



Club System User Guide - (short version)

INDEX - Ring Marker & Club Manager Software
when first setting up please do in the page order below



Page	3	Ring Marker - Computer Com 1 setup
Page	6	Set up Computer System & Region Settings
Page	8	Install Club Manager Software - Windows 10
Page	10	Install Club Manager Software - Windows 7
Page	11	Add new member to Club Manager
Page	12	Synchronise member's new clock to Club Manager
Page	14	Add member Life Rings using Club Manager
Page	16	Assign ETS Rings using Club Ring Marker
Page	18	Add New Race Point to Club Manager
Page	19	Add New Race using existing Race Point information on Club Manager
Page	20	Race Marking
Page	21	Race Close
Page	22	Race Progress
Page	23	Race Delete
Page	25	Marking & Closing race with iPigeon on other Manufacturer's system
Page	26	Synchronising iPigeon clock to Club Manager

TOPigeon Ring Marker - Com1 Setup Guide

For Windows: Win10 - Win8



Because the club manager software communicates using your computer Port COM1 you must set your USB connection cable to the COM1 Port

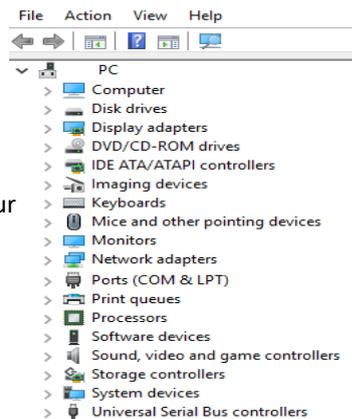
Firstly close all open programs on your computer

Connect your Club Antenna to the computer - **USB cable first** - then **Power adapter** - then switch on **Mains power**



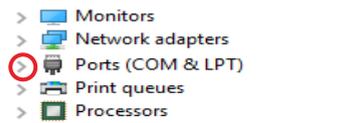
After mains electric power is switched on your computer will be busy for a few minutes until this screen appears

If this screen does not appear go to page 5

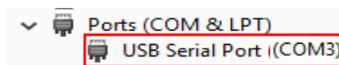


Now select where the red circle indicates
If you do not see Ports (COM & LPT)
Unplug and replace the USB cable from the computer

