WEIGHFISH TD APP USER'S GUIDE

CONTENTS

WEIGHFISH TD APP OVERVIEW

The Weighfish TD App is available on the Apple App Store and the Google Play Store. This app is for Tournament Director's use to easily record everything related to the tournament weigh-in. The Tournament Director uses the app to assist with the weigh-in and those results are immediately viewable on Weighfish.com. Results can also be entered after a weigh-in, or for past tournaments in a similar fashion.

Weighfish tracks Tournaments created in a Tournament Series. A Tournament Director first creates a Series, then adds tournaments to that Series. All Entries (i.e. the Anglers) are added to the individual Tournaments.

The Weighfish TD App can be used where there is cell signal and where there is not. Tournament results entered while the App does not have access to cellular data will be synced when the App is opened where cell service is better.

TYPICAL APP USAGE

This is an example of how you would typically expect to use the App as a Tournament Director for a tournament.

- Log into the App
- Create your Tournament Series
- Create a Tournament in the Series
- Enable the Auto-Payouts for the Tournament
- On Tournament morning, as fishermen come to register and pay their entry fee, enter their names in the Tournament (without weights at this point of course).
- After everyone has registered, view the final payouts on the Tournament Stats page of that tournament. Use that information to divide the money.
- During the Tournament weigh-in, as Anglers weigh their fish, enter the weights and number of fish in the App.
- After everyone has weighed, click Auto-Score results to calculate the winners. Present money, checks, prizes based on the results.
- Use the Share button on the Tournament page to post the results to your Facebook page.

DETAILED GUIDE

LOGGING IN

Enter your username or email and password in the corresponding fields and click the Login button to log in to your account. If you don't remember your password, click Reset Password and enter your username or email address to get an email with a secure web link to reset your password.

REGISTRATION

If you don't have an account, click Register at the Login Page to create one. Fill out all the fields on this screen and click the Register button. Note that your phone number is only used for visibility on your Tournament Series and Tournament pages so Anglers can contact you. Weighfish.com would not typically ever contact you via phone.

VIEW TOURNAMENT SERIES

The Series List page is the first page you'll see when you're logged in. It shows all of the Tournament Series that you have created.

Click the *cog* icon to update various app settings and default selections.

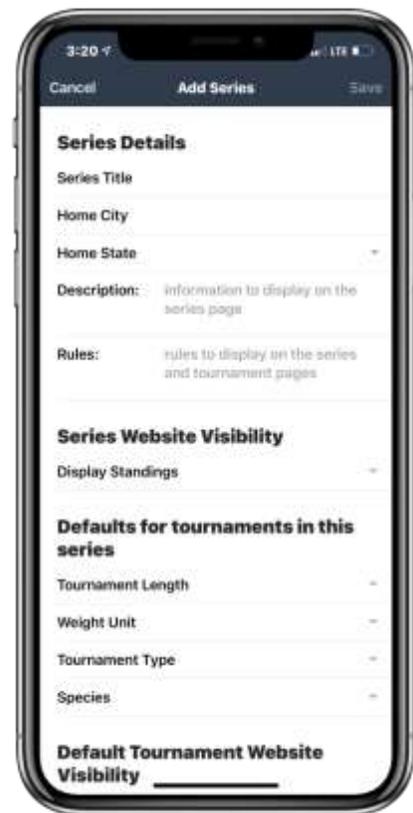Click the *plus* icon to add a new Tournament Series.

Click a particular Tournament Series to view all the tournaments in that Series.

Enter a Tournament Series name in the search box to filter the visible Series by that name.

CREATING A TOURNAMENT SERIES

Clicking the *plus* icon will bring up a page to enter information to create a new Tournament Series.

- **Series Title:** This is the title for your Tournament Series. This can be your bass club, organization, or whatever name your group of tournaments would be referred to as. Note that points are tracked across an entire series, so it's a good idea to include a year in your Series title. Then the following year or season you would create a new Series when points start over.
- **Home City:** This is the city where the Tournament Series is based. It may be the Tournament Director's hometown or the closest large city to where the majority of Tournaments are held.
- **Home State:** This is the State where the Home City is located.
- **Description:** This is information that you want to display on your Series page. You can change this at any time and it will update your Series page on the website. Use it to communicate meeting times, locations and any other important information.
- **Rules:** These are the rules that you want to display on your Series page on the website. They will also appear on any Tournament pages that are in this Series.
- **Display Standings:** Select if you want to display standings on your Series page. This is the total of all the points from each angler across the tournament in the Series. You can select to display the totals or to allow to drop up to four tournaments. Drops remove the lowest scores from Anglers point totals, allowing anglers to miss tournaments throughout the season without affecting their total score.
- **Defaults:** There are many default settings for Tournaments available when creating a new Series. This makes creating the individual tournaments easier, as typically directors are doing the same style tournaments throughout their season. Set the defaults here and they will be used for all tournaments that are created in this Series. See the *Creating Tournaments* section for more information on the individual options.

