ОК	
5 North, Adam (#30)		
6 Louis, Dave (#14)		
Open Open Team Roping Open		
1 <b>Team Fink Louis</b> Brenda Fink (#21) Dave Louis (#14)		Header Heeler
Stock : NONE Close		Save

### Adjust the Draw

To familiarise yourself with making changes move a few Competitors around. Move a Competitor in Barrel Racing from 5th to 2nd. In Team Roping, move the 1st team to the last position.

Test Rodeo	Edit Draw for Adam North	
		Draw
	Performance Test	\$
Show Drawn Out	Open Barrel Racing	Publish Generate
Barrel Racing	1 Billy Martin	
Open	2 Adam North	<u>a</u> q
Test	3 Bob Brown	
1 Martin, Billy (#11)	4 Brenda Fink	
2 North, Adam (#30)	5 Dan Donald	
3 Brown, Bob (#31) 4 Fink, Brenda (#21)	6 Dave Louis	

### Publish the Draw

This is a step some new Admins often miss; Publishing the Draw makes it available to all your Competitors and Spectators and sends a notification to the Competitors.

Test Rodeo - Do Not Ente	er		
Show Drawn Out		Dra	
Barrel Racing Open		<b>a</b> 0	2
Open Open Team Roping Open Test 1 Team Fink Louis Brenda Fink (#21) Dave Louis (#14) Stock : NONE 2 Team Martin North Billy Martin (#11) Adam North (#30) Stock : NONE	Success Draw is now publicly viewable and notification of the draw has been sent to all competitors. OK	Her	ader eler oder eler
3 Team Brown Donald Bob Brown (#31) Dan Donald (#26) Stock : NONE		Her Her	ader eler
Close		Save	е

### Live: Results

Tap the **Live** tab and select your Test Rodeo Competition and select the events and enter scores/times and finalize the results.

Enter results and finalize results for Barrel Racing. Check the \$ payouts and the points awarded.

Enter results and finalize results for Bareback. Check the \$ payouts and the points awarded.

€	RodeoRea	dy Demo Acco	unt		
< Selec	ct Competition	Test Ro	odeo - Do Not Enter		
Roun	t : Senior Bareback d : Saturday + GO 1 nalize Results				Generate Draw
GO 1 1	Dan Donald				<b>Re-Draw</b> t:0.000s, s:58.00
2	Dave Louis				t:0.000s, s:55.00
3	Billy Martin				t:0.000s, s:49.00
4	Adam North				t:0.000s, s:65.00
5	Brenda Fink				t:0.000s, s:59.00
6	Bob Brown				t:0.000s, s:63.00
Timer	Disconnected	¢			0
	Members	Competitions	Live	Reports	Q Settings

Enter results and finalize results for Team Roping. Check the \$ payouts and the points awarded.

After you finalize the results, ensure you check the \$ Payout Details button to view how the payouts were calculated, including net purse calculations.



# **Advanced**

## Advanced: All Those Codes

### All Those Codes

The RodeoReady App uses a number of one-time codes, generated by the App, to share, link or transfer data between various parties using the app. The following gives a rundown of all the codes used on the Admin side, a handy reference for what to use when. There are also codes used between competitors which you can view in a similar article in the <u>Competitors' User Guide</u>.

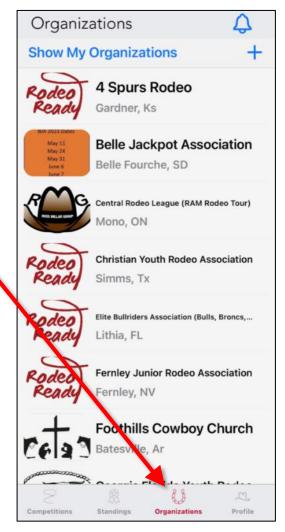
### New Organization Admin Code

This topic is also covered in the section <u>Admin</u>: <u>Setup Wizard</u>.

After first logging into the App, tap the Organizations icon at the bottom of the screen. To begin creating your Organization Account, tap the + button at the top of the next page. You will be required to enter a code provided by a member of RodeoReady. You can request this code by emailing <u>support@rodeoready.com</u>.

After receiving the code, enter it to begin adding a new Organization.





### New Administrator Invite Code

This topic is also covered in the section <u>Continuing</u> <u>Setup: Administrators</u>.

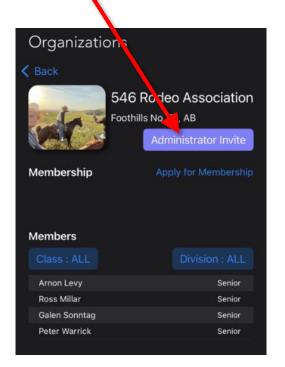
RodeoReady lets you have multiple Administrators (Admins) of your organization account. To add another Admin, in Setup, tap the **Administrators** option.

### Tap the **Add** button.

RodeoReady Demo Account			
< Settin	gs Administrators	Add	
Arnon L	evy	Admin	
Ross Mi	llar	Admin	
Galen ^	Success	Admin	
Peter	ONE TIME USE Administrator Invite	WNER	
	Code Generated : UXCHCGRK	WINER	
	Code COPIED to Clipboard.		
	Please send this code to the person you wish to add as an administrator. They can then use it when viewing your Organization and tap the 'Administrator Invite' button. Paste it into an email, text, etc		
	ОК		

RodeoReady Demo Account		
Settings Administrators	Add	
Arnon Levy	Admin	
Ross Miller	Admin	
Galen Sonntag gsonntag@rodeoready.com	Admin	
Peter Warrick	OWNER	

Your new Admin code has now been copied to your device's clipboard. Send this to the person you wish to allow to have Admin access to your Organization; they will then navigate on their iOS device to Organizations, tap your Organization, and tap **Administrator Invite** then enter the code you sent them.



### Admin Added Member Transfer Code

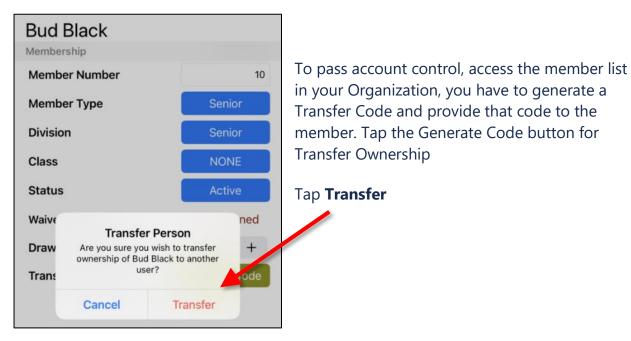
This topic is also covered in <u>Advanced: Merging</u> <u>an Admin-Added Person to their App Account</u>.

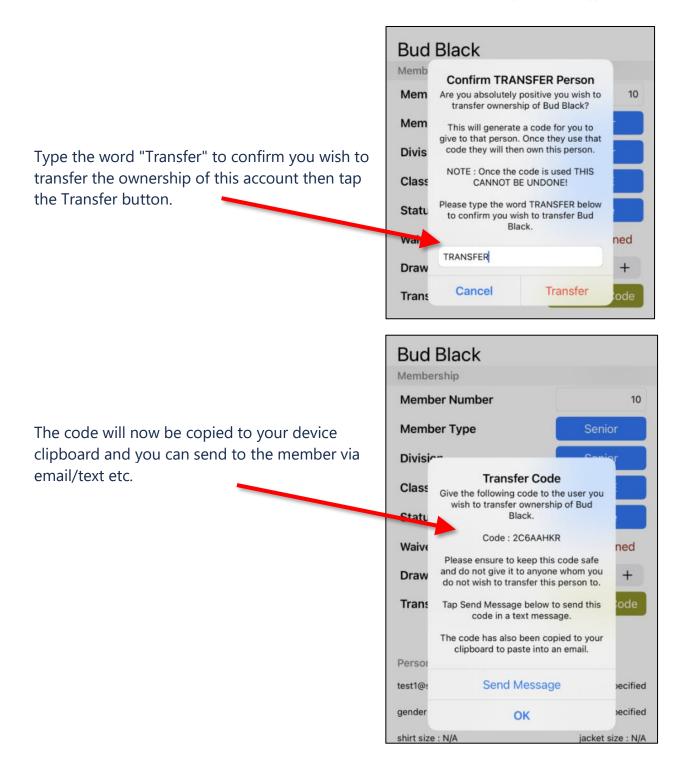
It is likely that at some point you will have an Admin-Added member who then does acquire an iPhone or Android phone and then has the App. This then means that you will need to pass control of the account to them by merging their data in the database with the profile they create in their App.

Bud Black Membership				
Member Number	10			
Member Type	Senior			
Division	Senior			
Class	NONE			
Status	Active			
Waiver Signed	Not Signed			
Draw Priority : NONE	- +			
Transfer Ownership	Generate Code			

This is done by passing them a Merge Code.

This process would normally begin by a member informing you that they now have a phone and have downloaded the App to their phone and they have become a member of your organization.





**Note** We strongly recommend that you remind the member to read the instructions for this action in the article *Transfer Membership to Another Organization* in the <u>Competitors' User Guide</u>.

## Advanced: New Event and Fee

Adding a New Event. During the initial setup wizard, a number of events are automatically setup. If your Organization requires additional events, the steps to create a new Event include both setting up an Event and creating an associated Event Fee for the Event. (There is a minimum amount of \$1 for any Fee set.) We will set up a Steer Wrestling Event in this example.

While in the Administration mode for your Organization, tap the Setup icon then tap the Events button. Tap the + button to begin creating a new Event Configuration. Enter a name for your event then choose a matching Type for the Event.

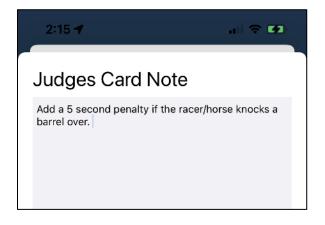
If there is not a match available from the standard list, choose OTHER. Selecting the Type sets the default Event settings to those typically used and also makes this Event available for additional reporting and future Community wide features.

# Edit Event Configuration

Name Barebac		:k	Bareback
		Bareback	
	Base	Barrel Racing	
General		Breakaway Roping	
Abbrevi	iation	Bull Riding	
Draw So	ort Ord	Chute Dogging	
Name o	f Atten	Pole Bending	
Judges	Card	Card Ribbon Roping	
Division		Saddlebronc	
		Steer Wrestling	
Stock As	signme	Team Roping	
Assign	Stock	Tie-Down Roping	
Register w/Sto OTHER			
Registe	r w/Stoo	ck Mandatory	0
Donieto	r w/Stor	ek I Iniaua	
Cance	el		Save

There are two categories of settings, Base and Scoring. You will begin in the Base screen. The Abbreviation will automatically be generated from the Event name. Edit if desired. Draw Sort Order is the order that the Event will appear in the display of the draw. You can set the default here and later can adjust the draw sort order per specific Competitions if desired. Name of Attempt defaults to Ride.

To add a message that will appear as a note on the Judges' Cards, tap the Judges Card<del>s</del> button and then type your note. Tap Save to complete and save the note.



Edit Event Configuration			
Name Bareback	🔲 Bareback		
Settin	gs		
Base	Scoring		
General			
Abbreviation	ВВ		
Draw Sort Order	1		
Name of Attempt	Ride		
Judges Card	Be Judges Card		
Division	Div : Senior		
Stock Assignment			
Assign Stock			
Register w/Stock			
Register w/Stock Mandato	bry		
Danietar w/Stock   Iniqua			
Cancel	Save		

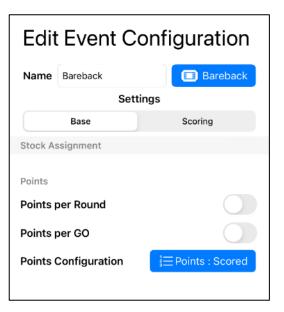
In the **Stock Assignment** section, the option switches and purpose are as follows:

- Assign Stock: This should be turned on if you will need to run a stock draw and assign stock to the event Competitors in this Event.
- Register w/Stock: (Intended for use with Barrel Racing) If you are expecting your Competitors to register for this Event along with their horse (a Rider – Horse pair) then tap on the Register w/Stock switch.
- Register w/Stock Mandatory: (Intended for use with Barrel Racing) If you will require (make it mandatory) that registrations include the horse, then tap on the option switch for Register w/Stock Mandatory.
- Register w/Stock Unique: (Intended for use with Barrel Racing) If you will require that where multiple registrations by the rider within the same Event must be on a unique horse, then tap on the option switch for Register w/Stock Unique.

