

## Contest Online ScoreBoard – Setting up a Contest Team

One of the added bonuses of the ScoreBoard is using your score against your peers as a motivational tool. Most of us have gotten the hang of logging into the ScoreBoard and enabling your score to be posted by your contest logging program.

This tutorial is intended to be a step-by-step walk-thru of getting you setup with your team.

There are actually two steps to creating a team for the Team competition. These are:

1. Establishing a team leader to Register the Team with the contest sponsor such as NCJ fir NAQP.
2. Having the Team Leader set up the team for reporting to the ScoreBoard.

I will focus on #2 in this tutorial. I will, however, create an Appendix for Registering the Team with the sponsor.

### Step One – Establishing a Team Lead and Setting Up a Team

I'm going to use NAQP as an example. NØYY volunteers to be the Team Lead. NØYY sends an email to the candidate team members.

Rule One – there needs to be at least two members to form a team and a Team cannot consist of more than 5 members.

I usually send an email seeking a core group of members that have participated together before. I will then identify additional candidate in case one or more of the “core group” cannot participate in the specific contest. My goal is to have five members. In several previous cases we have only fielded a team of 4.

Rule Two – Members can be full- or part- time participants. We usually discuss this as part of the initial email exchanges. And for reference, our teams are usually a mix of full- and part-time players.

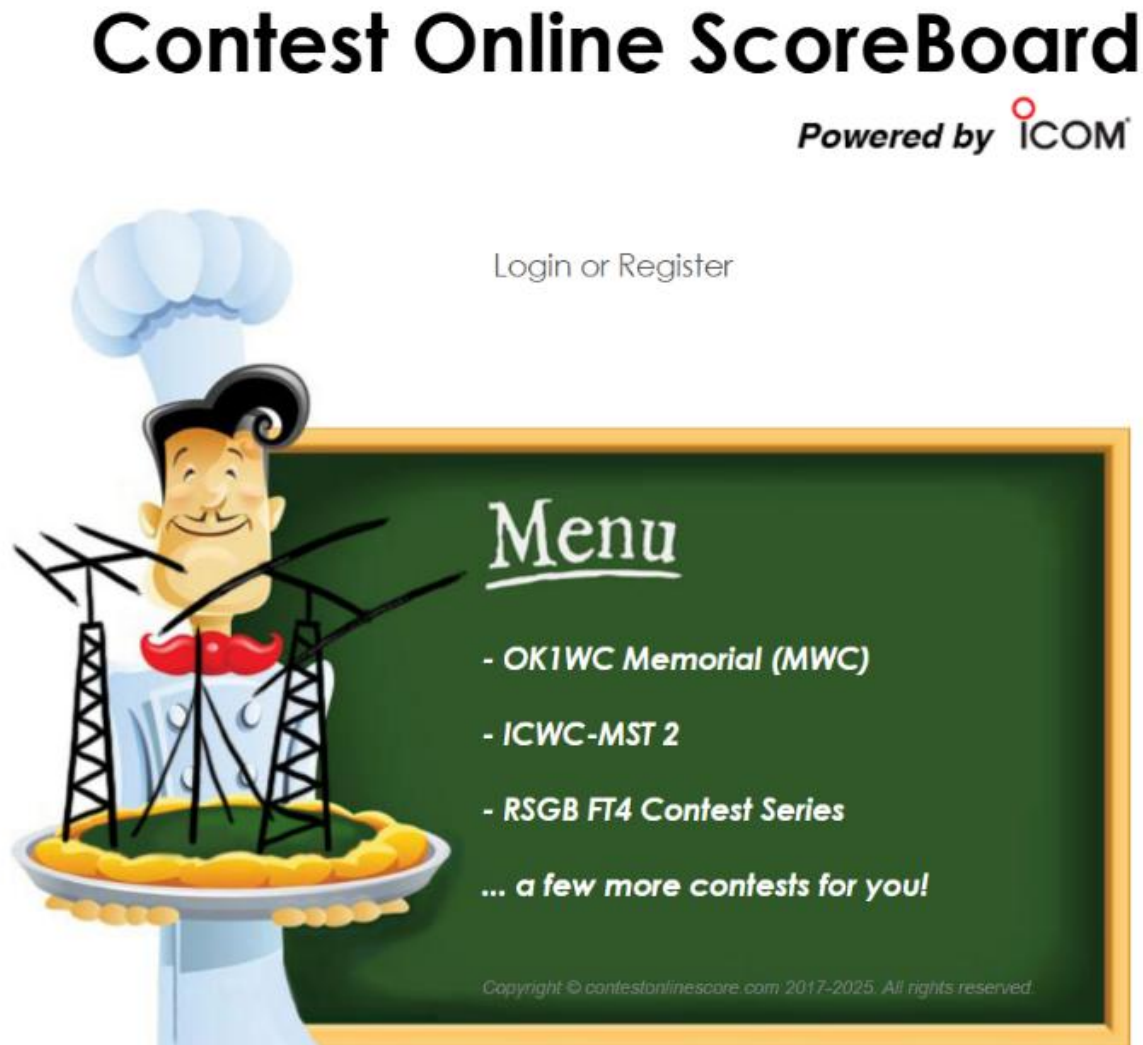
After several email exchanges a Team is identified. For this example, we will use the 2025 NAQP July RTTY contest as an example. When the dust settled, we had a team of five PVRC members:

