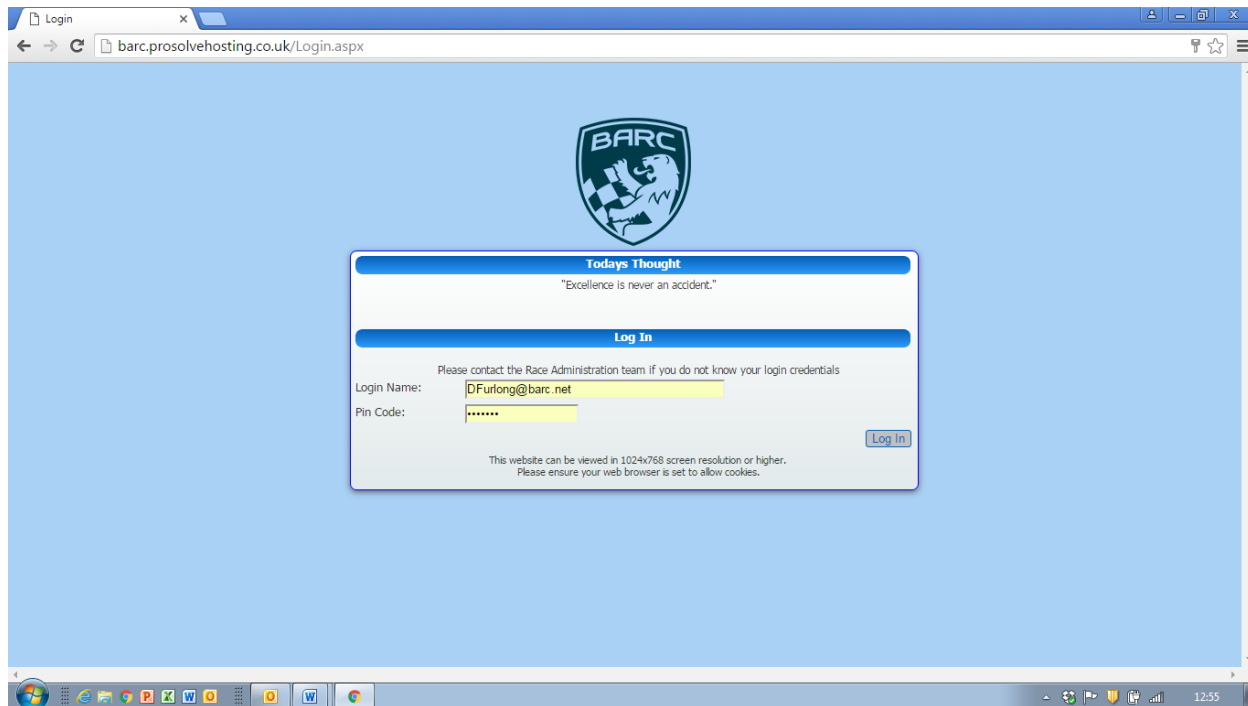


# Home Screen and Log In

Go to <http://barc.prosolvehosting.co.uk> (this will be a link on the BARC.NET website)

The login page will be displayed as below:



Please enter the details as requested:

- a. Login name which is your registered email address
- b. Pin code as supplied by the club
- c. Click Log In button

## I don't have a Pin Number – what do I need to do?

Your PIN Number will be issued to you by the Competitions Department, once you have registered for a BARC championship. You can do this in one of two ways:

1. By telephone to (01264) 882209
2. By email to [DWheadon@barc.net](mailto:DWheadon@barc.net)

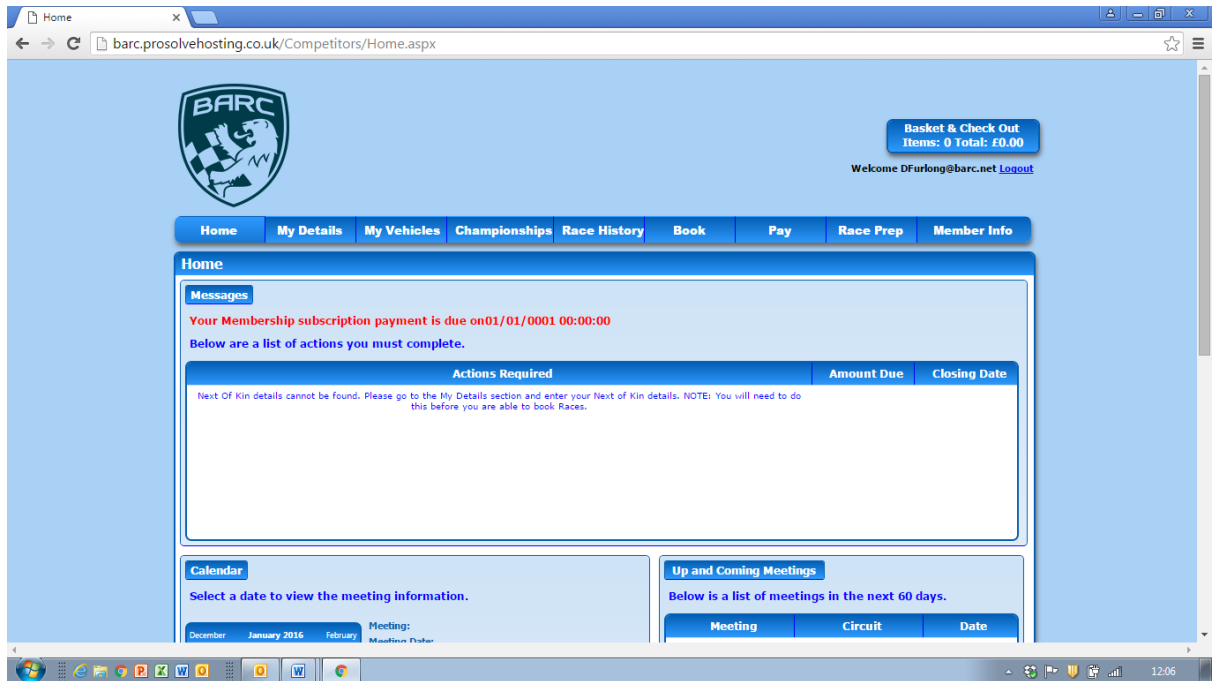
In both cases, please confirm

- (a) Your name
- (b) Your email address (this will be your username and will be used for all correspondence)
- (c) The name of the championship for which you would like to register
- (d) The make, model and cc of your car
- (e) The class (if applicable) and
- (f) Your preferred championship number

Once you have provided these details you will receive an email confirming your registration process and you can then log in using your username (email address) and your allocated Pin Number using the link above.

# Home Page

The home page will be displayed as below. You can navigate using the menus at the top. This page will any notifications which you may need to action. The Home Page also displays a calendar which you can scroll through by clicking the appropriate month. Each date in the calendar will display with a coloured background depending on the activity taking part on that date. You will also see details of any correspondence which has been sent to you by the BARC Competitions Department.



The screenshot shows a web browser window with the URL `barc.prosolvehosting.co.uk/Competitors/Home.aspx`. The page features the BARC logo in the top left corner. In the top right, there is a blue box indicating 'Basket & Check Out Items: 0 Total: £0.00' and a welcome message 'Welcome Dfurlong@barc.net' with a 'Logout' link.

A horizontal navigation menu is located below the header, with tabs for: Home, My Details, My Vehicles, Championships, Race History, Book, Pay, Race Prep, and Member Info. The 'Home' tab is currently selected.

