

Running Raceday Checklist

1. Inspecting the timing location. Check your timing location. Is it safe, can the system be shielded from the public, is there any power available, check where to put mats etc.

2. Connect the mats. Connect the mats that you'll be using. Use the manual that can be found [here](#).

3. Create your main and backup start/finish setup. Create your main and backup start/finish setup.

4. Connect the decoder to the mats. Connect the decoder to the mats. Duration depends on the system of choice.

5. Check the decoder settings. Every decoder should be checked at the same time.

6. Test the mats. Test the mats using the Mat detection test. Instructions for this method can be found [here](#).

Running Raceday Checklist

7. Secure the timing location. Make shure no equipment is left on the road, and hazards like loose cables are gone. Check if decoders are on a safe spot away from water, sand and crowds. Be sure to check the system regularly (every 15-20 minutes) during the day.

8. Check internet connection. Check if the internet connection is stable.

9. Latest updates of the Athletes. Check for last-minute changes in number of athletes, withdrawals, etcetera.

10. Clear your decoder before the start. Your decoder should be cleared before the events starts.

11. Create new file before the start. After your decoder is cleared, a new file should be created in the software that you're using.

12. Check if the correct group is at the starting line. Check for the first start if the starting group is correct, and no athletes are mixed up.

Running Raceday Checklist

13. First Gunshot. When the first gunshot has been fired, your first race of the event has started!

14. Visible passings in the software. After the first passing of athletes over the mats, the timing of the passings should be visible in the software that you're using.

15. Create a new file on the decoder. When the first group is well underway, create a new file on the decoder for the next group of athletes. (and so on)

16. Monitor your equipment during the event. Monitor the status of your batteries and internet connections, to avoid any inconveniences caused by non-powered equipment.