★ BATTLE RANKINGS Instruction Guide

CLASSIFIED

A Tournament Organizer's Guide for Reporting Flames of War and Team Yankee Tournament Results

Link: http://BattleRankings.com
Email: Admin@BattleRankings.com

⬟ BATTLE RANKINGS Instruction Guide

Background:

Its has been asked, "Do we really need a rankings systems for Flames of War?„ The honest answer is <u>no</u>, but we do not need to play games or paint miniatures too. Rankings are an aspect of the hobby.

Over the past 5 years, Over 1,600 people have played in over 400 tournaments in North America. With all those tournaments, it seamed like that no two Tournament Organizers (TO) reported the results the same way. It became obvious that Rankings never clearly communicated the expectation on what and how data needed to be reported. It currently takes between 15 to 60 minutes (depending on the number of players) to check and format a single tournament for uploading into the database. On top of that, missing data causes delays because of time it takes for the emails to go back and forth.

Goal of this Guide:

To provide clear instructions for TO on how to report their event to Rankings.
- Setting expectations for Tournament Organizers on how and what to report.
- Explaining the role of the Battle Rankings Administrator.
- Increase data accuracy while speeding up the reporting process.
- Raise player awareness so they can help support their TO.

⭐ BATTLE RANKINGS Instruction Guide

Suggestions for Players to make the TO's life easier
- On the score sheets, use your name as it's listed in Rankings.
- Print clearly, so the TO can read your hand writing.
- Check your opponent's score sheets so both are in agreement.
- When submitting your round results, you and your opponent should hand in your score sheets at the same time and verbally confirm the results with the TO.
- Between rounds check your total score and that you were matched up with a player with a similar score. (Example: Going into the third round, a player with a total score of 5 should not be matched up with someone with a score of 11.)

Tournament Organizers Expectations
- Verify the data being submitted is correct. Pay attention to the details.
  - Correct spelling of player names. Make sure it matches the name in the Battle Rankings.
- Keep documentation of the tournament for at least three months in case of questions by a player
- Email results to the Battle Rankings Admin in the a timely manner.
- Once the results are posted on Battle Rankings, double check the posted results for accuracy.

The role of the Battle Rankings Administrator
- Double check the spelling of player names and armies that have been submitted.
- Send the sheets for processing (uploading) in the a timely matter.
- Communicate with the community on the direction/change points of Battle Rankings.
- Answer questions regarding Battle Rankings
- Provide advice and suggestions for a better tournament experience.

What Rankings is not...
This has never been an issue, but just in case. Rankings will not act as an arbitrator between players and TOs. Please try to work out any disagreements between yourselves.
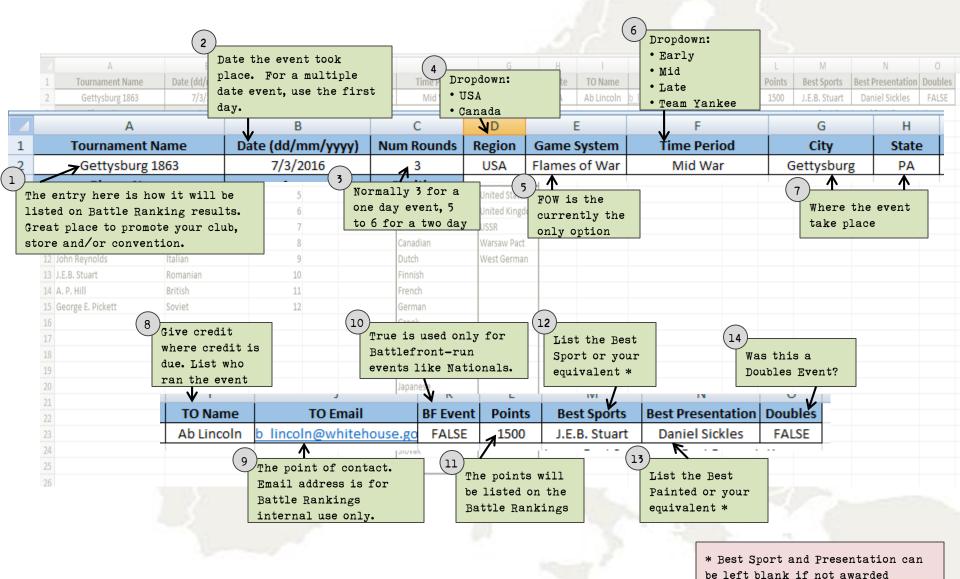
⭐ BATTLE RANKINGS Instruction Guide

