Championship Meet Administrative Referee

Welcome!

August 28, 2024

Introduction

Preparing for Higher Level USA Swimming Events

- Futures
- Juniors
- US Open
- Nationals

Introduction

Expectations Change at These Levels

- Complete command of rules and your meet packet
- More involvement in pre-meet work
- Better use of technology
- Expanded information output
- Extensive customer service
- FLEXIBILITY
- *Anticipation of issues and preparedness for the unknowns*

Meet Packets and Rules

Preparing to Succeed

Have the known aspects of the meet mapped out so that details do not get lost in the shuffle of running a meet.

Meet Packets and Rules

<u>Basic Rules</u>

102.5 – Seeding and Lane Assignments

102.5.2 – Swim-offs

102.23 – Timing Adjustments

104.2 Records

Meet Packets and Rules

Knowing the Knowable

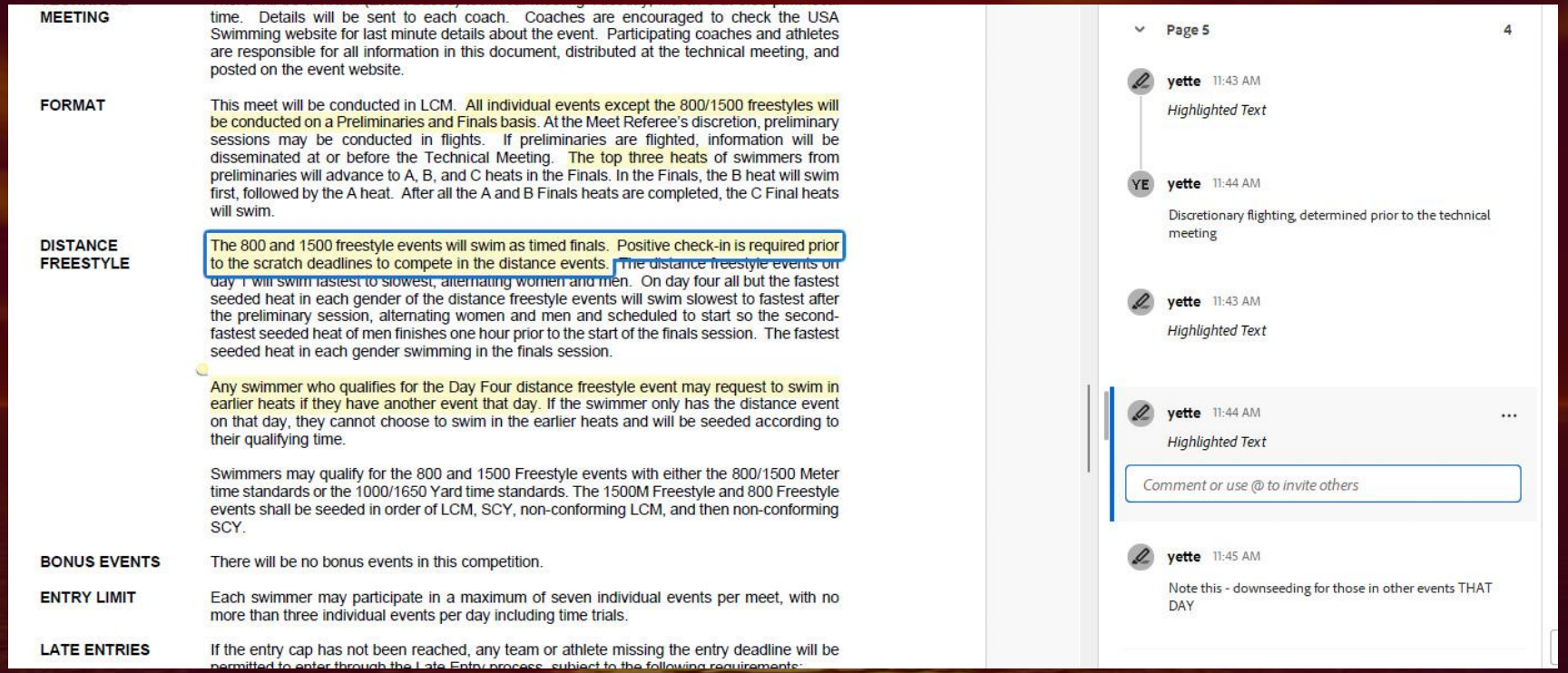
Skills start with command of the rules.