Then **right click** where it shows your present COM setting

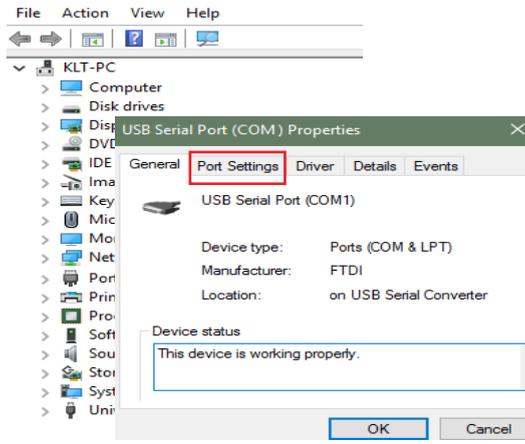


← This number may be different

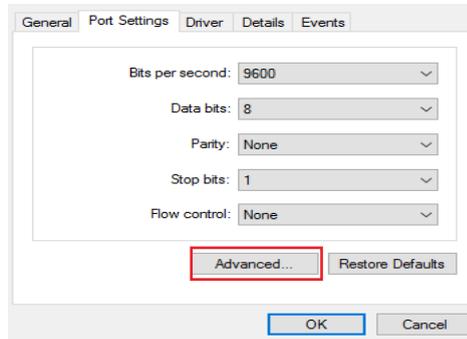


Then select Properties

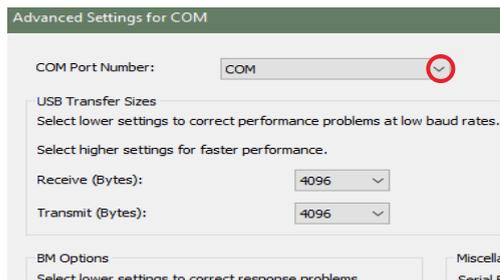
Now select **Port Settings**



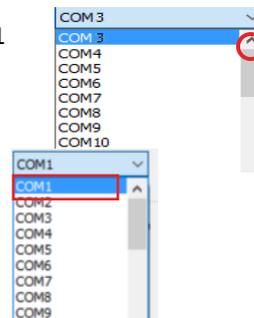
Then select **Advanced**



Now select where the red circle indicates

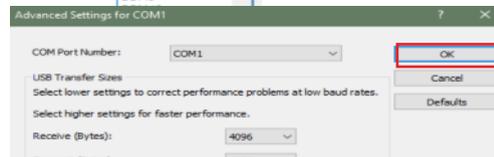


Then scroll up to the very top which will display COM1

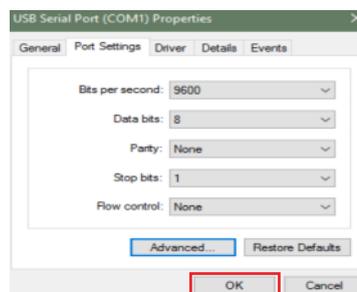


Now select **COM1**

Then select **OK**



Now finally select **OK**

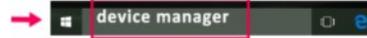


On your computer you must always remember to use the same USB Port for connecting the Club Antenna (Ring Marker) because if you connect to the wrong USB port the connection will fail

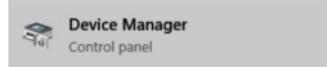
Now you must install the Club Manager software and so power down the Club Antenna and remove the USB cable from the computer

Call up Device Manager if screen missing on page 3 of these instructions

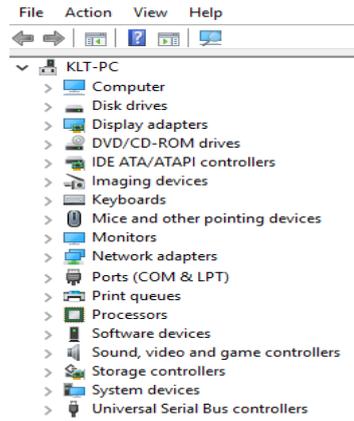
Using your Desktop near the Start button
Type the words **device manager**



Then select **Device Manager**



You now have the missing screen
Do not close down this screen



**Now return to Page 3 of these instructions
and continue from this same screen**

TOPigeon System & Region Settings



The Club Manager software uses this date and time settings: **DDMMYYYY HHMMSS**

To check the settings do the following *(Windows 7 users are on Next Page)*

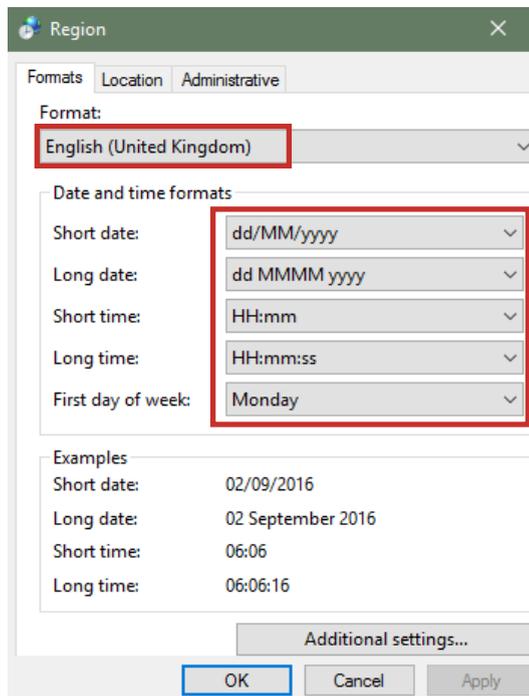
Using your Desktop type the words **region** →

Then select **Region**



These are the settings you require

Any that are wrong use the to correct
After correcting click **Apply**
then **OK**



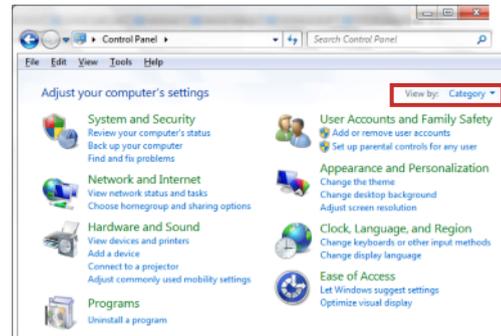
SYSTEM REGION, DATE & TIME - Windows 7

Close all programs and on the Windows Desktop screen click the Start button.

