

E-Brevet Instructions – Riders

Contents

1 Introduction.....	2
2 Which Events can you Enter?.....	2
3 Installing the App.....	3
4 Setting up.....	4
5 Riding.....	5
6 Finishing.....	7
7 Try it from Home.....	8
8 Customising a Ride.....	9
9 Document Updates.....	12

1 Introduction

E-Brevet is a smartphone app, which acts as a virtual Brevet card / proof of passage. You download a list of control locations and distances, which are displayed on the app, and at each control, simply press that control's button. If you're in the right place, the arrival is recorded. At the end of the ride, upload the details, and the organiser can review your ride details. More information below...

2 Which Events can you Enter?

At the moment, a limited set of permanent and calendar events are available on E-Brevet. We expect more to be added shortly. To see which they are, go to the E-Brevet website (<https://eb.audax.uk>), select Events/Events List, and with the option set to "EB-Approved" search the list. You will only be able to download events marked as EB-Approved.

3 Installing the App

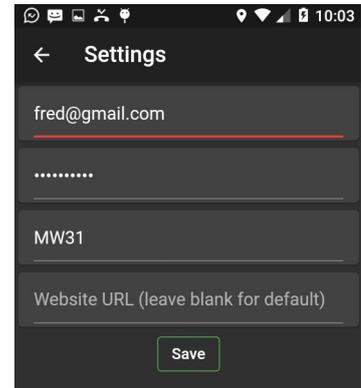
You need to be registered with Audax UK (either as a paid-up member or a “registered rider”) to use the app.

- **On your phone**, open a browser and go to <https://eb.audax.uk> and log in with your AUK credentials (email address and password).
- Go to My Account / Get the App.
- Click on the relevant button for Android or iPhone, and follow the instructions.
- The app will appear on your phone’s home screen as “E-Brevet”, with an AUK logo.
- You need to allow location services and the camera to operate.
- You can also install the app from Google Playstore or the Apple Store. Search for E-Brevet

4 Setting up

The app needs to know your e-mail address:

- Click on the menu icon, and then “settings”.
- Enter your e-mail address (as used on your audax.uk account) and audax.uk password, and press “OK”. Note that once you start a ride, it’s too late to change your e-mail address for that ride, because it is copied to the ride record (this is to prevent multiple uploads of the same brevet – you can change your password if you have got that wrong).
- You can test your credentials by clicking on the menu and “Test Credentials”. It’s recommended that you do this before your first ride.



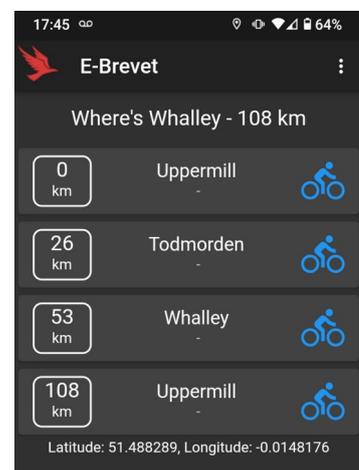
For each ride, the app needs to know what event you want to do. You need to know the brevet code, (e.g. MW31):

- Click on the menu icon and then “settings”.
- Enter the ride code in the “Brevet Code” line. It is case-sensitive

Do not change the fourth line in settings, which is the address of the E-Brevet website (there are rare occasions where you may need to change this, but the organiser will tell you if so).

To download the brevet details, go to the menu and press “Download Brevet”. You need an internet signal for this. You should see a message “E-Brevet loaded”, and the Brevet details should appear. It doesn’t matter when you do this.

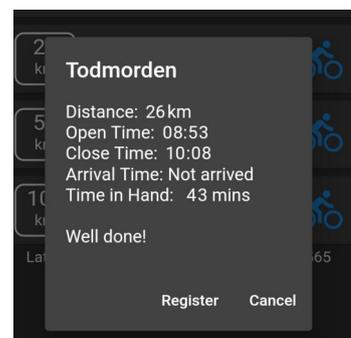
- The website will check your app version when you download a brevet. If you get a message requiring you to upgrade, you need to repeat the process above – the brevet will not download until you do.



