



The illustrated guide to

Online Crew Rowing

with RowPro

School and Gym Edition

Version 4

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1. Getting started

WHAT IS ONLINE CREW ROWING?

Online Rowing is rowing with other crews using RowPro live in real time via the Internet. It's free to all RowPro customers.

During an online row, each participant crew sees their boat and the other participant crews' boats on their RowPro screen, moving along exactly in accordance with the average meters rowed by each participant crew.

WHY DO CREWS ROW ONLINE?

Crews row online for many reasons:

Stimulation

There is a very different and quite unique feeling when you know the other boats beside you on the course are real crews rowing with you in real time. It's very stimulating compared to just rowing at your own venue.

Company

The in-built text Chat is a key part of the Online Crew Rowing experience, and people quickly get to know others and develop great friendships with other Online Rowing crews.

Encouragement

The online rowing community is full of helpful people who are only too keen to help new crews get started. Their support and encouragement can be a great help to crews who would otherwise be rowing alone.

Crew competitions

The sessions your crews row online can be anything from a group paddle to a full-on race. Even if your crew is not 'really' racing, their competitive instinct comes out and they will more likely than not try to keep up with or ahead of the other crews.

Online Regattas

Online Crew Rowing enables schools, colleges, clubs, universities, gyms, military units and many other organizations to compete with each other without needing to travel. This opens up a whole

new realm of rowing activities, and enables local, regional, national and international regattas between similar organizations.

HOW DOES IT WORK?

Each RowPro PC connects to the Online Rowing Server at www.digitalrowing.com to send and receive live session information in real time via the Internet. All that participant crews need apart from RowPro is a connection to the Internet.

The Online Rowing server can handle many sessions simultaneously and enables text Chat between connected crews.

As part of the Online Rowing system, Digital Rowing provides an online club called Oarbits where RowPro users can schedule online rows, create online regattas, view results, and send messages to each other.

2. Four-step setup

FOUR-STEP SETUP SEQUENCE

There are four main steps to prepare your equipment for Online Crew Rowing, and these are best done in the following sequence:

1. Get RowPro installed and activated
2. Connect and configure your Concept2 Performance Monitors
3. Connect to Oarbits and the Online Rowing Server
4. Test Online Crew Rowing

STEP 1: GET ROWPRO INSTALLED AND ACTIVATED

For this step you will need:

- A PC to run RowPro.
- The latest version of RowPro downloaded from www.digitalrowing.com/downloads. **Note:** It's very important to use the latest version of RowPro when you set up for Online Crew Rowing.
- Your RowPro License Number if you have one already. If you don't have one, you can either buy one at www.digitalrowing.com/store or use the 20 day free trial.
- Some technical information about and settings related to the Internet connection (you may need to ask your IT staff for assistance here), in particular:
 - If there is a Proxy Server (likely), you will need to know its name, port number, and if it requires authentication you will need to know the corresponding login and password.

Procedure:

To install or upgrade to the latest version of RowPro, download and run RowProSetup.exe from www.digitalrowing.com/downloads.

Once RowPro is installed, double-click the RowPro icon on your desktop to start RowPro. The Activation Manager will appear and you should do the following:

- If you have a RowPro License already, click the Activate tab, click Activate Online and enter your RowPro License Number to activate RowPro. **Note:** If there is a Proxy Server, when you activate online, RowPro will be unable to connect at first. When this happens, look for a world icon in the Windows Task Tray at the bottom right of your PC screen, right-click it, click Proxy settings and enter your Proxy settings. Then try activating online again and this time it should work.

- If you just want to use the 20-day free tryout, click the Tryout tab, enter the required details and click Get a free tryout key online. **Note:** If there is a Proxy Server, follow the procedure in the note above.

Once that's done, RowPro is ready to use and you can go on to Step 2. If you strike any problems installing or activating RowPro, please check RowPro Help and www.digitalrowing.com/support and then contact assist@digitalrowing.com.

STEP 2: CONNECT AND CONFIGURE YOUR CONCEPT2 PERFORMANCE MONITORS

For this step you will need:

- Between 1 and 16 Concept2 Indoor Rowers ("ergs") equipped with either a PM3 or a PM4 Performance Monitor (PM). **Note:** It's very important to use the latest version of PM firmware when you set up for Online Crew Rowing.
- A USB cable for each Concept2 PM you plan to connect. The maximum is 16 but the number you can connect is set by your RowPro license. To check how many you can connect, look at the number of ergs listed on the left of the Title Bar at the very top of the RowPro screen.
- One or more USB Hubs with enough ports in total to connect all your Concept2 Performance Monitors. **Note:** Any USB Hubs you use **must be** of the mains-powered variety and must be powered from a wall outlet at all times when used with RowPro.
- A USB cable from the USB Hub(s) to your RowPro PC.

Procedure:

With RowPro closed, start by connecting the first USB Hub to the RowPro PC. Wait patiently for the USB doh-dah sound to confirm Windows has recognized the USB hub.

Now plug each Concept2 PM into the USB Hub. After plugging in each one, wait patiently for the USB doh-dah sound to confirm Windows has recognized that PM, then wait while Windows installs drivers etc. Take plenty of time and make sure each one is completed before moving on.

