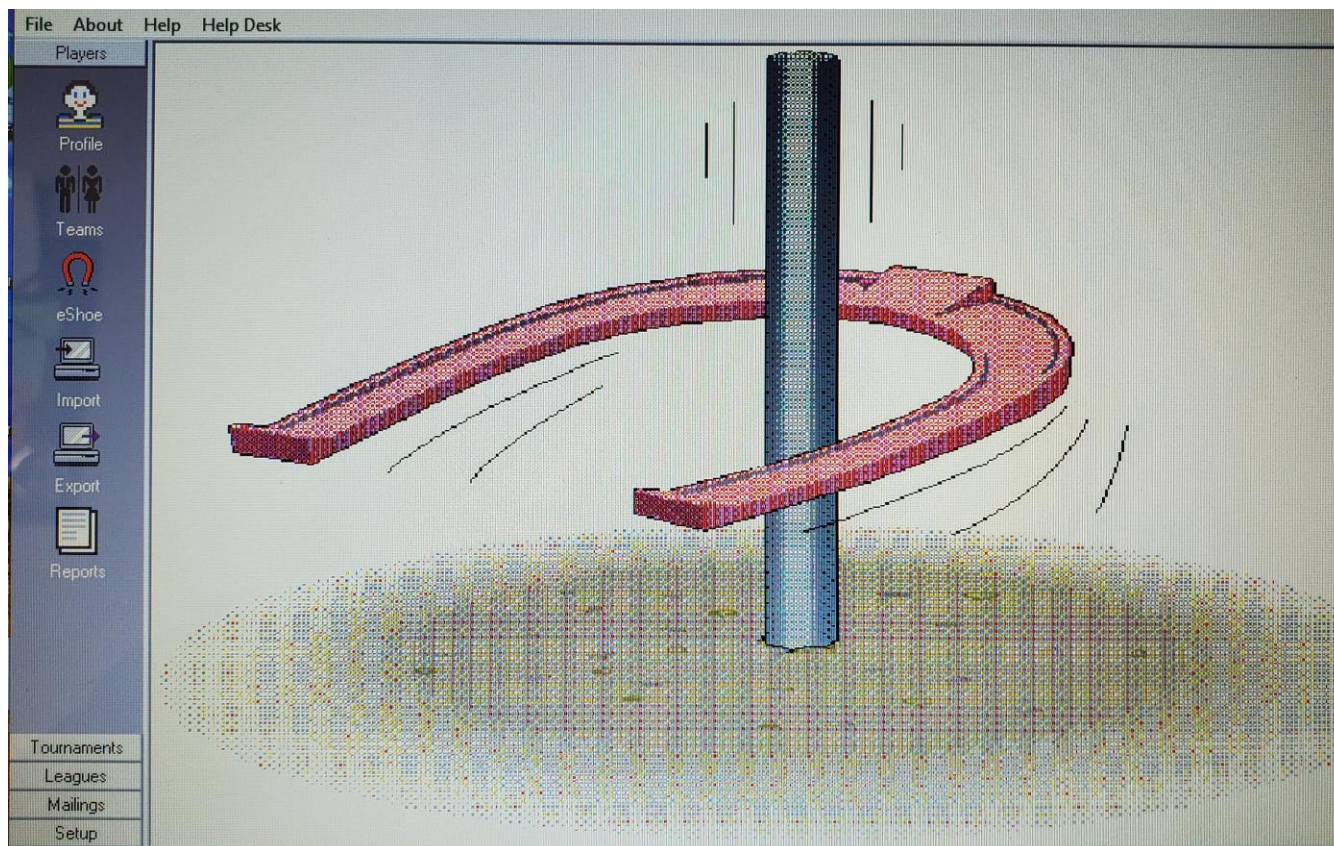


How to run your Tournament with HSMaster

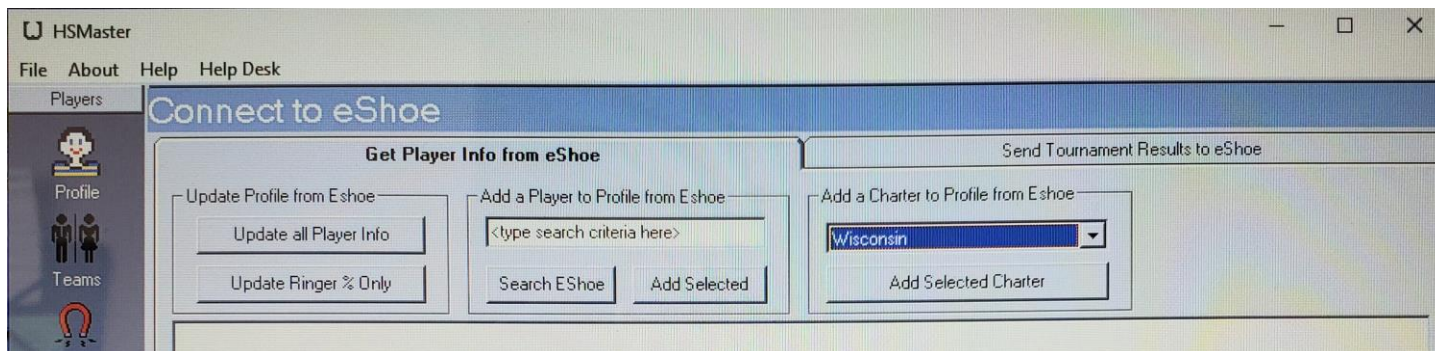


First go to the Whpa website www.whpahorseshoes.com and click on the HSMaster icon to download the latest version of HSMaster. You will need version 1.1.232 or higher. You may have to turn off your anti-virus or malware software if you have problems with the install because some software's may block it. It is 100 % safe and will not harm your computer.

After your install is complete, open HSMaster and you will see the page below:



You are now ready to add your Charters player profiles. On the **Players** page click on the red **eShoe** horseshoe. You will see the information below. You should be on **Get Player Info from eShoe**. Find Wisconsin under **Find a Charter to Profile from eShoe** and then click on **Add Selected Charter**. If you have a few players from a different Charter you can use **Search EShoe** to find who you are looking for and then click on **Add Selected**.

