

One-time entry setup and administration in ORIS

1. General

One-time entries replace entries created by non ČSOS member clubs. Foreign clubs can get an exception if they apply for it. There will be created a permanent club and accounts in ORIS in that case.

There is no need to have a user account in ORIS for one-time entries.

One-time entries from participant view is described in separate help. Please start with that one before you continue with text below.

One-time entry creates one-time club. Club code is created automatically in number sequence 001..999. Club code are unique in one event (or within event with joint settlement). API and exports have been modified (minor changes) due to protection of personal data.

One-time club is identified by an email. One email can be used just for one club in one event. Access to one-time entry is provided through email and PIN. PIN can be sent even if the entry has been created by the event organizer.

Registration numbers of participants are generated automatically as a club code and a number in number sequence 0001..9999. Final registration number looks like 0010001 for the first participant in first one-time entry for the event. Registration number does not take birth year or gender into consideration.

One-time clubs are automatically removed 4 weeks after event date.

2. Event setup

You can set Due date in Entry setup.

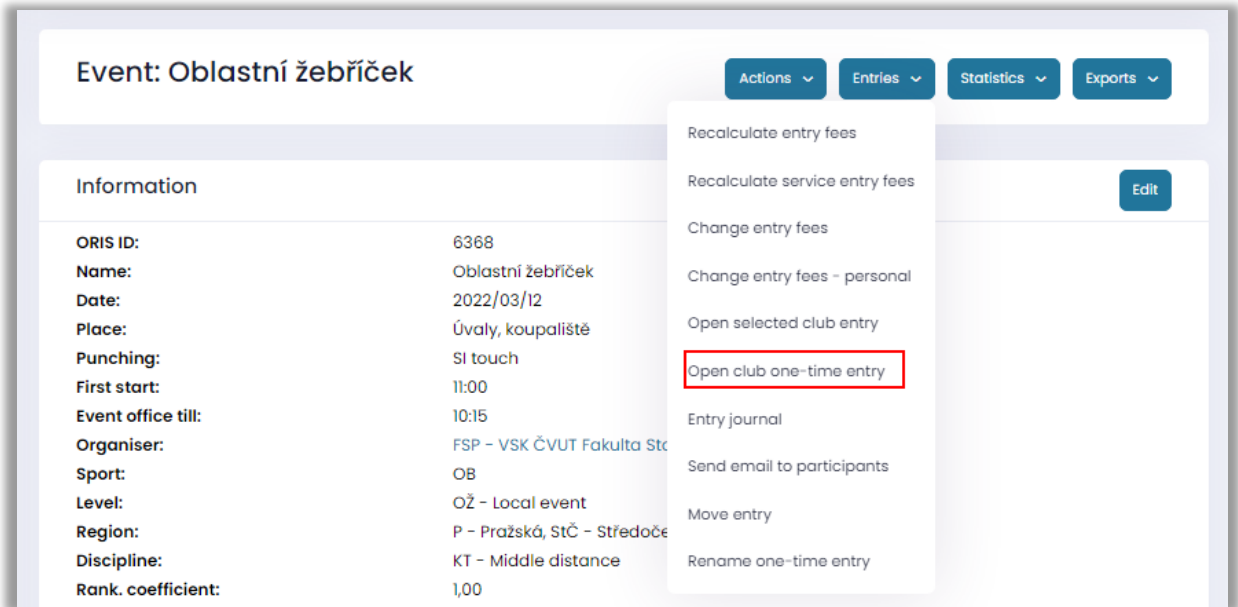
Entries Edit

1st entry date:	2022/03/06 23:59
2nd entry date:	2022/03/09 23:59
Rent SI:	40 CZK
Bank account, symbols:	162614339/0800
Due date:	2022/03/11

3. Open or edit one-time entry

All event processes work as before. Entries or services can be modified in existing lists.

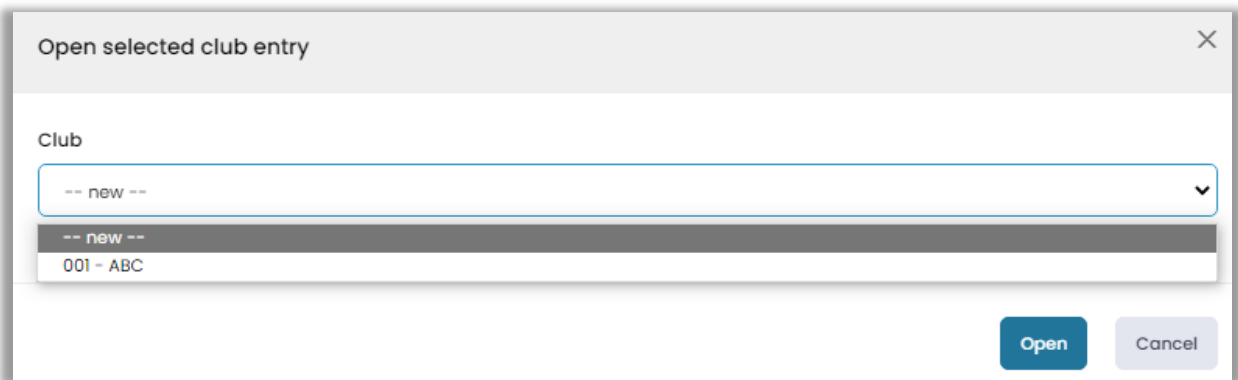
If you want to open or edit existing one-time entry or create a new one the you need to click on Open club one-time entry link in event Actions.