Once all the PMs are connected, start RowPro, click the down arrow next to Control Center on the RowPro main menu, and click Indoor Rower Layout. The Indoor Rower Layout utility will appear and you should do the following:

- Check the PM Limit number shown on the right of the Indoor Rower Layout utility. This must be large enough to cover all the PMs you plan to connect. If it's not, you will need to get a bigger RowPro License from www.digitalrowing.com/store.
- Click Start. RowPro will take control of the connected PMs and will put them into a special mapping mode, where they all display a large question mark (?) on their display screen. If any of the connected PMs do not show the large question mark on their display screen, this indicates

they are not properly connected to RowPro and you will need to trouble-shoot this and resolve any issues before you continue setting up the Indoor Rower Layout. To do this, follow the steps in the [Troubleshooting Guide](#).

- Go to the erg you want to make Erg #1 and press the button on that PM. The question mark on its screen will be replaced with Erg #1. Press the button again to confirm. Go down the line of ergs repeating this at each PM until they are all done. As you confirm each erg number, that PM is listed in the Indoor Rower Layout utility with a green light. If any of the ergs appear with an orange or red light, follow the steps in the [Troubleshooting Guide](#).

Once all the ergs are listed, RowPro is ready to run with multiple ergs and you can go on to Step 3. If you strike any problems connecting or configuring your PMs, please check RowPro Help and www.digitalrowing.com/support and then contact assist@digitalrowing.com.

STEP 3: CONNECT TO OARBITS AND THE ONLINE ROWING SERVER

For this step you will need:

- An Internet connection.
- Some technical information about and settings related to the Internet connection (you may need to ask your IT staff for assistance here), in particular:
 - If there is a Proxy Server (likely), you will need to know its name, port number, and if it requires authentication you will need to know the corresponding login and password.
 - If there is a Firewall (almost certain) you will need to get UDP Port 9300 opened to enable RowPro to connect for Online Crew Rowing.
- **Note:** If you are unable to get the Proxy Server and/or Firewall Port organized in time for an Online Crew Rowing event, as an alternative you might consider connecting via a Mobile (cellular) network direct to the Internet if that option is open to you. If you do that, you won't need to concern yourself with Proxy Server or Firewall settings at all.

Procedure:

Start by confirming your RowPro PC is connected to the Internet. To do this, just open your web browser and confirm you can browse to common websites.

Now start RowPro and click Control Center | Oarbits. This will immediately connect RowPro to the Oarbits Server via TCP Port 80.

Note: If there is a Proxy Server and you haven't already configured RowPro to use it, follow the procedure in the note in Step 1 above.

The first time you connect to oarbits you will be asked to register. Give your Digital Rowing account Login and Password, and make up any Computer name.

Note: The Computer name you enter must be unique in the Online Rowing system, so make sure you create an unusual name.

Once you have registered for Oarbits you can click Session List to see the Session List. Once you can see this list you are successfully connected to Oarbits.

Next close the Control Center and open Session Setup. Click Online. This will immediately connect RowPro to the Online Rowing Server via UDP Port 9300. Note: If there is a Firewall between your PC and the Internet (i.e. separate from the firewall within your PC) and your technical staff haven't already opened UDP Port 9300, you will need to get this port opened or RowPro will not be able to participate in Online Crew Rowing.

Once you have successfully connected to the Online Rowing Server, RowPro is ready for Online Crew Rowing and you can go on to Step 4. If you strike any problems connecting to Oarbits or the Online Rowing Server, please ask your IT staff for assistance and show them this information, plus check RowPro Help and www.digitalrowing.com/support and then contact assist@digitalrowing.com.

STEP 4: TEST ONLINE CREW ROWING

For this step you will need:

All the steps 1-3 completed successfully so that:

- RowPro is running.
- All your Concept2 PMs are connected and configured.
- Your PC can be connected to Oarbits and the Online Rowing Server.

Procedure:

Start RowPro, click Session Setup | Online, click Create Quick Row, enter a Row Name, Duration and Crew and click Row. This will take you to the Check-In screen.

Click Ready, then Prepare to Start. You will see the Duration set up on your PMs. Click Start, and after Row, row the session.

After the session is rowed, you will see the Finish screen.

Once you have successfully completed this test row you are ready to participate with others in Online Crew Rowing.

3. Basic session sequence

SCHEDULED ROWS

Creating a Scheduled Row

When a person wants to organize an Online Rowing session in advance and give others a chance to join it, they go to Control Center / Oarbits / Session Studio and create a Scheduled Row. Once it is created, Oarbits adds it to the Session List in Oarbits where others can see it and join it.

The person who creates the Scheduled Row will be the designated Starter, which means they will have the job of clicking the Start button on the Check-In and Start screen to start the Scheduled Row at the scheduled GMT time.

Joining a Scheduled Row

When a person wants to participate in Scheduled Rows created by others, they go to Control Center / Oarbits / Session List and mouse over any interesting sessions they see listed there to read the creator's notes about the session. If they decide to join, they just check the checkbox for that session, and they're joined. Any sessions they have joined will appear in the session list in Session Setup / Oarbits from 30 minutes before the scheduled GMT start time to 15 minutes after the scheduled GMT start time.

Check-in

Just before the scheduled start time, the participants open Session Setup / Online, where they will see the Scheduled Row listed. They click the session they want to check in for and click Row to check in. This takes them to the Check-In and Start screen, where they will see the participants gathering for the Scheduled Row. As each participant arrives, they click Ready to signal to the Starter that they are ready to row. When the participants are all checked in and ready, the Starter clicks Prepare to Start and the Scheduled Row is set up on everyone's Concept2 PM.

Start

At that point participants prepare to start by sitting on the Indoor Rower, strapping in their feet, and lifting the handle. The Starter then clicks Start and the start sequence begins. During the start sequence, the Concept2 PMs show a sequence Sit Ready - Attention - Row. Participants start rowing as soon as they see Row on their Concept2 PM.

