VOLA

**Guide for Using Vola Event Management
and
Timing Software for Season 18-19**

Race Results Software

usskiandsnowboard.org/sport-development/officials-development/timing-race-administration
vola.fr/en/timing/logiciels/suite-skialp (correct location)

Software	Contact	Email	Sport	Approved	Website
Split Second	Geoff Elder	GeoffElder@SplitSecond.com	A, M, X, S	Yes	www.splitsecond.com
VOLA	Stéphane Kiener	sales@vola-racing.ch	A, M	Yes	www.vola.fr
Winfree	Dick Stone	dick.stone@bull.com	F	Yes	www.cedar-soft.com
Summit Systems	Ernie Page	ebp@ebpage.com	X	Yes	www.ebpage.com
BART	Tom Kendall	teambart@aol.com	X	Yes	www.barttiming.com

Sport Code: A = Alpine, M = Alpine Masters, X = Cross Country, S = Snowboard, F = Freestyle
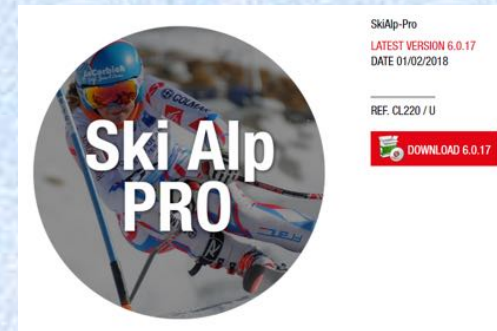
Downloading Vola Ski Alp Pro

Access the Vola Website.
Click on icon

Create your profile
and confirm via registration
email.

Select Nation/Language

Download will begin of
the .exe file

SkiAlp-Pro
LATEST VERSION 6.0.17
DATE 01/02/2018

REF. CL220 / U

DOWNLOAD 6.0.17

Ski Alp PRO

TO LOG IN
If you are already registered in our system, simply enter your email address and password to access your user account ...

Email | Mot de passe

Forgot your password ?

TO LOG IN

CREATE AN ACCOUNT
Do not have your VOLA account yet? Please complete the information and you will receive an email with a link to activate your new account. By creating your VOLA user account, you will have access to downloads such as our timing software.

Email | NOM
Mot de passe | Prénom
Vérification mot de passe | Société (facultatif)

Préfixe | Téléphone fixe
Préfixe | Téléphone mobile
Adresse 1
Adresse 2
Code Postal
Ville

USA
English

Select 'Run'

NOTE: You will be asked if you wish to allow this program to make changes to your computer. In order to continue installation, you must answer: YES

Select 'Next' and Begin Installation

Accept and Select Next
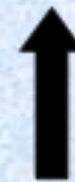
Select Next

FINAL STEPS:
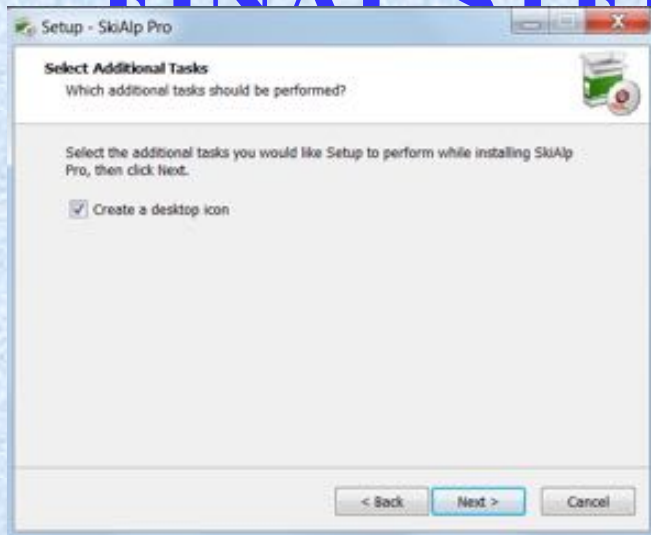
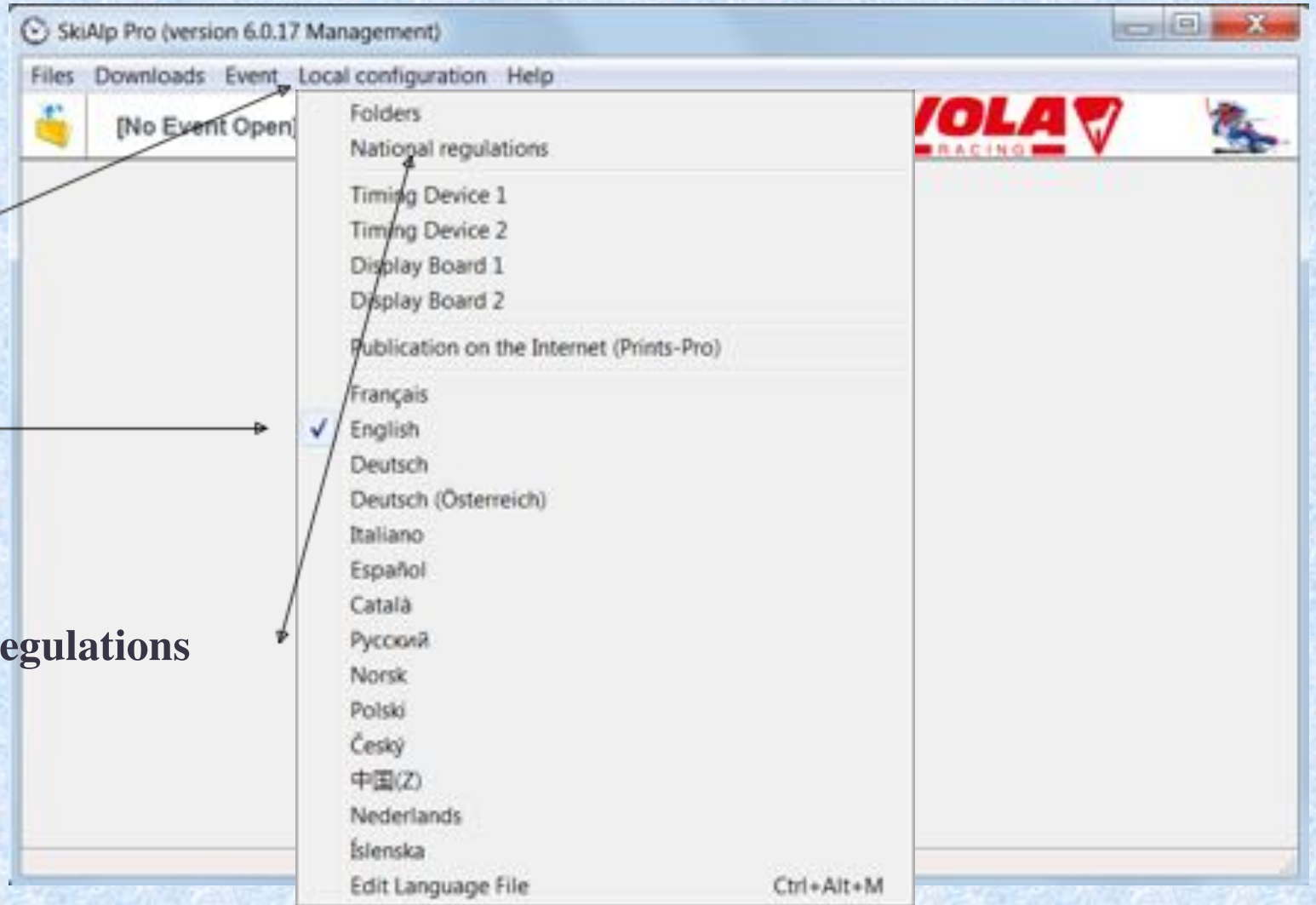
| 1. Create Icon/**NEXT** | 2. Verify/**INSTALL** | 3. **FINISH** |

Click on created desktop icon to start the software.
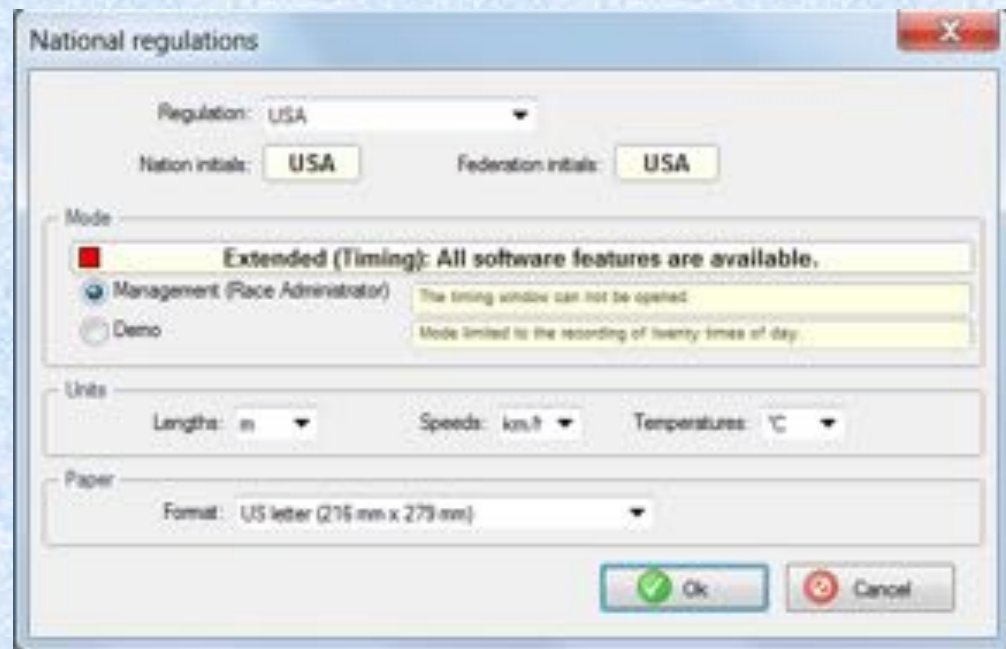
Local Configurations

Choose Local Configurations

Choose Language: 'English'

Choose: National Regulations

National Regulations

This sets your
- Nation
- Lengths
- Speeds
- Temperature
- Management
  mode for Race
  Administrators

OPENING SCREEN

SkiAlp Pro (version 6.0.17 Management)

Files   Downloads   Event   Local configuration   Help

[No Event Open]

VOLA
RACING
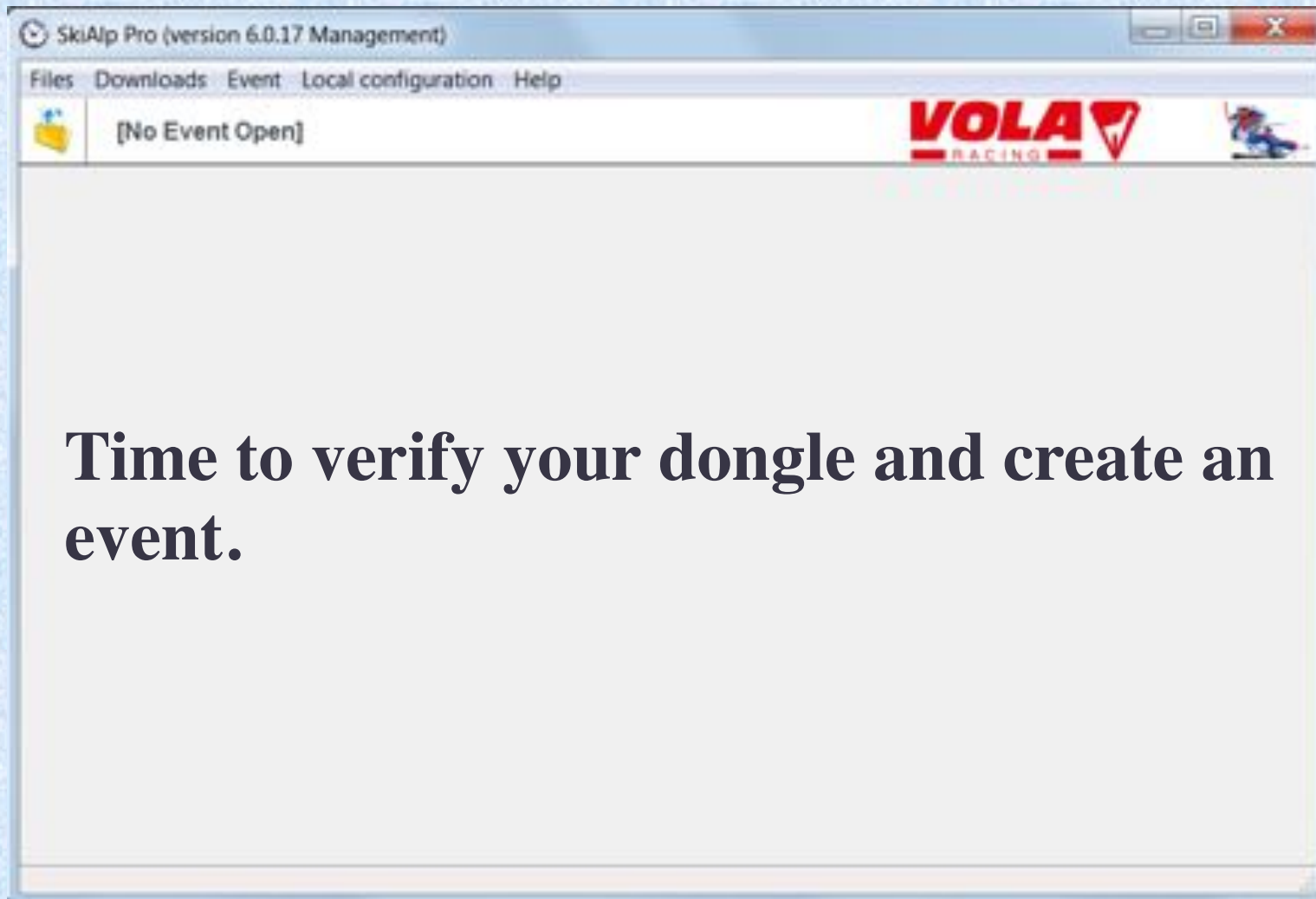
Time to verify your dongle and create an event.

Verify your dongle
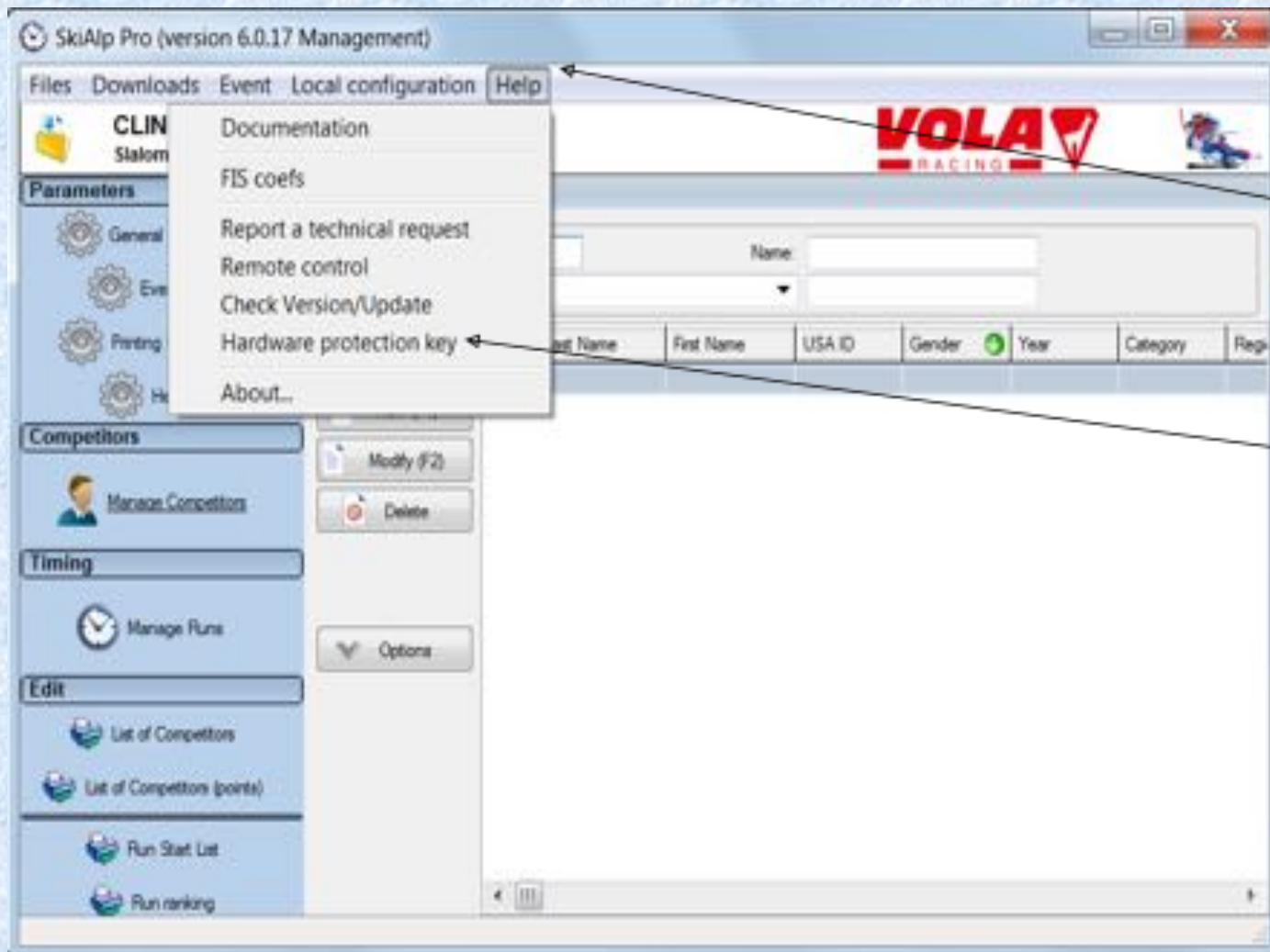
1. **Select Help**

2. **Choose Hardware Protection Key**

Dongle Driver and Confirmation

Install Driver: Follow the directions carefully Red confirms the dongle is NOT working properly.
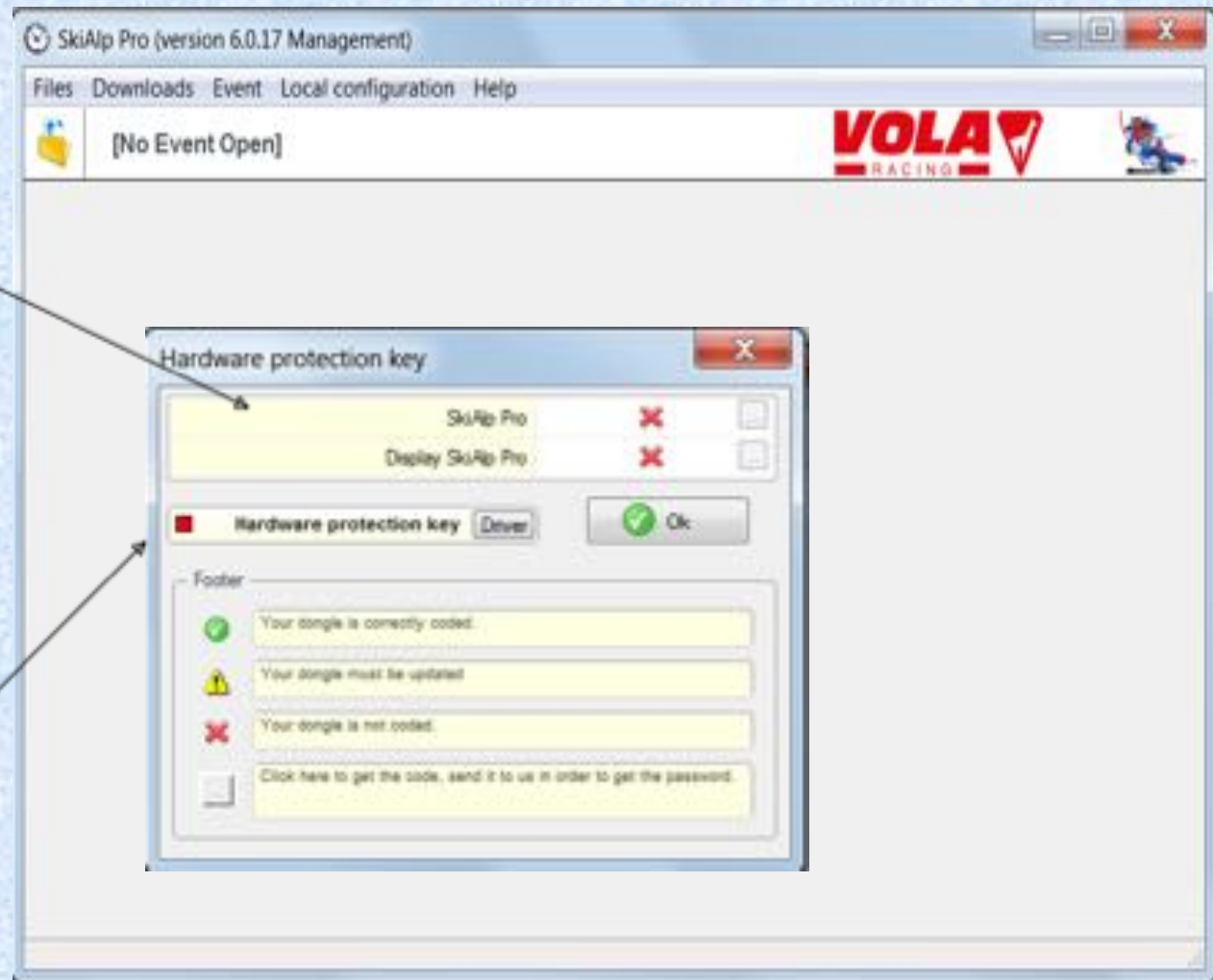
Creating an Event

Click on Folder Icon to open 'Select Event' Window.

Choose a previous event or

Choose N.C. to create a 'New Event'
Will hold up to 200 events
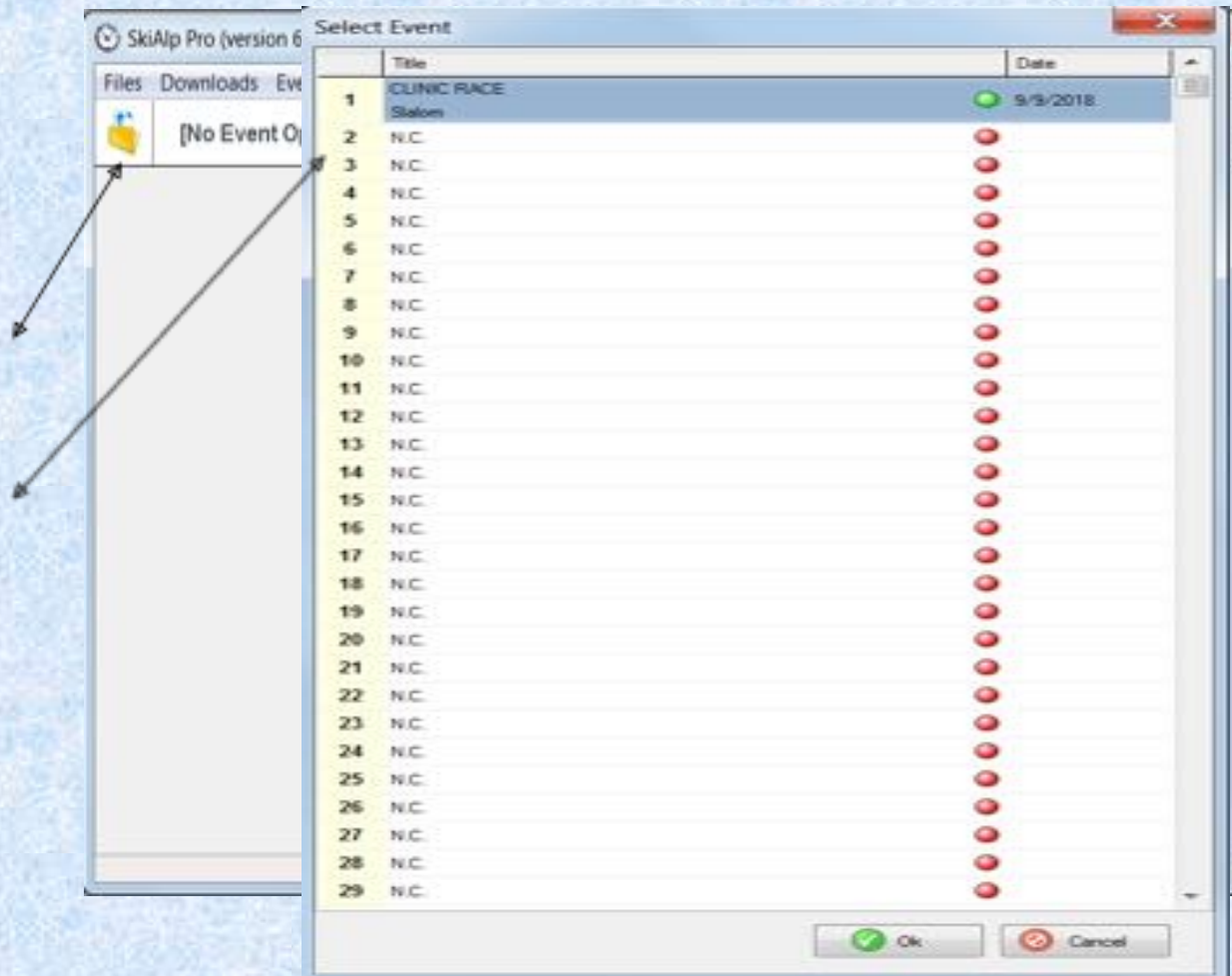
NOTE: A 'dongle' is not required in order to create or administer an event. It is only required for timing functions.