- NØYY (Team Lead)
- N1RM
- K3TN
- N3AM
- K7SV

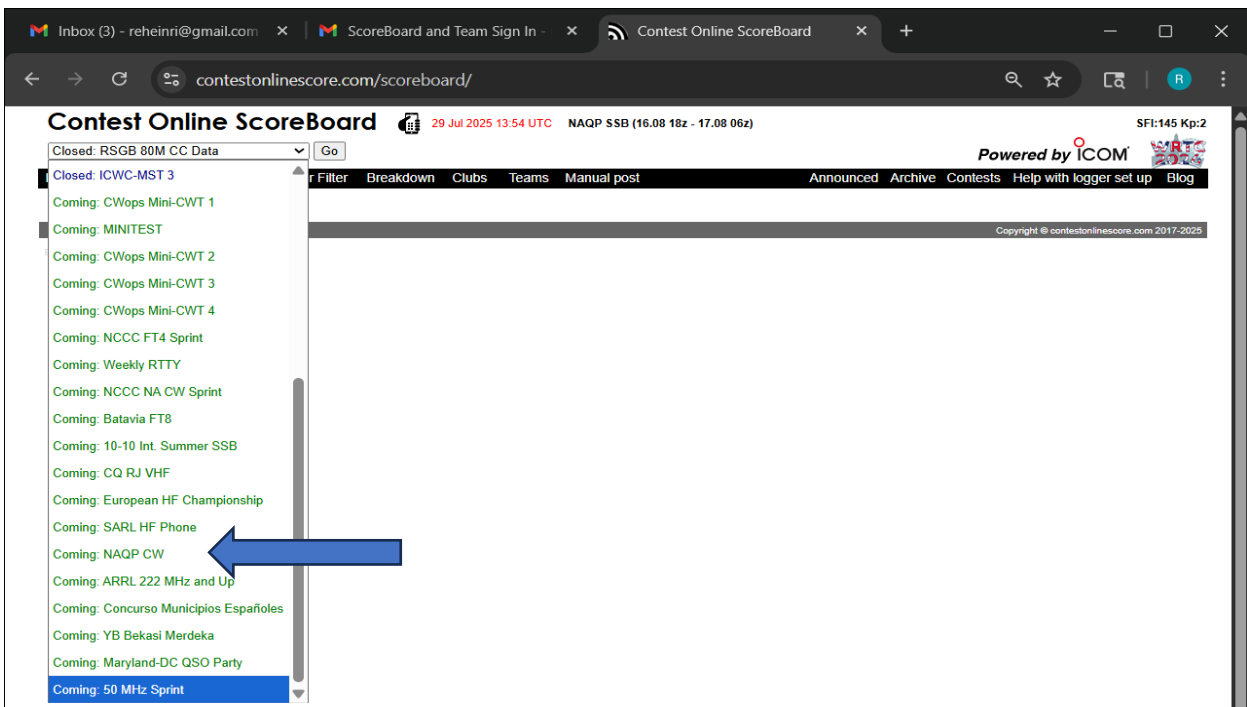
We were ready to go!

