

# **Switch2 User Manual**

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## **User Manual Version 2.1.1.1**

This manual contains detailed information about the use and configuration of the **SWITCH® 2**.

**SWITCH® 2** scoring is the application used for complete management of the bowling lanes as well as other activities within the center.

This manual has been developed for both center administrators and center personnel.

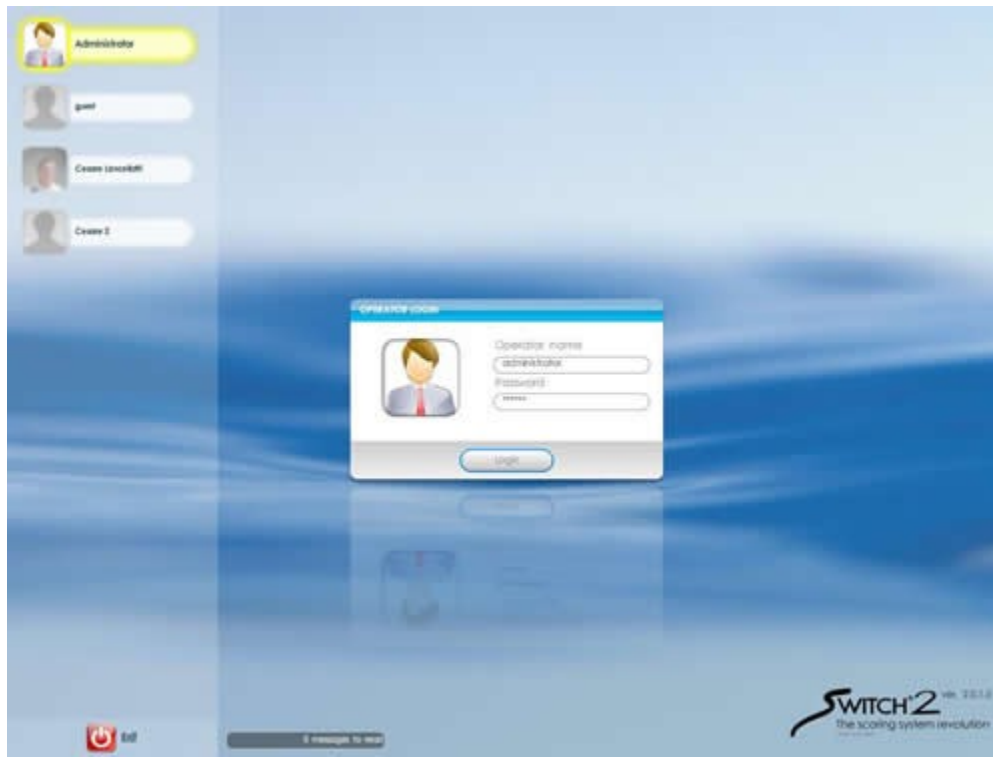
## Preliminary Information

### Terminology and Definitions:

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- by **SCREEN** we intend everything that is visible on the screen in question.
- by **WINDOW** we intend the partial view of a small screen on top of the main screen or a section of the screen which can be individualized separately from the main screen.
- by **ICON** we intend an image (usually a stylized design) of reduced size used to represent a specific area within the application.
- by **MENU** we intend a window within which a list of options is shown which can be opened and closed inside another open window.
- by **CLICK** we intend the pressure on the left mouse button when positioned on a specific point of the screen, or touching a specific area of the touch screen with your finger.
- by **DESKTOP** we intend the main SWITCH screen which appears when the operator first gains access to the system.

## Access Screen



This screen appears when the program has been launched and allows the operator to check in.

The operators are shown on the left hand side of the screen using icons.

To gain access click on the relative icon and insert your password.

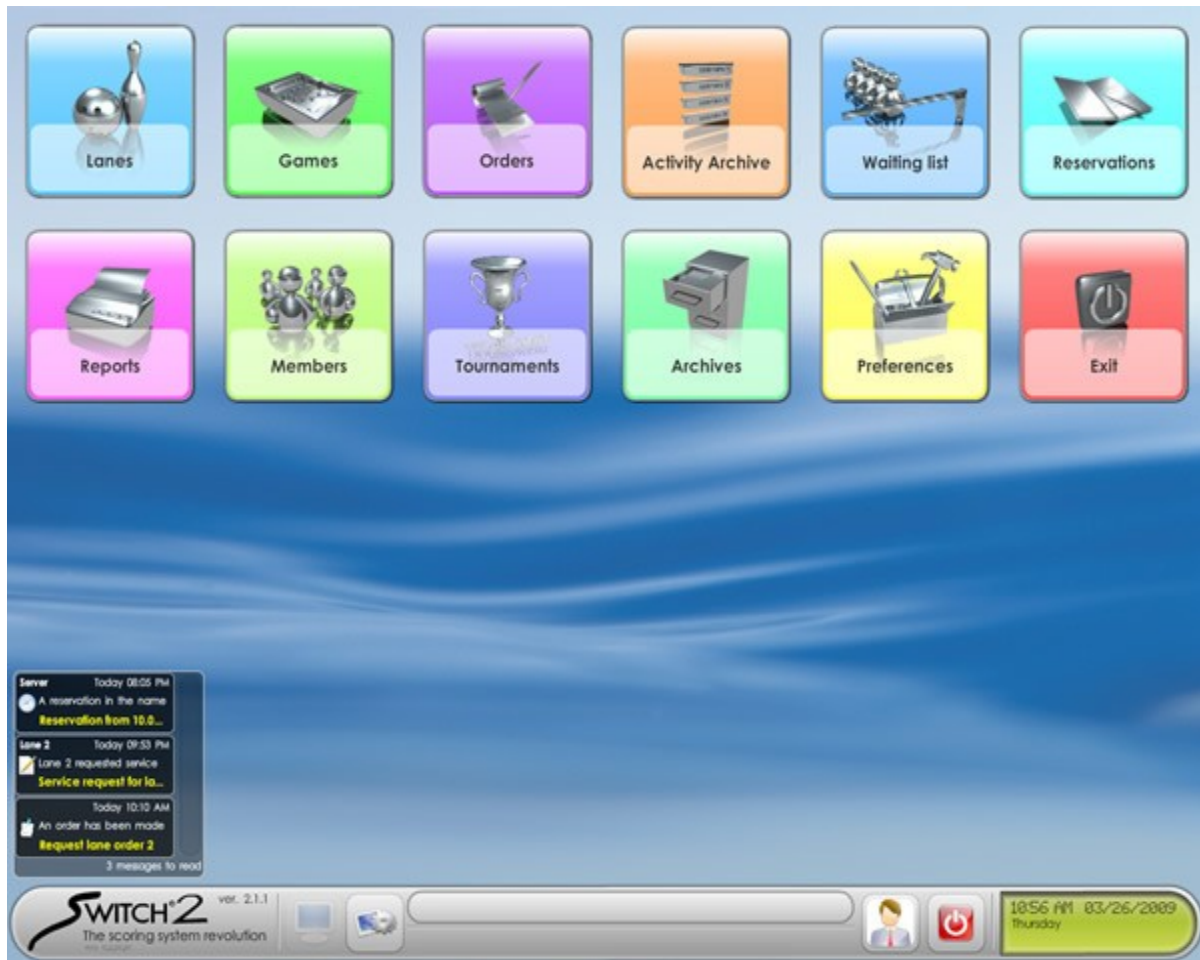
For information relative to adding or modifying operators see **USER DEFINITION**.

It is also possible to slide your operator entry card to gain access to the system, in this case no password is necessary.

The **EXIT** button at the bottom left of the screen allows you to close the program.

Any messages to read will appear on the right of the EXIT button.

## Desktop



The desktop is the screen which is opened once you have gained access to the program. The SWITCH® 2 system features are arranged in various windows which can be opened using the icons relative to each area.

### **Navigating in SWITCH 2:**

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With one click on an Icon the relative window will be opened.

When a window has been opened, the icons are arranged on the left side of the main screen in order to make room for the new window.





The window which is now open is highlighted with a revolving gear wheel; windows which are open but not currently visible are shown with a smaller static gear wheel.



To close a window click on the **CLOSE** button positioned at the top right corner of the window in question.

In case of stacked windows (one inside the other) it is possible to return to the previous screen by clicking on the **BACK** button positioned to the left of the **CLOSE** button.



### Navigation Bar:

The Navigation Bar is positioned at the bottom of the main screen and shows information and functions useful to the operator.

In some circumstances the navigation bar can be hidden, to visualize it click on the clock area at the bottom left corner of the screen.



Elements on the navigation bar from left to right:

- **SWITCH® 2 logo:** shows the SWITCH® 2 logo and the version number currently installed.
- **SHOW DESKTOP:** hides all the windows and moves the icon back to full screen.
- **PERSONALIZE DESKTOP:** allows you to personalize the DESKTOP area. For more information see [PERSONALIZE DESKTOP](#).
- **Navigation tree** (above): allows you to see the current position of the windows. Useful when multiple windows have been opened one inside the other.
- **LAST PAYMENT** button (below): shows the amount which was last taken at this station. Click on this icon to print a copy receipt.
- **USER CONNECTED** button: shows the operator currently on the system. Click on this icon to disconnect the current operator, the system will take you back to the [ACCESS SCREEN](#).
- **EXIT** button: allows you to enter the **EXIT** window.

## Personalize Desktop

This function allows you to exclude or re-order the icons used to access various areas within the system.

This will simplify the operators interface with the system, focusing on the icons used most often.



In the picture above shows the icons which you wish to visualize with a open eye at the bottom right corner of the icon in question, the icons showing a closed eye will be hidden from view.

To change icons order just drag it on desired position.

This setting can be saved to a specific station or even to each operator on a specific station based on their preferences or security level clearance.

## AVAILABLE ACTIONS

- **APPLY SETTINGS TO THIS OPERATOR ONLY:** assigns the setting to the specific operator, resulting on any station the operator signs onto.
- **APPLY SETTINGS TO THIS STATION:** assigns settings to this station only, which ever operator signs onto it.
- **CANCEL CHANGES:** cancels the changes before they are saved.
- **SHOW ALL ICONS:** shows all program icons and restore their original position.
- **RESTORE THE SETTINGS ON THIS STATION:** hides the icons previously selected during personalization.

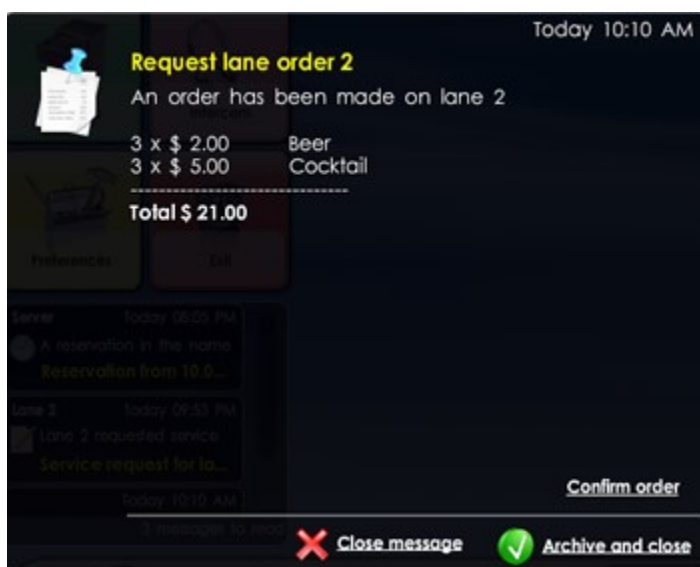
## Messages



Messages allow to communicate notes and warnings to operators; messages are automatically generated by the software or by requests from the lanes.

The message list is located in the lower left corner of the screen, and shows all received messages not yet archived. For information on visualization of received messages see [MESSAGE ARCHIVE](#) in [ARCHIVES](#).

To view a message click on it, the message box expands to allow to read the full content.



For each message it is shown:

- the icon related to the type of message. For information on types of messages see [Types of message](#) in **MESSAGE ARCHIVE**.
- Date and time of message creation.
- Title of the message.
- Content of the message.
- **CLOSE MESSAGE**: the button closes the current box. The message anyway remains in the list.
- **ARCHIVE AND CLOSE**: the button closes the box and archives the message.
- For some types of messages, it is possible to execute some operations with a proper button: for instance, for items ordered from a lane, it is possible to confirm the order. Note: some messages require to perform some operation before they can be closed, for RIAVVIA IL SERVER.

*The message box is visible also in the [ACCESS SCREEN](#). It is not possible to archive any message in this screen.*

# Lane Management

## Lane Management

To access: **LANE MANAGEMENT**



This is the main lane management window. The lanes are shown on a grid using icons. Click on an icon to select the lane. Click on an icon and drag the mouse over other icons with the left mouse button pressed to select multiple lanes. Use the CTRL or SHIFT to select lanes not in sequence. The selected lanes are shown with a blue border.

### Icon symbols:

There are a number of symbols within each lane icon, each of which has a particular meaning.



This icon shows that the lane is free, not in use.



This icon shows the lane is in use with Open play.

In this case the number of bowlers on the lane is shown, the number of frames bowled and the starting time of the game.



This icon shows a lane which is free but has an imminent booking scheduled to arrive. This label indicates to operators that they should not allocate the lane as the booking under the name 'James' is due to start play at 07:45pm. Click on the label to open the booking screen and start the game.



This symbol shows that the lane is being used in OPEN mode.



This symbol shows that the lane is being used in LEAGUE mode. Also known as 'cross over mode' in that the bowlers will bowl a frame on the left lane of a pair and the next frame on the right lane of the pair.



This symbol indicates that there is a TOURNAMENT in play on the lanes where it is shown.





This symbol shows that the lane is in use but that the credits are finished.

In this situation the bowlers will not be able to bowl and the message "ASK AT THE FRONT DESK TO CONTINUE" will appear.



Symbol which shows the lane is being opened, probably by another operator from another station.



Symbol which shows the lane was sold by the '**GAME**' so when the bowlers come to pay the system will count the number of games that have been played to calculate the amount due.



Symbol which shows the lane was sold by '**TIME**' so when the bowlers come to pay the system will count the minutes used to calculate the amount due.



Symbol which shows that the lane was sold in '**PRE-PAID**' mode, so the system has already calculated the amount due and charged the bowlers who paid before going to bowl.



Symbol which shows that there are communication problems between stations and the lane hardware. Place the mouse arrow on the exclamation mark and the system will show further details regarding the problem.

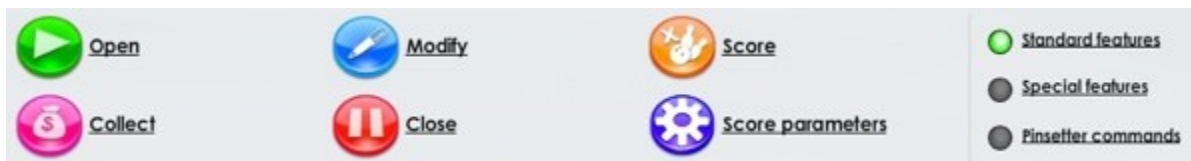
### Available Options:

A number of options and buttons are shown at the bottom of the screen; these can be used to act on the selected lanes.

The availability of buttons and functions depends on the 'state' of the selected lanes; if a button or function is not available this means the system has determined that the function can not be used on selected lanes at this time.

The functions are divided into three (3) groups which are shown on the right hand side.

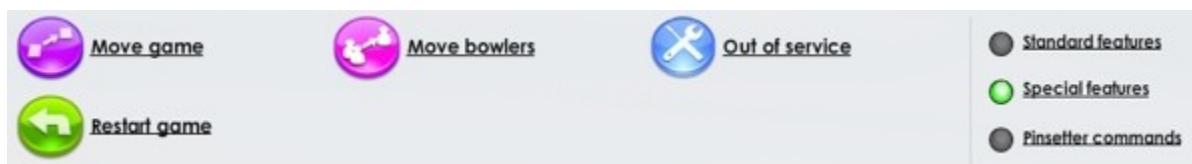
### STANDARD FEATURES



- **OPEN:** go to the [START NEW GAME](#) screen.
- **MODIFY:** go to the [MODIFY GAME](#) screen.

- **SCORE:** go to the [SCORES](#) screen.
- **COLLECT:** go to the [INCOME TABLE](#) screen.
- **CLOSE:** closes the game being played, if in post-paid mode goes to the [INCOME TABLE](#) screen.
- **SCORE PARAMETERS:** go to the [SCORE PARAMETERS](#) screen.

## SPECIAL FEATURES



- **MOVE GAME:** allows you to move a game from lane to another. This feature can be useful when you have a technical problem on a lane.

To move a game:

1. Click on the lane to be moved.
2. Click on the **MOVE GAME** button.
3. Click on the destination lane.

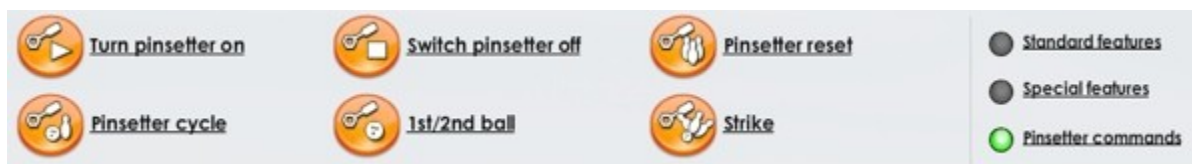
If the destination lane is being used, you will be asked to confirm lane movement; if you do the games will be swapped.

- **MOVE BOWLERS:** move to the [MOVE PLAYERS](#) window.
- **OUT OF SERVICE:** puts the lane 'out of service'. If the lane was already out of service the command will put the lane back in service..

When a lane is out of service the system does not allow bowlers to be placed onto the lane and the lane monitors display the 'out of service' symbol.

- **RESTART GAME:** allows you to interrupt the current game (even if not finished) and start a new game.

## PINSETTER COMMANDS



- **TURN PINSETTER ON:** sends the command to the selected lane.
- **SWITCH PINSETTER OFF:** sends the command to the selected lane.
- **PINSETTER RESET:** sends the command to the selected lane for the pinsetter to set down a full rack of pins.
- **PINSETTER CYCLE:** sends a cycle command to the selected lane.
- **1st / 2nd BALL:** sends the command to the selected lane to change from 1st to 2nd ball or vice versa.
- **STRIKE:** sends a strike cycle command to the selected lane.

**It is VERY important to make sure there is nobody near or on the pinsetters BEFORE you send the command...**

#### **GLOW LIGHT**

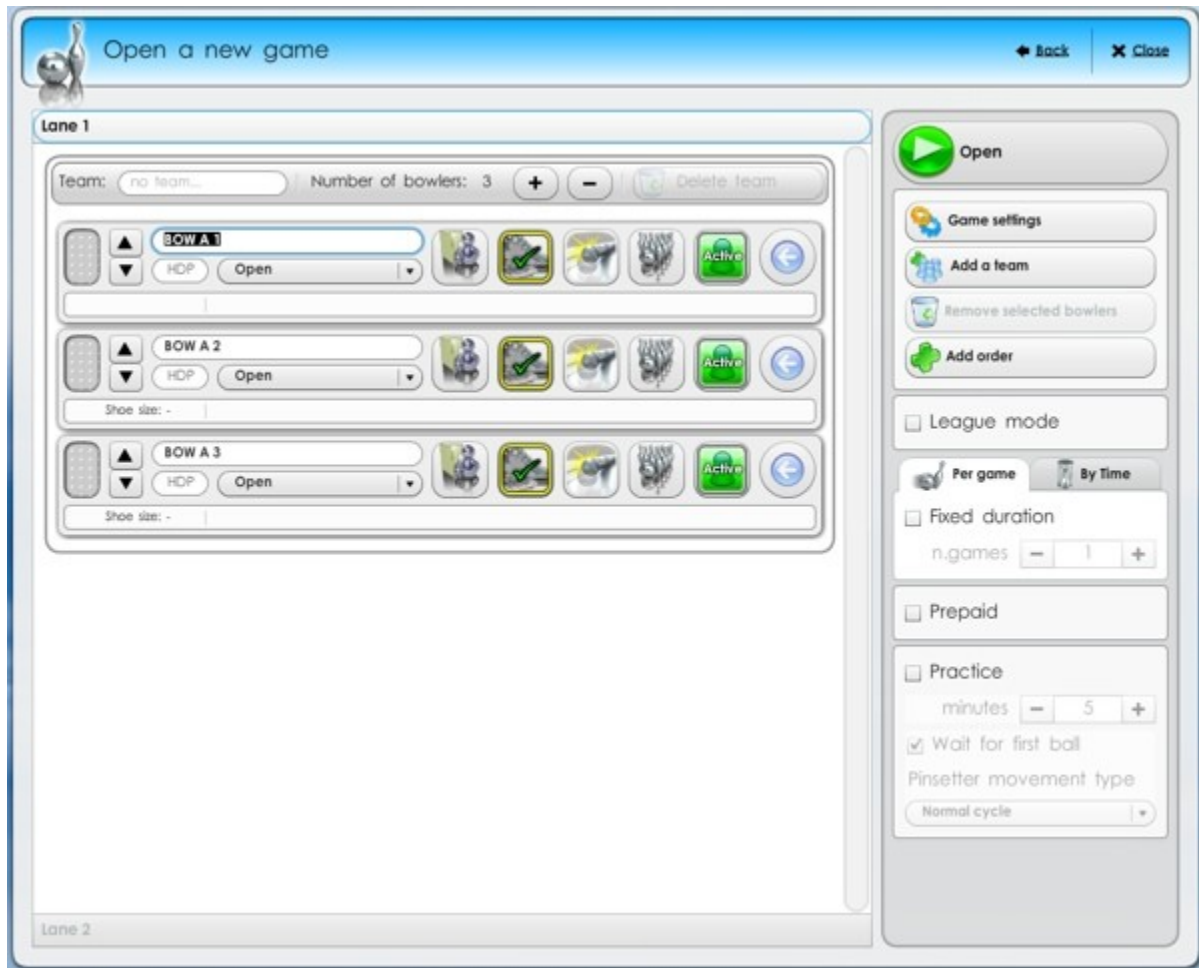


Allows you to activate the 'glow lights' on the selected lanes.

The availability of this feature depends on the hardware installation in the center and is controlled on the [LANE SETTINGS](#) window.

## Start New Game

To access: [LANE MANAGEMENT](#) -> **START NEW GAME**



This window allows you to start a new game of bowling.

The left side of the window shows the space for entering bowlers, the right side of the window a series of buttons and options which allow you to define all the characteristics of the game.

On the top left you will see the number of the lane you are about to open, for league mode, it is possible to open, by clicking on the bar below, the second lane on the pair at the same time.

Each lane will accept a maximum of 12 bowlers who can be divided into a maximum of 3 teams.

To add new bowlers click on the **(+)** button shown on the team box. It is also possible to add bowlers simply by clicking on the **ENTER** key on the keyboard after you enter each bowlers name.

To remove bowlers click on the **(-)** button.

To add a new team click on **ADD NEW TEAM** and insert the new team name.

To remove a team click on the **DELETE TEAM** button found on the team box to be removed. It is not possible to remove the first team.

## Bowler box

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Each bowler entered will have their own box, on which you can set various options for each bowler.

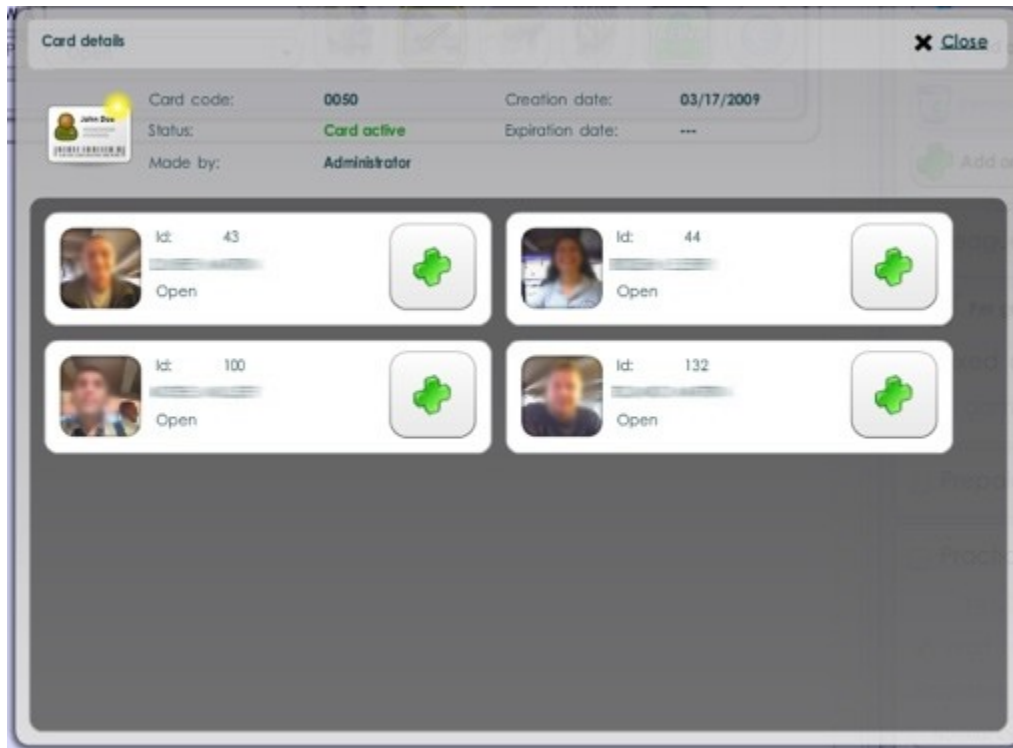


- The grey area to the left allows you to drag the bowler to another position on the line up or even to another team.
- The **UP** and **DOWN** arrows allow you to swap the position of the bowler with bowlers next to them.
- The **BOWLER NAME** field allows you to enter the chosen name or nickname.
- The **HDP** field allows you to specify the bowler handicap.
- The menu positioned under the bowler name allows you to specify the rate to be used for this bowler. The rate shown by the system is the one set as default in the rate section. For more information on default rates go to [DEFAULT RATE SETTINGS](#).
- The **BOWLER FROM ARCHIVE** button allows you to insert a bowler from the archive by entering the [SELECT A PLAYER](#) window.
- The **SHOE** button allows you to indicate whether the bowler has rental shoes and socks or not. This action can be set to automatic in the [ADVANCED SETTINGS](#) section.
- The **BUMPER** button allows you to activate the bumper feature during the bowlers turn to throw.
- The NO-TAP button allows you to recall the [NO-TAP SELECTION](#) window.
- The **PLAYER STATUS** allows you to recall the [PLAYER STATUS](#) window.
- The **SELECT** button allows you to select the bowler.
- In the white section under the box it is possible to insert the shoe size for the bowler. This function can be useful when placing the bowler on the [WAITING LIST](#).

## **Adding bowlers using the magnetic membership cards**

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Swipe a magnetic card assigned to one or more bowlers to gain access to the relative screen.



This window shows the list of bowlers to which the card has been assigned. Simply click on the (+) key next to the bowlers you want to insert.

## **AVAILABLE ACTIONS**

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- **OPEN:** opens a game and exits the screen. If the Pre-Paid mode has been selected the [INCOME TABLE](#) will be opened.
- **GAME SETTINGS:** will take you to the [SCORE PARAMETERS](#) window.
- **ADD TEAM:** adds a new team to the game.
- **REMOVE SELECTED BOWLERS:** removes selected bowlers from the game.
- **ADD ORDERS:** opens the [ORDER MANAGEMENT](#) window allowing you to add articles to the game being opened.
- **LEAGUE (CROSS OVER) MODE:** activates the league mode in which bowlers use a pair of lanes playing one frame on one and the next on the other lane. In this case it

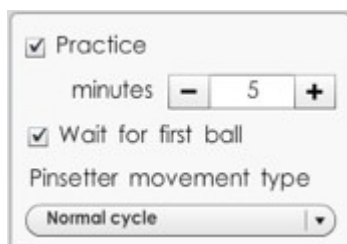
will be possible to open the second lane and add teams or bowlers. Click on the bar at the bottom or the top of the window.

- **PAYMENT MODE:** allows you to select the charging method for the game, (**BY GAME**) or (**BY TIME**).
  - **BY GAME MODE:**
    - **FIXED DURATION:** indicates that the number of games to be played is decided at the start.
    - **NUMBER OF GAMES:** number of games to be played.
  - **BY TIME MODE:**
    - **FIXED DURATION:** indicates that the length of time to be played is decided at the start.
    - **TIME CALCULATION:** activates the automatic calculation of time based on the number of games and the number of bowlers.
    - The calculation is based on the settings within the **GAME DURATION IN MINUTES** defined in the [ADVANCED SETTINGS](#) window.
    - **NUMBER OF GAMES:** number of games to be played. This option is active if the **TIME CALCULATION** is active.
    - **MINUTES:** game duration expressed in minutes.
- **PRE-PAID:** enables the Pre-Paid mode which allows you to take payment before the start of the game.  
Each article added to a lane opened in Pre-Paid mode will be charged for at the time of sale.

*Note: it is possible to change the payment mode on each lane as it is opened. To do this see **GAME OPENING PREDEFINED MODE** in [ADVANCED SETTINGS](#).*

## ACTIVATE PRACTICE THROWS

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☒ Practice  
 minutes - 5 +  
☒ Wait for first ball  
 Pinsetter movement type  
 Normal cycle ▼

Allows you enable practice throws on the game.

- **MINUTES:** indicates the length of time in minutes for practice.
- **WAIT FOR FIRST THROW:** indicates to the system whether to start practice time when the lane is opened or to wait for the first throw.
- **PINSETTER MOVEMENT TYPE:** indicates the type of practice throws, the choices are:
  - **STRIKE CYCLE:** the pinsetter sets 10 pins after each throw.
  - **NORMAL CYCLE:** the pinsetter cycles after each ball as normal.
  - **NO CYCLE:** the pinsetter does not cycle.



## Modify Game

To access: [LANE MANAGEMENT](#) -> **MODIFY GAME**

The screenshot displays the 'Modify game' window. At the top, there's a title bar with a bowling ball icon and the text 'Modify game', along with 'Back' and 'Close' buttons. Below the title bar, the interface is split into two main areas. The left area, labeled 'Lane 1', contains a 'Team' dropdown (currently 'no team...'), a 'Number of bowlers' field (set to 3) with '+' and '-' buttons, and a 'Delete team' button. Below this, there are three bowling ball entries: 'BOW A 1', 'BOW A 2', and 'BOW A 3'. Each entry has a lock icon, a dropdown menu (currently 'HDP'), an 'Open' button, and a set of icons representing different bowling actions. Below each ball entry, there are four statistics: 'Purchased frames: -', 'Played frames: 0', 'Remaining frames: -', and 'Paid frames: 0'. The right area, labeled 'Game details', contains a list of buttons: 'Refresh', 'Change lane settings', 'Modify game', and 'Add order'. Below these buttons, there's a summary of game details: 'Game mode: Open', 'Duration: variable', 'Payment: per game', and 'Played games: 1'.

This window allows you to modify a game of bowling which has already started.

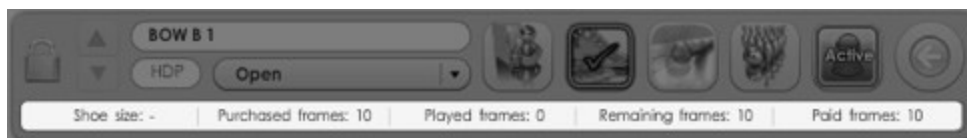
To begin with it shows you information relevant to the game status.

On the left you will see the teams and bowlers in play, while on the right you have a number buttons are available along with a summary about the game mode.

In this phase the game data can not be modified and the game on the lane is still being played, to make changes you need to press the **MODIFY** button.

### **BOWLER DETAILS:**

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Bowler status information is shown on the white part of the task bar at the bottom of the screen:

For payment **BY GAME**:

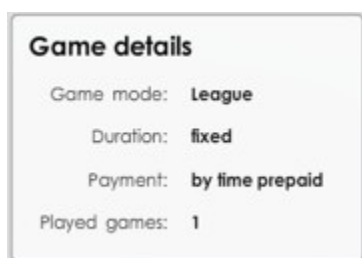
- **Frames purchased**: number of frames assigned to the player when lane was opened.
- **Frames played**: number of frames actually played by the bowler.
- **Frames remaining**: difference between frames purchased and those already played.
- **Frames paid**: frames already paid by bowler.

For payment **BY TIME**:

- **Minutes purchased**: minutes assigned to the player when lane was opened.
- **Minutes played**: number of minutes actually played by the bowler.
- **Minutes remaining**: difference between minutes purchased and those already played.
- **Minutes paid**: minutes already paid by bowler.

## GAME DETAILS:

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The GAME DETAILS box shows information on the current status of the game.

- **Game mode**: Open or League (cross over).
- **Duration**: indicates if the game has a fixed or variable length.
- **Payment**: indicates the payment mode, **BY TIME** or **BY GAME**, in **PRE-PAID** or in **POST-PAID**.
- **Games bowled**: indicates the number of games bowled.

#### **AVAILABLE ACTIONS:**

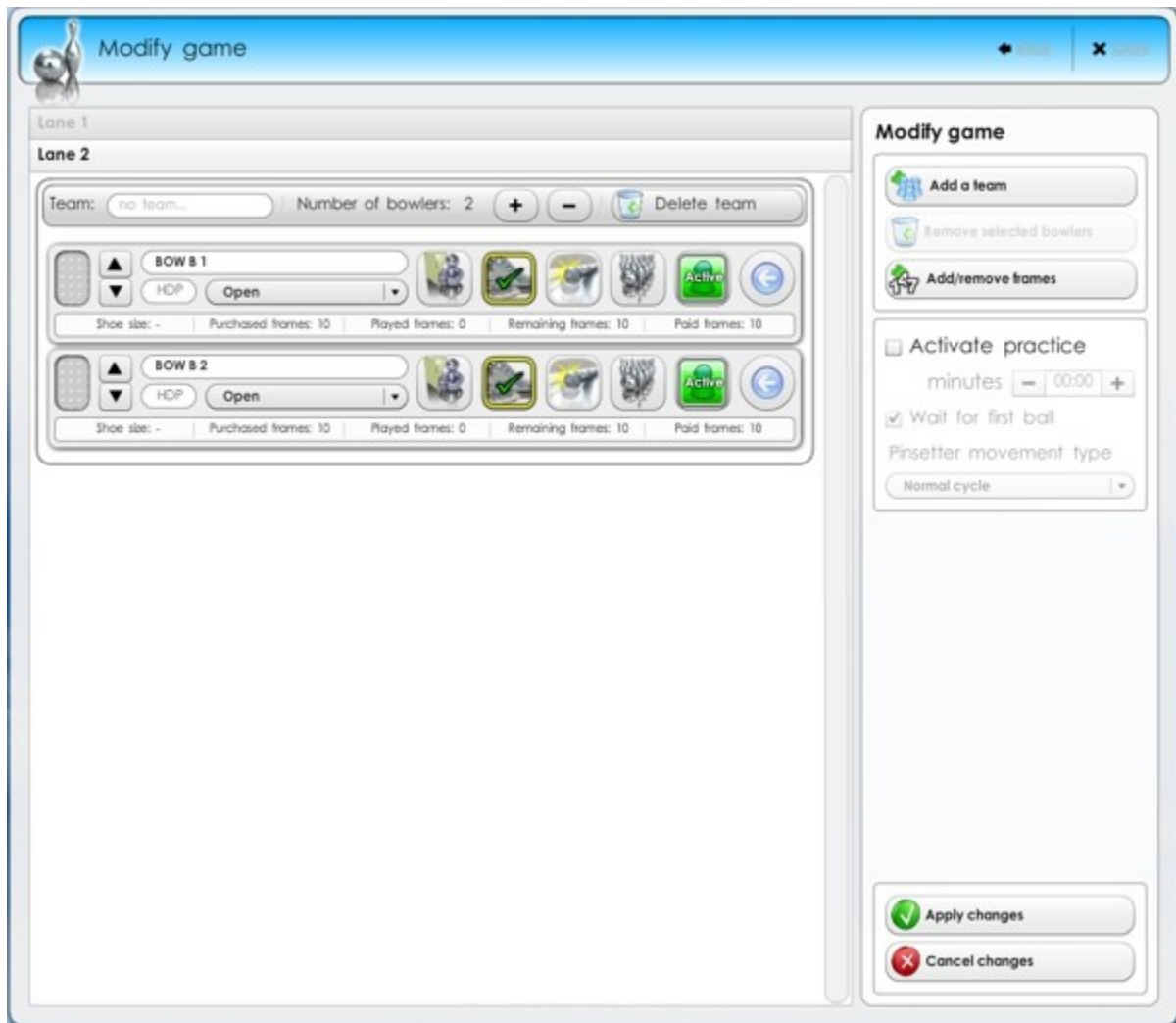
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- **UPDATE:** updates the game data.
- **CHANGE LANE SETTINGS:** takes you to the [SCORE PARAMETERS](#) window.
- **MODIFY GAME:** enables you to modify the game, during this operation the game on the lane is stopped.
- **ADD ORDER:** opens the [ORDER MANAGEMENT](#) window allowing orders to be added to the game.

#### **MODIFY GAME:**

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Once the MODIFY GAME button is pressed it is possible to proceed with the required changes.



It is important to note that the lane will be put on pause until the changes are complete.



At this stage it is possible to add players to teams, modify names and player settings for those already inserted.

For information on possible changes to players and teams see [START NEW GAME](#).

#### **AVAILABLE ACTIONS:**

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- **ADD TEAM:** adds a new team to a game.
- **REMOVE SELECTED BOWLERS:** removes selected bowlers from the selected game.
- Attention: it is not possible to remove bowlers who have played; this button is for removing bowlers who have just been inserted.
- If you need to remove a bowler from a game you should use the **BOWLER EXCLUDED FROM GAME** option in the [PLAYER STATUS](#) window.
- **ADD/MODIFY TIME/FRAME:** this button is only available for 'fixed duration' games. Pulls up the [ADD AND DISTRIBUTE PLAYERS CREDITS](#) window.
- **ACTIVATE PRACTICE THROWS:** allows you to activate the practice throws. For information on practice throw parameters see [ACTIVATE PRACTICE THROWS](#).
- **APPLY CHANGES:** confirms the changes made. If bowlers have been added, in pre-paid mode, the [INCOME TABLE](#) will be opened.
- **CANCEL CHANGES:** cancels the changes made and returns to the previous state of play.

## Score Parameters

To access: [LANE MANAGEMENT](#) -> **SCORE PARAMETERS**

This window allows you to modify the on lane graphics and the bowler console settings.

The lane or lanes selected are shown at the top of the screen, the lanes which will be affected by the changes.

When modifying multiple lanes some of the settings may vary from lane to lane, these will be shown in orange.

The window is divided into three main areas.

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### SCORE ASPECT:

Allows you to determine the look of the score grids and graphics on the lanes..

- **Graphic score theme:** allows you to select the graphic theme to use on the lanes, colour and style. For information on available themes see [GRAPHIC THEME SELECTION](#).
- **Show animations:** allows you to activate the use of animations during play on lanes.
- **Animation group:** allows you to select a group of animations to show. For information on group settings see [ANIMATION GROUP DEFINITION](#).

#### **OTHER SETTINGS:**

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Allows you to define other aspects tied to the visualization on lane monitors.

- **Lane language:** allows you to select which language to use on lane menu screen.
- **Detect foul:** activates the foul line signal.
- **Show cumulative totals:** activates or de-activates the visualization of cumulative totals for multiple games.
- **Show bowler photo:** activates or de-activates the visualization of bowler photos on lane monitors. To define bowler photo settings see [MEMBERS ARCHIVE](#).
- **Show ball speed:** activates or de-activates the visualization of ball speed on lane monitors.
- **Ball speed units:** allows you to select between miles per hour (mph) and Kilometers per hour (kmh).

#### **BOWLER CONSOLE FUNCTIONS:**

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- **Activate console interface:** indicates whether to activate console functions or not. If this option is not active, none of the other functions will be available.
- **Allow addition/removal of bowlers:** activates or excludes the bowler modification screen on the bowler console.
- **Allow score correction:** activates or excludes the score correction screen on the bowler console.
- **Allow game re-start:** activates or excludes the game re-start function on the bowler console.

- **Allow mechanic call:** activates or excludes the mechanic call function.
- **Allow service call:** activates or excludes the waiter service call function.
- **Allow bar orders:** activates or excludes the window from which to order items from the bar directly on the bowler console.
- **Allow lane graphic theme change:** activates or excludes the window for graphic theme selection directly on the bowler console.

#### **AVAILABLE ACTIONS**

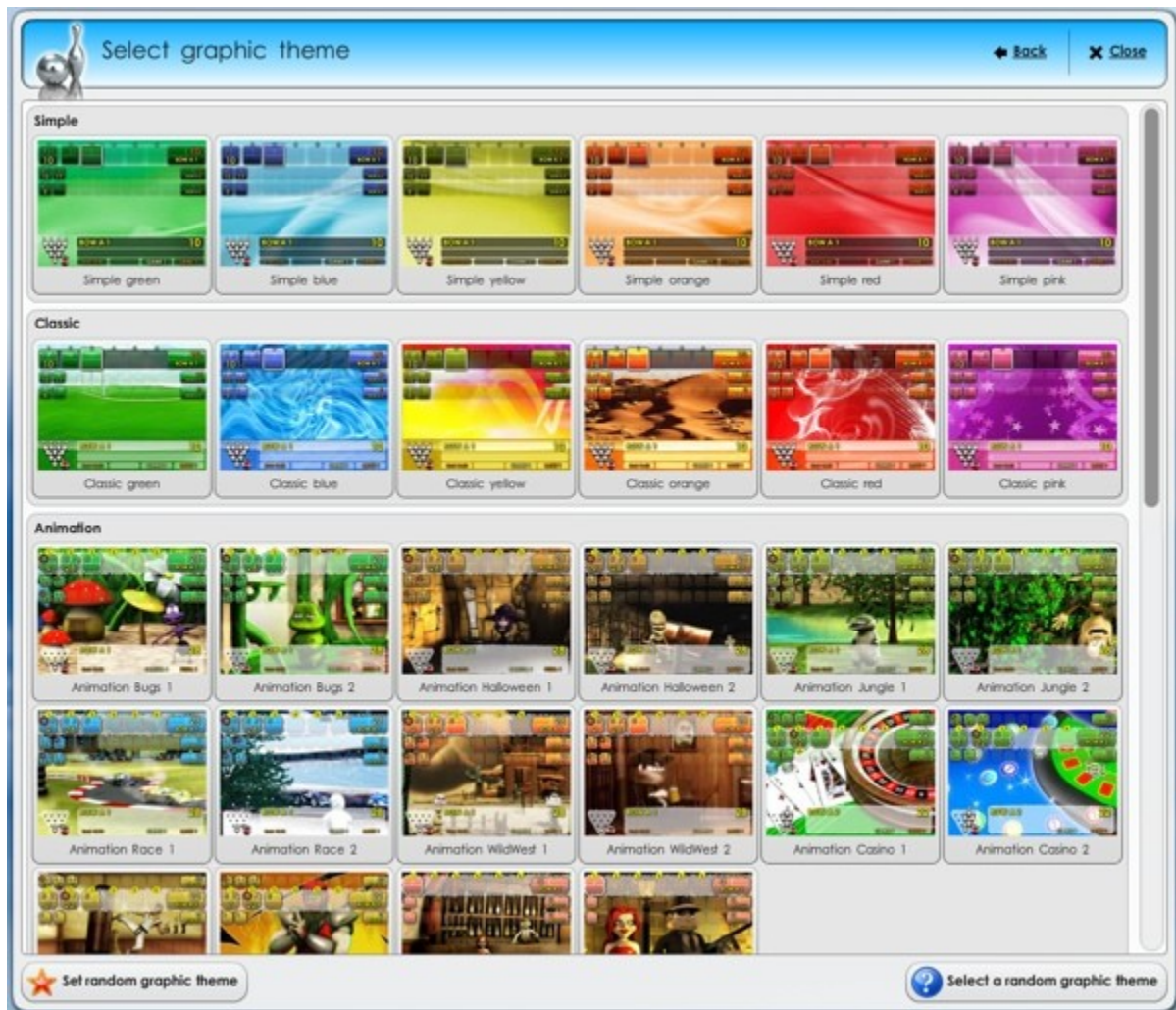
---

- The **SET THESE PARAMETERS AS DEFAULT** saves the settings so that the next lanes opened use these parameters.
- The **APPLY** confirms the changes and exits.
- The **CANCEL** button exits without saving the changes.