In the **Points** section, Option switches include:

- Points per Round: If turned on, points will be awarded per each Round for this Event.
- Points per Go: If turned on, points will be awarded per each Go for this Event.
- Points Configuration: This will default to whatever the default Points Configuration is in your account. If you wish to override the Points Configuration, tap this button and choose a Points Configuration.

Edit Event Configuration				
Name	Bareback	Bareback		
	Setti	ngs		
	Base	Scoring		
General				
Stock As	ssignment			
Assign	Stock			
Registe	er w/Stock			
Registe	er w/Stock Manda	tory		
Register w/Stock Unique				
Points				
Points (	per Round	$\bigcirc$		
Points	per GO			
Points (	Configuration	1 ∃∃ Points : Scored		



### Payouts Section.

- No Payout: No \$'s will be calculated for payouts, points will still be awarded.
- Payouts Config. Override: This will default to whatever the default Payout Configuration is in your account. If you wish to override the Payouts Configuration, tap this button and choose a Payout Configuration. If your organization is using multiple payout configuration, you will use this button to select a payout configuration other than the Standard or Default. More information is available here: <u>Assigning</u> <u>the Payout Configuration to Events</u>.

Edit Event Configuration			
Name	Bareback	🔲 Bareback	
	Setti	ngs	
	Base	Scoring	
Points			
Points	per GO		
Points Configuration		Points : Scored	
Payouts			
NO Pay	out		
Payout Config. Override		S NONE	

If this is a Team Event turn on the Team Event switch.

- Team event: Allows for multiple team members on the same event team. Team Roles and number of team members are defined in the Team Roles Configurations.
- Multi-Entry Diff. Teammates: Only applies to team Events. If turned on, and the Competition allows multiple entries in the same team event, teams must comprise different team mates. The exact same team is not allowed to entry more than once. Note: Team A and Team B consisting of the same Competitors, but different roles, is considered a different team.
- Team Roles: Tap this button to set the Team Roles setting that applies to this Event.
- Allow Partial Teams in Draw Gen: This allows teams that are not full (i.e. only has a Header or only has a Heeler) to be allowed in the draw. Normally, if this is off, teams that are not full are drawn out.

Roping
Save

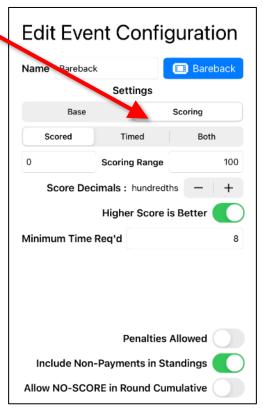
Note some switches will already be turned on or off as per the default settings of the Type selection.

### **Scoring Tab**

Tap Scoring to view the controls for this category of Event configuration settings. The initial settings will be as per the Event Type you chose on the previous screen. Scoring can be Scored, that is this is an event that is judged and scored, such as rough stock events or Timed (or Both).

### Scored Events

- Scoring Range: To set, enter the lowest possible score (or leave as 0) in the left box and the highest possible score in the right box.
- Score Decimals: Many Organizations only allow whole numbers (such as 67, 59, 73) for scored events but some organizations may allow for decimal places in the scoring or will be using the average of several judges. In this case, you may turn on decimal places such as tenths, hundredths, or thousandths by tapping the - or + signs.



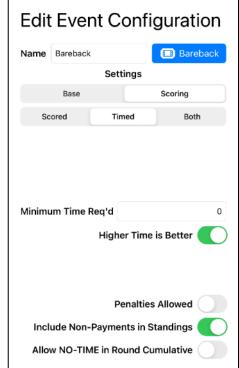
- Higher Score is Better: This switch will be turned on by default. Turn off this switch if a lower score is better in this Event.
- Minimum Time Required: This value can be set. If the minimum time is not reached, the score will not be used in the results calculations.
- Penalties Allowed: Penalties can be assessed to the score of this event, turn the Penalties Allowed switch to on.
- Include Non-Payments in Standings: Organizations may allow "exhibition" runs or "un-paid" runs and in most cases these are not eligible to receive any credit in the standings for points. Turn on the Include Non-Payments in Standings switch to prevent the assignment of points for these entries.
- Allow NO-SCORE in Round Cumulative: Allows a NO SCORE to be allowed into the round final (Average), it makes the NO SCORE considered as Placed. For a multi GO Rodeo if GO 1 has a Score of 70 and GO 2 has a score of NO TIME, the 70 will still be counted in the Average and used to calculate results if applicable.

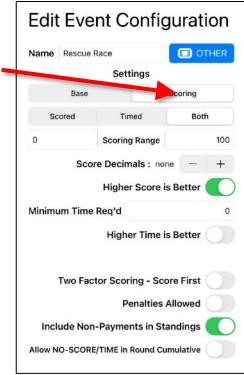
### Timed Events

- Higher Time is Better: This is normally switched off.
- Minimum Time Required: Indicates that the Competitor must meet a certain threshold to receive a time.
- Penalties Allowed: This switch should be turned on to enable the entry of penalty times.
- Non-Payments in Standings: Organizations may allow "exhibition" runs or "un-paid" runs and in most cases these are not eligible to receive any credit in the standings for points. Turn on the Include Non-Payments in Standings switch to prevent the assignment of points for these entries.
- Allow NO-TIME in Round Cumulative: Allows a NO TIME to be allowed into the round final (Average), it makes the NO TIME considered as Placed. For a multi GO Rodeo if GO 1 has a Score of 17.034 and GO 2 has a score of NO TIME, the 17.034 will still be counted in the Average and used to calculate results if applicable.

### **Two-Factor Scoring**

There is one more possible scoring configuration, a combination of Scored and Timed, called Both. The full range of scoring options from both Scored and Timed are available to set plus one more option, Two Factor Scoring - Score First. If this switch is turned on, then it will consider the Score as the primary placement criteria in awarding \$ and points, then Time. If this switch is turned off, then it will consider the Time as the primary placement criteria in awarding \$ and points, then Score the Time as the primary placement criteria in awarding \$ and points, then Score.





### Setting Event Fees

Tap Save once all the Event Configurations are selected. There is an additional step required. Once the Event Configuration is completed, you will now need to set up an Event Fee to be charged when Competitors enter the event in a Competition. Tap the Setup icon and then tap the Fees button. Tap the + button to begin Create Fee. Provide a name, for this example we will enter Steer Wrestling. Set Max. Uses to the default of 1. Tap to set the Fee Type to Event and choose the Event (Steer Wrestling (Senior)). Then tap the + button to add a Fee Instance, name it Initial, and enter the value for the fee. (There is a minimum amount of \$1 for any Fee set.) Tap Save to save the Fee Instance. Tap OK to confirm. Tap Save to Save the Fee Configuration.

<u> </u>	
Create Fee	
Steer Wrestling Senior	
Max. Uses	1
Fee Туре ( ?	
Member Competition	Event
Saddlebronc (Junior)	
Steer Wrestling (Junior)	
Steer Wrestling (Senior)	
Team Roping (Junior)	
Fee Instances	$\oplus$
Initial	\$55.00

Your new Event is now created and has a Fee associated with it so that it can now be included in Competitions for your Competitors to enter.

## Advanced: Sending Announcements

As an Admin for your Organization, you can send announcements to your Organization members. There are two types of announcements you can send. An all members announcement and a specific competition announcement.

#### All Members Announcement

This will send an in-App announcement to all your Organization competitors. Note: this does not send an announcement to Spectators who have not paid for a membership with your Organization.

From the Admin Settings, tap on Details.

RodeoReady Demo Account	RodeoReady Demo Account		
Settings	Settings Organization Details Save		
Organization			
(i) Details	Edit Organization		
	RodeoReady Demo Account		
Administrators			
🚫 Waiver	Mailing Address Autofill Current Location		
	Address		
Events	Turner Valley AB		
Events	Canada Zip / Postal Code		
**	Phone Number MDT Set		
20 Event Roles	Banner		
Points	<b>A</b>		
Stock	Rodeo Readu		
	Charg		
- Seasons	Setup Wizard		
Outs	Send Announcement		
Members Competitions Live Reports Settings	Members Competitions Live Reports Settings		

Save

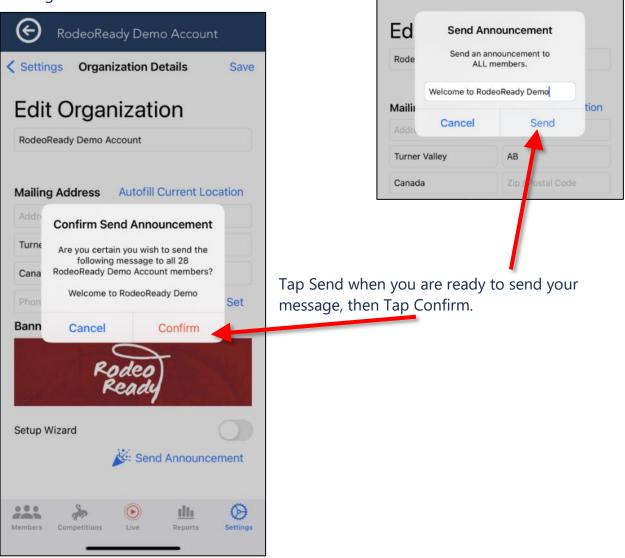
RodeoReady Demo Account

**Organization Details** 

(~)

< Settings

Near the bottom of the screen, Tap Send Announcement and then type your announcement message.

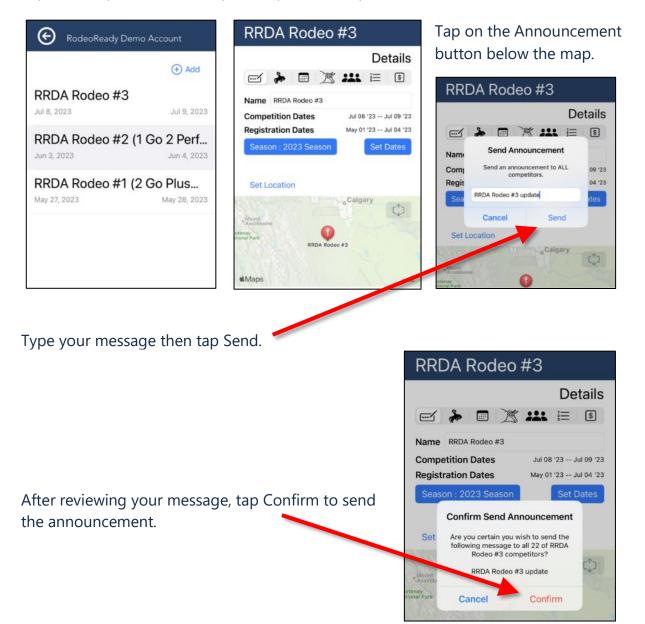


### Specific Competition Announcement

This will send an in-App announcement to all competitors registered within a competition.

**Note** This does not send an announcement to Spectators who have not paid for a membership with your Organization.

Tap on Competitions then tap on a specific Competition.

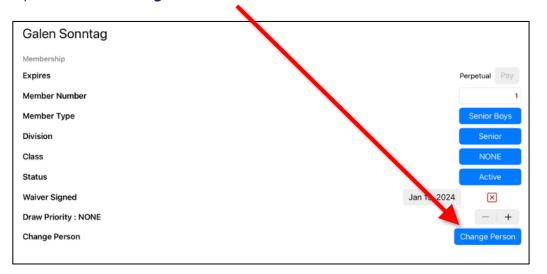


### Advanced: Change Membership from Parent to Child

Sometimes a parent will accidentally register and pay for themselves as a member instead of the Child in the Profile. We have a feature to move the registration from the Parent to the Child.