False starts

If there is a false start during the start sequence, the Check-In and Start screen reappears and the start sequence is repeated.

Rowing

While rowing, the participants' boats move across the screen, with each participant's boat position on-screen accurately reflecting the meters showing on their respective Concept2 PM, plus or minus about a bow flag because of the network round trip times across the Internet. Each participant's Concept2 PM also shows the relative positions of the leader, the participant, and the two people who are immediately ahead of and behind the participant.

Results

When each boat finishes, the Session Results screen appears in RowPro, and their result is posted to the Oarbits result list where anyone can view it. The Session Results form shows the status of all boats, and for those who have finished shows their final time (for distance sessions) or final distance (for time sessions). Each participant's Concept2 PM also shows the placing and final time (for distance sessions) or final distance (for time sessions) of the lead boat, the participant's boat, and the two boats that finished immediately ahead of and behind the participant.

QUICK ROWS

Creating and checking into a Quick Row

When a person wants to organize an Online Rowing session on the spot, they go to Session Setup / Online / Create Quick Row, where they make up a name and specify a distance, and click Row. This automatically creates the Quick Row, checks in the person who created the Quick Row, and takes them to the Check-In and Start screen.

Once the Quick Row is created, Oarbits adds it to the Session List in Oarbits where others can see it. Also, from the time the Quick Row is created until the Starter clicks Prepare to Start in the Check-In and Start screen, the Quick Row will appear in the session list in RowPro Session Setup / Online, so anyone who wants to join it can do so.

The person who creates the Quick Row will be the designated Starter, which means they will have the job of clicking the Start button on the Check-In and Start screen to start the Quick Row when they're ready.

Joining and checking into a Quick Row

When a person wants to participate in a Quick Row created by another person, they go to Session Setup / Online, select the Quick Race from the session list there, and click Row. This automatically joins them into the Quick Row, checks them in, and takes them to the Check-In and Start screen, where they will see the participants gathering for the race. When the

participants are all checked in, the Starter clicks Prepare to Start and all participants automatically move on from the Check-in to the Start Screen.

Start

At that point participants prepare to start by sitting on the Indoor Rower, strapping in their feet, and lifting the handle. The Starter then clicks Start and the start sequence begins. During the start sequence, the Concept2 PMs show a sequence Sit Ready - Attention - Row. Participants start rowing as soon as they see Row on their Concept2 PM.

False starts

If there is a false start during the start sequence, the Check-In and Start screen reappears and the start sequence is repeated.

Rowing

While rowing, the participants' boats move across the screen, with each participant's boat position on-screen accurately reflecting the meters showing on their respective Concept2 PM, plus or minus about a bow flag because of the network round trip times across the Internet. Each participant's Concept2 PM also shows the relative positions of the lead boat, the participant's boat, and the two boats that are immediately ahead of and behind the participant.

Results

When each boat finishes, the Session Results screen appears in RowPro, and their result is posted to the Oarbits result list where anyone can view it. The Session Results form shows the status of all boats, and for those who have finished shows their final time. Each participant's Concept2 PM also shows the placing and final time of the lead boat, the participant's boat, and the two boats that finished immediately ahead of and behind the participant.

4. Understanding Oarbits

WHAT IS OARBITS?

As part of the Online Rowing system, Digital Rowing provides an online club called Oarbits where RowPro users can schedule online rows, create online regattas, view results, and send messages to each other.

Oarbits membership is free to RowPro users. When you get a 20-day free Tryout Key or a Product Key for RowPro, you automatically become entitled to register as a member of Oarbits.

There is no time limit on membership, however if you do not visit Oarbits for over 12 months your membership may be suspended and you will then need to re-register if you want to become an active member again.

As Oarbits is an online rowing club, you will need an Internet connection to visit Oarbits and use its functions.

There are two ways to visit Oarbits:

Within RowPro

With your RowPro PC connected to the Internet, open the Control Center / Oarbits page. RowPro automatically connects to Oarbits and signs you in.

Via a Web Browser

You can use your PC web browser to visit Oarbits online at www.digitalrowing.com/oarbits. You will need to sign in to access some Oarbits functions.

OARBITS FUNCTIONS

Click each of the navigation topics down the left side of the Oarbits page to use the available functions as follows:

Overview

A quick overview of Oarbits.

Session List

See a list of the sessions that you and others have created, and register to join scheduled sessions.

Session Studio

Create a new scheduled session, or edit an existing one that you created.

Results List

See a list of session results, and view result details.

Send Message

Send an email to other Oarbits members. Your email address is not visible to the recipient(s).

User Guide

This opens the RowPro Help topic about Online Rowing.

