



Entering Scores into Golden Records

1. To enter a score into Golden Records, you must first have been added as a user by the Records Officer, received an email notification, and set up your account. If you do not have an account, please contact the club records officer to request one: records@malvernarchers.co.uk
2. To add a new score, within Golden Records, click **ADD NEW SCORE**.
N.B. When entering details of a new score please ensure all details are entered correctly and accurately, otherwise your score may be rejected!
3. You can add multiple scores at one time by clicking the **Multiple Score Entry** button, but unless you're advanced at using Golden Records, we recommend using the standard single-entry page for each record.
4. Use the drop-down calendar to set the **Date Shot** field to the correct date that the round was shot.

Date Shot:

08/10/2025

October 2025

Mon	Tue	Wed	Thu	Fri	Sat	Sun
29	30	1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31	1	2
3	4	5	6	7	8	9

5. Select your correct **Age Group** for the score that you are entering.

Age Group:

Men 50+ ▼

Men

Men 50+

Men U12

Men U14

Men U15

Men U16

Active

6. Select the **Class** of bow that you used to shoot the round.

Age Group:

Men 50+ ▼

Active

Class:

Recurve ▼

Asiatic

Barebow

Compound

Longbow

Recurve

7. Select the **Round** that you shot from the drop-down list of rounds.

Round:

WA 70m ▼

WA 50m (122cm Face)

WA 50m (80cm Face)

WA 50m (Barebow)

WA 50m (Compound)

WA 60m

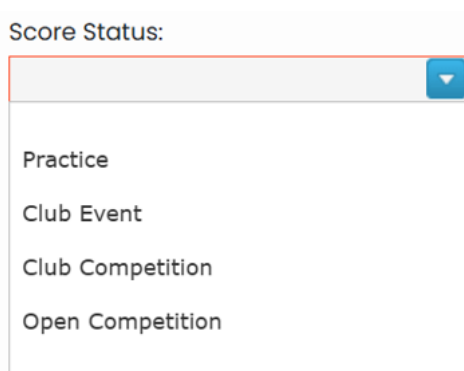
WA 70m

WA 900

Care must be taken here because there is an extensive list of rounds, some are very similar by name, and it's easy to choose the wrong round. For instance, if you shot a WA 50m round:

- a. With a Barebow you would choose WA 50m (Barebow)
- b. With a Compound you would choose WA 50m (Compound)
- c. With a Recurve (senior) you would choose WA 50m (80cm Face). A WA 50m shot on a 122cm face is not a valid round for record purposes for a senior shooting recurve.
- d. With a Recurve (junior) you need to choose either WA 50m (80cm Face) or WA 50m (122cm Face) depending on the face size used and if the round is valid for your age group.

8. Set the **Score Status** of your round.



The image shows a web form with a label 'Score Status:' followed by a dropdown menu. The dropdown menu is open, displaying four options: 'Practice', 'Club Event', 'Club Competition', and 'Open Competition'. The 'Practice' option is currently selected and highlighted. The dropdown menu has a blue arrow icon on the right side of the header bar.

Again, care should be taken here because it is easy to select the wrong status or not understand the meaning of each status correctly, which can affect classifications award for the round, which would be incorrect. Here are some examples:

- a. **Practice** – a round shot at the club in a normal non-competitive practice session and not a club organised event.
- b. **Club Event** – an organised club event such as a club target day that has been scheduled in the calendar on the club website.
- c. **Club Competition** – a club organised competition, that is not an 'open' event, such as the club championships, Winter Frostbite or the Simon De Montfort match against Evesham.
- d. **Open Competition** – any competition that is 'open' to all AGB members from any club and has a recognised AGB judge present. This includes our UKRS (CTD) events.

9. A new feature for Golden Records is to allow you to **Choose How to Enter Your Score**, by *Total Score* or *By Distance*. Unless you are advanced at using Golden Records, we recommend using by *Total Score*.

Choose How to Enter Your Score: Total Score ▾ New!

10. Enter the **Score Details** for the round that you shave shot.

Log Total Score:

Score Details:

Score:	Hits:	Golds:	Xs:
<input type="text" value="550"/>	<input type="text" value="71"/>	<input type="text" value="10"/>	<input type="text" value="3"/>

When completing these four boxes, there a few important points to consider:

- Score** – this is the total score shot for the round and must match your score sheet, whether shot in practice or in competition. It may get checked by the Records Officer.
 - Hits** – this must be the exact number of arrows that hit the boss and scored for the round and should not exceed the possible number of hits for the round. i.e. for a National round Hit count cannot exceed 72.
 - Golds** – when shooting a metric round with 10 zone scoring, enter the number of 10's as Golds. When shooting an imperial round with 5 zone scoring, enter the number of yellows (golds) as Golds. When shooting a Worcester round enter the number of spots as Golds.
 - Xs** – when shooting a metric round with 10 zone scoring and X's, enter the number of X's as Xs. When shooting an imperial round with 5 zone scoring, enter 0 as Xs. When shooting an indoor round 0 as Xs unless you are shooting a Worcester round with a compound bow, in which case enter the number of Spot X's and Xs.
11. Set the switch **Shot at Record Status, National or International Competition** to 'On' if the score was shot at a record status, national or international competition, otherwise leave it set to 'Off'.

☒ Shot at Record Status, National or International Competition

12. Complete the **Where Shot:** box with the location of where the round was shot. If shot at Manor Park, put *Manor Park* or *Club*, if shot at another venue, put the name of the venue.

Where Shot:

Lilleshall

13. In the **Score Notes for Record Officer:** box, you can leave notes for the Records Officer, but the Records Officer may not see them because there are thousands of scores in Golden Records. If it is something important, please email the Records Officer directly. records@malvernarchers.co.uk
14. You can add **Score Sheets** to Golden Records but is currently not necessary and won't be reviewed by the Records Officer. Skip the *Choose file* and *Add to Score* sections on the page.
15. In the **Equipment Used** section, you can add the *Bow* and *Arrows* used for the scores for your own reference. Simply type in your equipment or select from the dropdowns if used previously. This section does not have to be completed.
16. In the **Personal Notes** section, you can add any additional information that you would like to add for your own reference, i.e. weather conditions, time of day, how you were feeling. This section does not have to be completed.
17. Once all required fields have been completed accurately, click **Submit Score** to add your new score record to Golden Records.

Submit Score

Key Points

- All rounds shot, whether in practice or competition, should be recorded in Golden Records to maintain your correct handicap and classification with the club. Some club and open competitions give awards based on handicap and classification, not keeping an up-to-date handicap or classification can provide an unfair and inaccurate representation of your current status.
- Score records are kept for full members of Malvern Archers only, not associate members. Associate members must keep records with their primary club.
- Currently, Malvern Archers allows members to score rounds on their own, without witnesses or verification. This is done with the **trust** that all rules are followed and that all scoring/line cutter calls are done accurately. If there is any suspicion of cheating, foul play or incorrect scores, the Record Officer and/or Committee may reject your scores, when submitted into Golden Records.
- For more information on scoring, please review the two club documents on *Guidance for Scoring Rounds* and *Achieving Club Records*.
- Golden Records does change over time, so there could be some differences to what is described in this document.

Please be honest and do not cheat, otherwise your scores may get rejected!
The club does not want to have to implement a more stringent system for scoring practice rounds requiring witnesses and independent target companions.