

# FIGURE SKATING USER MANUAL

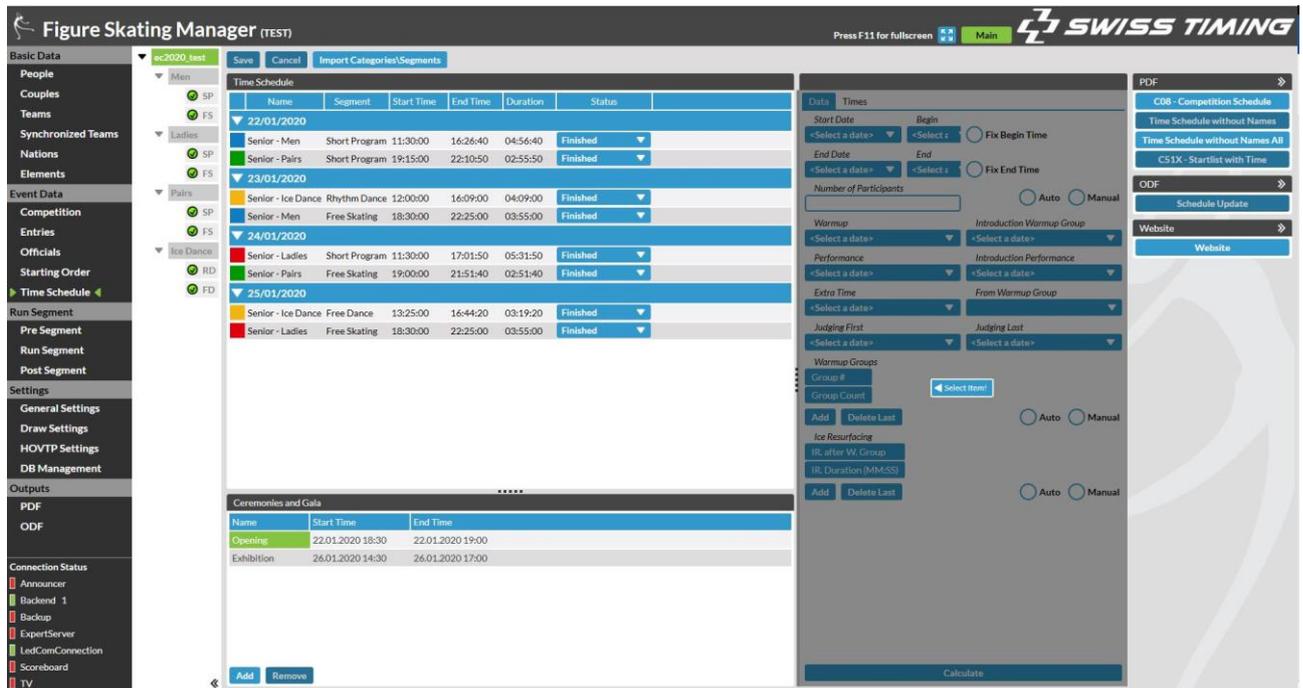


FS Manager

User Manual

Version 1.0

Updated: Thursday, 28<sup>th</sup> June 2021



**Figure Skating Manager (TEST)**

Press F11 for fullscreen | Main | SWISS TIMING

**Basic Data**

- People
- Couples
- Teams
- Synchronized Teams
- Nations
- Elements
- Event Data
- Competition
- Entries
- Officials
- Starting Order
- Time Schedule
- Run Segment
- Pre Segment
- Run Segment
- Post Segment
- Settings
- General Settings
- Draw Settings
- HOVTP Settings
- DB Management
- Outputs
- PDF
- ODF
- Connection Status
- Announcer
- Backend 1
- Backup
- ExpertServer
- LedComConnection
- Scoreboard
- TV

**Time Schedule**

Name	Segment	Start Time	End Time	Duration	Status
22/01/2020					
Senior - Men	Short Program	11:30:00	16:26:40	04:56:40	Finished
Senior - Pairs	Short Program	19:15:00	22:10:50	02:55:50	Finished
23/01/2020					
Senior - Ice Dance	Rhythm Dance	12:00:00	16:09:00	04:09:00	Finished
Senior - Men	Free Skating	18:30:00	22:25:00	03:55:00	Finished
24/01/2020					
Senior - Ladies	Short Program	11:30:00	17:01:50	05:31:50	Finished
Senior - Pairs	Free Skating	19:00:00	21:51:40	02:51:40	Finished
25/01/2020					
Senior - Ice Dance	Free Dance	13:25:00	16:44:20	03:19:20	Finished
Senior - Ladies	Free Skating	18:30:00	22:25:00	03:55:00	Finished

**Ceremonies and Calls**

Name	Start Time	End Time
Opening	22.01.2020 18:30	22.01.2020 19:00
Exhibition	26.01.2020 14:30	26.01.2020 17:00

**Data Times**

Start Date: -Select a date- | Begin: -Select a date- | Fix Begin Time

End Date: -Select a date- | End: -Select a date- | Fix End Time

Number of Participants: [Input] | Auto | Manual

Warmup: -Select a date- | Introduction Warmup Group: -Select a date-

Performance: -Select a date- | Introduction Performance: -Select a date-

Extra Time: -Select a date- | From Warmup Group: -Select a date-

Judging First: -Select a date- | Judging Last: -Select a date-

Warmup Groups: [Group #] | [Group Count] | Add | Delete Last | Auto | Manual

Ice Resurfacing: [IR, after W. Group] | [IR, Duration (MM-SS)] | Add | Delete Last | Auto | Manual

Calculate

#### Documentation Updates

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## 1 INTRODUCTION

### About This Document

This document describes the operation of the FS Manager.

### Associated Documents

- FS ISUCutterFS Manual
- FS ISUScore2FS Manual

### About the FS Manager application

The FS Manager is a program for the calculation of figure skating competitions following the rules defined by the International Skating Union (ISU). Its windows-based user interface allows you to edit multiple Competitions in one database.

## 2 HARDWARE AND SOFTWARE REQUIREMENTS

### Minimum Requirements

- Intel Processor i5 or higher
- Microsoft® Windows® 10 64bit
- .net 4.7.2
- At least 8GB RAM
- At least 128 GB hard drive
- 1 Gbit network connection
- Printing: Is done through Windows. Laser printer with 6 pages per minute recommended.
- Mouse: Supported by Windows
- Monitor: Full HD Monitor 1920 x 1080 recommended for best user experience

Previous software versions involved less hardware requirements. Updating an obsolete system may work, although we strongly recommend to also update the hardware.

## 3 SOFTWARE INSTALLATION

### 3.1 Preparations

### 3.2 Included Programs

- FS Manager - User Interface of the FS Manager
- MariaDB - Helpful Tool for creating Databases
- ListTool - Replaced the Crystal Reports Software. Is used for the printouts
- LogViewer - Developer Tool to monitor outgoing Messages
- ExpertSimulator - Tool to simulate data entry with sample Data to test the Scoring System

### 3.3 Installation Process

Carry out the following steps to install the application:



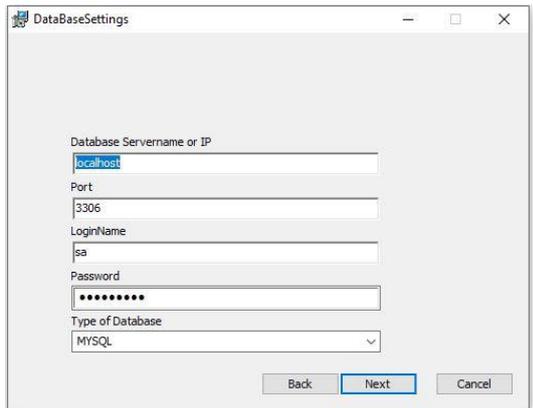
1. Start the FS MANAGER Setup executable file.
2. Click [Next].

3. Agree to the end user license agreement and click [Next] to continue.

4. Click [Next] to continue.

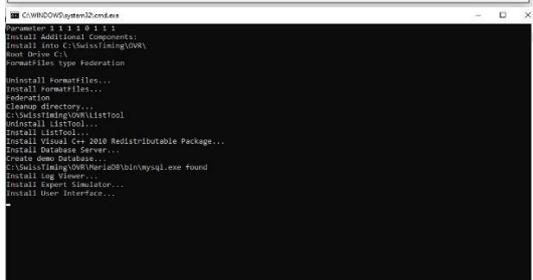
5. Choose the destination location. Default D:\SwissTiming\OVR\FS MANAGER (Setup will install FS MANAGER in this folder).

6. Click [Next] to continue.

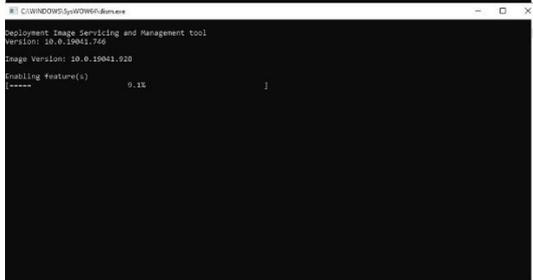


7. Choose Database parameter and click [Next] to continue.

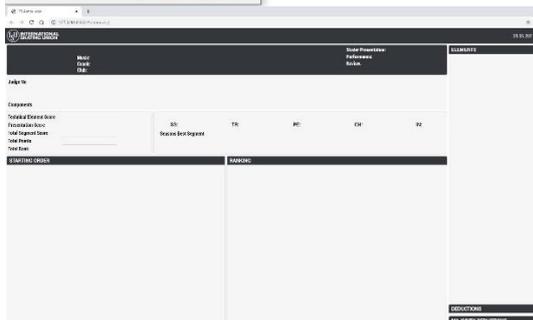
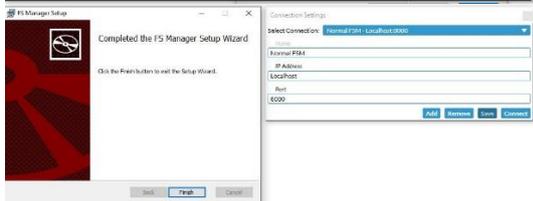
**Note:** Default Parameter  
 Database Servername or IP: localhost  
 Port: 3306  
 LoginName:sa  
 Password: fsmanager  
 Type of Database: MYSQL



- 8. FS MANAGER uses ListTool for printing Reports. The setup set is included.
- 9. FS MANAGER uses MYSQL. The setup set is included.
- 10. Click [Next] to start the installation.