Preparation starts with the meet packet:

- Positive check in and effect
- Relay cards
- Seeding issues
- Athlete types and special circumstances (foreign athletes, AWD)
- Bonus and Exhibition
- Age restriction
- Exceptions

Meet Packets and Rules

Preparing to Succeed



MEETING	time. Details will be sent to each coach. Coaches are encouraged to check the USA Swimming website for last minute details about the event. Participating coaches and athletes are responsible for all information in this document, distributed at the technical meeting, and posted on the event website.
FORMAT	This meet will be conducted in LCM. All individual events except the 800/1500 freestyles will be conducted on a Preliminaries and Finals basis. At the Meet Referee's discretion, preliminary sessions may be conducted in flights. If preliminaries are flighted, information will be disseminated at or before the Technical Meeting. The top three heats of swimmers from preliminaries will advance to A, B, and C heats in the Finals. In the Finals, the B heat will swim first, followed by the A heat. After all the A and B Finals heats are completed, the C Final heats will swim.
DISTANCE FREESTYLE	The 800 and 1500 freestyle events will swim as timed finals. Positive check-in is required prior to the scratch deadlines to compete in the distance events. The distance freestyle events on day 1 will swim fastest to slowest, alternating women and men. On day four all but the fastest seeded heat in each gender of the distance freestyle events will swim slowest to fastest after the preliminary session, alternating women and men and scheduled to start so the second-fastest seeded heat of men finishes one hour prior to the start of the finals session. The fastest seeded heat in each gender swimming in the finals session. Any swimmer who qualifies for the Day Four distance freestyle event may request to swim in earlier heats if they have another event that day. If the swimmer only has the distance event on that day, they cannot choose to swim in the earlier heats and will be seeded according to their qualifying time. Swimmers may qualify for the 800 and 1500 Freestyle events with either the 800/1500 Meter time standards or the 1000/1650 Yard time standards. The 1500M Freestyle and 800 Freestyle events shall be seeded in order of LCM, SCY, non-conforming LCM, and then non-conforming SCY.
BONUS EVENTS	There will be no bonus events in this competition.
ENTRY LIMIT	Each swimmer may participate in a maximum of seven individual events per meet, with no more than three individual events per day including time trials.
LATE ENTRIES	If the entry cap has not been reached, any team or athlete missing the entry deadline will be permitted to enter through the Late Entry process, subject to the following requirements:

Page 5 4

yette 11:43 AM
Highlighted Text

yette 11:44 AM
Discretionary flighting, determined prior to the technical meeting

yette 11:43 AM
Highlighted Text

yette 11:44 AM
Highlighted Text
Comment or use @ to invite others

yette 11:45 AM
Note this - downseeding for those in other events THAT DAY

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Meet Packets and Rules

Preparing to Succeed

Thursday

Session 1		
1/2	10u Free Relay	Timed final event
27	13-14 800 Free Relay	Girls only. Timed final event – fastest heat in finals
3/4	10u 200 IM	Timed final event
11/12	11-12 100 Free	Circle seeded – three heats
13/14	1314 100 Free	Circle seeded – three heats
5/6	10u 100 Free	Timed final event
15/16	11-12 50 Back	Circle seeded – three heats
17/18	13-14 200 Fly	Circle seeded – three heats
7/8	10u 50 Breast	Timed final event
19/20	11-12 100 Breast	Circle seeded – three heats
21/22	13-14 100 Back	Circle seeded – three heats
23/24	11-12 400 Free	Timed final event – fastest heat in finals
25/26	13-14 200 Breast	Circle seeded – three heats
9/10	13-14 800 Free	Timed final event – fastest heat in finals Positive check in event Prelims seeded fast to slow

Session 2		
9/10	13-14 800 Free	Timed final – fastest heat only
11/12	11-12 100 Free	B/A Final
13/14	1314 100 Free	B/A Final
15/16	11-12 50 Back	B/A Final
17/18	13-14 200 Fly	B/A Final
19/20	11-12 100 Breast	B/A Final
21/22	13-14 100 Back	B/A Final
23/24	11-12 400 Free	B/A Final
25/26	13-14 200 Breast	B/A Final
27	13-14 800 Free Relay	Timed final – fastest heat only

August 28, 2024

Championship Meet Administrative Referee

Meet Packets and Rules

Preparing to Succeed

Knowing your meet:

- Physical set up
- Managing timing judge duties
- Handling Rule 105 issues
- Planning communication with the deck
- The “others” on your team
- Be a sounding board for your meet referee

Meet Packets and Rules

Preparing to Succeed

Design processes that work:

- For you
- For your meet
- For your facility
- For your team

Meet Packets and Rules

Preparing to Succeed

1. When is registration at the facility going to open (Tuesday or Wednesday?)
    a. I would like to create an online spreadsheet of contact information for the coaches attending the meet, since the OME contact list is not always the same thing.
    b. Can we arrange to have a QR code at registration for coaches – did this for the Open and it worked well, and Trey managed it effectively.
2. Physical setup –
    a. In the past at the Pro meets Westmont has built out a 2-level timing/administration desk immediately behind the DR/SR area.
    b. This is not their normal construction – do we know if that is the intention this year?
    c. If so, there has, in the past, been no reason to have a separate resolution desk – it is just handled at the end of the tables by the doors. Are you OK with this set up (it can bring more people to the table than would normally be there). If not, we can set up resolution just to the other side of the doors on deck, about 20' away.
3. I presume Omega and Bob will be there. If not, please let me know so I can think about what that means.
4. TV?
    a. If so, will they create the finals timelines?
    b. If not, let's discuss how you want the timelines to work/what interval, etc.
5. Time trials –
    a. I know, not my department, but Westmont has a shortage of volunteers and after the current juniors is going to be told they cannot have ISI office staff on site to manage things for a variety of reasons. Just something for you to think about.
6. What does capped at "approximately" 600 swimmers mean? This is not important but bothers me on some level I cannot explain.