## Graphic Theme Selection

To access: [LANE MANAGEMENT](#) -> [SCORE PARAMETERS](#) -> **GRAPHIC THEME SELECTION**



This window allows you to select the graphic theme to use as background on the lane monitors when lanes are opened, the same theme will be used on bowler console monitors where present.

The various graphic themes are organized by theme on a grid.

To view all the themes use the lateral scroll bar.

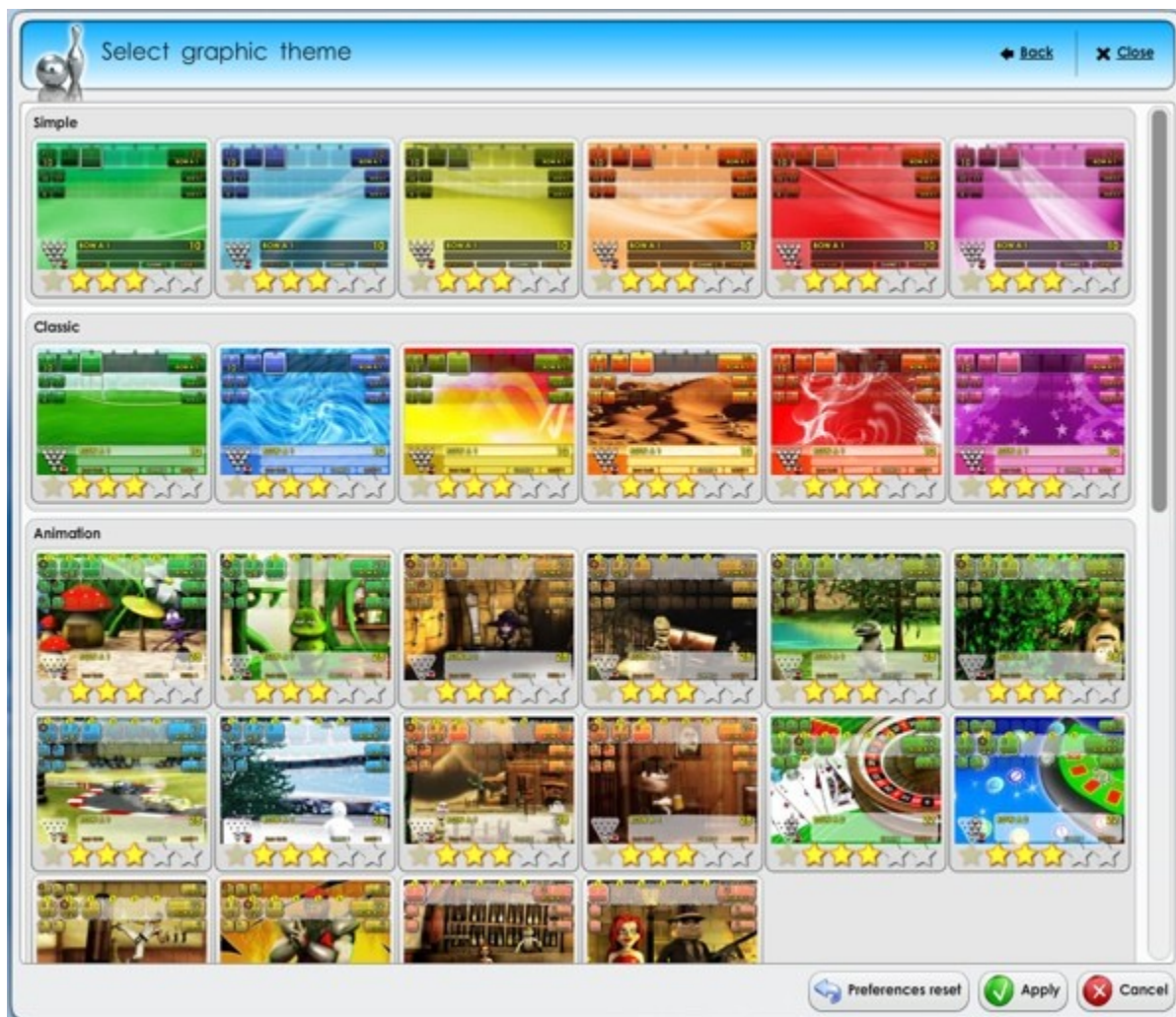
To select a theme simply click on the image.

The **SET RANDOM GRAPHIC THEME** button allows you to instruct the computer to select random themes.

## ASSIGNING PREFERENCES FOR GRAPHIC THEMES

The **SET RANDOM GRAPHIC THEME** button allows you to instruct the computer to use the selected themes more often.

When you click on the button a line of stars appears under each theme.



Click on the stars to show your preference for themes, the more stars the more often the system will use the theme.

5 stars show that the theme is greatly preferred so the system will use that theme most often.

1 star shows that the theme is not very popular and so the system will use rarely use it.

If you do not want a theme to be used at all simply click all the stars to grey.

The **PREFERENCES RESET** button will set the stars to the factory default of 3 for all themes.

The **APPLY** button confirms changes and exits.

The **CANCEL** button exits without saving changes.

## Scores

To access: [LANE MANAGEMENT](#) -> **SCORES**

The screenshot shows a 'Game score' window with a blue header bar containing a bowling ball icon, the title 'Game score', and 'Back' and 'Close' buttons. The main area contains a table of bowling scores for four bowlers (BOW A 1 to BOW A 4). The table has columns for individual frame scores, a total score, and a game number. Some scores are circled in red: '7' in the 7th frame of BOW A 1, '7' in the 7th frame of BOW A 2, and '8' in the 8th frame of BOW A 4. To the right of the table is a 'Score filters' panel with checkboxes for 'Show all games' and 'Show all bowlers', a 'Game' selector set to '1', and a dropdown menu showing 'BOW A 1'. Below the filters is a 'Functions' panel with a checked checkbox for 'Stop play during correction' and two buttons: 'Refresh' and 'Print'.

Frame	1	2	3	4	5	6	7	8	9	10	Total	Game
BOW A 1	5	8	4	4	4	2	7				46	1
BOW A 2	3	2	F	9	7	2	X				46	2
BOW A 3	5	3	X	X	F	8	5				54	3
BOW A 4	8	1	5	1	7	6	3				40	4

This window allows you to make score corrections.

The window shows the current scores on the right and a number of options and command buttons on the left.

### SCORE FILTERS:

- **SHOW ALL GAMES:** allows you to view all games played on one page. If the page is full use the lateral scroll bar to view hidden games.
- **GAME:** allows you to select the game to view. The system will show the last game bowled, but it possible to correct the scores of previously played games.
- **SHOW ALL BOWLERS:** allows you to view the scores of all players together.

- **PLAYER:** allows you to select the scores to view based on the player.

#### **FUNCTIONS:**

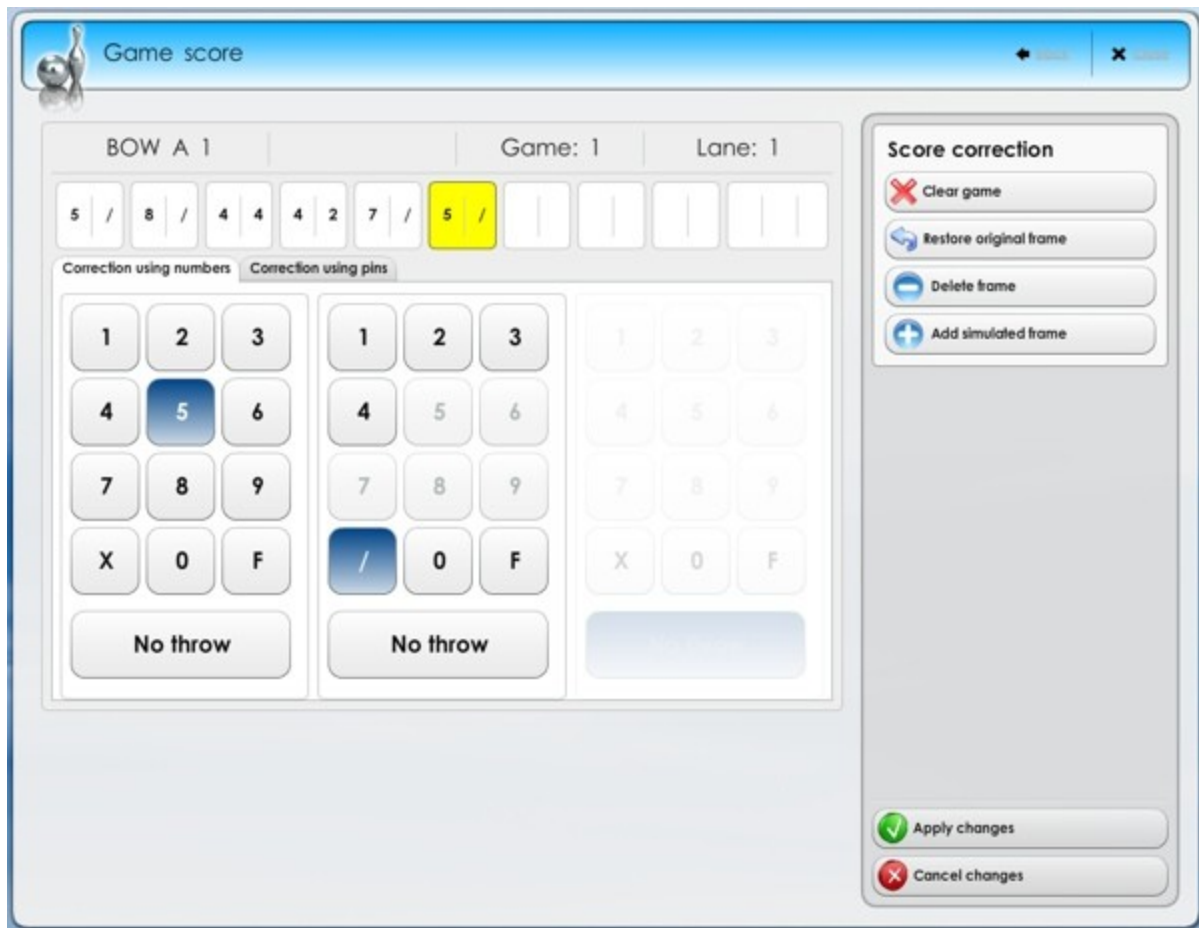
---

- **STOP PLAY DURING CORRECTION:** defines whether the game should be stopped during correction. This feature is active to start with and allows you to show the bowlers on the lane the 'game stopped' message, during correction. It is possible to turn this feature off, in this case the game on the lane may continue during the correction process. If the system detects that during the correction process the scores on the lanes have changed, the system will ask permission to overwrite the scores with the most up to date data.
- **UPDATE:** refreshes the data if the scores have changed.
- **PRINT:** calls up the [NEW REPORT](#) screen to allow score printing.

#### **Making a score correction:**

---

To correct a score click on the desired frame.



A score correction window appears showing the score grid to be corrected above and the frame to be corrected highlighted in yellow.

Underneath the grid you will see the score panels for the frame in question.

It is possible to correct scores in two (2) ways, a faster method using numbers on a panel and a slower but more precise method using the actual pins.

### **CORRECTION USING NUMBER**

This is the faster of the 2 methods showing only the final score on each ball.

The frame is divided into 2 small number keypads (3 for 10th frame correction) one for each ball.

To correct the score simply click on the result for each ball.

The **NO PINS DOWN** button allows you to delete the throw so that it can be taken again. This option is only available for the last throw.

### **CORRECTION USING PINS**



The screenshot shows the 'Lane Management' software interface. At the top, it displays 'BOW A 1', 'Game: 1', and 'Lane: 1'. Below this is a score entry row with ten boxes. The first seven boxes contain the scores '5 / 8 / 4 4 4 2 7 /', and the eighth box is highlighted in yellow with '5 /'. Below the score row are two tabs: 'Correction using numbers' and 'Correction using pins'. The 'Correction using pins' tab is active. It contains three panels for 'First ball', 'Second ball', and 'Third ball'. Each panel has a checkbox at the top (checked for First and Second balls, unchecked for Third ball), a bowling pin diagram, two buttons ('All pins down' and 'No pins down'), and a 'Foul' checkbox at the bottom. The 'All pins down' and 'No pins down' buttons are active for the First and Second balls but disabled for the Third ball.

This second method requires the scores to be corrected using the pins actually knocked down or standing as the case may be.

The frame is divided into 2 pin decks (3 for 10th frame correction), one for each ball.

To correct a score click on the actual pins to indicate if they are still standing or knocked down.

The First ball and Second ball options allow you to add or remove a throw.

The **ALL PINS** button allows you to show that all pins have been knocked down.

The **NO PINS DOWN** button allows you to indicate that no pins have been knocked down.

The **FOUL** option shows that a foul was committed on that throw.

### OTHER CORRECTION FUNCTIONS

- **CLEAR GAME:** allows you to delete all the frames and scores bowled in the game.
- **RESTORE ORIGINAL FRAME:** allows you to delete the corrections made to the selected frame and show the original scores as detected by the system.
- **DELETE FRAME:** allows you to delete the selected frame.
- **ADD SIMULATED FRAME:** allows you to add a frame with random scores. This function can be useful in carrying out some tests on the lane.

*Attention: if during the score correction process frames are deleted, the system will ask for an explanation, this explanation will be recorded and shown on the operator reports.*

## Move Players

To access: [LANE MANAGEMENT](#) -> **MOVE PLAYERS**

**Move bowlers**

← Back    X Close

Lane: **Lane 1**    Payment: Postpaid per game

Bowler name	N. Games
BOW A 1	3
BOW A 2	3
BOW A 3	3
BOW A 4	3

→    ←

Lane: **Lane 6**    Payment: Empty lane

Bowler name	N. Games

Drag bowlers from one lane to the other and click on Apply when done

✓ Apply    X Cancel

This window allows to transfer players from a lane to another lane.

This window shows on the left the players starting lane (the lane selected when this function had called) and on the right part the destination lane (not yet assigned).

To transfer the players select the destination lane from the right **LANE** menu.

Each lane shows the status and the payment mode (PREPAID/POSTPAID, PER GAME/BY TIME).

It is possible to transfer players between games of the same kind. It is not allowed to move a player from a POSTPAID to a PREPAID game.

It is also possible to move players on a closed lane, if done, the lane will be automatically opened.

If all players are transferred to another lane, the lane without players will be automatically closed.

### To transfer a player:

- Select the player.



- Press (->) or (<-) key to transfer to the right or to the left lane. It is also possible to drag the players with the mouse, in this case it is possible to change the players position.

The **APPLY** button confirms the changes and exit the window.

The **CANCEL** button cancels all changes made and exit the window.

## Enable NO-TAP

This window allows the activation of the **NO-TAP** function for the selected player.

This window opens with **NO-TAP** button located in the player box, from [START NEW GAME](#) and [MODIFY GAME](#) windows.



NO-TAP playing mode allows to count as a Strike any shot that pulls down a number of pins equal or higher than the preset value.

To preset a NO-TAP value, click on desired number.

**NO-TAP DISABLED** button, disables the option.

## Player Status

This window allows to select some options for the bowler status on a lane.

This window can be opened from the **CHANGE PLAYER STATUS** in the player box , from **START NEW GAME** and **MODIFY GAME** window.



### AVAILABLE OPTIONS:

- **ACTIVE PLAYER:** this option is selected by default, the player is a real person and will start to play immediately.
- **EXCLUDE PLAYER:** the player is present but does not play. The player may play later.
- **AUTOMATICALLY ACTIVE FROM NEXT GAME:** the player will be automatically activated at the beginning of the next game.
- **AUTOMATIC PLAYER:** the player is not a real person but it is controller by the computer, this function is called **ROBOT**.

The **ROBOT** function is useful when a bowler wants to train but has no bowling buddy to play with.

The skill level allows to select the kind of ROBOT ability.

Each level correspond to a game with an average number of pins that starts from 80/90 for level 1 up to 200/220 for level 5.

Each level is represented by the ROBOT player image, each level shows a different picture

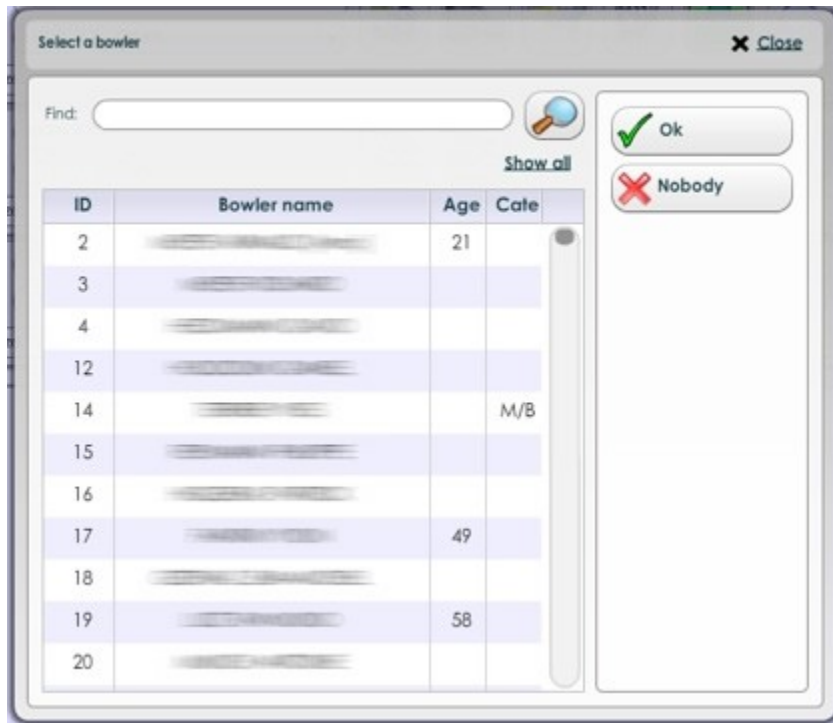
The ROBOT players are not computed for the total amount to cash.

- **BLIND:** available only for tournament games, it indicates that a player is absent, it is then possible to use a default value (average) for the player.  
When the bowler shows up, it is possible to disable this option.

## Select a Player

This window allows to recall a player stored in the **MEMBERS ARCHIVE**.

This window can be opened by clicking on the **SELECT A PLAYER FROM ARCHIVE** icon in the player box, from **START NEW GAME** and **MODIFY GAME** windows.



The window shows the list of all players stored in the archive and allows to quickly find the player required typing the first name, last name or even of the nick name initials in the **FIND** field.

It is also possible to type the **ID** number assigned to the player.

The **SHOW ALL** button removes the filter and shows all players.

Once the player has been found, just select him and press the **OK** button.

The **NOBODY** button consents to close the window without selecting any player.

## Add and Distribute Players Credits

This window allows to add and to distribute frames or minutes between players in a game.

This window can be opened by clicking on the **ADD/REMOVE TIME/FRAMES** button from the **MODIFY GAME** window.

It is possible to identify four different situations depending on the payment mode or on a specific preference.

### ADD NEW FRAMES TO PLAYERS:

Bowler name	Frames available from before	Frames available after	Added frames	Remaining games
BOW B 1	10	-10 - 10 + +10	0	1
BOW B 2	10	-10 - 10 + +10	0	1

Total frames added: 0

Add frames to allow bowlers to finish together

Apply changes Cancel changes

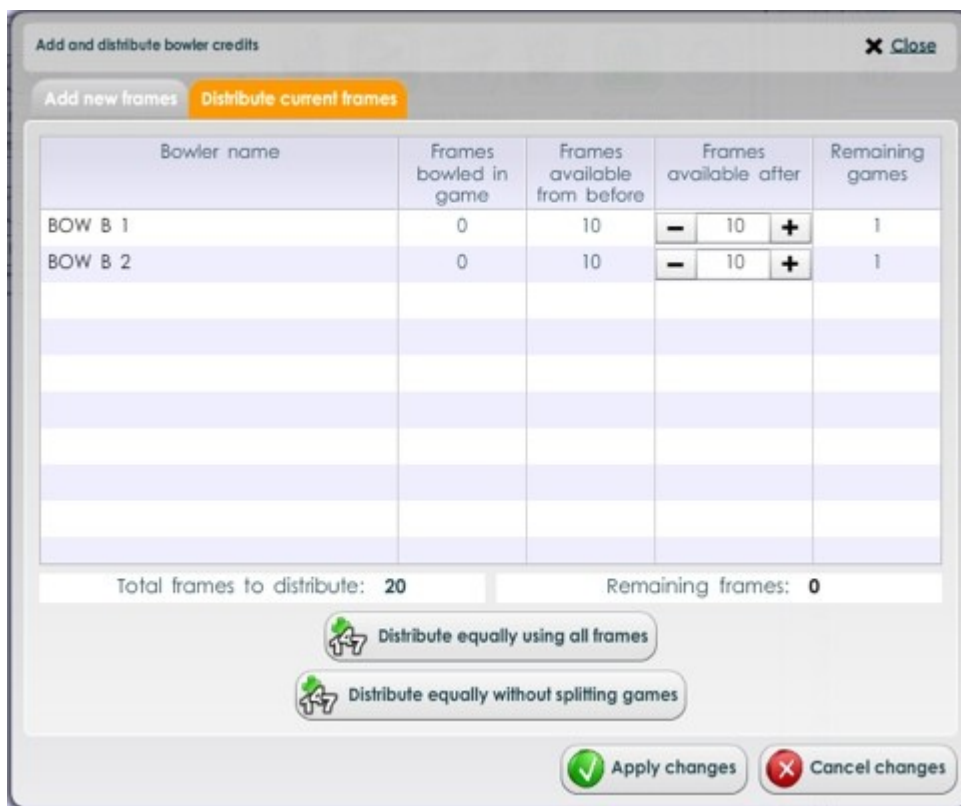
The following window shows for each player:

- The player's name.
- The available frames before any modification.
- The available frames after the modification. It is possible to use the **-10**, **-**, **+** and **+10** buttons, to add or remove full games or single frame.
- Added frames.
- Remaining game to play for each player.

Lower in the window, it is possible to see the total number of added frames.

The **ADD FRAME TO ALLOW PLAYERS TO FINISH TOGETHER** button executes an automatic calculation and assigns to players a proper amount of frames that consents them to finish the game all together. This button is useful when a player has been added and he want to play until all players finish.

### DISTRIBUTE CURRENT FRAMES:



Bowler name	Frames bowled in game	Frames available from before	Frames available after	Remaining games
BOW B 1	0	10	- 10 +	1
BOW B 2	0	10	- 10 +	1

Total frames to distribute: 20      Remaining frames: 0

This window shows, for each player:

- The player's name.
- The frames already played.
- The available frames before modification.
- The available frames after modification. It is possible to use the - and + buttons to add or remove frames.
- Games left to play for each player.

On the bottom of the windows it is possible to read the total number of frames to distribute and remaining frames, which have not been assigned to any player.

During this operation, it is not possible to add new frames to the players, anyway it is possible to remove frames from a player and add them to another player.

In order to speed up the distribution operations there are 2 buttons available:

Button **DISTRIBUTE EQUALLY USING ALL FRAMES** automatically calculates and distributes available frames between all players, to allow them to finish the games all together. This button is useful when a new player is added without buying more games.

Button **DISTRIBUTE EQUALLY WITHOUT SPLITTING GAMES** the function of this button is similar to the previous one, the difference is that it will pay attention to avoid to split the games.

Attention: it is possible that some frames will not be assigned after using this button.

### **ADD NEW TIME TO PLAYERS:**

Bowler name	Minutes available from before	Minutes available after	Added minutes
BOW A 1	15:00	15:00	0:00
BOW A 2	15:00	15:00	0:00

Total minutes: 30:00      Total minutes added: 0

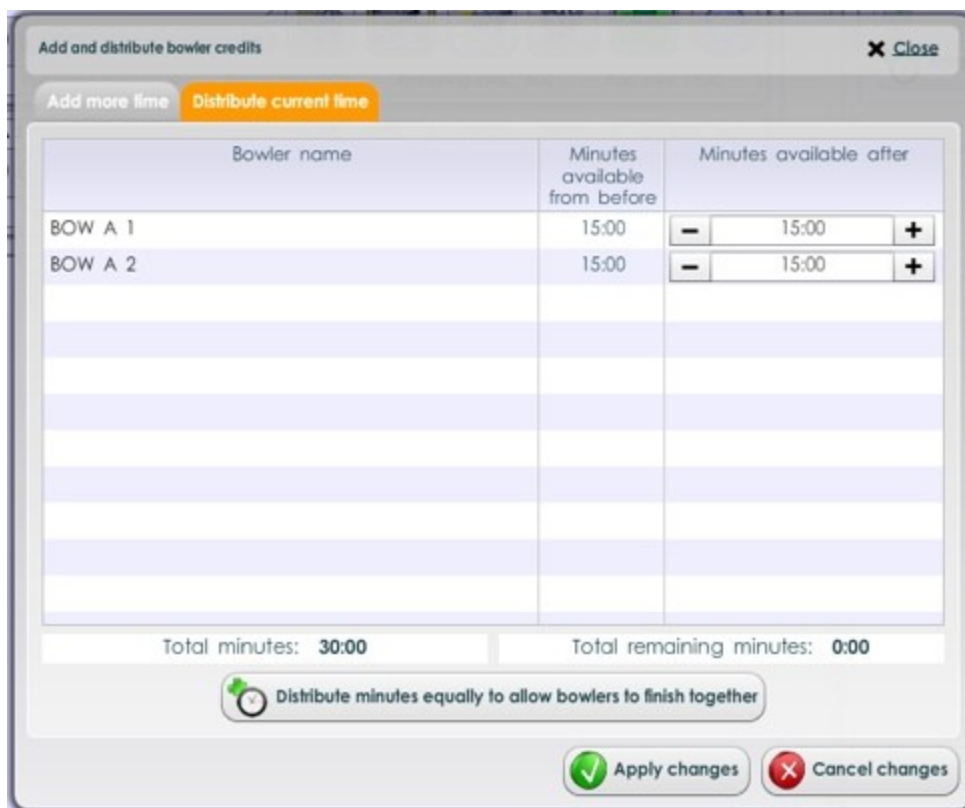
The following window shows for each player:

- The player's name.
- The available minutes before any modification.
- The available minutes after the modification. It is possible to use the - and + buttons, to add or remove minutes.
- Added minutes.

Lower in the window, it is possible to see the total time left to play and the minutes added. If time will be added equally to all players, it is possible to use the - e + buttons of the **TOTAL MINUTES ADDED** option, now all minutes will be equally distributed between all players.


Button **ADD TIME TO ALLOW PLAYERS TO FINISH TOGETHER** automatically calculates and assigns to all player an amount of time to allow all to finish together. This button is useful when a new bowler wants to play until all players finish.



### **DISTRIBUTE CURRENT TIME:**



Bowler name	Minutes available from before	Minutes available after
BOW A 1	15:00	- 15:00 +
BOW A 2	15:00	- 15:00 +

Total minutes: 30:00      Total remaining minutes: 0:00

 Distribute minutes equally to allow bowlers to finish together

 Apply changes       Cancel changes

This window shows, for each player:

- The player's name.
- The available minutes before modification.
- The available minutes after modification. It is possible to use the - and + buttons to add or remove minutes.

On the bottom of the windows it is possible to read the total time to distribute and remaining minutes, this time has not been assigned to any player.

During this operation, it is not possible to add new time to the players, anyway it is possible to remove time from a player and add it to other players.

Button **DISTRIBUTE MINUTES EQUALLY TO ALLOW PLAYERS TO FINISH TOGETHER** automatically calculates and distributes available time between all players, to allow them to finish the games all together. This button is useful when a new player is added without buying more time.



# Games Management

## Games Management

To access: **GAMES MANAGEMENT**



This window allows to perform operations on time games management.

All games are shown in a grid as icons.

Click an icon to select it. Click and drag the mouse to select multiple icons.

Use CTRL or SHIFT keys to select icons not adjacent.

Selected icons have a green frame.

### Icons symbol:

Each icon shows the name and the number of the time game and an image of the game.

Inside the icon can appear the following symbols with the following signification:



This icon show an example of an available (free) game.



This icon shows a game in use.  
The number of players and the starting time of the game are shown here.



This icon shows a free game with an imminent reservation.  
Here the label on the game icon, reminds the operator to avoid to rent the game since there is a reservation for Mr. James at 2:20.



This icon shows how is a game to set free, this mean a game for which the available time is over.

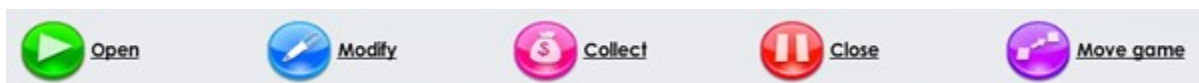


Symbol that indicates that the game is open in **PREPAID** mode, payment is cashed before the game starts.

## Available Functions

The lower part of the window, shows a row of buttons that allow to operate on the selected games..

The availability of the buttons is related to the selected games status.



- **OPEN**: takes to the [OPEN NEW GAME](#) window.
- **MODIFY**: takes to the [MODIFY GAME](#) window.
- **COLLECT**: takes to the [INCOME TABLE](#) window.

- **CLOSE:** closes the current game and, if in postpaid mode, takes to the [INCOME TABLE](#) window.
- **MOVE GAME:** consents to move a game from a position to a new one. This function is useful when a game has technical problems.

To move a game:

1. Click on the game to be moved.
2. Click on **MOVE GAME** button.
3. Click on the new position (game). The new game must belong to the same game group of the moved game.

If the new game is already in use, after a confirmation, the two games will be switched.

## Open New Game

To access: [GAMES MANAGEMENT](#) -> **OPEN NEW GAME**



This window allows to start a new game for a time game.

The window shows on the left a section to add players and on the right side a list of buttons and of options to specify the game settings.

Top left there is the name and the number of the game opened.

For each game it is possible to insert up to 10 players.

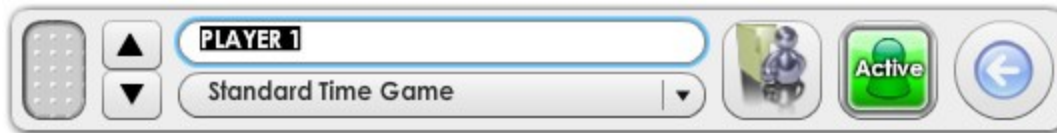
To add new players click on **(+)** button. It is also possible to add a player pressing the **ENTER** key after typing the name.

To remove players click on **(-)** button.

### Player Box

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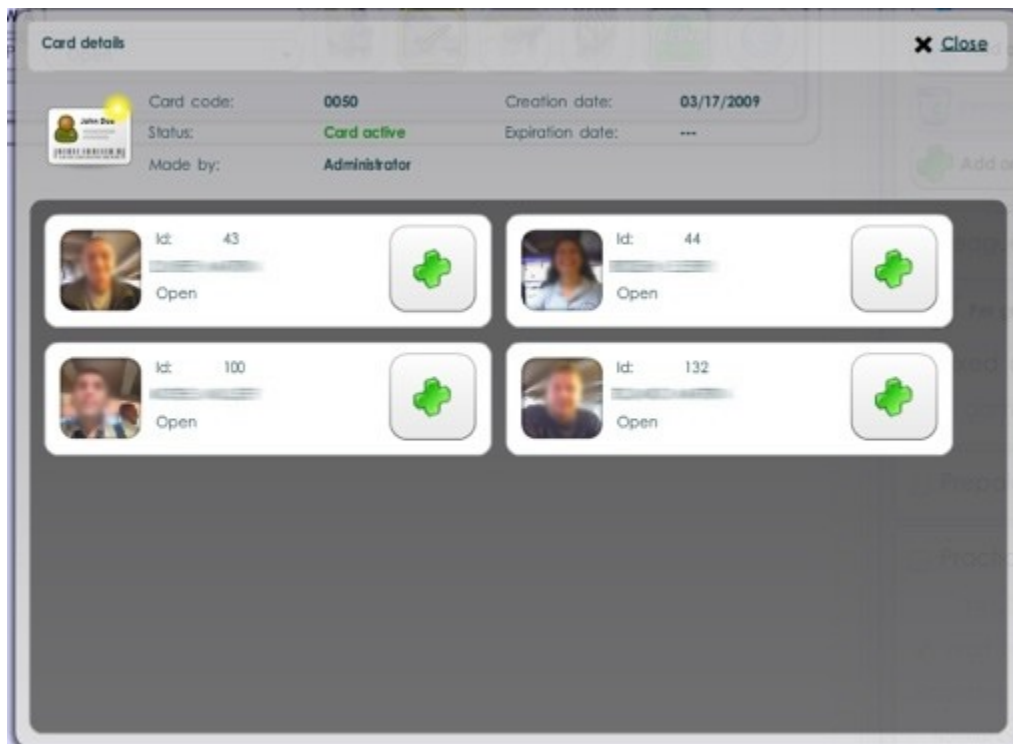
For each player inserted, there is a box that allows to set some player options.



- Grey area on the left allows to drag a player to a new position.
- **UP** and **DOWN** arrows allow to switch the position of a player with the position of the closer players.
- **PLAYER NAME** field allows to enter the player name.
- The menu located under the name allows to specify the tariff to impute to the player. The default system tariff is the preset one. For further information to assign default tariff see [DEFAULT RATE SETTINGS](#).
- **SET A PLAYER FROM ARCHIVE** button consents to load the [SELECT A PLAYER](#) window.
- **CHANGE PLAYER STATUS** button allows to load the [PLAYER STATUS](#) window.
- **SELECT** button allows to select a player.

### Adding Players with a Magnetic Card

Swiping a magnetic card assigned to one or more players, the mask for quick players addition will pop up.



This window shows the players list associated to this card, click on the (+) button on the right side of each player to add to the current game.

## AVAILABLE ACTIONS

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- **OPEN:** start the game and exit. If the option PREPAID has been selected, it will open the [INCOME TABLE](#) window. If the option Print Ticket is selected for the games category, a ticket with the game details will be printed.
- **REMOVE SELECTED PLAYERS:** removes from the game all selected players.
- **ADD ORDER:** opens the [ORDER MANAGEMENT](#) window to add items to the current game.

## GAMES PARAMETERS

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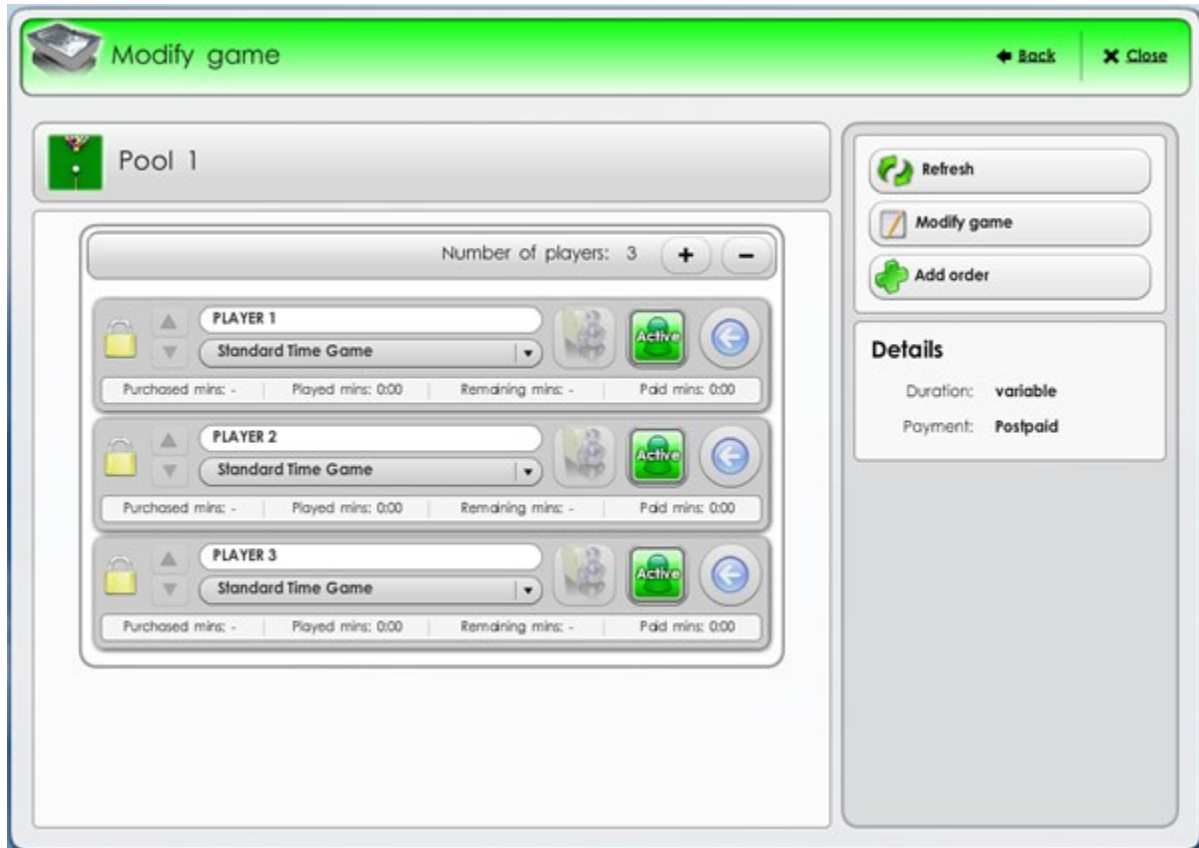
- **FIXED DURATION:** if enabled indicates that the number of minutes to play is preset.
- **MINUTES:** length of the game in minutes. This option is enabled only if **FIXED DURATION** option is enabled.
- **PREPAID:** enables the PREPAID mode that allows to cash the total income before the game starts.

For games opened in PREPAID mode, any item added later will be cashed at time of sale.

*Note: it is possible to modify the default open mode of all new games for each game category. To modify see [GAME CATEGORY DEFINITION](#) in [GAME DEFINITION](#) on [PREFERENCES](#).*

## Modify Game

To access: [GAMES MANAGEMENT](#) -> **MODIFY GAME**



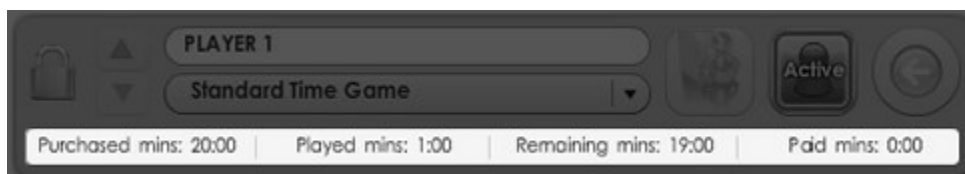
This window allows to modify a game already started for a time game.

Initially it shows a list of information on the game status.

On the left side there are the players in the game, on the right side it is available a list of buttons and a short description of the game modality.

At this stage, the game data can not be modified and the game is running, to begin the modification it is necessary to press the **MODIFY** button.

### PLAYER DETAILS:

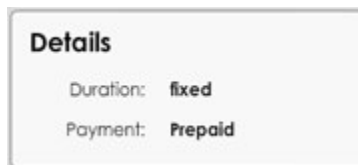


In the white section in the lower part of the box, there are some information on the current player status:

- **Purchased minutes:** number of minutes given to the player at the beginning of the game.
- **Played minutes:** number of minutes really played by the player.
- **Remaining minutes:** balance between purchased minutes and played minutes.
- **Paid minutes:** minutes already paid by the player.

### GAME DETAILS:

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The GAME DETAILS box provides some information on the current game status.

- **Duration:** indicates if the game duration is fixed or variable.
- **Payment:** indicates the payment mode, **PREPAID** or **POSTPAID**

### AVAILABLE ACTIONS:

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- **REFRESH:** refreshes game data.
- **MODIFY GAME:** activate game modification.
- **ADD ORDER:** opens [ORDER MANAGEMENT](#) window to add items to the game.

### MODIFY GAME:

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Once pressed MODIFY GAME button, it is possible to execute the modifications required.





During this phase, it is possible to add players and to modify the name and the features of inserted players.

For instruction for possible modifications to players, see [OPEN NEW GAME](#).

#### AVAILABLE ACTIONS:

- REMOVE SELECTED PLAYERS:** removes selected players from the game.  
 Attention: it is not possible to remove players who already played, this button can be used only to remove players added during this phase.  
 If it is necessary to remove a player from the game it is recommended to use the **EXCLUDED PLAYER** option from [PLAYER STATUS](#) window.
- ADD/REMOVE TIME:** this button is available only for fixed duration. See [Add more minute](#).
- APPLY CHANGES:** confirms modifications done. If players have been added, in PREPAID mode [INCOME TABLE](#) window will open.
- CANCEL CHANGES:** cancels all changes done and restores the previous status of the game.

### Add more minutes option:

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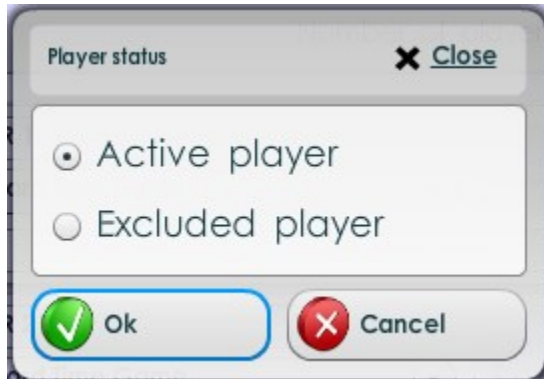
In fixed duration mode it is possible to add minutes or distribute minutes between players:

- **DIVIDE BETWEEN SELECTED PLAYERS:** this option is enabled if one or more players are selected. It adds time in **MINUTES** equally distributing between the selected players.
- **DIVIDE BETWEEN ALL PLAYERS:** adds time in **MINUTES** equally distributing between all the game **players**.
- **ADD TO SELECTED PLAYERS:** this option is enabled if one or more players are selected. It adds to each selected player the amount of time in **MINUTES**.
- **ADD TO ALL PLAYERS:** It adds to each player the amount of time in **MINUTES**.
- **OK:** confirms to add minutes.
- **CANCEL:** cancel the addition of minutes.

## Player Status

This window allows to select some options for a player in time games.

This windows opens by clicking on **PLAYER STATUS** button on the player box, from [OPEN NEW GAME](#) and [MODIFY GAME](#) windows.



### AVAILABLE OPTIONS:

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- **ACTIVE PLAYER:** option normally enabled, indicates that the bowler is a real person and will immediately play.
- **EXCLUDED PLAYER:** indicates that the player is inserted but is in stand by. The player can be restored later.

# Order Management

## Order Management

To access: **ORDER MANAGEMENT**

The screenshot shows the 'Order management' window. At the top, there's a title bar with a printer icon and a 'Close' button. Below the title bar, there's a search bar labeled 'Description' and a dropdown menu set to 'Counter sale'. The main area is divided into two sections: a left sidebar and a central menu grid. The sidebar has a 'Bar' section with a list of categories: All (selected), Drink, Cocktails, Sandwich, Pizza, and Beer, each with a colored circle. Below this is a 'Restaurant' section and an 'Other items' section. The central menu grid displays various items with their prices: Beer bottle (\$2.50), Guinness (\$3.00), Half Pint (\$1.50), Pint (\$2.00), Coke bottle (\$2.00), Coke light (\$2.00), Coke tin (\$2.00), Fanta (\$2.00), Pepsi (\$2.00), Cocktail Acapulco (\$6.00), Cocktail Coco (\$5.00), and Cocktail lemon (\$5.00). At the bottom, there's a table with columns for 'Article description', 'Quantity', and 'Total Price'. The table contains three rows: 'Coke tin' (1, \$2.00), 'Guinness' (1, \$3.00), and 'Coke light' (2, \$4.00). To the right of the table are icons for adding (+), removing (-), and deleting (trash) items. At the bottom left, there are buttons for 'Confirm Order' and 'Delete order lines'. At the bottom right, the total price is displayed as 'Total: \$ 9.00'.

Article description	Quantity	Total Price
Coke tin	1	\$ 2.00
Guinness	1	\$ 3.00
Coke light	2	\$ 4.00

Confirm Order   Delete order lines   Total: \$ 9.00

This window allows to create an order to send to the lanes or to cash immediately.

### ORDER DESTINATION

Top right it is possible to choose the order destination, it can be COUNTER SALE (items cashed immediately) or it can be sent to an open game session.

