USPC Dressage/Western Dressage Excel Scoresheet Overview

Below is a written overview on how the USPC Dressage/Western Dressage Excel Scoresheet operates and how you will need to input information into the file.

If you are utilizing a spreadsheet for an upcoming competition, we recommend filling out the information at least a week before so the only thing that is needed the day of competition are the scores.

If you need help in learning how to score a Dressage or Western Dressage competition, please visit the USPC Dressage Rulebook and USPC Western Dressage Rulebook.

Spreadsheet Contents

The spreadsheet has 10 tabs titled, Instructions, Teams, Ride 1, Ride 2, Ride 3, Musical, Ind. Scores, Team Scores, Ind. Placings, and Team Placings, and can house up to 10 teams.

It is important to fill out all white cells if possible as many won't calculate the scores UNTIL information is placed in a cell.

All white cells are editable. Grey, pink, and orange cells lock in formulas or formatting. Please do not manipulate the colored cells as it could adversely affect the scoring of the program.

Objectives and Functions

- Instructions – General layout and overview of how to fill out the spreadsheet
- Teams – Houses all Team information and HM scores
- Ride 1 – Scores for the first ride
- Ride 2 – Scores for the second ride
- Ride 3 – Scores for the third ride
- Musical – Scores for their musical ride
- Ind. Scores – Overview of Individual's scores (no input necessary on this page)
- Team Scores – Overview of Team's scores (no input necessary on this page)
- Ind. Placings – Overview of all individual's scores and placings (no input necessary on this page)
- Team Placings – Overview of all team's scores and placings (no input necessary on this page)

Instructions

The instructions tab is the very first tab of the scoresheet. This tab will walk you through the general layout and how to input scores in the scoresheet. There will also be several key pieces of information you will need to fill in on this tab.

Rally Name

Type in the rally name in the space provided. The rally name will be pulled from this location and placed on all remaining sheets of the excel file.

Rally Name
National Office Test

Divisions

Please enter in all divisions for this rally. The information placed in "Divisions" table will be used in the Team, Team Scores, and Team placings tab.

Divisions	
Div 1	Intro
Div 2	Training
Div 3	First and Up
Div 4	
Div 5	
Div 6	

Competition Levels

Place each competition level offered on a separate line. These can be the same or different as the rally divisions.

The information placed here will appear in a dropdown next to the competitor on the "Team" tab.

Competition Levels	
Level 1	Intro
Level 2	Training
Level 3	First
Level 4	Second
Level 5	Third
Level 6	

How Many Rounds in this Rally?

Please choose from the dropdown how many rounds are in this rally. This will be used to calculate Horse Management per the HM Bonus Score formulas.

How Many Rounds in this Rally?
Two Rounds

Teams

The Teams tab houses all information regarding who is on the team, certifications, other scoring, and horse management scores.

National Office Test

T1	Team Name:		Testing		Team Division	Intro	Other		Horse Management								
#	Competitor (C= Captain)	PC Age	Mount	Riding Cert.	HM Cert.	Level		Notes	Setup & Safety	Req. Equip.	Turnout	Day 1	Day 2	Day 3	Misc. HM	Penalties	Factored Penalties
1	Competitor 1	C	15		D3	D3	Intro		Enter in HM	1							1	148.5
2	Competitor 2		15		D3	D3	Intro	2	scores to		1						1	148.5
3	Competitor 3		15		D3	D3	Intro		the right. If there is no				1				1	148.5
4	Competitor 4		14		D3	D3	Intro		competitor,								0	150
5	Competitor 5		15	Stable Manager		C1			leave blank.					3			3	145.5

At the top of the screenshot, you will notice that what we entered for the Rally Name on the "Instructions" tab, shows up in orange text with a pink background. Again, all greyed or colored cells have formulas and should not be altered (exception: Team number).

There are three separate tables. Starting on the left is the Team table, Other scoring, and ending with Horse Management table on the right.

Team Table

The information on the Team table from left to right reads team number, team name, team division, competitor number, competitor name, captain, PC Age, Mount, Riding Certification, HM Certification, and Level.

T1	Team Name:		Testing	Team Division		Intro
#	Competitor (C= Captain)	PC Age	Mount	Riding Cert.	HM Cert.	Level
1	Competitor 1	C	15		D3	D3	Intro
2	Competitor 2		15		D3	D3	Intro
3	Competitor 3		15		D3	D3	Intro
4	Competitor 4		14		D3	D3	Intro
5	Competitor 5		15	Stable Manager		C1	

Team Number

The team number helps the spreadsheet identify and sort between teams.

Please select a team number (1-10) from the dropdown.

T1	▼
T1	
T2	
T3	
T4	
T5	
T6	
T7	
T8	

Team Name

Please type in the team name. Some of the calculations rely on this field to be filled prior to showing a score. Please ensure this field is filled so all calculations can show properly.

Team Name:	Testing

Team Division

Select from the dropdown the Team's division. This will help sort teams on placings tabs.

Team Division	Intro

Pinny Number

Type the pinny number for each competitor in the rows below "#". It is recommended to put them in ascending order with "0"s and "5"s as stable managers (1,2,3,4,5 etc.).

