



HOW TO USE www.fie.ch ?

- **Navigator** : internet explorer 5.5 minimum
- Type <http://www.fie.ch>
- **Languages** : chose French or English or Spanish in the box at the top of the screen on the right.
- **Login** : necessary **to national federations** to order licences, modify the address book (fencers, referees or members), entry to competitions ; **to members of commissions**, in order to fill in and validate their observer report.

Other visible information without login is opened to every public.

The calendar, the rankings and the results, as well as the confirmations of order of licenses can be printed by clicking the button « **list** » on the right of the screen.

To make a login: at the top and on the right of the screen, go to « **login** », enter your « **user name** », your « **password** », click on « **OK** ».

Presentation of the site :

Home page:

- 1) Shorts cuts at the top of the screen on the right to the results, the calendar, write to us (office in Paris and office in Lausanne)
- 2) bar with several colours for the main menus: « **FIE official** », « **Competitions** », « **Addresses** », « **Communication** », « **Licenses** », « **Tools** », « **Help** ».
- 3) « **Short cuts** » (other useful web sites)
- 4) « **News** » (new important information).

Every menu is unwinding and contains sub-menus:

« **FIE official** »

- « **Welcome** » : welcome homepage
- « **The FIE today** » : files to download (organisation of the FIE, palmares, équipement, glossary of technical terms)
- « **History of the FIE** » : files to download (History of the FIE and history of fencing)
- « **Letters** » : files to download (contents and letters of information, FIE letters, urgent letters)
- « **Rules** » : files to download (FIE Rules, rules for the veterans)
- « **Handbooks of regulations** » : files to download (World Championships, team World Cup, Grand Prix competitions)
- « **Statutes** » : files to download
- « **Agenda** » : files to download (meetings of the FIE)

- « **Documents** » : files to download (criteria for the qualification to the Olympic Games, list of referees designated for the 2003/2004 GP, candidacy form for the FIE refereeing examinations, expenses, official list of 2003/2004 international referees, list of FIE observers for 2003/2004, junior quotas 2003/2004, senior quotas 2003/2004)

« **Competitions** »

- « **Calendar** » : consultation and printing according to search criteria
- « **Résultats** » : consultation and printing of the results of competitions for several seasons according to search criteria. If no competition in a weapon has still taken place during the season, no result appears for the aforementioned weapon.
- « **Ranking** » : FIE official and World Cup. consultation and printing according to search criteria. If no competition in a weapon has still taken place during the season, no ranking appears for the aforementioned weapon. It is thus the ranking of the previous season that has to be searched.
Trick: to know everything about a fencer click on his total number of points which appears on the left of his name.
- « **Entries** » : Available only on login of the national federations for the entries in World championships, Grand Prix and team competitions. See menu « **Help** » " « **Entries to a competition** ».

« **Adresses** » : files to download and print

- « **National federations** » : For the list of all national federations click on « **search** » without criterion of zone; for the national federations by zone click on the box « **zone** ».
- « **Executive Committee** »
- « **Commissions** »
- « **Members of Honour** »
- « **Manufacturers** »
- « **Address book** » : Available on login of the federations only to complete or modify a name, an address, a date of birth of a fencer/referee/member. To obtain the list of all your fencers, members, referees click on « **search** ».

« **Communication** » : files to download

- « **2003 magazines** » : issues of Escribe Internationale
- « **Press releases** »

« **Licenses** » :

- « **Search** » : all the licensees of your federation appear
- « **Credit** » : amount of licences available
- « **Order** » : see the menu « **Help** » « **Licence order** »

« **Tools** » :

- « **Session information** » : conditions required for a proper connection
- « **Softwares** » : downloading of the softwares in several languages for the running of competitions
- « **Rankings** » : downloading of ranking files (.txt et .fff)

« **Help** » : files to download in order to help your for the following tasks:

- « **Licence order** »
- « **Use of the site** »
- « **Entries to a competition** »
- « **User guide to complete observers reports** » : only for members of commissions designated as FIE official observers.