NEWBURY VELO

Introduction

The first thing to point out is that this tool is not going to create your start sheet. This needs to be completed and published to the CTT admin panel before this tool will function properly (with the exception of club events).

Many of the user input elements have been automated where possible. Changing these processes can have untested consequences, so please don't change the formulas or code. I'm not a "proper" developer so will not be able to support you.

Whilst I realise there may be better ways of doing some of the things I've done to make this work, I know how it currently works. Like I said above, I'm not a proper developer, I don't structure what I do, I work on a "how do I do that" basis and implement. So whilst it's not perfect, and nowhere near developer standards, it works and is user friendly.

I'm offering the tool and my support for free. If you do use it for your event, just a little note of recognition would be appreciated :)

Twitter Setup

You only need to complete this step if you will be posting your results to twitter. If you don't plan to do this, skip this section. The instructions assume you already have a twitter account.

Step 1: Apply for a developer account.

a. Goto https://developer.twitter.com/en/apply-for-access
b. Click Apply for Developer Account
c. Select Hobbyist
d. Select Making a Bot and click Get Started
e. Complete the 4 boxes at the bottom of the page, select "some experience" in the coding experience section. Click Next
f. For the "In your words" section enter "To automate time trial rider results posts to twitter via google sheet scripts. The process is automated using Google functions and only sent once per rider per event where this system is enabled. The system will only post to twitter and receive a tweet ID and no other data."
g. Select "No" to analyze twitter data

h. Select “Yes” to using tweet etc and enter “We will only use the tweet function to post rider name, team and finish time along with the name of any potential sponsor and a link to a webpage containing full results of all riders.”
i. Select No to Displaying Tweets or aggregate data
j. Select No to the government body question
k. Click Next
l. Check entries on next page and click Next
m. Tick box to agree to terms of use and click Submit Application

Step 2: Create Twitter API Application

a. From the developer dashboard click Create Project
b. Enter the name of your project, something like TTResults and click Next
c. Select Making a Bot and click Next
d. Enter a project description. If you’re going to create lots its a good idea to enter something here that will distinguish your projects.
e. In the App Name enter something like TTResultsApp and click Next
f. Make a copy of each of the 3 keys displayed on the completion page - you cannot go back to these you will have to regenerate if you lose it.
g. Click enable 3rd party authentication link
h. Click the cog next to your app name
i. Click Edit in the App Permissions section
j. Select Read + Write and click Save and select Yes to the dialog box
k. At the top of the page under your App name click Keys & Tokens
l. Click Generate in the Access Token and Secret section
m. Make a note of both of the keys displayed - you cannot go back to these you will have to regenerate if you lose it.

Results Sheet Setup

Step 1: Make a copy of the results master spreadsheet.

a. Click https://newburyvelo.cc/blog/post.php?s=2021-04-23-time-trial-results-tool for the latest version of the tool. Only take a copy from here as the trusted source. I cannot be responsible for the content of any shared from elsewhere.
b. Once open under File (top left) select Make a copy
c. Give the copy a name and store in your Google Drive, call it your Master Copy, so it contains no data.

Step 2: Configure Spreadsheet

The configuration of the sheet is performed on the "Config" tab (across the bottom). If you haven't landed here by default select this tab. Working from the top of the sheet and going down each setting as described below.

a. In Column D the first 3 boxes are drop down boxes to select your event. There are notes in the right hand column on what to select here. The first box is used for mixed (female and male) events or is the male event if more than one start sheet is published.

   The second pull down should be used if there is a dedicated female event/start sheet.

   The third pull down should only be used for tandem events.