New Event Selected

Event Type

Use the radio buttons to complete the data for your event:
- U.S. Ski & Snowboard/FIS
- Discipline/Event:
  DH.SG.GS.SL.AC.PL
- # of intermediate times
- # of runs in the event
- Timing Precisions as reported on results

PARALLEL: Set your "Parameters"

General Parameters

- Event Title
- Discipline/Event
- Date
- Location
- Organization
- Timing

Codex and Gender

Click on [⟳] **to add gender, age class & codex**

Choose + , then double click on Category = Age Class Gender = Men/Women Codex = USA code Event points = yes/no

This example will only show one gender per event file.
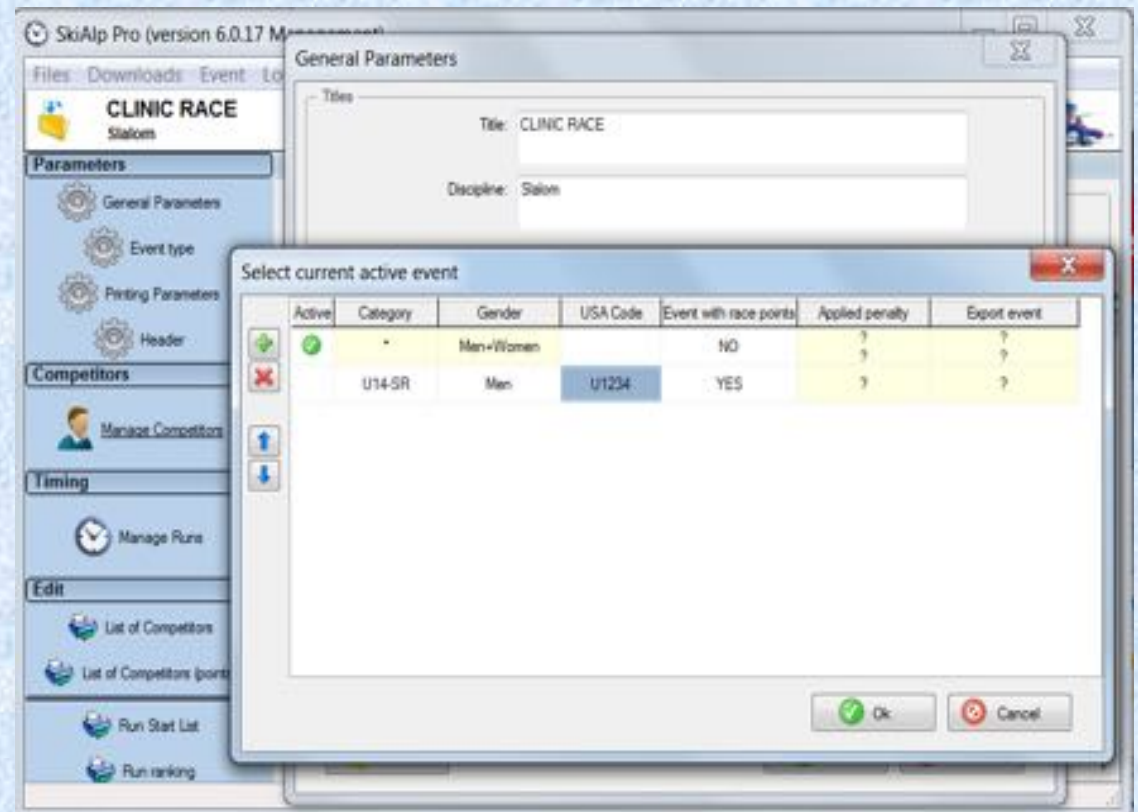
Printing Parameters
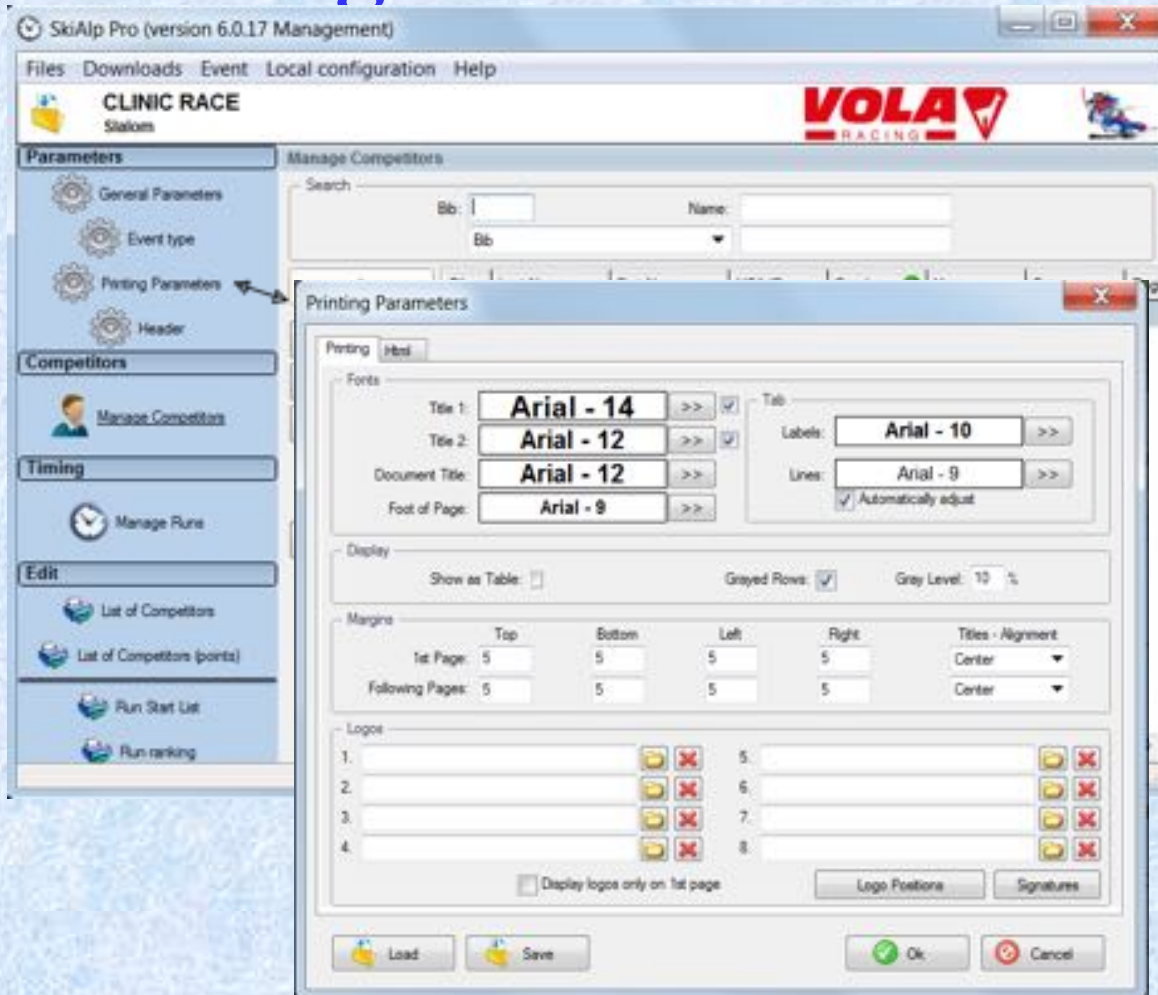
**OC can choose from different
Fonts, Font Size, Logos, Watermarks, General layout
Can be saved for future use**

Printing Parameters
Adding logos

You can load logos from your Files from this location.

Click on Logo Positions to adjust the location of all logos.
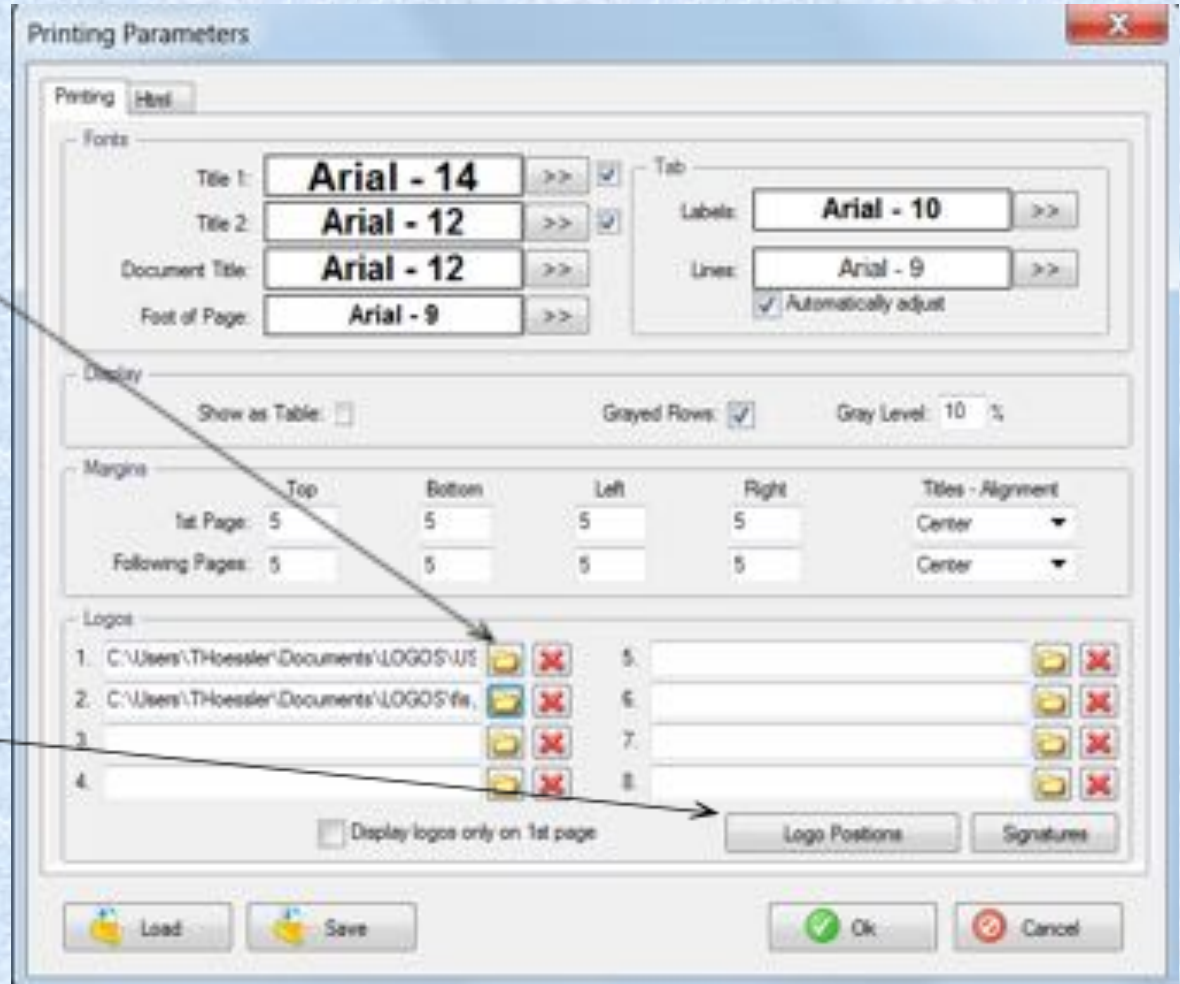
Printing Parameters
Adding logos

Logo set ups can be 'Saved' to your 'config' folder

Your logo set up can then be loaded into a new event folder by using the 'Load' button.
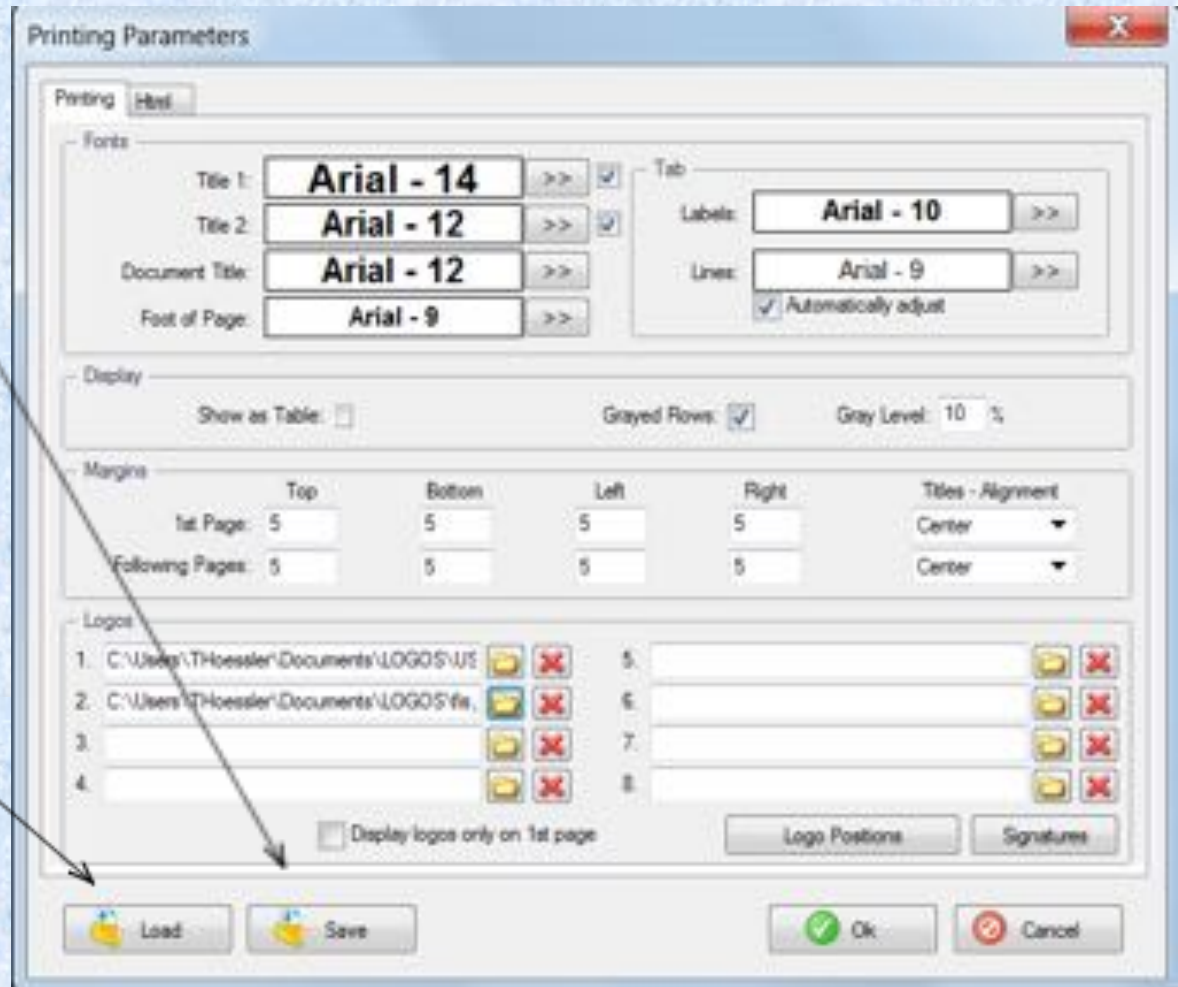
Downloading a Points List

Choose the 'Downloads' tab from top and choose 'Federal competitor lists.'
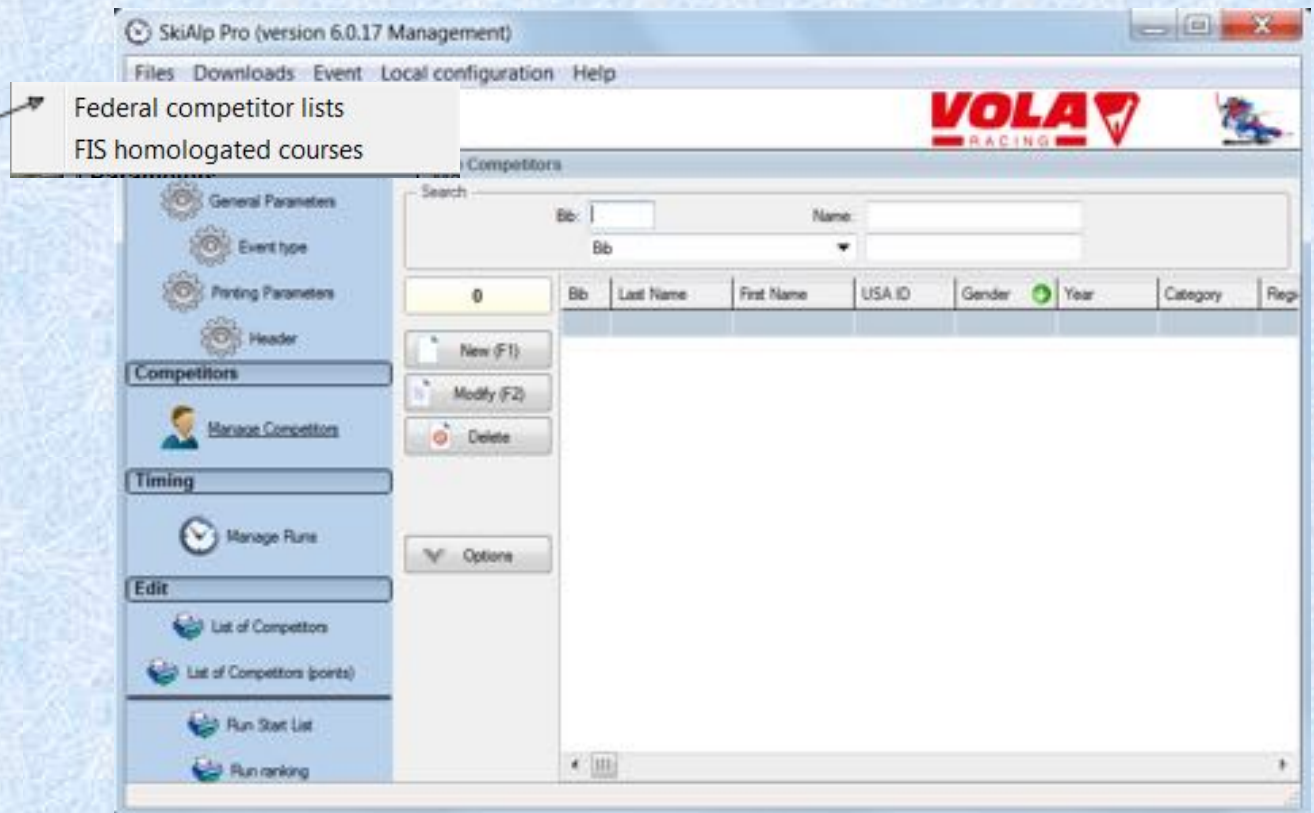
"DOWNLOAD" Points List

Choose Update
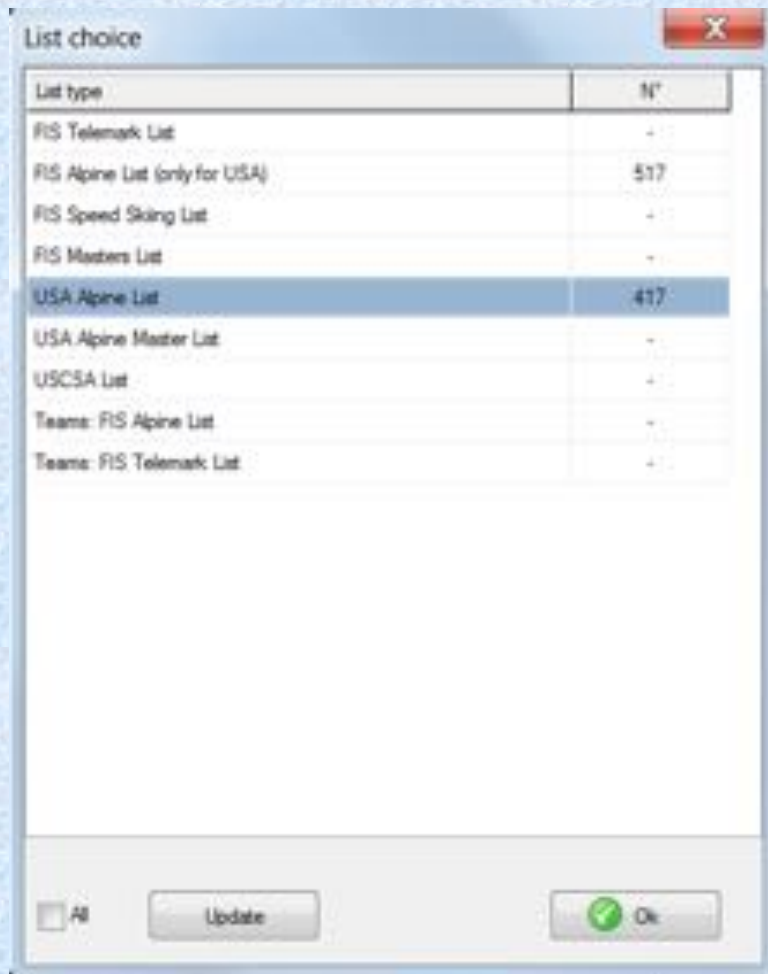
Enter List # or 'Search for the last list'. 'Download this list' followed by Ok to import the list and the athlete list will open.
Complete for U.S. Ski & Snowboard and FIS (alpine for U.S. Ski & Snowboard only)
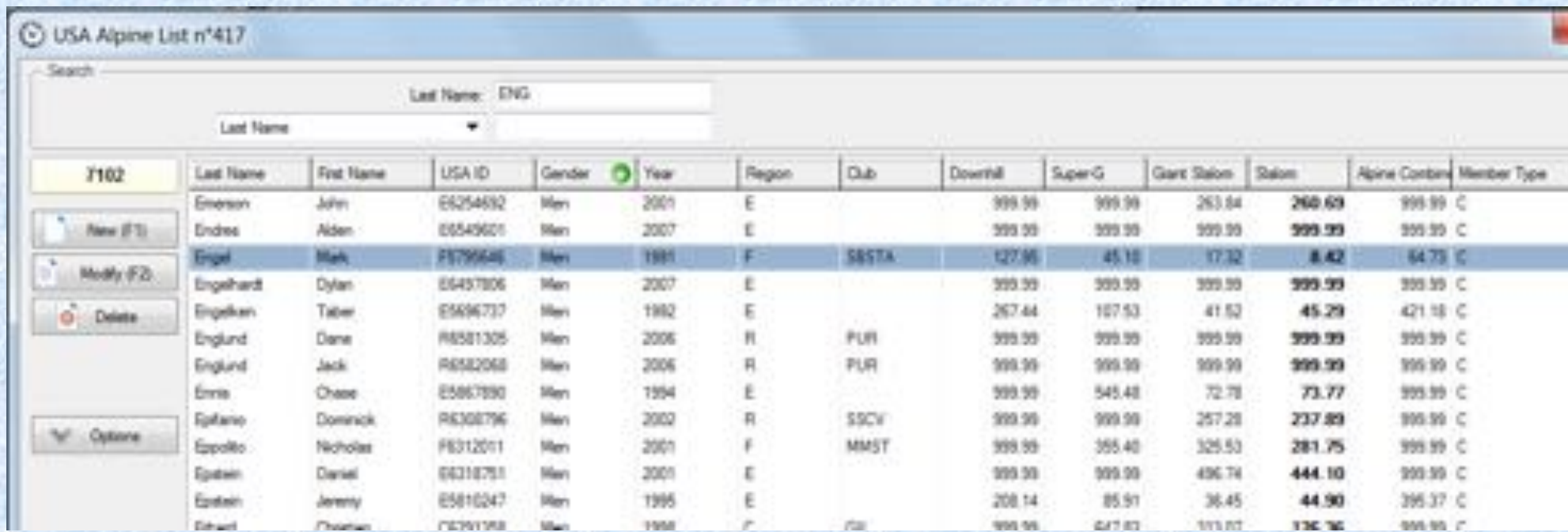
Points List – Entering Individual Athletes

Enter 'Last Name' of the athlete.
Once highlighted, double click, or hit F1, to enter athlete into the event file.
Filters can be set up to enter blocks of athletes.
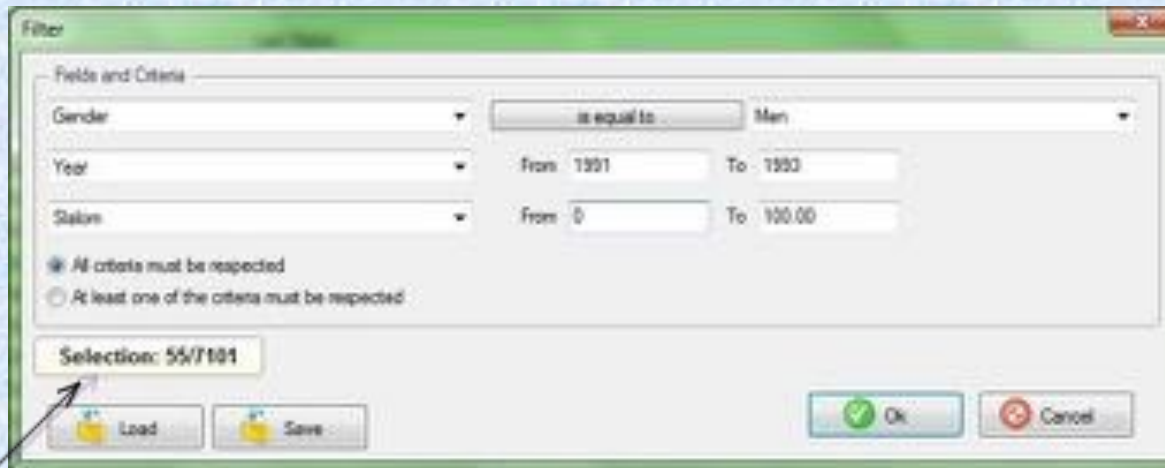
Entering Athletes using Filters

To enter a group of athletes you can apply a filter. Filters are available for: Gender, Year of Birth, Event, Club, Division, Etc.

