



TES Web-based Notice Board.

For major event TopYacht can provide an event “Tool Box” which adds even more functionality to TES which provides a single page that allows the event (or club) administrators to manage the event via a single web address. E.g.

[TY Entry System](#)

Hamilton Island Race Week 2018

[18 ~ 25 August 2018](#)

TopYacht Event Toolbox

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Figure 1: Typical Tool-Box Administrator’s Screen.

One of the Tool Box’s features is the **Notice Board**.

To Add or Edit a Post.

- Prepare the document and convert it to a pdf format. (usually a Word Document “Saved as PDF”).
- Keep the name short and preferably without space eg “HIRW18_notice_no3.pdf”
- Save that on your pc in a path where the total length, (path-name + file-name + file-name- extension) is less that 256 characters.... Example
C:\Users\Rod\Documents\Events\hirw19\HIRW18_notice_no3.pdf
This is 59 characters.
- Once done press the **Notice Board Add/Update Item** link to post the new notice.

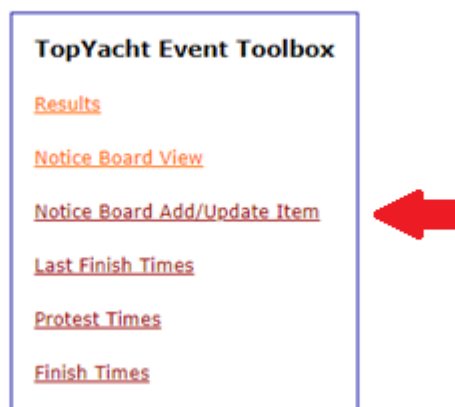


Figure 2: Notice Board Add/Update Item

This opens the notice board set up page...

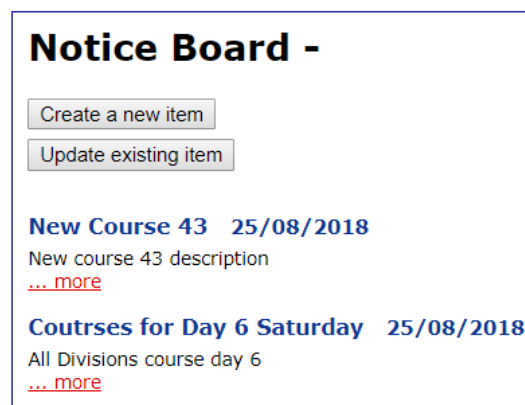


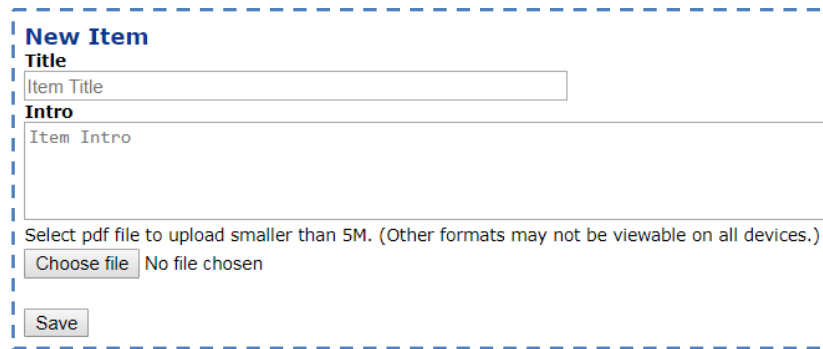
Figure 3: Notice Board First Page

Each notice has

- a Title (e.g. **New Course 43 25/08/2018**);
- an intro(duction) (e.g. New course 43 description.); and
- a [... more](#) link to open any previously-uploaded pdf documents

Create a New Item

- Click



New Item

Title
Item Title

Intro
Item Intro

Select pdf file to upload smaller than 5M. (Other formats may not be viewable on all devices.)

No file chosen

Figure 4: New Item Screen

- Add the title,
- Add the intro
- Click
- then select the pdf file to upload
- Click .

The update procedure is virtually identical except you will be replacing a document previously up loaded.

The notice board viewer can then be added to the results page or anywhere else that is deemed appropriate for general public access. Contact TopYacht to obtain the URL to the Tool Box page.

Document Revision Record

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