



# Administrative Guide for KCI/ RODEO ENTRY

**KCI / Rodeo Entry (ONLINE AND CALL CENTER)**

**KCI / Rodeo Central Entry FOR BUDDY GROUP/PRIORITY RODEO DRAWS**

Now with Entered Contestant Contact Individual and Group email services for emailing draws, and special Event notices

ALL SERVICES ARE: Cloud based – reachable anywhere, anytime via web or mobile interfaces, High availability – to ensure the best availability for customers Load Balanced – for increased performance, 99.95% Uptime – High uptime for system reliability

ADMINISTRATIVE SETUP FOR RODEO ENTRY ONLINE/CALL CENTER PAGES 2 – 9

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ADMINISTRATIVE GUIDE FOR KCI RODEO CENTRAL ENTRY FOR BUDDY GROUP/PRIORITY RODEO DRAWS ----- PAGES 21- 24

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EXPORT RODEO FROM CENTRAL ENTRY TO SHOW MANAGER PAGES ---- 25-26

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RODEO SYNC – -----PAGES 27-29

A VERY NICE FROM ONE OF OUR RODEO CLIENTS IN NEW ZEALAND

These are the kinds of responses we get from our clients, and are enjoyed! Check out their website

**10/27/2016**

**The New Zealand Rodeo Cowboys Association recently made the move to using KCI Association Manager with Online Entry and Arena Manager to maintain membership data and run rodeos. With the amazing support and flexibility of Jerry and Ed the transition in National Office has been seamless. The membership has embraced and love on-line entry, and for the first time in the nearly 20 years that I have been involved in running rodeo offices we had no errors with our rodeo entries.**

Dianna Bradshaw

**NZRCA - Secretary**

**PO Box 5075**

**Whangarei 0140**

**Phone: (09) 435 0601**

[www.rodeonz.co.nz](http://www.rodeonz.co.nz)

[secretary@rodeonz.co.nz](mailto:secretary@rodeonz.co.nz)



## Events Set-up

Setup your events, fees, available Perfs, and other general selections for the rodeo here.

Welcome ja  
Currently At: Online Setup - Ever

**United Pro Rodeo**  
 Period: 2017

KCI Rodeo Association Manager
Association   Config   Members   Stock   Producers   Online Setup   Online Entry   Show Manager   Central Entry   Site Services   Reports   Logout

Selected Show: **Clay County Pioneer Reunion & Rodeo**

Events | Layout | Formats

List of Events

Name	Amount	Order				
Bareback	\$75.00	1	<a href="#">Edit</a>	<a href="#">Delete</a>	<a href="#">Move Up</a>	<a href="#">Move Dn</a>
Saddle Bronc	\$75.00	2	<a href="#">Edit</a>	<a href="#">Delete</a>	<a href="#">Move Up</a>	<a href="#">Move Dn</a>
Bull Riding	\$75.00	3	<a href="#">Edit</a>	<a href="#">Delete</a>	<a href="#">Move Up</a>	<a href="#">Move Dn</a>
Ranch Bronc Riding	\$75.00	4	<a href="#">Edit</a>	<a href="#">Delete</a>	<a href="#">Move Up</a>	<a href="#">Move Dn</a>
<b>Barrels</b>	<b>\$95.00</b>	<b>5</b>	<a href="#">Edit</a>	<a href="#">Delete</a>	<a href="#">Move Up</a>	<a href="#">Move Dn</a>
Ladies Breakaway	\$95.00	6	<a href="#">Edit</a>	<a href="#">Delete</a>	<a href="#">Move Up</a>	<a href="#">Move Dn</a>
Tie Down Roping	\$95.00	7	<a href="#">Edit</a>	<a href="#">Delete</a>	<a href="#">Move Up</a>	<a href="#">Move Dn</a>
Steer Wrestling	\$95.00	8	<a href="#">Edit</a>	<a href="#">Delete</a>	<a href="#">Move Up</a>	<a href="#">Move Dn</a>
Team Roping	\$230.00	9	<a href="#">Edit</a>	<a href="#">Delete</a>	<a href="#">Move Up</a>	<a href="#">Move Dn</a>

**Event Name** Barrels

**Contestant for this event**  
 Use Entering Member - no ability to enter a contestant name, uses entering member info  
 Use Free Form - Allows free form text for a contestant name  
 Use Membership lookup - Requires a membership # lookup

**# of Contestants** 1  
 For Contestants 2 or more: name entry choice: Contestant Description:

**Check Box Select**

**Event Fee** \$ 95.00

**Event Count** 1

**Format**  Time  Score

**Class** Unassigned

**CarryOvers**  
 Carryover Title display (default is 'Carryover')   
  
 Assign Carryover events  
 Name:

**Use Stock**  Name:

**Event Positions**  Position:

**Perfs**  
 Use Perf  
 Available Perfs: THUR 7:30PM, FRI 7:30PM, SAT 7:30PM, Slack: Thursday AFTER, Slack Friday After  
 Selected Perfs:
 

Name	Cap	
<a href="#">Edit</a> THUR 7:30PM	10	<a href="#">Delete</a>
<a href="#">Edit</a> SAT 7:30PM	10	<a href="#">Delete</a>
<a href="#">Edit</a> FRI 7:30PM	10	<a href="#">Delete</a>
<a href="#">Edit</a> Slack: Thursday AFTER	0	<a href="#">Delete</a>
<a href="#">Edit</a> Slack Friday After	0	<a href="#">Delete</a>

**Background Color** #FFFFFF

**Use as Carryover Only**

**Max Entries** 0

**Membership enabled only**  (Enabled only for Members via membership lookup)

NOTE the tabs in the upper left of the screen- This where you will control if the rodeo will be a single contestant entry or a multiple contestant buddy group rodeo.

Welcome jerr  
Currently At: Online Setup - Events

**United Pro Rodeo**  
 Period: 2017

KCI Rodeo Association Manager
Association   Config   Members   Stock   Producers   Online Setup   Online Entry   Show Manager   Central Entry   Site Services   Reports   Logout

Selected Show: **Clay County Pioneer Reunion & Rodeo**

Events | Layout | Formats

**Buddy Groups.** Set this value to greater than 0 to have the entries made as buddy groups. It will enable member lookup for each row of events. Enter events as a Buddy Group Buddy Group size

**Event Repeat.** Set this value to greater than 1 to indicate the number of times (rows) to repeat the events created above. This will layout the events horizontally, in order to display the number of rows specified. Must be set to minimum of 1. Repeat the events (creates rows of all events above) # of rows to create

FEES

All Fees other than Event entry fees are entered here, Other fees section can be set up so they are either user editable, or not. Stall and RV items are always editable allowing the user to select a number, for other fees, if you want each contestant to be charged a "fee" insert a default quantity, and make set to NO on the User Editable section. Set the Max Quantity to 999

**United Pro Rodeo**  
Period: 2017 Currre

KCI Rodeo Association Manager

Association   Config   Members   Stock   Producers   Online Setup   Online Entry   Show Manager   Central Entry   Site Services   Reports   Logout

Selected Show: **Clay County Pioneer Reunion & Rodeo**

**Stalls**

Select Day	Name	Max Allowed	Amount
<input type="checkbox"/> Monday		0	\$ 0.00
<input type="checkbox"/> Tuesday		0	\$ 0.00
<input type="checkbox"/> Wednesday		0	\$ 0.00
<input type="checkbox"/> Thursday		0	\$ 0.00
<input type="checkbox"/> Friday		0	\$ 0.00
<input type="checkbox"/> Saturday		0	\$ 0.00
<input type="checkbox"/> Sunday		0	\$ 0.00

**RV**

Select Day	Name	Max Allowed	Amount
<input type="checkbox"/> Monday		0	\$ 0.00
<input type="checkbox"/> Tuesday		0	\$ 0.00
<input type="checkbox"/> Wednesday		0	\$ 0.00
<input type="checkbox"/> Thursday		0	\$ 0.00
<input type="checkbox"/> Friday		0	\$ 0.00
<input type="checkbox"/> Saturday		0	\$ 0.00
<input type="checkbox"/> Sunday		0	\$ 0.00

**Other**

Name	Max Qty	Amount	Default Qty	User Editable	Order
CE FEE	999	\$5.00	1	No	1

[Edit](#) [Remove](#)

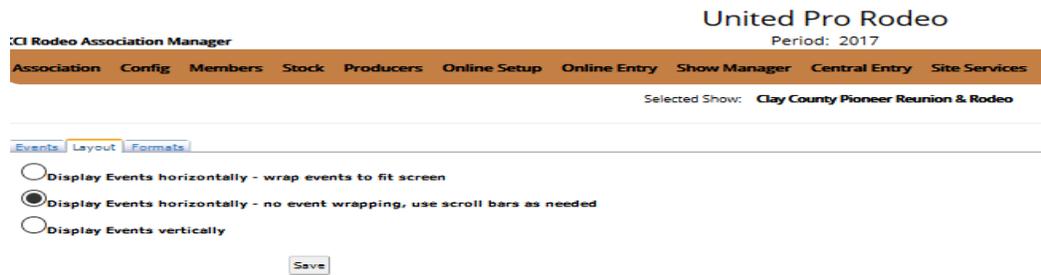
Name:  Max Allowed Amount:  \$ 0.00 Default Qty:  User Editable:  Enabled  Disabled