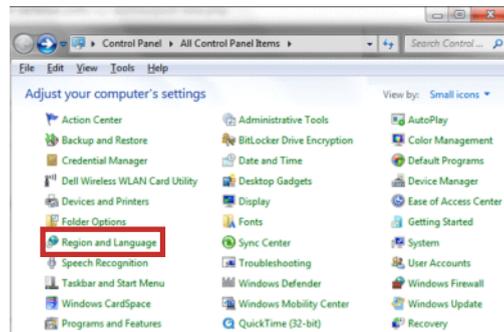


Then select **Control Panel** on the right-hand side of the start menu.

You may see a window similar to the this image, if so where the red bounding box indicates select **View by Category** then **Small icons** which will take you to the image below

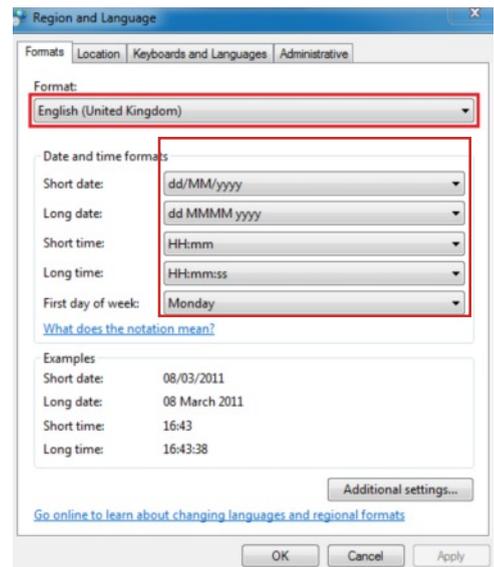


Now select **Region and Language** where the red bounding box indicates which takes you to the image below



This image depicts what settings you require and if yours does not, then you simply use the  at the end of each button to make the selection

After making any changes click the **Apply** and **OK** buttons



TOPigeon Install Club Manager Software - Windows 10

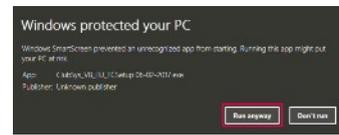
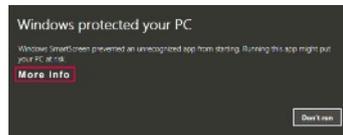


Do not install this Club Manager software unless you have installed the Club Antenna (Ring Marker)

Your local sales agent will have provided you with the web site address to download and save your country specific TOPigeon Club Manager installation file which is called *ClubSys_V8_E_UTCSetup.exe*

To install the Club Manager software, make sure your computer has no other programs running.

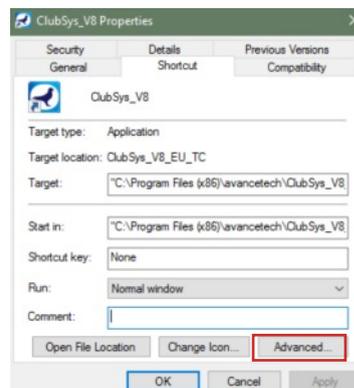
Warning: When doing the installation instructions on Microsoft Windows there might be a **Windows protected your PC message**, If so just Click **More Info** message and **Run anyway**



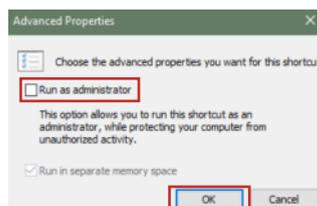
Double click the saved execution file **ClubSys_V8_E_UTCSetup.exe** (Setup Type is to be **Typical**) and **always** select either the **Next/Yes/OK/Install/Finish** buttons as each screen progresses. When completed this icon will be on your computer Desktop. 

You now need to set up the installed Club Manager to run as an Administrator (you only do this once)

Right click on the new Desktop icon  and select **Properties**



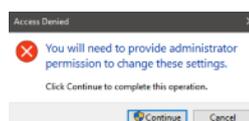
Then select the **Advanced** button



Check mark **Run as administrator**

Click the **OK** button

If you receive this Access Denied message click **Continue** button



Finally click buttons **Apply** then **OK**



We now need to set up your Club details on the next Page 9

Adding Club details to Club Manager

We do advise you to have the Club Antenna (Ring Marker) set up and connected when using the Club Manager, otherwise when moving from screen to screen you will keep having this screen prompt reminder  Unable to open com port (win error code: 2)

You will require the Club Manager password contained in the **SysKey9999.txt** file provided by the Sales Agent
We suggest you open the file with Notepad and copy it to do a Paste later when Club Manager is loading

On your desktop left double click the Club Manager icon  and enter your password

As this is your first time of loading Club Manager the club setup screen will open immediately, if not select the **Setup** Tab