   NB: PLEASE NOTE, AT TIME OF RELEASE THERE IS A PROBLEM WITH THE EVENT ID'S RANDOMLY CHANGING. MAKE A NOTE OF THE ID OF YOUR EVENT. FOR EXAMPLE FROM STARTSHEET LISTING ON CTT WEBSITE EVENT https://www.cyclingtimetrials.org.uk/race-entrant-list/21292 EVENT ID IS 21292. ENTER THIS MANUALLY IN THE BOX WITH THE EVENT ID ON THE CONFIG PAGE OF THE SPREADSHEE.

b. Once your event(s) are selected you will see a Total Number of Entrants, check this figure is correct.
c. Enter the start time of your event. If the first rider is 09:01 then your start time is 09:00:00
d. Enter the title of your event. This is the title that appears on the live results page.
e. Select Event Distance (this is especially important if your event is using VTTA standards/handicap
f. Select Event Type. Either CTT, VTTA or Club. This will define what is displayed on the live results sheet and also what tabs are available for entering data. If your event is using VTTA standards/handicap select VTTA. If you select Club then a tab will be provided when you click configure spreadsheet to enter a manual start sheet.
g. Select Team Types. Either mixed or Gender based. If mixed then female and male riders will be included in the team calculation. If gender is selected then teams will be calculated strictly based on gender.
h. Select Display Age Groups. This will display age groups in the categories of age.
i. Age Group Vet (scratch or plus) defines if the vet age groups use VTTA standards or scratch. If standards then only one female and male vet rider will be displayed.
j. Sort By Result. Select yes or no. Yes displays the live results in rank order i.e. fastest first. If no is selected then the live results page is displayed in rider start number order. This can be changed once all results are in to then update the leaderboard.
k. Post to twitter, select yes or no to post to twitter. My recommendation here would be to leave this as no until you are ready as testing could result in spam twitter posts.
l. Twitter text is the part that is appended to the end of the “result” - you can see how your tweet will look in the red text next to these fields.
m. Full results URL. This is your link to the live results. I would recommend using something like https://bitly.com/ to create shortened URL’s to minimise the size of the tweet.
n. The following 4 fields for TWITTER_CONSUMER_KEY, TWITTER_CONSUMER_SECRET:, TWITTER_ACCESS_TOKEN:, TWITTER_ACCESS_SECRET: are the values that were saved from the twitter setup section.
o. The following fields are your colours displayed on the live results page. Highlight the cell with the colour you want to change. Once highlighted click the bucket icon in the

top toolbar (to the right of the capital A). Select a colour you would like to use. Repeat the same process in the cell below.

p. Include Feature Result. This is to allow a second timing point for example the fastest 1st mile where stopwatch times are entered for a “feature race”. Choose yes or no to enable this
q. Title of the Feature Result. Enter the title to give the result on the live results page. Be mindful of the length of the text here and try and keep it short.
r. Show Spindata Prediction. Enabling this option will add an extra column to the live results page that will show the spindata predicted result time. It will colour the cell red or green depending on if you were faster or slower than your spindata prediction.
s. The Cells on the left that show the VTTA Standards version as well as the sheet version, please do not change these they are used for troubleshooting purposes.
t. Click Configure Spreadsheet (at this point you may receive a warning asking you to authorise access to code. Please select Allow. This will only take a minute or so to finish. Once done, click Set Colours. This will take 5 minutes or so to complete as it has to paint every cell individually.

Once you’ve configured your spreadsheet and before you start entering data, make a copy for your new event, I make a copy for every event I run so that the data is kept intact each time should I need to refer back to it. This makes sure the master copy is clean of any data and that you don’t need to complete the same process for setting up each of the others.

Using the Results Sheet

Step 1: Entering Results

a. Select the tab (across the bottom of the sheet) for **Recorded Times**
b. Enter the rider number in Column A (the first column)
c. Enter the **STOPWATCH** time in Column B (the second column). This must be entered in **hh:mm:ss** format. So even if the hour is 0 it must be entered. Do not enter a calculated time in this section. If there is a typing error delete the entire time entry and re-enter. Do not try to edit the time.