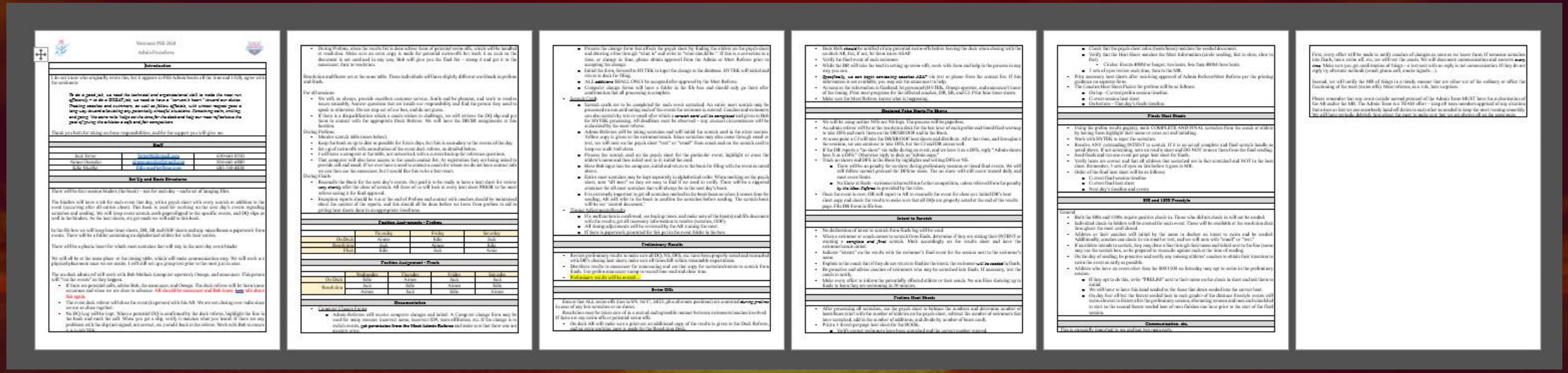
Meet Packets and Rules

Preparing to Succeed

- Admin team meetings
- Regular interfacing with the MR
- Setting and meeting expectations with other leads
- Active partner to coaches

Meet Packets and Rules

Preparing to Succeed



August 28, 2024

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“Special Characters”

* $ #

- What are they
- Where/When will they show up
- How do you deal with them
- Working with USA Swimming
- Make it easy for coaches to contact you

B. Review the posted psych sheet and make sure your swimmers do not have an symbol (“*”, “#”, or “$”) listed by their name.

“*” indicates an unproven time,
“#” indicates an athlete without a current USA Swimming membership,
“$” indicates the athlete is missing APT.

C. In the event of a symbol, contact the Administrative Referee immediately. It is your responsibility to do this. If ithe symbol s not cleared by the scratch deadline, the swimmer will be scratched from the event. If a time cannot be proved, the coach is subject to a $100 fine. You should make sure all your athletes’ times are in the SWIMS database.

“Special Characters”

- Registration Issue

$ - APT Issue

What are they
How to resolve
Record keeping
Working with coaches
Working with staff

August 28, 2024

Championship Meet Administrative Referee

“Special Characters”

*

Proof of Time

What does it mean
How to clear
What is an acceptable proof of time
Working with USA Swimming
If cannot clear, what’s next

Custom Timelines

Why?

- MM has limitations
- Coaches learn to trust our calculations
- Advantage to the athletes

Custom Timelines

Considerations

- Television/Live Stream
- Finals heats –
  - How many?
  - Order of heats and different intervals
  - Parades – How far? Which heats?
- Award process and placement
- “Moving Officials”