In this example: 55 athletes meet the criteria of Men, YOB 91-93 with SL Points between 0 and 100

Competitor Fields

Prior to importing competitors from excel, define your competitor fields.

**Choose:
'Options'
'Competitor Fields'**

Double click to make item active or inactive, notated by green ✓ and red ⊘ symbols
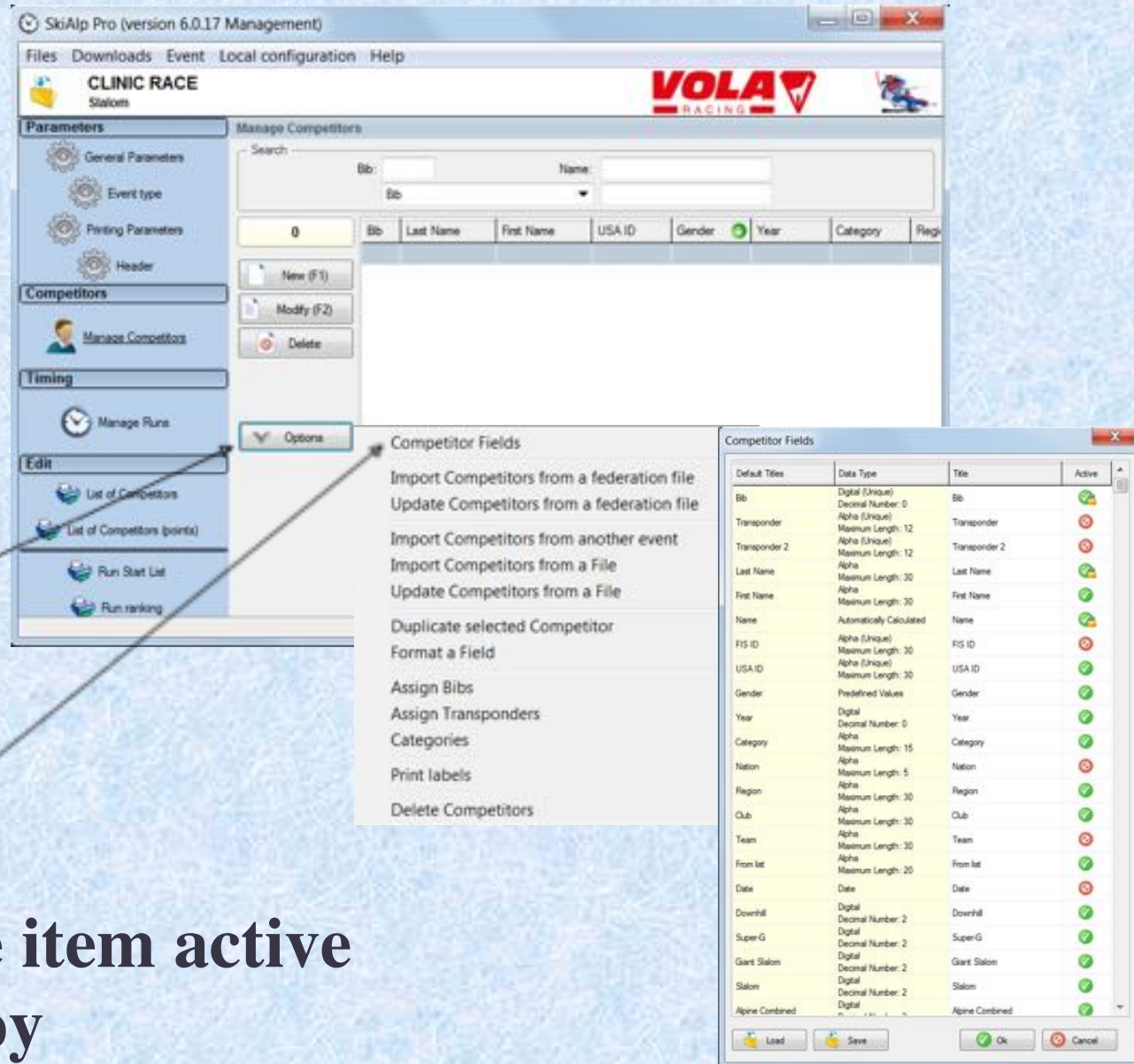
Importing Athletes via Excel

Choose: 'Options'

'Import Competitors from a File.'
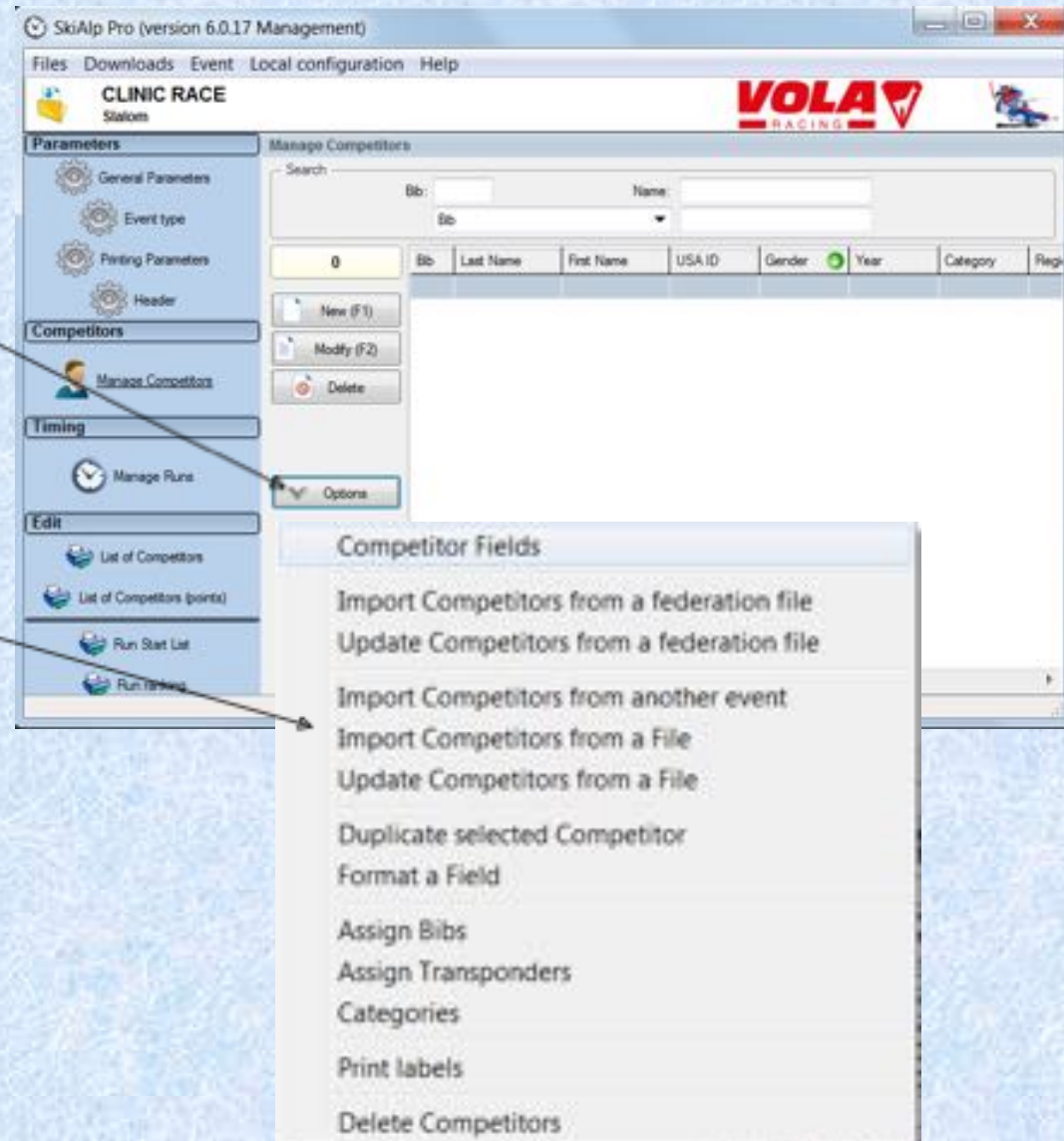
Importing Athletes via Excel 1st way

Select file to import

Line up fields in the 'Data Matching' section. Choose 'Import'

Importing Athletes via Excel 2nd way= Paste

- '**Copy' fields needed from your open excel file**
- **import competitors from a file**

- '**Paste' and athletes populate in the 'Data Matching' window**

Verify Import Numbers Match

110 in the excel, 110 imported into the race file

Updating Points After Excel Import

Click on 'Options' Button

Choose 'Update Competitors from a Federation File.'

Choose OK on next screen
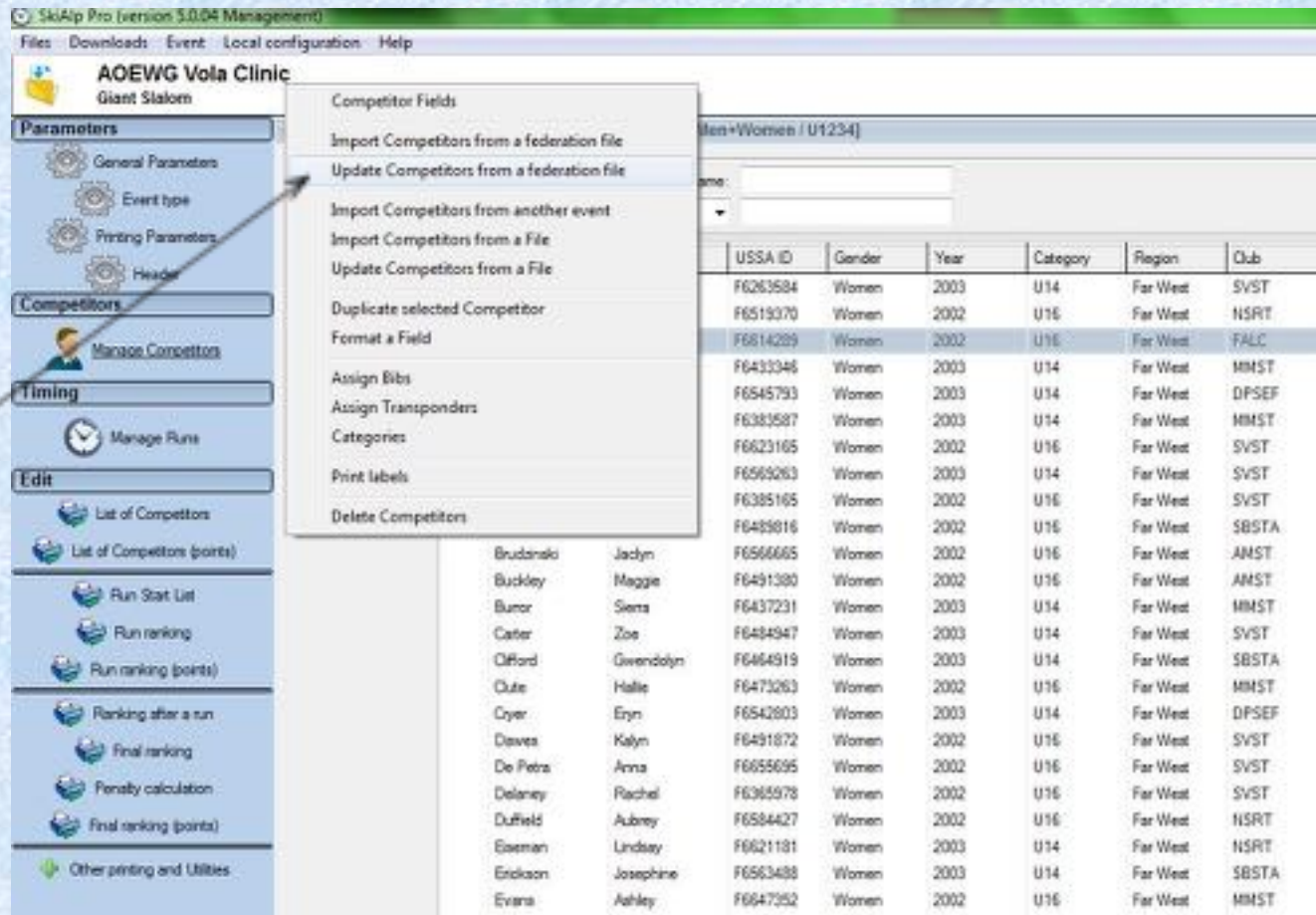
Updating Points

Select:
Options
Update
Select Source

Confirm event(s)
(Double Click to select or deselect update fields)

Click 'OK'

Reminder: always verify points after import
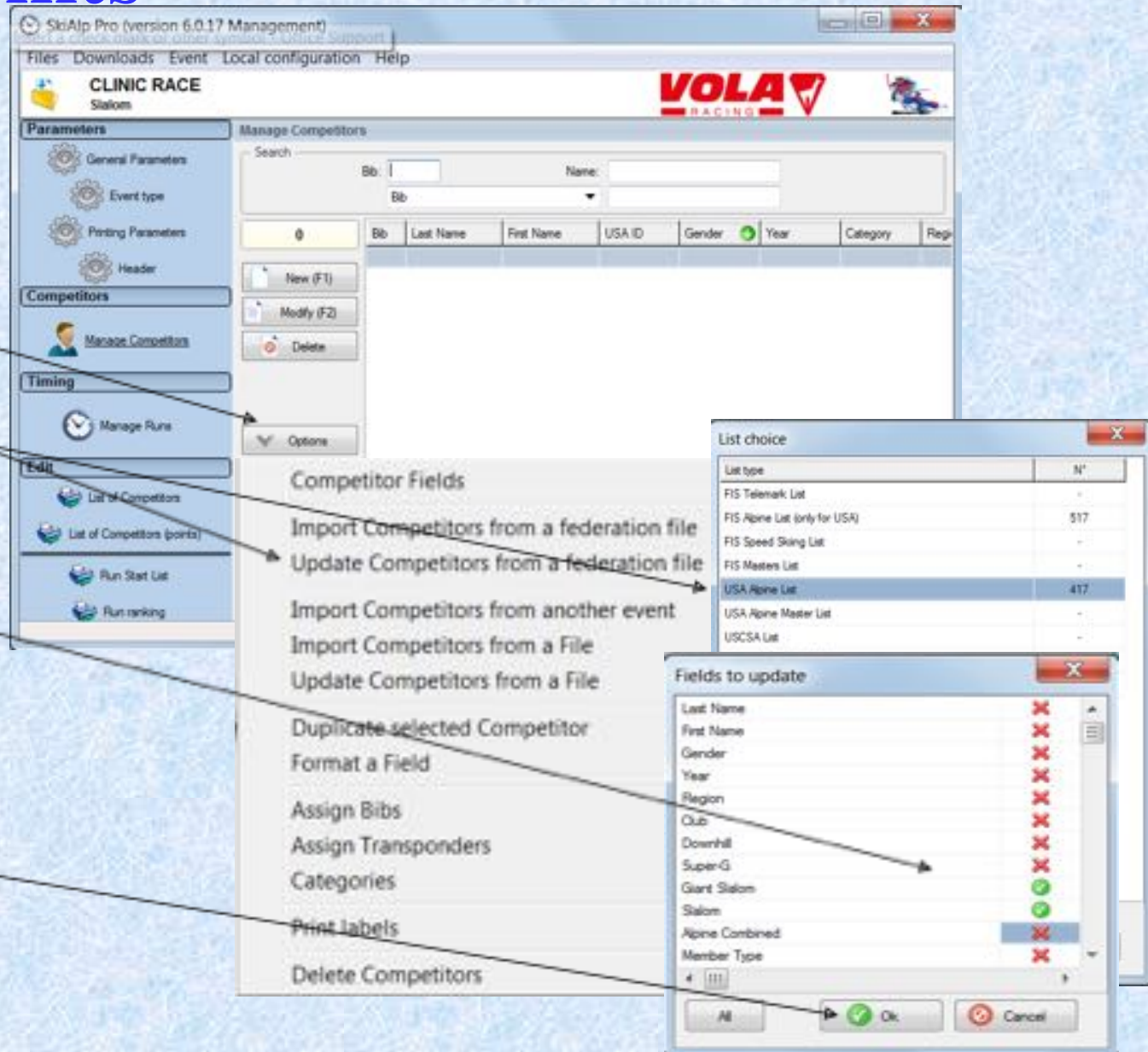
Parameters Header – Officials

Choose the Jury you need printed on results.
Place your cursor in the desired field and choose F1 to pull up valid officials.

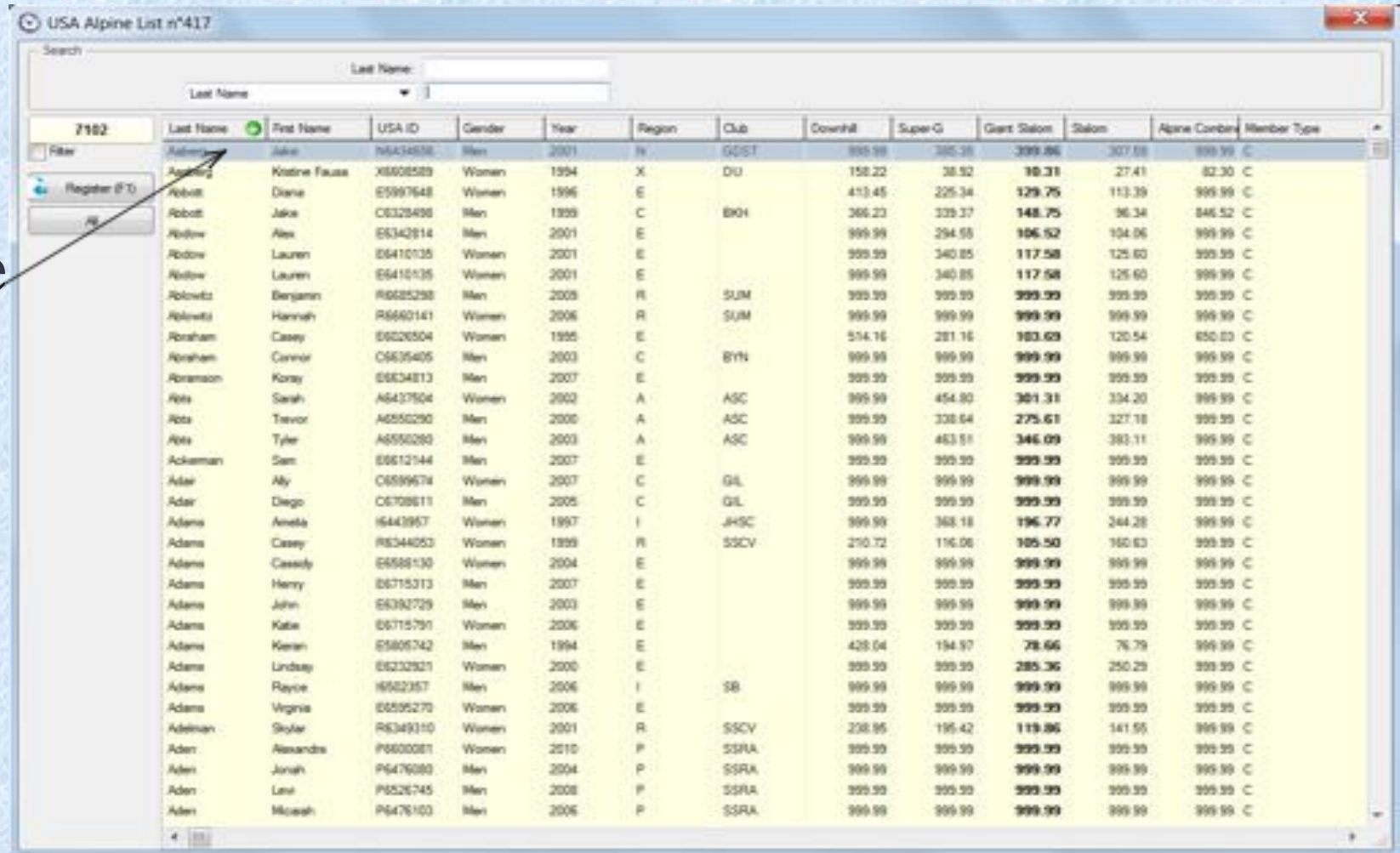# Parameters Header Forerunners-Technical Data

Enter Weather Data

Choose the folder next to 'Course' to download homologation information

Course Setter and Forerunners can be entered by using F1

Quick Sort: Function can also be used in an Event File

Green arrow signals the column you are currently sorted by.

Double click on column header to change the sort .

