

## How to "Split a band"

When the judges have completed scoring all the rounds in a class, the next task is to mark some of the entries as "accepted". In this example, we have three judges, each awarding maximum score of five, and we want to accept 20% of the entries.

First, make sure the round is set to "All".

The screenshot shows the 'frmSelectEntries' window. The 'round' dropdown is set to 'All'. The 'Show stats' button is highlighted with a red circle. The window contains several sections: 'Presets for presenting' with buttons like 'Pre-selection', 'Assigning scores', etc.; 'Selection' with radio buttons for criteria like 'Pre-selected', 'Accepted', etc.; and 'Presentation sequence' with options for 'Descending score', 'Award', etc.

Then, click "Show Stats".

Score statistics

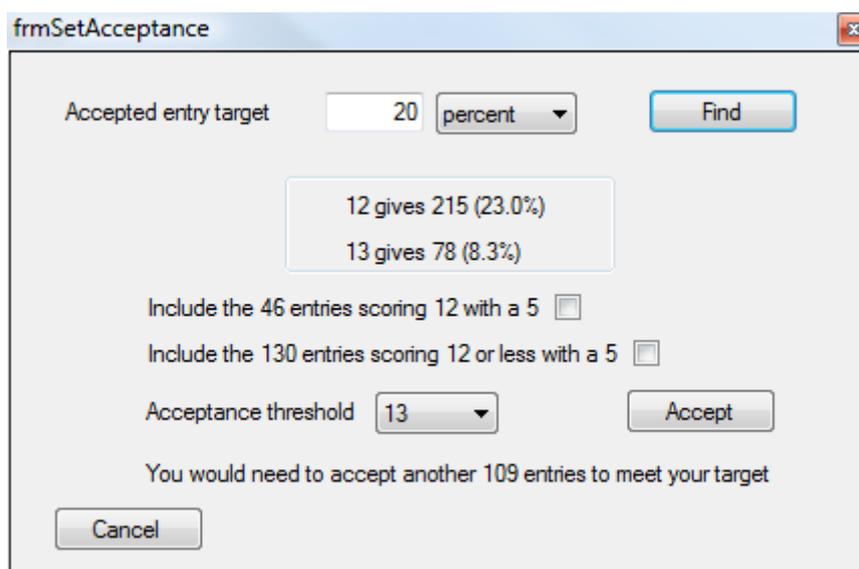
Score	Total	%	Cumulative	%
15	20	2.1%	20	2.1%
14	12	1.3%	32	3.4%
13	46	4.9%	78	8.3%
12 + max	80	8.5%	158	16.9%
12	57	6.1%	215	23.0%
11	179	19.1%	394	42.1%
10 + max	4	0.4%	398	42.5%
10	233	24.9%	631	67.4%
9	235	25.1%	866	92.5%
8	54	5.8%	920	98.3%
7	15	1.6%	935	99.9%
6	1	0.1%	936	100.0%

No entries accepted

This shows that number of entries in each score band and also the cumulative percentage, so in this case if we accept the 13's we only get 8.3%, but if we accept the 12's we get 23%.

You can see from the table there is an entry for "12+ Max". These are the entries scoring 12 that also received a score of five from at least one judge, and in this example this would give us a 16.9% acceptance rate.

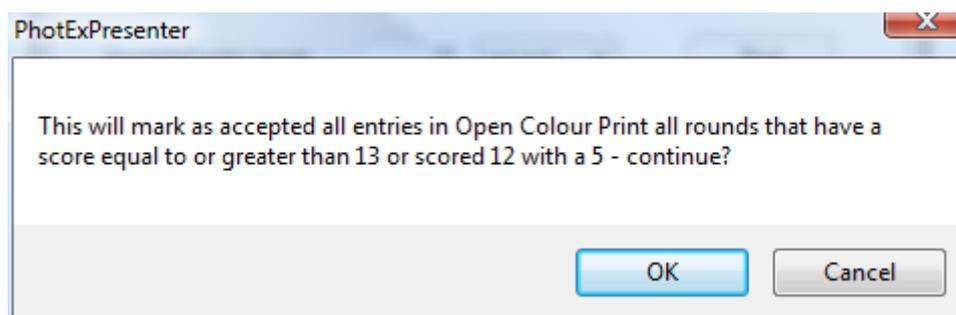
Click "accepting entries by score". Type in your target percentage or the number of entries you wish to accept. Then click "Find".



The screenshot shows a dialog box titled "frmSetAcceptance". It contains the following elements:

- "Accepted entry target" field with the value "20" and a dropdown menu set to "percent".
- A "Find" button.
- A summary box showing:
  - "12 gives 215 (23.0%)"
  - "13 gives 78 (8.3%)"
- Two checkboxes:
  - "Include the 46 entries scoring 12 with a 5" (unchecked)
  - "Include the 130 entries scoring 12 or less with a 5" (unchecked)
- "Acceptance threshold" dropdown menu set to "13".
- An "Accept" button.
- A message: "You would need to accept another 109 entries to meet your target".
- A "Cancel" button.

In our example, we would tick the box to include the 12's scoring a five. Then click "Accept" ...