The main content area is divided into several sections:

- Messages:** A red alert states 'Your Membership subscription payment is due on 01/01/0001 00:00:00'. Below this, it says 'Below are a list of actions you must complete.'
- Actions Required:** A table with columns 'Amount Due' and 'Closing Date'. The table contains one entry: 'Next Of Kin details cannot be found. Please go to the My Details section and enter your Next of Kin details. NOTE: You will need to do this before you are able to book Races.'
- Calendar:** A section with a 'Select a date to view the meeting information.' prompt. Below it, a calendar for January 2016 is visible, with 'December' and 'February' as clickable options. A 'Meeting: Mountain Driver' is listed for the selected date.
- Up and Coming Meetings:** A section with the prompt 'Below is a list of meetings in the next 60 days.' and a table with columns 'Meeting', 'Circuit', and 'Date'.

The Windows taskbar at the bottom shows various application icons and the system clock displaying 12:08.

# My Details

Click on “My Details” and a screen will be displayed showing your contact details. Some of this may already have been prepopulated as the system will have dragged some of your information across from the BARC Membership system. If some of the details are blank or for that matter incorrect, you can change them here.

## Personal Details

Here you will see a field for Home Town – this is used to show your Home Town in event programmes. So if you live in Bristol and want to show your Home Town as Aberdeen, you can do so here.

## Contact Details

Please ensure that your telephone number are correct as we may need to contact you by phone. Also note that if you change your email address here, this will also change your login username name – Beware.

## Driving Details

Please make sure that you update your Licence grade and also your licence number. These details will be used to produce sign on sheets.

The Insurance Details doesn't need to be filled in but is a handy record if you need to record any insurance records you may have for your vehicle.

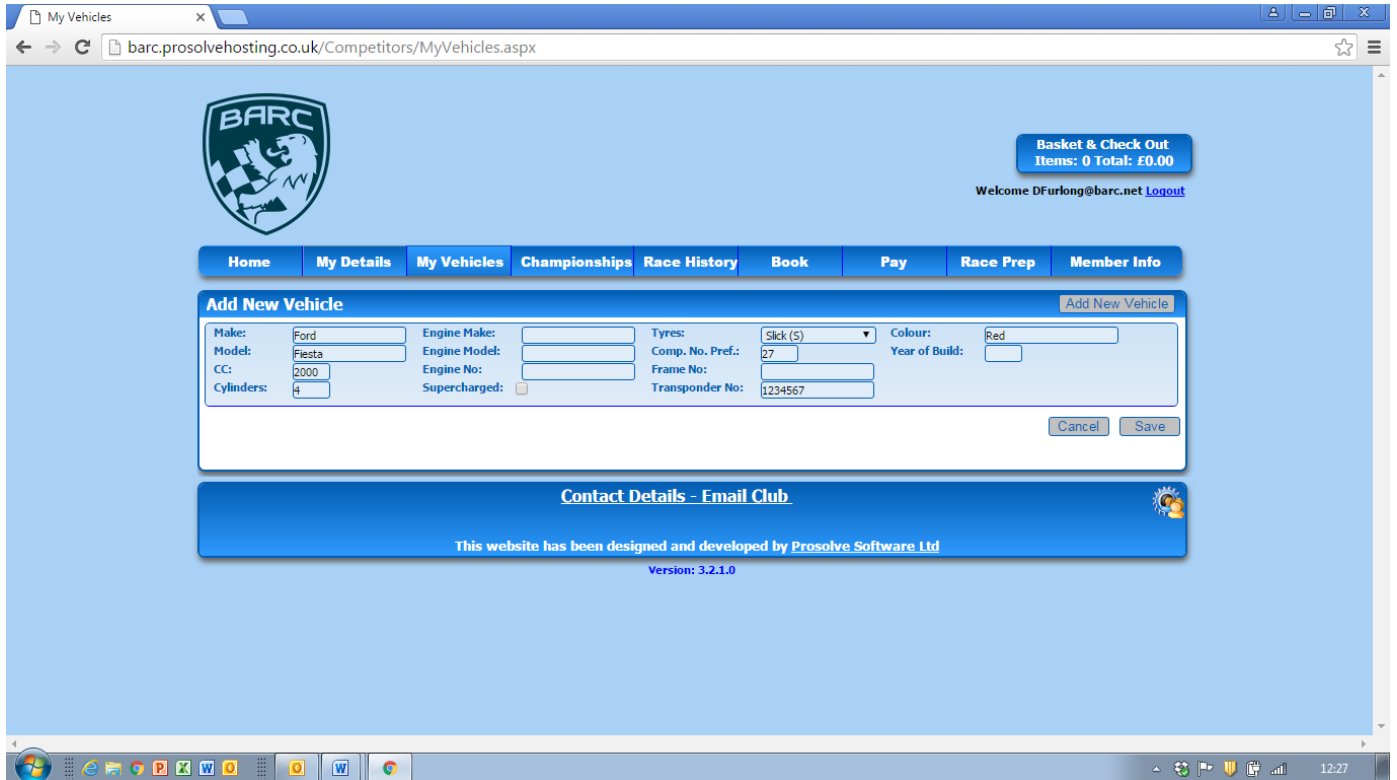
Your Next of Kin details must be entered if you wish to make a race entry. This means that the organisers will have this information available on race day should they need to access them. This is important, so please make sure you fill them in correctly.