Assign Bibs

Click on 'Options'

Select 'Assign Bibs'
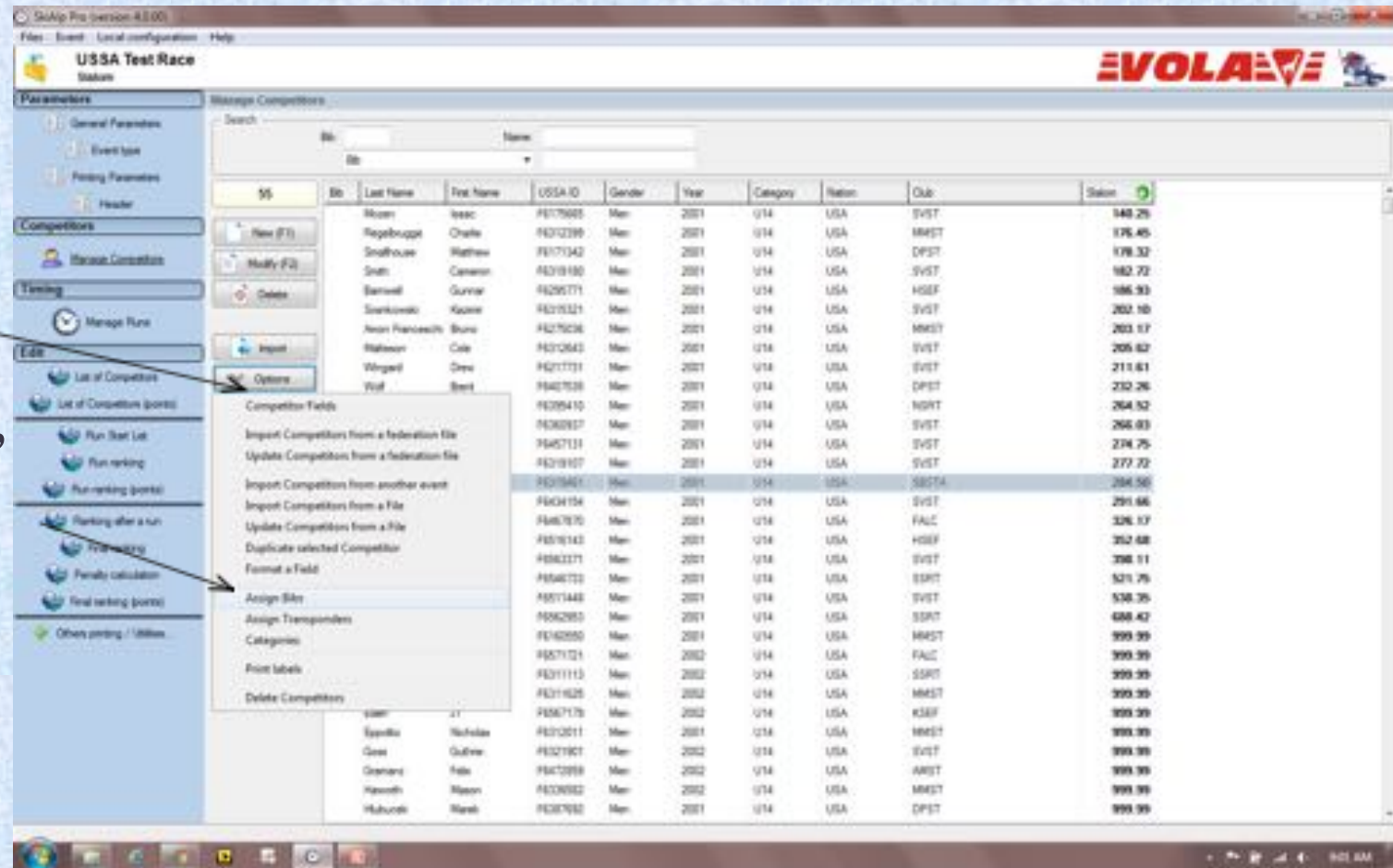
Draw and Assigning Bibs

'Options' button

Choose 'Assign Bibs'

Draw and Assigning Bibs

**According to Ski Rules –
X Best(draw)**

This will Randomize the top 15 and the 999.99

Draw and Assigning Bibs

No filter needed in a regular Scored Event

Choose 'OK'

Draw and Assigning Bibs

**Choose 'Number of Competitors for Draw'
(Defaults to 15)**
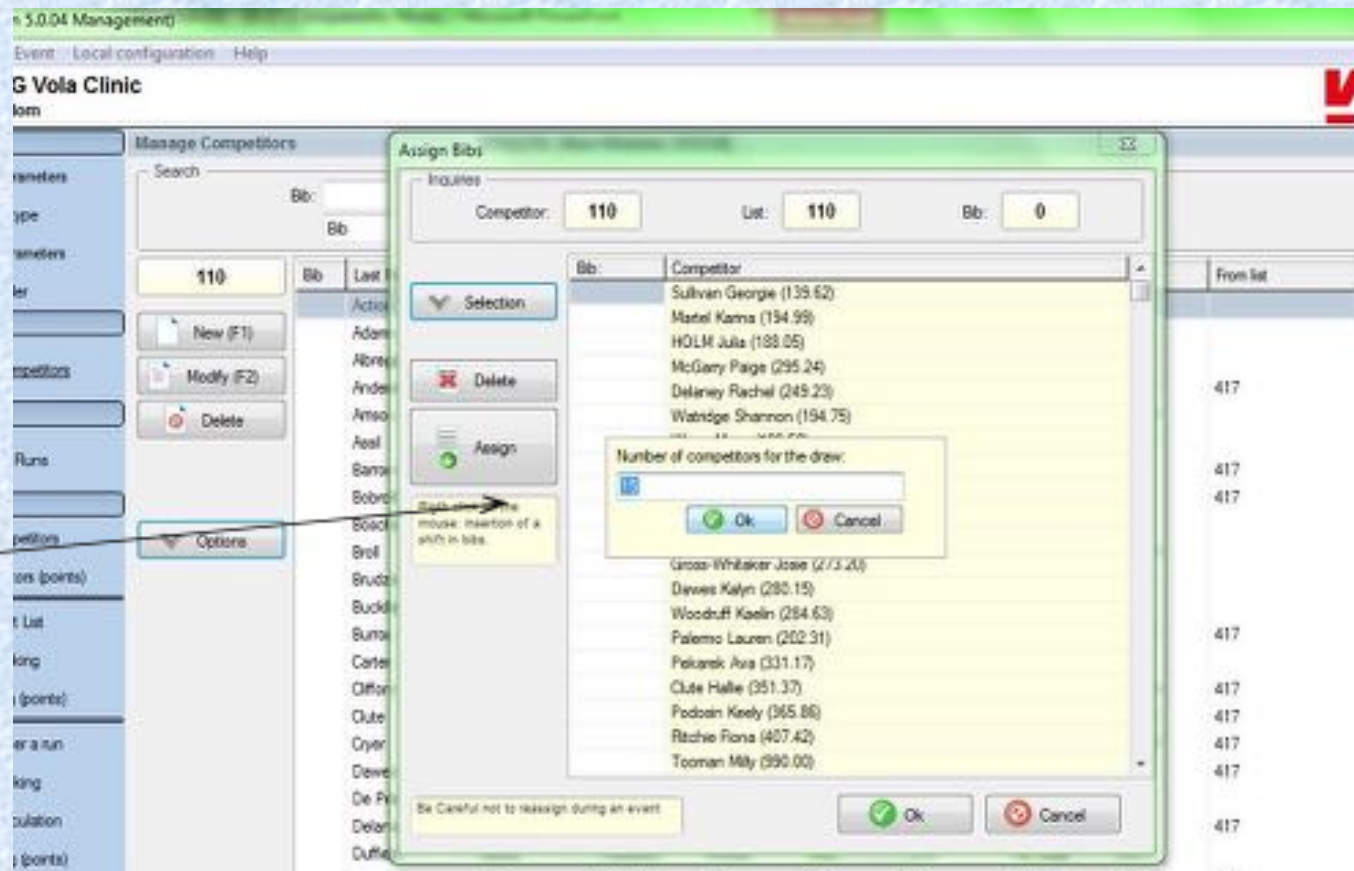
Choose 'OK' and randomization will occur. Scroll and Review accuracy of process.

Draw and Assigning Bibs

Choose 'Assign'

Enter starting bib number

Choose 'OK'
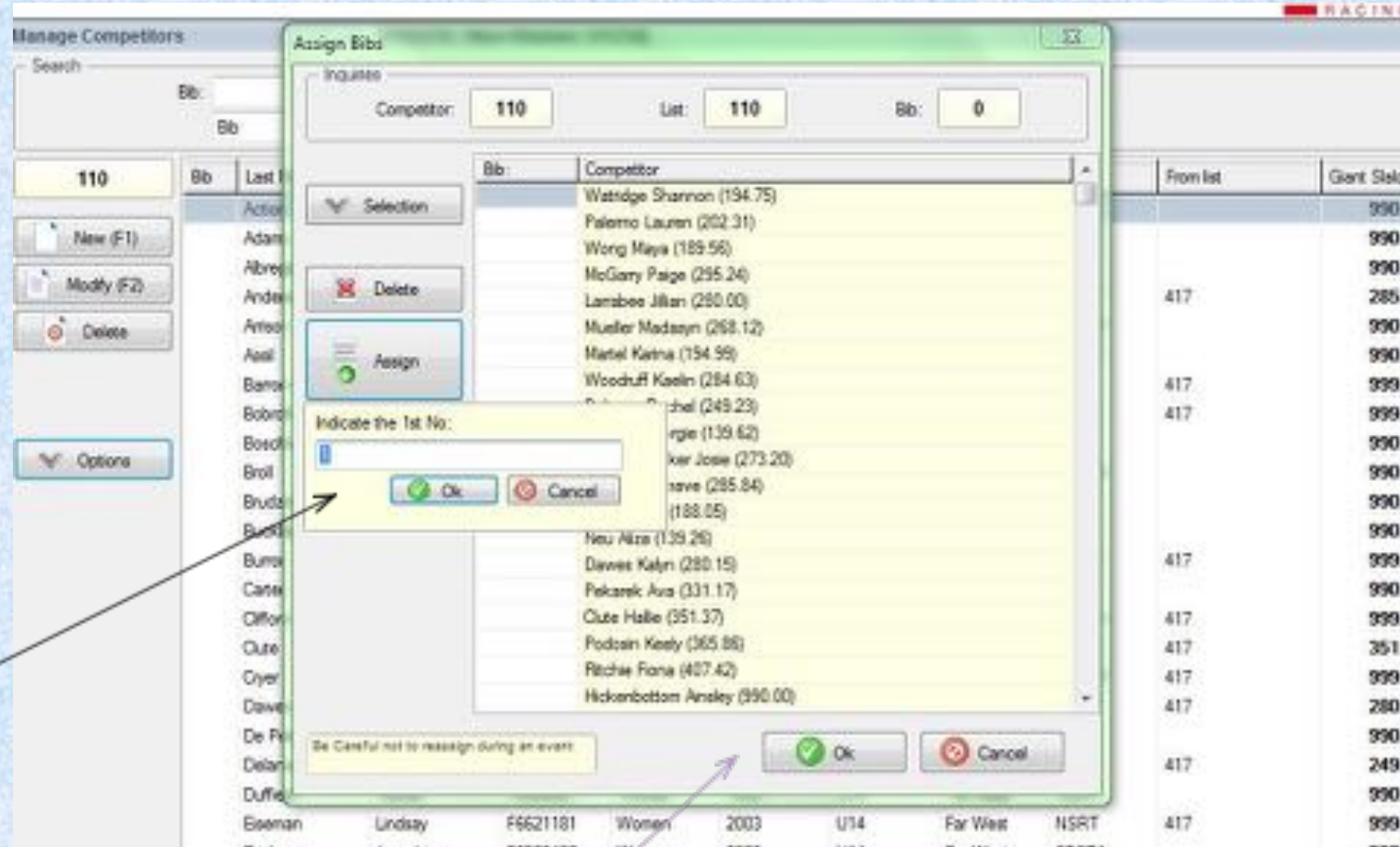
Click 'OK' again to load into the 'Manage Competitors page'

Draw and Assigning Bibs Non-Scored

Non-Scored Steps
Options
Assign Bibs
Selection
Draw

Draw and Assigning Bibs
Non-Scored

Choose 'OK' on Filter List Window

Random of the full field has taken place.

Proceed to Assigning Bibs
OR
Apply a filter here and random will take place within each category
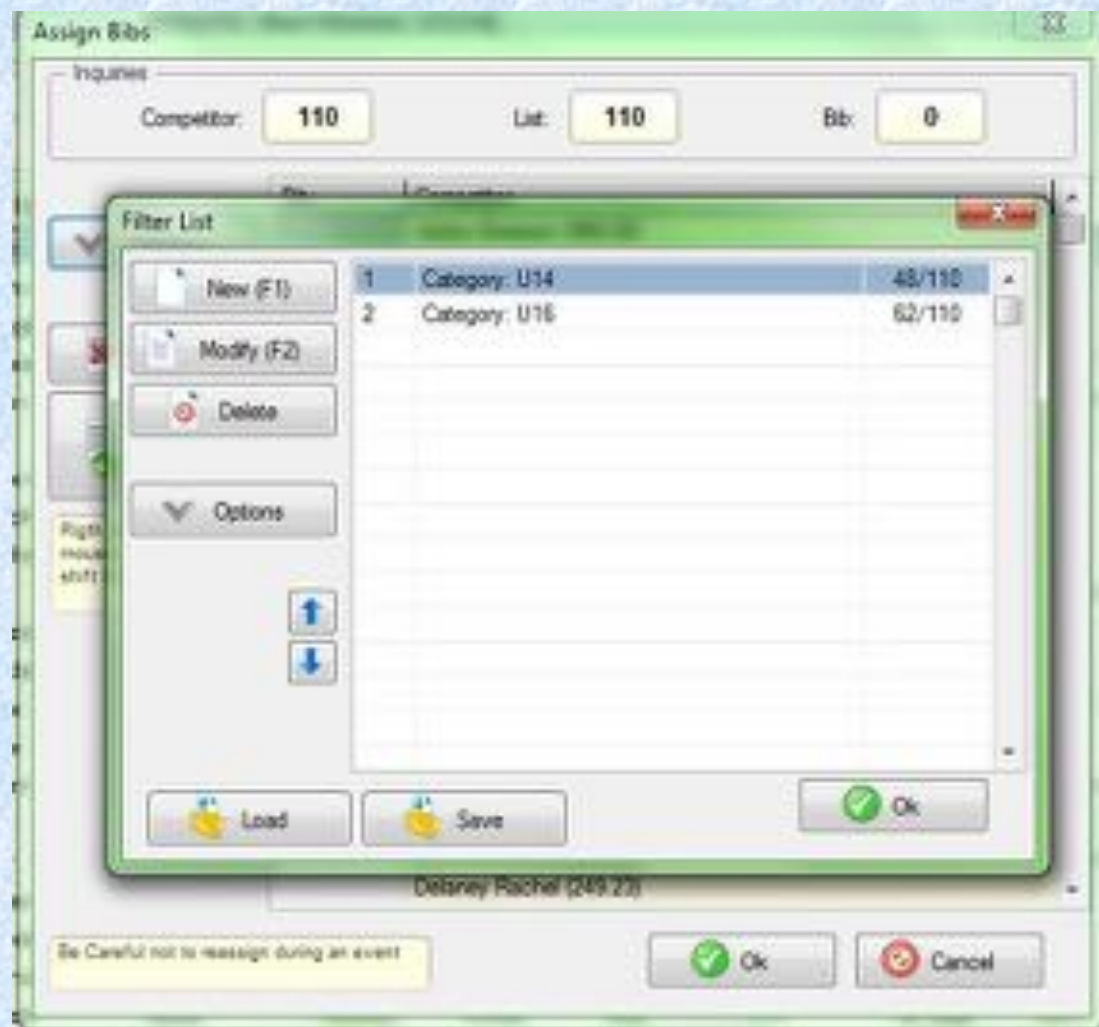
Missing bib – 'shift in numbering'

When a bib is missing in the order: double click in the 'shift' column where you need to enter missing a bib.
Enter # of bibs missing.

Creating a Start List

- •Choose 'Manage Runs'
- •Choose 'Start List'
- •Choose 'Options'
- •Choose 'Prepare with Competitors'
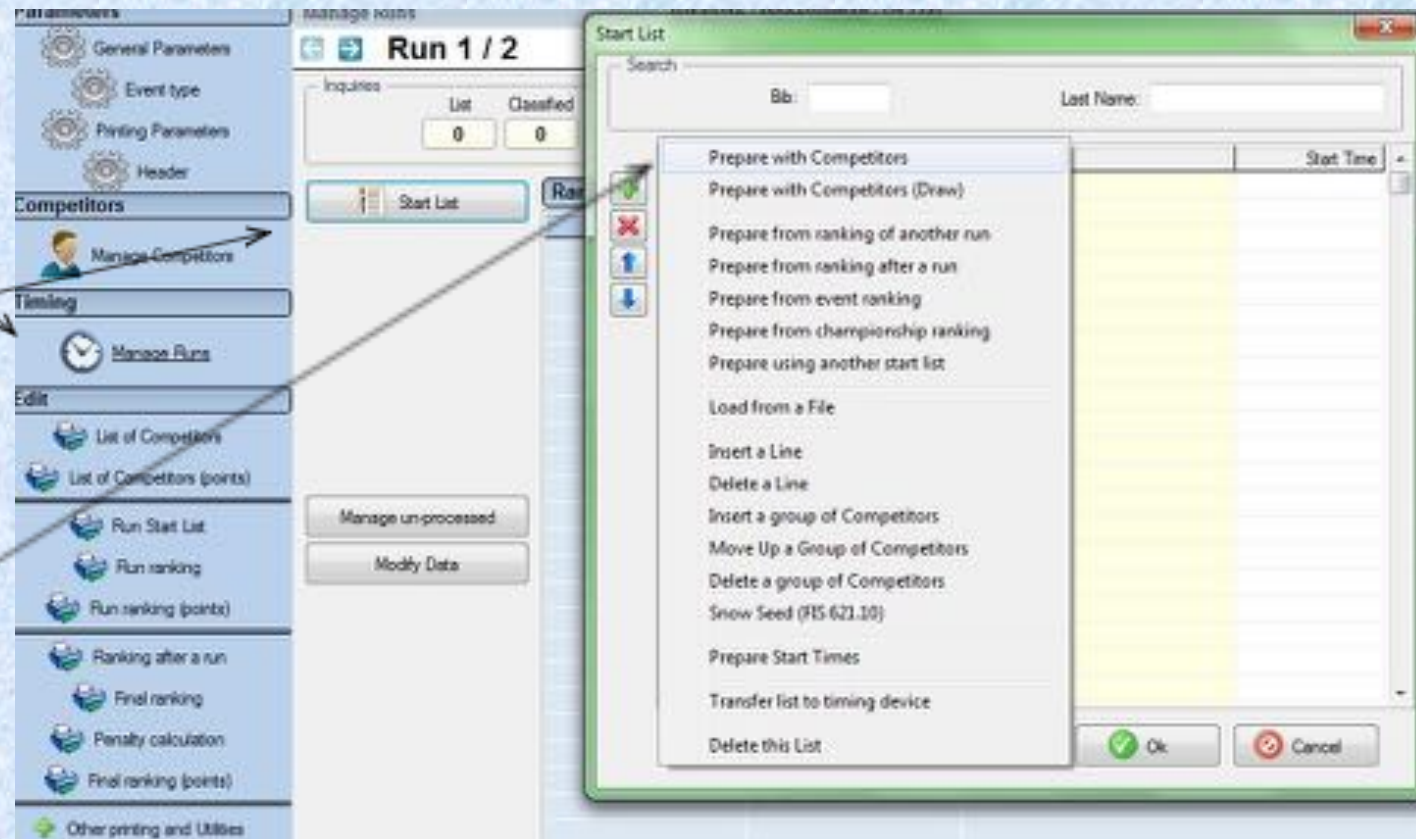
Creating a Start List

Start Order by 'Bib'
Choose 'OK' to apply 'Filter'
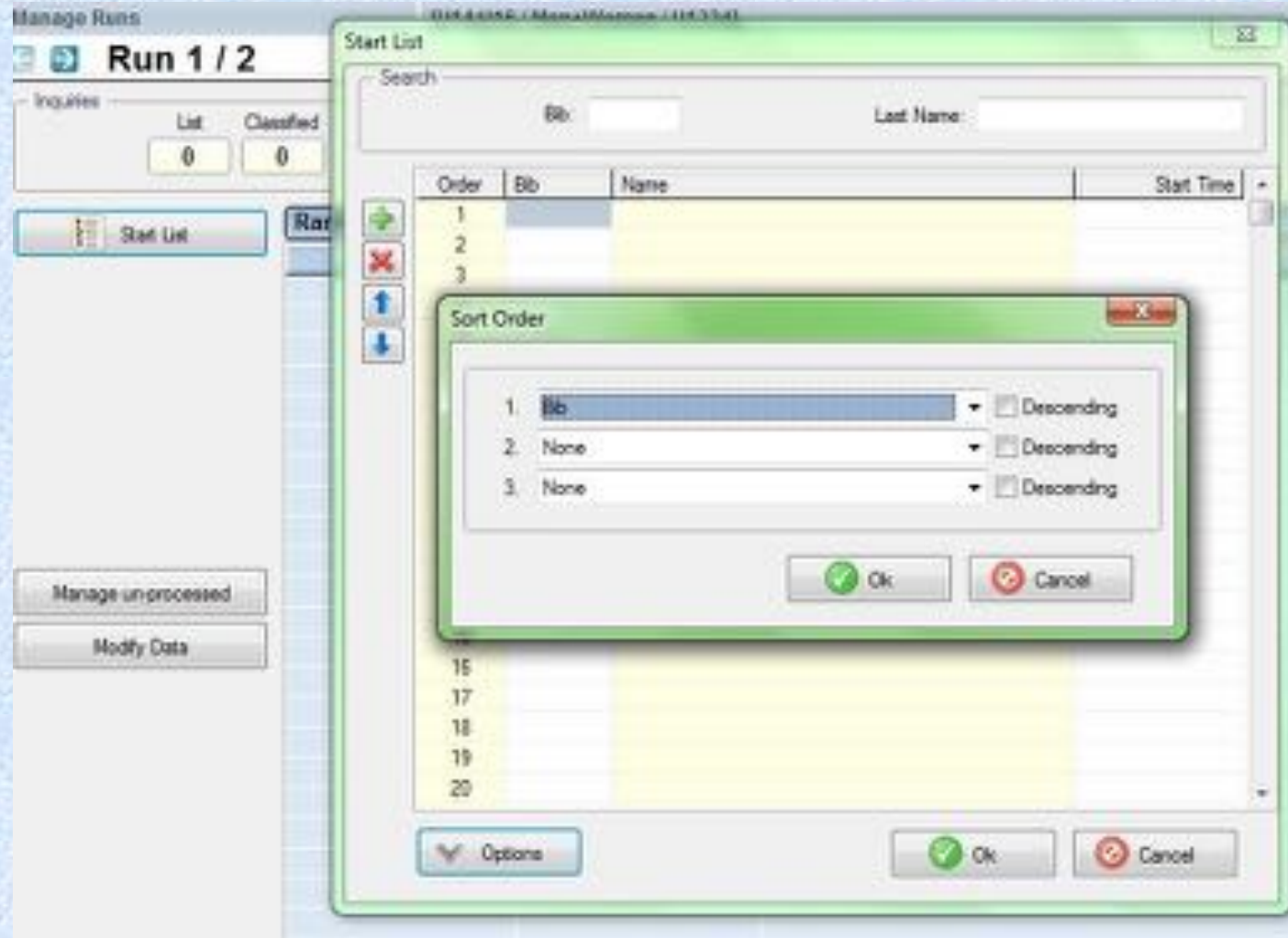
Creating a Start List

Click on 'Add' to load the start list

Choose 'Close' to complete the task
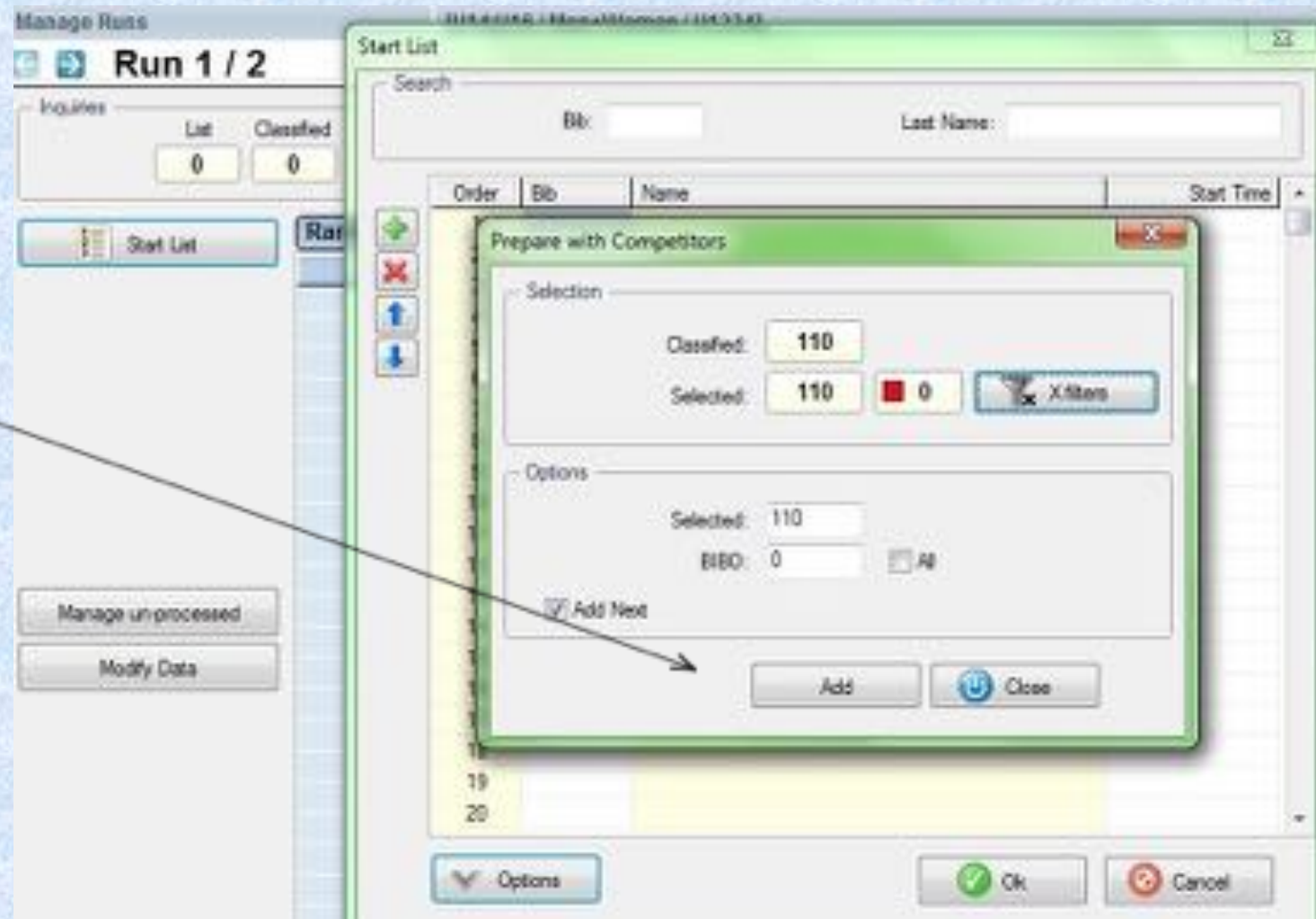
Clearing a Start List