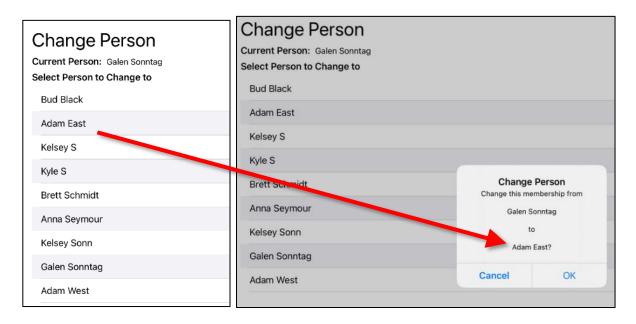
From the Members list tab, tap on the member.

😧 RodeoRea	ady Demo Account	İ		
Q Search				Cancel
Sort By :	Member Number		Name	
Draw Priority 4				
10 Bud Black				Senior Boys
12 Johnathon Cameron				Senior Boys
4 Kyle S				Senior Boys
				r cipicau
Draw Priority 3				
13 Anna Louis				Senior Boys
11 Billy Martin				Sanior Boya
2 Brett Schmidt				(Admin Added) Junior Boys
				(Perpetual )
6 Anna Seymour				Junior Boys
Members	ompetitions	🕑 Live	Reports	G Settings



### Tap the button Change Person.

It will then present the admin with the list of people associated with that user's account. Tap the correct person. Tap **OK**.



**Note** If the person is associated with the Admin's account, then all of the Admin-Added members will also be shown, as that Admin created those Admin-Added people.

## Advanced: Setting Two Payout Configurations

**Multiple Payout Configurations.** Most organizations will require a Payout Configuration to be set up which sets the rules by which prize money is paid out in Events.

Payout Configurations are one of the most complex and powerful sections of the RodeoReady App. A Payout Configuration is setup then choices are made as to where this Configuration is applied.

Some Organizations will require several Payout Configurations if their payout rules differ by event. For example, an Organization may have a *Standard* Payout configuration which is used for all individual Events and an additional *Teams* Payout Configuration used for team roping and ribbon roping Events. This is the scenario will use in the following example. First we will set up the *Standard*.

**Note** See the end of this article for how to Duplicate a Payout Configuration.

To begin, tap the **Create** button and give the configuration a descriptive name, such as *Standard*. There are three sections within a Payout configuration, Prizes, Rules, and Fees. Tap on the Prizes Tab, then + Add, then provide a name.

You will most likely set up multiple Prizes. Appropriate names here would be descriptive of the Prize to be paid, such as naming the Prize after either the number of places to pay or the percentages to pay.

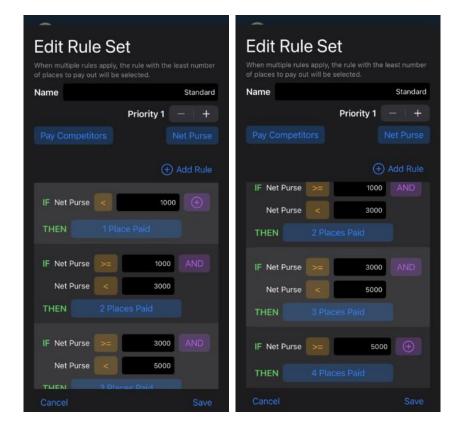
For example, name a Prize "1 Place Paid", the next Prize "2 Places Paid", the next Prize "3 Places Paid", etc. For each Prize configuration, click + Add Prize and set the Payout percentage for the placing, such as  $1^{st} = 40\%$ ,  $2^{nd} = 30\%$ ,  $3^{rd} = 20\%$ ,  $4^{th} = 10\%$ .

		Create P	rize Configuration
Creat	e Prize Configuration	Name	4 Places Paid
	<u> </u>		🕂 Add Prize
Name	2 Places	1st	40 %
	🕀 Add Prize		40 %
1st	60 %	2nd	30 %
	00 %	3rd	20 %
2nd	40 %	4th	10 %

After setting Prizes, tap Rules then tap + Add. Rules are used to determine what Prize set is applied according to the criteria of # of Entrants, Placed, or Net Purse value. First, the Pay button indicates to whom the payout is assigned. Pay means to pay to the Competitor. Tap the Entries button to indicate if the Rule is based on number of Entries, number of Competitors Placed, or Net Purse value. Set the first Rule.

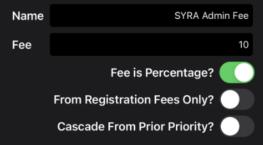
Rules are a set of statements that consist of comparing the value of Entries, Placed, or Net Purse to apply the Prize. Begin at the lowest level and continue to + Add Rules to set additional levels. For the first rule, we will set as "less than net purse value of \$1000" (<), using only one value. The second and third rules will use two values, both a lower and an upper value. For the second rule we will set the lower limit as "greater than or equal to net purse value of \$1000" (>=), then tap the AND button to set the upper limit as "less than net purse value of \$3000" (<).

For the final rule, we will require only a lower limit as "greater than or equal to net purse value of \$5000" (<). This last rule will include any value \$5000 and higher so no upper limit is needed. Note: when the screen is already "full" and you tap + Add Rule, you will need to scroll down to view/edit the settings.

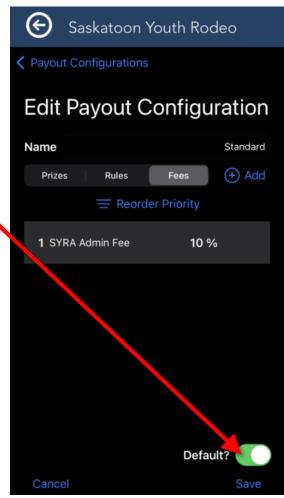


Tap the Fees tab then + Add to set up Fees that apply at time of Results calculations. This is used for Fees such as the default amount or percentage that the Organization removes from the Net Purse prior to prize Payouts.

## Edit Fee Configuration

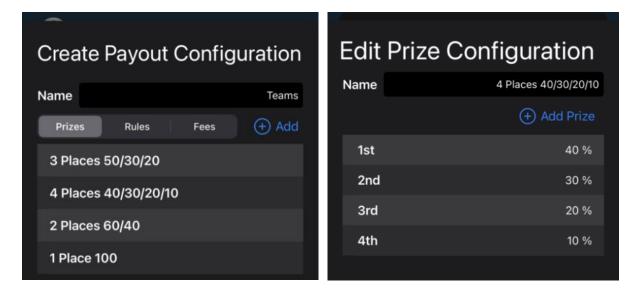


This completes the *Standard* Payout Configuration. One important factor to note here is that setting up the first Payout Configuration, our Standard Payout Configuration sets it as the Default Payout Configuration, note the Default switch set to ON in the bottom right; It will be used for all events, unless some other Payout Configuration is created and applied to an Event or Events.



We will now set up the *Teams* Payout Configuration.

To begin, tap the Setup Icon at the bottom of the screen to ensure you are starting from the beginning then tap Payouts, then tap the Create button and we will name this *Teams*. You should note that in the bottom right of the screen the switch for Default is set to off, as it should be, as our *Standard* configuration is our default. Tap on the Prizes Tab, then + Add, then provide a name. We are going to make these names very descriptive in this example by including both the number of places paid as well as the percentages. For example, name a Prize "1 Place 100", the next Prize "2 Places 60/40", the next Prize "3 Places 50/30/20", etc. For each Prize configuration, click + Add Prize and set the Payout percentage for the placing, such as 1<sup>st</sup> = 50%, 2<sup>nd</sup> = 30%, 3<sup>rd</sup> = 20%.

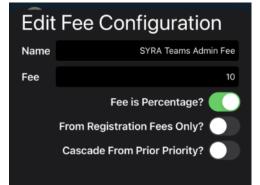


After setting Prizes, tap Rules then tap + Add. Set the first Rule. Because this is a Payout Configuration for team events (with 2 entry fees per team), we are going to set the Net Purse values in the Rules at twice the level we set in the *Standard* Payout Configuration.

Edit Rule Set When multiple rules apply, the rule with the least number of places to pay out will be selected.	Edit Rule Set When multiple rules apply, the rule with the least number of places to pay out will be selected.
Name	Name Teams
Priority 1 - +	Priority 1 - +
	Pay Net Purse
🕀 Add Rule	(+) Add Rule
IF Net Purse < 2000 (+) THEN 1 Place 100	IF Net Purse >= 2000 AND Net Purse < 6000 THEN 2 Places 60/40
IF Net Purse >= 2000 AND Net Purse < 6000 THEN 2 Places 60/40	IF Net Purse >= 6000 AND Net Purse < 10000 THEN 3 Places 50/30/20
IF Net Purse >= 6000 AND Net Purse < 10000	IF Net Purse >= 10000 (+) THEN 4 Places 40/30/20/10
Cancel Save	Cancel Save

Tap the Fees tab then + Add to set up Fees that apply at time of Results calculations. This is used for Fees such as the default amount or percentage that the Organization removes from the Net Purse prior to prize Payouts. We will use the same 10% value that we used in *Standard*.

Tap Save. Then tap Save again to save the *Teams* Payout Configuration.



### Teams Payout Configuration Based on Entries

If your organization uses the number of competitors (entries) entered in an event as the basis to determine the rules for how many place to payout, then you will likely need to create a separate Payout Configuration for team events. A team event will have double the number of entries (1 x header, 1 x heeler for example) as an individual event so you will likely need the rules to be doubled as well.

For example, if your first 2 payouts rules are:

If Entries < 5 THEN 1 Place 100% and If Entries >= 5 AND <= 10 THEN 2 Places 60%/40%

Then you will need to double these to:

If Entries < 10 THEN 1 Place 100% and If Entries >= 10 AND <= 20 THEN 2 Places 60%/40%

In the App settings these two rule sets would look like the following:

(Standard Payoเ	ut Configuration)		Edit Rule When multiple rules of places to pay out	apply, the rule with the I	east number
Edit Rule Set When multiple rules apply, the r of places to pay out will be seler Name		(Teams Payout Configuration)	Name Pay Competito	Priority 1	ieam Events - + Entries Add Rule
Pay Competitors	Entries (+) Add Rule 5 (+)		IF Entries <=	s s 1 Place 100	•
THEN 1 Place	Done		IF Entries >= Entries <= THEN 2	10 19 2 Places 60/40	AND
			IF Entries >= Entries <=		AND

Save

3 Places 50/30/20

THEN Cancel

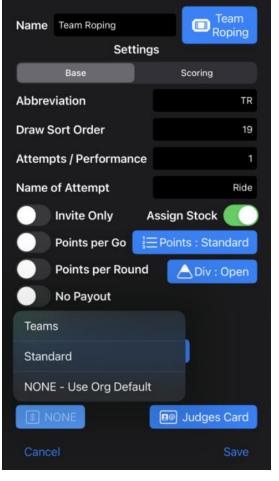
### Assigning the Payout Configuration to Events

Now that the *Teams* Payout Configuration is created, we need to specify where/when this should apply by setting the Payout Configuration Override. We do this in the Event settings.

Tap Setup. Tap Events. Tap the Event where this will be used, in our example, Team Roping Open. In the bottom left corner tap the \$ button (should be shown as \$ NONE which means that there is no Payout Configuration override set so it is currently using the default (or *Standard*). Tap on Teams and then Tap Save. Repeat the process of setting the Payout Configuration for any other Events that will require this configuration. For further details on applying Payout Configurations see <u>Advanced</u>: <u>Payout Configuration Overrides</u>.

You now have two Payout Configurations. The *Standard* is set to default so will be applied to all Events, except for Team Roping, where the *Teams* Payout Configuration will be applied.

### **Create Event Configuration**



### **Duplicate a Payout Configuration**

If your organization requires multiple payout configurations, you may want to take advantage of the time saving feature to Duplicate a Payout Configuration. This feature will copy all the Prizes, Rules and Fees and then all you need to do is make edits rather than begin from scratch. You can then choose where to apply the new payout config.

From the Payouts Configurations screen, slide from left to right on an existing row then tap the blue Duplicate and enter the name for the new configuration and tap Duplicate to complete the process.

