



# Scorekeeper Quick Start Guide

**FIRST**  
LEGO  
LEAGUE JR.

**FIRST**  
LEGO  
LEAGUE

**FIRST**  
TECH  
CHALLENGE

**FIRST**  
ROBOTICS  
COMPETITION

# Gracious Professionalism<sup>®</sup>

*“A way of doing things that encourages high-quality work, emphasizes the value of others, and respects individuals and the community”  
- Woodie Flowers*

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# FIRST Tech Challenge LIVE software

## Introduction

- Welcome to the *FIRST* Tech Challenge LIVE software for scorekeepers. This software is located in the [GitHub](#) repository, a site for working collaboratively on programs and sharing code.
- Important Note: Event setup **MUST** be done in FTC Scoring by a PDP/admin. There are three event setup options. This Quick Start covers key setup **ONLY**.
- The *FIRST* Tech Challenge LIVE software works with the cloud-based [FTC Scoring](#) system to score a selected event, add teams, generate users and provides methods for displaying the score. You can also add sponsors and logos, and a variety of other options.
- GitHub also has a section for reporting issues as they arise during the product development lifecycle to suggest updates to the software.
- Make sure to download the latest version of the FTC Live software before an event.

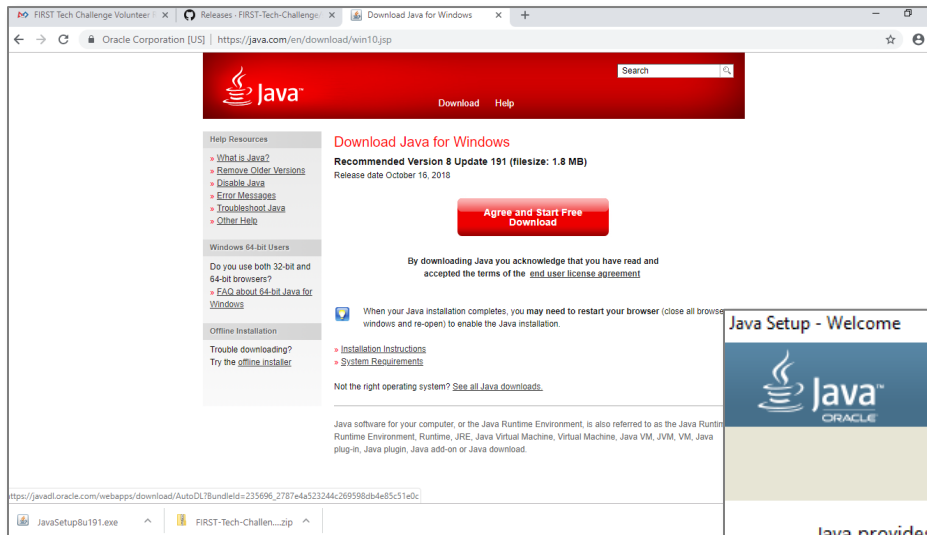
# Download Java and the Software

## Key Points:

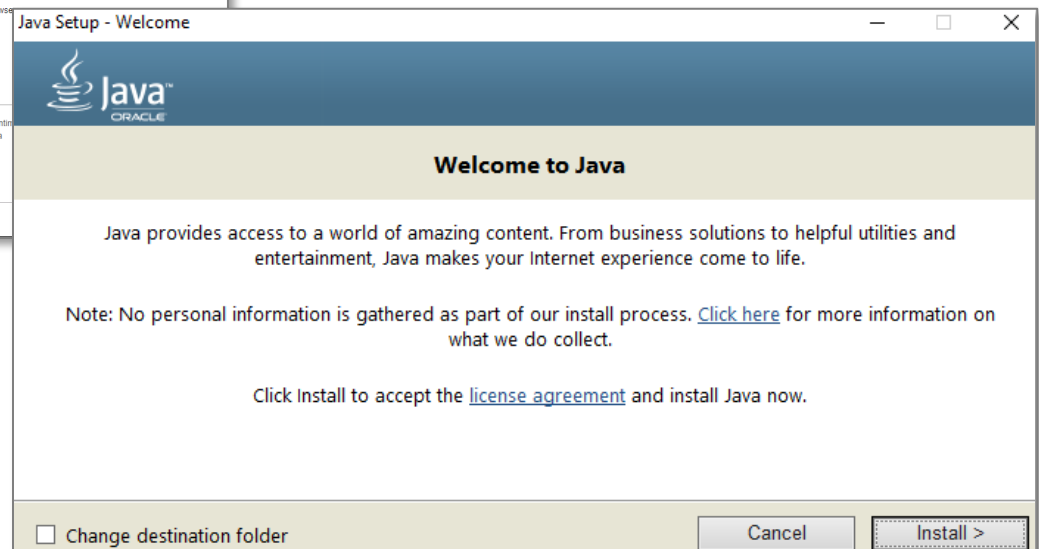
- The project folder is a .zip file that is compressed. Download the folder.
- Extract the compressed files from the Downloads folder, then move to the desktop.
- Use the Chrome browser for best results.
- On a Mac, it may require your laptop password.
- Release versions are archived so documentation history and release notes are available.
- An Issues tab allows access to the troubleshooting forum.