In case of a COUNTER SALE it is possible to add a description that will be shown on the detailed reports.

In case this windows was opened from a started game session, the ORDER DESTINATION bar is hidden since the order is automatically assigned.

## DEPARTMENTS AND ITEMS

All items are organized in departments (BAR/RESTAURANT/OTHER ITEMS) and in categories that can be defined by the operator (DRINKS/BEERS/COCKTAILS).

For information about categories and items definition see [BAR ITEMS DEFINITION](#), [RESTAURANT ITEMS DEFINITION](#) and [OTHER ITEMS DEFINITION](#).

To select a department click on the units button on the left.

To select all the items of the unit click **ALL**.

To select only the items of a specific category click on the item name.

Items of selected categories appear in the box top right.













For each item it is shown name, price and the associated image.

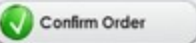

If the symbol **[?]** appears instead of the price, the price will be assigned at time of the sale.

When this happens, a windows pops up with a prompt to insert price and description o the item.

This procedure is useful when it is necessary to handle a sum of money not related to an item sale (i.e.: refunds, writing off entry, etc.)

## MAKE AN ORDER

Article description	Quantity	Total Price	
 Fanta	1	\$ 2.00	    
 Maccheroni	1	\$ 5.00	    

**Total: \$ 7.00**

To create an order click on all items to insert, one item will be added at each click.

A line appears on the grid below, for each item added.

**(+) (-) (+5) (-5)** buttons allow to add or remove items separately or in groups of 5.

The **BASKET** icon, deletes the item line.

On the bottom line the total price of the order is shown.

**CONFIRM ORDER** button, confirms the order and allows to proceed with payment (in PREPAID mode). For details on payment procedures, see INCOME TABLE.

**DELETE ORDER LINES** allows to delete the order without any confirmation.

## REFUND MANAGEMENT

---



The image shows a software interface for creating a refund. At the top, there is a red button labeled 'Refund' with a small icon and a '[?]' help symbol. Below this is a dialog box titled 'Describe item and indicate price' with a 'Close' button in the top right corner. Inside the dialog, there is a 'Description' field containing the text 'Refund' and a 'Price' field containing the value '-50000'. At the bottom of the dialog are two buttons: a green 'Ok' button with a checkmark icon and a red 'Cancel' button with an 'X' icon.

To make a refund it is necessary to create an item call **REFUND** in [OTHER ITEMS DEFINITION](#) window and to enable **PRICE VARIABLE WHEN ORDERED** option.

It is then possible to create an order with this item and to specify both the amount of refund (negative number since this is a sum of money refunded) and the reason of refund. These information will appear in the detailed reports.

## Income Table

**Income table**

**Activities to collect** Lane 6

Description	Rate	Quantity	Price
Bowling price for bowler BOW B 1	Open	1 game	\$ 3.10
Shoe rental price for bowler BOW B 1		1 pcs.	\$ 1.60
Bowling price for bowler BOW B 2	Open	1 game	\$ 3.10
Shoe rental price for bowler BOW B 2		1 pcs.	\$ 1.60
Fanta		1 pcs.	\$ 2.00
Coke tin		1 pcs.	\$ 2.00
Total: \$ 13.40			
<b>Selected: \$ 13.40</b>			

**Paid Items**

Description	Rate	Quantity	Price
Total: \$ 0.00			

Buttons on the right:

- Back
- Change rate
- Select all
- Select none
- Pay
- Not paid

This window allows to cash a list of items.

Top left are listed activities to collect, at the bottom paid items, on the right a list of buttons that allow to operate on items to cash.

### ACTIVITIES TO COLLECT:

For each item is shown:

- Item description.
- Associated lane or time game. This column is shown only for incomes related to multiple game sessions.
- Used rate.
- The quantity, in pieces, games or time, refers to the item sort.
- The item price.

On the bottom it is shown, with small characters, the total amount of all listed items, with larger characters the total amount of all selected items.

At the beginning all items are selected, to select or to unselect an item, click on the associated line.

### **PAID ITEMS:**

---

Once cashed, items are shown on the lower list with the same information of the **ACTIVITIES TO COLLECT** list.

### **AVAILABLE OPTIONS**

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- **BACK** button interrupts the cash procedure and goes back to the previous window.
- **CHANGE RATE** button consents to change the selected items rate. This button is available only when lines of bowling games or game time are selected.
- **SELECT ALL** button selects all the lines to cash.
- **SELECT NONE** unselects all the lines.
- **PAY** button proceeds to cash selected items. When this button is pressed, the program jumps to **INCOME** window, unless option **USE PAYMENT SCREEN** in **ADVANCED SETTINGS** option is not disabled.
- **NOT PAID** button allows to cash the selected items, notifying the system that no money had cashed. When this happens the system will ask to type a justification that will be recorded into the database and shown on the detailed reports.



## Income

The screenshot shows the 'Income' window with the following details:

- Title Bar:** Income
- Lane:** Lane 6
- Amount to collect:** \$ 13.40
- Amount taken in cash:** (=) 13.40
- Credit card:** \$ 0.00
- Check:** \$ 0.00
- Other payment types:** Add button
- Change:** \$ 0.00
- Keypad:**
  - Buttons: 1, 2, 3, 4, 5, 6, 7, 8, 9, 0, 00, .
  - Buttons: CANC, ENTER
- Bottom Right:** Take payment, Take payment and split coupon, Cancel

This window allows to specify how a sum of money is cashed.

This window ends the procedure of **INCOME TABLE** window, unless option **USE PAYMENT SCREEN** in **ADVANCED SETTINGS** option is not disabled.

Top left is shown the **AMOUNT TO COLLECT**.

### AMOUNT TAKEN IN CASH

Allows to type the exact amount of money that the customer paid in cash. If this amount is more than the **AMOUNT TO COLLECT** on the lower line of the window the **CHANGE** is shown.

(=) button allows to automatically insert the correct amount to collect in the **AMOUNT TAKEN IN CASH** field, in this event the **CHANGE** will be 0.

### CREDIT CARD

Allows to specify that the customer paid with a credit card.

Once this option is enabled, the **AMOUNT TO COLLECT** automatically will be shown in the related field.

**NUMBER OF REFERENCE** allows to type the customer credit card number or a note that we want to record on the database. This information will be printed on the detailed reports.

---

## CHECK

Allows to specify that the customer paid with a check.

Once this option is enabled, the **AMOUNT TO COLLECT** automatically will be shown in the related field.

**INFORMATION** allows to type the check number or a note that we want to record on the database. This information will be printed on the detailed reports.

---

## OTHER PAYMENTS TYPES

Allows to specify that the customer paid with other payment types, for example a [CREDIT COUPON](#).

Select the option from the **PAYMENT TYPE** button. Once selected it could be necessary to insert more details as an ID number.

The **ADD** button allows to add a new type of payment; the basket icon on the right side of each item allows to remove it.

---

## CHANGE

The change field shows the amount of change to give to the customer after payment.

If the amount collected is less than the total to cash, the change is negative number.

---

## COMBINATION OF DIFFERENT TYPES OF PAYMENT

It is possible to reach the required sum to collect combining different types of payment: for instance it is possible to pay a part of the total with a check and use cash for the balance.

---

## NUMERIC KEYBOARD

The numeric keyboard on the screen allows to type directly the amount to collect without the use of the keyboard.

Once selected the field where to type the amount, insert the required value with the numeric keys; use the decimal symbol if required.

**CANC** button deletes the inserted amount in the selected field; **ENTER** button confirms the inserted amount.

## AVAILABLE OPTIONS

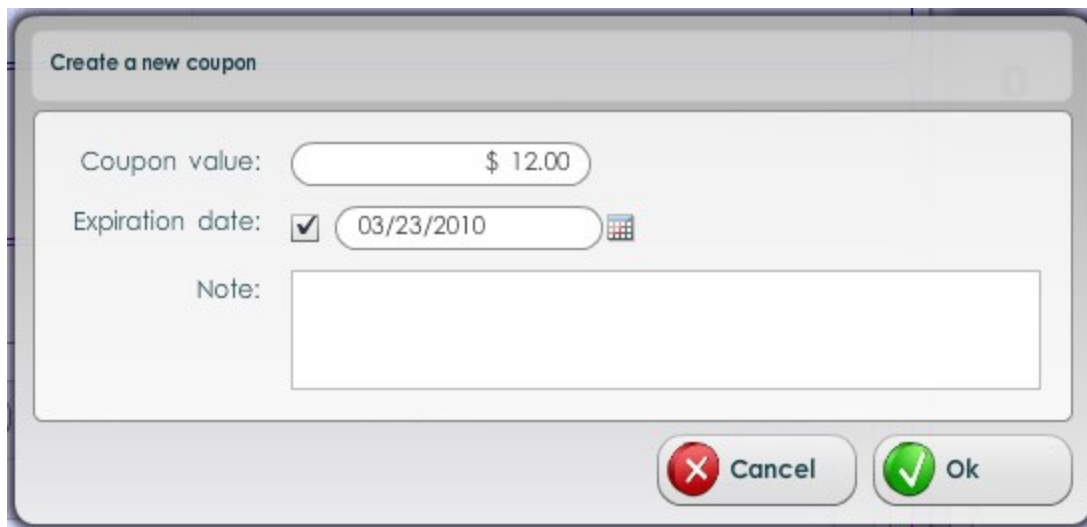
---

- **TAKE PAYMENT** button allows to cash. On the database are recorded all the information related to the payment; it is then possible to print through the detailed reports. As result of the collection a receipt will be printed by the thermal printer if the printing option is enabled in the [ENABLE RECEIPT PRINTER](#) in [ADVANCED SETTINGS](#).
- **TAKE PAYMENT AND EMIT COUPON** button is enabled only if the cash provided is more than the amount to collect. It allows to print a [CREDIT COUPON](#) to give as a change.
- **CANCEL** button exit the window and deletes the current operation.

## Credit Coupon

Credit coupons are printed by the operator to replace a change. When a coupon is issued, a receipt to give the customer is printed, it shows the number, the value, the expiring date if present and a note.

To issue a coupon press **TAKE PAYMENT AND EMIT COUPON** from [INCOME](#) window. The following window will appear:

A screenshot of a software dialog box titled "Create a new coupon". The dialog has a light gray background and a darker gray border. Inside, there are three input fields: "Coupon value:" with a text box containing "\$ 12.00", "Expiration date:" with a checked checkbox and a date picker showing "03/23/2010", and "Note:" with a large empty text area. At the bottom right, there are two buttons: "Cancel" with a red 'X' icon and "Ok" with a green checkmark icon.

When emitting a coupon it is necessary to type a note to explain the reason for issuing it. It is possible to set an expiring date after which the coupon will be considered void.

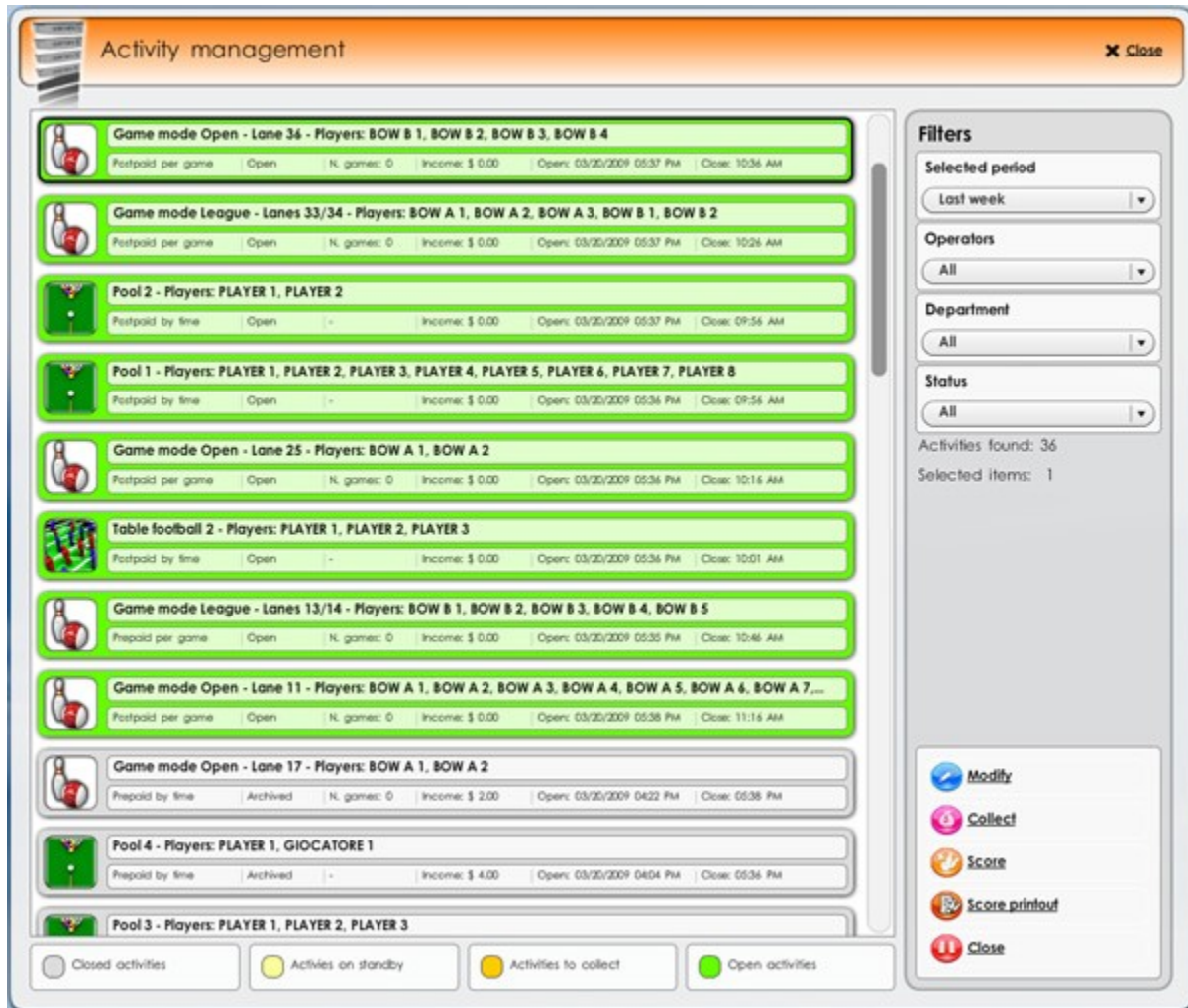
A coupon can be used as cash when collecting a payment; to see more information go to [INCOME](#).

All data related to the creation and use of a coupon are recorded in the database and can be printed in the detailed reports or visualized in [COUPON ARCHIVE](#) session in [ARCHIVES](#).

# Activity Archive

## Activity Archive

To access: **ACTIVITY**



This is the window that allows to manage all the activities related to the bowling and to the time games; it also manages all activities related to items orders.

Activities are shown as a list of items, each associated to an icon that indicates the type and to a colour that indicates the status: on the bottom of the screen there is a colour coded line that describes the different activity status based on a colour code.

Clik on a item to select it. Use CTRL or SHIFT key to select non adjacent items.

Selected activities show a black frame.

*An activity is:*

- *for bowling: a bowling game activity is a set of games played sequentially by a group of players.*
- *for time game: : a time game activity is a set of games, related to the same game, played sequentially by a group of players.*
- *for orders: an order activity is a set of orders of items executed together and not related to a bowling game nor to a time game.*

### Icons and colours meaning:

The icon located on the left side of each item identifies the type of activity to which the item is related:



This icon indicates a bowling activity.



In case of a time game activity, the icon will show the image chosen for the game category.



This icon indicates an items order activity.

The colour of each item shows the status:



Game mode Open - Lane 17 - Players: BOW A 1, BOW A 2, BOW A 3, BOW A 4

Postpaid by time

Open

N. games: 0

Income: \$ 0.00

Open: Today 05:44 PM

Close: 05:49 PM



Pool 1 - Players: PLAYER 1, PLAYER 2, PLAYER 3

Postpaid by time

Close

-

Income: \$ 6.67

Open: Today 03:47 PM

Close: 05:33 PM



Game mode Open - Players: BOW A 1, BOW A 2, BOW A 3

Postpaid per game

Waiting

N. games: 0

Income: \$ 0.00

Open: -

Close: -



Pool 3 - Players: PLAYER 1, PLAYER 2, PLAYER 3

Prepaid by time

Archived

-

Income: \$ 1.34

Open: Today 03:57 PM

Close: 03:57 PM

- **GREEN:** the game is currently open.
- **YELLOW:** the game is closed but not yet paid.
- **LIGHT YELLOW:** the game is waiting to be started.
- **GREY:** the game is closed and archived.

For each item there are the following information or a part of information:

- **description of the item:** for bowling there are the type of game (Open or League), which lane e and how many bowlers; for time games there are the category name and the number of the game; for the orders there is the order number.
- **type of payment:** this field indicates the payment mode for the item (**PREPAID** or **POSTPAID, BY TIME** or **BY GAME**).
- **status:** this field shows the lane status (**OPEN, CLOSED, WAITING, ARCHIVED**).
- **number of games:** this field shows the number of played games.
- **income:** shows the total collected related to the activity.
- **open:** shows the opening date and time of the activity.
- **close:** shows the closing date and time of the activity.

#### Filters:

---

### Filters

Selected period

Today ▾

Operators

All ▾

Department

All ▾

Status

All ▾

Activities found: 32

Selected items: 0

Through the filters it is possible to visualize only the activities that satisfy the selected parameters:

- **SELECTED PERIOD:** allow to select only the activities by the opening date. It is possible to choose a period of time from the list: by selecting **OTHER** it is possible to

select exactly, through a calendar, the opening and closing dates of the period of time chosen.

- **OPERATORS:** allows to select only the activities opened by the chosen operator.
- **DEPARTMENT:** allows to select only the activities that are part of the chosen department.
- **STATUS:** allows to select the activities by the status.

It is possible to combine different filters.

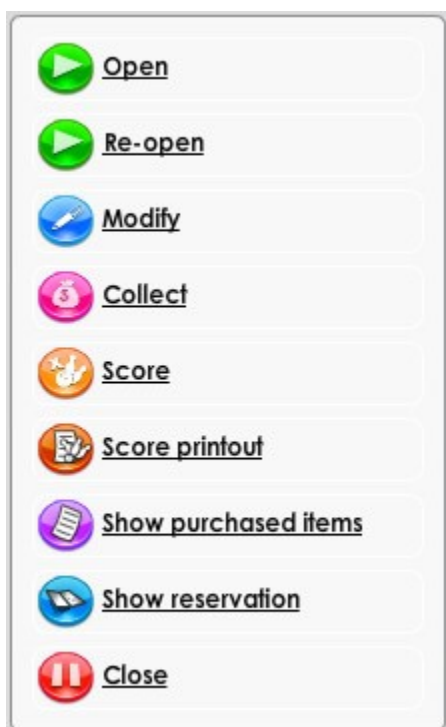
Under the filters box it is shown the total **ACTIVITIES FOUND** with the filter currently set and the total of **SELECTED ITEMS**.

#### **AVAILABLE OPTIONS:**

---

The box in the lower right corner, shows a list of buttons that allow to operate on the selected activities.

Availability of buttons is related to the type and to the status of selected activities.



- **OPEN:** opens a waiting game.
- **RE-OPEN:** re-opens a game previously closed.
- **MODIFY:** goes to **MODIFY GAME** in Lane management or to **MODIFY GAME** in Game management windows, respectively, for a bowling activity or for a time game activity.

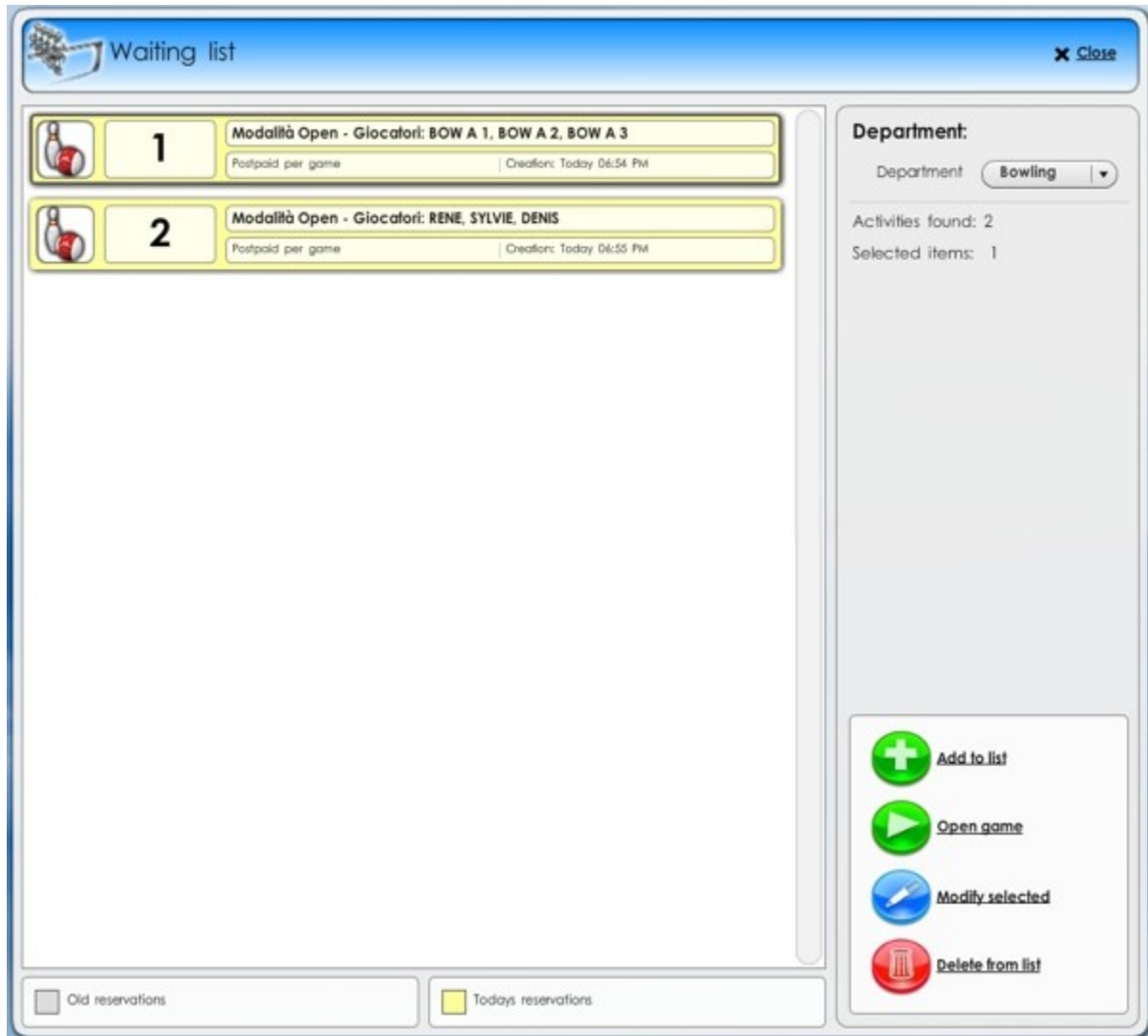


- **COLLECT:** goes to [INCOME TABLE](#) window.
- **SCORE:** goes to [SCORES](#) window.
- **SCORE PRINTOUT:** allows to create a report that shows the scores of the selected activity.
- **SHOW PURCHASED ITEMS:** show the items orders related to the selected activity.
- **SHOW RESERVATION:** goes to the [RESERVATION MANAGEMENT](#) window and selects the related reservation.
- **CLOSE:** closes the current game and, if in postpaid game, goes to the [INCOME TABLE](#).

# Waiting List

## Waiting List

To access: **WAITING LIST**



This window allows to manage the bowling and the time games waiting list.

The list is useful, for instance, when all the lanes are busy.

The list on the left side shows the directory of the waiting game activities with a progressive number. On the right side it is shown the selected department and a list of buttons to operate on selected games.

## The department

Top right it is possible to select the DEPARTMENT. Besides the bowling department, different time games defined in the [GAME DEFINITION](#) window, are here available.

Once selected the department, the related waiting activities will be shown in the list.

### Waiting activities visualization

---

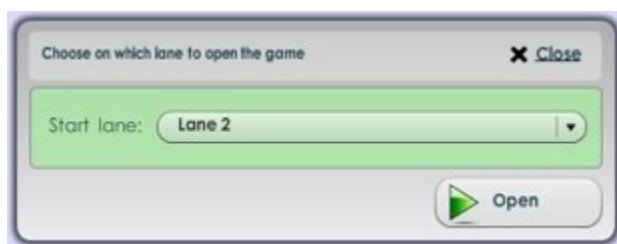
On the list are shown the waiting game activities with different colours.

- **WAITING GAME ACTIVITY:** Shown in **LIGHT YELLOW**. Shows a game inserted and waiting to start.
- **OLD GAME ACTIVITY:** Shown in **GREY**. Shows a game inserted yesterday or some days before, probably should be deleted.

### Available options

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- **ADD TO LIST:** allows to recall the **PREPARE GAMES** window, from which it is possible to create a new game to add to the waiting list.
- **OPEN GAME:** allows to recall the window from which it is also possible to open a game.



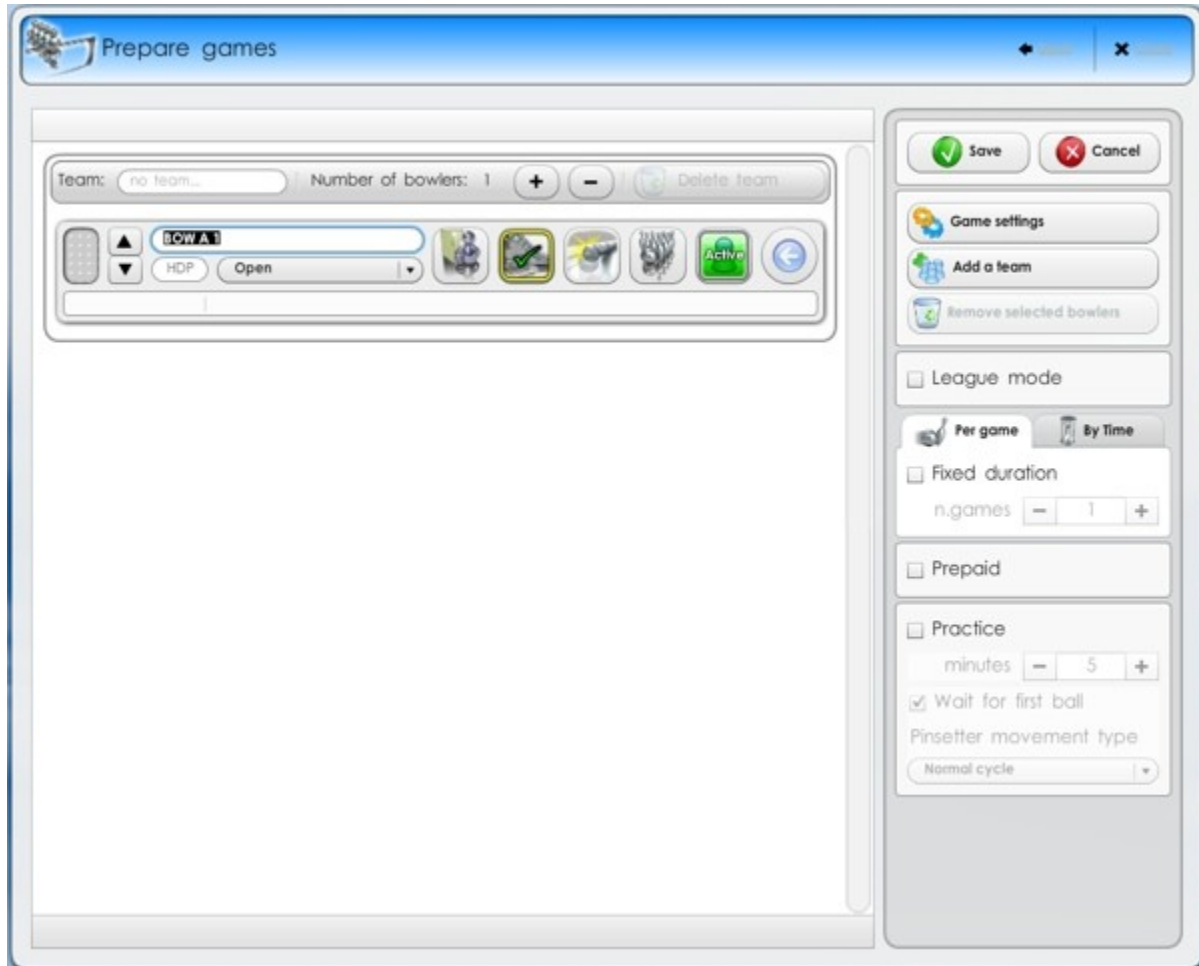
The window shows the first available lane (or time game), it is possible to change it anyway.

To proceed to start, click on the **OPEN** button.

- **MODIFY SELECTED:** allows to recall the [PREPARE GAMES](#) window, from which it is possible to modify the selected game.
- **DELETE FROM LIST:** allows to cancel definitely the selected game.

## Prepare Games

To access: [WAITING LIST](#) -> **ADD TO LIST**



This window allows to modify the game settings and the related players details before the game is opened.

It is possible to modify players names and parameters, add or remove players and teams, change game payment mode and more.

For details on modification of different parts of a game, see [START NEW GAME](#).

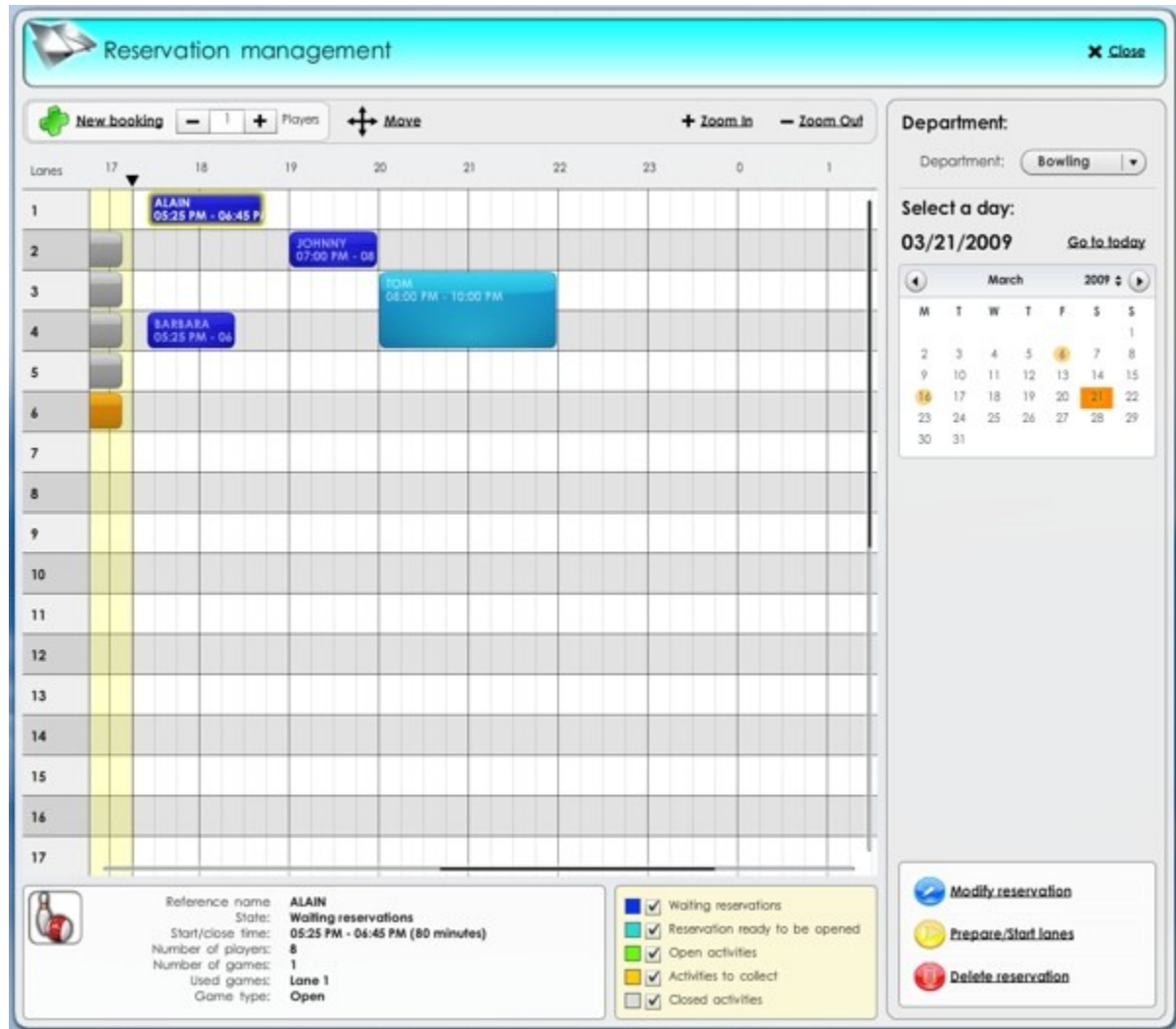
### Available options

- **SAVE:** saves the modifications and returns to [WAITING LIST](#) window.
- **CANCEL:** cancel modifications and returns to [WAITING LIST](#) window.

# Reservation Management

## Reservation Management

To access: **RESERVATION MANAGEMENT**



This window allows to create and to manage the bowling and time games reservations.

The central section of the window, shows a grid on which are represented, as coloured rectangles, all created reservations.

The upper part shows a button used to add a new booking, one to move bookings on the grid and one to zoom in and out.

In the lower part there are some information on the selected reservation and a colour coded list that describes the various reservation status.

On the right side it shown the selected department, a calendar to choose the day, and a list of buttons to operate on the selected reservations.

It is important to watch that this windows shows, besides the reservations, all the centre game activities, it is then a perfect tool to use to perform all the regular management operations.

## The department

---

Top right it is possible to select the DEPARTMENT. Besides the bowling department, different time games defined in the [GAME DEFINITION](#) window, are here available.

Once selected the department, the related games will appear on the grid (the lanes in BOWLING department).

## The Calendar

---



On the left it is shown the calendar that visualizes the current month. The arrows allows to change the current month.

To select a day, click on the related number.

The yellow circle around a day number indicated that there are reservations waiting to start that day.

The orange rectangle around the day number indicates today's date.

To quickly recall the current day, click on **GO TO TODAY** button located on top of the calendar.

## The grid

---

On X axis there is the selected day time that starts and ends at the time defined in [DAY START TIME](#) in [ADVANCED SETTINGS](#) window.

On Y axis there are the selected department games (the lanes in Bowling).

To scroll the list click in any position holding the mouse button. It is also possible to use the mouse scroll wheel to scroll horizontal, to scroll vertical push and hold CTRL key and move the scroll wheel.

To zoom in or zoom out visualization, use **ZOOM IN** and **ZOOM OUT** buttons, located on top of the window.

The grid yellow area shows elapsed time. The black triangle located on top of the grid, that separates the yellow area from the rest of the grid, indicates the current time.

### Visualization of the reservations and of the game activities on the grid




On the grid are shown reservations and game activities, each represented with a rectangle of different colours.

- **WAITING RESERVATION:** Colour **BLUE**. Indicates a reservation inserted but not yet set to be opened.
- **RESERVATION READY TO BE OPENED:** Colour **LIGHT BLUE**. Indicates a reservation inserted and set to be opened. Setting operation allows to insert game details, as players names.
- **OPEN ACTIVITIES:** Colour **GREEN**. Indicates a game currently running.
- **ACTIVITIES TO COLLECT:** Colour **ORANGE**. Indicates a closed game that is only collected partially.
- **CLOSED ACTIVITIES:** Colour **GREY**. Indicates a game closed and collected.

On the bottom of the window there is a list of colours where each box can enable/disable the visualization of the related activities.

In order to select a reservation or a game activity just click on it. In the bottom box there are information about the selected reservation or game activity.



Reference name:	JOHNNY
State:	Waiting reservations
Start/close time:	07:00 PM - 08:00 PM (60 minutes)
Number of players:	3
Number of games:	2
Used games:	Lane 2
Game type:	Open

### Create a new reservation

To create a new reservation:

- insert the number of player with **(+)** and **(-)** buttons located on top left.
- press **NEW BOOKING** button.
- click on the grid to choose the starting time and the game (lane) on which the reservation is made.
- hold the mouse button and drag until set the duration and how many games (or lanes) to reserve, then release the mouse button.
- set the reservation parameters on the [MODIFY RESERVATION](#) mask.

### Movement of a reservation

---

It is possible to modify 'graphically' the time and the game of a reservation.

To do this:

- Select a reservation to move.
- press **MOVE** button.
- drag the reservation to the new position.
- press **CONFIRM**. **CANCEL** allows to move back the reservation to the previous position.

If a reservation overlaps another activity, the conflict is put in evidence with a red rectangle.



### Movement of a game activity

---

It is possible to use the **MOVE** button to drag also opened game activities. The movement in this situation, is used, for instance, to move a bowling game from a lane to another lane.

To do this:



- Select the game activity to move.
- Press **MOVE** button.
- Drag the game activity up or down until it is in the new position (or on a new lane).
- press **CONFIRM**. **CANCEL** allows to move back the activity to the previous position.

### **Reservations, more options**

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- **MODIFY RESERVATION**: allows to recall the [MODIFY RESERVATION](#) window.
- **PREPARE/START LANES**: allows to recall the [PREPARE GAMES](#) window from which it is possible to add details to the reservation, as well as players names and more, and from which it is possible to start the reservation.
- **DELETE RESERVATION**: allows to definitely cancel a reservation.

### **Game activities, more options**

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- **MODIFY** allows to recall the [MODIFY GAME](#) window.
- **COLLECT**: allows to recall the [INCOME TABLE](#) window.
- **SCORE**: allows to recall the [SCORES](#) window.
- **SCORE PRINTOUT**: allows to create a report that shows the score of the selected activity.
- **CLOSE**: closes the current game and, if in postpaid, goes to the [INCOME TABLE](#) window.
- **RE-OPEN**: allows to restart a game, for instance, a game closed due to an error.

## Modify Reservation

To access: [RESERVATION MANAGEMENT](#) -> **NEW BOOKING** or **MODIFY RESERVATION**

Modify reservation

Department: Bowling

Lead name: \*

Date and time: \* 03/23/2009 12:20 PM 10 minutes

Number of games: - 1 +

Number of bowlers: - 1 +

Game mode: Open

Lane number: 3

Total used lanes: - 1 +

First warning: Mostra 30 minuti prima

Second warning: Non mostrare

Notes:

Save changes Cancel

This window allows to modify some information related to the reservation.

### Required information

- **DEPARTMENT:** shows the department (BOWLING or the time game). This parameter cannot be modified.
- **LEAD NAME:** allows to type the name of the person who made the reservation
- **DATE AND TIME:** allows to set the reservation date and time.

- **NUMBER OF GAMES:** allows to set how many games will a player bowl. Parameter available only for BOWLING department.
- **RESERVATION LENGHT:** allows to set the length of the reservation in minutes. Parameter available only for time games.
- **NUMBER OF PLAYERS:** allows to set the number of players that will play.
- **LANE NUMBER:** allows to indicate the lane number to which the reservation refers. Parameter available only for BOWLING department.
- **GAME NUMBER:** allows to indicate the time game number to which the reservation refers. Parameter available only for time games.
- **TOTAL USED LANES:** allows to set how many lanes are used by the reservation. Parameter available only for BOWLING department.
- **TOTAL USED GAMES:** allows to set how many games are used by the reservation. Parameter available only for time games.
- **FIRST WARNING/SECOND WARNING:** allows to set how long in advance the memo messages related to this reservation, will be. It is possible to set up to 2 memos for each reservation.

Once saved the reservation, it is possible to add further information, as players names and parameters, from [PREPARE GAMES](#) window.

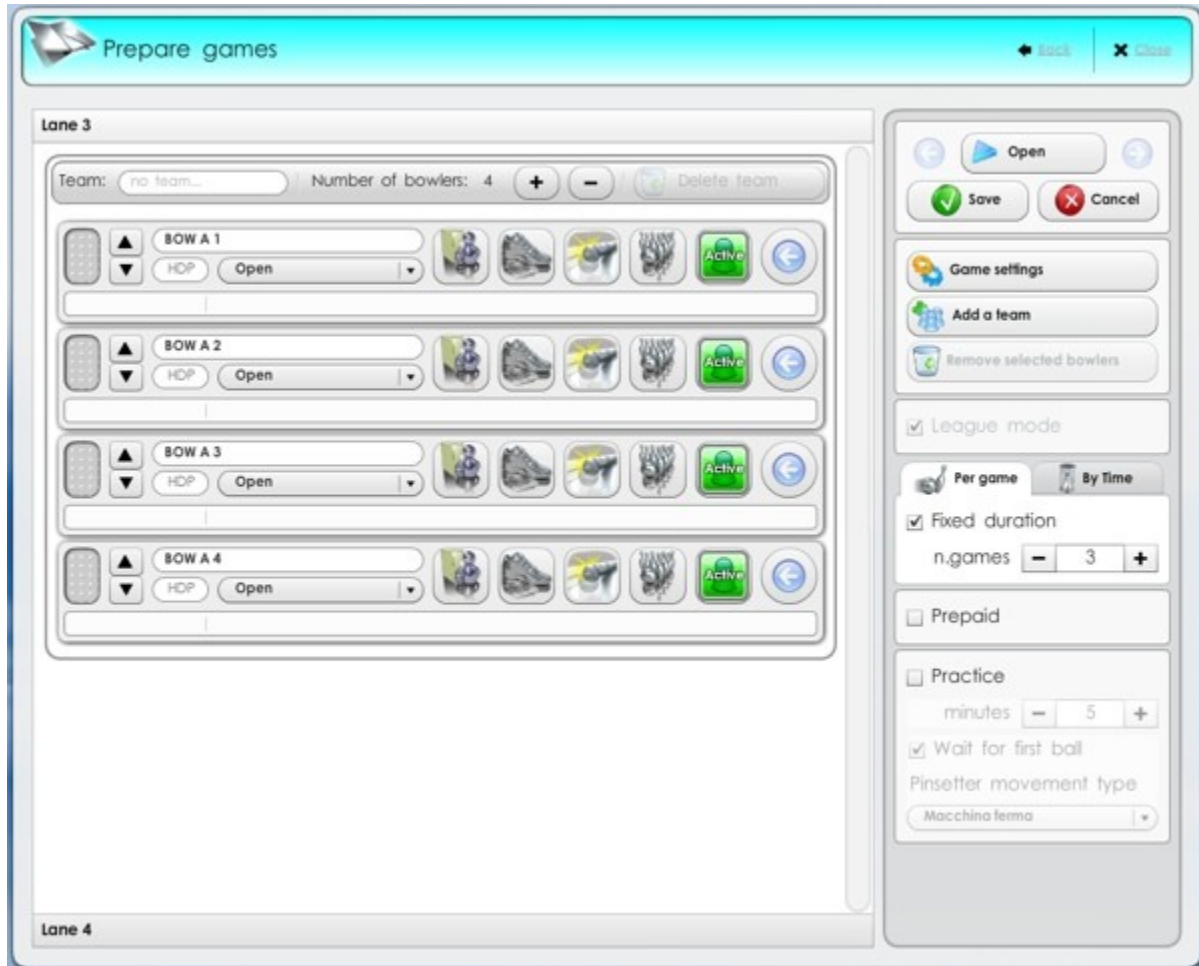
#### **Available options**

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- **SAVE CHANGES:** saves changes done and goes back to the [RESERVATION MANAGEMENT](#) window.
- **CANCEL:** cancel all the changes and goes back to the [RESERVATION MANAGEMENT](#) window.

## Prepare Games

To access: [RESERVATION MANAGEMENT](#) -> **PREPARE/START LANES**



This window allows to modify the details of a game and of players related to a reservation, before it starts.

This window allows also to start the reservation.

It is possible to change the players names and parameters, add or remove players and teams, change game payment mode and more.

For information how to modify a game, see [START NEW GAME](#).

### Available options

---



- **(<-) e (->)**: allow to move between the different games created, when a reservation includes two or more lanes or games.
- **OPEN**: allows to open games as set. This recalls the [\*\*OPEN RESERVATION\*\*](#) window.
- **SAVE**: saves the modifications done and goes to the [\*\*RESERVATION MANAGEMENT\*\*](#) window.
- **CANCEL**: cancel all modifications done and goes back to the [\*\*RESERVATION MANAGEMENT\*\*](#) window.

