



Guide to VTTA Automated Record Claim System

Jon Fairclough

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Agenda

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- ▶ Benefits
- ▶ New process description
- ▶ Recorder responsibilities
- ▶ Add/Edit/Delete records
- ▶ Ratification of records
 - ▶ Group records
 - ▶ National records

Overview

1. The Age Record system is described in the document “Guide to the VTTA age record system”
2. The VTTA has automated solo age record claiming by comparing each member’s result with the age records database whenever a result is imported from the CTT site
3. When a member sets an age record, he or she receives a notification that they have set a record subject to ratification
4. The notification is sent to the group officials (for group records) or national officials (for national records) inviting them to ratify the record
5. The unratified record is added to the database marked ‘pending ratification’ so it is visible to all users with an exclamation mark
6. After a seven day delay to allow other results that might also be new records to be uploaded, the recorder accepts or rejects the record, and the member receives a notification
7. The existing capability to add records manually continues, and is used for adding or editing historic solo records and tandem records

Benefits

- ▶ Reduction of administration effort and elimination of paperwork in record claiming
- ▶ More reliable record claiming: some members do not know if they have broken a record and do not claim!
- ▶ Faster record updating: potential record breakers need to know the target they are aiming to beat!

New Process Description (1)

1. The results of all events are transferred from the CTT site to the VTTA site
2. Only results for active and linked VTTA members are processed
3. Events at distances that are not record distances (or not 12 and 24 hours) are excluded as are all tandem events
4. A record category covers the distance (or duration for 12 and 24 hours), the gender of the rider and the machine type (bike or trike - determined from the rider's VTTA profile) and the member's age. There are separate records for each 'group' and the 'national' records
5. The system evaluates each result against the fastest ratified group record for the category and then against the fastest ratified national record for the category. If the result is an improvement it is added to the records database as an 'unratified' record
6. After a new record has been added, all the records are processed to update the database to flag what are now beaten or pre-beaten records (pre-beaten refers to a ride that was initially taken as record but the system then found an earlier ride that was a faster record)

New Process Description (2)

9. When a new unratified group record is added to the database the member and the officials are sent a notification. If the result is also a new unratified national record the admins are sent a notification
10. The system enforces a delay of 7 days before a record can be ratified to allow for the results of other recent events to be processed and for appeals/investigations (this delay is configurable, and may be modified after some experience)
11. When a record comes to be ratified the recorder changes the status from unratified to ratified. After ratification, a notification is sent to the new member holding the record.
12. After a new record has been 'ratified' the system re-evaluates all the records in the same category and marks them as "current", "beaten" or "pre-beaten". When there are no unratified records in a category, prebeaten records in the category are removed from the database by the system
13. If the record failed ratification the member will also get a notification.

Recorder responsibilities

- ▶ Recorders check records that are automatically identified by the system
- ▶ Recorders add records that are not automatically identified by the system (e.g. historic solo records and tandem records)
- ▶ Records ratify records
 - ▶ Ratification is the process of accepting or rejecting records
 - ▶ Common reasons for reject records are: not a group course and not a standard distance
 - ▶ Group Recorders accept or reject group records
 - ▶ National Recorders accept or reject national records
 - ▶ See the instructions on how to ratify below

Add/Edit/Delete Records

- ▶ **Recorders can add/edit/delete a record**
 - ▶ **Edit/Delete**
 - ▶ Records may be manually edited to correct the data in them
 - ▶ Records may be manually deleted if they are not and never were records
 - ▶ **Additions**
 - ▶ Records may be manually added with a date at any point in the past which for whatever reason have been omitted from the database
- ▶ **The system updates automatically after adding/editing/deleting records**

Ratification of records

- ▶ In these examples we first add a record manually to trigger the evaluation and ratification process
- ▶ Subsequent steps are the same for both manually and automatically added records

