

## **SMRI Chief Timing and Scoring Marshall**

### Duties and responsibilities

- 1) Race events
  - a. Prior to the race
    - i. Issue transponder to each racer in registration (7am to 12pm, Saturday and 7am to 9am, Sunday)
    - ii. Log track transponder code issued to each rider into the AMB timing and scoring system
    - iii. Using the timing and scoring PC, setup race event, class, heat and rider information within the AMB timing and scoring software prior to first race event.
    - iv. Upon close of registration office, connect the timing/scoring PC, race decoder and printer in the tower
  - b. During race heats
    - i. Select appropriate race class
    - ii. Activate/Deactivate timer as needed in accordance with the current race status (green flag, yellow flag, red flag, checkered flag, etc.)
    - iii. After race is completed, save results and generate reports for posting
  - c. After the event,
    - i. Disconnect PC, decoder and printer
    - ii. Collect all transponders that were issued
    - iii. Return decoder and transponders to the track administration office
- 2) Trackdays
  - a. Prior to the event
    - i. In the registration area, issue transponder to riders who wish to pay for timing services
    - ii. Log track transponder code issued to each rider into the AMB timing and scoring system
    - iii. Using the timing and scoring PC, configure a morning and afternoon practice session
    - iv. Upon close of registration office, connect the timing/scoring PC, race decoder and printer in the tower
  - b. During morning practice
    - i. Activate morning practice session at the beginning of the morning session
    - ii. At lunch time, deactivate the morning practice session and print/post results
    - iii. Activate afternoon practice session after lunch
    - iv. At the end of the day, deactivate the afternoon practice session and print/post results

- c. After the event
  - i. Disconnect PC, decoder and printer
  - ii. Collect all transponders that were issued
  - iii. Return decoder and transponders to the track administration office
  
- 3) Other Responsibilities
  - a. After race event, ensure copy of results are sent to the club Secretary, Webmaster, Contingency Officer, President and other pertinent officials
  - b. Report any failed/inoperable transponders to track and club management