

# Safe and correct operation of scoreboards

1. **Assembling the equipment**
2. **Using the boards for scoring**
3. **Dismantling and cleaning the scoreboards**

## What we Provide

- ✦ Mobile scoreboard frame
- ✦ 5 double sided scoreboards with 10 acrylic covers
- ✦ Plastic chain link
- ✦ Support stakes for plastic chain link

## What you must provide

- ✦ Dry wipe markers
- ✦ Blu Tac
- ✦ Methylated spirits for cleaning the acrylic boards if they are used
- ✦ A0 printed sheets (or we can print these for you on request)

## DO NOT USE ANY TAPE ON ANY PART OF THE BOARDS

### 1. Assembling Equipment

- a. Manoeuvre the scoreboards into place
- b. Fit the waterproof canopy and secure the scoreboard frame with the tapes. Ensure that you stand on a safe platform to reach the top of the frame
- c. Assemble the boards by attaching A0 sheets to the white boards using Blu Tac. Cover these with the clear acrylic sheets and slide the white, plastic strips up the sides of all the components to secure them into place.
- d. Slot the boards into the frames and secure by turning the metal plates 180m degrees (located at the bottom of the scoreboards. It is recommended that two people lift the boards into place.
- e. Erect the chain link fence by first laying the white chain on the ground around the scoreboards where you want its final position to be.
- d. Push the individual stakes into the ground at intervals to line up with the links with tape around them and attach the chain to them using the split links marked with tape.



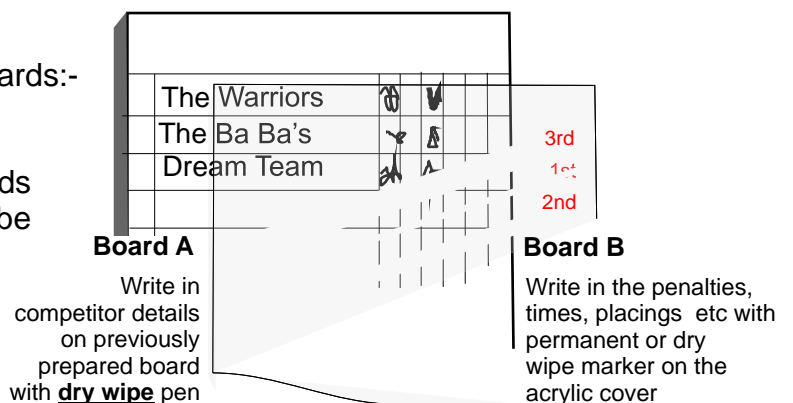
### 2. Using the boards for scoring

There are **two** different ways to use the scoreboards:-

#### Hand written competitor details

These can be added onto our already lined boards with a dry wipe marker and the results can then be added to the acrylic cover using a dry wipe or permanent marker.

This method is most useful for events where 10 - 30 teams are playing through knock out stages. For example, rugby tournaments or festivals.

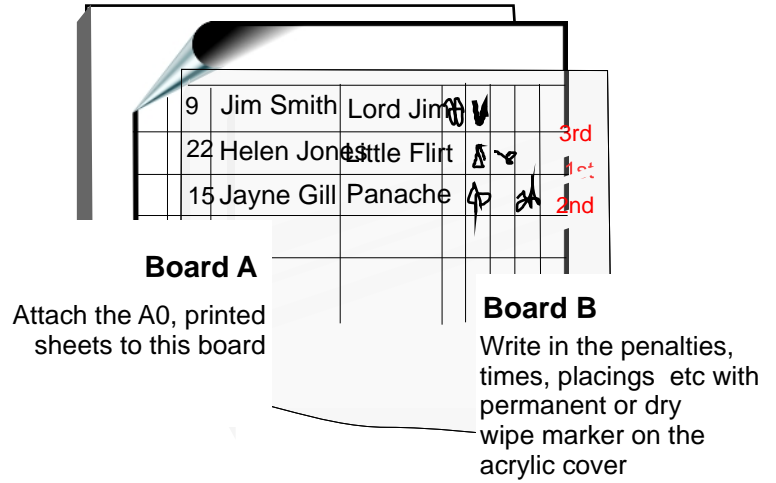


### Printed A0 sheets

Using A0, printed sheets on board A, adding the results etc. using a dry wipe on the acrylic cover or directly on to the printed sheets. This method is most useful where there are large amounts of individual competitors (up to approx 400)

You e-mail the details to us in table format in Microsoft Word, or Excel as you want them to appear no later than 3 full, full working days before the event and we'll print them. There is an extra charge for these.

Alternatively, have the sheets printed yourself.



### 3. Dismantling and cleaning the scoreboards

- Unclip chain link fencing from stakes
- Pull out stakes
- Remove boards from framework
- Slide off plastic strips and remove A0 printed sheets
- Clean off the clear acrylic sheets with methylated spirits  
**DO NOT USE METHYLATED SPIRITS ON THE WHITE BOARDS**
- Re-assemble the boards and slide the plastic strips back into place
- Place the boards into their plastic protective covers