Group Records management

For anyone with Group access

Official adds a group record

The screenshot shows a web application interface for adding a record. The left sidebar contains a navigation menu with categories: DASHBOARD (Dashboard), MEMBERSHIP (VTTA Members, Payments, Donations), PERFORMANCES (Records, Add record, Current group records, All group records), Competitions, Member Standards, USERS & GROUPS (Manage Group, Website Users, Officials), and CONTENT (News). The main content area is titled 'Add record' and contains the following fields:

- Rider**
 - Record holder is a member.
 - Member**
 - Select Member
 - Member id : 9999990
 - First Name**
 - TestFirstName1
 - Last Name**
 - TestLastName1
 - Club**
 - TestClub
 - Gender**
 - Male
 - Age on day of event**
 - 59
- Machine**
 - Machine
 - Machine**
 - Solo bike
- Record**
 - Category**
 - Road time trial
 - Distance/Time**
 - 15 Mile
 - Distance/Time result**
 - Track times have 3DP precision in seconds; Track and Road Distances are 2DP precision; road times are 1 second precision
 - Distance/Time**
 - 00:30:00

After completing the form, click the submit button once and wait.

There is 10 second delay for the form to be validated and then the form is replaced by the all records screen.

Do not click the submit button multiple times; if you do multiple records are submitted; although the system will clear them it adds an overhead to the processing.

Official All Group Records display for this rider

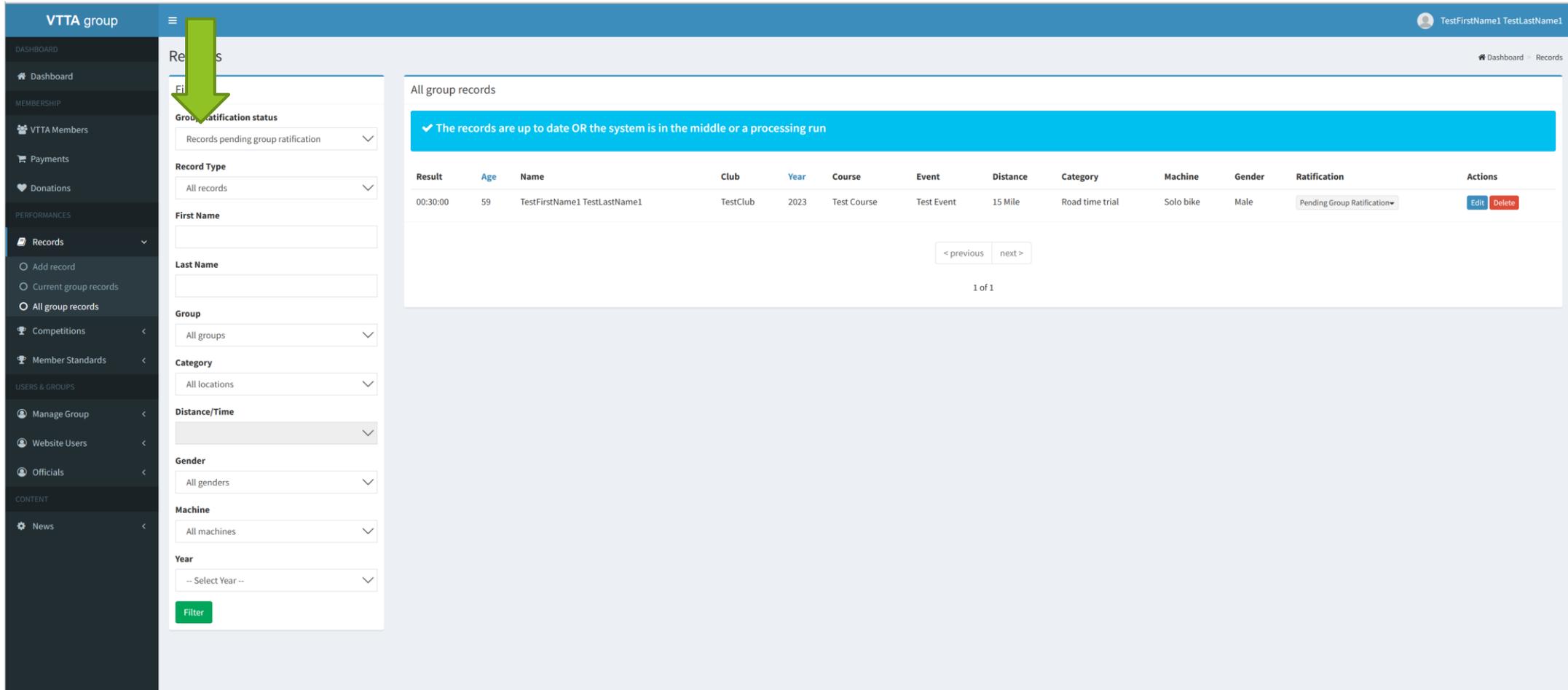
The screenshot shows the 'Records' page for a VTTA group. A green banner at the top indicates 'The record has been saved.' Below this, a filter sidebar on the left allows for filtering records by Group Ratification status, Record Type, First Name, Last Name, Group, Category, Distance/Time, Gender, Machine, and Year. The main content area, titled 'All group records', features an orange banner with a warning icon and the message: 'The records are awaiting an update. Sit tight, grab a brew and wait :-)' Below the banner is a table of records with columns: Result, Age, Name, Club, Year, Course, Event, Distance, Category, Machine, Gender, Ratification, and Actions. The table contains three records. The third record, with a result of 00:30:00, is highlighted in light blue, indicating it is the most recent record added. The 'Ratification' column for this record shows 'Group Ratified' in a green box, while the first two records show 'Group Rejected' in a red box. The 'Actions' column for each record contains 'Edit' and 'Delete' buttons. At the bottom of the table, there are navigation buttons for '< previous' and 'next >' and a page indicator '1 of 1'.

