

# **Backnine Bookie** by MicroFest, Inc.

## **Overview**

### **Backnine Bookie Overview**

Backnine Bookie is the perfect tool for running your golf club's tournament wagering. Save hours of time over manual methods! Open up your event to exotic betting, where you must pick the first and second place finishers, the winner in each level of play, or the winner of each round of the tournament. With Backnine Bookie, it's easy to record bets, display the current odds, and calculate the payouts after the rounds are complete.

Use Backnine Bookie as the center of a charity event. Not only is it great fun, but its also a great way to help raise those much-needed funds.

Backnine Bookie contains the following features:

- **Handles the most-popular types of bets!** Accept and calculate payouts for these types of standard bets: win, place, show, exacta (pick the 1<sup>st</sup> and 2<sup>nd</sup> place finishers), trifecta (1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup>). Backnine Bookie handles "boxed" exacta and trifecta bets effortlessly. Also, with Backnine Bookie, you can manage bets where you pick the winner of consecutive rounds or you pick the winner of each "flight" or skill-level in a round. Also handles "field" bets if desired, where multiple golfers are included on one bet.
- **Flexible golf card settings!** For each round and flight on the golf card, Backnine Bookie allows you to choose what types of bets are allowable, what the minimum bet will be, and how to round off payouts.
- **Unlimited number of golfers, bettors, or bets!** There is no practical limit to the number of golfers that can be added to a tournament file. Nor is there a practical limit on the number of bettors from whom you can accept bets or bets that can be placed. The only limit is what your computer can process in its memory.
- **Allows the setting of the house "cut"!** For each round and flight, you can specify a flat amount to be withheld from win bets, or a percentage of bets to be withheld from all bets. For charity events, simply hold back a percentage of the bets from the winnings as the charitable contribution amount!
- **Fully functional betting window!** Place or cash multiple bets in one transaction and settle up with the bettor in a few easy clicks of the mouse.
- **Print bet sheets!** With Backnine Bookie, you can print out a form to pass out to participants to record their bets. You can also print out the bet sheets as they are entered into the system and give them to the bettors. **New in 2003!** You can print bets out to a small ticket or label printer to give each bettor a record of his or her bets.
- **Track each bet by bettor name!** Optionally, you can record the name of each of bettor and tie each bet made to the bettor that made it. This makes it easy to cash all of the tickets for a particular bettor at one time.
- **Track amounts collected and paid out!** As bets are placed and winnings determined, Backnine Bookie can keep track of what is owed to or due from each individual bettor.
- **Display or print the current betting pools and odds!** You can display the betting pools and the odds for win, place, show, exacta, and "2 Consecutive Round" bets. You can have the system automatically scroll through all of the available odds automatically. If you have a computer network set up at your club, you can take bets on one computer and display the current odds on one or more other computers.
- **New in 2003! Enter scores for everyone in the tournament!** Enter the scores of each player easily and Backnine Bookie will figure out who came in 1<sup>st</sup>, 2<sup>nd</sup>, etc. Finishing scores can be printed and passed out to members along with the betting payouts.
- **Calculate and display winning payouts in seconds!** Simply point-and-click to record the

tournament results and, within a flash, the winning payouts are calculated and displayed. **New in 2003!** Backnine Bookie now handles tie scores, splitting the payouts appropriately in an instant.

- **Allows up to 11 rounds and 12 flights for each tournament file!** Manage your entire tournament in one file!
- **Copy information on golfers and bettors into Backnine Bookie from other computer files!** Backnine Bookie allows you to track a bettors name, e-mail address, phone number, and any other information that you might need. Golfers are set up with their name and handicap. If you need to start a new file for the same group of bettors or golfers, you can copy over the information from any other Backnine Bookie file or import it from comma-delimited files, which can easily be created from most spreadsheet products. You can also make all of your golfers into bettors with a couple of clicks.
- **New in 2003! Print reports to your printer or to a file!** Reports are available for everything you need, including listings of the golf betting card, bettors, bets, current odds, results, and payouts. All reports can be sent directly to your printer, to a formatted file, or to a comma-delimited file for importing into your favorite spreadsheet program. For printed reports, you have full control over fonts and margins.

Two sample files are included in your software package. They are loaded to the directory to which you loaded the software. They have a file type of ".bnb" and may help you get the familiar with the software. One file has bets already entered, so you can see how reports look and feel. The other has no bets entered, so that if you are not yet a registered customer, you can get a good feel for how the system works by placing some sample bets on your own.

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*When college basketball tournament time rolls around, be sure to visit our website at [www.Tourney-Tracker.com](http://www.Tourney-Tracker.com) and check out Tourney Tracker! Simply the best tool for saving time and adding to the fun of your office or club pool!*

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Below is a brief overview of the functions and tools available in Backnine Bookie. Click on the "Contents" button above to see the full contents of this help file.

### **Setup Golf Card**

To start a new tournament file, select File / New from the menu. Enter the information needed to operate your betting window, such as valid bet types, minimum bet and payout amounts, amounts that the house holds back from the winnings, and the golfers competing in the competition.

### **Edit Bettors**

Enter the names, phone numbers, e-mail addresses, or any other pertinent information about the people who will be placing bets. Enter in as much or as little information as you desire.

### **Betting Window**

Accept bets just like the betting windows at a horse racing venue, creating printed tickets for each bettor showing his or her bets. You can also print out blank "bet sheet" forms, make copies, and pass them out to your bettors to record all of their bets, and then easily input these documents into Backnine Bookie. For each bet made, you need to record the amount of the bet, the type of bet, and the bettor's picks.

Backnine Bookie can handle your standard win, place, and show bets, as well as exacta bets (1<sup>st</sup> & 2<sup>nd</sup> place finishers), trifecta bets (1<sup>st</sup>, 2<sup>nd</sup>, & 3<sup>rd</sup> place finishers, consecutive round winners within a flight (up to 6 rounds), and all of the winners for each flight within a round.

If your computer is hooked up to a printer, entered bets can be printed and distributed to those

making the bets.

Winning bets may also be “cashed” at the betting window once a round/flight is completed and the results recorded. Backnine Bookie tracks how much has been collected and how much has been distributed for every bet sheet.

#### **List Bets**

At any time, list the bets that have been placed. The list can be narrowed by round, flight, bettor, or bet type.

#### **Display Odds**

Display the current odds for any round and flight on the golf card. Backnine Bookie can show the odds for win, place, show, exacta, and two consecutive round bets.

#### **Record Results**

Once a flight finishes a round, the scores of the all or just the top finishers are recorded so that the payouts can be computed. Backnine Bookie can support the use of tiebreakers or it can handle letting ties stand and compute the payouts accordingly.

#### **Display Payouts**

Backnine Bookie will show all of the payouts based on the bets entered and the payout parameters set up for that particular round/flight combination. The Betting Window can list all of the tickets that are due payouts from the round/flight. For bets where there are multiple picks, such as trifecta bets or consecutive round winner bets, if no one has the exact winning ticket, you can choose to award payouts to the bettors that got the most correct picks for that type of bet.

#### **House and Bettor Summary**

This window summarizes, for each bettor, how much has been bet, collected, won, and distributed. It also shows total activity for the “house”. This window offers a quick way to “settle up” with a bettor in one quick process at the end of the tournament.

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**Please be sure to make backup copies of your Backnine Bookie files on a regular basis!**

**Making extra copies of your Backnine Bookie files on 3.5-inch floppy diskettes is highly recommended!**

**Should you have file problems, you may be able to recover lost data. *Before you start, read the section entitled “File Backup and Recovery” for information on how to set up your system to prevent lost data from computer crashes.***

## New in 2003

Following are the new features added to Backnine Bookie with this release:

### **Handle tie scores!**

Now Backnine Bookie can compute payouts in the event of a tie for any of the payout positions. You have the option of using a tiebreaker or letting ties stand for any position.

### **Enter and create reports showing the scores for the entire tournament!**

A new results entry window allows you to enter the scores for every player in the tournament. Reports can be created showing the final results.

**More control over printed reports! Print to a ticket or label printer!** Now you can choose the font and margins to use for printing reports. This added control allows you to print to a small ticket or label-type printer, ideal if you wish to give bettors a printed receipt of their bets.

### **Print or export reports to a file!**

You can send any of the Backnine Bookie reports to a file. You have your choice of two formats - - formatted like the printed report; or formatted in as a comma-delimited file, great for importing data into a spreadsheet program.

### **Enter additional combination bets as one!**

You've always been able to enter an "Across the Board" bet as a shortcut to entering a Win, Place, and Show bet separately. Now you can also enter "Win & Place", "Win & Show", or "Place & Show" bets as one bet, saving time while you are recording the bets.

### **Find all bets placed on a golfer or team!**

Now you can select a specific golfer or team when listing out bets and display only those bets where that golfer or team was specified in the bet.

# Basic Functions

## Basic Functions

This section explains the basic features available in the system, most of which are common to the majority of Windows applications. It covers all of the pull-down menu items, except for those listed under the “Edit”, “View”, and “Tools” menu. Each of these commands is described individually in another section. (Click on the “Contents” button to find the entire list of Help topics.)

### **File Menu:**

#### **New**

Begin a new tournament file.

#### **Open**

Open an existing, previously saved file.

#### **Close**

Clear the system of the currently active file.

#### **Save**

Save the file currently being worked on. Please note that when a file is saved, a backup file with the same name (except a file type of “.bkp”) is also saved. Should your computer experience any difficulties in saving the file, look for this backup file which will include your data from the time that the file was last opened. You will want to rename the file with the file type “.b kp” to “.bn b” before trying to open it with Backnine Bookie.

There is also a “recovery” file, which can help you recover betting window transactions should there be any system failure while using Backnine Bookie. *See the section “Backup and Recovery” for more information on how to set up and use the recovery file feature.*

We recommend that make a copy of your file on a floppy diskette for safety. If you want to be doubly safe, keep a manual or printed record of the bets that have been collected, just in case.

#### **Save As**

Save the file currently being worked on to a specified file name.

#### **Print Setup**

This option allows you to choose between many various print options for each of the available reports in Backnine Bookie. You can chose a font, a font-size, a printer, the page orientation and set margins. You can vary the settings for each report, or you can set “default” settings that all or some of the reports will use. See the section entitled “Print Setup” for more information.

#### **Print**

Print one of six Backnine Bookie reports:

- 1) A listing of the golf card, including a list of all of the golfers, their betting numbers, and the scores and payouts from the round or tournament if they are available.
- 2) A listing of all of the bettors in the file
- 3) A listing of the bets or a selected subset of bets in the file.
- 4) A listing of the current odds for Win, Place, Show, Exacta, and 2 Consecutive Round bets. Select which round, flight, and which bet types you would like to print.
- 5) A summary listing, by bettor and with totals for the house, of all of the betting activity that is

- kept in the file.
- 6) A blank bet sheet form, which can be copied and distributed to bettors so that they may record their bets and submit them for entry into the system.

As bets are entered into the system in the betting window function, copies of the completed bet sheet information can be printed automatically. You can set the option to print or not print bet sheets as they are entered using the Print Setup function.

Clicking on the Page Setup button displayed on the Print window allows you to change the options for the print, such as the font, font size, orientation, printer, etc. See the section "Print Setup" for more information.

### **Register**

Displays the window to enter your registration ID if you are a licensed user of the product. Once entered, you should not have to enter your registration ID again unless you change computers or your system files are lost.

### **Most Recently Used Files**

The four Backnine Bookie files that were most recently used are listed. Click on the file that you wish to open.

### **Exit**

Exit from Backnine Bookie.

## **Edit Menu:**

### **Setup Golf Card**

Opens the Setup Golf Card window where all round, flight, and golfer information is entered. It also allows the setting of many parameters that will drive the Backnine Bookie program. See the section "Setup Golf Card" for more information.

### **Edit Bettors**

Opens the window to add new bettor information to the system or edit existing information. See the section "Edit Bettors" for more information.

### **Betting Window**

Opens the window to begin taking and cashing out bets. New bets can be added, old bets changed, and winning bets can be cashed. See the section "Betting Window" for more information.

### **Record Results**

Opens the window to record the top finishers of a round and flight. Once recorded, the payouts for that round/flight combination are calculated and displayed. See the section "Record Results" for more information.

### **Options**

Opens a window that allows you to control the use of sounds while running the program.

## **View Menu:**

### **Toolbar**

Selecting this menu item will make the toolbar disappear if it is currently showing or make it appear if it is not showing.

**Status Bar**

Selecting this menu item will make the system status bar at the bottom of the window disappear if it is currently showing or make it appear if it is not showing.

**List Bets**

Displays bets that have been entered into your file. Bets can be listed for specific rounds, flights, bet types, or bettors. See the section "List Bets" for more information.

**Display Odds**

Displays the betting pools and current odds for win, place, show, 2 consecutive rounds, and exacta bets. The odds for all rounds and/or flights can be scrolled through automatically, if desired. See the section "Display Odds" for more information.

**Display Payouts**

For round/flight combinations where the results have been entered, this window displays the winning payouts for bets entered. See the section "Display Payouts" for more information.

**House and Bettor Summary**

This window summarizes, for each bettor, how much has been bet, collected, won, and distributed for the entire tournament. It also shows total activity for the "house".

**Tools Menu:****Bring in Bettors from Another File**

Displays a window which allows you to specify another Backnine Bookie file to pull bettor information from. Save yourself some keystrokes by using this when you create a new tournament file. See the section "Bring in Bettors from Another File" for more information.

**Restore from Recovery File**

Displays a window that allows you to select from a transaction log and restore lost transaction in the event of a system failure (or in the event that you accidentally forget to save your file before shutting down Backnine Bookie!). See the section "Restore from Recovery File" for more information.

**Windows Menu:****Cascade**

Arrange all open windows in a cascading fashion from the top corner of the Backnine Bookie application area.

**Tile Horizontally, Tile Vertically**

Arrange the displayed windows in a side-by-side or one-on-top-of-the-other fashion.

**Arrange Icons**

Lines up any minimized windows in the Backnine Bookie window.

**Help Menu:****Overview**

Displays the overview section of the Backnine Bookie help documentation. In order to see the contents for the entire Backnine Bookie help documentation, click on the "Contents" button in the upper left-hand corner.

**Window Help**

Displays the section of the Backnine Bookie help documentation which pertains to the active window. (Hint: Use the button with the question mark ("?") to quickly show the help documentation for the active window.)

**Search for Help On**

Displays an index to assist in finding specific help documentation.

**Registration Info**

Displays information on how to order the software and register with MicroFest, Inc. so that you may use its complete functionality.

**About Backnine Bookie**

Displays basic information about the Backnine Bookie application.

## Menus, Toolbars, and Windows

### Pull-Down Menus

At the top of the main window is a list of pull-down menus. These menus contain all of the tools needed to navigate through the various windows needed to operate a jackpot. An explanation of each menu item can be found in this documentation.

### Backnine Bookie Toolbar

The toolbar contains shortcuts to perform many of the standard Windows functions as well as open the tools specific to the Backnine Bookie. The toolbar contains buttons for the functions: File/New, File/Open, File/Save, File/Print, Window/Cascade, Edit/Setup Golf Card, Edit/Edit Bettors, View/House and Bettor Summary, Edit/Betting Window, View/List Bets, View/Display Odds, Edit/Enter Results, View/Display Payouts. See either the previous section, “Basic Functions”, or specific topics later in this help documentation for more information on these commands.

