# Number Lottery Director User Guide

SoftRM

http://www.softrm.com

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# 1 Introduction

With Number Lottery Director you can create and manage your own lottery in a party, a meeting or a celebration. One or more number (text) can be drawn once; one number (text) can only be drawn once in a lottery. You can continue an uncompleted lottery if it is terminated unexpectedly.

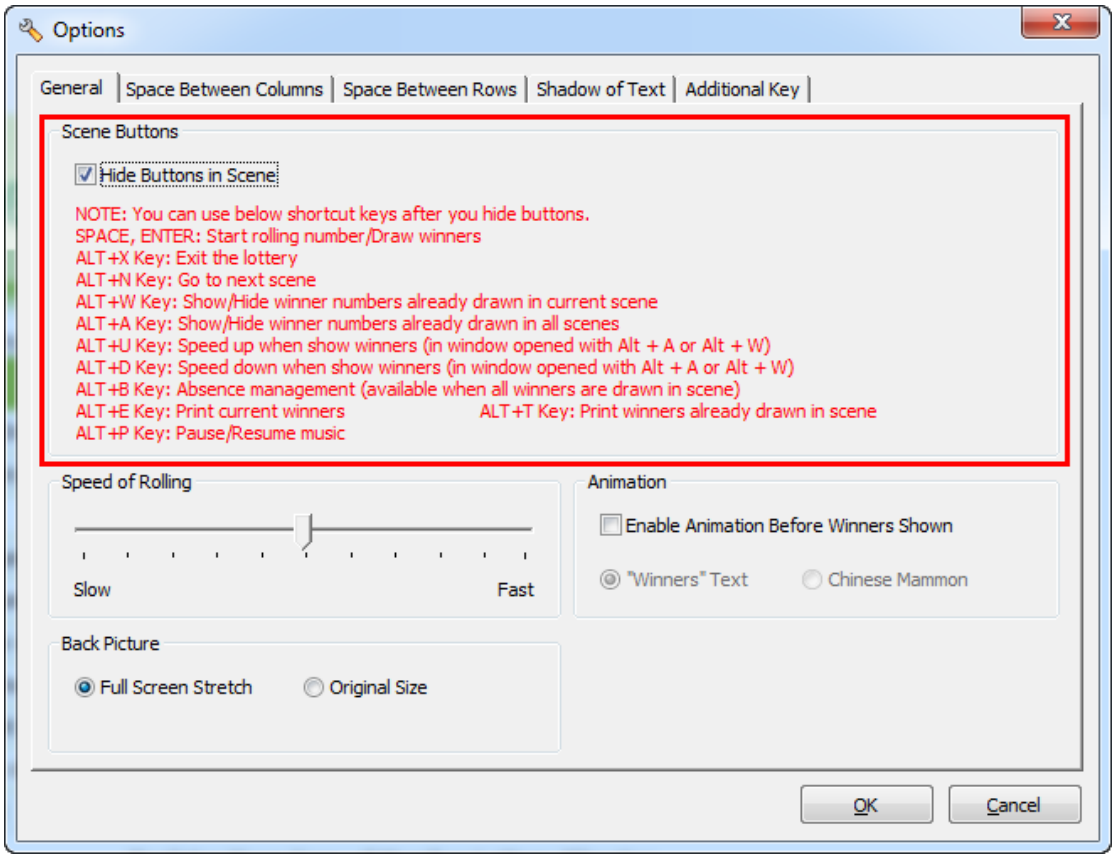
## 1.1 System Requirement

OS requirement: Windows XP/Vista/7/8/10.

Hardware requirement: 256M RAM or above, 100M disk space or above.

## 1.2 Shortcut Keys

You can hide the default scene buttons when running the lottery, you can use pre-defined shortcut keys to control the lottery. Open the 'Options' window and tick off the checkbox.

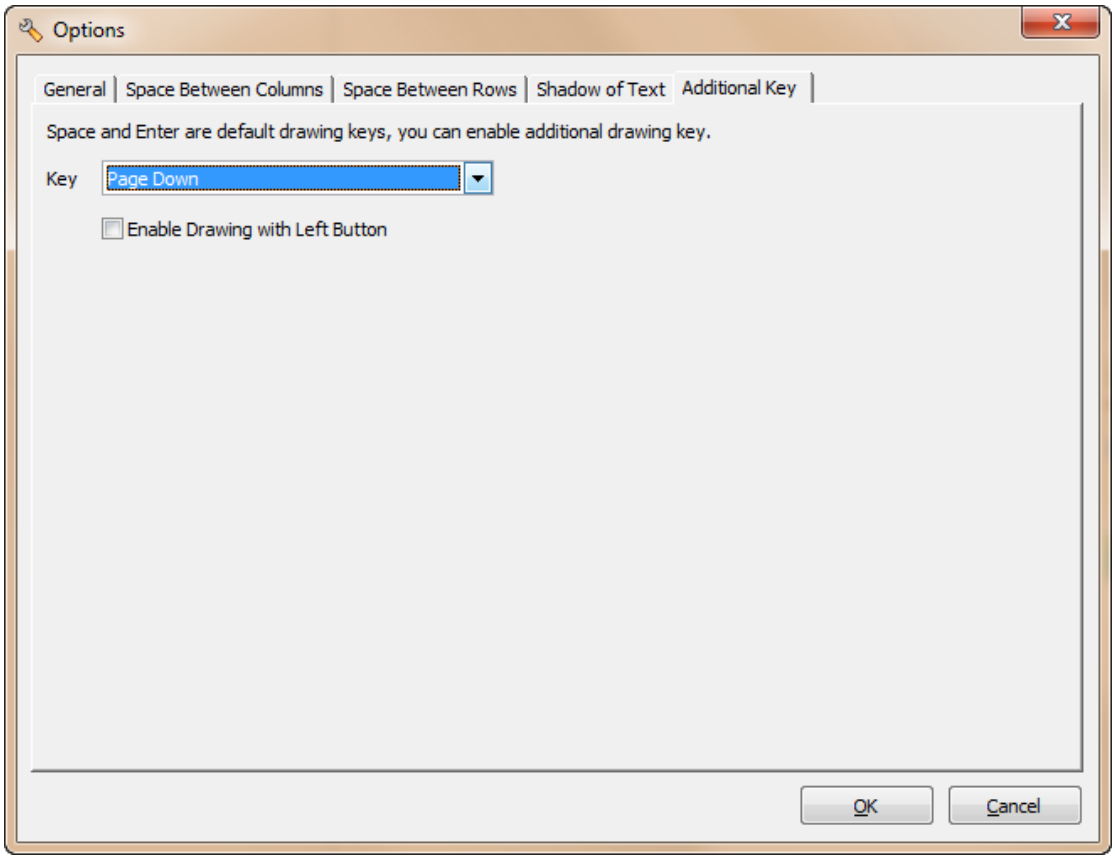



Pre-defined shortcut keys are listed in below table:

| Shortcut key | Description |
|---|---|
| Enter, Space | Start rolling number/Draw winners |
| Alt + X | Exit the running lottery |
| Alt + N | Go to next scene |
| Alt + W | Show/Hide winner numbers already drawn in current scene |
| Alt + A | Show/Hide winner numbers already drawn in all scenes |
| Alt + U | Speed up when show winners (in window opened with Alt + A or Alt + W) |
| Alt + D | Speed down when show winners (in window opened with Alt + A or Alt + W) |
| Alt + B | Absence management (available when all winners are drawn in scene) |
| Alt + E | Print current winners |
| Alt + T | Print winners already drawn in the scene |
| Alt + P | Pause/Resume music |

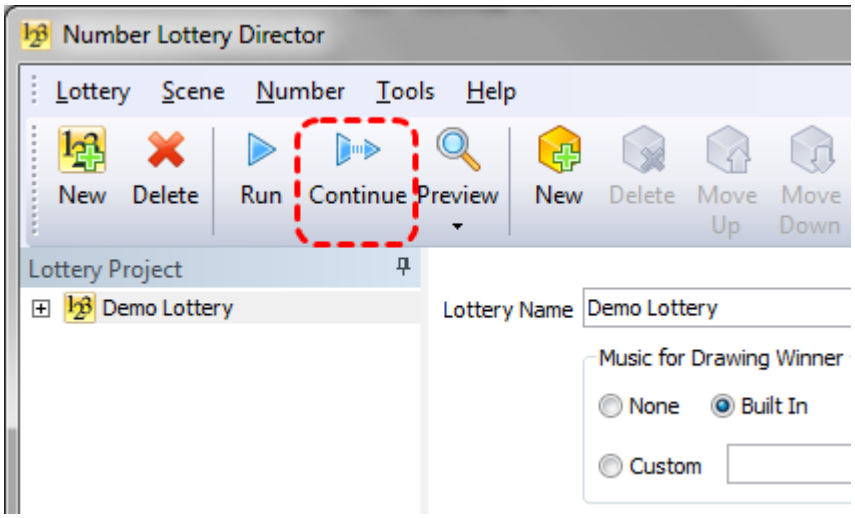
## 1.2.1 Additional Drawing Key

Space and Enter are default drawing keys, you can enable additional drawing key.