To get rid of this start list Click on 'Delete this List'
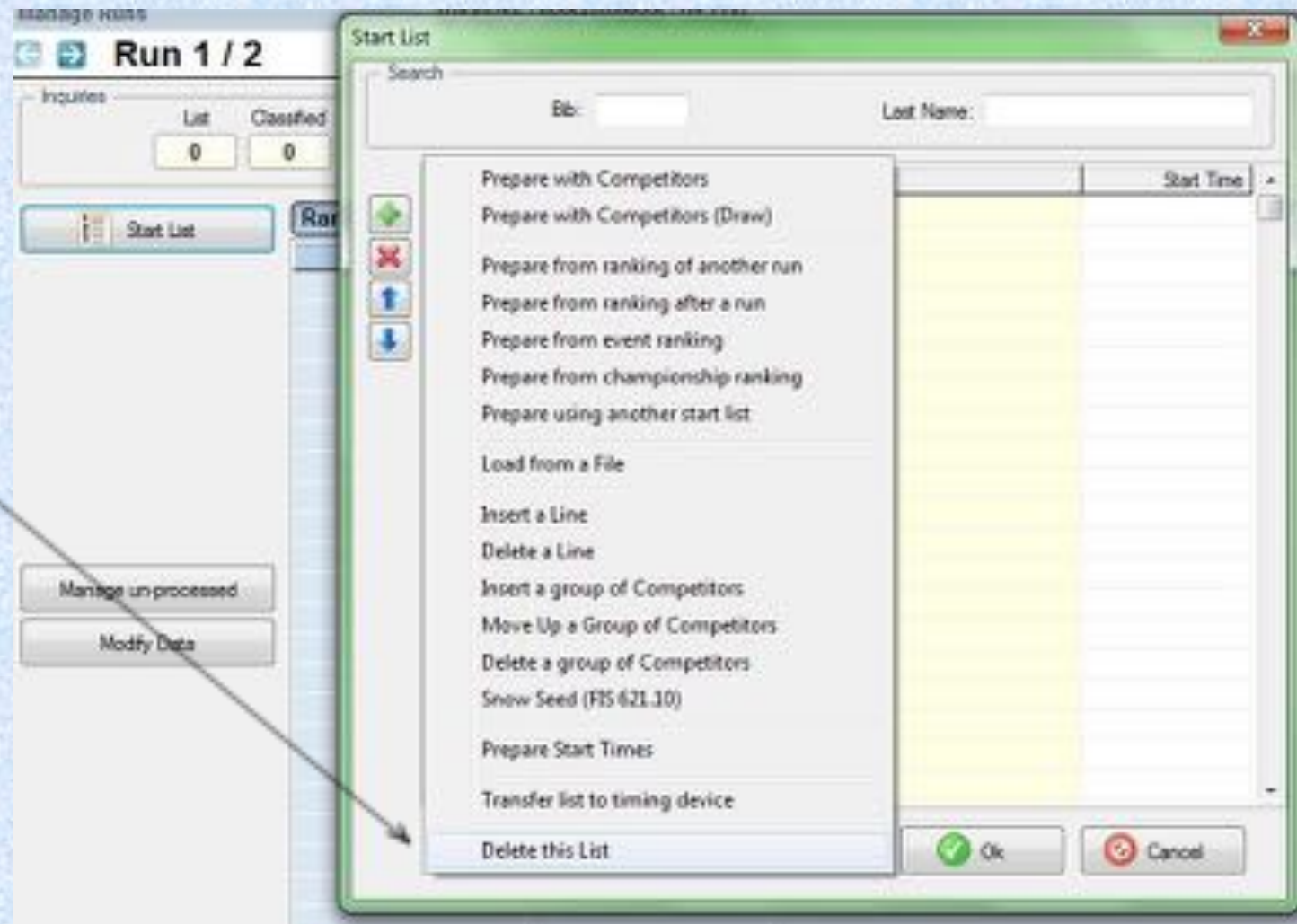
Run(Print) a Start List

Choose 'Run a Start List'

Choose Run 1

Click on 'OK'
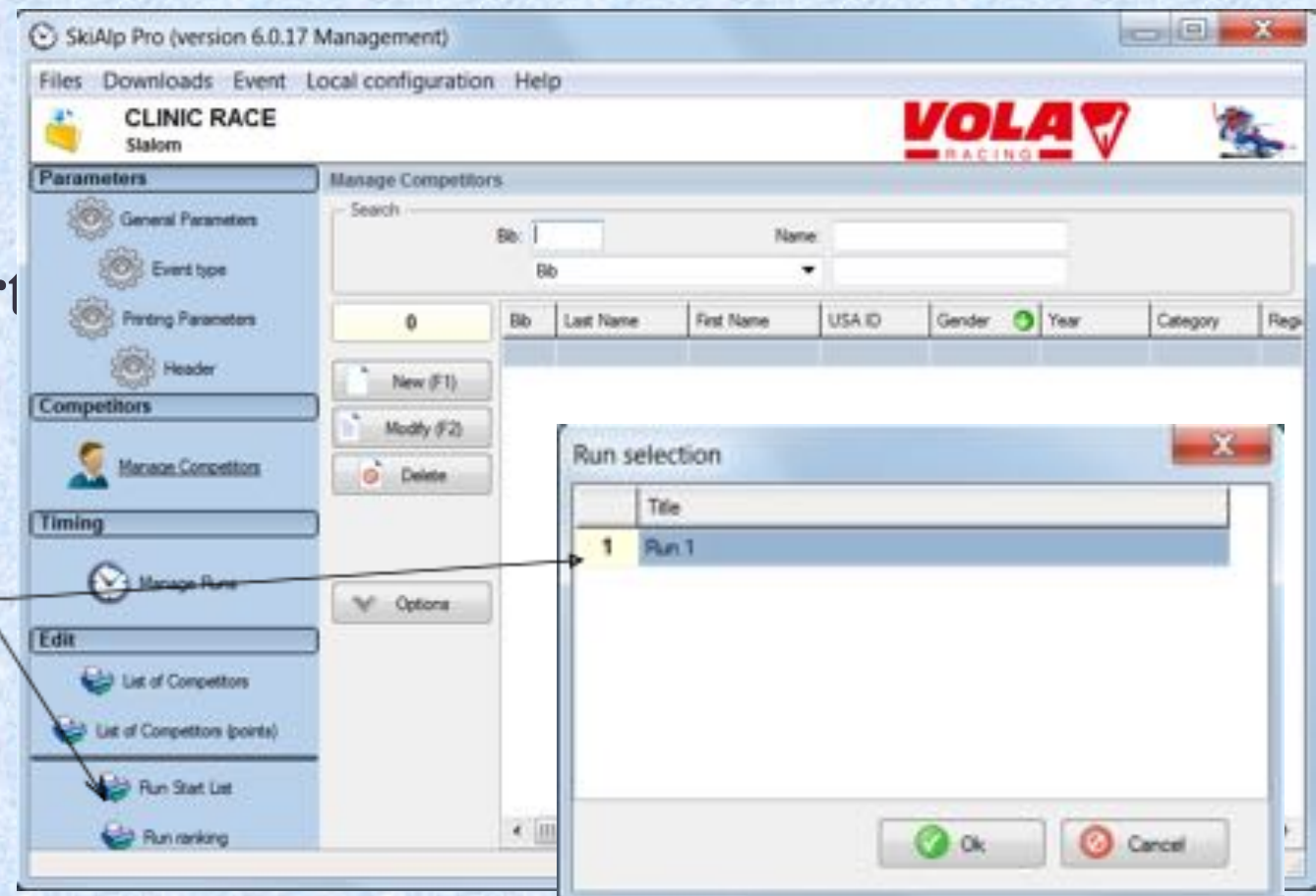
Run(Print) a Start List

From the 'run start list' box, you can create 'custom' start list and save the settings, or click on 'Preview' to review and 'Print'.

1st Run Start List

NOTE: Old logo no longer acceptable.

Condensed Start List

With or without the header

Choose 2 Columns

Snow Seed

Choose Start List
Choose Options
Choose Snow Seed
from the list

Choose how many
from last 20% are to
be applied to the
Snow Seed (rule is 6)

Choose 'OK'
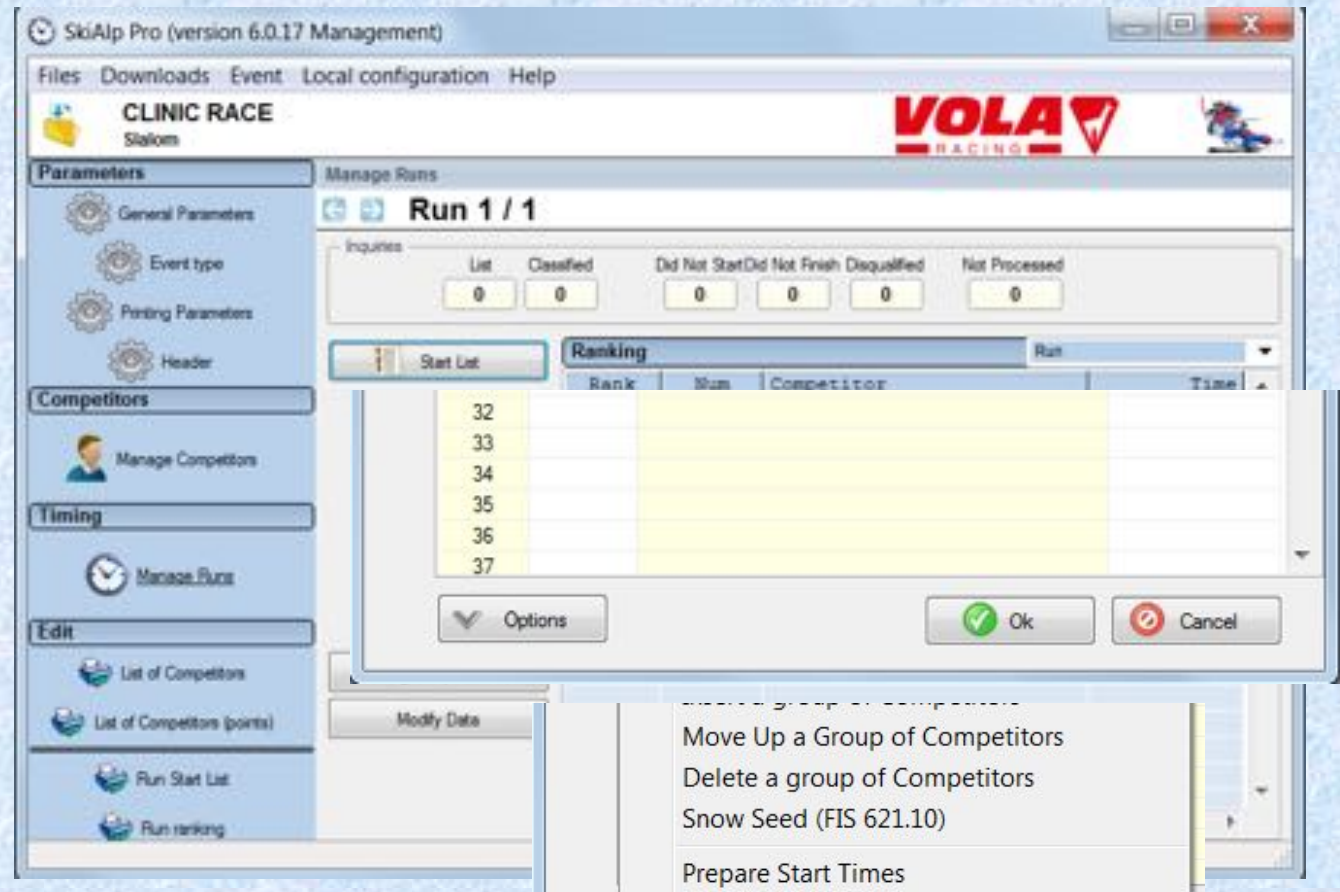
Snow Seed

Choose 'Appliquer le Snow Seed'
To apply the Snow Seed

To un-apply the snow seed, uncheck the box
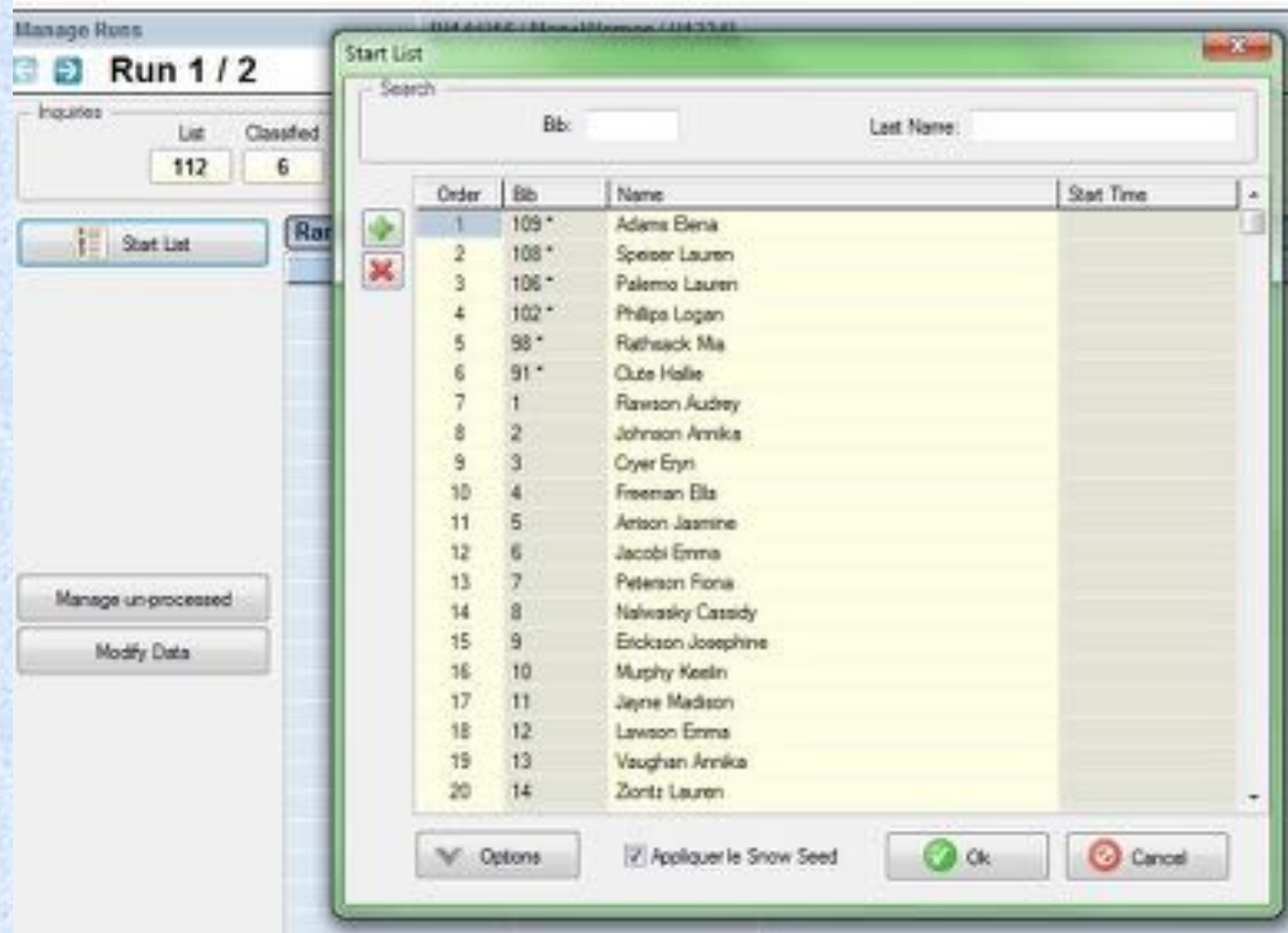
Snow Seed – Start List

Note Starred Athletes are drawn for the Snow Seed

FAR WEST DIVISION — Start list for run 1

Order	Bib	USSA ID	Name	Year	Region	Club	Points
1	109 *	F6519370	Adams Elena	2002	Far West	NSRT	990.00
2	108 *	F6438443	Speiser Lauren	2002	Far West	SVST	999.99
3	106 *	F6328016	Palermo Lauren	2002	Far West	SVST	202.31
4	102 *	F6670871	Phillips Logan	2002	Far West	AMST	990.00
5	98 *	F6319511	Rathsack Mia	2002	Far West	SVST	990.00
6	91 *	F6473263	Clute Hallie	2002	Far West	MMST	351.37
7	1	F6603219	Rawson Audrey	2003	Far West	SVST	990.00
8	2	F6525775	Johnson Annika	2003	Far West	SVST	999.99
9	3	F6542803	Cryer Eryn	2003	Far West	DPSEF	999.99
10	4	F6582217	Freeman Ella	2003	Far West	NSRT	999.99
11	5	F6545793	Arrison Jasmine	2003	Far West	DPSEF	990.00
12	6	F6569234	Jacobi Emma	2003	Far West	SVST	990.00
13	7	F6478980	Peterson Fiona	2003	Far West	KSEF	999.99
14	8	F6476094	Nalwasky Cassidy	2003	Far West	KSEF	999.99
15	9	F6563488	Erickson Josephine	2003	Far West	SBSTA	990.00
16	10	F6614882	Murphy Keelin	2003	Far West	SVST	990.00
17	11	F6311699	Jayne Madison	2003	Far West	MMST	990.00
18	12	F6615164	Lawson Emma	2003	Far West	SVST	999.99

Inserting a Late Racer/Entry Step 1

Click on 'Start List'

Click on the Green + to add a line

Double click on the bib square to add bib #.
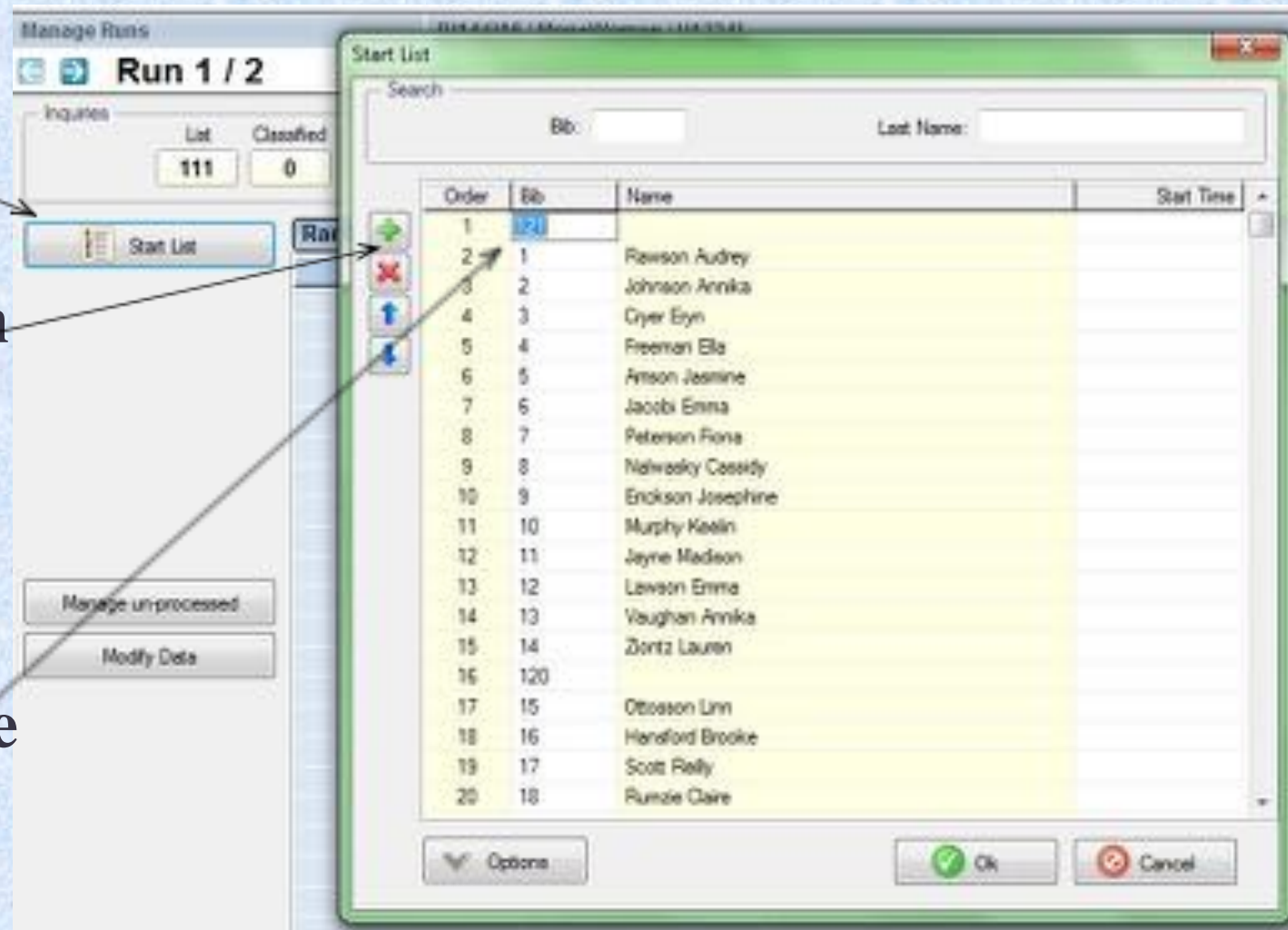
Please note there are multiple ways to enter a late athlete. This ppt addresses only one method.

Inserting a Late Racer/Entry Step 2

Return to 'Manage Competitors'

Choose 'Import' to open the 'List Choice' field
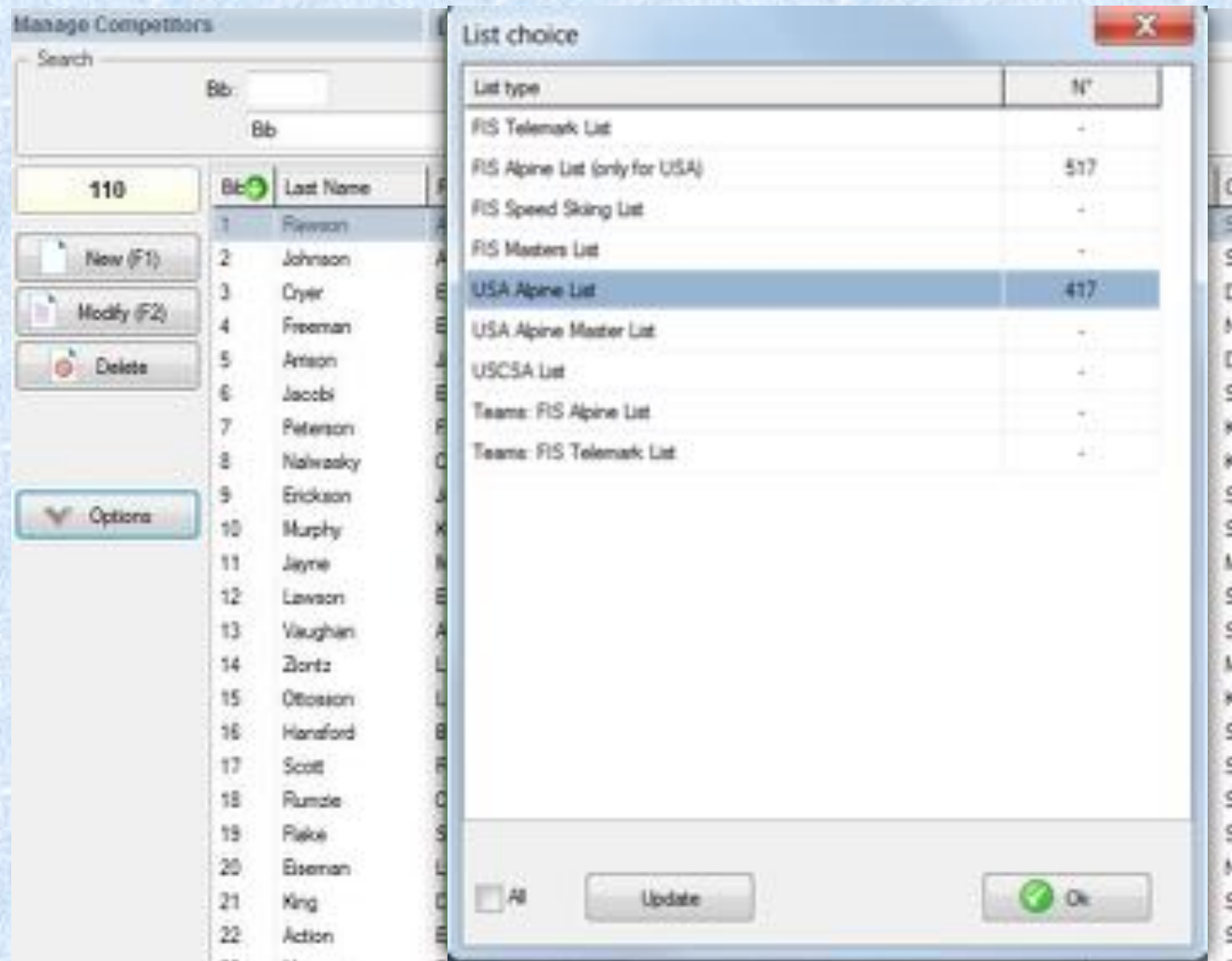
Inserting a Late Racer/Entry Step 3