- 11. Start the FS Manager application on your Desktop
- 12. Click [Connect] to start the FS MANAGER.



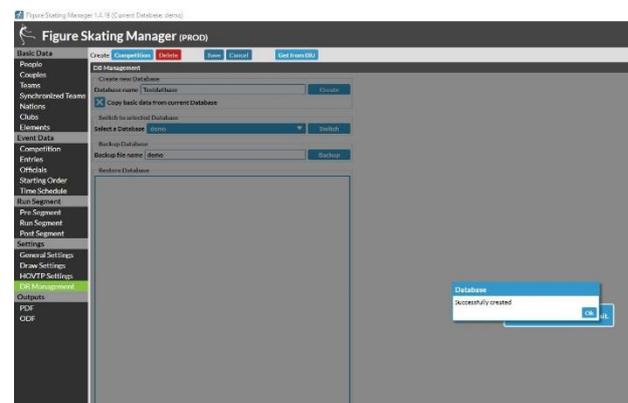
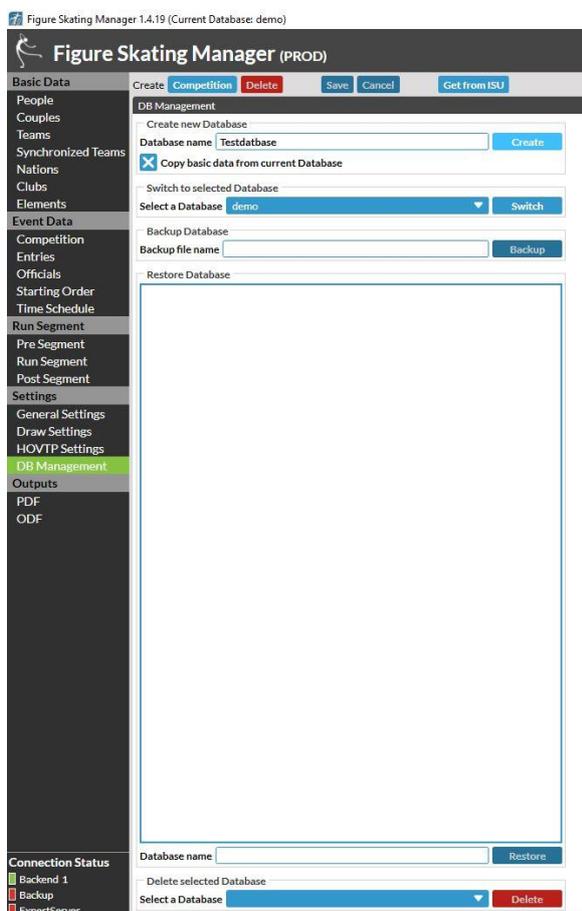
## 4 DATABASE HANDLING

### 4.1 Create new Database

There are two options to create a new database.

- Total empty database
- Database as a copy from a current database (with people, couples, elements, nations)
  1. Go to DB Management and Press the Competition Button
  2. Enter a Database name and press Create

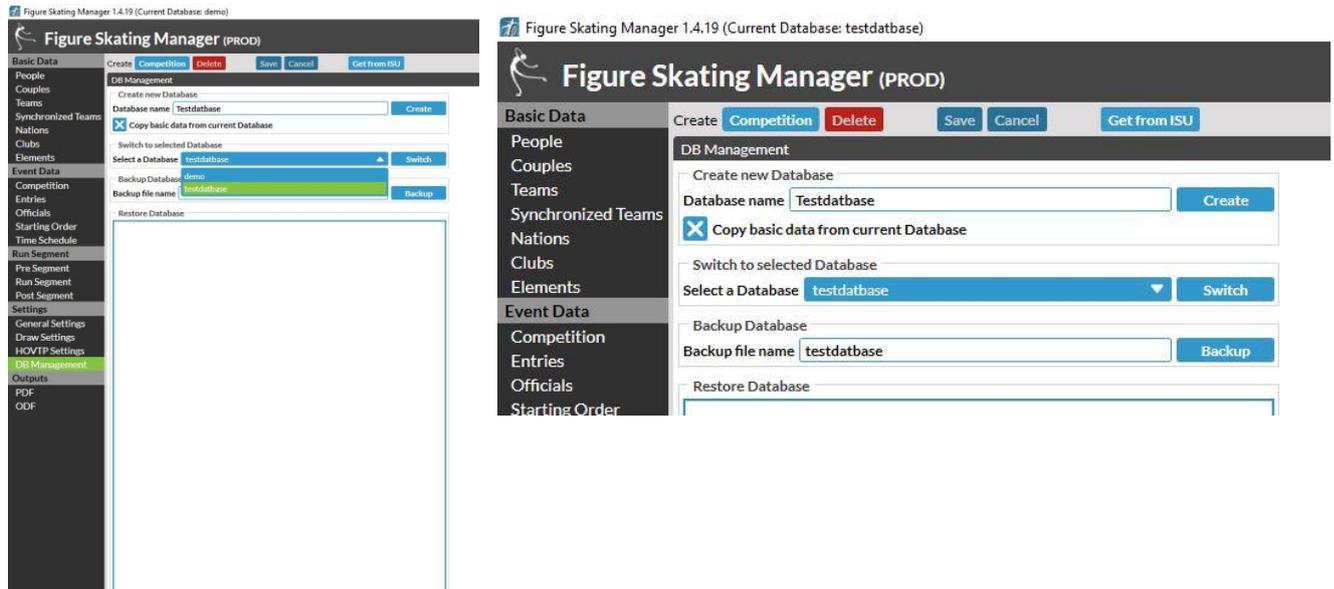
**Note:** If you did create a Database, it means you have a new Database but you are still working on the old one. Point 4.2 will explain, how you can switch to the new DB.



## 4.2 Switch to selected Database

Here are all currently available databases selectable.

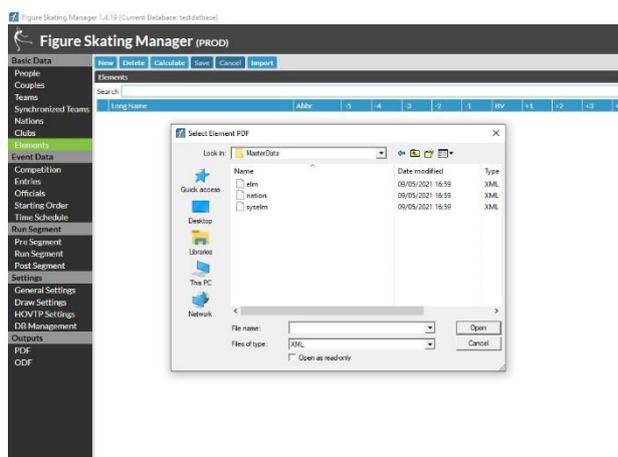
1. Press the arrow next to the Switch button
2. Select the Database you want and press the Button "Switch"
3. The current Database you are working with, you can see on top of the window in () next to the version of the Figure Skating Manager.



## 4.3 Import Elements

If you are creating a complete new Database without any information from a previous one, you have to import the element list for Singles&Pairs , IceDance and/or Synchronized Skating. This List you can find in the MasterData folder in your installation path. For example drive D:

D:\SwissTiming\OVR\FManager\MasterData



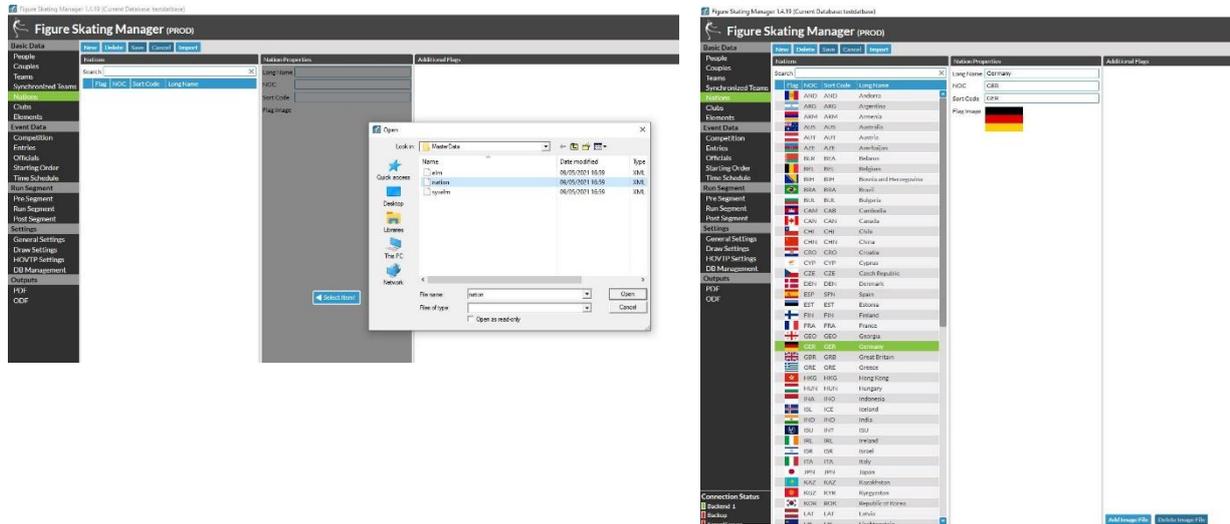
1. Go to Basic Data /Elements and Press the Import Button
2. Choose the Folder above
3. Select the file you want to import and press Open
4. When the Import is done, you can find all the Elements in the List



## 4.4 Import Nations

If you have imported the Elements, please import also the Nations. The way of this import is similar to the Import of the Elements.

