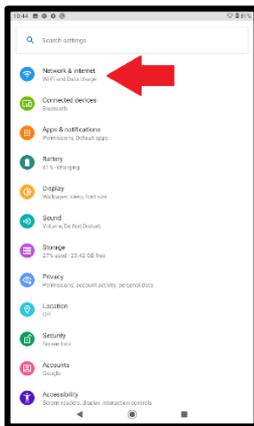# EasyHost User Manual

Contents

NOTE: This manual has been written for EasyHost version 2.0. Earlier versions may not have all the features described.
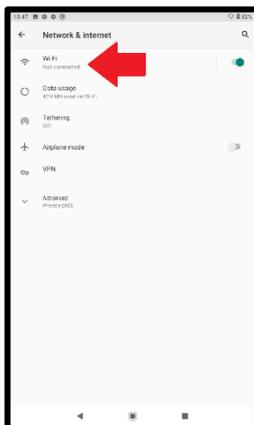
Connecting To Router

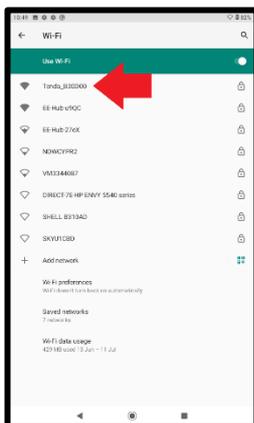
Touch the Settings icon on the Home screen

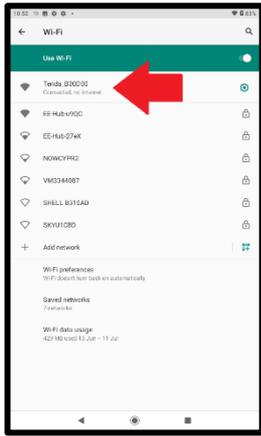The Settings screen will open. Touch Network and Internet
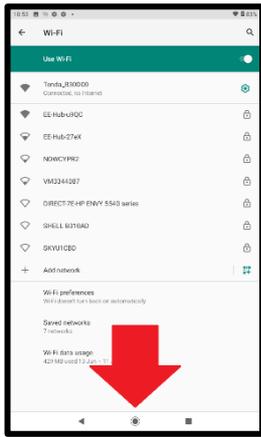

Touch Wi-Fi

The screen will display all the available Wi-Fi networks. Touch the Tenda network

The Wi-Fi screen will show that the pad is connected to the Tenda router, which has no internet connection.

Touch the Home button to return to the home screen

Connecting To Easycomp

If the tablet is not connected to the router, the displayed IP address (outlined in red) will be "127.0.0.1"

When the tablet is connected to the router, by either of the two methods described, the displayed IP address will be "192.168.0.xxx", where "xxx" is three-digit number that is different for every tablet.

Type the IP address into the Easycomp Official's Names page, in the IP address box for the desired compere. Then Click the Connect button next to it.
The tablet will be connected to Easycomp and the red area at the top of the screen will become white.

Sending Competitions to EasyHost

When EasyHost is connected to Easycomp, the Easycomp screen will show two things in the bottom right-hand corner of the main screen:

1. A green microphone icon, which signifies that EasyHost is connected.
2. A blue button with the text "Tab → Host" will be visible.
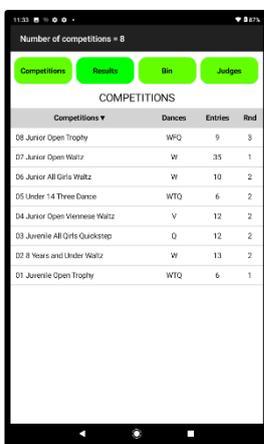
Click the "Tab → Host" button to send all the competitions on the current tab to EasyHost.

Sending Results to EasyHost

It is possible to send the results of all finished competitions to EasyHost. Tick the "Show Finished Finals" box on the Easycomp main screen.