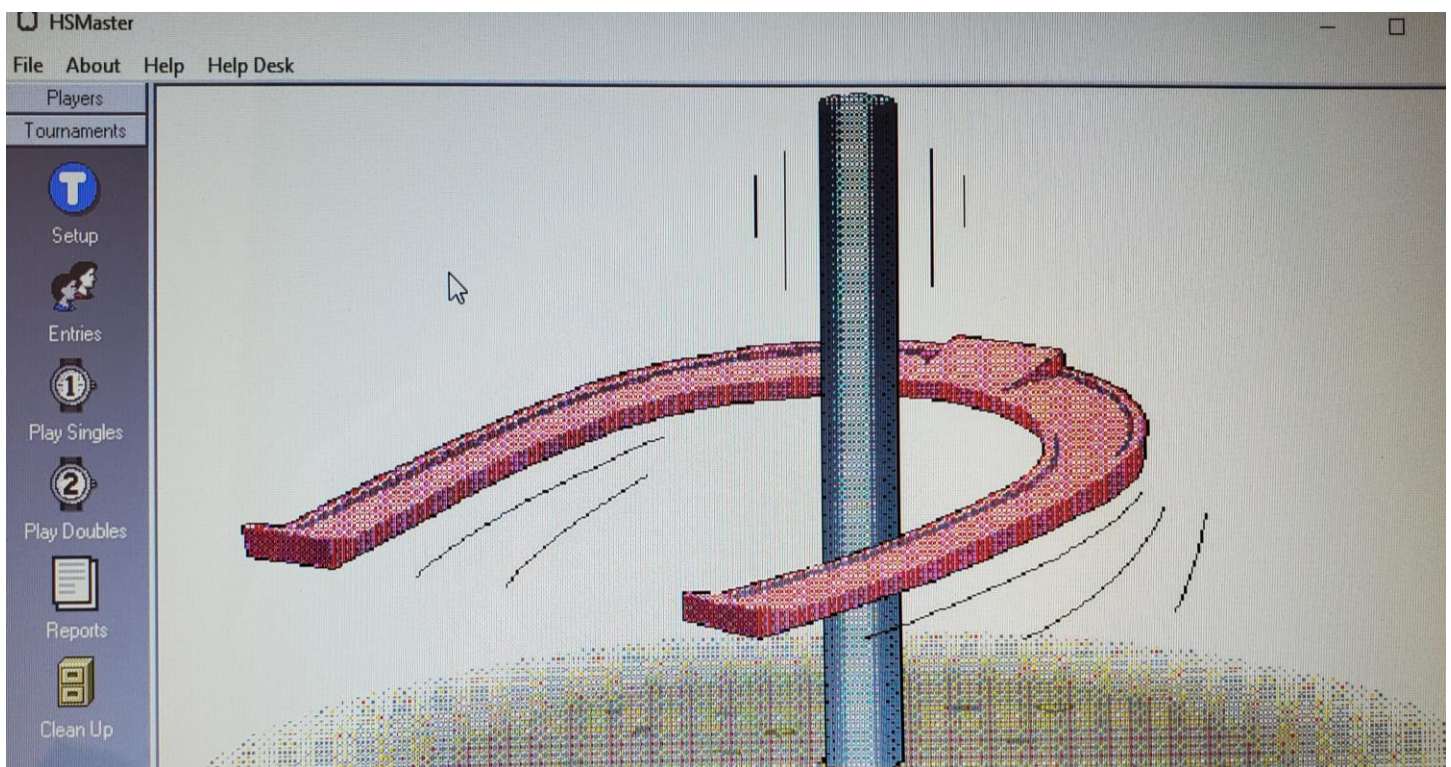


Now when you click on **Profile** on the **Players** page and you will find all of the players information in alphabetical order. **Important!** Before you set up each tournament that you are going to run, click on **Update all Player Info** to make sure you have up to date membership and Ringer % information for your tournament.

Click on **Set up** on the bottom left of the main page and then click on **Settings**. Set the values to match the ones below.

Settings		
ID	Setting	Value
1	Round Robin Cards Vertical Adjustment	100
2	Round Robin Cards Horizontal Adjustment	100
3	Round Robin Card Style: 1=Card; 2=Folded; 3=2up	3
4	Print back only for Standard Round Robin Cards	N
5	Record handicaps weekly when entering league score	N
7	Additional World Tournament Warnings ON	N
9	Tournament Results Vertical Offset	0
10	Omit Phone Numbers from Entries Report	Y

Now you are ready to set up your Tournament. On the main page click on **Tournaments**. You will see the page below. Now click **T Setup**.



This will bring you to the page below. In the blue area enter your tournament information like the one shown below. Make sure you enter all of the information. For a two-day tournament, enter the date of the first day.

Tournaments						
Sanction	Name	Date ▾	City	St	Director	
28-21-003	Summit Ridge Freezeroo	1/23/2021	Wonewoc	WI	Dave Volz	

After you have your information entered, highlight your tournament and hit enter. It will take you to **Optional Class Definitions** as seen below. You can enter as many classes at this time that you think you might have. You can delete or add more classes later when you know how many entries you have. If you are using a handicap for any of your classes, enter the handicap % under **Hcp**. You can also change the date and times for each class later when you have your classes full and have your schedule planned.