The red boxes are the Club's Name and must be typed exactly the same

Street can be followed by local area
Example:- 3 High Street, (area)

Club Abbreviation maximum 8 letters

Association = RPRA - NEHU - etc

Mode = yds/min

Copies: The number of printed pages needed for Marking and Closing Races

After completion close down using the X at the top right of the program screen which if this is the first time you opened the program it will auto reopen again

Your now ready to use the Club Manager

TOPigeon Install Club Manager Software Windows 7



Do not install this Club Manager software unless you have installed the Club Ring Marker

Your local sales agent will have provided you with the web site address to download and save your country specific TOPigeon Club Manager installation file which is called [ClubSys_V8_E_UTCSetup.exe](#)

You will require the Club Manager password contained in the SysKey9999.txt file and so write it down

To install the Club Manager software, make sure your computer has no other programs running.

Double click the saved execution file [ClubSys_V8_E_UTCSetup.exe](#) and as each screen progresses you select either the **Next/Yes/OK/Install/Finish** buttons (*on Setup screen select Typical*) on completion your Desktop has this icon. 

Next you need to setup and run the program as an Administrator (you only do this once)

Right click on the desktop icon  and select **Properties** then select the Tab named **Shortcut** then select **Advanced** button then click the box **Run as administrator** followed by the **OK** button and finally on the last screen select the **OK** button.

If the above did not take you to this **System Login Password** screen Double left click on the desktop icon  and enter your password



Then select the Tab **S Setup**



Now complete your club details

These 2 must be exactly the same

Club Abbreviation
Maximum 8 letters

Printer support is
Number of
Race Marking
Race Closed
Printed pages

After completion close down using the X at the top right of the program screen which if this is the first time you opened the program it will auto reopen again
Your now ready to use the Club Manager

TOPigeon Add Members to Club Manager Software

When adding a new member do not add any rings until their clock has been synchronised



Whilst not absolutely necessary to have the Club Antenna (Ring Marker) connected when using the Club Manager. But when changing functions you will keep having this screen prompt reminder. Unable to open com port (win error code: 2) You will require the Club Manager password contained in the SysKey9999.txt file which we suggest you open with Notepad and copy it to do a paste later when Club Manager is loading.

Load Club Manager by left double clicking the Club Manager icon on your Desktop and enter the **Password**

Then select the **Member** Tab

On the Member Listing screen click the **AddNew** button which opens the screen below

Member New Add



Personal Details Name: <input type="text"/> Street: <input type="text"/> City: <input type="text"/> Post Code: <input type="text"/> Telephone Number: <input type="text"/>	Loft Information Loft Number: <input type="text"/> <input type="text"/> Longitude: <input type="text"/> (E121'23:24) Latitude: <input type="text"/> (N024'22:30) Notes: <input type="text"/> <input type="button" value="Save"/> <input type="button" value="Cancel"/>
--	--

The first part of your Loft Number is auto completed from the Club details page

Street name can be followed by local area
Example:- 3 High Street, (area)

Longitude and Latitude (if known) must be Completed in the format illustrated



When completed click the Save button

If a new member we have to set up the member's clock - Go to next Page 12

If you have edited a member's details who's clock is already on the system - Go to Page 26

TOPigeon Synchronize New iPigeon Clock with Club Manager

This synchronise deletes any previous information that may have been in the clock



You need to have the Club Manager open on your computer
the iPigeon Clock connected to the Club Ring Marker
The Club Ring Marker connected to the computer (USB cable)



The Clock is connected to the Ring Marker
using the 4 pin Mini Din cable
using either of the ring marker ports



Select iPigeon screen **Club Manager** icon



Hold Fob over Club Ring Marker Well



Select iPigeon screen **Connect to PC**

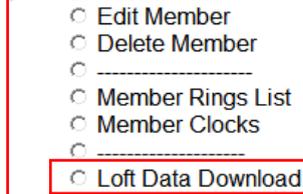


On the computer Club Manager screen select the **Member** Tab

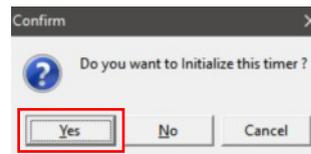


LoftNo	LoftName	clockCnt
RPRA S08954	George Jeavons	1

Right click on the member's name
then select **Loft Data Download**



Then select **Yes**



The Clock screen displays Download Success



We now have to set up a few details on the clock itself - Please go to next page 13

