Chapter 4

Meet Management
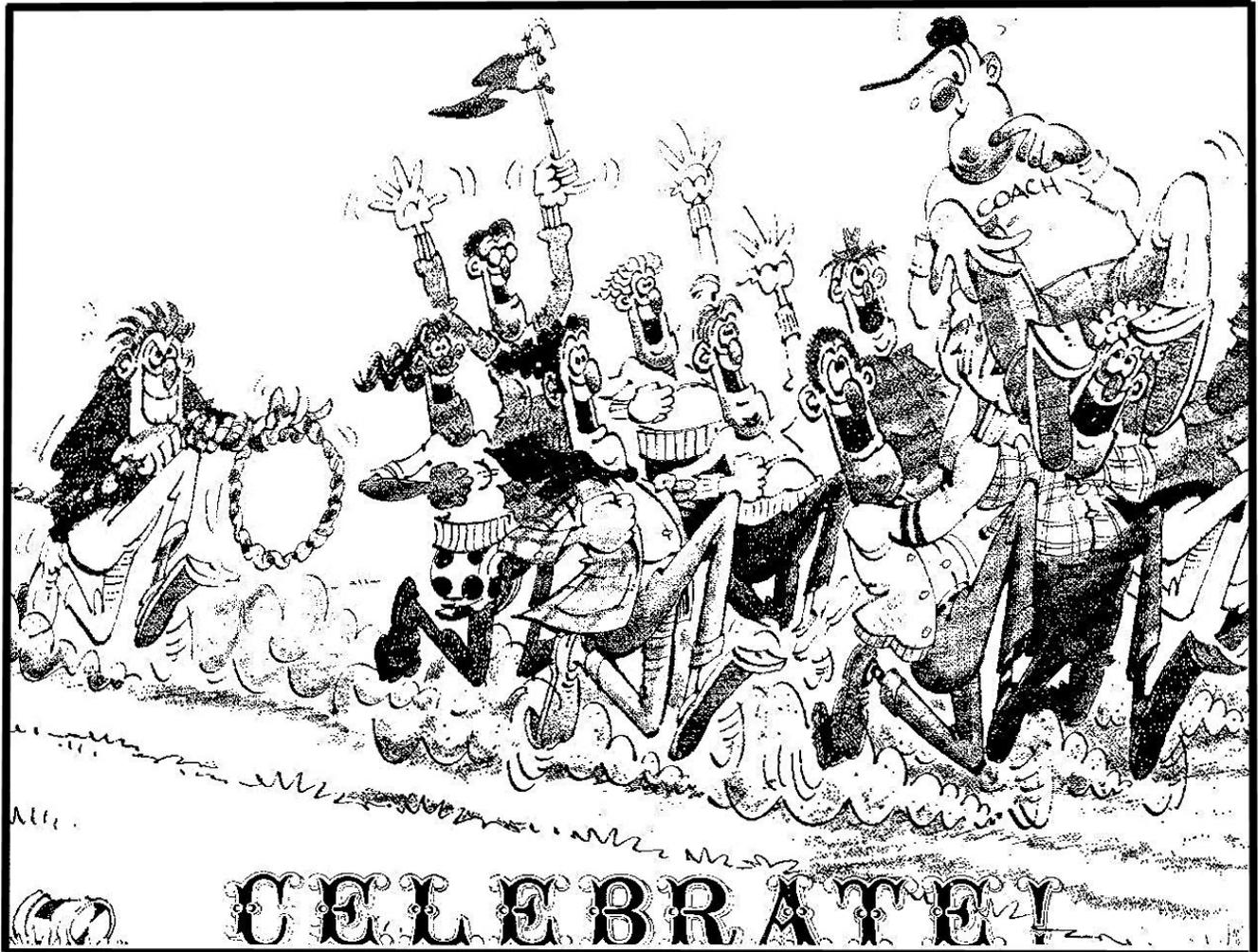
**Chapter Outline**

 I. Pool Preparation

 II. Meet Workers

 III. Sample Dual Meet Paperwork

 IV. Hosting a Championship Meet

 V. Preparing for an Away Meet

A.   Pool Preparation

All success in the arena of meet management parallels any successful strategy in any management arena: it is pro-active. Anticipate what you will need and take steps to make sure all needs are met before they become a problem. If you practice in the same pool where you will host your meets, you have an advantage. Familiarize yourself with the equipment you have. If you are not in control of the competition pool, use a combination of education and a detailed concrete plan to make your meet run smooth. A well run meet is like a good official; operating best when minimally noticed.   Here are some hints to ensure your pool is prepared for competition.
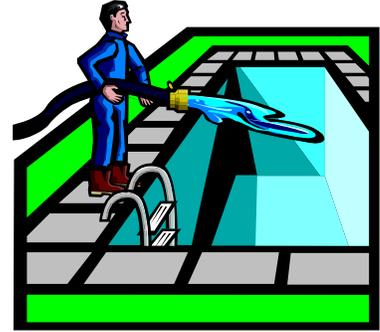
If you have control over such things, make sure the temperature and water levels are where you want them. The optimum water temperature is between 78° and 82°. You want the water to be stimulating upon diving in; not frigid, but not bath water either. You need to educate the maintenance staff to your special needs on race days. Community pools are generally maintained at about 84° or 85° for water aerobics, children, lessons, and other community activities. Know how much time it takes to get the water cooled off per degree of temperature and work backwards, so the water temperature is where you want it by the time warm-ups start.   The gutter flow should handle large amounts of overflow during races.   Operating at a normal "skim" level with normal amounts of water may not be adequate once there is a lot of swimming and diving, this may result in an overall loss of water, causing increased turbulence to the outside lanes and turns during races. Gear the overflow systems to handle the increased volume of water before the warm-up period starts. Lane lines next to the side wall gutters will help if the width of the pool will allow it.

The following hints are offered to help you conduct better and more exciting dual meets for your swimmers.
1. If you are hosting a meet, you should notify the visiting team one or two weeks in advance and advise them of:
2. Warm-up times
3. Meet format
4. Information about your pool (water depth, timing system etc.)
5. What they will be expected to furnish for the meet (diving judges, master entry list, entry file for the computer, entry cards for the timers, etc.)
6. The voluntary dive for the meet and how the diving will be conducted.
7. What J.V. heats will be held and when they will be swum.
8. Many computer programs for meets now allow the visiting team to put their entries on a disk and bring them to the meet, furnish a disk in your mailing. Entries can also be submitted by attaching the file to an e-mail.

See a sample in the references section of this chapter

