



MANUEL PRATIQUE

RecceNotes Manuel utilisateur

Configurer, relever, reviser et generer le PDF sans changer la methode de l'equipe.

Rallye

Creer des rallyes et organiser les speciales.

Releve

Enregistrer les notes en quelques gestes.

Tableau

Reviser, ajouter et corriger les notes.

Carnet

Preparer le carnet et le PDF.



AVANT DE COMMENCER

Apprendre par taches

Suis une tache a la fois. Teste d abord sur une speciale d entrainement, puis utilise en rallye reel.

1. Préparer

Licence, profil et choix solo/equipe.

2. Relever

Enregistrer les notes et verifier les boutons.

3. Réviser

Tableauau, Carnet et etats.

4. Fermer

PDF, brouillon ou finaliser.

Verifier la licence

Confirmer the plan and the role of this device. The licence controls access, but does not delete data.



Licence

1 Ouvrir Licence

Ouvre depuis Aide ou Parametres.

2 Verifier le plan

Demo, Team ou Event.

3 Verifier le role

Pilote, Copilote/Navigateur ou solo.

4 Activer ou modifier

Saisis un code uniquement avec une licence valide.

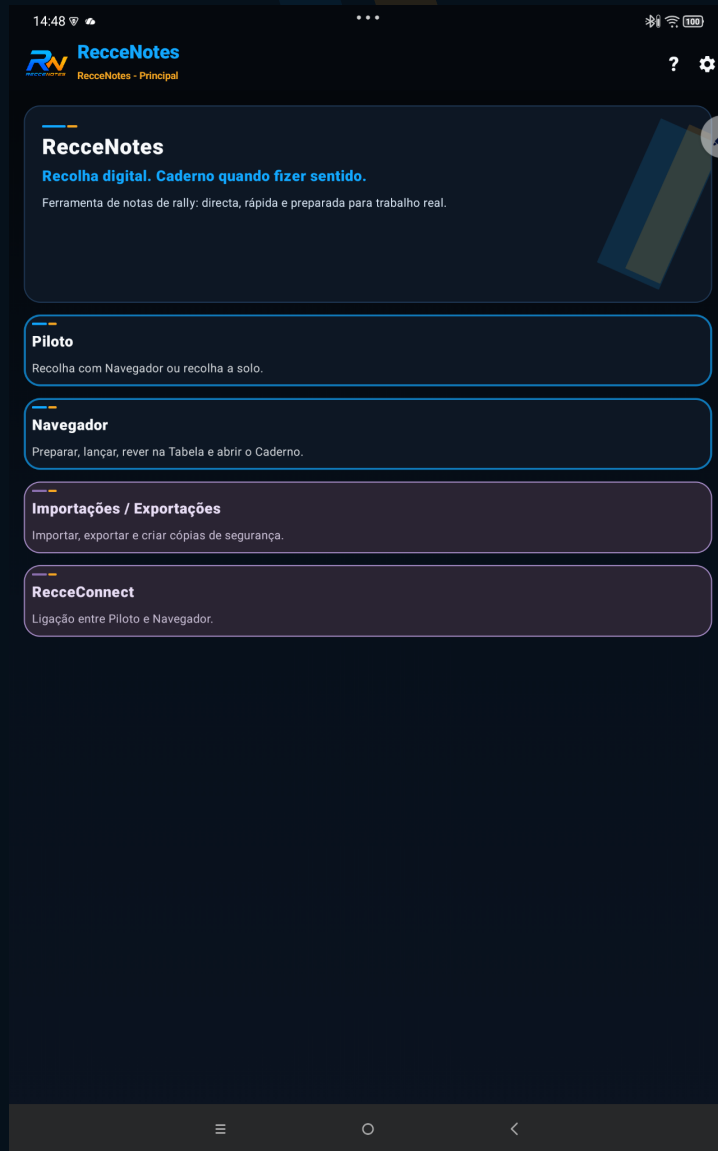
Résultat attendu

Before continuing, you know the active plan and this device role.

DECISION INITIALE

Page d accueil

Choisis la zone de travail: Pilote, Navigateur, Import/Exporter, RecceConnecter ou Aide.



Page d accueil

1 Pilote

Releve solo or received session.

2 Navigateur

Prepare, launch and review rallies.

3 Date

Importer, exporter et creer des sauvegardes.

4 RecceConnecter

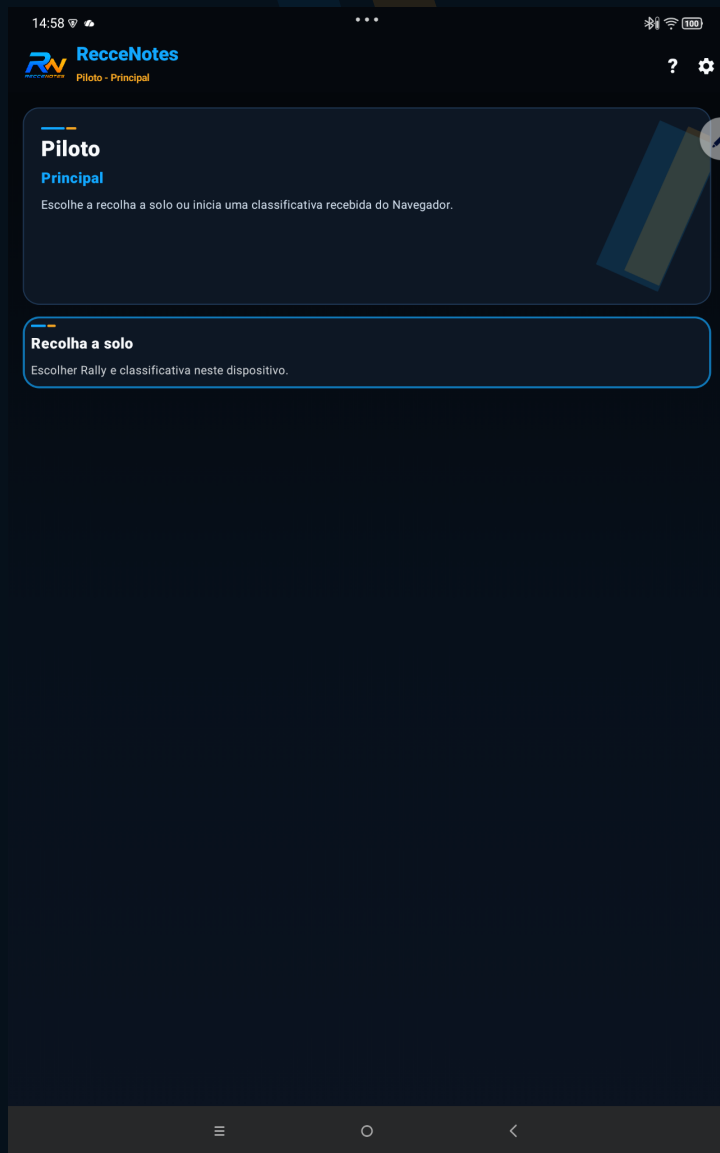
Connecter Pilote et Navigateur.

Résultat attendu

You choose the correct area before creating real work.

Pilote - Principal

Choisis la releve solo ou démarre une spéciale recue du Navigateur.



Pilote - Principal

1 Releve solo

Choose rally and stage on this device.

2 Speciale recue

Enter the session sent by the Navigateur.

3 Modifier

Return to existing work when applicable.

4 Carnet

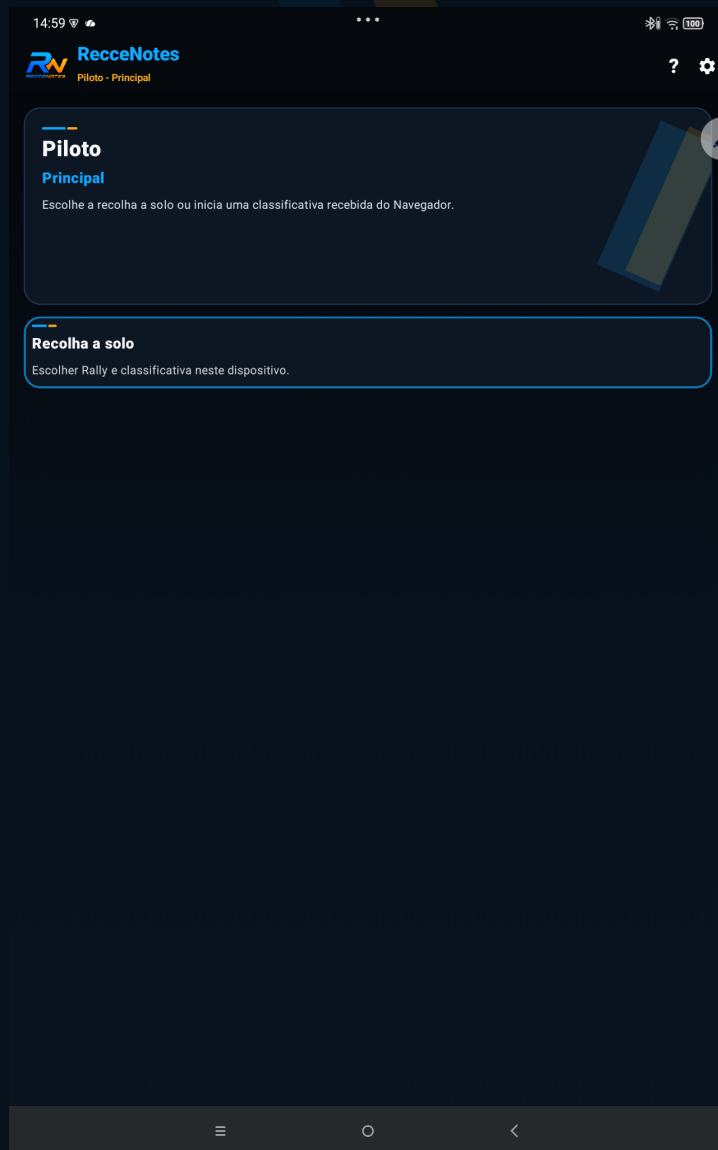
Ouvrir le Carnet pour la lecture.

Résultat attendu

The Pilote starts quickly without unnecessary options.

Releve solo

Create or choose a rally/stage to capture notes on this device.



Releve solo

1

Creer Rallyee

Use when starting new work.

2

Ouvrir Rallyee

Enter an existing rally.

3

Creer speciale

Create the stage to capture.