On the iPigeon Clock now press the Home screen button



TOPigeon Synchronize New iPigeon Clock with Club Manager

Until the fancier decides which of the many iPigeon functions to use, below are the basic set up ones

On the main screen



select **Communication** icon



Check mark **Read Association Number**



then click green **Save** button

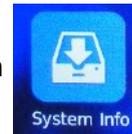
Now return to the iPigeon Home screen using this button



Next on the main screen



select **System Info** icon



You need to make sure the UTC **TimeZone** is correct for your country. The UTC in the image is +1.00 because at the time of creating this Quick Start it was British Summer Time. When the British clocks go back in the winter the UTC would be just UTC without any +/-



After making any changes click the blue **Save** button

Now return to the iPigeon Home screen using this button



TOPigeon Add Life Rings Using Club Manager

Do not add rings if your new member clock has not yet been synchronised



Whilst not absolutely necessary to have the Club Antenna (Ring Marker) connected when using the Club Manager, but on each function change you will see this screen prompt reminder if not connected. Unable to open com port (win error code: 2)

You will require the Club Manager password contained in the SysKey9999.txt file which we suggest you open with Notepad and copy it to do a paste later when Club Manager is loading.

Load Club Manager by left double clicking the Club Manager icon on your Desktop and enter the **Password**

Then select the **Member** Tab



LoftNo	LoftName	clockCnt
RPRA SO8954	George Jeavons	1

Right click on the **member's name** then select **Member Rings List**

- Edit Member
- Delete Member
-
- Member Rings List
- Member Clocks
-
- Loft Data Download

Life Ring Number	Color	Sex of bird	E_Ring Assign	Create Date	Assign Date	ist Upd ^
GB15A48489	Blue	Hen	AA01ADCB	20/07/2016	13/09/2016 17:14:35	13/

Then click **AddNew** button

After completion click the **Save** button

Association : Bird color : Comment :

Birth Year:

Registration Letter :

Registration Number :

Sex of the bird :

When finished you will need to synchronise to the iPigeon clock

To synchronise Go to Page 26

The next page is how fanciers can add rings using their iPigeon clock

Warning: Check if your Union allows members to add their own rings

Fancier Adding Life Rings to their own iPigeon Clock

Check if your Union allows members to add their own rings

Fancier added rings can only be synchronised to the Club computer when they have been assigned with an ETS ring

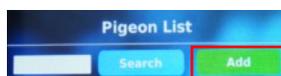
Only the power cable and Clock is required for this feature



Power up iPigeon and select **Pigeon Manager**



Then select **Add button**



Enter Ring details

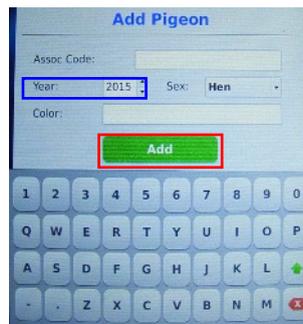
Assoc Code: examples: GB15A48489 - NWHU2010AB2795 *(do not use spaces)*

Select Year: *(double check selection is same year as your Assoc Code)*

Select Sex:

Add colour: *(obtain colour format list from your Club Secretary)*

Then click **Add** button when completed



Assignment to an ETS ring can be carried out either by Club or Fancier

Check if your Union allows members to assign their their own rings

To assign ETS rings go to page 26

For fast return to the Home screen use this button



TOPigeon Assign ETS Rings using Club Ring Marker

Next page 17 is Member assigning own ETS rings if Union allows this



Club Antenna (Ring Marker)

You will require the **Club Antenna (Ring Marker)** with cables **Mains Power - Mini Din - Printer**
The computer does not have to be used but the iPigeon must be synchronised at some time

You will also require the **Security Fob** 



The other end of the **Mini Din** is connected to the **iPigeon Clock**



When all is connected turn on the power and select screen **Club Manager** icon



Now hold Fob over Ring Marker Well



Screen changes from greyed out and select **Ring Assignment**

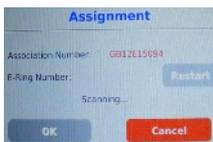


Select the ring to be assigned →



Then click button **Assign**

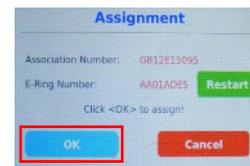
At this screen



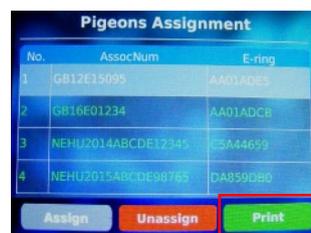
Hold ETS ring over Ring Well



Screen changes and click button **OK**



Ring or rings are now assigned and you can print an Assignment List by clicking on button **Print**