Type in athlete 'Last Name'

Double Clicking on the athlete will enter them into competitor list
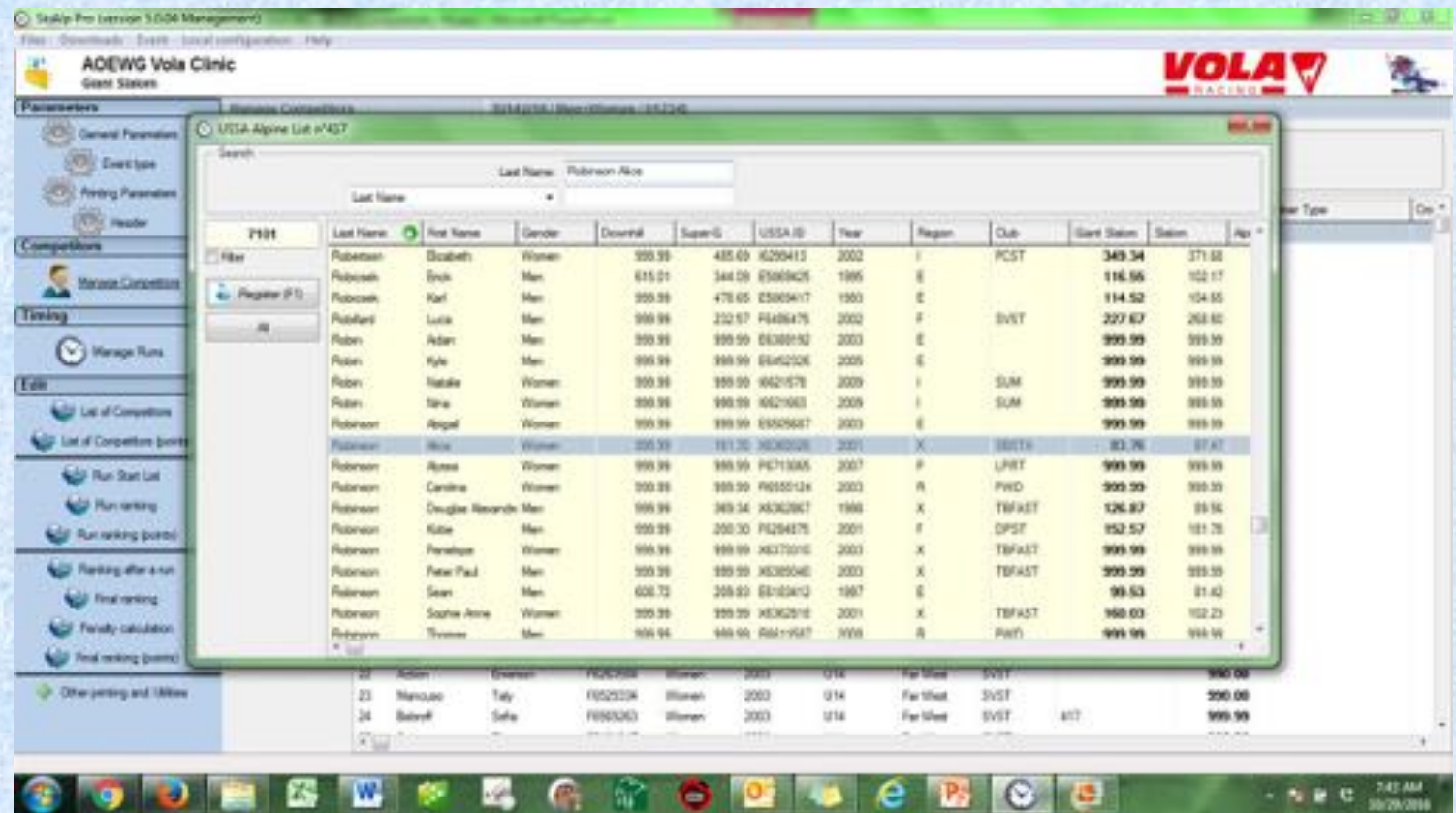
Inserting a Late Racer/Entry Step 4

Double click on added athlete.

Opens the 'Modify' box

Add the assigned bib

Add Nation and Club

Inserting a Late Racer/Entry Step 5

Return to 'Manage Runs'

Open 'Start List'

Click above athlete, hold and drag to their start location
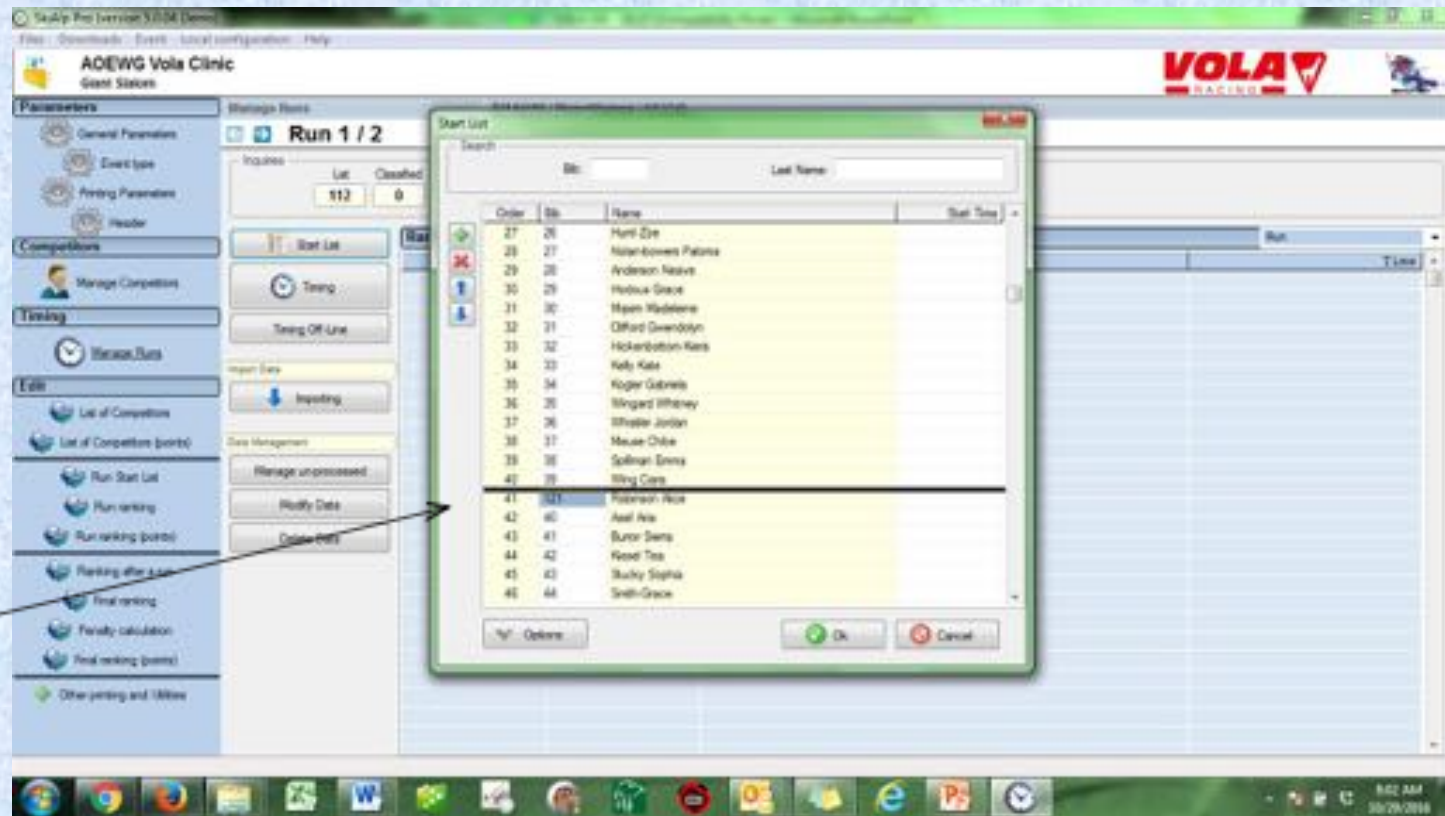
Timing Device

Choose
Local Configuration

Timing Device 1
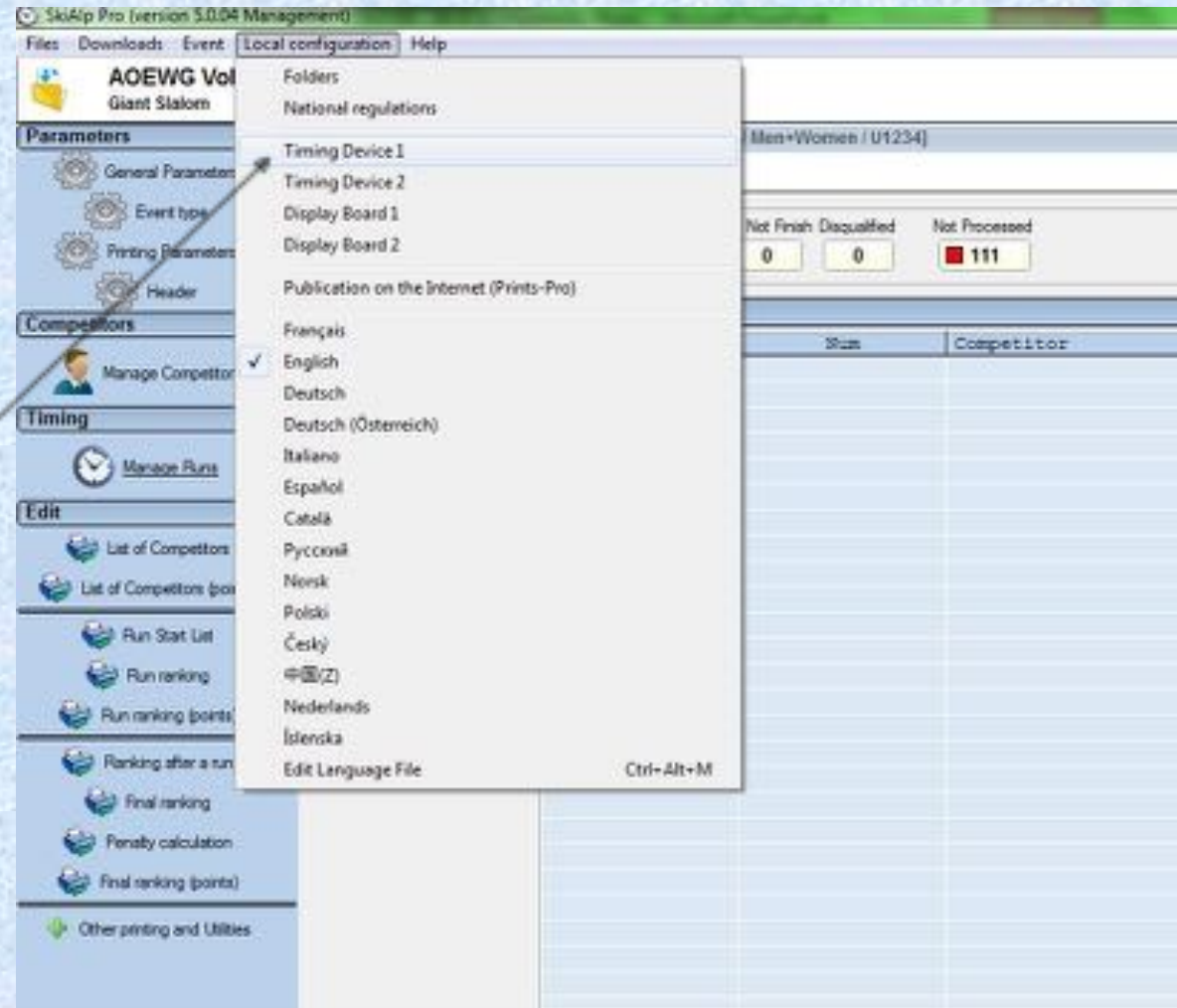
NOTE: Access to timing functions is limited if Hardware Protection Key (dongle) not correctly coded or updated.

Timing- Test Device

Select Timing Device

Test timing device

Timing Screen

Choose 'Manage Runs'

Click on 'Timing'
to open the timing screen
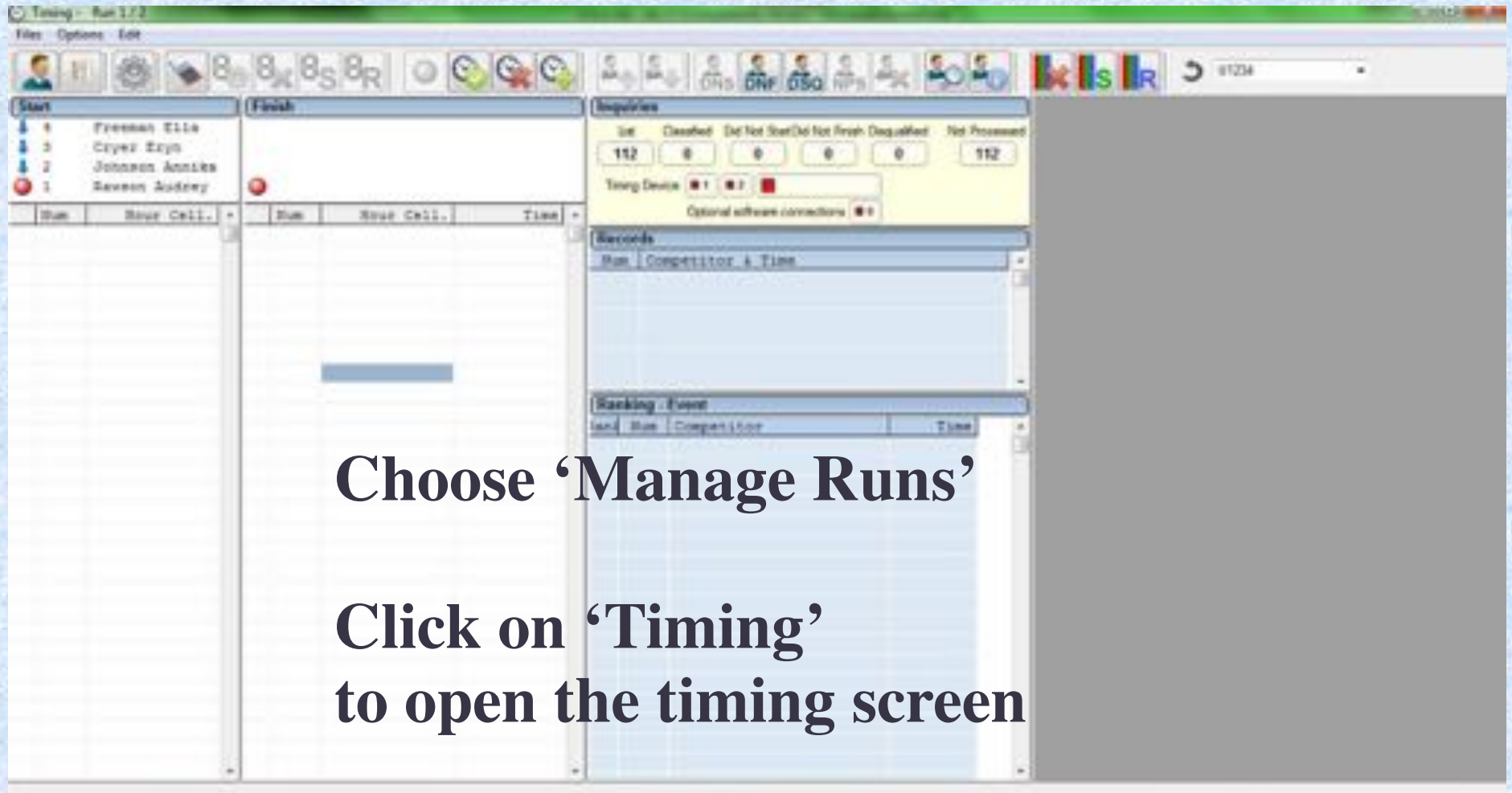
Timing - Sync

Start List is loaded

Sync: Impulse to the Primary Time Base starts the clock in the software

Shows impulse received for sync
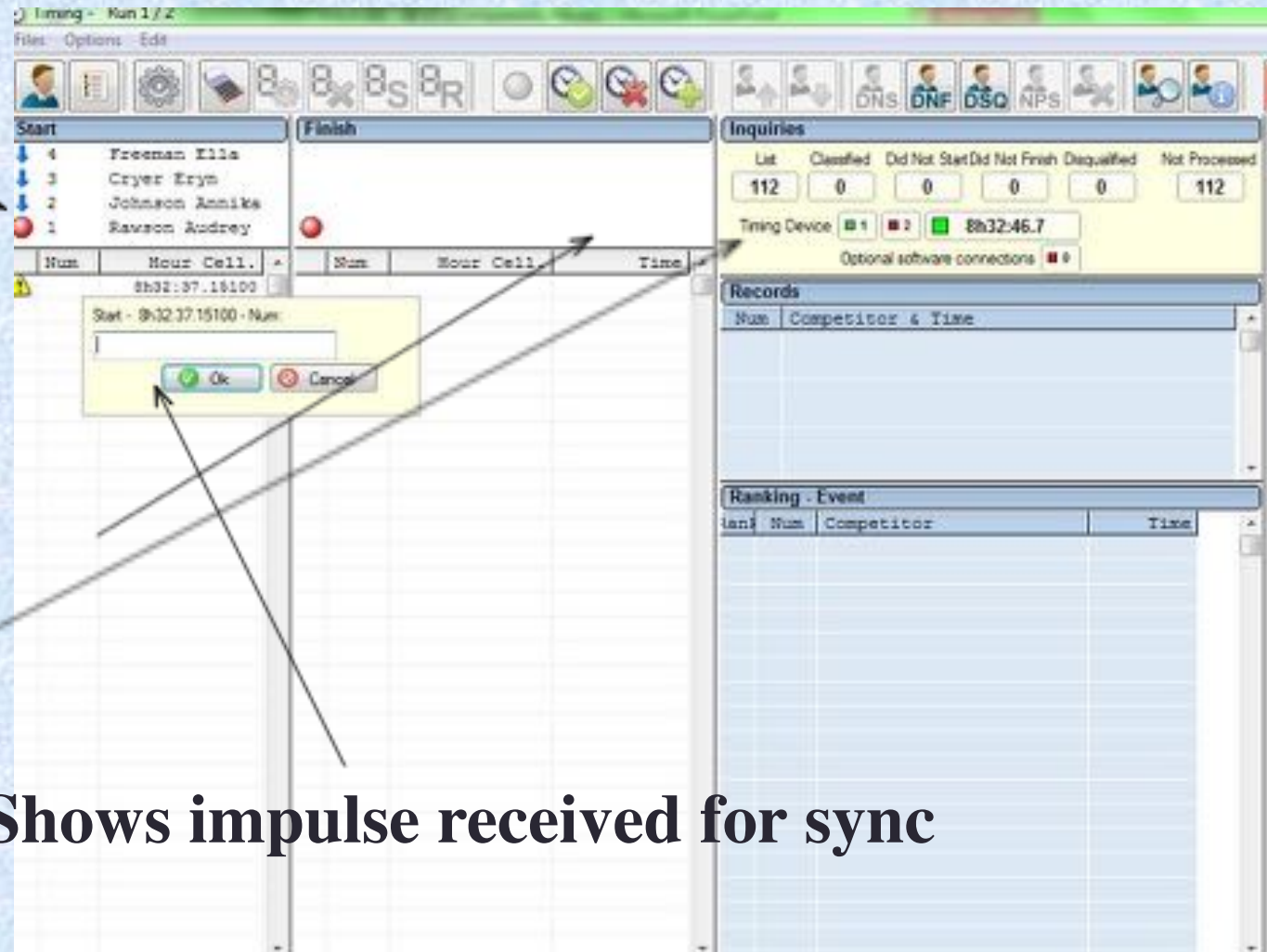
Timing
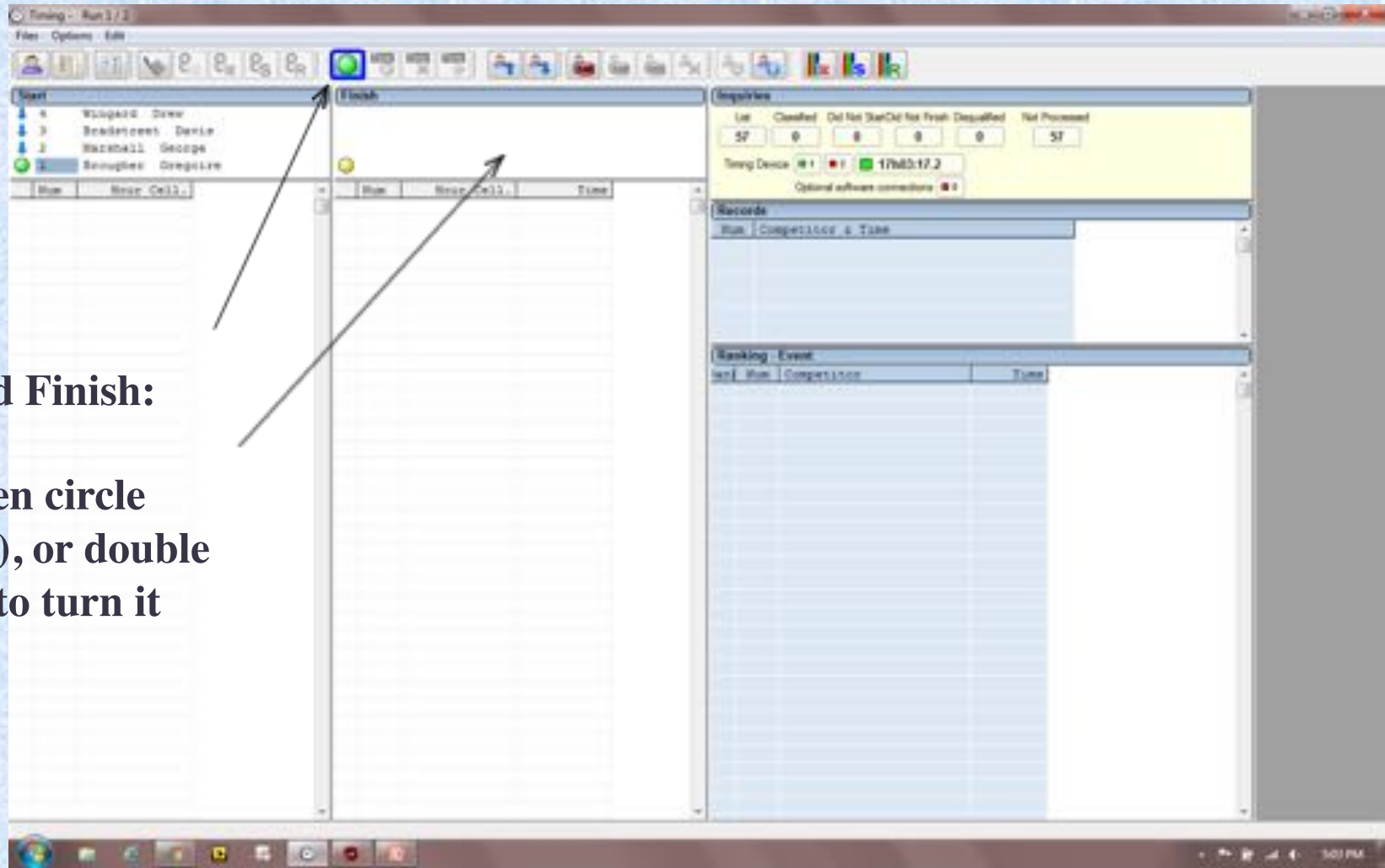
Unlock Start and Finish:

Click on the green circle icon (green light), or double click on red dot to turn it green

Timing - Forerunners

**Double click on bib 1 and
Enter 901 as the first Forerunner.**

**This # can be changed under
Options; Software Parameters,
Forerunner numbers**
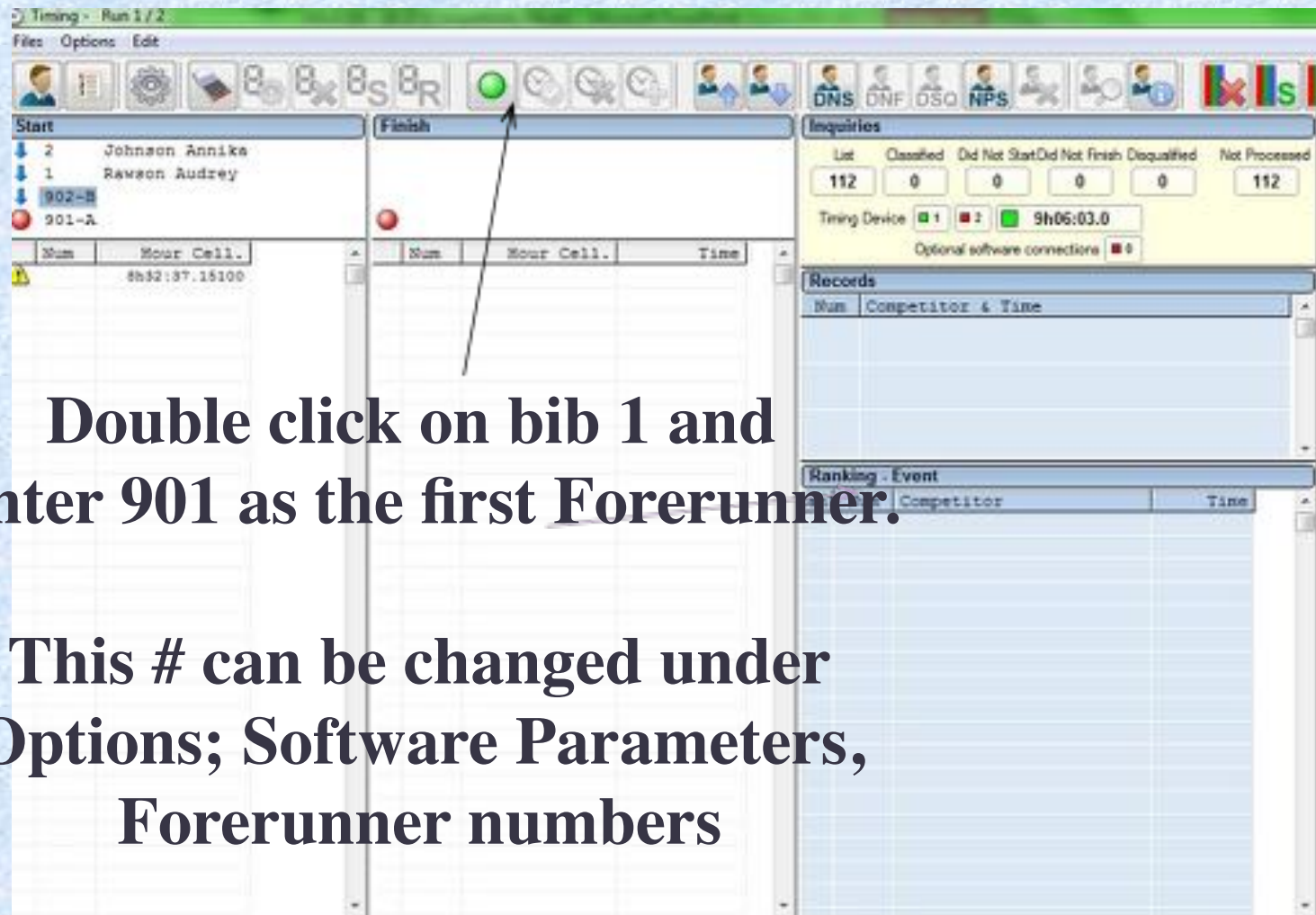
Timing – Run in Progress

Double click green button to create the 'unactive passage.'