VIEW TOURNAMENTS IN A SERIES

The Tournament List page shows all the Tournaments in the selected Series.

Click the *three dots* icon to bring up the options menu for this selected Tournament Series.

- **Update Series Details:** Click this to change any of the information about this Tournament Series.
- **Series Photos:** Upload photos to this Series' webpage. This is typically used for any club logos or sponsors.
- **Open Web Page:** Opens a web browser to this Tournament Series' webpage.
- **Share:** Presents various options available to share this Tournament Series via email, text message, or social media platforms.
- **Delete:** Deletes this Tournament Series and all Tournaments in it. Proceed with caution here.

Click the *plus* icon to add a new Tournament in this Series.

The *sort* icon can be used to sort Tournaments by date or Tournament title.

Enter a Tournament name in the search box to filter the visible Tournaments by that name.

CREATING TOURNAMENTS

Clicking the *plus* icon will bring up a page to enter information to create a new Tournament.

- **Body of Water:** This is the lake, river, reservoir, or other body of water that the tournament is located at.
- **Title:** This is an optional name for the Tournament. If left blank, the Body of Water is used as the title.
- **Description:** This is information that you want to display on your Tournament page. You can change this at any time and it will update your Tournament page on the website. Use it to communicate times, take-off locations and any other important information.
- **Tournament Date:** This is the date of your Tournament. If it is a multiple day tournament, use the date that the Tournament starts.
- **Tournament Length:** This is the number of days that the Tournament lasts.
- **State:** This is the State where the tournament body of water is located. If the body of water crosses State boundaries, use the take-off ramp location.
- **Weight Unit:** This is the type of scales that are used to the score the Tournament, either pounds/ounces (example: 14lbs 8oz) or decimal (example: 14.5lbs).
- **Tournament Type:** This is the Tournament's format: individual, team, or boater/co-angler (also known as pro/am).
- **Species:** This is the species/type of fish that are allowed to weigh in for the Tournament.
- **Notes:** This is a general use field that the director can use to store any information about the tournament to be saved for later. It is not visible anywhere other than on this screen and will not be displayed on the website.
- **Points Tournament:** Enable this to score points in this tournament. Do so will add a points column to the results on the website. This option also needs to be checked for a tournament to count toward yearly point totals. If a Tournament in a Series should not be counted for points, leave this unchecked.
- **Show Big Fish**: Enable this to show the Big Fish column in the tournament standings. Some tournaments don't have or care about a big fish so it can be disabled here.
- **Show Payouts:** Enable this to show payouts in this tournament on the website. Entering and handling payouts via the app can be done with this enabled or disabled, this only affects visibility on the website.
- **Show Boat Numbers:** Enable this to show boat numbers in this tournament on the website. Entering boat numbers via the app can be done with this enabled or disabled, this only affects visibility on the website.
- **Auto Payouts:** Enable this for the automatic calculation of tournament winnings/payouts using Weighfish's payout formats after the weigh-in is complete. When enabled, additional information will be required.
- **Auto Points:** Enable this for the automatic calculation of points for each Tournament Entry after the weigh-in is complete. When enabled, additional information will be required.
- **Auto Boat Numbers:** Enable this for the automatic assignment of boat numbers for added Tournament Entries. When enabled, additional information will be required.
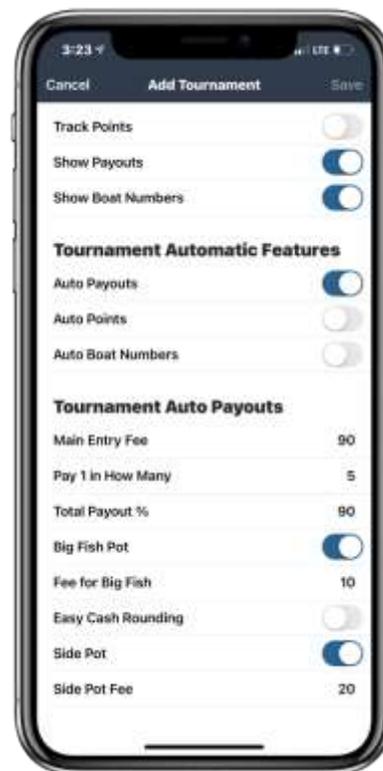
AUTO PAYOUTS