# 1. Download Java

Go to [java.com](https://java.com) to download the latest version of Java before downloading the scorekeeper software.



Opens the Java Runtime Environment (JRE):

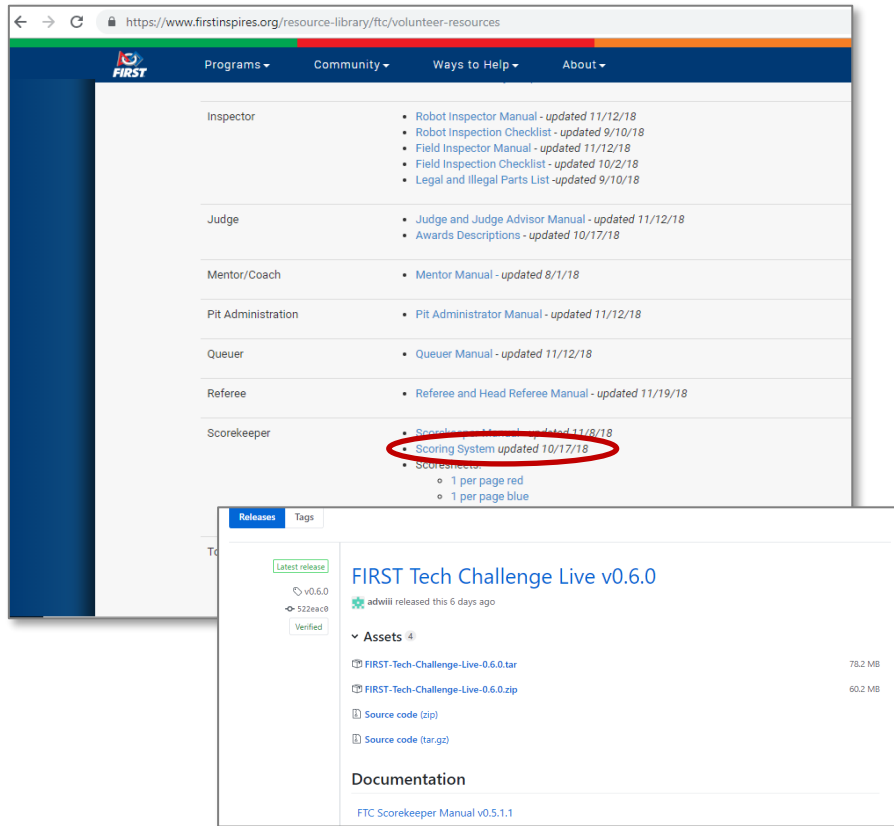


NOTE: Mac/Linux users will need to install the [Java Development Kit \(JDK\)](#)



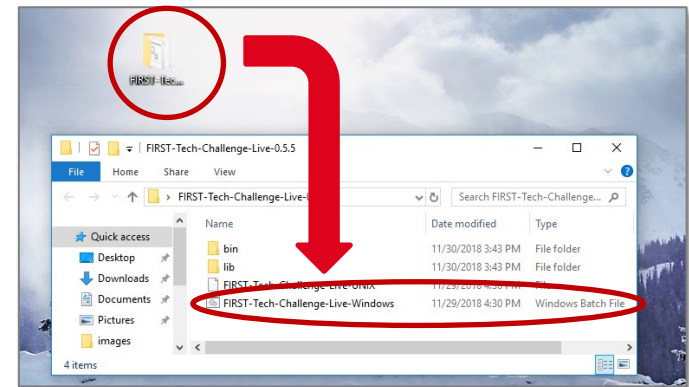
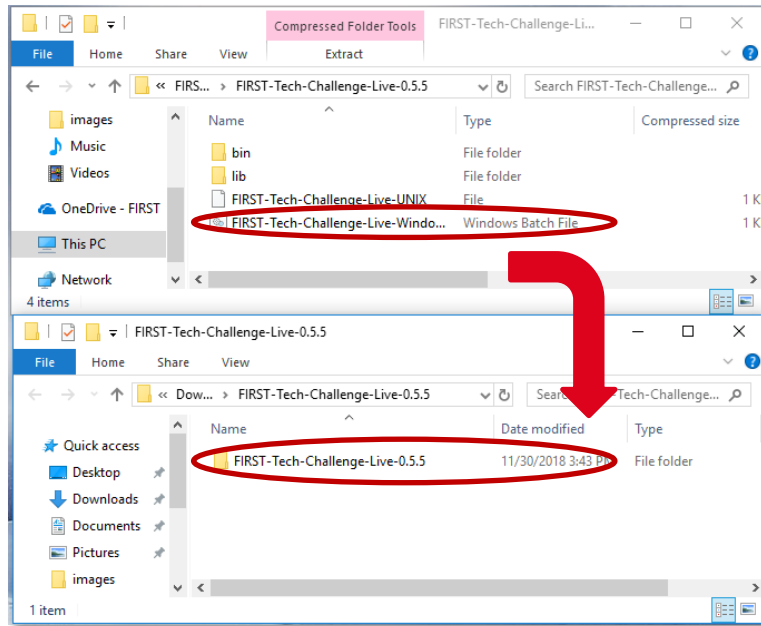
# 2. Download the Software

Open the FTC Volunteer Resources>Scorekeeper>Scoring System:  
<https://www.firstinspires.org/resource-library/ftc/volunteer-resources>



- Takes you to the GitHub page. You can also go directly to the [FTC Live GitHub Page](#)
- Select the “Releases page” link to open the latest version of the software FIRST-Tech-Challenge-Live-0.Version.0.zip
- Selecting the .zip folder will download the folder, which needs to be extracted.