4

Ouvrir speciale

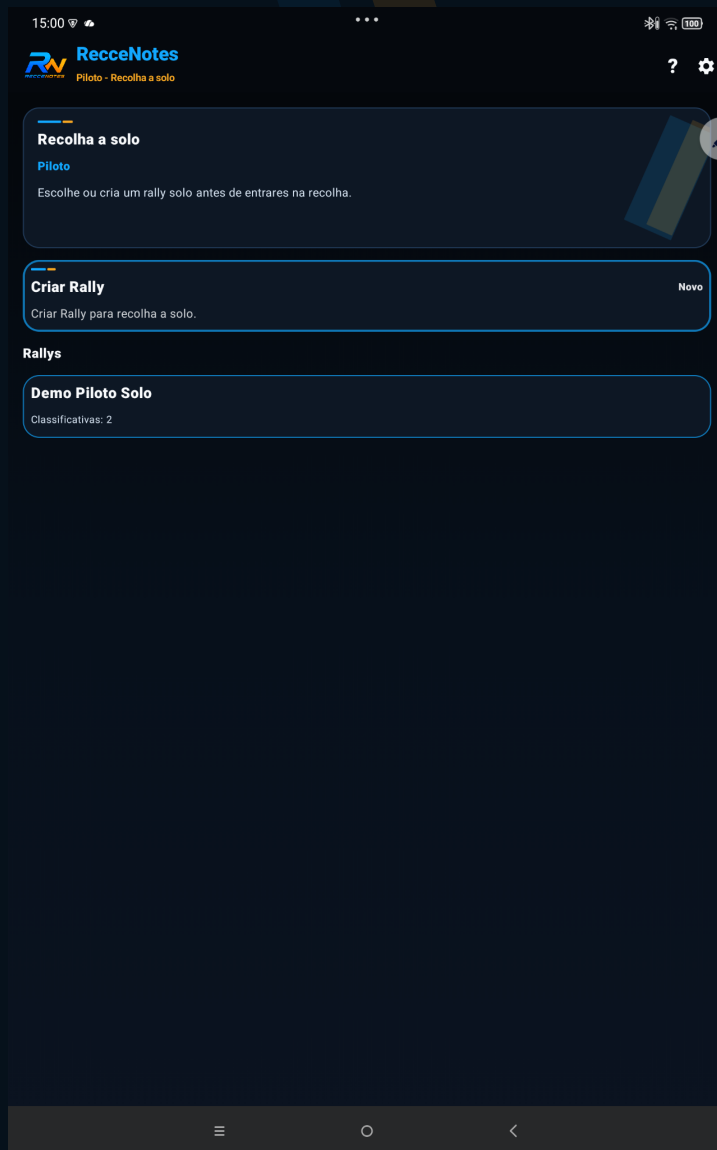
Enter to start or continue.

Résultat attendu

The rally and stage are ready for Releve.

Fiche du Rallyee

Confirmer rally data before saving.



Fiche du Rallyee

1 Nom du Rallyee

Clear work identification.

2 Date

Rallye or training date.

3 Lieu / zone

Reference for the team.

4 Enregistrer

Confirmer and return to the list.

Résultat attendu

The Rallye is created and ready to receive stages.

Speciales du Rallyee

Choose an existing stage or create a new solo capture.

The screenshot shows the RecceNotes app interface on a mobile device. At the top, the status bar shows 15:00 and battery level. The app header includes the RecceNotes logo and the title 'Piloto - Ficha do Rally'. Below the header, there is a section titled 'Piloto - Ficha do Rally' with a subtitle 'Ficha do Rally' and a note: 'Confirma os dados do Rally e as classificativas antes de guardar.' A large blue button labeled 'Guardar' is positioned below the note. Underneath the button are four input fields: 'Nome do Rally', 'Data', 'Local / zona', and 'Observações'. At the bottom of the screen, there is a navigation bar with three icons: a hamburger menu, a circle, and a back arrow.

Speciales

1 Creer speciale

Use when a stage is missing.

2 Ouvrir speciale

Continue existing work.

3 Closed status

Indicates it was closed/finalised.

4 Clear names

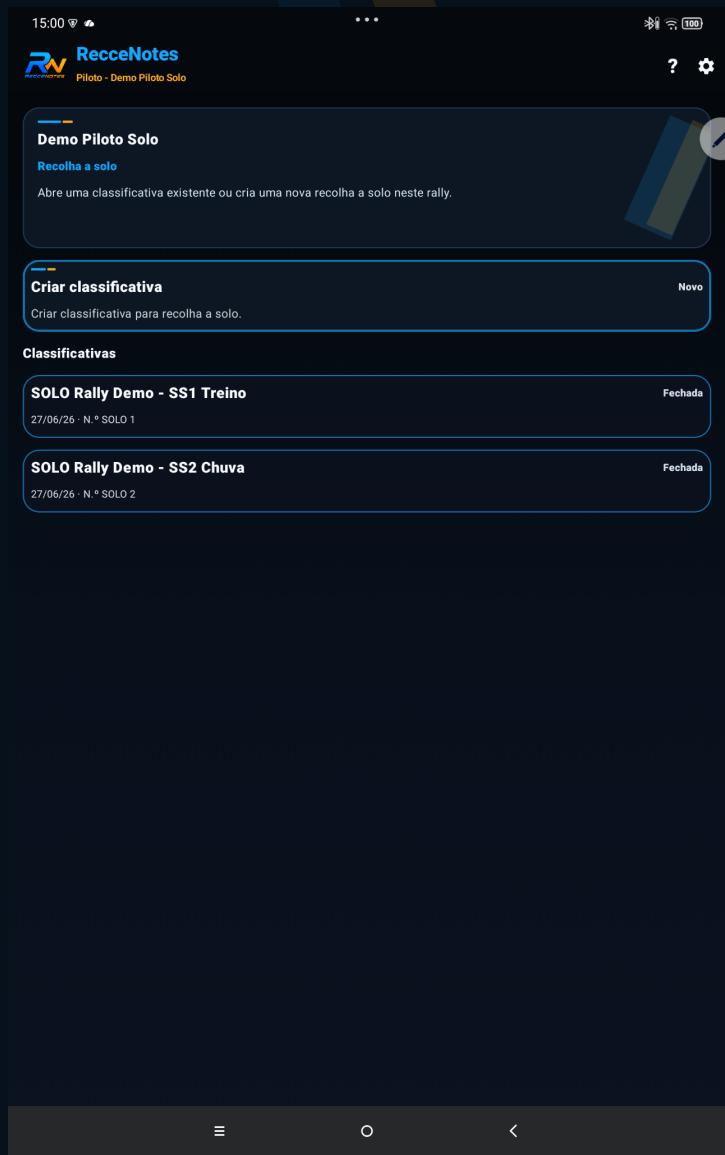
Make it easier to find the correct stage.

Résultat attendu

You open the correct stage without confusing rallies or training runs.

Fiche de la speciale

Fill in stage data before saving.



Fiche de la speciale

1

Rallye

Confirmer the stage source.

2

Date et heure

Fill in pass reference.

3

Nom / numero

Identify the stage.

4

Distance prevue

Helps organise the work.

Résultat attendu

The stage is ready for Releve, Tableau and Carnet.

Actions de la speciale

Choose whether to start a pass, open the Tableau or open the Carnet.

The screenshot shows the 'Piloto - Ficha classificativa' form in the RecceNotes app. The form is titled 'Piloto - Ficha classificativa' and includes a subtitle 'Ficha da classificativa'. Below the title, there is a confirmation message: 'Confirma os dados da classificativa antes de guardar e regressar à lista.' A prominent blue 'Guardar' button is located below the confirmation message. The form fields are organized into sections: 'Dados da classificativa' (Rally: Demo Piloto Solo), 'Data da classificativa' (DD, MM, AA), 'Nome', 'Número / código', 'Horário' (HH, MM), 'Distância prevista (m)', 'Local / zona', and 'Observações'. The app's status bar at the top shows the time as 15:00 and various icons. The bottom navigation bar is visible with icons for menu, home, and back.

Actions du Pilote

1 Demarrer passage

Entrer en Releve.

2 Vue Tableauau

Ouvrir le Tableauau pour reviser/corriger.

3 Vue Carnet

Ouvrir le Carnet pour la lecture.

4 Finaliser

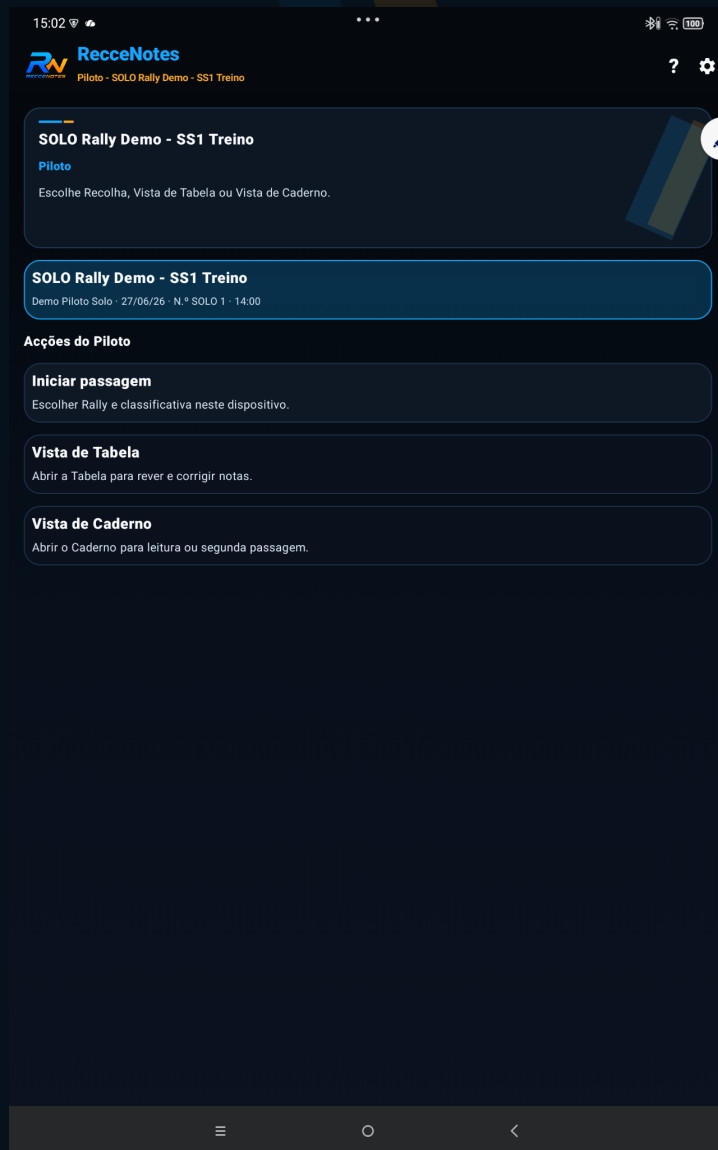
Only after complete review.