1. Please Go to the Basic Data/Nations and Press Import
2. Select the nations file in the MasterData folder and press open.
3. After the installation is done, you can see a list of nations sorted by Sort Code and also there flags.



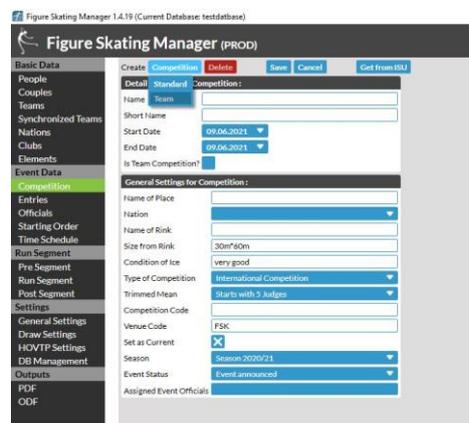
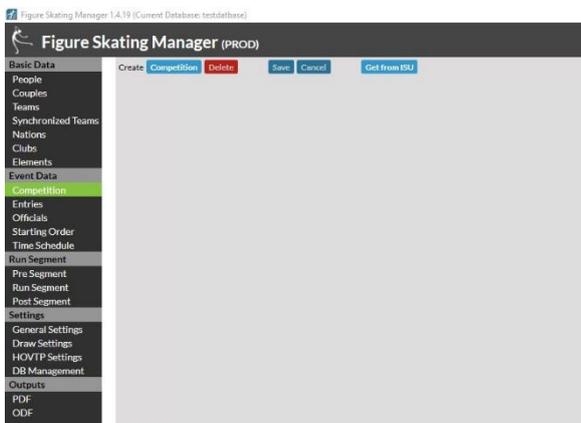
## 5 CREATE A COMPETITION

### 5.1 Create an Event

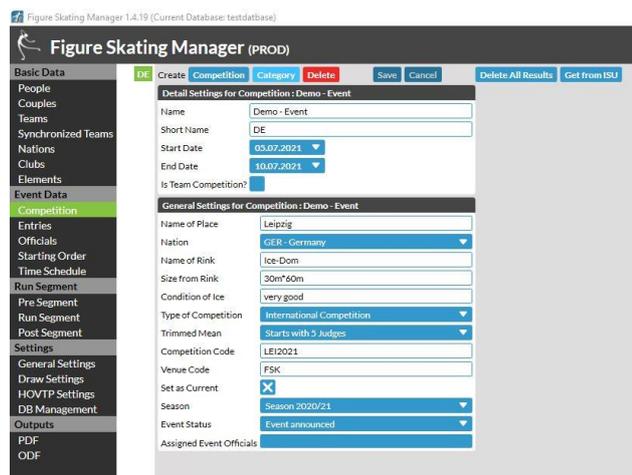
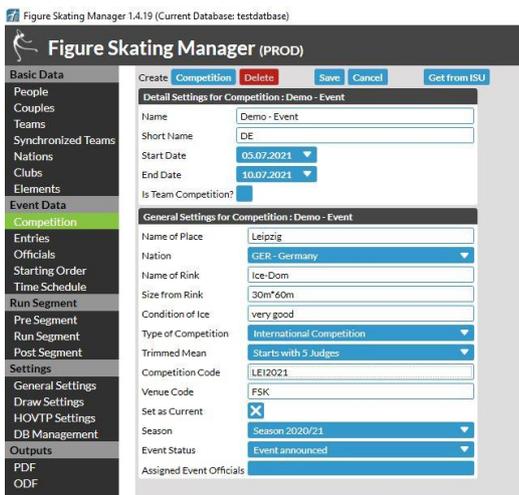
We already created a Database with the basic information like element lists and Nations. The Database is quiet empty and now we create our first Competition as follow.

1. Go to Event Data/Competition and Press Competition
2. Select Standard and fill out the empty fields with the relevant information about your Event like Name/Short Name Start and End Date, Type of Competition and so on.
3. If you filled out the empty fields, please press the save button on top, and you will see your event short name coming up like Example 1.

**Note:** Please use a Competition Short Name, because this name will show up in the Competition tree. If you do not fill out the Short name, the software will use the Name instead and you will lose space for other more relevant infos.



Example 1



## 5.2 Create a Category

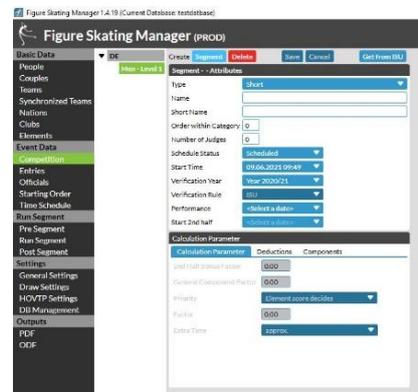
When you created a Competition and you have pressed the Button “Save” a new Button Category will show up at the top



1. Press Category and fill out the information
  - Type of Category
  - Level of Category
  - Name of Category
2. You can also see Additional information on this view like
  - Number of Entries
  - Number of Participants
  - Number of Nations
3. After all fields are filled out please press save and the new Category name will appear under your Competition Short Name.

## 5.3 Create a Segment

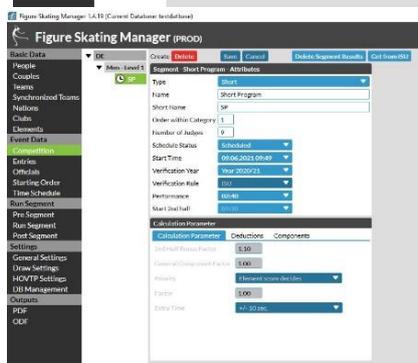
When you created a Category and you have pressed the Button “Save” a new Button Segment will show up at the top



1. Press Segment and fill out the information
  - Type
  - Name / Short Name
  - Number of Judges
  - Start Time
  - Verification Year /Rules
  - Performance (Time)

**Note:** Schedule Status will change automatically from Scheduled to Running if a segment is started.

**Note 2:** Start 2<sup>nd</sup> half field will automatically be filled out with saving the segment data



2. You can also see Additional information on this view like
  - Calculation Parameter
  - Deductions
  - Components
3. After all fields are filled out please press the Button “Save” and the new Segment name will appear under your Category Short Name

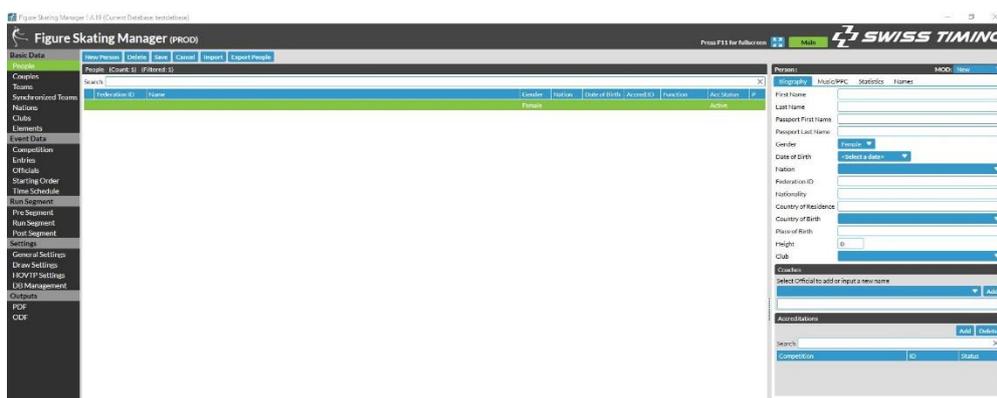
## 5.4 Create a new Person

What would be a Competition without the Skater, Couples and Officials? You can find this information under the rubric Basic Data/People. With the new FS Manager we really have improved the People Management. The new UI is more powerful, you can find people faster and you have a more detailed overview about all the relevant people information on one screen.

We have also improved the import, export functionality which we will explain in another area of this Manual.

How we can create a new Person?

1. Go to Basic Data/People and press the New Person Button.
2. Go to the right side of the screen and enter all the information you need.
  - First Name / Last Name
  - Passport First Name / Passport Last Name
  - Gender
  - Date of Birth
  - Nation
  - Nationality aso.
3. After all fields are filled out please press the Button "Save"



### 5.4.1 Add Biography Data

On the right side of this Screen you have 4 Tabs. You can easily switch between them. For adding Biography data you have the Tab Biography.



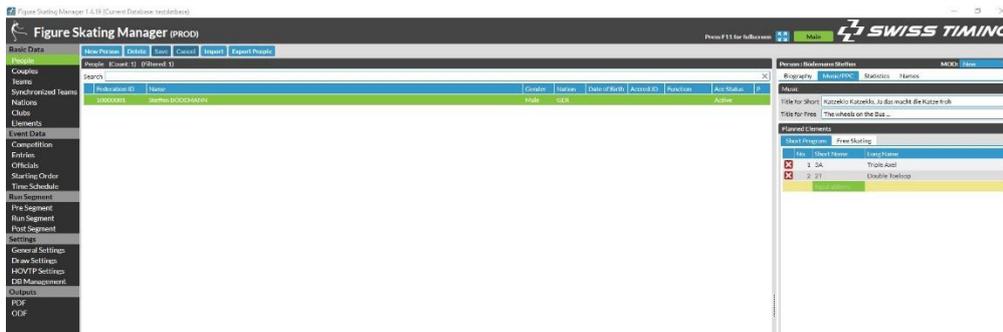
**Note:** To fill out the field Accreditation ID is mandatory.

**Note 2:** It is important, that the Accreditation ID is unique for each person.

### 5.4.2 Add Music / PPC Informations

Another Tab is the Music/PPC Tab.