Finally, please make a note of any Medical Conditions which we may need to bring to the attention of the Chief Medical Officer.

When you have completed all of the information, just click “Save” at the bottom of the page. You should see a message stating “My details saved successfully”

# My Vehicles

The next tab is “My Vehicles”. Again this may already contain your vehicle details but if they don’t, then you can click on the “Add Vehicle” button which will open a new vehicle detail screen.



My Vehicles

barc.prosolvehosting.co.uk/Competitors/MyVehicles.aspx

**BARC**

Basket & Check Out  
Items: 0 Total: £0.00

Welcome DFurlong@barc.net [Logout](#)

Home My Details **My Vehicles** Championships Race History Book Pay Race Prep Member Info

**Add New Vehicle** Add New Vehicle

Make: Ford Engine Make: Tyres: Slick (S) Colour: Red  
Model: Fiesta Engine Model: Comp. No. Pref.: 27 Year of Build:  
CC: 2000 Engine No: Frame No:  
Cylinders: 4 Supercharged: ☐ Transponder No: 1234567

Cancel Save

Contact Details - Email Club

This website has been designed and developed by Prosolve Software Ltd  
Version: 3.2.1.0

Again fill in all of the details that are applicable. Please note that we will need your transponder number as this will be used by TSL who provide the timing services at our events. Once you have finished, then click on “Save”.

You can save multiple vehicle details here as you may be competing in two different championships with different cars. Again if you need to add another vehicle for a different championship you can do so by clicking the “Add Vehicle” button again. Remember to click “Save” when you have completed the details for the additional car.

# My Championships

The next tab is “My Championships”. If a championship is not displayed then you will need to contact BARC Competitions Department who can add you to your requested championship. The screen will then look something like this.

The screenshot shows a web browser window with the URL [barc.prosolvehosting.co.uk/Competitors/Championships.aspx](http://barc.prosolvehosting.co.uk/Competitors/Championships.aspx). The page is titled "British RallyCross Championship (BRX) 2016" and is updated on 27 Jan 2016 by David.Whea user. The user is logged in as Dfurlong@barc.net.

The page features a navigation bar with the following tabs: Home, My Details, My Vehicles, Championships, Race History, Book, Pay, Race Prep, and Member Info. The "Championships" tab is selected.

The main content area is divided into several sections:

- Overview:** Displays registration details for the 2016 championship. The user is registered on 27 Jan 2016, driving a Ford Fiesta (2000) SUPERCAR. The team sponsor is Shamrock Racing, and the second driver is not specified.
- Registered Drivers:** A table showing the user's registration details.
- Team Sponsor:** A section for entering team sponsor information, with a "Has Team Sponsor" checkbox and fields for sponsor name, address, and contact details.
- Championship Rounds:** A table listing the rounds of the championship, including round number, date, event description, circuit, fee, and closing date.