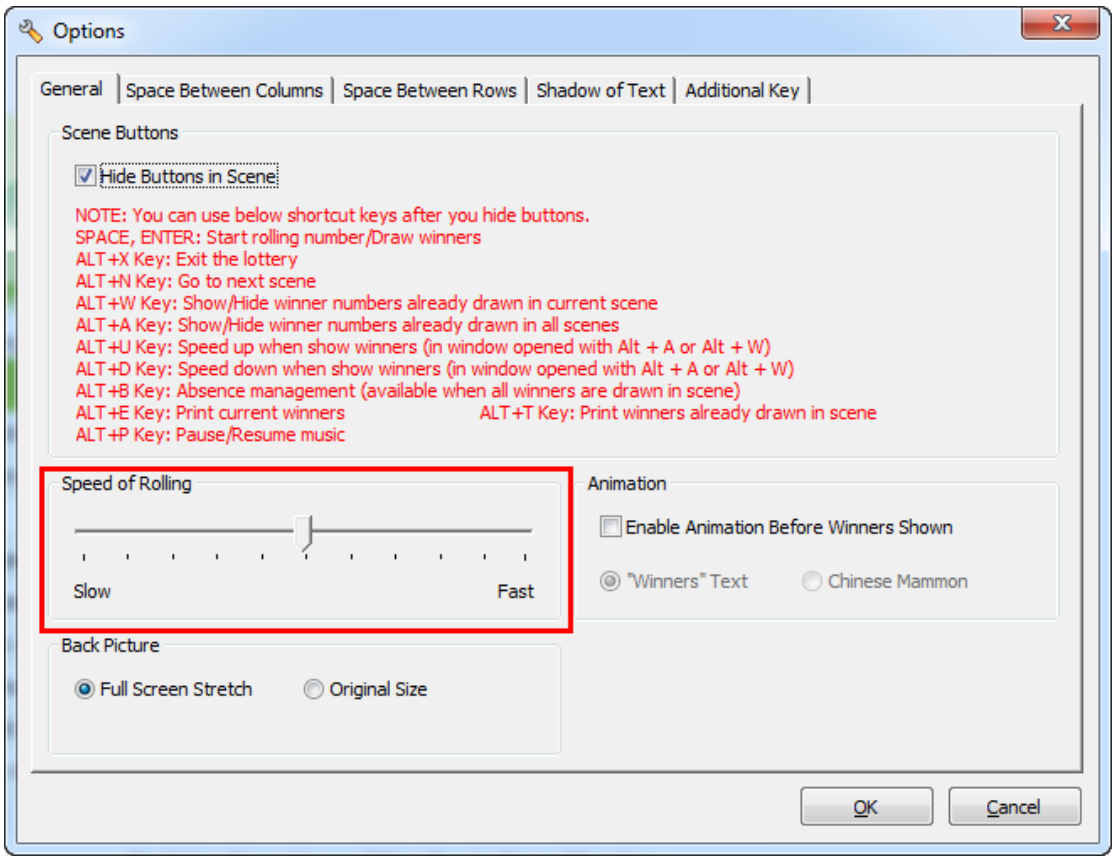
# 1.3 Continue Uncompleted Lottery

If a lottery is terminated unexpectedly, you can continue it and the software will read all winners already drawn before from the database. To continue an uncompleted lottery please click 'Continue' button, do not click 'Run' button.




# 1.4 Speed of Rolling

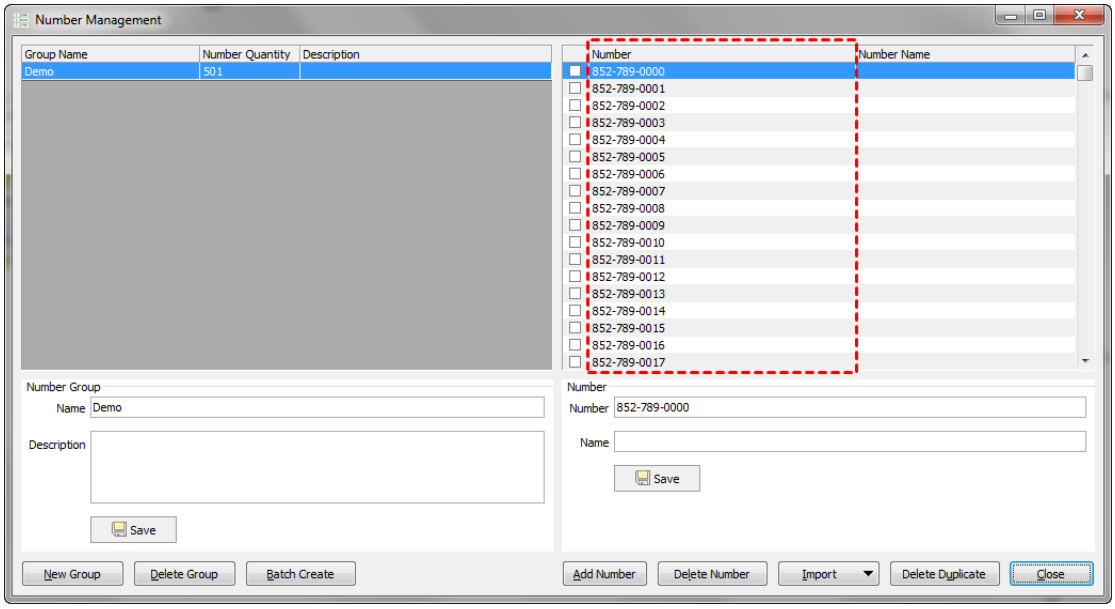
You can change rolling speed in the 'Options' window.



# 1.5 Determination of Duplicate Numbers

Number Lottery Director only allow a number be drawn once when running lottery. Number Lottery Director will draw winners randomly from number group exclude numbers already drawn.

There are 2 columns in grid in 'Number Management' window: 'Number' and 'Number Name'. Data in column 'Number' is the identifier of a record, if 2 records have same data in column 'Number', they will be treat as duplicate numbers. Please make sure that the data in column 'Number' in all records are different.



# 2 Lottery and Scene

Lottery consists of one or more scenes. There are 2 type scenes in Number Lottery Director:

- Scene with winners
- Scene without winners

**Scene with Winners**

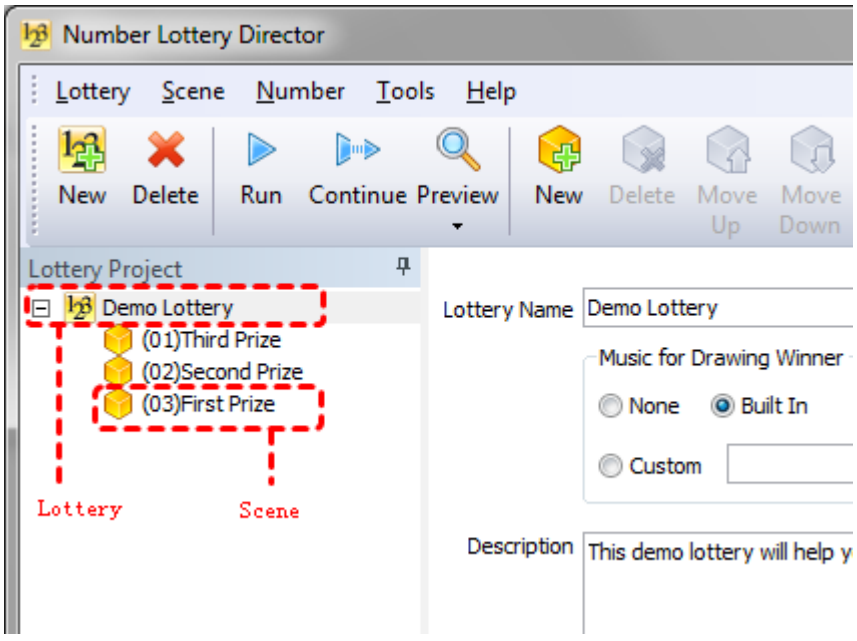
Winners will be drawn in the scene. A lottery should contain at least one scene with winners, otherwise the lottery has no sense.

A lottery often contain several prize, a prize can has one scene or several scenes in Number Lottery Director. If a prize only has one scene, then all winners of prize will be drawn from this scene. If a prize has 2 or more scene, then the winners of prize can be drawn from different number groups because a scene can only set a number group.

**Scene without Winners**

Scene without winners is used to display back picture or play back music, you can design a start cover and an end cover of a lottery with such scenes.

A lottery can contains up to 99 scenes.

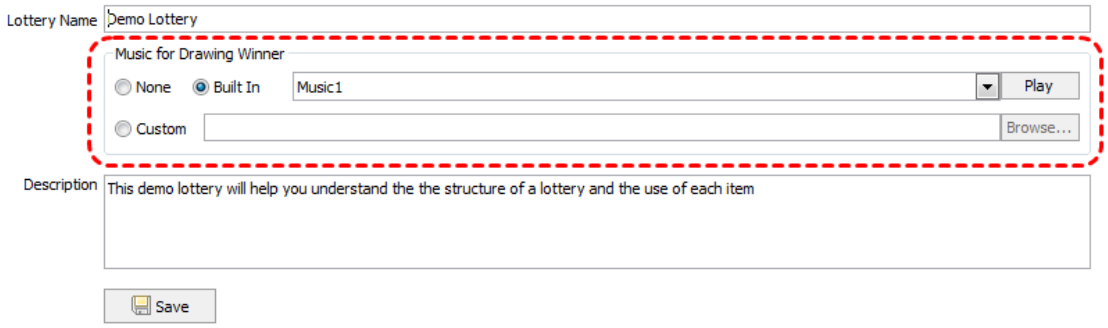



## 2.1 Lottery

'Lottery name' is an identifier of a lottery.

## 2.1.1 Music for Drawing Winner

A music file can be played when winners are drawn, 6 music files are embedded in Number Lottery Director, and you can choose one of them or select a music file (MP3, WMA, WAV, MP4, M4A, AC3, OGG, FLAC, AAC, AU, VOC and M3U) from disk.




## 2.2 Scene

There are 2 type scenes in Number Lottery Director: scene with winners and scene without winners. The default type of a new created scene is scene with winners. Scene without winners is used to display back picture or play back music.

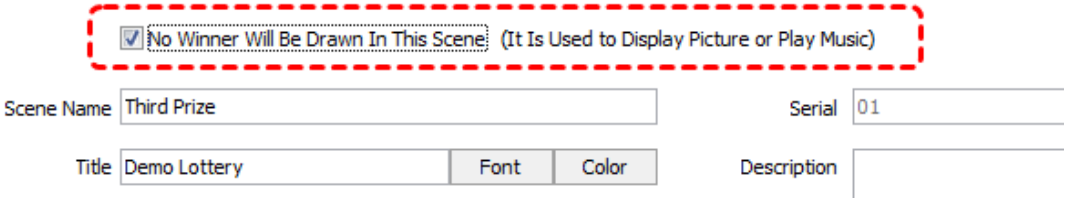
You can set different Title, Subtitle, Bottom Text, Back Picture and Back Music to each scene.