RodeoReady I	Demo Account	😧 RodeoRead	y Demo Account
ttings ote Standard	Payout Configurations	✓ Settings Standard Team Events	Payout Configurations
n Events			
			Duplicate Enter the new payout configuration name to duplicate based on Standar
			Finalsj

RodeoReady Demo Account			
Settings	Payout Configurations		
Standard			
Team Events			
Finals			

Edit the new Payout Configuration and then apply where needed. For further details on applying Payout Configurations, refer back to the article above or also see <u>Advanced</u>: <u>Payout Configuration Overrides</u>.

## Advanced: New Division, Member Type and Fee

**New Division, Member Types and Fees.** When the setup wizard runs it creates default divisions and membership types as well as the associated Fees. If you require additional divisions and / or memberships, you can add as many as needed. For this example we will set up a PeeWee Division with PeeWee Boys and PeeWee Girls Member Types.

Within your Organization, tap Setup, tap Divisions, tap the + button to Create a Division. Enter the Name of the Division and a Description for the Division. Tap Save and you have now created a new Division.



Tap the Setup button again and then tap Member Types and then the + button to Create Member Type. Enter the name for the Member Type. Tap Divisions and set as PeeWee. Enter a Description then tap Save. Repeat for PeeWee Girls.

Rode	Bardy Dama A		(10) • • • • 74% (1)
< Settings	Create Member	Туре	+
Junior Boys	PeeWee Girls	0	
	Prefa		
Junior Girls	Mex Completitions	Mass Comp. Henesable	
Open Cowboys	Default Division	Public Division	
Open Cowgirls	Default Class	NONE	
PeeWee Boys	Description	Amateur	
Permit	Enter Description	Junior Non-Event Fees	
Senior Boys		Novice	
Senior Girls		Open PeeWee	
		Senior	
	-		Done

Next we will set up the Fees for the two Membership Types just created. Tap Setup. Tap Fees. Tap the + button to Create a Fee. Add a Description. Ensure the Member Fee Type tab is selected. Tap PeeWee Boys as the Membership Type to assign this Fee. Tap + to add a Fee Instance.

	Deedu Deve Assessed
Create Fee	Create Fee
PeeWee Girls Membership	PeeWee Girls Membership
Primary Application Fee  Fee Type ⑦ Season Config : NONE	Primary Application Fee Fee Type ⑦ Season Config : Annual
Member Competition NONE	Member Competition Event
rs Annual	rs Open Cowgirls
Junior Girls	r: PeeWee Boys
Open Cowboys	PeeWee Girls 🗸
Open Cowgirts	pe Permit
b Fee Instances	th Fee Instances (+)

Name the Fee Instance "2024", for example, and enter the amount to charge for the Fee. (There is a minimum amount of \$1 for any Fee set.) Tap Save to save the Fee Instance then tap Save again to save the Fee Configuration for PeeWee Boys. Repeat for PeeWee Girls.

Edit Fee Instance	
2024	
\$50.00	AUD
Effective Date	USD Apr 12, 2024
rs	

Your new Division, and two Membership Types, are now created and have associated Fees.

### Advanced: Charging Fees for Stalls and Sites and More

Many Rodeo Organizations charge their competitors for additional items, such as horse stalls, camping sites, banquet tickets and more. These obviously are not rodeo competition events and are discretionary, that is, they are not chosen/required by all Competitors and the quantity may vary. Some Competitors may need two horse stalls for the weekend, some only one. Some will be camping, others will not.

In the RodeoReady App we have developed a method where these can be supported, with the use of a combination of settings. We refer to these as Non Event Fees. The settings require the following:

**Step 1:** Create a Division named Non Event. This is to help differentiate from normal events.

**Step 2:** Set up a Non Event Fee as an Event (yes, this seems a bit contradictory) and assign this to the Non Event Division. Ensure to turn on the **NO Payout** switch.

Edit Event Configuration   Name Camping   Stitings   Base   Stitings   Base   Scoring   Points   Points   Points   Points   Points   Points   Points   Stock Assignment   Assign Stock   Register w/Stock Mandatory					
Settings     Settings       Base     Scoring       General     Points       Abbreviation     C       Draw Sort Order     100       Name of Attempt     Ride       Judges Card     Judges Card       Division     Div : Non-Event       Stock Assignment     Payouts       Assign Stock     Teams       Register w/Stock     Team Event	Edit Event Configurat	ion	Edit Event Confi	guration	
Base     Scoring       General     C       Abbreviation     C       Draw Sort Order     100       Name of Attempt     Ride       Judges Card     Judges Card       Division     Div : Non-Event       Stock Assignment     Teams       Register w/Stock     Team Event	Name Camping	THER	Name Camping	<b>OTHER</b>	
General     C       Abbreviation     C       Draw Sort Order     100       Name of Attempt     Ride       Judges Card     Judges Card       Division     Div : Non-Event       Stock Assignment     Assign Stock       Register w/Stock     Teams	Settings		Settings		
General     Points per Round       Abbreviation     C       Draw Sort Order     100       Name of Attempt     Ride       Judges Card     Judges Card       Division     Div : Non-Event       Stock Assignment     Payout Config. Override       Assign Stock     Teams       Register w/Stock     O	Base Scoring		Base	Scoring	
Name of Attempt     Ride       Judges Card     Judges Card       Division     Div : Non-Event       Stock Assignment     Payout Config. Override       Assign Stock     Teams       Register w/Stock     O		с	Points per Round		
Judges Card     Judges Card     Payouts       Division     Div : Non-Event     NO Payout       Stock Assignment     Payout Config. Override     NONE       Assign Stock     Teams       Register w/Stock     O	Draw Sort Order	100	Points Configuration	Points : S ored	
Division     Div: Non-Event     NO Payout       Stock Assignment     Payout Config. Override     Stock       Register w/Stock     Teams	Name of Attempt	Ride			
Division     Division       Stock Assignment       Assign Stock       Register w/Stock	Judges Card Judges	Card	Payouts		
Stock Assignment Assign Stock Teams Register w/Stock Team Event	Division Div : Non-	Event	NO Payout		
Assign Stock Teams Register w/Stock Team Event			Payout Config. Override	\$ NONE	
Register w/Stock	Stock Assignment				
Register w/Stock	Assign Stock		Teams		
Register w/Stock Mandatory	Register w/Stock		Team Event		
	Register w/Stock Mandatory				
Denieter w/Stock Uninue	Danietar w/Stock   Inimua				
Cancel Save Cancel Save	Cancel	Save	Cancel	Save	



**Step 3:** Create a Fee for this as an Event fee. This is the amount of the fee you will charge for this item.

Now for a bit of math. Because this is seen as an "Event", if you have Competition Fees which are set to Charge per Event (the switch is turned on) then you need to subtract these fees from the Fee for this item.

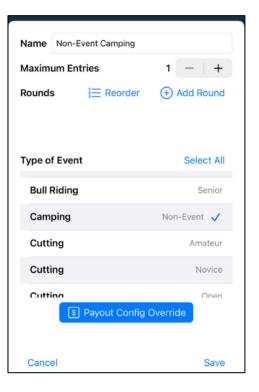
For example, if the total Fee for Camping is to be \$45, and you currently have a Secretary Fee of \$5 that is set to Charge Per Event, then you should set the Camping fee to \$40 so that \$40 + \$5 = \$45.

If you have more than one Competition Fee set to Charge Per Event, then make sure you deduct the total of these fees to arrive at the accurate total.

**Step 4:** When you create your Competition, add all your normal events first and set up the Performances for those events.

Then Add your Non Event Fees events to the Competition

Edit Fee
Camping
Fee Туре 🧿
Member Competition Event
Bull Riding (Junior)
Bull Riding (Senior)
Camping (Non-Event)
Cutting (Novice)
Cutting (Amateur)
Fee Instances  (+)
2023 Active \$40.00



**Step 5:** Then create a new performance named Non Event Fees Only.

This is required to allow Competitors to select these items at Registration and to prevent draw generation errors.

Set the date and time for this Performance to the very end of the rodeo so it appears last and is not confused with regular competition events.

RRDA Rodeo #4	
Perform	\$
Sun Large Go 2 Sun, Jul 30 Senior Bareback - Large (Group 2) Senior Barrel Racing - Large (Group 2) Junior Bareback - Large (Group 2)	Edit 2:15 PM 2)
Sun Small Go 2 Sun, Jul 30 Junior Team Roping - Small (Group 2 Junior Barrel Racing - Small (Group 2	
Non Events Sun, Jul 30 Non-Event Camping - Non Events Close	Edit 3:15 PM Save

## Advanced: Setting Draw Generation Order

The RodeoReady App provides you the options to set the draw generation order by Go within your Competitions. Note: when draws are generated, each event will be handled individually. The settings and description of each is as follows.

- Random: the draw order is generated randomly, each competitor has an equal chance of being drawn into any order in the event / go / performance. This is the standard setting for Go 1.
- Registration: the draw order is set to be the order in which competitors registered for the Competition.
- Same: the draw order will follow the same draw order of the previous Go.
- Reverse: the draw order will follow the reverse draw order of the previous Go, 1st will become last and last will become 1st.
- Result Best-Worst: the draw order will be based on the current results in the event to that point in the competition, with the current 1st place competitor running 1st in the Go.
- Result Worst to Best: the draw order will be based on the current results in the event to that point in the competition, with the current last place competitor running 1st in the Go.

Create Event Round To set the draw order, when setting up your Name Sample Draw Order Settings Competition and adding your events, in the Create GOs : 1 Event Round screen. Tap on View/Edit for the GOs and tap + to add a few GOs. D's : disabled Progression Calculation to Next Round : Average True Avg. High Low Number to Advance (or Eliminate) As Percentage? Sample Draw Order Settings GOs Draw Ord... Number of GOs: 3 + GO 1 Random GO 2 Go 1 may be set to either Random or Registration GO 3 Registration.

All other GOs can be set to any of the Draw Order options.

Tap **OK**, when you are done with your Draw Order options.

· - ·	-	-	
Sample Dra	w Order Se	ttings GC	s Draw Ord
Number of	GOs : 3		-   +
GO 1			
GO 2			Random
GO 3	Random		
	Same		
	Reverse		
	Result Bes	t-Worst	
	Result Wo	rst-Best	
	Registratio	n	

Sample Draw Order Settings GOs Draw Ord...Number of GOs : 3— I + IGO 1RegistrationGO 2ReverseGO 3Result Worst-Best

## Advanced: Payout Configuration Overrides

Within the Organization Settings, you can set up multiple <u>Payout Configurations</u>. One of these Payout Configurations will be the Default, which will apply to all Events, unless another setting overrides the Default. Note that you can create as many Payout Configurations as you need. There are three places where Payout Configuration Overrides can be set.

- 1. Settings: Events
- 2. Competition: Payouts
- 3. Competition: Events

Each of these is more specific than the previous. A more specific Payout Configuration will override a more general Payout Configuration.

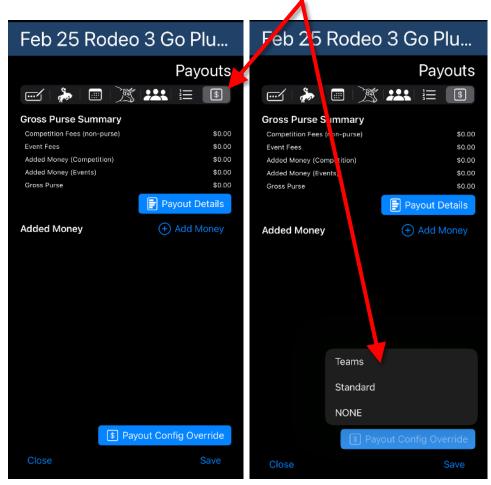
### Settings: Events

Within the Organization Settings for Events, you can select Payout Configurations to apply to those Event. For example, in addition to your default Payout Configuration (in our documentation we call this standard) you may have a second Payout Configuration for Team Events (named Teams). In Settings: Events, for the Team Roping Event, you can then select the Teams Payout Config and this will override the default and use the Teams configuration when calculating Payouts in Results.