Competitor (C=Captain)

Enter the name of the competitor and choose a "C" if they are a captain in the space provided.

Age

Please enter the Pony Club Age of each member. Their Pony Club age is their age by January 1 of the competition year. EX: Member is born June 1996. Pony Club age as of January 1, 2021, is 24.

Mount

Please enter the mount's name.

Riding Certification

Please choose from the dropdown the member's mounted certification. EX: D-3 EV, C-1 DR…

HM Certification

Please choose from the dropdown the member's HM Certification. EX: H-B, D-2 HM…

Level

Please choose from the dropdown the member's competition level.

Other

Next to the Team's table, you may notice a small separate table marked, "Other". This other scoring column is to use for any additional items that are not related to Horse Management.

Other
2

Penalties should be a negative number (-1) and bonus points should be a positive number (1). This column is then added to the overall riding score for both teams and individuals.

EX: Player gets a yellow card and receives 2 penalty points. "-2" would be inputted in the "Other" scoring column.

EX: Member shows exceptional sportsmanship and receives 3 bonus points. "3" would be inputted in the "Other" scoring column.

Horse Management

The Horse Management table houses all HM penalties. These will be recorded on HM sheets and handed to the scorer to input in the white cells provided.

			Horse Management						
Notes	Setup & Safety	Req. Equip.	Turnout	Day 1	Day 2	Day 3	Misc. HM	Penalties	Factored Penalties
Enter in HM	1							1	148.5
scores to		1						1	148.5
the right. If				1				1	148.5
there is no								0	150
competitor,									
leave blank.					3			3	145.5

Penalties

This field adds up all the individual's HM penalties. These cells are locked to keep the formula intact.

Factored Penalties

This cell calculates the Dressage's Factored Penalties according to if it is a two, three, or four round rally. This cell is locked to keep the formula intact.

Ride 1, 2, 3, and Musical

These tabs will house all of the scores and information for each ride. Please see the screenshot of tab, "Ride 1" to the right.

These tabs are read left to right with the competitors pulling from the top down on the "teams" tab with each competitor getting their own column of tables.

The top table is the competitors table, the second table down is where you would enter in the scores for the movements on the scoresheet, the third are the collective marks, and the last shows the subtotals and errors.

All pink and grey cells are locked, the only places that need information entered are the white cells.

Competitor Table

This table pulls the competitor's pinny number, their division, allows you to pick which test they did, score, possible score, and final score. The only item in the top table you will need to choose is the test they are completing or have completed.

#	Competitor	Division	Test
1	Competitor 1	Intro	INTRO A

Score	Possible Score	Final Score
92.00	160.00	57.50

Pinny Number, Competitor, and Division are all pulled from the "Teams" tab.

Click on the white cell and choose from the dropdown available what test they have completed or will be completing. This pre-populates the movements, coefficients, and collective marks. The competitor's test will return an error message if the test is not chosen.

Tests to choose are anywhere from Intro A to Fourth Level Test 3, and Western Dressage Intro 1 to Western Dressage Level 4 test 4.

The overall score is pulled from the subtotals and errors table. Possible score is pulled from the test you choose, and the final score is a calculation of the score divided by the possible score.

Movement Scores Table

On the right side of this table is the segment or movement, the second column is the points awarded, the third column is the coefficients, and the last column is the total they received for that segment or movement.

All points should be entered in the white cells. Please do not alter the grey or pink cells. If you enter numbers past the coefficients provided, it will return an error value.

Segment	Points	X	Total
1	5	1	5
2	6	1	6
3	7	1	7
4	8	1	8
5	9	1	9
6	8	1	8
7	7	1	7
8	6	1	6
9	5	1	5
10			
11			
12			
13			

Collective Marks Table

The collective marks table will pre-populate the collective marks and coefficients based on the test chosen in the competitor's table. Enter the points earned in the white cells and the total will calculate for you.

If you enter in values past the collective marks (in an empty white cell), it will return an error message.

Again, the grey and pink cells are locked for formatting and formulas.

Collective Marks	Points	X	Total
Gaits	5	1	5
Impulsion	5	1	5
Submission	5	2	10
Rider Position	5	1	5
ffectiveness of Aid	5	1	5
ieometry & Accura	1	1	1

Subtotals and Errors Table

This table is at the bottom of each competitor's column and shows the subtotal before any errors are inputted. In the "total errors" cell you may place a positive number (EX: +2 for the first error), or if the competitor is eliminated, place an "E". This will automatically calculate the elimination score.

Subtotal	92
Total Errors	
Score	92

The before calculation of percentage score is in the "score" section both at the bottom of this table and the bottom left of the "Competitor's table".

Ind. Scores

This tab does not need any information inputted; this shows the final calculations of the individual competitors. Even though cells are white, ALL cells are locked as each has their own formula pulling from various other locations of the spreadsheet.