**Calculated Fees**

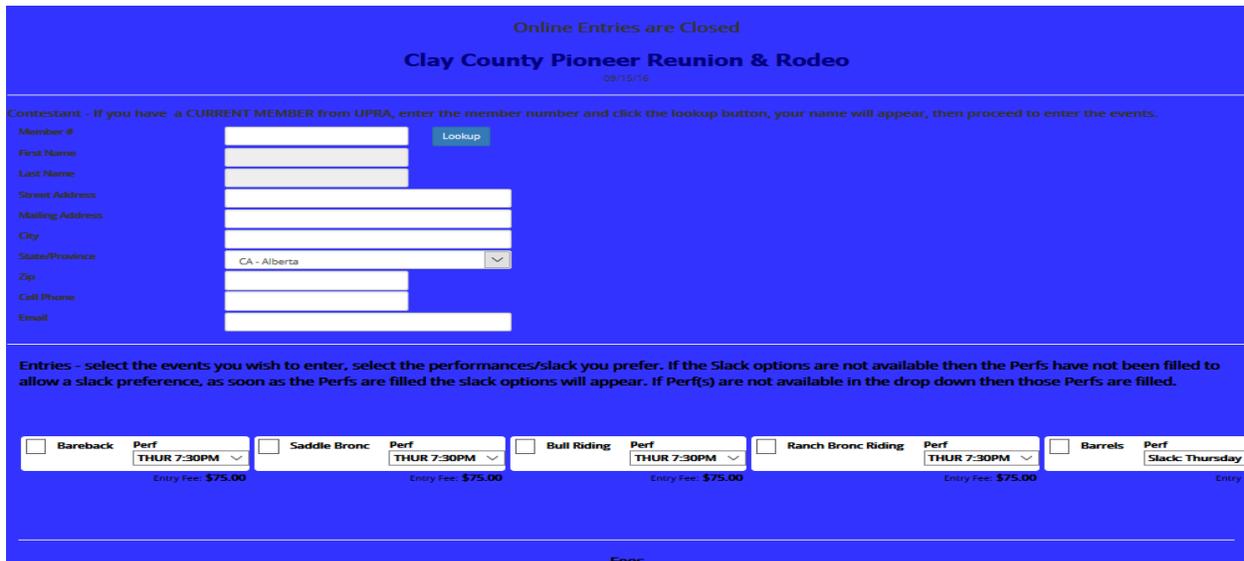
No Other Fees

Item	Operation	Value
Entry Total \$	+	<input type="text"/>

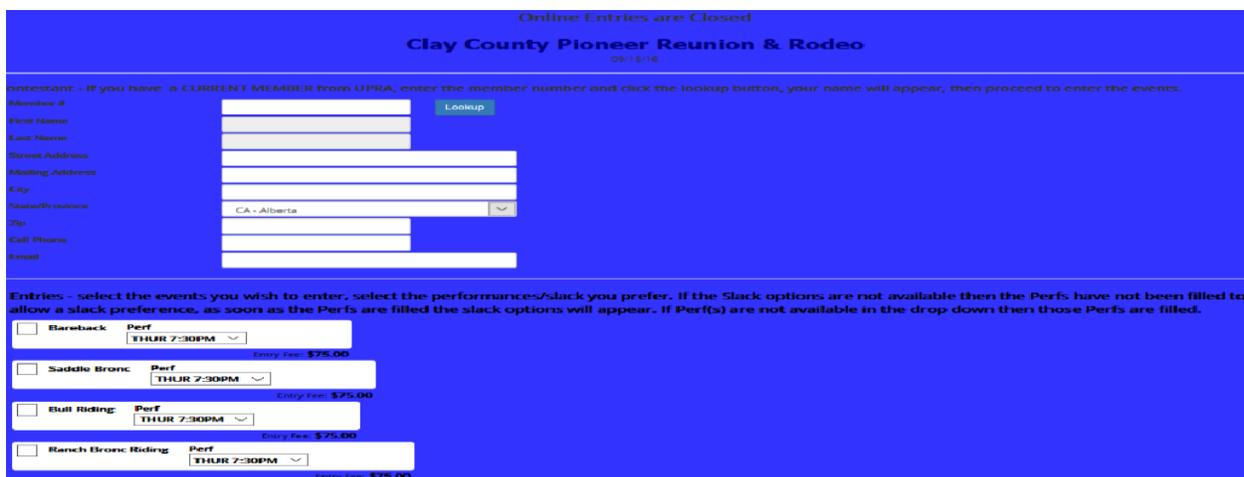
The Layout tab allows control of the way the events will be presented to the users (either the ONLINE ENTRY SCREEN for contestants, or the Call Center operators)



The display events horizontally will result in the screen view below



The display events vertically will result in the screen view below



The vertical option presents better on a smart phone device, and is recommended for a single contestant entry rodeo (non-buddy group) NOTE: ALL BUDDY GROUP RODEOS WILL PRESENT HORIZONTALLY

# United Pro Rodeo

KCI Rodeo Association Manager

Period: 2017

Association Config Members Stock Producers Online Setup Online Entry Show Manager Central Entry Site Services

Selected Show: Clay County Pioneer Reunion & Rodeo

Active Status **Active**  **InActive**

Show Name

Show City

Show State

Show Date

Show Date Description

Show Location

Entry form image

Image

Width  Height

Background color

Show Password

Login for downloading entries

Password for downloading entries

Contestant Detail Setup Checked Items will be visible on the entry screen, both Contestant screen, and the Admin Entry screen used in the Call Center scenario.

# United Pro Rodeo

KCI Rodeo Association Manager

Period: 2017

Association Config Members Stock Producers Online Setup Online Entry Show Manager Central Entry Site Services

Selected Show: Clay County Pioneer Reunion & Rodeo

Select the contestant fields you want to display on the entry form

- First Name
- Last Name
- SSN
- Mailing Address
- Street Address
- City
- State/Province
- Zip/Postal Code
- Work Phone
- Home Phone
- Cell Phone
- Date of Birth
- Email
- Grade
- Member #
- Allow member lookup via membership number
- Require member lookup to also require password
- Make First and Last name fields Read-only (used with member lookup)



Contestant - ONLINE ENTRY FORM for NON-Buddy Group Rodeo Entry

**Clay County Pioneer Reunion & Rodeo**  
09/15/16

Contestant - If you have a CURRENT MEMBER from UPRA, enter the member number and click the lookup button, your name will appear, then proceed to enter the events

Member #

First Name

Last Name

Street Address

Mailing Address

City

State/Province

Zip

Cell Phone

Email

Entries - select the events you wish to enter, select the performances/slack you prefer. If the Slack options are not available then the Perfs have not been filled to allow a slack preference, as soon as the Perfs are filled the slack options will appear. If Perf(s) are not available in the drop down then those Perfs are filled.

Bareback Perf THUR 7:30PM Entry Fee: \$75.00

Saddle Bronc Perf THUR 7:30PM Entry Fee: \$75.00

Bull Riding Perf THUR 7:30PM Entry Fee: \$75.00

Ranch Bronc Riding Perf THUR 7:30PM Entry Fee: \$75.00

Barrels Perf Slack: Thursday AFTER Entry Fee: \$95.00

Ladies Breakaway Perf Slack: Thursday AFTER Entry Fee: \$95.00

Tie Down Roping Perf Slack: Thursday AFTER Entry Fee: \$95.00

Steer Wrestling Perf SAT 7:30PM Entry Fee: \$95.00

Team Roping Entry Fee: \$230.00

Position Header

Partner First Name Last name Position Heeler Perf Slack: Thursday AFTER

**Fees**

Other

Fee	Avail	Req	Amount	Total
CE FEE	783	1	x \$5.00=	\$0.00
Total:				\$0.00

**Totals**

Entries	\$0.00
Other	\$0.00
<b>Total: \$0.00</b>	

The contestants RELEASE AND WAIVER OF LIABILITY AND INDEMNITY AGREEMENT

By checking this box, you agree to the above terms and conditions.

[Link to actual online form](#)

The Headers section allows for customizing your entry screen for the actual rodeo, select each section to edit.

If you need to ask for special information from your contestants or have your call center operators gather custom information, use the "Custom" fields for this use.

Use the Performances to enter the Perfs, and Slack options, and how many preference requests can be made by the entering contestant.

	Name	Max	Order	Move	Move
Edit	THUR 7:30PM	0	1	Delete	Up Dn
Edit	FRI 7:30PM	0	2	Delete	Up Dn
Edit	SAT 7:30PM	0	3	Delete	Up Dn
Edit	Slack: Thursday AFTER	0	4	Delete	Up Dn
Edit	Slack Friday After	0	5	Delete	Up Dn

Use the Billing tab to control how the entry process is handled after the entries have been made by the contestant. Most Amateur Rodeo Associations have the contestant pay at the rodeo, although we are seeing some movement to requiring the contestant pay at the time of entry with a credit card, and others allowing the contestants the option of paying at time of entry or at the rodeo.

### United Pro Rodeo

Period: 2017

KCI Rodeo Association Manager

Association Config Members Stock Producers Online Setup Online Entry Show Manager Central Entry Site Services

Selected Show: Clay County Pioneer Reunion & Rodeo

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**Credit Card Processing**

Force credit card payment processing  
 Skip credit card payment processing  
 Allow users to select either

Custom message for no card processing:

Processing company:  Authnet  Paypal Pro  ePay

**Auth Login**

**Auth Code**

**User**

**Password**

**Vendor**

**Partner**

**Hash**

**Authorize.net**

**Paypal Pro**

**ePay**

To see “real time “preview” of the entry page that your contestants will see click the preview tab

### United Pro Rodeo

Period: 2017

Welcome  
Currently At: Online Setup - Pre

KCI Rodeo Association Manager

Association Config Members Stock Producers Online Setup Online Entry Show Manager Central Entry Site Services Reports Logout

Selected Show: Clay County Pioneer Reunion & Rodeo

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http://entry.kcirodeo.net/entry/std/EntryForm.aspx?Association=UPRA&Show=Cla201611 → This is the web location of the entry page rodeo

**Online Entries are Closed**

**Clay County Pioneer Reunion & Rodeo**

09/15/16

Contestant - If you have a CURRENT MEMBER from UPRA, enter the member number and click the lookup button, your name will appear, then proceed to enter the events.

Member #

First Name

Last Name

Street Address

Mailing Address

City

State/Province

Zip

Cell Phone

Email

Entries - select the events you wish to enter, select the performances/slack you prefer. If the Slack options are not available then the Perfs have not been filled to allow a slack preference, as soon as the Perfs are filled the slack options will appear. If Perf(s) are not available in the drop down then those Perfs are filled.

Bareback Perf THUR 7:30PM Entry Fee: \$75.00

Saddle Bronc Perf THUR 7:30PM Entry Fee: \$75.00

Bull Riding Perf THUR 7:30PM Entry Fee: \$75.00

Ranch Bronc Riding Perf THUR 7:30PM Entry Fee: \$75.00

When you are ready to make the entry form public and available use, go to the details for the rodeo, and make it active.

If you elect to require payment at time of the entry, your online users will be presented with a “review/preview screen, and when they click the “Proceed to Pay Now” the next screen will be the actual CC payment form

When the payment has been approved, the contestant will receive a new screen with the confirmation number and the option to print the screen, and email the entry information to the email on record for the entering contestant.

This screen will appear to print

and this the email that the contestant will receive

WEST COAST JUNIOR RODEO ASSOC  
Rodeo 1 Salinas Valley Fairgrounds

Entry for: Kendrick, Jerry 1/24/2017  
Confirmation #: KE87231N81283  
Membership #: 1691

**Date of Birth:**  
**Street Address:** 262 Johnson Creek Rd  
**Mailing Address:** 262 Johnson Creek Rd  
**City:** Riverside  
**State/Province:** WA  
**Zip/Postal Code:** 98849  
**Work Phone:**  
**Home Phone:**  
**Cell Phone:**  
**Email:** kendr@televar.com

**Entries**  
14-18 Mixed Steer Stopping @ \$25.00  
Jerry Kendrick  
Total Entries \$25.00

**Fees**

Fee	Qty	Amount	Total
Administration Fee	1	\$15.00	\$15.00
<b>Total Fees</b>		<b>\$15.00</b>	
<b>Total</b>			<b>\$40.00</b>

KCI Software - <http://www.arenamanagementsoftware.com>  
KCI Online Entry - <http://entry.kcirodeo.net>

**Entry Receipt for Rodeo 1 Salinas Valley Fairgrounds**

From: (wgjra)  
To: (Jerry Kendrick)

WEST COAST JUNIOR RODEO ASSOC  
Rodeo 1 Salinas Valley Fairgrounds

Entry for: Kendrick, Jerry 1/24/2017  
Confirmation #: KE87231N81283  
Membership #: 1691

**Date of Birth:**  
**Street Address:** 262 Johnson Creek Rd  
**Mailing Address:** 262 Johnson Creek Rd  
**City:** Riverside  
**State/Province:** WA  
**Zip/Postal Code:** 98849  
**Work Phone:**  
**Home Phone:**  
**Cell Phone:**  
**Email:** kendr@televar.com

**Entries**  
14-18 Mixed Steer Stopping @ \$25.00  
Jerry Kendrick  
Total Entries \$25.00

**Fees**

Fee	Qty	Amount	Total
Administration Fee	1	\$15.00	\$15.00
<b>Total Fees</b>		<b>\$15.00</b>	
<b>Total</b>			<b>\$40.00</b>

KCI Software - <http://www.arenamanagementsoftware.com>  
KCI Online Entry - <http://entry.kcirodeo.net>

# RODEO CENTRAL ENTRY OPERATOR INSTRUCTIONS

LOG IN TO THE ASSOCIATION SITE, ENTER ASSOC ID, **YOUR USER NAME**, AND **YOUR PASSWORD**. *The system logs what user (operator) makes the actual entry, and many organizations pay the operators based on entries made by that operator.*



## Rodeo Association Manager

Association / Producer / Club Management



Association
<input type="text" value="UPRA"/>
Username
<input type="text" value="jerry"/>
Password
<input type="password" value="....."/>
<input type="button" value="Log In"/>
<input checked="" type="checkbox"/> Remember me

Select the Online Entry tab, and then the Show List tab

The screenshot shows the "United Pro Rodeo" website interface. At the top right, it says "Period: 2017". Below that is a navigation bar with the following tabs: Association, Config, Members, Stock, Producers, Online Setup, Online Entry, Show Manager, Central Entry, Site Services, Reports, and Logout. The "Online Entry" tab is selected, and a dropdown menu is open. The dropdown menu contains the following items: Show List, Detail, Confirmations, Admin Entry, Expenses, Reports, and Audit... The "Show List" item is highlighted in orange.