## Open Reservation

To access: [RESERVATION MANAGEMENT](#) -> [PREPARE/START GAMES](#) -> **OPEN**



This window allows to proceed to start a reservation.

Games are shown as boxes, one box for each game to start.

For each game it is shown the lane (or the game) where it will start. If a lane or a game is busy, it is possible now to modify this parameter.

It is also possible to chose whether all games must start or only a part of games will start.

**OPEN** option allows to chose which games must start.

This function is useful, for instance, when a group of people made a reservation for 20 players, but, at start time, only 15 players show up.

### Available options

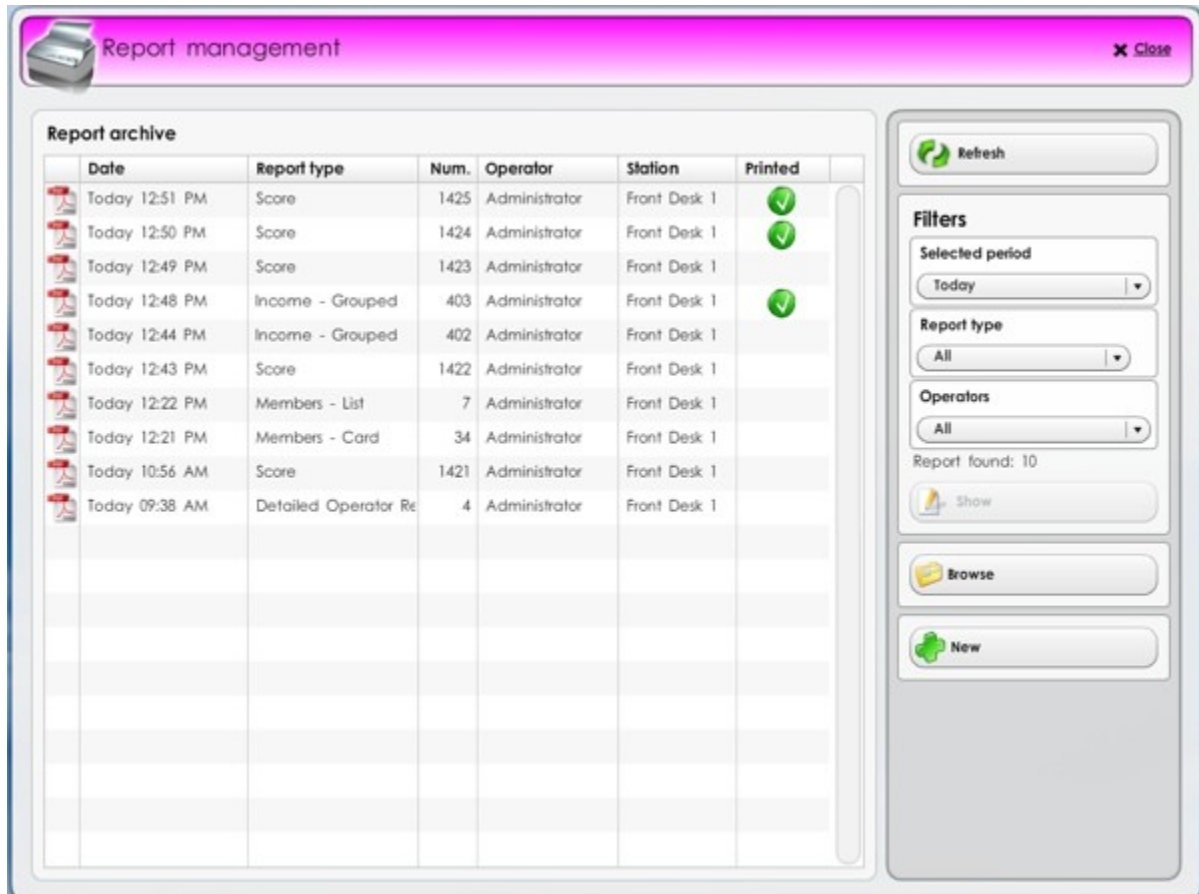
---

- **OPEN**: proceed to start games on the selected lanes.
- **BACK**: goes back to the **PREPARE GAME** window.

# Report Management

## Report Management

To access: **REPORT MANAGEMENT**



This window allows to consult the reports created through SWITCH® 2.

Each report is a printable document, it stored into the SWITCH® 2 server as a PDF file.

The list on the left shows the reports created with the parameters set by the filters shown on the right column.

When a report is created, the program stores, beside the PDF file, also a set of useful information:

- Report type.
- Progressive number for that report type.
- Progressive number univocal ID between all reports.

- Date and time of creation.
- Name of the operator who created it.
- The workstation where it has been created.
- If printed on paper.

For information how to cancel reports and on progressive numbers management see [CLEAN DATABASE](#).

On the right there are some filters that allow to chose which reports must appear on the list:

- **SELECTED PERIOD:** allows to chose the time interval to consider between some options (today, yesterday, current month, etc.). It is also possible to chose OTHER and decide the dates of the time interval.
- **REPORT TYPE:** allows to see a unique category of reports.
- **OPERATORS:** allows to see the reports created by a particular operator.

#### **AVAILABLE OPTIONS**

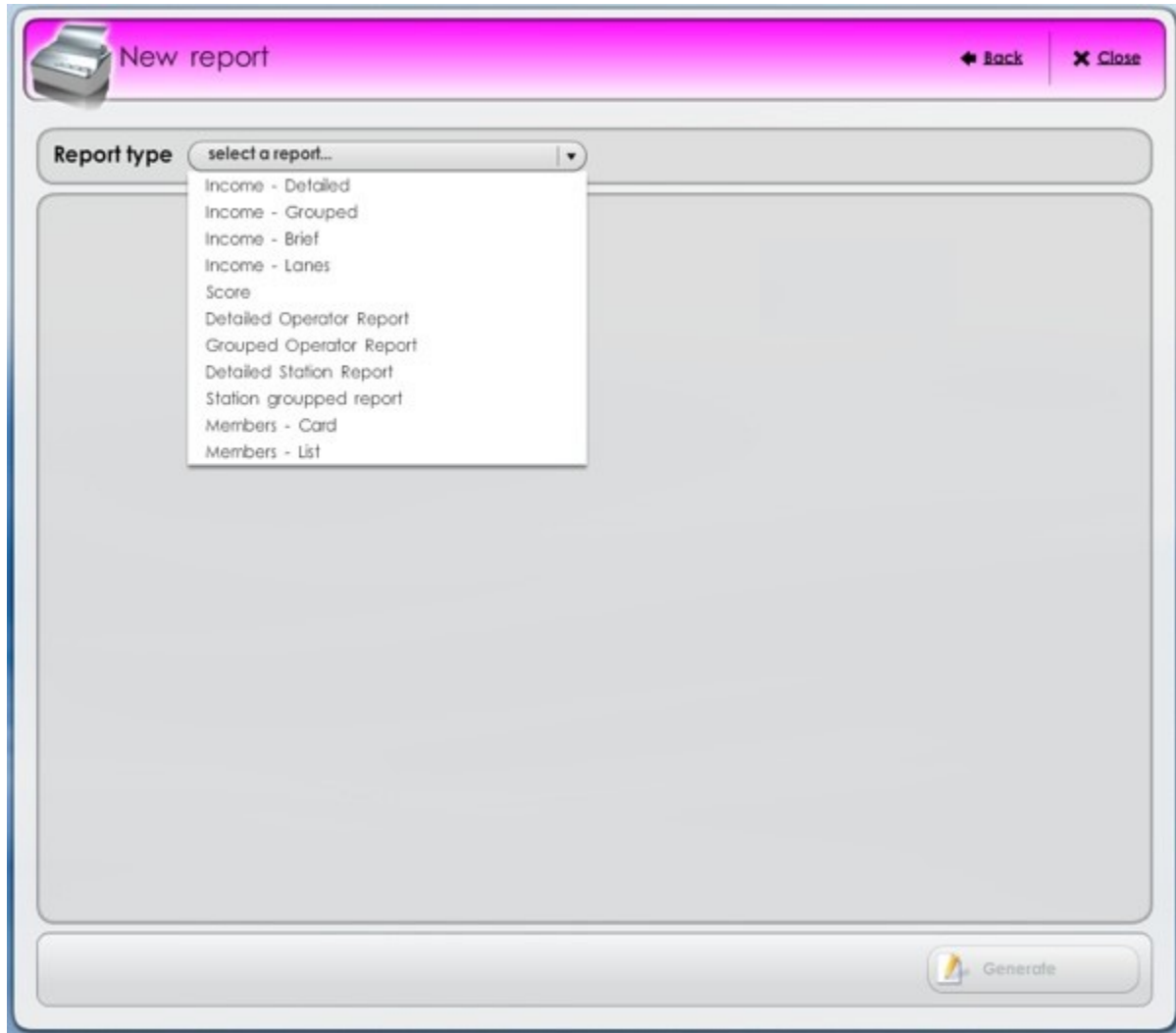
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- **REFRESH:** refreshes all data in the list.
- **SHOW:** allows to watch a report previously created. Before pressing this button, select the report with a click.
- **BROWSE:** allow to visualize a PDF file stored in the removable unit, as in a USB pendrive.
- **NEW:** allows to create a new report. For information how to create a new report see [NEW REPORT](#).



## New Report

To access: [REPORT MANAGEMENT](#) -> **NEW**



The screenshot shows a web application window titled "New report". The window has a pink header bar containing a printer icon, the title "New report", and "Back" and "Close" buttons. Below the header is a "Report type" dropdown menu. The dropdown is open, showing a list of report types: "Income - Detailed", "Income - Grouped", "Income - Brief", "Income - Lanes", "Score", "Detailed Operator Report", "Grouped Operator Report", "Detailed Station Report", "Station grouped report", "Members - Card", and "Members - List". At the bottom right of the window is a "Generate" button with a document icon.

This window allows to create a new report based on the category of the information required.

To select the type of report click on **REPORT TYPE** menu.

For each type of report a set of options will be visualized to set the specific settings of the report to be created.

To create a report click on **GENERATE**.

Once created, the report can be visualized in [REPORT PREVIEW](#) and stored into the database.

It is possible to review it later in [REPORT MANAGEMENT](#) window.

## **Income - Detailed**

---

**Data required:**

Time Interval: allows to set the time period to report.

**Printed information:**

List of all single incomes of the bowling centre organized by department (BOWLING, TIME GAMES, BAR...).

This print could be long.

## **Income - Grouped:**

---

**Data required:**

Time Interval: allows to set the time period to report.

**Printed information:**

List of all incomes of the bowling centre grouped by rate or by items.

## **Income - Brief**

---

**Data required:**

Time Interval: allows to set the time period to report.

**Printed information:**

Show the income totals of the centre for each department (BOWLING, TIME GAMES, BAR...).

## **Income - Lanes**

---

**Data required:**

Time Interval: allows to set the time period to report.

**Printed information:**

Shows the workload of each bowling lane. For each lane it is shown the total number of games played (or rent time) and the income resulting.

This report is useful to check if the use of the lanes is even or if some lanes are used more.

## Score

---

### Data required:

Time interval: allows to filter the bowling activities based on the time interval.

Description: allows to filter the bowling activities through the bowlers name.

Lane: allows to filter the bowling activities based on the lanes where the activities took part.

Activity: allows to exactly chose which bowling activity must be printed.

Print games from - to: allows to chose which games, of the selected activity, to print.

### Printed information:

Prints the scores and the rankings of the selected games.

The scores print can be recalled also from [SCORES](#).

## Detailed Operator Report

---

### Data required:

Time Interval: allows to set the time period to report.

Operator: allows to chose a single operator or all.

### Printed information:

Shows for each operator:

- Economic Events: detailed list of all the income accomplished by that operator.
- Events: list of events accomplished by the operator. For information on events type see [EVENT ARCHIVE](#).
- Economic Transactions: shows the detailed list of all economic transactions accomplished by the operator (cash, checks, credit cards).

This print could be long.

## Grouped Operator Report

---

### Data required:

Time Interval: allows to set the time period to report.

Operator: allows to chose a single operator or all.

### Printed information:

Shows for each operator:

- Economic Events: grouped list of all the income accomplished by that operator.
- Events: grouped list of events accomplished by the operator. For information on events type see [EVENT ARCHIVE](#).
- Economic Transactions: shows the grouped list of all economic transactions accomplished by the operator (cash, checks, credit cards).

### **Detailed Station Report**

---

**Data required:**

Time Interval: allows to set the time period to report.

Station: allows to chose a single station or all.

**Printed information:**

Shows for each station:

- Economic Events: detailed list of all the income accomplished on that station.
- Events: list of events accomplished by that station. For information on events type see [EVENT ARCHIVE](#).
- Economic Transactions: shows the detailed list of all economic transactions accomplished by that station (cash, checks, credit cards).

This print could be long.

### **Grouped Station Report**

---

**Data required:**

Time Interval: allows to set the time period to report.

Station: allows to chose a single station or all.

**Printed information:**

Shows for each station:

- Economic Events: grouped list of all the income accomplished on that station.
- Events: list of grouped events accomplished by that station. For information on events type see [EVENT ARCHIVE](#).

- Economic Transactions: shows the grouped list of all economic transactions accomplished by that station (cash, checks, credit cards).

### **Members - Card**

---

**Data required:**

Order: allows to chose the print order.

Member: allows to chose to print a single member or all.

Reserved data: allows to chose to print the personal members information, as rates or notes.

**Printed information:**

Prints the selected members data sheets.

This print can be recalled also from [MEMBERS ARCHIVE](#).

### **Members - List**

---

**Data required:**

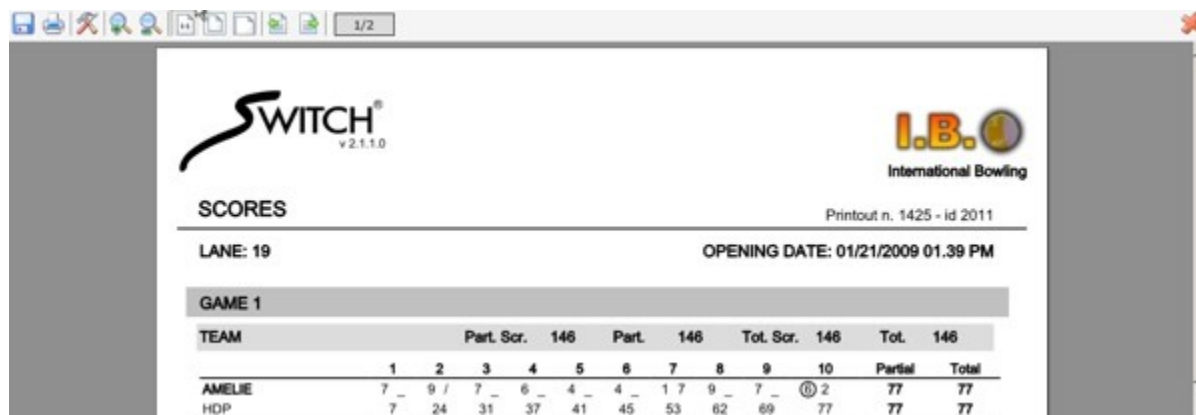
Order: allows to chose the print order.

**Printed information:**

Prints the list of all the members saved in the database.

This print can be recalled also from [MEMBERS ARCHIVE](#).

## Report Preview



This window allows to preview a report before printing it.

The bar on the right allows to scroll the pages.

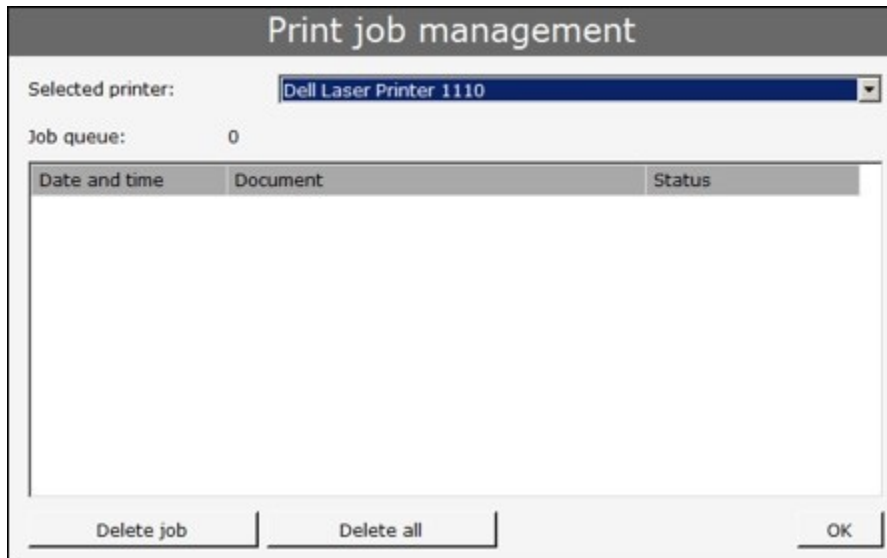
The button bar on the top of the window, allows to perform some operations:



- **SAVE:** allows to save the report on a removable unit as a PDF file.
- **PRINT:** allows to print the report. After pressing the button a window will pop up that consents to select the printer to use for the report.
- **PRINT JOB MANAGEMENT:** allows to recall the PRINT JOB MANAGEMENT window.
- **ZOOM IN:** allows to zoom in.
- **ZOOM OUT:** allows to zoom out.
- **ZOOM TO REAL SIZE:** allows to set the zoom to 1:1 dimension.
- **ZOOM TO FULL PAGE:** allows to set the zoom so that the full page is displayed.
- **ZOOM TO PAGE WIDTH:** allows to set the zoom so that all the page width is displayed.
- **GO TO THE PREVIOUS PAGE:** goes to the previous page.
- **GO TO THE NEXT PAGE:** goes to the next page.
- **EXIT:** closes the preview window.

After the buttons there is a box that shows the current page number and the total number of pages.

## Print Job Management



This window allows to see and cancel all print spooler documents.

This window can be opened from [REPORT PREVIEW](#).

Sometimes it is useful to delete the documents in the print spool, to do this:

- select the printer from the list on top.
- select a document to delete and press **DELETE JOB**.

If it is necessary to delete all the documents of the print spool, press **DELETE ALL**.

**OK** button allows to close the window and go back to the [REPORT PREVIEW](#) window.

**Attention:** *to delete documents in the print spool, it is not always a simple operation. Sometimes it could be necessary to switch off and on the printer or even to reboot the computer. The causes for these particular circumstances can be due to the printer's drivers.*

# Members Archive

## Members Archive

To access: **MEMBERS**

The screenshot shows a software window titled "Bowler archive" with a green header bar. On the left, there is a search bar labeled "Find:" and a "Show all" button. Below this is a table listing members with columns for ID, Surname, and Name. The table contains 17 rows of data. At the bottom of the table, it says "Number of members: 179". On the right side of the window, there is a form titled "Information" for editing a member's details. The form includes fields for ID code (0), Group of members (Standard), Surname, Name, Middle initial, Nickname, Sex, Player category, Address, ZIP, City, Province, State, Date of birth, Telephone, Cell phone, Main E-mail, Secondary E-mail, Shoe size, and Introduced by. There is also a checkbox for "Member active" and a "Private notes" text area. At the bottom of the window, there are buttons for "Modify bowler groups", "Print basic card", "Delete", "New member", "Save", and "Cancel".

This window allows to manage the Bowling centre members list.

All the members are organized in groups and this consents to assign easily special rates.

On the left side of the window there is the list of all registered members, to see and to modify the related data, it is enough to click on the name.

The **FIND** field allows to filter the list, when it is too long. It is sufficient to type the name, last name, or of the nickname initials and press Enter to shorten the list below. It is also possible to type the numeric **ID** assigned to the player.

The **SHOW ALL** button removes any filter and shows all the members.

## STATISTIC INFORMATION

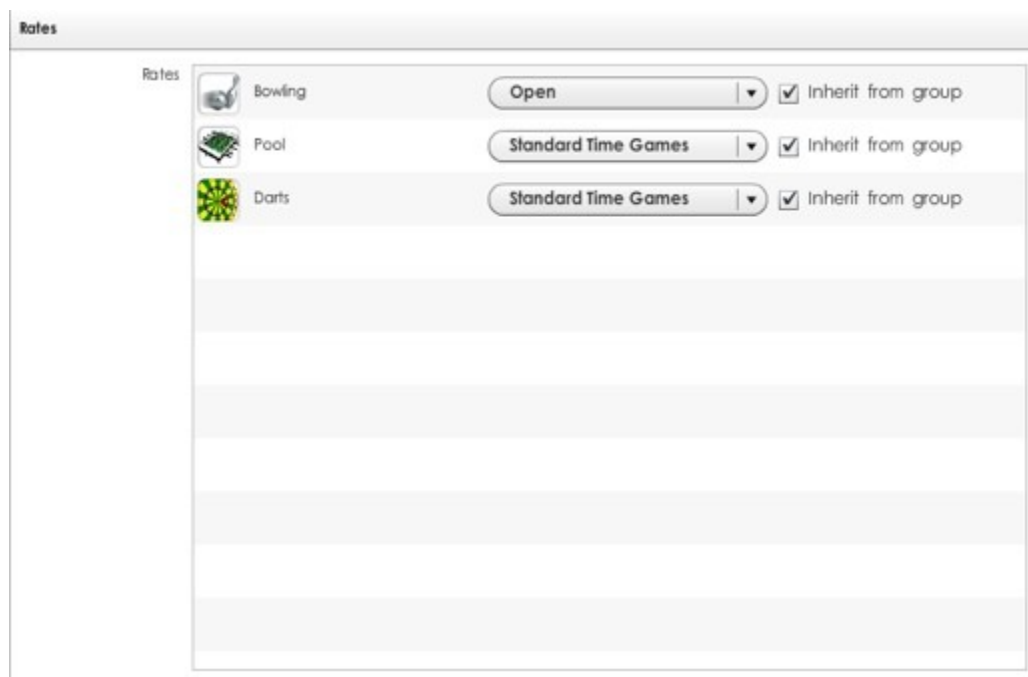


- **ID CODE:** shows the identification number of the member. This number is automatically assigned by the software and consents to add the player to games or to tournaments, quickly.
- **GROUP OF MEMBERS:** indicates the members group to whom this player belongs. To find information on members groups definition, see [MEMBER GROUPS](#).
- **SURNAME:** indicates the member last name.
- **NAME:** indicates the member name.
- **MIDDLE INITIAL:** indicates the member middle name initial.
- **NICKNAME:** indicates the nickname if applicable.
- **SEX:** indicates the member sex.
- **PLAYER CATEGORY:** indicates the player category. For information on the players categories definition see [PLAYER CATEGORIES](#).
- **ADDRESS:** indicates the member address.
- **ZIP:** indicates the member ZIP code.
- **CITY:** indicates the member city.
- **PROVINCE:** indicates the member province.
- **COUNTRY:** indicates the member state of residence.
- **DATE OF BIRTH:** indicates the member birth date. The little button on the right of the date field allows to recall a calendar.
- **TELEPHONE:** indicates the member telephone.
- **CELL PHONE:** indicates the member mobile phone number.
- **MAIN E-MAIL:** indicates the member e-mail.
- **SECONDARY E-MAIL:** indicates another member e-mail.
- **SHOE SIZE:** indicates the member shoe size. This number is used when the player is added to games.
- **INTRODUCED BY:** allows to indicate who introduced this member to the Bowling centre.
- **MEMBER ACTIVE:** this option is selected by default. If unselected, the member cannot be added to games and any membership card will not be recognized.

- **PRIVATE NOTES:** allows to insert reserved information of the member. These information cannot be printed on the member basic card.

## RATES

---



Activity	Rate	Inherit from group
Bowling	Open	<input checked="" type="checkbox"/>
Pool	Standard Time Games	<input checked="" type="checkbox"/>
Darts	Standard Time Games	<input checked="" type="checkbox"/>

From this area it is possible to assign special rates to the member.

Normally the rates are inherited by the members group. For more information on members groups definition see [MEMBER GROUP](#).

For each department (type of game) it is possible to specify a different rate. For more information on rates definition see [RATE DEFINITION](#).

The option **INHERIT FROM GROUP** on the right side of each rate, allows to restore the members group rate.

All the rates assigned here will be automatically attributed to the player when added to a game.

## STATISTICS

---

Statistics	
Number of games considered:	139
Average score per game:	158.561
Average on first ball:	6.702
Average strikes per game:	3.504
Average spares per game:	2.964
Average splits per game:	1.151
Average converted splits per game:	0.396
Average open frames per game:	3.187
Average gutters per game:	0.036
Average fouls per game:	0.144

This window allows to see the member statistics related to the Bowling games.

Every game played by the member will be stored into the database and the related information will be used to update the statistics below listed.

#### List of information:

- **Number of games considered:** the quantity of games played by this member since his registration.
- **Average score per game:** the member average.
- **Average on first ball:** the average obtained with the first ball of each frame. This value goes from 0 to 10.
- **Average strikes per game:** the average quantity of strikes scored in one game. This value goes from 0 to 12.
- **Average spares per game:** the average quantity of spares scored in one game. This value goes from 0 to 10.
- **Average splits per game:** the average quantity of splits scored in one game. This value goes from 0 to 11.
- **Average converted splits per game:** the average quantity of splits converted in one game. This value goes from 0 to 11.
- **Average open frames per game:** the average frames that are left open in one game. This value goes from 0 to 10.

- **Average gutters per game:** the average number of gutter balls shot in one game. This value goes from 0 to 20.
- **Average fouls per game:** the average number of fouls done in one game. This value goes from 0 to 20.

## CARDS

---



This window allows to assign to a member one or more magnetic cards.

The cards can be used to quickly add a member to a game.

It is possible to assign more cards to a member and each card can have a different expiration date.

It is also possible to assign one card to a group of members, this allows to group some members who usually come to play all together using the same card.

In this situation when the card is swiped through the card reader, a window where it is possible to chose the players to add, pops up

For information on use of cards when opening games see [ADDING PLAYERS WITH A MAGNETIC CARD](#) in OPEN A [OPEN A NEW GAME](#).

### Available options:

- **NEW CARD:** allows to assign a new card to the selected member. A window tells to **SWIPE A CARD NOW**, it is enough to swipe the new card through the reader to see it on the screen. If the card had been already used for another member, the system

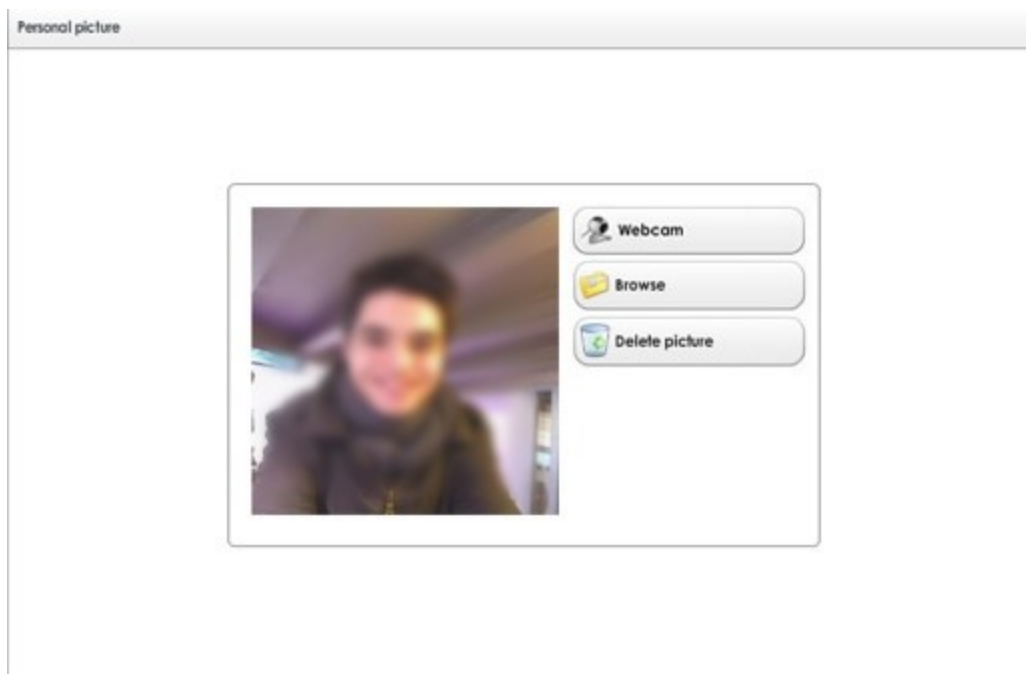
allows to chose to interrupt the procedure or to assign the card also to the new number.

- **DELETE A CARD:** allows to delete the association between the member and the selected card. If the card is used only by this member it will be removed also from the database.
- **ACTIVATE CARD:** allows to enable the selected card, if previously disabled
- **DE-ACTIVATE CARD:** allows to disable the selected card.
- **EXPIRATION DATE:** allows to set an expiration date for the use of the selected card. **NO EXPIRATION** states that the card will not expire. Once set the date, click on **CHANGE EXPIRATION**.

*A card disabled or expired is unusable.*

## PERSONAL PICTURE

---



This window allows to add a picture to the selected member.

The member picture is useful to recognize the member when he uses the card, and consents to send the member picture to the lanes monitors during a game.

- **WEBCAM:** this button is visible only if a webcam has been correctly installed and configured. To take a picture, press **WEBCAM** button and then **TAKE A PICTURE**.
- **BROWSE:** allows to select a picture from a removable disc, as a pendrive.

- **DELETE PICTURE:** allows to delete the current picture

#### **MORE AVAILABLE OPTIONS**

---

- **MODIFY PLAYERS GROUPS:** takes to the [MEMBER GROUPS](#) window.
- **PRINT BASIC CARD:** prints a report with the member information including statistics and a picture of the member, without any reserved information.
- **PRINT DETAILED CARD:** prints a report with the member information including statistics and a picture of the member and reserved information.
- **DELETE:** cancels the selected member.
- **NEW MEMBER:** allows to create a new member.
- **SAVE:** saves the changes done.
- **CANCEL:** cancel any change done and restores the previous settings.

## Members Groups

To access: [MEMBERS](#) -> **MODIFY MEMBERS GROUPS**

Group name	Name	Description	Rate	Use default
Standard	Privileged		Bowling	<input type="checkbox"/>
Employee			Snooker	<input checked="" type="checkbox"/>
Frequent bowler			Table football	<input checked="" type="checkbox"/>
Licensed			Laser game	<input type="checkbox"/>
Privileged			Hockey	<input checked="" type="checkbox"/>
Privileged+licenced			Pool	<input checked="" type="checkbox"/>

This window allows to define the members groups and to assign them special rates.

The members groups are used to simplify the allocation of the rates to the members who are part of these groups.

### For each group it is possible to define:

- **NAME:** indicates the group name.
- **DESCRIPTION:** allows to type some notes for the group.
- **RATE:** it is possible to assign a special rate for each department (type of game). For information on rates definition see [RATE DEFINITION](#)

The option **USE DEFAULT** on the right side of each rate, allows to restore the default rate for that department. For information on default rates definition see [SET DEFAULT RATE](#)

All rates here assigned will be automatically imputed to all the members of that group.

### Available options

---

- **DELETE:** cancel the selected members group. It is not allowed to cancel a group with members associated.
- **NEW GROUP:** allows to create a new group of members.
- **SAVE:** saves changes done.
- **CANCEL:** cancels all changes done and restores the previous settings.



## Players Categories

To access: [MEMBERS](#) -> **PLAYER CATEGORY**



This window allows to define the players categories.

The category will be then assigned to members in the [MEMBERS ARCHIVE](#) window .

### Available options

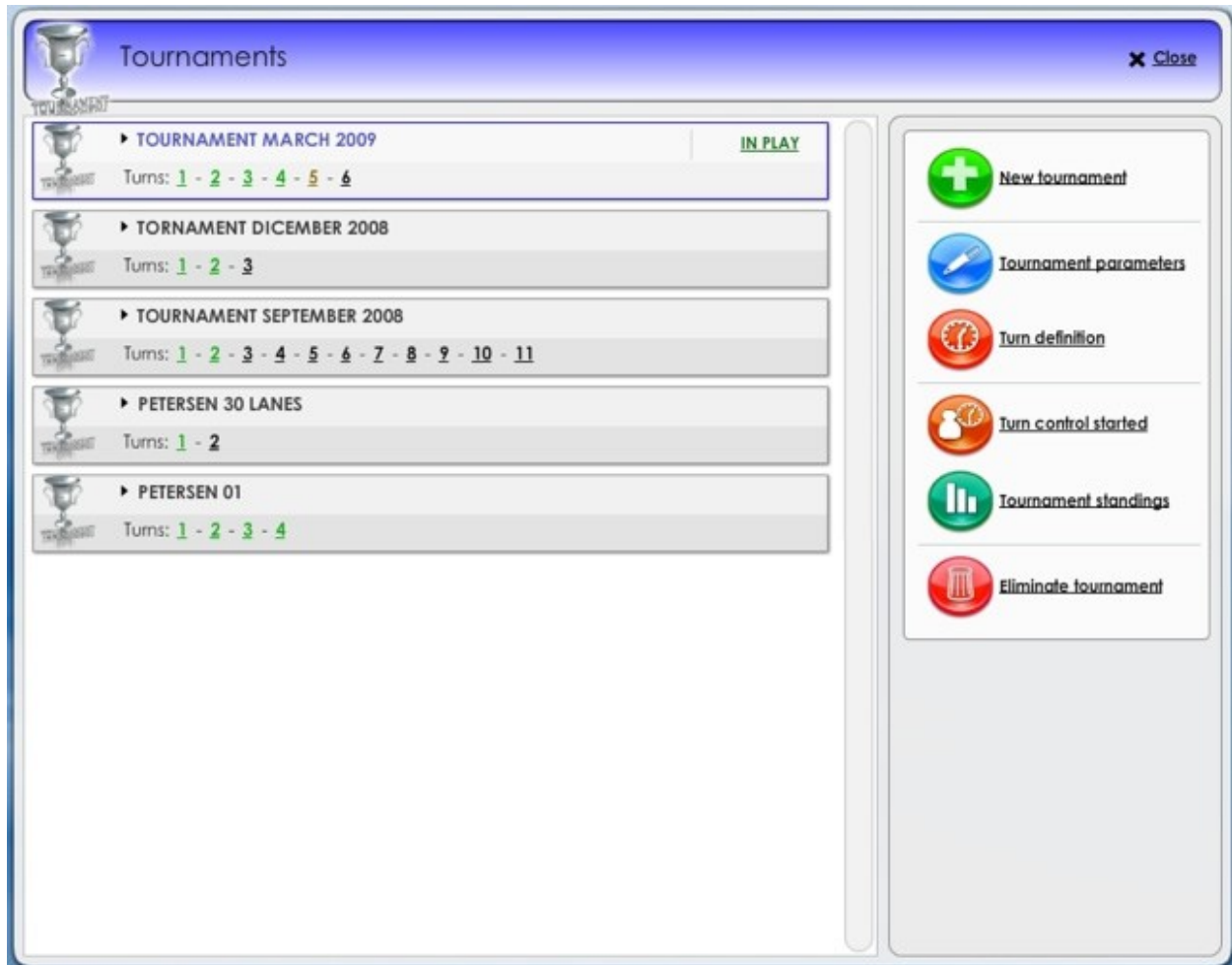
---

- **SAVE:** saves all changes done.
- **CANCEL:** cancel all changes done and restore the previous settings.

# Tournament Management

## Tournament Management

To access: **TOURNAMENTS**



The Tournament window allows the creation of new tournaments and also permits the management of the shifts, the participants and the standings.

Every tournament is listed on the left hand side of the window.

The name of the tournament and the list of shifts created are displayed. The color of the number of the shifts indicates its progress as follows:

- **Black:** the shifts have still to be played.
- **Yellow:** the shifts are in play.
- **Green:** the shifts have been played.

Clicking on the number of the shifts will bring up different screens depending on the status of the shifts:

- Shifts still to be played: when clicked will bring up the [TURN DEFINITION](#) window.
- Shift currently being played: when clicked will bring up the [TURN CONTROL](#) window.
- Shift concluded: when clicked will bring up the [TOURNAMENT STANDINGS](#) window.

When the shift is currently being played, the **CURRENT** message will also be visible on screen. Clicking on this will bring up the [TURN CONTROL](#) window.

The list of available functions is displayed on the right hand side of the window:

- [NEW TOURNAMENT](#): Allows a new tournament to be created.
- [TOURNAMENT PARAMETERS](#): Allows modification of the parameters of the tournament created.
- [TURN DEFINITION](#): permits the creation of the S/S and the insertion of the teams and the participants on the lanes.
- [TURN CONTROL STARTED](#): allows for the monitoring of the current S/S in play.
- [TOURNAMENT STANDINGS](#): the standings can be managed in real time. Printing and score correction are also available.
- **ELIMINATE TOURNAMENT**: allows for the cancellation of a tournament and all associated data (players, scores etc.)

The creation of a tournament requires two operations:

1. Set up the tournament parameters using the [NEW TOURNAMENT](#) o [TOURNAMENT PARAMETERS](#) keys.
2. Create the first S/S and add the participants using the [TURN DEFINITION](#) key.

## Tournament Definition

To access: [TOURNAMENTS](#) -> **NEW TOURNAMENT** (o **TOURNAMENT PARAMETERS**)

**Tournament definition**

Back Close

**General parameters**

Tournament name

Notes

Number of lanes used by tournament  4 
 Number of players per team  1 
 Number of teams per lane  1 
 Bring forward previous turn score ☐
 Win bonus  0 
 No-Tap  
 Pinfall bonus **Not active**

HDP by player category

Category	HDP
M/A	<input type="button" value="-"/> 0 <input type="button" value="+"/>
M/B	<input type="button" value="-"/> 0 <input type="button" value="+"/>
M/C	<input type="button" value="-"/> 0 <input type="button" value="+"/>
M/D	<input type="button" value="-"/> 0 <input type="button" value="+"/>

Lane movement parameters

Additional parameters

Save Cancel

This window is used to set up the type of tournament by adding the required parameters.

- **TOURNAMENT NAME:** used to give the tournament a unique name and identification.
- **NOTES:** allows for the addition of references and notes regarding the tournament.
- **NUMBER OF LANES USED BY THE TOURNAMENT:** shows the number of lanes that would normally be used by the tournament, although the actual number may be changed before each shift.
- **NUMBER OF PLAYERS PER TEAM:** shows the number of players in each participating team.

- **NUMBER OF TEAMS PER LANE:** shows how many teams will be allocated to each lane for the shift.
- **BRING FORWARD PREVIOUS TURN SCORE:** indicates a tournament where the final standings will be calculated by adding the points from each shift.
- **WIN BONUS:** ( usually used when each team plays against all other teams) allows bonus pins to be awarded to the normal pinfall in the cases of wins, draws and high scores.
- **NO-TAP:** allows the "no-tap" format to be used whereby a strike is scored when a predetermined number of pins have been knocked over. (e.g. 9 pin no-tap, 8 pin no-tap).
- **PINFALL BONUS:** a tournament format whereby each participant plays one game against each of the other participants. The winner can be decided by either total pinfall or alternatively the top 4/5/6 players can play out a stepladder final to decide the winner.

A window will open to permit the allocation of bonuses. Three bonus levels can be programmed and the amount of bonus pins can be selected for each level.

**SET DEFAULT:** set the default values.

- **HDP BY PLAYER CATEGORY** allows each player's handicap to be calculated based upon the category assigned to him in [PLAYERS CATEGORIES](#).
- **SAVE:** saves the changes made.
- **CANCEL:** cancel the changes made.

## LANE MOVEMENT PARAMETERS

---

The screenshot shows a dialog box titled "Lane movement parameters". It contains the following controls:

- "Lane swap active" with a checked checkbox.
- "Movement type" with a dropdown menu showing "Left-right movement".
- "Lane movement at end of series" with a numeric input field set to "2", flanked by minus and plus buttons.
- "Number of games per series" with a numeric input field set to "2", flanked by minus and plus buttons.
- "Number of series" with a numeric input field set to "3", flanked by minus and plus buttons.

- **LANE SWAP ACTIVE:** indicates that alternate lanes will be used for each frame.
- **MOVEMENT TYPE: LEFT-RIGHT MOVEMENT** should be selected if the tournament is based on several series of games (e.g. league), with or without lane changes. **EACH TEAM PLAYS AGAINST ALL OTHER TEAMS** should be selected each team or player plays one game against every other team or player. Bonuses are usually gained for wins, draws and high scores.
- **LANE MOVEMENT AT END OF SERIES:** shows the number of lanes that each team/bowler will be required to move at the end of each series bowled. NOTE: NEGATIVE values indicate a move to the LEFT, POSITIVE values indicate a move to the RIGHT.
- **NUMBER OF GAMES PER SERIES:** shows the number of games that will be played in each series.
- **NUMBER OF SERIES:** shows how many series will be played.

## **ADDITIONAL PARAMETERS**

---

Additional parameters

Score parameters [Set...](#)

Amount due to participate

Enable automatic game progress ☒

Consent fast progress of the games ☒

Game end delay in seconds  30

Show next game information ☒

Blind to use as standard for this tourna...  100

Automatic standings

Activate standings visualization ☒

Scroll standings during game ☒

Seconds to display at end of turn  300

Practice

Minutes of practice throws at start  5

Type of practice

- **SCORE PARAMETERS:** allows access to the [SCORE PARAMETERS](#) window where it is possible to manage the lane monitor display and to enable special functions on the bowlers' console. **NOTE:** lane monitor animations are automatically disabled during tournaments and a simplified graphic display is adopted. However, these settings can be modified.
- **AMOUNT DUE TO PARTICIPATE:** the cost of the entry fee or subscriptions can be entered here.
- **ENABLE AUTOMATIC GAME PROGRESS:** this option allows the software to automatically start a new game at the conclusion of each game. If this option is not selected the system will not continue automatically with the next game of the shift; this will have to be done manually from the reception in the window [TURN CONTROL](#).
- **CONSENT FAST PROGRESS OF THE GAMES:** when a team has finished a game this option allows the team to proceed to the next lane allocated to them and to start bowling immediately, if the opposing team is also present and the lane is free.

- **GAME END DELAY IN SECONDS:** sets the amount of time that the scores of the last games played will remain on the screen before the new game will start. This function allows the players sufficient time to write down their scores at the end of a game.
- **SHOW NEXT GAME INFORMATION:** option of displaying the lane number for the next game.
- **BLIND TO USE AS STANDARD FOR THIS TOURNAMENT:** allows for the allocation of a fixed blind score for absent players. Different scores may be attributed to each player.
- **ACTIVATE STANDINGS VISUALIZATION:** enables the calculation and display on the monitors of the current standings.
- **SCROLL STANDINGS DURING GAME:** allows the current standings to be scrolled on the lower part of the monitors during play.
- **SECONDS TO DISPLAY AT THE END OF TURN:** shows the duration of the full screen display of the standings at the end of each game.
- **MINUTES OF PRACTICETHROWS AT START:** allows setting the amount of time for practice before the start of shift.
- **TYPE OF PRACTICE:** choose from three options:
  - **STRIKE CYCLE:** the pinsetter spots ten pins after each ball.
  - **NORMAL CYCLE:** the pinsetter does first then second ball cycles.
  - **PINSETTER STOPPED:** pins are not re-spotted.



## Turn Definition

To access: [TOURNAMENTS](#) -> **TURN DEFINITION**

The screenshot shows the 'Turns' window with the following details:

- Header:** Turns, Back, Close
- Tournament name:** Tournament March 2009, Turn 6, State: Turn on standby
- Left Sidebar:**
  - Bowlers from archive
  - Bowlers from other tournaments
  - Tournament list:
    - Tournament March 2009
      - Turn 1
      - Turn 2
      - Turn 3
      - Turn 4 (selected)
      - Turn 5
    - Tournament December 2008
  - Team and bowler list:
    - TEAM 1: BOWLER 1, BOWLER 2, BOWLER 3
    - TEAM 2: BOWLER 4, BOWLER 5, BOWLER 6
    - TEAM 3: BOWLER 7, BOWLER 8, BOWLER 9
    - TEAM 4: BOWLER 10, BOWLER 11, BOWLER 12
    - TEAM 5: BOWLER 13, BOWLER 14, BOWLER 15
    - TEAM 6: BOWLER 16
- Main Area:**
  - LANE 1: TEAM 1, BOWLER 1, BOWLER 2, BOWLER 3
  - LANE 2: TEAM 2, BOWLER 4, BOWLER 5, BOWLER 6
  - LANE 3: TEAM 3, BOWLER 7, BOWLER 8, BOWLER 9
  - LANE 4: TEAM 4, BOWLER 10, BOWLER 11, BOWLER 12
  - LANE 5: TEAM 5, BOWLER 13, BOWLER 14, BOWLER 15
  - LANE 6: TEAM 6, BOWLER 16
- Right Sidebar:**
  - Create turn
  - Eliminate turn
  - Change lanes
  - Take participation m...
  - Lanes draw
  - Print turn information
  - Start turn
  - Turn control started
  - Turn withdrawal
  - Save
  - Cancel

Use this screen to create the various turn of play and add the participants to the lanes.