Résultat attendu

You choose the correct action without changing data by mistake.

Relever les notes

In Releve, use Calibrer when needed and Enregistrer to save the current note.



Releve

1 Calibrer

Adjust distance reference.

2 Choisir note

Set grade, direction and symbols.

3 Enregistrer

Enregistrer the current note.

4 Derniere note

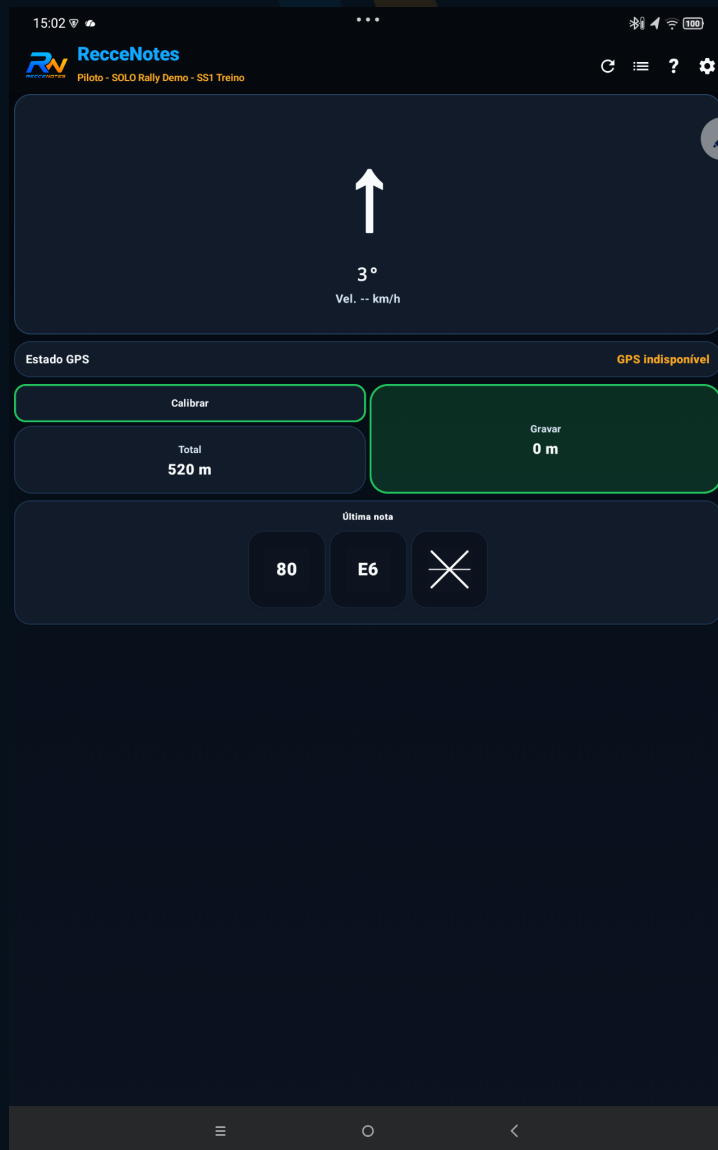
Confirmer what was recorded.

Résultat attendu

The note is saved in the stage and appears for review.

Enregistrer pendant le passage

When the note is ready, use Enregistrer. The last entry remains visible for control.



Releve avec note active

1 Verifier direction/degre

Confirmer before recording.

2 Utiliser boutons rapides

Insert recurring symbols.

3 Enregistrer

Enregistrer the note at the current point.

4 END

Use at the end, when applicable.

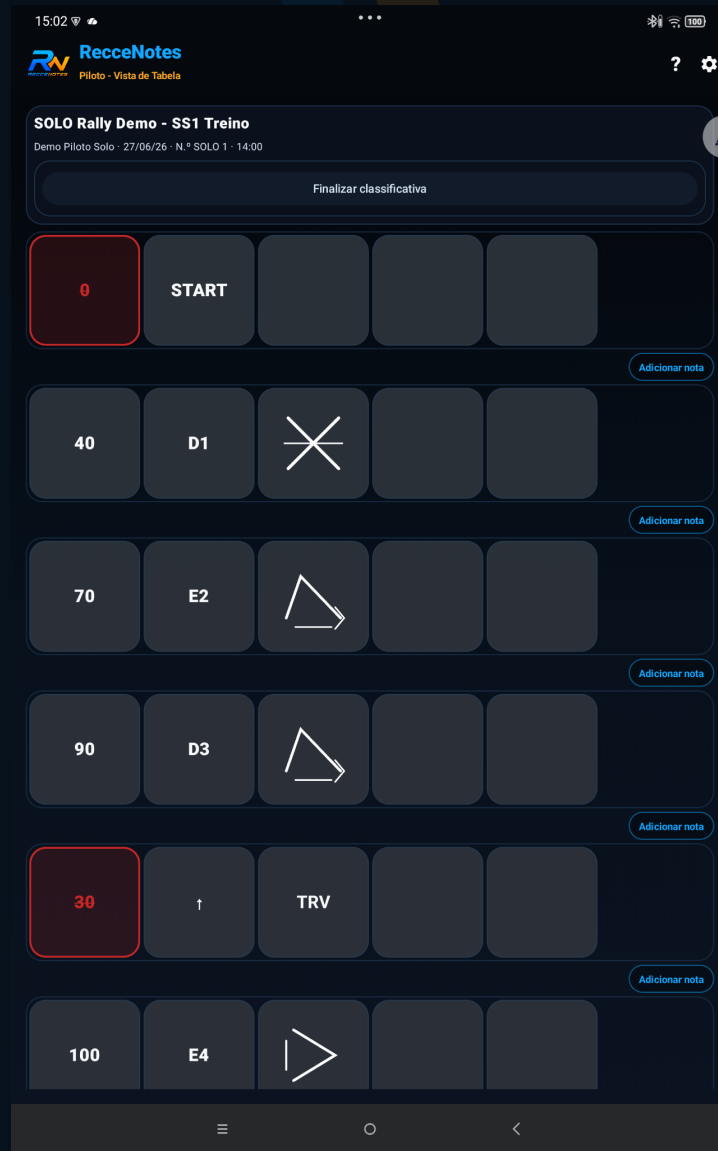
Résultat attendu

The note sequence grows with each confirmed entry.

TABLEAU

Ouvrir le Tableau

The Tableau is the structured view to review, edit, add notes and prepare the Carnet.



Tableau

1 Verifier sequence

Confirmer note order.

2 Ajouter note

Insert a note between lines.

3 Modifier composant

Tap the field to change.

4 Enregistrer brouillon

Preserve statuses without finalising.

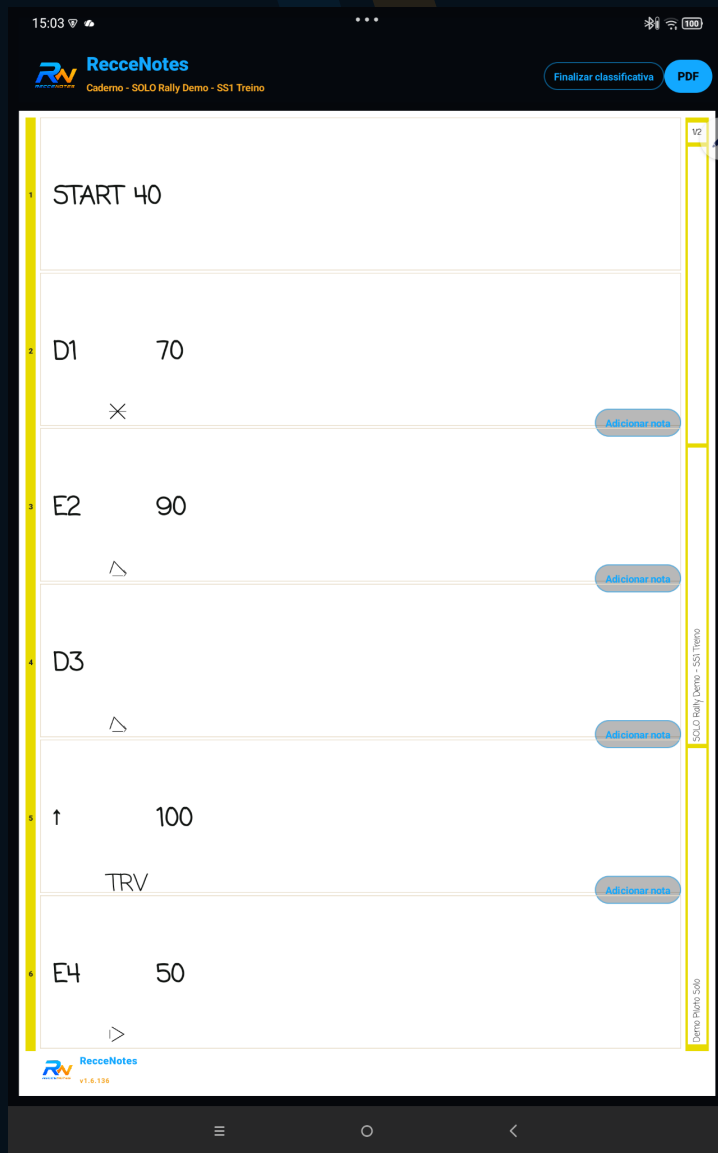
Résultat attendu

The Tableau shows the structured sequence of the stage.

TABLEAU

Ajouter note

Use Ajouter note when you missed a note or need to insert information during review.



Ajouter note

1 Choisir position

Use the line where the note should be inserted.

2 Ajouter note

Tap the corresponding button.

3 Fill data

Distance, grade and symbols.

4 Confirmer sequence

Review the order after inserting.

Résultat attendu

The new note enters the sequence and can be edited like the others.

TABLEAU

Modifier distance ou degre

Tap only the component you want to change. The change must be clear and reversible.

