

TAP SCOREKEEPER 3 – User Instructions

1. **DOWNLOAD:** Players can visit the Apps store or Google Play and search for: “Scorekeeper 3” or OR visit www.runoutapps.com and follow the link. Requires iPad 2 or newer, iPhone 5 or newer, or Android 4.4 and newer. **HOWEVER, THERE ARE NO GUARENTEES IT WILL WORK ON ALL DEVICES.**
2. **REGISTER:** First Name, Last Name, Player ID, E Mail Address, Password
3. **CONNECT** to Wi-Fi. If that is not possible, connect to a solid data connection. Conductivity is the main reason the app will display incorrectly or freeze.
4. Select ‘Start Match’ icon, select Opposing Team and set which team is Home. Select ‘Start Match’ button at bottom.
5. **REVIEWING SCORES:** At any point in the match, select ‘Scoresheet’ to review the totals for each player.
6. **Handoff:** To handoff a match being scored to another device, players must know their IDs. Follow prompts to hand off. **NOTE:** it is advised that you practice this before attempting it on league night.
7. **TIME OUT** - Clock icon on the top left. Select player.
8. **Re-Rack:** If two players re-rack, select this by first selecting the Pages icon. This will delete all the balls for the current game from the totals.
9. **Forfeit:** Start Match and go into the Scoreboard menu at the top. Select “FORFEIT”. Then, select ‘Home’ or ‘Away’ and select OK.
10. **Abort:** From the Pages icon, select ‘Abort’ to practice and demonstrate the app. When you are done, just **ABORT** and it will clear all data, allowing you to close or start over. **DO NOT** Abort during a live match.
11. **Submitting scores:** When ALL the matches being scored are complete, follow prompts and then **Submit**. You can submit at any time during the match even if you have less than 5 total matches. If possible, make sure you have completed 5 full matches before submitting data to your area’s licensee.
12. Scorekeeping is now complete! The scores are immediately available for the league operator to review and make the final submission to Pool-net.
13. **Having trouble?** Check the internet connection. Without the internet, there is limited functionality. An internet connection is required *for submitting scores!* If a Profile is set up and the roster downloaded in advance while using an internet connection, the end user may keep score with **NO** internet connection and submit later after re-connection to the internet. If there is a break in connection during submission and the data is lost, **IT IS NOT LOST**....score sheets can be found and re submitted at any time in “Offline Backups”. If a device locks up? Exit the app & go back in to “Offline Backups” and then resume scoring and submit upon conclusion.

Help Your Host Venue achieve a solid Wi-Fi connection. If they do not have one, load data prior to the match at any Hot Spot (McDonalds, Starbucks..etc) or before you leave from your home Wi-Fi...its Free.