



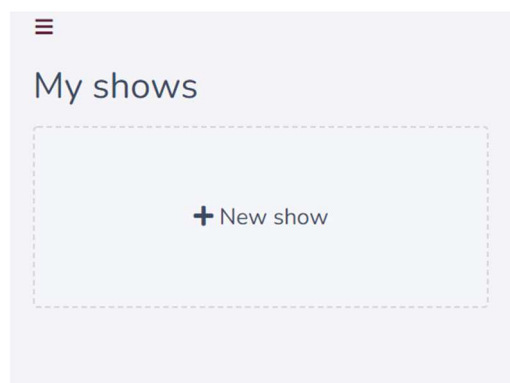
## ENTERING SHOWS & RESULTS ON ECAHOSCORES

Log on to [www.ecaho-scores.org](http://www.ecaho-scores.org) with the registered e-mail and password.

If the registration has not been completed yet, then this must be done first. Click “**register**” in the lower right side corner of the login box follow the steps.

## CREATE A SHOW

To create a show and enter the results of the show after logging in, click on the grey “+ New show” box on the screen.



A popup box will appear on the screen, where *Name of show*, *Timezone* and *Judging system* needs to be entered. Please note that it is important to choose the correct *Judging system* that was used at the show, as this cannot be changed once the info has been saved. Also note that “*Head and neck*”

*separated*” and “*Walk and trot separated*” are off automatically, and if one or both need to be on, then please click on the swipe button of the one that needs to be on.

New show ×

Name of show Search timezone  
Search timezone ▼

For showing all possibilities press space bar

Judging system ▼  Head and neck separated  Walk and trot separated

Close Create show

When the correct info has been entered, click “**Create show**”. The show will now be saved and visible as a box by itself. To enter the following informations, click on the title of the show, that was just created.

### **ENTER THE SHOW INFO**

The “**General information**” tab, which is the first tab shown, will already be showing the previously chosen *Judging system*.

In the next tab “**Judges**”, enter the full name of the judge, title (i.e. Ms., Mrs., Mr.), annotation (i.e. A, B, Nat) and nationality (i.e. country initials for the judge). After all the info is entered click “**save**” and the judge will be shown in a box underneath. Hereafter another judge can be entered.

When all the judges are entered, click on the next tab, “**Classes**”. Here the class name must be entered (i.e. “3 Year Old Fillies”), the sponsor for the class if there is one (if no sponsor then leave the field empty), date of class and time of class. Hereafter it is important to choose the correct judges and tick each judge that has been judging the created class. Then click “**save**” and the class will be shown in a box underneath. Now another class can be entered.

Show preparation

General information Judges Classes Horses

Show settings

Time zone	Judging system	Head and neck separated <span>×</span>
Europe/Prague	20-point system with half poin	Walk and trot separated <span>×</span>

Categories

type  head & neck  body  legs  movement

When all the classes are entered, click the next tab “**Horses**”, and first make sure the right class is chosen before clicking “**+ New horse**”. A new box will appear, where all horse information must to be entered. Then click “**save**” and the horse will be shown underneath.

General information Judges Classes **Horses**

Add horse

Choose class  
Class 1 - Jan 1, 2022, 12:00:00 AM

Search horses by name or UELN  
Search horses by name or UELN

Catalogue number

Save

+ New horse

For showing all possibilities press space bar

No horses. Please choose the class.

When all the horses have been entered in all the classes, the scores can be entered for each horse in each class, by clicking on the red **“Results”** button in the top right corner of the screen. After entering all the scores for each horse, click on the **“Show preparation”** button in the top right corner on the screen, in order to go back to entering horses for another class. If the horse is absent or has no scores for any reason, click on star next to the name of the horse – the results will not be calculated.

body	legs	movement	Total
0.5	0.5	0.5	0
0.5	0.5	0.5	0
0	0	0	0 points
			<b>0</b>

### ENTER AND FINISH WITH THE CHAMPIONSHIPS

When all of the scores have been entered, click the button **“Results”** which will redirect to the scores of each horse, but now click on the green **“Start Championship”** in the top right corner of the screen. In the box *“Create Championship from these classes”*, mark the classes for the Championship, enter the number of qualified horses, enter the class name, enter a sponsor if there is one, enter date and time. Before saving, tick the correct judges for the Championship. Then click **“save”** and click on the red button **“Results”** in the top right corner of the screen, in order to enter the position placements of each horse in the Championship.

Log out

← Show preparation

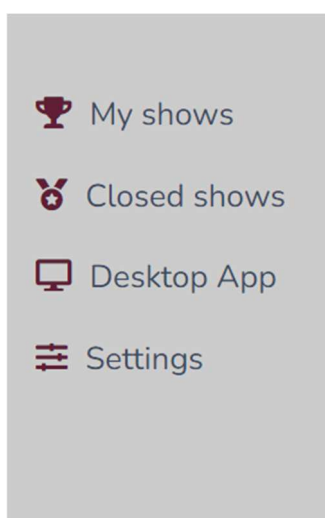
🏆 Start Championship

When all the Championships have been entered, click the green “**Close the show**” button in the top right corner of the screen.

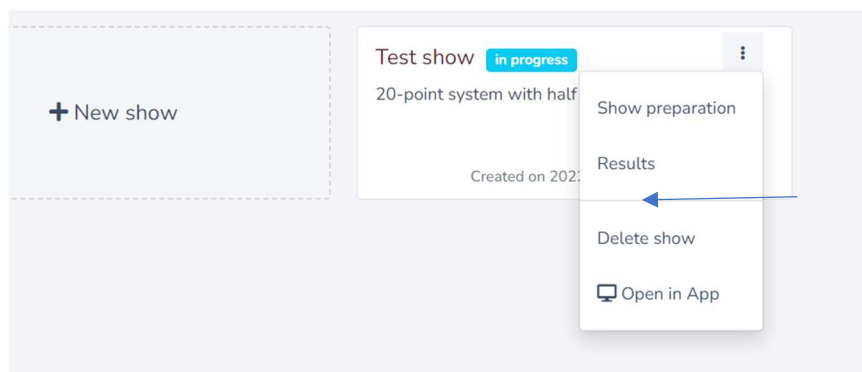
All the necessary show info has now been entered. At this moment the data are automatically sent to ECAHO administration interface from where the .json file will be exported and the show results will be then uploaded on ECAHO website. You will be able to see your show on [www.ecaho.org](http://www.ecaho.org) and export the PDFs or link to the results from your website.

## **DESKTOP APPLICATION**

Desktop application enables entering the data offline (to use it at the showground with no internet connection possibility).



Download the app after you log in to the online version. Prepare the show in online version (entering the classes, Judges, horses). Once the show data are ready, go back to the dashboard, click on the three dots next to the name of your show, and choose “**Open in App**”. You will get the code which you will use in offline App.



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Open the App, click on +New show, and enter the code. All show data are now available offline. You can enter the results of individual horses and start the Championships.

If you have any problems, please contact [office@caho.org](mailto:office@caho.org)