Custom Timelines

How To

- Information from Meet Manager
- Excel (Sheets?)
- Word

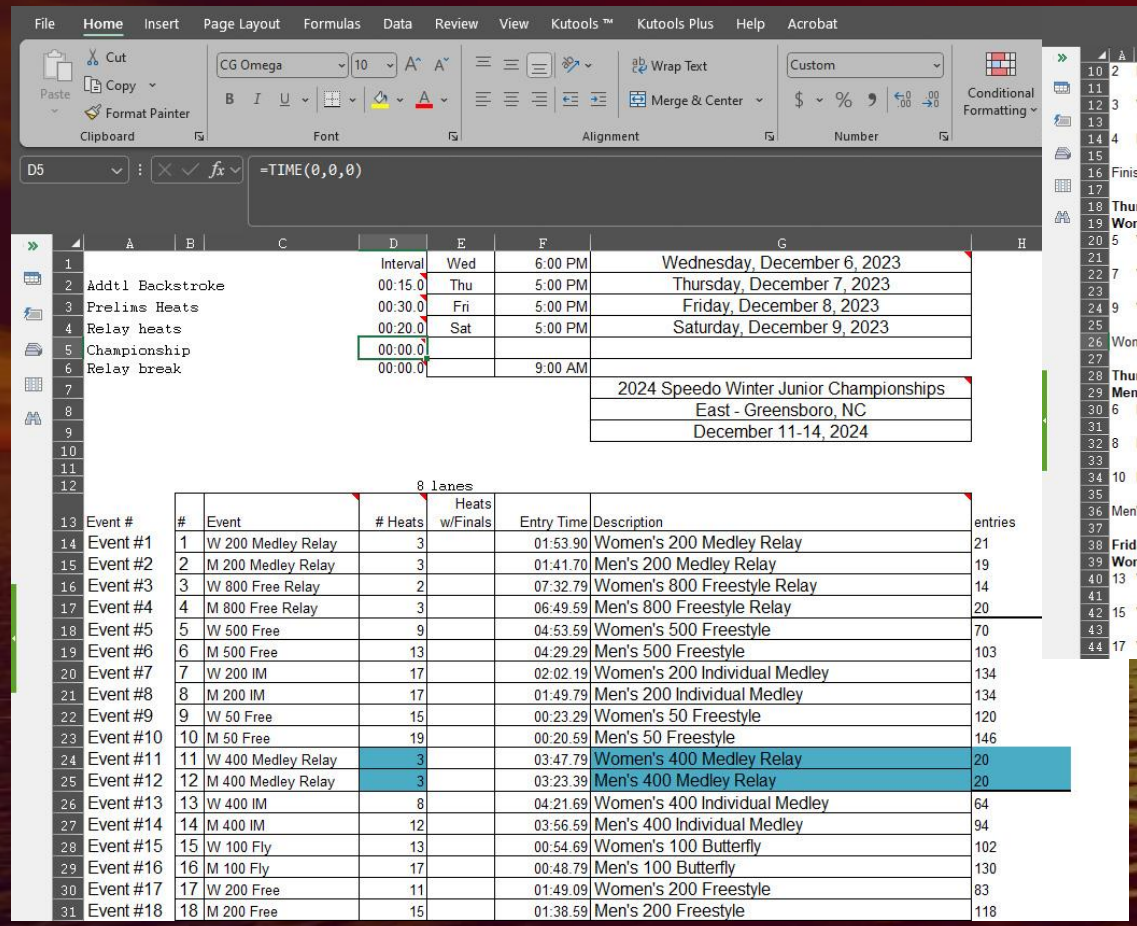
Custom Timelines

Information From Television/Live Stream

TIME OF DAY	EVENT	RUN TIME
5:57:00	W 200 FLY B	0:03:00
6:00:00	**W 200 FLY PARADE**	0:00:30
6:00:30	**W 200 FLY INTROS**	0:01:30
6:02:00	**W 200 FLY RACE**	0:03:30
6:05:30	**W 200 FLY INTERVIEW**	0:01:00
6:06:30	M 200 FLY B	0:02:45
6:09:15	**M 200 FLY PARADE**	0:00:30
6:09:45	**M 200 FLY INTROS**	0:01:30
6:11:15	**M 200 FLY RACE**	0:03:30
6:14:45	**M 200 FLY INTERVIEW**	0:01:00
6:15:45	W 50 Free B	0:02:00
6:17:45	**W 50 FREE PARADE**	0:00:30
6:18:15	**W 50 FREE INTROS**	0:01:30
6:19:45	**W 50 FREE RACE**	0:01:30
6:21:15	**W 50 FREE INTERVIEW**	0:01:00
6:22:15	M 50 Free B	0:02:00
6:24:15	**M 50 FREE PARADE**	0:00:30
6:24:45	**M 50 FREE INTROS**	0:01:30
6:26:15	**M 50 FREE RACE**	0:01:30
6:27:45	**M 50 FREE INTERVIEW**	0:01:00
6:28:45	W 100 BACK B	0:02:00
6:30:45	**W 100 BACK PARADE**	0:00:30
6:31:15	**W 100 BACK INTROS**	0:01:30
6:32:45	**W 100 BACK RACE**	0:02:30
6:35:15	**W 100 BACK INTERVIEW**	0:01:00
6:36:15	M 100 BACK B	0:02:00
6:38:15	**M 100 BACK PARADE**	0:00:30
6:38:45	**M 100 BACK INTROS**	0:01:30
6:40:15	**M 100 BACK RACE**	0:02:30

Custom Timelines

Excel Versions



		Interval	Wed	6:00 PM	Wednesday, December 6, 2023
Addtl Backstroke		00:15.0	Thu	5:00 PM	Thursday, December 7, 2023
Prelims Heats		00:30.0	Fri	5:00 PM	Friday, December 8, 2023
Relay heats		00:20.0	Sat	5:00 PM	Saturday, December 9, 2023
Championship		00:00.0			
Relay break		00:00.0		9:00 AM	
					2024 Speedo Winter Junior Championships
					East - Greensboro, NC
					December 11-14, 2024