Select the Rodeo you are going to take entries for.

# United Pro Rodeo

Period: 2017

KCI Rodeo Association Manager

Association Config Members Stock Producers Online Setup Online Entry Show Manager Central Entry Site Services Reports Logout

Selected Show: **Clay County Pioneer Reunion & Rodeo**

Show List Detail Confirmations Admin Entry Expenses Reports

Name	Date	Payments	Confirmations	Entries	Status	Select
Mesquite Winter Classic	01/06/17	\$47,105.00	267	370	Inactive	Select
Trinity TX	10/07/16	\$5,350.00	63	63	Inactive	Select
<b>Clay County Pioneer Reunion &amp; Rodeo</b>	<b>09/15/16</b>	<b>\$25,365.00</b>	<b>216</b>	<b>225</b>	<b>Inactive</b>	<b>Select</b>
West, TX	08/11/16	\$22,615.00	222	233	Inactive	Select
Gatesville Riding Club	07/28/16	\$35,925.00	290	308	Inactive	Select
ODONNELL, TX	07/07/16	\$24,100.00	163	185	Inactive	Select
TEAGUE, TEXAS	06/30/16	\$68,440.00	505	709	Inactive	Select
MEXIA, TEXAS	06/22/16	\$40,960.00	371	395	Inactive	Select
KOSSE, TEXAS	06/10/16	\$7,430.00	82	88	Inactive	Select
BUFFALO, TEXAS	03/03/16	\$60,130.00	484	523	Inactive	Select

Proceed to select the Admin Entry tab

Welcome Jen  
Currently At: Online Entry - Admin Entry

## United Pro Rodeo

Period: 2017

KCI Rodeo Association Manager

Association Config Members Stock Producers Online Setup **Online Entry** Show Manager Central Entry Site Services Reports Logout

Save Entry Add

---

Balance & Payments Balance Due0

---

Receipt

---

Notes

---

Override

---

Add in New Show

---

Find Confirmation

---

Show Counts

---

Preference Count

No Prefs

Refresh

---

Events Count

Event	Perf	Entry Count
Bareback	THUR 7:30PM	5
Bareback	SAT 7:30PM	5
Bareback	FRI 7:30PM	8
Saddle Bronc	THUR 7:30PM	5
Saddle Bronc	SAT 7:30PM	3
Saddle Bronc	FRI 7:30PM	2
Bull Riding	THUR 7:30PM	3
Bull Riding	SAT 7:30PM	4
Bull Riding	FRI 7:30PM	4
Ranch Bronc Riding	THUR 7:30PM	2
Ranch Bronc Riding	SAT 7:30PM	9
Ranch Bronc Riding	FRI 7:30PM	7
Barrels	THUR 7:30PM	10
Barrels	SAT 7:30PM	10
Barrels	FRI 7:30PM	10
Barrels	Slack Thursday AFTER	10
Barrels	Slack Friday After	2
Ladies Breakaway	THUR 7:30PM	8
Ladies Breakaway	SAT 7:30PM	8
Ladies Breakaway	FRI 7:30PM	8

Show List **Clay County Pioneer Reunion & Rodeo**

Detail Confirmations Admin Entry Expenses Reports

**Confirmations**

**Admin Entry**

Expenses Reports Audit...

### New Entry

Administration Entry

## Clay County Pioneer Reunion & Rodeo

09/15/16

Contestant - If you have a CURRENT MEMBER from UPRA, enter the member number and click the lookup button, your name will appear, then proceed to enter the events.

Member Search

Last Name  Membership #  Search

First Name  Last Name  Membership #

Mailing Address

Street Address

City

State/Province

Zip/Postal Code

Cell Phone

Email

Entries - select the events you wish to enter, select the performances/slack you prefer. If the Slack options are not available then the Perfs have not been filled to allow a slack preference, as soon as the Perfs are filled the slack options will appear. If Perf(s) are not available in the drop down then those Perfs are filled.

Bareback Entry Fee: \$75.00

Perf

Saddle Bronc Entry Fee: \$75.00

Perf

This view will bring up the basic form for you to make entries for the selected rodeo. On the left side is the "real time" count of entries made by Event, and Performance requested. **NOTE: on a Priority Draw Rodeo, the left side list will show preference requested for 1<sup>st</sup> and 2<sup>nd</sup> Preferences, by Event, and Performances**

To proceed with entry for calling contestant, either enter last name, or member number, to be able to select the contestant.

**United Pro Rodeo**  
Period: 2017

CI Rodeo Association Manager

Selected Show: **Clay County Pioneer Reunion & Rodeo**

[Show List](#) | [Detail](#) | [Confirmations](#) | [Admin Entry](#) | [Expenses](#) | [Reports](#)

**Save Entry** Add

---

**Balance & Payments** **Balance Due** 0

---

**Receipt**

---

**Notes**

---

**Override**

---

**Add in New Show**

---

**Find Confirmation**

---

**Show Counts**

**Preference Count**

No Prefs

Refresh

**Events Count**

Event	Perf	Entry Count
Bareback	THUR 7:30PM	5
Bareback	SAT 7:30PM	5
Bareback	FRI 7:30PM	8
Saddle Bronc	THUR 7:30PM	5
Saddle Bronc	SAT 7:30PM	3
Saddle Bronc	FRI 7:30PM	2
Bull Riding	THUR 7:30PM	3
Bull Riding	SAT 7:30PM	4
Bull Riding	FRI 7:30PM	4
Ranch Bronc Riding	THUR 7:30PM	2
Ranch Bronc Riding	SAT 7:30PM	9
Ranch Bronc Riding	FRI 7:30PM	7
Barrels	THUR 7:30PM	10

### New Entry

Administration Entry

## Clay County Pioneer Reunion & Rodeo

09/15/16

Contestant - If you have a CURRENT MEMBER from UPRA, enter the member number and click the lookup button, you enter the events.

Member Search

Last Name  Membership #  Search

Select	First	Last	Membership #	Eligible	Notes
<a href="#">Select</a>	Luke	Long		No	105.00 NS PAuls Valley 16
<a href="#">Select</a>	Kyle	Longfellow		No	225.00 ns Stamford 16
<a href="#">Select</a>	LUKE	LONG		Yes	
				1 2	

First Name  Last Name  Membership #

Mailing Address

Street Address

City

State/Province

Zip/Postal Code

Cell Phone

Email

When selected the member information for the contestant will populate.

Contestant - If you have a CURRENT MEMBER from UPRA, enter the member number and click the lookup button, your name will appear, then proceed to enter the events.

**Member Search**

Last Name  Membership #  Search

Select	First	Last	Membership #	Eligible	Notes
Select	L	[REDACTED]		No	105.00 NS PAuls Valley 16
Select	K	[REDACTED]ow		No	225.00 ns Stamford 16
Select	JAKE	LONG	[REDACTED]	Yes	[REDACTED]

1 2

If your membership secretary has been doing their job, and the member is ineligible the "Notes" should indicate the fine and where incurred



First Name  Last Name  Membership #

Mailing Address

Street Address

City

State/Province

Zip/Postal Code

Cell Phone

Email

Continue down screen and CHECK the box for events the contestant is entering.

Barrels	Slack Thursday AFTER	10
Barrels	Slack Friday After	2
Ladies Breakaway	THUR 7:30PM	8
Ladies Breakaway	SAT 7:30PM	8
Ladies Breakaway	FRI 7:30PM	8
Ladies Breakaway	Slack Thursday AFTER	3
Ladies Breakaway	Slack Friday After	3
Tie Down Roping	THUR 7:30PM	9
Tie Down Roping	SAT 7:30PM	8
Tie Down Roping	FRI 7:30PM	8
Tie Down Roping	Slack Thursday AFTER	12
Tie Down Roping	Slack Friday After	4
Steer Wrestling	THUR 7:30PM	8
Steer Wrestling	SAT 7:30PM	4
Steer Wrestling	FRI 7:30PM	9
Steer Wrestling	Slack Friday After	4
Team Roping	THUR 7:30PM	8
Team Roping	SAT 7:30PM	8
Team Roping	FRI 7:30PM	8
Team Roping	Slack Thursday AFTER	5
Team Roping	Slack Friday After	1

Refresh

ENTRIES - select the events you wish to enter, select the performances/slack you prefer. If the Slack options are not available then the Perfs have not been filled to allow a slack preference, as soon as the Perfs are filled the slack options will appear. If Perf(s) are not available in the drop down then those Perfs are filled.

Bareback Entry Fee: \$75.00  
Perf: THUR 7:30PM

Saddle Bronc Entry Fee: \$75.00  
Perf: FRI 7:30PM

Bull Riding Entry Fee: \$75.00  
Perf: THUR 7:30PM

Ranch Bronc Riding Entry Fee: \$75.00  
Perf: SAT 7:30PM

Barrels Entry Fee: \$95.00  
Perf: Slack Thursday AFTER

Ladies Breakaway Entry Fee: \$95.00  
Perf: Slack Thursday AFTER

Tie Down Roping Entry Fee: \$95.00  
Perf: Slack Friday After

It is OK on a non-priority draw rodeo, for contestants to request different performances for events.