Result	Age	Name	Club	Year	Course	Event	Distance	Category	Machine	Gender	Ratification	Actions
00:19:03	59	TestFirstName1 TestLastName1	TestClub	2023	Test Course	Test Event	10 Mile	Road time trial	Solo bike	Male	Group Rejected	Edit Delete
03:33:00	59	TestFirstName1 TestLastName1	TestClub	2023	Test Course	Test Event	100 Mile	Road time trial	Solo bike	Male	Group Ratified	Edit Delete
00:30:00	59	TestFirstName1 TestLastName1	TestClub	2023	Test Course	Test Event	15 Mile	Road time trial	Solo bike	Male	Group Ratified	Edit Delete

The orange banner shows the system is updating the record database

The record just added appears 3rd in the list

Filter on records pending group ratification



The screenshot shows the VTTA group records interface. On the left, a sidebar contains navigation options under 'PERFORMANCES', with 'Records' selected. A filter panel is open, showing 'Group ratification status' set to 'Records pending group ratification'. A green arrow points to this dropdown. The main content area displays a table of records with a blue status bar at the top indicating that records are up to date or the system is processing.

Records

Group ratification status: Records pending group ratification

Record Type: All records

First Name: [Empty]

Last Name: [Empty]

Group: All groups

Category: All locations

Distance/Time: [Empty]

Gender: All genders

Machine: All machines

Year: -- Select Year --

Filter

All group records

✓ The records are up to date OR the system is in the middle of a processing run

Result	Age	Name	Club	Year	Course	Event	Distance	Category	Machine	Gender	Ratification	Actions
00:30:00	59	TestFirstName1 TestLastName1	TestClub	2023	Test Course	Test Event	15 Mile	Road time trial	Solo bike	Male	Pending Group Ratification	Edit Delete

< previous next >

1 of 1

Click on pending group ratification and approve or reject

The screenshot shows the 'Records' page for a 'VTTA group'. On the left is a sidebar with navigation options like Dashboard, Membership, and Performances. The main area displays a table of records. A green arrow points to the 'Pending Group Ratification' dropdown in the 'Ratification' column. The dropdown menu is open, showing 'Approve Group Record' and 'Reject Group Record' options. A status message at the top of the table area reads: '✓ The records are up to date OR the system is in the middle or a processing run'.

