



Hunter Keeper/Owner – User Guide

Booking a Rider

13th December 2018
v.1.0

Hunter Keeper/Owner – Booking a Rider

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1. Booking a Rider

1.1 Finding your Entry

- Click HUNTER CHASE then All and find your Entry.

Click to expand the menu



FIXTURES & RACES

HUNTER CHASE

INFORMATION

MY ENTRIES

Declarations

Confirmations

Scratch E/C

Entries

Runners

All ← Click to see all Entries/Declarations/Confirmations

Hunter Keeper/Owner – Booking a Rider

- This will display all of your Entries regardless of which stage the Race is at.
- Find the entry you wish to book a Rider on by either scrolling down the list or using the search function at the top of the screen if it is easier.
- Then click on the Show More button (the blue ball with 3 dots) and select 'Book/remove rider'

Search by entry ref, race number, horse, race name or racecourse...

Enter search criteria if required

ALL CLOSED

Warwick / Thursday 13 December 2018

00476	3.45pm	Willoughby de Broke Open Hunters' Chase (Class 6)	3m	5YO+	£3,000	SF/MF FSL 18 0	
Open for entries		Enter by 12:00 on Friday 7 December 2018					
Entered	Oor Babby (IRE)			LFHF			

Click to show more options

Click to book a rider

Book/remove rider
Cancel entry

Hunter Keeper/Owner – Booking a Rider

1.2 Finding a Rider

- You will now be in the Book/Remove Rider screen where you can see details of your Entry.
- From here you can search for Riders and view Rider Booking History (if Riders have been booked then removed).
- To book a Rider enter their Surname in the box and click SEARCH.

The screenshot shows the 'Book/Remove Rider' interface for a specific race. At the top, it displays the location 'Warwick' and date 'Thursday 13 December 2018'. The race details are '00476 / 3.45pm / Willoughby de Broke Open Hunters' Chase (Class 6)'. The stakes are '3m / 5YO+ / £3,000'. On the right, it shows 'Stabling capacity: 117' and 'Maximum races: 7'. Below this, it indicates 'Going: 18 0 0' with sub-labels 'SF/MF FSL Seq'. The main section is titled 'Book/Remove Rider' and contains a table with the following data:

Horse / Rider	Trainer / Owner
Oor Babby (IRE) 5 G	Miss T. Tonks Mr Hickory Binks

Below the table, there are two tabs: 'SEARCHRIDERS' and 'BOOKING HISTORY'. The 'SEARCHRIDERS' tab is active. It features a search input field containing the text 'smith' and a blue 'SEARCH' button. Annotations with arrows point to the search field and the 'SEARCH' button, with the text 'Enter Rider's Surname' and 'Click to find eligible Riders with this surname' respectively. A red annotation 'Click to view Rider booking history' with a downward arrow points to the 'BOOKING HISTORY' tab.

Hunter Keeper/Owner – Booking a Rider

- This will display a list of all eligible Riders matching the Surname entered.
- To select the Rider you want, click on their name

NOTE – If the Rider you require does not appear in the list, please ensure that the surname has been entered correctly and that they hold a current license that allows them to ride in a Hunter Chase.

Warwick / Thursday 13 December 2018 Jump / Turf / Afternoon

Stabling capacity: 117 Maximum races: 7

00476 / **3.45pm** / Willoughby de Broke Open Hunters' Chase (Class 6)

Going:

3m / 5YO+ / £3,000

18 **0** **0**
SF/MF FSL Seq

Book/Remove Rider

Horse / Rider

Trainer / Owner

Oor Babby (IRE) 5 G

Miss T. Tonks
Mr Hickory Binks

SEARCH RIDERS

BOOKING HISTORY

SEARCH

Rider	Type	Weight	Wins
Miss Becky Smith	Cat B	9st 2lb	40
Mr Ryan Smith	Cat A Jump	10st	0
Miss Sophie Smith	Cat A Dual	7st 10lb	2
	Cat B	11st 1lb	0

Click on the name of the
Rider you want to book

Hunter Keeper/Owner – Booking a Rider

- This will return you to the My Entries screen and should display the selected Rider's name along with their claim (displayed in brackets), if they have one.
NOTE – If the Rider you select has any conflicting bookings, the system will advise you and ask you to confirm the booking before returning you to this screen.

🔍 Search by entry ref, race number, horse, race name or racecourse...

ALL

CLOSED

Warwick / Thursday 13 December 2018

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						18 0	
Open for entries							
Entered		Oor Babby (IRE)			LFHF		
		Mr Ryan Smith (7)					



Rider

One entry found

2. Replacing a Rider

- If you have booked a Rider, you can replace them with another as long as the Rider Booking deadline has not expired.

2.1 Finding your Entry

- Click HUNTER CHASE then All and find your Entry.

Click to expand the menu



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HUNTER CHASE

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All ← Click to see all Entries/Declarations/Confirmations

Hunter Keeper/Owner – Booking a Rider

- This will display all of your Entries regardless of which stage the Race is at.
- Find the entry where you wish to replace the current booked Rider by either scrolling down the list or using the search function at the top of the screen if it is easier.
- Then click on the Show More button (the blue ball with 3 dots) and select 'Book/remove rider'

🔍 Search by entry ref, race number, horse, race name or racecourse...