That option will not be available for **PRIORITY DRAW RODEOS**, OR **BUDDY GROUP PRIORITY DRAW RODEOS**

Ranch Bronc Riding	FRI 7:30PM	7
Barrels	THUR 7:30PM	10
Barrels	SAT 7:30PM	10
Barrels	FRI 7:30PM	10
Barrels	Slack Thursday AFTER	10
Barrels	Slack Friday After	2
Ladies Breakaway	THUR 7:30PM	8
Ladies Breakaway	SAT 7:30PM	8
Ladies Breakaway	FRI 7:30PM	8
Ladies Breakaway	Slack Thursday AFTER	3
Ladies Breakaway	Slack Friday After	3
Tie Down Roping	THUR 7:30PM	9
Tie Down Roping	SAT 7:30PM	8
Tie Down Roping	FRI 7:30PM	8
Tie Down Roping	Slack Thursday AFTER	12
Tie Down Roping	Slack Friday After	4
Steer Wrestling	THUR 7:30PM	8
Steer Wrestling	SAT 7:30PM	4
Steer Wrestling	FRI 7:30PM	9
Steer Wrestling	Slack Friday After	4
Team Roping	THUR 7:30PM	8
Team Roping	SAT 7:30PM	8
Team Roping	FRI 7:30PM	8
Team Roping	Slack Thursday AFTER	5
Team Roping	Slack Friday After	1

Refresh

Email

ENTRIES - select the events you wish to enter, select the performances/slack you prefer. If Perf(s) are not available in the drop down then those Perfs are filled.

Bareback Entry Fee: \$75.00  
Perf: THUR 7:30PM

Saddle Bronc Entry Fee: \$75.00  
Perf: FRI 7:30PM

Bull Riding Entry Fee: \$75.00  
Perf: THUR 7:30PM

Ranch Bronc Riding Entry Fee: \$75.00  
Perf: SAT 7:30PM

Barrels Entry Fee: \$95.00  
Perf: Slack Thursday AFTER

Ladies Breakaway Entry Fee: \$95.00  
Perf: Slack Thursday AFTER

Tie Down Roping Entry Fee: \$95.00  
Perf: Slack Friday After

Steer Wrestling Entry Fee: \$95.00  
Perf: SAT 7:30PM

Team Roping Entry Fee: \$230.00  
Position: Heeler  
Partner: Partner  
Member #: [Redacted] Lookup  
First Name: JT  
Last Name: ADAMSON  
Position: Header  
Perf: Slack Thursday AFTER

See next page for team roping entry detail

Entries - select the events you wish to enter, select the performances/slack you prefer. If the Slack options are not available then the Perfs have not been filled to allow a slack preference, as soon as the Perfs are filled the slack options will appear. If Perf(s) are not available in the drop down then those Perfs are filled.

**Team Roping** Entry Fee: \$230.00

Position: Heeler

Partner: [Field]

Member #: 10874 [Lookup]

Perf: Slack Thursday AFTER

First Name: JT

Last Name: ADAMSON

Position: Header

**Look up partner for team roping entry - will need member number for now - name look up is coming**

Proceed to bottom, click the calculate fees, and then SAVE

Perf: Slack Friday After Entry Fee: \$95.00

Steer Wrestling Entry Fee: \$95.00

Perf: SAT 7:30PM

**Team Roping** Entry Fee: \$230.00

Position: Heeler

Partner: [Field]

Member #: 10874 [Lookup]

Perf: Slack Thursday AFTER

First Name: JT

Last Name: ADAMSON

Position: Header

**Fees**

Fee	Avail	Req	Amount	Total
CE FEE 783	1	x	\$5.00	\$5.00
Total:				\$5.00

Calculate Total Fees

Save Entry Save

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Confirmation Number will appear at top of the entry screen – give this to the contestant,

Selected Show: **Clay County Pioneer Reunion & Rodeo**

Show List Detail Confirmations Admin Entry Expenses Reports

Save Entry Update  
LO59344A81065

Balance & Payments **Balance Due \$480.00**

Receipt

Notes

Override

Add in New Show

Find Confirmation

Show Counts

Preference Count

No Prefs

Refresh

Events Count

Event	Perf	Entry Count
Bareback	THUR 7:30PM	5
Bareback	SAT 7:30PM	5
Bareback	FRI 7:30PM	8
Saddle Bronc	THUR 7:30PM	5

### Edit Entry: LO59344A81065

Administration Entry

## Clay County Pioneer Reunion & Rodeo

09/15/16

Contestant - If you have a CURRENT MEMBER from UPRA, enter the member number and click the lookup button, your name will appear, then proceed enter the events.

**Member Search**

Last Name Long Membership # Search

Select	First	Last	Membership #	Eligible	Notes
Select	L	ow		No	105.00 NS Pauls Valley 16
Select	K	ow		No	225.00 ns Stamford 16
Select	JAKE	LONG		Yes	

1 2

First Name JAKE Last Name LONG Membership #

if there is an email in system for the contestant, click the receipt button on left, then view receipt, and then SEND if there is an email in system, if not, you can type one in. Some administrators will require you to "print" the entry so there is a hard copy available.

Association Config Members Stock Producers Online Setup Online Entry Show Manager Central Entry Site Services Reports Logout

Selected Show: **Clay County Pioneer Reunion & Rodeo**

Show List Detail Confirmations Admin Entry Expenses Reports

Close Receipt

Print Printable Version Or From: entries@centralentry.com To: Send Status: Send

### Clay County Pioneer Reunion & Rodeo

Entry for: LONG, JAKE 1/21/2017  
Confirmation #: LO59344A81065

Date of Birth: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
Street Address: \_\_\_\_\_  
City: STEPHENVILLE  
State/Province: TX  
Zip/Postal Code: \_\_\_\_\_  
Work Phone: \_\_\_\_\_  
Home Phone: \_\_\_\_\_  
Cell Phone: \_\_\_\_\_  
Email: \_\_\_\_\_

**Entries**

Saddle Bronc @ \$75.00 - FRI 7:30PM  
JAKE LONG  
Ranch Bronc Riding @ \$75.00 - SAT 7:30PM  
JAKE LONG  
The Down Roping @ \$95.00 - Slack Friday After  
JAKE LONG  
Team Roping @ \$230.00 - Slack: Thursday AFTER  
JAKE LONG as Heeler  
JT ADAMSON as Header  
Total Entries \$475.00

**Fees**

Fee	Qty	Amount	Total
CE FEE	1	\$5.00	\$5.00
Total Fees			\$5.00
Total Due:			\$480.00

**Other**

**Payments**

Type	Amount
Total Payments	\$0.00
Balance	\$480.00

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BUDDY GROUP/PRIORITY DRAW RODEO

When you are on this screen, do a member look up either by name or member number

KCI Rodeo Association Manager Period: 2017

Association Config Members Stock Producers Online Setup Online Entry Show Manager Central Entry Site Services Reports Logout

Event	Count
Barrels	16
Bull Riding	16
Ladies Breakaway	27
Team Roping	34
Tie Down Roping	48
Steer Wrestling	22
Bull Riding	35

IF NO MEMBER FOUND, GO DOWN TO THE FIRST NAME/LASTNAME AND ENTER THE NAME, IF IT IS AN "OPEN" RODEO.

IF A CLOSED RODEO, MEMBERSHIP REQUIRED, **DO NOT TAKE/CONTINUE WITH THE ENTRY**

WHEN YOU ENTER THE NAME BELOW, THE CONTESTANT WILL BE LISTED AS THE ENTERING CONTESTANT, IF THE CONTESTANT COMES UP IN THE MEMBER SEARCH , SELECT THE CONTESTANT, AND THEY WILL SHOW UP BELOW AS THE ENTERING MEMBER/CONTESTANT

Order	Count	Event	Preference
20		Barrels	Friday Slack 7:30
4		Ladies Breakaway	Friday Slack 7:30
16		Team Roping	Friday Slack 7:30
19		Tie Down Roping	Friday Slack 7:30
10		Steer Wrestling	Friday Slack 7:30
16		Barrels	Saturday Slack Bam
27		Ladies Breakaway	Saturday Slack Bam
34		Team Roping	Saturday Slack Bam
48		Tie Down Roping	Saturday Slack Bam
22		Steer Wrestling	Saturday Slack Bam
35		Barrels	Saturday Perf 7:30 PM
27		Bull Riding	Saturday Perf 7:30 PM
9		Bareback	Saturday Perf 7:30 PM
16		Saddle Bronc	Saturday Perf 7:30 PM
12		Ladies Breakaway	Saturday Perf 7:30 PM
15		Team Roping	Saturday Perf 7:30 PM
12		Tie Down Roping	Saturday Perf 7:30 PM
18		Steer Wrestling	Saturday Perf 7:30 PM
10		Ranch Bronc Riding	Saturday Perf 7:30 PM

Mesquit  
All Contestants MUST Have/Purchase :  
Sanction: UPRA / UPSU  
S/C

Contestant - If you have a CURRENT MEMBER from UPRA, enter the member number and click the lookup button

**Member Search**

Last Name:  Membership #:  Search

No members found

First Name:  Last Name:  Membership #:

Mailing Address:

Street Address:

City:

State/Province:

Zip/Postal Code:

Work Phone:

Cell Phone:

Email:

Buddy Group

**Buddy Search**

Last Name:  Membership #:  Search

Buddy Member	Membership #	
Kendrick, Jerry		Entering Member

THEN RUN THE "BUDDY" SEARCH, SELECT THE APPROPRIATE CONTESTANT IF MORE THAN ONE IN THE LIST, SHOULD ONLY BE ONE IF DOING THE LOOKUP BY MEMBER NUMBER, MAY BE SEVERAL IF DOING LOOKUP BY NAME. WHEN SELECTED THE CONTESTANT WILL GET ADDED TO THE BUDDY GROUP.

**Member Search**

Last Name:  Membership #:  Search

No members found

First Name:  Last Name:  Membership #:

Mailing Address:

Street Address:

City:

State/Province:

Zip/Postal Code:

Work Phone:

Cell Phone:

Email:

Buddy Group

**Buddy Search**

Last Name:  Membership #:  Search

Add to Buddy Group	First	Last	Membership #	Eligible	Notes
Select	RODNEY	BROOKS		Yes	105.00 N/5 Mexia 16

Buddy Member	Membership #	
Kendrick, Jerry		Entering Member
BROOKS, RODNEY		Remove

WHEN ADDED TO THE BUDDY GROUP THAT CONTESTANT WILL GET THEIR OWN LINE BELOW FOR MAKING ENTRIES, BEFORE MAKING THE ENTRIES, SELECT THE 1<sup>ST</sup> AND 2<sup>ND</sup> PREFERENCE REQUEST FOR THE BUDDY GROUP ENTRY

Buddy Search					
Last Name	Membership #	Search			
Add to Buddy Group	First	Last	Membership #	Eligible	Notes
Select	RODNEY	BROOKS	411	Yes	105.00 N/S Media 16

Buddy Member	Membership #	
Kendrick, Jerry		Entering Member
BROOKS, RODNEY	411	Remove

Pref 1: Saturday Slack 8am Pref 2: Saturday Perf 7:30 PM

Entries - select the events you wish to enter, select the performances/slack you prefer. If the Slack options are not available then the Perfs have not been filled to allow a slack preference, as soon as the Perfs are filled the slack options will appear. If Perf(s) are not available in the drop down then those Perfs are filled.

