

## Running a Meet Using Alternate Team Names

In LMSCs that have one large club, meets are sometimes held where the subsets of that club (“workout groups” or “chapters”) compete against each other. The meets are scored by workout group.

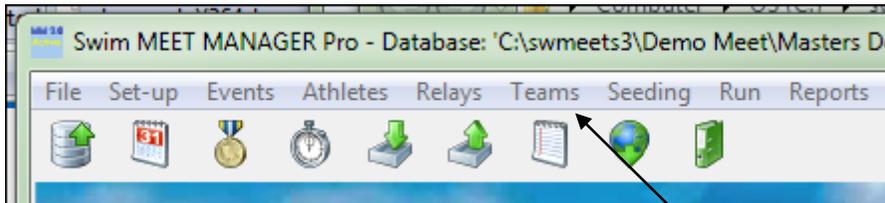
Meet results that are submitted to USMS must contain each swimmer’s official USMS club abbreviation (not their workout group designation). There is a way in Hy-Tek’s Meet Manager software to run and score a meet using workout groups, but to export the results using the official USMS club abbreviations.

In the following example, the meet is being held in the Border LMSC. All swimmers who are not Unattached are members of the official USMS club “Team Texas” (TEXX). The TEXX club has two workout groups, RGSC and COM, that are competing against each other in the meet.

LMSC: Border (BD)  
Official USMS Club: Team Texas (TEXX)  
Workout groups: RGSC, COM

### Setting up the Workout Groups and Club

First you must set up each workout group as a “Team” (the Meet Manager terminology).



Select “Teams” from the main menu

Team Edit

Team Abbr:  Full Team Name:

LMSC:  Short Team Name:  Team Status:

Division:  Alternate Team Abbr:  Alternate Team Name:

Team not eligible for team score point rankings (similar to Unattached) Region:

Address:

Office:

Home:

Fax:

E-Mail:

Country:

OK Cancel

Enter the workout group name and abbreviation here

Enter the official USMS club name and abbreviation here

Teams

Layout Add Edit Delete Coaches View Find Print Export to HTML Help

Team Name	ABBR	LMSC	Short Name	AltABBR
City Of Midland Aquatics	COM	BD		TEXX
Rio Grande Swim Club	RGSC	BD		TEXX
Unattached	UNAT		Unattached	

Note that in the Team list, the official USMS club appears as the "Alt ABBR" (Alternate Abbreviation)

## Entering Athletes

As you enter each athlete's name into the database, select their workout group from the pull-down list in the "Team" field.

The screenshot shows the 'Athlete Edit' window with the following fields filled out: Last Name: Compton, First Name: Fern, Pref Name: Fern, Birth Date: xxxxxxxxxxxx, Age: 67, Reg ID#: 531J-0WJ60, Team: COM-BD, City Of Midland Aquatics, Gender (M/F): F, Retain Gender checkbox, Build ID button, Status: Normal, Competitor #: 16, Disability (S, SB, SM): 0. A yellow callout box with an arrow pointing to the 'Team' dropdown menu contains the text: 'Select the swimmer's workout group as her team'.

The screenshot shows the 'Athletes' list view with a toolbar and filter options. The table below lists athletes with their last names, first names, middle initials, genders, ages, abbreviations, and team names. A yellow callout box with an arrow pointing to the 'Team Name' column contains the text: 'Each athlete's workout group is shown'.

A	B	C	D	E	F	G	H	I	J	K	L
Last Name	First Name	MI	Gen	Age	ABBR	Team Name	Registration #	Birth D			
Basinger	Chris	S	M	55	COM-BD	City Of Midland Aquatics					
Beck	J Steven		M	62	RGSC-BD	Rio Grande Swim Club					
Compton	Fern		F	67	COM-BD	City Of Midland Aquatics					
Conroy	Lisa		F	62	RGSC-BD	Rio Grande Swim Club					
Davis	Ken	G	M	44	UNAT	Unattached					
Fisher	Anthony	W	M	52	COM-BD	City Of Midland Aquatics					
Franco	James		M	41	RGSC-BD	Rio Grande Swim Club					
Goldman	Amy		F	57	RGSC-BD	Rio Grande Swim Club					
Hall	Carolyn		F	47	RGSC-BD	Rio Grande Swim Club					

## Printing Results

First, run the results report as you normally would. The report will display the swimmers' workout groups:

The screenshot shows the 'Results' application window. At the top, there is a menu bar with 'Select All', 'De-Select', 'Preferences', 'Memorize', 'View', and 'Create Report'. Below the menu bar is a toolbar with icons for navigation and printing. The main area contains filter settings for Gender (All, Male, Mixed, Female), Age Range, LMSC, and Rounds (All Rounds, Prelims Only). Below the filters is a table with columns: Day, Start Time, Session #, Course, and Session Title. The first row is highlighted in blue and contains 'All', 'All', 'S', and 'All Events'. Below this is another table with columns: Evt #, Rnd, Status, and Event Name. The first two rows are highlighted in yellow and have checkboxes checked. The first row is '1', 'F', 'Done', 'Mixed 100 SC Meter Freestyle'. The second row is '2', 'F', 'Done', 'Mixed 50 SC Meter Backstroke'. A yellow callout box with a black border contains the text 'Choose the events to print, then select "Create Report"' and has arrows pointing to the 'Create Report' button and the event table.