The Weighfish TD App can automatically calculate the payouts for your Tournament. To do so, Auto-Payouts must be enabled for the individual tournament. If it is not enabled, the Tournament Director can manually enter payouts/winnings for each Entry after the Tournament has concluded.

In order to calculate the Auto-Payouts, the following information must be provided:

- **Payout Percentages**: Clicking this will bring up a new page allowing the Tournament Director to change the percentages paid out to tournament winners. See the section on Payout Calculations for more information.
- **Main Pot Entry Fee**: This is the fee charged to participate in the Tournament. If this is a boater/co-angler type Tournament, this is the fee charged to the Boater side. This fee does not include any Big Fish Fee, if there is one. That is entered separately. Some Tournaments have an optional side pot (sometimes called calcutta), which is also entered separately.
- **Co-angler Entry Fee**: If this is a boater/co-angler type Tournament, this is the entry fee charged to Co-anglers for their main pot.
- **Pay 1 in How Many Places**: This is how many places are paid out vs how many Anglers are fishing the Tournament. For example, a common payout is 1 in 5 places. In this case, *5* would be entered here. For every 5 entries, an additional place would pay out (1-5 entries pays 1 place, 6-10 entries pays 2 places, 11-15 entries pays 3 places…)
- **Total Payout %**: This is the percentage of the main pot, and big fish pot if there is one, that gets paid back to those fishing. If the Tournament Director or organization is holding back a percentage for operating costs or end of year activities, this should be reflected here. For example, if the Tournament Director keeps 10%, enter *90*. If the Tournament pays back 100%, enter *100*. Note that if there is a side pot, it is automatically paid back at 100% with no percentage held back.
- **Big Fish Pot**: This option, when enabled, will track a Big Fish Pot. This pot pays out to the Angler with the heaviest fish weighed.
- **Fee for Big Fish**: This is the fee charged to participate in the Big Fish Pot of the Tournament. Whether it's mandatory or optional for an Angler to enter, the fee to enter in this pot would be set here.
- **Co-angler Fee for Big Fish**: This is the fee charged for Co-anglers to participate in their Big Fish Pot of the Tournament.
- **Big Fish Places Paid**: This is the number of places or spots that will be paid out for big fish. If the biggest fish gets all the money, then this is 1. If first and second big fish get paid, this is 2, and so on.
- **Easy Cash Rounding**: This option, when enabled, will round the payouts to the nearest $5 in order to make it easier to deal with the entry fees received. If it is not enabled, values will be rounded to the nearest dollar. Any extra dollars unable to be distributed to payouts are rolled into the Director Fee.
- **Side Pot**: This option, when enabled, will track a separate side pot. Side pot is an often used construct in tournaments that pays more to the winner of a tournament. The side pot is paid back 100% to the Anglers even if the Total Payout % is not 100% (in other words, the director or organization is not keeping any of the entry).
- **Side Pot Fee**: This is the fee charged to get into the side pot.
- **Co-angler Side Pot Fee**: This it the fee charged for Co-anglers to participate in their Side Pot of the Tournament.

- **Side Pot Places Paid**: This is the number of places or spots that will be paid out for the side pot. If the winner in the side pot gets all the money, then this is 1. If first and second winners in the side pot get paid, this is 2, and so on.

PAYOUT CALCULATIONS

Tournament payouts are calculated in the App. There are default percentages that are paid out based on the number of paid places. These percentages have been used in numerous tournaments and are generally well liked. However, if a Tournament Director wants to match previously used formulas or adjust payouts from the defaults, any of the percentages can be adjusted.

First select the number of paid places to adjust and then adjust the percentages. Percentages must add up to 100% to be saved. The payouts can be reset to the default at any time.

