



Hosting - Notice to users

This hosting section is still under development due to the vast amount of features available to those wishing to use the hosting platform. The best method to become familiar with “How To” is to sign up for a hosting demo through the website of www.rafleaderboard.com and click on Schedule Hosting Demo.



Hosting Overview

Page 1

- 1) Hosting provides you access to the RAF Leaderboard technology to create your own pistol or rifle competition, or use the host / member video and commenting features to provide paid individual or group training programs.
- 2) By becoming a host, you will have access to your own analytics to monitor live and upcoming events, an event library, completed events / payments, and revenue share / payments through a custom Host Admin Portal.
- 3) You will determine if your event is open to Male / Female or Both and create the individual divisions (up to 10) that each member can compete in. The platform will create a separate leaderboard for each gender as well as each division.
- 4) You will create and upload the Event Rules, Event Description, Event Prizes (if any), a promotional video (up to 30 minutes) and your official target. The RAF Hosting platform provides for participants to download your target to print locally so individuals can compete using the same target and participate in your event regardless of their physical location (worldwide).
- 5) You will determine the round rules (there can be up to 4 unique rounds and each round can have either 1 or 2 defined target zone selections to be targeted as well as defining the number of shots that are to be taken, strong or weak hand and if a reload is required).



Hosting Overview

Page 2

- 6) The overall ranking score is determined by the score of each round points divided by the time required. The rounds are scored individually and added together to come up with the final score. (a timer is a required element in order to determine a score).
- 7) You will have the ability to download the list of participants in your event and manage the leaderboard rankings.
- 8) You will determine what to charge members to participate in your event and you will receive 100% of this event fee revenue (less a payment processing fee charged to RAF by the by the payment processing company of approximately 3%).
- 9) Each participant must become a RAF Leaderboard subscription member for the duration of your event (1 month minimum subscription required) and you will receive 20% of this subscription revenue (less the same processing fee %) for as long as that person remains an active RAF member as determined at the close of each month.
- 10) You will determine if you want your event private (only those you provide the event code to) or promoted on the RAF Leaderboard website / in app landing page. .
- 11) RAF Leaderboard is available to help you create a successful event. For assistance; contact support@raflleaderboard.com.



Hosting Instruction / Directory

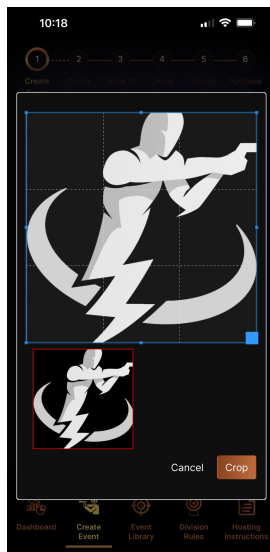
- Creating your Event / Host act.
- Promoting your Event
- Managing your Event
- Getting Paid - Event Fee's
- Getting Paid - Rev-Share



Complete “Create Event” Page

- 1) Click on the red Image icon
- 2) Choose image from file

- 1) Crop the image
- 2) press Crop to save
- 3) Image logo must be a square



- 1) Enter Hosted by Name
- 2) Enter Event Name
- 3) Enter Event Start Date
- 4) Enter Event End Date
- 5) Enter Event Fee*

This is the amount you want to charge each participant who joins event. You will receive all this money back at the completion of your event (less a small payment processing fee of approximately 3%)



Complete “Create Divisions” Page

10:18

< RAF Leaderboard

1 2 3 4 5 6

Create Event Create Division Create Rd. Rules Create event rules Upload video Purchase Code

Open to: Male ☒ Female ☐

Divisions: Create your divisions - each will have a separate leaderboard (maximum of 10)

Assign a division code (Max 4 characters) and Name your division

Code	Enter Name	+
Code	Name of Division	

No divisions found.

Dashboard Create Event Event Library Division Rules Hosting Instructions

Slide the toggle to choose if your event is open to Male / Female or both. There will be separate leaderboard divisions for each

10:19

1 2 3 4 5 6

Create Event Create Division Create Rd. Rules Create event rules Upload video Purchase Code

Open to: Male ☒ Female ☐

Divisions: Create your divisions - each will have a separate leaderboard (maximum of 10)

Assign a division code (Max 4 characters) and Name your division

Code	Enter Name	+
Code	Name of Division	
1 SSP	Stock Service Pistol	

NEXT

Dashboard Create Event Event Library Division Rules Hosting Instructions

Determine your competition pistol or rifle divisions.

- 1) In the Code box - enter a code that describes the division up to 5 characters
- 2) Enter the name of the division
- 3) Press the “+” to save
- 4) Repeat - up to a max of 10 Divisions
- 5) Click to check (activate) any of these divisions to make that division open to participation
- 6) When complete - click “Next”



Complete “Create Round Rules” Page

The event can consist of up to 4 unique rounds where you are to define:

- 1) Yards - the distance from the target the participant is to stand / start,
- 2) If a reload is required (Y/N),
- 3) The number of shots,
- 4) The Target zone (or none),
- 5) The Strong hand or Weak hand

Each round can have either one or two unique target requirements (or NA) to make the participant have to switch concentration from one target to another.

Repeat to add rounds 2, 3 & 4 (only 1 round is required)

Click “Save and Next” once complete



Complete “Create Event Rules” Page

On This page is where you describe your event to your audience.

Start by creating a Word / Google Docs document that describes an overview of your event, or If you are using the platform for remote training, describe the intent of the lesson and what is to be accomplished. This is not where you will be providing a detailed explanation of the pistol or rifle rules (that is created in the bottom icon - Division Rules).

Once this document is created, save it as a PDF format to your hard drive.

Click on Upload from File for the Event Description / Choose the file/ Click on Open, and it will download where you can View, Reset, or Save. (see next slide for example as it shows how this will look after all three document have been saved)

Click Save to continue.

Duplicate process for Event Rules (starting position, distance, target, etc) as well as describing any Event Prizes that you may be offering for winners of the divisions that you or your co-sponsors are offering.



Complete “Create Event Rules” Page

10:22

UPLOAD SUCCESSFUL

View Reset Save

Event Rules

UPLOAD SUCCESSFUL

View Reset Save

Event Prizes

UPLOAD SUCCESSFUL

View Reset Save

Promote Event on RAF Web/app No ☒ Yes

Target photo required No ☒ Yes

Video required No ☐ Yes

Allow Multiple Attempts No ☒ Yes

NEXT

Dashboard Create Event Event Library Division Rules Hosting Instructions

You have the choice to make your event private where only those you invite have visibility to the event, or you can choose to have RAF Leaderboard help promote your event on our website and on the main landing page of the RAF App.

The host logo as well as the start and end date are shown and provide a quick sign up link.

This is done by moving the first toggle to either No or Yes

You then select if you want the member to be required to upload a photo and / or video of their final target and performance for your review and if you want to allow the participant to have the ability to post only one or many attempts to the leaderboard.

Only the participants best score will be shown on the leaderboard.

Once all required information is uploaded / selected, the Next action button will become accessible.

Click Next to continue



Complete “Upload Video” Page



Complete “Purchase Event Code” Page