The link for Battle Rankings can be found at http://battlerankings.com

Important Items

Tournament Resources	Last Update
Battle Rankings Tournament Submission Excel Form Use this form to send in your tournament results File Format – Excel	12-26-2017
Battle Rankings Tournament Submission Instructions Step by step on how to fill out the Tournament Results Form File Format – PDF	12-26-2017

AR - USA	FLAMES OF WAR - CANADA	TEAM YANKEE

Points Calculator

Rounds: [ ] Position: [ ]   [Calculate]

Your Overall Ranking Points are calculated as the sum of your top 4 tournament points over the past 365 days.

Individual Events are scored using the following formula: 76 + (# of players [max 48])/2 + (5, if a BF Nationals event)

The top score for a 48 player event is 100 points, or 105 points if it is a 48 player BF Nationals event. Players then receive a proportion of these points based on their final placing e.g. in a 50 player event, 1st gets 100, 2nd gets 98 etc. You can use the calculator above to calculate the points for any final placing.

If you have any questions or comments about these Rankings, please send them in an email to Results@BattleRankings.com

> Tournament Form and Instructions (this document) are available to download on the Battle Rankings Gaming Resources (https://battlerankings.com/gaming-resources/)

> Instruction Guide Link: Where to submit http://rankings.battlerankings.com

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O
1	Tournament Name	Date (dd/mm/yyyy)	Num Rounds	Region	Game System	Time Period	City	State	TO Name	TO Email	BF Event	Points	Best Sports	Best Presentation	Doubles
2	Gettysburg 1863	7/3/2016	3	USA	Flames of War	Mid War	Gettysburg	PA	Ab Lincoln	b_lincoln@whitehouse.go	FALSE	1500	J.E.B. Stuart	Daniel Sickles	FALSE
3	Player Name	Army	Position										Leave Best Sports and Best Presentation		
4	George Meade	American	1										blank if no winner		
5	Robert E. Lee	German	2			List of valid armies									
6	Winfield Scott Hancock	Canadian	3												
7	Daniel Sickles	British	4			EW/MW/LW	Team Yankee								
8	George Sykes	Soviet	5			American	United States								
9	James Longstreet	Italian	6			Australian	United Kingdom								
10	Richard Ewell	Hungarian	7			British	USSR								
11	John Sedgwick	New Zealand	8			Canadian	Warsaw Pact								
12	John Reynolds	Italian	9			Dutch	West German								
13	J.E.B. Stuart	Romanian	10			Finnish									
14	A. P. Hill	British	11			French									
15	George E. Pic														
16															
17															
18															
19						Italian									
20						Japanese									

> Tournament Worksheet Example:
> Use this worksheet to submit your results.

> The placement of data on this sheet needs to be exact. This form is used to directly load the results into the Battle Rankings database.

BATTLE RANKINGS Instruction Guide

Tournament Sheet Entry: Part 1 of 2

The header information is where critical information is entered like where, when and general tournament background.

2 Date the event took place. For a multiple date event, use the first day.

4 Dropdown:
• USA
• Canada

6 Dropdown:
• Early
• Mid
• Late
• Team Yankee

	A	B	C	D	E	F	G	H
1	**Tournament Name**	**Date (dd/mm/yyyy)**	**Num Rounds**	**Region**	**Game System**	**Time Period**	**City**	**State**
2	Gettysburg 1863	7/3/2016	3	USA	Flames of War	Mid War	Gettysburg	PA

1 The entry here is how it will be listed on Battle Ranking results. Great place to promote your club, store and/or convention.

3 Normally 3 for a one day event, 5 to 6 for a two day

5 FOW is the currently the only option

7 Where the event take place

8 Give credit where credit is due. List who ran the event

10 True is used only for Battlefront-run events like Nationals.

12 List the Best Sport or your equivalent *

14 Was this a Doubles Event?

	I	J	K	L	M	N	O
	TO Name	**TO Email**	**BF Event**	**Points**	**Best Sports**	**Best Presentation**	**Doubles**
	Ab Lincoln	b_lincoln@whitehouse.go	FALSE	1500	J.E.B. Stuart	Daniel Sickles	FALSE

9 The point of contact. Email address is for Battle Rankings internal use only.

11 The points will be listed on the Battle Rankings

13 List the Best Painted or your equivalent *

* Best Sport and Presentation can be left blank if not awarded

1 List the players in the order they placed in the tournament. The correct spelling of the name is important.

3 This were the player placed in the tournament. Placement is used in the calculation the number of points awarded to the player.

