



TopYacht: Create a .csv File to Import Finish Times.

Excel, (and most other spread sheets), databases and some word processors allow the export of data ("save as..") a 'flat' text file in **Comma Separated Variables (.csv)** format. TopYacht allows the import of such a list. Always choose the simplest CSV format. The file extension is expected to be .csv.

The first row **must** contain the 5 **MUST HAVE Column Headings**

<u>Heading</u>	<u>Max Field Size</u>	<u>Comments</u>
SAIL NO	8	Alpha/Numeric
Hr	20	Numeric: The finishing time (hours after midnight)
Mn	20	Numeric: The finishing time (minutes into the hour)
Sc	20	Numeric: The finishing time (seconds into the minute)
DidNot	20	Alpha: The Scoring Abbreviation (DNF, RET, OCS etc) These must be as per RRS Rule A11, or one of the TopYacht-specified variants ¹ .
OPTIONAL column		
Nights	5	Numeric The number of nights

Note

- The .csv **must** have **no** blank lines at the bottom.
- The "Overnight Race" check box must be checked before TopYacht will import Nights. See the TopYacht HELP topic: [Select / Set Up a Race](#).

Example: this would be set to 1 if a boat finished at 00:00:01, the day after it started.

An Excel template can be downloaded from TopYacht's website. Click [here](#).

Appendix 2 of [Create a csv File to Import Competitors](#) describes a method of checking the .csv file if the importer crashes.

¹ See the document: [Scoring and Penalties](#)

Example:

The TopYacht operator could be handed a list of sail numbers and finish times thus:

Sail No	Finish Time	didnot
A10	22:04:18	
A5	00:23:42	
A27	23:08:30	
A15	01:11:41	
A3	23:06:17	
A18	23:02:18	
A7	01:20:25	
A16	00:31:52	
B23	01:28:43	
A12	23:07:13	
A6		dsq
A11	23:13:49	
H18	22:39:55	
D31	21:16:35	
1101	01:07:20	
105		DNS
C46		DSQ
F12		DNF

The information can be transcribed on to a spread-sheet like this:

Sail No	Finish Time	didnot	nights	hr	mn	sc
A10	22:04:18			22	4	18
A5	00:23:42		1	0	23	42
A27	23:08:30			23	8	30
A15	01:11:41		1	1	11	41
A3	23:06:17			23	6	17
A18	23:02:18			23	2	18
A7	01:20:25		1	1	20	25
A16	00:31:52			0	31	52
B23	01:28:43		1	1	28	43
A12	23:07:13			23	7	13
A6		DSQ				
A11	23:13:49			23	13	49
H18	22:39:55			22	39	55
D31	21:16:35			21	16	35
1101	01:07:20		1	1	7	20
105		DNS				
C46		DSQ				
F12		DNF				

- Use the Excel hour(xx) function to extract the hours portion of the finish time.
- Use the Excel minute(xx) function to extract the minutes portion of the finish time
- Use the Excel seconds(xx) function to extract the seconds portion of the finish time
- Fill in the 'nights' column for any boat that finished after midnight.

The TopYacht importer will ignore the **Finish Time** Column