15:03 100%

RecceNotes
Navegador - Vista de Tabela

APRESENTAÇÃO Rally Demo - SS1 Caderno
Demo Caderno - 29/06/26 - N.º AP 1 - 16:30

Finalizar classificativa

Piloto ligado

0	START			
100	D1	X		
80	E2	△	△	
40	t	TRV		
130	D3	Desenhe aqui o símbolo		Visto

Total: 735 m

≡ ○ <

Modifier degre

1 Toucher le composant

Choose distance or grade.

2 Ajuster selecteur

Confirmer the value.

3 Annuler en cas de doute

Does not finalise or change other fields.

4 Verifier la sequence

Confirmer the line afterwards.

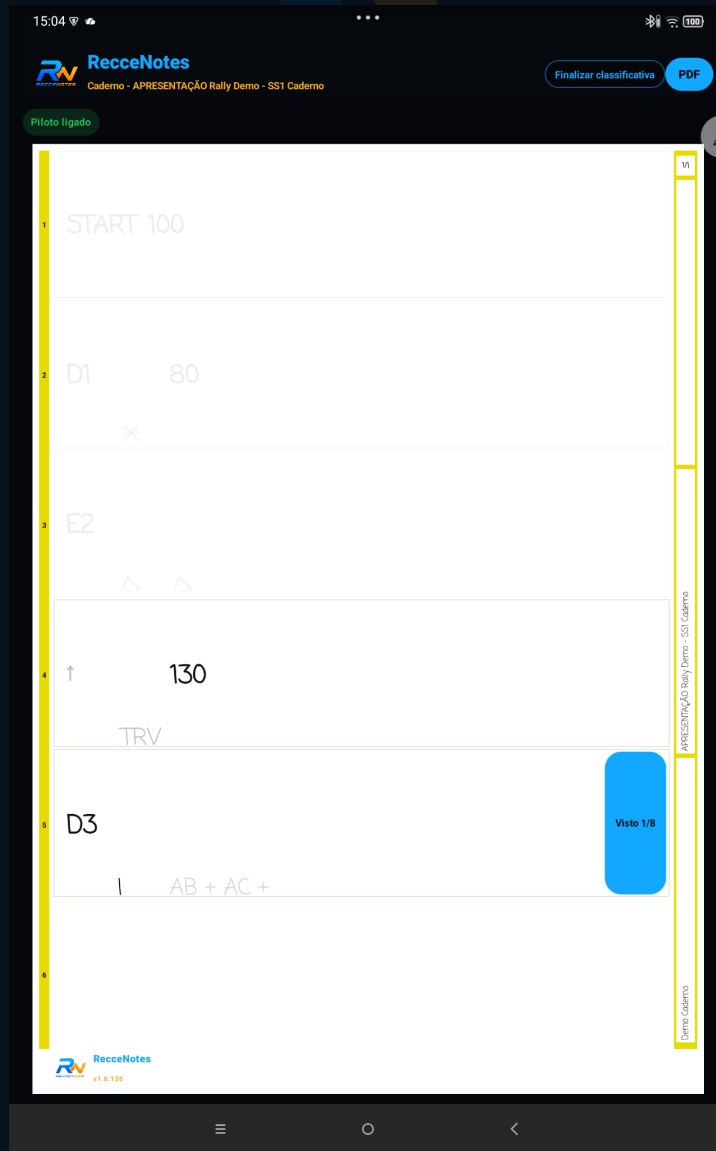
Résultat attendu

Only the edited component changes; the note remains in the sequence.

TABLEAU

Modifier suffixe, symbole ou dessin

Use the Bibliotheque or drawing when the note symbol needs adjustment.



Modifier symbole

1 Choisir composant

Tap the suffix/symbol.

2 Bibliotheque

Select an existing symbol.

3 Dessin

Draw when needed.

4 Confirmer

Only the changed component should change.

Résultat attendu

The note stays in place and the symbol is updated.

TABLEAU

Dessiner symbole

Draw with your finger. The drawing becomes available for the note and can be used in the Bibliotheque.



Dessin du symbole

1 Couleur du trait

Choose the colour.

2 Epaisseur

Thin, normal or thick.

3 Annuler / effacer

Correct before saving.

4 Enregistrer

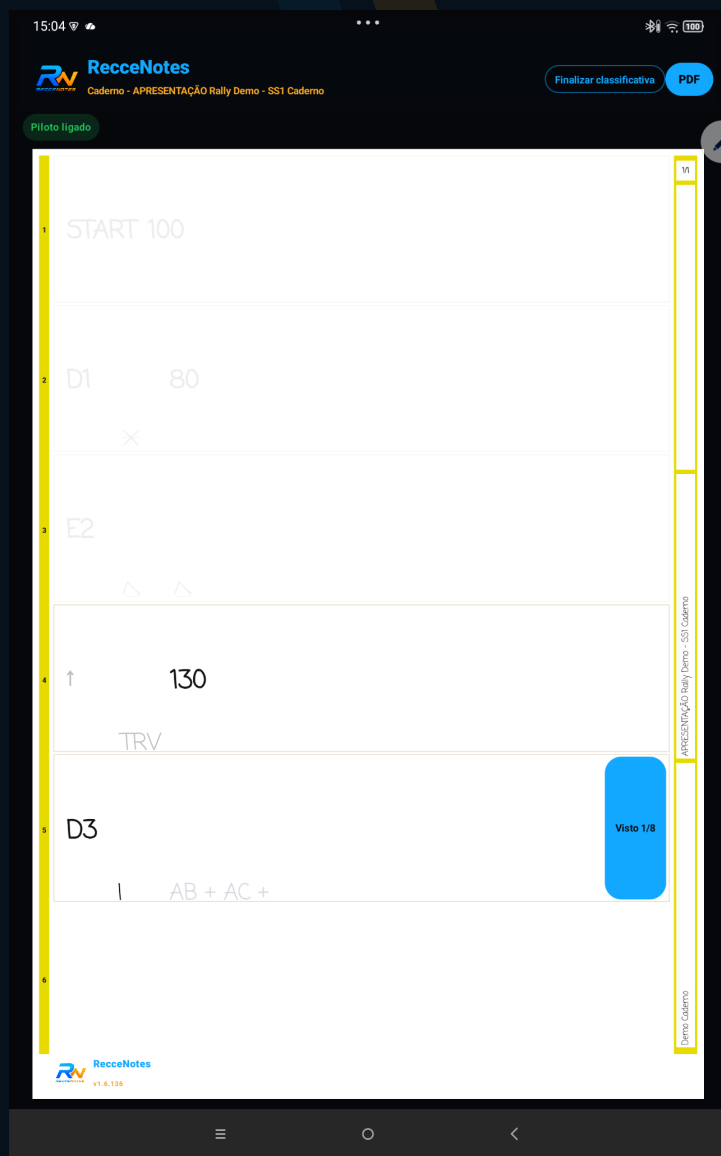
Confirmer the drawing.

Résultat attendu

The drawn symbol becomes available for use in the note.

Ouvrir le Carnet

The Carnet shows the stage in a human reading format. It must reflect the same information as the Tableau.



Carnet

1 Lire comme carnet

Check readability.

2 A voir / Vu

Validate only when accepted.

3 Zone vide

Appui long can show elements again.

4 PDF

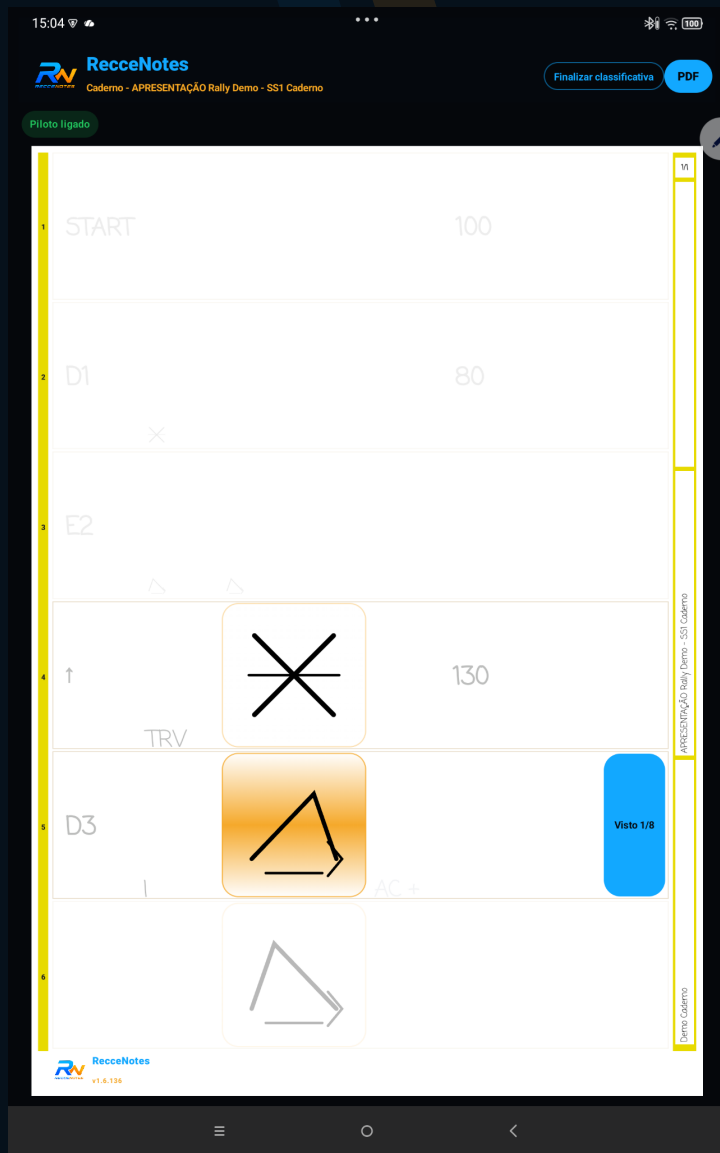
The PDF is generated from the Carnet.

Résultat attendu

The team can read the stage in notebook format.

Vu et A voir

In the Carnet, Vu confirms the received note. Modifying before Vu does not validate automatically.



Carnet with Vu

1 A voir

Pending note.

2 Vu

Note accepted by the Navigateur.

3 Modifier avant Vu

Does not accept the full note.