-					
Edit Eve	ent Cont	figuration	Edit E	vent Co	onfiguration
Name Team F	Roping	Team Roping	Name Tea	m Roping	🔲 Team Roping
	Settings			S. ttin	ngs
Base		Scoring	Ba	ase	Scoring
Points			Points		_
Points per GO			Points per 0	90	
Points Configu	uration	Points Standard	Points Conf	iguration	≩ Points : Standard
	NONE - Use	Org Default			
Payouts	Standard		Payouts		
NO Payout	Teams		NO Payout		
Payout Config	. Override	S NONE	Payout Con	fig. Override	💲 Teams
Teams			Teams		
Team Event			Team Event		
Multi-Entry Di	ff. Teammates		Multi-Entry	Diff. Teamma	tes 🗾
Team Roles	2? Team Ro	les : Team Roping	Team Roles	2? Team	Roles : Team Roping
Cancel			Cancel		

### Competition: Payouts

Within the Competition settings, Tap the \$ symbol for Payouts. At the bottom of the screen, tap Payout Config Override and select a Payout Configuration. This will be applied to all Events within the Competition (unless overridden at the Competition: Events level).



### Competition: Events

When adding your Events to your Competition, at the bottom of the screen is a Payout Config Override button. Use this to assign a Payout Configuration to the Event or selected Events. This will override all other Payout Configuration settings.

Name Multi-Event Mode		Name Multi-Event Mode	
Maximum Entries 1		'aximum Entries	1 – †
Rounds \Xi Reorder 🕂	Add Rour d	Rounds 듣 Reorder	⊕ Add Round
Type of Event	Select All	Type of Event	
Saddlebronc	Senior	Saddlebronc	
Steer Wrestling	Junior 🧹	Steer Wrestling	
Steer Wrestling	Senior 🧹	Stee Teams	
Team Roping	Junior	Standard Tean	
Team Roping	Open	NONE Tean. S Payout Config C	Open Override
Cancel	Save	Cancel	

Combining Competition: Payouts and Competition: Events

In the situation where you need to apply different Payout Configurations to a Competition at the Event level, you would first set the default as described above in the Competition: Payouts section. This should be the payout configuration that will be used by the greatest number of Events within this competition. Note that you can create as many Payout Configurations as you need. Then, when adding your Events to the Competition, select the appropriate Payout Config Override for an Event or selection of Events.

## Advanced: Merging an Admin-Added Person to their App Account

As an Admin for your Organization, you will occasionally have the need to create a member that is not an App user. This happens most often when a member is a person who does not have access to an iPhone or an Android phone and therefore can not use the RodeoReady App to register for rodeo Organizations or to register for rodeo Competitions. This topic is covered in <u>Competition: Manually Adding Competitors</u>. These are denoted in the member list as Admin-Added members. Likely at some point you will have an Admin-Added member who then does acquire an iPhone or Android phone and then has the App. This then means that you will need to pass control of the account to them by merging their data in the database with the profile they create in their App. This is done by passing them a Merge Code.

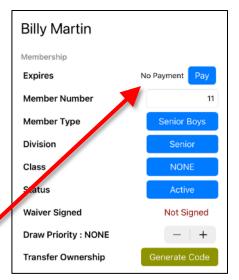
Before we show you how to pass the Merge code to the competitor we want to provide a very strong caution. Once this merge has been done, it **cannot** be UNDONE. Therefore it is important that the member does the merge properly, merging to the correct person in their profile (as members can manage multiple people within their app profile). We have provided documentation in the <u>Competitors' User Guide</u> as well on this feature to help make it clear how to Merge as well as the precautions of making sure they are merging to the correct person.

This process would normally begin by a member informing you that they now have a phone and have downloaded the App to their phone. To pass account control, access the member list in your Organization, you have to generate a Transfer Code and provide that code to the member. See the screenshots below.

Before you pass the account control, check to ensure that the member is correctly marked a having paid for their membership.

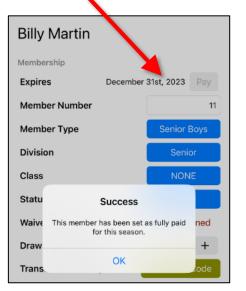
When an Admin manually creates a member, the onus is on the Admin to collect membership fees directly from the member (outside of the App payment system). If a member is transferred from Admin-added to the App user, and they are not marked as paid, they will need to join the organization and pay their membership fee before they can register for Competitions. To mark an admin-added member as paid, go Members, then tap the Member's name.

If the member has not been marked paid, it will show as No Payment next to the Pay button.



Tap the Pay button and then tap Set as Paid.

Their membership term will be set to expire per your Organization's season end date and their assigned Membership Type.

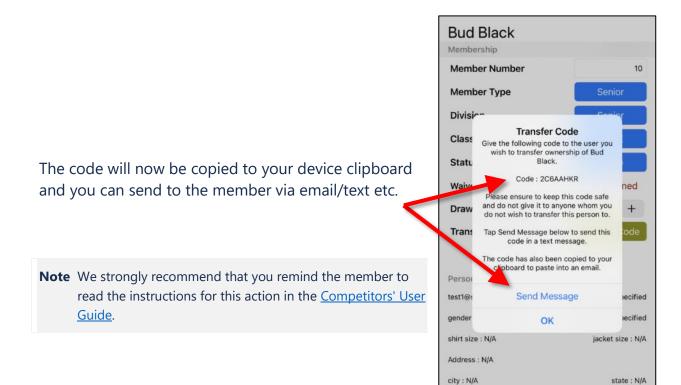


Billy	Martin		
Member	ship		
Expires	5	N	o Payment Pay
Membe	er Number		11
Member Type		Senior Boys	
Division		Senior	
Class	Class		NONE
Statu	Admin Pay Membership		
Waive	Set Billy Martin as a paid member for <b>ned</b> the current season??		
Draw			+
Trans.	Cancel	Set	t as Paid

Tap the Generate Code button when you are ready to begin the transfer process forTransfer Ownership.Tap Transfer.

Bud Black		Bud Black	Bud Black
Membership		Member Number 10	Memb Confirm TRANSFER Person
Member Number	10		Mem Are you absolutely positive you wish to 1 transfer ownership of Bud Black?
Member Type	Senior	Member Type Senior Division Senior	Mem This will generate a code for you to give to that person. Once they use that
Division	Senior	Class NONE	Divis code they will then own this person. NOTE : Once the code is used THIS
Class	NONE	Status Active	Class CANNOT BE UNDONE!
Status	Active	Waive ned	Statu to confirm you wish to transfer Bud Black.
Waiver Signed	Not Signed	Draw Are you sure you wish to transfer + ownership of Bud Black to another	Waive ned
Draw Priority : NONE	- +	Trans tode	Draw +
Transfer Ownership	tenerate Code	Cancel Transfer Personal Information	Transfer ode

Type the word "Transfer" to confirm you wish to transfer the ownership of this account then tap the Transfer button.



Cancel

Save

## Advanced: Scheduling Events Outside Main Performances

At some rodeo Competitions, there are Events which are held outside of the main performances. For example, a Competition's performances may be scheduled for Saturday and Sunday, but they have a Novice Saddlebronc Event (or other Events) held Friday night. This Event will need to be set up separately from the main schedule and then placed in a separate group in the Schedule.

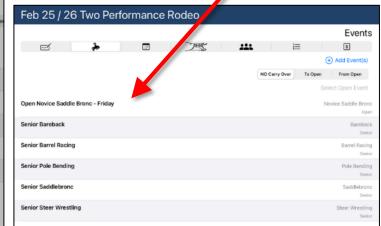
After you have set up all your main Events and main Performances, tap the Events tab, tap + Add Events, and tap + Add Round. We will name this round NSB. Tap OK.

Feb 25 / 26	Create Event	Round			4	
	Name			NSB		Events
e (	GOs : 1			View / Edit	0	\$
	D's : disabled			View / Edit	Œ	Add Event(s)
	Progression Calculation	to Next Round :			ien	From Open
	Average	True Avg.	High	Low	Sele	
Senior Bareback	Number to Advance (or	Eliminate)				Bareback
				As Percentage?		Senior
Senior Barrel Racing	S Payout Allocations					Barrel Racing Senior
Senior Pole Bending						Pole Bending

Tap the Novice Saddlebronc Event then tap the name field and add " - Friday" to the name to distinguish this, and tap Save.

Maximum Entries	1 –   +
Rounds	i Reorder 🕕 Add Round
NSB	1 GO Round Payout : 100%
Mutton Bustin	PeeWee
	PeeWee Wrangler
Mutton Bustin	
Mutton Bustin	Wrangler
Mutton Bustin Mutton Bustin Novice Saddlebronc	Wrangler Open 🗸

We now have Novice Saddlebronc - Friday included in the list of events.



Next we will need to add this event to the schedule for Friday night. Tap the Performances tab. Tap + Add Performance. Name the Performance Friday Night.

Feb 24, 2023 6:15 PM
Feb 24, 2023 6:15 PM
1 65 24, 2025 0.15 PM
o_ Select

Tap Select and on the Novice Saddlebronc event row then tap + Add Group. There is no need to set the Maximum Competitors (unless there is a limit), tap Add. Tap OK, tap Save.

Friday Night	Select Event Rounds		to monthly portably and
Start Slack?		C Edit Group	24, 2023 6:15 PM
Events	Onen Nevice Codelle Denne - Friday		Select
	Open Novice Saddle Bronc - Friday NSB	(+) Add Group	
	Group 1	This Performance Friday, 24 Feb 6:15 PM	
	Senior Bareback Round	+ Add Group	
	GO 1	Sunday Sunday, 26 Feb 1:15 PM	
	GO 1	Saturday Saturday, 25 Feb 1:15 PM	
	Senior Barrel Racing Round	0	
		+ Add Group	

You will now see Friday Night in the schedule with Novice Saddlebronc - Friday. Tap Save or any of the tabs at the top to save.

Feb 25 / 26 Two Performance Rodeo		
		Performances
	1	\$
		+ Add Performance
Edday Michael		
Friday Night Fri, Feb 24		Edit 6:15 PM
Open Novice Saddle Bronc - Friday - NSB		
Octomology		
Saturday Sat, Feb 25		Edit 1:15 PM
Senior Barrel Racing - Round (GO 1)		
Senior Saddlebronc - Round (GO 1)		
Senior Pole Bending - Round (GO 1)		
Senior Steer Wrestling - Round (GO 1)		
Senior Bareback - Round (GO 1)		
Sunday Sun, Feb 26		Edit 1:15 PM
Close		Save

## Advanced: Splitting Money Between GOs and Average

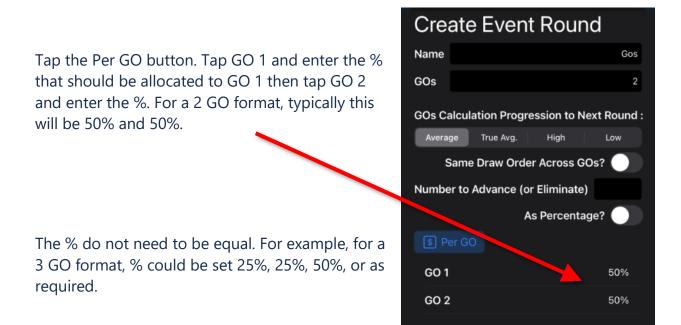
In several draw formats, such as 2 Go, 2 Go Plus Average, 3 Go, and 3 Go Plus Average, the prize purse for the event should be divided between the GOs and Averages. Please view the Chapters on setting up these draw formats separately. We will show two examples below. First, a 2 Go format where all payouts are based on the GOs and there is no payout to the Average. Second, a 3 Go Plus Average format where payout is split between all 3 GOs and the Average.

**Note** If there are no Payout Allocations set to the GOs, then all Payouts will be awarded to the Average of the GOs. For example, in a 2 GO rodeo, if no Payout Allocations are set to Go1 and Go2, 100% of the payouts will be based on the average of the 2 GOs.

#### 2 Go

For this first example, we are using a **2 GO** format. When you are setting up your Event GOs, after indicating 2 as the number of GOs, tap the Payout Allocations button.