The turn that is being created or modified is shown on the upper part of the screen.

The players' archive is shown on the left hand side of the screen and the participants of previous tournaments or turn are shown below.

The lanes used by the turn are shown in the centre of the screen along with the teams and their participants.

A series of keys that control various operations are displayed on the right hand side.

If no turn is being displayed it will be necessary to use the **CREATE TURN** to allow the addition of the players.

## PLAYERS FROM THE ARCHIVE

---

Displays the list of players present in the [MEMBERS ARCHIVE](#).

A search box appears at the top of the screen. Use this box to enter first and second names or nicknames in whole or in part to shorten the list. In the filter box the player's ID number, if known, can be entered to immediately locate the player.

Using the **SHOW ALL** key will display all the members' names.

It is possible to drag a name from here and drop it on the selected lane.

## PLAYERS FROM OTHER TOURNAMENTS

---

The screen displays the list of tournaments already created and the list of participating teams and players in each one.

The **TEAMS AND PLAYERS LIST** shows the players who participated in the turn selected. Both individual players and complete teams can be dragged and dropped onto a lane.

***NOTE:** When more than one qualifying shift has been bowled in a tournament the results from each shift can be merged and the final overall standings calculated.*

*If required, a percentage of the pinfall from the previous shift can be carried forward to the next phase of the tournament. To do this, select the shift from **TOURNAMENT LIST** and click on **CALCULATE STANDINGS**; the team standings will be displayed with the highest pinfall first.*

*A value is entered in the percentage box and the team is dragged into the next shift that is being created. This percentage of the pinfall from the previous qualifying shift is then carried forward to the next phase of the tournament.*

## FORMATION OF TEAMS AND PLAYERS

---

The lists of lanes and participating teams appear in the centre of the screen.

The players can be assigned to their teams in several ways:

- Manually type the name and the other details required.
- Enter the ID number of the player; all the player's details will be displayed.
- Drag the player's name from the member's list.
- Drag the player or the entire team from a previous tournament.

The parameters available for each player are:

- **ID:** Identity from the players' archive.

- **NAME:** Player's name.
- **CATEGORY :** Player's category.
- **HANDICAP:** Player's handicap.
- **BLIND:** Shows the player's average. This can be used to calculate a "Blind" score when the player is absent.
- **START:** An initial points value that can be entered manually or calculated by the system, and can be added to the final result.

### AVAILABLE OPTIONS

---

- **CREATE TURN:** Allows for the creation of a new shift.
- **ELIMINATE TURN:** Allows for the cancellation of the last shift providing it has not already started.
- **CHANGE LANES:** Select the lanes to be used for the shift.
- **TAKE PARTICIPATION MONEY:** Leads to the [INCOME TABLE](#) window and displays the subscriptions to be paid.
- **LANE DRAW:** Allows a random lane draw to be made for the allocation of the lanes for the teams.
- **PRINT TURN INFORMATION:** Prints out the details of the tournament, the teams and the players. The lane numbers allocated to the teams for the shift are also included.
- **START TURN:** Allows the start of the current shift. When the start shift is selected, a series of checks are carried out to verify that the lanes are free and available, the teams are complete and have been assigned to their lanes and the subscription fees (entry fees) have been paid. Some of these checks may be ignored by the receptionist (check in clerk, cashier,). When the shift is under way, the [TURN CONTROL](#) window will be displayed.
- **TURN CONTROL STARTED:** only available when the current shift is under way, it allows the [TURN CONTROL](#) window to be displayed.
- **SHIFT STANDINGS:** only available when the current shift is either under way or has been concluded. Allows access to the [TOURNAMENT STANDINGS](#) window.
- **SAVE:** saves the changes made.

- **CANCEL:** cancel the changes made and restores the previous data.

## Turn Control

To access: [TOURNAMENTS](#) -> **TURN CONTROL STARTED**



This window allows the progress of the current shift to be monitored via a simplified graphic interface.

The upper part of the screen shows information about the tournament and the current shift. The progress of the shift can be monitored in two ways: **GAME GRIDS** and **LIST OF TEAMS IN PLAY**.

### GAME GRIDS

The shift is broken down into games and displayed as a grid.

The columns show the lane numbers and the rows show the number of the game.

Each game is displayed as a box containing the teams' names and a bar that shows the progress of the game.

The colour of the box/bar indicates the progress of the game:

- **BLUE:** practice.
- **YELLOW:** game in progress
- **GREEN:** game concluded.
- **GREY:** game still to be played.

This screen gives the position of the team during the current shift.

### **LIST OF TEAMS IN PLAY**

---

The progress of the play, the number of games played and the lane numbers assigned to all the participating teams are displayed.

This screen shows the progress for each team.

Clicking on the team name will give access to the following functions:

- **MODIFY:** accesses the [MODIFY GAME](#) window. During a tournament this window only allows certain operations like change bowler name and add or remove a Blind score.
- **SCORES:** accesses the [SCORES](#) window where it is possible to see, correct and print scores.

The progress bar is found in the lower part of the screen. The bar indicates the percentage of the shift that has been concluded, and that remaining. The games concluded and the frames played are displayed below the bar

### **OPTIONS AVAILABLE**

---

- **ACTIVATE MANUAL PROGRESS:** when AUTOMATIC PROGRESSION is enabled, this option allows manual control to be restored.
- **FORCE TURN PROGRESS:** active only when manual progression has been selected. Allows play to restart when the last game played has finished.
- **PRACTICE:** This function allows practice play to be enabled or disabled and the duration to be entered. The duration of practice play for a single game can be managed in the [MODIFY GAME](#) window.
- **TOURNAMENT STANDINGS:** allows access to the [TOURNAMENT STANDINGS](#) window.

- **INTERRUPT TURN:** this option will interrupt the shift and all games and frames played will be lost. This option should only be used when the shift has to be replayed from the beginning.

## Tournament Standings

To access: **TOURNAMENT** -> **TOURNAMENT STANDINGS**

**Tournament standings**

Back Close

Numerical standings

Pos.	Name	Turn	Category	Games	Wins	Draws	Bonus	R.R.	Hdp	Scratch	Average	Total
1	TEAM 4	3		4	4	0	0	0	0	1852	463.00	1852
2	TEAM 1	3		4	2	0	0	0	0	1819	454.75	1819
3	TEAM 2	3		4	2	0	0	0	0	1767	441.75	1767
4	TEAM 7	3		4	4	0	0	0	0	1744	436.00	1744
5	TEAM 5	3		4	2	0	0	0	0	1722	430.50	1722
6	TEAM 6	3		4	2	0	0	0	0	1702	425.50	1702
7	TEAM 3	3		4	0	0	0	0	0	1624	406.00	1624
8	TEAM 8	3		4	0	0	0	0	0	1135	283.75	1135

Graphical standings

Recalculate standings

Turn control started

More actions

Detailed standings

Compact printout

Summary printout

Detailed printout

Send to lanes

☐ Automatic update

☐ Calculate single

Category

All positions

Turns considered

☐ Turn 1

☒ Turn 2

☒ Turn 3

☐ Turn 4

☐ Turn 5

Select all

Unselect all

The tournament standings can be viewed and managed in this window.

The standings are shown as a list of the teams in the order of highest score down to lowest score.

The following details for each team are displayed:

- Position in the standings
- Team name
- Shift/played
- Category
- Games played



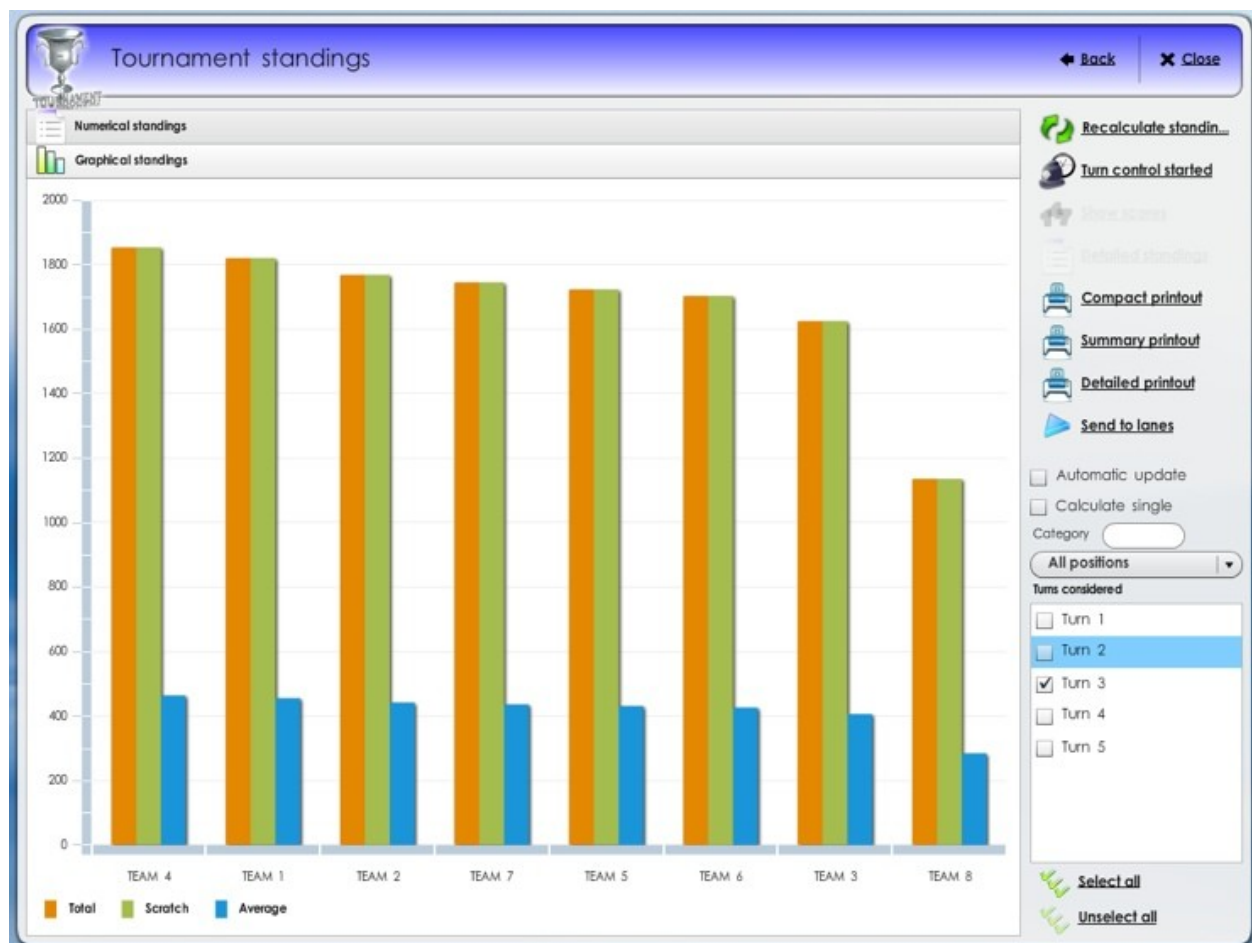
- Won
- Drawn
- Bonus
- Round Robin
- Handicap
- Scratch
- Average
- Total

### OPTIONS AVAILABLE

---

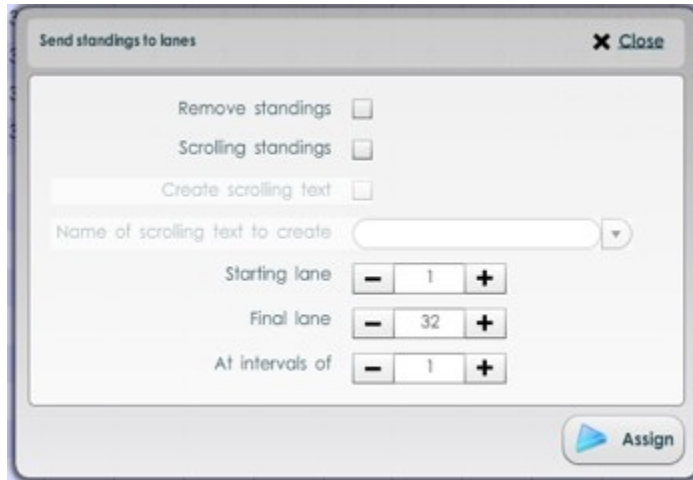
- **RECALCULATE STANDINGS:** updates the standings. This is useful to update standings as a current shift progressing.
- **TURN CONTROL STARTED:** leads to the [TURN CONTROL](#) window. This key is active only when the shift is in play.
- **SHOW SCORES:** leads to the [SCORES](#) of the selected team.
- **STATISTICS:** displays the details in the standings of the team selected. This function opens a screen that contains a record of various statistics relative to the teams and its players. This information can be printed. This function can also be accessed by clicking on the team name.
- **COMPACT PRINTOUT:** offers a simple print out of the standings showing only the averages and the totals for each team.
- **SUMMARY PRINT OUT:** same as basic print out but includes the totals of every game played by each player.
- **DETAILED PRINTOUT:** same as the basic print out, but also contains the scores of all the games played by each player.
- **SEND TO LANES:** opens a window that allows the standings to be displayed on the lane monitors, including the lanes not used by the tournament shift. For information on how to send the standings to the lanes manually, see [SEND STANDINGS TO LANES](#).
- **AUTOMATIC UPDATE:** this option is useful when a tournament is in play as it allows the standings to be updated at 30 second intervals.

- **CALCULATE SINGLE:** allows the calculation of the individual standing of each player regardless of the team standings.
- **CATEGORY:** allows players to be classified by ability and/or average for handicap allocation purposes.
- **STANDINGS LIMIT:** the number of places (teams) shown in the standings can be selected. (E.g. top 16, top 12 etc.)
- **TURN CONSIDERED:** choose which shift results will be used to determine the standings.
- **SELECT ALL, UNSELECT ALL:** allows for the selection or the deselection of all the shifts.
- **GRAPHICAL STANDINGS:** Shows in bar graphic form the standings of the shift selected.



## Send Standings to Lanes

To access: [TOURNAMENTS](#) -> [TOURNAMENT STANDINGS](#) -> **SEND TO LANES**



The standings can be sent to or removed from the lane monitors in this window.

- **REMOVE STANDINGS:** permits the removal of any standings from the selected lanes.
- **SCROLLING STANDINGS:** when active the standings will be displayed as scrolling text at the lower part of the screen. The alternative is to show the standings full screen.
- **CREATE SCROLLING TEXT:** when active, the standings can be saved in [LANE MESSAGES](#) and may be edited if required before they are sent to the lane monitors.
- **NAME OF SCROLLING TEXT TO CREATE:** scrolling messages may be attributed an ID name as they are prepared.
- **STARTING LANE, FINAL LANE, AT INTERVAL OF:** Select the lanes for the delivery or removal of the standings.

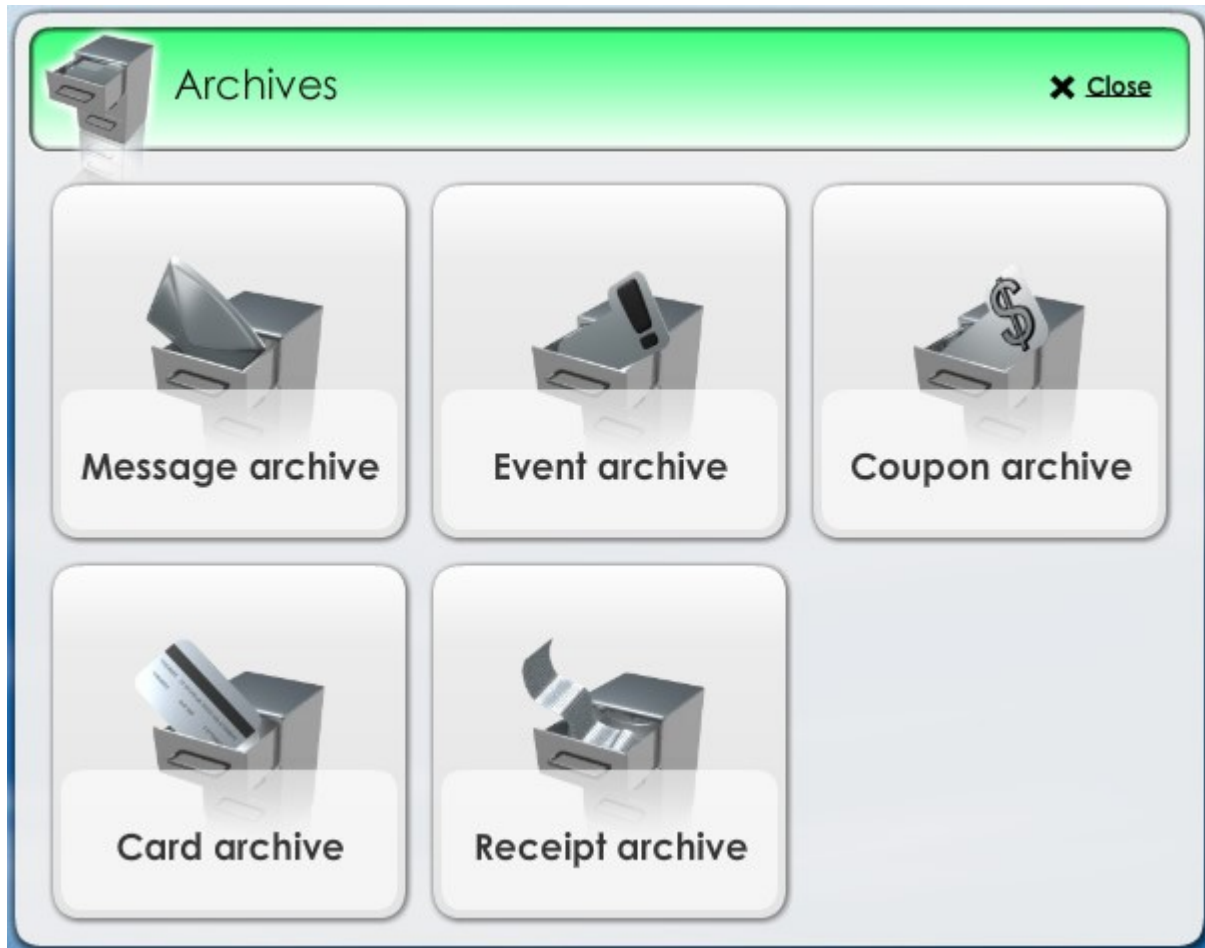
NOTE: During the automatic progression of the tournament, standings are displayed on the lanes assigned to the tournament unless the **ACTIVATE STANDINGS VISUALIZATION** option has been disabled in [TOURNAMENT PARAMETERS](#).

NOTE: When this option has been selected it will be necessary to manually remove the standings from the lane monitors using the option **REMOVE STANDINGS**.

## Archives

### Archives

To access: **ARCHIVES**



This window gives access to the SWITCH®2 archives.

Click on any archive to open it.

The available archives are:

- [\*\*MESSAGE ARCHIVE\*\*](#)
- [\*\*EVENT ARCHIVE\*\*](#)
- [\*\*COUPON ARCHIVE\*\*](#)
- [\*\*CARD ARCHIVE\*\*](#)
- [\*\*RECEIPT ARCHIVE\*\*](#)

## Message Archive

To access: [ARCHIVES](#) -> **MESSAGE ARCHIVES**

	Time sent	Title	Archived
	Today 08:25 PM	Reservation from 08.25 PM	✓
	Today 08:58 PM	Request lane order 3	
	Today 08:58 PM	Service request for lane 3	✓
	Today 08:58 PM	Mechanic requested for lane 4	✓
	Today 08:00 PM	Reservation from 08.00 PM	✓
	Today 09:00 PM	Reservation from 09.00 PM	✓

**Filters**

Refresh

Selected period: Today

First 100 elements

Total elements: 6/6

Find:  [Show all](#)

Filter by station: All stations

Filter by state: All messages

Filter by type: All types

**Message details:**

Title: **Reservation from 08.00 PM**  
 From: Server  
 To: Server  
 Time sent: Today 08:00 PM  
 Time read: Today 09:05 PM  
 Time archived: Today 09:06 PM  
 State: Archived by administrator  
 Message: A reservation in the name of James is due at 08.00 PM. Reservation will use lanes 1, 2

All messages received in the archive can be seen in this window.

The messages are shown on the left hand side. Click on a message to select it. The contents of the message are shown below.

The message selected will be highlighted with a blue background.

Click on **UPDATE** to update the current list.

Further information on messages, see [MESSAGES](#).

## Message list

	Today 09:50 AM	Reservation from 09.50 AM	✓
--	----------------	---------------------------	---

For each message the list shows:

- The type, identified by an icon.
- The time and date the message was delivered.
- The message title.
- The status of the message: a tick indicates that the message has been archived.

### **Types of message**

---

Each type of message has a different icon with the following description:



Indicates a generic alarm message.



Indicates a generic error message.



Indicates a message containing information.



Indicates requests for the intervention of a mechanic on the lanes.



Indicates the request for bar staff on the lanes.



Indicates an order for food and drink from the lanes.



Indicates messages relative to bookings.



Indicates messages containing information aimed at helping operators.



Indicates that a software update is available for installation.

## Details

---

The details of the message displays:

- The icon at left determines the type of message.
- **TITLE:** the message title.
- **FROM:** the sender of the message.
- **SENT:** date and time of the delivery of the message.
- **READ:** date and time the message was read for the first time.
- **ARCHIVED:** date and time the message was sent to the archive.
- **STATUS:** the status of the message (**ARCHIVED** or **NOT ARCHIVED**). If the message has been archived, the name of the person who archived it will also be shown.
- **MESSAGE:** the contents of the message.

## Generic filter

---

The filter may be used to select the message to be viewed:

**Filters**


Selected period

Today

First 100 elements

Total elements: 3/3

Find:



[Show all](#)

- **SELECTED PERIOD:** Messages may be accessed depending on the date and time they were sent. A period can be chosen from the list: selecting **OTHER** it is possible to select the exact dates and times of the start and end of the selected period. The maximum number of saved messages to be recalled from the selected period can be limited to save loading time. **TOTAL ELEMENTS:** shows the number of messages that have been loaded compared to the total amount of messages contained in the selected period.
- **FIND:** Type a key word contained in the title or the text of the message and click on the spyglass to speed up the search. Click on **SHOW ALL** or clear the FIND box to stop the key word search.

### Specific Filter

---

The following specific filters are also available in addition to the generic filter:




The image shows a user interface for filtering messages. It consists of three vertically stacked sections, each with a title and a dropdown menu. The first section is titled 'Filter by station' and has a dropdown menu showing 'All stations'. The second section is titled 'Filter by state' and has a dropdown menu showing 'All messages'. The third section is titled 'Filter by type' and has a dropdown menu showing 'All types'. Each dropdown menu has a small downward-pointing arrow on the right side.







- **FILTER BY STATION:** Selects only the messages sent by the chosen station.
- **FILTER BY STATUS:** allows the selection of messages based upon their status (**ALL MESSAGES, NON ARCHIVED ONLY, ARCHIVED ONLY**).
- **FILTER BY TYPE:** only the type of message selected will be displayed.




## Event Archive

To access: [ARCHIVES](#) -> **EVENT ARCHIVES**


**Event archive**
Back
Close

Type	Creation time	Operator	Station
 Coupon emission	Today 09:25 AM	administrator	Front Desk 1
 Remove frame	Today 09:24 AM	administrator	Front Desk 1
 Coupon emission	Today 09:22 AM	administrator	Front Desk 1
 Coupon emission	Today 09:21 AM	administrator	Front Desk 1
 Operator log in	Today 09:08 AM	administrator	Front Desk 1
 Start Server application	Today 09:08 AM	SYSTEM	


 Refresh

**Filters**

Selected period  
Today

First 100 elements

Total elements: 6/6


Find:   [Show all](#)

**Filter by type**

☒ Operator access
 ☒ Server
 ☒ Frame removal
 ☒ Coupon
 ☒ Other

**Filter by operator**

All



Generation date: Today 09:22 AM  
Operator: administrator  
Station: Front Desk 1  
Description: Coupon number 2 emission  
Amount: \$ 8.00

Every event in the system can be viewed in this window.

The list on the left hand side displays the events. Click on an event to select it. The details of the event will be displayed below.

The event selected will be highlighted by a blue background.

Click on **UPDATE** to update the current list.

### List of the events

	Coupon emission	Today 09:21 AM	administrator	Front Desk 1
---	-----------------	----------------	---------------	--------------

For each event, the list displays:

- The type, identified by an icon.
- A description of the event.
- The date and time of creation of the message.
- The operator: where a message has been created by an operator, their name will be displayed; for any other event, **SYSTEM** will be displayed.
- The station where the message was generated.

## Types of event

---

Each type of event has a different icon with the following description:



This icon identifies events relative to the removal of frames by the operator. For more information on the removal of frames, see [SCORES](#) and [LANE MANAGEMENT](#).



This icon identifies events relative to the emission of credit coupons.

For more information about coupon see [CREDIT COUPON](#) in [ORDER MANAGEMENT](#).

For a more detailed archive of coupons see [COUPON ARCHIVE](#).



This icon refers to events relative to the use of coupons.



This icon refers to events regarding the logging on of an operator at a work station.



This icon refers to events regarding the logging off of an operator at a work station.



This icon refers to events regarding the start up of the server.



This icon refers to events regarding the shutting down of the server.

## Details

---

The following details of the event are displayed:

- The icon relative to the type of event.
- **DATE OF ORIGIN:** the date and time when the event was generated.
- **USER:** the operator who generated the event.
- **WORK STATION:** the work station where the event was generated.
- **DESCRIPTION:** the description of the event.
- **AMOUNT:** displayed only in cases of events relative to the use of coupons, it shows the value of the coupon.

## Generic filter

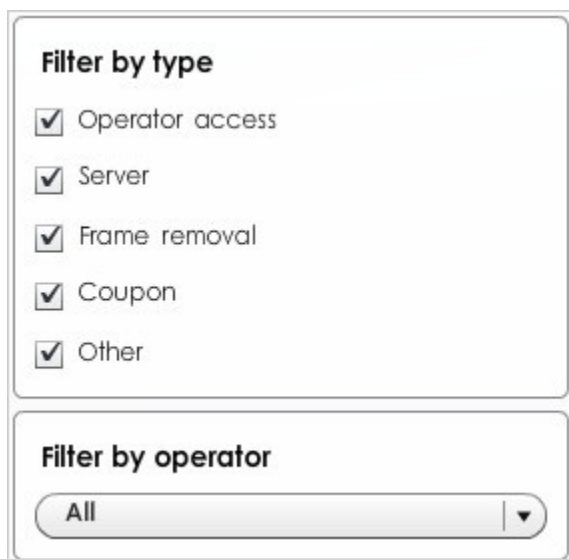
---

Events can be easily located and viewed by applying filters. For the generic filter see [GENERIC FILTER](#).

## Specific filter

---

In addition to the generic filter, the following specific filters may be applied:



The screenshot shows a user interface for applying filters. It consists of two main sections. The first section, titled 'Filter by type', contains five checkboxes, all of which are checked: 'Operator access', 'Server', 'Frame removal', 'Coupon', and 'Other'. The second section, titled 'Filter by operator', contains a dropdown menu with 'All' selected and a small downward arrow icon to its right.

- **FILTER BY TYPE:** gives access to the following event types only:

- **USER ACCESS:** displays only the events relative to the logging on/off of operators at associated work stations.
- **SERVER:** displays only the events regarding the start up and shut down of the server.
- **REMOVAL OF FRAMES:** displays only events relative to the removal of frames.
- **COUPON:** displays only events regarding the emission and receipt of coupons.
- **OTHER:** used to display other types of events.
- **FILTER BY USER:** access events relative to the operator who generated them.

## Coupon Archive

To access: [ARCHIVES](#) -> **COUPON ARCHIVE**

	Operator	Amount	Emission date	Expiry date
	administrator	\$ 9.00	Today 10:44 PM	05/28/2010 12:00 AM
	administrator	\$ 38.00	Today 10:44 PM	No expiry
	administrator	\$ 34.00	Today 09:25 PM	No expiry
	administrator	\$ 8.00	Today 09:22 PM	No expiry
	administrator	\$ 14.00	Today 09:21 PM	No expiry

**Filters**

**Refresh**

**Selected period**

Today

**First 100 elements**

Total elements: 5/5

Find:

**Show all**

**Filter by state**

☒ Re-entered

☒ Expired

☒ Not Re-entered or expired

**Filter by operator**

All

**Number 4**

State: Reentered

Note: No cash

Amount: \$ 38.00

Expiry date: No expiry

**Date emitted**

Operator: administrator

Station: Front Desk 1

Date: Today 10:44 PM

**Operating data**

Operator: administrator

Station: Front Desk 1

Date:

This window displays the coupons generated for credit.

The coupons are listed at the left of the screen. Click on a line to open the coupon. The details of the selected coupon are displayed below.

The selected coupon will be highlighted with a blue background.

Click on **UPDATE** to update the current list.

For more information on credit coupons see [CREDIT COUPON](#) in [ORDER MANAGEMENT](#).

### List of the coupons

	administrator	\$ 9.00	Today 10:44 PM	05/28/2010 12:00 AM
--	---------------	---------	----------------	---------------------

The following information is displayed for each coupon:

- The status.
- The name of the operator who generated it.
- The value.
- The date and time of issue.
- The expiry date and time, or, for coupons with no time limit, **NO EXPIRY DATE**.

### Status of the coupon

---

The icons relative to the status of the coupons are defined as follows:



Shows a coupon that has been issued, not yet redeemed and has not expired.



Shows a redeemed coupon.



Shows an expired coupon.

### Details

---

For each coupon, the following details are listed

- The icon representing the status of the coupon.
- **NUMBER**: the issue number of the coupon.
- **STATUS**: the status of the coupon (**ISSUED, REDEEMED, EXPIRED**).
- **NOTE**: further information regarding the issue of the coupon.
- **VALUE**: the value of the coupon.
- **EXPIRY DATE**: expiry date and time or, NO EXPIRY DATE if no time limit has been placed on its use.
- **DATE OF ISSUE**: displays **THE OPERATOR, THE WORK STATION** and the **DATE** of issue of the coupon.

- **REDEMPTION DATE:** displays **THE OPERATOR, THE WORK STATION** and the **DATE** when the coupon was redeemed.

### Generic Filter

---

Filters can be used to select and view coupons. To use the generic filter, see [GENERIC FILTER](#).

### Specific Filter

---

In addition to the generic filter, the following more specific filters may be used:



The image shows a user interface for filtering coupons. It is divided into two sections. The first section, titled 'Filter by state', contains three checkboxes, all of which are checked: 'Re-entered', 'Expired', and 'Not Re-entered or expired'. The second section, titled 'Filter by operator', contains a dropdown menu with 'All' selected and a downward arrow icon to its right.

- **STATUS FILTER:** coupons are selected according to status.
- **USER FILTER:** coupons are selected according to the operator who issued them.

## Card Archive

To access: [ARCHIVES](#) -> **CARD ARCHIVE**

The screenshot shows the 'Card archive' window. It features a table of cards on the left, a details panel at the bottom, and a filters sidebar on the right.

Code	Date created	Expiry date	Operator	Status
70921	02/25/2009	No expiry	administrator	Activate
81002	02/25/2009	08/26/2010 12:00 AM	administrator	Activate
72235	02/25/2009	No expiry	administrator	Activate
72236	Yesterday	No expiry	administrator	Activate
72280	Yesterday	No expiry	administrator	Activate
72285	Yesterday	No expiry	administrator	Activate
76025	Today	06/24/2010 12:00 AM	administrator	Activate
76022	Today	08/26/2010 12:00 AM	administrator	Activate

**Card Details (for Code 70921):**

- Operator: administrator
- Date emitted: 02/25/2009 11:47 AM
- Expiry date: No expiry
- Card status: ACTIVATE
- Card holders: Smith James

**Filters:**

- Total elements: 8
- Find:
- Show all
- Filter by card status:
  - ☒ Active
  - ☒ Not active
  - ☒ Expired
  - ☒ Not expired
- Filter by operator: All

The card archive is displayed in this window.

The cards are shown on the left. Click on a card to select it. The details of the selected card are displayed below.

The selected card will be highlighted in a blue background.

To update the current list, click on **UPDATE**.

More information on the assignment of cards to members and staff respectively can be found in [CARDS](#) in [MEMBERS ARCHIVE](#) and [CARDS](#) in [OPERATOR DEFINITION](#).

## Membership card list



81002	02/25/2009	08/26/2010 12:00 AM	administrator	Activate
-------	------------	---------------------	---------------	----------

For each card, the following information is displayed:

- The code number
- The date of issue
- The expiry date, or in the case of a card that has no expiry date imposed, **NO EXPIRY DATE**
- The name of the operator who registered the card
- The status of the card ( **ACTIVE, INACTIVE, EXPIRED**)

## Details

---

The following details of the card are displayed:

- **OPERATOR:** the name of the operator who registered the card
- **DATE OF ISSUE:** the date the card was created
- **EXPIRY DATE:** The expiry date, or in the case of a card that has no expiry date imposed, **NO EXPIRY DATE**
- **CARD STATUS:** the status of the card (**ACTIVE, INACTIVE, EXPIRED**)
- **CARD HOLDERS:** the card holders (staff and members). Click on a name to open a screen showing the card holders' details.

## Generic Filter

---

Filters can be used to select and view cards. To use the generic filter, see [GENERIC FILTER](#).

## Specific Filter

---

In addition to the generic filter, the following more specific filters may be used:


**Filter by card status**  
☒ Active      ☒ Not active  
☒ Expired      ☒ Not expired  
**Filter by operator**  



All ▼

- **FILTER BY CARD STATUS:** cards are selected by status
- **USER FILTER:** cards are selected according to the name of the operator who issued them.


## Receipt Archive

To access: **ARCHIVES** -> **RECEIPT ARCHIVE**


**Receipt archive**

 Back
  Close

Amount	Operator	Emission date	Station
\$ 8.00	administrator	Today 10:45 PM	Front Desk 1
\$ 16.00	administrator	Today 10:44 PM	Front Desk 1
\$ 12.00	administrator	Today 10:44 PM	Front Desk 1
\$ 75.00	administrator	Today 09:53 PM	Front Desk 1
\$ 16.00	administrator	Today 09:25 PM	Front Desk 1
\$ 20.00	administrator	Today 09:25 PM	Front Desk 1
\$ 12.00	administrator	Today 09:22 PM	Front Desk 1
\$ 6.00	administrator	Today 09:21 PM	Front Desk 1

 Refresh
 


**Filters**

**Selected period**

Today

**First 100 elements**

Total elements: 8/8


Find: 


Show all

**Operator**

All

Operator emission administrator  
 Station emission Front Desk 1  
 Emission date Today 10:44 PM  
 Amount \$ 16.00

 Print

Contents
 

```

* USER: administrator *
* Lane 18 *
* TICKET N.: 22 *
*
*****
\18\32
1x Bowling BOW 8 1 : 4.00
1x Bowling BOW 8 2 : 4.00
1x Bowling BOW 8 3 : 4.00
1x Bowling BOW 8 4 : 4.00
XXXXXXXXXXXXXXXXXXXX
Total: Dollar 16.00
Paid: Dollar 25.00
Change: Dollar 9.00
          
```

Shows the details of each receipt issued.

The list on the left shows the receipts. Click on a receipt to view it. The details of the selected receipt are displayed below.

The selected receipt will be highlighted in a blue background.

To update the current list, click on **UPDATE**.

## List of receipts

For each receipt, the following information is displayed:

\$ 20.00	administrator	Today 09:25 PM	Front Desk 1
----------	---------------	----------------	--------------

- The total amount.
- The name of the operator who issued it.
- The date and time it was issued.
- The work station where it was printed.

## Details

---

The details of the receipt show:

- **ISSUING OPERATOR:** the operator who printed the receipt.
- **ISSUING WORK STATION:** the work station where the receipt was printed.
- **DATE OF ISSUE:** the date and time the receipt was printed.
- **AMOUNT:** the total amount.
- **CONTENTS:** all the information printed on the receipt.

Clicking on the **PRINT** key will create a reprint of the receipt.

## Generic Filter

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Filters can be used to select and view receipts. To use the generic filter, see [GENERIC FILTER](#).

## User filter

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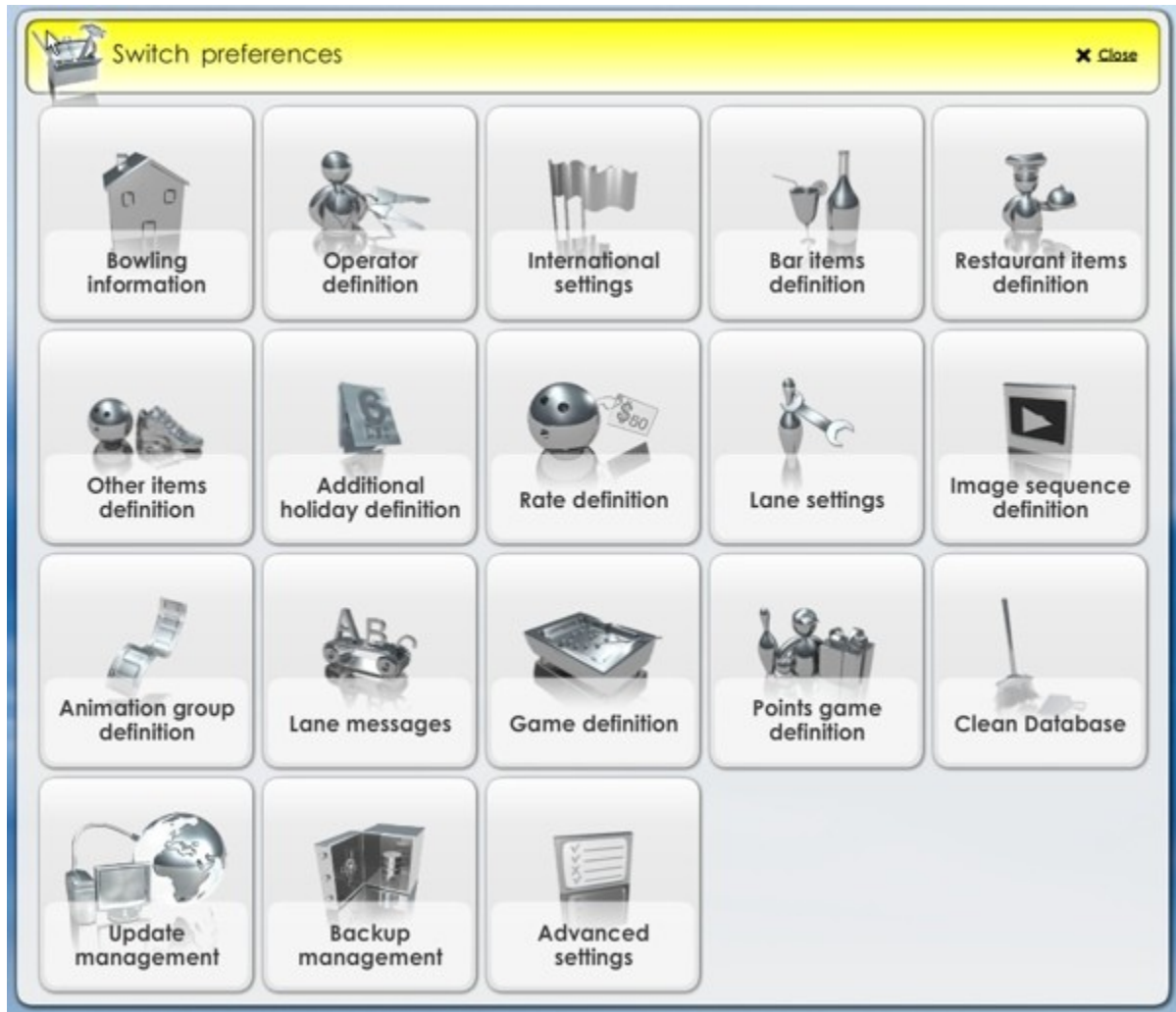
A screenshot of a user filter dropdown menu. The menu is titled "Operator" and has a search bar containing the text "All". A downward arrow is visible on the right side of the search bar, indicating that it can be expanded to show more options.

In addition to the generic filter, receipts issued by a particular operator can be located and viewed by operator name.

# Preferences

## Preferences

To access: **PREFERENCES**



This window gives access to the various configuration screens contained in SWITCH2. The options are organized in windows that can be accessed by clicking on their relative icons.

The windows available are:

- [\*\*BOWLING INFORMATION\*\*](#)
- [\*\*OPERATOR DEFINITION\*\*](#)
- [\*\*INTERNATIONAL SETTINGS\*\*](#)

- [BAR ITEMS DEFINITION](#)
- [RESTAURANT ITEMS DEFINITION](#)
- [OTHER ITEMS DEFINITION](#)
- [ADDITIONAL HOLIDAY DEFINITION](#)
- [RATE DEFINITION](#)
- [LANE SETTINGS](#)
- [IMAGE SEQUENCE DEFINITION](#)
- [ANIMATION GROUP DEFINITION](#)
- [LANE MESSAGES](#)
- [GAME DEFINITION](#)
- [CLEAN DATABASE](#)
- [UPDATE MANAGEMENT](#)
- [BACKUP MANAGEMENT](#)
- [ADVANCED SETTINGS](#)

## Bowling Information

To access: [PREFERENCES](#) -> **BOWLING INFORMATION**

All the relevant information about the bowling center can be entered in this window.

The fields are compiled during installation or as and when changes to the existing information about the bowling center are required.

The information contained in this window will only be used for verification purposes should remote customer service interventions by Switch personnel become necessary.

All fields should be completed accurately and it should be noted that the fields marked with red asterisks are obligatory.

Information required:

- **Bowling Centre Name:** This should be the corporate name of the business. This text will also form the header on all printouts.
- **Logo:** A graphic or text logo that identifies the bowling center. This logo will also be included in the header of all printouts.

To load an image click on **FIND** and select the desired file. To remove an existing image click on **REMOVE**.

- **Country:** Country where bowling center is installed.
- **Address:** the address of the bowling center.
- **ZIP/POST code:** The national post code of the address of the bowling center.
- **State/Country:** State (US and Canada) or county (elsewhere).
- **City:** Name of city.
- **Telephone:** Fixed landline number for direct contact with the bowling center.
- **Manager or Owner:** Full name of the person responsible for the management of the bowling center.
- **E-mail:** the e-mail address of the person responsible for the management of the bowling center.
- **Fax:** the fax number of the bowling center.
- **Mobile telephone number:** A cell phone contact number for the bowling center.
- **Notes:** Any further information that may be added.



## Operator Definition

To access: [PREFERENCES](#) -> **OPERATOR MANAGEMENT**

In this window, software access levels can be assigned along with the various areas of the Switch2 program relevant to each operator.

The operators are organized in groups, facilitating the assignment of the various rights of access. Each work group (cashiers, mechanics, bar staff, etc.) can be assigned to a particular group, ensuring that the appropriate access levels are attributed to each operator.