## 2.2.1 Scene with Winners

A lottery must contain at least one scene with winners, otherwise the lottery has no sense.

## 2.2.2 Scene without Winners

Scene without winners is optional for a lottery, it is used to display back picture or play back music. Tick off the checkbox to set the scene without winners.



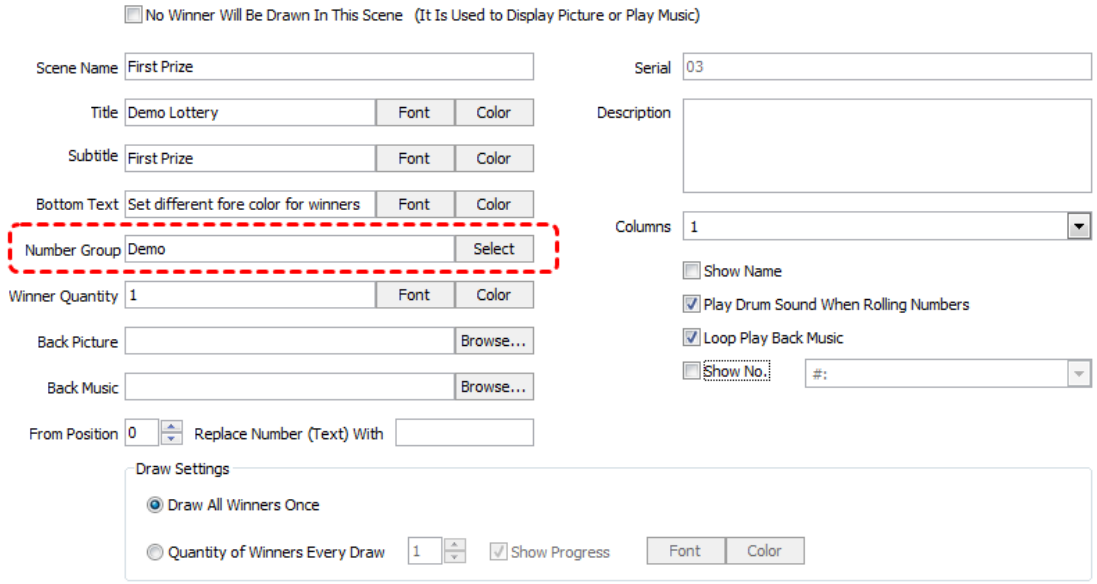

## 2.2.3 Scene Order

When running a lottery, it always starts from the first scene, then the second scene, until

the last scene of the lottery. You can change the scene order with below toolbar buttons.

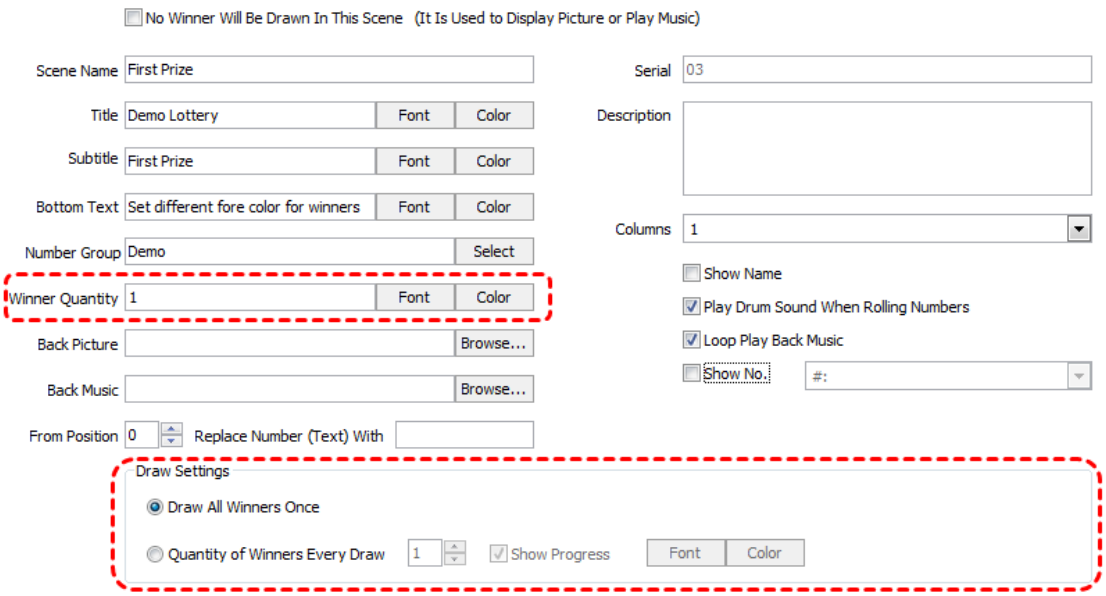
## 2.2.4 Drawing Number Group

Number group is a collection of some numbers (text), you can create many number groups in Number Lottery Director, each scene with winners must be set a number group, and the winners of this scene will be drawn from the set number group. 2 scenes may be set the same number group or different number groups. The number records with same data in 'Number' column will be treating as the same number; the same number record will only be drawn once.



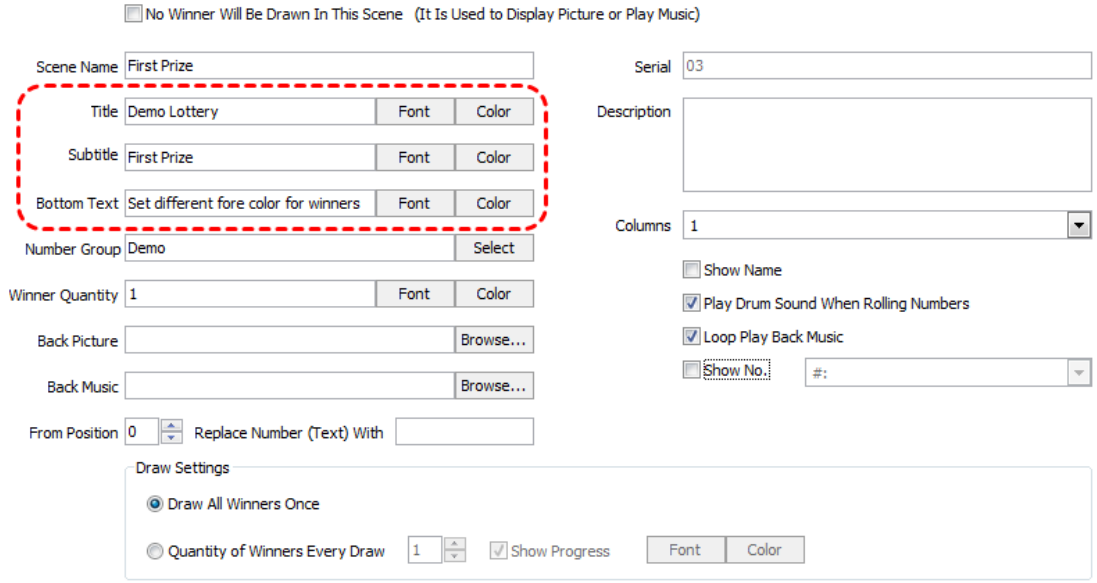

## 2.2.5 Winner Quantity and Draw Quantity

'Winner Quantity' is the total winners set to the scene, 'Draw Quantity' is the winner quantity of every draw in the scene, for example if winner quantity set to 10 and draw quantity set to 2, then 2 winners will be drawn each time, all 10 winners of this scene will be divided to 5 times draw.



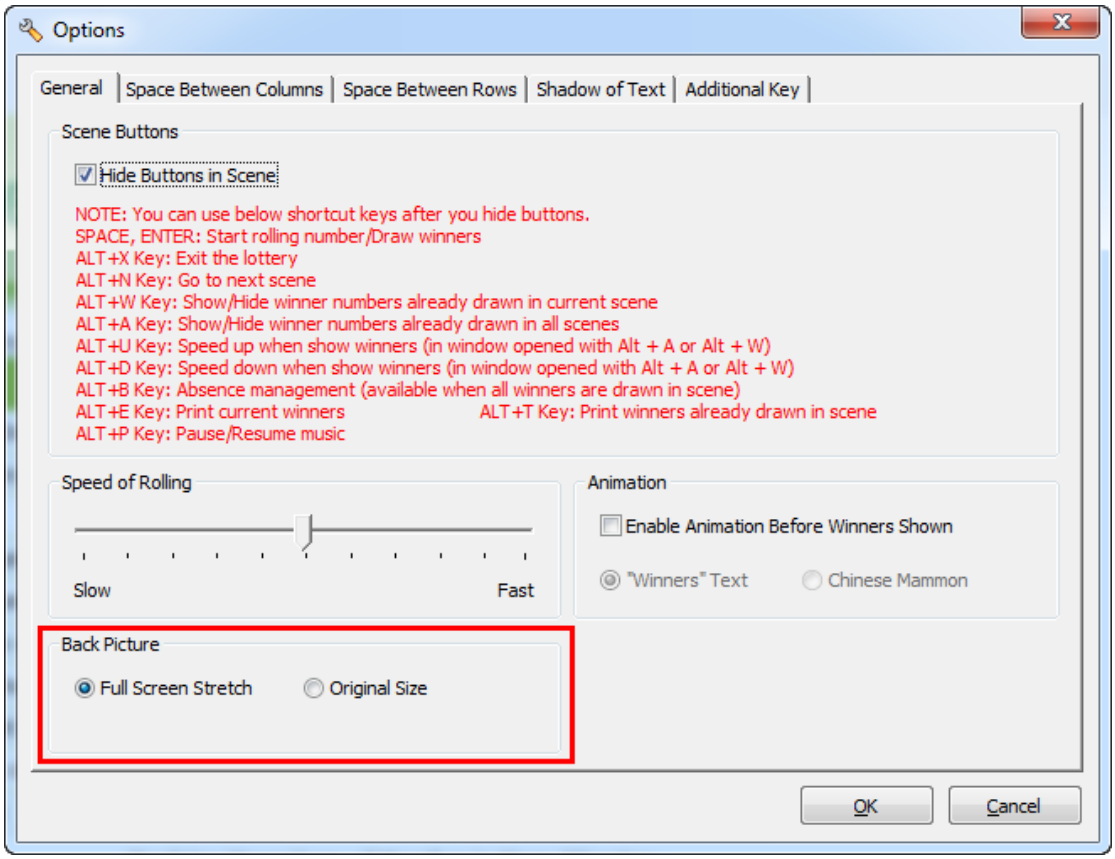

## 2.2.6 Title, Subtitle and Bottom Text

Title, Subtitle and Bottom Text are text displayed on the back of scene. With 'Font' button and 'Color' button you can change the font and color of text.