Optional Class Definitions									
Class	Name	Hcp	Date/Time	ShPG	TieBreaker	Format	Chmp	NoPA	Report
		0	01/31/2021 8:00 AM	0			<input type="checkbox"/>	0	<input type="checkbox"/>
A	Class A	0	01/31/2021 8:00 AM	40	Rgr Percent	Singles	<input checked="" type="checkbox"/>	0	<input checked="" type="checkbox"/>
B	Class B	0	01/31/2021 8:00 AM	40	Rgr Percent	Singles	<input type="checkbox"/>	0	<input checked="" type="checkbox"/>
C	Class C	0	01/31/2021 8:00 AM	40	Rgr Percent	Singles	<input type="checkbox"/>	0	<input checked="" type="checkbox"/>

ShPG	TieBreaker
40	▼
	Points
	Rgr Percent
	HeadToHead
	Over Avg

Format	Chmp	NoPA	Report
▼	<input checked="" type="checkbox"/>	0	<input checked="" type="checkbox"/>
Singles			
Doubles			

Enter the number of shoes each player will pitch each game under **ShPG**. Under **TieBreaker**, select which method you will use to break any ties for position at the end of the tournament. For a handicap tournament you must use **HeadtoHead** or **Over Avg**. Under **Format** select Singles or Doubles. For Class A check the box under **Chmp** and under **Report** check the box for all classes.

After you have your classes set up, click on the **Entries** icon on the **Tournament** page. Select the tournament you are setting up and then highlight and enter your entries from the player list, they will appear on the right. If you need to remove a player that you entered, just highlight the player and then delete them.