5 Riding

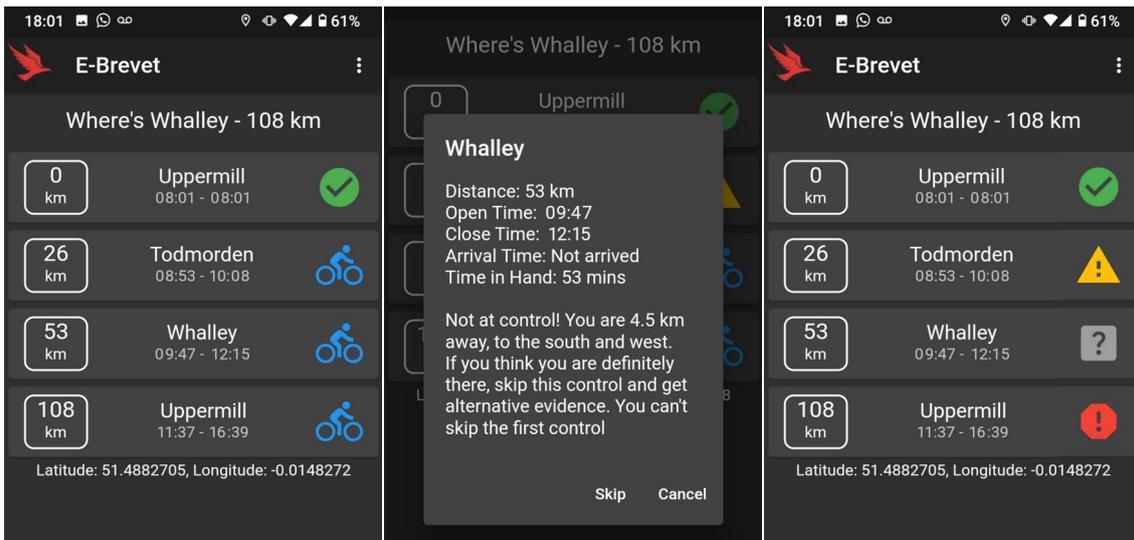
The app uses GPS to work out where you are. You need to have location services turned on, with GPS enabled. Note that GPS does not work well indoors or if the phone is buried in a saddlebag - you may need to wait sometimes for the phone to find a signal. You don't need to keep the app running all the time – you can put it into the background, or close it completely – it will sort itself out when you re-start it. Whilst running in the foreground it checks your location every 10 seconds, whilst in the background or closed, it doesn't check at all, thus minimising battery usage

- For a permanent event, when you're at the start, and ready to go (not before, because the control times are calculated from when you start recording), press the start control, and then the "register" button. You get a message "*you have now started your ride*", and the control times will appear for all the other controls.
- For calendar events, the organiser can choose whether to have fixed start times, or "start when you're ready". The latter is the same as for a perm (see above). If fixed start times are used, the official start time for the ride will be used as the start time. You can register up to 30 minutes before this, or after (but please don't start early if you register early!). The organiser may allocate multiple start times (e.g. 09:00, 09:30). For the second and subsequent starts, you can register up to 10 minutes before, but if you register more than 10 minutes early you will be allocated the previous start time. The organiser will explain what rules have been chosen.
- If you are doing a "helper's" ride for a calendar event on a different day, the app will treat the event as a permanent, so the start time is when you register.
- At each subsequent control, repeat the process. A few different things may happen:
 - Ideally, you will get a message saying that you have arrived and are on time. The message will tell you how much time you have in hand, and the blue bicycle for the control will turn green (left image below)
 - If you are too early or late, you will be warned, and the blue bicycle will turn to a yellow triangle. If you're too early you can wait and repeat the arrival, turning the icon green. If you're too late, you need to speed up a bit, and plead your case with the organiser later!
 - The app may think you are not there, which may well be true. However, if it has lost the GPS signal completely, you will get a message stating that, and you just need to wait a bit. If you are not in the right location, you will get a message stating how far away you are, and in what direction – make sure that you haven't overshot. All controls have a distance tolerance, which the organiser sets – typically 0.5km, but it is up to them. If you believe you **are** in the right place, it's worth waiting a few seconds and trying again, GPS can take a little while to catch up if you have closed the app or put it into the background. See the middle picture below.
 - If you have forgotten to record the control, and it's now miles away, you can select "skip", and it will record that you skipped the control (circle turns into a grey square –



right-hand picture below). Again, you then need to plead your case with the organiser. If you are convinced that you are in the right place, but the app says you're not (very rare, and will be due to it not receiving a GPS signal), press "skip", get some other form of evidence like a photograph, and carry on. You will still be able to upload the record at the end of the ride, but it will log that a control has been skipped.

- If you are late or early at the last control, you will get a red octagon rather than a yellow triangle. But in all cases you can still upload your completed ride



- The organiser may have set up a control as a "QR" control. In this case, when you attempt to register at the control you will be prompted to scan a QR code. Find the code, press the "scan" button, which will activate the phone's camera and point the phone at the code. Assuming you are pointing at the correct code you will be prompted to register – if it's the wrong code you will be advised and asked to scan again. If you cannot register the code, you can press skip, and treat the control as a skipped control.

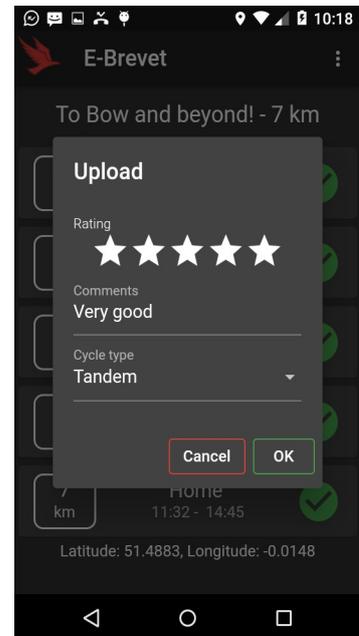
6 Finishing

At the end of the ride you simply need to find an internet signal, go to the menu and select “upload ride”. You should get a message “E-Brevet uploaded”. You can only upload a particular instance of a Brevet once – if you want to do the ride again you need to download another copy.