8 lanes

Event #	#	Event	# Heats	Heats w/Finals	Entry Time	Description	entries
Event #1	1	W 200 Medley Relay	3		01:53.90	Women's 200 Medley Relay	21
Event #2	2	M 200 Medley Relay	3		01:41.70	Men's 200 Medley Relay	19
Event #3	3	W 800 Free Relay	2		07:32.79	Women's 800 Freestyle Relay	14
Event #4	4	M 800 Free Relay	3		06:49.59	Men's 800 Freestyle Relay	20
Event #5	5	W 500 Free	9		04:53.59	Women's 500 Freestyle	70
Event #6	6	M 500 Free	13		04:29.29	Men's 500 Freestyle	103
Event #7	7	W 200 IM	17		02:02.19	Women's 200 Individual Medley	134
Event #8	8	M 200 IM	17		01:49.79	Men's 200 Individual Medley	134
Event #9	9	W 50 Free	15		00:23.29	Women's 50 Freestyle	120
Event #10	10	M 50 Free	19		00:20.59	Men's 50 Freestyle	146
Event #11	11	W 400 Medley Relay	3		03:47.79	Women's 400 Medley Relay	20
Event #12	12	M 400 Medley Relay	3		03:23.39	Men's 400 Medley Relay	20
Event #13	13	W 400 IM	8		04:21.69	Women's 400 Individual Medley	64
Event #14	14	M 400 IM	12		03:56.59	Men's 400 Individual Medley	94
Event #15	15	W 100 Fly	13		00:54.69	Women's 100 Butterfly	102
Event #16	16	M 100 Fly	17		00:48.79	Men's 100 Butterfly	130
Event #17	17	W 200 Free	11		01:49.09	Women's 200 Freestyle	83
Event #18	18	M 200 Free	15		01:38.59	Men's 200 Freestyle	118

| | | | | |

Custom Timelines

Excel Versions



Estimated Prelims Time Line
2024 Speedo Winter Junior Championships
East - Greensboro, NC
December 11-14, 2024

Wednesday, December 6, 2023

		Heats	
1	W 200 Medley Relay	3	6:00 PM
2	M 200 Medley Relay	3	6:07 PM
3	W 800 Free Relay	2	6:14 PM
4	M 800 Free Relay	3	6:30 PM
	Finish Time		6:52 PM

Thursday, December 7, 2023

Women's Pool		Heats	
5	W 500 Free	9	9:00 AM
7	W 200 IM	17	9:50 AM
9	W 50 Free	15	10:34 AM
	Women's Prelims End		10:49 AM

Thursday, December 7, 2023

Men's Pool		Heats	
6	M 500 Free	13	9:00 AM
8	M 200 IM	17	10:06 AM
10	M 50 Free	19	10:47 AM
	Men's Prelims End		11:04 AM

Friday, December 8, 2023

Women's Pool		Heats	
13	W 400 IM	8	9:00 AM
15	W 100 Fly	13	9:40 AM
17	W 200 Free	11	10:00 AM
19	W 100 Breast	12	10:27 AM
21	W 100 Back	13	10:47 AM
	Women's Prelims End		11:10 AM

Friday, December 8, 2023

Men's Pool		Heats	
14	M 400 IM	12	9:00 AM
16	M 100 Fly	17	9:54 AM
18	M 200 Free	15	10:18 AM
20	M 100 Breast	15	10:52 AM
22	M 100 Back	15	11:15 AM
	Men's Prelims End		11:40 AM

Saturday, December 9, 2023

Women's Pool		Heats	
27	W 200 Back	12	9:00 AM
29	W 100 Free	14	9:34 AM
31	W 200 Breast	11	9:54 AM
33	W 200 Fly	8	10:26 AM
	Women's Prelims End		10:48 AM

Saturday, December 9, 2023

Men's Pool		Heats	
28	M 200 Back	13	9:00 AM
30	M 100 Free	16	9:34 AM
32	M 200 Breast	14	9:56 AM
34	M 200 Fly	11	10:33 AM
	Men's Prelims End		11:00 AM

Saturday, December 9, 2023

Women's Pool		Heats	
25	W 1650 Free	3	2:57 PM
	Women's 1650 End		4:00 PM

Saturday, December 9, 2023

Men's Pool		Heats	
26	M 1650 Free	8	1:40 PM
	Men's 1650 End		4:00 PM

The top heats of Event 25 & 26 will swim in Saturday's final session.