Tournament Entries										
28-21-999 Sample				Update % from Profile						
Singles				Doubles						
Player List				Players Entered						
Name /	Card	St	Year	▲	Name	Cat	Paid	Seed	%	Class / Shoes Rgrs
Lueck, Kaden	280901	WI	2019		Chaffee, Sarah	Jr Girl	0.00	0	85.00	0 0
Lundquist, Luke	280161	WI	2020		Steinke, Penny	Women	0.00	0	74.58	0 0
Marquardt, Dennis	800823	WI	2020		Bilderback, Jim	Elder	0.00	0	68.08	0 0
Marthaler, Ralph	280415	WI	2021		Meyer, John	Elder	0.00	0	67.24	0 0
Marty, Bj	280387	WI	2021		Lepak, Aleena	Women	0.00	0	66.86	0 0
Mason, Gene	280202	WI	2021		Trangsrud, Lonny	Men	0.00	0	63.02	0 0
Mauthe, Jeff	280525	WI	2020		Groskinsky, Ray	Elder	0.00	0	62.17	0 0
Mauthe, Mark	280054	WI	2021		Heinritz, Ken	Men	0.00	0	58.63	0 0
McCrosen, Joe	280328	WI	2016		Carley, Bernard	Elder	0.00	0	58.21	0 0
McDonough, Robin	280921	WI	2020		Pagel, Jeff	Men	0.00	0	58.19	0 0
McLinn, Bruce	280157	WI	2020		Erickson, Cliff	Elder	0.00	0	57.86	0 0
McTavish, Mike	280867	WI	2020		Pribnow, Eugene	Elder	0.00	0	56.62	0 0
McTavish, Tom	280737	WI	2020		Larson, Jim	Men	0.00	0	56.07	0 0
Meise, Dexter	280347	WI	2016		Schwartz, Zak	Men	0.00	0	55.95	0 0
Mengel, Marvin	280798	WI	2020		Newkirk, Tammy	Women	0.00	0	55.63	0 0
Mengel, Rondi	280773	WI	2020		Bogensneider, Glenn	Elder	0.00	0	55.30	0 0
Mengel, Steve	280333	WI	2016							
Menzel, Jim	280850	WI	2021							
Meyer, John	280758	WI	2021							

Now it is time to put your players into classes. The players entered are listed by ringer % from high to low. Below as an example I entered the top 16 Wisconsin pitchers by average. Under **Class** use the drop down to assign a class.

Name	Cat	Paid	Seed	% ▾	Class ▾	Shoes	Rgrs
Chaffee, Sarah	Jr Girl	0.00	0	85.00	A ▾	0	0
Steinke, Penny	Women	0.00	0	74.58		0	0
Bilderback, Jim	Elder	0.00	0	68.08	A	0	0
Meyer, John	Elder	0.00	0	67.24	B	0	0
Lepak, Aleena	Women	0.00	0	66.86	C	0	0
Trangsrud, Lonny	Men	0.00	0	63.02	A	0	0
Groskinsky, Ray	Elder	0.00	0	62.17	A	0	0
Heinritz, Ken	Men	0.00	0	58.63	A	0	0
Carley, Bernard	Elder	0.00	0	58.21	B	0	0
Pagel, Jeff	Men	0.00	0	58.19	B	0	0
Erickson, Cliff	Elder	0.00	0	57.86	B	0	0
Pribnow, Eugene	Elder	0.00	0	56.62	B	0	0
Larson, Jim	Men	0.00	0	56.07	B	0	0
Schwartz, Zak	Men	0.00	0	55.95	B	0	0
Newkirk, Tammy	Women	0.00	0	55.63	B	0	0
Bogenschneider, Glenn	Elder	0.00	0	55.30	B	0	0

After you have all of your players put into classes, you can go back to **Setup** on the **Tournament** page and change the pitching times for each class if need be. Now go to **Reports** on the Tournament page, select **Entries, All Classes**. You can **Preview** or **Print** your tournament classes.

HSMaster

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Tournament

28-21-999 Sample

Format

☒ Entries

☐ Entries (No Classes)

☐ Results

☐ Results (Brief)

☐ Newline

☐ Newspaper

☐ Stats

☐ Move Up 25

All Classes

Preview

Print

Text File

Below is the schedule for the classes that were set up in The Sample Tournament. The asterisks * by the Card # signifies that the members' dues are not current and will need to be taken care of before the tournament.