Click the "Tab → Host" button to send all the results to EasyHost. It is not possible to send a selection of results to EasyHost. If the Results screen contains unwanted results, they can be removed by opening them and sending them to the recycle bin.
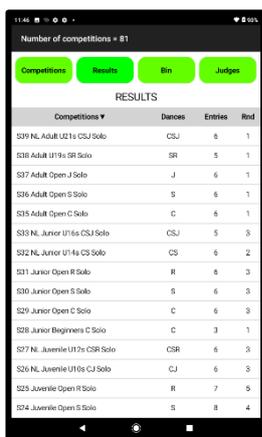
EasyHost Screens
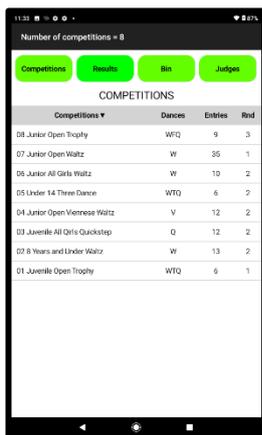
EasyHost has four main screens, which are selected by means of the four green buttons at the top of the screen.
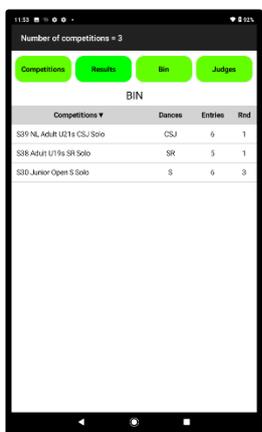
They are:

1. Competitions
2. Results
3. Bin (recycle bin)
4. Judges

The Competitions screen displays all the active competitions that have been sent to EasyHost.

The Results screen shows the results of all the finished finals

The Bin (recycle bin) screen shows all the competitions that have been have been sent to the recycle bin because they have been read out by the compere. It is good practice to put competitions into the recycle bin after they have been dealt with, so that they don't clutter up the screen, and the compere knows that everything on the screen has yet to be done.

NOTE: Putting a competition into the Bin does not delete it. It can be brought back from the Bin if needed. This is exactly the same as when using paper for recalls and results, where the compere puts the paper sheets into a waste-paper box when they have been finished with, but they can be taken out again if needed.
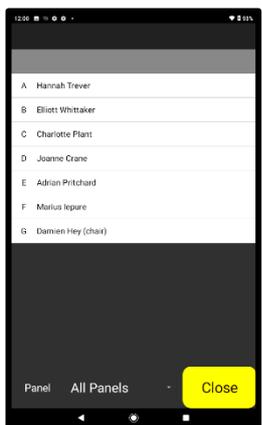
The Judges screen shows the letter and name of all the adjudicators. If they are split into panels, then you can select which panel to display by means of the drop-down selection box at the bottom of the screen.
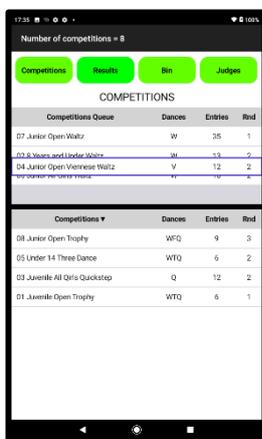
Competitions Screen
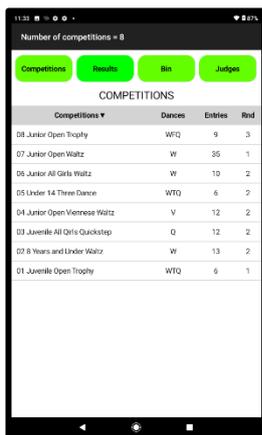
The Competitions screen displays all the active competitions that have been sent to EasyHost. The compere can see the details of any competition by touching it. See the "Competition Details" section for more information.

By default, competitions are arranged in ascending alphabetical or numerical name order, but the user can choose to sort the competitions by dance letters, number of entries or round number, by touching the header at the top of each column. An arrow will appear to indicate the column that is being used to sort the display. Touching the header again will toggle the sorting order between ascending and descending. The column chosen to sort by, and the ascending / descending order will be applied until changed by the user.
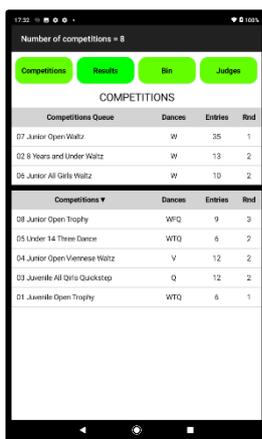
It is possible to make a queue of the next few competitions to be done, to make it easier for the compere to find them. An example of this is shown here. Three competitions have been put into a queue, and these are the next competitions to be run.