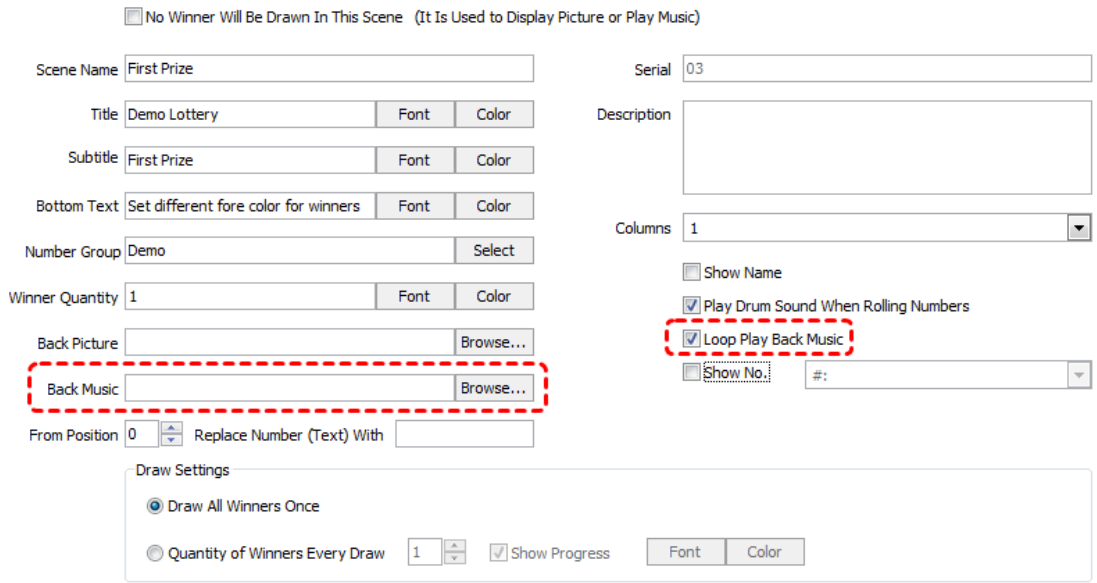

## 2.2.7 Back Picture

You can set a back picture (BMP, JPG) for each scene. Number Lottery Director will stretch the back picture to full screen be default, if you want to reserve the original size of back picture, you can change the setting in the 'Options' window.



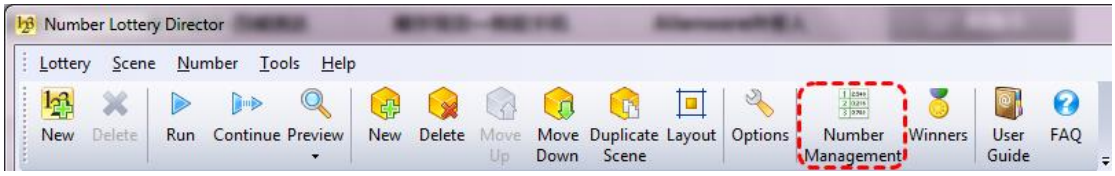

## 2.2.8 Back Music

You can set a music file (MP3, WMA, WAV, MP4, M4A, AC3, OGG, FLAC, AAC, AU, VOC and M3U) for each scene.

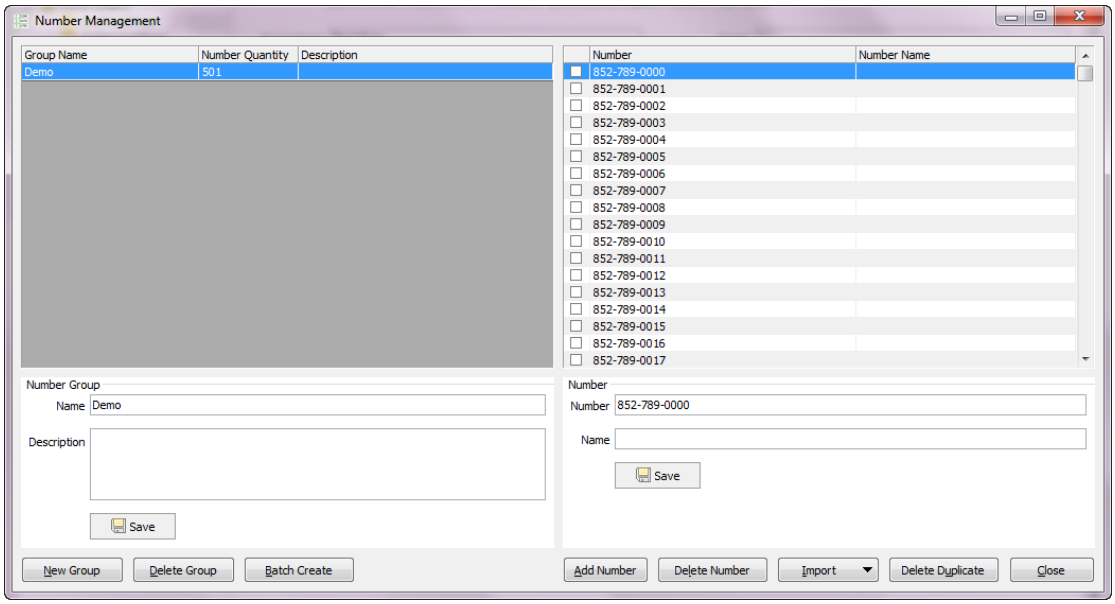


# 3 Number Management

You can create and manage multiple number groups, this allows you set different number group to different scene.




Click button 'Number Management' on the toolbar to open 'Number Management' window.



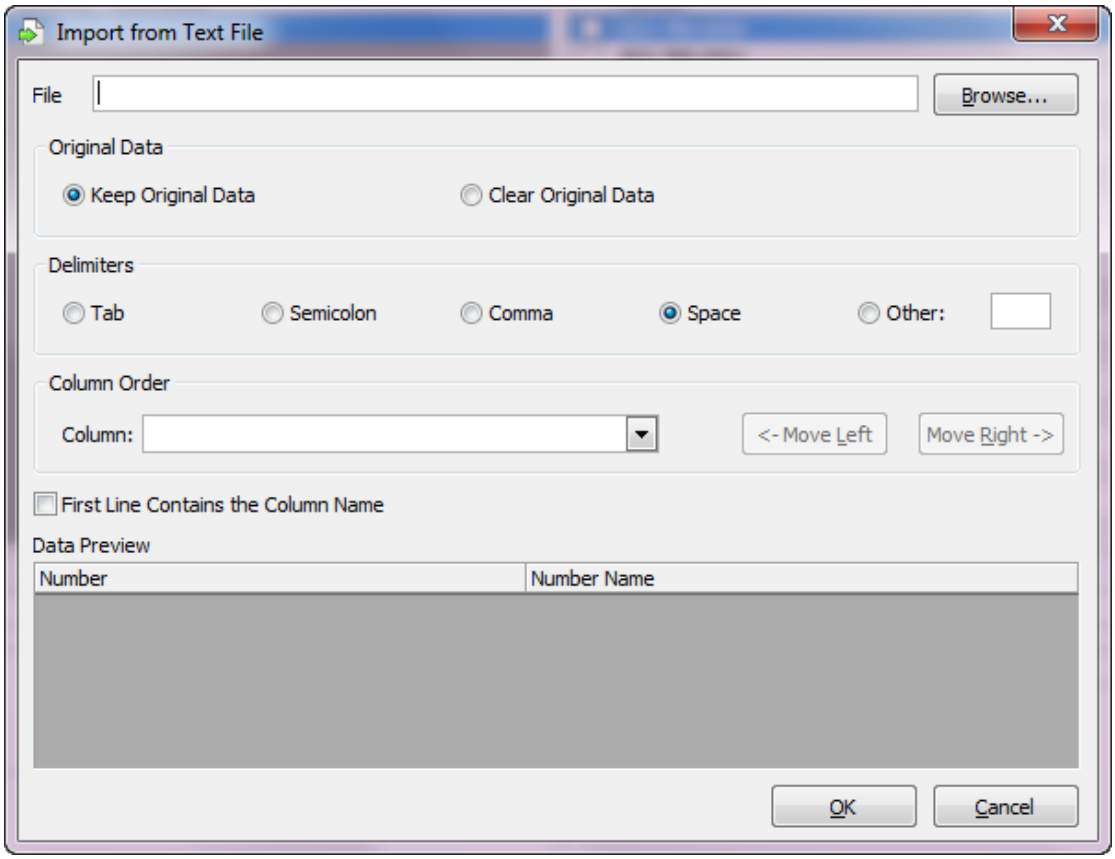

## 3.1 Add Numbers to Number Group

Create a new group and select it, now you can add numbers to this group. Click 'Add Number' button to insert single number to group. You can also import numbers from a Txt file or an Excel file.