Create Event Round
Name Gos
GOs 2
GOs Calculation Progression to Next Round :
Average True Avg. High Low
Same Draw Order Across GOs?
Number to Advance (or Eliminate)
As Percentage?
Payout Allocations
NONE
Round
Per GO
Round & Per GO



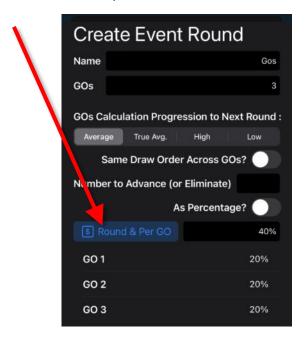
Tap OK. Tap Save. Tap OK to confirm the Payout Allocations settings.

#### 3 Go Plus Average

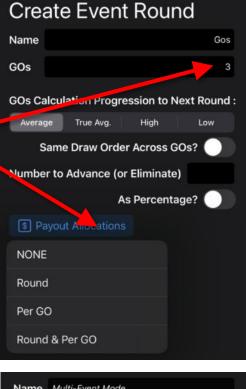
**Note** The default setting, if no Payment Allocations are set, is that 100% of the prize purse would be allocated to the Average.

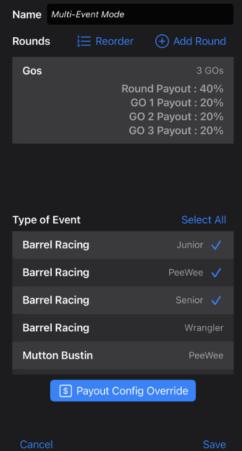
For this example, we are using a 3 Go Plus Average format. When you are setting up your Event GOs, after indicating 3 as the number of GOs, tap the Payout Allocations button.

Tap Round & Per GO. Tap the Round Allocation and enter the % of the prize purse to be allocated to the Average. Tap GO 1 and enter the % that should be allocated to GO 1, then tap GO 2 and enter the %, then tap GO 3 and enter the %. The % does not need to be equal. For example, for a 3 GO format, the % could be set 40% for the Average and 20%, 20%, 20% for GO 1, GO 2 and GO 3, or as required.



Tap OK. Tap Save. Tap OK to confirm the Payout Allocations settings.





# Advanced: Multiple Point Configurations

Organization Admins can setup multiple points configurations which can be assigned to events as needed. Such as, your timed events may be worth 10, 9, 8, 7, 6, 5, 4, 3, 2, 1 points while your scored events (such as rough stock) may be worth 5, 4, 3, 2, 1 points. To make this happen, you will need to set up 2 Points Configurations and then assign the Points Configurations as appropriate to the events.

First we will set up the **Timed** configuration. In Settings, tap Points, then tap the + button to add a new configuration. Give this the name Timed.

1:01 PM	Thu Oct 26 Rodoo Roady ( Domo Account	43	81% 🔲 '
Se	Create Scoring Configuration		+
	Name	Timed	
Star	Placement Points	+ Add Placement	

Scoring Configurations

Next tap + Add Placement and add the placement / point combinations of 1/10, 2/9, etc. to 10/1.

Name	Timed
Placement Points	+ Add Placement
1	10 points
2	9 points
3	8 points
4	7 points
5	6 points
6	5 points
7	4 points
8	3 points
9	2 points
10	1 point

**Edit Scoring Configuration** 

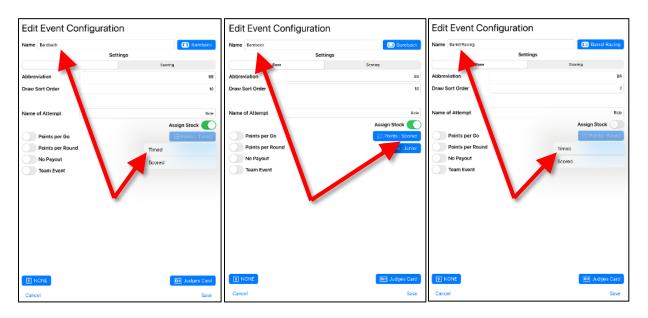
Next we will set up the **Scored** configuration. Tap + to create a new Points configuration.

Give this the name Scored.

Next tap + Add Placement and add the placement / point combinations of 1/6, 2/5, etc. to 6/1.

RodeoReady Demo Account	1 🗢 81% 🔳)
Scoring Configurations	
Edit Scoring Configuration	
Name	Scored
Placement Points	+ Add Placement
1	6 points
2	5 points
3	4 points
4	3 points
5	2 points
6	1 point

Next, to assign these Points Configurations to the proper events, edit each Event and then tap the button for Points: and set to the appropriate configuration.



# Advanced: Parent Partners in Team Events

In many junior or youth rodeo Organizations, Parent Partners are permitted in one of the team roles, while the child is the team partner of the other role. In these situations, the Parent Partner does not pay the Event fees and only the child is eligible for any \$ payouts and points. Possible combinations of this include a child as Header and a Parent as the Heeler (or vice versa) in Team Roping and the child as the Runner and a Parent as the Roper (or vice versa) in Ribbon Roping.

**Note** Ensure you read the instructions at the bottom of this page for checking for teams and competitors in the draw that have been drawn out.

The team Event will have been created as per any normal team event. The child will enter the Event from the App, indicating their Role, and when prompted to, taps the New Team button (then continues to pay for the registrations). This will generate a Team Code, (which is not required to be used) and the result is a team of one at this point consisting of just the child in their specified role.

Then it is up to the Admin to handle the addition of the Parent Partner. Adding the Parent Partner is similar to the addition of an Admin- added competitor with the additional step of creating the team.

First, if not already known, you will need to request the name of the parent partner to match up with the child.

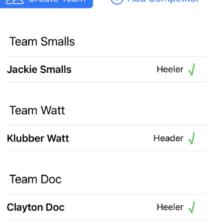
Then, in the Competitions, select the Competition, tap on the Events tab, Tap on the team event you are working with. In our example here we are working with the **PeeWee Team Roping With Parent** event.

End Of July Rodeo		
	Events	
🗹 🏓 🗖 🎘 🕻	\$ 12 \$	
(	+) Add Event(s)	
Junior Barrel Racing	Barrel Racing Junior	
Junior Pole Bending	Pole Bending Junior	
PeeWee Team Roping With F	Parent Team Roping With P_ PeeWee	
Senior Saddlebronc	Saddlebronc Senior	
Senior Team Roping	Team Roping Senior	

Next, Tap the **Competitors** button near the bottom of the screen. This will bring up a listing of the current Competitors with their role displayed and existing teams in the Event. You will already see the child listed as a Team, but without a team partner.

Next you will need to add the Parent to the Event as a manually added competitor. Tap the + Add Competitor button at the top right. This will display a list of already manually added competitors. If the Parent is not already in the list they can be added as per the <u>instructions</u>.

Name Pee	Wee Team Roping Wi	ith Parent
Rounds	}⊟ Reorder	(+) Add Round
Round		1 GO
	Round	Payout : 100%
Type of Ev Steer wi		Senior
Team Ro		Junior
Team Ro		Open
Team Ro	ping	Senior
Team Ro	ping With Parent	PeeWee 🗸
Team Ro	ping With Parent	Wrangler
	S Payout Config C	Override
	Competit	ors
Cancel		Save
20 Crea	nte Team 🔶 A	dd Competitor
Crea Team S		dd Competitor



Tap the Team Role button to select the appropriate role as needed by the child Competitors (in this case Jackie Smalls is a Heeler and needs a Header). Then tap the Parent name (we are using Jimmy Grey), then tap Add as a Competitor and that Parent Partner will now be available in the list of competitors for this event.

Add Con	npetitor   Add Person Team Role : Header	22 Create Team	+ Add Competitor
Q Search for I	Heeler	Solo Competitors	;
Bobby Grey	Header	Jimmy Grey	Header 🗸
test2@sonntag.o	ca	Team Smalls	
Jimmy Grey test1@sonntag.c	:a	Jackie Smalls	Heeler $\checkmark$
Jimmy Johns		Team Watt	
jj@sonntag.ca		Klubber Watt	Header $$

Next we need to create a term consisting of the child Competitor who was registered and paid through the App and the Parent Partner who is a manually added Competitor. Tap the **Create Team** button then tap the names of the two team members, Jimmy Grey and Jackie Smalls. Tap Save Team at the top left then **OK** to confirm. You will now see the team Grey Smalls has been created.

Save Team	+ Add Competitor	온 Create Tear (+) Add Competitor
Solo Competitors		Solo Competitors
Jimmy Grey	Header 🧹	Jimmy Grey Header 🗸
Team Smalls		Team Smalls
Jackie Smalls	Heeler 🧹	Jackie Smalls Heeler 🗸
Team Watt Klubber Watt	Header 🗸	Create Team Te Create team with : Klu Jimmy Grey (Header) Jackie Smalls (Heeler)
Team Doc		Te Cancel OK
Clayton Doc	Heeler 🗸	Clayton Doc Heeler $$

Repeat the above steps to add the Parent Partners as competitors to the event and then create additional teams as required.

As a final step, from the Competition editor, tap on the Competitors tab which shows a summary of all competitors and their paid/unpaid status. Note that Jimmy Grey, who has been added as a Parent Partner, shows \$28.00 owing. Leave this as is. This will ensure that when the Competition results are entered and payouts/points are calculated, no \$ or points can be assigned to Jimmy Grey as he is unpaid.

#### End Of July Rodeo Competitors 湾 .... m/ PAID: \$1,240.00 OWING: \$630.00 **Total Competitors** 21 Q Search \$28.00 OWING **Jimmy Grey** \$0.00 Paid Events : Admin Added PeeWee Team Roping With Parent Jimmy Johns \$58.00 OWING \$0.00 Paid Events : Admin Added Senior Saddlebronc Alison Red PAID \$87.00 Events : Junior Barrel Racing Junior Pole Bending PAID \$58.00 Andy Red Events : Senior Team Roping Close Save

#### Checking the Draw

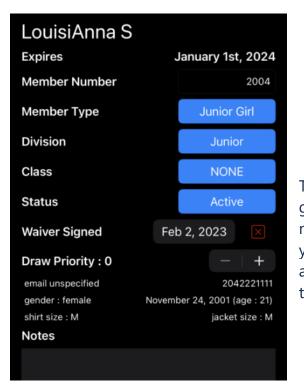
One last step. After you have made all additions for Parent Partners, and after you have run the draw for the Competition, it is very important to check the draw (tap the **Shown Drawn Out** button) for teams and competitors in the draw that have been drawn out. Because you have parent partners who are unpaid, these teams will be drawn out as well, subsequently, the child Competitors on those teams will be drawn out of their other events and will need to be <u>manually drawn back in</u>.

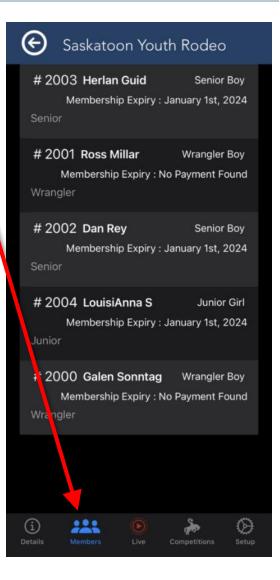
# Advanced: Managing Member Information

As an Admin for your Organization, you can manage certain pieces of information regarding your members. From the main Administration screen, tap the **Members** tab at the bottom of the screen. This will display a list of your members.

Tap any member to access the edit screen. Information which you can edit includes:

- Member Number
- Member Type
- Division
- Class
- Status
- Waiver Signed
- Draw Priority
- Notes





The **Member Number** is automatically generated by the RodeoReady App when a new member is created. You can tap to edit if you need to change. **Member Type, Division** and **Class** can all be changed by tapping on the button and making a selection. **Status** defaults to **Active** but can be changed to **Suspended**. A suspended Member will not be able to enter a new Competition.

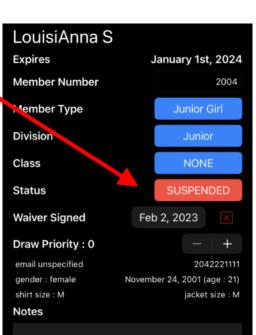
Tap **Save** to save any changes you have made.

