

V1 (2025) HB B2.5 & B8 Stats

Before the Meeting

- Find a suitable person to be Chief Stats and some willing volunteers to assist them; numbers will depend on the size of the Meeting but a minimum of Chief Stats + 1 assistant is recommended
- Ensure you have the correct GRID numbers for every competitor. These can be checked using the NRA's online GRID Search tool: <https://nra.org.uk/?s=GRID>
- If this is a Classified Meeting, download a set of national classifications once the results of the preceding meeting have been incorporated: <http://galleryrifle.com/classifications/classes/>
- Ensure that the computer hardware is set up and working, including all PCs, network (if being used) and printers
- If you are using the national software, liaise with Charles Murton to obtain a copy pre-configured for your meeting
- Set up the Stats software and make sure all users are familiar with it
- If you need scorecards – or to check that the scorecards you have are current – contact Ash Dagger, Charles Murton, Neil Francis or the NRA Competitions Team (competitions@nra.org.uk) for master copies of the latest versions

During the Meeting

- Shooters must hand their scorecards to an RO before leaving the range – any cards not handed in this way should not be processed without permission from the Meeting Director
- As scorecards reach Stats, enter the data into the computer(s), carrying out appropriate error checks (details will depend on the software being used)
- Publish Interim Results on paper and/or online throughout the Meeting so competitors can check their scores
- If a scorecard has too few shots, top up with zeroes
- If a scorecard has too many shots for one or more practices, remove the highest scoring shots until you have the correct number
- Display any scorecards with errors on them so that the competitors can see and challenge them
- Challenges can be accepted or rejected by Chief Stats; particularly difficult / controversial decisions may be escalated to the Meeting Director
- As soon as the final score data has been entered (asap after last shot fired), publish Provisional Results
- Use the Provisional Results as the basis for the prizegiving (if holding one)

After the Meeting

- Publish the Provisional Results online
- Advertise a deadline for challenges – this should usually be set within 3-4 days of the end of the Meeting
- Only the Meeting Director can authorise a challenge at this stage; usually challenges will only be upheld if an error was made by Meeting officials, not if an error was made by a competitor
- Once the challenge deadline has passed, update (if necessary) and publish Final Results. (NB This is your responsibility – don't just send all your data to Neil Francis or the NRA and expect them to do it!)
- Extract score data and send it to Neil Francis (for galleryrifle.com) and the NRA Competitions Team (competitions@nra.org.uk) in the appropriate spreadsheet formats. **NB** It is important to submit this data **promptly** to ensure that the national classifications are up-to-date in time for the next Meeting after yours
- The national software supplied by Charles Murton can generate the files in the appropriate formats – just click on the relevant button
- If you are not using this software you can download sample spreadsheets from the RO Portal (<https://nra.org.uk/roportal/downloads/>) to see what's needed
- **NB** if you fail to submit files in a timely manner or submit them in the wrong format then your Meeting results may not be counted for national classifications, records or rankings