

CTT Newsletter – August 2019

Including vital information regarding district AGMs;
latest enhancements for the website and more.

District AGM

– attention all club secretaries!

Your CTT district will soon be holding its Annual General Meeting (“AGM”) and you will receive notice of this shortly from your district secretary. Every club is entitled to nominate and send two club members as delegates to the district AGM and all clubs are encouraged to do so! All sports organisations need new blood coming into the sport and CTT is no exception. Your input is very important and vital for the survival of our sport.

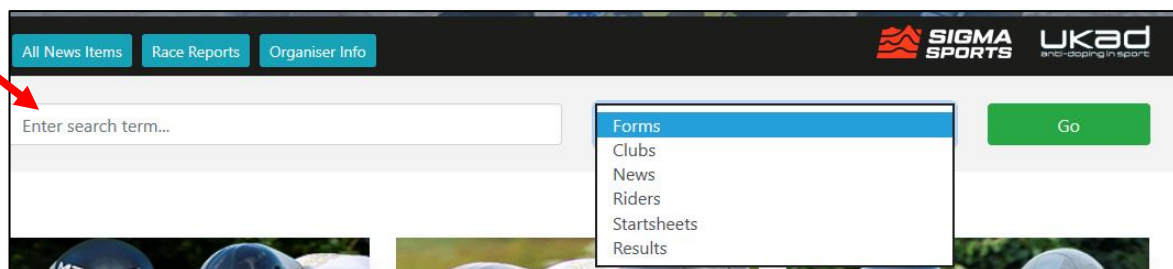
– attention all club secretaries!

Each year there are less and less open events due to no-one coming forward to promote them. In common with many sports, there are few new volunteers. Events are promoted by the “same old faces” and those helping out at events are the same. CTT needs new blood! Are you prepared to help? Can you persuade your club to promote an open event? Why not attend your district AGM and you too can play a vital part in shaping the future of our sport!

Guidance Note 20 – Safeguarding

A new ‘Appendix four’ with advice on social networking services and social media has been added to Guidance Note 20. Please take the time to read through this and remain mindful when using social media.

Search function



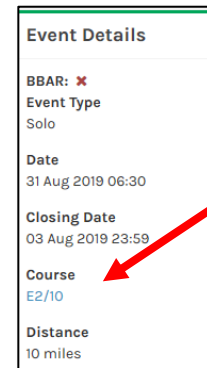
Users can now search the CTT site from the homepage. The search allows users to enter a search term and select from six key areas of the site to search: Forms, Clubs, News, Riders, Start Sheets and Results.

Enhanced online builder

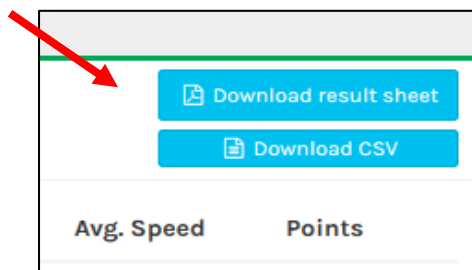
The 'online start sheet builder' has been enhanced so that if an organiser reverts to 'Step 3 Entries' for any reason and then resumes the 'online builder', the previous order will not be lost.

Course records

District officials are now able to edit and add course records. Records achieved at Open events are automatically calculated and added when the results are uploaded but, if you know of one which is incorrect or achieved at a club event, please let your district secretary know so they can update it. To view course records, click on the course number and the record will appear on the left-hand side.



Result sheet front cover

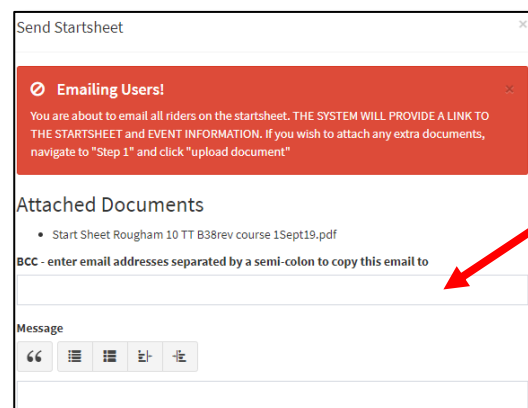


Organisers can now provide a result sheet cover in a similar way to the front cover of the startsheet. The organiser can upload their own PDF if they wish, or they can use the system to automatically generate a result sheet for them by providing details such as the timekeepers, marshals and awards. Organisers can now also email riders from Step 5 Results, this feature enables organisers to write their own message and

will automatically include a link to the results. Riders wishing to view the document should click on the blue 'Download Result' button on either the 'Event Details' or 'Rider List' pages of the website.

Additional email addresses for organisers

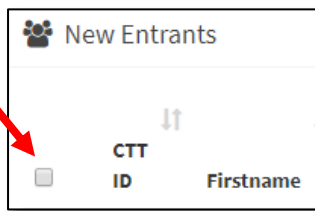
When sending a message to the riders regarding the start and result sheets, organisers can now add in additional email addresses (blind copied) which will enable them to also send the documents to timekeepers, district officials, etc.



Attaching files to communications

District users are now able to attach files when contacting users, clubs and organisers. The files are not added as a traditional attachment (which increases the likelihood of the email ending up in the spam box) but instead are automatically added as links to the bottom of the email. An additional feature of 'hide' rather than 'delete' is now included, so other users can't see the documents and accidentally delete them. If they are removed the link will no longer work.

Accept all



Organisers will be pleased to learn that a new function has been added so the boxes to accept riders can all be ticked at once. In the headings above the entries, tick on the box beside CTT ID, this will then tick all the other boxes and organiser can then press 'Accept Selected Entries'. NB: Please ensure you reject any entries necessary first.

Finally – with the district AGMs fast approaching, can club officials please make sure their club delegates and secretaries details are up-to-date on the CTT website. Thank you!