Custom Timelines

Excel Versions

	A	B	D	E	G	H	I	J	K	L	M	N
1		Wednesday	Thursday	Friday	Saturday							Scrolling
2	Start Time	6:00 PM	9:00 AM	9:00 AM	9:00 AM							
3	Interval	10:00.0	00:45.0	01:00.0	30:00.0	05:00.0	00:25.0	00:45.0 02:30.0 1:00 AM			00:45.0	02:00.0
4	Event #	Gender	Distance	Stroke	# Heats	Entry Time						
5	1	W	800	FR	4	08:52.89						
6	2	M	800	FR	4	08:16.09						
7	3	W	400	FR	6	04:19.19						
8	4	M	400	FR	8	03:59.29						
9	5	W	200	IM	10	02:19.49						
10	6	M	200	IM	10	02:05.79						
11	7	W	50	FR	10	00:26.29						
12	8	M	50	FR	13	00:23.39						
13	9	W	400	IM	5	04:55.29						
14	10	M	400	IM	7	04:28.79						
15	11	W	100	FL	9	01:01.69						
16	12	M	100	FL	10	00:55.09						
17	13	W	200	FR	9	02:03.09						
18	14	M	200	FR	12	01:52.19						
19	15	W	100	BR	9	01:12.19						
20	16	M	100	BR	12	01:04.09						
21	17	W	100	BK	10	01:03.69						
22	18	M	100	BK	10	00:57.29						
23	19	W	1500	FR	3	17:00.29						
24	20	M	1500	FR	5	15:50.99						
25	21	W	200	BK	8	02:16.99						
26	22	M	200	BK	9	02:04.49						
27	23	W	100	FR	12	00:56.99						
28	24	M	100	FR	14	00:50.99						
29	25	W	200	BR	8	02:36.09						
30	26	M	200	BR	12	02:04.49						
31	27	W	200	FL	6	02:15.79						
32	28	M	200	FL	7	02:02.79						
33												
34												

Wednesday, November 29, 2023
Thursday, November 30, 2023
Friday, December 1, 2023
Saturday, December 2, 2023

2023 Toyota U.S. Open Championships
Greensboro Aquatic Center Greensboro, NC
November 29 - December 2, 2023

How soon after prelims do time trials begin?
30

2023 Toyota U.S. Open Championships
Greensboro Aquatic Center Greensboro, NC
Thursday, November 30, 2023
Finals Time Line

			Consols	01:00.0
			Championship	02:40.0
			Ind Award	03:00.0
			BK Consols	01:30.0
Clear Pool			5:45 PM	05:00.00
National Anthem			5:50 PM	02:00.00
Awards Women's 800 Meter Freestyle (Top 3)			5:52 PM	
Awards Men's 800 Meter Freestyle (Top 3)			5:55 PM	
Event #3	Women's 400 Meter Freestyle	B Finals	6:01 PM	04:19.19
		Parade A Finalists	6:06 PM	
Awards Women's 400 Meter Freestyle			6:15 PM	
Event #4	Men's 400 Meter Freestyle	B Finals	6:17 PM	03:59.29
		Parade A Finalists	6:22 PM	
Awards Men's 400 Meter Freestyle			6:31 PM	
Event #5	Women's 200 Meter Individual Medley	B Finals	6:33 PM	02:19.49
		Parade A Finalists	6:37 PM	
Awards Women's 200 Meter Individual Medley			6:43 PM	
Event #6	Men's 200 Meter Individual Medley	B Finals	6:45 PM	02:05.79
		Parade A Finalists	6:49 PM	
Awards Men's 200 Meter Individual Medley			6:56 PM	
Event #7	Women's 50 Meter Freestyle	B Finals	6:58 PM	00:26.29
		Parade A Finalists	7:00 PM	
Awards Women's 50 Meter Freestyle			7:04 PM	