To add a competition to the queue, press and hold it. The competition will disappear from the general list under the queue area, and appear in the queue area.

New competitions added to the queue will always appear at the bottom of the queue, but competitions in the queue area can be re-arranged by dragging them into the order desired. A competition being moved will have a blue border around it.
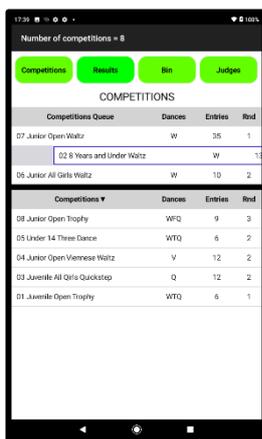
Competitions can be removed from the queue by swiping them sideways, to the left or right. When a competition is removed in this way, it re-appears in the general list underneath the queue area.
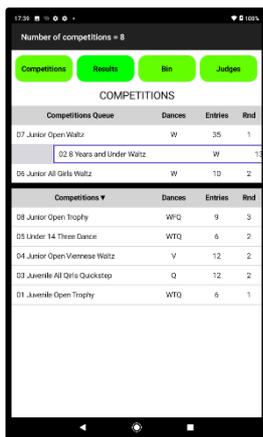
When a competition in the queue moves on to the next round, it disappears from the queue and re-appears in the general list underneath, with its round number incremented.

If a competition is a final, when its results have been calculated, it disappears from the Competitions screen and moves to the Results screen.

When all the competitions in the queue area have moved on to the next round, the queue area will close.

Competition Details
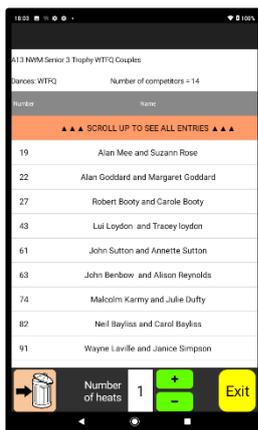
Touching a competition on the Competitions screen will display all its details. If there are more entries than can be displayed on the screen, a message appears at the top of the entries, prompting the user to scroll the screen upwards to see them all.
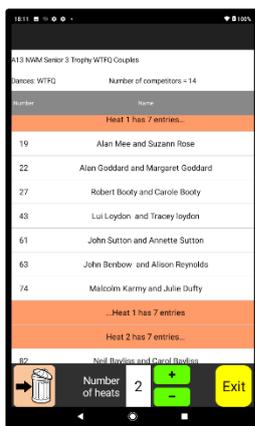
By default, all the entries will be placed into one heat. However, the compere can split them into more than one heat by using the "+" and "-" buttons at the bottom of the screen. If the compere splits a competition into heats, the number of heats is remembered, and if the competition is closed and re-opened, the entries will be split into the number of heats chosen.
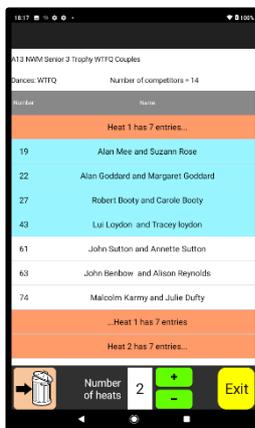

As the compere reads out the numbers in the competition, the entries will turn blue if they are touched, to help the compere remember which numbers have been announced. Touching a blue entry will revert it back to white again.
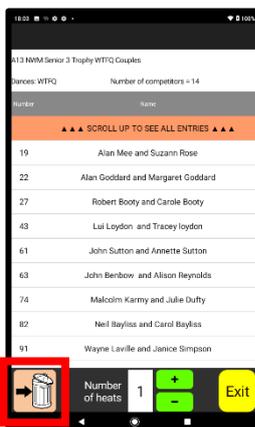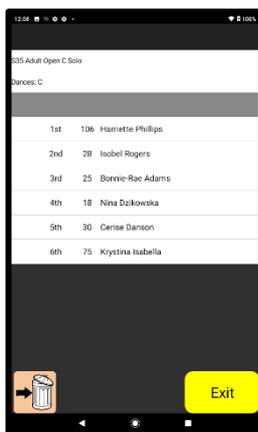