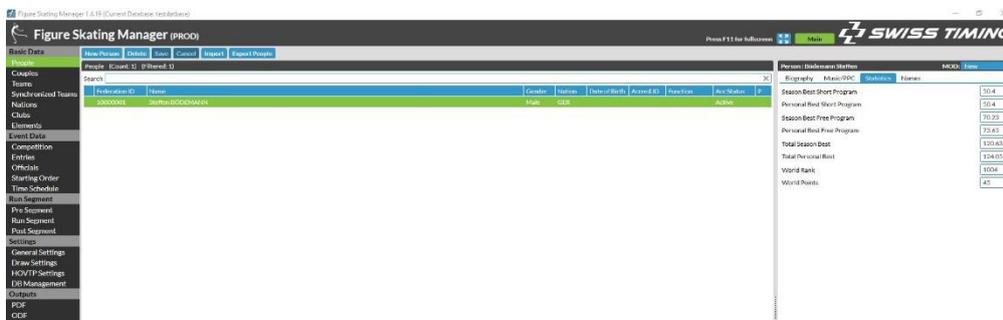
1. Go to the Tab Music/PPC and enter the Music Information for Short and Free Program
2. Go to the section Planned Elements and enter the Element Abbreviation in the field "Input abbrev. – The Long name will automatically filled out. For Example 3A – Triple Axel will be shown as a Long Name
3. In case you want delete an element please press the red cross in front of the element



### 5.4.3 Add Statistics

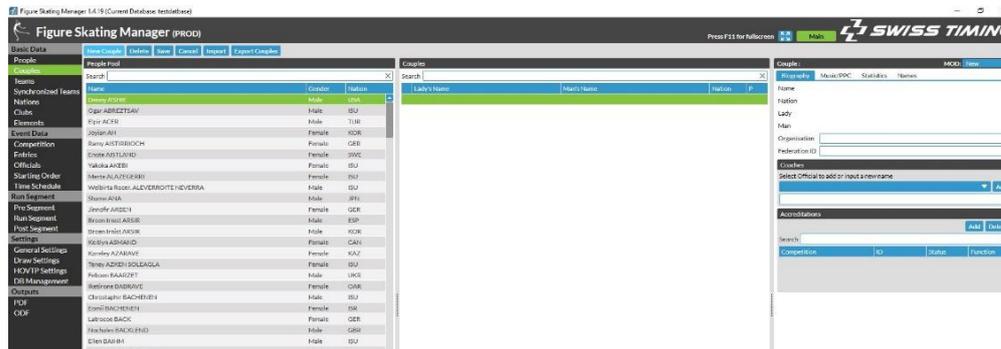
The third tab is the Statistics Tab. Here you can add all the information like

- Season Best
- Personal Best
- World Rank
- World Points

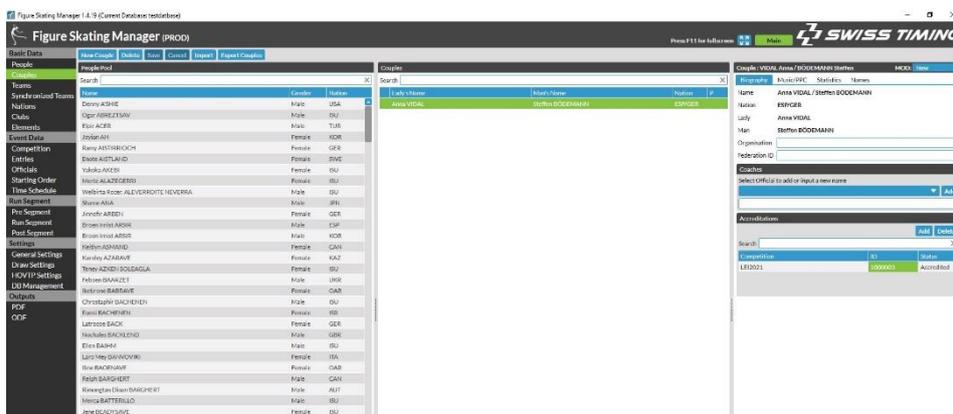


## 5.5 Create a new Couple

When you have added minimum 1 female and 1 male person you are able to create a new couple.



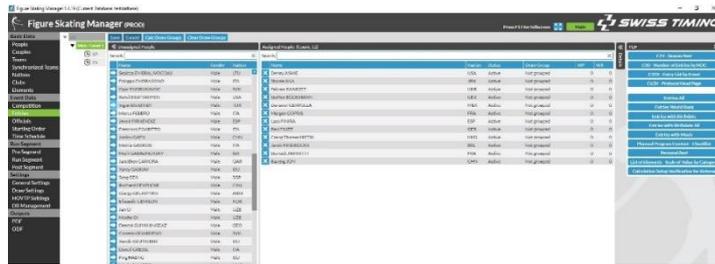
1. Go to Basic Data/Couples and Press New Couple. On the left side you can see a Pool of people you can select to a team. On the right side you can see an empty List with the header title Couples and to Colum's Lady's Name and Man's Name
2. If you click at a female name on the people pool the name will be added to the couple on the right side.
3. If you click at a male name on the people pool side, the name will appear on the Man's Colum
4. Please fill out the additional Information to this couple like



- Organisation
- Accreditation ID
- Music/PPC and
- Statistics

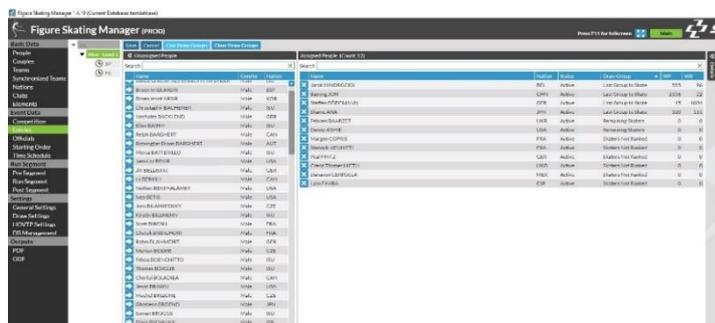
## 5.6 Entries

Under Point 5.4 we created new People / new persons and now we have to add this people to their Event-Category.



1. Go to Event Data/Entries on the menu and click on the Event tree in the middle Section on the Category you want to add people too.
2. You will see a list of all people you have been already added to the Competition.

**Note:** If you have added a female person, you will not see her on the list, if you selected a Men's Category.



3. If you press the Arrow in front of the name inside the unassigned People Box, you can assign this person to the Category
4. Please press the Button "Save" at the end
5. If you want unassign a Person please click at the cross in front of the name in the Assigned Section.

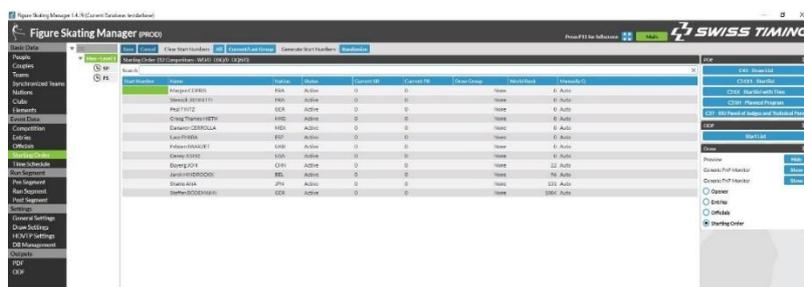
## 5.7 Starting Order

There are three ways to add the Starting Numbers.

- Generate Start Numbers: Randomize (testing purposes)
- Starting order without Draw Groups
- Starting number with Draw Groups

The starting Order for each Segment you can add as follow.

### 5.7.1 Draw without Draw Groups



1. Go to Event Data/Starting Order and choose the Segment you want.
2. Go to the first skater, put in the first starting Number and press the Button "Return". The Cursor will jump to the next skater automatically

3. Put in the Starting Number for all Skaters and Press the Button "Save" at the End



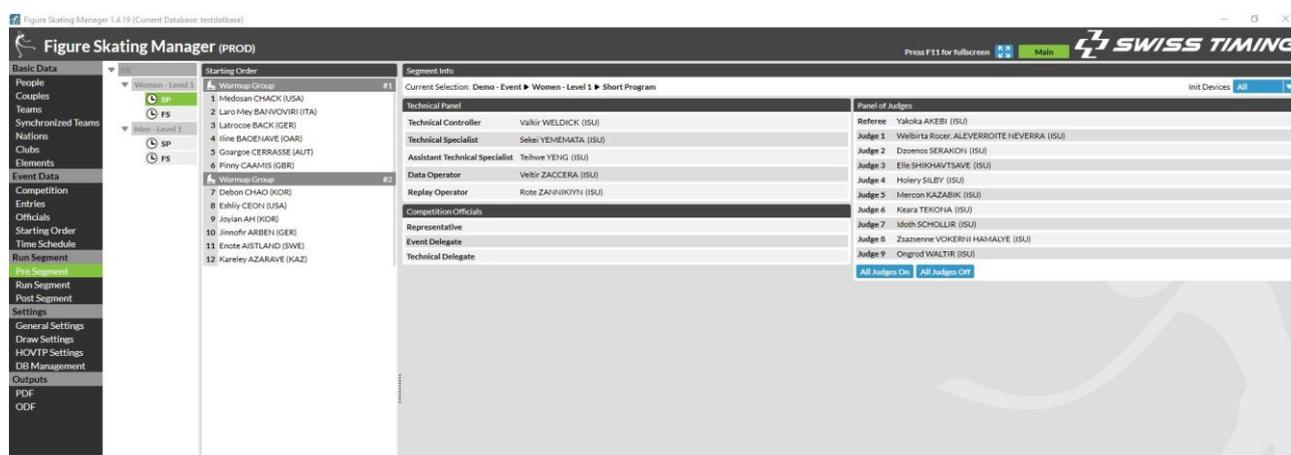
## 6 RUN SEGMENT

The new FS Manager has a complete redesigned Run Segment View to minimize the Risk of User Errors and to maximize the User Experience. The Run Segment is now separated in a View before the Competitions starts to present the Judges Officials, a View during the performances for a better operating experience and a View for the Post Segment Printouts and procedures.