National Office Test

#	Competitor	Division	Ride 1	Ride 2	Ride 3	Musical	HM	Other	Total
1	Competitor 1	Intro	57.50	36.25			148.5		242.25
2	Competitor 2	Intro	59.38	42.50			148.5	2	252.38
3	Competitor 3	Intro	20.00	56.88			148.5		225.38
4	Competitor 4	Intro	68.75	43.13			150		261.88

At the top shows the name of the rally, pulled from the "Instructions" tab. The competitor number, name, and division, all pulled from the "teams" tab. Ride 1, 2, 3, and Musical are pulled from the corresponding tabs, HM is pulled from the "Teams" tab, and "Other" is also pulled from the "teams" tab.

This is a great tab to use when printing and posting scores. This does not show the Stable Manager's scores.

Team Scores

The team scores tab does not need any information inputted as this shows the final calculations of the Team scores. Even though cells are white, all cells are locked as each pull from various locations around the spreadsheet.

National Office Test

Team	Team Division	#	Competitor	HM Team Penalties	HM Team Score	Ride 1	Ride 2	Ride 3	Musical	Riding Team Score	Riding Team with Other Score	Team Total
T1	Intro Junior	1	Competitor 1			57.50	36.25					
T1	Intro Junior	2	Competitor 2			59.38	42.50					
T1	Intro Junior	3	Competitor 3	6	141	20.00	56.88			328.13	330.13	471.13
T1	Intro Junior	4	Competitor 4			68.75	43.13					
T1	Intro Junior	5	Competitor 5			185.63	142.50	0.00	0.00			

This tab shows the team number, team division, competitor number, competitor name, HM penalties, HM Bonus Score, All rides, and totals.

The First table displays the team's and member's information all pulled from the "Teams" tab.

The next table is the HM table, which sums all the penalties from the HM table on the "Teams" tab and then calculates the HM Team Score.

Ride 1, 2, 3, and musical are all pulled from the corresponding tabs. Below each column you will notice a pink number, this is the calculation of the ride score before totaling it as the Riding Team Score. Since members can have a 4, 3, or even in rare cases a 2-person team, this score will automatically calculate the drop score, summation, or summation and average score for the team.

Riding Team with Other Score calculates the team's other score into the riding score.

Finally, the Team Total is calculated with the Riding Team with Other Score and the HM Team Score.

Ind. Placings

This tab does not require an input of information as it already pulls all existing information and calculates placings. Please see screenshot below.

#	Name	Division	HM Score	HM Placing	Total Score	Overall Placing
	To view the placings from First to Last, please click on the drop down arrow next to the placing column and sort "A to Z". OR sort the score column from "A to Z". If you would like to only view one division, click the dropdown next to "Division" and select the division(s) you'd wish to sort through.					
1	Competitor 1	Intro	148.5	7	242.25	13
2	Competitor 2	Intro	148.5	7	252.38	6
3	Competitor 3	Intro	148.5	7	225.38	18
4	Competitor 4	Intro	150	1	261.88	3
6	Competitor 6	Intro	147	16	241.06	15
7	Competitor 7	Intro	150	1	246.88	10
8	Competitor 8	Intro	147	16	237.04	16

This tab pulls the competitor's number, name, division, score, total score, and calculates the HM placing and overall placing.

Even though all cells have formulas, this tab remains unlocked to sort and edit the information as necessary (tie breakers, sort placings, display one division at a time, etc.). DO NOT manipulate the cells as it will adversely affect the rankings and the scores.

To sort the information, click on the dropdown arrow next to the title of column you wish to sort by. For an example, let's use the HM placing. Click on the arrow and choose "sort from A to Z", this will show first through last place on HM placings.

Team Placings

The "Team Placings" tab does not need any information inputted, it is where it shows all the calculations of the inputted material, to the final product and placing.

You can click on the arrow next to the column title to arrange the information how you please. EX: rank HM Placing from A-Z to see the placings from first to last.

NOTE: The information is not locked in this sheet to allow you to sort the information (on both the grey, white, and pink cells), DO NOT manipulate the cells as it will adversely affect the rankings and the scores.

Team	Division	HM Score	HM Placing	Overall Team Score	Overall Team Placing
	To view the placings from First to Last, please click on the drop down arrow next to the placing column and sort "A to Z". OR sort the score column from "A to Z". If you would like to only view scores or placings from one division, click the dropdown next to "Division" and select the division(s) you'd wish to sort through.				
Testing	Intro Junior	141.00	6	328.13	1
Testing 2	Intro Junior	142.50	4	281.88	4
Testing 3	Training Junior	146.01	2	121.84	5
Testing 4	Training Junior	142.50	4	296.20	2
Testing 5	First and Up Senior	147.00	1	290.38	3
Testing 6	First and Up Senior	146.01	2	102.37	6

Ghost Scores

If there is a short team, please place the name "Ghost 1, 2, 3…" in the competitor's name section in the "Teams" tab but do NOT provide a competitor number.

For HM scores, you will need to manually calculate the HM score based on the HM rulebook and type in the calculations in the spaces provided on the HM table.

No need to calculate the "Ghost score" for the riding portion as the scoresheet will calculate it when necessary.

References

Please see the USPC Dressage Rulebook and USPC Western Dressage Rulebook for more information on how to score a Dressage Competition.

Questions about the USPC Dressage Excel Scoresheet can be sent to scoring@ponyclub.org.