1. **Lane Lines** - Know where the lane lines for meets are stored and how they are installed. Most pools will have some type of disk lane lines that disperse the water as it is struck. If you do not have this type of system, put it high on your "wish list."   Good lane lines help swimmers go faster by reducing turbulence within the lanes. (Most pools will use the same lane lines for meets as are used for practice.) Secondly, don't put in or take out the lane lines yourself. You have other responsibilities to take care of. Educate your team on how to put in and take out the lines. The correct tension on most lane lines is where they are tight enough to have about an inch or two play when someone swims in the lane. Make them too loose and fast swimmers can literally tighten the lane on slower swimmers in the adjacent lane(s). Make them too tight and run the risk of having the cable snap. Also, keep the swimmers in the pool off of the lane lines. You're in big trouble if a cable breaks just before or during a meet. If diving is also held in the competition pool, you will have to put in lane lines in the diving area before the meet begins. They will also necessitate taking out and putting in before and after the diving competition. When the meet is over, store them with care so they are ready for the next time you need them.
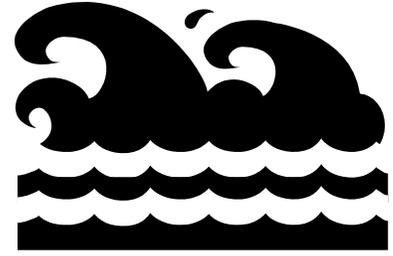
2, **Timing System** – Check out the timing system at least a week before your first meet. Know how your system operates. If there is trouble during a meet, you need to be able to quickly get things back on track.
   1. Check all of the **touch pads** and **cable** or **deck mounted plates** to make sure they are operating correctly. Touch pads are generally good for about 7 years, and then they need to be replaced.
      a. Many teams try to replace one or two pads each year from their budget.
      b. The pads are highly sensitive mechanisms and need to be handled with extreme care.
      c. The life of the pads can be extended by not having them installed for the warm-up. With a good crew, it will only take a couple of minutes to install them before the meet starts.
   2. Make sure the **display board** is functioning for all lanes.
   3 The **starting system** microphone, speaker(s), starting signal, and strobe light should all be checked. If the horn system is battery powered, make sure the battery is fully charged before the meet. It is generally a good idea to plug in the charger the day before a meet. There is no damage to the system if the charger is left on overnight.
      a. Check the accuracy of the timing system with a stop watch. Any error of more than .3 indicates there may be problems with the system.
      b. If you use a starting pistol, make sure there are enough cartridges for the whole meet including false starts and last lap signal for the 500 Free.
   4. Check all the watches to ensure the batteries are good. Keep a few extra batteries available and replace old ones at the first sign of them dying. Store the watches in a safe dry place.