4 Next note

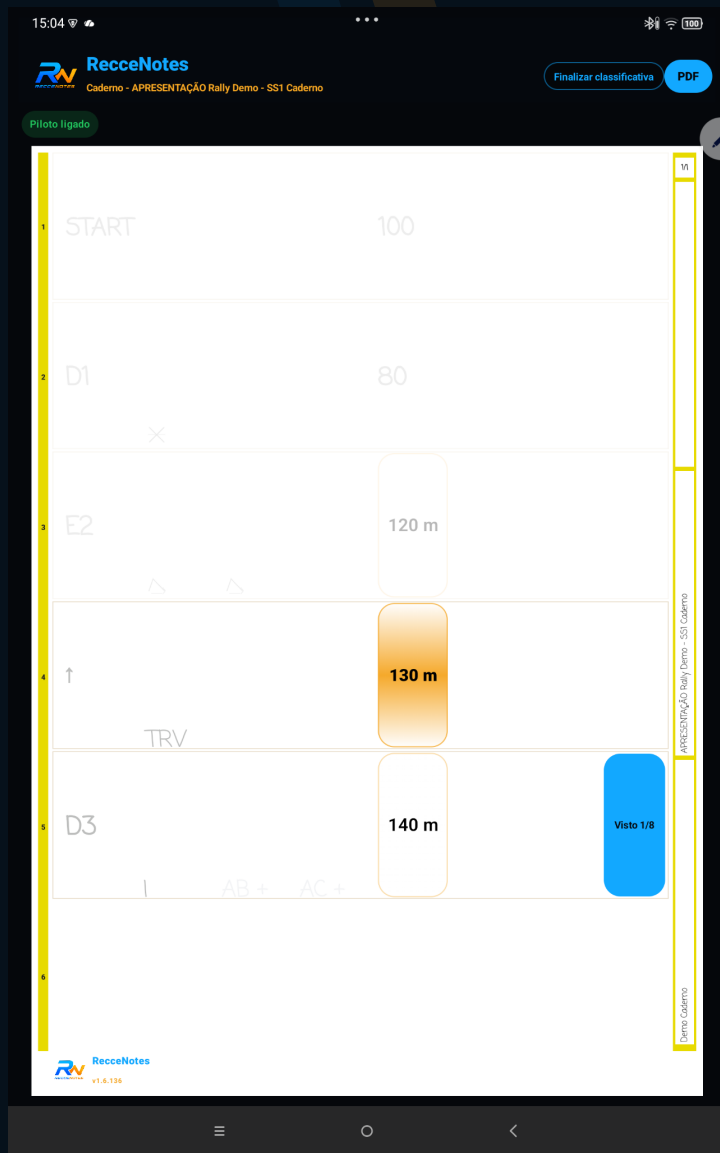
Only advances after validation.

Résultat attendu

Validation remains controlled by the Navigateur.

Masquer et afficher elements

Appui long an element to hide it. Appui long an empty area of the line to show it again.



Masquer/afficher dans le Carnet

1 Appuyer sur element

Hides or clears when applicable.

2 Appuyer zone vide

Shows the hidden element again.

3 Does not change the source

The structure remains in the stage.

4 Verifier rendu visuel

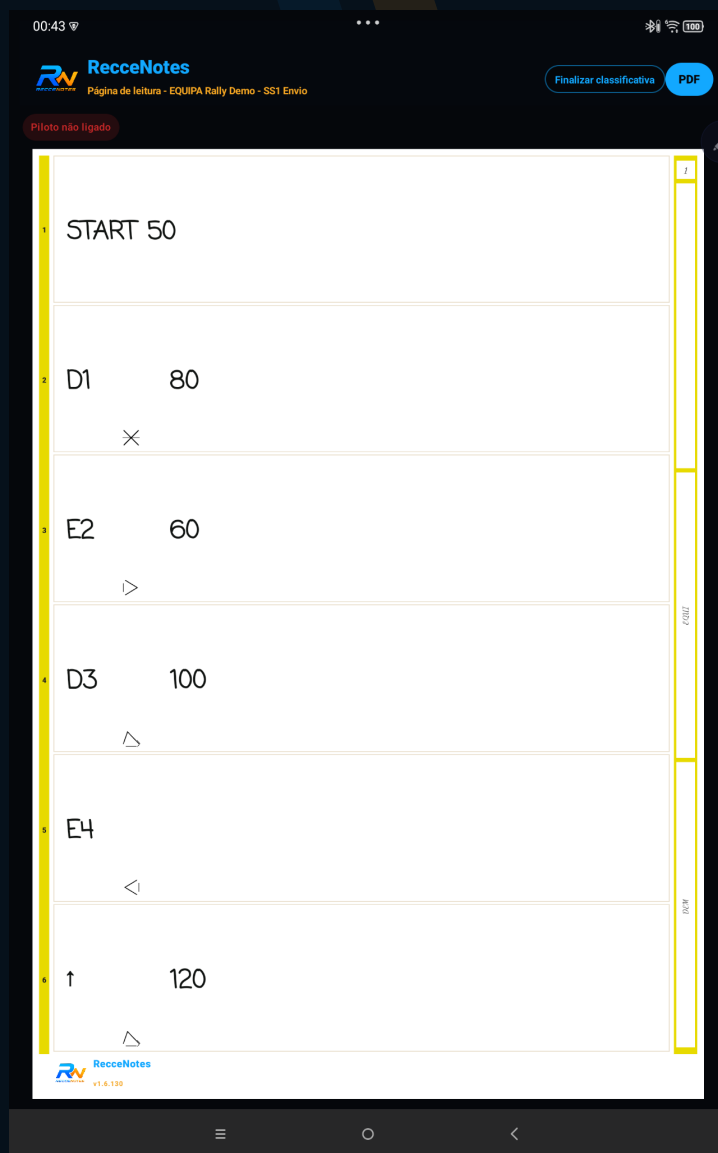
Review in the Carnet before PDF.

Résultat attendu

The visual layout is adjusted without losing the structured source.

Generer et valider le PDF

The PDF must look like the validated Carnet, not a different technical export.



PDF genere

1 DEPART/END

Check start and finish.

2 Symboles

Check readability.

3 Toutes les pages

Go through them before printing.

4 Papier

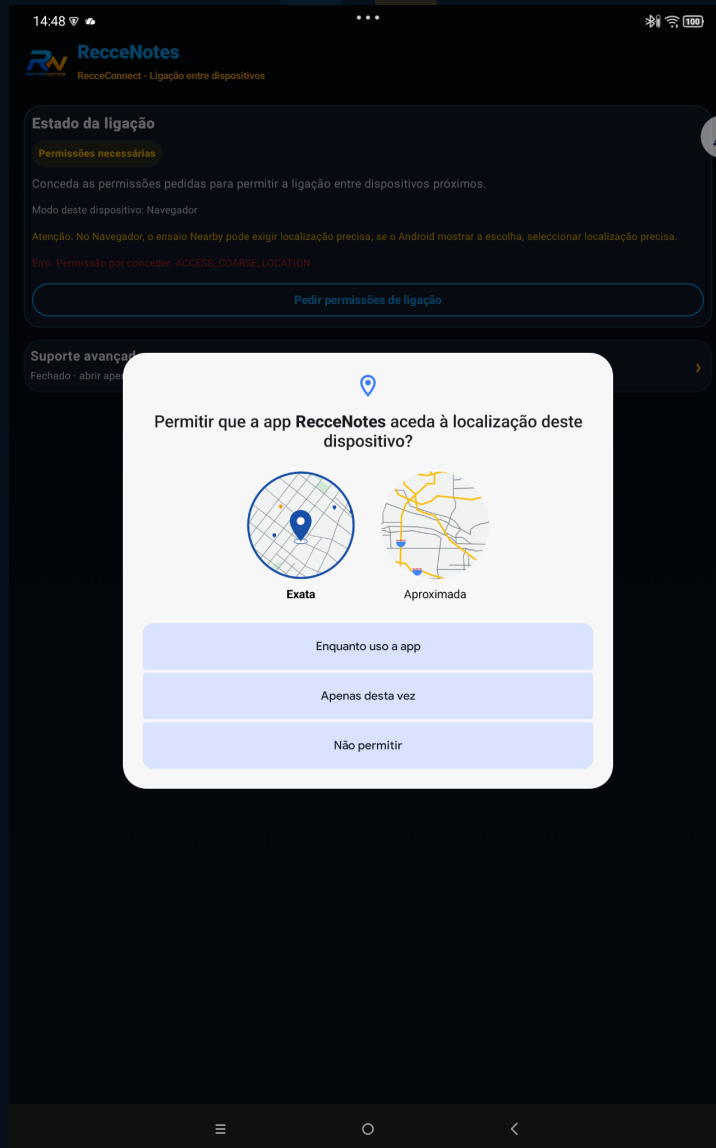
Print only when it makes sense.

Résultat attendu

The PDF is ready for validation and printing.

Permissions de connexion

Before connecting devices, allow Location/Nearby permissions when Android asks.



Permission Android

1 Autoriser

Grant the requested permission.

2 Localisation precise

Choose precise if requested.

3 Ne pas autoriser

Prevents connection.

4 Repeter si echec

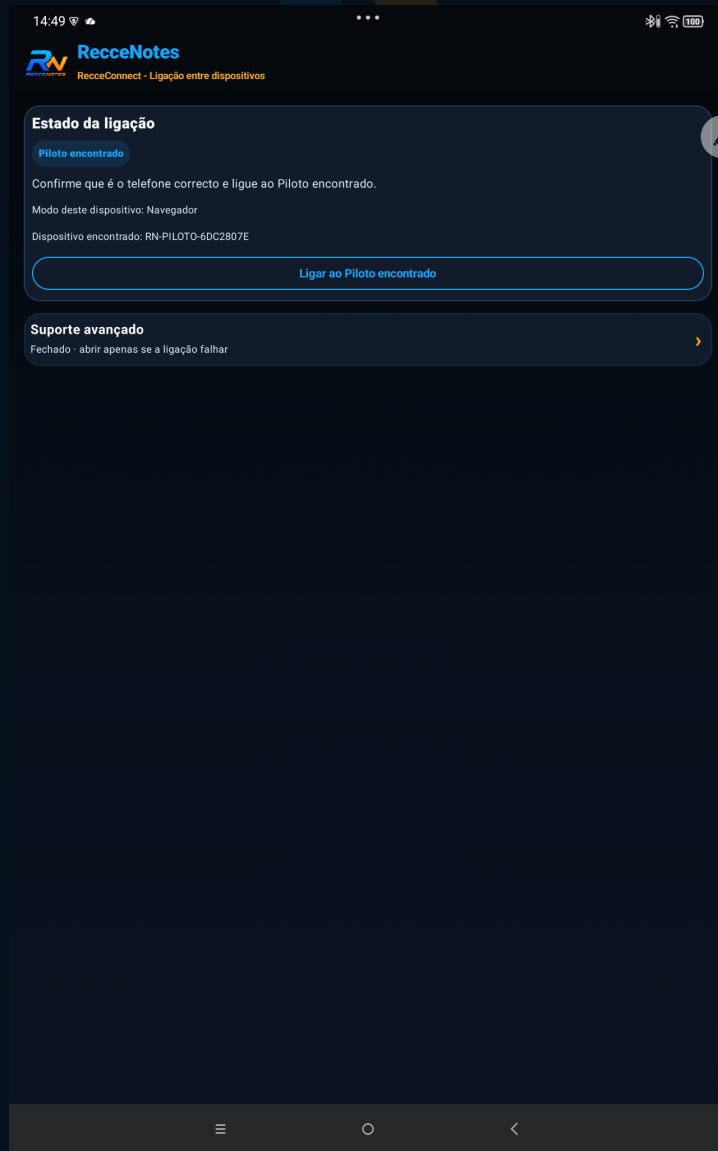
Request permissions again.

