

Race Result – How to use Certificate Terminal

Synopsis: Race Result can produce certificates on demand for either self-service or assisted use. “Certificate” is a generic term for a document that usually fits on a single page and includes information pertaining to a single participant. Commonly, certificates will be printed onto A4 paper or, for result tickets, more efficiently by using a receipt ticket printer such as the Epson TMT88. Certificate Terminal is the older, Windows-based version of this utility, which is now available as a browser-based utility known as “Result Kiosk”.

Pre-requisites:

- 1. You require a Race Result logon and have been given access to the event.*
- 2. You must have downloaded and installed the Race Result software onto your laptop or PC. You can download this at : <https://www.raceresult.com/en-uk/software/download.php>*
- 3. Certificate/Ticket design must have been completed and grouped into one or more Certificate Sets.*
- 4. You need a good internet connection for Certificate Terminal to work well. This is necessary for you to connect to the RR server in the first place and also when using the Terminal to produce certificates during the event. A flaky connection will result in frequent crashes and restarting the application. An alternative is to checkout the event to your laptop but, in most instances, this will not be practical.*

Start the Certificate Terminal Application

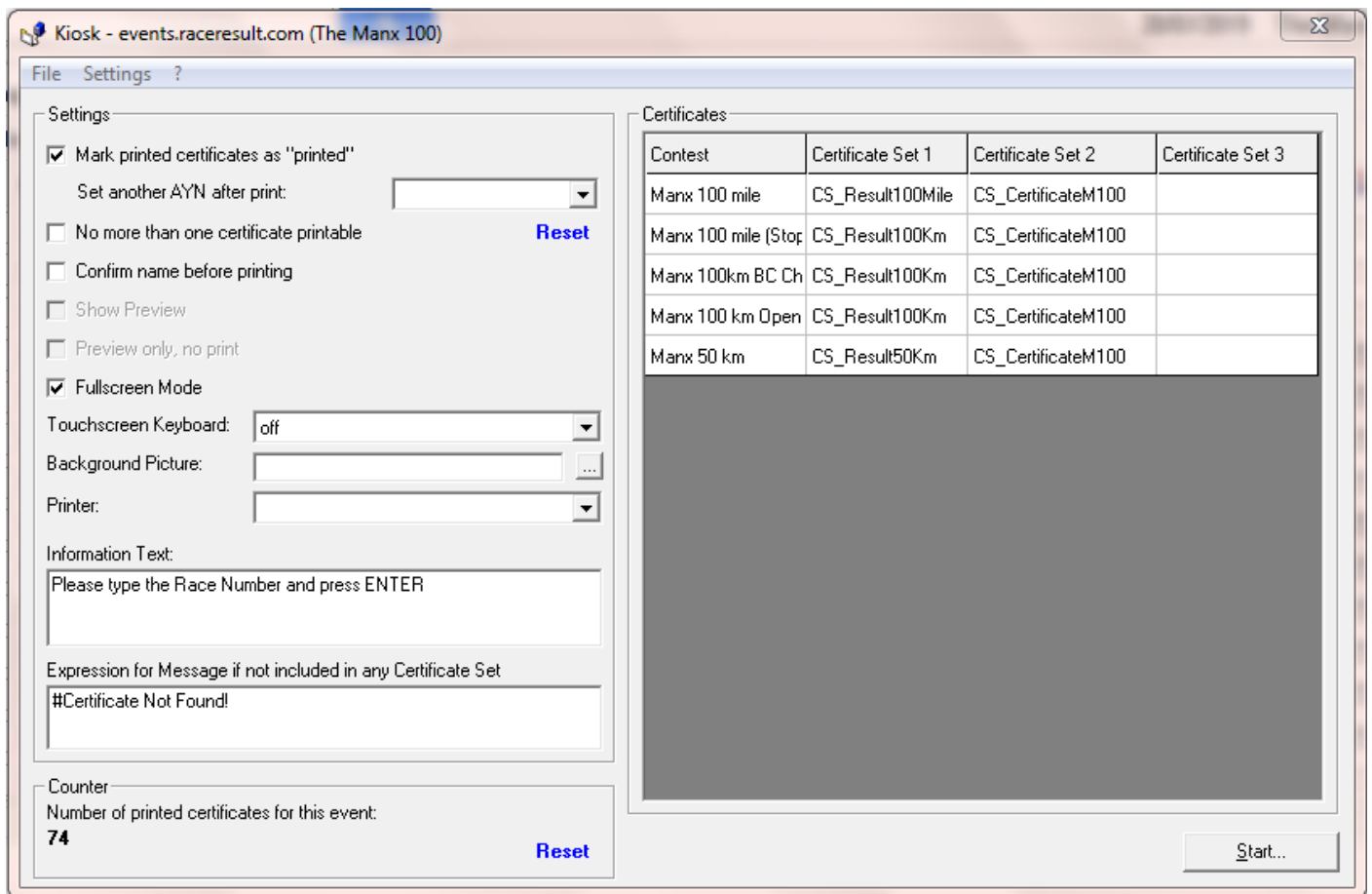
From your PC or Laptop, start the Certificate Terminal Application.

This does not create a desktop icon when you install the software, so you need to locate it. The easiest way to do this is to use the Windows application search function: Click on the Windows “Start” icon and type “Terminal” into the search box. You should see “Certificate Terminal” and be able to click on it to open.

Now is a good time to create a shortcut on your desktop: Right-click and Send to Desktop.

Open the event and define Certificate Terminal settings

1. Click on the “File” tab. Then select <Connect to Event Server>.
2. For the server name, enter <events.raceresult.com>. Then click OK.
3. Enter your Race Result Logon Id and password + OK.
4. Select the correct event by clicking on it.
5. The Certificate Terminal Settings window should now appear. If you have previously used this, the settings should default. Otherwise you will have to enter them yourself.



Suggested Settings – LHS panel

- Mark Certificate as Printed = Checked
- Set another AYN after print = Unchecked (unless you have good reason for setting a user-defined flag)
- No more than one certificate printable = Unchecked
- Confirm name before printing = Unchecked
- Fullscreen Mode = Checked
- Touchscreen keyboard = Off
- Background picture = Leave blank
- Printer = Select your printer
- Information text = as example
- Not found expression = as example

Suggested Settings – RHS panel

- For each Contest, you need to define which Certificate Set is to be printed: The selection depends very much on your event and you should choose which certificates are appropriate.
- If you want to produce 2 or 3 certificates at a time, then you should enter the certificate set names in the Certificate Set 2 & 3 boxes as appropriate.
- Tip: If you have trouble seeing the full name of the certificate set, you can resize the columns by dragging the heading boundary.

When you have completed the settings, click the <Start> button.

Using Certificate Terminal

Simply type the race number of the participant and press <Enter>. The Certificate(s) should then be printed.

Alternatively, you can use a tag scanner plus software to scan the RR tag – which eliminates the need to type the number manually.

To exit the Certificate Terminal, press <escape> 5 times.