## Step Two – Team Leader Accesses the Team Management Part of the ScoreBoard

I accessed the ScoreBoard LogIn page



Upon logging in – entering my Call and Password – it takes me to the Home page. The Home page is where you select the contest of interest.



For this example, we find the NAQP CW contest listed and is shown as “Coming” meaning that the contest is not active yet. Select NAQP CW and it will take you to the NAQP CW contest initial page. This is where all of the individual stations will be listed in their class of entry.

This is also where you can select Clubs to view the listing by Club and its ranking as the contest progresses. (We always strive for PVRC to be #1!)

You can also select Teams and it will list those Teams and their Ranking once the contest begins. But I am getting a bit ahead of myself here...

Go back to the Home page and select Profile.

The screenshot shows the 'Update your profile' page. On the left is a 'User menu' with links: 'Manage your Team', 'Private room', 'Manual Scoreboard Posting', and 'Logout'. The main form area contains fields for: 'Callsign: N0YY', 'E-mail: n0yy.rick@gmail.com', 'Name: Rick Heinrich', 'Password:', 'CFM Password:', 'Continent: NORTH AMERICA', 'Club: Potomac Valley Radio Club', and 'Team: PVRC K4 RTTY Mark and Space Cadets'. There is an 'Add more:' section with a dropdown menu set to 'NORTH AMERICA' and an 'Add' button. At the bottom, there's a red note: 'If you do not see your team please create your own on the Team Management page!' and an 'Update Profile' button.

This page should be familiar if you have been on the ScoreBoard before.

Make sure your information is current. Select the Team for this contest from the dropdown list. [Note: Our group has chosen to have different Team names for different contests. It is also possible to have a Team name that does not change with the different contests.] Our Team for NAQP CW is the PVRC K4 CW Commandos.

[Note: I had created several names previously and during our email exchanges we chose to use one of the previous Team names.]

Select PVRC K4 CW Commandos from the Dropdown list and then Click on Update Profile.

*IMPORTANT – Note the small, red text that says: If you do not see your team, please create your own on the Team Management page! This is one of the rolls of the Team Lead for the Contest and Team. That is now the Team Names in the drop-down menu were created. Do not create your own team name!*

### **Step Three – The Team Management page**

As a Team member there is nothing you need to do here. This is the responsibility of the Team Lead. I try to get to this first in the process – once we have created a core team. The Team Lead can update this last minute if the Team list changes.

