

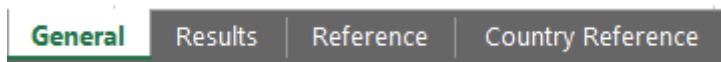
# HOW TO COMPLETE THE RESULTS EXCEL UPLOAD FILE

# INDOOR

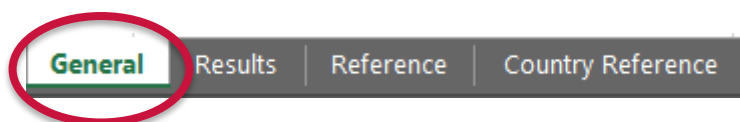
Below you will find some information about completing the results Excel upload file. Please take note and review your file before upload to maximise chances of a trouble-free upload.

1. The file contains 4 tabs. Each tab is necessary for the upload.

**!!! DO NOT REMOVE OR MODIFY FORMAT !!!**



2. « General » Tab



UCI Event's Results file			
Field	Value	Description	Comment
Competition Code	D2CP54579	UCI unique competition code	Mandatory
Event Code	D2EV6765	UCI unique event code	Mandatory
Race Type		Race type of the Event (IRR, XCO, OM)	Optional
Competitor type	A	A or T (Athlete or Team)	Mandatory
Result type	POINTS	Points or Time	Mandatory
Document version		1.0 Version number of the file	Mandatory

*Mandatory fields in red*

### Competition Code\*

Example: D2CP54579 (CP = Competition), code that identifies the competition, "Oberhessenpokal"

### Event Code\*

Example: D2EV6765 (EV = Event), code that identifies the results to be submitted in a race, such as the "General Classification" => submitted to each result to submit in a race.

### Competitor Type

A for Athlete / T for Team

### Result type

Always "POINTS"

## Document version

Generally, 1 for 1<sup>st</sup> version. If you have to re-upload, you will need to change the version number.

*\*You will find the « Competition Code » and « Event Code » into UCI DataRide by selecting the race:*

**Oberhessenpokal** DONE

# D2CP54579 IND 07 May 2017 CLB ME - WE Hungen GER

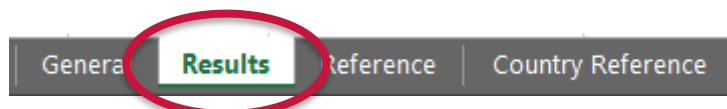
**RACES**

FILTER BY RACE TYPE  
All

Status	Race Name	Date	Venue
<span>DONE</span>	Mixed Elite - Pair Artistic Cycling Mix	07 May 2017	Hungen
<span>DONE</span>	Event D2EV6765	General Classification	
<span>DONE</span>	Women Elite - Pair Artistic	07 May 2017	Hungen

If an error message appears, please refer to the file "UCI DATARIDE\_problem resolutions\_EN", available on the Extranets of the National Federations and the Commissaires.

### 3. « Results » tab



Fill in the document based on the 3rd tab :



The results tab may be automatically completed by the timing company. If this is not the case, you must complete **at least** the following information, depending on the type of race:

Rank	BIB	UCI ID	Last Name	First Name	Country	Team	Gender	Phase	Heat	Result	IRM	Sort Order
1		10014094383	Mlady	Bernd	GER		M					1
1		10014094484	Mlady	Gerhard	GER		M					2
2		10012809438	Schnetzer	Patrick	AUT		M					3
2		10012810246	Bröll	Markus	AUT		M					4
3		10012809539	Hrdlicka	Jiri	CZE		M					5
3		10012810751	Loskot	Pavel	CZE		M					6

## Mandatory fields in red

### Rank (if applicable)

Number of the rider's place in the ranking.

For Indoor Cycling team events (Cycle-ball, Artistic Cycling Pair Women / Pair Open and ACT4 Open), the same rank must be repeated as many time as the number of participants in the team (2 or 4).

### BIB

Not applicable for Indoor events.

### UCI ID

Rider UCI ID.

Beware, if you copy the UCI ID from another file, it should be an 11-digit number with **no space**.

### Last Name

The rider's last name as it appears in UCI DataRide.

### First Name

The rider's first name as it appears in UCI DataRide.

### Country

Rider's nationality (**3-letter** code).

### Team

**3-letter** code of the UCI team of the rider.

If the rider is riding with his national team, enter the **3-letter** code of the nation.

### Gender

M for Man / W for Woman

### Phase

Not applicable for Indoor events.

### Heat

Not applicable for Indoor events.

## Result (if applicable)

Not applicable for Indoor events except for Artistic Cycling: number of points

Beware, the format of this column must be « text » (not « time » or « custom » or other!). If in doubt, please refer to the procedure « [UCI DATARIDE problem resolutions EN](#) ».

## IRM

Not applicable for Indoor events.

## Sort Order

Each rider must have a Sort Order, so that they are all displayed in the correct order in the ranking (if there are 200 riders, the Sort Order will go from 1 to 200).

This column is independent of the Rank because the Sort Order informs only the system on the order of display of the riders in the results.

## 4. Results submission procedure

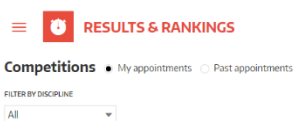
### A and B events as well as Continental and National events

The respective National Federations must submit the results via UCI Database by using the Excel template list available for the respective event

### Cycle-ball World Cup and Indoor Cycling World Championships

The UCI Chief Commissaire must submit the results via UCI Database by using the Excel template list available for the respective event”

## 5. Excel file upload in UCI DataRide

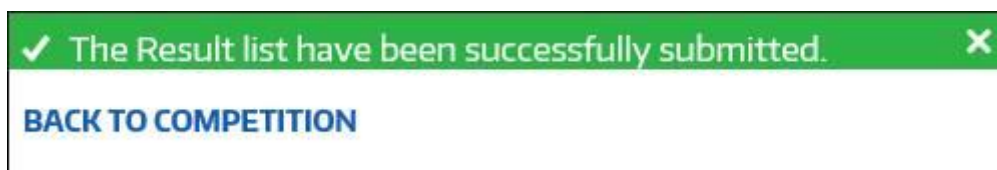


## 6. Submission of results

It is imperative to click on this button to validate your data, otherwise the results will not be officially registered in the system.

**SUBMIT CHANGES**

Once the results have been sent, a confirmation message will appear.



**Please send your questions to**

**[support.ucidata@uci.ch](mailto:support.ucidata@uci.ch)**