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*Chili Appreciation Society
International, Inc.*

*Chili Tally Version 3.0
Manual*

Software Release: August 1, 2006

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Introduction

The purpose of this manual is to teach you how to use the **Chili Tally Program**. The program is fairly simple to use, but there are some procedures and ground rules we need to teach you before you can take full advantage of the program, and get the best results.

Hardware Requirements

This software is designed on a computer running Microsoft's Windows XP Pro and XP Home operating system. It may as well work with earlier Microsoft operating systems that support the Microsoft .Net Framework. This system also requires that Microsoft's .Net Framework be installed on the computer. This should be a version no older than version 2.05. This software can be downloaded, free of charge, from Microsoft's download section, on their web site. Be aware that the size of this download is approximately 90 megabytes, and if you do not have access to high speed internet, this download could take quite a while.

Computer System Configuration

When you install the tally software, a folder called "CASI Tally" will be created in your computer's root directory. In this folder will be the actual program module, this instruction, and a file that will represent the icon to be placed on your computer's desktop.

Will my printer work with this software?

When you instruct the software to print the tally results, a printer control box will appear that will allow you to select the printer to be printed to. This means that if the printer you want to use has been installed properly, the printer should appear as an option, and when selected, the results should print properly on your printer. If the computer you want to print to has been designated as your "Default Printer", your printer should appear in the printer selection box, and all you should have to do is left click "Ok", and your results should start to print.

Saving Results (printing) to a PDF File

If you have Acrobat Professional, or some other piece of software that supports an Adobe PDF printer selection, you will now have the ability to print directly to a PDF file, instead of directly to your printer. This is accomplished by selecting the Adobe PDF printer in the printer selection box. If you make this selection, you will then be asked the name of the file to be created, and the location as to where the file is to be saved. This process is all a function of the Microsoft Windows Operating System, and you must be familiar with these procedures before you attempt to use this feature. This is a feature that has been requested in the past, and now with the release of Chili Tally Version 3.0, this feature is now available.

Using the Chili Tally Program

Cookoff Identification and Judging Table Selection

Once you have left clicked on the icon to activate and load the Chili Tally program, the following screen will appear:

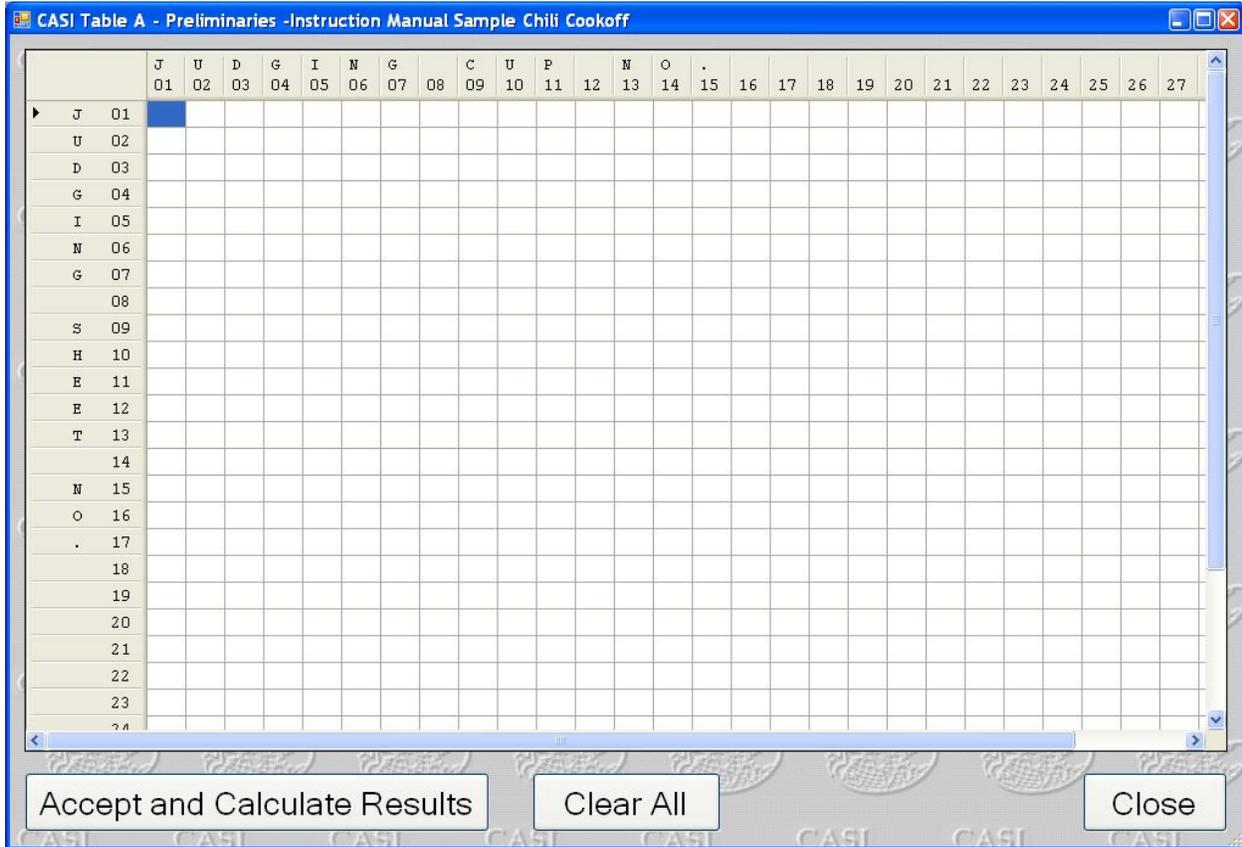


This screen will allow you to enter the name of the cookoff, select the round of judging currently underway, and enter the table identification letters. Each time you prepare to enter judging sheets for a new table, you will be returned to this screen. At that point you need only select the appropriate judging level designation, and enter the new table ID. When you return to this screen, from processing a table's results, the data you entered earlier will still be in place, so you need only change the fields that require a new value.

If at this point you are finished with the tally process, and are ready to exit the program, simply left click on the "Exit the Program" button, and the program will terminate. You may be asked to confirm your request to terminate the program.

If at this point you are ready to process the judging sheets for the table specified, simply left click the “Accept and Continue” button, and the following screen will appear:

Entry of Judging Results



Sample Computer Keyboard



This is the grid that will be used to enter the results from each judge’s sheet. Notice that the

Chili Tally Version 3.0 Manual

rows represent a judging sheet, and the columns represent the scores for a specific cup number. The entry process is done from left to right, and requires a single stroke entry for a score that can range from 0 to 10. The program is designed to use the row of numbers, across the top of your computer's keyboard, including the use of the apostrophe key. The apostrophe represents a score of 0, key 1 thru 9 represent scores of 1 thru 9, and the 0 key represents a score of 10. Once you have pressed a score related key, the score will be entered into the current cell, and you will be advanced to the next cell, to the right. Should you happen to have 30 chili's judged, the entering of the thirtieth chili will advance you to the first cell in the next row. Once you have entered the final score from a judging sheet, pressing the "Enter" key will advance you to the first cell of the next row. The arrow keys can be used to move around the grid. Use of the backspace key will advance you to the previous cell, and will delete the value that was in that cell.

The "Clear All" button will delete all of the values in the grid, so that you may re-enter all of the judging sheets for this table. The "Close" button will close this page, and return you to the "Cookoff Identification and Judging Table Selection" page. Once you have entered all of the results from the judging table, the grid will look something like this:

| | J 01 | U 02 | D 03 | G 04 | I 05 | N 06 | G 07 | C 08 | U 09 | P 10 | 11 | 12 | N 13 | O 14 | . | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 |
|------|------|------|------|------|------|------|------|------|------|------|----|----|------|------|---|----|----|----|----|----|----|----|----|----|----|----|----|----|
| J 01 | 7 | 5 | 6 | 4 | 8 | 5 | 7 | 6 | 4 | 9 | 6 | 7 | 5 | 8 | 4 | | | | | | | | | | | | | |
| U 02 | 8 | 5 | 7 | 4 | 8 | 6 | 9 | 6 | 6 | 7 | 8 | 5 | 9 | 4 | 7 | | | | | | | | | | | | | |
| D 03 | 9 | 8 | 7 | 6 | 4 | 8 | 5 | 6 | 4 | 8 | 3 | 9 | 5 | 7 | 4 | | | | | | | | | | | | | |
| G 04 | 7 | 7 | 5 | 5 | 8 | 6 | 9 | 5 | 8 | 4 | 7 | 8 | 5 | 9 | 6 | | | | | | | | | | | | | |
| I 05 | 7 | 7 | 8 | 5 | 7 | 4 | 6 | 7 | 5 | 8 | 8 | 6 | 9 | 8 | 4 | | | | | | | | | | | | | |
| N 06 | 7 | 7 | 8 | 7 | 6 | 5 | 5 | 8 | 8 | 7 | 4 | 3 | 6 | 8 | 4 | | | | | | | | | | | | | |
| G 07 | 9 | 8 | 7 | 8 | 7 | 6 | 6 | 6 | 7 | 10 | 10 | 8 | 7 | 7 | 3 | | | | | | | | | | | | | |
| 08 | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| S 09 | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| H 10 | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| E 11 | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| E 12 | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| T 13 | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 14 | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| N 15 | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| O 16 | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| . | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 17 | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 18 | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 19 | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 20 | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 21 | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 22 | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 23 | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 24 | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

If your entries appear to be correct, press the "Accept and Calculate Results" button to instruct the computer to process the results and display the following screen:

Schedule of Chili Judging – Judging Results

| Place | Cup# | Points | Ties | Place | Cup# | Points | Ties |
|-------|------|--------|--------|-------|------|--------|------|
| 1 | 1 | 54 | | 11 | 8 | 44 | |
| 2 | 10 | 53 | | 12 | 9 | 42 | |
| 3 | 14 | 51 | | 13 | 6 | 40 | |
| 4 | 3 | 48 | +Tied+ | 14 | 4 | 39 | |
| 5 | 5 | 48 | +Tied+ | 15 | 15 | 32 | |
| 6 | 2 | 47 | *Tied* | | | | |
| 7 | 7 | 47 | *Tied* | | | | |
| 8 | 11 | 46 | +Tied+ | | | | |
| 9 | 12 | 46 | +Tied+ | | | | |
| 10 | 13 | 46 | +Tied+ | | | | |

At this point you have the option to print the results to paper, save the results to a PDF file, or simply copy the results to the CASI approved judging results form. This form can be downloaded from the “Resource Center” on the CASI web site. To print these results, or save them to a PDF file, simply left click the “Print Results” button. Once this function is complete you will be returned to this screen. When you are finished with the processing of this table, or have determined that you need to return to the grid for the entry of possible corrections, left click the “Close” button.

If you have completed processing the results from this judging table, and are ready to proceed to the next judging table, you must close this screen, and then when the screen with the grid appears, you must close that screen.

If you have not only completed processing the results from this judging table, but have also completed all of the judging processing for this cookoff, you must close this screen, close the grid screen, and then click the “Exit the Program” button when the “Cookoff Identification and Judging Table Selection” screen appears.

Sample Printing of Results

Chili Appreciation Society International, Inc.
Chili Cookoff Judging Results

Table : A Preliminaries

Tuesday, July 25, 2006

Cookoff: Printer Test Program

Chili Judging Results Rankings

| **** Top Ten Chilis **** | | | | ** Chilis 11 through 20 ** | | | | ** Chilis 21 through 30 ** | | | |
|--------------------------|-----|--------|--------|----------------------------|-----|--------|--------|----------------------------|-----|--------|------|
| Place | Cup | Points | Ties | Place | Cup | Points | Ties | Place | Cup | Points | Ties |
| 1 | 1 | 43 | | 11 | 14 | 28 | *Tied* | | | | |
| 2 | 2 | 42 | | 12 | 11 | 26 | | | | | |
| 3 | 5 | 38 | | 13 | 8 | 24 | | | | | |
| 4 | 9 | 36 | | 14 | 13 | 21 | | | | | |
| 5 | 4 | 34 | +Tied+ | | | | | | | | |
| 6 | 10 | 34 | +Tied+ | | | | | | | | |
| 7 | 3 | 32 | | | | | | | | | |
| 8 | 7 | 30 | | | | | | | | | |
| 9 | 6 | 29 | | | | | | | | | |
| 10 | 12 | 28 | *Tied* | | | | | | | | |