# 2. Download the Software



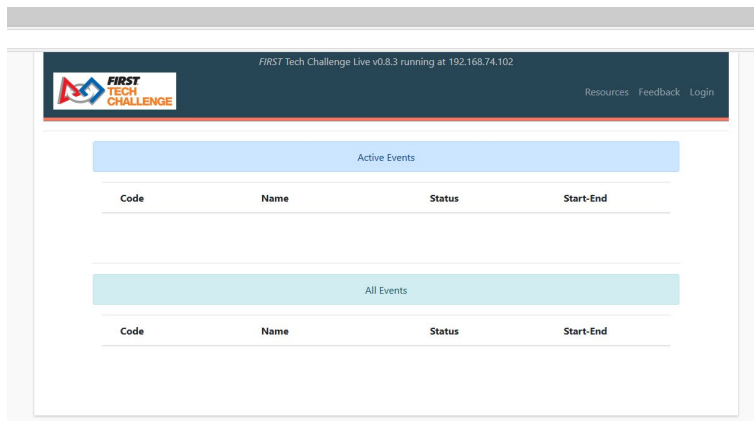
Go to Downloads to extract the compressed folder, then drag the extracted folder to the Desktop to Open.

NOTE: For Mac/Linux users select the FIRST-Tech-Challenge-Live-UNIX file instead.

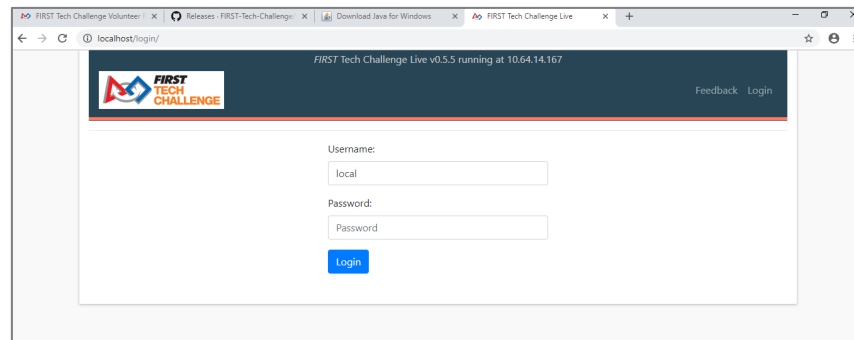


# 2. Download the Software

Opens the FIRST Tech Challenge Live user interface:

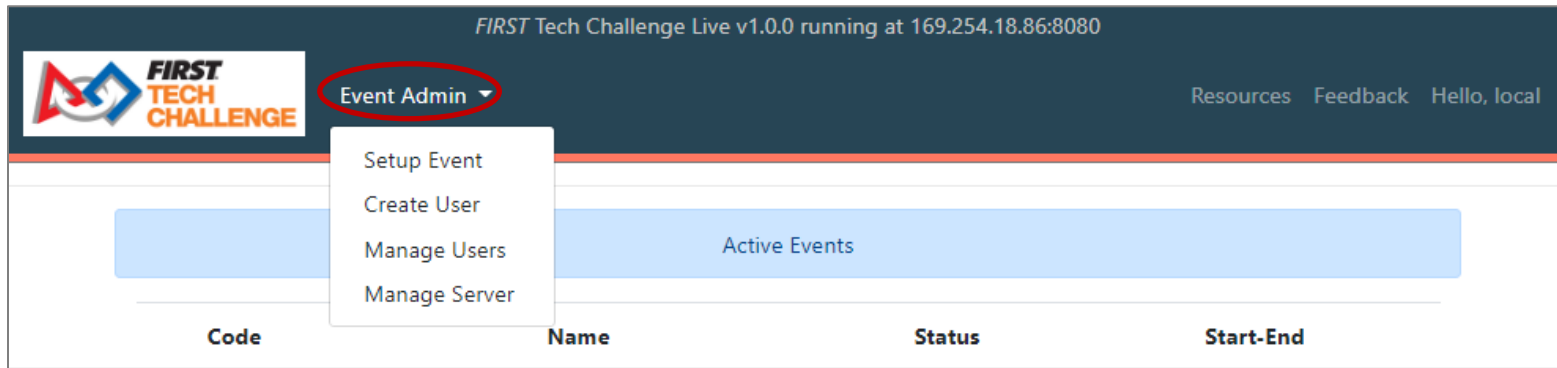


Select Login, then enter Username: local. Do not enter a password. Login.



# 2. Download the Software

Open the Event Home:



Event Admin opens a drop-down menu for different options.