Member #	Name	Bareback	Saddle Bronc	Bull Riding	Ranch Bronc Riding	Barrels	Ladies Breakaway	Tie Down Roping	Steer Wrestling	Team Roping
	Kendrick, Jerry	Entry Fee: \$80.00	Entry Fee: \$80.00	Entry Fee: \$80.00	Entry Fee: \$80.00	Entry Fee: \$100.00	Entry Fee: \$100.00	Entry Fee: \$100.00	Entry Fee: \$100.00	Entry Fee: \$250.00
	BROOKS, RODNEY	Entry Fee: \$80.00	Entry Fee: \$80.00	Entry Fee: \$80.00	Entry Fee: \$80.00	Entry Fee: \$100.00	Entry Fee: \$100.00	Entry Fee: \$100.00	Entry Fee: \$100.00	Entry Fee: \$250.00

THEN PROCEED TO SELECT THE EVENTS FOR EACH CONTESTANT ON THE LINE FOR THAT CONTESTANT, FOR TEAM ROPING OR OTHER TEAM ENTRIES (RIBBON ROPING, ETC) ONLY MAKE ONE ENTRY FOR THE EVENT, IT DOES NOT MATTER WHAT LINE YOU MAKE IT ON. IF THE RODEO IS A "ENTER TWICE" FORMAT FOR SOME EVENTS, YOU WILL SEE THE EVENT LISTED TWICE, YOUR ENTRY ADMINISTRATOR WILL ADVISE YOU ON THE RULES AND PROCESS FOR THOSE RODEOS

Buddy Search					
Last Name	Membership #	Search			
Add to Buddy Group	First	Last	Membership #	Eligible	Notes
Select	RODNEY	BROOKS	411	Yes	105.00 N/S Media 16

Buddy Member	Membership #	
Kendrick, Jerry		Entering Member
BROOKS, RODNEY	411	Remove

Pref 1: Saturday Slack 8am Pref 2: Saturday Perf 7:30 PM

Entries - select the events you wish to enter, select the performances/slack you prefer. If the Slack options are not available then the Perfs have not been filled to allow a slack preference, as soon as the Perfs are filled the slack options will appear. If Perf(s) are not available in the drop down then those Perfs are filled.

Member #	Name	Bareback	Saddle Bronc	Bull Riding	Ranch Bronc Riding	Barrels	Ladies Breakaway	Tie Down Roping	Steer Wrestling	Team Roping
	Kendrick, Jerry	Entry Fee: \$80.00	Entry Fee: \$80.00	Entry Fee: \$80.00	Entry Fee: \$80.00	Entry Fee: \$100.00	Entry Fee: \$100.00	Entry Fee: \$100.00	Entry Fee: \$100.00	Entry Fee: \$250.00
411	BROOKS, RODNEY	Entry Fee: \$80.00	Entry Fee: \$80.00	Entry Fee: \$80.00	Entry Fee: \$80.00	Entry Fee: \$100.00	Entry Fee: \$100.00	Entry Fee: \$100.00	Entry Fee: \$100.00	Entry Fee: \$250.00

GO TO BOTTOM OF THE PAGE AND CLICK THE CALCULATE TOTAL FEES, AND THEN THE SAVE BUTTON

Position  
Header

Partner  
with | Kendrick, Jerry

Position  
Header

---

**Fees**

Other

Fee	Avail Req	Amount	Total
CE FEE 732	1	\$5.00	\$5.00
Total:		\$5.00	

Totals	
Entries	\$450.00
Other	\$5.00
<b>Total:</b>	<b>\$455.00</b>

Calculate Total Fees

Save Entry Save

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**YOU WILL GET A MESSAGE BOX THAT THE ENTRY HAS BEEN UPDATED**

20	Team Roping	Saturday Slack Bam	<input type="checkbox"/>	Entry Fee: \$250.00
15	Tie Down Roping	Saturday Slack Bam	<input type="checkbox"/>	Entry Fee: \$100.00
16	Steer Wrestling	Saturday Slack Bam	<input checked="" type="checkbox"/>	Entry Fee: \$100.00
18	Barrels	Saturday Perf 7:30 PM	<input type="checkbox"/>	Entry Fee: \$100.00
26	Bull Riding	Saturday Perf 7:30 PM	<input type="checkbox"/>	Entry Fee: \$100.00
8	Bareback	Saturday Perf 7:30 PM	<input type="checkbox"/>	Entry Fee: \$100.00
15	Saddle Bronc	Saturday Perf 7:30 PM	<input type="checkbox"/>	Entry Fee: \$100.00
	Ladies	Saturday Perf	<input type="checkbox"/>	Entry Fee: \$100.00

**Entry Update**

Entry Updated.

Close

**CLOSE THE BOX AND THE ENTRY CONFIRMATION NUMBER FOR THE CONTESTANT WILL BE AT THE TOP OF THE PAGE**

Online Setup Online Entry Show Manager Central Entry Site Services Reports Logout

Selected Show: **Mesquite Winter Classic**

Show List Detail Conf Admin Entry Expenses Reports

**Edit Entry: KE80033A81136**

Administration Entry

**Mesquite Winter Classic**

All Contestants MUST have a valid 2017 UPRA Membership to compete at this rodeo.

Sanction: UPRA / UPSU (United Professional Stand United Series)

S/C: Champion Rodeo Co.

**Entries Open:**

**Entries Open:**

**Entry #: 903-677-7348**

**IF YOU HAVE AN EMAIL ADDRESS IN FOR THE ENTERING CONTESTANT AND IT IS YOUR ASSOCIATIONS PROCEDURE TO EMAIL A CONFIRMATION THEN GO TO THE LEFT SIDE OF THE SCREEN AND CLICK THE**

RECEIPT /CLICK FOR RECEIPT BUTTON, PREVIEW OF RECEIPT WILL APPEAR, THE EMAIL IT IS GOING TO BE SENT TO, WILL BE IN THE "TO" BOX IN THE UPPER RIGHT, CLICK THE SEND BUTTON, AND YOU WILL GET A "SEND SUCCESS" MESSAGE IF THE EMAIL COULD BE SENT.

Association Config Members Stock Producers Online Setup Online Entry Show Manager Central Entry Site Services Reports Logout

Selected Show: Mesquite Winter Classic

Save Entry Update  
KE80033A81136

Balance Due \$455.00

Receipt  
Click for Receipt View Receipt

Print  
Printable Version

Close Receipt

From: entries@centralentry.com  
To: kendr@televar.com  
Send Status: Send

Mesquite Winter Classic

Entry for: Kendrick, Jerry 1/22/2017  
Confirmation #: KE80033A81136

Date of Birth:  
Mailing Address:  
Street Address:  
City: ATHENS  
State/Province: TX  
Zip/Postal Code:  
Work Phone:  
Home Phone:  
Cell Phone: 5094291274  
Email: kendr@televar.com

Preferences  
Preference #1 Saturday Slack Bam  
Preference #2 Saturday Perf 7:30 PM

Entries  
Tie Down Roping @ \$100.00  
Jerry Kendrick  
Team Roping @ \$250.00  
Jerry Kendrick as Header  
RODNEY BROOKS as Heeler  
Saw Wrestling @ \$100.00  
RODNEY BROOKS  
Total Entries \$450.00

Fees  
Fee Qty Amount Total  
CE FEE 1 \$5.00 \$5.00  
Total Fees \$5.00  
Total Due: \$455.00

Other

Payments  
Type Amount  
Total Payments \$0.00

GO BACK TO TOP AND SELECT ADMIN ENTRY, AND YOU WILL BE READY TO MAKE THE NEXT ENTRY. IF A CONTESTANT CALLS BACK IN TO MAKE A CHANGE TO AN EXISTING ENTRY, GO TO THE CONFIRMATIONS SCREEN, BY LOOKING UP THE CONFIRMATION NUMBER, OR BY THE LAST NAME ALPHA SORT TO FIND THE ENTERING CONTESTANT. MOST ASSOCIATIONS OR ENTRY ADMINISTRATORS, REQUIRE THAT CHANGES ARE MADE BY THE ORIGINAL ENTERING MEMBER.

**YOU NEED TO BE AWARE OF THE RULES THAT APPLY TO CHANGE REQUESTS**

Selected Show: Mesquite Winter Classic

Show List Details **Confirmations** Admin Entry Expenses Reports

Select to view or enter confirmation # to find: Confirmation #: Find Show update detail

By Last Name: A B C D E F G H I J K L M N O P Q R S T U V W X Y Z  
All or by Date Entered or by Pay Source

Confirmation	Name	City	State	Amount	Entry Type	Date Entered	Date Updated
KE80033A81136	KENDRICK, JERRY	ATHENS	TX	\$455.00	Admin	1/22/2017 8:04:11 AM	Remove
MC88701A80095	MC	SANGER	TX	\$105.00	Admin	1/3/2017 11:54:16 AM	Remove
MC51772A80092	MC	DURANT	OK	\$205.00	Admin	1/3/2017 11:32:50 AM	Remove
WE65631A80091	WE	Abilene	TX	\$85.00	Admin	1/3/2017 11:32:04 AM	Remove
LE15391A80090	LE	GUNNER	TX	\$105.00	Admin	1/3/2017 11:30:30 AM	Remove
HI68421A80089	HI	WEATHERFORD	TX	\$105.00	Admin	1/3/2017 11:29:59 AM	Remove
BO31951A80088	BO	BEAUMONT	TX	\$85.00	Admin	1/3/2017 11:19:39 AM	Remove
HE69741A80087	HE	EGAN	LA	\$85.00	Admin	1/3/2017 11:15:06 AM	Remove
VE75811A80086	VE	LAFAYETTE	LA	\$85.00	Admin	1/3/2017 11:14:09 AM	Remove
SN93201A80085	SN	STEPHENVILLE	TX	\$105.00	Admin	1/3/2017 11:09:19 AM	Remove
KE57361A80083	KE	IVANHOE	TX	\$255.00	Admin	1/3/2017 11:04:53 AM	Remove

SELECTING THE CONFIRMATION NUMBER WILL BRING UP THE ORIGINAL ENTRY, AND YOU CAN MAKE ANY CHANGES REQUIRED, AND THEN SAVE AGAIN, AND RE-EMAIL THE ENTRY WITH CHANGES

**ADMINISTRATIVE GUIDE FOR KCI RODEO CENTRAL ENTRY FOR BUDDY GROUP/PRIORITY RODEO DRAWS**

1<sup>ST</sup> – CONTACT THE STOCK CONTRACTOR, COMMITTEE, OR OTHER INDIVIDUAL THAT WILL MAKE THE DECISION ON SIZE OF PERFORMANCES, AND SLACKS IF CAPPED. THESE NUMBERS WILL BE USED TO SETUP THE RODEO FOR USE. THE CONTACT WILL NEED TO HAVE TOTAL NUMBERS OF ENTRIES, AND THE LIST SHOWING WHAT THE 1<sup>ST</sup>, AND 2<sup>ND</sup> PREFERENCE REQUESTS ARE BY EVENT.