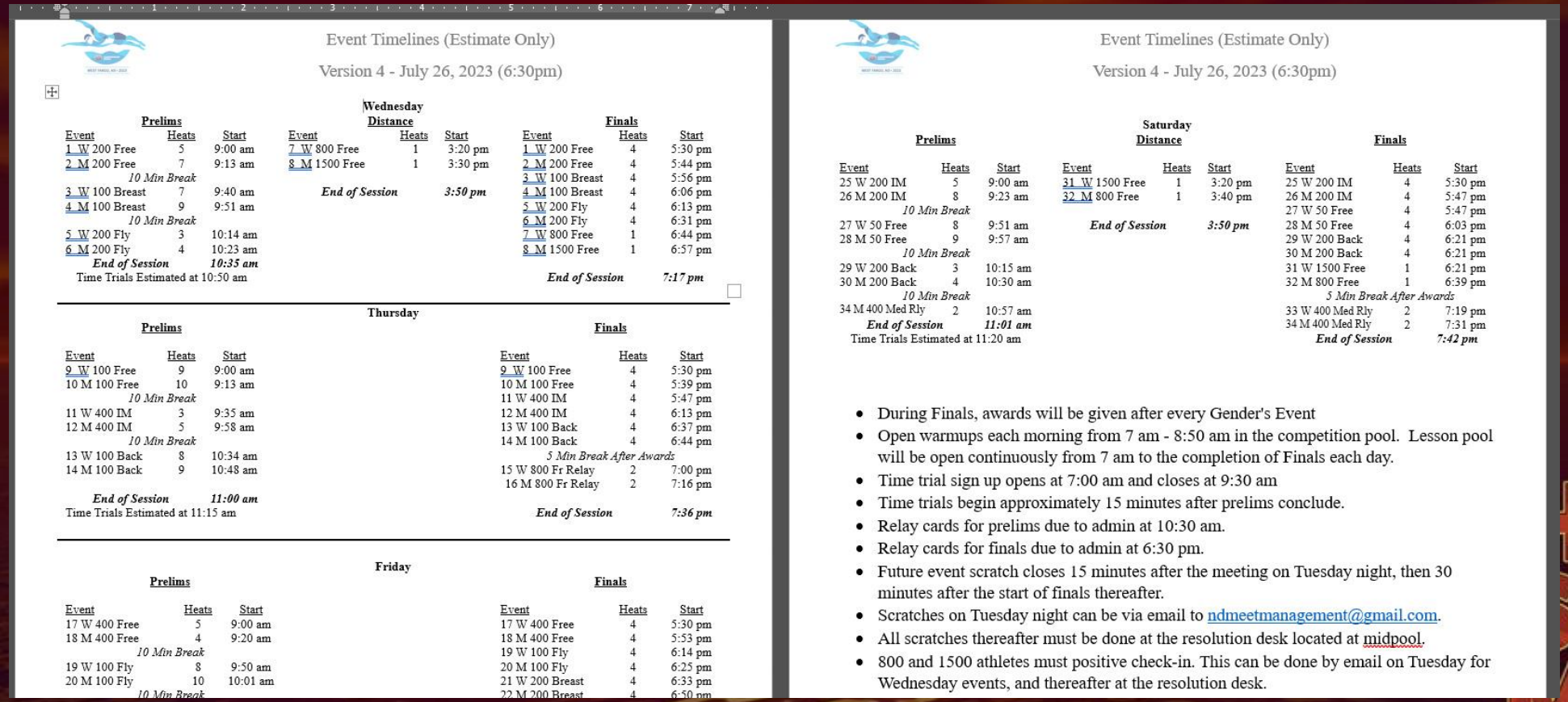
Custom Timelines

Word Versions

					Duration	Interval	Event Time									
21	w	1500	a		1000	180	1180	19.67	19	19	0.67	40	0.40	19.40	600	
22	m	1500	a		908	60	968	16.13	16	16	0.13	8	0.08	16.08	619.40	
23	w	2 im	b		137	180	317	5.28	5	5	0.28	17	0.17	5.17	635.48	
23	w	2 im	a		134	60	194	3.23	3	3	0.23	14	0.14	3.14	640.65	
24	m	2 im	b		124	180	304	5.07	5	5	0.07	4	0.04	5.04	643.79	
24	m	2 im	a		119	60	179	2.98	2	2	0.98	59	0.59	2.59	648.83	
25	w	200 bk	b		137	180	317	5.28	5	5	0.28	17	0.17	5.17	651.42	
25	w	200 bk	a		135	60	195	3.25	3	3	0.25	15	0.15	3.15	656.59	
26	m	200 bk	b		122	180	302	5.03	5	5	0.03	2	0.02	5.02	659.74	699.74
26	m	200 bk	a		118	60	178	2.97	2	2	0.97	58	0.58	2.58	664.76	704.76
27	w	100 fr	b		56	180	236	3.93	3	3	0.93	56	0.56	3.56	667.34	707.34
27	w	100 fr	a		54	60	114	1.90	1	1	0.90	54	0.54	1.54	670.90	710.90
28	m	100 fr	b		50	180	230	3.83	3	3	0.83	50	0.50	3.50	672.44	712.44
28	m	100 fr	a		49	120	169	2.82	2	2	0.82	49	0.49	2.49	675.94	715.94
23		2im	c		140	15	155	2.58	2	2	0.58	35	0.35	2.35	678.43	718.43
24		2im	c		127	15	142	2.37	2	2	0.37	22	0.22	2.22	680.78	720.78
25		2bk	c		139	15	154	2.57	2	2	0.57	34	0.34	2.34	683.00	723.00
26		2bk	c		126	15	141	2.35	2	2	0.35	21	0.21	2.21	685.34	725.34
27		1 fr	c		57	15	72	1.20	1	1	0.20	12	0.12	1.12	687.55	727.55
28		1 fr	c		50	15	65	1.08	1	1	0.08	5	0.05	1.05	688.67	728.67

Custom Timelines

Word Versions



Event Timelines (Estimate Only)

Version 4 - July 26, 2023 (6:30pm)

Wednesday

Prelims

Event	Heats	Start
1 W 200 Free	5	9:00 am
2 M 200 Free	7	9:13 am
10 Min Break		
3 W 100 Breast	7	9:40 am
4 M 100 Breast	9	9:51 am
10 Min Break		
5 W 200 Fly	3	10:14 am
6 M 200 Fly	4	10:23 am
End of Session		***10:35 am***

Time Trials Estimated at 10:50 am

Distance

Event	Heats	Start
7 W 800 Free	1	3:20 pm
8 M 1500 Free	1	3:30 pm
End of Session		***3:50 pm***