For fast return to the iPigeon Home screen use this button



Member assigning own ETS rings (make sure your Union allows this)

Only the power cable and Clock are required for this feature



Power up iPigeon and select **Pigeon Manager**



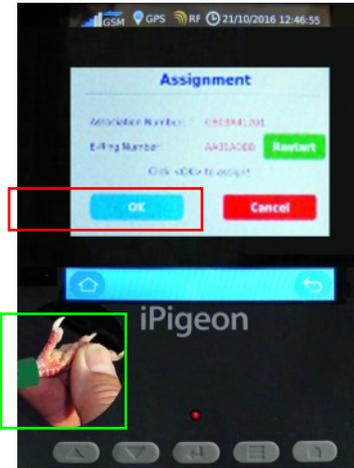
Select **Ring number** to be assigned

Then select green **Assign** button



Then show ETS ring to the ring reader area

Then select the blue **OK** button



The newly assigned rings will at some time need to be synchronised to the Club Manager

For fast return to the Home screen use this button



TOPigeon Add New Race Point to Club Manager

Go to next Page 19 if Race Point is already on the system



Whilst not absolutely necessary to have the Club Antenna (Ring Marker) connected when using the Club Manager, but when changing functions you will keep having this screen prompt reminder. Unable to open com port (win error code: 2) You will require the Club Manager password contained in the SysKey9999.txt file which we suggest you open with Notepad and copy it to do a paste later when Club Manager is loading.

Load Club Manager by left double clicking the Club Manager icon on your Desktop and enter the **Password**

Then select the **Races Tab**

Then click the button **AddNew**

To add new Race Points you check mark the Customized LibPoint (see Page 19 for adding same Race Point name)

Club : Select

Liberation Time: Enter 04:00:00

Liberate Site Abbreviation (maximum 8 characters)

Liberation Code (maximum 4 characters) supplied by your organisation such as RPRA

Longitude and Latitude Not required if race distance is known

Race Points

When completed click the **Save** button

To synchronise races onto members's clocks go to Page 26

Add New Race using existing Race Point already on the Club Manager Software

Whilst not absolutely necessary to have the Club Antenna (Ring Marker) connected when using the Club Manager. But when changing functions you will keep having this screen prompt reminder.  Unable to open com port (win error code: 2) and you will require the Club Manager password contained in the SysKey9999.txt file which we suggest you open with Notepad and copy it to do a paste later when Club Manager is loading.

Load Club Manager by left double clicking the Club Manager icon  on your Desktop and enter the **Password**

Then select the Tab **Races**



Race Points

Use scroll bar to find Race Point required
Right click on the Race Point name
Select **Edit Point**

All the information is pre-filled and only requires changes to the **Liberation Date** and **Liberation Time** - Enter **04 00 00**

Club	Code	LibSite Abbre.	Liberation Site	Lib. Date	Lib. Time
EMS&HAV	4121	HORNDEAN	Horndean	16/09/2016	15:05:00

Edit Point
 Delete Point
 Distance
 Status
 Result

Liberation Date :
 Liberation Time :
 Liberation Code :
 Customized Lib. Point : Customized LibPoint
 Set SunSet/Sunrise

If the race you selected was an old race date, then after saving this one now would be the time to delete the old one by right clicking on the race point name and selecting Delete Point

When completed click the Save button

To synchronise races onto members's clocks go to [Page 23](#)

TOPigeon Race Marking



You must have already synchronised the race details from the Club Manager to the iPigeon

Club Antenna (Ring Marker)

You require the **Club Antenna (Ring Marker)** with cables **Mains Power - Mini Din - GPS - Printer**
The computer is not used
 and the **Security Fob** 


The other end of the **Min Din** is connected to the **iPigeon Clock**

Power Mini Din GPS Printer



Power up - select screen **Club Manager**  hold Fob over Well  on screen select **Race Marking**