3. Recall Rope and Starting Blocks

1. Check the recall rope for signs of wear. Also know how the rope is operated (wall anchors, poles mounted in the deck, etc.) It will probably require another person during the meet to release the rope in case of the false start.
2. Recent rule changes involving the depth of the water at the starting end and the height of the blocks allowed has been a major problem in older pools. Make sure your blocks conform to current National Federation rules. Many pools now have blocks that will have to be put in before the meet and taken out after.
   a. Check each block for stability when they are installed and tighten loose platforms.
   b. Orange cones or safety covers need to be in place and removed by the referee to designate sprint lanes during warm up.

4. Backstroke Flags, Lap Counters, Etc.

1. Backstroke flags need to be in place before the meet begins. At many pools the flags cannot be put up until the divers have finished their warm up. Designate someone to be in charge of putting them up and taking them down at the appropriate times during the meet.
2. Check the lap counters and diving flash cards to make sure they are complete and in working order. Have them available before the end of the preceding events so there are no delays in the meet. Always leave the lap counters at lap one as a courtesy to the people operating the numbers.

5. Know the Rules

1. Knowing the rules will prevent you from losing points as a result of poor pool preparation. Have your own copy of the rule book at the meet in case any questions might arise.
2. Diving sheets and entry cards should be legible and available for the visiting team(s) if necessary. The flow of the meet can be interrupted if the announcer is trying to read off forms and cards that are confusing and/or illegible. Remember that first and last names are required on all entry cards, diving sheets, and the final meet results. Have at least two copies of the score sheet available at the scorers table.
3. Computer programs, such as Hy-Tek Meet Manager, let the meet almost run by itself after the information has been entered. These programs can do entries, lane assignments, times, place, score, etc. With the technology now available, it is a great investment to prevent premature gray hair, ulcers, high blood pressure, etc.
   a. There are computer programs also available for diving that compute scores and have results available as soon as the dive is complete.

4. If you are unable to swing the computer, printers, and computer programs for your meets, make sure you have competent people on the table to ensure quickness, accuracy, and legibility of the results. Often the success of a well managed meet hringes on the surface production of a quality meet results sheet.

6.   Public Address System

5. Check out the system a week before your meet to allow you enough time to remedy any problems. Know what sound level settings are best for the acoustics of your pool.
6. Have a high quality recording of the National Anthem to play before the meet begins. The Anthem always dresses up any competition and is much classier than reciting the pledge of allegiance. However, the pledge of allegiance is far better than doing nothing to honor America.
7. Having music to play during the warm-up also spruces up your meet. Play the school's fight song or special musical number as your team comes out from the team or dressing room. *Remember to keep all the music and pre-meet hoopla in good taste that cannot be construed as unsportsmanlike behavior or taunting by the meet officials. The purpose here is to fire up your team but not embarrass or degrade the visiting team(s).*
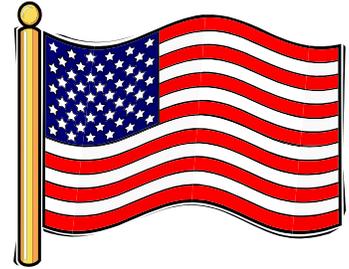
B.   Meet Workers

In conjunction with pool preparation, a good meet occurs when you have a good staff to administer the meet. These are some elements to consider:

1.   Officials

If the athletic director is in charge of hiring officials and issuing the contracts, you are fortunate. Most coaches are responsible for obtaining officials to administer the meet. Make it a point to know who the good officials in your area are. It is best to have at least two officials whenever possible. Check with your state high school activities association to find out when and how officials become certified and find a couple of parents or adults to become certified. In a year or two you will have a pool of people you can call on to help you with meets. In some areas where good officials are in limited supply, make sure you have at least one that is trained and competent, then if you can get a second official, even if they are a novice; put the first official in the area with the most responsibility. You need to know the rules so that you understand the jurisdiction of each official, what they are able to call, and what they can not call. Officials should arrive at least one-half hour prior to the start of competition to check the equipment, meet with the team captains, etc. Most officials are there for the swimmers and to ensure fair competition, not for an ego trip; but there are a few of those out there.