| Judge Sheet | Cup Number | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|-------------|------------|---|---|----|---|---|---|---|---|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|--|--|--|--|--|
| | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | | | | | |
| 1 | 7 | 8 | 3 | 4 | 5 | 7 | 6 | 7 | 8 | 7 | 4 | 3 | 6 | 5 | | | | | | | | | | | | | | | | | | | | | |
| 2 | 10 | 9 | 8 | 9 | 8 | 4 | 5 | 3 | 9 | 8 | 7 | 9 | 2 | 9 | | | | | | | | | | | | | | | | | | | | | |
| 3 | 9 | 8 | 7 | 3 | 9 | 8 | 7 | 4 | 5 | 4 | 7 | 6 | 3 | 5 | | | | | | | | | | | | | | | | | | | | | |
| 4 | 10 | 9 | 8 | 10 | 9 | 7 | 6 | 3 | 8 | 7 | 6 | 7 | 3 | 3 | | | | | | | | | | | | | | | | | | | | | |
| 5 | 7 | 8 | 6 | 8 | 7 | 3 | 6 | 7 | 6 | 8 | 2 | 3 | 7 | 6 | | | | | | | | | | | | | | | | | | | | | |
| 6 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 7 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 8 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 9 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 10 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 11 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 12 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 13 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 14 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 15 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 16 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 17 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 18 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 19 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 20 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 21 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 22 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 23 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 24 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 25 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 26 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 27 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 28 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 29 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 30 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

CASI Approved Manual Results Sheet



| | |
|---|-------|
| Chili Cookoff Identification Information | |
| Registration Number: | _____ |
| Names: | _____ |
| Location: | _____ |

CHILI APPRECIATION SOCIETY INTERNATIONAL, INC.

Official Computer Tally Results Sheet
(For use when a printer is not available)

| | |
|----------------------------|----------------|
| Enter Table Letter: | |
| | Preliminaries |
| | Intermediates |
| | Quarter Finals |
| | Semi Finals |
| | Elimination |
| | Finals |

| Top Ten Chili | | | |
|---------------|------|--------|----------|
| Position | Cup# | Points | Tie Flag |
| 1 | | | |
| 2 | | | |
| 3 | | | |
| 4 | | | |
| 5 | | | |
| 6 | | | |
| 7 | | | |
| 8 | | | |
| 9 | | | |
| 10 | | | |

| Chili 11 thru 20 | | | |
|------------------|------|--------|----------|
| Position | Cup# | Points | Tie Flag |
| 11 | | | |
| 12 | | | |
| 13 | | | |
| 14 | | | |
| 15 | | | |
| 16 | | | |
| 17 | | | |
| 18 | | | |
| 19 | | | |
| 20 | | | |

[CASI Form 008 - 04-18-2003]

CASI Judging Policies and Guidelines

Tally Team Requirements

CASI strongly suggests that the Tally team be made up of four individuals. The function of these individuals is as follows:

Member 1 – Read and call out the scores from the judging sheets

Member 2 – Watch Member 1 and verify that the numbers called are the numbers read.

Member 3 – Enter the numbers into the grid

Member 4 – Verify the entry of the numbers into the grid.

It is also required that the cookoff referee observe the tabulation. It is also required that the Tally process be performed in an open area where people in attendance may view the Tally process.

The Breaking of Ties

Per CASI rules, this program will only break ties, for the purpose of results ranking, when the finals table is processed. On all other judging rounds, the program will identify ties, but will not break them.