28-21-999 Sample						
Class A Sunday, Jan 31 2021 8:00 AM						
Pos	Name	Entry Avg	Hcp	Card#	City	St
1.	Sarah Chaffee	85.00	0	280216*	Chippewa Falls	WI
2.	Penny Steinke	74.58	0	280078	Waukesha	WI
3.	Jim Bilderback	68.08	0	280236	Birchwood	WI
4.	John Meyer	67.24	0	280758	Fond Du Lac	WI
5.	Aleena Lepak	66.86	0	280268*	Edgar	WI
6.	Lonny Trangsrud	63.02	0	280324*	Eau Claire	WI
7.	Ray Groskinsky	62.17	0	280661	Friendship	WI
8.	Ken Heinritz	58.63	0	280630	Colgate	WI

Class B Sunday, Jan 31 2021 8:00 AM						
Pos	Name	Entry Avg	Hcp	Card#	City	St
1.	Bernard Carley	58.21	0	280177	Richland Center	WI
2.	Jeff Pagel	58.19	0	280816*	Chilton	WI
3.	Cliff Erickson	57.86	0	280717	Eagle River	WI
4.	Eugene Pribnow	56.62	0	280874	Portage	WI
5.	Jim Larson	56.07	0	280842*	Sun Praire	WI
6.	Zak Schwartz	55.95	0	280905	Muskego	WI
7.	Tammy Newkirk	55.63	0	280349	Beloit	WI
8.	Glenn Bogenschneider	55.30	0	280204	Slinger	WI

You are now ready to run your tournament. On the **Tournaments** page click on the **Play Singles** icon. Select the **Tournament** that you are loading. Select the **Class** you want to load and click load. If class A is playing on courts 1 through 4, by **Courts** select 1, this is the court class A will start on. By **Rounds** select 1 for a single round robin. If you have a short class you can do 2 rounds. If you have an odd number of pitchers, select either **Bye** or **Pacer**. Now click on **Create pair**. If you make a mistake or have to remove a player, you can **Delete Pair** and **Load** the class again. You will need to go to **Entries** to add or remove players.

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Play Singles

Singles Round Robin

Score Checker

Forfeits Visible

Tournament

28-21-999 Sample

Courts

Bye

Create Pair

Class

Load

Rounds

Pacer

Delete Pair

Gm	Crt	S	Pts	Rgrs	wl	Name	Pts	Rgrs	X
						A Class A			
						B Class B			
						C Class C			

You now have all of the games, court numbers and shoes for Class A of your tournament.

Singles Round Robin												
Tournament		28-21-999 Sample		Courts		<input type="radio"/> Bye		Create Pair				
Class		A Class A		Load		<input type="radio"/> Pacer		Delete Pair				
Gm	Crt	Shs	wl	Name	Pts	Rgrs	wl	Name	Pts	Rgrs	X	
1	1	40		Jim Bilderback	0	0		Lonny Trangsrud	0	0	<input type="checkbox"/>	
1	2	40		Sarah Chaffee	0	0		Ken Heinritz	0	0	<input type="checkbox"/>	
1	3	40		Penny Steinke	0	0		Ray Groskinsky	0	0	<input type="checkbox"/>	
1	4	40		John Meyer	0	0		Aleena Lepak	0	0	<input type="checkbox"/>	
2	1	40		Penny Steinke	0	0		Aleena Lepak	0	0	<input type="checkbox"/>	
2	2	40		John Meyer	0	0		Ray Groskinsky	0	0	<input type="checkbox"/>	
2	3	40		Jim Bilderback	0	0		Ken Heinritz	0	0	<input type="checkbox"/>	
2	4	40		Sarah Chaffee	0	0		Lonny Trangsrud	0	0	<input type="checkbox"/>	
3	1	40		John Meyer	0	0		Ken Heinritz	0	0	<input type="checkbox"/>	
3	2	40		Penny Steinke	0	0		Lonny Trangsrud	0	0	<input type="checkbox"/>	
3	3	40		Sarah Chaffee	0	0		Ray Groskinsky	0	0	<input type="checkbox"/>	
3	4	40		Jim Bilderback	0	0		Aleena Lepak	0	0	<input type="checkbox"/>	
4	1	40		Jim Bilderback	0	0		Ray Groskinsky	0	0	<input type="checkbox"/>	
4	2	40		Sarah Chaffee	0	0		Aleena Lepak	0	0	<input type="checkbox"/>	
4	3	40		John Meyer	0	0		Lonny Trangsrud	0	0	<input type="checkbox"/>	
4	4	40		Penny Steinke	0	0		Ken Heinritz	0	0	<input type="checkbox"/>	
5	1	40		Sarah Chaffee	0	0		John Meyer	0	0	<input type="checkbox"/>	
5	2	40		Penny Steinke	0	0		Jim Bilderback	0	0	<input type="checkbox"/>	
5	3	40		Aleena Lepak	0	0		Ken Heinritz	0	0	<input type="checkbox"/>	
5	4	40		Lonny Trangsrud	0	0		Ray Groskinsky	0	0	<input type="checkbox"/>	
6	1	40		Aleena Lepak	0	0		Ray Groskinsky	0	0	<input type="checkbox"/>	
6	2	40		Lonny Trangsrud	0	0		Ken Heinritz	0	0	<input type="checkbox"/>	