# Event Setup

## Key Points:

- 2020-2021 Ultimate Goal presented by Qualcomm season requires event setup first in the FTC Scoring system by a PDP or event administrator.
- There are three options for the scorekeeper to access the event set up.
- Local login with unrestricted administrative access is only available on the Scorekeeper laptop.
- If necessary, can create accounts with restricted access using the Generate Random Accounts option.
  - Use `yourleague_referee` account for scoretracking.
  - Use `yourleague_eventadmin` for audience displays.
- The printer icon in the upper-left corner allows you to print a listing of accounts and passwords for distribution, as needed.

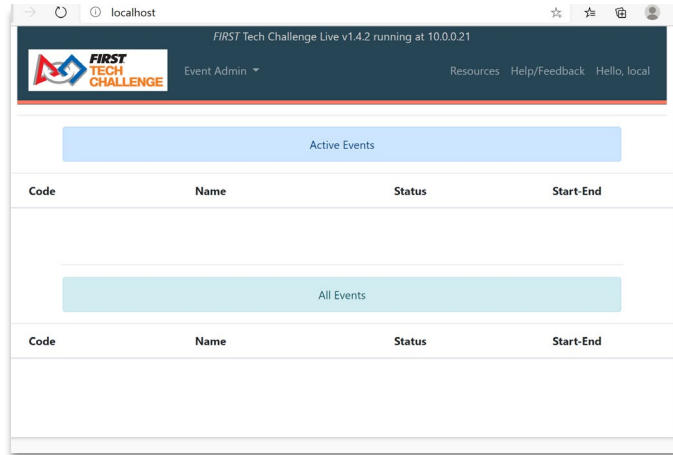
# Event Setup

## Key Points:

- For the 2020-2021 Ultimate Goal presented by Qualcomm season **ALL** events are synchronized within the cloud-based FTC Scoring system ([ftc-scoring.firstinspires.org](http://ftc-scoring.firstinspires.org)) automatically within a day of entry into *FIRST*'s event creation portal. All official events must be created this way. Official events are automatically imported into FTC Live from FTC Scoring system at the start of an event and are uploaded to it upon completion of the event.
- **Event Configuration:** Several parts of event setup **MUST** be done ahead of time in FTC Scoring system. The following slides show how to do this.

# 3. Set Up an Event Using Key-Based

Key-based setup requires [FTC Scoring](#) system event admin access to access the event key, then email to the scorekeeper. The scorekeeper inputs the key into FTC Live.



FTC Live (blue banner)



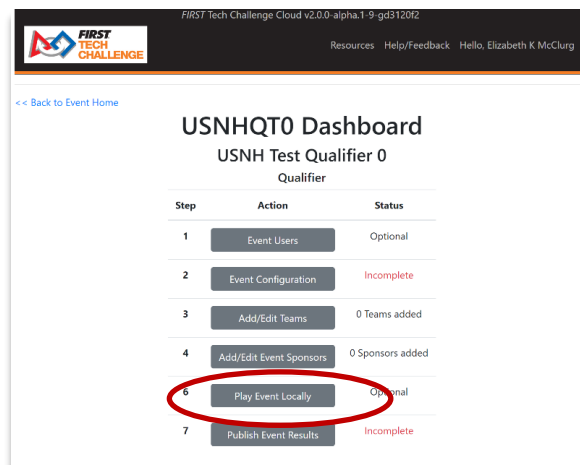
FTC Scoring (black banner)

# 3. Set Up an Event – Key-Based Set Up

In the FTC Scoring system, select “Manage Event”:

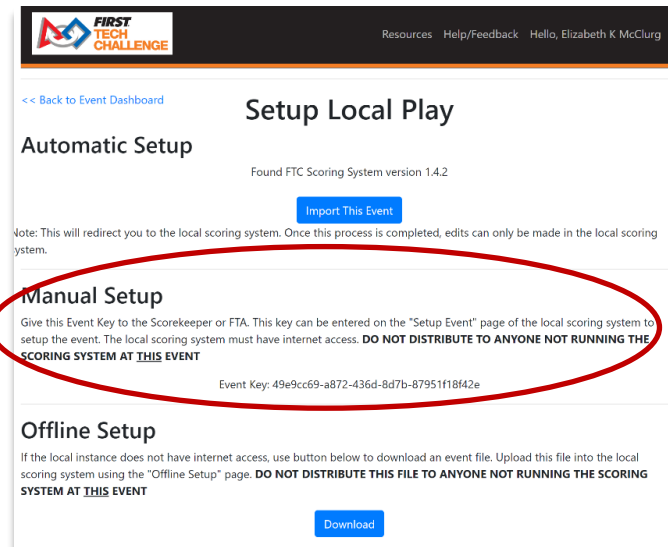


Select “Play Event Locally”.