**Waiver Signed** is a date field you can edit as needed

**Draw Priority** defaults to 0 when the new member is created and can be increased or decreased using the - / + buttons. There is no upper limit. This setting is used by the Draw Generation process for Organizations that use Entry Groups and Draw Preferences (as discussed in those chapters). The higher the number, the more likely this member will be placed in the draw (for Organizations using Draw Preferences).

Tap Save to save any changes you have made.

Address Information is the responsibility of the Competitors to enter and maintain. The Admins do not have the ability to change any of this information and it is only used by the admins when producing a payouts report.



### LouisiAnna S

Expires	January 1st, 2024
Member Number	2004
Member Type	Junior Girl
Division	Junior
Class	NONE
Status	Active
Waiver Signed	Feb 2, 2023
Draw Priority : 10	- + +
email unspecified	2042221111
gender : female	November 24, 2001 (age : 21)
shirt size : M	jacket size : M
Notes	

	Edit Anna	S	
	First I	Name Ann	ıa
	Last	Name	s
	Address / Phone / Em	ail	
	Zip/Postal Code	R3C1A6	8
	Phone Number	20433377	7
The competitor has the ability to specify within their member profile how they would prefer to have	Email	annas@sonntag.ca	a
competition winnings paid out. The options include None (no preference), E-Transfer (via whatever	Sizes		
payment transfer your organization uses), and	Shirt	Ν	N
Cheque.	Jacket	N	N
	Prize Payouts		
The remaining member information (email, phone,	Method NONE	e-Transfer Cheque	
gender, birthdate, shirt size, jacket size) is shown for			
convenience only and is managed by the Member within their own Member login.	Transf	er Ownership	
5	Cancel	Delete Save	8

Г

#### Admin-Added Member Transfer to an App Account

If a member you have manually added to the member list (shows as Admin-Added) later acquires their own App account, you can provide them with a Merge code so that they can take control of their account. See <u>Advanced: Merging an Admin-Added Person to</u> their App Account.

# Advanced: Ground Money Payout Configurations

**Setting Ground Money.** Ground Money is defined as any money that was intended to be paid out in a round that is not initially paid out based on the Payout Configuration. For example, in the Bull Riding event, the prize purse triggers the rule to payout to 3 places at 50%, 30%, 20%, but only two riders rode their bull for the required 8 seconds. There are only 2 Competitors receiving a score meaning there is 20% of the Prize Money that has not been paid out. The Ground Money Payout Configuration would then specify the rules by which this remaining 20% of the Prize Money is distributed.

**Note** For some Organizations, their rules state that Ground Money is not paid out, and it would be retained by the Organization. For those that do payout Ground Money, here is how to set the rules.

One key concept to remember about Ground Money is that it is paid out if there is any Prize Money remaining. Therefore, it must only occur after the first set of payout rules. It is second in the priority list to the *Standard* or *Teams* Payout Configurations (as described in the previous Chapter).

For this example, we are going to set up a simple rule set so that any Ground Money will be split evenly among the Competitors who did place in the event. As our *Standard* Payout Configuration rules will pay up to 4 places, we need to set Ground Money places that handle situations of up to the maximum number of places, less 1 place (that's 3 if you don't want to do the math). In another example, a Bull Riding Event triggers the 4 places payouts of 40%, 30%, 20%, 10%, but only 3 Competitors place, leaving 10% of the prize money to be split between the 3 Competitors who placed in the Event. We will need to set up the prizes and rules to payout Ground Money for 1 place, 2 places, or 3 places.

Begin by tapping Setup then Payouts then choose the Payout Configuration where you will add the Ground Money settings. In this example, we are tapping to choose the *Standard* Payout Configuration.

We first need to add new Prizes. Ensure the Prizes tab is selected and tap + Add. To easily identify these prize settings we are going to add "GM" to the beginning of the Prize Name.

We will create prizes for "GM 1 Place 100%", "GM 2 Places 50/50%", and "GM 3 Places 33/33/33%".

Create Prize Configuration			ize Configuration
Name	2 Places 50/50	Name	GM 3 Places 33/33/33 💿
	(+) Add Prize		🕀 Add Prize
		1st	33.33 %
1st	50 %	2nd	33.33 %
2nd	50 %	3rd	33.33 %

**Note** We use 33.33/33.33/33.33 to come within pennies of 100%. We now have prizes which are used with the first priority prize payouts and will be used for any Ground Money payouts.

Tap the Rules tab then tap Create to beginning Creating a new Rule Set, and name it Ground Money. Next set the Priority to 2 by tapping the + sign. Next Tap the button labeled Entries and change this to Placed as we will be setting our Rules and assigning prizes based on number of Competitors who placed in this event, not the Net Purse.

Set the rules per each placement of 1, 2, and 3 with the Prizes set as GM 1 Place 100, GM 2 Places 50/50 and GM 3 Places 33/33/33.

Saskatoon Youth Rodeo	Create Rule Set	Sast atoon Youth Rodeo
A Payout Configurations	Whin multiple rules apply, the rule with the least number of paces to pay out will be selected.	Payout onfigurations
Edit Payout Configuration	Nai te Ground Money Priority 2 - +	Eait Payout Configuration
Name Standard	Pag Placed	Name Standard
Prizes Rules Fees (+) Add		Prizes Rules Fees 🕂 Add
2 Places Paid	Add Rul	
3 Places Paid	IF Piced =	Priority 1
1 Place Paid	THEI GM 1 Place 100	Pay Standard Net Purse
4 Places Paid		↓ Ground Money <sup>⑦</sup> ↓
GM 3 Places 33/33/33	IF Plated = 2 🕀	
GM 2 places 50/50	THEN GM 2 places 50/50	Priority 2
GM 1 Place 100	IF Placet = 3 +	Ground Money Play Placed
Default?	THEN GM 3 Places 33/33/33	Default?
Cancel Save		Cancel Save
O     Details     Members     Live     Competitions     Setup	Cancel Save	Operails     Members     Live     Competitions     Setup

Tap Save and you will have a view of how Ground Money is Priority 2, following the Priority 1 settings in the Standard Payout Configuration.

It is important to note that when 100% of the prize money is paid out in the Priority 1 settings, the Priority 2 settings of Ground Money will not be triggered. Tap Save one more time to save the Standard Payout Configurations, now including Ground Money.

You now have a Ground Money Payout Configuration set. The *Standard* Payout Configuration will be applied, based on the Net Purse value, as the first priority and Ground Money Payout Configuration will only be applied (second priority), based on the number of places, if there is unpaid money remaining.

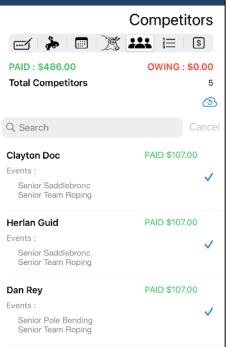
# Switching a Competitor Between Events

Mistakes are made. Competitors are register in a Senior event when they intended to register in a Junior event; competitors choose Bareback when they meant Barrel Racing. We have a feature to help you correct these mistakes for your competitors.

If you have not already run a draw there is less to do and you can skip down to the Switching Event section, however, if you have run a draw, and that competitor is already drawn into that event, then we need to first remove them from the draw, from that event.

In our example here, we are going to move Dan Rey from the Senior Pole Bending to the Senior Saddlebronc event.

#### Aug 19 Rodeo

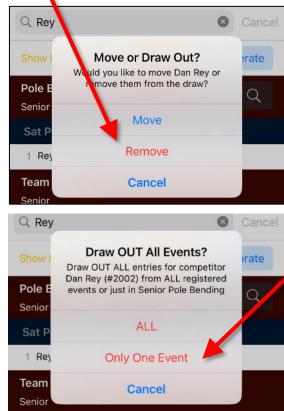


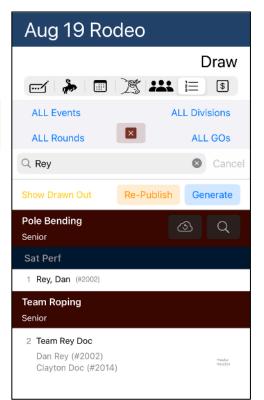
#### Removing from the Draw

In Competitions, choose the Competition then choose the Draw Editor. Find the competitor in the event you want to move them from.

**Note** You can tap the magnifying glass to view only a specific event or search for their name.

# Tap on the row with their name and then tap on **Remove**.





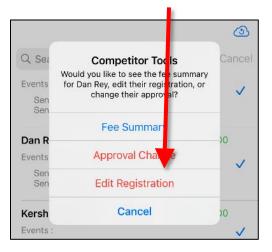
Tap on **Only One Event** so that all other events they are drawn into are not affected.

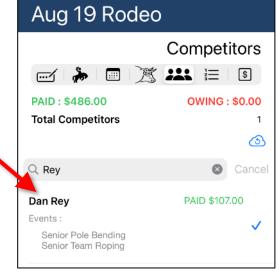
#### Switching Events

Now that we have them drawn out (or they never were drawn in), we can switch them to another event. Tap the **Competitors** tab and find the Competitor (you can use the search feature).

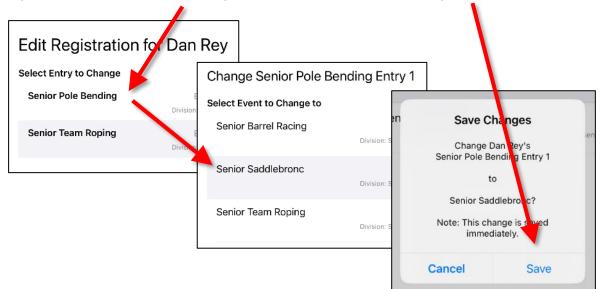
Tap the row for the Competitor (Dan Rey).

#### Tap Edit Registration



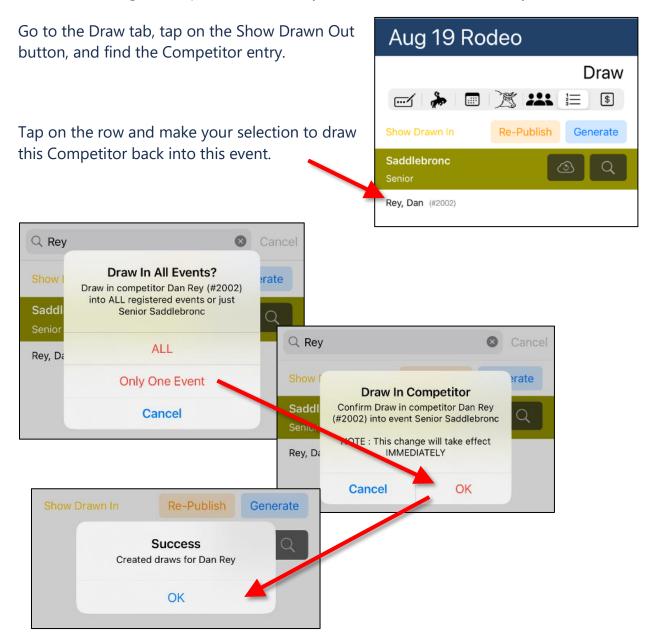


#### Tap the Event to move from, Tap the Event to move to, then tap **Save**.



#### Manually Draw Back In

If you have not run the draw you can skip this step and this Competitor will be treated normally in the draw. If you have already run the draw, before you made the changes above, the changes Competitor event entry will now need to be manually drawn back in.



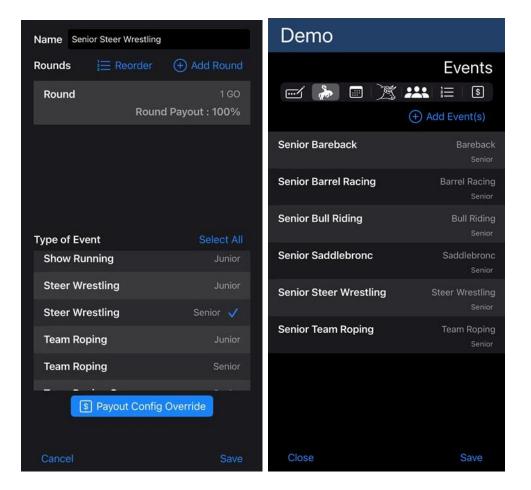
	Aug 19 Roo	deo
		Competitors
		湾 🏭 🗄 🔋
	PAID : \$486.00 Total Competitors	OWING : \$0.00 5
		<u>(</u>
	Q Search	Cancel
	Clayton Doc Events :	PAID \$107.00
	Senior Saddlebronc Senior Team Roping	Ŷ
0	Herlan Guid	PAID \$107.00
n Senior	Events : Senior Saddlebronc Senior Team Roping	~
	Dan Rey	PAID \$107.00
	Events :	✓
	Senior Saddlebronc Senior Team Roping	
	Kershaw Shep	PAID \$58.00
	Events :	$\checkmark$
	Close	Save

You can return to the **Competitors** page to confirm we have now moved Dan Rey from Senior Pole Bending to Senior Saddlebronc.