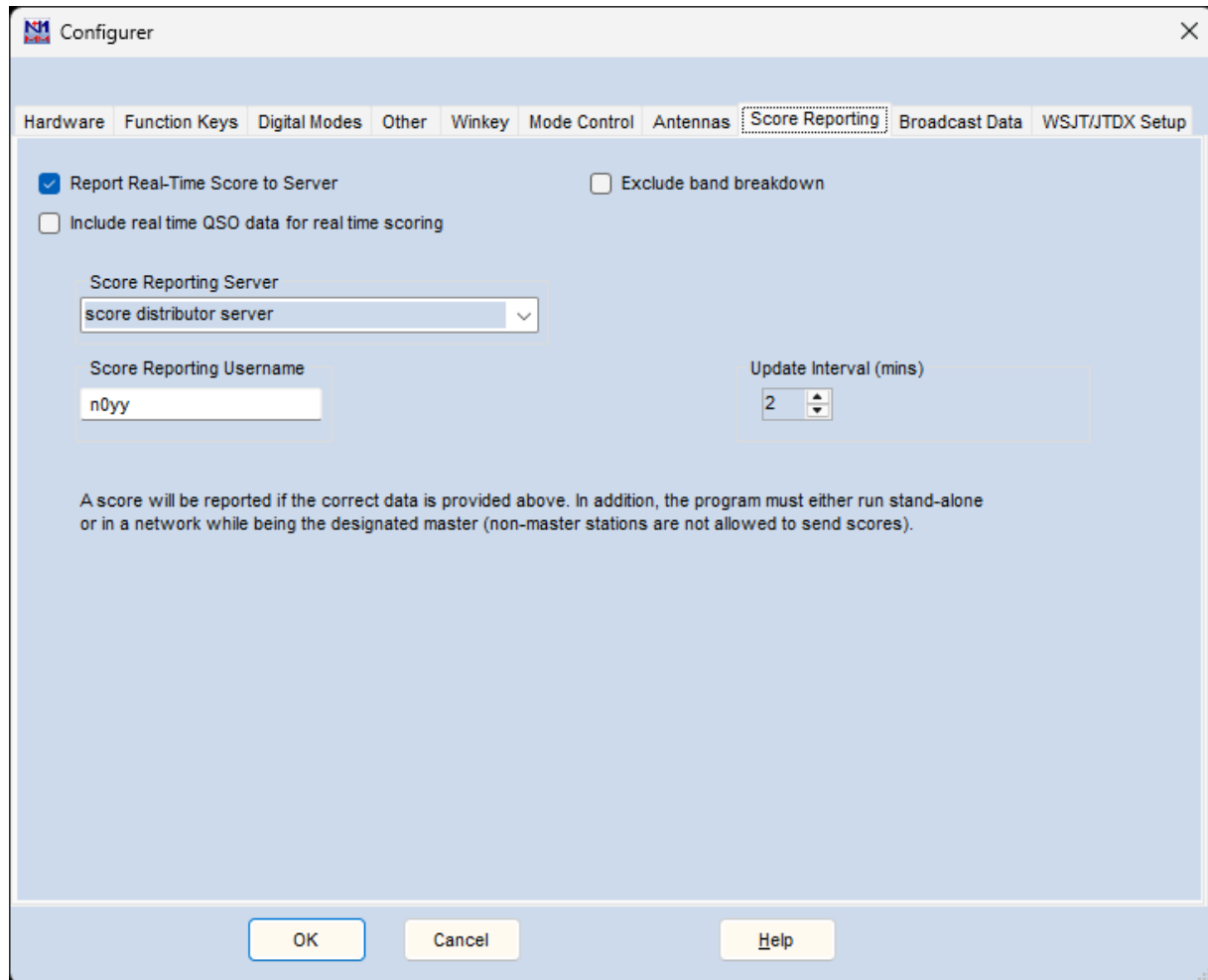
Here you can create a new Team if desired or the Team Lead can modify the membership of the listed teams.

For your Call to appear on the list of Team Competition page it has to be Registered with the Sponsor and on the Team Management page – THEN - your Call appear as Members of the specific Team after you update your profile, select the correct contest, and wait for a ScoreBoard update cycle. That can be quick if done well before the contest or it may take longer if you wait until near the start of the contest.

I highly recommend that registering a team with the sponsor and getting the ScoreBoard updated be done as early as possible!

## Step Four – N1MM+

OK, you've got the ScoreBoard handled. Now it is time to make sure your logging program is broadcasting your "real time score". You will do this to report your score and progress whether



The screenshot shows the 'Configurer' window with the 'Score Reporting' tab selected. The window has a title bar with the N1MM+ logo and a close button. The tab bar includes: Hardware, Function Keys, Digital Modes, Other, Winkey, Mode Control, Antennas, Score Reporting (active), Broadcast Data, and WSJT/JTDX Setup. The main area contains the following settings:

- ☒ Report Real-Time Score to Server
- ☐ Exclude band breakdown
- ☐ Include real time QSO data for real time scoring
- Score Reporting Server:
- Score Reporting Username:
- Update Interval (mins):

A note at the bottom states: "A score will be reported if the correct data is provided above. In addition, the program must either run stand-alone or in a network while being the designated master (non-master stations are not allowed to send scores)." At the bottom of the window are three buttons: OK, Cancel, and Help.

you are on a Team or not this is just to make sure you have initiated reporting in the Configurer for the contest.

