

ADIRONDACK TEAMS ENTRIES TO SWIM MEETS

When entering athletes in any Adirondack Meet, Adirondack has voted (fall 2009 AD meeting of HOD) to allow NT or no time entries, in meets which do not require proof of time to enter.

Problems have occurred in the past with NT entries which have prolonged meets beyond the acceptable session time limits. Meet manager now does allow for estimates when NT entries are included. AD cannot be responsible for actual session times, when NT entries are allowed. All meets, which do not require a proof of time for entry, will allow NT entries, by default, unless stated in the meet announcement by the host team.

Adirondack Swimming Championship Meets will be verified against SWIMS for valid entry times. SWIMS has a feature which allows any meet to be verified for entry times against the National Database.

If you are not familiar with the importing of results to Team Manager, here is a brief summary of the process.

1. Be sure you have correct athlete data in your Team Manager file First....

All AD Meets are corrected for Athlete Data before the Meet is run and re-checked after the meet is run, before the results are uploaded to SWIMS. This assures we have loaded results to the correct athletes.

To check the correctness of your Team Manager Data, do the following;

1. Start Team Manager
2. Click the "File" option on the top left of the main page.
3. Move to the "Export" line and follow across to "Registration Reconciliation" and click
4. Save the file to the folder on your hard drive (TM uses the TM5Data by default)
5. Email this file as an attachment to the LSC Registrar or Webmaster
6. The file will be compared to SWIMS and you will receive a report of any errors.
7. FIX ERRORS !!!

2. To Import results from meets, Adirondack has supplied the results files on the Web Site.

From the Main Screen of the AD Web Site, click the "MEETS" tab along the top of the screen. Select the Meet Schedule for the Season you want results from.

On the Meet Schedule, each meet is on 1 row across the page. In the last column to the right, there are 3 Selections, "RESULTS", "HY3" and "MM". The Results link displays the results report, the MM link will prompt to Download the complete Meet Manager file backup.

When you click the HY3, you will be prompted to Download a results file.

1. Click the HY3 Link and Save the file to your TM5Data Folder.
2. You can Unzip the file if you like or you can let Team Manager handle it later.
3. Start Team Manager.
4. From the Main Team Manager Screen, select the "File" option on the top left.
5. Move to the "Import" line and then move across to "Meet Results" and click.
6. Team Manager will ask if you want to Unzip the file if you have not yet done so.
Be certain to Import the file with the .HY3 extension (CL2 is for Pre-Team Manager 4 versions)
7. READ THE MAIN IMPORT SCREEN. You can choose how much you want to import.
If you want the entire meet, don't select any filters.
If you just want to keep results from your team, be sure to select "AD" as the LSC and then select your club code from the drop down list.
The results selected will now be imported.

Repeat Step 2 for each meet your club has participated in. After this, your Team Manager file should be up to date and contain result times for every athlete who has swam in any meet.

If you have any questions or need any additional help, please contact the Webmaster.