Carlsen Roping Management Program Overview

Overview

Carlsen Roping Management Program (RMP) is designed to assist in the production of a variety of numbered ropings:

- Pick;
- Pick and Draw;
- Pick or Draw;
- One head Round Robin;
- Multiple head Round Robin;
- Ride-In the Box; and
- Category ropings.

It will do a variety of functions to assist the producer and speed the productions including:

- Entering contestants:
- Drawing partners and will draw unique partners if possible;
- Arrange the teams;
- Producing a variety of reports including timer sheets, contestant list, winners with payoff; producer report with number of runs and stock charge, ACTRA reports, and contestant's fees and winnings to name a few; and
- It automatically calculates what time a team needs to be to place or win in the high man.

Production Information Tab

This tab allows you to "Add Productions" and "Add New Roping." This page must be completed first.

Add a Production

This name can serve a variety of purposes for the producer including the following:

- Series Ropings like a saddle roping;
- All ropings for year so it easy to calculate contestants 1099 Tax forms; and
- Special roping like Memorial or Truck ropings.

After you enter your unique name (i.e., Carlsen Summer Series) press **Add Production**. If you look up at the top of the screen, the Production Name will appear in the dark blue ribbon. There is a down arrow on the right side so you can switch between roping productions.

Add a roping:

Type a unique name for your roping such as Number 10.5 Pick and Draw in the Roping Name box and press **Add New Roping**. Then a new box will open.

Roping Type

Use the down arrow and choose the type of roping that you are creating. If the choice is a Pick and Draw, use the up arrow on **Draw Count** to set the number of draws.

Maximum Entries per roper

Once again, the arrows will allow the entry of the maximum number of entries per roper. For instance, if the roping allows a team to pick one and draw two and a roper can enter twice, the maximum would be six.

Entry Fee (Per Roper)

This is the entry fee for one run for one roper. For example, if the roping is a pick one draw two for $150, then you would put $50 for fees.

Stock Charge Percent

Be sure to put percentage in this box and not a dollar amount. Delete the numbers in the box if you use something different than 33.3 and input the correct percentage.

Association Fee (per team)

This box was designed for ACTRA national fees, but you can use it for other purposes such as arena use fees and secretary wages based upon the number of teams.

Prize Deduction

This is where the cost of buckles, saddles, and other prizes can be entered. This will deduct the total from the pot before the payoff is calculated.

Added Money

Some ropings add moneys to the pot. Also, some producers require ropers to pay for extra runs that they were given because the draw was not even. If these moneys are added, the entry fee must be reduced by the stock charge before entering it.

Progressive After

Be certain if you do not want the roping to be progressive to enter the number of total rounds in this box. For instance, if it is a 10 header then put 10 in the box.

Barrier Penalty

Most producers now use a 5 second barrier. Otherwise, leave the amount at 10.

Leg Penalty

This is pretty much standard in any roping.

Classification

With the current use of half numbers, many producers use them when posting the roping. If the roping is listed as a straight 8 and it is capped at 4.5 roper, the 4.5 roper can only draw a number 3 or 3.5 partner. If it is listed as an 8.5, then that 4.5 roper can draw a 4 partner.

Buy Back

There are two uses for Buy Back. First, check the box and then enter the fee if it a buy back roping. When times are entered, if a roper missed, they would then have the option to buy back by paying this

fee. The ropers are put in a special group and at the end of the first go round, use the down arrow where it says Standard and the buyback teams will open and can be run.

The other use is to put the teams that get reruns, have broken tack, or are not ready. Simply click the Buy Back option but don't put a dollar amount in the fee box. Once again, at the end of the round, switch from Standard to Buy Back and there are the teams that need to be run.

Handicap

Check the Handicap Roping box. Then put the round to handicap. This round is usually the one before the high man. The program will automatically calculate the total times at the end of that round. Producers can set the amount to handicap and maximums here.

With both an equalizer or slide roping, be sure to enter the number that will be added to high number teams and the maximum number that will be added. Leave it at None if there are no caps on the amount added.