Load all of your classes in the same manner. Below is an example on how to assign courts when you have 2 or more classes pitching at the same time. We are now loading class B who will pitch on courts 5 through 8. By **Courts** you will see 1 highlighted. Change the 1 to 5 because that is the court that Class B will be starting on. Arrow down by **Courts** and change 2 to 6, 3 to 7 and 4 to 8. When you Create Pair, class B will be shown on courts 5 through 8.

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Tournament 28-21-999 Sample

Class B Class B

Courts 1

Rounds 1

Bye Pacer

Create Pair Delete Pair

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Tournament 28-21-999 Sample

Class B Class B

Courts 5

Rounds 1

Bye Pacer

Create Pair Delete Pair

You should now have all of your classes set up and loaded with the correct court assignments. Now you can print your round robin slips for your classes. I would suggest doing this just before the class is scheduled to play because if you have to make any changes, like adding byes or pacers or changing players because of dropouts, the court assignment may change, and you will have to reprint them. On the bottom each class page click on **Round Robin Cards** and then **Print**.

After each set of games, enter the information as shown below. Enter the **Pts** and **Rgrs** for each player in the game, check the box under the **X** and hit enter. The **W L** or **T** will automatically be assigned. Enter each players information for that round.

Gm	Crt	Shs	wl	Name	Pts	Rgrs	wl	Name	Pts	Rgrs	X
1	1	40	W	Jim Bilderback	12	32	L	Lonny Trangsrud	11	32	<input checked="" type="checkbox"/>
1	2	40	W	Sarah Chaffee	10	33	L	Ken Heinritz	7	32	<input checked="" type="checkbox"/>
1	3	40	W	Penny Steinke	15	34	L	Ray Groskinsky	9	32	<input checked="" type="checkbox"/>
1	4	40	T	John Meyer	14	32	T	Aleena Lepak	14	32	<input checked="" type="checkbox"/>

At the end of each round, go to the bottom of the page, click on **Results** and then **Print**.

This is the standings page, it shows the current standings and game by game report. Post this after each game. After each class has been completed, print a final standings for each player.

Sample Class A		2821999 01/31/21											
(Rank: W/L - Rgr% - H2H - OvrAvg)													
Pos	Name	Entry %	Hcp	Card#	St	Won	Lost	Pts	Rgrs	HtH	Ovr%	Sh	R%
1.	Penny Steinke	74.58	0	280078	WI	1	0	15	34	0	10.42	40	85.00
2.	Sarah Chaffee	85.00	0	280216	WI	1	0	10	33	0	2.50-	40	82.50
3.	Jim Bilderback	68.08	0	280236	WI	1	0	12	32	0	11.92	40	80.00
4.	Aleena Lepak	66.86	0	280268	WI	0.5	0.5	14	32	0	13.14	40	80.00
5.	John Meyer	67.24	0	280758	WI	0.5	0.5	14	32	0	12.76	40	80.00
6.	Ken Heinritz	58.63	0	280630	WI	0	1	7	32	0	21.37	40	80.00
7.	Ray Groskinsky	62.17	0	280661	WI	0	1	9	32	0	17.83	40	80.00
8.	Lonny Trangsrud	63.02	0	280324	WI	0	1	11	32	0	16.98	40	80.00

