



Ljubljana, June 2014

## ACRO CALCULATOR – FEDERATION ADMINISTRATOR MANUAL

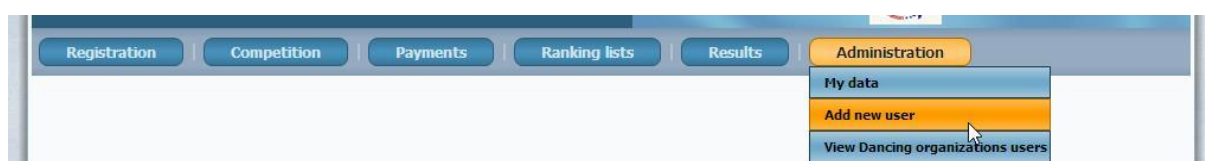
With the New Judging System, WRRC has introduced one new level of the users in the Registration tool, the so called ACRO-TRAINER. As administrators of the Registration Tool, your responsibility will be to register those new trainers as federation users, and to assign to each acro-trainer his own couples (B-Class and Main Class RR). Each couple can be assigned to only one acro-trainer. Only the acro-trainer can enter and administrate the programs of his couples.

Please, follow the procedure carefully. In case of Acro-Trainers, you are working in the main registration database of WRRC, there will be no additional confirmation of the acro-trainers and the couples which are assigned to them. You can reassign the couples to another trainer at any time. The already saved programs of the couples will not be affected by that.

All the examples in this document were made on the database of the Croatian Rock'n'Roll Association.

### Procedure:

- 1) Log in with your user data and password, on the [www.wrrc-registration.com](http://www.wrrc-registration.com)
- 2) In the following window, go to menu item ADMINISTRATION, and select the menu Item ADD NEW USER:



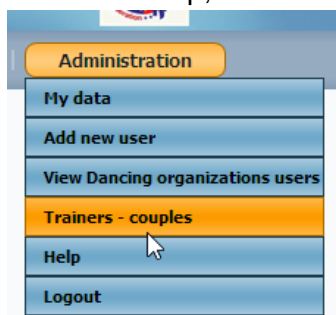
- 3) In the following screen, you have to enter all the requested data, and choose the level ACRO-TRAINER for this particular user:

**Add new user**

Croatian Rock 'n Roll Association	
User name	XXXXXXXXXX
Password	123456
e-mail	
Level	Acro-trainer Dancing organization admin Dancing organization user Acro-trainer

- If one and the same person has several functions (levels) within the federation, for each of those levels you have to assign different user names.
- If you make a mistake, and save the user with the wrong level, you have to contact the WRRC-Office ([info@wrrc.org](mailto:info@wrrc.org)) to correct this

- 4) In the next step, choose the menu item TRAINERS - COUPLES



In the following screen, you can see the overview of the already assigned acro-trainers and their couples. Click on the button COUPLE, to assign new couple to the trainer, or edit couples which were assigned to the trainer:

User name	Password	Active	Couple	
kbosnar2	startrek4885	✓	<input type="button" value="Couple"/>	65250 => IVIC Neven - MIHALIC Ivana 69453 => BCLASS-KB Testboy - BCLASS-KB Testgirl
sandrabuba	buba73	✓	<input type="button" value="Couple"/>	68822 => RUDEC Kresimir - SCUKANEC Helena 68823 => RUDEC Branimir - ZABJACAN Lucija 69297 => JANKOVIC Miroslav - GEMBEC Marija
dililih	niktaj	✓	<input type="button" value="Couple"/>	69183 => MIKIC Alen - SILAJ Ana 67248 => SIMIC Marko - PEZER Nela
alilih	lozinka	✓	<input type="button" value="Couple"/>	
dtorjanac	dtorjanac	✓	<input type="button" value="Couple"/>	69182 => LABURA Lovro - COVRAN Elena 69301 => SUBOTIC Vladimir - SPOLJARIC Karla 68926 => TISLAR Ivan - BOJOVIC Vanna 69302 => BILUSIC Filip - OPACAK Tena
dsut01	dsut01	✓	<input type="button" value="Couple"/>	68443 => KOLENC Leonardo - VNUCEC Petra 67896 => ZRINUSIC Stjepan - SUT Lea
XXXXXXXXXX	123456	✓	<input type="button" value="Couple"/>	


- 5) In the following screen you can assign “free” couples to the new trainer, which are then colored in green:

**Trainer - couples**

		User name	Level
		XXXXXXXXXX	Acro-trainer

Add	Remove	ID	Name	Category
		69453	BCLASS-KB Testboy - BCLASS-KB Testgirl	Rock 'n' Roll B class
		68443	KOLENC Leonardo - VNUCEC Petra	Rock 'n' Roll B class
		69182	LABURA Lovro - COVRAN Elena	Rock 'n' Roll B class
		69183	MIKIC Alen - SILAJ Ana	Rock 'n' Roll B class
		68823	RUDEC Branimir - ZABJACAN Lucija	Rock 'n' Roll B class
		68822	RUDEC Kresimir - SCUKANEC Helena	Rock 'n' Roll B class
		69301	SUBOTIC Vladimir - SPOLJARIC Karla	Rock 'n' Roll B class
		68926	TISLAR Ivan - BOJOVIC Vanna	Rock 'n' Roll B class
		69318	VOLOSCUK Andrej - STJEPANOVIC Katica	Rock 'n' Roll B class
		69303	ZOBEC Damir - SIPUSIC Antonija	Rock 'n' Roll B class
		67278	ZRNIC Luka - RUDNIK Martina	Rock 'n' Roll B class
		69302	BILUSIC Filip - OPACAK Tena	Rock 'n' Roll Main Class

To cancel the selection, click on the  button

The Acro-Calculator is confidential. Except the trainers, nobody else can see what they have put in the calculator for the couples which were assigned to them. In this way they can plan also the new programs, without being afraid, that anybody will know about them before the actual competition on which they will be performed for the first time.