Example Default Payout: 25 Boats, $40 Entry Fee, Pays 1 in 5 Places

Place	Payout %	Payout $	Easy Cash Rounded
1	43.20%	$432	$420
2	23.50%	$235	$240
3	13.50%	$135	$140
4	10.80%	$108	$110
5	9.00%	$90	$90

Example Default Payout: 50 Boats, $100 Entry Fee, Pays 1 in 5 Places

Place	Payout %	Payout $	Easy Cash Rounded
1	37.00%	$925	$930
2	18.50%	$463	$460
3	8.50%	$213	$210
4	7.30%	$183	$180
5	6.20%	$155	$160
6	5.70%	$143	$140
7	5.30%	$133	$130
8	4.70%	$118	$120
9	4.40%	$110	$110
10	2.40%	$60	$60

Example Default Payout: 70 Boats, $200 Entry Fee, Pays 1 in 7 Places

Place	Payout %	Payout $	Easy Cash Rounded
1	37.00%	$5,180	$5,170
2	18.50%	$2,590	$2,590
3	8.50%	$1,190	$1,190
4	7.30%	$1,022	$1,020
5	6.20%	$868	$870
6	5.70%	$798	$800
7	5.30%	$742	$740
8	4.70%	$658	$660
9	4.40%	$616	$620
10	2.40%	$336	$340

PLACES AND TIES

During your weigh-in, anglers will be sorted by their weights to determine their place in the Tournament.

Ties in weight are handled as follows:

1. Who has weighed the most fish
2. Heaviest single day weight

If a tie is still present after these criteria, the anglers will remain tied for their place in the tournament.

AUTO POINTS

The Weighfish TD App can automatically calculate points for each Tournament. If this option is not enabled, the Tournament Director can manually enter points for each Entry. If it is enabled, the following information must be provided:

- **Max Points Awarded**: This is the number of points awarded to the first place finisher in the Tournament.
- **Decrement By**: This is the amount of points decreased for each lower place in the Tournament. For example, if the winner of the Tournament receives 100 points, and 2nd place gets 99, 3rd place gets 98, 4th places gets 97 etc; enter *1*. If the winner of the Tournament receives 500 points, and 2nd place gets 495, 3rd place gets 490, 4th places gets 485 etc; enter *5*.
- **No Fish Weighed**: Select the action when a Tournament Entry weighs no fish. Options are either Last Place Points or a Set Number of Points. Last Place Points would be whatever the final decrement (above) is. Set Number of Points could either be zero if those not weighing should receive no points, or a different number if they get points just for showing up.
- **Points for No Fish**: This field will only be visible if No Fish Weighed is set to *Set Number of Points*. Enter the number of points those Entries that do not weigh fish will receive.

Auto Boat Numbers

The Weighfish TD App can automatically assign boat numbers for use in the Tournament. If this option is not enabled, the Tournament Director can manually assign boat numbers for each boat. This option must be enabled when entries are added to the tournament for it to work. If it is enabled, the following information must be provided:

- **Order By**: Order of boat numbers can be either by Registration or Random order. Order by Registration will give the first boat to sign up boat #1, the second boat #2, and so on. With this, its advantageous to get to the tournament earlier, which some Tournament Directors do not want to cause issues. Random ordering sidesteps this potential issue. Order by Random will give a random number to the boats as they are signed up. This means that even if a fisherman is the first to register, they don't automatically get Boat #1. A highest random number must be chosen. If there are less boats than the Tournament Director enters as the highest random number, there will be gaps in the boat order. That doesn't cause any issue, those numbers would just be skipped when doing a typical ordered tournament takeoff. If there are more boats than the highest random number, the boat numbers will switch back to ordering by registration once the random numbers are all given out.
- **Highest Number to Use**: This will only be visible if the Order By is set to Random. A number must be entered here. Nominally, you would want this number to be a little higher than your expected number of boats. It can be much higher than the number of boats in the tournament, there will just be a lot of numbers skipped when calling blastoff. If there are more boats than the highest random number, the boat numbers will switch back to ordering by registration once the random numbers are all given out.

Viewing Entries In The Tournament

The Tournament Entry List page shows all entries for the selected Tournament. This is where most of the time is spent in the app, and is the screen the tournament director will work from when doing the weigh-in or entering results at any point. If the Tournament is a boater/co-angler format, there are separate tabs for each side. Click on the tabs to take to view boaters or co-anglers. If the Tournament is multiple days, there are separate tabs for each day as well as a total. Click on the tabs to see weights for individual days.