### Status Bar

This is the bar at the bottom of the window that shows the current date and time.

### Main Menu

When you start the Backnine Bookie program, you will see a large pictures where you can click and go to the features most often used with Backnine Bookie.

- Click on the golfer to edit the golf card information and betting parameters for the tournament (same as Edit/Setup Golf Card)
- Click on the man with the cigar to edit bettor information (Edit / Edit Bettors)
- Click on the betting window to place bets or cash tickets (Edit / Betting Window)
- Click on the odds tote board to display the current odds (View / Display Odds)
- Click on the 3 betting tickets to display a list of bets in the system (View / List Bets)
- Click on the trophy cup to record the top finishers of a round/flight (Edit / Enter Results)
- Click on the payouts tote board to display the payouts for a round and flight (View / Display Payouts)
- Click on the money bags to display a summary of how the house and each bettor is doing (View / House and Bettor Summary)
- Click on the printer to print reports (File / Print)

Click on **View** in the pull down menu and you will see three items listed at the top: Tool Bar, Status Bar, Main Menu. A check mark next to these items indicates that they are displayed in Backnine Bookie main window. Click on any of the items to toggle between displaying the item or hiding it.

## Options

Choosing **Edit / Options** will display a window that lets you change how sounds are used while running Backnine Bookie. You may choose one of the following options:

- **Sound on fully:** When buttons are clicked, you will hear an audible sound, which indicates that the command was accepted and processed. Different types of buttons and processes have different types of sounds associated with them. For example, canceling a transaction plays a "whooshing" sound, saving a file plays a "camera-click".
- **All sounds are clicks:** When buttons are clicked, you will hear an audible "click". The click replaces all other sounds that would have been played had the sound option been on fully.
- **Turn all sounds off:** This makes Backnine Bookie operate in silent mode. The only sounds are to indicate errors or special warnings.

Click on **OK** to save your sound option or **Cancel** to quit without saving your selection.

# Run a Tournament Betting Window Step By Step

## Setting up the Golf Card

The first step in starting a betting window is to set up the parameters for the tournament for which you are going to be taking bets. Use the Edit/Setup Golf Card menu item or button to bring up the window. There are five tabs and under various tabs, you will be able to specify:

- The first time in, you will be asked to set the number of rounds and flights for which you will be taking bets. For example, if you are running a four-day golf tournament, with a round each day and four levels of players (A, B, C, and D players), and you want to take bets on each round and each level (or “flight”), you would specify 4 rounds and 4 flights. You can also specify that you want to take bets on the winner of the entire tournament for each flight. You can also specify that you wish to take bets on handicapped and non-handicapped results.  
*Please note that once the number of rounds and flights are set, they cannot be changed unless you open up a brand new file and start over.*
- The name for the file, e.g. “Golf Haven Country Club Fall 2001 Tournament”
- Which golfer information will be used and how golfers should be sorted in pull-down menus and how they should be displayed on reports.
- Whether or not you intend to specify the names of individual bettors
- The names of each round and flight for which you are taking bets
- Default values and values for each round for the following
  - the minimum bet and payout amount
  - the monetary increment that bets will be accepted in
  - the amount that the “house” will holdback from winnings
  - which bet types are going to be accepted
  - how to round payout amounts
  - “Quick Bet” amounts
- For each golfer in each flight or level, the following:
  - the name of the golfer
  - the betting number, used to record bets and group golfers into a single entry
  - the program number (optional)
  - the tee-off position (optional)
  - the handicap of the golfer or the team
- The frequency that you would like the system to prompt you to do a backup and whether you want a backup file to be made on diskette
- Whether or not to use a recovery file, its name, and how many days of data to hold in it

Each Backnine Bookie file can contain up to 11 rounds and 12 flights.

Once this basic information is captured, you are ready to take bets.

Don't forget to **save** your file after you enter the golf card!

**Please be aware that if you specify a Minimum Payout greater than the minimum bet, it is possible, although rare, that the total payouts will be greater than the total bets taken in.**

Also note that the computed payouts for a bet type for a round/flight combination are based solely on the bets of that type that have been entered into the system. If there are only a few bets entered, you are likely to see strange payout calculations. For instance, a show bet on a golfer may payoff more than a win bet. The laws of statistics, though, will almost always catch up if enough bets are taken and you will see results closer to expectations. If you continue to have the problem, you may want to lower the minimum bet amount to encourage more distribution of the bets.

## Collecting Bets

Use the Edit/Betting Window menu item or button to pull up the window for accepting bets on rounds and flights.

If you would like to print out a blank form, which can be copied and distributed to bettors so that they can record all of their bets on one sheet, use the File / Print function and choose the “Blank Bet Sheet” option. Collect the sheets and then enter them as a betting window “transaction”.

Any string of related activity at the Betting Window is considered to be a “transaction”. Think of a transaction as one person’s visit to the betting window to place or cash multiple bets. For placing bets, once the bettor is specified, you can enter as many bets as desired for any and all of the round/flight combinations.

### Entering Bet Sheets

Click on the right-hand buttons to either add new bet sheets or edit already entered bet sheets.

Clicking on “New Bet Sheet” will bring up a window for you to select the bettor for the bet sheet. (A new bettor can be added if need be by clicking the “Add Bettor” button.) Clicking the “Place Bets” button will take you to the “Bet Sheet” window. In this window you can enter one or more bets by entering the round, flight, a bet amount, a type of bet, the bettor’s picks, and then accepting the bet into the system. Once completed, clicking the “Accept Sheet” button will add the bet sheet to the list of transactions.

When finished with all of the activity for the bettor, click on the “Finish Transaction” button. This will bring up the “Finish Transaction” window, which displays the total amount that the bettor should pay to the betting window attendant. The default is to collect the entire amount owed, but if the bettor is short, the actual amount collected should be entered.

### Viewing Bets

You can use the View/List Bets menu item to list all or a subset of the bets on file. The List Bets tool also supplies a summary total of the total amount bet for the listed bets, the total amount won (after results are entered), the total amount collected by the bank, and the total amount distributed by the bank for winners.

As you familiarize yourself with the Betting Window, you may want to practice placing bets both with and without the mouse. Once familiar, the betting window might be quicker to run without the mouse. Pressing the Tab or Enter keys while on a text entry block will cause the data entered to be accepted in the text block and the cursor, or “focus” moved to the next text block or button typically used. Also, short-cut keys are available on several windows which can be used instead of clicking on buttons. See the section “Betting Window” for more information.

**Note:** Backnine Bookie does all of its work within the memory of your computer. Your files are not saved to disk until you specify to do so. You can wait until you exit the program, when the system will prompt you to save the file, but it is recommended that you get into the habit of saving the file every 5 to 10 minutes, by selecting File/Save (or clicking on the floppy disk icon in the upper toolbar.) Another option is to use the automatic Save prompter which will ask you if you would like to save the file after every so many transactions. This can be set in the Setup Golf Card function. There is also a “recovery” function that can help you retrieve bets should your computer accidentally lose power. See the section on “Backup and Recovery” for more information.

## Displaying Odds

The View/Display Odds menu item can be used to show your bettors the current odds based on the bets that have been collected. Odds can be shown for any round/flight combination at any time.

Backnine Bookie has the capability to show the odds for Win, Place, Show, Exacta, and 2 Consecutive Round bets. The odds shown are a rounded figure of the ratio that a bettor will receive on top of getting back the amount of his or her bet. (Please note that place and show odds are "average odds". The true odds for these bets vary depending on the combination of golfers that finish in the money.)

The Auto-run feature allows you to let the computer scroll through the current odds for all or selected rounds and flights on a timed basis, just like the tote boards at major betting parlors or racetracks. This way you can let multiple bettors watch the screen and pick out the odds information important to them. If your computer monitor is large enough and set to a high enough resolution, you can easily display odds in one portion of the window and take bets in another. Adding a separate monitor to the system can allow bettors to review odds and the ticket entry process as you are keying them in.

If your computer is networked with other computers, you can display the odds on those other computers. ***Please note that you can only use one computer at a time to update the file.*** By installing Backnine Bookie on a networked computer, you can open up a file in "display-only" mode. When you are displaying odds, the system can be set up to automatically refresh data from the file being updated on the main computer. If you wish to use Backnine Bookie on another computer for display-only, you can download our trial version of the software from [www.backninebookie.com](http://www.backninebookie.com) and install it on the second computer. You will not need to enter a registration ID to use the program for display-only purposes.

## Computing and Distributing the Payouts

The Edit/Record Results menu item is used to enter the results of a round/flight combination and display the computed payouts. As results are recorded, winning amounts for each individual bet is also recorded in the system.

In computing payouts, remember the following rules used by Backnine Bookie:

- All winning bets *always* get back at least the amount they bet. If a minimum payout is set, then a winning bet will always get back at least this amount (based on the ratio to the minimum bet), except in the case where no bet had the correct results.
- The "holdback percent" and "holdback amount" specified in the golf card are used to lower the return pot before payouts are calculated. The "house" could get shorted its payback amount if the minimum payout is set too high or if there are no correct bets for a particular bet type.
- For exacta, trifecta, Flights within a Round, and Consecutive Round bets, if there are no bets which match the results exactly, you will be asked to choose from up to three options for settling the bets, either a) pay nothing, b) give everyone their money back, or c) split the pot between those with the most correct picks within the bet.

**Please be aware that if you specify a Minimum Payout greater than the minimum bet, it is possible, although rare, that the total payouts will be greater than the total bets taken in.**

Once the payouts have been determined, go back to the Betting Window to cash tickets. Pressing the Cash/Collect button will bring up a list of bet sheets that are due a payout or have outstanding amounts that are due in. To cash a ticket or bet sheet, click on it in the list, or enter its number in the upper left hand corner block. If you'd like to see all of the winners for a particular bettor, you can filter out all but that bettor's uncashed/uncollected tickets by choosing him or her from the pull-down list. You may collect or cash as many tickets or bet sheets as you like within one transaction. New bets may also be placed by the bettor in the same transaction.

You may also use the View / House and Bettor Summary to settle up with bettors. This window shows a summary of the amount bet, collected, won, and distributed for each individual bettor. You can then select which bettor's you want to settle with, click on "Settle Up" and the total amount due in or out will be displayed. Click OK if the money changes hands to settle up with the bettor.

## File Backup and Recovery

Backnine Bookie contains several features to help you make sure that data in your file is not lost. These are explained below.

### Automatic File Copy

The system automatically makes a backup of your file before writing over it with changes. This happens every time you inform the program to “Save” your Backnine Bookie file to the same name that was used when the file was opened. If you have any problems with your main file, look for a file in the same directory with a file type of “.b kp”. Change it to “.b nb” and you can start again from the previous time that you saved the file.

### Prompting to Save File

Using the last tab of the Setup Golf Card window, you can specify a number of betting window transactions after which the system will display a message asking you if you would like to save the file to disk. You can choose whether or not to have the system prompt you for file saves in the function Edit/Setup Golf Card on the Backup / Recovery tab.

### Backing up to Diskette

You can also backup your file automatically to a diskette every time that you save it by selecting that option in the Edit/Setup Golf Card window on the Backup / Recovery tab. If you are hooked up to a network, you could choose a network server to backup to instead of a diskette.

### Restoring Betting Window Transactions from the Recovery File

In the event of a system failure, unless you backup your file after every betting window transaction, you may lose data from your Backnine Bookie file. Because it is so important to maintain an accurate record of betting window transactions, Backnine Bookie can be set up to log each and every betting window transaction to a separate file that can then be used for recovery purposes. The last tab of the Setup Golf Card window allows you to specify whether or not to use a recovery file and its name. The Tools/Restore from Recovery File function allows you restore selected transactions back to your file. ***Please be very careful using this feature. If not used properly, you may get undesired outcomes. Please see the section “Restore from Recovery File” for more information.***

***While Backnine Bookie has several safety features, it is still wise to save your file to diskette or some other external storage medium every so often.***

# Guide to Betting Terms

For those of you who are not familiar with the pari-mutuel terms or some of the special golfing terms used in Backnine Bookie, below is a brief explanation:

## **Round**

A round can be either a full 18-holes on the golf course, nine holes, or whatever you want it to be. The idea is that a round is some smaller portion of the entire tournament for which you can determine a first, second, and third place finisher.

## **Flight**

A flight is designed to be a "level" of player. Many golf tournaments divide players up into A, B, C, D players, where A is the highest level of player and D, the lowest. You can use whatever codes that you want to distinguish between the levels, or only have one level. Each flight has its own pari-mutuel betting pools and payouts. You can also use different "flight" designations to separate the betting on the same golfers, one for the top finishers without handicap, and one for the top finishers when handicaps are factored in.

## **Payouts**

On the Display Payouts window, all amounts displayed are based on a \$2.00 bet. Thus, if you have a winning \$1 bet, you will only receive half of the amount displayed. A winning \$5 bet will receive 2 and one-half times the amount shown. The simple formula to figure out the payout for a bet is to take the amount bet, divide it by 2.00, and multiply that by the displayed payout amount.

## **Pools**

Pools refer to the amount of money that is collected for a particular type of bet for a particular round and flight. Thus the "win pool" for a round and flight is the total of all money bet to win on all golfers in that flight for the round. All odds and payouts for a particular type of bet are computed using only the amounts bet for that type of bet for the specific round/flight combination.

## **The House or the Bank**

Either term, the "house" or the "bank", refers to the person or persons who are running the betting operation.

## **Holdback Amount**

This refers to the amount of money bet on a round/flight combination that is withheld from the payout calculations and kept by the house. Backnine Bookie allows the person or persons running the betting operation can set the holdback amount to whatever value or percentage that they see fit, from zero on up.

## **Odds:**

The "odds" for a bet are a ratio that tells you how much you will receive over the amount of your bet should your pick or picks finish as wagered. If the odds are 3-1, you will receive three times what you bet, *plus the amount of your bet*. In other words, if you bet \$2.00, you will receive approximately \$8.00 back (your \$2.00 bet plus three times that or about \$6.00).

Please remember that the odds are always rounded, so actual payouts might be a little more or a little less than the displayed odds. Also, should a tie occur in one of the payout positions for a bet, the odds will be adjusted down in order to spread the pot between more winning bets.

### **Place and Show Odds**

Please be aware that the Place and Show odds displayed by Backnine Bookie are “average” odds. The payout rate for a golfer finishing in the money for a place or show bet will vary based on what other golfers finish in the money.

This is because the first step in calculating payouts is to pay each winning bettor back the amount bet and only after that is the remainder of the pot split between the winners. Therefore, if a favorite comes in, more of the pot goes toward paying back the amount bet to each bettor and less is available to split as winnings.

As a general rule, the actual amount paid out for Place and Show bets will be lower than the displayed odds if “favorites” finish in the other winning positions. The amount paid out will be greater than the displayed odds if “long shots” finish in the other winning positions.

### **Types of Bets:**

#### **Win**

The “Win” bet is the simplest of all. You must pick the golfer that finishes in first place. If the correct pick is made, you receive the amount shown as the “Win” payout for the first place golfer for each \$2 bet.

The formula for determining the ratio for win payouts is to simply divide the win pool by the amount bet on the winning golfer. That number multiplied by \$2.00 is the amount shown on the payout board.