5. Basic concepts

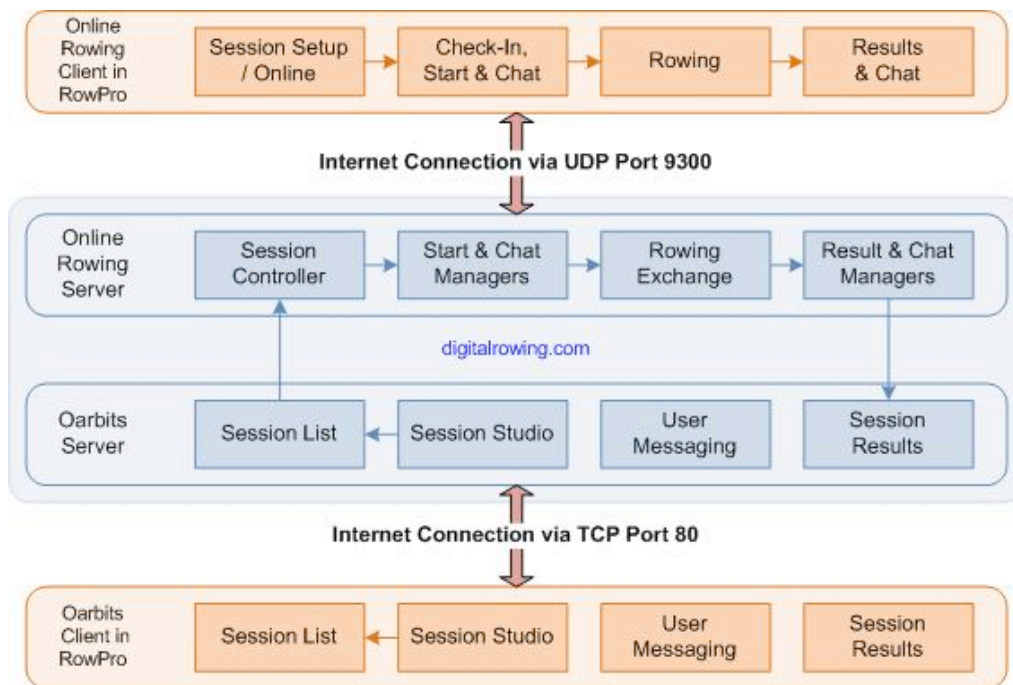
THE ONLINE ROWING SYSTEM

RowPro connects to the **Online Rowing Server** at digitalrowing.com to participate in live Online Rowing sessions. The Online Rowing Server handles the live, real-time processes by which these sessions are rowed online.

Supporting this, RowPro also connects to the **Oarbits Server** at digitalrowing.com to set up and join Scheduled Rows and to view Session Results. The Oarbits server handles the prior scheduling of sessions and the subsequent posting of results. The Oarbits Server is a part of the Digital Rowing website and can also be visited via a standard web browser at www.digitalrowing.com/oarbits.

MAIN COMPONENTS

The main components of the Online Rowing system are shown in the diagram below:



MAIN SESSION TYPES

There are two basic types of Online Rowing session:

Quick Row

This is a session where the participants intend to row right away, as soon as the Quick Row is created. One of the participants creates the Quick Row, the others join it immediately, they start, they row, they're done. This suits people who just sign in, hang around in Chat, and find other people who are available to row right away.

Scheduled Row

This is a session that the creator schedules to start at a specified GMT time and date in the future. This makes it possible for participants to join in advance, and is the preferred way of organizing Online Rowing for individuals, groups, online regattas, and any other situations where advance planning is important.

With a Scheduled Row, one person creates the Scheduled Row in Oarbits, and then other people see and join the Scheduled Row in Oarbits. This means a participant list builds up in Oarbits, usually days or weeks before the Scheduled Row is scheduled to start. The creator of the Scheduled Row may choose to make it:

Open to All

Anyone can join the Scheduled Row in Oarbits and be added to the list of participants, or

Restricted

The creator invites specific participants to join the Scheduled Row which is not available to others.

6. Connecting

CONNECTING TO THE ONLINE ROWING SERVER

RowPro connects to the **Online Rowing Server** at digitalrowing.com to participate in live Online Rowing sessions. The Online Rowing Server handles the live, real-time processes by which these sessions are rowed online.

RowPro connects to the Online Rowing Server via UDP Port 9300. You may need to configure your Internet Firewall and possibly other devices like modems in your Internet connection path to enable RowPro to access the Internet via UDP Port 9300.

For help with Internet connection problems, see the [Internet Connection Troubleshooter](#)

CONNECTING TO OARBITS

RowPro connects to the **Oarbits Server** at digitalrowing.com to enable you to set up and join Scheduled Rows and to view Session Results using the Oarbits client built into the RowPro Control Center.

The Oarbits Server handles the prior scheduling of sessions and the subsequent posting of results. The Oarbits Server is a part of the Digital Rowing website and can also be visited via a standard web browser at www.digitalrowing.com/oarbits.

RowPro connects to the Online Rowing Server via TCP Port 80. This is the same port your web browser uses to access the Internet, so it's likely you will only need to configure your Internet Firewall to permit RowPro to access the Internet via TCP Port 80.

For help with Internet connection problems, see the [Internet Connection Troubleshooter](#)

7. Creating a Scheduled Row

CREATING A SCHEDULED ROW

When a person wants to organize an Online Rowing session in advance and give others a chance to join it, they go to Control Center / Oarbits / Session Studio and create a Scheduled Row. Once it is created, Oarbits adds it to the Session List in Oarbits where others can see it and join it.

The person who creates the Scheduled Row will be the designated Starter, which means they will have the job of clicking the Start button on the Check-In and Start screen to start the Scheduled Row at the scheduled GMT time.