Incentive

Check this box if the roping has an incentive. For example, a 10 roping with an 8 incentive. Many times, the incentive team winners are calculated on number of runs less than the rest of the roping. So be sure to enter the correct number of rounds that the Incentive will be paid out on.

Update

Press this button if you change anything about your roping.

Enter Roping Tab

Once you have set up your roping, switch to the Enter Roping Tab. Be sure that the correct Roping Name is in the box. The down arrow will give a list of the ropings that have been set up. If more than one roping is being run on the same day, it is advantageous to set all the ropings up in advance to save time.

Also, it is recommended that known contestants' names are entered under Contestant Information prior to the roping. Then when entering them the drop-down arrow by Contestants' Name will show a list of all the ropers. If the first letter is entered of their name, the program will jump to those contestants with names starting with that letter.

Draw Pot

Simply enter the Contestant's names and be sure to enter BOTH their heading and heeling number. Be very careful to ensure that the contestants are entered correctly with the number of entries on either the heading or heeling side. A contestant can enter on both sides. Just enter the correct number of runs on both sides.

Press Update Draw each time that a contestant is entered or altered. Look to the bottom left side of the screen, the number of headers or heelers should adjust each time that you enter a roper.

When you get all the contestants entered, go to the left side of the screen at the bottom and press **Draw Partners.** If it cannot draw, usually a roper with too high of a classification has been allowed to enter.

VERY IMPORTANT: Then the teams must be arranged. Just above the Draw information is Arrange teams. The number of roper separation can be modified based upon the number of teams. Also, I always recommend First to enter last to rope be checked to ensure that the ropers enter in a timely manner. However, other options are listed for use. Finally, press **Arrange Teams**. A list of the teams will open for review. If there are ropers back-to-back or just to close together, change the Roper Separation to a different number and press Arrange Teams again.

Pick and Draw

Enter teams at the right side under Enter Team. Be sure to press Add Team each time and look to the left to make certain the team number has increased. Also, notice that the draw count should increase by the corresponding amount.

If a contestant wants to enter as a team and also in the draw, be sure to add the number of draw runs to the number already listed in the box.

When all teams and draw contestants are entered, press Draw Partners on the left side. Then set roper separation based upon the number of teams entered. Press Arrange Teams and list will appear. Make certain that ropers are not back-to-back and change Roper Separation if they are and Press Arrange Teams again.

Pick Only

Enter the ropers on right side under Enter Team. Be sure to Add Team after each entry. Set the roper separation and press Arrange Teams. Review the list and adjust the roper separation if needed.

This function also allows **Ride-In the Box** roping. Set up the production and immediately go to the Enter Times Tab. Use the Add Team tab and put the teams in as they ride in.   The contestants' fees can be found by pressing the Tools and Reports tab and going down to Production Reports Contestant Fees.

Round Robin

Once again, enter the ropers on the right side under Enter Draw. Press Draw Partners. Make the roper separation the same as the number of headers. This will keep the headers in order each round.

These ropings can be one headers or multiple rounds. The number of headers or heelers does not have to be the same.

The payoff is up to the producer. Because the number of headers and heelers is not normally the same, many producers will calculate payoff separately for each side. Regular payoffs can be used.

Category Roping

To use category roping, go to View which is located at the top of the of the page and change from Standard Mode to NTRA mode.   Under Production, choose Draw roping. Enter as you would for a draw. Contestant numbers are not important, and Classification is not used.

This format is very similar to 4D barrel race with winners being determined in the high man with equal numbers in each category.

Once times have been entered, go to Tools and Report and choose Payoff with appropriate number of Categories for the number of teams entered.

Other Uses

If someone enters under the draw and then finds a partner, they must be removed from the draw first. Put their name in the Enter Draw box and when the entry numbers appear put a zero or other appropriate number in the box. Then, add the team above under Enter Team.

Teams can also be deleted here and a list of the entries and number of entries per roper can be shown.