# 3. Set Up an Event – Key-Based Set Up

Select the Automatic Setup “Import This Event” button:



The screenshot shows the 'Setup Local Play' page on the FIRST Tech Challenge website. The page has a dark header with the FIRST Tech Challenge logo and navigation links for Resources, Help/Feedback, and a user greeting. Below the header, there is a breadcrumb link '<< Back to Event Dashboard' and the main heading 'Setup Local Play'. The page is divided into three sections: 'Automatic Setup', 'Manual Setup', and 'Offline Setup'. The 'Automatic Setup' section includes a note about the FTC Scoring System version 1.4.2 and an 'Import This Event' button. The 'Manual Setup' section is circled in red and contains instructions for providing an event key to the Scorekeeper or FTA, with a warning not to distribute the key. The 'Offline Setup' section includes a 'Download' button.

**Automatic Setup**  
Found FTC Scoring System version 1.4.2  
[Import This Event](#)

Note: This will redirect you to the local scoring system. Once this process is completed, edits can only be made in the local scoring system.

**Manual Setup**  
Give this Event Key to the Scorekeeper or FTA. This key can be entered on the "Setup Event" page of the local scoring system to setup the event. The local scoring system must have internet access. **DO NOT DISTRIBUTE TO ANYONE NOT RUNNING THE SCORING SYSTEM AT THIS EVENT**  
Event Key: 49e9cc69-a872-436d-8d7b-87951f18f42e

**Offline Setup**  
If the local instance does not have internet access, use button below to download an event file. Upload this file into the local scoring system using the "Offline Setup" page. **DO NOT DISTRIBUTE THIS FILE TO ANYONE NOT RUNNING THE SCORING SYSTEM AT THIS EVENT**  
[Download](#)



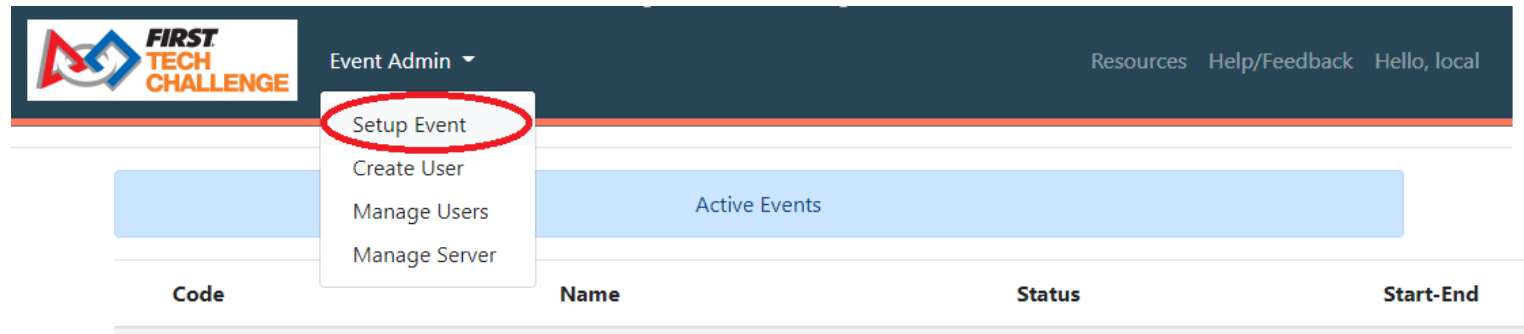
# 3. Set Up an Event – Key-Based Set Up

From the “Event Admin” dropdown menu at the top, select “Setup Event:

The screenshot shows the FIRST Tech Challenge Event Admin interface. At the top left is the FIRST Tech Challenge logo. To its right is the 'Event Admin' dropdown menu, which is open and shows four options: 'Setup Event' (circled in red), 'Create User', 'Manage Users', and 'Manage Server'. Further right in the header are links for 'Resources', 'Help/Feedback', and a user greeting 'Hello, local'. Below the header is a section titled 'Active Events' with a light blue background. Underneath this section is a table with the following columns: 'Code', 'Name', 'Status', and 'Start-End'.

# 3. Set Up an Event – Key-Based Set Up

From the “Event Admin” dropdown menu at the top, select “Setup Event”:



The screenshot shows the top navigation bar of the FIRST Tech Challenge Event Admin interface. On the left is the FIRST Tech Challenge logo. In the center is the 'Event Admin' dropdown menu, which is open and shows four options: 'Setup Event' (circled in red), 'Create User', 'Manage Users', and 'Manage Server'. On the right are links for 'Resources', 'Help/Feedback', and 'Hello, local'. Below the navigation bar is a blue bar with the text 'Active Events'. Below that is a table with columns labeled 'Code', 'Name', 'Status', and 'Start-End'.

“Setup Event” opens, enter the event key:

## Setup Event

If you have internet access, you can setup an event by entering the Event Key found on the event's "Play Event Locally" page on FTC Cloud. If you do not have internet access, proceed to "Offline Setup".

Event Key

[Offline Setup >>](#)

Note: If you are testing the system please skip this step and continue to Offline Setup. If you do not have an Event key, ask your Program Delivery Partner or Event Manager. If they are not immediately available or does not have the key, you may skip this step for now. A key will be required to upload event results to FIRST after the event. Please remember to upload results from all official events, **especially League Meets**.