#### **Place**

With a “Place” bet, you pick a golfer that you think will finish in either first or second place. If the golfer finishes in the top two, then you receive the amount shown as the “Place” payout for that golfer for each \$2 bet. Place bets on either of the first or second place golfers will payout, but the amount paid for bets on each golfer will vary depending on how much was bet on each golfer.

The basic payout formula is a two step process. First, take the place pool, subtract the amounts bet on each of the top two golfers to get the distribution amount. Second, for each of the top two finishers, the ratio for payouts is calculated by dividing the distribution amount by the amount bet on the golfer and then adding 1 to the result. That number multiplied by \$2.00 is the amount shown on the payout board.

#### **Show**

“Show” bets operate in the same manner as a “Place” bet, except that you are trying to pick a golfer that will finish either first, second, or third. So if you have a \$2 bet on a golfer and it finishes in the top three, you will receive the “Show” payout shown for that golfer. Just as with Place bets, Show bets on either the first, second, or third place golfers will payout, but payout different amounts based on how much was bet on each golfer.

The basic payout formula is a two step process. First, take the show pool, subtract the amounts bet on each of the top three golfers to get the distribution amount. Second, for each of the top three finishers, the ratio for payouts is calculated by dividing the distribution amount by the amount bet on the golfer and then adding 1 to the result. That number multiplied by \$2.00 is the amount shown on the payout board.

### **Across the Board**

An “Across the Board” bet is actually three bets in one. Only one golfer is specified for the bet, but the bet is recorded as one Win bet, one Place bet, and one Show bet on the golfer. If you place an Across the Board bet and your golfer finishes first, then you collect the all three payouts (Win, Place, and Show) listed for that golfer. If the golfer comes in second, you collect the Place and Show payouts listed for the golfer, and if it comes in third, you only collect the Show payout for that golfer.

### **Exacta\***

With “Exacta” bets, you must pick the two golfers that finish in first and second place *and pick them in the correct order of finish*. For a straight Exacta bet, the golfers should be entered in the order that the bettor thinks the golfers will finish. With a correct \$2 bet, the bettor receives the payout amount shown for the Exacta bet. For information on “Boxing” exacta bets, see the section below.

The basic formula for determining the ratio for the exacta payout is to simply divide the exacta pool by the amount bet on the winning combination of golfers. That number multiplied by \$2.00 is the amount shown on the payout board.

### **Trifecta\***

With “Trifecta” bets, the bettor must pick the three golfers that finish in first, second, and third place *and pick them in the correct order of finish*. For a straight Trifecta bet, the golfers should be entered in the order that the bettor thinks the golfers will finish. With a correct \$2 bet, the bettor receives the payout amount shown for the Trifecta bet. For information on “Boxing” trifecta bets, see the section below.

The basic formula for determining the ratio for the trifecta payout is to simply divide the trifecta pool by the amount bet on the winning combination of golfers. That number multiplied by \$2.00 is the amount shown on the payout board.

### **Flights within a Round bets\***

There are three types of “Flights within a Round” bet. With the “All Flights” bet, you try to pick the winner every flight within a round. With the “All Flights without Handicap” bet, you try to pick the winner of every flight in a round that is based on actual scores without taking handicaps into consideration. “All Flights with Handicap” bets are where you try to pick the winner of every flight in a round where handicaps are considered. When placing a Flights within a Round bet, the first golfer specified is the selection for the winner of the first applicable flight in the round, the second is for the second applicable flight, and so on. With a correct \$2 bet, the bettor receives the payout amount shown for that bet type.

The basic formula for determining the ratio for Flights within a Round bet payouts is to simply divide the pool for one of these types of bets by the amount bet on the winning combination of golfers. That number multiplied by \$2.00 is the amount shown on the payout board.

### **Consecutive Round bets\***

When a “Consecutive Round” bet is made, the bettor attempts to pick the winning golfer in two or more consecutive rounds. (Backnine Bookie can handle a maximum of 6 consecutive rounds in one of these types of bets.) Consecutive Round bets are for winners of consecutive rounds with the same flight. When placing a Consecutive Round bet, the first golfer specified is the selection for the winner of the first round in the bet, the second is for the second round in the bet, and so on. With a correct \$2 bet, the bettor receives the payout amount shown for that bet type.

The basic formula for determining the ratio for Consecutive Round bet payouts is to simply divide the pool for one of these types of bets by the amount bet on the winning combination of golfers. That number multiplied by \$2.00 is the amount shown on the payout board.

- \* Note that the general rule at most gambling establishments for Exacta, Trifecta, Consecutive Round, and Flights within a Round betting is that you do not win unless you have a completely correct bet. In other words, you only win the All Flights bet if you have correctly picked the winners of each flight within the round. But, because Backnine Bookie is intended for use with small crowds, the "bookie" has the option of paying off for those with the *most* correct picks in the event that no one has a bet that is entirely correct. For example, if golfers A, B, and C finish in that order in a round/flight and there are no fully correct Trifecta bets, then the software looks for Trifecta bets where any two positions are correct and computes payouts for anyone with those bets. So a bet of D, B, C would pay off in this case, because there are two correct parts of the pick. A bet of B, C, A would not be considered a winning bet because no position matches up correctly.

### **Boxing Exacta and Trifecta Bets**

When you "Box" a bet, you are actually placing multiple bets. This feature simply makes it easier to place multiple bets in one quick step.

Boxing is only relevant for exacta and trifecta bets. For exacta bets, when you "box" golfers, you are actually placing as many bets as necessary to assure that if any two of the golfers that you have picked finish in the top two, *in any order*, then you will collect the exacta payout. Boxing trifecta bets is basically the same, only you are betting such that if any three of the golfers that you have picked finish in the top three, *in any order*, then you collect the trifecta payout.

Boxing two golfers is like placing two bets. For example, betting a \$2.00 "boxed" exacta on golfers #1 and #2 is the same as placing two bets, one on 1-2 order of finish, and another on a 2-1 order of finish. The bet would cost \$4.00 to place.

Including more golfers in the box increases the number of bets being placed. Boxing the golfers #1, #2, and #3 is like placing six bets -- a 1-2 finish, a 1-3 finish, a 2-1 finish, a 2-3 finish, a 3-2 finish, and a 3-1 finish. This would cost \$12.00, based on a \$2.00 bet.

The tables below summarizes the cost ratio of boxing multiple golfers, based on a \$2.00 bet:

Golfers boxed	Exacta cost	Trifecta Cost
2	4.00	n/a
3	12.00	12.00
4	24.00	48.00
5	40.00	120.00
6	60.00	240.00

### **Payouts for Bets with Most Correct Picks**

As noted above, Backnine Bookie allows the person running the betting window to choose what to do with the money for bets when no one has the exact winning ticket. This can get confusing for Exacta and Trifecta bets, especially when they are "boxed".

Let's suppose Bettor A bets an exacta bet on golfers 1 and 2 to finish in that order. Bettor B bets on golfers 1 and 2 as well, but boxes the bet. The tournament is completed and the winner is golfer 3, with golfer 2 in second. Furthermore, no one has an exacta bet for a 3-2 finish and the betting window operator chooses to payout on the "most correct picks" (in this case, that would be anyone with one correct pick in the exacta.)

In this example, Bettor A would be credited for one winning bet because he had golfer 2 as his second place finisher. Bettor B would also be credited for one winning bet (not two, as some might think). Even though Bettor B boxed golfers 1 and 2, he still only has one winning bet.

If you break down the bets individually, you can see why. Bettor B's two bets in his "box" are for a 1-2 finish and a 2-1 finish. The 1-2 bet gets credited for one correct pick because golfer 2 finished in second place. The 2-1 pick gets no credit for any picks because golfer 2 did not finish first, nor did golfer 1 finish second.

It gets more complicated with more picks in the "box". If Bettor C boxed golfers 1, 2, and 4, he would be credited for two winning bets with one correct pick a piece. If you break the bets down individually – **1-2**, 1-4, 2-1, 2-4, 4-1, and **4-2** – you can see that only in two of the bets does Bettor C have golfer 2 as the second place finisher.

# Frequently Asked Questions

Below are some answers to questions that we most often get about Backnine Bookie. If you cannot find the answer here to your question, send us an email at [webmaster@microfest.win.net](mailto:webmaster@microfest.win.net) and we'll do our best to answer it for you.

## General Features Questions

### Does Backnine Bookie only work for golf tournaments, or are there some other uses?

Actually, Backnine Bookie can be used for any event in which pari-mutuel wagering is desired. It is particularly patterned for golf tournaments, but can be used for a wide variety of betting. It is especially suitable for other events where there are multiple rounds or races involving the same contestants. If you wish to do pari-mutuel betting on horse racing events or other simple types of competition, you might want to try MicroFest's Backyard Bookie. See our web site at [www.backyardbookie.com](http://www.backyardbookie.com).

### How many different rounds and flights can I include in one file?

Backnine Bookie allows, in one file, betting on up to 12 different flights for up to 11 rounds plus the final tournament results.

### Is there any limit to the number of golfers in a flight?

No, there is no practical limit to the number of golfers that can be set up for a flight.

### Can I print out tickets or bet sheets as bets are placed?

Yes. You can choose to automatically print tickets or print them only when you choose to.

### Do I have to print out tickets to track the betting?

No. Backnine Bookie allows you to enter the name of each person as they place bets. After the results are in, either after each round or after all of the rounds are completed, you can summarize what is owed out to each person and cash each out with a few clicks of the mouse.

### Does Backnine Bookie display the odds for all types of bets?

Backnine Bookie displays odds for Win, Place, Show, Exacta, and 2 Consecutive Round bets. Odds for other bet types would contain so many combinations that would need to be shown that it would not be practical.

### Can more than one PC be used to enter bets or display odds?

Backnine Bookie is not built to work as a "networked" product, where multiple PC's are linked to the same file to record bets simultaneously. So you can only use one PC at a time to enter the bets. A new feature, though, does allow you to display the odds on multiple computers and have them updated periodically from the bets that are being placed. See the section entitled "Displaying Odds on a Second Computer" for more information.

### Why are the odds for place and show bets shown as "average" odds?

Place and show odds are "average" odds because the odds that will be paid out depends on what combination of golfers that finish in the money. When calculating the payouts for place and show bets, the first thing that is done is that money is taken out of the total pool of bets for that bet type to cover giving each winning bettor his or her money back. The remainder is then divided up as winnings. If one of the favorites comes in along with the golfer that you bet on, your payoff will be less than the "average" odds shown. That is because more money is used out of the pool to pay the bets back to each winning bettor and less is available to divide up as the winnings.

Conversely, if a long-shot comes in along with the golfer that you bet on, then your payoff will be better than the "average" odds because less will be used to pay back bet amounts and more will be available to distribute as winnings.

**Why does Backnine Bookie pay off bets that aren't totally correct?**

Because Backnine Bookie is geared toward club, office, or home use, the number of bets placed will be relatively small compared to public betting parlors. This means that often there will be no one with a totally correct ticket. Backnine Bookie allows you, in this situation, to choose one of three options: (1) the house keeps all of the bets, (2) pay all bettors back their bets, or (3) pay winnings to those with the most correct picks. The last option applies only to multi-pick bets, which includes exactas, trifectas, consecutive round, and flights within a round bets.

**Can I download starter files which already have the golfers entered?**

No. Backnine Bookie is tailored toward handling the betting for club golf tournaments, not national tournaments.

**Does Backnine Bookie have a Windows 3.1 or Mac version?**

No, at this time, Backnine Bookie runs only on Windows95/98 or NT, although some people have used Backnine Bookie on MACs running Virtual PC.

***Specific Program Function Questions*****How do I set up "field" bets, where you bet on multiple golfers with one bet?**

When you set up the golf card, you assign the "betting numbers" for each golfer or contestant. If you want to assign multiple golfers to the "field", just assign them all the same betting number.

**Why does a place or show bet pay off more than a winning bet for a golfer?**

The odds and payoffs for each type of bet are based solely on the money bet for that type of bet. So if there are a lot of bets on a golfer to win, but not very many bets on it to place, it very well could pay off more for the place bet than the win bet. Generally, the more bets that you take in, the less often this occurs, simply due to the law of averages. If you are working with a small crowd, you want to set the minimum bet amount lower to encourage people to spread their money around more, thereby getting a more consistent spread of the odds across the different betting pools.

**What happens if no one holds a winning ticket for a particular bet type?**

This happens often with small events. When Backnine Bookie attempts to compute the payouts and cannot find a winner, you will be shown up to three options to distribute handle the payouts. You can let the "house" keep the amount bet. You can give each bettor back his or her money. And for bets with multiple picks, (Exactas, Trifectas, Consecutive Round, Flights within a Round) you have the option of distributing the pot to tickets that have the most correct picks on them.

**How are "dead-heats" or ties handled in Backnine Bookie?**

Backnine Bookie can now handle ties or "dead-heats". When they occur, the payouts are adjusted so that those with bets on either of the tied contestants receives a payout.

# Backnine Bookie Tools

## Registration Verification

On this window, you specify the registration ID that you receive when you purchase the software from MicroFest, Inc. You may operate the software without registering, but you will be unable to perform all of the system's functions. See the section "How to Register" for more information.

**Note:** If you have already registered Backnine Bookie on your computer, choose Help / About Backnine Bookie to see the previously entered ID.

### Name

Enter your name as the licensed user of Backnine Bookie.

### Registration ID / Serial Number

Enter the 13-digit numeric ID that was given to you when you registered. If you bought the product with a credit card over the Internet, the ID is the "Serial Number" that should show on your receipt. It is extremely important that you keep this number! Without it, you will only be able to enter 10 tickets, and only three bets per ticket.

When you enter a valid registration ID, it is saved on your computer, so that you will not need to enter it the next time you use the software. You will need to use the registration ID if you install Backnine Bookie on another computer or your system's operating files are damaged or deleted.

### OK

Accepts the Registration ID entered. If not a valid ID, you will be warned and given a chance to correct it. If you do not have a registration ID, you may use the software in a limited fashion by clicking on the "Continue without Registration" button.

### Continue without Registration

Allows you to bypass the registration and use the software in a limited fashion. You will not be able to enter more than 20 bets.

### How to Register

Brings up instructional information on how to purchase Backnine Bookie.

## **Open a Backnine Bookie File**

This window appears when you first start the Backnine Bookie program.

The names of the last four Backnine Bookie files that you have used are listed in the box on this window. If you would like to use one of these files, select it by clicking on it, then click on the “Open” button. To browse your disks for more files, click the “More files...” line and then the “Open” button. To start a brand new Backnine Bookie file from scratch, click the “Start a new file” line and then the “Open” button.

You may double-click on any of the lines in the box to open the file, instead of clicking the “Open” button.

### **Open in Display-Only Mode**

Check this box if you wish to open the file, but not make any changes to it. This is designed to be used for opening one of your Backnine Bookie files on a second computer for the purposes of displaying the odds and/or the payouts, but not for taking bets. Please see the section “Displaying Odds or Payouts on a Second Computer” later in this document.

### **Open**

Click on this button to open the highlighted file in the list, or begin the browse for other files.

### **Cancel**

Close this window without opening any file.

## **Errors while Opening File**

While opening a Backnine Bookie file, it is possible that the file has been damaged and cannot be loaded completely. Backnine Bookie will attempt to load as much of the file as it can interpret properly, and then list any problems encountered in the window labeled "Errors Found".