Enter Times

Number of Places

This page is set up so that one person can run the roping including timing and announcing. I recommend that the number of places to be paid and payoff is calculated prior to starting the roping. In the middle of the screen above the dark blue Teams line is Number of places to pay. Put the correct number in prior to starting the roping. By doing this, the program will calculate the time a team has to be to win or place in the high man based upon the fast time of the first go.

Entering Times

To start the roping, double click on the first team. A new box will open with the team listed at the top and the next 10 team below. This allows the announcer to keep upcoming teams on track and enter times.

Enter the team's time, check the barrier or leg if appropriate, and press Update. The time will appear on the left-hand side and will note if the team broke the barrier or roped a leg. Press Next Team. Repeat until the end of the round. The box will close at the end of the round.

Fast Times

The Fast Times will be listed on the right-side of the screen. If fast times are paid in multiple go-rounds, change the Fast Time round. The go-round arrow is at the far-right side of the dark blue Fast Times tab.

Rounds

Go to Round # on the left- hand side of the screen above **Teams** and go to the next round by pressing the up arrow. The number of teams still in the roping will be listed each time the round is changed. This number is directly below Round#.

High Man

Before running the high man, determine if it should go "Slowest to Fastest "or 'Fastest to Slowest. ' The Order of Teams is in the white on the right-hand side of the screen above **Fast Times** in blue. If the roping is high team back, the number of teams that can come back can be adjusted.. Double click on the first team, run.

Contestant Information Tab

At this tab, ropers can be added or deleted. Basic information of name and header and heeler ratings must be included. All other data is optional. If Form 1099 are sent, be certain that the correct address is added.

Tools and Reports

This tab has four tabs under it including Reports, Payoff, Database, and Farmtek.

Reports

Roping Reports

Roping Name

Be certain that the correct name for your roping is in this box. All ropings under a particular Production Name will be listed.

Report Type

Contestants By Name

This report is the one that should be posted prior to starting the roping. Make certain that any problems that arise are corrected prior to starting the roping. The report lists the ropers in alphabetical order by first name.

Draw Entries

This report allows quick access to ensure that entries are correct.

Results

This report gives you winning teams, their times, and number of steers caught.

Results with Payoff

This report gives place, team number, header, heeler, time and Payoff per team or Payoff per man. To switch to **Payoff per man**, go to the right side of the screen and toggle to Per Man from Per Team.

Round Robin 1 Head Results

This report gives you header and heeler results with total time and number caught. The payoff is left for the producer to determine.

Teams by number

This is a basic report with team numbers and teams listed.

Timer Sheets

It is recommended that timer sheets be used as a backup for all ropings. Power outages and computer crashed happen.

Timer Sheets with Handicaps

Same report as above but with handicaps.

ACTRA Report

This is the report required by the national association and must be filed after each sanctioned roping.

Buy Back Teams

This report keeps track of contestants who had buybacks and how much they owe.

Bonus Computer Drawn Runs

This report lists who received free runs so that the producer can choose to charge for the run. Some producers will charge the roper if they win money. Others just give them the runs free. The computer calculates payoff based upon paid teams only.

Payoff Name

The program gives a variety of payoffs already set up for the producer. The producer can add more payoffs. See Pay Off Tab below.

Production Reports

Contestant Fees

This report includes all roping under a particular Production. It lists the name of the roping with total fees.

Contestant Buy Back Fee Report

The report gives the secretary instant access to how much each roper owes for their buybacks.

Contestant Winnings

This report can be used for Form 1099 reports if all productions during the year are kept together.

Contestant Balance Sheets

This gives fees and winnings and then balances the difference.

Summary

Report gives number of teams total, number of runs, total entry fees, stock charge, association fees, prize deduction, added money, and total payoff. Then it breaks it down by individual ropings.

Contestant Reports

Email List

This can be used to send out roping information to contestants, cancel a roping, or if it is needed to contact a particular roper.

Payoff Parameters

Parameters are listed in the second column. Payoffs are based upon paid teams only. Free runs generated due to draw will not be included in the payoff if this is checked. Also checked is the round to the nearest dollar. This does not have to be checked if you want your payoff to be to the cent. Lastly, the drop-down box allows producer to choose payoff per man or per team.