Résultat attendu

The app is authorised to search nearby devices.

Chercher et connecter au Pilote

On the Navigateur, search for the Pilote, confirm the correct device and connect.



Pilote trouve

1 Pilote disponible

The Pilote must be waiting.

2 Chercher

The Navigateur searches.

3 Confirmerer appareil

Make sure it is the correct phone.

4 Connecter

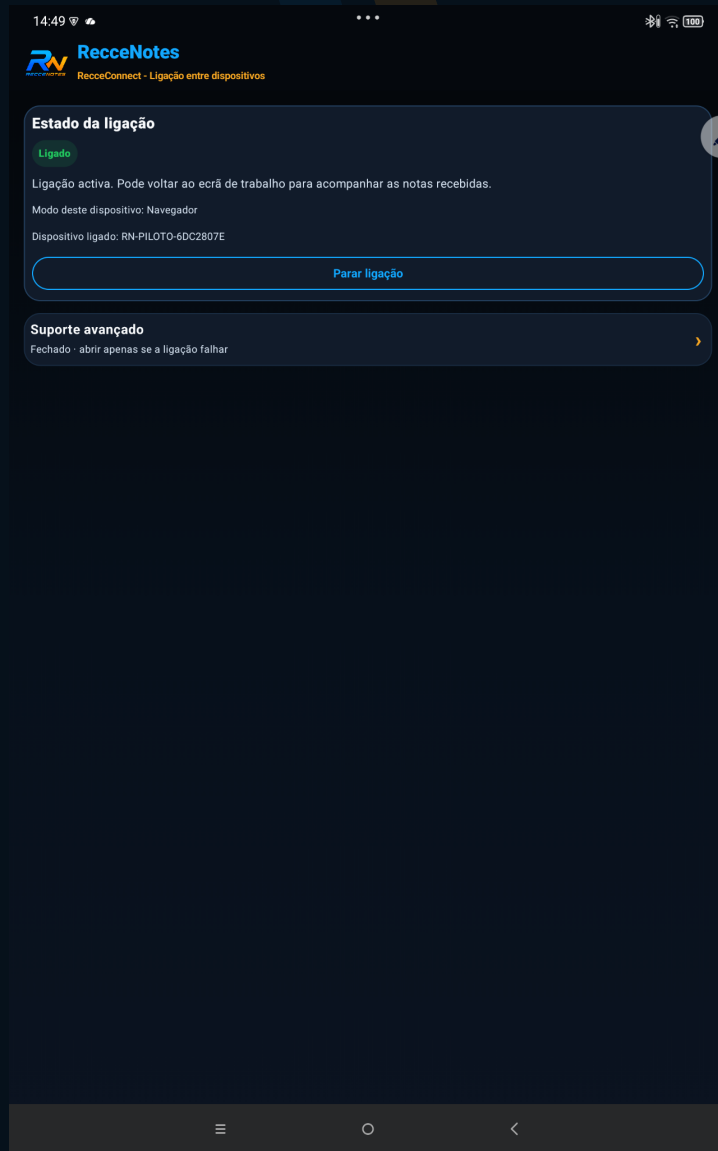
Starts the connection.

Résultat attendu

The devices are connected before launching the stage.

Connexion active

With the connection active, you can return to work and follow received notes.



Connexion active

1 Connectere

Connexion active status.

2 Retour au travail

Ouvrir Rallyee/stage.

3 Recevoir notes

Navigateur validades A voir/Vu.

4 Arrêter connexion

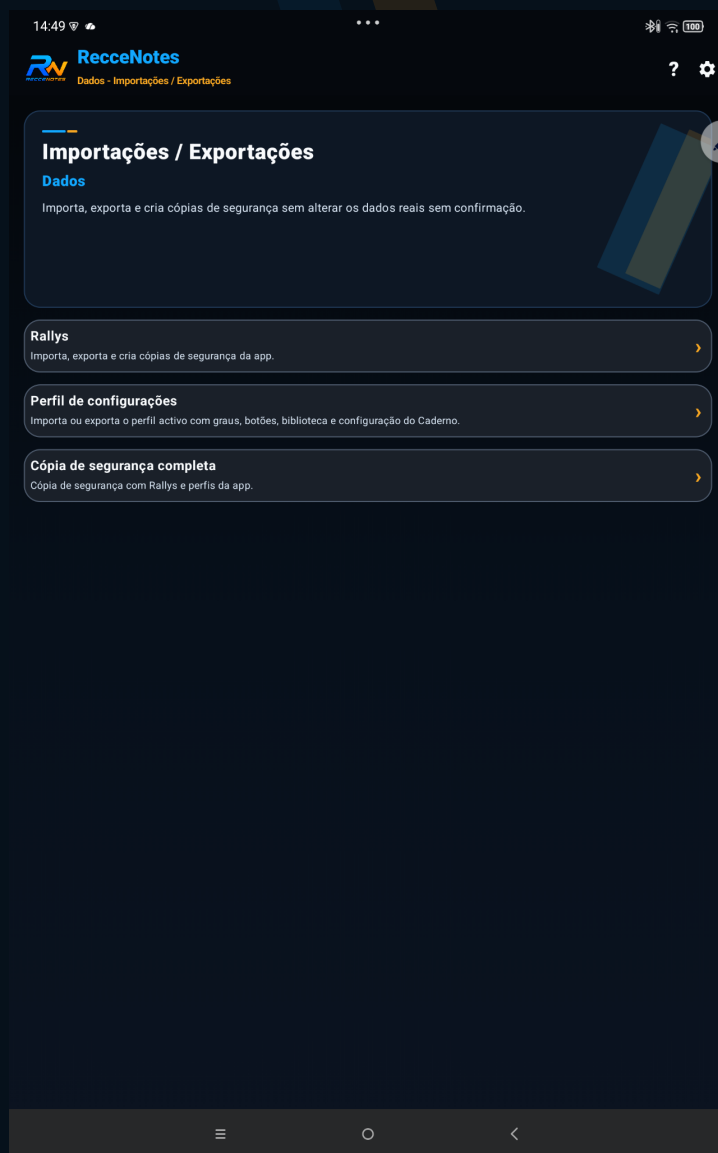
Use when finished.

Résultat attendu

The Navigateur is ready to receive Pilote work.

Importations et exportations

Import, export and create backups without changing real data without confirmation.



Importations / Exportations

1 Rallyees
Import/export rallies.

2 Profil
Share settings.

3 Sauvegarde
Complete copy.

4 Confirmation
Do not destroy existing data.

Résultat attendu

You choose the correct file type before importing or exporting.

Importer ou exporter Rallyee

The app distinguishes structure without notes, complete Rallye, profile and backup.

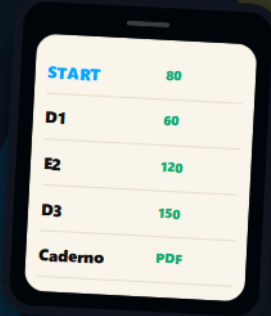

Digital Tools
Estrutura do Rally
PT

RALLY PACENOTES • ESTRUTURA • IMPORTAÇÃO

Prepare o Rally. A app organiza o resto.

Crie ou reveja a estrutura de um Rally, organize as classificativas e exporte um ficheiro compatível com a RecceNotes. O ficheiro é gerado localmente no browser.

Criar estrutura
Ver classificativas



FERRAMENTA EXTERNA

Estrutura do Rally

Preencha os dados base e as classificativas. Depois exporte a estrutura para importar na RecceNotes.

Ficha do Rally

Dados base do Rally

NOME DO RALLY *

Ex.: Rally de Exemplo

DATA INICIAL

dd / mm / aaaa

DATA FINAL

dd / mm / aaaa

LOCALIZAÇÃO

Ex.: Fafe, Portugal

OBSERVAÇÕES

Notas gerais do Rally

- 1 Importer fichier**
The app detects the type.
- 3 Structure sans notes**
Rallye/stage model only.

- 2 Rallyee complet**
Includes notes and symbols.

- 4 Exporter**
Creates file to share.