### 6.1 Pre Segment

Before the Segment Starts there are usually Judges Presentations or Presentations of the Technical Panel. This Screen allows you to operate this, in case a TV Graphic or Scoreboard is connected and the feature is enabled. If you have no Outputs connected, this Screen gives you an Overview about the Judges names and also the Technical Panel to Double check if all the Informations are correct.

You are also able to see the Skaters Starting Order including the Warmup Groups as well as the Ice Resurfacings.

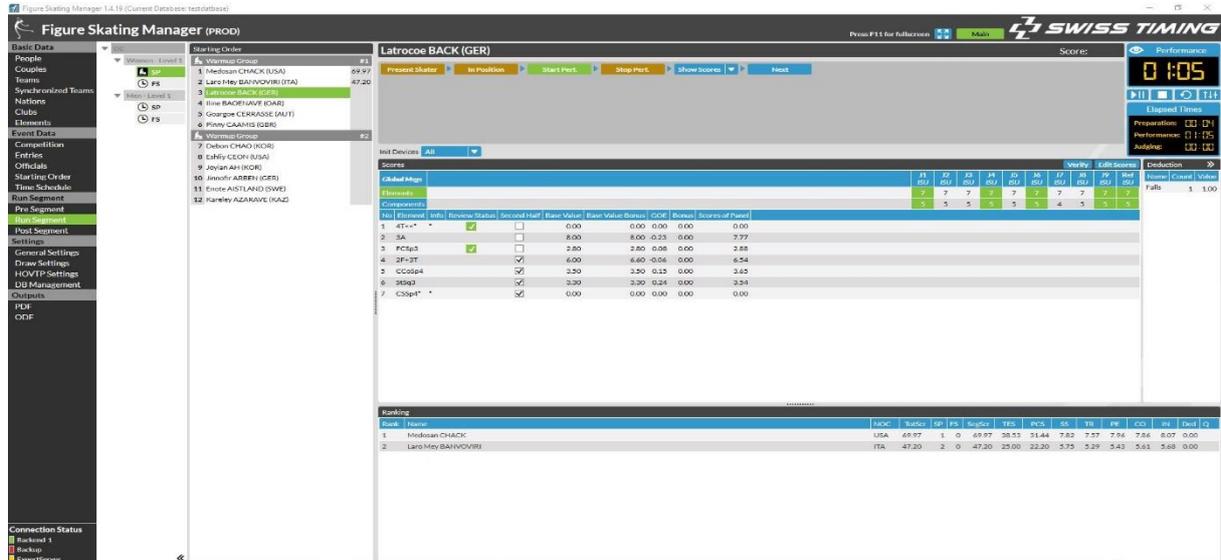


Additional to the Information you can see on this Screen, you are also able to:

- Lock all the Judges Screens - All Judges Off
- Unlock all the Judges Screens – All Judges On
- Send the initial data to your Scoring System – Init. Devices (top right)

## 6.2 Run Segment

The Run Segment Screen is your new operating Screen and is structured as follows:



### 6.2.1 Left Section - Starting Order

Starting Order	
<b>Warmup Group #1</b>	
1 Medosan CHACK (USA)	69.97
2 Laro Mey BANVOVIRI (ITA)	47.20
3 Latrocoe BACK (GER)	46.40
4 <b>Iline BAOENAVE (OAR)</b>	
5 Goargoe CERRASSE (AUT)	
6 Pinny CAAMIS (GBR)	
<b>Warmup Group #2</b>	
7 Debon CHAO (KOR)	
8 Eshliy CEON (USA)	
9 Joyian AH (KOR)	
10 Jinnofir ARBEN (GER)	
11 Enote AISTLAND (SWE)	
12 Kareley AZARAVE (KAZ)	

- you can see the Starting Order
- you can see Warm-Up Groups and Ice Resurfacing
- You can give a skater another status with right click on his/her name (Withdrawn)

### 6.2.2 Middle Section - Calculation Operations

- The FS Manager will guide you through following actions (Present Skater, In Position, Start Performance, Stop Performance, go to the next). This guide we call State Machine and will help you to minimize the error to press wrong Buttons at the wrong time.



- you can calculate the Scores (Show Scores)

- you can reset a Score (click at the arrow next to Button “Show Scores”)
- you can Initialize the scoring system (init Devices in case, some of your Judges Panels need the Information again after a Restart)

Scores										Verify			Edit Scores			Deduction		
Global Mags	J1	J2	J3	J4	J5	J6	J7	J8	J9	Ref	Name	Count	Value					
Comments	ISU	Falls	1	100														
4T<<* * *	5	5	5	5	5	5	5	5	5	5								
3A	5	5	5	5	5	5	5	5	5	5								
FCSp3	5	5	5	5	5	5	5	5	5	5								
2F<3T	5	5	5	5	5	5	5	5	5	5								
CCoSp4	5	5	5	5	5	5	5	5	5	5								
StSq3	5	5	5	5	5	5	5	5	5	5								
CSSp4* * *	5	5	5	5	5	5	5	5	5	5								

- You can see the actions of the Judges and Technical Panel (sent Marks, Deductions, Elements)

- You can send Information’s to each judges with right Click on the Judges Nr. like (Hurry Up, Check Elements, Check Components, Reset Help Request, Lock Judge and Unlock Judge)
- You can see the current Ranking with all skater related Scores. You can edit Scores

Rank	Name	NOC	TotScr	SP	FS	SegScr	TES	PCS	SS	TR	PE	CO	IN	Ded	Q
1	Medosan CHACK	USA	69.97	1	0	69.97	38.53	31.44	7.82	7.57	7.96	7.86	8.07	0.00	
2	Laro Mey BANVOVIRI	ITA	47.20	2	0	47.20	25.00	22.20	5.75	5.29	5.43	5.61	5.68	0.00	

- You can edit Scores if you:

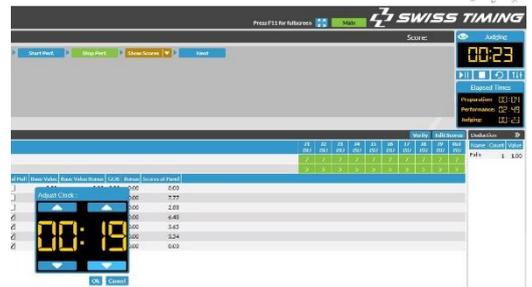
Scores										Add Elements			Save			Close Edit			Deduction		
Global Mags	J1	J2	J3	J4	J5	J6	J7	J8	J9	Ref	Name	Count	Value								
Elements	ISU	Time violation	0.00																		
4T<<* * *	7	7	7	7	7	7	7	7	7	7	Illegal element/movement	0.00									
3A	5	5	5	5	5	5	5	5	5	5	Interruption in excess	0.00									
FCSp3	5	5	5	5	5	5	5	5	5	5	Falls	1	1.00								
2F<3T	5	5	5	5	5	5	5	5	5	5	Late start	0.00									
CCoSp4	5	5	5	5	5	5	5	5	5	5	Costume failure	0.00									
StSq3	5	5	5	5	5	5	5	5	5	5	Interruption with allowance	0.00									
CSSp4* * *	5	5	5	5	5	5	5	5	5	5	Costume/Prop violation	0	0.00								

1. Click Edit Scores
2. Select an Element and change it or Select a Time and change it.
3. If you want change or Put in the judges Scores Manually Click on the Tab “Judges Scores” next to the Element Tab.
4. Change or Put in the Mark and Press save
5. Click “Close Edit”

Scores										Add Elements			Save			Close Edit			Deduction		
Global Mags	J1	J2	J3	J4	J5	J6	J7	J8	J9	Ref	Name	Count	Value								
Elements	ISU	Time violation	0.00																		
4T<<* * *	5	5	5	5	5	5	5	5	5	5	Illegal element/movement	0.00									
3A	5	5	5	5	5	5	5	5	5	5	Interruption in excess	0.00									
FCSp3	5	5	5	5	5	5	5	5	5	5	Falls	1	1.00								
2F<3T	5	5	5	5	5	5	5	5	5	5	Late start	0.00									
CCoSp4	5	5	5	5	5	5	5	5	5	5	Costume failure	0.00									
StSq3	5	5	5	5	5	5	5	5	5	5	Interruption with allowance	0.00									
CSSp4* * *	5	5	5	5	5	5	5	5	5	5	Costume/Prop violation	0	0.00								

### 6.2.3 Right Section - Clock

The Clock is more present in our FS Manager. On the right top side you can see the Status of the Time and Buttons to operate the Clock. Additionally you have an Overview about the different Clocks of the skater. Preparation-, Performance- and Judging Time. These times will be saved during the Competition. In case you have to check the Preparation or Performance Time afterwards, you are able to do it. The Judges Time is more an Information you could use to coordinate the Speed of a Competition.