**CAUTION:** If you decide to continue with processing a file, even though errors have been detected, be sure to examine all parts of your file, especially the bets, to see if you have lost any data. If you find that you have lost a significant amount of data, then you might be able to use the "recovery file" to restore data. You might also want to check to see if you have any non-damaged backup files from which you could start again or pull the missing data. (See the section "Backup and Recovery" for more information.) If you are still having problems, you can contact MicroFest's technical support to see if there is anything else that can be salvaged from your file. See the section "Technical Support" for more information.

### **OK**

If you decide to continue processing the file, even though there were errors encountered, click this button.

### **Cancel**

Exit without loading the file.

## Golf Card Setup

### Golf Card Setup Overview

Before any bets can be accepted, the “golf card” must be setup. Bets for tournaments ranging from 1 to 11 rounds with up to 12 different flights can be handled within one Backnine Bookie file. Set up the golf card as you see fit to run your betting window.

The Golf Card setup window contains six tabs, each explained in more detail in the following sections.

#### OK

Use this button to accept the changes made to the golf card. No changes are actually moved into your file until this button is pressed.

#### Apply

Click on this button to edit the changes that have been made to the golf card and move them to the internal storage of the program. Note that nothing is saved to disk until you do a File/Save function.

#### Cancel

Disregard any changes to the golf card that have been entered since the last time it was opened.

**Note:** Once the winners of a round/flight are entered, most of the information about that round/flight cannot be changed. If you need to make changes and cannot, go back to the Edit / Enter Results tool and remove the results, make your change, and then reset the results.

## **Set Number of Rounds and Flights**

The first time that you get into the Golf Card Setup for a new file, you will be asked to set the number of rounds and flights that you wish to place bets on.

***Please be sure to consider this carefully!!! Once set, you cannot change the number of rounds or flights within your Backnine Bookie file!!!***

### **Bet on Tournament Winner**

Check this box if you wish to accept bets on the winner of the tournament. Each flight is kept separate. By checking this box, you will be able to accept bets on the tournament winner for each flight.

### **Number of individual rounds that will be bet on**

Enter a number from 0 to 11 to indicate how many rounds for which you wish to collect bets. Each round that you enter will have its own betting pool, odds, and payouts, totally separate from all other rounds. You will need to accept bets on multiple rounds to do Consecutive Round bets. Consecutive Round bets are bets where you try to pick the winner of the given number of consecutive rounds within the same flight. You will also be able to use the tournament winner as the final pick in a Consecutive Round bet.

### **Bets will be taken for winners both with and without handicaps**

Check this box if you wish to take two sets of bets for each flight – one with handicaps considered and one without. By default, Backnine Bookie will set up flights in pairs, the first marked without handicap, the second marked with handicaps. These can be manipulated later in the Golf Card under the Rounds and Flights tab.

### **Number of flights or levels that will be bet on**

Enter a number from 1 to 12 that indicates the number of flights for which you wish to collect bets. "Flights" are generally used to separate large tournaments into levels of players, such as A, B, C, and D players, where A is the best players and D is the lowest. Each flight will have its own separate betting pools, odds, and payouts. You can use only one flight if you wish to not distinguish between golfer's levels. You can also use separate flights in order to take separate bets on the winner of the tournament without handicap and the winner with handicap. Remember, when entering this number, count flights with handicapped and non-handicapped betting as two separate flights.

## **General Setup Tab**

Use this tab to specify some basic information about your Backnine Bookie file and to assign default values to be used for betting on each round and flight.

### **Tournament/League Name**

Enter a name which describes the contents of your file, such as "Golf Haven Fall 2001 Member's Tournament".

### **Betting Window Specifications**

#### **Sort and Display Golfers Using:**

Choose from the list to indicate the order in which golfers should be displayed within selection lists and other listings. When golfers are displayed on most windows and reports, they will be shown according to the option picked here.

#### **When showing picks, show a maximum of ... characters:**

Specify the maximum number of characters to be displayed or printed when showing a list of golfers chosen for a bet. The best number to use will depend on the size of your terminal screen and the font that you are using with your printer. The default is 60 characters.

#### **Default Bet to "Not Specified"**

Check this box if you do not wish to keep track of individual bettors names as they are placing bets. The system will automatically create a bettor named "Not Specified" and fill in this name at the betting window.

Leave this box unchecked if you intend to enter the name of each bettor who is placing a bet.

#### **Default Cash/Collect Amount to 0.00**

If this box is not checked, when you finish a betting window transaction and are prompted to enter the amount collected from or distributed to the bettor, the amount will default to the amount owed for the tickets added or changed in the transaction.

If this box is checked, the default will be 0.00. In either case, you may change the default amount to the amount actually collected or distributed.

Check this box if you wish to enter bets but not collect any of the monies. Then, after all of the results are in, you can "settle up" with each person, taking into account what he or she bet and what they won. Do not check this box if you intend to settle up with the bettor after each transaction.

### **Golfer Input**

#### **Use Betting Numbers**

If this is checked, then when entering golfers or contestants, you will be able to control the "betting number" that is assigned to that golfer. If desired, you can assign the same betting number to two or more golfers. This means that a bet on one of those golfers is really a bet on all of those golfers. If you are familiar with horse racing, assigning the same betting number to more than one horse would be how you define which horses are "paired" or horses which are in "the field".

If this is not checked, then the system automatically assigns unique betting numbers to each golfer in a flight.

### **Use Program Numbers**

If this box is checked, you will be able to enter "program numbers" for each golfer. "Program numbers", as used at horse racing tracks, are usually the same as betting number (described above), except for horses which are "paired" or placed in "the field". "Paired" horses would be assigned the same betting number, but then will be given program numbers like "1" and "1a", or "2" and "2b". "Field" horses generally are given their own unique program number, such as "12", "13", or "14", but they all have the same betting number, such as "12". The same concepts can be applied to golfers in a tournament.

If this box is not checked, then you will not be asked to fill in the "program number" data for golfers.

### **Use Tee-Off Positions**

If this box is checked, then you will be able to enter the "tee-off position" of a golfer or team in the tournament. Tee-off positions are really for informational purposes only and not necessary, unless you want your golfers listed out by their tee-off position when they are displayed.

If this box is not checked, then you will not be asked to fill in the "tee-off position" data for golfers.

### **Display Payouts Based On**

Indicate in this box the dollar figure on which you want payout amounts to be based when they are displayed. Many pari-mutuel parlors display payouts based on a \$2.00 bet and that is the default value for Backnine Bookie. But you can change it to show payouts based on whatever bet amount you choose from \$.01 to \$100.00.

Note that changing this amount has absolutely no affect on how winnings are calculated for actual bets within bet sheets. It only affects what is shown in the payouts window display.

## **Rounds and Flights Tab**

Using this tab, you can name your rounds and flights that you will be betting on in the tournament. There are long names and short “code” names for each round and flight. The long names are used wherever space permits and the short names are used where space is limited, such as many printed reports.

### ***Round Info***

#### **Code**

The short “code” word to identify the round. The text entered here will be used on windows and reports to identify the round where space is limited. It defaults to simply “1<sup>st</sup>”, “2<sup>nd</sup>”, “3<sup>rd</sup>”, etc. If you are taking bets on the entire tournament, then this will be the last item in this column and will have a default code of “Trn”, which stands for bets on the winner of the entire tournament. Only the 3 characters are allowed here.

#### **Round Name**

The long description used to identify the round. The text entered here will be used on windows and reports to identify the round where space more space is available, but it is still limited to 12 characters. It defaults to simply “1<sup>st</sup> Round”, “2<sup>nd</sup> Round”, “3<sup>rd</sup> Round”, etc. If you are taking bets on the entire tournament, then this will be the last item in this column and will have a default code of “Tourney”, which stands for bets on the winner of the entire tournament.

### ***Flight Info***

A flight can be used to separate different levels of players (e.g. A players, B players, C players, and D players), so that you can have betting on several different tournaments. Flights can also be used for separating out bets on the winners based on regulation score, or score with the player’s or team’s handicap figured in.

#### **Code**

The short “code” word to identify a flight. The text entered here will be used on windows and reports where the space is limited. Only 3 characters can be entered here.

#### **Flight Name**

The long description of a flight. The text entered here will be used on windows and reports where there is more space available. Still, the flight name is limited to 12 characters.

#### **Handicapped?**

Check this box to indicate that, in determining the top finishers for a flight, the scores of the golfers will be adjusted by their handicap. Leaving the box unchecked indicates that the top finishers will be determined without regard to their handicaps.

This only needs to be checked if you are using a combination of handicapped and non-handicapped scoring for your tournament and you wish to take bets on the winner of each flight in a round or for the tournament. It is used to segregate the flights for the “All Flights with Handicap” and “All Flights without Handicaps” bets.

## Betting Defaults Tab

Within this window are several items which can be set up once, here, then used as default values for each round/flight combination for which you are taking bets. Those items are:

- **Minimum Bet:** The lowest amount that one bet can be placed for.
- **Minimum Payout:** The lowest amount that will be paid back to a bettor who bets the minimum bet. The ratio of this amount to the minimum bet amount will be used to calculate the minimum payouts for other bet amounts.
- **Bet Increment:** All bet amounts must be exact multiples of this amount. For example, if you enter .25, then only bets ending in .00,.25,.50, or .75 can be entered.
- **Holdback Pct:** Enter a percentage to be held back from the distribution of winnings and kept by the “house”.
- **Holdback Amt:** Enter a flat amount that will be held back from the distribution of winnings and kept by the “house”. This applies to the pot for the “Win” bets only.
- **Bet Types Allowed:**  
Check the bet types to be allowed for the flight within the round.
  - **Win:** Bettors must pick the winner of the round/flight.
  - **Place:** Bettors must pick either the winner or the second place finisher.
  - **Show:** Bettors must pick either the winner, the second, or the third place finisher.
  - **Exacta:** Bettors must pick both the 1<sup>st</sup> and the 2<sup>nd</sup> place finishers *in the proper order*.
  - **Trifecta:** Bettors must pick the 1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup> place finishers *in the proper order*.
  - **All Flights:** Bettors must pick the winner of each flight within a round.
  - **All Flights w/o Handicap:** Bettors must pick the winner of each flight within a round, but only those flights where the golfer’s handicap is not used to determine the top finishers.
  - **All Flights w/ Handicap:** Bettors must pick the winner of each flight within a round, but only those flights where the golfer’s handicap is used to determine the top finishers.
  - **2 – 6 Consecutive Rounds:** Bettors must pick the winners of two, three, four, five, or six consecutive rounds. The winners all must come from the same flight.
- **Round Payouts To:** Indicates how to round off the payouts to the winning bets after results are entered. Note that winnings are always rounded **down** to the nearer round amount.
- **Quick-Bet Amounts:** Enter the bet amounts that you believe will be used the most. For example, if the minimum bet is \$1 and the bet increment is \$.25, you might want quick bet amounts of \$1.00, \$1.50, \$2.00, \$5.00, and \$10.00. These amounts will appear as buttons on the betting window, so that a quick mouse click will set the bet amount.

For actual bets and winnings calculations, the values set up under the “Betting Setup Tab” are always used. These defaults are used only to “seed” the values for each round/flight combination.

## Betting Setup Tab

Use this tab to specify round/flight specific information about betting and payouts.

### Round & Flight

Choose the round and flight to display on the window. Use the arrow buttons to move one round or flight at a time.

### Default Check Boxes

Check this box to indicate that the round and flight which are currently displayed should be the ones that are shown when first displaying windows for placing a bet, listing bets, displaying odds, or displaying payouts.

### Settings for this Round and Flight

Within this frame are several items which are used to control the betting and the payouts. Those items are:

- **Minimum Bet:** The lowest amount that one bet can be placed for.
- **Minimum Payout:** The lowest amount that will be paid back to a bettor who bets the minimum bet. The ratio of this amount to the minimum bet amount will be used to calculate the minimum payouts for other bet amounts. **Please be aware that if you specify a Minimum Payout greater than the minimum bet, it is possible, although rare, that the total payouts will be greater than the total bets taken in.**
- **Bet Increment:** All bet amounts must be exact multiples of this amount. For example, if you enter .25, then only bets ending in .00,.25,.50, or .75 can be entered.
- **Holdback Pct:** Enter a percentage to be held back from the distribution of winnings and kept by the "house". **Please be aware that the holdback amount could be lower than expected if Minimum Payouts greater than the Minimum bet is used, or if no correct bets are made for a bet type.**
- **Holdback Amt:** Enter a flat amount that will be held back from the distribution of winnings and kept by the "house". This applies to the pot for the Win bets only. **See warning above.**
- **Bet Types:**  
Check the bet types to be allowed for this round/flight combination.
  - **Win:** Bettors must pick the winner of the round/flight.
  - **Place:** Bettors must pick either the winner or the second place finisher.
  - **Show:** Bettors must pick either the winner, the second, or the third place finisher.
  - **Exacta:** Bettors must pick both the 1<sup>st</sup> and the 2<sup>nd</sup> place finishers *in the proper order*.
  - **Trifecta:** Bettors must pick the 1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup> place finishers *in the proper order*.
  - **All Flights:** Bettors must pick the winner of each flight within a round.
  - **All Flights w/o Handicap:** Bettors must pick the winner of each flight within a round, but only those flights where the golfer's handicap is not used to determine the top finishers.
  - **All Flights w/ Handicap:** Bettors must pick the winner of each flight within a round, but only those flights where the golfer's handicap is used to determine the top finishers.
  - **Consecutive Round:** Bettors must pick the winners of two, three, four, five, or six consecutive rounds, all for the same flight. Picking the winner of the entire tournament can be included in these types of bets as if it were simply the last round. The range of rounds included in each particular bet is indicated as the name of the bet type.
- **Round Payouts To:** Indicates how to round off the payouts to the winning bets after results are entered. Note that winnings are always rounded down to the nearer round amount.
- **Quick-Bet Amounts:** Enter the bet amounts that you believe will be used the most. For example, if the minimum bet is \$1 and the bet increment is \$.25, you might want quick bet amounts of \$1.00, \$1.50, \$2.00, \$5.00, and \$10.00. These amounts will appear as buttons on the betting window, so that a quick mouse click will set the bet amount.

**Reset to Default**

Click on the button marked with an “X” to change all of the values in the “Settings for this Round and Flight” back to the default values set in the Betting Defaults Tab.

## Golfer Setup Tab

Use this tab to enter the golfers for each flight in the tournament.

### Flight

Use this pull-down menu to select a flight for display within the tab.

### Default

Check this box to indicate that the flight which is currently displayed should be the flight shown when first displaying windows for placing a bet, listing bets, displaying odds, or displaying payouts. Click on the arrow buttons to move back and forth through the flights one at a time.

### Golfer Grid

Within the grid are rows of golfer information, with the following:

- **Bet Number:** The number used to identify the golfer at the betting window. A bet number can actually belong to two or more golfers. When this is done, a bet for that bet number represents a bet on any of the golfers with that bet number. At horse tracks, this is done often by indicating that one horse is "1" and the other "1a". Also "field" betting, where several unrelated horses are grouped together for betting purposes, can be handled by giving each golfer in the field the same bet number.
- **Program Number:** This is optional. Its purpose is to show the number used to identify the golfer uniquely. It normally would be the same as the Bet Number except in instances where multiple golfers are grouped together (i.e. "1" and "1a" entries, "field" golfers).
- **Tee-Off Position:** Optional. Used to indicate the starting position of the golfer.
- **Name:** The name of the golfer or team.
- **Handicap:** Optional. The handicap of the golfer or team.