Rnd	Round Date	Event Description	Circuit	Fee	Closing Date
1	06 Mar 2016	British RallyCross Championship (BRX)	Croft	£275.00	02 Mar 2016
2	27 Mar 2016	British RallyCross Championship (BRX)	Lydden Hill	£275.00	24 Mar 2016
3	01 May 2016	British RallyCross Championship (BRX)	Pembrey	£450.00	27 Apr 2016
4	16 Jul 2016	British RallyCross Championship (BRX)	Massmechlen	£100.00	13 Jul 2016

You can update your Sponsor details from the default which is displayed as “Driver”. Again remember to click the “Save” button when you are finished.

# Race History

The next tab is “Race History”. Over the period of time you compete with BARC using the online system, your results for the various events you have entered and competed in will be displayed here.



## Book Screen

By clicking on the Book Tab you will see displayed all those “Championship Races” which are available for you to enter. Again if no championship rounds are displayed this may be due to the fact that you have not yet been allocated to a championship (or you may have already booked all rounds!). In this case please contact BARC Competition Department either by telephone on (01264) 882209 or by email to [DWheadon@barc.net](mailto:DWheadon@barc.net)

You can now book what events you wish to enter during the season. This can be for a single event or you can book multiple events by selecting the appropriate tickbox in the first column. Please remember that you are only selecting which events you wish to compete in. You do not have to pay for these events until you wish to do so by using the “Pay” tab. However, it is a good idea to book those events you are planning to do as this will give the Competitions Department a better idea of the likely number of competitors attending and remove the necessity of them contacting you to see if you do wish to enter.

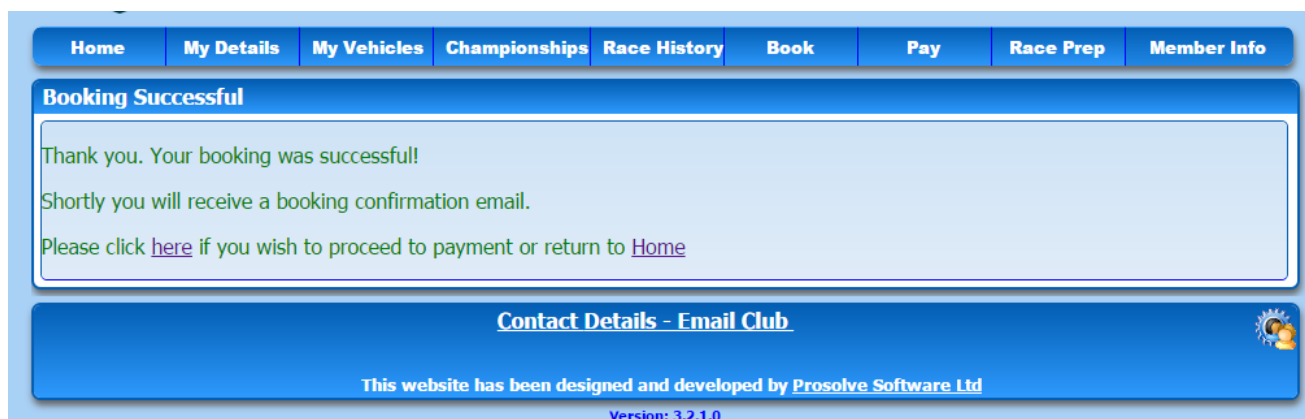
After you have selected all of the events you wish to enter, simply tick the disclaimer box and then select “Book Events”.



The screenshot shows the BARC Book Events page. At the top, there is a navigation bar with tabs: Home, My Details, My Vehicles, Championships, Race History, Book, Pay, Race Prep, and Member Info. The 'Book' tab is selected. Below the navigation bar, there is a 'Book Events' section with a sub-header 'Available Championship Races'. This section contains a table with columns: Book, Start Date, Meeting, Event Description, Circuit, Vehicle, Entry Fee, Closing Date, and MSA Regulations. The table lists several events, with some rows having checkboxes in the 'Book' column. A 'Basket & Check Out' button is visible in the top right corner, showing 'Items: 0 Total: £0.00'. Below the table, there is another section for 'Available Open Races'.