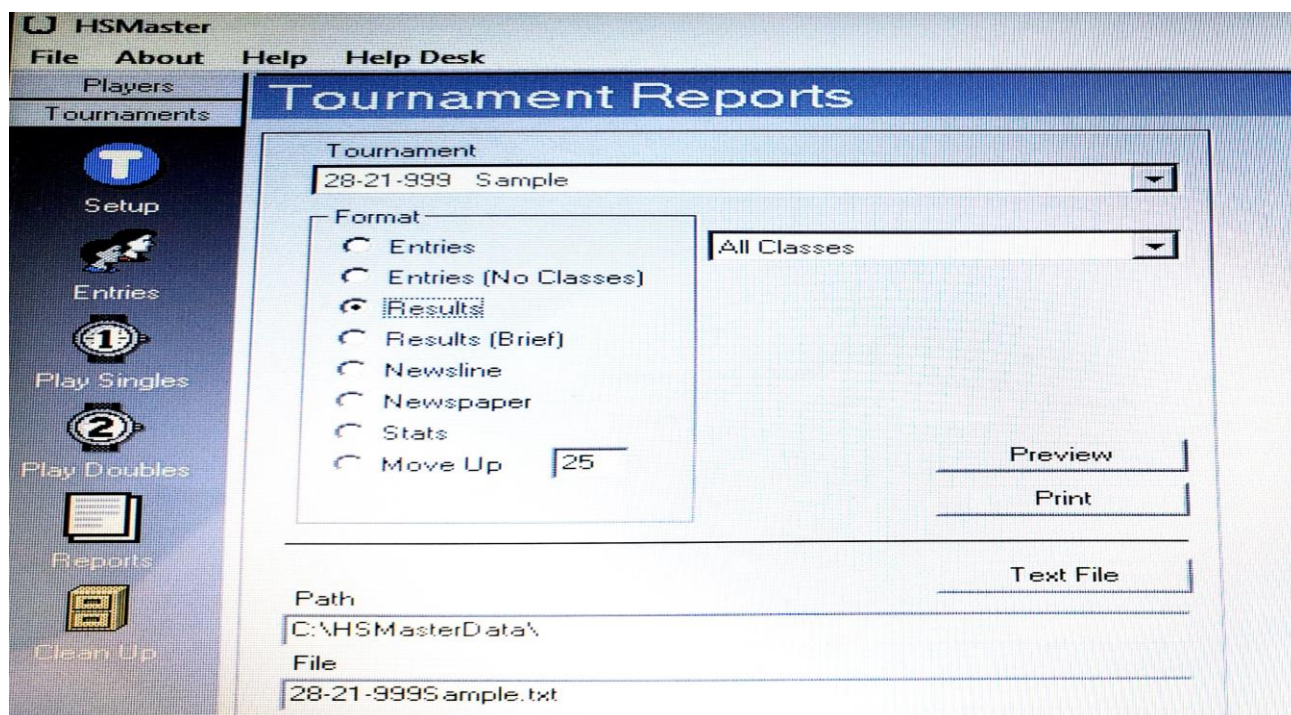
1. Penny Steinke 1-0		2. Sarah Chaffee 1-0	
<u>Opponent</u>	<u>Score</u> <u>R</u> <u>Sh</u> <u>%</u>	<u>Opponent</u>	<u>Score</u> <u>R</u> <u>Sh</u> <u>%</u>
Ray Groskinsky	15/9 34 40 85.00	Ken Heinritz	10/7 33 40 82.50
	15 34 40 85.00		10 33 40 82.50

3. Jim Bilderback 1-0		4. Aleena Lepak 0.5-0.5	
<u>Opponent</u>	<u>Score</u> <u>R</u> <u>Sh</u> <u>%</u>	<u>Opponent</u>	<u>Score</u> <u>R</u> <u>Sh</u> <u>%</u>
Lonny Trangsrud	12/11 32 40 80.00	John Meyer	14/14 32 40 80.00
	12 32 40 80.00		14 32 40 80.00