Step 2: Time Penalties

a. Select the tab (across the bottom of the sheet) for **RiderTimePenalties**
b. Enter the rider number in Column A (the first column)
c. Enter the **PENALTY** time - this is the number of minutes/seconds they were late arriving. This must be entered in hh:mm:ss format so even if the hour is 0 it must be entered.
d. Enter the delay in start time in Column C (the third column). This must be entered in **hh:mm:ss** format. So even if the hour is 0 it must be entered.
   As an example. If rider number 5 arrives 12 seconds late and is then set off in a gap for rider 8 the penalty entered would be 00:00:12 (column B) and the delay would be entered as 00:03:00

Step 3: Reserve Riders

a. This is only used if you have reserve riders on the start list on the CTT published start sheet. Do not use it for any other purpose.
b. If you have reserve riders they will be populated in the tab (across the bottom of the sheet) called **ReserveRiders**. If there are no riders listed here you do not have any reserve riders listed.
c. Enter the rider number next to the appropriate reserve rider. This is the **ACTUAL** rider number the reserve rider will be wearing, not the one they will be replacing.
d. Enter the start time of the reserve rider. This is the full time. If the rider is going off in place of number 20 and your event started at 09:00am then the start time is 09:20:00

Step 4: Feature Race

a. Select the tab (across the bottom of the sheet) for **FeatureRecordedTimes**
b. Enter the rider number in Column A (the first column)
c. Enter the **STOPWATCH** time in Column B (the second column). This must be entered in **hh:mm:ss** format. So even if the hour is 0 it must be entered. Do not enter a calculated time in this section. If there is a typing error delete the entire time entry and re-enter. Do not try to edit the time.

Publishing the Live Results Sheet

Step 1: Publishing the LiveResults tab

a. From the File Menu (top left) select **Publish to the Web**
b. Where it says **Entire Document** click to expand the menu and select **LiveResults** from the drop down menu.
c. Click Publish and a link will appear. This is the link to send to your competitors, create a QR code from and/or shorten to include in your twitter results URL field.

Using the Club feature

Step 1: Entering Rider List

a. If you select Club from the configuration page you will be able to see a tab (across the bottom of the sheet) for **ClubStartSheet.** Select this tab
b. You will see the example listed, do not remove this line, do not enter your own rider in this line, it will not be included in the results.
c. Enter the rider details in the list as demonstrated. Do not alter the columns.
d. Results can now be entered in the **Recorded Times** tab as per any other event.

Exporting Results

Step 1: Download Template from CTT website

a. From your CTT admin panel select the event which should be in the **awaiting results section**. From here select to download the results template.

Step 2: Copy the entry_id to your Google Sheet

a. Open the XLS file you've just downloaded. It is important not to change the order in which the data is sorted. It should, by default, be sorted by rider number in ascending order. Leave the template open as we will need it later.

b. Click the D at the top of the column which says **entry_id** underneath. This should highlight the whole column. Press CTRL+C on a PC or COMMAND+C on a Mac to copy the column.
c. Return to the Google Sheet and ensuring that tab (across the bottom of the sheet) for **CTTResultsOutput** is selected
d. Click column D at the top of the column which says **entry_id** underneath. This should highlight the whole column. Right click (or command click on a Mac) on the column D and select **Paste Special** and then **Paste Values Only**

Step 3: Copy the complete data set to your results template

a. From the Google Sheet and ensuring that tab (across the bottom of the sheet) for **CTTResultsOutput** is selected
a. Press CTRL+A (or command A on a Mac) to highlight all the data.
b. Press CTRL+C (or command C on a Mac) to copy the highlighted data
c. Return to your Excel spreadsheet template downloaded from the CTT website.
d. Click in the first Cell in the top left hand corner of the sheet. It should contain the word **number**.
e. Right click this Cell and select the paste icon that when you hover over it says **Match Destination Formatting (M)**
f. You can now save the Excel file and upload to the CTT website.