Finals

Event	Heats	Start
1 W 200 Free	4	5:30 pm
2 M 200 Free	4	5:44 pm
3 W 100 Breast	4	5:56 pm
4 M 100 Breast	4	6:06 pm
5 W 200 Fly	4	6:13 pm
6 M 200 Fly	4	6:31 pm
7 W 800 Free	1	6:44 pm
8 M 1500 Free	1	6:57 pm
End of Session		***7:17 pm***

Thursday

Prelims

Event	Heats	Start
9 W 100 Free	9	9:00 am
10 M 100 Free	10	9:13 am
10 Min Break		
11 W 400 IM	3	9:35 am
12 M 400 IM	5	9:58 am
10 Min Break		
13 W 100 Back	8	10:34 am
14 M 100 Back	9	10:48 am
End of Session		***11:00 am***

Time Trials Estimated at 11:15 am

Finals

Event	Heats	Start
9 W 100 Free	4	5:30 pm
10 M 100 Free	4	5:39 pm
11 W 400 IM	4	5:47 pm
12 M 400 IM	4	6:13 pm
13 W 100 Back	4	6:37 pm
14 M 100 Back	4	6:44 pm
5 Min Break After Awards		
15 W 800 Fr Relay	2	7:00 pm
16 M 800 Fr Relay	2	7:16 pm
End of Session		***7:36 pm***

Friday

Prelims

Event	Heats	Start
17 W 400 Free	5	9:00 am
18 M 400 Free	4	9:20 am
10 Min Break		
19 W 100 Fly	8	9:50 am
20 M 100 Fly	10	10:01 am
10 Min Break		

Finals

Event	Heats	Start
17 W 400 Free	4	5:30 pm
18 M 400 Free	4	5:53 pm
19 W 100 Fly	4	6:14 pm
20 M 100 Fly	4	6:25 pm
21 W 200 Breast	4	6:33 pm
22 M 200 Breast	4	6:50 pm

Event Timelines (Estimate Only)

Version 4 - July 26, 2023 (6:30pm)

Saturday

Prelims

Event	Heats	Start
25 W 200 IM	5	9:00 am
26 M 200 IM	8	9:23 am
10 Min Break		
27 W 50 Free	8	9:51 am
28 M 50 Free	9	9:57 am
10 Min Break		
29 W 200 Back	3	10:15 am
30 M 200 Back	4	10:30 am
10 Min Break		
34 M 400 Med Rly	2	10:57 am
End of Session		***11:01 am***

Time Trials Estimated at 11:20 am

Distance

Event	Heats	Start
31 W 1500 Free	1	3:20 pm
32 M 800 Free	1	3:40 pm
End of Session		***3:50 pm***

Finals

Event	Heats	Start
25 W 200 IM	4	5:30 pm
26 M 200 IM	4	5:47 pm
27 W 50 Free	4	5:47 pm
28 M 50 Free	4	6:03 pm
29 W 200 Back	4	6:21 pm
30 M 200 Back	4	6:21 pm
31 W 1500 Free	1	6:21 pm
32 M 800 Free	1	6:39 pm
5 Min Break After Awards		
33 W 400 Med Rly	2	7:19 pm
34 M 400 Med Rly	2	7:31 pm
End of Session		***7:42 pm***

- During Finals, awards will be given after every Gender's Event
- Open warmups each morning from 7 am - 8:50 am in the competition pool. Lesson pool will be open continuously from 7 am to the completion of Finals each day.
- Time trial sign up opens at 7:00 am and closes at 9:30 am
- Time trials begin approximately 15 minutes after prelims conclude.
- Relay cards for prelims due to admin at 10:30 am.
- Relay cards for finals due to admin at 6:30 pm.
- Future event scratch closes 15 minutes after the meeting on Tuesday night, then 30 minutes after the start of finals thereafter.
- Scratches on Tuesday night can be via email to ndmeetmanagement@gmail.com.
- All scratches thereafter must be done at the resolution desk located at midpool.
- 800 and 1500 athletes must positive check-in. This can be done by email on Tuesday for Wednesday events, and thereafter at the resolution desk.

Age Protected Final Heats

- Limitations in meet manager
- How do You handle
- “Soft Seeding?”
- Check for those “hidden” swim offs
- Working with the Hy-Tek Operator
- Working with your announcer

Use Technology to Improve Your Process

- Technology – it can hurt or help
- Internet and cell service at your facility
- Access to power
- Online check in and other online forms
- Getting information out of meet manager and into other formats
- Working with USA Swimming
- Get phone numbers or @#$% can happen…

Use Technology to Improve Your Process



Group Chats

- Have clear simple texting rules
- How many groups

Phone by Google / WhatsApp

Laptops / Surface Pro / iPads / Hy-Tek

Transferring responses to your paperwork

Key Takeaways

- Master the rules and your meet packet
- Customer service
- Have the basics worked out so you can be ready for the unexpected
- Communication!
- Always be learning

Questions?