**Note:** The Time will start automatically if you press present Skater or Start Performance.

- Start Time / Pause Time
- Stop Time
- Resets the Time
- Adjust the Time →

### 6.3 Post Segment

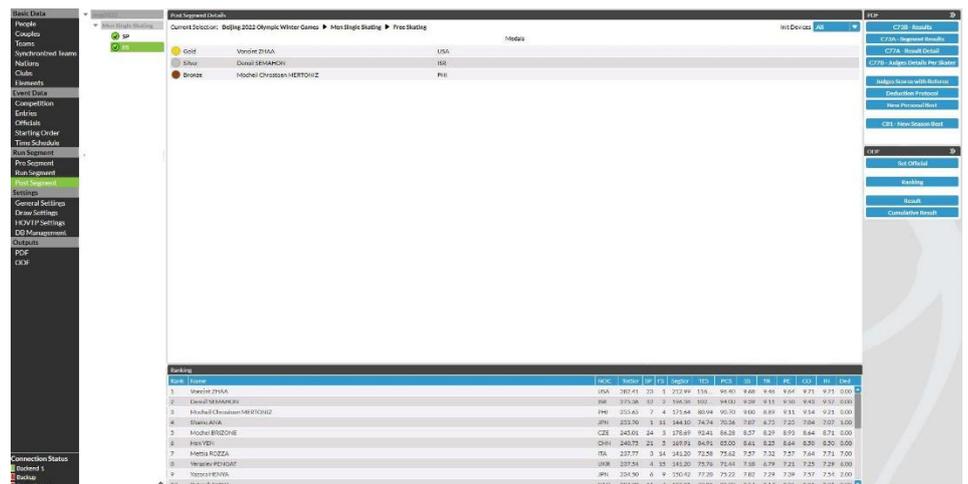
When a Segment is done, the FS Manager navigate you automatically to the Post Segment View. There you can see an overview about the Segment Results and also the Medallists after the Free Program. On the right side you have direct access to all relevant Printing Reports after a segment and also the possibility to send ODF Messages to your clients like TV or Scoreboard

#### Pdf Messages:

- Results
- Segment Results
- Result Details
- Judges Details
- New Season / Personal Bests

#### ODF Messages:

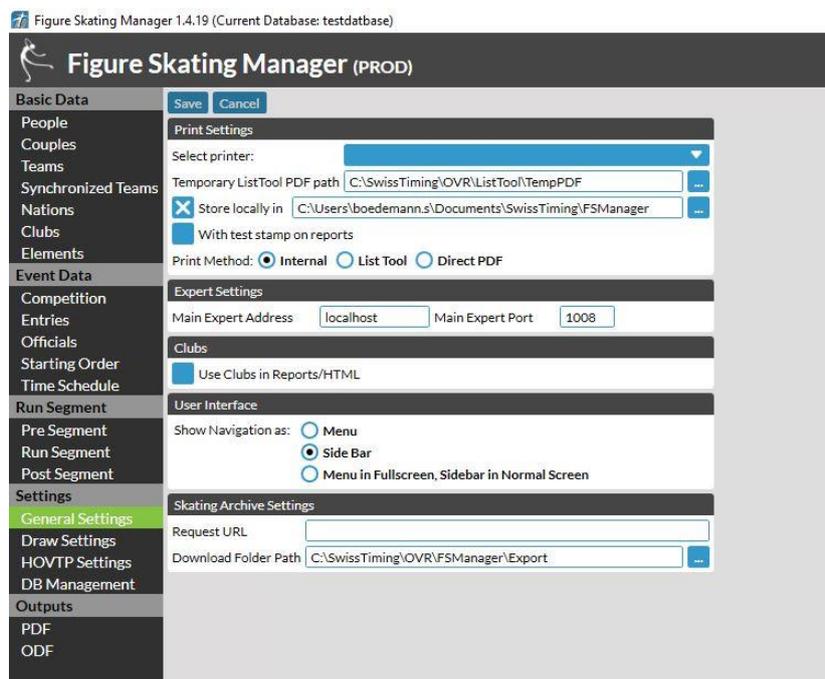
- Set Official
- Ranking
- Result
- Cumulative Result



## 7 SETTINGS

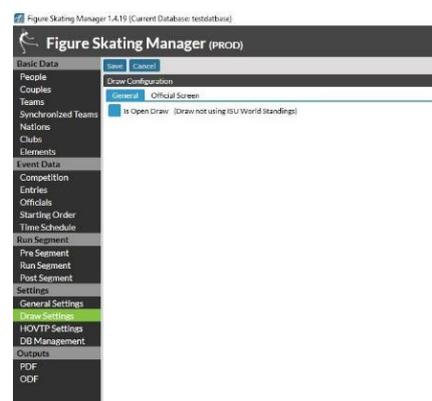
All Settings regarding the Outputs, Connections, extra Features are located in this Section of the FS Manager. If you have no extra Features enabled, you will only see the basic settings here and you can have your focus on what you need. The more features you have enabled, the more settings will come up.

### 7.1 General Settings



### 7.2 Draw Settings

In this Section you can set up your Draw. You can choose, if the Draw is an Open Draw and the ISU World Standing will not be used for the Draw Order or you can choose, that it is not an Open Draw.

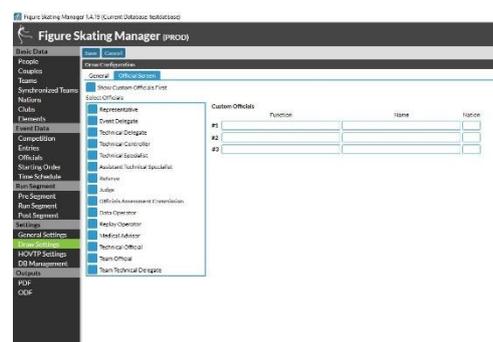


#### Tab General

- Open Draw or not

#### Tab Official Screen

- Officials which should be shown on the external Draw Screen.



Under Tab Official Screen you can select the Officials, you would like to show during a Draw on an external Monitor. You also have the option to put in 3 Custom Officials with other Positions as free text.

## 7.3 HOVTP Settings

### 7.3.1 HOVTP Protocol description

While the protocol hereby defined, HOVTP, is inspired by OVTP and preserves some of its principles, it depends from it in some major and minor aspects.

- First and foremost, the biggest difference is that the new protocol is layered on top of HTTP. HTTP was chosen as it is standardized, widespread, text-based, flexible and doesn't require any non-trivial firewall configuration. All these points were part of the requirements. Furthermore, adopting it allows taking advantage of all the existing implementations, both on client and server sides. In addition, encryption and authentication are already part of HTTP, should it be needed in a future revision of HOVTP.
- The headers found in OVTP that belongs at the transport-level (i.e. not specific to ODF) were kept and adapted as HTTP headers. However additional headers specific to the data were not included directly. They must be defined as additional prefixed HTTP headers in the specification of the data type.
- The Keep-alive mechanism is part of the protocol; it is not a service built on top.
- The protocol was made independent of ODF. Transport of ODF messages is treated like any other format of data would.
- The environment is included in all responses. This ensures that the environment of the receiver is always known by the sender
- The error reporting was enhanced by allowing a description of the cause of the error.

### 7.3.2 Connections

A connection consists of a sender; the source of the data, a receiver; the destination of the data. At the level of HTTP, the sender acts as a client and establishes the connection; the receiver acts as a server and listens for incoming connections.

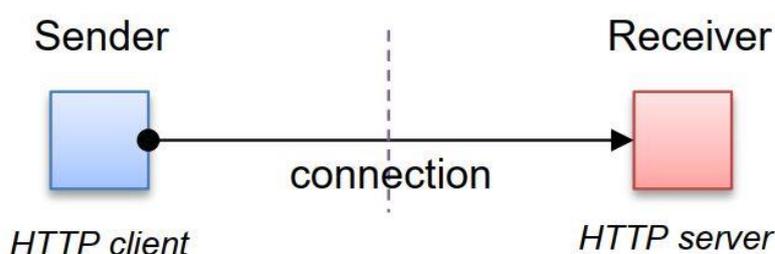


Figure 1 - Sender and receiver convention in relation to HTTP

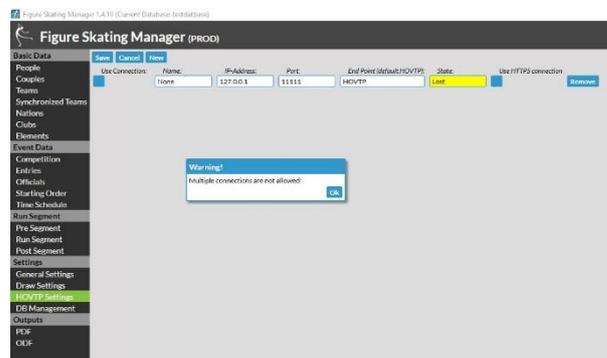
The sender generates the requests and receiver processes them and generates the responses; the HTTP request body being the transported data.

An HOVTP connection is not directly tied a single underlying TCP/IP connection. All requests must be treated independently whether they were received on different TCP/IP connections or on the same (using HTTP/1.1 persistent connections). It is however recommended to use persistent connections to optimize the throughput.

What the OSIS Connection was for the ISUCalcFS, is the HOVTP for the FS Manager. For Federation it is allowed to have 1 HOVTP connection. In case you need more than one connection, please contact ST Sportservice. Such Connections could be Scoreboard or TV Output.

**Note:** If you plan to use one of these outputs for your Events, please let us now and we can provide to you the HOVTP Specifications and also the ODF2 Figure Skating Data Dictionary.

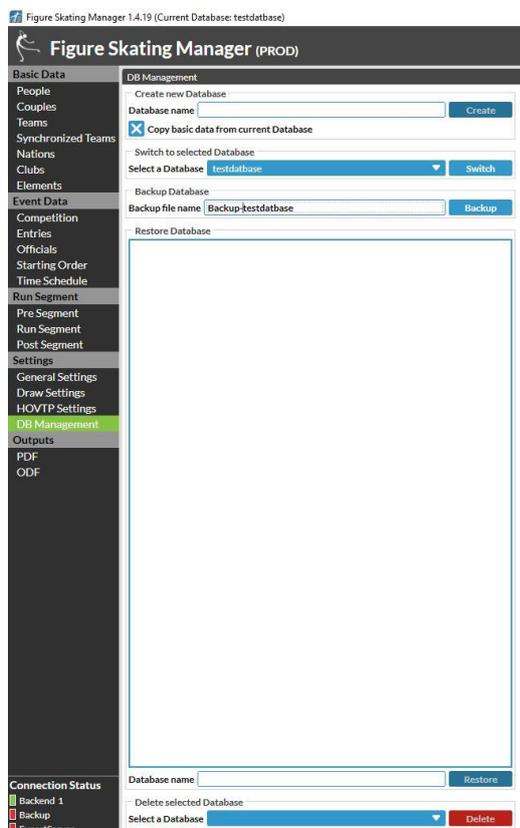
1. Go to Settings / HOVTP Settings
2. Click the Button “New”
3. Enter the Name, IP-Address, the Port and the Endpoint and press “save”
4. In case you want use this connection please click into the checkbox in front.
5. The state shows you, when you lost the connection in (Yellow) or in (green) in case you are connected to the client.