NOTE: data in column 'Number' should be unique; the data in column 'Number' is the identifier of a record.

### 3.1.1 Import Numbers from Txt File

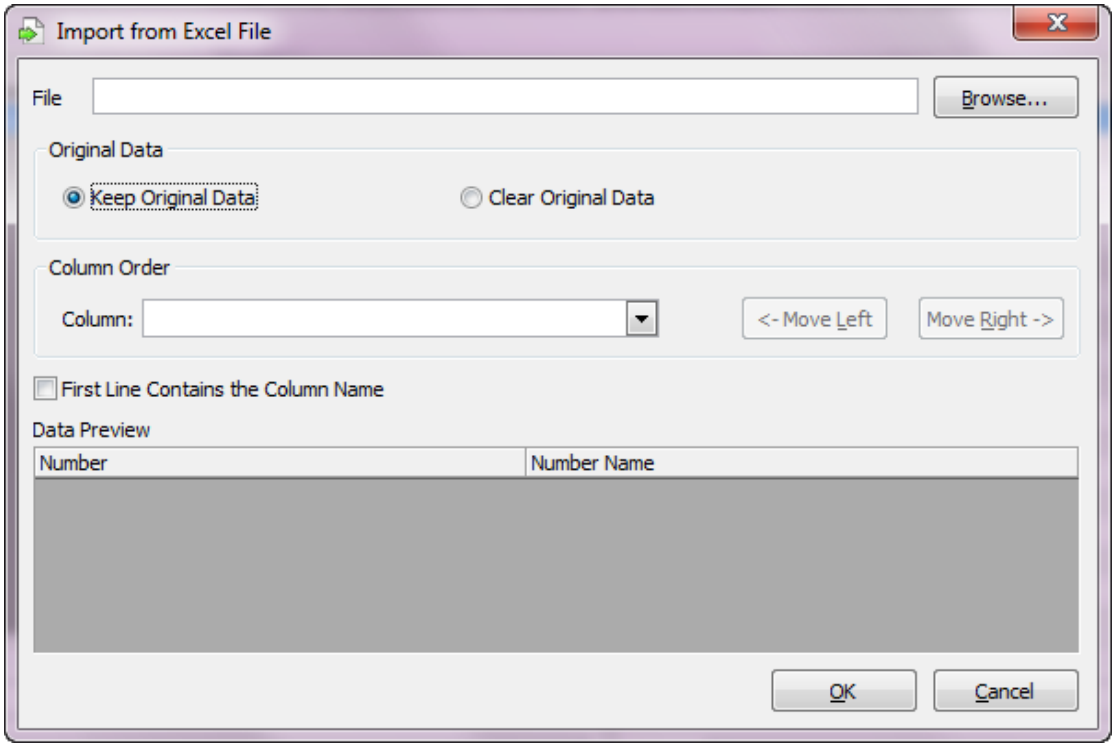
If there are 2 columns in txt file, a proper delimiter is required to separate 2 columns data. Number Lottery Director supports up to 2 columns, please combine several columns to 1 column if your data contains more columns.




## 3.1.2 Import Numbers from Excel File

Make sure the .xls file is not opened with Excel or other software. Only the first 2 columns can be read.

NOTE: the worksheet name should be 'Sheet1', otherwise Number Lottery Director can not read data.




## 3.2 Delete Numbers

Tick off the checkbox of records you want to delete, then click 'Delete Number' button.

## 3.3 Batch Create Numbers

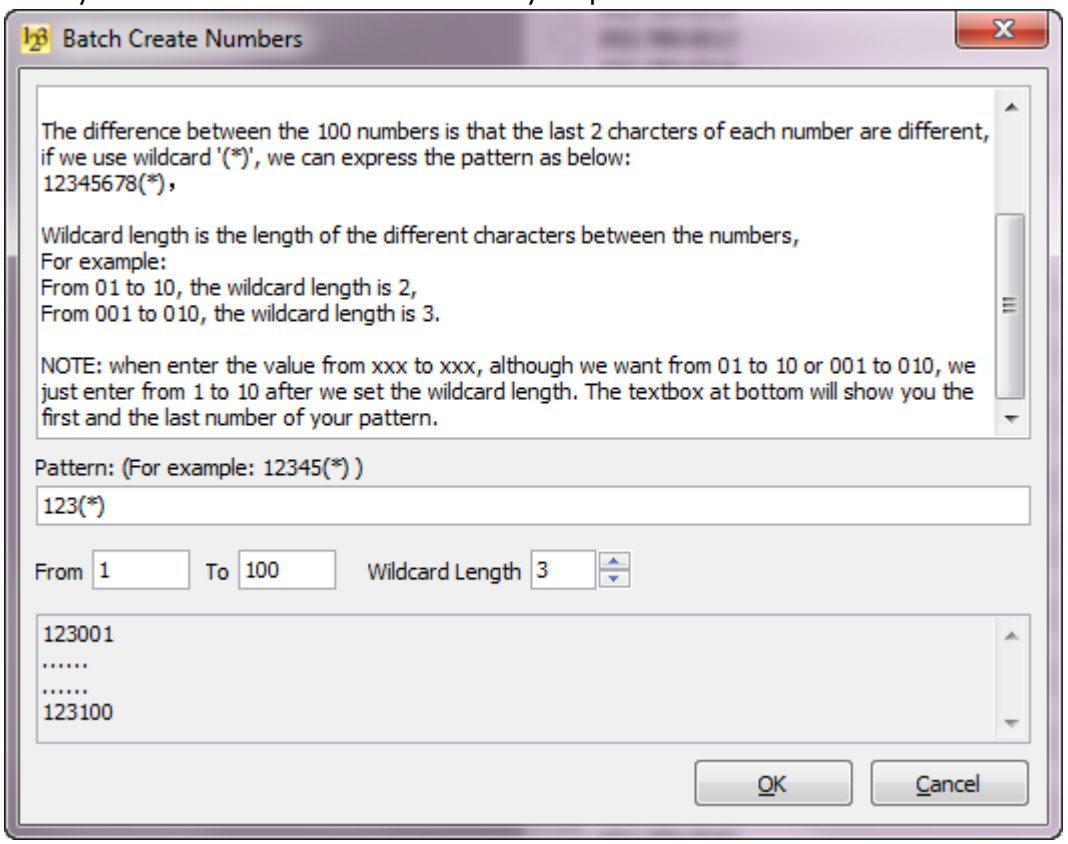
Batch Create Number can easily create many numbers with same pattern. For example, we will create 100 numbers such as
1234567800,
1234567801,
...
1234567899,

The difference between the 100 numbers is that the last 2 characters of each number are different, if we use wildcard '(*)', we can express the pattern as below:
12345678(*)

Wildcard length is the length of the different characters between the numbers,
For example:
From 01 to 10, the wildcard length is 2,
From 001 to 010, the wildcard length is 3.

NOTE: when enter the value from xxx to xxx, although we want from 01 to 10 or 001 to 010, we just enter from 1 to 10 after we set the wildcard length. The textbox at bottom will

show you the first and the last number of your pattern.



# 4 Layout

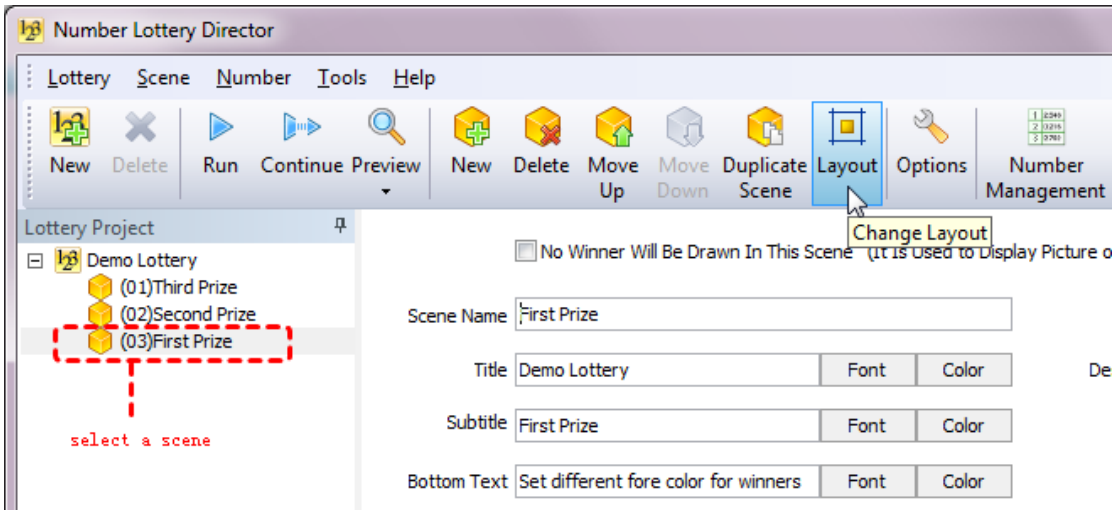
You can change layout of each scene including:

- Position of number area.
- Position of Title, Subtitle, Bottom Text and Progress Text.