Payoff

Add a New Payoff

To add a new payoff, go to the right-hand side and enter a new payoff name that is descriptive enough to ensure that it is easy to use. For instance, a payoff could be 7 Places Ave w/ 1 Fast Time in Long Go. Press Add New Pay Off box. A new box will open to enter the specifics. By using the up arrow, the number of places can be increased. Percentage of the Pot is set at 100 percent. Leave this at 100

percent if a fixed dollar amount is paid in the Fast Go. Otherwise, reduce the percentage by the amount to be paid in the go round. For instance, 90 percent in the average and 10 percent to the fast time.

Fast Time has drop down that features either fixed dollar amount or percentage.   Be sure that the correct round to pay and number of places are correct.

Press Ok. Your new payoff is added to the Payoff drop-down list.

Database
Backup Database and Compact Database
This function allows roping information to be compacted and kept or exported. This is very important if need to change computers.

Cleanup Activity
This is where you can remove test ropings or old ropings that results are no longer needed or wanted.

Farmtek Timer Control
RMP is compatible with Farmtek timers. A patch needs to be downloaded from Farmtek and it is important to ensure that the cable is connected between the timer and the computer. Once the patch is downloaded, a Port must be selected. Most of the time it is one of the first four.

There is an option to choose between hundredths or tenths. Go to the Enter Times tab, double click the first team, and press Get Time when the run is completed. The time and barrier will be listed. Only checking the leg option is up to the secretary and pressing Update and Next Team.

FAQ
License Goes Dormant Prematurely
If this happens, first try to re-enter your license and password. If this does not work, call 406-529-2555 immediately.   A new license and password will be generated for you. If necessary, purchase another license and request a refund for the balance of the old license.

Can I run two roping at one time and then separate the high man?
This is extremely difficult. I do not recommend doing this. You can set up both ropings and enter the teams then switch from one roping to the other at the end of each round.

The only other way is to set it up as one roping and when it comes to the high man, print the teams and note which teams are from each roping and run them separately. The payoff would have to be hand calculated.

Is this program networked?
This program is not networked.   It is a stand-alone program. If you want to run more than one roping and have a second computer, you can purchase a second license for $80. When you go to checkout, press View Catalog, then press Carlsen Roping Management Program. A new screen will open that allows you to purchase two licenses for $249.00. Be sure to put a zero in quantity for one license

option.   One computer can be running the first roping while contestants can be entered for the second roping on the other computer. Then at the end of the first roping, simply switch computers.

How do I purchase or renew my subscription to the program?

First, go to www.nationalteamropers.com and be sure that you have the most current version of the program downloaded. Press Upgrade to get the most current version.

Then open the program and choose Purchase. Once you have completed the purchase, you will immediately receive an email with your new license and password.

Open the program again and press Activate Online. Enter the new license number and password. Once you have completed that, you are ready to run the program.

Remember that the license is only good on **one** computer.

Why won't the program that I just downloaded open?

There are two reasons why the program won't open. If you receive an error message that states, "Run as Administration," go to the main computer screen and in the lower left-hand corner there is a white box, and in that box type C: and press enter. A box will open and at the top is C: Run Command. Press that box.   Now look for Program Files (x86) and double click. A new screen opens and double click on Carlsen Roping Management Program. You will see a new screen and **RIGHT** click on RMP. Your fire wall will ask if you want an unknown program to make changes to your computer. Press Yes. This must be done only once. Once the fire wall is assured that the program is safe, the program will open immediately.

If this is the first time the program is downloaded on a particular computer, be certain that the latest Version is downloaded and NOT the Upgrade.   The program will not open with only the Upgrade. Go back and download the last Version.

Where can I go for more information?

You can join the Carlsen Roping Management group on Facebook. This venue allows participants the opportunity to post questions to myself and other secretaries to respond to. The site also contains useful tips and information regarding updates.

Also, you can call or text to 406-529-2555 or send an email to lindacarlsen@yahoo.com.