

# **PORTATREE PROFESSIONAL** **LADDERS & QUALIFYING SOFTWARE** **PRELIMINARY INSTRUCTIONS**

## **Qualifying Operation is as Follows:**

1. Category Editor must be set up to with the proper qualifying mode.
2. Qualifying Form must be set up with the raceday file (Click on the Raceday file that is on the screen -- this will show you a Popup Menu of Race day files that you have run) that you wish to qualify from and you must select the racers database that you wish to take the racers names from. You must also select the Category that you wish to qualify by clicking on the Category Name. The qualifying list will appear qualified in the order that you selected in the Category Editor. Then you must SAVE the qualifying List and if you want to print the list you can at this time.
3. Now you can open the Ladder Form and Click on the Category Name (OR "SELECT CATEGORY") and Select the Category that you wish to Ladder. If the Category was not Qualified or Qualified the same day, you will get a message Warning you that the category was not Qualified or Qualified that day. The qualifying list that you just qualified will appear and you can check it out one more time before you ladder.
4. Now you Click on the First Round Pairing Button to initiate the Pairing of Vehicles followed by a Click on the Pairing List Button in order to retrieve the Driver Names for the ladder. Now you can click on Print Ladder Button, which will print the initial ladder only. The Program will only print the first and final round of Ladders.
5. The Additional Round Pairing Button is used to set up all rounds past the first round and driver's names at that point have already been handled by the First Round Pairing Button. This must be done after every round.
6. The Pairing list is necessary so that you can generate a list to hand your Race Track Personnel so that they can set up the ladder correctly for the next round and give the Lane Choice to the Correct Racer. Lane choice is indicated by the word "LANE" in front of the person's name and vehicle number. The Lane choice is determined from the previous round's performance and is determined by the Qualifying Mode, which could be Reaction Time, Closest to Dial, or Elapsed Time. The Better Number gets Lane Choice.