The *sort* icon is used to sort Entries by current place, boat number, or angler name.

Click the *plus* icon to add a new Entry in this Tournament.

Click any Entry to add or edit their weights and other information.

Enter an Angler's name in the Search box to filter the visible Entries by that name. This is especially helpful if there are a lot of Anglers fishing.

An Entry's Big Fish will be shown next to a trophy badge. The current largest weighed fish in the tournament will be colored differently and bolded. A separate badge will also show if an Entry has not paid their entry fee, big fish fee, or side pot fee, if those fees are enabled.

Any Tournament payouts will be shown if they are entered manually or automatically calculated.

The Entries current place in the tournament is shown to the left of the Angler's names. Weights are shown on the right-hand side, followed by number of fish.

The *three dots* icon presents these options available for this Tournament.

- **Update Tournament Details:** Click this to change any of the information about this Tournament.
- **Score Payouts / Points:** This option will show if the tournament has either Auto-Points or Auto-Payouts enabled. Click this after all entries have weighed in and all information about the tournament has been entered in. This will calculate the final results and enter the payouts and/or points to each entry. If you should find out you made a mistake somewhere, you can always fix the mistake and do this again. It will recalculate based on the currently available data.
- **Pairing Generator:** This option will show if the tournament type is Boater / Co-angler. Click this to view a randomized pairing list of boaters to co-anglers.
- **View Stats:** Click this to view statistics for the currently entered data in this Tournament. If Auto-Payouts are enabled for the Tournament, separate statistics and payout information will be shown as well.
- **Tournament Photos:** Upload photos to this Tournament's webpage.
- **Open Web Page:** Opens a web browser to this Tournament webpage.
- **Share:** Presents various options available to share this Tournament via email, text message, or social media platforms.
- **Delete:** Deletes this Tournament and all Entries within it. Proceed with caution here.
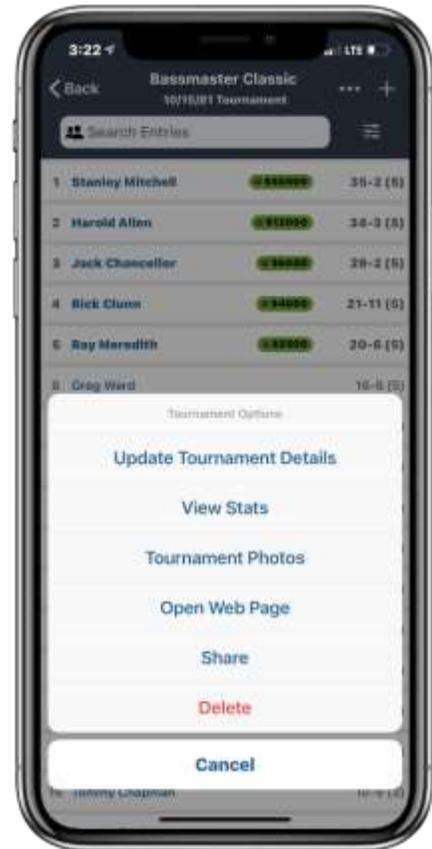
ADDING OR UPDATING ENTRIES IN TOURNAMENTS

Clicking the *plus* icon will bring up a page to enter information to add a new Entry in the selected Tournament. The Entry can be updated by clicking on it in the list of Entries.

- **Name:** This is the first and last name of the Angler fishing. If an Angler has fished a Tournament directed by the same user previously, their name will auto-complete as it is being typed.
- **Partner Name:** If the Tournament is a Team event, this is the name of the other Angler fishing.
- **Number of Fish:** This is the number of fish weighed for this Angler on each day.
- **Big Fish Weight:** If the Angler weighed a fish for Big Fish, this is the weight of that fish.
- **Gross Weight:** This is the total weight of all fish weighed by that Angler, without accounting for any penalties.
- **Penalty Weight:** This is the total weight of any penalties incurred by that Angler. If there are multiple, enter the total here. If penalty type or more details are needed to be kept track of, use the Notes section to do so.
- **Boat Number:** This is the Boat Number of the Angler, either manually entered or entered automatically if Auto-Boat Numbers has been enabled for the Tournament.
- **Winnings:** This is the total payout that this Angler has earned for this Tournament based on their finish. This includes Big Fish and Side Pot payouts. Leave blank if they did not win anything.
- **Points:** This is the number of points that the Angler receives for this Tournament based on their finish. Leave blank or enter 0 if they did not receive any points. If Auto-Points is enabled for this Tournament, this will be automatically filled in. This field will not be visible if the Tournament is not set to track points.
- **Main Entry Paid:** This checkbox is selected if the Angler has paid their Entry Fee for the Tournament. It's selected by default when creating an entry as it's assumed most are paying when signing up. De-select it if the Angler has not paid.
- **Big Fish Paid:** This checkbox is selected if the Angler has paid their Big Fish Entry Fee for the Tournament. De-select it if the Angler has not paid.
- **Side Pot Paid:** This checkbox is selected if the Angler has paid their Side Pot Entry Fee for the Tournament. De-select it if the Angler has not paid.
- **Notes:** This is a general use field that the director can use to store any information about the entry to be saved for later. It is not visible anywhere other than on this screen and will not be displayed on the website.

