The following points are a list of items to check when using Ianseo and the Scorekeeper NG app. They are based on experiences of users at real competitions and can be useful to help prevent common issues.

## Hardware

- If using WiFi to connect to IANSEO, verify that a WiFi network will be available at the competition venue so the apps can connect to the competition computer.
- Do not give the general public access to the same WiFi network that the app users will be using. Too many users can easily overload the network and prevent the scorers from entering the scores.
- Verify that the WiFi network for the app users can handle the number of device connections needed.
- Verify that the access points you have provide complete coverage for all the targets/butts. Give particular attention to the sides of the venue.
- Only use WiFi connections to connect the apps to the access points. The network connection between the access points, router/switch, Ianseo competition computer should <u>absolutely</u> be a <u>WIRED</u> connection (i.e. using cables).
- If possible, arrange the network so the IANSEO computer has access to the local network (so apps can report scores) and the internet (so results can be published after each end). This is not absolutely necessary but is nice to have if you want to publish live updates.
- Verify that you have enough mobile devices to cover each target, or target groups if using grouping. If not using your own devices, try to determine which users will be using the app ahead of time. It can be stressful and frustrating trying to arrange app users the day of the competition, especially for larger competitions.
- If you have a break in the competition, make sure that the users are reconnected to the WiFi network when scoring starts if your network does not provide internet access. A lot of users will disconnect from the WiFi to access the internet during the break.

## Software

- Make sure you're running the latest version of IANSEO on the competition computer. Update if needed before competition day.
- Decide if the competition will be a Lite, Pro or Live competition. If you want to use the Pro functionality, contact the IANSEO group (email: ***codes@ianseo.net***) to obtain a Pro license code <u>at least a week before</u> the competition day. In the very near future Pro codes need to be purchased by clicking on the link that will be present in the activation email when you request your competitions be published on ianseo.net.
For Live competitions, this requires special knowledge on how to install the extra module(s), routines for running the competition, as well as a special license key specifically for Live. Please contact us at ***scorekeeper@ianseo.net*** to discuss the possibility of using Live
- If you are running a Pro competition, verify that the app works correctly with the Pro code at least a day or two **<u>before</u>** the competition. This allows time to get a new code if something doesn't work properly. Getting a new code on the day of the competition might be not be possible.
- Make sure you are familiar with the software, both Ianseo and Scorekeeper, for the type of competition you are running. If you are planning to run qualifications and matches, be sure you have actually tested this prior to the actual competition day so you know what to expect and what issues may arise. This helps to make competition day less stressful.
- Make sure you're running the latest app version. This can be downloaded from the AppStore or GooglePlay. Verify with the scorers using the app that they have the correct version.

# IANSEO Scorekeeper NG Checklist
Version 1 eng

- Set up your competition as normal. A setup guide for the Scorekeeper NG app can be found under the "Software and Manuals" page from the website https://www.ianseo.net/Releases.php.
- It is normal to setup the competition in the days/weeks ahead of the competition. Make sure that the IP-address entered in the competition setup for Ianseo Scorekeeper is correct on the day of the competition. It is common that the IP-address that you used earlier at home/club is still in the competition configuration when you arrive at the venue.
- If you're printing the app QR code on your scorecards, make sure the IP-address in the IANSEO setup is the same as it will be at the competition location. If it is different, then the competitors scanning codes will not reach the competition computer. This can easily happen if the scorecards are printed at home the day before and the IP-address is still set to your home network. *This is a common issue, so please verify this.*
- In addition to the above, if you are preparing the competition on a different computer than the competition computer and it has a different operating system (e.g. Linux vs. Windows), please be aware that the QR code on the scorecards may contain a URL that may not match the competition computer even if the IP-address is correct.
- Verify that the app works correctly with your competition (Lite, Pro, Live) before the competition, preferably at home or your club, so you can investigate any problems in a calm manner. Trying to fix problems on competition day can be stressful. On competition day, verify that the app works correctly with IANSEO upon arrival at the venue. This will prevent surprises when the scorers scan the QR code and try to access the IANSEO computer.
- Enable the network protection in IANSEO to avoid any problems.
- If you are using the PIN code feature, *do not change the PIN value after printing the scorecards*.
- Check that the session you are scoring in is not locked.

## General Tips
- If the archers are using their own devices for scoring, have a few backup devices that can be borrowed, if possible. It is not uncommon for people to have devices that suddenly stop working, run out of battery, etc. Having a few backup devices that you know function properly and are fully charged will avoid delays.