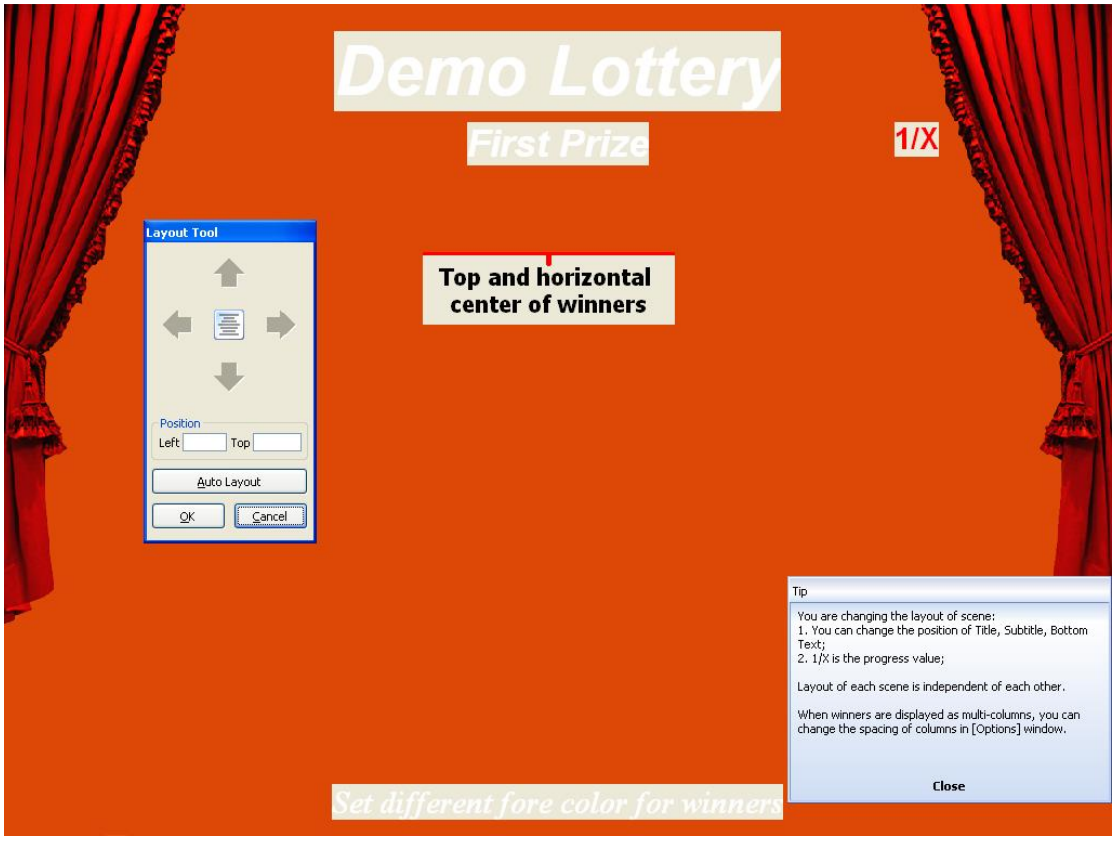
Number Lottery Director will perform auto layout according to screen resolution by default.

## 4.1 Scene Layout

Select a scene and then click "Layout" button on toolbar.

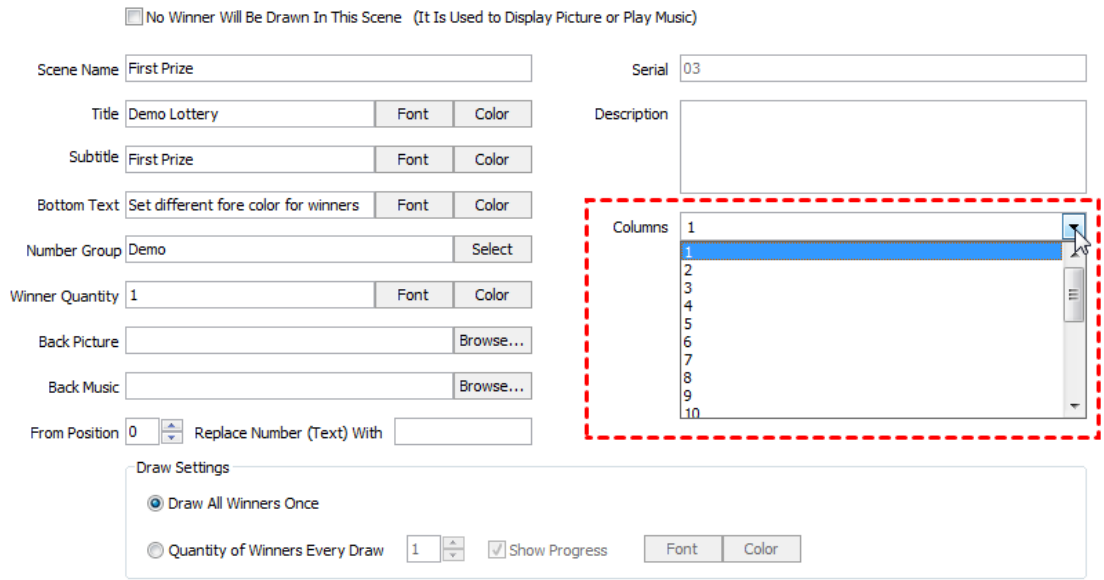



Below is the opened window.

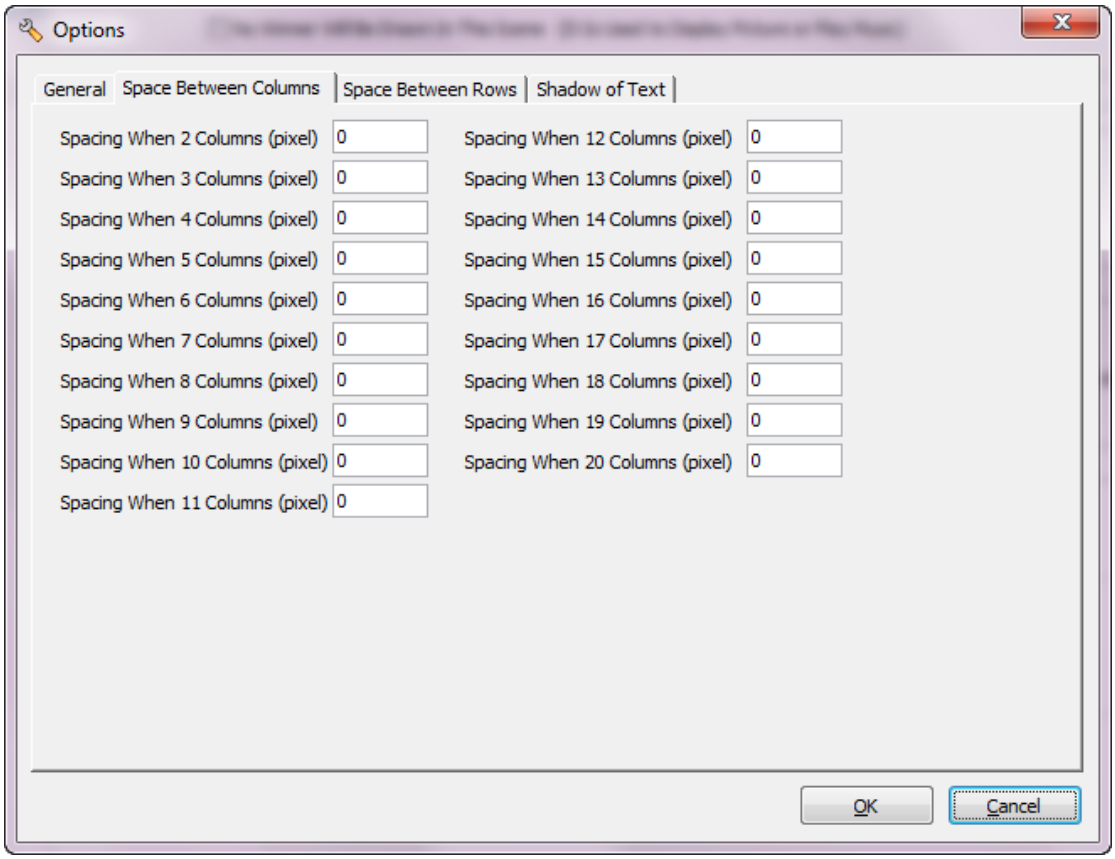



# 4.2 Adjust Column Spacing when Multiple Columns

The number s can be displayed in multiple columns.



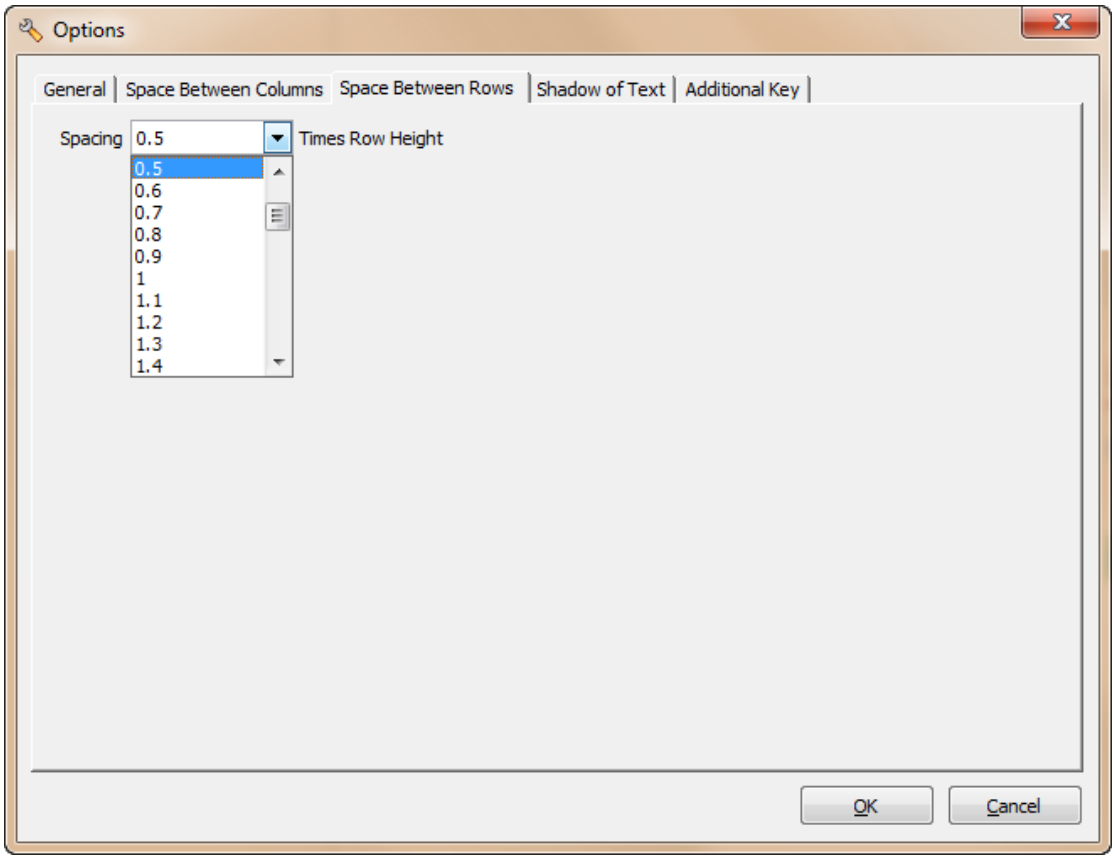

Number Lottery Director will automatically calculate spacing between columns according to screen resolution. You can set fixed spacing in 'Options' window.