# 3. Set Up an Event – Key-Based Set Up

The specific event dashboard will now open in FTC Live:

usfirst Dashboard  
Qualifier

Step	Action	Status
1	Edit Event	Done
2	Create Default Accounts	Not Started
3	Add/Edit Teams	0 teams added
4	Add/Edit Sponsors	0 sponsors added
5	Configure Judging/Inspection Tracking (Optional)	(Optional)
6	Create Judging/Inspection Schedule (Optional)	Not Started
7	Create Match Schedule	Not Started
8	Manage Awards	
9	Advancement Report	
10	Send Results to FIRST	
11	Download Archive File	

# 3. Dashboard Setup – Create Event

Select the Event Dashboard options for your event:

Step	Action	Status
1	Edit Event	Done
2	Create Default Accounts	Not Started
3	Add/Edit Teams	0 teams added
4	Add/Edit Sponsors	0 sponsors added
5	Configure Judging/Inspection Tracking (Optional)	(Optional)
6	Create Judging/Inspection Schedule (Optional)	Not Started
7	Create Match Schedule	Not Started
8	Manage Awards	
9	Advancement Report	
10	Send Results to <i>FIRST</i>	
11	Download Archive File	

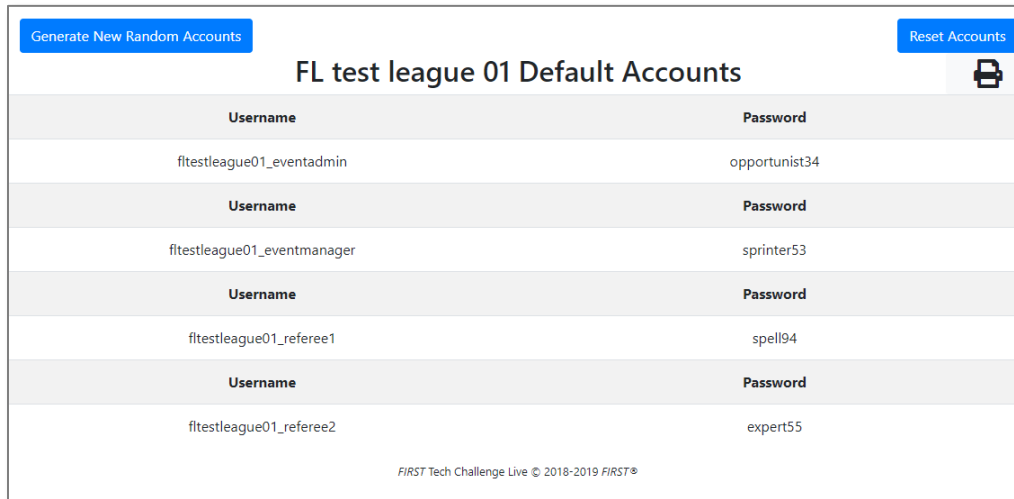
Event Dashboard allows for setup of:

- Teams
- Sponsor/logo
- Judging/Inspection Schedule
- Match Schedule
- Manage Awards
- Send Results to *FIRST*

Note: Event Dashboard displays actions (dark grey) that can be altered.

# 4. Dashboard Setup – Create Random Accounts

Select “Create Default Accounts” then button “Generate New Random Accounts” to create the default accounts.



Username	Password
ftestleague01_eventadmin	opportunist34
Username	Password
ftestleague01_eventmanager	sprinter53
Username	Password
ftestleague01_referee1	spell94
Username	Password
ftestleague01_referee2	expert55

FIRST Tech Challenge Live © 2018-2019 FIRST®

Note: Use yourleague\_eventadmin for audience displays, and yourleague\_referee account for scoretracking.

For more information, refer to the [Scorekeeper Manual](#).

# Dashboard Set-up – Steps 5, 6, 7, 8

## Key Points:

- Add/Edit Sponsor section allows you to import a logo that will show up on the Match Control Page.
- The program sponsors are pre-loaded logos within FTC Live and FTC Scoring system.
- If you have a list of at least four teams for your event, you can generate the match schedule.
- Remember to add the required breaks to the Match Schedule.
- The Match Schedule lives in the Event Home interface.

# 5. Dashboard Setup – Add/Edit Teams for an Event

**Important Note:** It is recommended that this step be completed in the cloud-based FTC Scoring system **NOT** FTC Live, though the process is almost the same. Also, adding teams for leagues must be done in FTC Scoring system when setting up a league.

The screenshot shows the 'Add/Edit Teams' interface in the FTC Scoring system. At the top, there are two tabs: 'Find by State/Province' and 'Add Individually', with a 'Done' button on the right. Below the tabs, there is a 'Team Number to Add:' input field, an 'Add' button, and a checkbox for 'Hide Schools / Full Name'. There are also 'Choose File' and 'Upload Team List' buttons. The main part of the interface is a table with the following columns: Number, Name, City, State/Province, Country, Rookie Year, Advanced, Division, and Edit. Two teams are listed in the table:

Number	Name	City	State/Province	Country	Rookie Year	Advanced	Division	Edit
8888	Infinity Factor	Hollis	NH	USA	2014		0	 
11482	MaverBITS	Bedford	NH	USA	2016		0	 

- Go back to Event Dashboard, then select Add/Edit teams.
- Teams can be added by State, select them by Add Individually, or manually input a new team number.