During the diving, one official will act as a diving judge while the other serves as the diving referee. Those responsibilities are usually left up to the officials at the meet.

At the end of the meet, make sure the officials and coaches sign the meet results. As a professional courtesy, pay them promptly. Few things will leave you with egg on your face as much as not having the money ready for them after they have rendered their services.

If you are in charge of getting officials for your meets; you may ask the visiting team if they have any officials who would be willing to work the meet. This will help insure fairness and impartiality as observed by the spectators and swimmers.

2. The Scorers Table Help

1. The announcer
    Having a good announcer is critical to running a good meet. The voice needs to be strong and articulate. A weak voice, poor acoustics, or inaccuracy of reporting can destroy what is otherwise a well run meet. Good announcers arrive early enough to trouble shoot any possible difficulties with the pronunciation of names, insertion of exhibition events, names of coaches and captains, etc., so that once the meet begins, they are aware of what to expect. Prior to the meet, the announcer should also check the PA system for correct sound levels

    a.   Make sure the P. A. system is working properly.
    b.   Get team names, mascots, and coaches' names before the meet begins.
    c.   Ask about any questionable name pronunciations.
    d.   Have a list of event records (if applicable)...announce any new records that are set.
    e.   Make sure the National Anthem is ready to be played.
    f.   Allow time for bursts of cheering and applause
    g.   In dual meets, announce the visiting team first.
    h.   Don't talk between the time the referees whistle is blown and the gun/horn begin the race, except, when necessary to ask the crowd for quiet.
    i.   Remember to announce all disqualifications.
    j.   Call the referee or meet director if there are any problems at the scorers table ... don't wait until later.
    k.   Never allow your voice to show displeasure with any aspect of the meet.
    l.   Keep the microphone turned off except when making announcements.
    m.   Make or get an outline of things you will be saying.

    A script for the announcer of the swimming and diving events can be found in the resources section of this chapter.

3. Scorekeeper

General information
b. Make sure you have a supply of pencils, paper, and forms available at the table.
c. Always print clearly.
d. Keep unauthorized people away from the scorers table
c. Get the event results to the announcer as soon as possible.
d. Call the referee or meet director if there are any problems ... don't wait until later.
e. Watch the time cards for obvious errors.
f. Have a diving calculating device of some sort available.
g. If using electronic timing, do not clear the machine until instructed.
h. **BE ACCURATE** ... Remember, in many cases you are making the only permanent record of the meet.

If the meet is set up in a computer program, accuracy in reporting is essential, but otherwise it is just a matter of making sure all systems are operating correctly.

If the meet is run without a computer program, not only is accuracy important, but also legibility. Taking the time to print clearly and correctly is more important than speed. It is better to be a little behind than to have to go back and correct earlier mistakes. The more teams that are involved in the meet, the more complicated the paper work will be (dual, triangular, double dual, etc.) Your table help will also need to have a copy of the type of scoring that the meet will use (4, 6, or 8 lanes).

If you have a copier available, only one result sheet is needed. If you do not have a copier, you will need to use carbon or NCR paper at the table. When time allows, double check all times, places and scores. At the conclusion of the meet, the results will need to be signed by the officials and coaches.

4. Timing System Operator

This person must be familiar with whatever timing system is being used. There are excellent training manuals that accompany any system. The operator should take time to become totally familiar with the essential operations before the meet and how to eliminate potential problems that may arise during the meet:

a. How to reset the system after a false start
b. How to shut off lanes that are not being used
c. How to indicate a disqualification
d. How to reactivate the touch pads after a relay swimmer has failed to leave the pool before the pad was rearmed
e. What to do if a swimmer misses the pad or does not touch it hard enough on the finish

Most of these operations are very quick and easy to do once they catch on to how the system operates.

The operator should be located even with start/finish wall with a clear view of all the touch pads so that any problems with touches can be spotted. The system will link to a computer program that will transfer all the information from the system and print out the order of finish, the times of each swimmer, and the team scores after that event. After the completion of the meet the result sheets for the coaches should include the splits of the swimmers in each event. Coaches may also want a backup disk of the meet to take with them.