THESE LISTS ARE AVAILABLE FROM THE ADMIN ENTRY SCREEN

Events Count	
Event	Entry Count
Bareback	9
Saddle Bronc	16
Bull Riding	27
Ranch Bronc Riding	10
Barrels	71
Ladies Breakaway	43
Tie Down Roping	80
Steer Wrestling	51
Team Roping	66

Preference Count				Preference Count			
Pref #1	Count	Event	Preference	Pref #2	Count	Event	Preference
1	9	Bareback	Saturday Perf 7:30 PM	2	8	Bareback	Saturday Perf 7:30 PM
1	35	Barrels	Saturday Perf 7:30 PM	2	1	Bareback	Saturday Slack 8am
1	20	Barrels	Friday Slack 7:30	2	24	Barrels	Friday Slack 7:30
1	16	Barrels	Saturday Slack 8am	2	22	Barrels	Saturday Slack 8am
1	27	Bull Riding	Saturday Perf 7:30 PM	2	18	Barrels	Saturday Perf 7:30 PM
1	27	Ladies Breakaway	Saturday Slack 8am	2	7	Barrels	Out
1	12	Ladies Breakaway	Saturday Perf 7:30 PM	2	26	Bull Riding	Saturday Perf 7:30 PM
1	4	Ladies Breakaway	Friday Slack 7:30	2	1	Bull Riding	Saturday Slack 8am
1	10	Ranch Bronc Riding	Saturday Perf 7:30 PM	2	14	Ladies Breakaway	Saturday Perf 7:30 PM
1	16	Saddle Bronc	Saturday Perf 7:30 PM	2	13	Ladies Breakaway	Friday Slack 7:30
1	23	Steer Wrestling	Saturday Slack 8am	2	11	Ladies Breakaway	Saturday Slack 8am
1	18	Steer Wrestling	Saturday Perf 7:30 PM	2	5	Ladies Breakaway	Out
1	10	Steer Wrestling	Friday Slack 7:30	2	10	Ranch Bronc Riding	Saturday Perf 7:30 PM
1	35	Team Roping	Saturday Slack 8am	2	15	Saddle Bronc	Saturday Perf 7:30 PM
1	16	Team Roping	Friday Slack 7:30	2	1	Saddle Bronc	Saturday Slack 8am
1	15	Team Roping	Saturday Perf 7:30 PM	2	16	Steer Wrestling	Saturday Slack 8am
1	49	Tie Down Roping	Saturday Slack 8am	2	16	Steer Wrestling	Saturday Perf 7:30 PM
1	19	Tie Down Roping	Friday Slack 7:30	2	12	Steer Wrestling	Out
1	12	Tie Down Roping	Saturday Perf 7:30 PM	2	7	Steer Wrestling	Friday Slack 7:30
				2	25	Team Roping	Saturday Perf 7:30 PM
				2	20	Team Roping	Saturday Slack 8am
				2	13	Team Roping	Friday Slack 7:30
				2	8	Team Roping	Out
				2	30	Tie Down Roping	Saturday Perf 7:30 PM
				2	21	Tie Down Roping	Friday Slack 7:30
				2	15	Tie Down Roping	Saturday Slack 8am
				2	14	Tie Down Roping	Out

**ONCE THE RODEO/SHOW PARAMETERS HAVE BEEN SET MOVE THE ONLINE ENTRY TO THE CENTRAL ENTRY**

# United Pro Rodeo

Period: 2017

KCI Rodeo Association Manager

Association Config Members Stock Producers Online Setup Online Entry Show Manager Central Entry Site Services

Entries from Online Shows Setup Entries Draw Config Group Draw Call Back Send to Show Manager Entries from Online Shows

Online Shows Mesquite Winter Classic

Create a new Show with Entries from an Online Show Create Show

Status

**SELECT THE SHOW, THEN EACH EVENT AND SET CAPS FOR THE PERFORMANCES, AND SLACK IF REQUIRED – EACH EVENT CAN BE DIFFERENT VALUES**

Association Config Members Stock Producers Online Setup Online Entry Show Manager Central Entry Site Services Reports Logout

Entries from Online Shows Setup Entries Draw Config Group Draw Callback Send to Show Mgr

### Shows

Show List  
Mesquite Winter Classic

Show Detail

Name Mesquite Winter Classic

Date 01/06/2017

Name	Perf Type	
Edit Friday Slack 7:30	Std	Delete
Edit Saturday Slack 8am	Std	Delete
Edit Saturday Perf 7:30 PM	Std	Delete
Edit Out	Std	Delete

Perf Name  Add New

Remove selected show Remove Save

### Events

Event List  
Barrels

Event Detail

Name Barrels

Format Time

Amount 100.00

# of Contestants 1

Name	Cap	Draw Order
Edit Friday Slack 7:30	0	Straight
Edit Saturday Slack 8am	0	Straight
Edit Saturday Perf 7:30 PM	10	Straight
Edit Out	0	Straight

Save

**FOR INSTANCE, THE BARREL RACE COULD BE SETUP TO ALLOW 10 RUNS IN THE SATURDAY PERFORMANCE, AND THE TEAM ROPING COULD BE SET TO ONLY ALLOW 8 IN THE PERFORMANCE. ALSO, SET THE DRAW ORDER PER YOUR ASSOCIATION RULES. RANDOM WOULD DO A RANDOM DRAW AFTER GETTING PLACED IN AN EVENT BASED ON PRIORITY DRAW, STRAIGHT WOULD GIVE DRAW POSITIONS IN THE PERFORMANCE (THE BEST PREFERENCE DRAW WOULD BE 1<sup>ST</sup> OUT IN THE PERFORMANCE), AND REVERSE WOULD PUT THE BEST PRIORITY DRAW OUT LAST IN THE PERFORMANCE.**

**SELECT THE DRAW CONFIG TAB, SET THE RODEO GROUPS**

Association Config Members Stock Producers Online Setup Online Entry Show Manager Central Entry Site Services Reports Logout

Entries from Online Shows Setup Entries Draw Config Group Draw Callback Send to Show Mgr

Show Mesquite Winter Classic

Groups Preferences Requested

Add Group as Level 1 Add Group as Level 2

Preferences Requested

Remove Selected Group

Push slack to performances if available

Level 1 Group	Level 2 Group Confirmation
Preferences Requested - 267	
	BR442690
	MI568280
	LA988380
	BR615380
	CL859820
	TR809740
	JA584000
	AU358260
	RO631110
12345678910...	

THERE ARE A NUMBER OF OPTIONS ON THE METHODS THAT CAN BE USED TO PERFORM THE PRIORITY DRAW, AND ARE STACKABLE – YOU COULD SET TO MAKE “MEMBERS” THE FIRST PREFERENCE, AND THEN NON-MEMBERS. THE PROGRAM WOULD THEN GROUP ALL “MEMBERS” DO A RANDOM PRIORITY DRAW ON THAT GROUP, AND THEN CONTINUE DOWN AND DO A RANDOM PRIORITY DRAW ON THE NON-MEMBERS, IN THIS INSTANCE ALL “MEMBERS” WOULD RECEIVE A HIGHER PRIORITY DRAW NUMBER THAN NON-MEMBERS, AND THEREFORE, HAVE A BETTER CHANCE OF GETTING THEIR 1<sup>ST</sup> PREFERENCE, OR 2<sup>ND</sup> PREFERENCE, DEPENDING ON HOW MANY OTHER “MEMBERS” DREW BETTER THAN THE MEMBER IN QUESTION, BUT IN ANY EVENT, WOULD BE BETTER POSITIONED THAN ANY NON-MEMBER.

Association Config Members Stock Producers Online Setup Online Entry Show Manager Central Entry Site Services Reports Logout

Entries from Online Shows Setup Entries Draw Config

Show Mesquite Winter Classic

Groups Preferences Requested

Add Group as Level 1 Add Group as Level 2

Preferences Requested

No Preferences Requested

Has Membership

Previous Shows

Shows Entered

Priority Number

All Other

Push slack to performances if available

Level 1 Group	Level 2 Group Confirmation
Preferences Requested - 267	
	BR442690
	MI568280
	LA988380
	BR615380
	CL859820
	TR809740
	JA584000
	AU358260
	RO631110
12345678910...	

Entries from Online Show Setup Entries Draw Config Group Draw Callback Send to Show Mgr

Filter: Event: Name Confirmation

Export to Excel

Event Perf Name Draw Position City State Confirmation Priority Entry Confirm #

Step Event Perf Allowed Used Draw Name Confirmation Preferences Priority Entry Confirm #

Groups

Confirmation	Name	City	State	Zip
BR442590	BRITTANY ADAMS	STEPHENVILLE	TX	
M568230	MICHAEL AKINS	WHITESBORO	TX	
L4988380	LARAMIE ALLEN	LIANO	TX	
BR615380	BRITTANY ADAMS	ANDERSON	TX	
CL838020	CLINT ANDREWS	DECATUR	TX	
TR809740	TREYSON ANTONICK	OVERTON	TX	
J4584000	JAMES WALT ARNOLD	COLEMAN	TX	
AJ358260	AUSTIN ATKINSON	ANDERSON	TX	
RO611110	RODY BALLARD	COMBINE	TX	
M722820	MIKE BACON	BOSWELL	OK	

Total Avail Groups: 267

Group Draw (Create Draw)

CLICK THE CREATE DRAW BUTTON, AND SYSTEM WILL PERFORM A RANDOM PRIORITY DRAW ACCORDING TO YOUR SETTINGS

THIS IS THE RESULTING PRIORITY DRAW

Draw Confirmation	Name	City	State	Zip	Entry Confirm #
1	C4171400	SPEVNER, CASEY	NEVADA	TX	599016347884
2	CL83200	WENDELL CLAY	LARAMIE	WY	VA25231480078
3	KY272070	RUSSELL, KYLE	DURHAM	NC	RL66223479778
4	M722820	BACON, MIKE	BOSWELL	OK	BA63381479842
5	BO174830	HILL, BOBBY JOE	MEDIA	TX	H437911479918
6	MA152420	THOMAS, MADISON	STEPHENVILLE	TX	TH402571479809
7	TR679480	WELDON, TY	LAFAYETTE	LA	W475911480066
8	PA204470	MELVIN, PAUL	PARADISE	TX	M62351479767
9	MA892150	YATES, MARTY	STEPHENVILLE	TX	VA58801479854
10	CO696910	BARRINGER, COLE	ALVORD	OK	BA49762479790

Total In Draw: 267

Entries

Fill Perfs from Slack

Keep Group together

Don't keep Group together

Add to other perfs if requested are filled

Push to any Slack if not filled

Push to Out if not filled

CLICK THE CREATE ENTRIES FROM DRAW AND THE SYSTEM WILL FILL THE EVENTS AND PERFORMANCES, AND SLACKS ACCORDING TO YOUR RULES

Create Entries from Draw

Select the options that apply to your rodeo

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### AND THE RIGHT SIDE OF THE SCREEN WILL FILL WITH ENTRIES

Entries from Online Show Setup Entries Draw Config Group Draw Callback Send to Show Mgr

Filter: Event: Name Confirmation

Export to Excel

Event Perf Name Draw Position City State Confirmation Priority Entry Confirm #

Step Event Perf Allowed Used Draw Name Confirmation Preferences Priority Entry Confirm #

Groups

Confirmation	Name	City	State	Zip
BR442590	BRITTANY ADAMS	STEPHENVILLE	TX	
M568230	MICHAEL AKINS	WHITESBORO	TX	
L4988380	LARAMIE ALLEN	LIANO	TX	
BR615380	BRITTANY ADAMS	ANDERSON	TX	
CL838020	CLINT ANDREWS	DECATUR	TX	
TR809740	TREYSON ANTONICK	OVERTON	TX	
J4584000	JAMES WALT ARNOLD	COLEMAN	TX	
AJ358260	AUSTIN ATKINSON	ANDERSON	TX	
RO611110	RODY BALLARD	COMBINE	TX	
M722820	MIKE BACON	BOSWELL	OK	