TOURNAMENT STATS PAGE

The Tournament Stats page shows various statistics about the selected Tournament. It also shows calculated payouts and Entry fee totals if Auto-Payouts is enabled, based on the auto-payout settings.

PAIRING GENERATOR PAGE

The Pairing Generator page shows a randomized list of the boater Entries paired with the co-angler Entries. This page is only accessible if the tournament type is boater / co-angler. The pairings are not saved and will be different each time the page is accessed. *Email* and *Copy to Clipboard* buttons are available to save the pairing information. Tournament directors should save and publish the information as they see fit. Copying it into the Tournament Description after all Entries are created is a likely scenario.
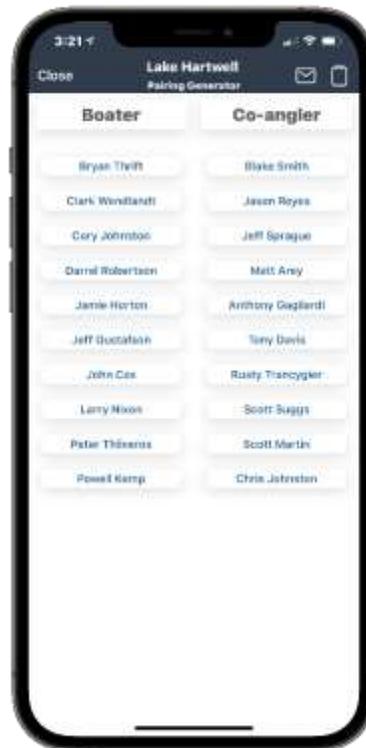
PROFILE PAGE

The Profile page allows users to update their information at any time. Your username cannot be modified after the account is created. If at any point you want to fully delete your Weighfish account and all your data, that can be done from this page as well.
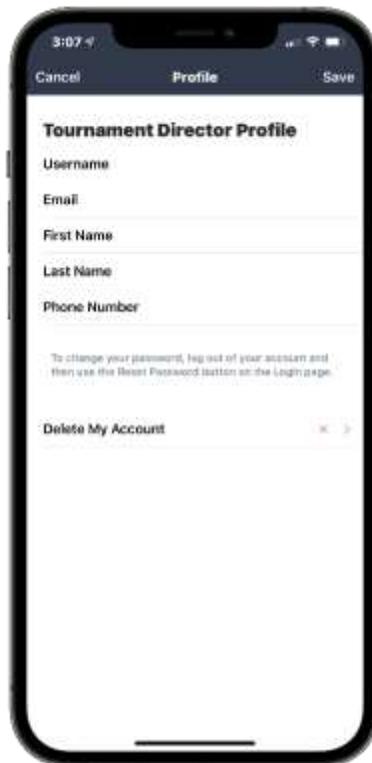
APP SETTINGS PAGE

The Settings page presents various account and website related information.

- **Manual Website Sync:** The app syncs automatically with the website so results are immediately visible. Here you will see the last time it was sync'd. You can click this button to re-sync but you don't normally have to.
- **Contact Weighfish:** Send us an email. We're happy to help with any questions or feedback.
- **Profile:** Edit your Tournament Director profile information.
- **Terms of Service:** Read the Terms of Service.
- **Privacy Policy:** Read the Privacy Policy.
- **Logout:** Logs the account out of the app. This will erase all local data stored in the app so make sure it has all been synced with the website first if any was entered while offline. Logging out is not necessary.