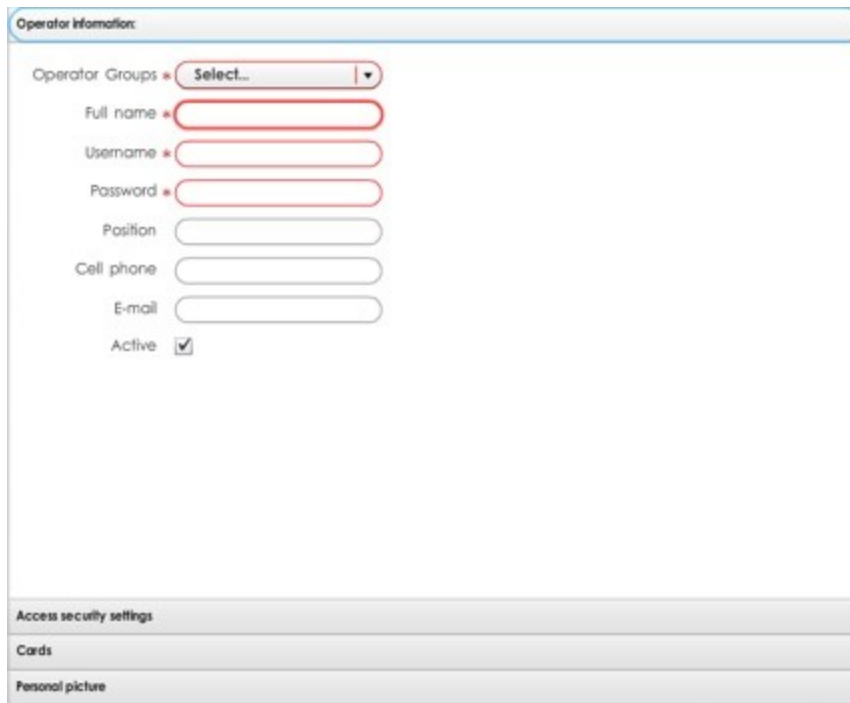
Each operator in a group is automatically attributed the rights of the particular group.

The operators who have already been assigned a group are shown on the left hand side of the screen. To view or modify the data relative to any operator, just click on the name.

The **FIND** field allows the list below to be shortened by simply typing the operator's initials and pressing Enter. This is useful if the list is very long. The **SHOW ALL** key removes this filter and shows all the names listed.

---

## USER INFORMATION



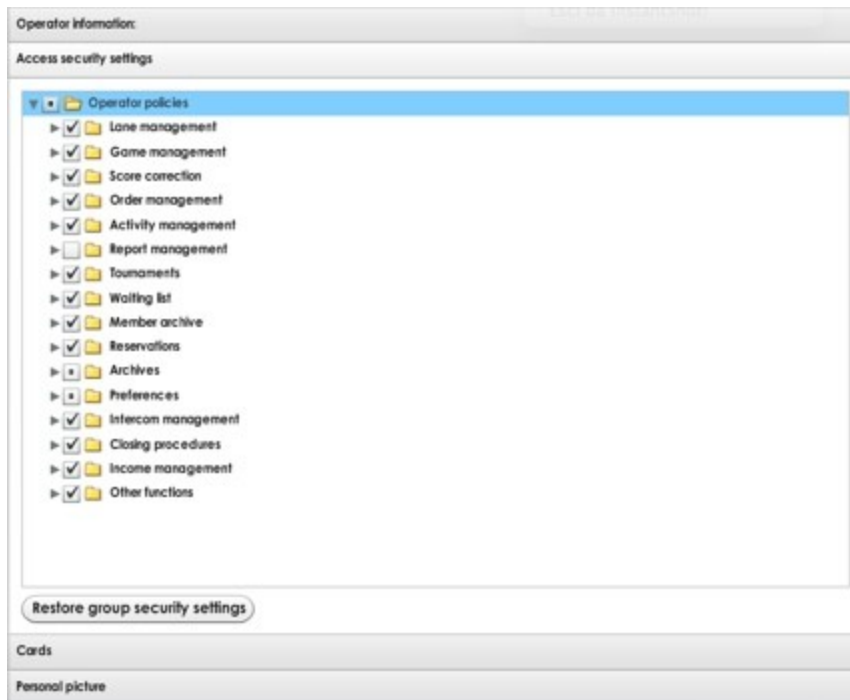
The image shows a web form titled "Operator Information:". The form contains several input fields, each preceded by an asterisk (\*) indicating it is mandatory. The fields are: "Operator Groups" (a dropdown menu with "Select..." as the placeholder), "Full name", "Username", "Password", "Position", "Cell phone", and "E-mail". The "Active" field is a checkbox that is currently checked. Below the main form area, there are three tabs: "Access security settings", "Cards", and "Personal picture". The "Full name", "Username", and "Password" fields are highlighted with a red border.

- **OPERATOR GROUPS:** Shows the group the operator is assigned to.
- **FULL NAME:** Shows the full name of the operator.
- **USER NAME:** Shows the user name the operator uses to gain access to the system.
- **PASSWORD:** shows the password used to gain access to the system (Minimum 3 characters) .
- **POSITION:** Displays the operator's job description.
- **CELL PHONE:** Shows the operator's mobile phone number.
- **E-MAIL:** Shows the operator's e-mail address.
- **ACTIVE:** Shows whether the operator is allowed access.

The fields highlighted in red are obligatory.

## **RIGHTS OF ACCESS**

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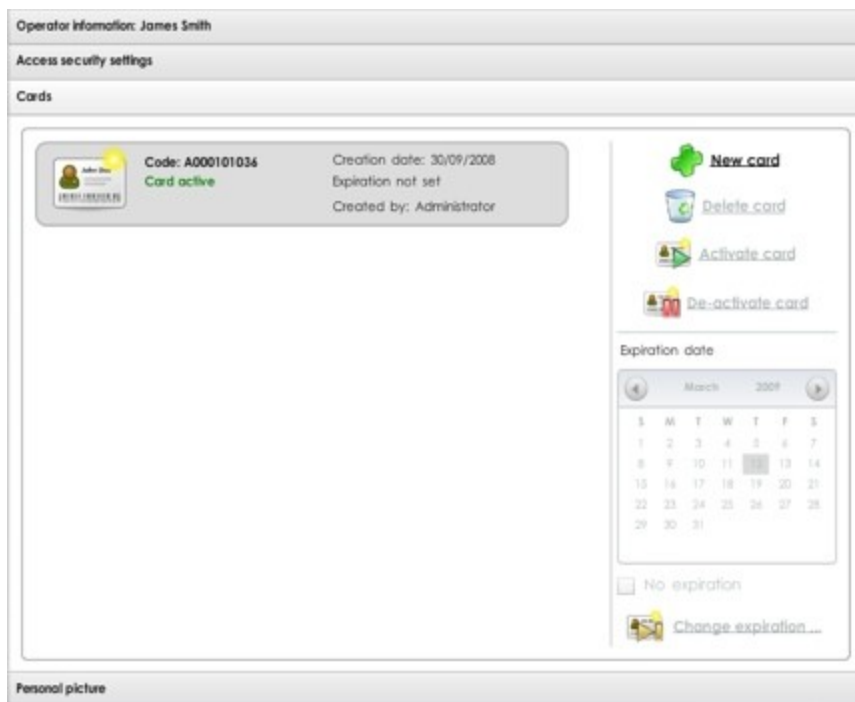
The various levels of access are arranged in groups, allowing access to or exclusion from, entire areas of the system with a single click on the relative group.

The access levels cover every facet of the system, from preference selection to the creation of daily reports.

The **RESTORE GROUP SECURITY SETTINGS** field applies the level of access attributed to the group the operator is assigned to.

## CARDS

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One or more cards can be issued to each operator in this window.

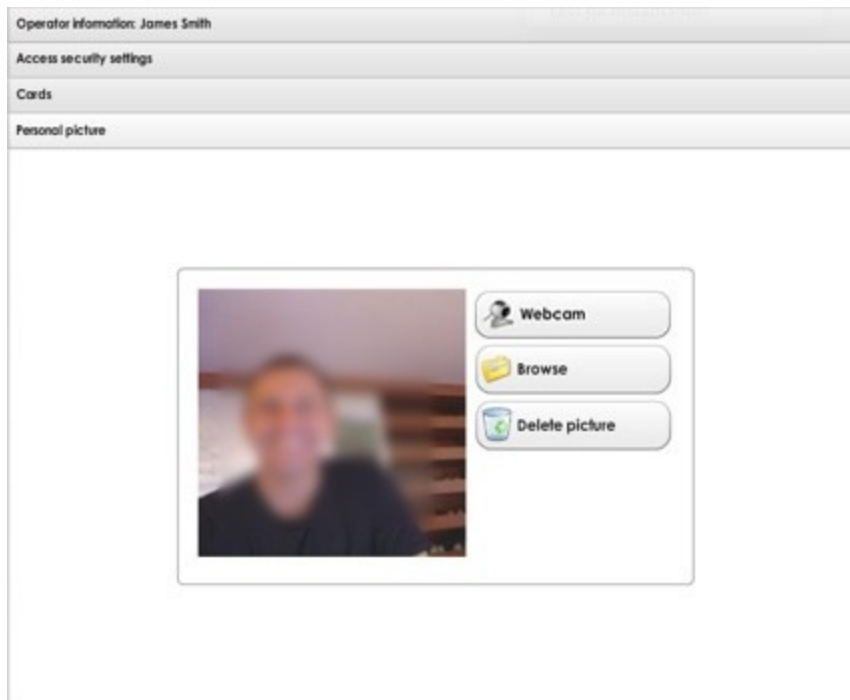
The cards allow the operator access to the cash point without entering a password.

- **NEW CARD:** Allows the creation of a new card to the selected operator.
- **DELETE CARD:** Allows for the cancellation of any selected card.
- **ACTIVATE CARD:** Allows for the reactivation of a selected card.
- **DEACTIVATE CARD:** Allows for the deactivation of the selected card.
- **EXPIRY DATE:** Allows a time limit to be placed on the validity of the selected card. NO EXPIRY DATE signifies that no expiry date has been imposed on the validity of the card. When the date has been selected, click on **CHANGE EXPIRY DATE**.

*A card that has been deactivated, or has passed its expiry date will not be recognised.*

## **PHOTOGRAPHS OF PERSONNEL**

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A photograph can be attributed to the operator selected in this window.

The photo appears on the [ACCESS SCREEN](#) and on the desktop task bar of SWITCH2®.

- **WEBCAM:** This field is displayed when a properly installed and configured webcam is available. To take a photo, press **WEBCAM** and then press **TAKE PHOTO**.
- **FIND:** Allows a photograph to be used from an external source such as a memory stick.
- **DELETE PHOTO:** Allows the deletion of the photo currently being displayed.

#### AVAILABLE OPTIONS

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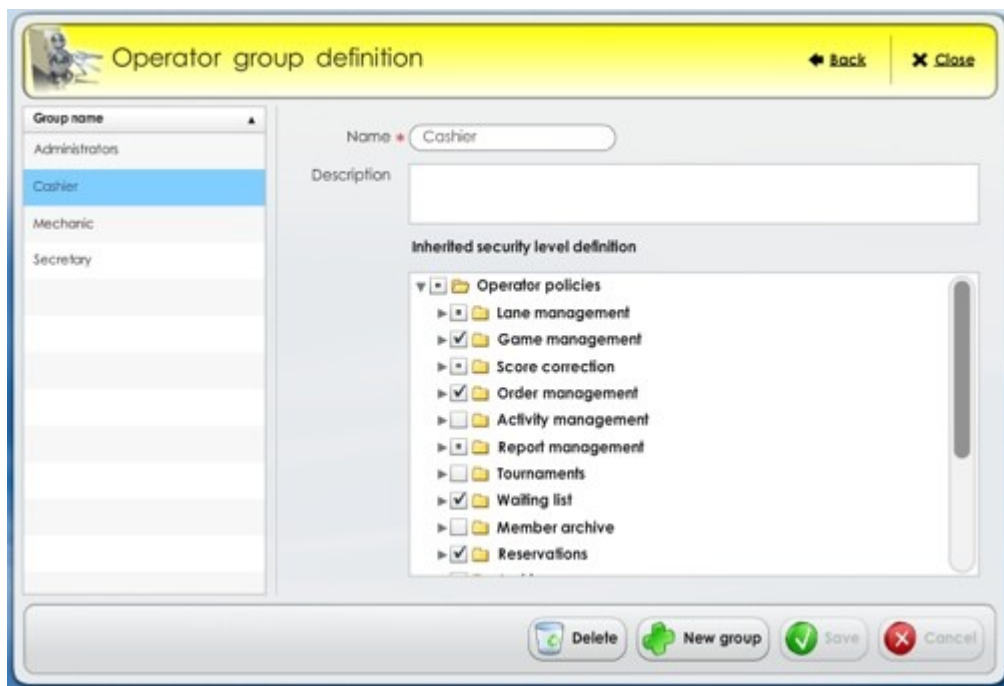
- **MODIFY OPERATOR GROUPS:** leads to the OPERATOR GROUPS MANAGEMENT window.
- **PRINT DETAILED REPORT:** prints a report of every transaction and the income handled by the selected operator. The time of each transaction within the chosen time frame is also included.
- **PRINT ITEMISED REPORT:** Prints a report for each sector showing the income handled by the selected operator during the chosen time frame.
- **PRINT GENERAL REPORT:** prints a general report of each sector showing the income handled by the selected operator during the chosen time frame.

- **CANCEL:** Deletes the selected operator. Neither the ADMINISTRATOR, nor the current user can be deleted.
- **NEW OPERATOR:** Allows for the creation of a new operator.
- **SAVE:** Saves the changes made.
- **CANCEL:** Cancels the changes made and restores the previous data.

*Note: The name and access level of the operator denominated as ADMINISTRATOR cannot be modified although it is advised that the original pre-programmed password be changed to prevent others from entering the system with administrator access levels.*

## Operator Group Definition

To access: **PREFERENCES** -> **OPERATOR DEFINITION** -> **OPERATOR GROUP DEFINITION**



The management of the various operators' groups is carried out in this window.

Operator groups can be created for each employee category (cashier, mechanic, bar staff etc.), and the appropriate access levels assigned to each one. All the operators in the same group are automatically attributed the access levels relative to the group.

The various access levels are organised by group, therefore access to entire areas of the system can be enabled or disabled by a simple mouse click on the relative group.

The access levels cover every facet of the system from the management of preferences to the creation of reports.

### AVAILABLE OPTIONS

- **DELETE:** deletes the group of operators selected. The group denominated ADMINISTRATORS cannot be deleted.
- **NEW GROUP:** allows the creation of a new group.
- **SAVE:** saves any changes made.
- **CANCEL:** Annuls any changes made and restores the previous data.

*Note: The names and access levels attributed to the ADMINISTRATORS group cannot be modified.*



## International Settings

To access: [PREFERENCES](#) -> **INTERNATIONAL SETTINGS**

The screenshot shows the 'International settings' dialog box. It is divided into two main sections: 'Localization' and 'Currency'. Under 'Localization', there are dropdown menus for 'Country' (set to 'U.S.A.'), 'Language' (set to 'English'), 'First day of the week' (set to 'Monday'), 'Date format' (set to 'MM/DD/YYYY'), and 'Time format' (set to 'hh:mm:ss ff'). Under 'Currency', there are dropdown menus for 'Symbol' (set to '\$'), 'Full symbol' (set to 'Dollar'), 'Number of digits after decimal' (set to '2'), 'Digit grouping symbol' (set to '.'), 'Decimal symbol' (set to '.'), and 'Currency symbol position' (set to 'Symbol before value'). At the bottom right of the dialog are two buttons: a green 'Save' button and a red 'Cancel' button.

This window requests some information regarding the country where the bowling centre is located.

This information will be used by the system to format data on screen and for print outs.

When the first field **COUNTRY** is completed, all the values associated with the country are then automatically applied throughout the system.

The data can, however, be customised to the centre's requirements.

The details requested are:

- **LANGUAGE:** Currently selected interface language.

Note: when the main point of sale is being used (the one connected to the server), the server language will also be changed. This is the language that is used on print outs.

*ATTENTION: if the display LANGUAGE has been changed, when the **SAVE** key is clicked, the system will request a restart.*

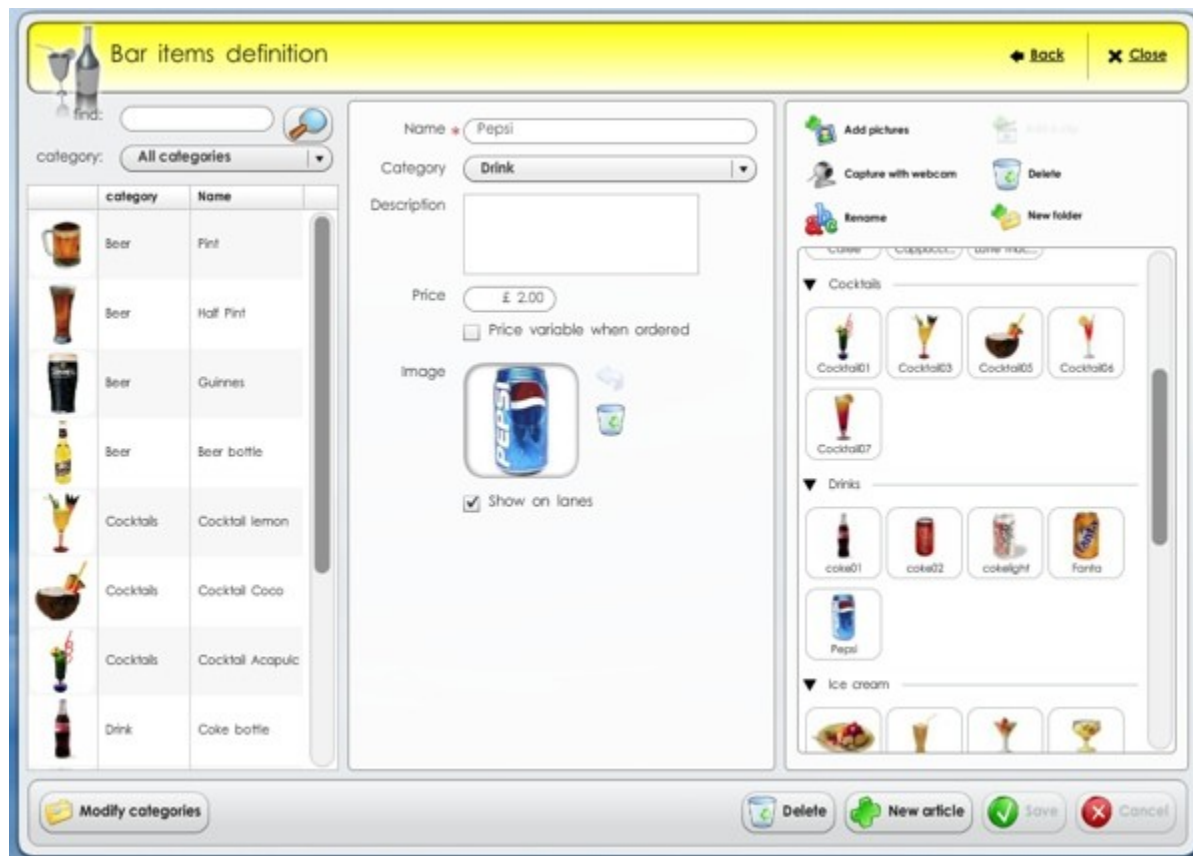
- **FIRST DAY OF THE WEEK:** Select the first day of the week. This could be Sunday or Monday.
- **DATE FORMAT:** shows the format used to display the date.
- **TIME FORMAT:** shows the format used to display the time.
- **CURRENCY SYMBOL:** shows the symbol for the currency in use.
- **FULL CURRENCY NAME:** shows the currency denomination.
- One example of this requirement is that thermal printers do not allow the use of graphic symbols.
- **DECIMAL PLACES:** shows the amount of numbers following the decimal point for cash transactions. (E.g. for cents there would be two)
- **THOUSANDS SYMBOL:** shows the symbol used to divide a number into thousands.
- **DECIMAL POINT:** shows the symbol used to separate the whole numbers from the decimal parts. (e.g. between the dollars and the cents)
- **POSITION OF CURRENCY SYMBOL:** shows whether the currency symbol is used before or after the numeric value.

The fields available:

- **SAVE:** saves any changes made.
- **CANCEL:** deletes any changes made.

## Bar Items Definition

To access: [PREFERENCES](#) -> **BAR ITEMS DEFINITION**



Bar items for sale can be created in this window.

The window is split into three columns. The left hand column shows the items created, the centre column gives the information relative to the item selected and the right hand column shows the icons that are used to represent each item.

The items are organized in categories; where no categories have been created, it will be necessary to create at least one before any items can be entered into the system. To create categories, see [BAR ITEMS CATEGORIES DEFINITION](#).

### LIST OF MENU ITEMS (LEFT HAND COLUMN)

The left column shows the menu items already entered. The information for each item can be viewed or modified by clicking on the name.

The **SEARCH** field can be used as a filter if required to effectively shorten a long list. Just enter the item's initials and press **ENTER**. The **CATEGORY** field can be used in the same way to highlight a particular category. The **SHOW ALL** key removes the filters and restores the full menu.

### PRODUCT DETAILS (CENTRE COLUMN)

The centre column shows the details of the selected item.

- **NAME:** name of the product.
- **CATEGORY:** The product category.
- **DESCRIPTION:** additional information about the product.
- **PRICE:** the cost of the product.
- **PRICE WITH ORDER:** This option allows the cashier to specify a price for a product whilst writing the order. This is a useful feature as it allows for the pricing of products not listed in the menu and can also be used for refunds. Refunds can be made by entering a minus sign before the price and justified by an explanation that will be memorized and included in reports.
- **ILLUSTRATIONS:** an image of the menu item is displayed in the [ORDER MANAGEMENT](#) window and on the lane monitors when the order is taken. Drag and drop images from the list in the right hand column. To delete an image, click on the bin key next to the image.
- **SHOW ON LANES:** indicates that the menu item can be shown on the lanes when the order is being taken. The item will only be displayed on the lanes if this option is active, the **PRICE WITH ORDER OPTION** not active, and a price of more than zero is entered.

### AVAILABLE IMAGES (RIGHT HAND COLUMN)

The images representing the menu items are displayed in this area. Details on how to add or modify the images, see [MEDIA CONTROL](#).

### AVAILABLE OPTIONS

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- **MODIFY CATEGORIES:** leads to the [BAR ITEMS CATEGORIES DEFINITION](#) window.
- **DELETE:** deletes the menu item selected.
- **NEW MENU ITEM:** create a new menu item.
- **SAVE:** saves the changes made.
- **CANCEL:** cancels the changes made and restores the previous data.



## Bar Items Categories Definition

To access: **PREFERENCES** -> **BAR ITEMS DEFINITION** -> **MODIFY CATEGORIES**

This window allows menu items to be organized in groups.

The following information can be attributed to each group:

- **NAME:** The name of the group of menu items,
- **DESCRIPTION:** additional information about the menu group,
- **COLOR:** the color used to identify the items in the group.

### AVAILABLE OPTIONS

---

- **DELETE:** deletes the group and all its relative menu items.
- **NEW CATEGORY:** allows the creation of a new group of menu items.
- **SAVE:** saves the changes made.
- **CANCEL:** cancels the changes made and restores the previous data.

## Restaurant Items Definition

To access: [PREFERENCES](#) -> **RESTAURANT ITEMS DEFINITION**

The screenshot shows the 'Restaurant items definition' window. On the left, a table lists existing items:

category	Name
First course	Pasta
First course	Maccheroni

The center panel shows details for the selected item 'Pasta':

- Name: Pasta
- Category: First course
- Description: (empty text box)
- Price: £ 5.00
- ☐ Price variable when ordered
- Image: (image of pasta)
- ☒ Show on lanes

The right panel displays a grid of item icons categorized under 'Beers', 'Cafe', and 'Cocktails'. At the bottom, there are buttons for 'Modify categories', 'Delete', 'New article', 'Save', and 'Cancel'.

Restaurant items for sale can be created in this window.

The window is split into three columns. The left hand column shows the items created, the centre column gives the information relative to the item selected and the right hand column shows the icons that are used to represent each item.

The items are organized in categories; where no categories have been created, it will be necessary to create at least one before any items can be entered into the system. To create categories, see [RESTAURANT ITEMS CATEGORIES DEFINITION](#).

### LIST OF MENU ITEMS (LEFT HAND COLUMN)

The left column shows the menu items already entered. The information for each item can be viewed or modified by clicking on the name.

The **SEARCH** field can be used as a filter if required to effectively shorten a long list. Just enter the item's initials and press **ENTER**. The **CATEGORY** field can be used in the same way to highlight a particular category. The **SHOW ALL** key removes the filters and restores the full menu.

### PRODUCT DETAILS (CENTRE COLUMN)

The centre column shows the details of the selected item.

- **NAME:** name of the product.
- **CATEGORY:** The product category.
- **DESCRIPTION:** additional information about the product.
- **PRICE:** the cost of the product.
- **PRICE WITH ORDER:** This option allows the cashier to specify a price for a product whilst writing the order. This is a useful feature as it allows for the pricing of products not listed in the menu and can also be used for refunds. Refunds can be made by entering a minus sign before the price and justified by an explanation that will be memorized and included in reports.
- **ILLUSTRATIONS:** an image of the menu item is displayed in the [ORDER MANAGEMENT](#) window and on the lane monitors when the order is taken. Drag and drop images from the list in the right hand column. To delete an image, click on the bin key next to the image.
- **SHOW ON LANES:** indicates that the menu item can be shown on the lanes when the order is being taken. The item will only be displayed on the lanes if this option is active, the **PRICE WITH ORDER OPTION** not active, and a price of more than zero is entered.

### AVAILABLE IMAGES (RIGHT HAND COLUMN)

The images representing the menu items are displayed in this area. Details on how to add or modify the images, see [MEDIA CONTROL](#).

### AVAILABLE OPTIONS

---

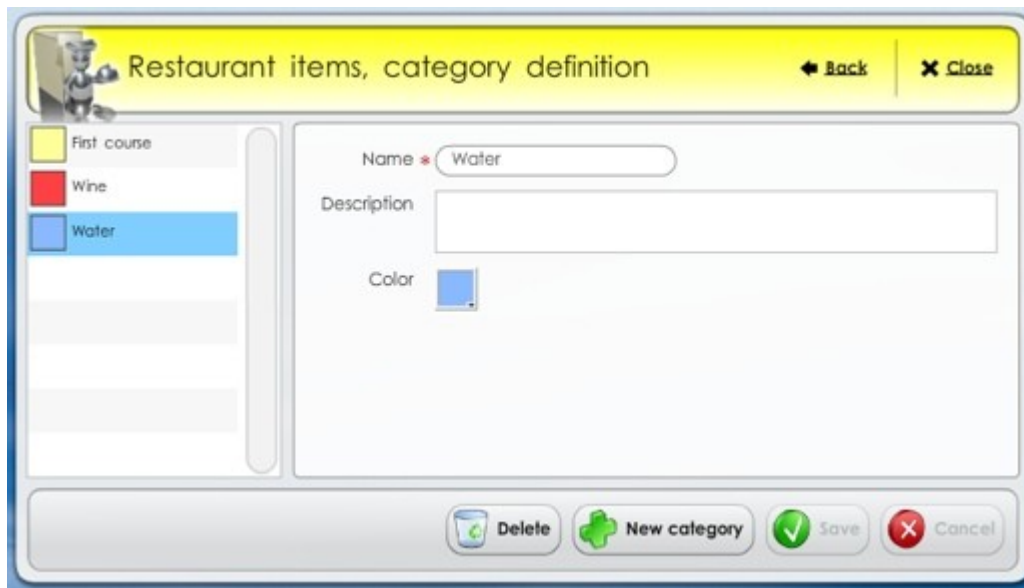
- **MODIFY CATEGORIES:** leads to the [RESTAURANT ITEMS CATEGORIES DEFINITION](#) window.
- **DELETE:** deletes the menu item selected.
- **NEW MENU ITEM:** create a new menu item.
- **SAVE:** saves the changes made.
- **CANCEL:** cancels the changes made and restores the previous data.





## Restaurant Items Categories Definition

To access: **PREFERENCES** -> **RESTAURANT ITEMS DEFINITION** -> **MODIFY CATEGORIES**



This window allows menu items to be organized in groups.  
The following information can be attributed to each group:

- **NAME:** The name of the group of menu items,
- **DESCRIPTION:** additional information about the menu group,
- **COLOR:** the color used to identify the items in the group.

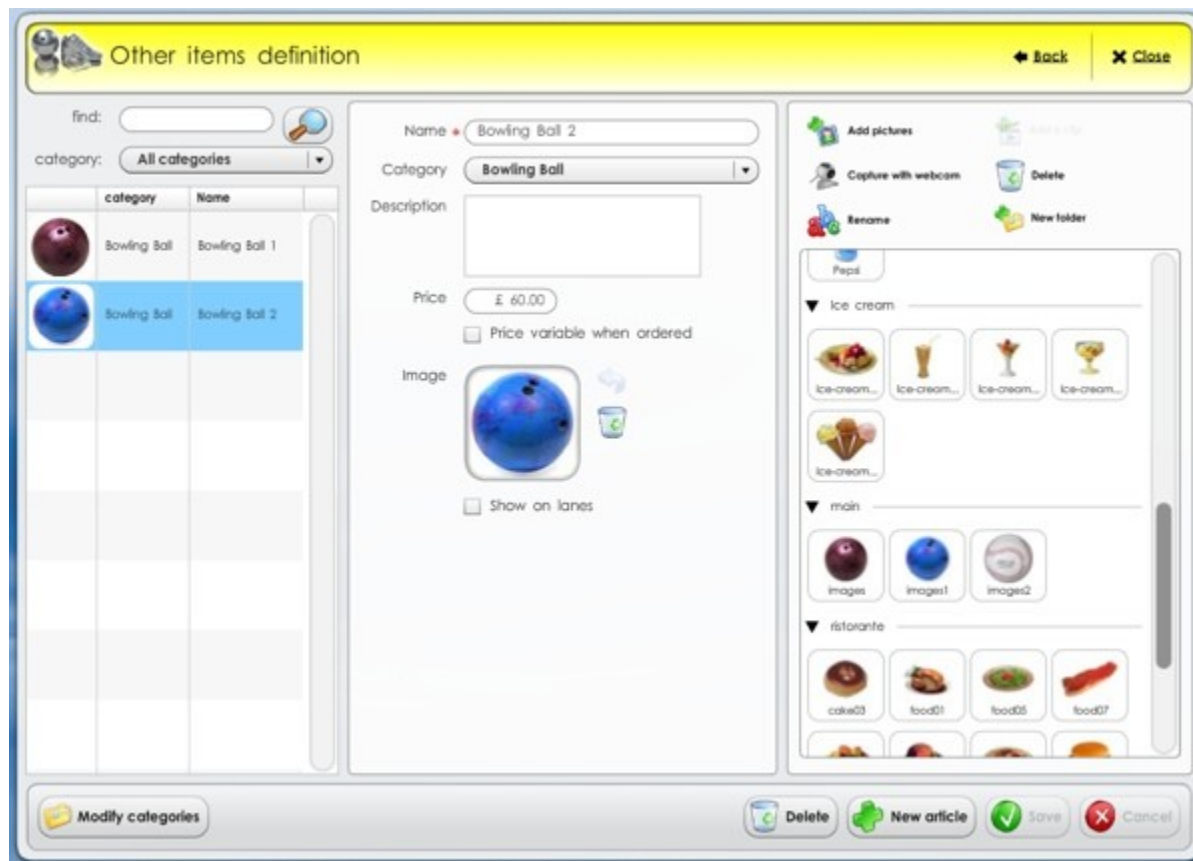
### AVAILABLE OPTIONS

---

- **DELETE:** deletes the group and all its relative menu items.
- **NEW CATEGORY:** allows the creation of a new group of menu items.
- **SAVE:** saves the changes made.
- **CANCEL:** cancels the changes made and restores the previous data.

## Other Items Definition

To access: [PREFERENCES](#) -> **OTHER ITEMS DEFINITION**



General merchandise for sale can be created in this window.

The window is split into three columns. The left hand column shows the items created, the centre column gives the information relative to the item selected and the right hand column shows the icons that are used to represent each item.

The items are organized in categories; where no categories have been created, it will be necessary to create at least one before any items can be entered into the system. To create categories, see [OTHER ITEMS CATEGORIES DEFINITION](#).

### LIST OF MENU ITEMS (LEFT HAND COLUMN)

The left column shows the menu items already entered. The information for each item can be viewed or modified by clicking on the name.

The **SEARCH** field can be used as a filter if required to effectively shorten a long list. Just enter the item's initials and press **ENTER**. The **CATEGORY** field can be used in the same way to highlight a particular category. The **SHOW ALL** key removes the filters and restores the full menu.

### PRODUCT DETAILS (CENTRE COLUMN)

The centre column shows the details of the selected item.

- **NAME:** name of the product.
- **CATEGORY:** The product category.
- **DESCRIPTION:** additional information about the product.
- **PRICE:** the cost of the product.
- **PRICE WITH ORDER:** This option allows the cashier to specify a price for a product whilst writing the order. This is a useful feature as it allows for the pricing of products not listed in the menu and can also be used for refunds. Refunds can be made by entering a minus sign before the price and justified by an explanation that will be memorized and included in reports.
- **ILLUSTRATIONS:** an image of the menu item is displayed in the [ORDER MANAGEMENT](#) window and on the lane monitors when the order is taken. Drag and drop images from the list in the right hand column. To delete an image, click on the bin key next to the image.
- **SHOW ON LANES:** indicates that the menu item can be shown on the lanes when the order is being taken. The item will only be displayed on the lanes if this option is active, the **PRICE WITH ORDER OPTION** not active, and a price of more than zero is entered.

### AVAILABLE IMAGES (RIGHT HAND COLUMN)

The images representing the menu items are displayed in this area. Details on how to add or modify the images, see [MEDIA CONTROL](#).

### AVAILABLE OPTIONS

---

- **MODIFY CATEGORIES:** leads to the [OTHER ITEMS CATEGORIES DEFINITION](#) window.
- **DELETE:** deletes the menu item selected.
- **NEW MENU ITEM:** create a new menu item.
- **SAVE:** saves the changes made.
- **CANCEL:** cancels the changes made and restores the previous data.



## Other items Categories Definition

To access: [PREFERENCES](#) -> [OTHER ITEMS DEFINITION](#) -> **MODIFY CATEGORIES**



This window allows menu items to be organized in groups.

The following information can be attributed to each group:

- **NAME:** The name of the group of menu items,
- **DESCRIPTION:** additional information about the menu group,
- **COLOR:** the color used to identify the items in the group.

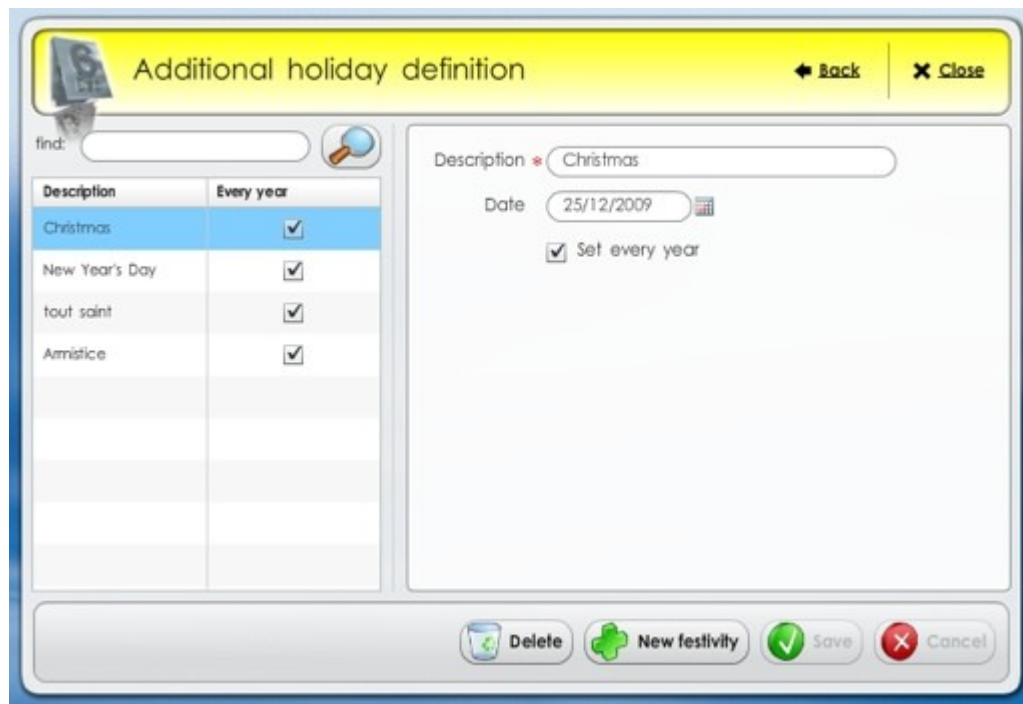
### AVAILABLE OPTIONS

---

- **DELETE:** deletes the group and all its relative menu items.
- **NEW CATEGORY:** allows the creation of a new group of menu items.
- **SAVE:** saves the changes made.
- **CANCEL:** cancels the changes made and restores the previous data.

## Additional Holiday Definition

To access: [PREFERENCES](#) -> **ADDITIONAL HOLIDAY DEFINITION**




Additional holiday definition

find:

Description	Every year
Christmas	<input checked="" type="checkbox"/>
New Year's Day	<input checked="" type="checkbox"/>
tout saint	<input checked="" type="checkbox"/>
Armistice	<input checked="" type="checkbox"/>

Description \*

Date  

☒ Set every year

In this window, special rates can be set for particular dates such as holidays.

The holidays already entered can be seen on the left hand side of the window. Click on any name or date to view or modify the data relative to it.

The **SEARCH** field can be used as a filter if required to effectively shorten a long list. Just enter the initials of the holiday and press ENTER.

The following information can be attributed to each group:

- **DESCRIPTION:** shows the name of the holiday
- **DATE:** shows the date of the holiday
- **SET EVERY YEAR:** tick this box if the holiday falls on the same day every year (E.G. Christmas), leave it unchecked if the date changes each year (E.G. Easter).

### AVAILABLE OPTIONS

- **DELETE:** deletes the selected holiday
- **NEW HOLIDAY:** add a new holiday
- **SAVE:** saves the changes made

- **CANCEL:** cancels any changes and restores the previous data.



## Rate Definition

To access: [PREFERENCES](#) -> **RATE DEFINITION**

The rates for different (departments) sectors; bowling, and other games charged by time, are set in this window.

SWITCH®2 distinguishes between two types of rate that use different means of calculating the cost.

The rates already entered are shown on the left side of the screen, and can be viewed and modified simply by clicking on the name.

The **SEARCH** field can be used as a filter if required to effectively shorten a long list. Just enter the initials of the name and press ENTER.

## MAIN PARAMETERS

The following parameters can be assigned to each rate:

- **NAME:** : the name of the rate
- **DEPARTMENT:** the type of game (bowling or other timed games).

- **NOTES:** Additional information relative to the rate.
- **TYPE OF RATE:** STANDARD OR INCREMENTAL.

Standard rate permits the organization of rates relative to the time of day and day of the week in table form. Incremental rate is reserved for regular customers and allows for the application of special prices based on the amount of games played (or hours played) within a particular time frame.

*Attention: Any attempt to change a standard rate to an incremental rate, or vice versa, will result in the loss of all the data previously entered and require the transaction to be repeated.*

### **STANDARD RATE**

---

When the standard rate is selected, the system displays a multi-colored grid representing the week subdivided into half hourly blocks. In this way, up to 12 different rates can be assigned to each block.

As well as the normal days of the week, two lines denominated EXTRA PRE-HOLIDAY and EXTRA HOLIDAY are also displayed. These refer to the holidays as defined in the [EXTRA HOLIDAY DEFINITION](#).

The cost of individual games (or hourly rates) can be assigned by highlighting the relative time period on the grid using the mouse, typing in the rate and pressing ENTER.

### **INCREMENTAL RATE**


---

Name \* Friends


Department Bowling


Note

Rate type Incremental

☒ Show game rate
 ☐ Show time rate
  Add
 Days included: - 30 +

to - 10 + games £ 5.00 per game

to - 20 + games £ 4.00 per game 

to - 30 + games £ 3.00 per game 

more £ 2.50 per game

When INCREMENTAL rate is selected, the system shows a series of horizontal bands that permit the price per game to be associated with the number of games (or hours) already paid for by the player within a particular time frame.

The time frame to be considered can be entered in the DAYS INCLUDED field.

For example, if in a one month time frame a bowler has played up to 10 games he could pay \$5.00 per game; between 11 and 20, \$4.00; between 21 and 30, \$3.00 and so on.

The incremental rate allows the pricing to be specified individually for both number of games and hourly rates. (Bowling only)

It is worth noting that the system will only be able to record and memorize games attributed to players who have been registered in the [MEMBERS ARCHIVE](#).

An incremental rate can be set as follows:

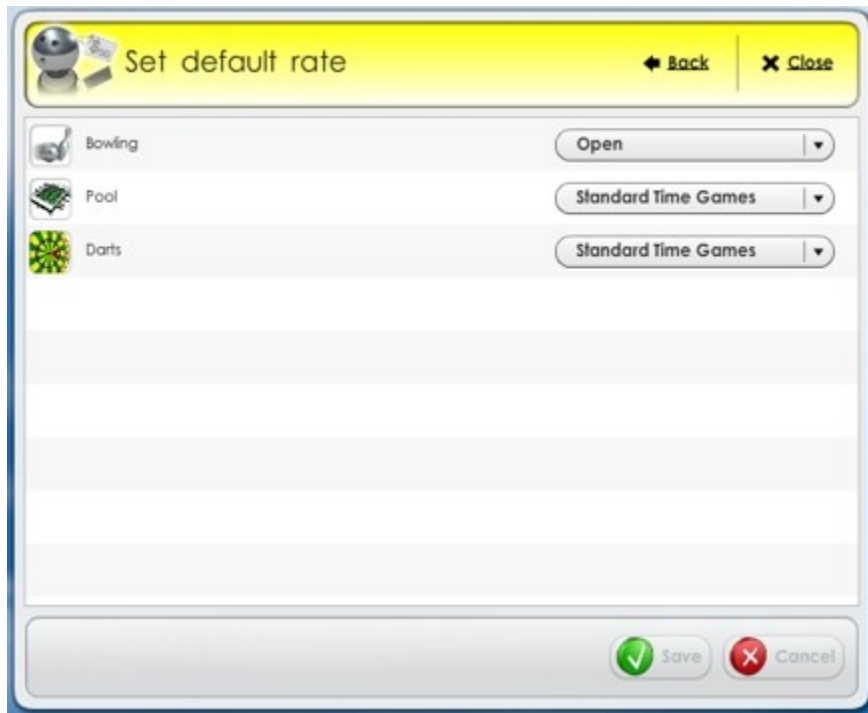
- Select the number of days to be considered
- Select the number of games and the price per game for each band. If three bands are not sufficient, more can be added, using the **ADD** field. The recycle bin to the right of each band can be used to delete a band.

## AVAILABLE OPTIONS

- **SET DEFAULT:** tells the system that the rate selected is the default for the Bowling sector. The default rate is represented by a heart-shaped icon.
- **CHANGE DEFAULT RATE SETTINGS:** leads to the DEFAULT RATE SETTINGS.
- **DELETE:** deletes the rate selected
- **COPY:** allows the selected rate to be copied.
- **NEW RATE:** allows for the creation of a new rate.
- **SAVE:** saves the changes made
- **CANCEL:** cancels any changes made and restores the previous data.

## Default rate settings

To access: [PREFERENCES](#) -> [RATE DEFINITION](#) -> **SET DEFAULT RATE**



The default rates for bowling and the other games in the system can be set in this window. Default rate signifies the rate that will be applied automatically at the start of a new game to players who do not have any other rate assigned to them. The various rates for each game are displayed in a menu associated to the game.