### New Golfer, Edit Golfer

Click on the New Golfer button to add information about a golfer that is not in the golfer list already. To change information about a golfer, simply click on any piece of the row containing the golfer.

A small window will appear on to enter the data as defined in the Golfer Grid. In addition a **Scratched** check box will be available to indicate that the golfer will not be participating in the tournament. Any bet on a "scratched" golfer is automatically repaid to the bettor. The repay amount will show up in the "Won Amt" in the bet listing. ***Please note that a scratched golfer is scratched for the entire tournament, not just a particular round.***

When adding a list of new golfers to a flight, check to box labeled "**Continue to add golfers**" and you will remain on the "Add Golfer" window after clicking the OK button. Click on the Close button when you are finished adding golfers.

### Copy Golfers

Click this button if you want to copy the golfers from one flight into the current flight. A small window will appear where you may choose the flight from which to copy.

All golfers from the copy flight are brought over to the current displayed flight. If golfers already exist in the current window, then the golfers from the other flight will be appended to the end of the list.

### Import Golfers

Click this button if you want to copy the golfers into the flight from another Backnine Bookie file or from a comma-delimited file, which can be easily created by most spreadsheet software

programs.

All golfers imported in are added to the end of the golfers already in the flight.

**Remove All**

Click on the button marked with an “X” to delete all of the golfers in the list.

## Import Golfers from another File

Use this function to bring in information about golfers in another file into the current flight that you are working on. This could save you a lot of time if you've already got the information in another Backnine Bookie file or a spreadsheet file. You will need to specify the type of file that you are importing.

### Use Data: (Betting#, Program#, Tee-Off, Handicap)

Check the pieces of data that you wish to bring in from the external file. If you are pulling in info from a comma-delimited file, then the information must have the Name of the golfer, first, and then each of the data items checked, preceded by a comma, in the order that they are listed.

### Backnine Bookie file?

Select this "radio" button if you wish to import participant information from another Backnine Bookie file.

### Comma-delimited file?

Select this if you wish to bring in participant information from a "comma-delimited" file, meaning a file that has the participant information separated by commas. Each line of the file must be in the following format:

*"Golfer Name", "Betting Number", "Program Number", "Tee-Off Position", "Handicap"*

Only the name is required. The other data must be present if you have it checked in the "Use Data" frame. Most spreadsheet software, such as Microsoft's Excel or Lotus' 1-2-3, have features to save a file in a comma-delimited format.

### Locate File

Use this button to point to the file on your system that you wish to import.

Once the file is located, it is brought in, examined and within the window is displayed a summary table of the activity that will happen when the file is imported. You can manipulate, to some extent, what will happen by working with the displayed table, as explained below.

### Golfer Name

The name of the golfer in the file being imported. You cannot edit this name.

### Action

This shows the action that you wish the program to perform for this golfer. Click on an action to toggle through the available options.

- **Add as new:** Add the person or team to the file as a new golfer, even if the name is the same as one already on file. In the case where the name is on file, this action will add an asterisk to the end of the name to keep it unique.
- **Keep current:** No action will be taken.
- **Overlay:** The data for the columns marked with a "Y" will be taken from the import file and changed on the current file.
- **New Data:** Indicates that while no data will be lost on the import, some empty data cells will be populated with data from the import file.

### Bet Nbr, Pgm Nbr, Tee-Off, Handicap

Indicates, for each of the data items describing a participant, how it will be handled. A "Y" means that the data will be taken from import file and changed on the current file. An "N" indicates to keep the value of the current file. "ND" indicates that there will be "new data" brought in from the import file, replacing an empty cell in the current file. An asterisk indicates that either the data items are identical in each file or the data is missing from the import file. In either case, the data remains as it is in the current file. Click on these values to toggle through the available options.

**Add to File**

Click on this button to perform the actions as described in the table.

**Cancel**

Click on this button to leave this window without affecting your current file.

## **Backup and Recovery Tab**

Backnine Bookie comes with several features to help assure that you do not lose data. No computer system is perfect and there is always a chance that some data may be lost. But, with proper care and understanding of Backnine Bookie's features, you can limit your loss of data, should there be a system failure.

**While Backnine Bookie has several safety features, it is still wise to save your file to diskette or some other external storage medium every so often.**

### **File Backup Settings**

#### **Prompt for File Backup**

If this box is checked, you will be prompted after a specified number of betting transactions to save the current file to disk. A text box to enter how often to issue the prompt will appear, and is described below. After the specified number of transactions is completed, a pop-up window will be displayed asking whether or not you would like to save the file to the disk.

If the box is not checked, you will not be reminded to save the file until you close the program or switch to another file.

#### **After Every \_\_\_\_\_ Transactions**

This text box only appears if the "Prompt for File Backup" box is checked and should be filled in with the number of transactions that you wish to occur until you are prompted to save the file. (Note, that if this box is set to "0", then you will never be prompted. It will be just as if you left the "Prompt for File Backup" unchecked.)

#### **Backup to diskette**

Check this box to have the system automatically save a second copy of the file to another drive. (This does not necessarily have to be a "diskette" drive.) The purpose of this option is so that you can be doubly sure that you have a good backup of your file should your system fail.

Fill in the name of the path to which the file should be saved. To search for the desired path, click the **Browse** button.

### **Recovery File Settings**

#### **Use Recovery File**

If this box is checked, then for every bet in every ticket in every betting window transaction, a record is written out to the specified recovery file.

In the event of a system failure, unless you backup your file after every betting window transaction, you may lose data from your Backnine Bookie file. Because it is so important to maintain an accurate record of betting window transactions, the Recovery File can be used to log each and every betting window transaction to a separate file that can then be used for recovery purposes. The Tools/Restore from Recovery File function allows you restore selected transactions from the Recovery File back to your file. ***Please be very careful using this feature. If not used properly, you may get undesired outcomes. Please see the section "Restore from Recovery File" for more information.***

When this box is checked, the following items will appear in the window:

#### **Transaction Recovery File**

Enter the name of the file that you would like to use to store your transaction log. Click on the "Browse" button to search for an existing file. By default, the recovery file is set to the name of the open file, except with a file suffix of ".pbr".

**Clear Recovery File on File Save**

If this is checked, then the system will automatically remove older recovery file records when the main Backnine Bookie file is saved. If not checked, the recovery file will continue to collect records until you clear the file out yourself. You can use the Tools/Restore from Recovery File to clear older records from the file if you do not wish to have them deleted automatically.

**Clear data \_\_\_\_\_ days old on File/Save**

Specify the number of days old that a recovery file log record should be before it is automatically deleted from the file.

## Bettors Setup

### Setup Bettors

Use this menu item to list all bettors on your file. From the list of bettors on the file, you will be able to do the following:

#### New

Add a new bettor to the file.

#### Edit

Make changes to the highlighted bettor's information. You can also invoke the edit function by double-clicking on the name of the bettor.

#### Delete

Delete the highlighted bettor from the file.

When adding a new bettor or editing an old one, a window will pop-up with the following items:

- **Bettor Name:** The name of the person making the bet. Note, you may want to enter the names in "Last Name, First Name" format so that they will sort in that order when listed.
- **Phone:** Optional. A phone number which can be used to contact the bettor.
- **E-mail:** Optional. An address for sending e-mails to the bettor.
- **Add'l Info:** Optional free-form information that can be stored about a vendor, such as address.

Press **OK** to accept the information, **Cancel** to quit without saving.

Two other functions exist that can help you manage your bettor information, as described below:

#### Make Golfers into Bettors

Click on this button to take the names of all of the golfers in your golf card and add them to your list of bettors. If any golfer name already exists in the bettor file, it will be skipped. You can then add additional info about each new bettor, such as e-mail address or phone, as you would any other bettor in the file.

#### Import Bettors

Click on this button to update your bettor list with bettor information from another file. It can be another Backnine Bookie file or a "comma-delimited" file, which is easily created by most spreadsheet programs.

See the following section, entitled "Import Bettors", for more information on this function.

## Import Bettors

Use this function to bring in information about bettors from another file. This could save you a lot of time if you've already got the information in another Backnine Bookie file or a spreadsheet file. You will need to specify the type of file that you are importing.

### Use Data: (Email, Phone, Addl Info)

Check the pieces of data that you wish to bring in from the external file. If you are pulling in info from a comma-delimited file, then the information must have the Name of the bettor, first, and then each of the data items checked, preceded by a comma, in the order that they are listed.

### Backnine Bookie file?

Select this "radio" button if you wish to import participant information from another Backnine Bookie file.

### Comma-delimited file?

Select this if you wish to bring in participant information from a "comma-delimited" file, meaning a file that has the participant information separated by commas. Each line of the file must be in the following format:

"Bettor Name", "Email address", "Phone number", "Additional info"

Only the name is required. The other data must be present if you have it checked in the "Use Data" frame. Most spreadsheet software, such as Microsoft's Excel or Lotus' 1-2-3 have features to save a file in a comma-delimited format.

### Locate File

Use this button to point to the file on your system that you wish to import.

Once the file is located, it is brought in, examined and within the window is displayed a summary table of the activity that will happen when the file is imported. You can manipulate, to some extent, what will happen by working with the displayed table, as explained below.

### Bettor Name

The name of the bettor in the file being imported. You cannot edit this name.

### Action

This shows the action that you wish the program to perform for this bettor. Click on an action to toggle through the available options.

- **Add as new:** Add the participant to the file as a new bettor, even if the name is the same as one already on file. In the case where the name is on file, this action will add an asterisk to the end of the name to keep it unique.
- **Keep current:** No action will be taken.
- **Overlay:** The data for the columns marked with a "Y" will be taken from the import file and changed on the current file.
- **New Data:** Indicates that while no data will be lost on the import, some empty data cells will be populated with data from the import file.

### E-m, Ph, Info

Indicates, for each of the data items describing a participant, how it will be handled. A "Y" means that the data will be taken from import file and changed on the current file. An "N" indicates to keep the value of the current file. "ND" indicates that there will be "new data" brought in from the import file, replacing an empty cell in the current file. An asterisk indicates that either the data items are identical in each file or the data is missing from the import file. In either case, the data remains as it is in the current file. Click on these values to toggle through the available options.

**Add to File**

Click on this button to perform the actions as described in the table.

**Cancel**

Click on this button to leave this window without affecting your current file.

## Working With Bets

### Betting Window

The “Betting Window” is designed to operate in a similar fashion as horse track betting windows. Generally, one person can come to the window, place multiple bets on one or more rounds and flights, get a printed ticket or tickets detailing those bets, cash winning tickets, and settle up the money owed to the track or owed to the bettor.

One such trip to the betting window is called a “transaction” in Backnine Bookie.

This is the first window from which you start a betting transaction.

For betting on golf tournaments, many tournament organizers distribute forms to bettors so that they can write down their bet and then turn in the form any time prior to the tournament. Backnine Bookie supports this type of betting through the use of “bet sheets”.

You can print a “bet sheet” form by using the File / Print function and choosing “Blank Bet Sheet”. Then make copies of the form and distribute them to bettors. As you collect the bet sheet forms back from the bettors, enter them into Backnine Bookie at the betting window using the bet sheet functions described below.

### Continue Transaction Buttons

Use the buttons below to add or change activity within a single betting window “transaction”.

#### New Bet Sheet

Click on this button (or press “N” on the keyboard) to begin a new bet sheet, or ticket. One bet sheet is for a specific bettor, but can be for any round and flight. Within a bet sheet, you may place multiple bets, as long as they are for the same bettor. Any new bet sheets added will be summarized in the boxes on the left side of the window.

#### Cash/Collect Bet Sheet

Click on this button (or press “C”) to find a bet sheet that has undistributed winnings or that has not been fully collected for. Any bet sheets cashed or collected will be added to the summary information to the left of the window.

#### Edit a Bet Sheet

Click on this button (or press “E”) if you wish to pull up a previously entered bet sheet and make changes to the bets within it.

#### Remove a Bet Sheet

Highlight a bet sheet in the Transaction Summary window by clicking on it once and then click on this button (or press “R”) to remove it from the transaction. You will be prompted to make sure that you want to remove the bet sheet from the transaction. The selected item will be removed from the transaction list and will not be updated with any changes made during the transaction.

### End Transaction Buttons

#### Finish Transaction

Click on this button (or press “F”) if you wish to settle up with the bettor for the current transaction, as summarized on the left side of the window. Finishing a transaction will bring up a window where you can specify the exact amount of money collected from the bettor or paid out to the

bettor.

#### **Trash Transaction**

Click on this button (or press "T") if you wish to discard the entire transaction that you are currently working on. Your Backnine Bookie file will remain in the same state as it was before the transaction was begun.

#### **Quit**

Click on this button (or press "Q" or the Escape button) to close down the betting window. If you have not "finished" the current transaction, you will be prompted to do so. Any tickets or bet sheets that are in memory and have not been printed will be sent to your printer when the betting window is closed.

### **Transaction Summary Information**

The transaction summary information described below is accumulated as you perform the actions requested by a bettor in a transaction. It is cleared out when you "finish" the transaction.

#### **Transaction Summary**

This table shows summary information about the tickets that have been included in the transaction currently being worked on. The columns in the table are:

- **Action:** Identifies the type of action taken on the item ("New Bet Sheet", "Cash Bet Sheet", "Edit Bet Sheet")
- **Tkt/BS#:** The identifying number of the ticket or bet sheet on which the action occurred.
- **Bettor:** Identifies the bettor associated to the ticket.
- **Round:** Identifies the round that the bets on the ticket are for. If the item is a bet sheet, this will be blank, as a bet sheet contains bets on multiple rounds and flights.
- **Flight:** Identifies the flight that the bets on the ticket are for. Again, if the item is a bet sheet, this will be blank.
- **Trans Amt:** The net effect of that the action on the ticket or bet sheet has on the total transaction amount. Positive amounts indicate monies owed to the betting window attendant. Negative amounts indicate monies owed out to the bettor.

#### **Transaction Totals**

A summary of the actions taken on each of the tickets in the current transaction.

- **Bet:** The total amount from new bets placed or changed bets in the transaction.
- **Cashed:** The total amount of tickets to be cashed in the transaction.
- **Collected:** The total amount to be collected in the transaction.
- **Net:** The net amount of the three totals above. A positive figure will indicate money owed by the bettor to the betting window attendant. A negative figure will indicate money owed out to the bettor.

## **Start a New Bet Sheet**

### **Bettor**

Select from the pull-down list the bettor who is placing the bet. For new bettors, use the **Add New Bettor** button to pull up the Edit Bettor window.

### **Place Bets**

Click on this button to open the place bets window so that you can record the bettor's bets. Remember, that as many bets can be entered as desired, as long as they are for the same bettor.

### **Add New Bettor**

If the bettor is not in the Bettor drop-down list, click on this button to open the window to enter new bettor information to your file.

## Select a Bet Sheet to Cash or Collect

### Bet Sheet Number

Enter the number of the bet sheet for which you wish to cash or collect money, then press the "Cash/Collect" button to record the action. As an alternative, you may find the bet sheet in the listing below and double-click on it.

### Continue to Cash/Collect

If this box is checked, after verifying that you wish to cash or collect for a bet sheet, you will remain at this window so you can cash or collect for more bet sheets.

If the box is not checked, after verifying your cash or collect action, you will be returned to the main Betting Window.

### Bettor

Select from the pull-down list so that the bet sheets listed in the grid below are only bets that have an open balance and were placed by the selected bettor.