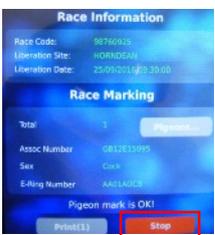


Select Race to be Marked → 

Screen changes to this 

Present pigeon's ETS leg to Marker well 

When all birds have been marked
Click button **Stop**



Select button **OK**
To start printing



Select button **OK**
after printing



For fast return to the iPigeon Home screen use this button





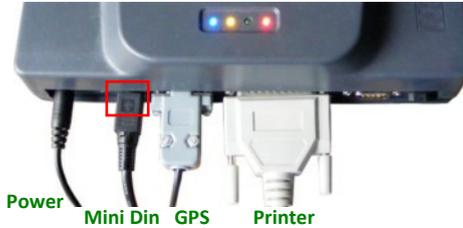
Close Race

You require the **Club Antenna (Ring Marker)** with cables **Mains Power - Mini Din - GPS - Printer** and **Security Fob**

The computer is not used



Club Antenna (Ring Marker)



The other end of the **Min Din** is connected to the **iPigeon Clock**



Power up - select screen **Club Manager**



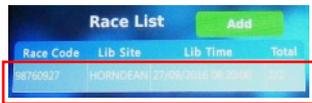
hold Fob over Well



on screen select **Race Manager**



On Race List
 Select race to Close



Select **Close**



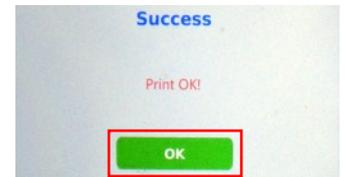
Select **OK**



Select **Print**



Select **OK**



For fast return to the Home screen use this button



TOPigeon Race in Progress



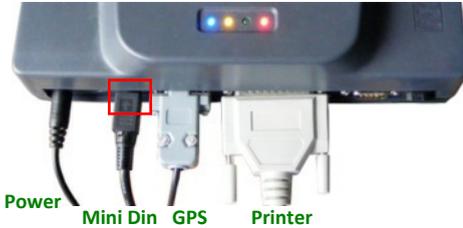
Race in Progress

You require the **Club Antenna (Ring Marker)** with cables **Mains Power - Mini Din - GPS - Printer** and **Security Fob**

The computer is not used



Club Antenna (Ring Marker)



The other end of the **Mini Din** is connected to the **iPigeon Clock**



Power up - select screen **Club Manager**



hold Fob over Well



on screen select **Race Manager**



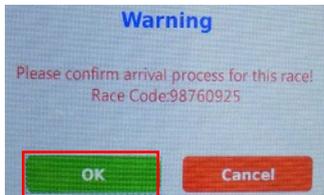
On Race List
Select race to print
Race in Progress



Select Arrive



Select OK



Select Print



Select OK



For fast return to the Home screen use this button



TOPigeon Delete Race from iPigeon clock

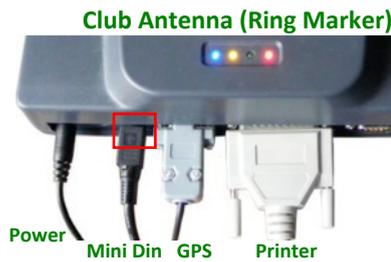


WARNING: Do not delete race until all paperwork has been received by your Federation, National, Classic etc.

Whilst Race Deletions can be carried using the Ring Marker or just the iPigeon. An advantage in using the Ring Marker when connected to the computer is that synchronising can be carried out immediately rather than later. Clubs also need to be aware if only using the iPigeon clock then the race must have been closed.

Delete Race using Club Manager

You require the **Club Antenna (Ring Marker)** with cables **Mains Power - Mini Din - GPS - Printer** and **Security Fob**



The other end of the **Min Din** is connected to the **iPigeon Clock**



Power up - select screen **Club Manager**



hold Fob over Well



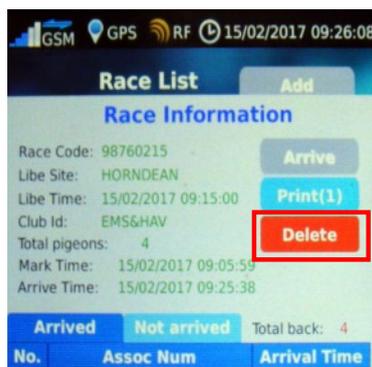
on screen select **Race Manager**



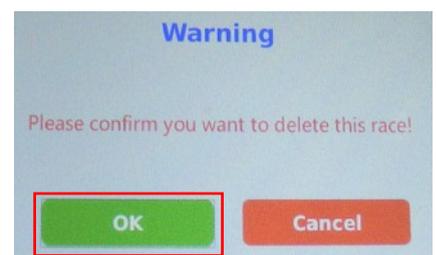
Select Race



Click Delete



Click OK



To synchronise clocks to the Club Manager go to Page 26
To delete race using only the iPigeon clock go to Page 24