Book	Start Date	Meeting	Event Description	Circuit	Vehicle	Entry Fee	Closing Date	MSA Regulations
<input type="checkbox"/>	06 Mar 2016	HQ61 BRX Croft	British RallyCross Championship (BRX)	Croft	Ford Fiesta (2000)	£275.00	02 Mar 2016	<a href="#">msaRegs</a>
<input checked="" type="checkbox"/>	27 Mar 2016	HQ62 BRX Lydden Hill	British RallyCross Championship (BRX)	Lydden Hill	Ford Fiesta (2000)	£275.00	24 Mar 2016	<a href="#">msaRegs</a>
<input type="checkbox"/>	01 May 2016	HQ63 BRX Pembrey	British RallyCross Championship (BRX)	Pembrey	Ford Fiesta (2000)	£450.00	27 Apr 2016	<a href="#">msaRegs</a>
<input checked="" type="checkbox"/>	16 Jul 2016	HQ65 BRX Massmechlen	British RallyCross Championship (BRX)	Massmechlen	Ford Fiesta (2000)	£100.00	13 Jul 2016	<a href="#">msaRegs</a>
<input checked="" type="checkbox"/>	29 Aug 2016	HQ66 BRX Lydden Hill	British RallyCross Championship (BRX)	Lydden Hill	Ford Fiesta (2000)	£275.00	26 Aug 2016	<a href="#">msaRegs</a>
<input type="checkbox"/>	25 Sep 2016	HQ67 BRX Pembrey	British RallyCross Championship (BRX)	Pembrey	Ford Fiesta (2000)	£275.00	22 Sep 2016	<a href="#">msaRegs</a>
<input type="checkbox"/>	22 Oct 2016	HQ68A BRX Croft	British RallyCross Championship (BRX)	Croft	Ford Fiesta (2000)	£275.00	19 Oct 2016	<a href="#">msaRegs</a>

You will then see the following message displayed confirming the booking process:



The screenshot shows the 'Booking Successful' message. It includes a navigation bar with tabs: Home, My Details, My Vehicles, Championships, Race History, Book, Pay, Race Prep, and Member Info. The 'Book' tab is selected. Below the navigation bar, there is a 'Booking Successful' section with a sub-header 'Thank you. Your booking was successful!'. It also includes a message: 'Shortly you will receive a booking confirmation email.' and a link: 'Please click [here](#) if you wish to proceed to payment or return to [Home](#)'. At the bottom, there is a 'Contact Details - Email Club' button and a footer message: 'This website has been designed and developed by Prosolve Software Ltd. Version: 3.2.1.0'.

# Pay Screen

The Pay Screen will display all of the races which you have booked but you have not yet paid.

The screenshot shows a web browser window titled 'Pay For Events' with the URL 'barc.prosolvehosting.co.uk/Competitors/PayForEvents.aspx'. The page has a navigation bar with links: Home, My Details, My Vehicles, Championships, Race History, Book, Pay, Race Prep, and Member Info. The 'Pay' section is active, displaying a message: 'The following races are ready for payment, simply select the races you wish to pay for and click 'Add to Basket', then select the 'Basket & Check Out' at the top of the screen to pay.'

Pay	Start Date	Meeting	Event Description	Booked On	Circuit	Vehicle	Closing Date	Paid	Due
<input checked="" type="checkbox"/>	27 Mar 2016	HQ62_BRX Lydden Hill	British RallyCross Championship (BRX)	27 Jan 2016	Lydden Hill	Ford Fiesta (2000)	24 Mar 2016	£0.00	£275.00
<input type="checkbox"/>	16 Jul 2016	HQ65_BRX Massmechlen	British RallyCross Championship (BRX)	27 Jan 2016	Massmechlen	Ford Fiesta (2000)	13 Jul 2016	£0.00	£100.00
<input type="checkbox"/>	29 Aug 2016	HQ66_BRX Lydden Hill	British RallyCross Championship (BRX)	27 Jan 2016	Lydden Hill	Ford Fiesta (2000)	26 Aug 2016	£0.00	£275.00