5. Timers

Despite the accuracy of fully automated systems, you should always have manual back-up watches in each lane. In states where the seasons are not concurrent, members of the opposite gender's team make great timers. They know the events, and with minimal instruction, will do the job properly because they know how important it is. In states where the girls and boys seasons are concurrent, you will need to rely on the parents or an Age Group/Jr. High team for help.

Touch pads and even the entire system can be shut down by someone tripping over a power cord. No one wants the meet decided on a close race where the automatic system was out and there were no backup timers.

Timers should arrive early enough to become familiar with the operation of the stopwatches and time check with the referee. The following basics should also be explained:

1.   Start the watch with the forefinger of the dominant hand, not the thumb.
2.   Start the watch at the flash of gun or strobe, not the sound.
3.   If buttons are used for a backup, switch the watch into the non-dominant hand. Use the forefingers of both hands to trigger both at the finish.
4.   Stop the watch when the hand or body contacts the finish wall. If the swimmer misses the pad on the finish or stops it with the head, you can note on your lane card that there was such a touch which may result in a large discrepancy between the automatic and handheld times.
5.   If the automatic times are shown on the display board, check the accuracy of your watch time after every race. If there is a problem, contact the referee immediately.
6.   Do not reset the watch until told to do so by the referee just prior to the beginning of the next race.
7.   Get a solid base and lean out over the finish end to get an accurate time. Do not back away or flinch because of a splash by the swimmer at the finish.

While it is inevitable that the emotions of the times will side with the home team, make sure that the timers know the importance of fair play and of performing their role in accordance with the rules. Timers unavoidably get wet. Have them dress in appropriate attire, usually in shorts, T-shirt and barefooted or in sandals. If there is enough money in the budget or if you can get a sponsor, providing the timers with T-shirt will dress up a meet.

If there is not an automatic timing system, you are required to have at least two timers in each lane and preferably three. In that case, each lane should have a head timer that records all the times in the same order each time and determine the official time.

1. 3 Watches
   a, With three different times, the middle time is official
   b. If two watches are the same, that is the official time
2. 2 Watches
   a. If the two times do not agree, then the average is the official time

A runner or chief timer is also needed to collect the cards after each event and deliver them to the scorer's table.

6. Diving Officials

Most teams do not have the luxury of separate diving officials. Normally the meet officials are also the diving officials. Someone needs to be responsible for checking over the diving sheets for accuracy before the diving competition begins.
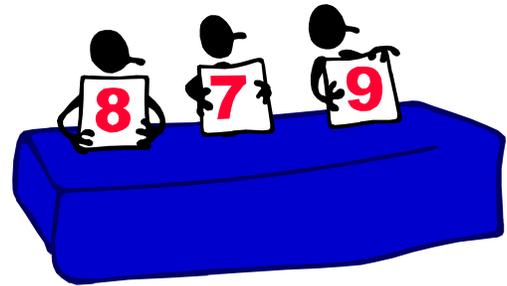
7. Miscellaneous

a. **Runner** – this person is responsible for picking up the entry cards from each lane after the completion of race and taking them to the scorer's table.

b. **False Start Rope** – Even though a false start rope is no longer required, if the shape of your pool allows the use of one, use it during meets. You may need to use some type of weight to ensure that the rope will cover all of the lanes when it is dropped. You need two people for this, it becomes a full time job taking the rope to the 45 foot mark for the start and returning for each race. If you use poles or attach one end of the rope to a wall or pole, one person can easily perform this duty, whoever it is make sure they know how to reset the rope in the event of a false start. Those responsible for the recall rope need to be alert at the start of the race and know the signal for a false start.

8 This Really Works

Conduct an intra-squad meet a week prior to the start of your season. This will give you the opportunity to check all of the equipment, the officials a chance to practice and the swimmers will learn the procedure to be followed during meets and get rid of the early season jitters.

Resources
Section 4-1

Sample Dual Meet Paperwork

When preparing for a dual meet you need to make sure all participants, whether varsity or junior varsity, are in the events you want them in; and at the same time not exceed the maximum entries allowed. Nothing will send you scrambling for plan B, as fast as having a swimmer come up before the start of the meet and saying, "Coach, you have me three individual events." One way to accomplish this is by using a form that allows both you and the swimmer to quickly scan the meet line up.