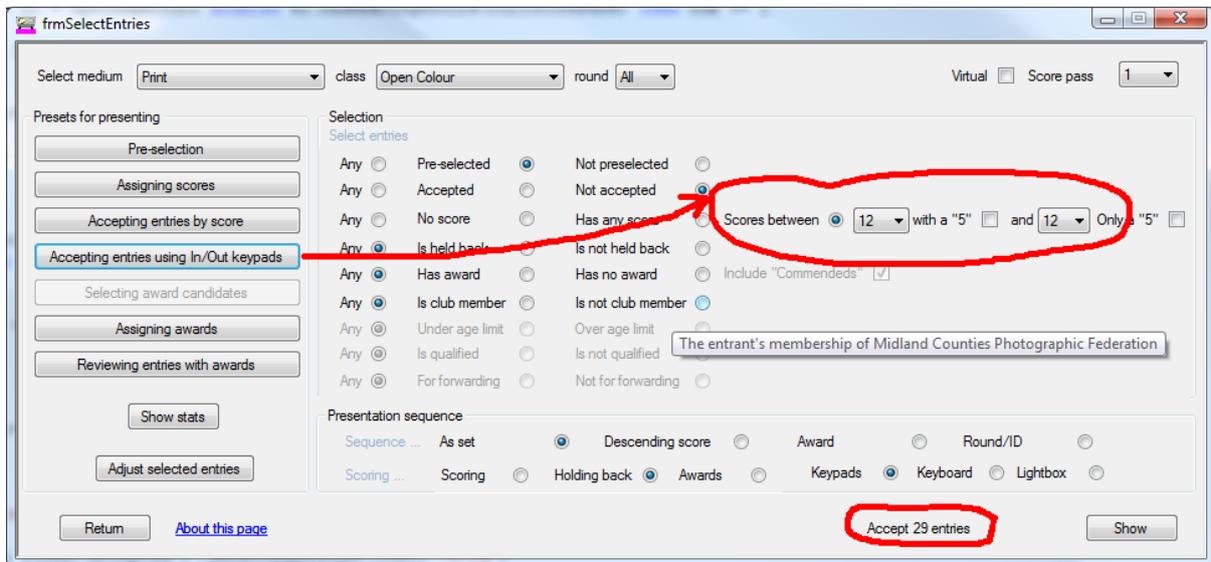
The screenshot shows a dialog box titled "PhotExPresenter". It contains the following elements:

- A message: "This will mark as accepted all entries in Open Colour Print all rounds that have a score equal to or greater than 13 or scored 12 with a 5 - continue?"
- An "OK" button.
- A "Cancel" button.

Click "OK" to confirm that these entries are accepted.

We have now accepted 16.9% of the entries and so we need to select a few more from the 12's. Of course, you may be lucky enough to hit your target, or at least come close enough not to have to split a band. In that case you can move on directly to assigning awards.

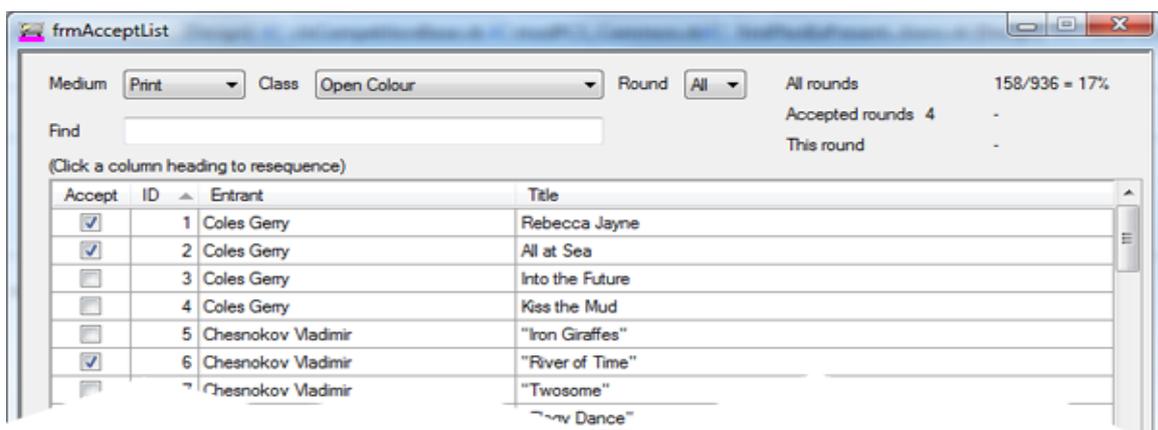
To split the 12s, click "Accepting entries using In/Out keypads".



You will see that only entries scoring 12 and which have not been accepted are selected (so the 12's with a five that we have already accepted will not be shown). The number of entries you need to accept is shown at the bottom of the screen, and when you click "Show" the number of candidate entries will be shown.

The judges can then use the "In" and "Out" buttons on their keypad to select the additional entries.

If you have a relatively small number of PDI entries to judge, you can use the lightbox instead of the keypads. If you have a small number of Prints, you can let the judges pick them from the pile and then mark the accepted entries using the "Accept individual entries" button on the main page. Just locate each accepted Print by its ID and tick the "Accept" box.



At this point, some of the images scoring 12 will be accepted and some not. When all the judging is complete and you finalise the exhibition with PhotExResults, you will have the opportunity to reset the scores of the accepted 12's to 13, so avoiding awkward questions.