

TOURCUE ORGANIZER GUIDE

The Event Day Console

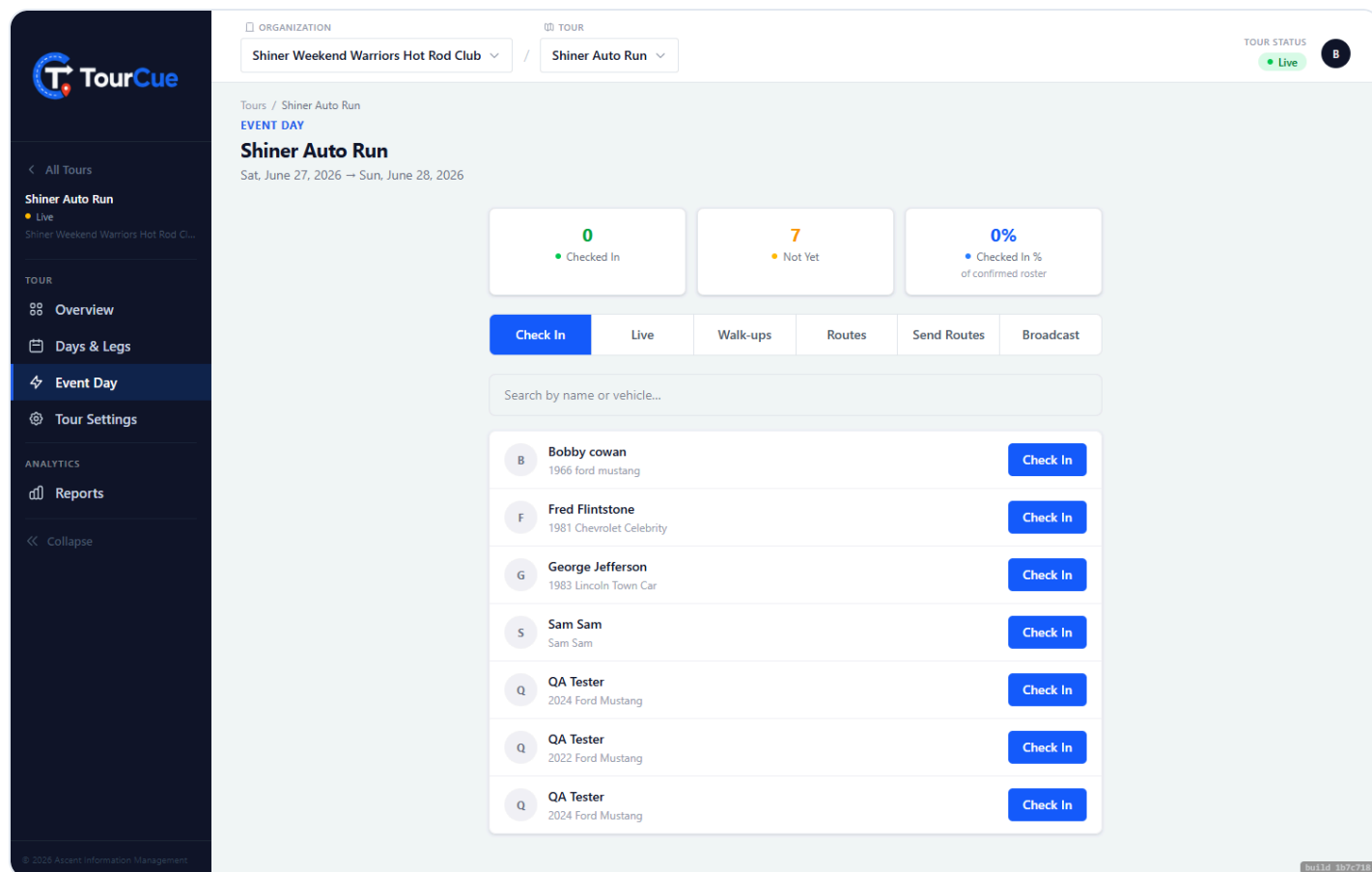
On event day, the live console is mission control — a handful of tabs you'll use in order.

► Watch the walkthrough video

► Watch the video: <https://www.tourcue.com/guides/10-event-day-console>

1 Check in & walk-ups

Search the roster and check people in as they arrive. Quick Add handles the walk-up who shows up unregistered — add them on the spot.



The screenshot shows the TourCue Event Day Console interface. On the left is a dark sidebar with the TourCue logo and navigation links: All Tours, Shiner Auto Run (Live), TOUR (Overview, Days & Legs, Event Day, Tour Settings), ANALYTICS (Reports), and a Collapse button. The main content area has a top bar with Organization (Shiner Weekend Warriors Hot Rod Club) and Tour (Shiner Auto Run) dropdowns, and a TOUR STATUS (Live) indicator. Below this, it shows 'Tours / Shiner Auto Run' and 'EVENT DAY'. The main title is 'Shiner Auto Run' with dates 'Sat, June 27, 2026 → Sun, June 28, 2026'. Three summary cards show: 0 Checked In, 7 Not Yet, and 0% Checked In % of confirmed roster. Below these are tabs: Check In (active), Live, Walk-ups, Routes, Send Routes, and Broadcast. A search bar 'Search by name or vehicle...' is present. The main list shows participants with their initials, names, vehicle details, and a 'Check In' button. The list includes Bobby cowan (1966 ford mustang), Fred Flintstone (1981 Chevrolet Celebrity), George Jefferson (1983 Lincoln Town Car), Sam Sam (Sam Sam), QA Tester (2024 Ford Mustang), QA Tester (2022 Ford Mustang), and QA Tester (2024 Ford Mustang). A footer shows '© 2026 Ascent Information Management' and a build number 'build-187c718'.

2 Live & routes

Watch your active drivers on the map in real time — who's where, who's behind — and review the day's legs with their join codes for the drivers' meeting.

3 Broadcast

Send a message — typed, or a saved quick message — to all active drivers. It arrives as a banner, a push notification, and a copy in their in-app inbox.