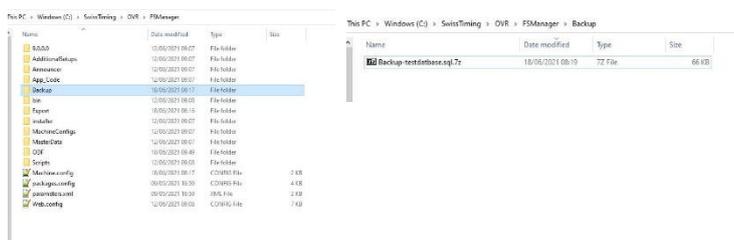
## 8 DB MANAGEMENT

### 8.1.1 Backup Database

With this option the user can create a backup-files of an instance of the database. E.g. to send the database to another user or to store them on another computer.



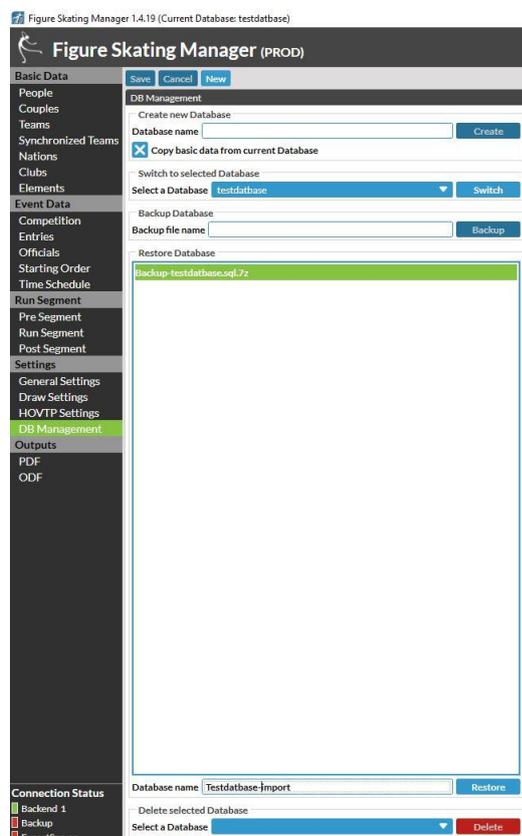
1. Go to Setting / DB Management
2. Enter the Backup file name and Click “Backup”
3. If the Backup was successful a Message will come Up “Successfully backed up”
4. The Backupfile is stored under C:\SwissTiming\OVR\FManager\Backup as a .7z file.



**Note:** Please do not unzip the file. For the import you will need the .7z file.

### 8.1.2 Restore current Database

**Note:** Before you can restore a Database you have to get sure, that the backup.7z file is located in your Backup folder



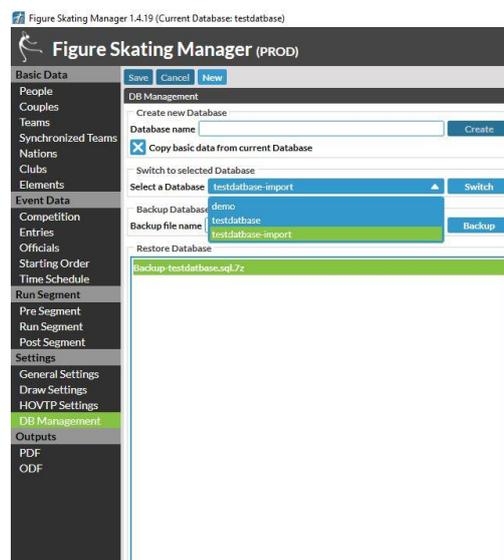
1. Go to Settings/DB Management. All available backup-files are listed here.
2. Select a file
3. On the bottom you can find the field Database name. Enter the database name you want and Click the “Restore” Button next to it.
4. Now the FS Manager is checking if there is already a Database with the same name. If so, you get a message that there is a Database with the same name and you have to change it.
5. If the Database Name is unique, a Message comes up and ask again if the name is correct.
6. Click “OK” and the restore will start
7. If the restore is done you can find your new restored Database in your Dropdown Menu
8. Please choose your Database and switch to this one. More Details under Point 4.2



**Tip:** Backups are very Important and should be done on a regularly basis during an Event. In case you have trouble during an Event and you need help from ST Sportservice, please always attach the Database to your help request.

### 8.1.3 Delete selected Database

From time to time it can be useful to delete some Databases, but please get sure, that you do not need them anymore, or that you have a Backup file somewhere. In any case, please think twice 😊 before you click the Delete Button.



**Note:** The current Database cannot be deleted. This is an extra security to get sure, that you never delete the Database where you are working on.

1. Go to Settings / DB Management
2. On the Bottom please select a Database in the Dropdown Menu “Select a Database”.
3. Think Twice if this is the right one?
4. Click “Delete”

## 9 EXPORT / IMPORT DATA

There are many ways to share Data between different FS Manager Users. This makes it possible to work with different people at the same Event. One is preparing the PPC of the skaters, the other one is working on the Bios Data. If this is happen at the same time, to share Backup Files is not possible, because you would overwrite the Information from the other person. Therefore the FS Manager has integrated an Import / Export functionality of single Data files.

### 9.1 Export

Before we can Import a file we have to export it. Please follow the instructions below to get sure the export will be done successfully.

**Note:** An Export file includes all the information. You have not to choose what you would like to export. During the Import Process you can choose, what you would like to import.

#### 9.1.1 Export folder

The Export folder will be created with the first Information you have exported and you can find it here: C:\SwissTiming\OVR\FSManager\Export\“your Database name”\ODF

#### 9.1.2 Export People (with Planned Elements, Music, Coach)

1. Go to Basic / Data People -> press 
2. Export file is called DT\_PARTIC.xml
3. In this file are biography data of single skaters or officials, as well as event specific data like
  - Season best and personal best
  - World rank and world points
  - Planned elements
  - Music
  - Coach information

#### 9.1.3 Export Couples (with Planned Elements, Music, Coach)

1. Go to Basic Data / People -> press 
2. Export file is called DT\_PARTIC\_TEAM.xml
3. In this file are data from couples saved like
  - Season best and personal best
  - World rank and world points
  - Planned elements
  - Music
  - Coach information

## 9.2 Import

**Note:** If a file will be imported, the information you would like to import will overwrite the information in your Database.

### 9.2.1 Import People

Information about people are saved in a file called DT\_PARTIC.xml.

C:\SwissTiming\OVR\FSTManager\Export\EVENTFOLDER\ODF. In this file are data of officials and single skating athletes stored.

1. Go to Basic Data / People and Press 
2. Select the information you want to import



a.) Initial Download (complete)  
All available information should be imported.

b.) Initial Download (complete, add PPC, Music, Coach if empty ) This import is similar to the first one, BUT to avoid, to overwrite existing PPC, Music and Coach information, they will only be added if empty.

c.) Skating Archive ... (needed for ISU Events)

d.) Skating Archive ... (needed for ISU Events)

e.) Only Planned Elements PPC

This option should be used if only planned elements should be imported/updated for all single skating athletes

f.) Only Music

This option should be used if only music should be imported/updated for all single skating athletes

g.) Only Coach This option should be used if only coach information should be imported/updated for all single skating athletes

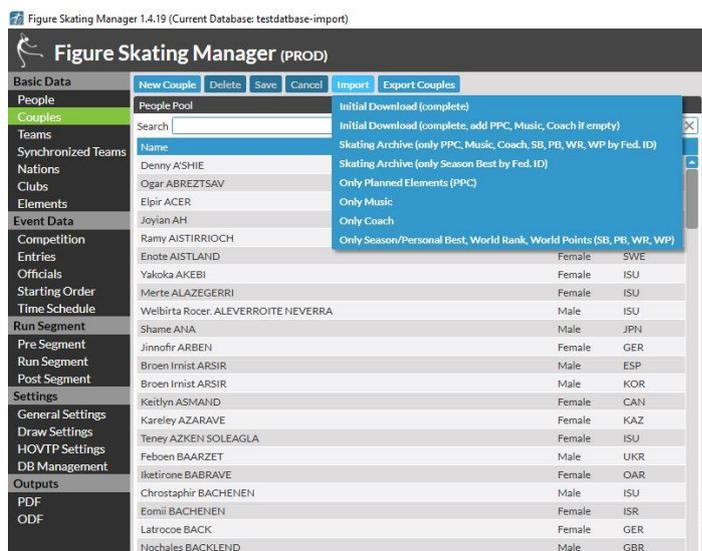
h.) Only season/Personal Best ...

This option should be used if only SB/PB, World Rank, World Points should be imported/updated for all single skating athletes

## 9.2.2 Import Couples

Information about couples (pairs an ice dance) are stored in a file called DT\_PARTIC\_TEAM.xml. C:\SwissTiming\OVR\FsManager\Export\EVENTFOLDER/ODF. In this file are data of Couples stored.

1. Go to Basic Data / Couple and press 
2. Select the information you want to import



a.) Initial Download (complete)  
All available information should be imported.

b.) Initial Download (complete, add PPC, Music, Coach if empty ) This import is similar to the first one, BUT to avoid, to overwrite existing PPC, Music and Coach information, they will only be added if empty.

c.) Skating Archive ... (needed for ISU Events)

d.) Skating Archive ... (needed for ISU Events)

e.) Only Planned Elements PPC

This option should be used if only planned elements should be imported/updated for all Couples

f.) Only Music

This option should be used if only music should be imported/updated for all Couples

g.) Only Coach This option should be used if only coach information should be imported/updated for all Couples

h.) Only season/Personal Best ...