Result	Age	Name	Club	Year	Course	Event	Distance	Category	Machine	Gender	Ratification	Actions
00:30:00	59	TestFirstName1 TestLastName1	TestClub	2023	Test Course	Test Event	15 Mile	Road time trial	Solo bike	Male	Pending Group Ratification	Edit Delete

Click on All Group Records and see the record is ratified

The screenshot shows the VTTA group record management interface. The left sidebar contains a navigation menu with the following sections:

- DASHBOARD
 - Dashboard
- MEMBERSHIP
 - VTTA Members
 - Payments
 - Donations
- PERFORMANCES
 - Records
 - Add record
 - Current group records
 - All group records
 - Competitions
 - Member Standards
- USERS & GROUPS
 - Manage Group
 - Website Users
 - Officials
- CONTENT
 - News

The main content area displays the 'All group records' table. A message at the top states: 'The records are awaiting an update. Sit tight, grab a brew and wait :-)'

Result	Age	Name	Club	Year	Course	Event	Distance	Category	Machine	Gender	Ratification	Actions
00:19:03	59	TestFirstName1 TestLastName1	TestClub	2023	Test Course	Test Event	10 Mile	Road time trial		Male	Group Rejected	Edit Delete
03:33:00	59	TestFirstName1 TestLastName1	TestClub	2023	Test Course	Test Event	100 Mile	Road time trial	Solo bike		Group Ratified	Edit Delete
00:30:00	59	TestFirstName1 TestLastName1	TestClub	2023	Test Course	Test Event	15 Mile	Road time trial	Solo bike	Male	Group Ratified	Edit Delete

Navigation controls at the bottom of the table include '< previous' and 'next >' buttons, and a page indicator '1 of 1'.

Notification email sent to rider “Congratulations...”



Congratulations TestFirstName1 TestLastName1

Event: Test Event
Date: 14/07/2023
Distance: 15 Mile
Course: Test Course
Result: 00:30:00
Age: 59

We are now waiting for a recorder to ratify the record. If this happens, you will be notified again.

Great riding!

Notification email sent to official
“New Record found!”

Notification of sent to rider “Your record has been ratified”



TestFirstName1 TestLastName1, your record has been approved

Event: Test Event

Distance: 15 Mile

Date: 14/Jul/23

Result: 00:30:00

National Record: No

Group Record: Yes

Group: Test group

Age: 59

You can view records at <https://www.vtta.org.uk/>

National Records management

For anyone with Admin access

Admin adds a national record

The screenshot shows the VTTA admin interface. The left sidebar contains a navigation menu with categories: Dashboard, MEMBERSHIP (VTTA Members, Donations, Payment Logs), RECORDS/COMPS/STANDARDS (Records, Add record, National records, Group records, All records, Import records), Competitions, Member Standards, CONTENT (Content, News, Forms, Documents, Feeds, Tags), USERS & GROUPS (Groups, Website Users, Officials), and SETUP (Membership Categories). The main content area is titled 'Add record' and contains the following fields:

- Rider**: Record holder is a member.
- Member**: Select Member
- Member id**: 9999990
- First Name**: TestFirstName1
- Last Name**: TestLastName1
- Group**: Test group
- Club**: TestClub
- Gender**: Male
- Age on day of event**: 59
- Machine**: Solo bike
- Record**: Road time trial
- Category**: Road time trial
- Distance/Time**: 100 Mile
- Distance/Time result**: (empty field)

After completing the form, click the submit button once and wait.

There is 10 second delay for the form to be validated and then the form is replaced by the all records screen.

Do not click the submit button multiple times; if you do multiple records are submitted; although the system will clear them it adds an overhead to the processing.