ALL

CLOSED

Warwick / Thursday 13 December 2018

00476 3.45pm Willoughby de Broke Open Hunters' Chase (Class 6)

3m

5YO+

£3,000

SF/MF FSL

18 0



Open for entries

Enter by 12:00 on Friday 7 December 2018

Entered

Oor Babby (IRE)
Mr Ryan Smith (7)

LFHF



Click to replace the current booked Rider →

Book/remove rider

Cancel entry

Hunter Keeper/Owner – Booking a Rider

2.2 Finding a Rider

- You will now be in the Book/Remove Rider screen where you can see details of your Entry
- From here you can search for a new Rider
- To find a Rider enter their Surname in the box and click SEARCH

Warwick / Thursday 13 December 2018 Jump / Turf / Afternoon Stabling capacity: 117 Maximum races: 7

00476 / **3.45pm** / Willoughby de Broke Open Hunters' Chase (Class 6) Going: 18 0 0

3m / 5Y0+ / £3,000 SF/MF FSL Seq

Book/Remove Rider

Horse / Rider	Trainer / Owner	
Oor Babby (IRE) 5 G	Miss T. Tonks	REMOVE RIDER
Mr Ryan Smith (7)	Mr Hickory Binks	

SEARCHRIDERS BOOKING HISTORY

smith [SEARCH](#)

↑ ↑

Enter Rider's surname **Click to find eligible Riders with this surname**

Hunter Keeper/Owner – Booking a Rider

- This will display a list of all eligible Riders matching the Surname entered.
- To select the Rider you want, click on their name.

NOTE – If the Rider you require does not appear in the list, please ensure that the surname has been entered correctly and that they hold a current license that allows them to ride in a Hunter Chase.

Warwick / Thursday 13 December 2018 Jump / Turf / Afternoon

Stabling capacity: 117 Maximum races: 7

00476 / **3.45pm** / Willoughby de Broke Open Hunters' Chase (Class 6)

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18 **0** **0**
SF/MF FSL Seq

Book/Remove Rider

Horse / Rider

Trainer / Owner

Oor Babby (IRE) 5 G

Miss T. Tonks
Mr Hickory Binks

[REMOVE RIDER](#)

Mr Ryan Smith (7)

SEARCH RIDERS

BOOKING HISTORY

smith

SEARCH

Rider	Type	Weight	Wins
Miss Becky Smith	Cat B	9st 2lb	40
Mr Ryan Smith	Cat A Jump	10st	0
	Cat A Dual	7st 10lb	2
	Cat B	11st 1lb	0

Click on the name of the
Rider you want to choose

Hunter Keeper/Owner – Booking a Rider

- This will return you to the My Entries screen and should display the new Rider name along with their claim (displayed in brackets), if they have one.
NOTE – If the Rider you select has any conflicting bookings, the system will advise you and ask you to confirm the booking before returning you to this screen.

🔍 Search by entry ref, race number, horse, race name or racecourse...

ALL

CLOSED

Warwick / Thursday 13 December 2018

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						18 0	
Open for entries		Enter by 12:00 on Friday 7 December 2018					
Entered	Oor Babby (IRE)		LHFH				
	Miss Becky Smith						

↑
Rider

One entry found

3. Removing a Rider

- Once a Rider has been booked, they can be removed as long as the Rider Booking deadline has not expired.

3.1 Finding your Entry

- Click HUNTER CHASE then All and find your Entry.

Click to expand the menu



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HUNTER CHASE

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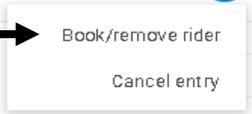
Hunter Keeper/Owner – Booking a Rider

- This will display all of your Entries regardless of which stage the Race is at.
- Find the entry where you wish to remove the Rider by either scrolling down the list or using the search function at the top of the screen if it is easier.
- Then click on the Show More button (the blue ball with 3 dots) and select 'Book/remove rider'

Search by entry ref, race number, horse, race name or racecourse... **Enter search criteria if required**

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Entered	Oor Babby (IRE)	E)			LFHF	Click to show more options	
	Mr Ryan Smith (7)					Click to remove a rider	

Book/remove rider
Cancel entry

Hunter Keeper/Owner – Booking a Rider

3.2 Removing a Rider

- You will now be in the Book/Remove Rider screen where you can see details of your Entry
- To remove the Rider click on the REMOVE RIDER link

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3m / 5Y0+ / £3,000 SF/MF FSL Seq

Book/Remove Rider

Horse / Rider	Trainer / Owner	
Oor Babby (IRE) 5 G Mr Ryan Smith (7)	Miss T. Tonks Mr Hickory Binks	REMOVE RIDER

SEARCH RIDERS BOOKING HISTORY

Surname

Click to remove Rider

Hunter Keeper/Owner – Booking a Rider

- This will return you to the My Entries screen and the Rider can no longer be seen

🔍 Search by entry ref, race number, horse, race name or racecourse...

ALL

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One entry found