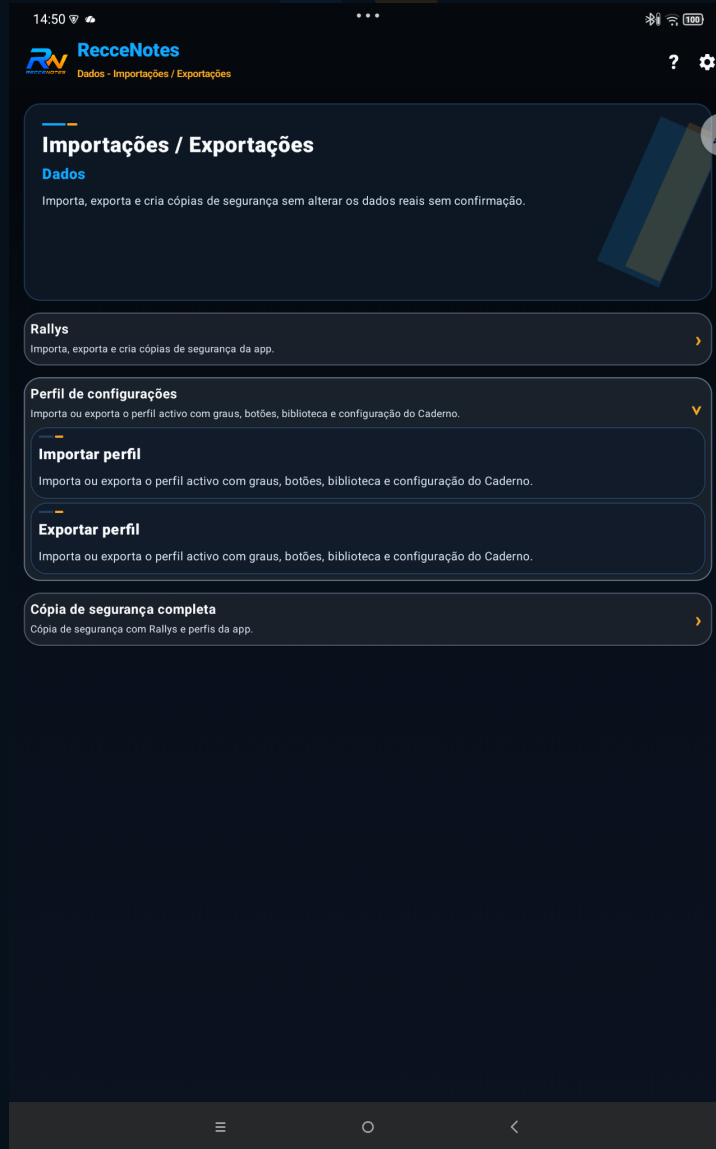
Résultat attendu

You share data without mixing preparation with backup.

DONNEES

Profil et sauvegarde

Profil and backups transport settings and protect work.



Profil de configuration

1 Importer profil

Apply settings.

2 Exporter profil

Share active profile.

3 Sauvegarde complete

Enregistrer everything in one file.

4 Securite

Import should create a copy.

Résultat attendu

The team can recover or share settings safely.

Profil actif

Profil define how the team works: grades, rounding, Bibliotheque, buttons and Carnet.

15:05 [signal icons] [battery icon]

RecceNotes
Configurações - Principal

Perfil principal
Configuração do perfil
Estas opções pertencem ao perfil aberto e são carregadas quando este perfil é usado.

Perfil principal
Configurações deste perfil.

Nome do perfil
Perfil principal

Graus
1: 5-25 · 2: 25-50 · 3: 50-75 · 4: 75-100 · 5: 100-125 · 6: 125-150 · GC: 150-270

Arredondamento em metros
10 m

Arredondamento usado nas rodas e nas distâncias do Caderno.
km/h (0 ou vazio desativa)
50 km/h

Velocidade de referência do perfil, em km/h.
Texto START
START

Texto técnico apresentado no início da classificativa.
Texto END
END

Texto técnico apresentado no fim da classificativa.

Biblioteca
Símbolos, categorias e desenhos usados neste perfil.

Botões rápidos
Usados apenas durante a Recolha · 1 páginas · 10/10 botões

Configuração do Caderno
Define o visual e a organização do Caderno neste perfil.

[bottom navigation bar: menu, home, back]

Profil actif

1 Perfil principal
Currently used profile.

2 Degres
Echelle et arrondi.

3 Bibliotheque
Profil symbols.

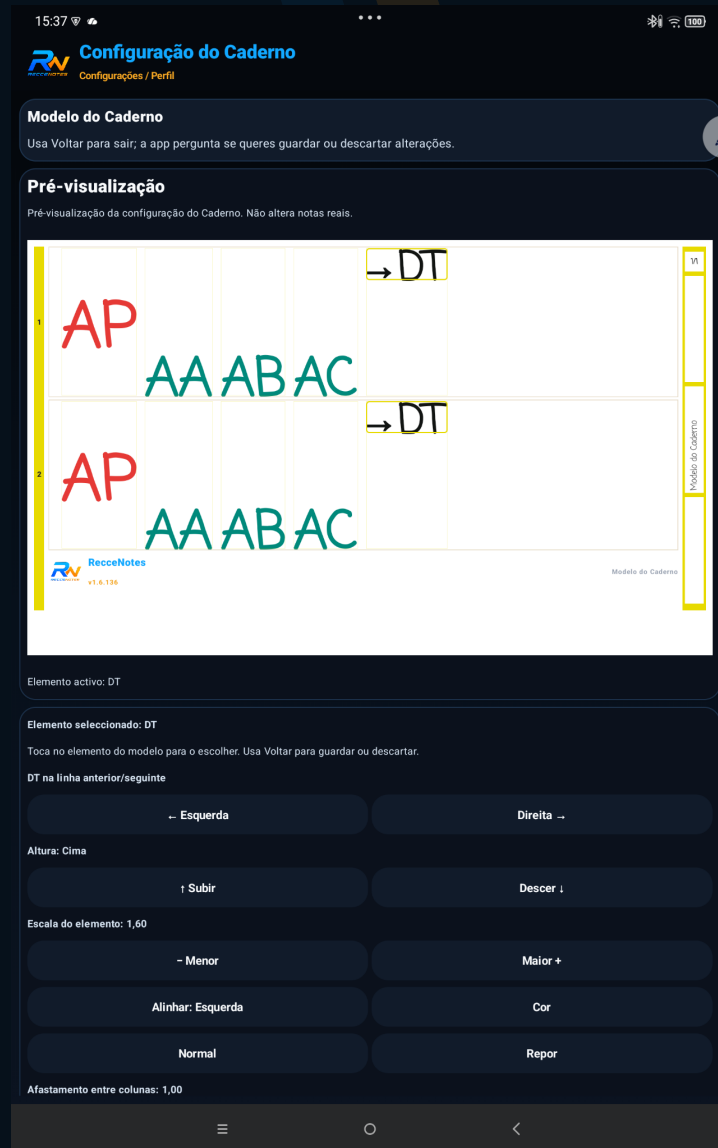
4 Carnet
Visual setup.

Résultat attendu

The app is adjusted to the team real method.

Degres and DEPART/END

Configure grade intervals and DEPART/END texts before the event.



Degres

1

Noms

Identify each grade.

2

Min / Max

Used intervals.

3

DEPART/END

Start and finish texts.

4

Test

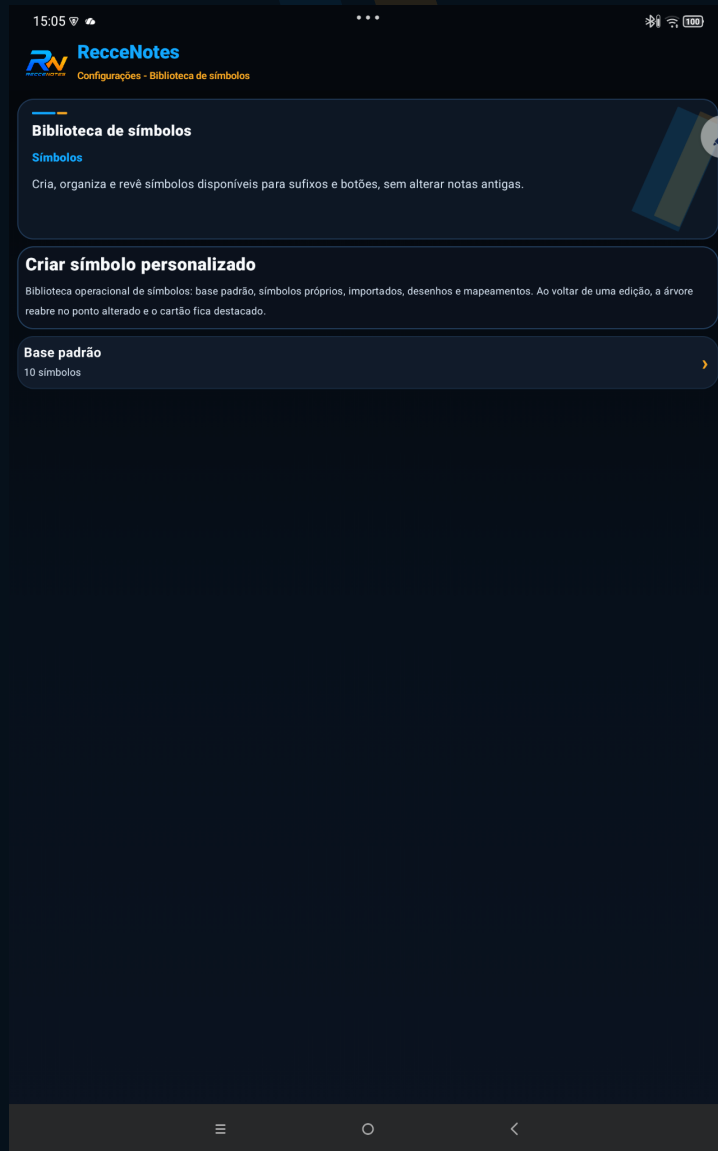
Always before real recce.

Résultat attendu

The app scale matches the team language.

Bibliothèque de symboles

Create, organise and review symbols available for suffixes and buttons without changing old notes.



Bibliothèque de symboles

1 Default base

Initial symbols.

2 Create symbol

Add your own symbol.

3 Modifier drawing

Change the symbol drawing.