I will presume that you want real time reporting as opposed to the one-time dump near the end of the contest. You only need to:

- Check – Report Real-Time Score to Server
- Option – you have the option to either include or exclude band breakdown details
- Option – As the ScoreBoard evolves it may become possible for real time log checking and reporting.
- Enter – Score Reporting Username – typically your Callsign

- Update Interval (min) – I think the typical update rate to the ScoreBoard is 5 minutes. I'm a bit too Type A and when I am in the middle of battle I prefer a faster reporting of my score.

### **Step Five - You are DONE!**

Enjoy the contest! You can watch incremental progress of where you rank in the overall contest, or you can watch how you are performing within PVRC, or you can scrabble with your Teammates for bragging rights!

Have fun and be Radio Active!

## Appendix – Registering the Team with the Contest Sponsor

One of the necessary tasks is for the Team Lead to Register the Team participants with the Contest Sponsor.

For the purposes of the tutorial, I will continue using NAQP as the example.

From the NCJ and the NAQP Rules:

14. Team Competition: You may wish to form a team with fellow NAQP participants. If so, your team must consist of two to five Single Operator and Single Operator Assisted stations whose individual scores are added together to produce a team score. Although clubs or other groups having more than five members may form multiple teams, there are no club membership, distance, or meeting requirements for a team entry. Teams must be registered prior to the start of the contest. Use one of the following online forms to register your team:

- CW team registration: **[www.ncjweb.com/cwnaqpteamreg](http://www.ncjweb.com/cwnaqpteamreg)**
- SSB team registration: **[www.ncjweb.com/ssbnaqpteamreg](http://www.ncjweb.com/ssbnaqpteamreg)**
- RTTY team registration: **[www.ncjweb.com/rttynaqpteamreg](http://www.ncjweb.com/rttynaqpteamreg)**

These team registration forms automatically provide confirmation of team registration by return email. Inclusion of team information in submitted Cabrillo logs is not required, as teams are determined ahead of time through the team registration system.

The next two pages are copies of the NCJ/NAQP pages for registering a Team.

## North American QSO Party

The North American QSO Parties are favorites of beginners and seasoned operators alike. The NAQPs are low-power only (no amplifiers allowed) which makes for a lot more breathing room on the bands. Small stations can generate very effective “runs” in the NAQP contests. Multipliers count once per-band, which makes for an exciting format, as multipliers can be “moved” from band to band. The NAQPs allow stations from all parts of North America to be in the running for the top spots. The 12 hour format allows participants to do some great contesting, yet still have time for other activities during the weekend. Participants can enter in the single op or multi-op categories and also have the opportunity to combine up to five separate single op scores into a team score.

### Rules

- [CW/SSB/RTTY](#)

### Team Registration

- [CW](#)
- [SSB](#)
- [RTTY](#)

### Upload Logs

- [CW/SSB/RTTY](#)

### Web-to-Cabrillo Forms

- [CW](#)
- [SSB](#)
- [RTTY](#)

### Cabrillo QSO Template

- [CW/SSB/RTTY](#)

### Paper Logging Forms

- [CW/SSB/RTTY](#)

### Logs Received

- [CW](#)
- [SSB](#)
- [RTTY](#)

### Preliminary Results

- [CW](#)
- [SSB](#)
- [RTTY](#)

### Final Results

- [Published Results – CW/SSB/RTTY](#)
- [NAQP Searchable Scores Database](#)

### Records

- [NAQP Records – All Modes](#)

### Certificates

- [Print Your Certificate](#)