	Tou...				Game System	Time Period	City	State	TO Name					tation	Doubles
1															
2	Gettysburg 1863	7/3/2016	3	USA	Flames of War	Mid War	Gettysburg	PA	Ab Lincoln	b lin...				kles	FALSE
3	Player Name	Army	Position									Leave Best Sports and Best Presentation			
4	George Meade	American										blank if no winner			
5	Robert E. Lee	German													
6	Winfield Scott Hancock	Canadian													
7	Daniel Sickles	British													
8	George Sykes	Soviet													
9	James Longstreet	Italian													
10	Richard Ewell	Hungaria													
11	John Sedgwick	New Zeal													
12	John Reynolds	Italian													
13	J.E.B. Stuart	Romania													
14	A. P. Hill	British													
15	George E. Pickett	Soviet													

2	Gettysburg 1863	7/3/2016	3
3	**Player Name**	**Army**	**Position**
4	George Meade	American	1
5	Robert E. Lee	German	2
6	Winfield Scott Hancock	Canadian	3
7	Daniel Sickles	British	4
8	George Sykes	Soviet	5
9	James Longstreet	Italian	6
10	Richard Ewell	Hungarian	7
11	John Sedgwick	New Zealand	8
12	John Reynolds	Italian	9
13	J.E.B. Stuart	Romanian	10
14	A. P. Hill	British	11
15	George E. Pickett	Soviet	12
16			

List of valid armies

EW/MW/LW	Team Yankee
American	United States
Australian	United Kingdom
British	USSR
Canadian	Warsaw Pact
Dutch	West German
Finnish	
French	
German	
Greek	
Hungarian	
Indian	
Italian	
Japanese	
New Zealand	
Polish	
Romanian	
Slovak	
Soviet	

2 List the play's army nationality. This is used by Battle Rankings when calculating Army Rankings. Use only the valid army names. A list is provide on the sheet. If left blank, the player will still get credit for the placement in the tournament, but will not receive credit in the Army Rankings portion.

It is important that data is entered in the appropriate column/row.
   Example: Player Names start in cell 'A4' and continue down the column 'A.'

★ BATTLE RANKINGS Instruction Guide

Q and A

Q: Why do I need to use the excel sheet provided by the Battle Rankings site?
A: By filling in the fields on the provided Excel sheet, you are guaranteed to send in all the data Battle Rankings needs to process your tournament. Also, since the provided sheet is the tool we use to upload data in the database, it will speed up the process.

Q: Why does it matter how the player's name is spelled?
A: A couple of reasons; first, on many different levels, people like to see their name used correctly. Second, the database is based on the name. We do not use numbers to ID players. To link different tournament scores together, the names need to match exactly. For example, as far as the system is concerned, 'Bill Smith' is not the same 'William Smith.'

Q: My name in the database is not correct, or not how my friends address me. Can I change my name?
A: The short answer is yes, but only a one time change. Email the Admin at Admin@BattleRankings.com that you want a change. We will need to validate who you are before the change will be processed.

Q: There's like over 1,000 players list on the Battle Rankings site, how do I find a specific player name?
A: After loading the Battle Rankings site in your favorite browser, use CTRL-F to bring up the 'Find on Page:' box. Type the name you are looking for and press enter to search. You might have to get clever in searching.

Q: I understand the importance of using the Excel sheet to report tournament results, but I don't know how to use Excel, nor I own Excel. What should I do to submit results?
A: If you have Excel but are not sure how to use it, no worries. After you download the Excel file, double click the file to open. Once open, just fill the cells by clicking each one at a time and type. The sheet will guide you. If you don't own Excel, no worries. There are free alternatives that will achieve the same results. You can find some suggestions at http://articles.bplans.com/4-free-alternatives-to-microsoft-excel/ . If nether of these are an option for you, get help from a friend.

Tournament Organizers send your results to Submissions@BattleRankings.com

The link for Battle Rankings can be found at http://BattleRankings.com
For comments and questions, our email address is Admin@BattleRankings.com