Below the table are buttons for 'Withdraw' and 'Add To Basket'. A disclaimer is shown: 'You are reminded of the following Disclaimer: Whilst we will make every effort to allow you to compete, a race entry cannot always be guaranteed, even with booking and payment in advance.' A larger MSA Disclaimer follows: 'MSA Disclaimer: These meetings will be held under the General Regulations of the MSA (incorporating the provisions of the International Sporting Code of the FIA) and the Supplementary Regulations and any ASR's or written instructions the organising club may issue for the event. Please read Final Instructions or subsequent bulletins issued to you for these events. The Organisers reserve the right to postpone, abandon or cancel the meeting or any part thereof. In this event the competitor or entrant has no right to claim against the Organisers in respect of any loss or expense he may thereby incur.'


You can select each event that you wish to pay for by selecting the appropriate tickbox as you have done previously on the book screen. You can now either “Withdraw” from the selected event or “Add to Basket” to then proceed to scheck out to pay the entry fee. By selecting “Withdraw” the following warning will be displayed

A blue-bordered dialog box titled 'Confirm Race Withdrawl' (note the typo) with the question 'Are you sure you wish to withdraw from these races ?' in red text. Below the question are two buttons: 'Yes' and 'No'.

Select “Yes” to withdraw or “No” to return to the previous screen.

If you select “Yes” to withdraw from the event, the event will be removed from the Pay Screen. You will also receive an email confirmation of your withdrawal from the event. The withdrawn event will now be available in the Book Screen should you wish to re-enter in the future.


By clicking on “Add to Basket” the selected event will be removed from the Pay Screen and you will now see that the payment amount has been added to your Basket which is displayed in the top right hand corner of the screen.

Having added all of the events into the Basket you can now click on the  icon to go to the Check Out screen.




The checkout screen is shown below:

The screenshot shows a web browser window with the URL [barc.prosolvehosting.co.uk/Competitors/ViewBasket.aspx](http://barc.prosolvehosting.co.uk/Competitors/ViewBasket.aspx). The page features the BARC logo and a navigation menu with links: Home, My Details, My Vehicles, Championships, Race History, Book, Pay, Race Prep, and Member Info. A 'Basket & Check Out' box in the top right corner displays 'Items: 1 Total: £275.00' and a welcome message for 'DFurlong@barc.net' with a 'Logout' link. The main 'Basket' section contains a table with the following data:

	StartDate	Closing Date	Meeting	No	Race Description	Circuit	Due
	06 Mar 2016	02 Mar 2016	HQ61 BRX Croft	0	British RallyCross Championship (BRX)	Croft	£275.00

To the right of the table, a summary box shows: Surcharge £0.00, Sub Total £275.00, and Total £275.00. Below the table are 'Clear Basket' and 'Proceed To Checkout' buttons. At the bottom, a blue banner reads 'Contact Details - Email Club' and 'This website has been designed and developed by Prosolve Software Ltd Version: 3.2.1.0'.

If you have selected the wrong event to pay you can remove that event from your basket by selecting the  button.

When you are satisfied that you have select the correct event, select the “Proceed to Checkout” option at the bottom of the screen. You will now be on the “Make Payment” Screen.

The screenshot shows a web browser window with the URL [barc.prosolvehosting.co.uk/Competitors/Payment.aspx](http://barc.prosolvehosting.co.uk/Competitors/Payment.aspx). The page features the BARC logo and a navigation menu. The main 'Payment' section contains the following text:

Please click the **Make Payment** button below to transfer you to our secure server for payment processing

or

click the **Back** button to continue shopping

**WARNING:**

If you have a default second driver and they are not racing with you, or if you have someone different racing with you, please ensure you correct the second driver details after payment.

These details can be viewed and amended under the Race Prep section.