Total Avail Groups: 267

Group Draw (Create Draw)

THIS SIDE IS ENTRIES/DRAWS BY EVENT

Draw Confirmation	Name	City	State	Zip	Entry Confirm #
1	C4171400	SPEVNER, CASEY	NEVADA	TX	599016347884
2	CL83200	WENDELL CLAY	LARAMIE	WY	VA25231480078
3	KY272070	RUSSELL, KYLE	DURHAM	NC	RL66223479778
4	M722820	BACON, MIKE	BOSWELL	OK	BA63381479842
5	BO174830	HILL, BOBBY JOE	MEDIA	TX	H437911479918
6	MA152420	THOMAS, MADISON	STEPHENVILLE	TX	TH402571479809
7	TR679480	WELDON, TY	LAFAYETTE	LA	W475911480066
8	PA204470	MELVIN, PAUL	PARADISE	TX	M62351479767
9	MA892150	YATES, MARTY	STEPHENVILLE	TX	VA58801479854
10	CO696910	BARRINGER, COLE	ALVORD	OK	BA49762479790

Total In Draw: 267

Entries

Fill Perfs from Slack

Keep Group together

Don't keep Group together

THIS SIDE IS THE AUDIT VIEW, WHICH SHOWS THE STEPS TO FILL PERFS/PRIORITY DRAW, BY EVENTS

Event	Perf	Name	Draw	Position	City	State	Confirmation	Priority	Entry Confirm #
Barrel Race	Saturday Perf 7:30 PM	GREEN, HUNTER	1	None	BASTROP	LA	HJ382820	0	GR69241479919
Barrel Race	Saturday Perf 7:30 PM	CROUCH, ETHAN	2	None	DIMLEY	TX	ET606610	0	CR04841479917
Barrel Race	Saturday Perf 7:30 PM	DAVE, LUKE	3	None	GLENWOOD	IA	DT070020	0	DA05514799307
Barrel Race	Saturday Perf 7:30 PM	HUDSON, JOSH	4	None	STEPHENVILLE	TX	JH783950	0	HA09914799712
Barrel Race	Saturday Perf 7:30 PM	Walker, Johnny	5	None	BASTARD	TX	JC263080	0	WA06234797534
Barrel Race	Saturday Perf 7:30 PM	BERRY, LIGFOTN	6	None	POOULVILLE	TX	JC263080	0	WA06234797534
Barrel Race	Saturday Perf 7:30 PM	HOSKINSTRICK, BILLY	7	None	WISSE, RIVER	MT	HL053030	0	H0273914798777
Barrel Race	Saturday Perf 7:30 PM	BROUSSARD, THOMAS	8	None	ETTERIDGE	TX	TH615460	0	BR06023479778
Barrel Race	Saturday Perf 7:30 PM	THOMAS, TREY	9	None	EVANES	TX	TR718380	0	TH63371479789
Barrel Race	Friday Slack 7:30	BROUSSARD, ALTHEA	1	None	SPRINGWOOD	LA	TH615460	0	BR06023479778
Barrel Race	Friday Slack 7:30	CHADDICK, SAHANNAH	2	None	WHITESBORO	TX	SA481950	0	CH03001479787
Barrel Race	Friday Slack 7:30	BROWN, MICHAELA	4	None	PLEASANT HILL	OK	M338740	0	BR05441479858
Barrel Race	Friday Slack 7:30	WINNER, SARAH	6	None	JORNEY	TX	SA484450	0	W89701480058
Barrel Race	Friday Slack 7:30	KIMBALL, JANE	5	None	HEATHERFORD	TX	JA139330	0	KH0392479868
Barrel Race	Friday Slack 7:30	HURST, IVY	7	None	SPRINGER	OK	BR814800	0	HJ04371479914
Barrel Race	Friday Slack 7:30	JONES, BRITTANY	8	None	STEPHENVILLE	TX	FA3591479857	0	JO97161479749
Barrel Race	Friday Slack 7:30	CASTLEBERRY, ASHLEY	9	None	MOUNTGOMERY	TX	AS859070	0	CA0104800061
Barrel Race	Friday Slack 7:30	SULICK, GINA	10	None	APP	TX	GR902120	0	SL00801480061
Barrel Race	Friday Slack 7:30	GRAY, TIADA	11	None	PORTALES	NM	RS11800	0	NE42741479866
Barrel Race	Friday Slack 7:30	STEGALL, VICTORIA	12	None	SEAGOVILLE	TX	M638200	0	ST27591479830
Barrel Race	Friday Slack 7:30	RENICK, TANA	13	None	KINGSTON	LA	TA647000	0	RE8371479745
Barrel Race	Friday Slack 7:30	MASS, BECOY	14	None	ELGIN	TX	CA102150	0	EM09681479934
Barrel Race	Friday Slack 7:30	FORD, BRITNEY	15	None	SOLICUM	TX	BR936410	0	FO00714799934
Barrel Race	Friday Slack 7:30	EDWARDS, CASSIDAY	16	None	CAZOT	TX	CA729290	0	ED42511480045
Barrel Race	Friday Slack 7:30	HAWKINS, BRANDIE	17	None	BOVD	TX	BR142080	0	HA42771479746
Barrel Race	Friday Slack 7:30	BRYANT, CAROLISA	18	None	GLEBBURNE	TX	CA353860	0	BR07671479942
Barrel Race	Friday Slack 7:30	LEACH, SHEALYNN	19	None	GUNNER	TX	SH281800	0	LE15391480090
Barrel Race	Friday Slack 7:30	THOMPSON, JESSI	20	None	CALERA	OK	JE698110	0	TH15652479902
Barrel Race	Friday Slack 7:30	WALKER, MEGAN	21	None	STEPHENVILLE	TX	ME146540	0	WA13591479988

BOTH ENTRIES AND AUDIT LIST EXPORT OUT TO EXCEL, WE RECOMMEND THAT THE AUDIT SHEET EITHER BE PUBLISHED WITH THE RODEO DRAWS, OR POSTED AT THE RODEO, SO YOUR CONTESTANTS CAN SEE THE PROCESS THAT GOT THEM PLACED WHERE THEY ARE.

Now we are ready to move to the Show Manager to publish the draws, Click the “Send to Show Manager” button, Select the Show/Rodeo, Enter the Show/Rodeo name in the New Show Name Text box (does not have to be the same as used in the OLE or Central Entry), and the Create New Show button.

**United Pro Rodeo** Currently

KCI Rodeo Association Manager Period: 2017

[Association](#) [Config](#) [Members](#) [Stock](#) [Producers](#) [Online Setup](#) [Online Entry](#) [Show Manager](#) [Central Entry](#) [Site Ser](#)

[Entries from Online Shows](#) [Setup](#) [Entries](#) [Draw Config](#) [Group Draw](#) [Callback](#) [Send to Show Mgr](#) 1

CE Shows

Select	Name	Date
Select	Mesquite Winter Classic	01/06/2017

2 ↑

New Show 3

New show name:  4

OR

Existing Show

Then go to the Show Manager tab, select “Shows & Events”, Select the Rodeo/Show. Check the “Publish Draws”, and then the Save button, your Rodeo is now published with the draws on your public facing web portal.

[Association](#) [Config](#) [Members](#) [Stock](#) [Producers](#) [Online Setup](#) [Online Entry](#) [Show Manager](#) [Central Entry](#) [Site Services](#) [Reports](#) [Logout](#)

Shows & Events [Fees & Payments](#) [Entries](#) [Draws](#) [Gos](#) [Times & Scores](#) [Points & Earnings](#) [Edit All](#) [Entries Report](#) [Draw Reports](#) [Results Reports](#) [Contestant Co](#)

Producer:

Show List

Show	Date	
Select Mesquite Winter Classic	01/06/17	Delete
Select Trinity, TX	10/07/16	Delete
Select Clay County Pioneer Reunion & Rodeo	09/15/16	Delete
Select West, TX	08/11/16	Delete
Select Gatesville Riding Club	07/28/16	Delete
Select O'DONNELL, TX	07/07/16	Delete
Select TEAGUE, TEXAS	06/30/16	Delete
Select MEXIA, TEXAS	06/22/16	Delete
Select KOSSE, TEXAS	06/10/16	Delete
Select Groesbeck TX UPRA	04/08/15	Delete
Select BUFFALO, TEXAS	03/03/16	Delete

Show Name:

Name:

Date:

Region:

Series:

Available Series:

Name	Order	Move	Move
<input type="button" value="Edit"/> Friday Slack 7:30	1	Delete	Up Dn
<input type="button" value="Edit"/> Saturday Slack 8am	2	Delete	Up Dn
<input type="button" value="Edit"/> Saturday Perf 7:30 PM	3	Delete	Up Dn
<input type="button" value="Edit"/> Out	4	Delete	Up Dn

Perf Name:

Publish Draw:  Publish Results

Download Key:

Download Password:

Producer:

Show Detail

Fees

Fee	Amount
<input type="button" value="Edit"/> CE FEE	\$5.00 <input type="button" value="Delete"/>

Create new fee

Name:  Amount:

Your Rodeo is now published with the draws on your public facing web portal.

United Pro Rodeo

Announcements & Standings   Draws   Results   Member Site

Draws

**Producer:** RODEO BOOKS    
**Show:** Mesquite Winter Classic

- Event**
- Barrels
  - Bull Riding
  - Bareback
  - Saddle Bronc
  - Ladies Breakaway
  - Team Roping
  - Tie Down Roping
  - Steer Wrestling
  - Ranch Bronc Riding

Place	Contestant	Perf	Perf Draw #	Status	Draw #
0	Savannah Chaddick	Friday Slack 7:30	1	Unassigned	0
0	Mickayla Brown	Friday Slack 7:30	2	Unassigned	0
0	Sarah Winther	Friday Slack 7:30	3	Unassigned	0
0	Lacy Kimball	Friday Slack 7:30	4	Unassigned	0
0	Jane Fambro	Friday Slack 7:30	5	Unassigned	0
0	Ivy Hurst	Friday Slack 7:30	6	Unassigned	0
0	Brittany Jones	Friday Slack 7:30	7	Unassigned	0
0	Ashley Castleberry	Friday Slack 7:30	8	Unassigned	0
0	Gina Suick	Friday Slack 7:30	9	Unassigned	0
0	Tiada Gray	Friday Slack 7:30	10	Unassigned	0

You also ready to send an email to all contestants entered in the rodeo giving them the events, performances and draw numbers for the selected rodeo

United Pro Rodeo  
Period: 2017

KCI Rodeo Association Manager

Association   Config   Members   Stock   Producers   Online Setup   Online Entry   Show Manager   Central Entry   Site Services   Reports   Logout

Shows & Events   Fees & Payments   Entries   Draws   Gos   Run Event   Results   Entries Report   Draw Reports   Results Reports

**Filter & Merge Fields**

Producers: RODEO BOOKS

Shows: Mesquite Winter Classic  01/06/17

Events:  All

Perfs: All

Member Fields: [MembershipNumber] [AssocName] [Draw] [FirstName] [AssocAddress] [Perf Draw] [LastName] [AssocCity] [Address] [AssocState] [City] [AssocZip] [State] [AssocContact] [Zip] [AssocEmail] [Phone] [Email] [CellPhone] [DOB] [Grade] [Region] [Ratings] [Memberships]