If column spacing is set to 0, auto layout is performed.

## 4.3 Adjust Spacing between Rows

The default value of spacing between rows is 0.5 times row height. You can change it in 'Options' window.

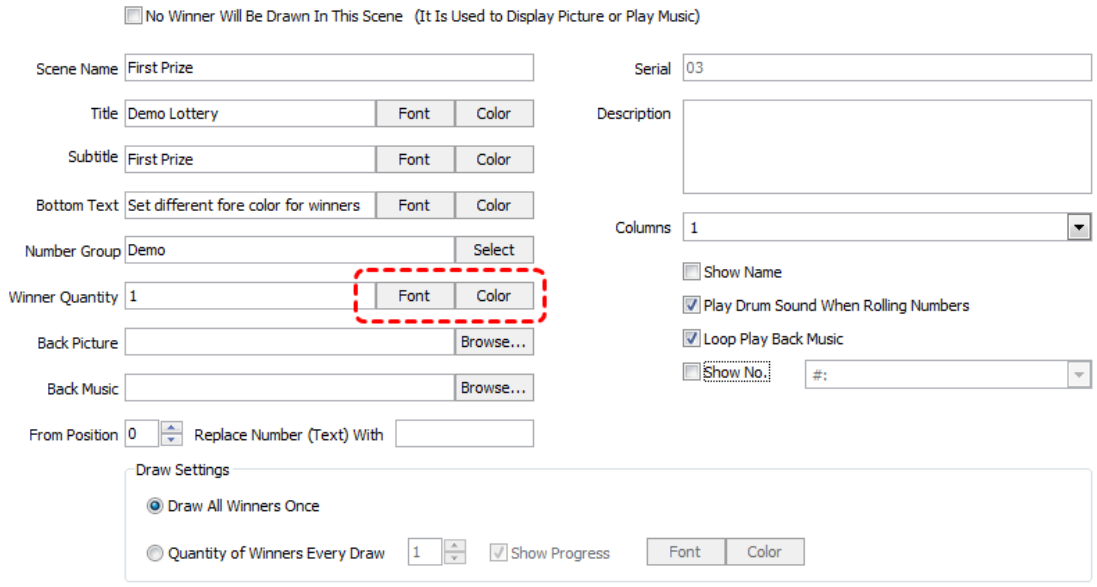

Options
General
Space Between Columns
Space Between Rows
Shadow of Text
Additional Key
Spacing
0.5
Times Row Height
0.5
0.6
0.7
0.8
0.9
1
1.1
1.2
1.3
1.4
OK
Cancel

# 5 FAQ

Frequently asked questions are listed in this chapter. Please contact SoftRM at support@softrm.com if you have any other question.

## 5.1 How to Change Font, Size and Color of Numbers

There are 2 buttons at the right of 'Winner Quantity', one is 'Font' and other is 'Color'.

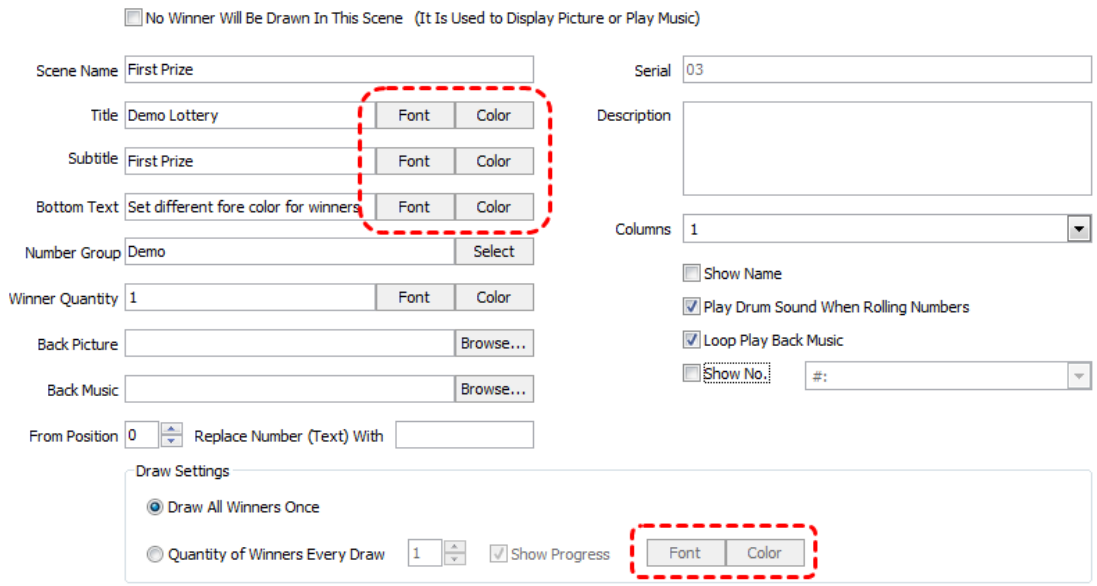



## 5.2 How to Change Position of Title, Subtitle, Bottom Text and Progress Text

Position of Title, Subtitle, Bottom Text and Progress Text can be changed in each scene. Please refer to section 4.1 Scene Layout.

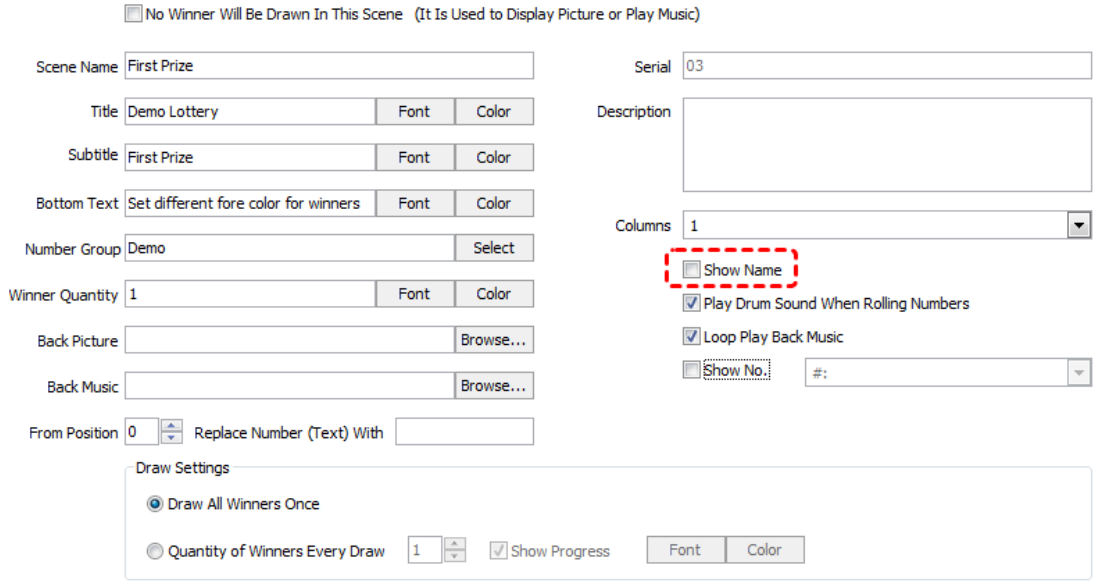
## 5.3 How to Change Font and Color of Title, Subtitle, Bottom Text and Progress Text

There are 2 buttons at the right of each textbox, one is 'Font' and other is 'Color'.



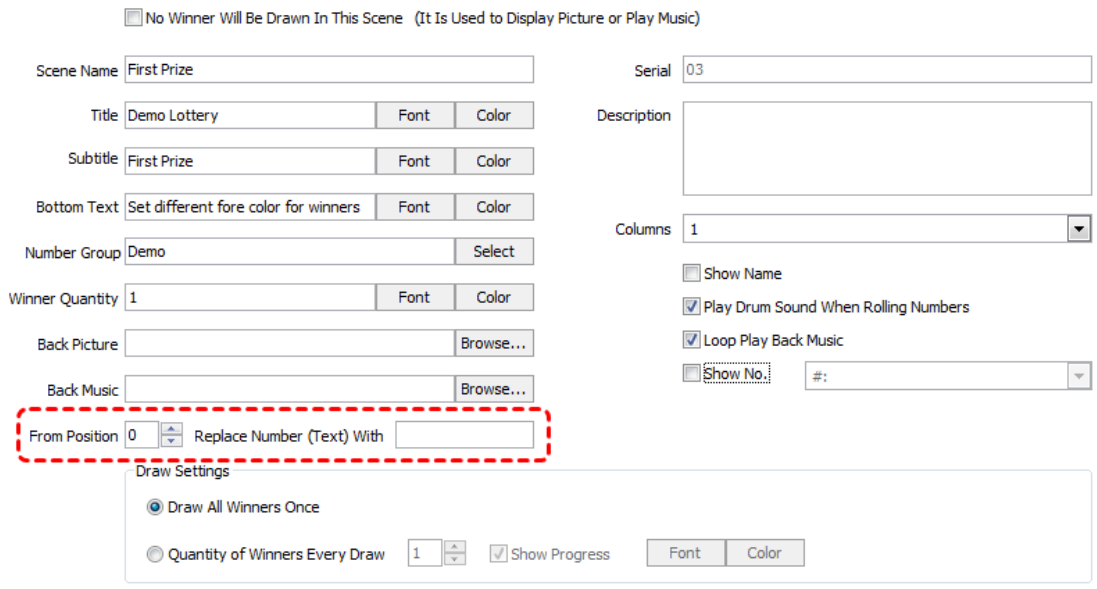

## 5.4 How to Show Number Name when Running Lottery

Number name cab be displayed at right of a number when running lottery, you can set if number name will be displayed when running lottery in each scene.