### Bet Sheet Listing Grid

This grid lists out all bet sheets where the amount collected does not equal the amount bet and/or the amount distributed does not equal the amount won. You can narrow down what is displayed in the grid by selecting a Bettor in the pull-down lists above the grid.

You can select a bet sheet to cash or collect by double-clicking on it. You can also select more than one bet sheet to collect or cash by right-clicking on one and, while holding the mouse button down, drag the mouse pointer to some bet sheet below. Cash or collect for the selected bet sheets by clicking the Cash/Collect button.

#### --- Hint ---

To cash out one person's winning bet sheets all at once, choose the bettor from the Bettor drop-down list, select all of his or her bets in the bet sheet list, and press the Cash/Collect button.

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### Cash/Collect Bet Sheet

Clicking on this button records the selected bet sheets or the bet sheet shown in the Bet Sheet Number box to be cashed or collected as a part of the current transaction. A verification screen will be displayed. Click OK if you wish the specified action to take place.

## Edit a Bet Sheet

### Bet Sheet Number

Enter the number of the bet sheet for which you wish to edit, then press the “Edit Bet Sheet” button to pull up the Place Bets window where you can make changes to existing bets or add new ones. As an alternative, you may find the bet sheet in the listing below and double-click on it.

You may not edit any bets on a sheet for which the results for the bet's round and flight have already been entered.

### Bettor

Select from the pull-down list so that the tickets listed in the grid below are only bets that have been placed by the selected bettor.

### Bet Sheet Listing Grid

This grid lists out all bet sheets that have been entered. You can narrow down what is displayed in the grid by selecting a Bettor in the pull-down lists above the grid.

You can select a bet sheet to edit by double-clicking on it. This will take you to the “Place Bets” window for the bet sheet clicked on.

### Edit Bet Sheet

Clicking on this button opens the “Place Bets” window for ticket whose number is in the “Bet Sheet Number” box.

## Placing Bets

Use this window to record new bets or modify existing bets for a bet sheet. A blank bet sheet form can be printed using the File / Print command and then distributed to bettors to fill out. This window is used to record the bets from those bet sheets.

### -- Hint --

You may wish to experiment with two different ways of working the Place Bets window.

- You can use the mouse-only for most transactions, and, if you are fast with the mouse, this might be the quickest way to enter bets.
- You can also record most bets by using the keyboard only. If you are fast with the keyboard, this may be the quickest way to enter bets.

Depending on your situation, one way or the other could be quicker, or perhaps a combination. Operate the window in whatever way is comfortable for you.

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The Place Bets window is divided into a few major sections.

- The top portion of the window contains data summarizing the activity that you have taken thus far on the bet sheet.
- The second section is the "Edit Bet Area". This is where you enter new bet information or change existing bet information. When you begin to enter new bet information, the area should be empty. If you wish to edit a bet, select it by clicking it in the Bet List grid below – this will bring the data from the grid up into the edit area.
- The right-hand portion of the window contains buttons for performing activities.
- In the lower portion of the window is the "Bet List" grid. All bets for the current bet sheet will be listed in this grid.

### Bet Sheet Summary Area

The bet sheet summary area shows the following:

- **Bettor:** The bettor who placed the bets on the bet sheet.
- **New Bet Amount:** The total that will be owed by the bettor for all of the bets on the bet sheet.
- **Original Bet Amount:** This will show up only when editing a bet sheet. It is the total amount bet in previous transactions on this bet sheet.

### Edit Bet Area

The bet sheet window is designed to help speed up the entry of bets from bet sheets or simply taking bets one at a time directly from the bettor. Upon first entering into the window, the data area in this section will be blank. You can either start keying in data for a new bet or, if you are editing a bet sheet entered previously, you can click on a bet in the bet grid and bring it up into the Edit Bet Area.

Once you are done entering a bet or changes to a bet, and click on the Accept Bet button, the bet info will be added to the Bet Grid below. Also, all of the data in the Edit Bet Area will remain, but will be **lavender in color**. The color **lavender** indicates that you have not made a change to this data item since you saved the last bet – it is used as default information for the next bet that you enter. To record the next bet, just change the item or items that are different from the previous bet and click on Accept Bet again.

Note: If all items in the Edit Bet Area are **lavender**, then the Accept Bet button will not be recognized when clicked. You must click on or change at least one item in order for the Accept Bet to be performed.

**Round**

Enter a round or choose from the list below.

**Flight**

Enter a flight or choose from the list below.

**Bet Amount**

Enter the base amount for the bet. For "Across the Board" bets, this is the amount of a single Win, Place, or Show bet. For "Boxed" bets, this is the amount of a single bet within the "box".

You may key in the bet amount, or click on one of the "Quick-Bet" buttons.

**Bet Type**

Select the type of bet. Only those bet types that are allowed in the Golf Card for this round/flight combination will be available to pick from.

Following is a brief explanation of the possible bet types. For more information, see the section entitled "Guide to Betting Terms".

- **Win:** Bettors must pick the winner of the flight for the round
- **Place:** Bettors must pick either the winner or the second place finisher of the flight for the round
- **Show:** Bettors must pick either the winner, the second, or the third place finisher of the flight for the round
- **Win & Place, Win & Show, or Place & Show:** These bet type choices actually represent two separate bets, one of each type listed in the bet type choice.
- **Across the Board:** This represents three separate bets – a Win bet, a Place bet, and a Show bet.
- **Exacta:** Bettors must pick both the 1<sup>st</sup> and the 2<sup>nd</sup> place finishers *in the proper order*.
- **Trifecta:** Bettors must pick the 1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup> place finishers *in the proper order*.
- **All Flights\*:** Bettors must pick the winner of each flight in a particular round.
- **All Flights w/o Handicap:** Bettors must pick the winner of each flight in a round where handicaps are not considered in determining the winners.
- **All Flights w/ Handicap:** Bettors must pick the winner of each flight in a round where handicaps are considered in determining the winners.
- **Consecutive Rounds:** Bettors must pick the winners of two, three, four, five, or six consecutive rounds for a particular flight. (Note that the tournament winner can be used as the last "round" in a Consecutive Round bet.)

Using the mouse, the type of bet can be picked from the drop-down list or by clicking on one of the blocks below the the bet type box to indicate the type of bet. (W=Win, P=Place, S>Show, ATB=Across the Board, Ex=Exacta, Tri=Trifecta. There are a maximum of 6 other boxes to handle "Flight" bets and "Consecutive Round" bets.).

Instead of using the mouse, if the cursor is in the Bet Type box, you can press the following keys to indicate the bet type:

- W = win
- P = place
- S = show
- A = across the board
- E = exacta
- T = trifecta
- F = all flights within round
- N = all non-handicapped flights within round

- H = all handicapped flights within round
- 2 thru 6 = two thru six consecutive rounds

Note that if the bet amount for win, place, and show bets are different, they must be entered as multiple bet lines. But if the amount is the same for any two or all three of the bet types, then you can use the “Win & Place”, “Win & Show”, “Place & Show”, or “Across the Board” bet type and enter it all on one bet line.

To place these types of multiple bets, if you are using your mouse, click on the first bet type, then **right-click** on the second bet type. For instance to record a “Win & Show” bet, you can click on the “W”, then right-click on the “S”. Right-clicking will add the show bet to the win bet.

If you are using the keyboard, to do the same thing, press the “W” key, then hold the **shift** down and press the “S” key.

### **Bet Total**

The Bet Total indicates the full amount due for the bet showing in the Edit Bet Area. This is the same as the Bet Amount except for “Win & Place”, “Win & Show”, “Place & Show”, “Across the Board” and “Boxed” bets.

“Across the Board” bets are allowed when Win, Place, and Show bets are allowed for the round/flight. A bettor placing an across the board bet is, in effect, placing three bets, one to win, one to place, and one to show. The Bet Total will therefore be three times the stated “Bet Amount”.

“Win & Place”, “Win & Show”, and “Place & Show” bets represent two separate bets – one of each type in the bet type name. The Bet Total for these will be two times the stated “Bet Amount”.

If either “exacta” or “trifecta” is chosen, you will be given the opportunity to indicate if the bet will be “Boxed”. A boxed bet, described below, is just like placing multiple bets. The Bet Total will go up for every additional golfer that is “boxed”.

### **Boxed**

For exacta and trifecta bets, the “Boxed” check box will appear. If unchecked, then the bet is a straight, single bet. If checked, then the bet is “boxed”.

When boxing a bet, the total amount due in for the bet is calculated for you depending on the bet type and the number of picks. A “boxed” bet for an exacta bet is where you bet on any number of golfers to finish in the 1<sup>st</sup> and 2<sup>nd</sup> place position, in any order. The same is true for a “boxed” trifecta bet, only you are betting that the golfers finish 1<sup>st</sup>, 2<sup>nd</sup>, or 3<sup>rd</sup> in any order. “Boxing” a bet is actually like making multiple bets at once. For more information see the section “Guide to Betting Terms.”

### **Picks**

Indicates the golfers that the bettor is placing a bet on. Use the drop-down box to pick the golfers.

- Win, Place, Show, and Across the Board picks require one pick
- Exacta requires two
- Trifecta requires 3
- All Flights requires a pick for each flight
- All Flights without Handicap requires a pick for each non-handicapped flight
- All Flights with Handicap requires a pick for each handicapped flight
- Consecutive Round bets require a pick for each round in the bet.

“Boxed” exactas and trifectas can have up to six golfers specified (assuming that there are that many golfers in the flight.)

Instead of choosing picks from the drop-down list, you can enter the bet number, program number, tee-off position, or name of the golfer, depending on the choice you made in the Golf Card Setup on the General tab under “For betting, sort golfers by”.

## **Buttons**

### **Accept Bet**

Click this button to accept the bet as entered in “edit area” as a part of the bet sheet. New bets will be added to the bet list below. Changes to bets will be reflected in the bet list below as well. (Instead of using the mouse, you may press F2, or Shift + Enter, or Ctrl + B to accept the bet.)

### **Delete Bet**

Remove the currently displayed bet from the bet sheet. (You may also press Ctrl + D to delete the bet.)

### **Cancel Bet**

This clears any data that is in the “edit area” without updating the bet sheet. (You may also press Ctrl + C to cancel the bet.)

### **Finish Transaction**

Click on this button to record the changes entered for the bet sheet in your file and go to the “close transaction” window. (You may also press F3, or Cntl + F.) Use this option if entering the bet sheet is the last thing you wish to do before collecting or distributing cash to the person involved in the transaction.

### **Continue Transaction**

Click on this button to record the changes entered for the bet sheet in your file. (You may also press F4, or Ctrl + Enter, or Ctrl + T.) You will be returned to the Transaction window where you can choose to do other actions before completing the transaction.

### **Cancel Bet Sheet**

Click on this to return to the Betting Window, canceling any changes that you’ve made to the bet sheet. (You can also hit the Esc key to cancel the bet sheet.)

## **Bet List Grid**

The bet list grid shows all of the bets as they appear will appear on the bet sheet, should the Accept Bet sheet button be taken. The columns in the grid are:

- **Round:** The round for which the bet is made.
- **Flight:** The flight for which the bet is made.
- **Bet Total:** The total amount that must be paid to place this bet. This total takes into account the multiple bets placed with Across the Board and “boxed” Exacta or Trifecta bets.
- **Bet Amount:** The base amount of the bet. This is the same as the Bet Total except in the case of Across the Board and “boxed” Exacta and Trifecta bets.
- **Bet Type:** The type of bet, Win, Place, Show, etc.
- **Box:** An “X” indicates that the bet is “boxed”. See the sections entitled “Guide to Betting Terms” for more information.
- **Picks:** The “betting number” or name of the golfer or golfers chosen for the bet. What shows will depend on what you have chosen in the Golf Card Setup on the General tab under “Display picks as” option.

To see the rest of the information about the golfer or golfers that were picked, ***double-click*** on the row with the bet in which you are interested to bring up a summarization of the bet's picks, showing all of the golfer information, including name, program number, and post position. Hit any key or click on the window to close it.

## Finish Transaction

This window is used to finalize a betting window visit by a bettor. After placing, editing, cashing, and collecting all of the bets desired by a bettor, this screen allows the betting window attendant to record the amount that changes hands between the "house" and the bettor.

Once the transaction is closed out or finished, the "slate is wiped clean" to begin working on the next transaction.

### Collect or Payout \$\$\$\$\$

At the top of the window lists the amount that either should be collected by the betting window attendant or paid out to the bettor. This is based off of the balances left open on all of the tickets and bet sheets within the transaction being closed out.

### Collect or Payout (entry box)

Enter the amount that is either collected from the bettor or paid out to the bettor.

The default will always be the amount which will fulfill all open balances from the bet sheets within the transaction being finished. If this amount is accepted, then for all bet sheets within the transaction, the collected amount will be made equal to the total bet for all bets in the bet sheets and the distributed amount will be made equal to all amounts won on the bets within the bet sheets.

If the default amount is not collected or paid out, then Backnine Bookie distributes the difference to the various bet sheets within the transaction.

### Print Bet Sheets

This button will only show if you have chosen to not print bet sheets automatically on the "General Setup" tab of the "Golf Card". Click on it to print out the new and edited bet sheets in the transaction.

## List Bets

Use this tool to display bets that have been placed.

The following pull-down lists and option buttons allow you to choose what is displayed in the bet list.

- **Round:** Choose “All rounds” or a single round’s bets to display.
- **Flight:** Choose “All flights” or a single flight’s bets to display.
- **Bettor:** Choose “All bettors” or a single bettor’s bets to display.
- **Bet Type:** Choose “All Bet Types” or a single type of bet to display. Note that because “Across the Board” bet types are a shorthand way of betting a Win, Place, and Show bet on the same golfer, when you choose to display Win, Place, or Show bets, the appropriate portion of Across the Board bets will be displayed along with the regular bets.
- **Golfer / Team:** Choosing a specific golfer or team will cause only bets where that golfer or team was specified in the bet.
- **All Bets, Winners Only:** Choose between showing all bets whether they are winners or not, or only bets which have “Won Amounts”.

The table of listed bets includes the following:

- **Ticket:** The ticket number.
- **Bettor:** The bettor who placed the bets on the ticket.
- **Round:** The round that the bets on the ticket are for.
- **Collected:** The amount of money collected for the ticket.
- **Distributed:** The amount of money that has been paid to the bettor for the winnings on this ticket.
- **Tot Bet:** The total amount bet for one bet on the ticket. This takes into account Across the Board and “boxed” Exacta and Trifecta bets, which represent multiple bets.
- **Won:** The amount that the house will be obliged to give back to the bettor, either for winnings, scratched golfers, or bet types with no winners.
- **Bet Type:** The type of bet, e.g. Win, Place, Show, etc.
- **Box:** An “X” indicate that the bet was “boxed”. Valid for Exacta and Trifecta bets only.
- **Picks:** The “betting number” of the golfer or golfers chosen for the bet. The betting number is the internal system identifier for the golfer and is always displayed here, even if you have not indicated that you will use betting numbers in the General Setup tab of the Golf Card.

To see the rest of the information about the golfer or golfers that were picked, click on the row with the bet in which you are interested to bring up a summarization of the bet’s picks, showing all of the golfer information, including name, program number, and post position.

The **Totals for Listed Bets** section indicates the totals adding up the Tot Bet, Won, Collected, and Distributed amounts. A **net due amount** is then calculated from these amounts.