410 Contestants (To)

Selected	Name	Membership	City	State	Email	Status
<input type="checkbox"/>	ASBURY, BOBBY		MERRYVILLE	LA		
<input type="checkbox"/>	ASBURY, GEORGE		MERRYVILLE	LA		
<input type="checkbox"/>	ASBURY, JERRY		STEPHENVILLE	TX		
<input type="checkbox"/>	ASBURY, JERRY		WHITESBORO	TX		
<input type="checkbox"/>	ASBURY, JERRY		LLANO	TX		
<input type="checkbox"/>	ASBURY, JERRY		ANDERSON	TX		
<input type="checkbox"/>	ASBURY, JERRY		DECATUR	TX		
<input type="checkbox"/>	ASBURY, JERRY		STEPHENVILLE	TX		
<input type="checkbox"/>	ASBURY, JERRY		OVERTON	TX		
<input type="checkbox"/>	ASBURY, JERRY		LEXINGTON	OK		
<input type="checkbox"/>	ASBURY, JERRY		COLEMAN	TX		
<input type="checkbox"/>	ASBURY, JERRY		LOTT	TX		
<input type="checkbox"/>	ASBURY, JERRY		ANDERSON	TX		
<input type="checkbox"/>	ASBURY, JERRY		MT. VERNON	TX		
<input type="checkbox"/>	ASBURY, JERRY		BOSWELL	OK		
<input type="checkbox"/>	ASBURY, JERRY		GAINESVILLE	TX		
<input type="checkbox"/>	ASBURY, JERRY		COMBINE	TX		
<input type="checkbox"/>	ASBURY, JERRY		COMBINE	TX		
<input type="checkbox"/>	ASBURY, JERRY		DALLAS	TX		
<input type="checkbox"/>	ASBURY, JERRY		ALVORD	OK		
<input type="checkbox"/>	ASBURY, JERRY		STEPHENVILLE	TX		
<input type="checkbox"/>	ASBURY, JERRY		TUPELO	OK		
<input type="checkbox"/>	ASBURY, JERRY		VALLEY VIEW	TX		
<input type="checkbox"/>	ASBURY, JERRY		POOLVILLE	TX		
<input type="checkbox"/>	ASBURY, JERRY		FRUITVALE	TX		
<input type="checkbox"/>	ASBURY, JERRY		STEPHENVILLE	TX		

**Email**

Template: Rodeo Draw

From: United Pro Rodeo

CC:  Use CC

Subject: UPRA RODEO DRAWS

Body:

KI [FirstName] [LastName]

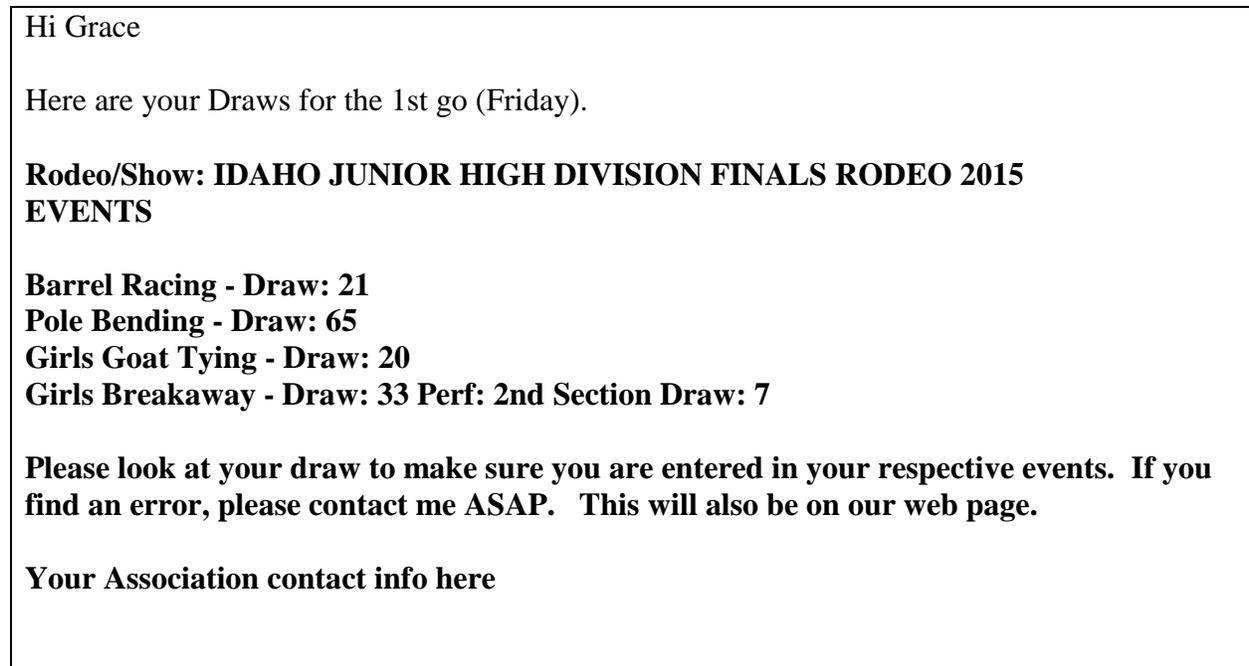
Thank you for entering the Mesquite Winter Classic. Your draw is: [Perf Draw]

Remember this is a membership rodeo for the UPR, you must purchase a 2017 UPR membership when you pay your fees to be able to compete (\$100). If you are under the age of 18, you will also need a signed and notarized copy of the minor's release that can be found at: [www.rodobooks.com](http://www.rodobooks.com). The daysheets are posted on [www.rodobooks.com](http://www.rodobooks.com). Also during the entire rodeo, you will be able to see live results that are updated in real time as the action is taking place by clicking on the live results link on [www.rodobooks.com](http://www.rodobooks.com).

Thanks,  
RodeoBooks.com

Words: 109

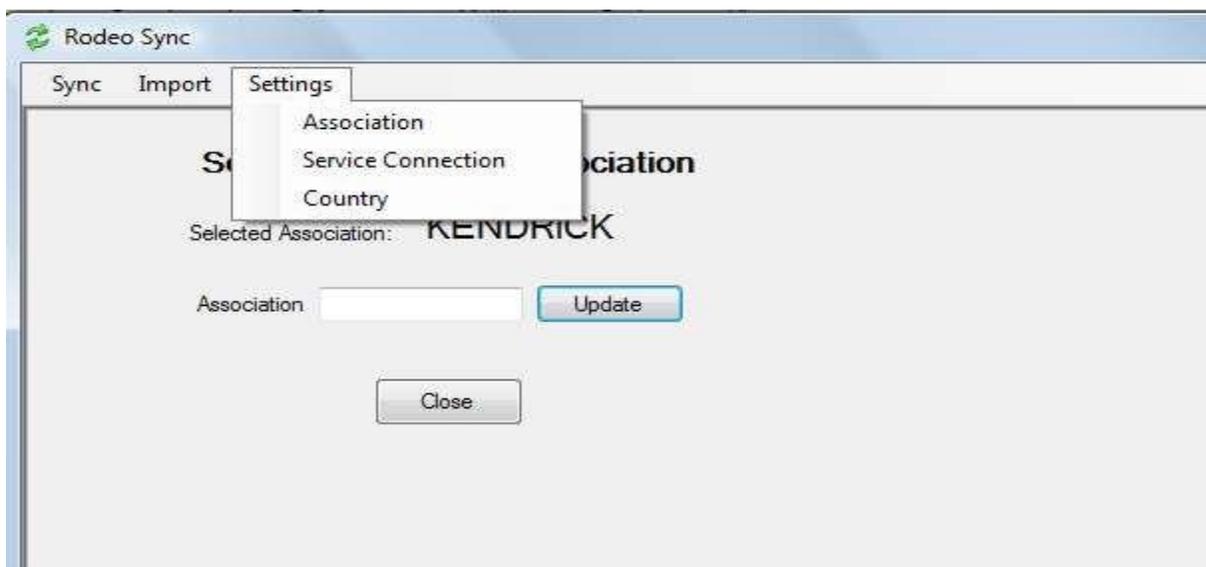
The email your contestants will receive will look something like this:



## RODEO SYNC

This application is used to Download/Upload ALL SHOWS, from Online Entry, Rodeo CE to get out to your remote rodeo/show secretaries. You may also upload shows rodeo that were built and run in Arena Manager, and need to be uploaded to the web services. ***You will need to contact your ASSOCIATION ADMINSTRATOR to get appropriate settings and passwords for your use. If you are a secretary doing shows/rodeos for multiple associations, each Association will have unique settings for your use.***

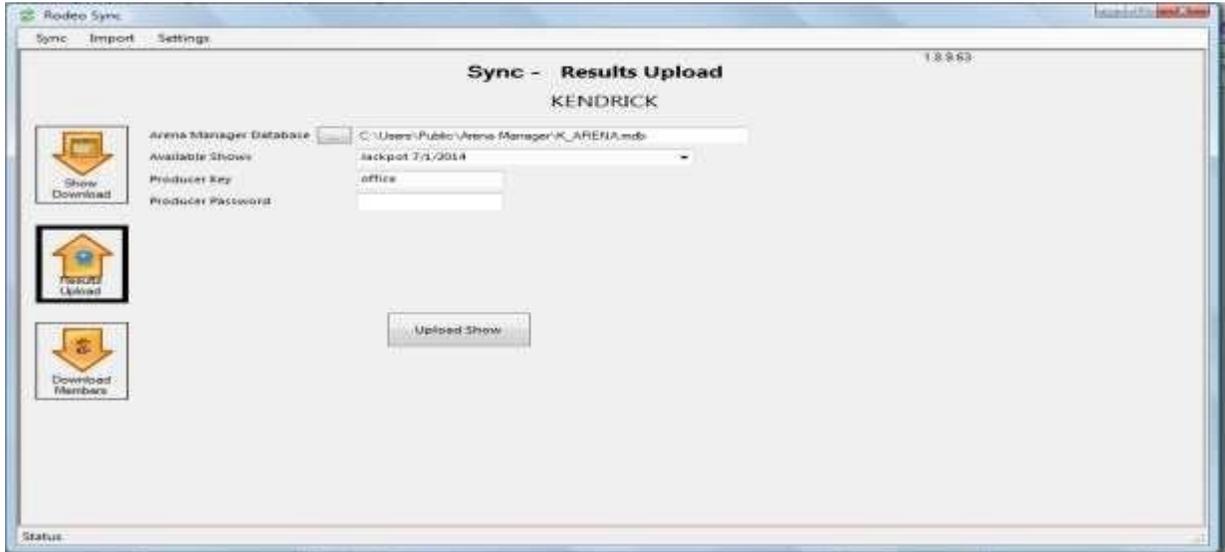
Set Your Assoc, service connection, and select your country



Enter the Assoc Key – Show Download Key, and Download Password, select the Arena

Management database file – typically will be in the C:\Users\ARENA\ \*\*\*.mdb





After the upload it will be available to publish to the web, using the **Show Manager**, and all of your points/earnings and member reports will be updated with fresh data.

For any further help, or to get questions answered, contact your Association Administrator, or KCI support at 509-826-3668 or email [KCI Support](#)

NOTES / SETTINGS FOR MY ASSOCIATION:

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