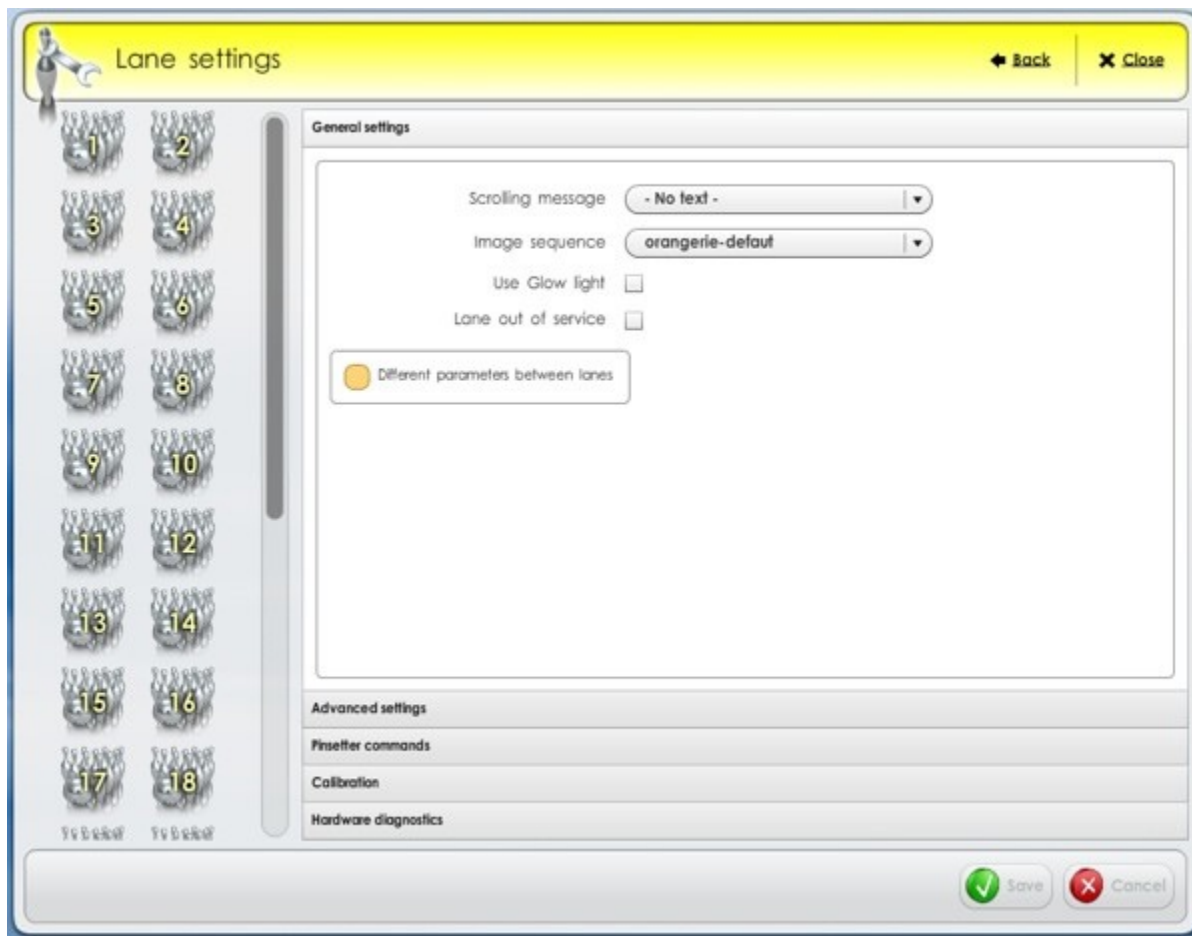
### AVAILABLE OPTIONS

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- **SAVE:** saves the changes made
- **CANCEL:** cancels any changes made and restores the previous data.

## Lane Settings

To access: [PREFERENCES](#) -> **LANE SETTINGS**



The parameters relative to the bowling lanes can be configured in this window.

The number of lanes available is listed on the left hand side. The information relative to each lane can be viewed and modified by clicking on the icon representing the lane.

More than one lane can be configured simultaneously by selecting a group of lanes at the left hand side. Lanes that are not adjacent on the list can be selected by using CTRL or SHIFT on the keyboard.

When one or more options are highlighted in orange it signifies that the options are not the same on all the selected lanes.

### GENERAL SETTINGS

- **SCROLLING TEXT:** shows which scrolling text message should be displayed on the selected lanes. The scrolling text can be managed in the [LANE MESSAGES](#) window.

- **SEQUENCE OF IMAGES:** shows which sequence of images should be displayed on the selected lanes when they are idle. The sequence of the images can be managed in [IMAGE SEQUENCE DEFINITION](#).
- **USE GLOW LIGHTING:** Select which lanes will have glow lighting applied.
- **LANE OUT OF SERVICE:** puts the selected lane out of order and sends a message to the associated lane monitor to advise the players about the lane's status. Lanes that are out of service may not be used to start games.

## ADVANCED SETTINGS

---

These settings are normally only associated with the installation of the system, and are only altered when a component has to be changed or added. In any case, the operation should only be undertaken by persons competent to do so.

Access to this area will require a user's password.

### HARDWARE CONNECTED

- **KEYPAD PRESENT:** shows if a console with a keypad is installed.
- **TOUCH SCREEN PRESENT:** shows if a console with a touch screen is installed. (In this case a field will appear to allow the configuration of the touch screen).  
To calibrate a touch screen, choose this option at the front desk and then go to the selected lane console. Touch each square icon with a finger starting from the top left hand corner and follow the squares clockwise. As each point is calibrated, a square will appear in the next position. When the calibration has been successfully completed, the display on the screen will disappear immediately. If the calibration has not been successful, the image will disappear after a short time.
- **FOUL DETECTOR PRESENT:** Shows whether the foul detector has been installed.
- **BUMPERS PRESENT:** Shows whether bumpers are installed.
- **GLOW LIGHTS PRESENT:** Shows whether Glow lights are available.

### PINSETTER CONFIGURATION

- **PINSETTER TYPE:** shows the installed pinsetter type
- **ENABLE PBZ CONTROL:** Only used for AMF 82-70 pinsetters. Shows whether the changeover from 1ST to 2ND ball without cycling the machine has been enabled

- **IGNORE SECOND BALL LIGHT SIGNAL:** This is used to align the scoring with the pinsetter so that they are both on the same ball cycle. If this is not the case, the scoring will cycle the pinsetter to realign them. This option should only be disabled where no second ball light signal is present.
- **BALL DIAMETER:** shows the diameter of the ball in millimetres. The default setting is 190mm.
- **START DELAY DISTANCE:** Shows the distance between the photocells and the 7-10 line on the pindeck shown in millimetres. The default setting is 3800. During installation, or later as required, this value can be increased by 500 or 1000 if the readings are not accurate due to either late falling pins, or wobbling pins.  
*Note; do not exceed a value of 4800.*
- **MINIMUM FOUL DETECTOR DELAY:** Shows the minimum time delay for a foot foul given in milliseconds. The default value is 300. This gives sufficient time for a ball to pass the photocell, but not a foot.
- **MAXIMUM DURATION OF FOUL SIGNAL:** determines the length of time the foul detector buzzer will be on expressed in tenths of a second. The default value is 130, equal to 13 seconds.
- **ADDITIONAL PINSETTER DELAY TIME:** delays the pinsetter start after the ball has passed the photocell to give added time for the pin count if required. The value is expressed in milliseconds.
- **PIN COUNT TIMING 1st BALL:** shows the delay between the cycle start signal and the reading of the pins on 1st ball. Do not exceed a value of 3000 (3 seconds).
- **PIN COUNT TIMING 2nd BALL:** shows the delay between the cycle start signal and the reading of the pins on 2nd ball expressed in milliseconds.
- **SPOTTING PINS DELAY AT END OF GAME:** This value is only applicable to Brunswick A and A2 machines. In the event that a pinsetter is left on second ball at the end of a game, it is possible to automatically cycle the machine to bring it back to first ball with all ten pins. The value is expressed in milliseconds. The value programmed for this must allow enough time for the pinsetter to complete the cycle and reach zero position. The value is usually set at around 15000 (15 seconds).
- **1st TO 2nd BALL CYCLE CHANGEOVER:** Gives the time the pinsetter requires to change from 1st ball to 2nd ball. The default setting is 1000 milliseconds (1 second).



*The simultaneous use of the two parameters regarding delay times of START DELAY DISTANCE and PIN COUNT TIMING 1st BALL can correct pin counting errors caused by late falling pins or the location of the pins.*

## CHASSIS CONFIGURATION

- **SWITCH® CHASSIS PRESENT:** tells the system that the SWITCH® CHASSIS is installed on the selected lane. If this option is not active, the other options will be deactivated.
- **ENABLE SCORE PORT:** shows that the SWITCH® CHASSIS can be interfaced using input/output from an external source called **BIT-LANE**. It is advised that this option remain active.
- **ENABLE APS PORT:** shows that the SWITCH® CHASSIS accepts APS commands (STRIKE, SWEEP REVERSE) from external sources.
- **OFF SPOT CONTROL:** select from the following two options how the SWITCH® CHASSIS should treat an **Off-Spot** pin cycle:
  - **SWEEP REVERSE:** the machine cycle is completed by reversing the Sweep to zero, pins untouched, machine goes to 2nd ball,
  - **SWEEP STOP:** the Sweep remains down at 66 °, Table at zero, machine on 2nd ball. The sweep has to be reversed manually. (Normally used only for tournament play).
- **BACK END START:** select from the following two options how the SWITCH® CHASSIS should control the back end motor:
  - **START WITH 1ST BALL:** the back end motor will automatically switch on when the first ball is received,
  - **START WITH LANE:** The back end motor will start immediately the lane is opened for play.
- **STANDARD POWER SUPPLY:** tells the SWITCH® CHASSIS which type of power supply is present: 220VAC OR 380VAC.
- **ENABLE THERMO MAGNETIC PROTECTION:** With this option enabled, the load current is monitored internally. If the preset current limit is exceeded, the pair of lanes is switched off and an alarm signal is generated.

## PINSETTER COMMANDS

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The screenshot shows a web interface titled "Pinsetter commands". It has two expandable sections:

- Main commands:**
  - Send "Power on" command to pinsetter: **Power on**
  - Send "Power off" command to pinsetter: **Power off**
  - Sweep and reset full rack of pins: **Init pin table**
  - Send "Cycle" command to pinsetter: **Pinsetter cycle**
  - Send "1st / 2nd ball" command to pinsetter: **1st / 2nd ball**
  - Send "Strike" command: **Strike**
- Other commands:**
  - Lift bumpers: **Bumpers up**
  - Lower bumpers: **Bumpers down**

Pinsetter command signals can be sent to the lane selected in this field. Some of the signals can be sent to groups of lanes, others must be sent to the lanes individually.

**WARNING: it is essential to ensure that no-one is working on, or close to, the pinsetters before any command signals are sent.**

### MAIN COMMANDS

- **SEND "PINSETTER ON" SIGNAL:** switches on all the lanes selected.
- **SEND "PINSETTER OFF" SIGNAL:** switches off all the lanes selected.
- **RE-RACK PINS:** clears the pindeck and spots ten pins.
- **SEND "PINSETTER START" SIGNAL:** the selected lane will complete a first or second ball cycle.
- **SEND "BALL CYCLE" CHANGE SIGNAL:** the pinsetter will change from first ball cycle to second ball cycle or vice versa.
- **SEND "STRIKE CYCLE" SIGNAL:** the selected pinsetter will complete a strike cycle.

### OTHER COMMANDS

- **RAISE BUMPERS:** raises the bumpers on all selected lanes.
- **LOWER BUMPERS:** lowers the bumpers on all selected lanes.

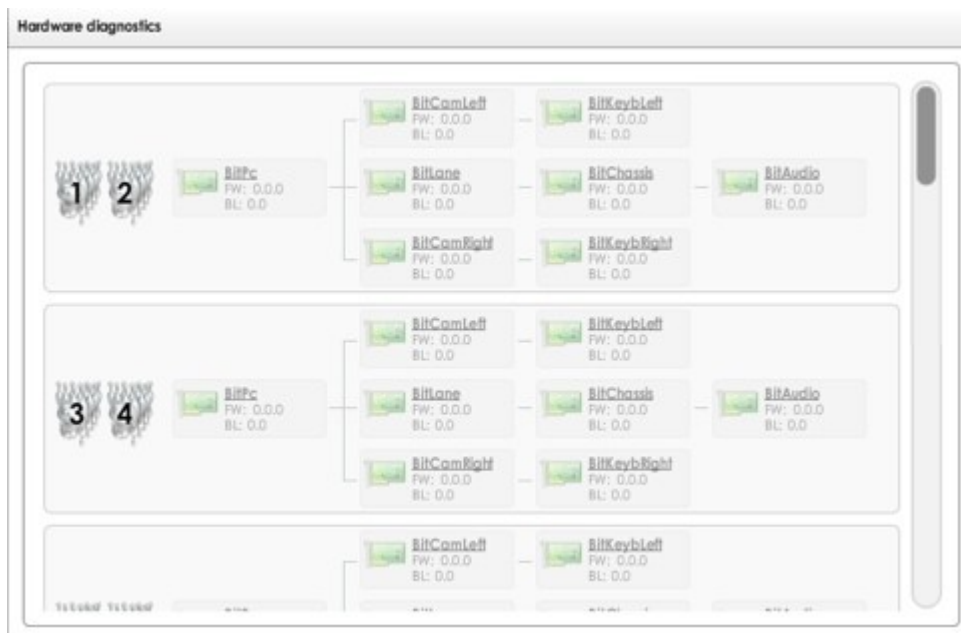
## CALIBRATION

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For information on camera calibration, see [CAMERA CALIBRATION](#).

## HARDWARE DIAGNOSTICS

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The status of the various PC boards in the system can be checked by selecting one or more lanes on the left hand side of the screen.

The color of the pc boards indicates their status. Grey indicates that the pc board is either not installed, or is defective.

The trouble shooting of individual hardware problems is greatly simplified in this way.

- **BitPC**
- **BitLANE**
- **BitCAM Left**
- **BitCAM Right**
- **BitCHASSIS**
- **BitKEYB Left**
- **BitKEYB Right**
- **BitAUDIO**

The firmware and bootloader versions for each pc board are shown.

Click on each pc board to open a window that contains more information.

## Camera Calibration

To access: **PREFERENCES** -> **LANE SETTINGS** -> **CALIBRATION**

The calibration of the cameras that count the pins is done in this window.

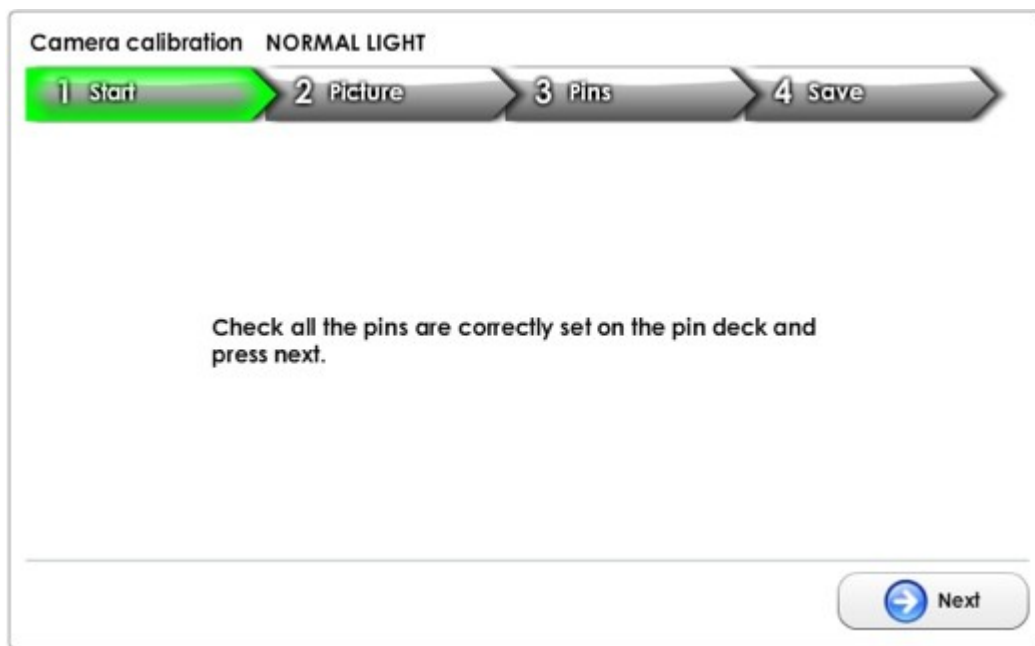
Before the camera calibration can be done, ensure that the selected lane is on with the pit light neon lit and there are ten pins on the pindeck. Use the pinsetter commands to switch the pinsetter on and spot a full rack of pins if required.

To calibrate a camera, click on the icon relative to the lane on the left hand side of the screen.

The calibration is carried out in 4 steps:

### STEP 1: START

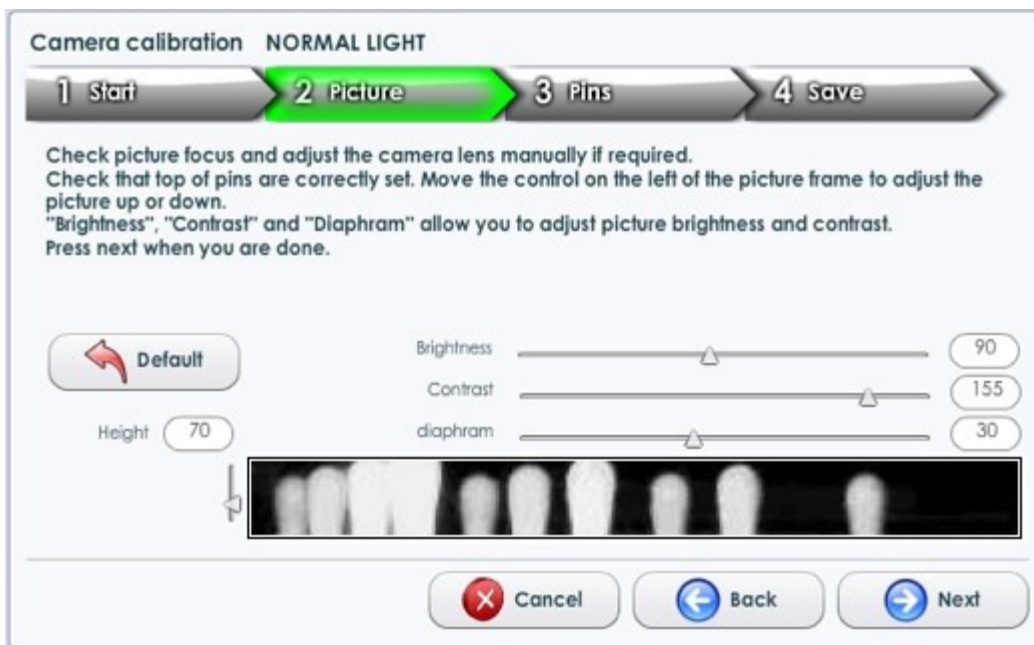
---



Prompts the operator to check for the correct spotting of all ten pins, then press Next.

### STEP 2: PICTURE

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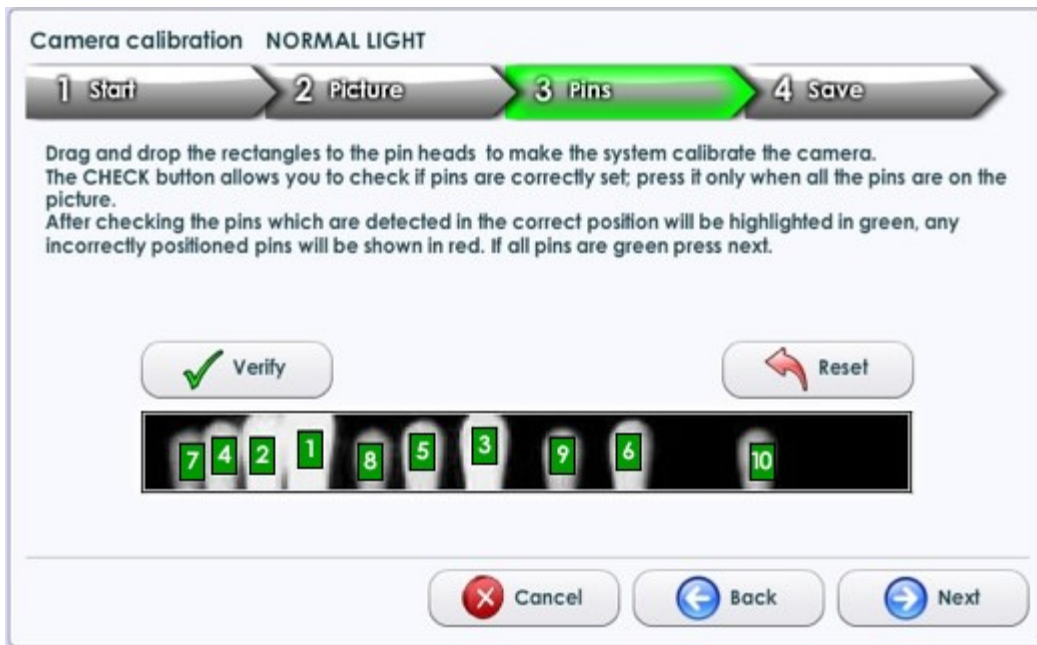


The quality and on-screen position of the image of the pins are checked in this window. From here it is possible to make adjustments to improve the captured image:

- **HEIGHT:** allows the view of the pins to be raised or lowered. It is important that the heads of the pins are clearly visible. No lateral adjustment of the camera is possible in this window; any lateral adjustment must be done by physically moving the camera's position.
- **BRIGHTNESS:** allows the digital light gain to be adjusted.
- **CONTRAST:** allows for the adjustment of the contrast.
- **DIAPHRAGM:** allows the digital diaphragm that illuminates the CCD to be adjusted. It is advisable to maintain this value below 50 to avoid delays in the capture of the photo images.
- **DEFAULT:** restores all the default values.

### STEP 3: PINS

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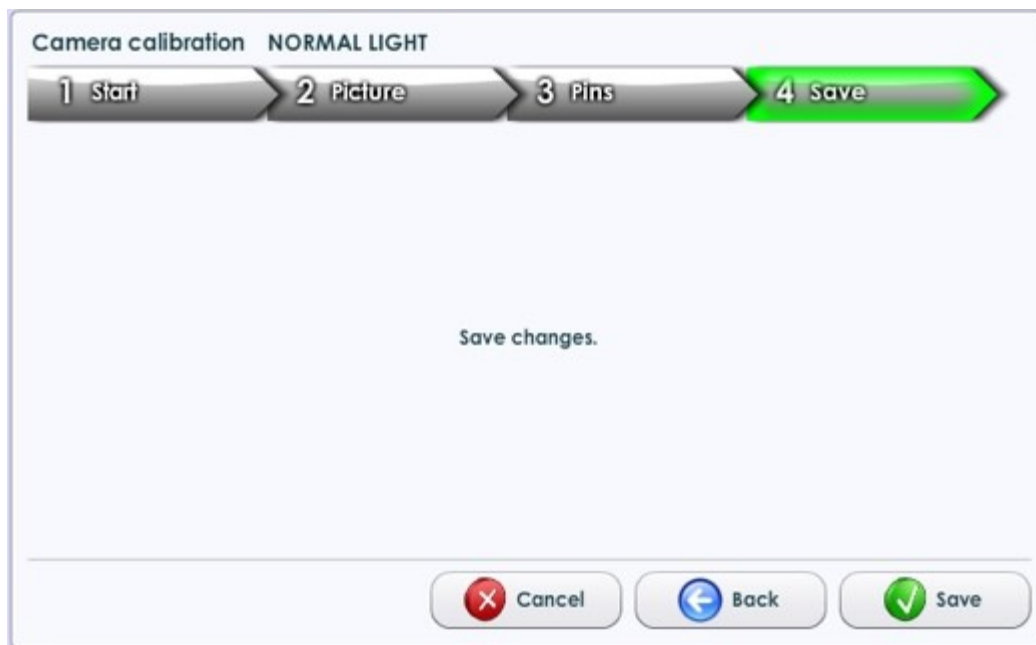


In this phase the numbered rectangles can be superimposed on their relative pins in the image. The rectangles can be attached in any order. To move a rectangle simply drag and drop it using the mouse.

- **VERIFY:** evaluates the areas shown and checks the presence of the pins. Pins that are correctly placed will appear green, incorrectly placed pins will be red. When the verification is successful, use the **NEXT** key.
- **RESET:** arranges the rectangles horizontally. This is useful if some of them cannot be seen or are superimposed on each other.

#### **STEP 4 : SAVE**

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Saves the adjustments made.

#### AVAILABLE OPTIONS

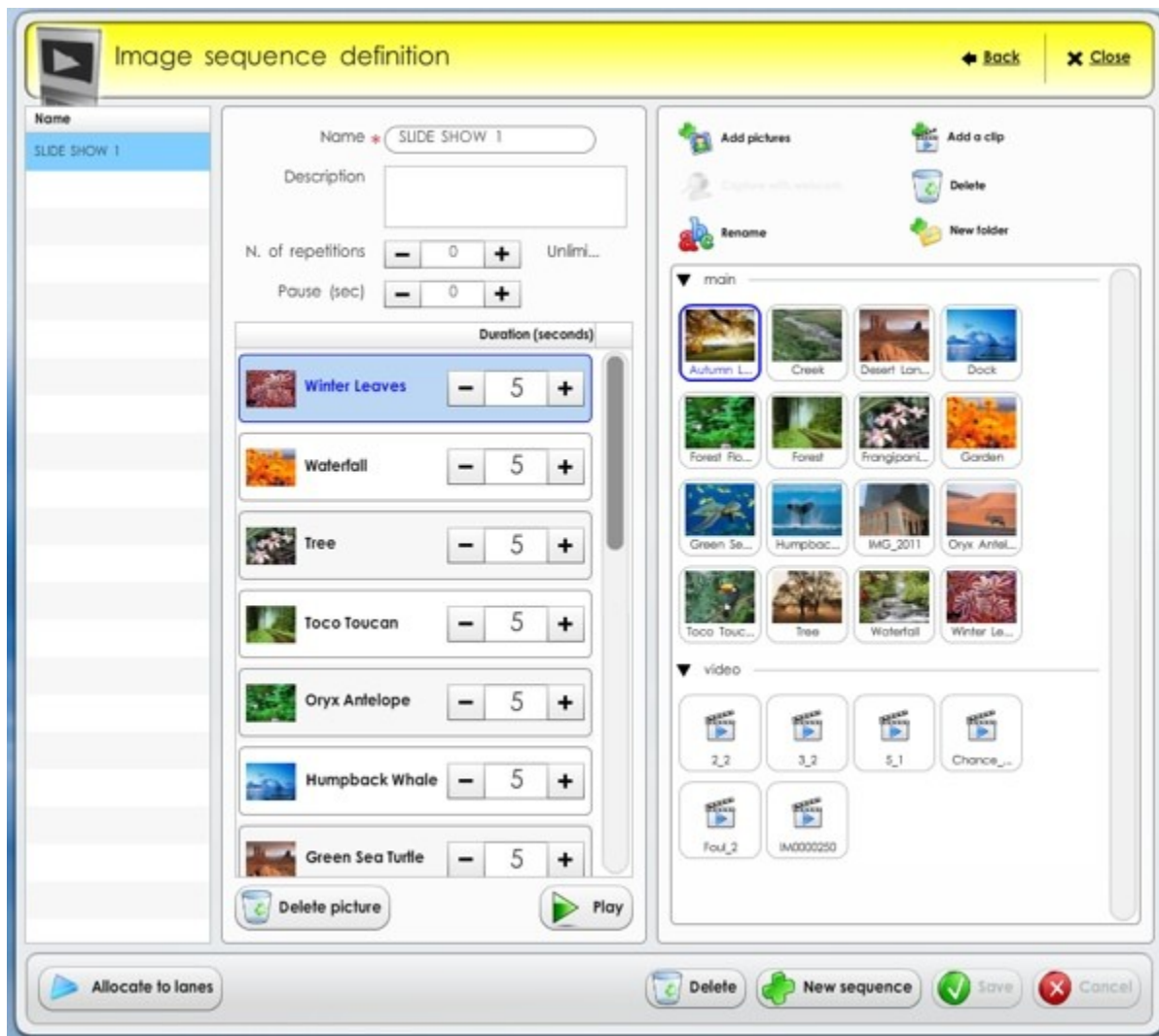
---

- **NEXT:** moves to the next step.
- **BACK:** moves back to the last step.
- **CANCEL:** Cancels the changes made and restores the previous data.
- **SAVE:** saves any changes made.

*Note: if GLOW lighting is installed, a separate calibration dedicated to this must be carried out. Ensure that the GLOW lighting has been switched on before the camera calibration has begun.*

## Image Sequence Definition

To access: [PREFERENCES](#) -> **IMAGE SEQUENCE DEFINITION**



This window allows the management of publicity images that can be shown on the lane monitors when they are not in use. When a sequence of images has been sent to the lanes, it will replace the SWITCH®2 background.

The screen is divided into three columns: the left hand column contains the sequences of images already created; the centre shows the contents and the parameters assigned to the selected sequence; the right column allows images and videos to be organised for use in the sequences.

As well as static images, videos in various formats can be reproduced. For information on the organisation of static images and videos, see [MEDIA CONTROL](#).



**PARAMETERS:**

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- **NAME:** Name of the sequence.
- **DESCRIPTION:** Additional information about the sequence.
- **NUMBER OF REPEATS:** The number of times a sequence will be repeated on the lanes. The sequence will repeat continuously if a value of zero is entered.
- **PAUSE TIME:** Shows the length of the pauses between repeats of the sequence. If a value of zero is entered, the sequence will repeat without pause. The default background can be replaced by a new sequence of images or video by creating a sequence with both the **NUMBER OF REPEATS** and **PAUSE TIME** set to zero, and sending it to the selected lane. The sequence will remain on screen until the command has been removed.

A sequence is arranged by dragging the desired images from the right column into the centre column. The number next to the thumbnail shows the length of time the image will remain on screen.

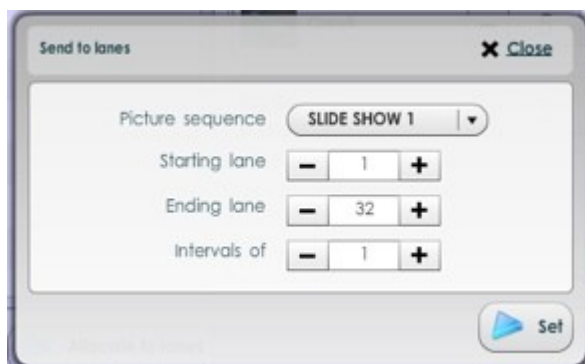
**AVAILABLE OPTIONS**

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- **CANCEL IMAGE:** allows the removal of a selected image or video from the sequence.
- **PLAY:** shows a preview of the sequence just created.
- **CANCEL SEQUENCE:** cancels the entire sequence.
- **SAVE:** save any changes made.
- **CANCEL:** cancels any changes and restores the previous data.

**ASSIGNMENT OF SEQUENCIES TO LANES**

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The **SEND TO LANES** field is used to send a sequence to one or more lanes.

Several parameters may be set in the window that opens:

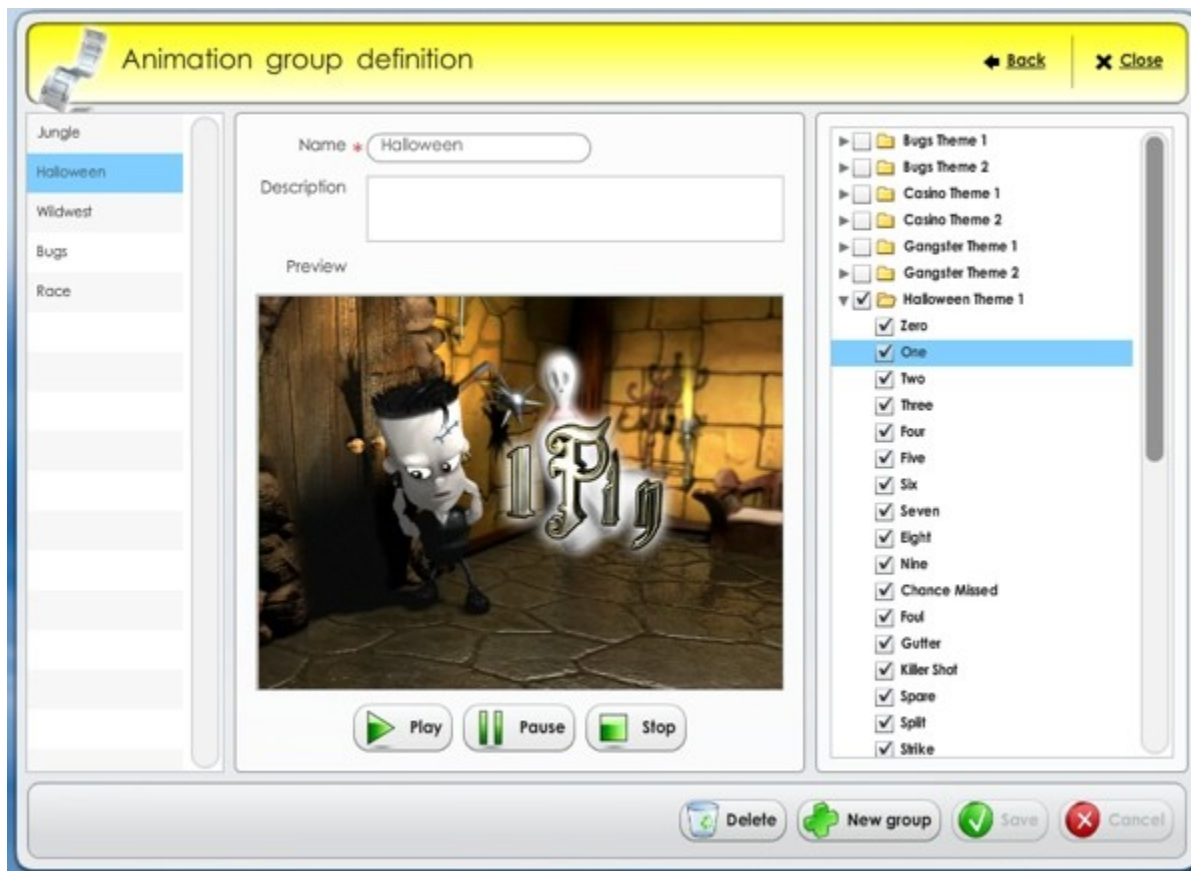
- **SEQUENCE OF IMAGES:** the sequence to be sent to the lanes can be selected (it will obviously be the preselected sequence that is active). **NO SEQUENCE** can be selected to remove the publicity images from the lanes.
- **FROM LANE - TO LANE:** select the target lanes before sending the sequence.
- **AT INTERVALS OF:** allows the selection of the gaps between the lanes displaying the sequence. (select 1 to send the sequence to every lane).

If the operator does not change these values, the system will send the sequence to all the lanes.

Different sequences can be sent to each lane by repeating the assignment of sequences to lanes and entering the same lane number in both FROM LANE-TO LANE.

## Animation Group Definition

To access: [PREFERENCES](#) -> **ANIMATION GROUP DEFINITION**



This window allows the creation of new animation groups, as well as those already entered, for display on the lanes.

The groups of animations allow a variety of different animations to be screened during play. For instance, groups dedicated to children can be displayed during birthday parties and other occasions, whilst other more sophisticated animation groups could be screened for a mature clientele.

The various animation groups are available in [SCORE PARAMETERS](#).

The window is divided into three columns: the left hand column shows the animations already created, the centre column shows the details of the selected group including a preview box and the right side column shows the complete list of animations available from the server, arranged by theme.

For each group of animations, the following can be specified:

- **NAME:** name of the group
- **DESCRIPTION:** additional information about the group.

Adding animations to the group: Tick on a file if all the animations in the theme are to be added, or open the file and select only the animations required.

The tick symbol to the left of the file shows that all the animations contained in it have been selected.

The square symbol to the right of the file shows that not all the animations contained in it have been selected.

## **PREVIEW**

To view an animation, open the file and select the animation then click on **PLAY**.

To pause the preview, press **PAUSE**.

To stop the preview, press **STOP**.

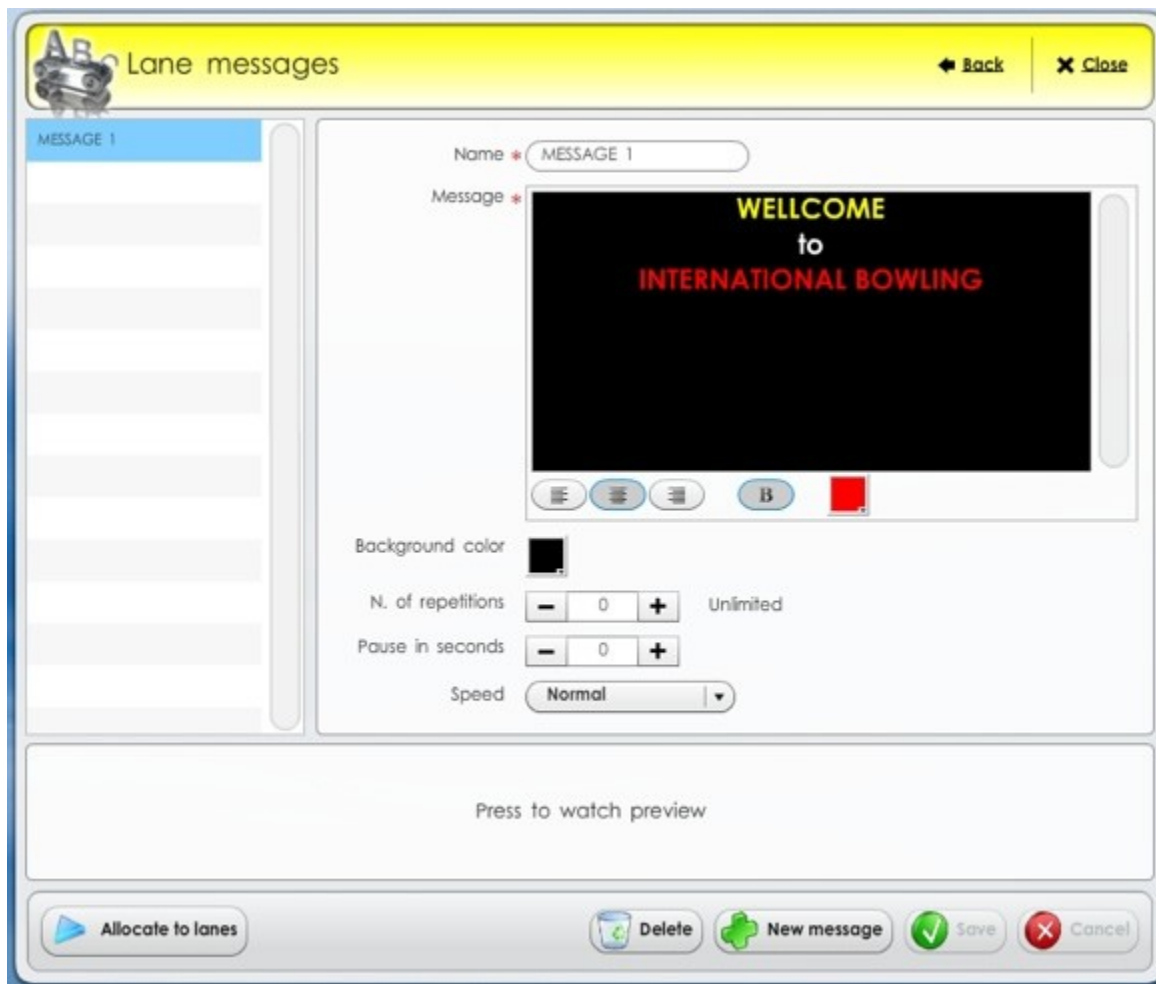
## **AVAILABLE OPTIONS**

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- **DELETE**: deletes the selected group of animations.
- **NEW GROUP**: create a new group of animations.
- **SAVE**: saves any changes made.
- **CANCEL**: Cancels any changes made and restores the previous data.

## Lane Messages

To access: [PREFERENCES](#) -> **LANE MESSAGES**



Scrolling text messages that will run across the lower part of the lane monitors can be created in this window.

The messages can be displayed whether the lane is in standby or in play.

When the message is composed of more than one line of text, the lines will run from the bottom towards the top to make reading easier.

The text messages that have been composed are shown in the left hand column. The field to the right shows the text as it will be displayed on the lane monitors.

A preview of the text as it will be displayed on the lane monitors can be seen by clicking on the lower part of the window.

Each message can be composed using the following:

- **NAME:** name of the message.

- **MESSAGE:** the text of the message.
- **BACKGROUND COLOR:** the background color of the message.
- **NUMBER OF REPEATS:** The number of times the message will be repeated. If the value is set to zero, the message will repeat continuously.
- **PAUSE TIME:** shows the time interval between repeat messages. If the value is set to zero, there will be no interval between the repeats.  
When required, a message can be created for continuous display on the lanes by setting the values in **NUMBER OF REPEATS** and **PAUSE TIME** to zero and sending them to the lanes. The message will run until the command is removed.
- **SPEED:** The scrolling speed can be selected from: **SLOW, NORMAL, FAST.**

### FORMAT BAR

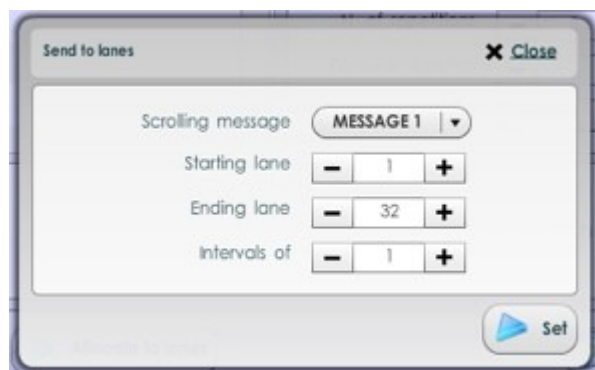


The alignment (left, centre, right), the color of the background and bold text can be selected from the format bar.

### AVAILABLE OPTIONS

- **NEW MESSAGE:** create a new scrolling message
- **SAVE:** saves the changes made.
- **CANCEL:** cancels the changes made and restores the previous data.

### DISTRIBUTION OF MESSAGES TO THE LANES



The message is sent to one or more lanes using the **SEND TO LANES** key. Several parameters can be defined in this window:

- **SCROLLING TEXT:** Choose the message to send ( the currently active message).  
Selecting **NO MESSAGE** will remove all messages from the lanes.

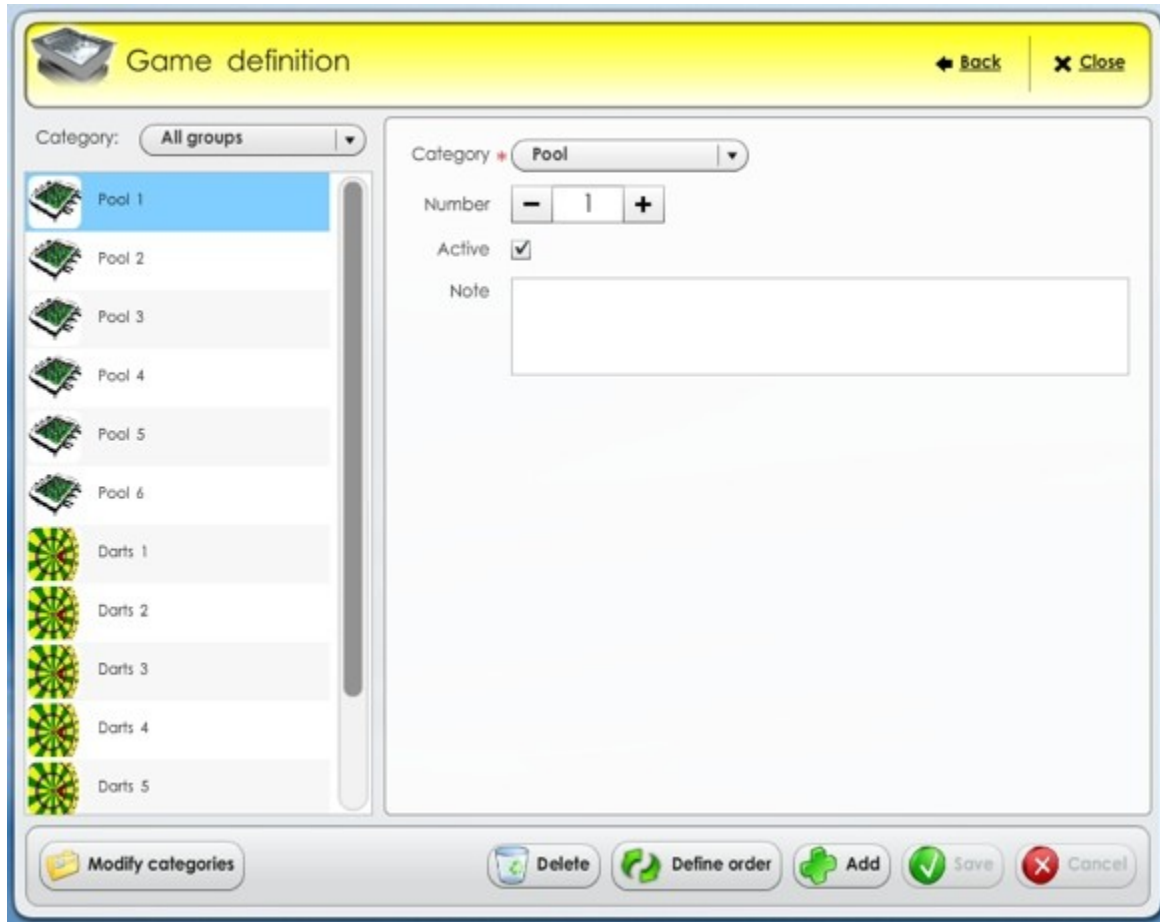
- **FROM LANE - TO LANE:** select the lanes where the message is to be displayed.
- **AT INTERVALS OF:** select the number of lanes between those displaying the message. ( 1 will mean the message is shown on all lanes)

If the operator does not change these values, the system will send the message to all the lanes.