TO CREATE A SCHEDULED ROW

- Decide when you want the Scheduled Row to start and who you want to be able to join the Scheduled Row.
- Well before your target start date and time, create the Scheduled Row. To do this:
- Start RowPro, open Control Center / Oarbits and click Session Studio.
- Make up a Session name for the Scheduled Row (max 25 alphanumeric characters).
- Enter the Start date and time, remembering to use GMT. See the [Working with GMT](#) Help Topic for details.
- Specify whether the Scheduled Row will be Distance or Time and enter the Duration in meters or minutes accordingly.
- Specify whether the Scheduled Row will be Open to all or Restricted. If the Scheduled Row is Restricted, Oarbits will refresh the page and you will see a Select Participants tab appear at the top.
- Specify whether the Scheduled Row will be for 1x, 2x, 4x or 8x boats.
- Click Update to create the Scheduled Row.
- If the race is Open to all, you're done.
- You can now click Session List to see the session you have just created listed for others to see and join.
- From the Session List, you can later click the Scheduled Row you have created and then click the Participant List tab to see a list of people who have joined your Scheduled Row.
- If the Scheduled Row is Restricted:

- Click the Select Participants tab.
- Type the first few letters of each participant's name and click Get Matching Names.
- Find the name you want on the list and check the checkbox to the left of the name to select that participant.
- Repeat until you have all the participants you want (max 8 per race).
- Now click the Participant List tab to see a list of the participants you selected.

TO EDIT A SCHEDULED ROW

- Start RowPro, open Control Center / Oarbits and click Session List.
- Select the session you want to edit. This opens the session in the Session Studio. If you are the person who created the Scheduled Row, you will be able to view and edit it, otherwise you will only be able to view it.
- In the Session tab, you can edit the parameters of the Scheduled Row and click Update to update the Scheduled Row.
- In the Participant List tab, you can use the checkboxes to remove participants from a Restricted Scheduled Row.
- In the Select Participants tab, you can find and add more participants.

Note: Each time you add or remove a participant, the Scheduled Row is updated immediately.

8. Creating a Quick Row

CREATING A QUICK ROW

When a person wants to organize an Online Rowing session on the spot, they go to Session Setup / Online / Create Quick Row, where they make up a name and specify a distance, and click Row. This automatically creates the Quick Row, checks in the person who created the Quick Row, and takes them to the Check-In and Start screen.

Once the Quick Row is created, Oarbits adds it to the Session List in Oarbits where others can see it. Also, from the time the Quick Row is created until the Starter clicks Prepare to Start in the Check-In and Start screen, the Quick Row will appear in the session list in RowPro Session Setup / Online, so anyone who wants to join it can do so.

The person who creates the Quick Row will be the designated Starter, which means they will have the job of clicking the Start button on the Check-In and Start screen to start the Quick Row when they're ready.

TO CREATE A QUICK ROW

- First, arrange with one or more other Oarbits members to join you in a Quick Row. You can do this by asking anyone in Chat if they want to row, or by posting on the Digital Rowing forum, or emailing people you know, or using Oarbits messaging to invite other members to a Quick Row.
- Once you've organized your participants, connect your RowPro PC to the Internet and to your PM4, PM3 or PM2+.
- Start RowPro, open Session Setup / Online and click the Create Quick Row button at the bottom of Session Setup.
- Make up a Name for the Quick Row (max 25 alphanumeric characters).
- Choose whether the Quick Row will be for a set Distance or a set Time and specify the Duration.
- Specify whether the Quick Row will be for 1x, 2x, 4x or 8x boats. Note to select the 2x, 4x and 8x options, RowPro must be in Multi-Erg mode.
- Click Row to create the Quick Row.
- You will automatically move to Check-in, where you must now wait for others to join.

TO EDIT A QUICK ROW

- It is not possible to edit a Quick Row. If you've made a mistake, just Withdraw and create a new Quick Row.

9. Joining and checking in to a session

JOINING AND CHECKING IN TO A QUICK ROW

To join and check in to a Quick Row:

- Connect your RowPro PC to the Internet and to your PM4, PM3 or PM2+.
- Start RowPro and open Session Setup / Online.
- To join a Quick Row, it must be listed in the panel in the center of Session Setup / Online.
- Select the Quick Row you want to join and click Row.
- You will move to Check-in, where you will see yourself, and the person who created the Quick Row, and anyone else who has already checked in to the Quick Row.
- You must now wait for the person who created the Quick Row to click Prepare to Start.

JOINING A SCHEDULED ROW

You would normally join a Scheduled Row well before it is due to start. To join a Scheduled Row:

- Start RowPro, open Control Center / Oarbits and click Session List.
- Find the Scheduled Row you want to join on the list and check the checkbox to join it.
- If you want to see details of a Scheduled Row before or after you join it, click the Scheduled Row in the Session List. This will take you to the Session Studio. Since you are not the creator of the Scheduled Row, you will be able to view but not edit it.

CHECKING IN TO A SCHEDULED ROW









To check in to a Scheduled Row:

- Connect your RowPro PC to the Internet and to your PM4, PM3 or PM2+.
- Start RowPro and open Session Setup / Online.
- To join a Scheduled Row, it must be listed in the panel in the center of Session Setup / Online.
- Select the Scheduled Row you want to join and click Row.
- You will move to Check-in, where you will see yourself, the person who created the Scheduled Row, and anyone else who has joined the Scheduled Row, whether they have checked in yet or not. The status light next to each person's name will show you whether that person has checked in yet or not.

- You must now wait for the person who created the Scheduled Row to check in and click Prepare to Start.

PARTICIPANT STATUS INDICATORS

Each participant has a status icon on the Check-In and Start screen. These have the following meaning:

Icon	Meaning
	Not checked in
	Checked in
	Checked in and ready
	Checked in and not ready
	Starter ready
	Typing Chat
	Flywheel moving or false started
	Withdrawn

10. Starting an online session

WHO IS THE STARTER?

The Starter is the 'owner' of the Online Rowing session. By default this is the person who created the session. However the Starter is automatically replaced by the next person in sequence if the Starter does not show up to start a session.