Admin All Records display for this rider - *initial*

The screenshot shows the VTTA admin interface. The sidebar on the left contains navigation options: Dashboard, MEMBERSHIP (VTTA Members, Donations, Payment Logs), RECORDS/COMPS/STANDARDS (Records, Add record, National records, Group records, All records, Import records), Competitions, Member Standards, CONTENT (Content, News, Forms, Documents, Feeds, Tags), and USERS & GROUPS (Groups, Website Users, Officials). The main content area is titled 'Records' and features a filter panel on the left with dropdowns for Ratification status, Group Ratification status, Record Type, First Name, Last Name, Group, Category, Distance/Time, Gender, Machine, and Year, along with a 'Filter' button. The main table displays 'All records' with a warning banner: 'The records are awaiting an update. Sit tight, grab a brew and wait :-)'

Result	Age	Name	Group	Year	Course	Event	Distance/Time	Category	Machine	Gender	Ratification	Actions
00:19:03	59	TestFirstName1 TestLastName1	Test group	2023	Test Course	(30/05/2023, 07:20)	10 Mile	Road time trial	Solo bike	Male	Rejected- Group Rejected-	Edit Delete
00:30:00	59	TestFirstName1 TestLastName1	Test group	2023	Test Course	(14/07/2023, 15:00)	15 Mile	Road time trial	Solo bike	Male	Group Ratified-	Edit Delete
03:32:58	59	TestFirstName1 TestLastName1	Test group	2023	Test Course	(14/07/2023, 15:22)	100 Mile	Road time trial	Solo bike	Male		Edit Delete

The table also includes pagination controls: '< previous next >' and '1 of 1'.

The orange banner shows the system is updating the record database

The record just added appears 3rd in the list

Admin All records display for this rider - *after a few minutes processing*

The screenshot shows the VTTA admin interface. On the left is a sidebar with navigation options: Dashboard, MEMBERSHIP (VTTA Members, Donations, Payment Logs), RECORDS/COMPS/STANDARDS (Records, Add record, National records, Group records, All records, Import records), Competitions, Member Standards, and CONTENT (Content, News, Forms). The main area is titled 'Records' and contains a filter panel with dropdowns for Ratification status, Group Ratification status, Record Type, and text inputs for First Name and Last Name. Below the filter panel is a table of records. A blue banner at the top of the table area reads: 'The records are up to date OR the system is in the middle or a processing run'. The table has columns: Result, Age, Name, Group, Year, Course, Event, Distance/Time, Category, Machine, Gender, Ratification, and Actions. The third record is highlighted and shows a 'Group Ratified' status. Below the table are navigation buttons '< previous' and 'next >' and a page indicator '1 of 1'.

Result	Age	Name	Group	Year	Course	Event	Distance/Time	Category	Machine	Gender	Ratification	Actions
00:19:03	59	TestFirstName1 TestLastName1	Test group	2023	Test Course	(30/05/2023, 07:20)	10 Mile	Road time trial	Solo bike	Male	Rejected Group Rejected	Edit Delete
00:30:00	59	TestFirstName1 TestLastName1	Test group	2023	Test Course	(14/07/2023, 15:00)	15 Mile	Road time trial	Solo bike	Male	Group Ratified	Edit Delete
03:32:58	59	TestFirstName1 TestLastName1	Test group	2023	Test Course	(14/07/2023, 15:22)	100 Mile	Road time trial	Solo bike	Male	Pending ratification Pending Group Ratification	Edit Delete

The orange banner changes to blue and the ratification buttons appear

The record just added appears 3rd in the list

There are separate buttons for national record and group ratification

View national record pending ratification on the website



Veterans Time Trials Association
Competitive Cycling for Life

f t Jon ▾

Home News Groups ▾ Events/Results ▾ Age adjustments ▾ Competitions ▾ Records ▾ About ▾