A different message can be displayed on each monitor by entering the same lane number in FROM LANE-TO LANE for each message.

## Game Definition

To access: [PREFERENCES](#) -> **GAME DEFINITION**



This window allows the management of the timed games available in the centre, E.G. Billiards, Table Tennis, Darts.

The games that have already been entered are shown on the left hand side. They can be viewed or modified by clicking on the name. The list of games can be filtered in the CATEGORY menu so that only the games in a particular category will be displayed on the screen.

The following parameters can be specified for each game:

- **CATEGORY:** shows the category to which the game is associated.
- **NUMBER:** shows the progressive number of the game in the relative category.
- **ACTIVE:** shows whether the game is active and may be used. Deactivating a game can be useful when the game is out of service for any reason.
- **NOTES:** shows additional information about the game.



## Add new games

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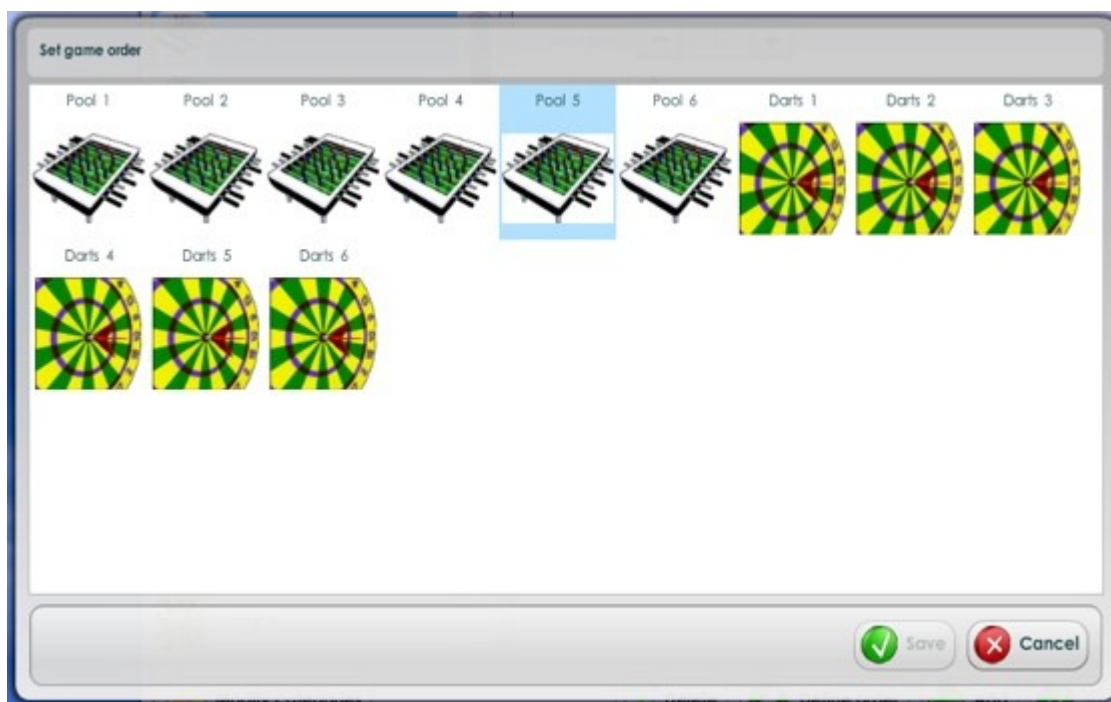
New games can only be added to the system as part of a category. This can be done in [GAMES CATEGORIES DEFINITION](#).

Clicking on the **ADD** key will bring up a small window that manages the addition of new games.

Select the category and the number of games to be created and press **ADD**. The games will appear in the list to the left.

## Set game order

---



The order in which the games appear can be changed in the [GAMES MANAGEMENT](#) window.

Click on **SET ORDER** to bring up a window that allows the order of the games displayed to be changed.

To move a game in the list, click on its icon and drag it to the new position.

When that has been done, click on **SAVE** to save the changes or **CANCEL** to restore the previous order.

#### **AVAILABLE OPTIONS**

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- **CHANGE CATEGORY:** leads to the [\*\*GAMES CATEGORIES DEFINITION\*\*](#).
- **CANCEL:** allows the cancellation of the selected game. It is not possible to cancel a game that is currently in use.
- **SET ORDER:** arranges the games in the desired order.
- **ADD:** allows the addition of new games.
- **SAVE:** saves the changes made.
- **CANCEL:** cancels the changes made and restores the previous data.

## Game Category Definition

To access: [PREFERENCES](#) -> [GAME DEFINITION](#) -> **MODIFY CATEGORIES**



The timed games such as Billiards, Table Tennis and Darts can be organised in this window. The games already entered are shown on the left. To view or modify the data of any particular game, just click on its name.

The following parameters can be specified for each game:

- **NAME:** shows the name of the game.
- **DEFAULT RATE:** shows the default rate for this category of games. The default rates can also be set in [DEFAULT RATE SETTINGS](#).
- **FIXED DURATION:** shows whether the FIXED DURATION option should be offered when the game is opened.
- **PREPAID:** shows whether the PREPAID option should be offered when the game is opened.

- **PRINT A RECEIPT (PRE-PLAY):** shows whether a receipt should be printed when the game is opened. The receipt will show the following: details of the game, starting time, and if the FIXED DURATION option is active, the end of the game.
- **ICONS:** determines the icons for the games in the selected category. To enter an icon, simply drag and drop it from the ones available to the right. For details on how to manage or add icons, see [MEDIA CONTROL](#).
- **MINIMUM DURATION:** shows the minimum rental time for the game in minutes. For example, if the minimum time has been set as 30 minutes, the system will charge this price even if the players finish before 30 minutes have elapsed. This option is used in POST-PAY.
- **ROUND UP FIGURE:** shows the figure used for rounding up game rental times. For example, if the round up figure is set at 5 minutes, a game lasting 23 minutes will be charged as 25 minutes. This option is used in POST-PAY.
- **DEFAULT DURATION:** shows the default time limit imposed when the game is opened. The time limit can be changed at any time.

#### **AVAILABLE OPTIONS**

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- **DELETE:** the games category selected can be deleted. When a category is deleted, all the games associated with it are also deleted. A category may not be deleted if any of the games in it are open.
- **NEW CATEGORY:** allows the creation of a new games category.
- **SAVE:** saves any changes made.
- **CANCEL:** cancels any changes made and restores the previous data.

## Clean Database

To access: [PREFERENCES](#) -> **CLEAN DATABASE**

**Clean Database** [Back] [Close]

Selected period from [ ] to [ ]

Database | Report | Progressive

**Delete activities**

- ☐ Closed activities [0] (Tot. 1648)
- ☐ Activities to collect [0] (Tot. 132)
- ☐ Activities on stand by [0] (Tot. 1)
- ☐ Open activities [0] (Tot. 7)

**Delete reservations**

- ☐ Canceled reservations [0] (Tot. 0)
- ☐ Reservations on stand by [0] (Tot. 8)
- ☐ Activated reservations [0] (Tot. 8)

**Event deletion**

- ☐ Income events [0] (Tot. 111148)
- ☐ Transaction lines [0] (Tot. 17235)
- ☐ Sistem and Operator events [0] (Tot. 11190)

**Message deletion**

- ☐ Messages [0] (Tot. 94)

**Coupon deletion**

[Delete data]

Space can be freed up on the hard drive to speed up operations in the system.

**ATTENTION:** you should ALWAYS make a BACKUP copy before any information in the current database is modified. For information on how to make a backup, see [BACKUP MANAGEMENT](#).

The procedure of database cleanup is subdivided into 3 pages.

### **DATABASE:**

---

This page concerns the cancellation of data held in the database for a certain period of time, and the type of data held in it.

The first step is to determine the time frame for the database reset/cleaned up.

The start and end dates are entered at the top. The system will calculate the amount of data that can be deleted based on the time frame entered here.

The elements that can be deleted are organised in groups that can be selected by ticking the box next to their name.

For each type of transaction, the number of transactions is displayed for the period selected. The total number of transactions of this type contained in the database is shown in brackets.

Use the **DELETE DATA** key to cancel the data. All the transactions selected will be removed from the database. The system will ask for confirmation before each step depending on the type of data involved.

### **REPORT:**

---

Each report generated will be assigned a progressive number and saved in the database in PDF format. The information is stored in the front desk server.

Reports are also given a unique progressive **ID** number by the system called **REPORT GENERATOR**.

In this page the reports can be deleted and their progressive and REPORT GENERATOR numbers zeroed.

The first step towards database cleanup/reset is to select the relative period of time.

Enter the from and to dates at the top of the screen . As soon as the dates are entered, the system will display the reports that may be cancelled.

The reports to be cancelled are selected by ticking the boxes adjacent to their names.

For each type of report the following will be displayed; the number of transactions during the selected period, the total number held in the database, and the progressive number.

Click on the **DELETE DATA** key to start the cancellation. All the reports selected will be cancelled. Before the cancellation begins, the system will ask for confirmation.

Click on the **ZERO PROGRESSIVE NUMBER** to the right of each type of report to reset the progressive number. The next report will then start from #1.

The **ZERO REPORT GENERATOR** key is used to reset the unique progressive number for all the reports. This key will only become active when all the reports have been cancelled.

### **PROGRESSIVE:**

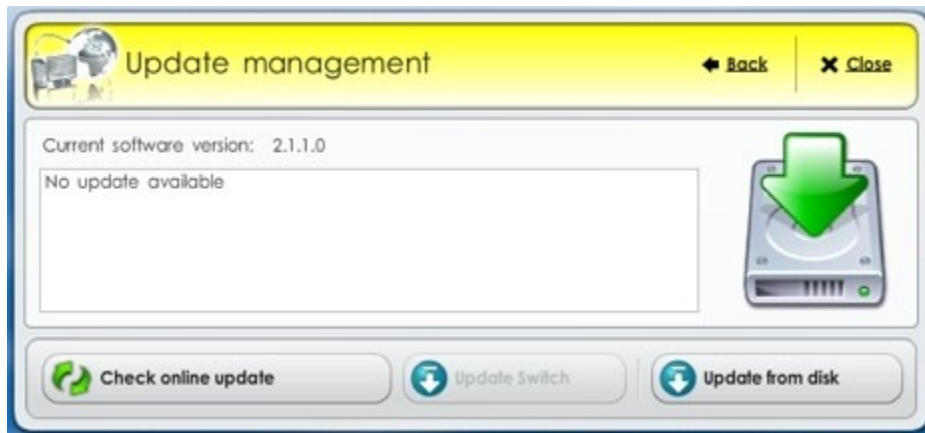
---

This page is used to zero the progressive numbers given to cash receipts and orders.

The actual progressive number is displayed in the relative box. To reset the number, press the **PROGRESSIVE NUMBER ZERO** key.

## Update management

To access: [PREFERENCES](#) -> **UPDATE MANAGEMENT**



SWITCH®2 uses an automatic update system that downloads the updates automatically from the Internet connection. When an update has been downloaded, a message is posted on screen.

This window allows SWITCH®2 updates to be downloaded and installed as soon as improvements or additional software are available.

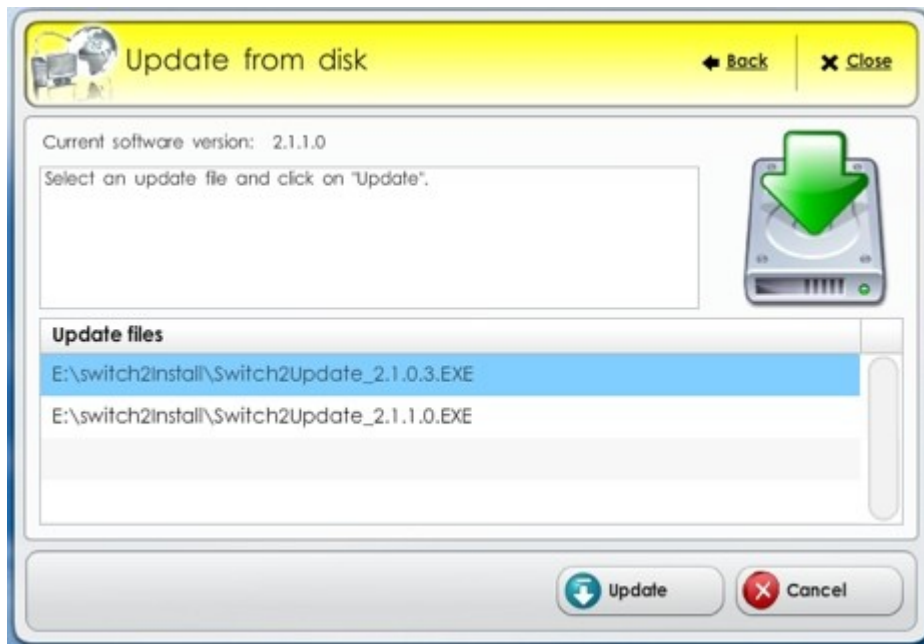
The current software version is displayed and, below, information on the availability of new updates.

**ATTENTION:** Software updates should only be installed when the system is idle, since a restart of the server will be required.

### AVAILABLE OPTIONS

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- **CHECK FOR ONLINE UPDATES:** checks for the availability of updates via Internet.
- **UPDATE SWITCH:** starts the installation of updates and restarts the system.
- **UPDATE FROM DISK:** checks all removable memory ( such as a USB memory stick) for the presence of update packages and displays them on screen.

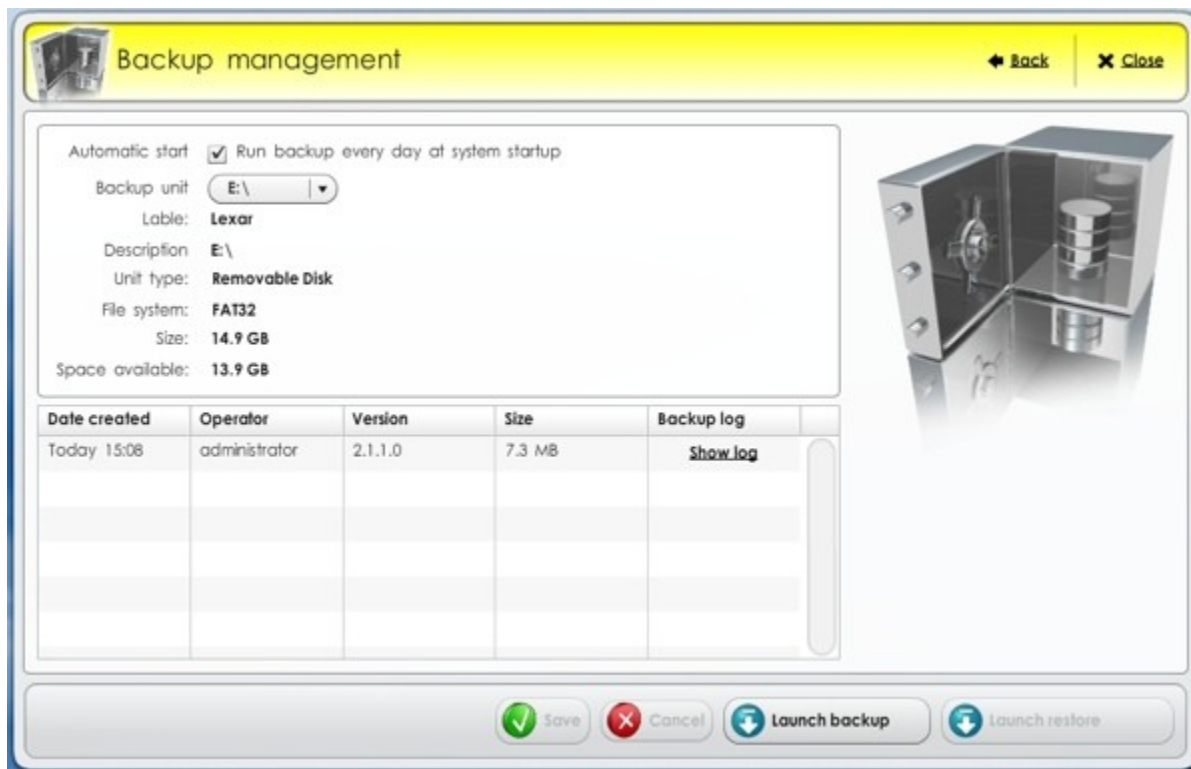


This function is useful when an Internet connection is not available.  
To start the installation, select the update package and click on **UPDATE**.



## Backup Management

To access: [PREFERENCES](#) -> **BACKUP MANAGEMENT**



This window allows data to be backed up automatically at pre-established intervals, or manually as required. The window also allows the data previously saved to be restored.

A USB key that is normally supplied with the system should be used to back up the data. It is important that the USB key should be left in the server for periodic backups.

A daily backup can also be carried out when the system is started each day using the **AUTOMATIC EXECUTION** box.

The unit used for the back up can be selected by clicking on the **BACKUP UNIT** key.

Once the desired unit has been selected, click on **SAVE** to display the characteristics in the field below.

If automatic backup has been selected, the system will add a daily back up to the unit selected. When the memory of the unit is full, the oldest backups will be deleted until sufficient space has been created for the new backup.

The backups created are listed below. The following is listed for each backup:

- The time and date it was created
- The operator who made the backup (SYSTEM when automatic backup has been selected)

- The software version installed when the backup was made
- The size of the backup file.
- **SHOW LOG**, opens a window that displays a series of technical information relative to the various phases of the backup.

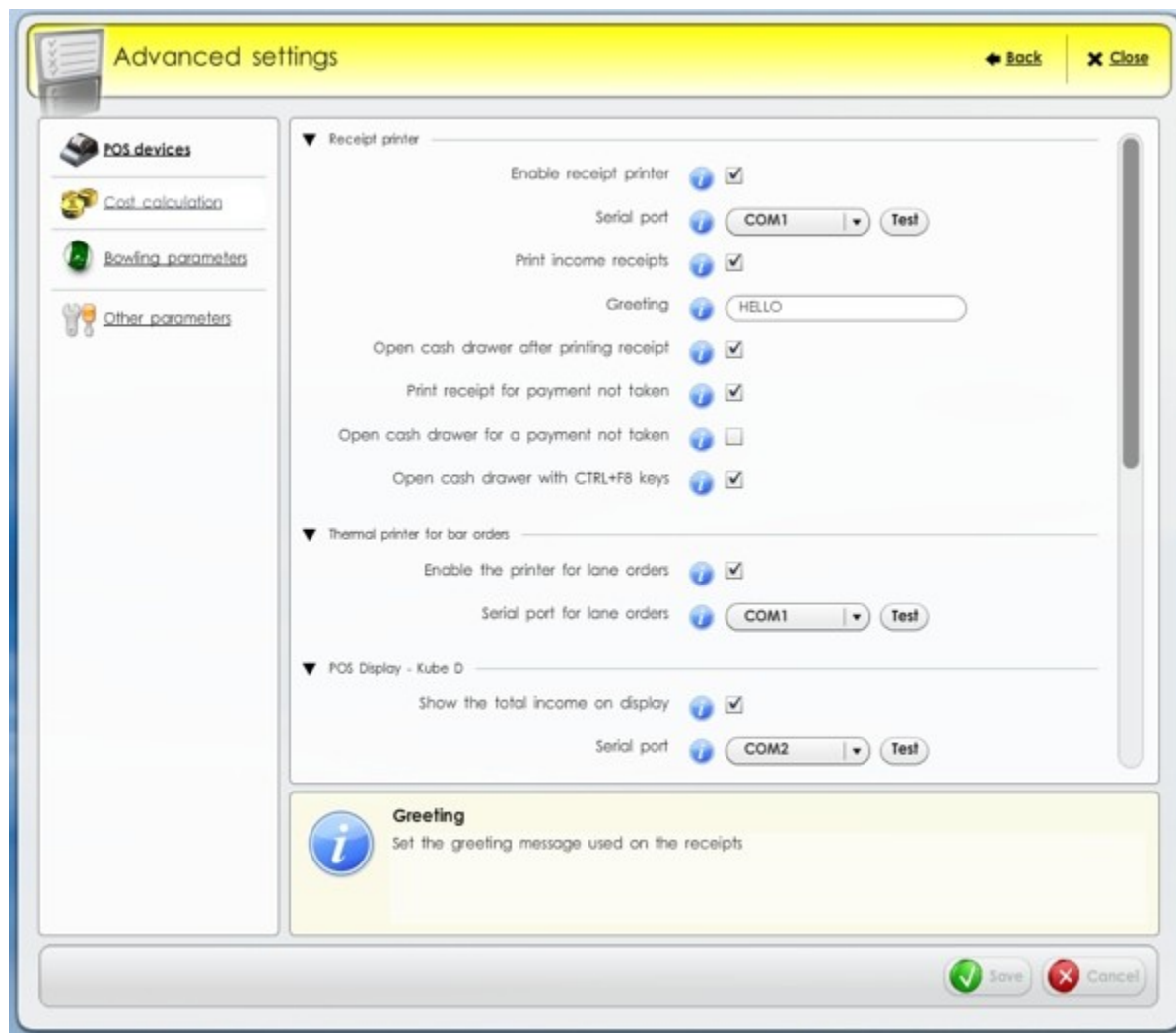
#### **AVAILABLE OPTIONS**

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- **SAVE**: saves the changes made
- **CANCEL**: cancels the changes made and restores the previous data
- **START BACKUP**: allows the immediate creation of a manual backup
- **START RESTORE**: allows previously saved data to be restored. This operation requires extreme caution since all current data will be lost and the data in the selected backup will be restored. It is also important to mention that all the information memorised in the database after the back up date will be lost. Also, this operation requires a restart of the system, so be certain that you really want to carry out a restore before starting the operation.  
**ATTENTION**: given the critical nature of the restore operation, confirmation will be requested 3 times, and the operator warned about the possible consequences of this action.

## Advanced Settings

To access: [PREFERENCES](#) -> **ADVANCED SETTINGS**



This window allows to set several system parameters as, for instance, peripheral devices connected to the workstations, costs calculation mode and much more.

Properties are divided in pages and groups. To chose a page click on the related icon on the left of the window, all related options will appear on the right.

Each option is equipped with a text explanation in the lower box, to see the text, click on the symbol (i) on the right of each option name.

## POS DEVICES

### RECEIPT PRINTER:

- **ENABLE RECEIPT PRINTER:** Indicates whether to print using the receipt printer. Check the box to use the thermal printer.
- **SERIAL PORT:** Set the serial port connected to the receipt printer. Press **TEST** to print a sample receipt using the serial port set.
- **PRINT INCOME RECEIPTS:** Indicates whether or not to print a receipt at the end of a transaction.
- **GREETING:** Set the greeting message used on the receipts.
- **OPEN CASH DRAWER AFTER PRINTING RECEIPT:** Defines to open the cash draw after printing a receipt.
- **PRINT RECEIPT FOR PAYMENT NOT TAKEN:** Defines whether or not a receipt should be printed when a payment is not taken, showing the amount due and the reason the payment was not taken.
- **OPEN CASH DRAWER FOR A PAYMENT NOT TAKEN:** Defines whether the cash drawer should be opened after a receipt is printed for a payment not taken. Note: The command is ignored if a receipt is not printed for a payment not taken.
- **OPEN CASH DRAWER WITH CTRL+F8 KEYS:** Defines whether the operator can open the cash drawer by using the CTRL + F8 keys. NOTE: This function requires the relevant security clearance for each user.

### THERMAL PRINTER FOR BAR ORDERS:

- **ENABLE THE PRINTER FOR LANE ORDER:** Indicates whether or not to print lane bar orders on thermal printer
- **SERIAL PORT FOR LANE ORDERS:** Set the serial port to which the printer is connected for orders. Press TEST to print a sample receipt using the serial port set. It is possible to use the same thermal printer used for the receipts; in this case select the same serial port.

### POS DISPLAY – KUBE D:

- **SHOW THE TOTAL INCOME ON DISPLAY:** Indicates whether or not to show the cost on the pole display KUBE D after a transaction

- **SERIAL PORT:** Set the serial port to which the KUBE D display is connected. Press **TEST** to show a sample message using the serial port set.
- **BRIGHTNESS:** Defines the display brightness value, as a percentage. When the display is in standby, brightness is reduced to allow energy saving.
- **GREETING:** Set the welcome message on the display KUBE D when inactive.

#### **PAYMENT SCREEN SETTINGS:**

- **USE PAYMENT SCREEN:** this option, enabled by default, allows to access the income window every time a payment is taken. If disabled, the payment is cashed pressing the PAY button without any further message.

#### **GRAPHIC INTERFACE PARAMETERS:**

- **USE TRANSITIONAL EFFECTS:** If active, this function allows you to enable the visual effects on the interface of the cash desk in use. The effects make the graphic effect of the program look better but slows the system down slightly.

#### **TOUCH SCREEN CALIBRATION:**

- **TOUCHSCREEN CALIBRATION:** This option is useful when using a workstation with a touch screen. The START APPLICATION button allows to start the calibration procedure. Calibration utility can vary depending on the touch screen type.

#### **COST CALCULATION**

▼ Price calculation variables

Rounding mode Closest value

Rounding precision 0.1

▼ Price calculation variables (Bowling)

Game cost calculation in Prepaid Opening game moment

Time cost calculation in Prepaid Opening game moment

Calculation of game cost in Postpaid Opening game moment

Calculation of cost by time in Postpaid Opening game moment

Always collect entire game ☐

Charge extra for 11th frame ☐

Shoe and sock price £ 1.60

Minimum time for lane rental - 0 +

Rental time rounding - 0 +

▼ Price calculation variables (Games)

Cost calculation in Prepaid Opening game moment

### PRICE CALCULATION VARIABLES:

- **ROUNDING MODE:** Use upon payment for rounding the amount due for this transaction. Defines the way the amount will be rounded to avoid small decimals and too small changes.

It is possible to choose 3 computing modes:

- **CLOSEST VALUE:** sets rounding to the closest value, major or minor.
- **CLOSEST MINOR VALUE:** sets rounding to the closest minor value.
- **CLOSEST MAJOR VALUE:** sets rounding to the closest major value.
- **ROUNDING PRECISION:** Defines the cut at which the amount will be rounded..

### PRICE CALCULATION VARIABLES (BOWLING)

- **GAME COST CALCULATION IN PREPAID:**

This setting is referred to BOWLING costs calculation in prepaid per Game, when the time interval in which a game session is held involving time slots with different rates.

- **OPENING GAME MOMENT:** the active rate at game start time will be selected.
- **MIDDLE GAME MOMENT:** the active rate in the middle of the game between start time and end time will be selected

- **CLOSING GAME MOMENT:** the active rate at the end of the game will be selected
- **UNIFORM DISTRIBUTION:** the exact cost of each frame will be calculated considering all the time zones involved during the game
- **TIME COST CALCULATION IN PREPAID:**

This setting is referred to **BOWLING** costs calculation in **prepaid** by **Time**, when the time interval in which a game session is hold involving time slots with different rates.

  - **OPENING GAME MOMENT:** the active rate at game start time will be selected.
  - **MIDDLE GAME MOMENT:** the active rate in the middle of the game between start time and end time will be selected
  - **CLOSING GAME MOMENT:** the active rate at the end of the game will be selected
  - **UNIFORM DISTRIBUTION:** the exact cost will calculated considering all the time zones involved during the game
- **GAME COST CALCULATION IN POSTPAID:**

This setting is referred to BOWLING costs calculation in postpaid per Game, when the time interval in which a game session is hold involving time slots with different rates.

  - **OPENING GAME MOMENT:** the active rate at game start time will be selected.
  - **MIDDLE GAME MOMENT:** the active rate in the middle of the game between start time and end time will be selected
  - **CLOSING GAME MOMENT:** the active rate at the end of the game will be selected
  - **UNIFORM DISTRIBUTION:** the exact cost of each frame will be calculated considering all the time zones involved during the game
- **TIME COST CALCULATION IN POSTPAID:**

This setting is referred to BOWLING costs calculation in postpaid by Time, when the time interval in which a game session is hold involving time slots with different rates.

  - **OPENING GAME MOMENT:** the active rate at game start time will be selected.
  - **MIDDLE GAME MOMENT:** the active rate in the middle of the game between start time and end time will be selected

- **CLOSING GAME MOMENT:** the active rate at the end of the game will be selected
- **UNIFORM DISTRIBUTION:** the exact cost will be calculated considering all the time zones involved during the game
- **ALWAYS COLLECT ENTIRE GAME:** It shows whether to collect only the played frames or the whole game if a game has not been finished..
- **CHARGE EXTRA FOR 11th FRAME:** This operation allows you to charge for the third ball in the 10th frame. In this case the game would be considered as an 11 frame game. This function is present only for compatibility reasons with previous versions of our scoring, we advise not enable this option thus avoiding confusion with your players.
- **SHOE AND SOCK PRICE:** Rental shoes and socks cost.
- **MINIMUM TIME FOR LANE RENTAL:** Defines the minimum rental time for **Bowling** by **Time** in **Postpaid** shown in minutes. If, for example, a lane is opened and closed within 5 minutes and this value is set to 15, the cost for the lane will be calculated to 15 minutes.
- **RENTAL TIME ROUNDING:** Defines the lane rental time rounding in minutes for **Time Bowling** in **Postpaid**. For example, a lane is opened and closed after 22 minutes and this parameter is set to 5, the cost is calculated for 25 minutes

#### **PRICE CALCULATION VARIABLES (GAMES):**

- **COST CALCULATION IN PREPAID:**

The setting refers to the cost calculation for Time games when Prepaid, when the time interval in which a game session is held involving time slots with different rates.

- **OPENING GAME MOMENT:** the active rate at game start time will be selected.
- **MIDDLE GAME MOMENT:** the active rate in the middle of the game between start time and end time will be selected
- **CLOSING GAME MOMENT:** the active rate at the end of the game will be selected
- **UNIFORM DISTRIBUTION:** the exact cost will be calculated considering all the time zones involved during the game
- **COST CALCULATION IN POSTPAID:**



The setting refers to the cost calculation for Time games when Postpaid, when the time interval in which a game session is hold involving time slots with different rates.

- **OPENING GAME MOMENT:** the active rate at game start time will be selected.
- **MIDDLE GAME MOMENT:** the active rate in the middle of the game between start time and end time will be selected
- **CLOSING GAME MOMENT:** the active rate at the end of the game will be selected
- **UNIFORM DISTRIBUTION:** the exact cost will calculated considering all the time zones involved during the game

## BOWLING PARAMETERS

▼ Bowling game variables

Max frames for including a bowler

Default blind

Game duration in minutes

Default number of games when opening

Default time when opening a new game

Default time for free practice

Pinsetter movement during practice

Predefined setting for start of practice ☒

Automatically add shoes in open ☒

Automatically add shoes in league ☐

Default opening mode

Duration of score table at the end of a game

Game closure delay when credits are finished

Delay for pinsetter reset command

### BOWLING GAME VARIABLES:

- **MAX FRAMES TO INCLUDE A PLAYER:** Defines the frame number before which a new player will start immediately to play, without waiting for the end of the current game. It is anyway possible to include a player manually.


- **DEFAULT BLIND:** Defines the BLIND value that will be suggested for the player when creating new tournaments in [TOURNAMENT DEFINITION](#) window .
- **GAME DURATION IN MINUTES:** Defines, in minutes, the suggested duration of a game for one player. This value will be used during calculation when a game starts and in reservation management to calculate the estimated game end time.
- **DEFAULT NUMBER OF GAMES WHEN OPENING:** Defines the default number of games aimed by the system every time a lane is opened. When opening a lane it is always possible to modify this value.
- **DEFAULT TIME WHEN OPENING A NEW GAME:** Defines the default time in minutes aimed by the system every time a lane is opened. When opening a lane it is always possible to modify this value.
- **DEFAULT TIME FOR FREE PRACTICE:** Defines the default time in minutes set by the system every time a lane is opened for free practice. When opening a lane it is always possible to modify this value.
- **PINSETTER MOVEMENT DURING PRACTICE:** Defines the type of free throws when lane is opened. When opening a lane it is always possible to modify this value.
  - **STRIKE CYCLE:** the pinsetter spots all the pins after each ball.
  - **NORMAL CYCLE:** the pinspotter performs a 1st and 2nd ball cycle.
  - **PINSPOTTER STOPPED:** the pinspotter does not spot the pins.
- **PREDEFINED SETTINGS TO START PRACTICE:** Defines the default for the beginning of the practice time. If enabled, indicates that the practice default mode starts as soon as the first ball is bowled. If disabled it starts when the game starts.
- **AUTOMATICALLY ADD SHOES IN OPEN:** Defines if the system should automatically add shoes to players in open mode games.
- **AUTOMATICALLY ADD SHOES IN LEAGUE:** Defines if the system should automatically add shoes to players in league mode games.
- **DEFAULT OPENING MODE:** Defines the systems default opening mode. When opening a lane it is always possible to modify the opening mode.
  - **POSTPAID BY GAME:** the price will be calculated on the number of games played and collected when closing the game.


- **POSTPAID BY GAME (FIXED DURATION):** the price will be calculated on the number of games played and collected when closing the game. The number of games to play is set.
- **PREPAID BY GAME:** the price will be calculated on the number of preset games and paid before the game starts.
- **POSTPAID BY TIME:** the price will be calculated on the lane rental time and cashed at the end of the game.
- **POSTPAID BY TIME (FIXED DURATION):** the price will be calculated on the lane rental time and cashed at the end of the game. The maximum lane rental time is preset.
- **PREPAID BY TIME:** the price will be calculated on the lane rental time and cashed at the end of the game and paid before the game starts.
- **DURATION OF SCORE TABLE AT THE END OF A GAME:** Defines how long the score table is displayed at the end of each game.
- **GAME CLOSURE DELAY WHEN CREDITS ARE FINISHED:** Defines how long a game with no more credits stays open. During this time the score table is displayed and players will not be able to play.
- **DELAY FOR PINSETTER RESET COMMAND:** Defines the delay (sec.) for the pinsetter reset command when starting a new game. Set 0 if you don't want to send the reset command.
- **DELAY PINSETTER SWITCH OFF WHEN CREDITS ARE OVER:** Defines the delay (sec.) before sending the pinsetter switch off command when time or frames are over. Set 0 if you don't want to send the switch off command.
- **EXCLUDE THE PLAYER AUTOMATICALLY AFTER PAYMENT:** In post-paid mode, defines whether the player should be excluded after the frames have been paid for or the time bowled and before the game is closed.
- **REDISTRIBUTE THE EXCLUDED PLAYERS REMAINING CREDIT:** In pre-paid mode, defines if the frames or the time already paid for by the player excluded should be divided out automatically to the players still playing.

## OTHER PARAMETERS


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▼ Variables for the management of lane orders

Calculate orders from lanes automatically  ☐


Allows the bowler to indicate the amount in ...  ☐


▼ Settings relative to bookings

Show reservation symbol  Show 30 minutes before ▼


Hide reservation symbol  Hide 30 minutes later ▼

▼ Services maintenance

Enable archived session deletion  Delete after 2 months ▼

Enable the automatic computer reboot  ☒

▼ Other

Day start time  06:00 ▼

#### VARIABLES FOR THE MANAGEMENT OF LANE ORDERS:

- **CALCULATE ORDERS FROM LANES AUTOMATICALLY:** Indicates whether orders coming from lanes should be calculated automatically or they could be modified by an operator,
- **ALLOWS THE PLAYER TO INDICATE THE AMOUNT IN CASH:** Allows the player to indicate the amount they intend to submit in cash so that change can be calculated in advance.

#### SETTINGS RELATED TO BOOKINGS:

- **SHOW RESERVATION SYMBOL:** Defines how many minutes before the reservation is due the reservation symbol will be shown on the game icon.
- **HIDE RESERVATION SYMBOL:** Defines after how many minutes from the reservation time the reservation symbol will be removed from the game icon, when the reservation has not been sent to lane.

#### SERVICES MAINTENANCE:

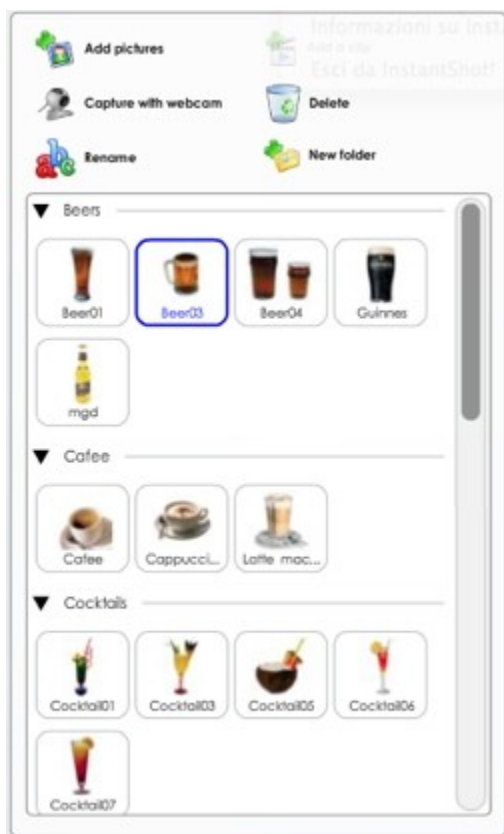
- **ENABLE ARCHIVED SESSIONS DELETION:** This function allows to automatically delete archived sessions after a specified time. This procedure will NOT delete sessions related to tournaments, open sessions or still to collect. Furthermore all the information related to income will be saved as well as activities and player stats. It is suggested to enable this function in order to maintain a compact and fast database.

- **ENABLE THE AUTOMATIC COMPUTER REBOOT:** This function allows to automatically restart all the computers during the night when the centre is usually closed (6am). If enabled, all the computers on (including the server) will reboot. This function allows to re-start the services at least once a day, keeping the software quick to respond. It is suggested to enable this function.

**OTHER:**

- **DAY START TIME:** A day starts from **Day start time** and ends at **Day start time** of the following day. Usually this time is set at 6 am., it is suggested to leave it as it is.

## Media Control



This component is available in some windows as the **BAR ITEMS DEFINITION** window and allows to manage the images to be used for bar items or to create images presentations.

The upper part shows a list of buttons that allows to perform actions on the images or on the folders where the images are located.

The lower part shows the images currently present and divided by folders.

### AVAILABLE OPTIONS

- **ADD PICTURES:** Allows to add one or more images from a removable disc as an USB pendrive. The images will be stored into the selected folder.
- **ADD A CLIP:** Allows to add a video clip from a removable disc as an USB pendrive. The clip will be stored into the selected folder. The imported clips will be automatically converted in the proper format to be displayed on the lane monitors, this operation can require several minutes. Accepted formats are AVI, MPG and FLV. This function is available in the **IMAGE SEQUENCE DEFINITION** window.

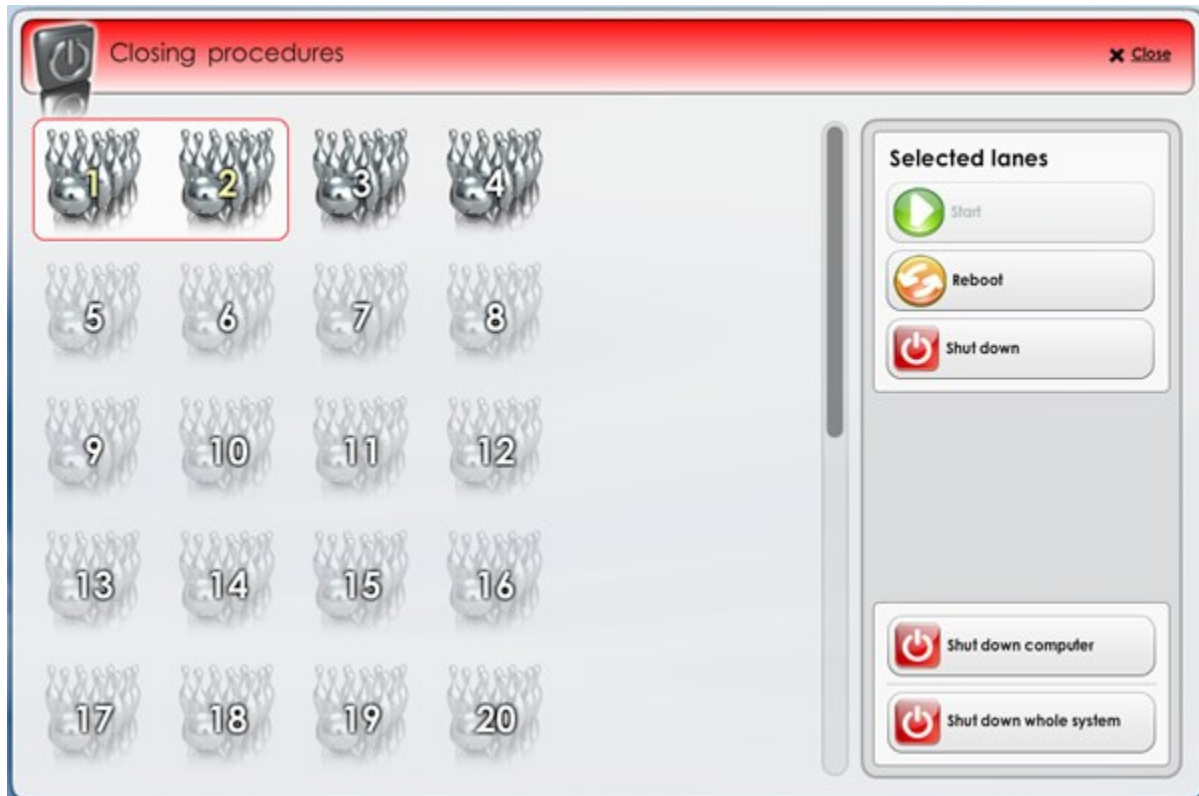
- **CAPTURE WITH WEBCAM:** allows to take pictures using the webcam installed on the computer (if available). This function is not available in the [\*\*IMAGE SEQUENCE DEFINITION\*\*](#) window, since the webcam resolution is not high enough to be displayed on the lane monitors.
- **DELETE:** allows to delete one or more pictures (use SHIFT and CTRL to select groups of pictures). It is also possible to delete a full folder if selected.
- **RENAME:** allows to change the selected image or folder name.
- **NEW FOLDER:** allows to create a new folder. Specify a name for the folder when create it.

It is also possible to drag one or more images from a folder to another to move the files.

## Exit

### Exit

To access: **EXIT**



This window allows to switch on and off the current workstation or the lanes; it also allows to switch off all the bowling centre machines.

### Functions for the lanes

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To select lanes, click with the mouse on a pair of lanes. Click and drag to select a group of adjacent lanes.

Only adjacent pair of lanes can be selected: it is not allowed to select single lanes.

Once the lanes are selected, the following actions are available:

- **START**: selected lanes, if OFF, will be restarted.
- **REBOOT**: selected lanes, if ON, will be restarted.
- **SHUT DOWN**: selected lanes, if ON, will be switched off.



## More Options

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It is also possible to execute the following operation:

- **SHUT DOWN COMPUTER:** shut down the computer of the current workstation.  
*ATTENTION: if the workstation is also the bowling centre server, shutting down will disconnect all the centre lanes.*
- **SHUT DOWN WHOLE SYSTEM:** shut down all lanes, all workstations and the server(s).