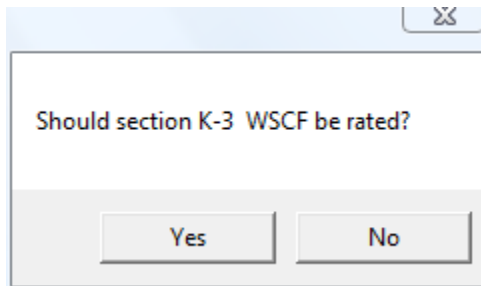
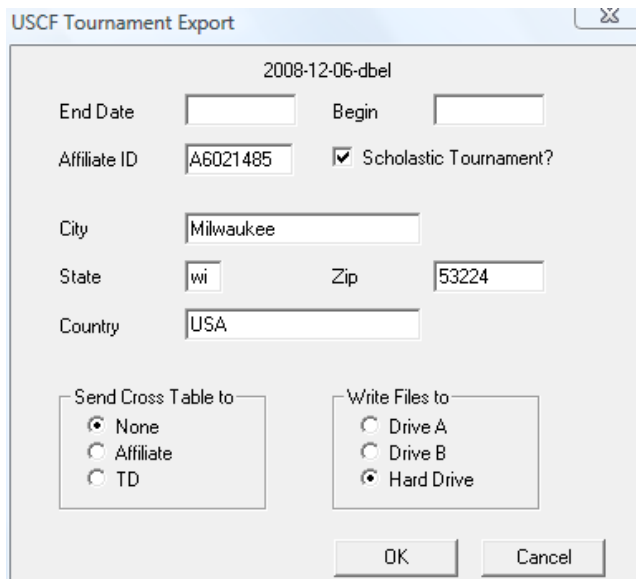


Before you prepare the report, you should make sure that your tournament information is as clean as you can make it. If you have an ID for a player, make sure it is entered correctly. Check for signs that you might have pulled an incorrect player off the rating supplement--there are plenty of players with identical or almost identical names. Include the State field in your Players Window format

When you're ready, select the Make USCF Report operation from the Reports menu. WinTD will bring up the following dialog box:



WinTD will first go through all the sections and check whether they had the USCF rated? tag set in the Add/Edit a Section dialog. If a section did not have this checked, you will be asked whether you want to include the section in the report.



End Date

Begin Date

Enter the ending and beginning dates of the tournament in the format mm/dd/yy (or yyyy). The end date field is required. You can leave the beginning date field empty if it's the same as the end date.

Affiliate ID

The ID of the sponsoring affiliate. This field is required.

Scholastic Tournament?

Check this if the tournament qualifies as a scholastic tournament.

City, State, Zip, Country

These fields are all required. Provide the city, state, zip code and country of the tournament site.

Send Cross Table to

Use these to request that a completed cross-table with updated rating information be sent to the affiliate or the chief TD. USCF charges for these. *We always say NONE.*

Write Files to

We would recommend that you write these directly to the hard drive.

WinTD will give you the following dialog box to fill in. Most of the time the settings will not change from section to section, so you will probably be able to just OK it after you have filled it in for the first section.

The image shows a dialog box titled "Section Export Information" with a close button (X) in the top right corner. The main title of the dialog is "K-12 WSCF". There are two text input fields: "Chief TD's ID" containing the number "13668158" and "Assistant TD's ID" containing "13668164". Below these are two groups of radio buttons. The first group is labeled "K-Factor" and has two options: "Full" (which is selected with a filled radio button) and "Half" (which is unselected). The second group is labeled "Rating System" and has three options: "Regular" (unselected), "Dual (G/30-G/60)" (selected with a filled radio button), and "Quick (G/10-G/29)" (unselected). At the bottom of the dialog are two buttons: "OK" and "Cancel".

Chief TD's ID

This is the USCF ID of the chief TD for this section. This field is required. If you have more than one section, this will be filled in with the response from the first section for the second and later sections.

Assistant TD's ID

This is the USCF ID of the assistant TD for this section. You can leave this blank if there was none.

K-Factor

Check the Full or Half box depending upon whether the tournament was Full (standard) or 1/2 K.

Rating System

Check Regular, Dual or Quick. Dual ratings apply to sections with time controls from G/30 to G/60; these tournaments will be rated under both rating systems.

The program then creates the following files:

TAEXPORT.DAT

THEXPORT.DBF

TSEXPORT.DBF

TDEXPORT.DBF

Log on to the USCF's Tournament Director Support Area at:

https://secure.uschess.org/TD_Affil/TD_login.php

Click on “Tournament Ratings Reports”

Enter a Tournament ID – Make one up

Use the Browse button to fill in the 3 files.

Fill in the Chief TD, Time Control (example Game/30), and Select the Rating System.

Click “Upload Tournament Data” button.

Click to return to the Upload/Enter/Edit page.

Find your tournament in the edit section

Click Edit tournament

Set Chief TD and Assistant TD ID's

Set the time control

Save changes

Check Tournament