There is however, one option that we would like you to use **before** uploading:

- Enter a 1-5 star rating and enter any comments you have. The comments will be seen by the organiser, so if there’s anything about your ride that you need the organiser to know you can put them here. Also, we’d like to use this data to get feedback on rides, so we can share them with other riders (we’ll put them on the Audax website eventually)

Once your ride is uploaded you can use the website to see the details. Log in and go to My Account / My completed rides. If the event is shown in red, it means there are one or more controls that were out of time or skipped – click on “details” to see more



7 Try it from Home

You can give the app a test ride from the comfort of your sofa. Ride Code X1000 "Sofa Surfer" has three of four controls set with a 999km proximity, which means you can arrive pretty much wherever you are. The third control however, does not – and is located in a lake in Derbyshire, so unless you have a boat you'll need to press "skip" here. The maximum speed is set to 100km/h so you can get round quickly.

Feel free to download this route, complete it and upload so that you become familiar with the app. You can also customise this ride, as described below.

8 Customising a Ride

For **permanent** events, you can choose, subject to the organiser allowing it, to modify your route by:

- Reversing the direction
- Starting / finishing at an intermediate control
- Starting / finishing at a point between two controls.

To do this, you go to the EB web site, and select Events / Event List. Find the base route that you want to ride, and click on the ? Button to view details. At the bottom of the page is a "customise this ride" button, which takes you to the "customise-event" page:

- If the reverse route option is shown, setting it to "yes" will reorganise the "modified route" in reverse
- If "first control" is shown, set the control number to be your preferred start point
- If "set start location is shown", and you want to start between controls, set it to "yes" and then double-click on the map where you want to start. You can drag the marker if it's not quite in the right place, and this will edit the latitude and longitude. The distance defaults to 10 km – you need to edit this to be the distance from your start to the first proper control.

The example below shows a reversed route, starting at control 1 with a custom start

When you click "save Brevet" – it will create a new version of the Brevet which you can download as described above. **The Brevet code that you enter in the app settings will be different** – go to My Account / My Custom Routes to see the code – you can also do further edits from here. The format of the new code is <Event Id>-<Membership number>-<YYYYMMDD> (date the custom Brevet was created). You can create multiple custom brevets for the same ride if you prefer (if created on different days)

View of customiser screen (top)

E-Brevet Events ▾ My Account ▾

Customise Event: Newport

Original Route

Control	Location	Distance
0	Dean Row	0
1	Newport (Shropshire)	82
2	Penkridge	103
3	Audlem	150
4	Dean Row	208

First Control: Reverse Route: Set start location:

Latitude: Longitude: Distance:

Modified Route

... see next page for the rest of the customiser screen

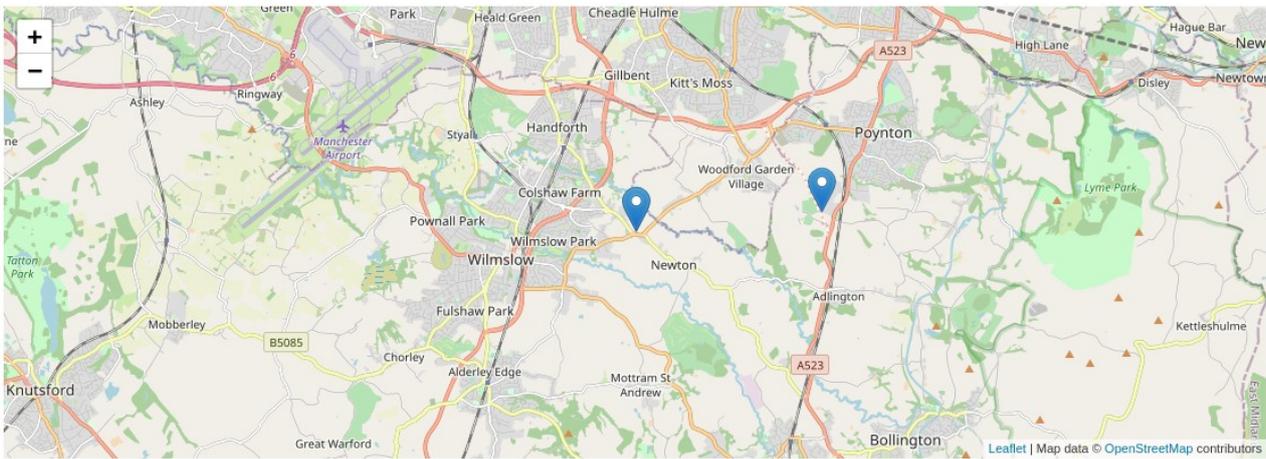
View of customiser screen (continued)

0	Custom	0
1	Newport (Shropshire)	10
2	Dean Row	92
3	Audlem	150
4	Penkridge	197
5	Custom	208

Save Brevet

Control Map

You may need to zoom out to see all controls. Click on the map to add a custom start.



9 Document Updates

Date	Notes
24/03/2021	First version
02/07/2021	Add QR codes, store password
12/11/2022	Fixed start time for calendar rides