Starts   **Finishes**   **Records**

Ranking Box

Double click on radio buttons to allow start and finishes to be 'open'

Timing – Windows of Options

To select DNF, etc. -right click on athlete bib # to open the window of options and select
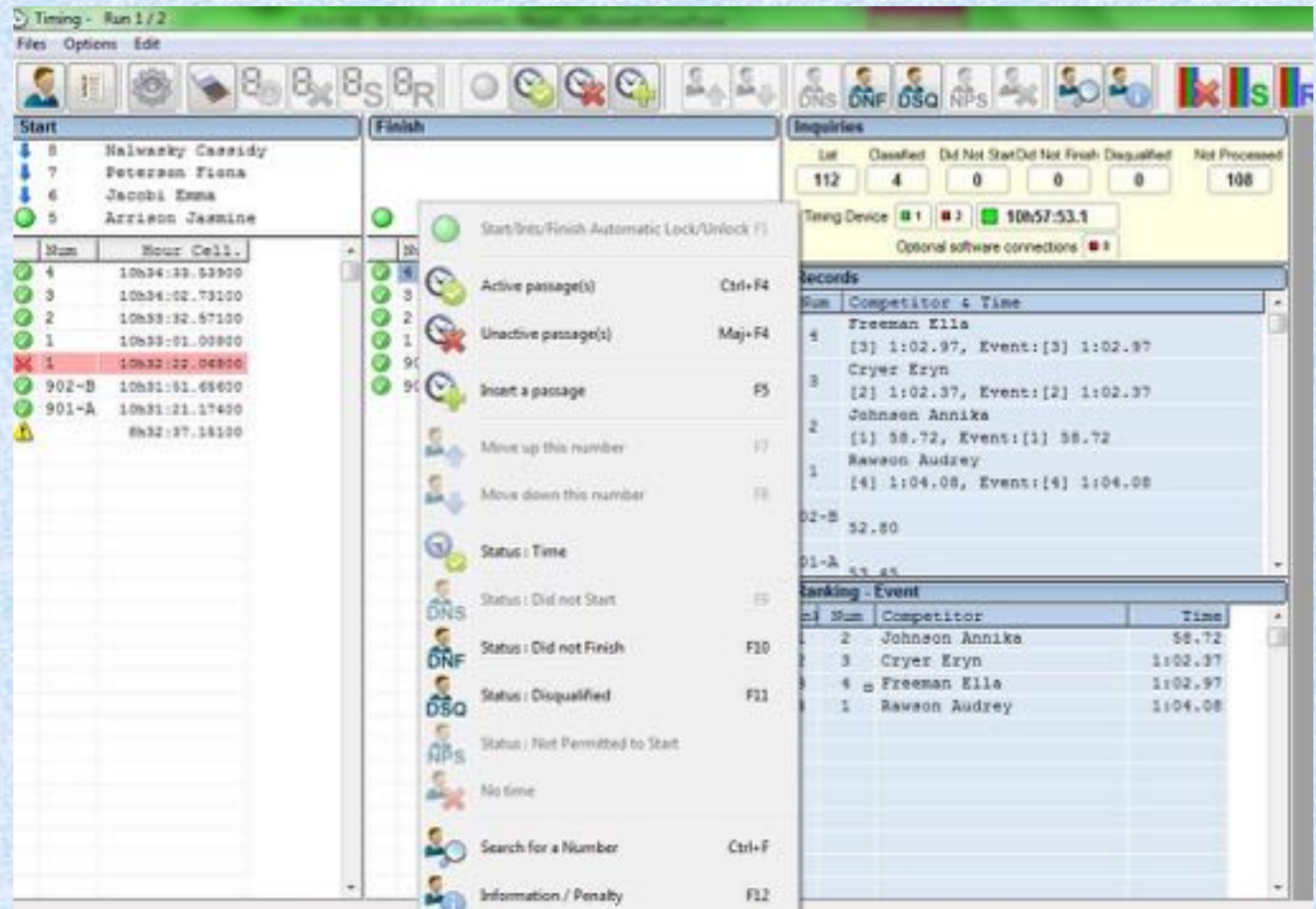
Timing – DNS

Highlight bib in Start Box

Choose DNS Icon at top or right click and choose 'status: Did not Start'
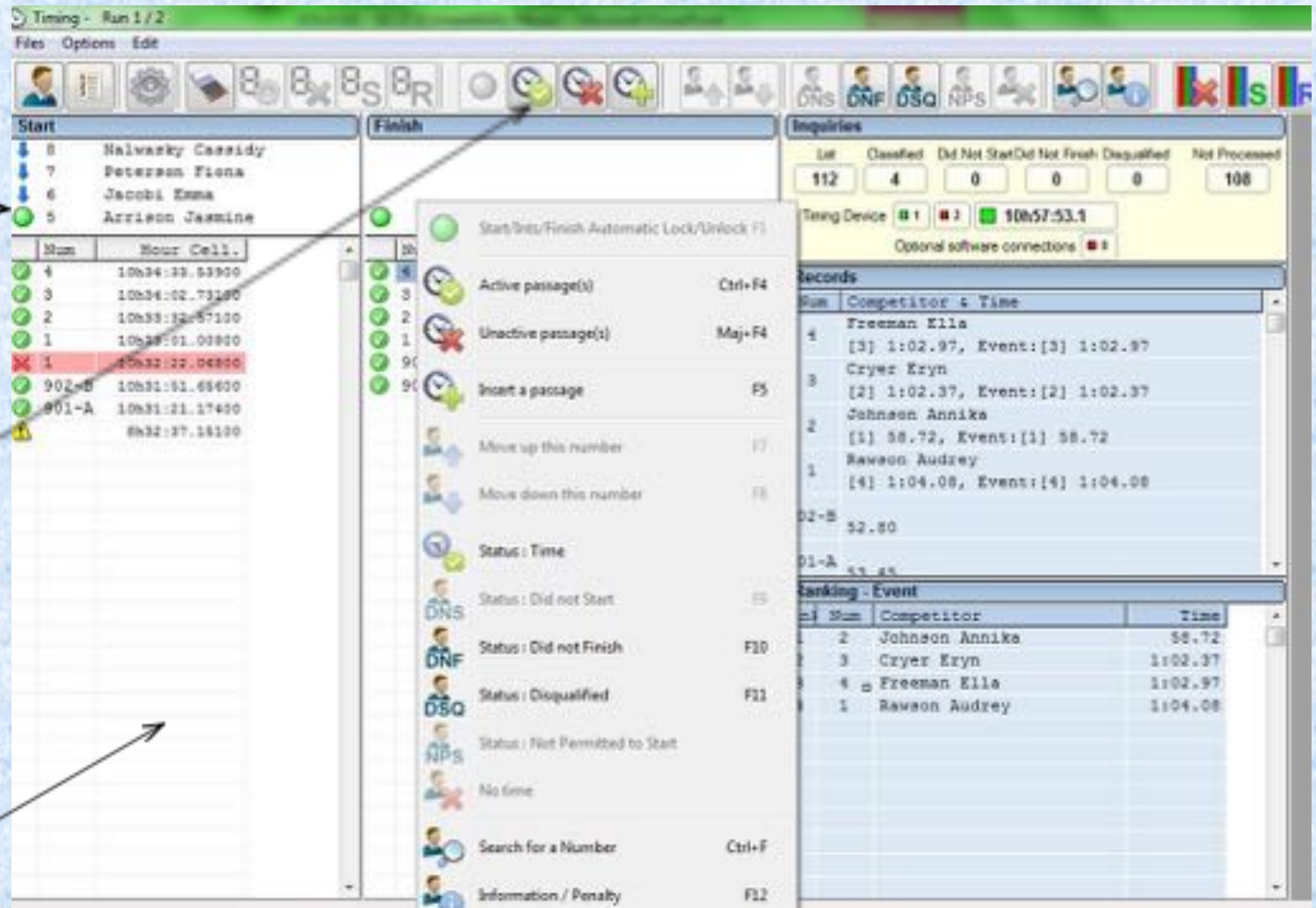
Timing – First Run Complete

Confirm Data

DSQ

**Choose
'Modify Data'**

Type in bib

**Status = Disqualified
Enter Gate # or Rule #**

NPS

**Choose
'Modify Data'**

Type in bib

**Status = Not Permitted to
Start
Enter Rule #**

1st Run Results

Choose 'Ranking After Run'

Choose 'run 1'

Click on 'OK'

Preview or Print in the next screen
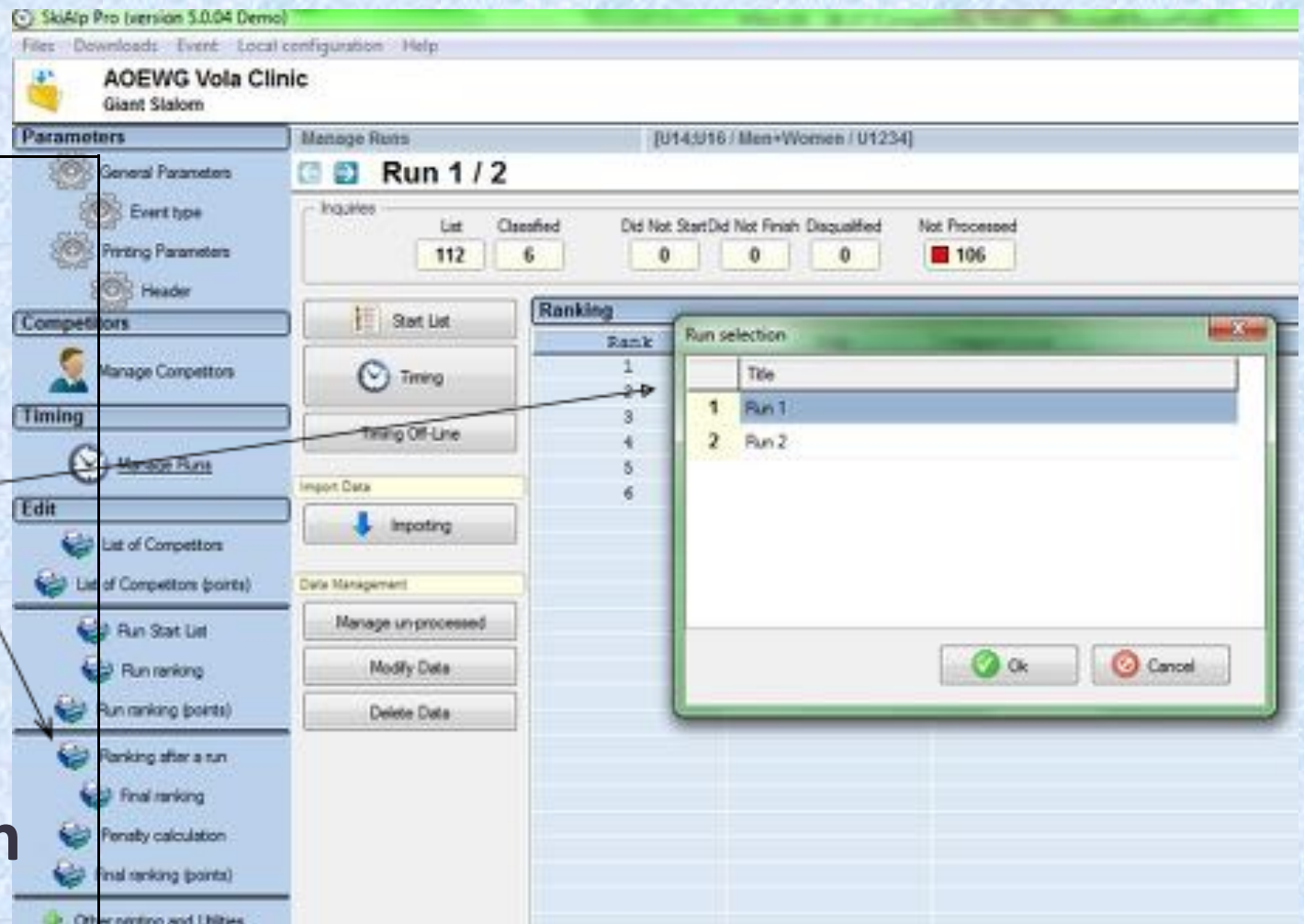
Creating 2nd Run Start List

Click on arrow to 'Run 2'

Click on 'Start List' button

Click on 'Options' button

Choose 'Prepare Ranking From Another Run'
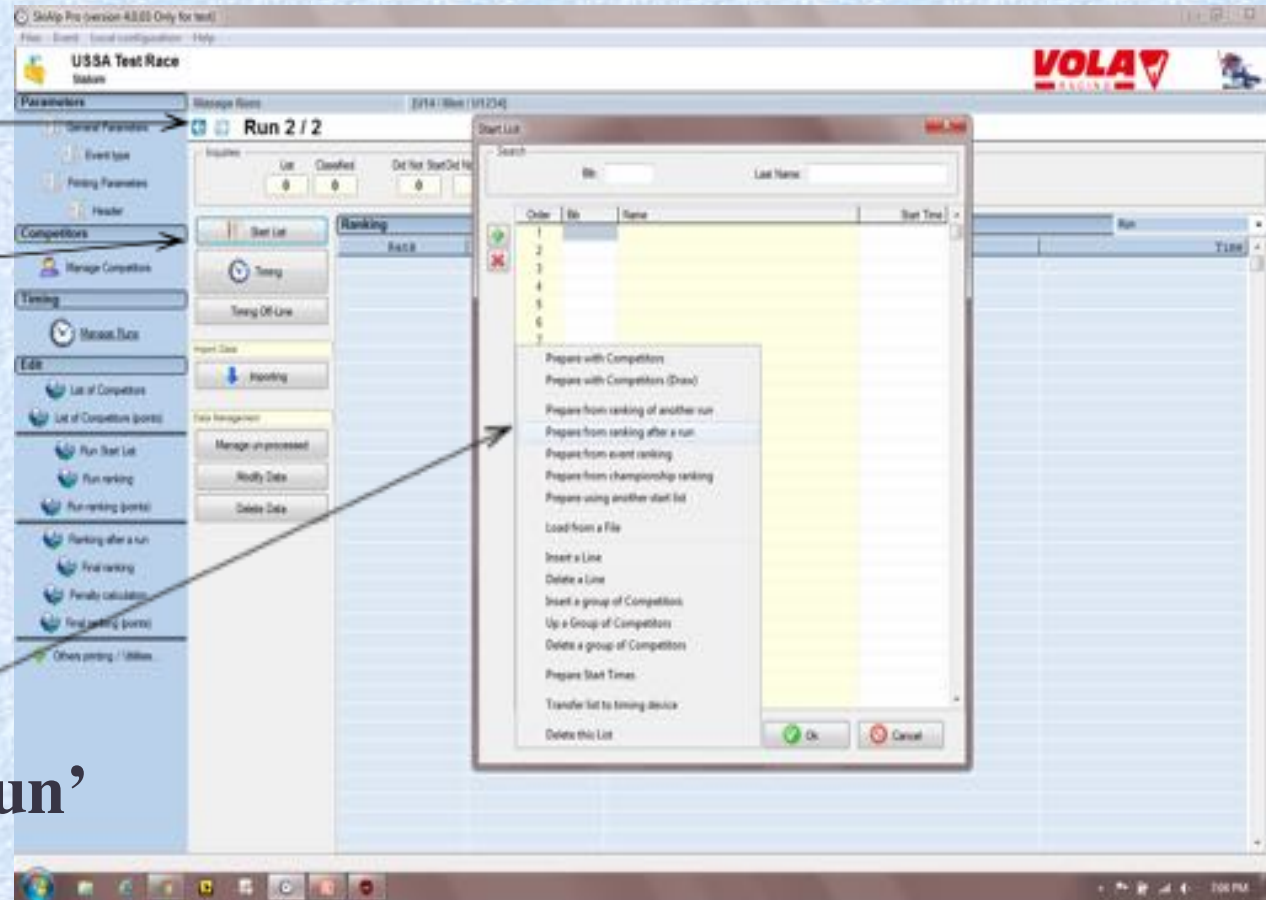
This allows the option to include 1st run DNF and DSQ's on the start list

Creating 2nd Run Start List

Insert 'Bibbo'

Choose 'Add'

Start list will load in background, Click on 'Close'
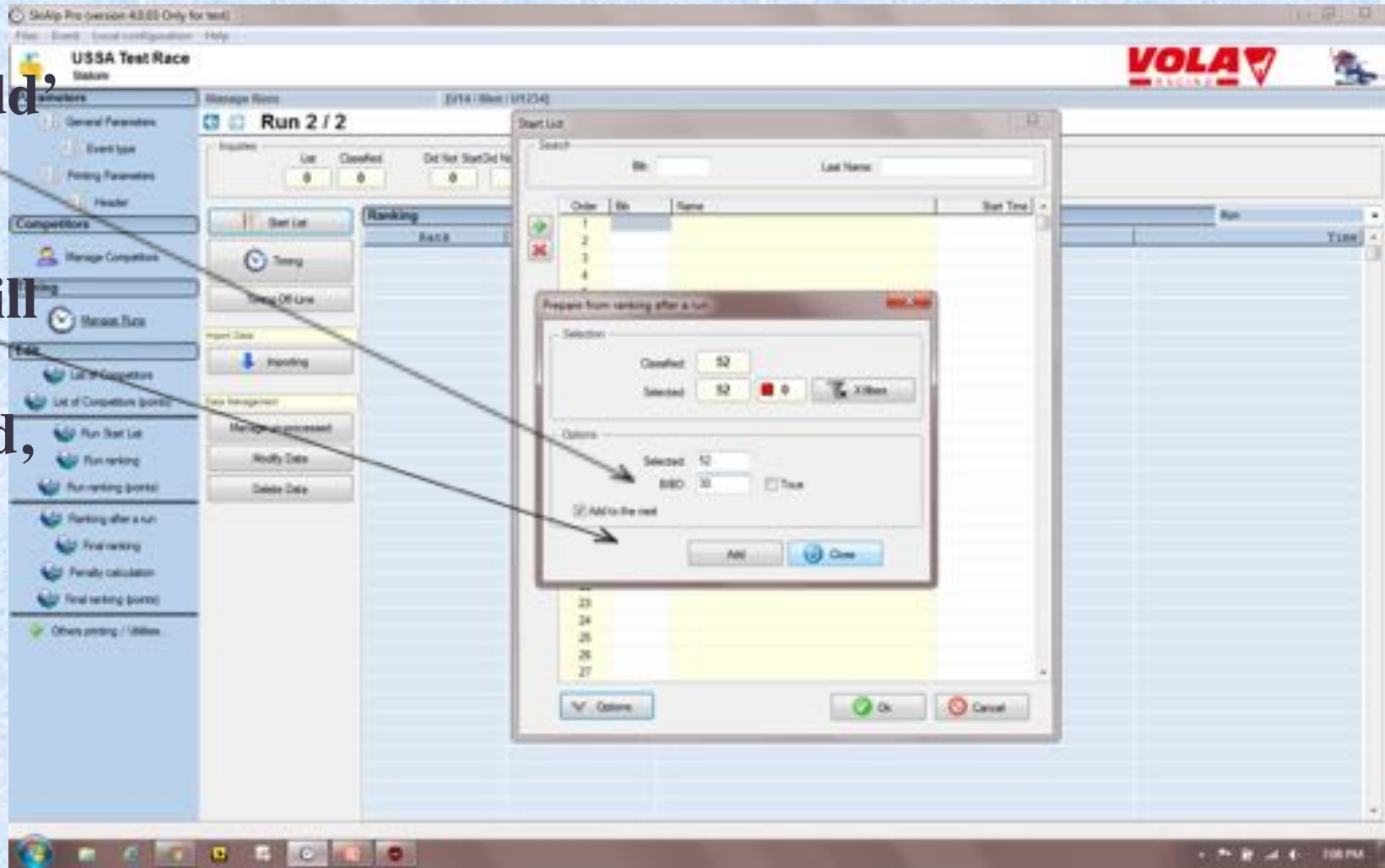
Run(Print) 2nd Run Start List

Click on 'Run Start List'

Choose 'Run 2'

Click 'OK'
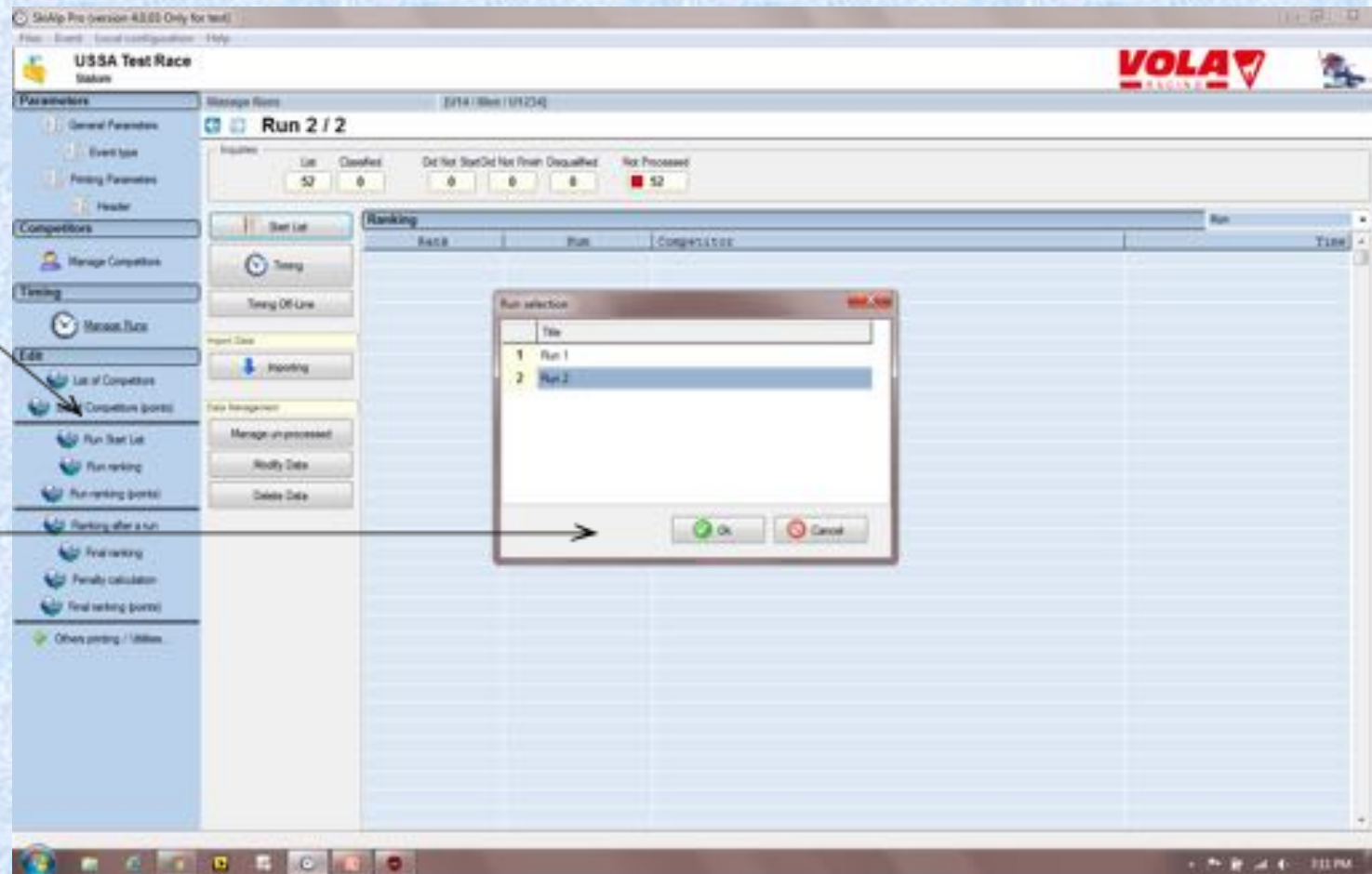
The next step, printing/running of the start list, is the same process as run 1.