National Records

🏠 VTTA home » National Records

Download

First Name

Last Name

Category
Road time trial ▾

Distance/Time
100 Mile ▾

Gender
Men ▾

Machine
Solo bike ▾

Name	Age	Year	Group	Course	Event	Distance/Time	Record
Richard Bideau	46	2017	North Lancashire Lakes	E2/100c	ECCA	100 Mile	03:18:54
Adam Topham	47	2015	Wessex	A100/4	ECCA	100 Mile	03:22:40
Dave Green	53	2017	East Anglian	E2/100	ECCA	100 Mile	03:30:34
TestFirstName1 TestLastName1	59	2023	Test group	Test Course	Test Event	100 Mile	03:32:57 ⚠
David Shepherd	60	2021	Wessex	A100/4	BDCA	100 Mile	03:34:21
Peter Greenwood	65	2017	North Lancashire & Lakes	T100/2	Stockton Wheelers	100 Mile	03:43:16
Andrew Grant	66	2019	East Anglian	B100/4	EDCA	100 Mile	03:49:03
Chris Nudds	68	2017	East Anglian	E2/100	ECCA	100 Mile	03:57:54
David Hargreaves	73	2019	North Lancashire & Lakes	A100/4	BDCA	100 Mile	03:58:46

Ignore the difference between 03:32:57 and 03:32:58 in previous screens, this because the process was repeated when documenting it

Click on pending ratification and approve

The screenshot displays the VTTA admin interface. On the left is a dark sidebar with navigation options: Dashboard, MEMBERSHIP (VTTA Members, Donations, Payment Logs), RECORDS/COMPS/STANDARDS (Records, Add record, National records, Group records, All records, Import records), Competitions, Member Standards, and CONTENT (Content, News). The main area is titled 'Records' and includes a filter sidebar with sections for Ratification status, Group Ratification status, Record Type, First Name, Last Name, Group, Category, and Distance/Time. The main content area shows a table of records with a blue notification banner at the top: 'The records are up to date OR the system is in the middle of a processing run'. The table has columns for Result, Age, Name, Group, Year, Course, Event, Distance, Time, Category, Machine, Gender, Ratification, and Actions. A green arrow points to the 'Pending ratification' dropdown menu for the record with a result of 03:32:58. The dropdown menu is open, showing 'Approve record' and 'Reject record' options.

Result	Age	Name	Group	Year	Course	Event	Distance	Time	Category	Machine	Gender	Ratification	Actions
00:19:03	59	TestFirstName1 TestLastName1	Test group	2023	Test Course	(30/05/2023, 07:20)	10 Mile		Road time trial	Solo bike	Male	Rejected Group Rejected	Edit Delete
00:30:00	59	TestFirstName1 TestLastName1	Test group	2023	Test Course	(14/07/2023, 15:00)	15 Mile		Road time trial	Solo bike	Male	Group Ratified	Edit Delete
03:32:58	59	TestFirstName1 TestLastName1	Test group	2023	Test Course	(14/07/2023, 15:22)	100 Mile		Road time trial	Solo bike	Male	Pending ratification	Edit Delete

The system updates the database

The image displays two side-by-side screenshots of the VTTA admin interface, illustrating the system's update process for records.

Left Screenshot (Updating): A green banner at the top states "The record has been updated". Below it, an orange banner with a warning icon reads "The records are awaiting an update. Sit tight, grab a brew and wait :-)". The table below shows records with various ratification statuses: "Rejected", "Group Rejected", "Group Ratified", and "Satisfied".

Result	Age	Name	Group	Year	Course	Event	Distance/Time	Category	Machine	Gender	Ratification	Actions
00:19:03	59	TestFirstName1 TestLastName1	Test group	2023	Test Course	(30/05/2023, 07:20)	10 Mile	Road time trial	Solo bike	Male	Rejected Group Rejected	Edit Delete
00:30:00	59	TestFirstName1 TestLastName1	Test group	2023	Test Course	(14/07/2023, 15:00)	15 Mile	Road time trial	Solo bike	Male	Group Ratified	Edit Delete
03:32:58	59	TestFirstName1 TestLastName1	Test group	2023	Test Course	(14/07/2023, 15:22)	100 Mile	Road time trial	Solo bike	Male	Satisfied Pending Group Ratification	Edit Delete

Right Screenshot (Up to Date): A blue banner with a checkmark reads "The records are up to date OR the system is in the middle of a processing run". The table below shows records with statuses: "Rejected", "Group Ratified", and "Pending Group Ratification".

