Milliseconds Pro 2006

Import Instructions

Milliseconds Pro 2006 allows the importing of Division, Participant, and Transponder information.

Data Preparation:

The file needs to be in text format separated by either a comma (csv) or tab (txt). Each line must have a carriage return at the end. Most modern spreadsheets are able to save data in a csv or txt format. The file must contain the required columns, may contain more columns than are listed, and may be in any order. But in order for the import to work correctly, the column titles must match those in the list, capitalization is not important but spelling is.

Divisions:

Columns:

1. **Division Name** – The name of the division (string). **REQUIRED**
2. **Low Age** – Low age of the division (number). **REQUIRED**
3. **High Age** – High age of the division (number). **REQUIRED**
4. **Gender** – The gender of the division. (M for male, F for female and X for mixed). **REQUIRED**
5. **Race Distance** – The name of the distance the division is for, as defined on the Race Tab (string). **REQUIRED**
6. **Start Date** – The date the participants of the division are assigned to start. If this column is not included, the race date on the Race Tab is assumed. (MM/DD/YY or MM/DD/YYYY format)
7. **Start Time** – The start time for the people in the division. If this column is not included, the race start time on the Race Tab is assumed. (HH:MM:SS or HH:MM format)
8. **Order**- The sort order for the division, must be unique (number).
9. **Category** – A name or category of the division that uniquely identifies the division. An athlete may qualify for more than one division. This helps to place the athlete in the correct division (string). Not required, but needed for most races.

Participant:

Columns:

1. **Racer Number** – The participant's racer number (number). **REQUIRED**
2. **First Name** – First name of participant (string). **REQUIRED** the column is required, but to allow for team, the actual field in the row may be blank.
3. **Name** – The last name of the participant or if a team, the team name (string). **REQUIRED**
4. **Street** – The street address of the participant (string).
5. **City** – The city of the participant (string).

6. **State** – The state of the participant (string). Fore best results, use the 2 character US Postal Service abbreviation.
7. **Country** – The country of the participant (string). For best results, use the 3 character International Olympic Committee's 3 character abbreviation.
8. **Email** – the email address for the participant.
9. **Phone** – the phone number for the participant.
10. **Gender** – The gender of the division. (M for male, F for female and X for mixed). **REQUIRED**
11. **Birth Date** – The birth date of the participant (MM/DD/YY or MM/DD/YYYY). Birth date or age is **REQUIRED**.
12. **Age** – The age of the participant (number) Birth date or age is **REQUIRED**.
13. **Category** – The category or name of the division that uniquely identifies the athlete's division. An athlete may qualify for more than one division. This helps to place the athlete in the correct division (string). Not required but needed for most races.
14. **Representing** – Information identifying who or what the athlete is representing. Can be a team name, hometown, etc (string).
15. **Seed Group** – For use with automated seeding or start list generation for time trials. There are four seed groups I, II, III, IV.
16. **Relay Team** – Indicates if the athlete is a team member. Put Y (capital Y) if the athlete a team member, N (capital N) if not.
17. **Start Date** – The date the participant is going to start. If not included, the division start time is assumed. (MM/DD/YY or MM/DD/YYYY format)
18. **Start Time** – The time the participant is going to start. If not included the age division start time for the participant is assumed. If doing a time trial style start, the time must be from zero. For example a race with one person going out every 30 seconds, the first racer will have 00:00:30 and the second race will have 00:01:00. When the start time is updated for time trial style races, Milliseconds Pro will automatically adjust the participants start time to reflect the time of day the participant is supposed to start. (HH:MM:SS or HH:MM format)

Transponder Data:

Columns:
1. **Racer Number** – The racer number assigned to the transponder (number). **REQUIRED**
2. **TX Code** – The transponder code. Example TX-12345 (string). **REQUIRED**
3. **TX Number** – The transponder number. Example 87654321
4. **ISSUED** – The date and time the transponder was issued YYYY-MM-DD HH:MM:YY format.
5. **Hit Count** – The number hits the transponder generated when scanning (number).

Importing Data:

1. On each of the Divisions, Participants, Transponders tab there is an **Import** button. Go to the tab for the data you wish to import and click on the **Import** button.
2. Millisecond Pro will present you with a dialog similar to the one below:

Select the Division Import File...

Column Seperator

○ Comma

◉ Tab

Import from File: |

Cancel   OK
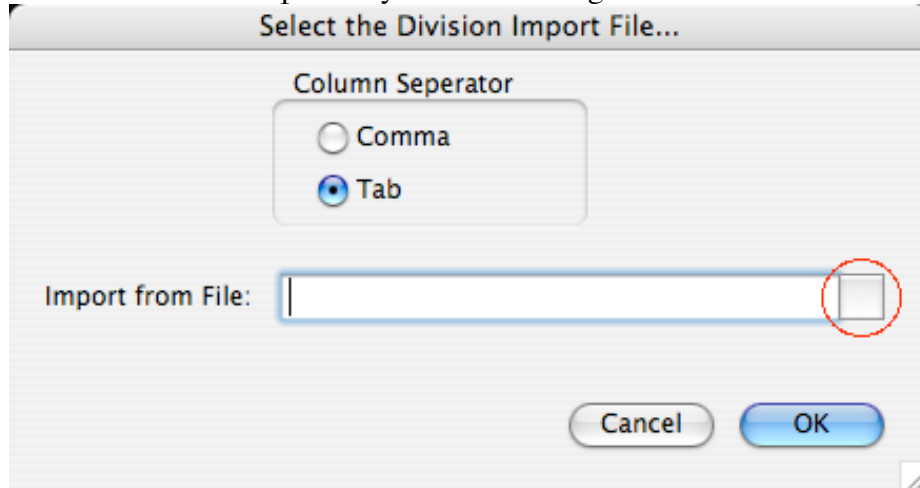
3. You may type the path to the file in the **Import from File** field or click on the button just to the right of the field (circled in red above). If you click on the **Locate file** button, navigate to the import file and click on the OK button.
4. Select the type of column separator. On Windows, Milliseconds Pro will default to **Comma**, on Macintosh it will default to **Tab**.
5. Once the file located, click on the **OK** button and data will be imported.