When the recall has been announced, it is good practice to send it to the recycle bin, by touching the button in the bottom left-hand corner of the screen. This will remove it from the Competitions screen until the recall has been calculated, when it will once more appear in the Competitions screen as the next round.
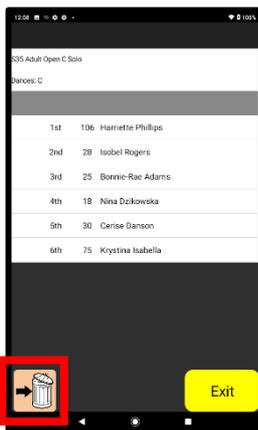
Results Screen
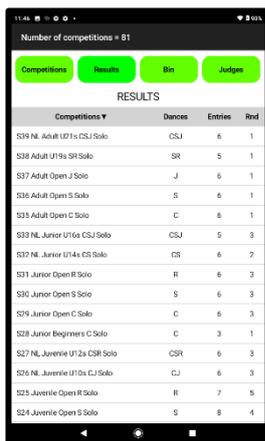
After the final positions for a competition have been calculated, its results appear on the Results screen. As with the Competitions screen, competitions are arranged by default in ascending alphabetical or numerical name order, but the user can choose to sort the competitions by dance letters, number of entries or round number, by touching the header at the top of the appropriate column. An arrow will appear to indicate the column that is being used to sort the display. Touching the header again will toggle the sorting order between ascending and descending. The column chosen to sort by, and the ascending / descending order will be applied until changed by the user.

Touching a competition on the Results screen will display the final placings.

As the compere reads out the final positions, the finalists will turn blue if they are touched, to help the compere remember which positions have been announced. Touching a blue finalist will revert it back to white again.

When all the finalists have been announced, it is good practice to send the results to the recycle bin, by touching the button in the bottom left-hand corner of the screen. This will remove it from the Results screen, and when the Results screen is empty, the compere knows that all the results have been announced.

Tied Results

If a final contains a tied result for any position, the Results button will turn red to draw the compere's attention, and this will happen even if the Results screen is not currently open.

When the Results screen is opened, the competition having a tied result will be highlighted in red, so that it can be easily identified.

When the red final is opened, the tied positions are highlighted in red.

After a tied result has been viewed, it is highlighted in yellow, which indicates that the compere has looked at it and is aware of it. The Results button is also coloured yellow.

If another tied result is subsequently received, the Results button will once again turn red, and the new tied result will be highlighted in red, while the one that been viewed will remain yellow.

Recycle Bin
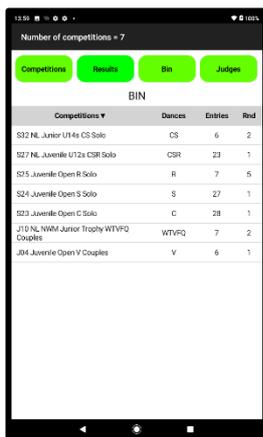
The recycle bin may contain a mixture of recalls and results which have been announced and discarded.
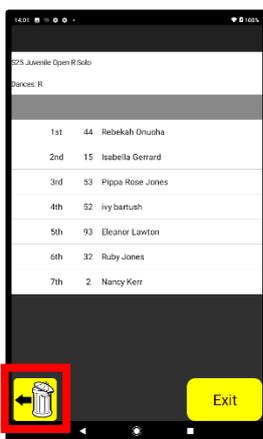
Touching a competition in the recycle bin will open it so that its contents can be viewed.

A competition in the recycle bin can be removed from the bin by touching the button in the bottom left-hand corner of the screen. When removed, results will return to the Results screen and recalls will return to the Competitions screen.