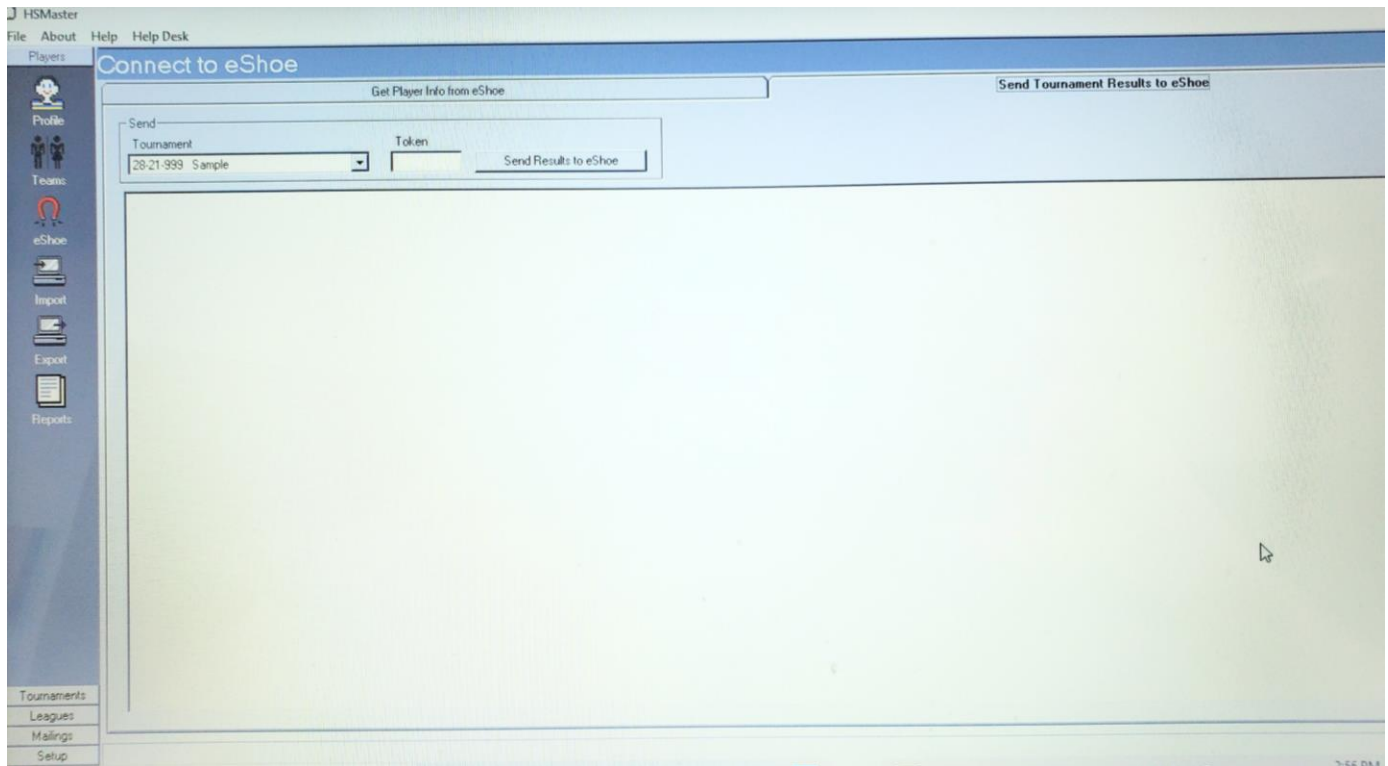
5. John Meyer 0.5-0.5		6. Ken Heinritz 0-1	
<u>Opponent</u>	<u>Score</u> <u>R</u> <u>Sh</u> <u>%</u>	<u>Opponent</u>	<u>Score</u> <u>R</u> <u>Sh</u> <u>%</u>
Aleena Lepak	14/14 32 40 80.00	Sarah Chaffee	7/10 32 40 80.00
	14 32 40 80.00		7 32 40 80.00

7. Ray Groskinsky 0-1		8. Lonny Trangsrud 0-1	
<u>Opponent</u>	<u>Score</u> <u>R</u> <u>Sh</u> <u>%</u>	<u>Opponent</u>	<u>Score</u> <u>R</u> <u>Sh</u> <u>%</u>
Penny Steinke	9/15 32 40 80.00	Jim Bilderback	11/12 32 40 80.00
	9 32 40 80.00		11 32 40 80.00

After the tournament click on **Reports** and select **Results** and **All Classes** to print a copy of the results for all of the classes in the tournament. Click on **Text File** to send a copy to your computer. You can find the file under HSMasterData.



The final thing that you have to do is send your player tournament stats to eShoe. Go back to the **Players** page and click on the eShoe icon. Make sure you are on **Send Tournament Results to eShoe**. Under **Tournament** select the tournament that you want to send. Then under **Token**, enter the 6 digit Token number that you got from your Charters Regional Director. Now click on **Send Results to eShoe** and you are done. This should be done as soon as possible after your tournament. This will update the players stats immediately and will help keep eShoe up to date and accurate.



The above step by step information should help you set up and run your sanctioned singles tournament. On the top of the page on the HSMaster program you will find **Help**, click on it and it will take you to an older pdf file with additional information. There is information on running a doubles tournament. There is also a series of helpful videos on the whpa website.