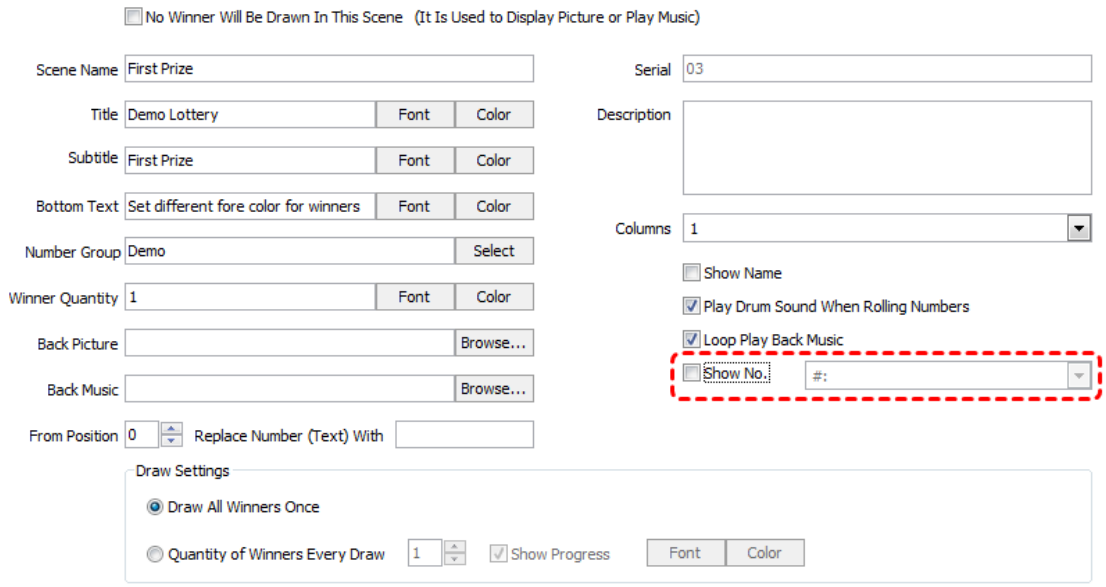

## 5.5 How to Mask Part of the Winning Numbers

Sometimes part of the winner numbers need to be masked, for example: 852-XXX-8878, you can set mask to each scene, the replacement char can be any character.




# 5.6 How to Show No. when Running Lottery

Tick off checkbox 'Show No.' and choose a format in combo box.

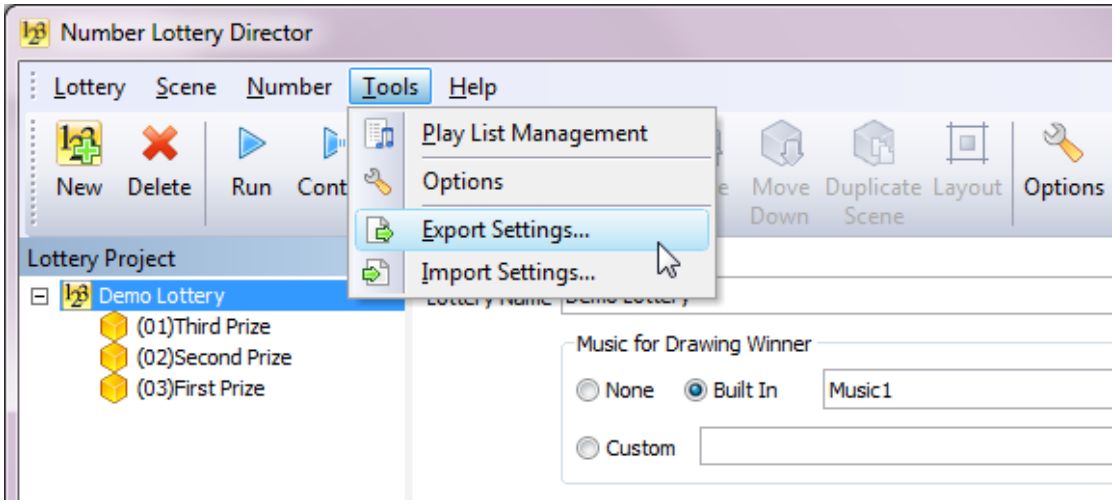



# 5.7 How to Move Data from One Computer to Another Computer

Follow below steps to move data from computer A to computer B:

1) Copy lottery.sd from installation folder (default: C:\Program files\Number Lottery Director) on computer A to installation path on computer B, overwrite the old one.

2) Export the settings of Number Lottery Director to a file on computer A (click menu [Tools] / [Export Settings]), import this file from computer B (click menu [Tools] / [Import Settings]).
3) If back picture, back music or draw music were set in a scene, copy these files from computer A to computer B with the same path.




**NOTE:** If layout is set in computer A and screen resolution of computer A is different from computer B, you should change the layout again on computer B.

## 5.8 How to Show Winner Numbers Already Drawn in the Scene

Press Alt + W will show winner numbers already drawn in this scene.

When showing winner numbers, Press Alt +U can speed up the scrolling, press Alt + D can speed down scrolling.

## 5.9 How to Show Winner Numbers Already Drawn in the Lottery

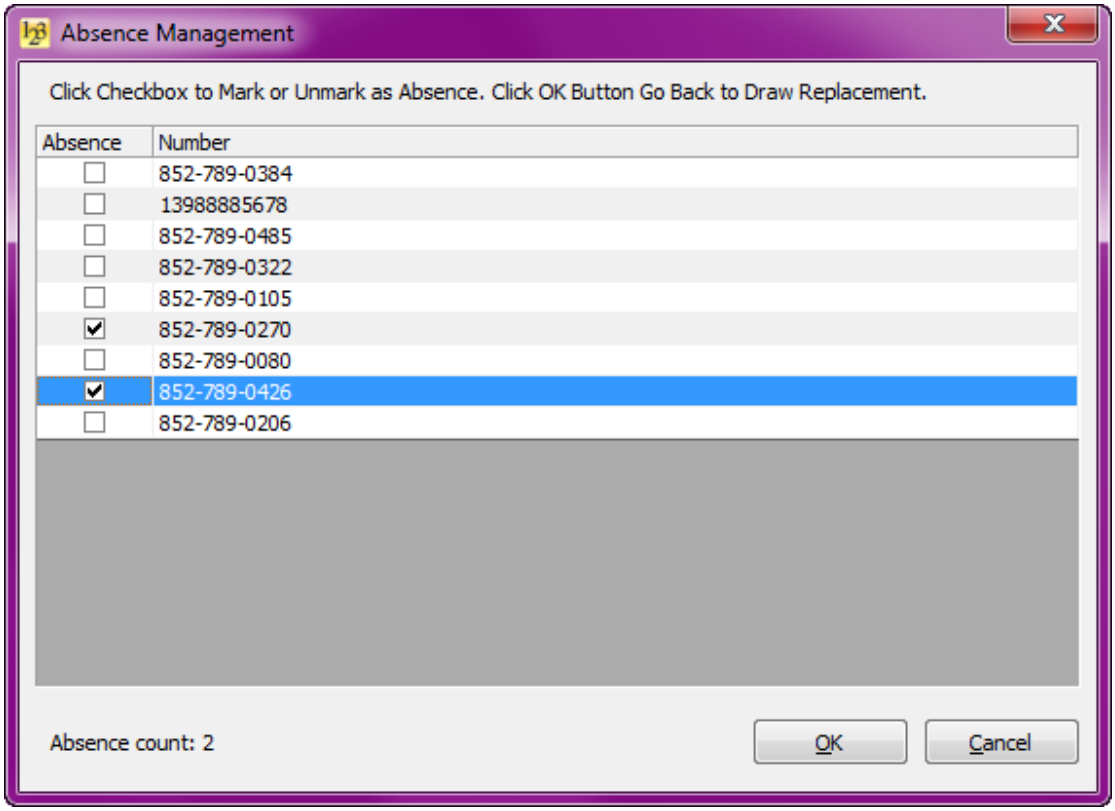
Press Alt + A will show all winner numbers already drawn in all scenes of the lottery.

When showing winner numbers, Press Alt +U can speed up the scrolling, press Alt + D can speed down scrolling.

## 5.10 How to Deal with the Absence of Winners

If the winner is not present in the meeting or party, a replacement can be drawn.

1) Absence management is available when all winner numbers are drawn in the scene.
2) Press Alt + B open the 'Absence Management' window. Tick off the checkbox to mark as absence. Click OK button when all absence winners are marked, then go back to draw replacement.




## 5.11 How to Temporarily Add Scene

If you want to add a scene in the lottery process, you must exit the lottery and add a scene after the last scene of lottery, then click 'Continue' button to continue the uncompleted lottery.

If all winners were drawn and already exit the lottery, there is no record in the 'Uncompleted Lottery' window, you must set the completed lottery to 'Uncompleted' status (click 'Set as Uncompleted' button in 'Winners' window) and add a scene after the last scene of lottery, then click 'Continue' button to continue the uncompleted lottery.

# 6 Contact SoftRM

Website: http://www.softrm.com
E-mail: sales@softrm.com