Result	Age	Name	Group	Year	Course	Event	Distance/Time	Category	Machine	Gender	Ratification	Actions
00:19:03	59	TestFirstName1 TestLastName1	Test group	2023	Test Course	(30/05/2023, 07:20)	10 Mile	Road time trial	Solo bike	Male	Rejected Group Rejected	Edit Delete
00:30:00	59	TestFirstName1 TestLastName1	Test group	2023	Test Course	(14/07/2023, 15:00)	15 Mile	Road time trial	Solo bike	Male	Group Ratified	Edit Delete
03:32:58	59	TestFirstName1 TestLastName1	Test group	2023	Test Course	(14/07/2023, 15:22)	100 Mile	Road time trial	Solo bike	Male	Ratified Pending Group Ratification	Edit Delete

The banner is orange while the database is updating, and changes to blue when done and the button changes to green, ratified

National Record shows on website after ratification

National Records

🏠 VTTA home » National Records

Download

First Name

Last Name

Category
Road time trial ▾

Distance/Time
100 Mile ▾

Gender
Men ▾

Machine
Solo bike ▾

Include beaten records

Name	Age	Year	Group	Course	Event	Distance/Time	Record
Richard Bideau	46	2017	North Lancashire & Lakes	E2/100c	ECCA	100 Mile	03:18:54
Adam Topham	47	2015	Wessex	A100/4	BDCA	100 Mile	03:22:40
Dave Green	53	2017	East Anglian	E2/100	ECCA	100 Mile	03:30:34
TestFirstName1 TestLastName1	59	2023	Test group	Test Course	Test Event	100 Mile	03:32:57
David Shepherd	60	2021	Wessex	A100/4	BDCA	100 Mile	03:34:21
Peter Greenwood	65	2017	North Lancashire & Lakes	T100/2	Stockton Wheelers	100 Mile	03:43:16
Andrew Grant	66	2019	East Anglian	B100/4	EDCA	100 Mile	03:49:03
Chris Nudds	68	2017	East Anglian	E2/100	ECCA	100 Mile	03:57:54
David Hargreaves	73	2019	North Lancashire & Lakes	A100/4	BDCA	100 Mile	03:58:46
David Hargreaves	74	2020	North Lancashire & Lakes	A100/4	BDCA	100 Mile	04:03:52

Ignore the difference between 03:32:57 and 03:32:58 in previous screens, this because the process was repeated when documenting it

Notification email sent to rider - “Congratulations..”



Congratulations TestFirstName1 TestLastName1

Event: Test Event

Date: 15/07/2023

Distance: 100 Mile

Course: Test Course

Result: 03:32:57

Age: 59

We are now waiting for a recorder to ratify the record. If this happens, you will be notified again.

Great riding!

Notification email sent to officials - “New Record Found”



Hi Admin!

We think we have found a new record:

Member: Diane Hynam

Age: 71

Group: South Wales

Location: Road time trial

Date Achieved: 09/04/2023

Event: Bynea CC

Distance: 25 Mile

Machine: Solo bike

Result: 01:28:09

Thanks

Because the Testlastname1 record was added manually, no notification is sent to the recorder.

This New Record found email example was automatically found when the event results were loaded.

Ratification email sent to rider: “Your record has been ratified”



TestFirstName1 TestLastName1, your record has been approved

Event: Test Event

Distance: 100 Mile

Date: 15/Jul/23

Result: 03:32:57

National Record: Yes

Group Record: Yes

Group: Test group

Age: 59

You can view records at <https://www.vtta.org.uk/>

Thank You

End