## Reporting Results for Qualifying Contests

Revised: 10/8/2018

Contests that have qualifying contest for state final need to report results of their contests. Results must conform to the following:

- Results must be legible.
- The official chapter name must be used. For example. "Bakersfield ROC" not "Bakersfield" or "Manteca Sierra" not "Sierra". Ambiguous chapter names cause postings to be incorrect.
- Only one team per chapter is reported. This is commonly the "A" team.
- Results should be listed in alpha order by chapter with the ranking (not score) clearly shown. (See sample below.)
- If the contest has a qualifying round all chapters are ranked and reported even if they did not advance.

## Reporting using the Tabulations Program

California Tabulations program supports the tabulations for qualifying contests. It may be downloaded for free at: <u>http://agedweb.org/tabulations</u>.

Once final tabulations are complete use the following procedure to create a report for qualifying.

- 1. Choose Setup | Set Team Options. Check second teams as "Alternate" (see example below). This will remove them from the ranking.
- 2. Choose the report Results | Team Results (see example below).
- 3. Review the report.
- 4. Under the Print Preview menu choose PDF or XPS to save the report as a PDF. The resulting file can be emailed.

## Set Team Options Screen

== Se	t Team Op	otions		- 🗆	×	<
Note: Add new teams using Con contestants from the team.	testant Entrj	y. Teams delet	ed from this screer	n will delete all		-
Team	Alternate	Indv Alternate	Team Group		Rpt	
Bakersfield ROC "A"		Г	Default	~	₹	
Bakersfield ROC "B"	V	Γ	Default	~	V	
Dinuba "A"		Γ	Default	~	<b>N</b>	
Dinuba ''B''	V	Γ	Default	~	<b>v</b>	
Hemet - West Valley		Γ	Default	~	<b>v</b>	
La Habra - Sonora		Γ	Default	~	<b>v</b>	
Modesto - Beyer "A"		Γ	Default	~	<b>v</b>	
Modesto - Beyer "B"	V	Г	Default	~	<b>v</b>	
Modesto - James Enochs		Γ	Default	~	$\overline{\mathbf{v}}$	
Mira Loma - Jurupa Valley		Γ	Default	~	•	
						Ŧ
Record: H 4 1 of 10 + H >	🕮 🕆 No	Filter Sear	ch			1

## Team Results Report

2018 Lassen Colleg	e Field Day		Т	am Results			V	/eterina	ry Scier	nce
	Equipment Materials ID	Parasites ID	Breed ID	PracticumI	Practicum II	Practicum III	General Knowledge Test	Tie	Total I	Place
Bakersfield ROC "A"	482	142	246	126	170	128	252	252	1546	6
Dinuba "A"	414	150	322	149	176	147	298	298	1656	2
Hemet - West Valley	506	128	306	131	135	155	284	284	1645	4
La Habra - Sonora	470	118	294	134	151	161	330	330	1658	1
Mira Loma - Jurupa Valley	436	158	300	160	153	143	300	300	1650	3
Modesto - Beyer "A"	458	128	244	166	138	120	282	282	1536	7
Modesto - James	426	144	290	153	160	184	284	284	1641	5
Ties Broken by Written Test. A	All scores used to calc	ulate team score.								