# 6. Dashboard Setup – Add Sponsors

The first screenshot shows the 'fltestleague01 Dashboard League Meet' with a progress table. The 'Add/Edit Sponsors' step is highlighted with a red oval.

Step	Action	Status
1	Edit Event	Done
2	Create Default Accounts	Done
3	Manage Leagues	0 leagues
4	Add/Edit Teams	0 teams added
5	Add/Edit Sponsors	1 sponsors added
6	Create Inspection Schedule (Optional)	Not Started
7	Create Match Schedule	Not Started

The second screenshot shows the 'Sponsors:' list with one entry: Autodesk, Regional. The 'Add' button is circled in red.

Name	Level	Logo	
Autodesk	Regional		<a href="#">Add</a> <a href="#">Edit</a> <a href="#">Delete</a>

The third screenshot shows the 'Create Sponsor' form with fields for Sponsor Name (Autodesk), Level (Regional), and Logo (Choose File). The 'Create Sponsor' button is highlighted in blue.

- Add/Edit Sponsors button will open to the Sponsors List.
- Select the Add button to enter sponsor information.
- Logo files can be uploaded with Choose File.
- NOTE: Sponsor List page also allows for editing and adding a logo any time.

# 7. Dashboard Setup – Create the Match Schedule

Step	Action	Status
1	Edit Event	Done
2	Create Default Accounts	Not Started
3	Add/Edit Teams	0 teams added
4	Add/Edit Sponsors	0 sponsors added
5	Configure Judging/Inspection Tracking (Optional)	(Optional)
6	Create Judging/Inspection Schedule (Optional)	Not Started
7	Create Match Schedule	Not Started
8	Manage Awards	
9	Advancement Report	
10	Send Results to FIRST	
11	Download Archive File	

Schedule:

Start Time 2018/10/04 11:00 Remove

# Matches: 5

End Time 2018/10/04 11:35

Label lunch Remove

Start Time 2018/10/04 11:35

Duration (min): 60

End Time 2018/10/04 12:35

Start Time 2018/10/04 12:35 Remove

# Matches: 5

End Time 2018/10/04 13:10

Add Match Block Add Break

Total Matches Scheduled: 10 / 10

- On the Dashboard, select Create Match Schedule. Opens the adjustable schedule.
- Add Break to input an optional five-minute break, lunch break, etc.
- Run Matchmaker to view the match schedule.

Match	Field	Red 1	Red 2	Blue 1	Blue 2
Qualification 1	1	10939	4130	10941	10940
5 minute break for consecutive match per <T14>					
Qualification 2	2	10938	10937	8888	10939
5 minute break for consecutive match per <T14>					
Qualification 3	1	4130	10941	10938	8888
5 minute break for consecutive match per <T14>					
Qualification 4	2	10938	10940	10937	4130
5 minute break for consecutive match per <T14>					
Qualification 5	1	10937*	8888	10941	10939
5 minute break for consecutive match per <T14>					
Qualification 6	2	10940	4130	10937	10941
5 minute break for consecutive match per <T14>					
Qualification 7	1	10940	8888	10939	10938
5 minute break for consecutive match per <T14>					
Qualification 8	2	10937	10939	4130	10938
5 minute break for consecutive match per <T14>					

# 8. Print the Match Schedule

- Go back to Event Home, then select the Match Schedule under Event Info.
- Opens the match schedule. Select the Show Start Time box (optional), then the printer icon.

Event Info

- **Match Schedule**
- Rankings (This Event Only)
- Match Results
- Pit Display (This Event Only)
- Event Reports

League Info

- Combined Rankings
- Combined Pit Display

Score Tracking

- Red Alliance Score Tracking
- Blue Alliance Score Tracking

Event Administration

- Event Dashboard
- Match Control Page

FIRST Tech Challenge Live v0.5.5 running at 10.64.14.167

Event Admin Feedback Hello, local

<< Back to Event Home  
Show Start Time

Teams: 11 Matches Per Team: 5 Matches: 14 Cycle Time: 7 min.

Start	Match	Field	Red 1	Red 2	Blue 1	Blue 2
10:55 AM	Qualification 1	1	516	619	450	2425
11:02 AM	Qualification 2	1	11342	10941	499	10944
11:09 AM	Qualification 3	1	506	11405	516	11377
11:16 AM	5 minute break for consecutive match per <T14>					
11:21 AM	Qualification 4	1	10941	10944	11377	619
11:28 AM	Qualification 5	1	11342	2425	506	499
11:35 AM	5 minute break for consecutive match per <T14>					

Print

Total: 2 sheets of paper

Print Cancel

Destination HP ePrint

Change...

Pages All

eg. 1-5 & 11-13

Copies 1

Layout Portrait

Color Color

Options Two-sided

More settings


Print using system dialog... (Ctrl+Shift+P)

# 9. Printable Score Sheets


On the FIRST website, open Scoresheets:

<https://www.firstinspires.org/resource-library/ftc/volunteer-resources>


or use the Resources tab in FTC Live software.