<b>Men 45-49 50 SC Meter Backstroke</b>						
1	531Z-0TJ63	Marshall, William S	46	COM-BD	NT	41.99
2	5317-0BJ50	Hancock, Thomas	45	RGSC-BD	NT	45.29
<b>Men 55-59 50 SC Meter Backstroke</b>						
1	531A-09J4J	Kennedy, Timothy H	59	RGSC-BD	NT	28.07
<b>Men 60-64 50 SC Meter Backstroke</b>						
1	5315-08J3B	Moore, Don	60	RGSC-BD	NT	32.76
2	531E-0LJ5S	Beck, J Steven	62	RGSC-BD	NT	35.87
<b>Women 160-199 200 SC Meter Freestyle Relay</b>						
1	City Of Midland Aquatics		A			
	1) Compton, Fern W67	2) Nieman, Laura W44		3) Hobbs, N		
2	Rio Grande Swim Club-B		A			
	1) Hansen, Vicki W30	2) Conroy, Lisa W62		3) Tomlin,		
3	Rio Grande Swim Club-B		B			
	1) Goldman, Amy W57	2) Hall, Carolyn W47		3) Taylor, S		

A yellow callout box with a black border contains the text 'The results display the swimmers' workout groups' and has an arrow pointing to the relay event details in the table.

Next, you can re-run the report so that it displays just the swimmers' official USMS club abbreviations:

The screenshot shows the 'Results' window with a menu bar containing 'Select All', 'De-Select', 'Preferences', 'Memorize', 'View', and 'Create Report'. Below the menu are filter sections for 'Gender' (All, Male, Mixed, Female), 'Age Range' (with input fields and 'LMSC' dropdown), and 'All Rounds'. A table below shows columns for 'Day', 'Start Time', 'Session #', 'Course', and 'Session Title'. A yellow callout box with the text 'Select "Preferences"' has an arrow pointing to the 'Preferences' menu item.

Day	Start Time	Session #	Course	Session Title
All		All	S	All Events

EVENT LIST				
	Evt #	Rnd	Status	Event Name
<input checked="" type="checkbox"/>	1	F	Done	Mixed 100 SC Meter Freestyle
<input checked="" type="checkbox"/>	2	F	Done	Mixed 50 SC Meter Backstroke
<input checked="" type="checkbox"/>	3	F	Done	Mixed 200 SC Meter Breaststroke

The screenshot shows the 'Report Preferences' dialog box with the 'Report Formats' tab selected. It contains sections for 'Athletes / Relays', 'Teams', and 'Miscellaneous'. A yellow callout box with the text 'Check the box for "Use Alternate Team Abbreviation and Name"' has an arrow pointing to the corresponding checkbox in the 'Teams' section.

**Athletes / Relays**

- List athletes with last name first
- Show athlete middle initial
- First name initial with full last name
- Full first name with last name initial
- Show athlete status with name
- Show birth year in place of age
- Suppress "A" re
- Always display

**Teams**

- Use home town in place of team
- Show 2nd Club with primary team
- Show country code with team name
- Suppress LSC team designator
- Use Alternate Team Abbreviation and Name

**Miscellaneous**

- Flag Over-Achievers with a "+"
- Flag Under-Achievers with a "-"
- 12 and Under as Under 13