The screenshot shows the event management interface for 'Event: Oblastní žebříček'. The 'Actions' dropdown menu is open, displaying several options. The 'Open club one-time entry' option is highlighted with a red box. The 'Information' section on the left provides details about the event, including ORIS ID, Name, Date, Place, Punching, First start, Event office till, Organiser, Sport, Level, Region, Discipline, and Rank coefficient.

Information	
ORIS ID:	6368
Name:	Oblastní žebříček
Date:	2022/03/12
Place:	Úvaly, koupaliště
Punching:	SI touch
First start:	11:00
Event office till:	10:15
Organiser:	FSP - VSK ČVUT Fakulta St
Sport:	OB
Level:	OŽ - Local event
Region:	P - Pražská, StČ - Středoče
Discipline:	KT - Middle distance
Rank. coefficient:	1,00

You can choose existing or new.



The screenshot shows the 'Open selected club entry' dialog box. The 'Club' dropdown menu is open, displaying options for '-- new --' and '001 - ABC'. The 'Open' button is highlighted in blue, and the 'Cancel' button is greyed out.

If you want to create a new one-time entry then you need to fill contact information first.

One-time entry Event page

2022/03/12 - Oblastní zebráníček

Contact information

Contact information that could be used by event organizer if needed. All contact information must be filled. Consent to the processing of personal data is required.

Club name
ABC

First name
Jan

Email
test@gmail.com

Last name
Novák

Phone
060392233

City
Praha

Country
Czech Republic

Club code: 001

Consent to the processing of personal data

Save

Personal data is not published and can be used just by event organizer. Personal data is automatically deleted 4 weeks after the event date.

When contact information is saved then you can continue with entries. See participant help.

Entries Mass entry

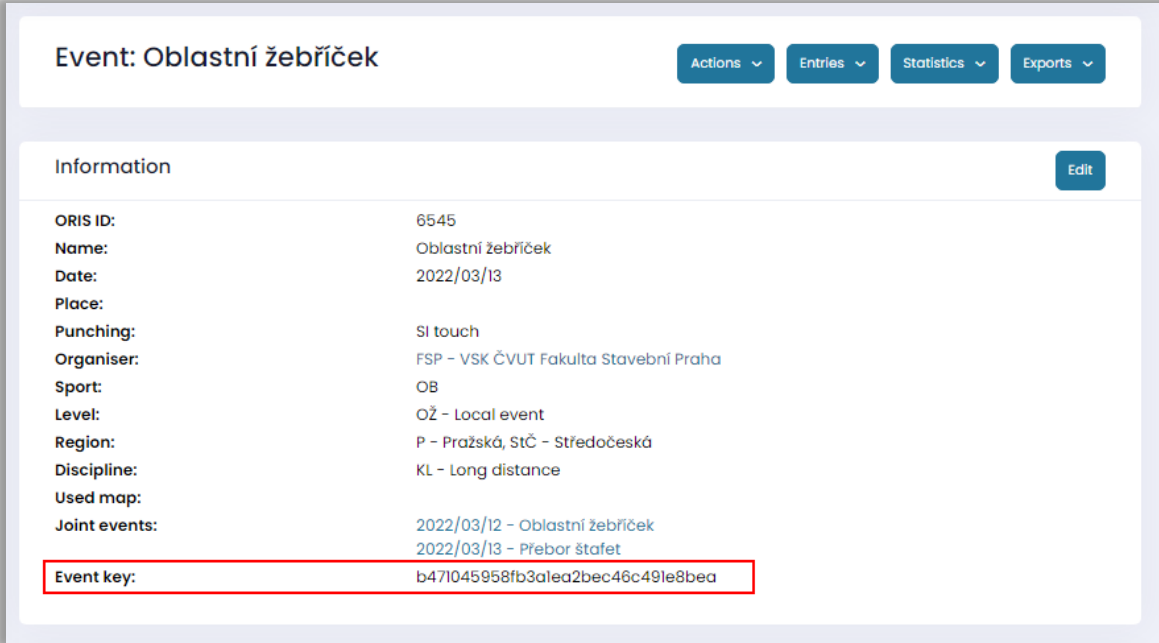
CLASS	LAST NAME FIRST NAME	BIRTH YEAR	GENDER	SI	RENT SI	FEE
D10			Male		<input type="checkbox"/>	80 CZK

Add

4. Exports and API

There is no public access to one-time club information in API and exports

Event key was introduced for secure access to personal data. Event key is visible on event page for all users that have enough rights.



The screenshot shows the event page for "Oblastní žebříček". At the top, there are navigation buttons for "Actions", "Entries", "Statistics", and "Exports". Below this is the "Information" section, which includes an "Edit" button. The event details are as follows:

ORIS ID:	6545
Name:	Oblastní žebříček
Date:	2022/03/13
Place:	
Punching:	SI touch
Organiser:	FSP - VSK ČVUT Fakulta Stavební Praha
Sport:	OB
Level:	OŽ - Local event
Region:	P - Pražská, StČ - Středočeská
Discipline:	KL - Long distance
Used map:	
Joint events:	2022/03/12 - Oblastní žebříček 2022/03/13 - Přebor štafet
Event key:	b471045958fb3alea2bec46c49le8bea

Event key can be used for example in API method `getClub` or in exports (see details on export page).

There will be no one time club exported without event key.