Results

Choose 'Final Ranking' to load overall results.

Final Ranking box will open, preview or print results.
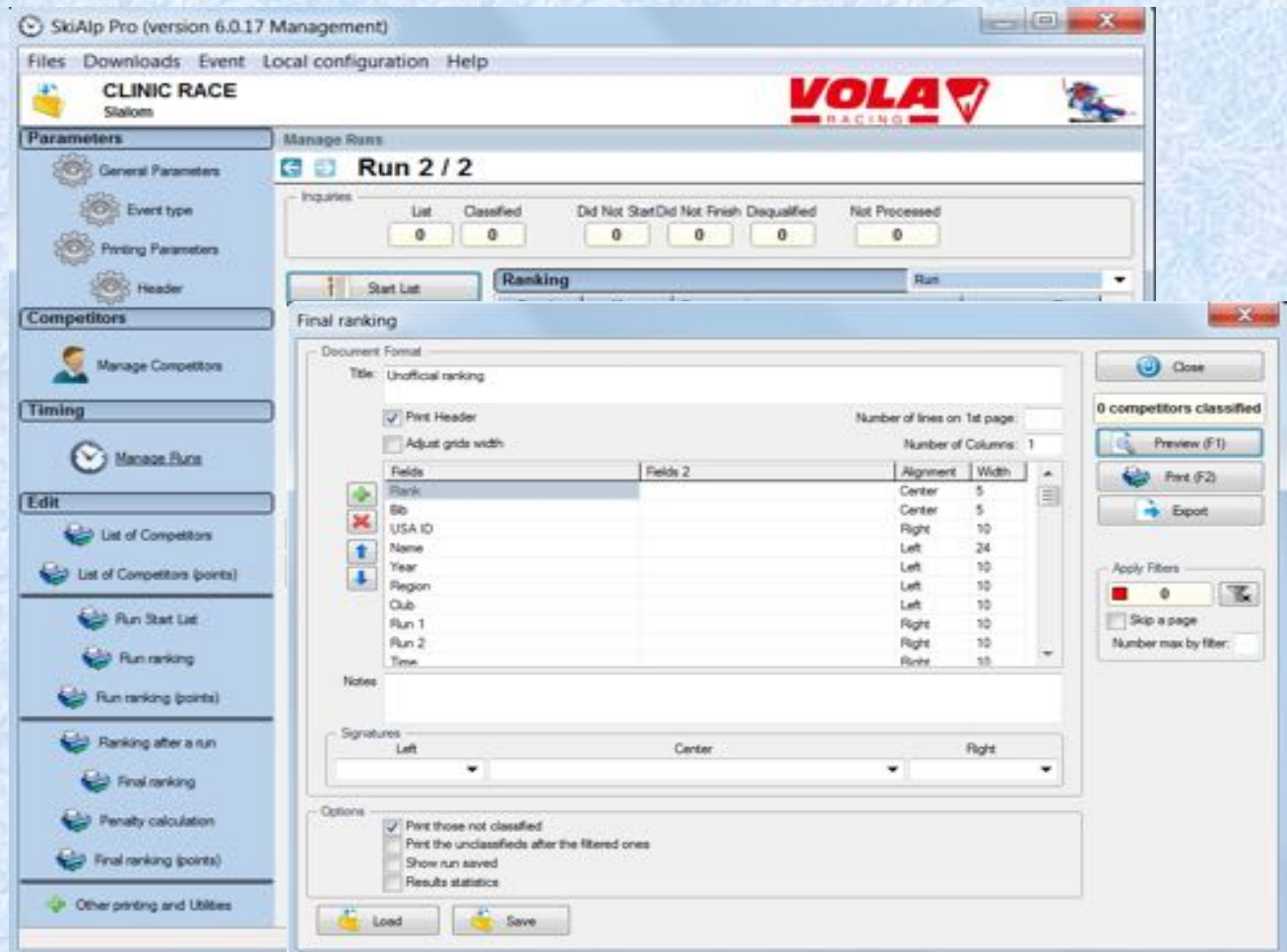
Reading the Results

Jury

1st run Data

Points list

Software version

Time and Date Report Printed

Weather Data

2nd run Data

Race Code

Transmitting Results - XML

Click on the green +
'Others Printing/Utilities'

Choose 'Export Event'

Transmitting Results - XML

Where did my file save to?

Review For Errors

Export event

Export file: C:\Users\Far West Skiing\Desktop\JN1114.xml

Field <Nation> (competitor n°6) is empty
Field <Cross Reference 1> (competitor n°6) is empty
Field <Cross Reference 2> (competitor n°6) is empty
Field <Nation> (competitor n°11) is empty
Field <Cross Reference 1> (competitor n°11) is empty
Field <Cross Reference 2> (competitor n°11) is empty
Export successfully completed.
Export US

Export event

Export file: C:\SkiAlpPro\Export\.xml

Export USA   Close
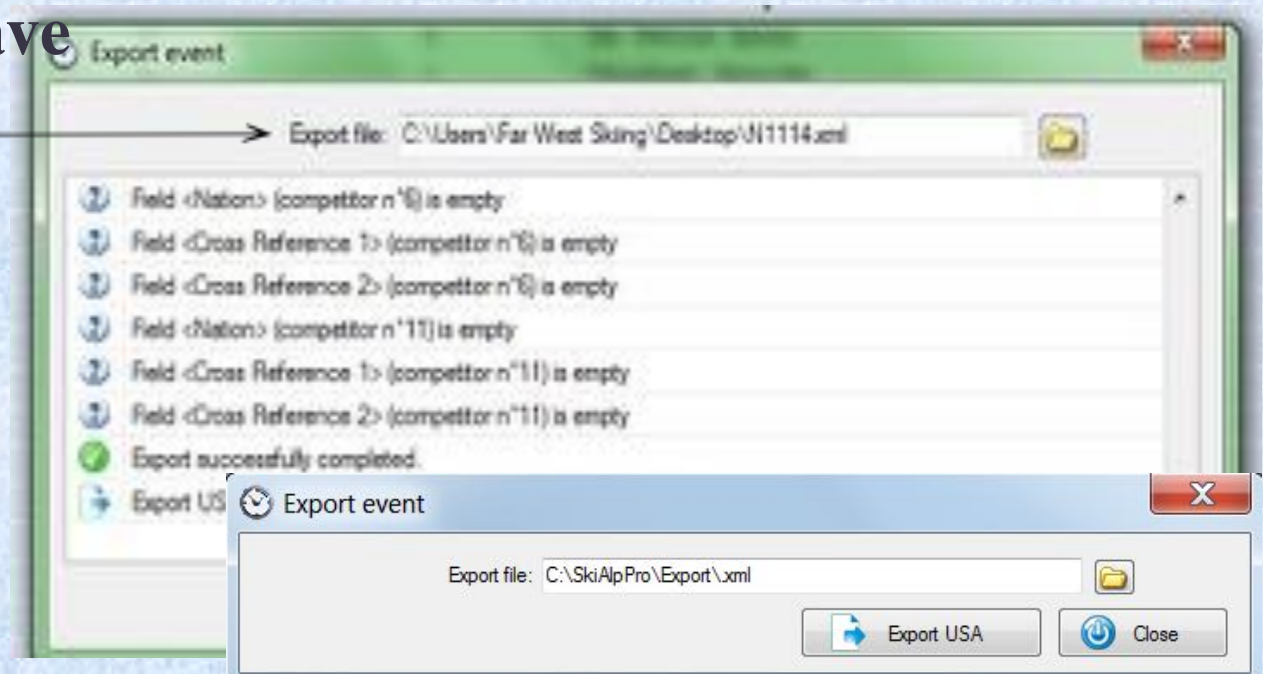
Attach xml file to email.
Email results to 'alpineresults@ussa.org'
U.S. Ski & Snowboard Transmittal # as the subject

Saving and Transferring File

Close event
Choose 'File'
Choose 'Manage Events'
Choose 'Save Event'
Choose the event to save
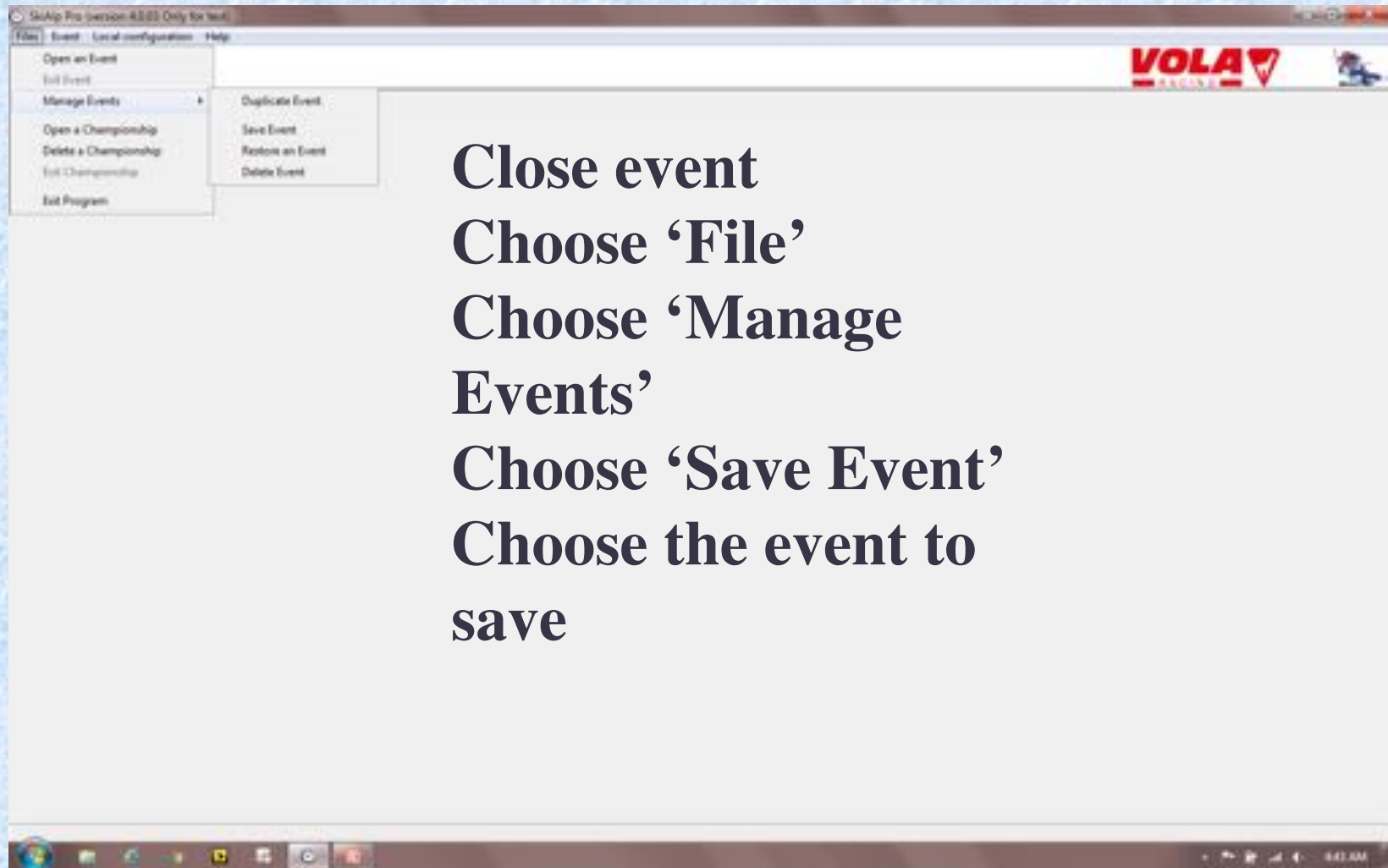
Saving and Transferring File

**Name the Event
Click on 'Save'**
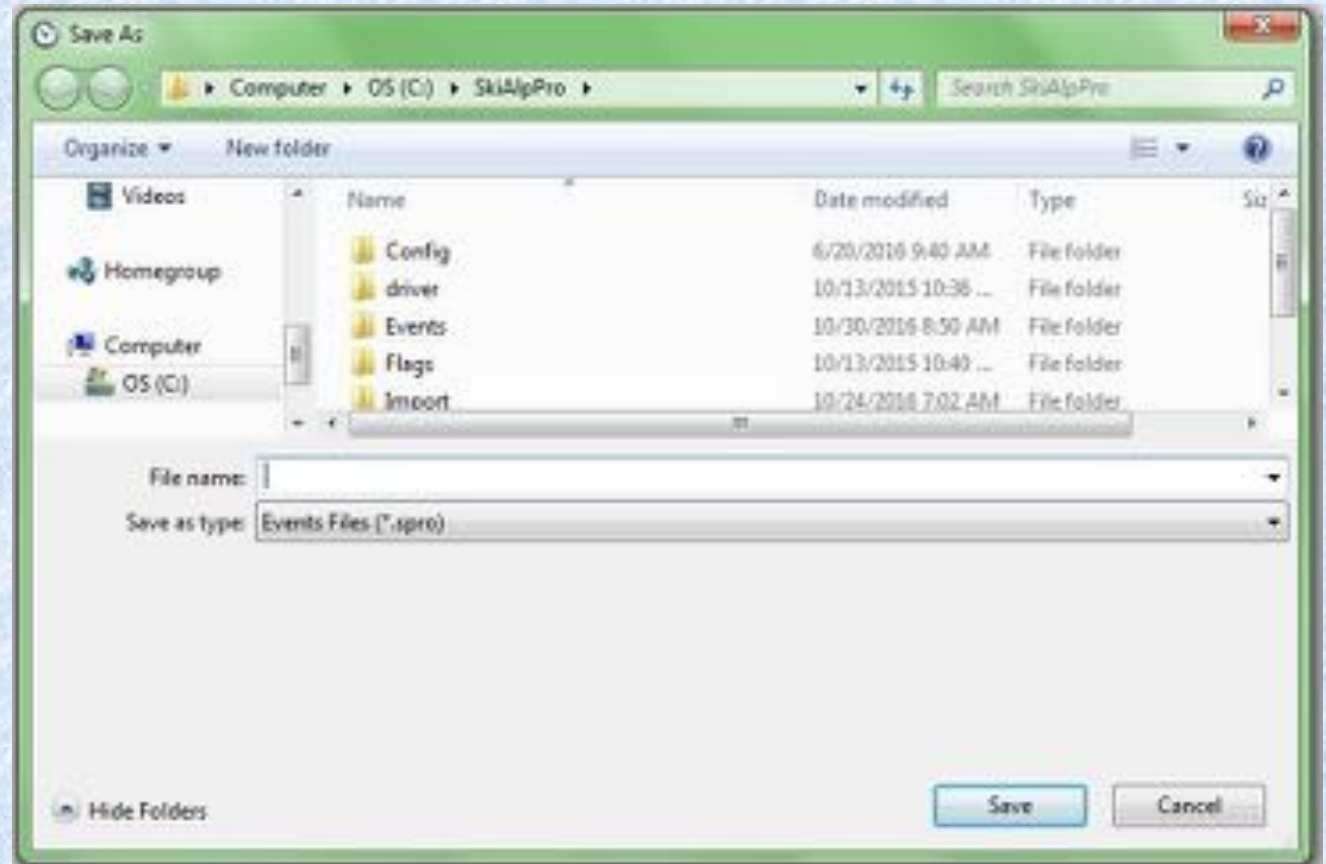
**Note file extension .spro
and
SkiAlpPro Default Folder location**

Restoring a File

Choose 'File'
Choose 'Manage Events'
Choose 'Restore an Event'

Select the correct .spro file,
based on where you have saved this file.

Exporting Data
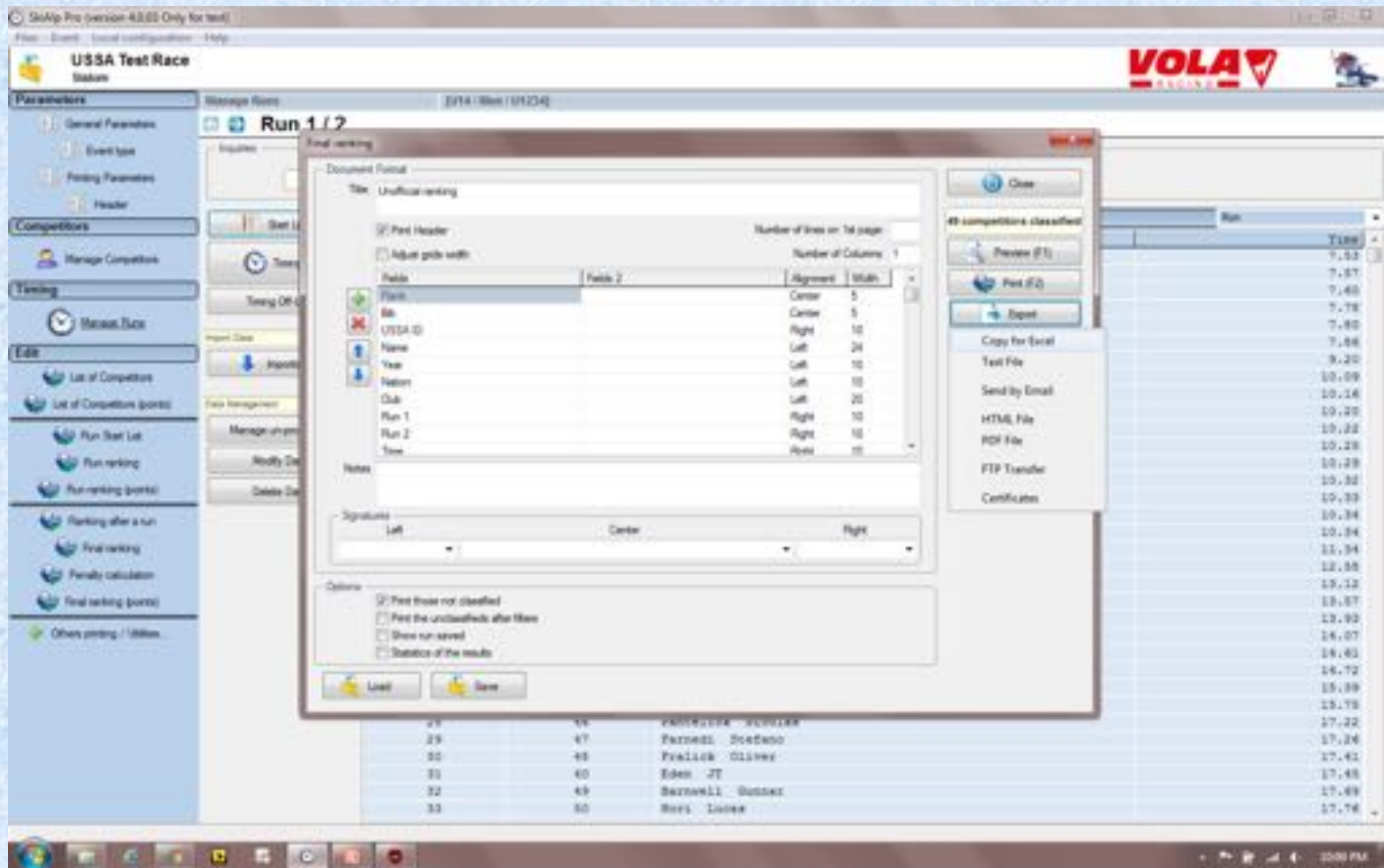
Click on 'Export'
Choose 'Copy for Excel'
Open an excel file and paste

SUGGESTIONS

Prior to your first event:

- **Review both sections of the Race Administration Study Guide**

- **Review all software options**

- **Practice all race-related software procedures**
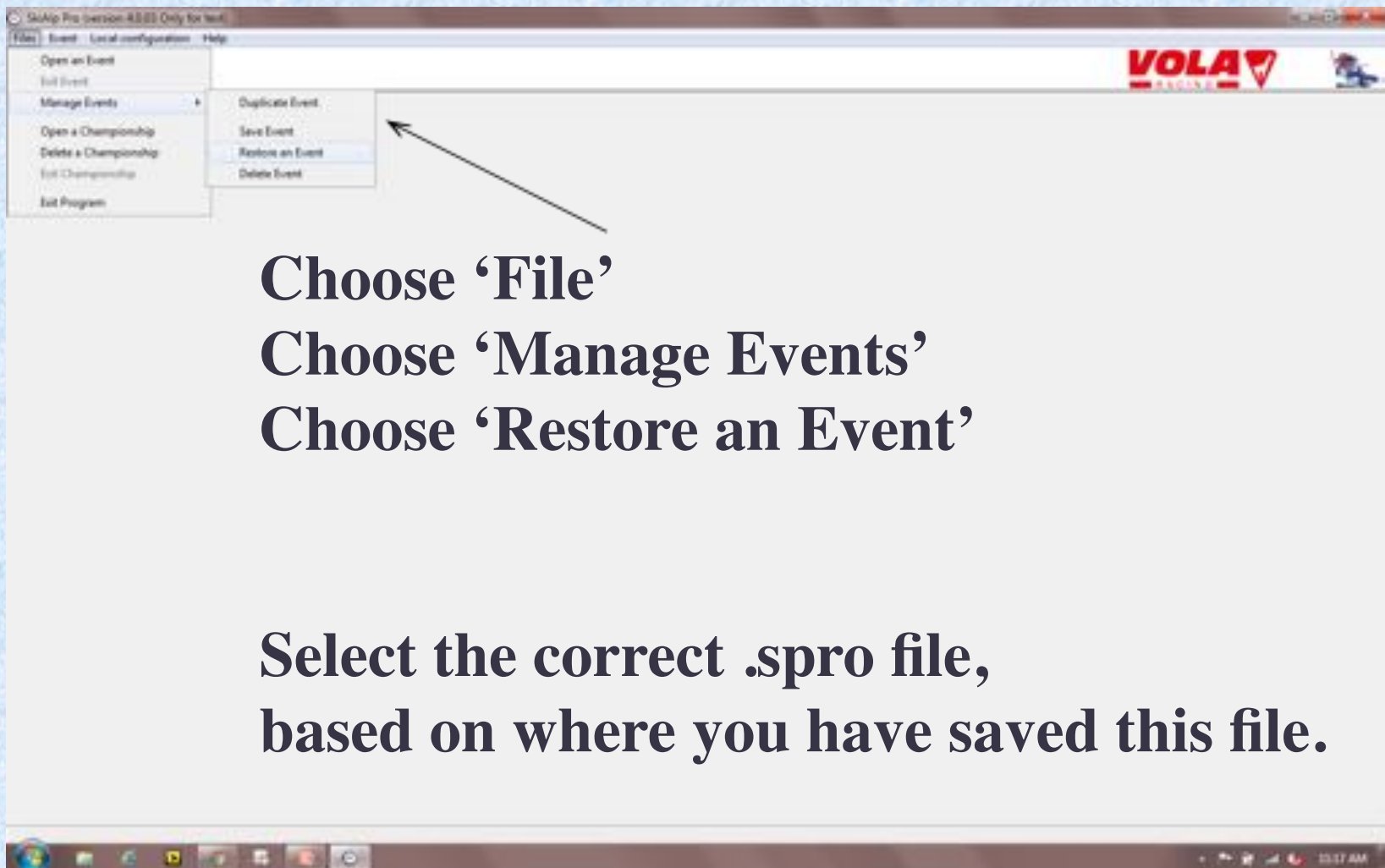
- **Establish contact with an experienced RA who will take the time to help you solve issues that may occur!**

For further videos and educational items please review at

vola.fr/en/timing/logiciels/suite-skialp

For assistance from U.S. Ski & Snowboard please visit:

usskiandsnowboard.org/sport-development/officials-development/timing-race-administration

Thank you for your time and

best wishes on your upcoming season!