By setting the drop down lists to select all bets and bettors, you can compare the **net due amount** to the actual money in the bank to see if everything has been properly accounted for.

### Close

Close the List Bets window.

## Working with Odds and Payouts

### Display Odds

Use this tool to display the going odds for a round/flight combination for certain types of bets. It can also display the “betting pools”, or totals for each type of bet.

The Odds window is a free standing window that can be kept open while you are doing other activities, such as placing bets. If your screen is large enough, you can keep the Odds window in view while you are placing bets. That way, those interested can see the current odds as bets are being placed. (Note: If you wish to do this, remember to turn the “Auto-Run” button on to periodically update the odds.)

If you wish to display odds on a second computer which is networked to your primary computer, see the following section “Displaying Odds on a Second Computer”.

#### Display Odds For:

Within this box, you can specify what type of odds that you would like to see.

- **Round:** Select the round for which to show the odds.
- **Flight:** Select the flight for which to show the odds.
- **For Bet Type:** Select the type of bet for which to show the odds.

#### Betting Pools, Odds Table

Within the table, the current odds or betting pools, based off the entered bets will be displayed. Hit the scroll bar to scroll down and see the complete set of odds.

The “betting pool” display will show the amounts collected for all bet types. Win, Place, and Show bets will be displayed by golfer. (Note that if you are using the same betting number for multiple golfers, but do not have the Golfer Sort parameter in the Golf Card set to “Betting Number”, then the pool amount will be repeated for each golfer with the same betting number.)

Only odds for Win, Place, Show, Exacta, and 2 Consecutive Round bets are available to show in this window. The other types of bets have too many possibilities to make it practical to show them.

#### Place and Show Odds

Please be aware that Place and Show odds are “average” odds. The payout rate for a golfer finishing in the money for a place or show bet will vary based on what other golfers finish in the money.

This is because the first step in calculating payouts is to pay each winning bettor back the amount bet and only after that is the remainder of the pot split between the winners. Therefore, if a favorite comes in, more of the pot goes toward paying back the amount bet to each bettor and less is available to split as winnings.

As a general rule, the actual amount paid out for Place and Show bets will be lower than the displayed odds if “favorites” finish in the other winning positions. The amount paid out will be greater than the displayed odds if “long shots” finish in the other winning positions.

#### Auto-Run Settings

Using the auto run feature, the betting pool and odds tables are automatically paged through, depending on the settings.

- **Auto On:** If checked, the the auto scrolling of the odds display is initiated. If unchecked, then the odds currently displayed will remain shown until manually changed by selecting from

the lists at the top of the window.

- **Interval:** Allows you to control the speed at which the paging takes place. Specified in seconds.
- **Unfinished, All:** Click on “Unfinished” to show odds only for round/flight combinations where results have not been input. Click on “All” to show all round/flights, finished or not.
- **Show Round:** Select “All” to automatically run through the odds for all of the round/flight combinations in the pull-down list. Select “Selected” to simply scroll through the current rounds’s odds.
- **Show Flight:** Select “All” to automatically run through the odds for all of the flights in the pull-down list. Select “Selected” to simply scroll through the current flight’s odds.
- **Show Bets:** Check “All” to automatically run through all of the odds or betting pools listings. If “All” is not selected, then you can select individually which types of bets that you wish to display.

#### **Refresh File Automatically – after Every \_\_\_ Cycles**

This is available only if the tournament file has been opened in display-only mode. If the checkbox is clicked, then, after the system cycles through all of the odds selected for display the number of times indicated, the file will be refreshed, and, therefore, the most current odds would then be displayed. See the following section “Displaying Odds on a Second Computer” for more information.

#### **Show/Hide Auto-Run Settings**

Click on this button to toggle between showing the Auto-Run Settings box on the window and not showing it.

#### **Refresh**

This button is available only if the tournament file has been opened in display-only mode.

Clicking on this button will re-read the most current tournament file so that the odds displayed are the most current available. See the following section “Displaying Odds on a Second Computer” for more information.

#### **Close**

Close the Display Odds window.

## Displaying Odds on a Second Computer

Backnine Bookie cannot be run in update mode on multiple computers. Only one computer at a time can be used to update a file. In fact, if you try to use Backnine Bookie on two computers at the same time to do updates, you will likely lose the data from one or the other computers.

But, the software does allow you to view odds on multiple networked computers while you take bets on your central computer. The secondary computers can be set to refresh the odds every so often, so bettors can be kept up-to-date with the current odds.

### Step 1 – Install Backnine Bookie on secondary computers

To display the odds on a second computer, Backnine Bookie must be installed on it. Your license as a registered owner allows you to keep as many copies of Backnine Bookie on networked computers as you like for the purposes of displaying the odds.

To install Backnine Bookie on a separate computer, if you purchased the Backnine Bookie CD, then you can use it to install the program on the secondary computers the same way you installed your original copy. If you did not purchase the CD, then you can download the “trial version” of our software from our web-site at [www.backninebookie.com](http://www.backninebookie.com). The trial version will be able to display the odds fully, even without entering a registration ID.

### Step 2 – Open the tournament file in Display-Only mode

When you start up the software on the secondary computer, you will be presented the “Open a Backnine Bookie File” window. Click the check box labeled “Open in display-only mode (no changes allowed to the file)” before choosing a file to open. When you do this, the system will prevent you from saving any changes to the file. This will prevent you from accidentally overlaying data in the main computer’s file.

If you’ve already started up the software and moved past the “Open a Backyard Bookie File” window, you can open a file in display-only mode by choosing File / Open for Display.

### Step 3 – View the odds and set the auto-run settings

Go to the View/Display Odds function and display the Odds window. When you open a file in display-only mode, a “Refresh” button will appear in the bottom row of buttons. Clicking on this button will update the odds from the tournament file. ***Please note: The odds viewed from a secondary computer will be those odds that were valid the last time that the tournament file was saved by the primary computer. In order to show odds that are fairly current on a secondary computer, you must perform a save file function on the primary computer after every two or three betting transactions entered there. Go to the Backup/Recovery Tab of the Setup Golf Card window to set up automatic reminders to save the file.***

If the second button on the bottom row says “Show Auto-Run Settings”, then click on it to display the various parameters that you can use to control the odds display. With the auto-run settings displayed, a check box will be present entitled “Refresh file automatically” toward the bottom of the window. Click on this box to put a check mark in it. Then, specify the number of “cycles” after which the file should be refreshed automatically. Then, once the system pages through all of the odds the number of times specified, the odds will be updated from the tournament file.

### Step 4 – View the payouts and set the auto-run settings

Follow the same steps as in Step 3 to display the payouts on the second computer, except go to the View / Display Payouts function instead of the Display Odds function.

## Recording the Results

Use this tool to record the results of a round/flight combination. Once results are entered, payouts will be calculated for all bet types for that round/flight combination. Also, the bets for the round/flight are updated with the appropriate winnings.

Only the results for one round/flight may be changed during any “trip” to this window. Once you change the results of a round/flight and accept them by hitting the OK button, you will be taken to the “Display Payouts” window.

### Round

Choose a round from the drop-down window.

### Flight

Choose a flight from the drop-down window.

### Delete All Scores

Click on the “X” to clear out all of the finishing scores and tiebreaker amounts that have been entered for the round/flight combination. This basically indicates that the round/flight is not complete or the results are not official.

If “OK” is chosen after the results are deleted, then any winnings recorded for bets for that round and flight are reset back to \$0.00.

### Sort by

Click on **Name** to sort the golfers for the round/flight according to their displayed name. Click on **Position** to sort the golfers in the order of their scores, with the best score first.

### Scores Grid

In the scores grid, you will see the following items:

- **Golfer/Team** – The name of the golfer or team in the selected round/flight combination
- **Score** – The finishing score of the golfer or team. When you click on this box or move the cursor by tabbing to this box, you will be able to enter a numerical score or “E” for even. You can enter actual stroke totals, or the score to par (e.g. -1, +2, E for even, etc.). You also have the option of simply entering the order of the finish, i.e. 1 for the golfer in first place, 2 for the golfer in second place, etc. You can leave this box blank if you do not wish to record the scores past the scores for the top three finishers.
- **Tiebreaker** – Optionally, you can enter a number that will be used to break any ties. The lower the number entered, the higher the finish will be for the golfer. Tiebreakers do not have to be used. Backnine Bookie will adjust the way bets are paid off if there are ties. Remember, though, that ties will cause payouts to not match the odds as displayed on the odds window and report – the payoffs will generally be lower than the displayed odds.
- **Position** – This is the calculated finishing position of the golfer or team based on the scores and tiebreakers entered. The score is used first with the golfer/team having the lowest score assigned the first place position, the golfer/team having the second lowest score assigned the second place position, and so on. In the event of a tie, the value entered into the “tiebreaker” column will be used, with the lower tiebreaker value receiving the better finishing position.

### OK

Click on this button to save the results that are showing and to recalculate the winnings for bets for this round/flight. After clicking OK, if everything checks out, you will be taken to the “Display Payouts” window to see the payout calculations.

If you are using Backnine Bookie with a relatively small crowd, you will sometimes come across the situation where, for one or more types of bets, no one has the winning bet. In these situations, a window will appear asking how you would like to handle the payouts for that type of bet. See the following section “Payout Handling” for more information.

**Cancel**

Exits the results window without changing any of the results. Your file will remain in the same state as it was when you came to this window.

## Payout Handling

This window appears when payouts are being calculated and, for a particular type of bet, no correct or winning ticket can be found on file.

When this situation occurs, options are presented for dealing with the situation. Choose one of the options presented by clicking on the “radio button” and pressing OK to continue.

### Don't pay anything to bettors

If this option is chosen, then no payouts are made for the specified bet type. In essence, the “house” keeps all of the monies for the bet type.

### Pay all bettors back about bet

Choose this option to give the money back for each bet of the specified bet type.

### Pay on most correct picks

This option divides the available pot between those bettors who have the most correct picks for the specified bet type. This is only an option for “multi-pick” bets – exacta, trifecta, all flights, all flights with handicap, all flights without handicap, and consecutive round bets – and will only be made available if there is at least one bet with at least one correct pick.

For the “all flights” and “consecutive round” bets, the bettor tries to pick the winner of multiple flights within a round or the winner of a flight in consecutive rounds, respectively. If this option is chosen, then the bet or bets where the most correct picks have been made will receive the payout.

For exacta and trifecta betting, the bettor tries to pick the top 2 or 3 golfers in the correct order of finish. If this option is chosen, a bet is credited with a correct pick only if his or her bet has *the right golfer in the right position*. The bets with the most correct picks will collect winnings. For example, if golfer 1 finishes first and golfer 4 finishes second, an exacta bet on golfers 1 and 2, in that order, will get credited with one correct pick (golfer 1 in first place). Likewise, an exacta bet on 3 and 4, in that order, would be credited with one correct pick (golfer 4 in second place). Assuming there are no totally correct bets, both of these bets would share equally in the winnings.

This can be somewhat confusing for “boxed” bets. If a bettor boxes golfers 1 and 2 (which is like placing a 1-2 bet and a 2-1 bet), and the golfers finish with 1 in first and 4 in second, then the golfer will have one correct pick on one bet, the 1-2 part of the “box”, and no correct picks on the other bet, the 2-1 part of the “box”. Only on the 1-2 bet has the bettor actually picked one of the golfers in its correct finishing position (golfer 1 in first). If a bettor boxes golfers 1, 2, and 3, this is like placing six different bets (**1-2**, **1-3**, 2-1, 2-3, 3-1, 3-2) and the bettor will get credited for two bets (the ones in bold) with one correct pick.

## Display Payouts

Use this tool to display the computed payouts based on the bets and the results for a particular tournament.

The Payouts window is a free standing window and can be displayed on part of the screen while other activities are done within Backnine Bookie. Those interested can view the payouts while bets are being placed or tickets are being cashed.

### Results box:

Within this box, you can see the results of the selected round and flight.

- **Round:** A pull-down list of rounds used to select the round for which results will be shown.
- **Flight:** A pull-down list of flights used to select the flights for which results will be shown.
- **1<sup>st</sup> – 5<sup>th</sup>** : The golfers in the selected flight as they finished in the round.

Generally, for the bets handled by Backnine Bookie, all that is needed is the first three finishers. But if any two of the three finishers have the same bet number, the 4<sup>th</sup> place golfer will be moved into the money. Likewise if out of four golfers, there are only two unique bet numbers for the first four finishers, the 5<sup>th</sup> place golfer will be moved into the money.

To change the results shown in this box, click on the **Record Results** button. This will display the “Record Results” window, described in the previous two sections.

### Auto-Run Settings

Using the auto run feature, the results and payouts can be automatically paged through for all completed round/flight combinations.

- **On, Off:** “On” initiates the auto-run, “Off” halts it.
- **Interval:** Allows you to control the speed at which the paging takes place. Specified in seconds.

### Payouts for a \$X.XX Bet

The top table shows the payouts for the basic Win, Place, and Show bets. The bottom table shows the payouts for exactas, trifectas, all flight, and consecutive round bet types (also called “exotic” bets). The payouts shown are based on the amount that you have set on the General Setup tab of the Golf Card window. The default is to show the winnings based on a \$2.00 bet.

You can double-click on one of the “exotic” bets listed in the payouts display to translate the winning “betting numbers” to the actual names of the golfers. A window will pop up showing the names of each golfer in the winning position. Just click on the window to return to the payouts display window.

The following rules are used in determining payouts:

- If no winner can be determined, the option chosen to handle payouts will be displayed. “No Pay” indicates that the house keeps all of the monies bet, with no payouts. “Payback” indicates that every bettor will get the amount bet returned to him or her.
- If there are no bets on one of the place golfers (golfer A), but there are bets on the other (golfer B), the total pot is allocated to the bets for golfer B. Show bets are handled similarly.
- If there are no totally correct exacta, trifecta, all flight, or consecutive round bets, and you have chosen to do so, the pot is split between those bets who have the most correct.
- **Any** bet with a scratched golfer is automatically repaid the amount of the bet, regardless of the fact that the bet may have been worth more if it remained considered for payouts. (Note that “boxed” and “across the board” bets are really multiple bets in one. Scratch paybacks are calculated as if the “boxed” and “across the board” bets were placed individually.)
- Any bet where the bet type is no longer valid for the round/flight combination will receive the

- amount of the bet back in return.
- All payouts are rounded **down** to the next lowest “round to” value, as set in the Golf Card.

### **Edit Results**

Click on this button to enter for the first time, or change, the results for a round and flight. The “Record Results” window will appear. See the previous section on “Record Results” for more information.

### **Close**

Close the Display Odds window

## House and Bettor Summary

At any point during your event, you can review the status of each bettor and also the house by using this report. At the end of the event, you can use this window as a quick way to “settle up” with each of the bettors.

This report can be printed by choosing File / Print (or clicking the Printer icon in the toolbar) and selecting “House and Bettor Summary”.

### Sort By

Choose the column name from the drop-down box that you would like the report to be sorted by.

