

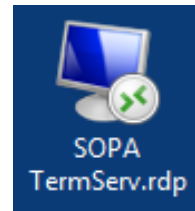


# Games Management System (GMS)

Bib Management



# 1. Log onto Terminal Services



# 2. Log onto GMS7





### 3. In the “Games” tab, select the appropriate competition

ricksen (superuser); [change password](#) Close

**Person lookup/data entry**

Tool

- Find people by personal data - name, date of birth, address, phone number, e-mail address, etc.
- Find people using advanced criteria
- Enter name, address and phone changes

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**Games: 29**

**Applicant screening**

**Reports**

**GMS Transfer**

**User tools**

**Administrator tools**

**Setup**

# Go to event



Person lookup/data entry

Games: 39 [Create new games](#)

Games: All games

Games	Start ...
2017 Eastern Fall Sectional	10/01/2017
(copy of) 2017 Western Fall Sectional	09/24/2017
2017 Central Fall Sectional	09/24/2017
2017 Western Fall Sectional	09/24/2017
2017 Sports Camp	08/13/2017
2017 Summer Games	06/01/2017
Warren County Basketball Invitational	05/13/2017
2017 Eastern Spring Sectional	05/06/2017
2017 Western Spring Sectional	04/29/2017
2017 Central Spring Sectional	04/23/2017
2017 Eastern Bowling Sectional - Rosebowl	03/26/2017
2017 Eastern Bowling Sectional - Parkway	03/26/2017
2017 Eastern Bowling Sectional - Mountainville	03/26/2017
2017 Western Bowling Sectional	03/18/2017
2017 Central Bowling Sectional	03/18/2017
2017 Figure Skating State Games	03/11/2017

.....

Find the event in the main screen



Go into user tools menu, then to “bib assignment wizard”

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People	
Delegations: 2	
Events	
Reports	
User tools	
Tool ▲	Description
Advanced exporter	Export data of different types, specifying what fields are included.
AP Wire exporter	Export event results information in AP Wire format.
Bib Assignment Wizard	Assign bib numbers to entrants.
Bulk value updater	Update various fields en masse based on your own criteria.
Entrants' photo exporter	Export photos of the entrants within Games.
Interactive File Importer	A new import tool which lets you check for duplicates as you import.
List manager	Lists are used to hold multiple people and can be used for filters, mailing labels and reports.
Multi-event division scheduling	Schedule divisions in any number of events at once.
Name tags, badges, and credentials	Design and print name tags, badges and credentials for people.
.....	
Timing systems	
Setup	



Determine what range of bibs you have...



Chose the roles and events that you need to assign bibs in...  
don't assign them to everyone in every sport!



**Bib Assignment Wizard**

Lunch and Learn Example

Options

Roles:  
Athlete

Delegations:  
(all)

Everyone regardless of events

Events:  
None selected

**Athletics/Track and Field**

AT 100 M Run

AT 100 M Walk

AT Long Jump

< Back    Next >    Cancel

Go thru with the “Next” button until complete, and you’re done!

A screenshot of a software dialog box titled "Bib Assignment Wizard". The window title bar includes a trophy icon and the text "Bib Assignment Wizard". The main content area is titled "Lunch and Learn Example" and has a sub-section "Sorting". Under "Sorting", there are two controls: "Assignment order:" with a dropdown menu showing "By delegation, then person type, then name", and "Gap between each delegation:" with a numeric spinner set to "0". At the bottom right, there are three buttons: "< Back", "Next >", and "Cancel". A black arrow points from the top of the slide to the "Next >" button.