4 Securite

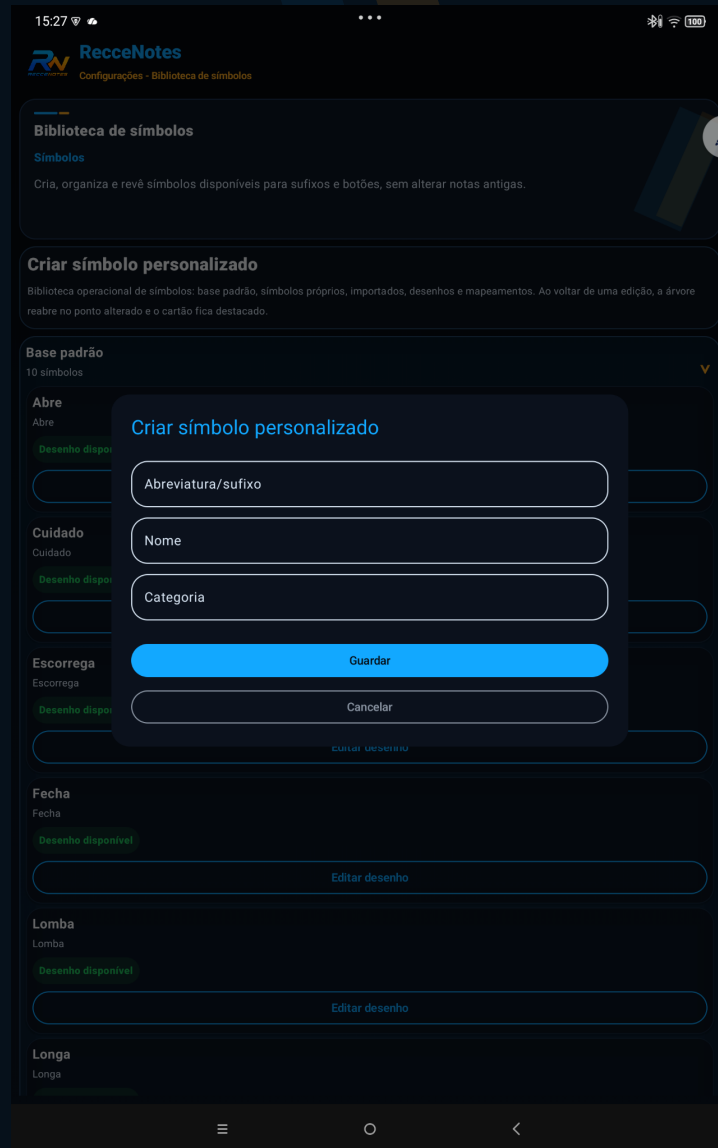
Old notes should not be destroyed.

Résultat attendu

The Bibliothèque is ready for suffixes and quick buttons.

Creer symbole personnalis 

A symbol can have abbreviation, name, category and its own drawing.



Create symbol

1 Abreviation

Short text or suffix.

2 Nom

Human description.

3 Categorie

Biblioth que organisation.

4 Enregistrer

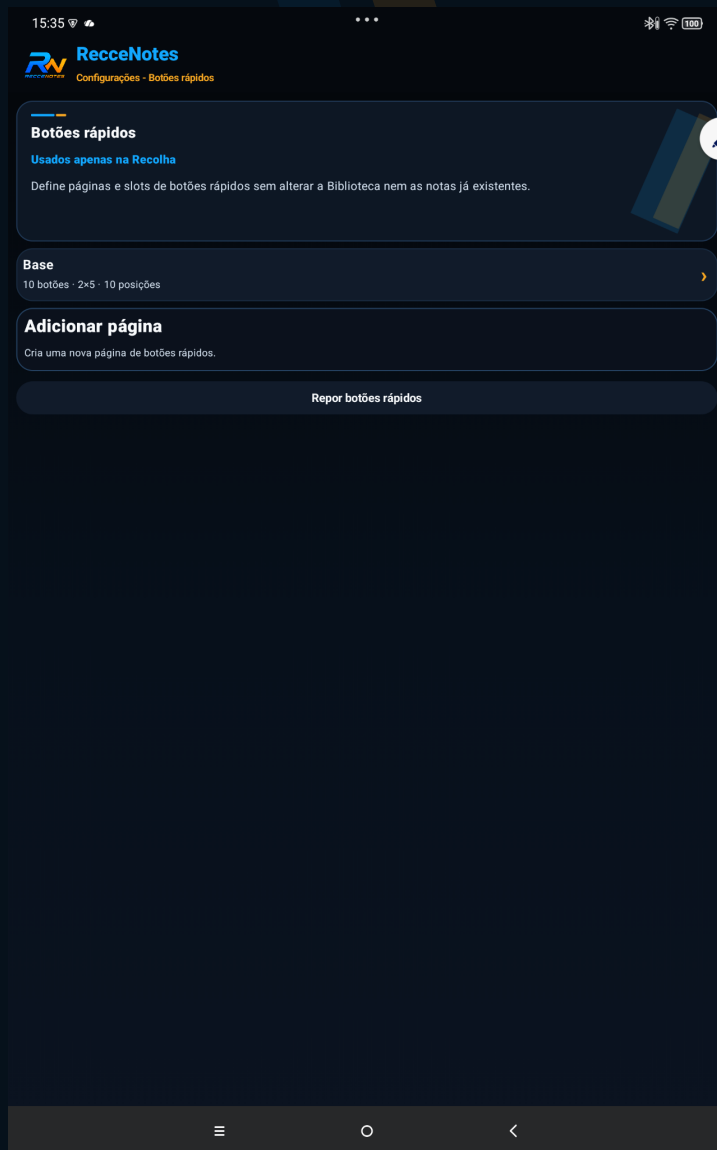
Confirmer the symbol.

R sultat attendu

The symbol becomes available in the Biblioth que.

Boutons rapides

Boutons rapides are used only in Releve and should contain only useful shortcuts.



Boutons rapides

1 Base
Initial set.

2 Ajouter page
More slots when needed.

3 Reinitialiser
Return to base.

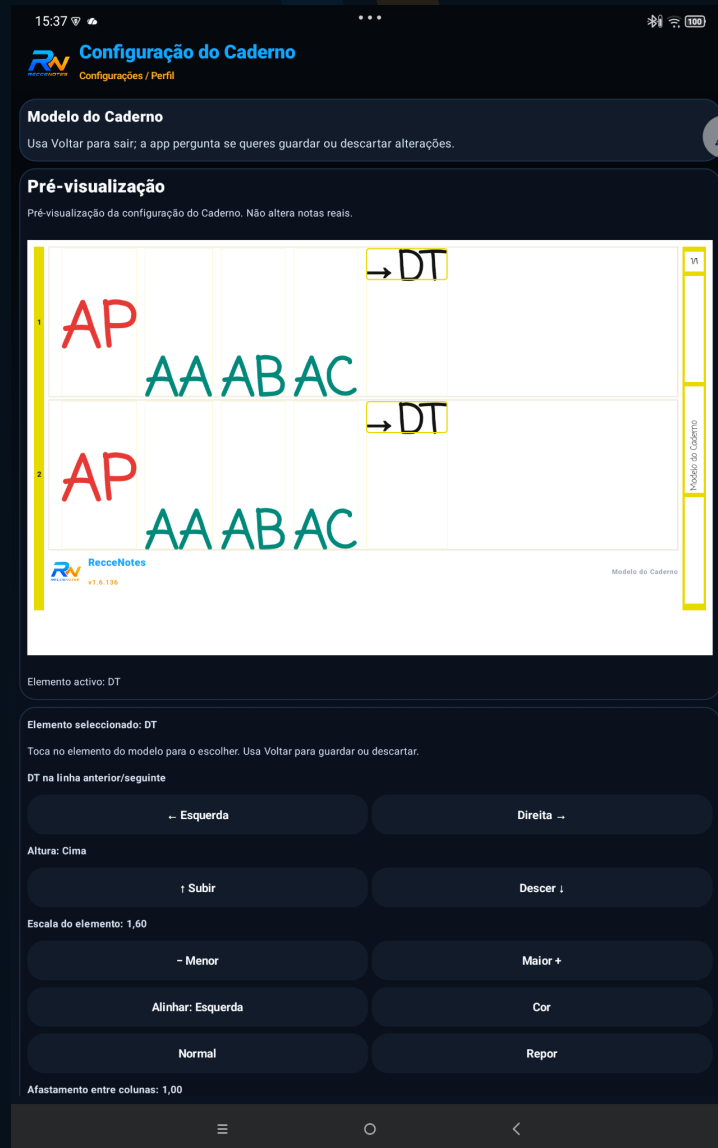
4 Test
Check in Releve.

Résultat attendu

Shortcuts appear in Releve and speed up work.

Configuration du Carnet

Define the visual organisation of the Carnet and always validate in Carnet et PDF.



Configuration du Carnet

1 Choisir element

Tap the model.

2 Deplacer

Left/right/up/down.

3 Echelle et couleur

Adjust visibility.

4 Retour

Enregistrer or discard changes.

Résultat attendu

The Carnet adapts to the team reading method.

Gestes et actions rapides

These actions help work without opening unnecessary menus.

Balayer

On compatible cards, shows quick actions such as edit, remove or manage the item. It does not delete immediately without confirmation.

Appui long

In Tableau and Carnet it can hide, clear or show components again, depending on the touched area.

Retour

Retour is navigation or cancellation. It does not finalise, mark Vu, create END or clear statuses.

Zone vide du Carnet

Appui long an empty area of a line to show hidden elements again.

Résultat attendu

The user knows what happens before performing each gesture.

Ajouter note et END

When information is missing, use the Tableau to insert notes or END in the correct place.

Ajouter note

Use when a note was missed or you need to add information during review.

Choisir position

The new note should enter in the correct sequence position. Then confirm the order.

END

END marks the end of the sequence. It does not force finalising and remains when reopening.

Modifier ou supprimer END

It can be adjusted if placed in the wrong position. Saving and reopening do not create END automatically.

Résultat attendu

The sequence is completed without automatically changing the remaining notes.

ETATS

Brouillon, Finaliserr, A voir et Vu

These statuses indicate work, review and validation. They should not be confused.

Enregistrer brouillon

Enregistrers the current state and allows continuing later. It does not assume the stage is ready.

Finaliser

Use only when the team considers the stage reviewed. It does not replace validation in Carnet/PDF.

A voir

Received note that still needs Navigateur validation.

Vu

Note accepted by the Navigateur. Modifying before Vu does not validate automatically.

Résultat attendu

The team knows when it is preparing, reviewing or accepting notes.

CHECKLIST

Avant un rallye reel

If any item fails, return to the corresponding step before the road.

Licence et role

Plan validated and device set as Pilote, Navigateur or solo.

Profil et degres

Profil actif, grades, DEPART/END and rounding tested.

Bibliotheque et boutons

Symboles and quick buttons reviewed.

Carnet et PDF

Configuration du Carnet validated in the PDF.

RecceConnecter

If there are two devices, connection tested before the road.

Rallyee et speciales

Clear names and test stage completed from start to PDF.

Résultat attendu

Digital in capture. Organised work. Papier when it makes sense.



REFERENCE RAPIDE

L essentiel

After learning the flow, use these concepts to guide the team and avoid wrong decisions.

Rallye

Event, training or test that groups stages.

Speciale

Speciale where notes are captured and reviewed.

Tableau

Structured view for component-based correction.

Carnet

Human view and visual base for PDF.

A voir / Vu

Validation status by the Navigateur.

Brouillon / Finaliserr

Enregistrer preparation or mark as ready.