Please also check your address details carefully on the payment gateway to ensure they correspond to your payment card's registered address.

I have read and understood the above warnings and wish to proceed to payment ☒

Buttons for 'Make Payment' and 'Back' are located at the bottom right of the warning box. Below this, a blue banner reads 'Contact Details - Email Club | Prosolve Software'. A disclaimer follows: 'Disclaimer: Whilst we will make every effort to allow you to compete, a race entry cannot always be guaranteed, even with booking and payment in advance. MSA Disclaimer: These meetings will be held under the General Regulations of the MSA (incorporating the provisions of the International Sporting Code of the FIA) and the Supplementary Regulations and any ASR's or written instructions the organising club may issue for the event. Please read Final Instructions or subsequent bulletins issued to you for these events. The Organisers reserve the right to postpone, abandon or cancel the meeting or any part thereof. In this event the competitor or entrant has no right to claim against the Organisers in respect of any loss or expense he may thereby incur.' At the bottom, it states 'This website has been designed and developed by Prosolve Software Ltd'.

Tick the box to confirm the warning and then select “Make Payment” to be transferred to the Worldpay Gateway.

# Race Prep Screen

All events which you have booked and paid for will appear in the Race Prep screen. You can select the down arrow to the right of each entry to expand the details for each event.

**23 Oct 2016 - British RallyCross Championship (BRX) BGP - HQ68B BRX Croft** Updated on 27 Jan 2016 by WEB user

**Race Overview**

<b>Meeting:</b> HQ68B BRX Croft British Grand Prix	<b>Circuit:</b> Croft	<b>Date Licence Signed:</b>
<b>Race Description:</b> British RallyCross Championship (BRX) BGP	<b>Vehicle:</b> Ford Fiesta (2000)	<b>Comp. No. Allocated:</b>
<b>Meeting Date:</b> 23 Oct 2016	<b>C'ship/Series:</b> British RallyCross Championship (BRX)	<b>Booked By:</b> David.Whea
<b>Entrant Closing:</b> 19 Oct 2016		<b>Booked On:</b> 27 Jan 2016
<b>Race No:</b> 0		<b>Race Entry ID:</b> 15

**Vehicle**

Ford Fiesta 2000

**Make:** Ford  
**Model:** Fiesta  
**Class:** SUPERCAR  
**CC:** 2000  
**Cylinders:** 4  
**Supercharged:** No  
**Tyres:** S  
**Comp. No. Pref:** 27  
**Engine Make:**  
**Engine Model:**  
**Engine No:**  
**Year Of Build:** 0  
**Transponder No:** 1234567  
**Frame No:**  
**Colour:** Red

**Sponsor**

**Default Team Sponsor:** ☒ **Clear Team Sponsor**

**Sponsor Name:** Shamrock Racing  
**Entrant Licence No:**  
**Title:**  
**Forename:**  
**Surname:**  
**Email:**  
**Telephone:**  
**Address1:**  
**Address2:**  
**Town:**  
**County:**  
**Country:**  
**Post Code:**

**Circuit Experience**

**First Time On Circuit:** ☒  
**Second Driver First Time On Circuit:** ☐

**Correspondence**

**Send To Competitor:** ☒  
**Use Competitor Alt. Address:** ☐

**Title:**  
**Forename:**  
**Surname:**  
**Address1:**  
**Address2:**  
**Address3:**  
**Address4:**  
**Town:**  
**County:**  
**Country:**  
**Post Code:**

In this page you can change your vehicle for the race. However, an alternative vehicle would first have to be entered under the "My Vehicles" tab.

You can amend the race sponsor by selecting "Clear Team Sponsor" which will then change the entry to the default option which is "Driver" entry.

In accordance with MSA Regulations, you will also need to declare if this is your first time competing at this circuit in its current configuration. If it is you should select the tickbox under "Circuit Experience".

## Correspondence

The default option for tickets is to the competitor's postal address. You can specify an alternative address for this event only. This is handy if for example you want all your tickets sent to your team or sponsor.