FUNCTIONS OF THE STARTER

The Starter:

- Can edit the session.
- Normally rows in the session.
- Is responsible for starting the session:
- Clicks Prepare to Start (and is the only person who can do that).
- Clicks Start (and is the only person who can do that).

IF YOU ARE NOT THE STARTER

If you are not the Starter you will need to:

- Wait in Check-in for the Starter to click Prepare to Start (your own Prepare to Start button will be grayed out).
- Wait again for the Starter to click Start (your own Start button will be grayed out).

THE CHECK-IN AND START SCREEN

The Check-In and Start Screen is a very important screen - it's the hub of the real-time activities leading up to the session start.

As the name suggests, the Check-In and Start Screen has two modes: Check-in, and Start.

Check-In

When you first arrive in the Check-In and Start screen the session is at the Check-In stage and your icon is set to Not Ready. In this stage, the participants are gathering and the Concept2 PMs are in pre-session warm-up mode. At this stage:

- You can do a warm-up row. Any warm-up rowing you do is treated as a Just Row on the Concept2 PM.
- You can Chat. Any Chat you send automatically goes to all other participants in the same session.

When you're ready to start, click the Ready button. This will change your icon to Ready to show the Starter and the other participants that you're ready to start rowing the session.

Withdraw

If you find you can't row the session after all (for example you have gear failure or a sudden emergency) then you can click Withdraw to remove yourself from the session.

Any participant who Withdraws from the session will disappear from the participant list on the Check-In and Start screen, and the other participants will be shuffled to use the lane where the participant withdrew.

It is possible to rejoin the session again after you Withdraw, however this is only possible until the Starter clicks Prepare to Start. Once this is clicked, the session is no longer listed in Session Setup / Online, so it is no longer possible to rejoin it.

Prepare to Start

If you're the Starter, when everyone shows they're Ready you click the Prepare to Start button. This shifts the Check-In and Start screen on to the Start mode. In this stage:

- The participants strap in and pick up the handle to prepare to start the session.
- The warm-up is removed and the session is set up on the Concept2 PMs.
- The Start button is enabled for the Starter.
- The participants' boats are positioned in the appropriate lanes in the 2D or 3D Display.
- Each participant's Indoor Rower is actively monitored to check for flywheel movement, and if anyone's flywheel moves their icon changes to show a rotating flywheel until they stop.
- It is still possible to Chat. This is useful to help anyone having difficulty preparing to start.
- If anyone has a problem at this stage, they can signal this by clicking Not Ready and using Chat to inform others what's up.

Start

If for any reason you need to do a last-minute something before you row, you can click Not Ready to indicate that to the Starter and the other participants. Provided you're quick (you may need to use Chat to explain yourself) the Starter will wait till you click Ready again, however if you take too long the Starter may choose to start the race without you.

Ideally all participants will be present and ready when the Starter clicks Start, however the Starter can choose to go ahead anyway even if one or more participants are no-shows or are Not Ready.

Everyone else besides the Starter must wait until the Starter clicks the Start button. If there is an extended wait, participants can use Chat to find out what's going on.

The only thing the starter must wait for before clicking Start is for all flywheels to be still. If Start is clicked while a flywheel is moving, this will immediately trigger a false start.

When ready, the Starter clicks Start and the start sequence begins.

Start sequence for PM4 or PM3

When the Starter clicks Start:

- A voice says "Prepare for Start" (provided your PC is equipped for sound and you have set the volume appropriately).
- The Check-In and Start Screen disappears.
- A small message screen appears telling you to watch your PM4 or PM3 display.
- The PM3 display moves through the following start sequence in a few seconds:

Sit Ready

You should be fully ready to pull the handle and start rowing.

Attention

You should now be actively waiting for the start.

Row!

Pull the handle! The race has begun!

Start sequence for PM2+

When the Starter clicks Start:

- A voice says "Prepare for Start" (provided your PC is equipped for sound and you have set the volume appropriately).
- The Check-In and Start Screen disappears.
- A small message screen appears showing you a 5 - 4 - 3 - 2 - 1 countdown followed by Row!
- The bottom right panel in the PM2+ and PM twin display also show the countdown.

- When the word Row! appears on the RowPro display, pull the handle! The race has begun!

Start Delay

By default, the start sequence begins as soon as the Starter clicks Start. If the Starter's PC is not next to their Indoor Rower, the Starter may need to click Start and then hurriedly sit down and strap in.

To cater for this, RowPro has a built-in Start Delay next to the Start button. If this is set to a non-zero value, say 10 seconds, after the Starter clicks Start there will be a 10-second delay before the Online Rowing system processes the Start command.

This gives the Starter time to sit down, strap in and pick up the handle.

You can set a default value for the Start Delay in Control Center / User Settings. This saves having to repeatedly set the same Start Delay at every session where you are the Starter. For details, see the [User Settings](#) Help Topic.

False start


From the moment the Start Sequence begins until the Row! message appears to signal the start of the race, any flywheel movements will result in a False Start, in which case the following will happen:








- The Start Sequence will be terminated.
- The Check-In and Start screen will re-appear and will show False Start!
- The Participant Status of the person who false started will show a rotating orange flywheel.
- After 20 seconds, the Check-In and Start screen will return to normal.
- Once all flywheels have stopped moving, the Starter can restart the session the same way as before.

If you false start more than once, the Starter may choose to start the race without you.

Participant status indicators

Each participant has a status icon on the Check-In and Start screen. These have the following meaning:

Icon	Meaning
	Not checked in

	Checked in
	Checked in and ready
	Checked in and not ready
	Starter ready
	Typing Chat
	Flywheel moving or false started
	Withdrawn

11. Rowing an online session

INFORMATION EXCHANGE

While the online session is underway, the Online Rowing Server exchanges information across the Internet between the participants' RowPro PCs to show everyone the position of all participants in real time throughout the online session.