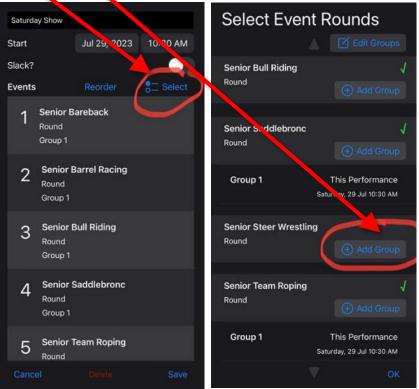
# Competition: Adding Events to an Existing Performance

Occasionally you may need to add an event to an existing performance or performances. The process is very similar to creating the original performance except in this situation you will only be selecting the single event instead of multiple events.

Select your competition then select the **Events** Tab then add the event (we will be adding Steer Wrestling - Senior) using the **+ Add Event(s)** button, select the event and tap **Save** 



	Demo		
Tap on the Performance tab in the competition editor. Tap on EDIT beside the performance you wish to add this event to.	Performances		
	Saturday Show Sat, Jul 29 10:30 AM		
	Senior Bareback - Round		
	Senior Barrel Racing - Round		
	Senior Bull Riding - Round		
Tap on SELECT. Scroll down until you see your	Senior Saddlebronc - Round		
Event. Tap on ADD GROUP beside the event you wish to add.	Senior Team Roping - Round		
Saturday Show Sele Start Jul 29, 2023 10.20 AM	ect Event Rounds		
Slack? Senior	Bull Riding		



Default values are good for single go rodeos. Tap on **ADD**.

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**OPTIONAL** : change values as desired for multi go events or assign max competitors for an event in the performance. To add this event to a 2 Go rodeo you would tap + Add Group again and set the Go to 2.

Tap **OK**. Tap **SAVE**.

Sel	ect Event			Select Ev	ent Rounds
	Add 0		roups		🖉 Edit Grou
Seni Roun	This will create a ne round Round within	w GROUP for event	onto	Senior Bull Riding Round	Add Gro
Seni Roun	Group 1 Maximum Competi		1		
Gro	Cancel	Add Saturday, 29 Jul 10:	unce 30 AM	Senior Saddlebro Round	+ Add Gro
				Group 1	This Performan Saturday, 29 Jul 10:30
				Senior Steer Wre Round	stling
				Group 1	This Performan Saturday, 29 Jul 10:30

Senior Team Roping

Round

# **Export Results to File**

Some organizations have reporting requirements that are not yet available in the RodeoReady App and/or have a specialized set of rules which require additional manipulation of the data for reasons such as qualification criteria or inclusion/exclusion of events. This may be for a special rookie class or for All Around Standings (Competition and Season) or some other reporting.

To export the results of a competition to an excel spreadsheet, go to the Reports Tab. Tap Individual Competition.

🕞 RodeoReady Demo Account			
	Reports		
Competition Reports			
Individual Competition			

Tap to select the specific Competition.

Tap the **Date Export - Results** row. Select where to save the file and tap Save to complete the export.

	ento Account				
Select Competition	Select Report - RRDA Rodeo #4				
Announcer Sheet					
Judges Cards					
Draw		RRDA Rodeo #4	1 - Data Exp	ort	
Payouts		_			
Draw Preferences					
Data Export - Results	One Moment		•		(
	Exporting Data	AirDrop Message	Outlook	Notes	Fr
	Sig.	Сору		Ъ	
		Save to Files			
		Edit Actions			

The exported file is specific to the selected competition. The columns in the report include the Event, the Event Division the Member Division, the Member Type, the Member Number as well as detailed columns on Event rounds, GOs, Go placing, Ds, D Placing, Stock, Score, Time, Penalties, Outs, Standings Points, Fees Paid, Prize Payout \$'s and more.

The file will include two sets of rows per each event. The first set of rows includes the scores per round/go. If this is a multiple Go Competition, there will be a results row per each Go plus the final (average). The final set of rows includes the standings points and \$ payouts for the same event. Then the same for the next event, and all other events.

Event	Event Division	Event Round	GO	GO Placing	GO Prize Placing	DD	Placing	D Prize Placing	Given Name	Family Name	Member Number	Member Division	Member Type
mior Barrel Racin	Junior	Small	1	-	-			1	Bob	Brown	31	Senior	Senior Boys
unior Barrel Racin	g Junior	Small	1	1-		5	/	1	Brenda	Fink	21	Junior	Junior Girls
unior Barrel Racin	g Junior	Small	1	(	$\mathcal{D}$		-	-	Judy	Wells	15	Senior	Senior Boys
noior Barrel Racin	g Junior	Small	1						Anna	Louis	13	Senior	Senior Boys
un or barrel Racin	Junior	Small	2	1	1				Bob	Brown	31	Senior	Senior Boys
unior Barrel Racin	g Junior	Small	2	2	2		1	1	Brenda	Fink	21	Junior	Junior Girls
unior Barrel Racin	g Junior	Small	2	3	3) (				Judy	Wells	15	Senior	Senior Boys
unior Barrel Racin	g Junior	Small	2	4	4	1		0	Anna	Louis	13	Senior	Senior Boys
nior Barrel Racin	g Junior	Small	AVERAGE		1.5				Anna	Louis	13	Senior	Senior Boys
nior Barrel Racin	g Junior	Small	AVERAGE	1	1		1	10	Bob	Brown	31	Senior	Senior Boys
unior Barrel Racin	Junior	Small	AVERAGE	2	2				Judy	Wells	15	Senior	Senior Boys
unior Barrel Racin	g Junior	Small	AVERAGE	3	1	1	U.		Brenda	Fink	21	Junior	Junior Girls
enior Bareback	Senior	Large	1	1	1		-		Alan	Mandersheid	18	Junior	Junior Boys
enior Bareback	Senior	Large	1	2	2				Dave	Louis	14	Senior	Senior Boys
enior Bareback	Senior				1		an 1		Bud	Black	10	Senior	Senior
ienior Barebark	A Rodeo #4-	-export										Ć	) Done
k Stock Brand	Stock ID Score	Time	Time Penal	ty OUT Er	ntry Number Stand	lings	Points C	orepetition Fees	Paid (Paid Onc	e) Competitio	n Per Event Fees Pa	id Event Fees Pai	d Prize Payo
		20.563		1			\$	1.00		\$6.10		\$15.00	-
		22.521		1		_	-	1.00		\$6.10		\$15.00	

\$25.00

\$1.00

\$1.00

\$25.00

\$25.00

\$25.00

\$1.00

\$25.00

\$1.00

These file exports can be copied and pasted into your own spreadsheets per your organization's specific reporting needs.

NO TIME

21.792

23,419

24.739

NO TIME

NO TIME

42.355

44.317

45.94

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\$25.00

\$15.00

\$15.00

\$15.00

\$25.00

\$25.00

\$15.00

\$15.00

\$1.00

\$28.87

\$6.10

\$6.10

\$6.10

\$6.10

# **Remote Location Rodeos**

For Rodeos in locations with no cell coverage and without WiFi we have what we believe is a really good recommended solution. A portable StarLink system can provide you with internet/WiFi almost anywhere on the planet. A very small charge per competitor per rodeo and you have it covered. This also provides all your members free WiFi at the remote location.

#### In USA and/or Canada:

\$600 to \$650 for the hardware and \$140 to \$170 per month, and you can go month to month. So if you had to have the system on for 2 months, that's \$280 to \$340 for the monthly charges. Add the taxes and you are approximately \$1000 to . Let's say you have 100 members and 10 rodeos in your season. That's 1000 entries, at \$1 a piece, for \$1000 to break even.



# Troubleshooting

## Error "Organization does not have application correctly setup"

## Problem

When competitors attempt to apply for membership, they encounter the following error:

ERRO	
Payment	Failed.
Code:4	400
Organization do applications correct contact their ad	tly setup. Please
v1.2.17 (	660)

## **Solution**

As the organization administrator please verify the season setup for your organization. Competitors will not be able to apply for membership unless the season has started (Season start date is equal or before current date).

**Note** Season Configuration creation date is the date on which a new season will be created for your organization (year after year). Best practice would be to give a buffer between the creation date and the official season start date.

**Note** If the above did not resolve your problem, please create a support ticket at <u>support.rodeoready.com</u> so the Rodeo Ready Team can investigate in more detail.

## Competition Admin not receiving Registration via Web App Form

## Problem

As a competition admin, you are not receiving registration email via competitors registering for your rodeo using the online solution at <u>register.rodeoready.com</u>.

# Solution

Steps:

- 1. As a competition admin, ensure that the email address located in the "Profile" tab of the mobile application is the correct. There is a possibility that your email address defaults to a email address ending in "privaterelay.appleid.com". If this is the case, the emails will be forwarded to the email address linked to your apple id. Ensure you have access to this email address and that it is correct.
- If you do not have access to the email address, do not want a private relay as your email address in your rodeo ready profile or the email address is incorrect. Please modify the email address by clicking "*Edit*" link (blue text) and manually type in the email address from which you wish to receive the registrations.
- 3. If the email address has already been modified in the "Profile" Tab  $\rightarrow$  Edit and you are still not receiving emails, please verify that the email entered is correct.

Note After changing your email you will now receive the online registration using that email.

Please ensure that the email linked to your rodeo ready profile is correct before the registration start date, in order to avoid any issues.

**Note** If the above did not resolve your problem, please create a support ticket at <u>support.rodeoready.com</u> so the Rodeo Ready Team can investigate in more detail.

# Google sign-in Problems

## **Problem**

Google sign in does not allow users to sign in and are stuck at the google sign in loading screen.

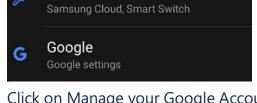
# **Solution 1**

Ensure you have a google (GMAIL) account logged in on your android device.

- 1. Depending on the make and model
- 2. Click on Settings
- 3. Click on Accounts and Backups (Samsung), Click on Account & Passwords (Pixel)
- 4. If there is no Google (gmail) account listed. Please log in with your gmail account or create one.
- 5. Create a Gmail account

# **Solution 2**

1. Go to App Setting and Click on Google (Google Settings)



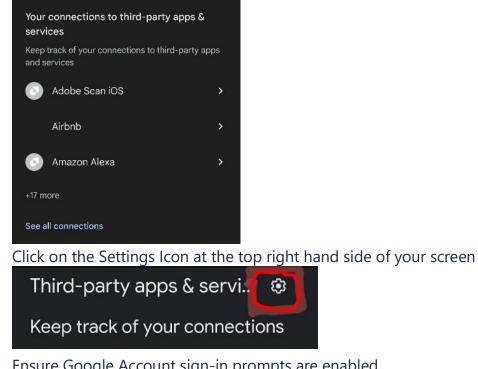
2. Click on Manage your Google Account

Manage your Google Account

3. Select Security from the top tab bar.

Data & privacy Security People & sharing

4. Scroll Down until you see "Your Connections to third-party app & services and Click on See All Connetions



5. Ensure Google Account sign-in prompts are enabled.

Google Account sign-in prompts

Allow Google to display a sign-in prompt where it's supported by thirdparty apps and services

Note If none of the above solutions solved your sign in issue, please create a support ticket at support.rodeoready.com so the Rodeo Ready Team can investigate in more detail.

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Revision history

Date	Description	Author
16 <sup>th</sup> July, 2024	New document	Alisdair Gurney