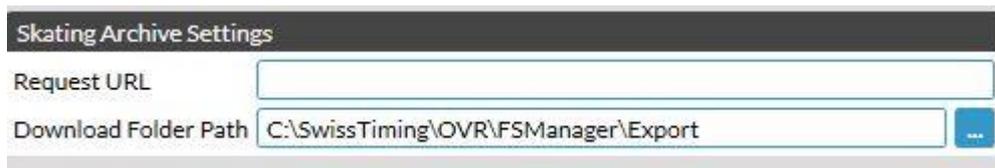
This option should be used if only SB/PB, World Rank, World Points should be imported/updated for all Couples

### 9.3 Skating Archive / ORS

For ISU Events it will be helpful to get the event related information (Schedule, Skaters, Coaches, PPC ...) direct from the Online Registration system (ORS). To be able to get Data from there, you have to set-up the Connection under Settings / General Settings.

#### 9.3.1 Connection to the ORS

1. Go to Settings / General Settings
2. Put in the Request URL (will be provided by ISU or ST Sportservice)
3. Set –Up the Download Folder Path in case its empty



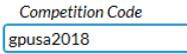
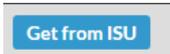
*Request URL:*

Connection to the Skating Archive

*Download Folder Path:*

Path where the downloaded files should be saved.

#### 9.3.2 Get Data from ORS

1. Create a new Competition under menu Event Data / Competition and set a competition Code  

2. Press Button Get from ISU  

3. If the download was successfully the message appear:



#### 9.3.3 Import Timeschedule

Information about the Eventschedule are saved in a file called DT\_PARTIC.xml. C:\SwissTiming\OVR\FManager\Export\EVENTFOLDER\ODF. In this file are also stored data of officials and single skating athletes.

1. Go to Event Data / Time schedule and click 

**Note:** The Import of the Time schedule should be done at first, because this builds the structure of the event. It creates automatically Categories and Segments out of the information from the ORS system.

2. Go to Basic Data / People and and click 

When the basic structure is build, the import of the People will add the Skaters to their Categories

3. Go to Basic Data / Couples and click 

When the basic structure is build, the import of the Couples will add them either to Pairs or to the Ice Dance Category.

## 10 OUTPUTS

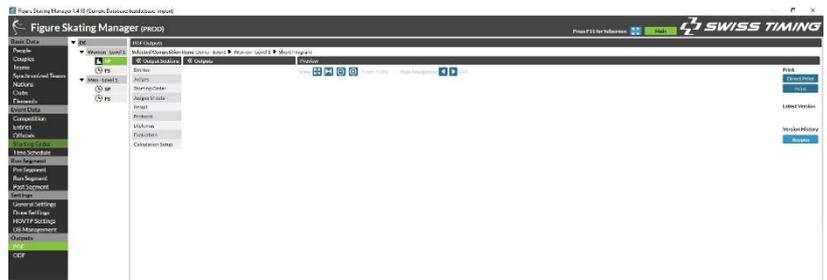
In the new FS Manager you have 2 Options to create PDF or ODF Messages. The first one is located on the right side of the FS Manager when needed. Please find below 3 examples:

1. You would like to Print an Element list - Go to Basic Data / Elements and you will find a menu on the right side, where you can print out the List of Elements
2. If you would like to Print Entry related Lists – Go to Event Data / Entries and you will find all the Lists there.
3. If the Segment is done and you need Result Lists – Go to Run Segment / Post Segment and you will see all Segment related Lists there.

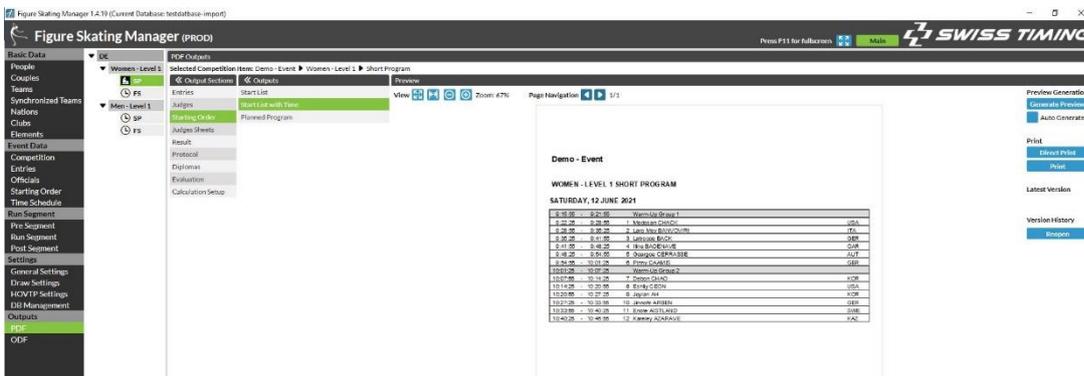
### 10.1 PDF

For all User, which are more interested in having a complete overview about all the possible Outputs, there is Option two.

1. Go to Outputs / PDF



2. Click on the Category or Segment where you would like to create a PDF.
3. Click on a Output Section
4. Choose the Output
5. Click on Generate Preview on the right top
6. Click Print

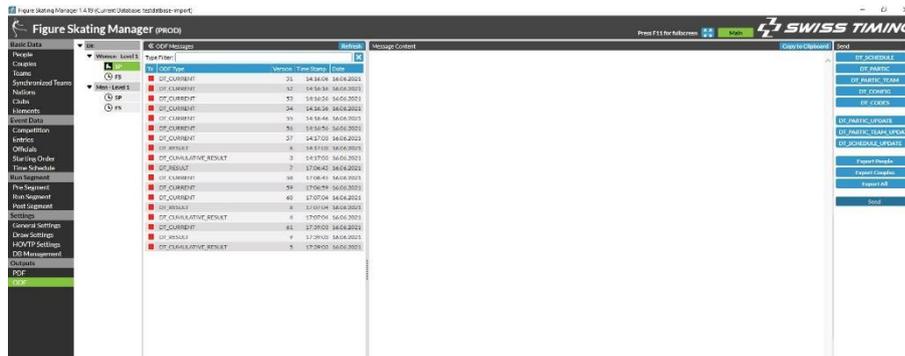


**Note:** As soon as you Click generate Preview, the list will be saved in the Export folder  
C:\SwissTiming\OVR\FSMManager\Export\EVENTFOLDER\PDF\SEGMENTFOLDER\Short Program

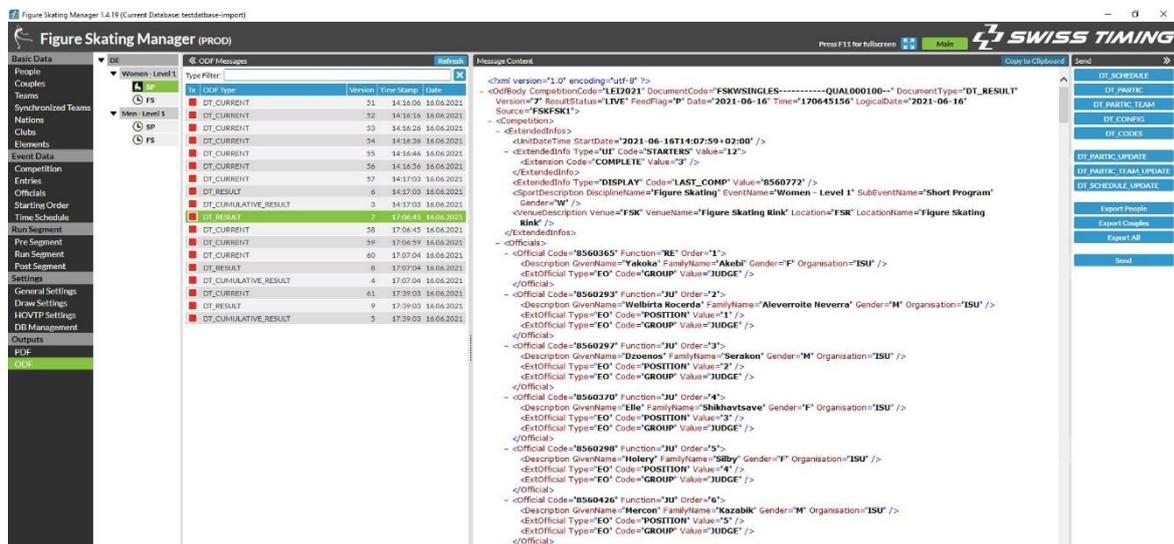
## 10.2 ODF

This section is for the developers among you. It should give you a better overview about the messages, the FS Manager sends to the Outputs and their structure. ODF means Olympic Data Feed and you can find the current ODF2 Data Dictionary here:

[https://odf.olympictech.org/2022-Beijing/OG/PDF/ODF\\_FSK\\_Data\\_Dictionary.pdf](https://odf.olympictech.org/2022-Beijing/OG/PDF/ODF_FSK_Data_Dictionary.pdf)



1. Go to Outputs / ODF
2. Choose a Segment
3. Click the Refresh Button (top middle)
4. Click on the Message you would like to see
5. Check the Message Content on the right side



## 11 FEATURE

A Feature is an additional functionality for your FS Manager.

The most of you had a Scoreboard or Info Dongle for your old ISUCalcFS Software to make the Scoreboard or the Info system running. This Dongle you do not need anymore and it has been replaced by a feature file.

### 11.1 What is an extra Feature?

### 11.2 How can I get one?

If you would like to add a feature to your FS Manager, please contact Mr. Steffen Bödemann (boedemann.st-sportservice.com) and he will send you the feature.xml file.

Current available features are:

- Scoreboard Control
- Television Control
- Output Group Settings
- Additional Draw
- Additional HOVTP Connections
- Announcer

### 11.3 How can I enable a feature?

When you received the feature.xml file you have to copy/paste it into your Export folder.

1. Close your FS Manger if open.
2. Copy and paste the feature.xml file into the folder C:\SwissTiming\OVR\FSManger\Export
3. Start your FS Manager and check if the feature you wanted is enabled.

## 12 BUTTONS – STRUCTURE AND EXPLANATION

This section will follow in the next update and it will present you a Button Dictionary. If you do not know what a special Button will do, you can find the answer here.

## 13 QUESTION AND ANSWER

This section will be constantly updated and should give you an overview about the most common questions.