Blue Alliance



Match: \_\_\_\_\_ Field: \_\_\_\_\_



Red Alliance



Match: \_\_\_\_\_ Field: \_\_\_\_\_

Autonomous Period				Driver-Controlled Period			
Tower High	_____	Tower High	_____				
<b>RED Tower Mid</b>	_____	<b>RED Tower Mid</b>	_____				
Tower Low	_____	Tower Low	_____				
End Game Period							
Power Shot		Power Shot					
Left	Center	Right	Left	Center	Right		
Forward	<input type="checkbox"/>	<input type="checkbox"/>	Forward	<input type="checkbox"/>	<input type="checkbox"/>		
Back	<input type="checkbox"/>	<input type="checkbox"/>	Back	<input type="checkbox"/>	<input type="checkbox"/>		
		None	Start	Drop	Rings		
Wobble #1	Robot #1	Wobble #1	<input type="checkbox"/>	<input type="checkbox"/>	_____		
Delivered	Navigated	#1					
Wobble #2	Robot #2	Wobble #2	<input type="checkbox"/>	<input type="checkbox"/>	_____		
Delivered	Navigated	#2					
Penalties							
# Minor _____			# Major _____				
Team #	No Show	Yellow Card	Red Card				
_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				

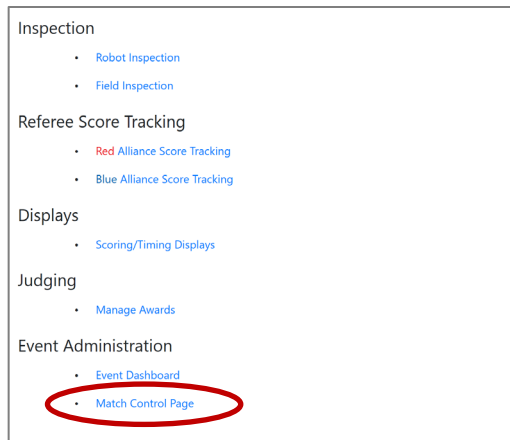
Autonomous Period				Driver-Controlled Period			
Tower High	_____	Tower High	_____				
<b>BLUE Tower Mid</b>	_____	<b>BLUE Tower Mid</b>	_____				
Tower Low	_____	Tower Low	_____				
End Game Period							
Power Shot		Power Shot					
Left	Center	Right	Left	Center	Right		
Forward	<input type="checkbox"/>	<input type="checkbox"/>	Forward	<input type="checkbox"/>	<input type="checkbox"/>		
Back	<input type="checkbox"/>	<input type="checkbox"/>	Back	<input type="checkbox"/>	<input type="checkbox"/>		
		None	Start	Drop	Rings		
Wobble #1	Robot #1	Wobble #1	<input type="checkbox"/>	<input type="checkbox"/>	_____		
Delivered	Navigated	#1					
Wobble #2	Robot #2	Wobble #2	<input type="checkbox"/>	<input type="checkbox"/>	_____		
Delivered	Navigated	#2					
Penalties							
# Minor _____			# Major _____				
Team #	No Show	Yellow Card	Red Card				
_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				

# 10. Match Control Page

## Key Points:

- Match Control gives a sequential list of the match schedule.
- Try a Test Match and preview the scoring beforehand.
- Play, Commit, and Post buttons will prompt FTC Live to perform actions throughout the match.
- Scorekeepers can edit the scores of a match prior to the referee submitting scores.

# 10. Match Control Page



- Go to the Event Home and scroll-down to Match Control Page.
- Explore the following options:
  - Schedule
  - Incomplete Matches
  - Active Match
  - Settings (Test Matches)

Exit usnhqt0 - FIRST Tech Challenge Live vv2.0.0-alpha.1-12-g415e27d running at 10.0.0.21

## Match Control

Loaded Match:  
Active Match:

Load Next Match Show Preview Randomize Field Show Random Show Match Start Match Commit & Post Last Match

Schedule Incomplete Matches Score Edit Active Match Settings Alliance Selection Video Switch

Match	Field	State	Red Score	Red 1	Red 2	Red 3	Blue 1	Blue 2	Blue 3	Blue Score		
Qualification 1	1	UNPLAYED	0	7078	8089	7135	7804	8089	7135	0	Play	Enter Scores
Qualification 2	1	UNPLAYED	0	7078	7804	8089	7135	7804	8089	0	Play	Enter Scores
Qualification 3	1	UNPLAYED	0	8089	7135	7078	7804	7804	7135	0	Play	Enter Scores
Qualification 4	1	UNPLAYED	0	7804	7135	8089	7078	7078	7135	0	Play	Enter Scores
Qualification 5	1	UNPLAYED	0	7135	7078	7804	8089	8089	7078	0	Play	Enter Scores

# 11. Audience Display Mode

## Key Points:

- Audience Display mode can show:
  - Field Timer
  - Match Preview
  - Results
- For more information on display limits, see the [Scorekeeper Manual](#), find the section on Match Control Display titled Scoring Displays.



# Completed Scorekeeper Set-up

## Key Points

For additional details about any of these steps, please refer to the [Scorekeeper Manual](#).