### Bettor Activity Report

Within the report are the following columns:

- **Name:** The name of the bettor.
- **Amount Bet:** The total amount wagered on all rounds and flights within this file by the bettor.
- **Amount Collected:** The total amount that has been received from the bettor to cover his or her bets.
- **Amount Won:** The total amount that the bettor has won from the bets that he or she has placed.
- **Amount Distributed:** The total amount paid back out to the bettor to cover his or her winnings.
- **Net Won (Lost):** This shows how the bettor has faired for the day. It is the amount won minus the amount bet. If the bettor is a winner on the day, the number will be positive. If he or she is a loser for the day, the number is negative.
- **Net Owed (Due In):** This shows the current standing of the bettor with the house. If it is positive, then the bank owes the bettor some money. If it is negative, then the bettor still owes the house some money.
- **Settle?:** A check-mark in this column indicates that you wish to “settle up” with the bettor – either collect or distribute the “Net Owed (Due In)” amount. Clicking on a row in the report toggles this check-mark from being on or off. If the background is a light blue, that indicates that the bettor is already settled up with the house (0.00 in the Net Owed (Due In) column). See below for more information.
- **Email:** Shows the bettor’s email address if it has been entered.
- **Phone:** Shows the bettor’s phone number if it has been entered.

### House Totals:

This box shows grand totals for all of the bettors. Each figure is simply the total of the amounts from the column of the report with the same name. Use this to double-check the funds that you have on hand versus what Backnine Bookie says you should have. If you are doing a holdback for charitable purposes, the difference at the end of the day between the “Amount Bet” and “Amount Won” is the amount that was held back from winnings for your charity.

### Settle Up with Selected Bettors

At the end of the day, you may want to display this report, see who owes money and who is due money, and make all of the appropriate transactions here, instead of using the Betting Window Cash/Collect option for each bettor. The buttons within this box help you record this action easily.

### Mark All

Click on this button as a short-cut to put a check-mark in the Settle column for every bettor that has a Net Owed (Due In) amount other than 0.00.

### Deselect All

Click on this button to remove the check-mark from every bettor.

**Settle Up**

Clicking on this button starts the process for recording the fact that you are settling up with the bettors that have a check-mark in the "Settle?" column.

To select with whom to settle, you may use either the "Mark All" button, or click on the report line of each bettor to put the check-mark in the "Settle?" column.

When you click on this, you will be shown a new window that summarized the amount owed or due in from each member selected and a total amount that is about to be "settled".

Click on **OK** to record the transaction and set all of the selected bettors tickets to being fully paid off. All of the tickets held by the bettor will be updated appropriately.

Click **Cancel** if you do not want to proceed with the transaction.

## Additional Tools

### Restore from Recovery File

Because most of the work of Backnine Bookie happens within the memory of your computer, any sort of system failure could lead to a loss of data since the last time that the file was saved. Also, if you add transactions to the file and then answer “No” to the file save prompt when exiting the program, you would also lose transaction data.

The recovery file allows you to recover transactions that have been entered into Backnine Bookie but perhaps not properly saved.

The recovery file is not created for a particular Backnine Bookie file unless you specify to do so on the “Backup/Recov” tab of the “Setup Golf Card” window. See the section “Setup Golf Card” for more information.

When you first come to the Restore window, you will see a list of all of the bets that are in the transaction file, from the most recent to the oldest. Use the scroll bar to page up and down the list.

Note that bets are listed out singularly. If there are more than one bet on a ticket, then you will see one line per bet for that ticket, but each line would have the same ticket number.

A brief summary of the columns in the list:

- **Include?:** If “Yes”, this line will be included in the restore or clear action. If “No”, then the line will be ignored.
- **Date/Time:** The date and time that the transaction which recorded or modified the bet was made.
- **Ticket:** The number of the ticket that the bet was a part of.
- **Rnd/Flt:** The code values for the round and the flight for which the bet was made.
- **Bettor:** The bettor who placed the bet.
- **Action:** The action taken on the bet at the time the transaction was added to the recovery file. “New” indicates that the bet was a brand new bet. “Edit” indicates that the bet was changed. “Cash” or “Coll” indicate that money traded hands, but the bet was not altered.
- **Coll’d:** Indicates the total amount recorded as collected for the ticket when the transaction was added to the recovery file. Note that this applies to the bet sheet in full, not a particular bet. It will be the same for all bets for the same ticket.
- **Distrib’d:** Indicates the total amount recorded as paid out to the bettor for the ticket when the transaction was added to the recovery file. Note that this applies to the bet sheet in full, not a particular bet. It will be the same for all bets for the same ticket.
- **Bet Amt:** The base amount wagered for the bet.
- **Won Amt:** The amount that has been won or should be paid back for a particular bet.
- **Bet Type:** The type of bet – win, place, show, exacta, etc.
- **Box:** An “X” indicates that the bet was “boxed”.
- **Bet Total:** The total amount of the bet after figuring for “boxed” and “across the board” bets.
- **Picks:** The betting number of the golfers picked for the bet.

The buttons at the bottom of the screen can be used to control your recovery actions.

#### Include

Use this button to change the “Include?” flag for the selected rows in the recovery file listing to “Yes”. Only rows with a “Yes” will be included in the recovery or clear action.

**Do Not Include**

Use this button to change the “Include?” flag for the selected rows in the recovery file listing to “No”. Rows with a “No” will not be included in the recovery or clear action.

**HINTS for setting the “Include?” flag:**

- Although the recovery file lists one row for each individual bet, you can only recover using full “bet sheets”. Thus, if you select only one row from a ticket with multiple bets and push the Include or Do Not Include button, you will change the Include flag for all of the bets for that ticket.
- You can use the Include and Do Not Include button on more than one ticket by highlighting multiple rows at once. Do this by clicking on the first desired row, holding the mouse button down and dragging the mouse to the last desired row. Or, you can click on the first row desired, go to the last desired row, hold down the shift key, and click on the last row.
- You may also double-click on any row and its Include flag will toggle back and forth from “Yes” to “No”.

**Restore**

Click this button to apply the transactions marked with a “Yes” in the “Include?” column to your open Backnine Bookie file.

NOTE: The restore feature works only for betting window transactions. It will not restore golf card information. If you have made changes to the golf card, but were not able to save the file after those changes, you will need to re-enter these changes by hand.

**Clear Recovery File**

Click this button to remove records marked with a “Yes” in the “Include?” column from the recovery file. If you are not using the automatic delete feature (see “Backup and Recovery Tab” in the section “Setup Golf Card”), use this button to remove some records from the Recovery file that are old and no longer needed.

## Print Reports

From this window, you can print one of six Backnine Bookie reports:

- 1) Golf Card with Results Report
- 2) Bettors Listing Report
- 3) Listed Bets Report
- 4) Current Odds Report
- 5) House and Bettor Summary Report
- 6) Blank Bet Sheet Form

Below is a more complete description of each report.

Clicking on the **Print Setup** button displayed on the Print window allows you to change the options for the print, such as the font, font size, orientation, printer, etc. See the section "Print Setup" for more information.

Checking the **Print to File** box causes the selected report to be sent to a file, instead of your printer. You will be asked to specify the name of the file to which to send the report when you click the Print Report button.

Should you choose to print to a file, you will be offered two options from which it choose:

- **Fixed Position** – Choosing this option will create a file that has reports that are laid out in a readable format when viewed directly, through a program such as Notepad. Note that the page sizes chosen in the "Print Setup" window will be used to drive the "size" of a page in the output file.
- **Comma-Delimited** – Choosing this option will cause each item in the report to be put to a file, trimming out all extra spacing, but separating each item in a row by a comma. Save your report to this type of file if you wish to open up the data in a spreadsheet program.

### Print Report

Click this button to send the selected report to the printer or to a file, depending on the options chosen.

### Close

Close the Print Reports window.

### Golf Card with Results Report

This report shows, for the selected rounds and flights, a list of each golfer or team in the round/flight and their handicap.

If the round is completed, each golfer's score, tiebreaker, and finishing position is shown. Also, the payouts for each type of bet paid out for the round/flight is also shown.

Through the **Round** and **Flight** dropdown list, you can choose whether or not to print the report for specific rounds and flights or for all of them. If you check the box **Print golfers in order of finish**, then the golfers will be listed in order of the lowest scores first, for those rounds/flights that are completed. Otherwise, the golfers will print in the order as specified in the "Sort and display golfers using" option found on the Golf Card Setup window.

### Bettors Report

This report is a list of each bettor in the file including his or her name, phone, e-mail address, and any miscellaneous info entered about the bettor.

### **Listed Bets Report**

Before this report can be printed, you must first display a list of bets using the View / List Bets function. The report produced here will contain all of the data that is shown on the List Bets window. For each bet sheet listed, you'll see who placed the bets, the amount of each bet, the picks, the amount collected and the amount won.

### **Current Odds Report**

This report shows the odds for golfer or team in each round and flight selected for print. Only Win, Place, Show, Exacta, and 2 Consecutive Round bets are available for odds display. Other types of odds will generally contain more combinations than would be feasible to print or display, so the option is not listed.

Through the **Round** and **Flight** dropdown list, you can choose whether or not to print the report for specific rounds and flights or for all of them. You can also choose which of the available **Bet Types** for which to print the odds.

### **House and Bettor Summary Report**

Before this report can be printed, you must first display a list of bets using the View / House and Bettor Summary Report function. The report produced here will contain all of the data that is shown on the House and Bettor Summary window, including the name of each bettor, how much he or she has bet and won, as well as how much has been collected and distributed to each.

### **Blank Bet Sheet Form**

This options allows you to print out a blank form which can be used by bettors to write out their bets. In some cases, the use of the bet sheet form will speed up the process of gathering and entering bets.

There are two types of bet sheet forms, one for **Win, Place, and Show** bets and the other for the “**exotic**” **bets** (exacta, trifecta, all flights in round, and consecutive round bets). You can choose which of the form types to print by checking the appropriate boxes.

You can also choose the rounds and flights for which to print the form through the **Round** and **Flight** dropdown lists. For the Win, Place, and Show form, a section will be printed for each round and flight combination. But, be aware that for the “exotic” bet sheet, only one page is ever printed. If you choose to print it for more than one round or flight, the available rounds, flights, and bet types are listed on the form for the bettor to circle as his or her choice for the bet.

## Print Setup

Because of the varied nature of the printed output from Backnine Bookie, this window offers the ability to define what print settings will be used for each individual report type or for bet sheets. You can define each individually, or set up default settings to be used by any report for which you have not set up specific print parameters.

### Settings for Report

Select the report for which you would like to adjust the printing parameters, or choose to adjust the “default” settings.

### Use default settings for this report

If there is a check in this box, then the settings for the default are used in printing reports of the specified type. If there is not a check in this box, then the settings displayed on the window are used to print the selected report.

### Go to default settings or Go to current report

Clicking on the “X” button allows you to toggle back and forth between the settings for the report that was last displayed and the default report.

### Copy Defaults to this Report

Clicking on the “X” causes the values that you have set up for defaults to be copied into the settings for the current report. (This does not show up when the “default” settings are being displayed.)

### Printing Setup

This box only shows up if the “Use default settings for this report” box is unchecked, or if the “default” settings are selected in the “Settings for Report” dropdown list. The settings chosen in this section control the way reports are printed.

#### Font

Select the font to use for printed reports.

#### Font Size

Specify the font size to use for printed reports. The font size must be between 1 and 99.

#### Portrait vs. Landscape

Select the printer orientation for printed reports.

#### Use Default Page Settings

If this box is checked, then the page width and height as well as the margins will be automatically set according to your printer’s standard interface with the Microsoft operating system. If unchecked, you have the ability to specify your own sizes as described in the next section.

#### Page Size Settings (in inches)

This section allows you to specify overrides to the printer defaults. If you leave any item blank, then the default value will be used for that item. The numbers entered in this section should be in inches.

#### Height and Width

Specify the number of inches that the report should be high and wide.

#### Margins (Top, Bottom, Left, Right)

Specify the number of inches to be left blank on the edges of the printed page. The total of the top and bottom margins must be less than the height of the page and the total of the left and right margins must be less than the width of the page.

### **Use the System Default Printer**

If this is checked, then the printout will go to the current default printer on your system. If unchecked, you can choose which printer to use by clicking the **Select Printer** button. The system port and name of the selected printer is displayed.

### **Bet Sheet Printing Options**

These options appear only when the “Completed Bet Sheet” report type is selected.

#### **Print Bet Sheets Automatically**

If this box is checked, then printed versions of the bet sheets, or tickets, will be printed automatically from the betting window as the betting transaction is completed.

If not checked, bet sheets will not be printed automatically, but you will have the option to print a bet sheet as you are closing the transaction. Remember, printed bet sheets are not necessary as long as you take the name or initials of each bettor when the bets are placed and have your recovery and backup settings set up.

#### **Bet Sheets Held Prior to Printing**

This appears only if the “Print Bet Sheets Automatically” box is checked. If you are using a small label or ticket printer, then you would likely want to set this value to 1.

But, if you are using normal paper on which to print the bet sheets, depending on the font size and paper size settings chosen, 10 or more bet sheets could fit on one sheet of paper. So you can save paper by printing more than one bet sheet on a piece of paper. Each printed page would need to be cut up if the bet sheets are for different bettors.

Of course, the person who places the first bet will have to wait around until more bet sheets are entered to get his or her printout. Because of this, you may want to limit how many betting transactions are accumulated in memory prior to printing. That way, each bettor should only have a short time to wait to get his or her printout.

## **Product Information**

### **Technical Support**

Technical support is offered through e-mail. If you have any problems or questions with the software, please send us an e-mail at [webmaster@microfest.win.net](mailto:webmaster@microfest.win.net). Please include your name, registration ID (if you are a registered customer), and a return e-mail address.

You may be able to find the answer to your question on our Frequently Asked Question or Tech Support pages at our web-site at [www.Backninebookie.com](http://www.Backninebookie.com).

If you do not wish to use e-mail, you may write us at:

MicroFest, Inc.  
1512 S. Pope Lick Rd.  
Louisville, Ky. 40299

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## **Ordering Information**

This product can be downloaded from our web-site at [www.microfest.com](http://www.microfest.com) . Without a registration ID, you will not be able to use the full functionality of the software. The cost of the registration ID is \$119.95. (Prices are subject to change without notice. Introductory price of \$99 is good through December 31, 2001. )

***Note: If you have already registered Backnine Bookie on your computer, choose Help / About Backnine Bookie to see the previously entered ID.***

**Ordering over the Internet:**

If you would like to become a registered customer of Backnine Bookie, you may obtain a registration ID immediately with a credit card over the Internet at our web-site ([www.backninebookie.com](http://www.backninebookie.com) or [www.microfest.com](http://www.microfest.com)) .

**Ordering by Check:**

You may order your registration ID through the mail by sending a check or money order for \$119.95 (\$99 during the introductory period through December 31, 2001) to:

**MicroFest, Inc. – Backnine Bookie  
1512 S. Pope Lick Rd.  
Louisville, Ky. 40299**

Kentucky residence add 6% sales tax (making the total \$127.15, or \$104.95 during the introductory period through December 31, 2001).

Be sure to include your name, address, phone number (optional), and e-mail address (optional).

When your order is received, we will notify you of your registration ID. The copy of the software that you are using will work completely with a valid registration ID. The registration ID will be sent to you by e-mail, if an address is supplied, or by U.S. mail. If you do not have an e-mail address and would like the fastest possible response, you may either supply us with a phone number that is toll-free, local to the Louisville, Ky. area (area code 502) or be willing to accept collect charges.

If you would like us to mail you diskettes or a CD containing the software along with your registration ID, please include an additional \$10.00 to cover materials and shipping expenses.

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