For fast return to the iPigeon Home screen use this button



TOPigeon Delete Race from iPigeon



Delete Race using only iPigeon clock (WARNING deleting races can not be undone)

No computer or Club Antenna (Ring Marker) is required
 Race deletions can be carried out by the club or member
Race must first be closed

Only the power cable is required
 in member's iPigeon clock



WARNING: Do not delete race until all paperwork has been received by your Federation, National, Classic etc.

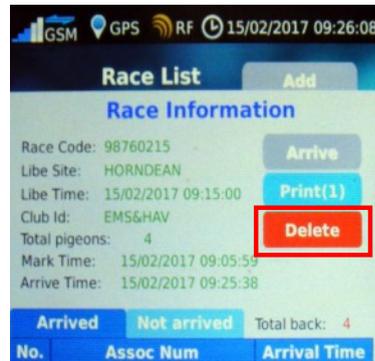
Power up - select screen icon Home



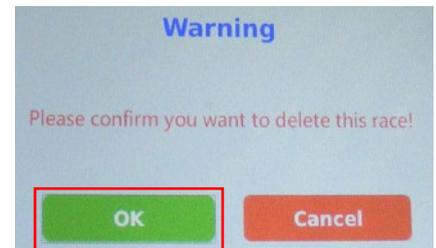
Select Race



Click Delete



Click OK



For fast return to the iPigeon Home screen use this button



TOPigeon using iPigeon on other manufacturer's Ring Marker



You will need to find out if the other manufacturer's Ring Marker is up to date with all FCI approved ETS leg chip rings (our Topigeon ETS chip rings are FCI approved) and so is able to read and write to our AA and AE chip rings.

Marking and Race Closing on other manufacturer's Ring Marker

You require the **iPigeon clock** and the iPigeon **MiniDin** cable which connects to the MiniDin Port (either cable end can be used)

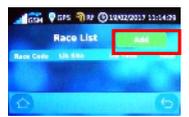


When Powered select **Club Manager**

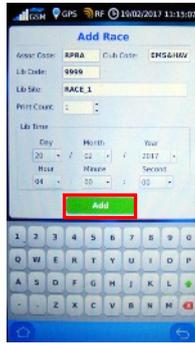


then select **Race Manager**

then select button **Add**

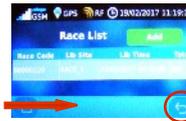


Every field is editable, but in all probability nothing will require changing except only the Day and Hour if Marking on the same day of the Race.



select button **Add**

Next Tap this button



select button **Marking**



select Race to Mark



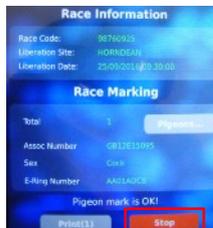
Screen changes to this



Present ETS chip leg to Ring Marker



When all birds have been marked Click button **Stop**



Select button **OK** To start printing



Select button **OK** after printing



For fast return to the iPigeon Home screen use this button



TOPIGEON Synchronising iPigeon Clock with Club Manager

If this is a new clock which has never been synchronised go to Page 12



This procedure is the same for Club Manager to clock - or clock to Club Manager

You need to have the Club Manager open on your computer
the iPigeon Clock connected to the Club Ring Marker
the Club Ring Marker connected to the computer (USB)



The Clock is connected to the Ring Marker
using the 4 pin Mini Din cable
(either end can be used)



Select iPigeon screen **Club Manager** icon



Hold Fob over Club Ring Marker Well



Select **Connect to PC** icon



On the computer Club Manager screen select the **Clock Operation** Tab

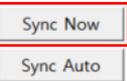


On the computer screen select **Synchronise Clock**

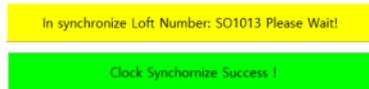


Then select **Sync Now**

Please connect your iPigeon to the Club Antenna (ring marker) , then click "Sync Now" for a single clock or "Auto Sync" for multiple clock in a row.



A successful synchronising will display these two consecutive messages for a brief time



iPigeon displays Synchronise Success



Should a red Error Bar appear, you will need to double check your actions by starting the whole procedure again



For fast return to the iPigeon Home screen use this button

