

# NASP PRO Quick Reference

## Using NASP PRO

- ✓ List as Save The Date (Optional & Free)
  - ✓ List as a Pro Tournament
  - ✓ Online Registration Period
  - ✓ Pre-Tournament
  - ✓ Tournament Day
  - ✓ After the Tournament (No payment due until after the Tournament)
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More detail instructions can found on [nasptournaments.org](https://nasptournaments.org)

For questions, contact support staff by email: [support@nasptournaments.org](mailto:support@nasptournaments.org)

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## List it as a Pro Tournament

- Select 'List a Tournament' on [nasptournaments.org](https://nasptournaments.org)
- Follow the on screen instructions
- We will review your tournament before posting it to the web site

## Online Registration Period

- Schools will come to [nasptournaments.org](https://nasptournaments.org) and register for your tournament.
- Registration includes adding archers, adding coach contacts, selecting flight times, creating a payment invoice.
- You can see all registration information and manage your tournament listing from the administrator screen.
- Flight times and number of positions can be adjusted during registration.

## Pre-Tournament

*It is important to install the software and test the scanner during the work week before your tournament. Apperson only provides support for the scanner during business hours. Nasptournaments.org may not be able to resolve all scanner issues if you wait until the day of your tournament to test.*

- Install the included NASP PRO scoring software.
- Install the Apperson scanner interface software.
- Test the scanner.
- Download the participant data and load into the NASP PRO scoring software.
- Print rosters, check off reports, score card labels, lane assignments, etc.

## Tournament Day

- Follow the provided scoring software guide for information about scanning and scoring with the NASP PRO scoring software and Apperson 1200 scanner.
- Follow the provided best practices guide for scanning score cards.
- (Optional) Upload preliminary results on nasptournaments.org after each flight.
- Print rankings and scores during the tournament.
- Nasptournaments.org support staff will be available by phone the day of the tournament.

## After the Tournament

- Upload final results to nasptournaments.org.
- Print the NASP PRO software usage invoice.
- A fee of \$1 per scored archer will be due after the tournament.