Network considerations

Ideally, the information would be sent between participants across a very fast and reliable network. Although the Internet is not always fast and reliable, RowPro uses the Internet for Online Rowing because it is the only practical and affordable way to enable Indoor Rower users around the world to participate in Online Rowing.

Because the Internet is what's called a "best endeavors" network, its performance is not guaranteed. Normally, its performance is fine for Online Rowing, however you may occasionally notice some disturbances due to network conditions on the Internet.

During the online session, one or more participants may lose their connection to the Online Rowing Server. If this happens, their Pace display will change color.

THE CONCEPT2 PM DISPLAY

You'll notice on the Concept2 PM display the row itself proceeds just like any other RowPro session, except that the bottom half of your Concept2 PM screen shows four lines of position information relative to other participants.

During the online session these four lines show:

1. The lead boat

This shows the lane number and name of the boat in the lead, and the number of meters ahead of you.

2. The boat ahead of you

This shows the lane number and name of the boat ahead of you, and the number of meters ahead of you.

3. Your boat

This shows your lane number and name.

4. The boat behind you

This shows the lane number and name of the boat behind you, and the number of meters behind of you.

THE 3D DISPLAY

On the RowPro 3D display you will see the following during the race:

Lanes

There will be up to 16 lanes instead of the usual four. The boats will be in the lanes starting from the far lane (the one nearest the shore) which is Lane 1. You and the other participants will be in the lanes you were allocated on the Check-In and Start screen.

Participant colors

RowPro participants will be displayed in the colors they have chosen in their RowPro Profile.

Course radar

You will see a small radar panel at the bottom right of the 3D Display with a triangle representing each boat. The center section of the course radar represents +/- 100m, and the 'slots' to the left and right of the center section represent 100-200m, 200-500m, 500-1000m, and over 1000m.

The course radar covers the entire length of the course, and enables you to see at a glance where any boats are that are not currently in the main 3D view because they are out of camera range. You may prefer to use the 2D display in future online sessions if you want to see more of the course onscreen.

Pace bar

On the right of the 3D display you will see a Pace bar that shows each participant's average pace. If a participant loses their connection to the Online Rowing Server, their Pace bar entry will change color.

Boat movement

Your boat will move in response to your rowing. The other boats will move according to information about their boat position received via the Internet.

THE 2D DISPLAY

On the RowPro 2D display you will see the following during the race:

Lanes

There will be 8 or 16 lanes depending on the number of participants in the online session. The boats will be in the lanes starting from the top lane which is Lane 1. You and the other participants will be in the lanes you were allocated on the Check-In and Start screen.

Pace bar

On the right of the 2D display you will see a Pace bar that shows each participant's average pace. If a participant loses their connection to the Online Rowing Server, their Pace bar will change color.

Boat movement

Your boat will move in response to your rowing. The other participants' boats will move according to information about their boat position received via the Internet. The 2D display auto scales from 100m to 1,000m of the rowing course to keep all boats visible. If the separation between boats exceeds 1,000m the slowest boats will move off the screen.

12. Viewing session results

WHERE TO SEE RESULTS FOR ONLINE SESSIONS

You can view session results in a number of places:

YOUR CONCEPT2 PM SCREEN

When you finish the online session the four lines of information at the bottom of your Concept2 PM screen show:

1. The lead boat

This shows the lane number and name of the boat that finished first, and their finish time (for distance sessions) or finish distance (for time sessions).

2. The boat ahead of you

This shows the lane number and name of the boat that finished ahead of you, and their finish time (for distance sessions) or finish distance (for time sessions).

3. Your boat

This shows your lane number and name, and your finish time (for distance sessions) or finish distance (for time sessions).

4. The boat behind you

Until the boat behind you finishes, this continues to show their lane number, name and number of meters behind of you. Once they finish, this shows their lane number and name, and their finish time (for distance sessions) or finish distance (for time sessions).

THE 3D OR 2D PACE BAR

At the end of the online session, all the boats stop at the finish line and the Pace bar at the right of the 3D or 2D display changes to show the total time (for distance sessions) or distance (for time sessions) for each participant.

THE SESSION RESULTS FORM

When you finish, a Session Results screen similar to the Check-In and Start screen pops up. This shows the placing of each boat, and includes a Chat panel. Clicking Finish on this screen exits the online session and resets RowPro.

OARBITS

The results for each boat are available for viewing in Oarbits as soon as each boat finishes the online session.

To view session results:

- Open Control Center / Oarbits and click Results List, or use a web browser to go to www.digitalrowing.com/oarbits
- Select the session you want to see from the Results List. This will display the Result Details for each boat.

YOUR ROWPRO ROWING LOG

As soon as the online session is over and you click Finish on the Session Results form, your strokes, splits and totals for the session are stored in your RowPro rowing log automatically in the same way as when you complete any other RowPro session.

13. Working with GMT

USING GMT

Online Rowing is a truly international activity, with participants from different time zones all around the world.

Scheduled Online Rowing sessions need to have a start time that everyone can relate to, wherever in the world they are. So GMT (Greenwich Mean Time, the time at Greenwich, England) is used as the international time standard for Online Rowing.

This means when you create a Scheduled Row, you specify its start time in GMT.

GMT VS LOCAL TIME

GMT is always an exact number of hours ahead of or behind your local time, and that also means you need to check that you have the right day, because your race might be tomorrow or yesterday depending on how your local time relates to GMT.