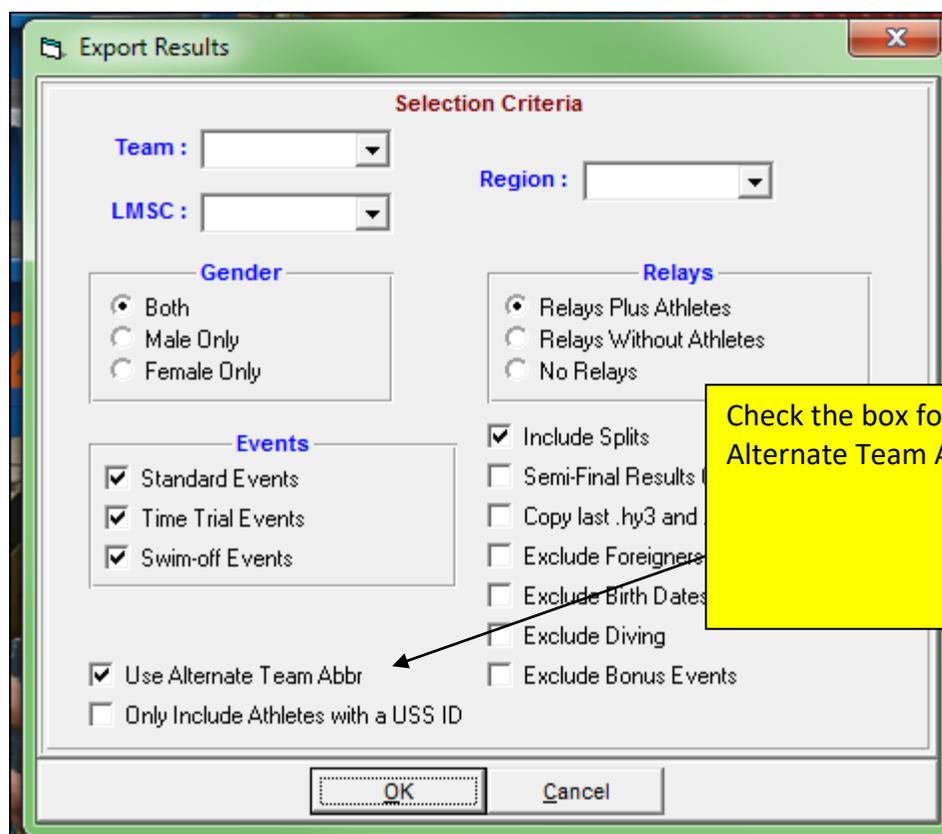
<b>Men 45-49 50 SC Meter Backstroke</b>						
1	531Z-0TJ63	Marshall, William S	46	TEXX-BD	NT	41.99
2	5317-0BJ50	Hancock, Thomas	45	TEXX-BD	NT	45.29
<b>Men 55-59 50 SC Meter Backstroke</b>						
1	531A-09J4J	Kennedy, Timothy H	59	TEXX-BD	NT	28.07
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1	5315-08J3B	Moore, Don	60	TEXX-BD	NT	32.76
2	531E-0LJ5S	Beck, J Steven	62	TEXX-BD	NT	35.87
<b>Women 160-199 200 SC Meter Freestyle Relay</b>						
1	City Of Midland Aquatics			A	NT	2:20.99
	1) Compton, Fern W67	2) Nieman, Laura W44	3) Hobbs, Melissa W42	4) Irwin, Ruth A W37		
2	Rio Grande Swim Club-B			A	NT	2:44.51
	1) Hansen, Vicki W30	2) Conroy, Lisa W62	3) Tomlin, Julie B W52	4) Roth, Becky W50		
3	Rio Grande Swim Club-B			B	NT	3:12.98
	1) Goldman, Amy W57	2) ...	...	...		

Note that the individual swimmers' USMS club (TEXX) is now displayed. The relay teams are still listed with their workout group names but we will see later that the exported results contain the USMS club name for the relay members, as well.

## Exporting Results

When exporting the results that will be uploaded to the USMS database, the meet director will want to make sure to export them using the official USMS club designations and not the workout group designations.

The screenshot shows the 'Swim MEET MANAGER Pro' application window. The 'File' menu is open, and the 'Export' option is selected. A yellow callout box points to the 'Export' menu item with the text: 'Select: File, Export, Results for Team Manager or SWIMS or NCAA Database'. A second yellow callout box points to the sub-menu item 'Results for Team Manager or SWIMS or NCAA Database'.



Note that the resulting CL2 export file contains the official USMS club, TEXX, for all swimmers (both individual and relay):

```

D35314-097D6   Laura
D02BD   Taylor, Mark R           531J-095U3   A   1007197833MX  502  2 UNOV09
D3531J-095U3   Mark
E02BD   ABDTEXX B 2006 5 UNOV16005142011           2:20.99S
F02BD   BDTEXXACompton, Fern           531J-0WJ60   0721194467F  1
G02BD   Compton, Fern           531J-0WJ60   1 4 0C
F02BD   BDTEXXANieman, Laura           5314-097D6   0801196744F  2
G02BD   Nieman, Laura           5314-097D6   1 4 0C
F02BD   BDTEXXAHobbs, Melissa           531W-09JTE   0822196942F  3
G02BD   Hobbs, Melissa           531W-09JTE   1 4 0C
F02BD   BDTEXXAIrwin, Ruth A           531K-08E79   0321197437F  4
G02BD   Irwin, Ruth A           531K-08E79   1 4 0C
C12BD   BDTEXXRio Grande Swim Club
D02BD   Beck, J Steven           531E-0LJ5S   A   0420194962MX  502  2 UNOV09
D3531E-0LJ5S   J Steven
D02BD   Conroy, Lisa           531W-0N43S   A   0418194962FX 1001  1 UNOV09

```