To help you work out the right start date and time, RowPro has a GMT clock built into Session Setup. It won't take you long to get used to the time difference between your local time and GMT. Here are some examples:

Zone	City or Area
GMT-8	PST - Pacific US
GMT-7	MST - Mountain US
GMT-6	CST - Central US
GMT-5	EST - Eastern US
GMT	Greenwich - UK
GMT+1	Berlin, Rome, Most of Europe
GMT+8	Kuala Lumpur - Malaysia
GMT+10	Sydney - Australia
GMT+12	Auckland - New Zealand

So for example 09:00 (9am) in New York is 14:00 GMT. One thing to watch is that Daylight Saving Time (or Summertime) shifts you one hour relative to GMT.

GMT AND YOUR PC CLOCK

Your PC clock is often not exactly correct, so for example when your PC clock says 12:30 it may actually be 12:28.

The GMT clock built into RowPro shows GMT compared to your PC clock. So if you are 5 hours behind GMT and your PC clock says 12:30, then the RowPro GMT clock will say 17:30, even though the correct local time may be 12:28.

You can see from this that it's a good idea to keep your PC clock correct. There are many utilities around for doing this. A very handy one is the Set Time utility which you can download and use in your PC.

14. Using Chat

CHAT

Chat is a real-time text messaging utility that enables Oarbits members to send real-time text messages to each other.

There are two main uses for Chat, and each of these has its own distinct Chat window:

Session Chat

The Session Chat window is mostly used to communicate with other participants in your session before and after the session.

General Chat

The General Chat window is mostly used to see who else is online and to ask if anyone wants a Quick Row.

SESSION CHAT

There is a Session Chat window built into the Check-In and Start form that's open before a session starts, and another one built into the Session Results form that's open as soon as you finish your session.

Any Chat you send using the Session Chat window goes to all the other participants of your session, and is not visible to anyone else who may be connected at the time.

It is not necessary to select recipients before you type, because your Chat automatically goes to all other participants of your session. This makes session-related Chat very quick and easy - you just type and click Send.

GENERAL CHAT

If you click the Chat button at the bottom of the Session Setup/ Online form, the General Chat window will open. There you will see listed everyone who is currently connected to the Online Rowing Server.

Any Chat you send using the General Chat window goes to everyone who is currently connected to the Online Rowing Server except people who are currently participating in an Online Rowing session.






It is not necessary to select recipients before you type, because your Chat automatically goes to everyone who is currently connected to the Online Rowing Server except people who are

currently participating in an Online Rowing session. This makes general Chat very quick and easy - you just type and click Send.

The General Chat window closes automatically when the starter clicks Prepare to Start on the Check-in and Start screen. From that point until the end of your online session you will only receive Chat from other participants in your session, which you will see in the Session Chat window.

Chat status indicators

Each participant has a status icon in the General Chat window. These have the following meaning:

Icon	Meaning
	Present
	Typing
	Away
	Checked in
	Rowing Online

NOTES ABOUT CHAT

- You don't need to wait for a reply before you type your next message.
- Chat is not monitored or recorded by Digital Rowing.
- Please remember and abide by the [Online Rowing Code of Conduct](#) when using Chat.

15. Vista and Windows 7 Gadget

INSTALLING THE GADGET

To get and install the RowPro Online Gadget:

- Click the link above to download the file RowProOnline.gadget.
- In the download dialog box that appears, click Save or Save this program to disk, navigate to the folder where you want to save the download, and click OK to start the download.
- After the download is completed, locate and double-click the file RowProOnline.gadget to install the gadget. The gadget will appear in the Vista Gadget Sidebar.
- After installation is completed, you can delete the file RowProOnline.gadget if you want to free up space on your disk.

LOGGING INTO OARBITS

To log the gadget into your account at Oarbits:

- Click the small spanner icon that appears to the right of the gadget when you hover your mouse over it.
- Enter your Digital Rowing Login and Password and click OK. If you have forgotten your Login or Password, please contact assist@digitalrowing.com.
- The gadget will then display the next session you have registered for in Oarbits, provided that:
- The gadget can connect to the Digital Rowing website, and
- You have entered a valid Login and Password, and
- You have purchased or been given the right to use the gadget.

USING THE GADGET

The gadget has the following functions:

Sign in

The gadget is inactive until you sign in, because it needs to know who you are so it can display your online sessions. The sign-in panel is opened by clicking the small spanner icon that appears when you hover your mouse over the gadget.

Session and participant data

Once you sign in to the gadget, it begins polling the Oarbits server at 1-minute intervals to retrieve any sessions you are registered for in Oarbits.

Sessions

The main display window of the gadget shows one of the sessions you have registered for in Oarbits. By default this is the next scheduled session. If you are registered for more than one session, you can click the small up and down arrows below the main gadget display to display the other sessions one at a time.

For the session being displayed, the gadget shows the session name, the session start date and GMT

Note: If the session name is longer than the space available in the gadget display, the session name is truncated to fit.

Participants

If you click on the main display window of the gadget, a flyout panel appears listing the full name of the session, the date and GMT time of the session, and the people who have registered in the session.

Clicking the up and down arrows on the gadget with the flyout panel opens automatically changes the participant list to the session currently displayed in the gadget.

Link to Oarbits

The flyout panel also contains a link to Oarbits. This opens Oarbits in your default web browser.

Link to Gadget Help Topics

There are two links to the Gadget Help Topics - the Question mark icon on the flyout panel, and the RowPro logo on the gadget itself.