Keep in mind that the more you standardize your way of doing things, the less likely you are to make an error in any type of meet. This is why many coaches use the same sheet for dual meets as well as invitational and championship meets.

Enclosed in this section are sample of several forms that can help you prepare for dual, tri meets, etc. Feel free to make changes in any of the forms to adapt to your situation.

Forms in this section:
1. Announcer's script (108 & 109)
1. Letter to visiting teams (110)
2. Swim Meet Help (111)
3. Dual meet line-up (112)
4. Entry cards (113)
5. Split sheets (114)
6. Score sheets for dual meets (115)
7. Diving Forms (116 & 117)
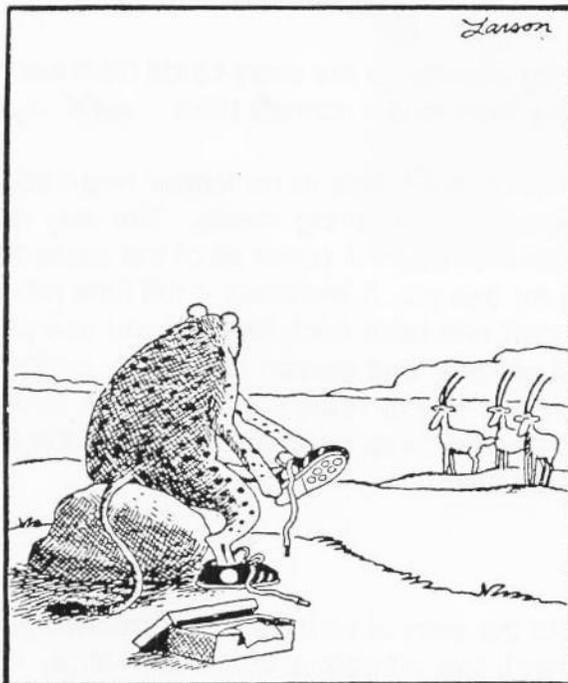
ANNOUNCER'S SAMPLE SCRIPT FOR DUAL MEETS

1) Good (morning, afternoon, evening) ladies and gentlemen and welcome to the
    _____ swimming pool for today's meet between the ___(mascot)___
    from ___(visitors)___ High School and the ___(mascot)___ from ___(home)___ High
    School.

2) ___(visitors)___ High School is coached by _____, and assistant coach(es)
    _____. Team captain(s) is/are _____.

3) ___(home)___ High School is coached by _____, and assistant coach(es)
    _____. Team captain(s) is/are _____.

4) Official(s) for today's meet is/are:
          Referee ___(name)___,
          Starter ___(name)___,
          Stroke-Turn ___(name)___.

5) Today's meet will be scored as follows:
          Individual events 1st -- 6, 2nd -- 4, 3rd -- 3, 4th -- 2, & 5th -- 1
          Relay events -- 1st -- 8, 2nd -- 4, and 3rd -- 2

6) ___(visitors)___ High School will swim in lanes ___, ___, & ___.
    ___(home)___ High School will swim in lane ___, ___, & ___.

7) Ladies and gentlemen we invite you to stand as we honor America and join us in the
    singing of our National Anthem.

8) This is the first call for event # 1 girls 200 yd. Medley Relay.

9) *(Announce before the first event only)*
    Ladies and gentlemen, it is requested that there be complete silence at the
    beginning of each race. We encourage you to cheer during the races, but ask that
    there be no talking or cheering from the time the Referee blows their whistle until the
    race has begun. Thank you in advance for your cooperation.

10) The ___(1st, 2nd, etc.)___ event is the ___(name of event)___.
          In lane ___ is ___(first & last name)___ of ___(school)___.
          In lane ___ is ___(first & last name)___ of ___(school)___.
          (Continue through all lanes)

11. The results of the last event are:
    In 6th place ___(1st and last name)___ of _____ with a time of _____.
    In 5th place _____ of _____ with a time of _____.
          (Continue through first place)

12. The running score at the end of the ___(event)___ is ___(visitors)___, _____ points,
    and ___(home)___, _____ points.

13. This is the first call for event # _____,   (Return to item #10 above and continue)

ANNOUNCER'S SAMPLE SCRIPT FOR DIVING

1. The judges for today's diving competition are:

    _____
    _____
    _____

2. Ladies and gentlemen may we have your attention please. We request that there be complete quiet while the diver is on the board. Please do not talk or cheer until after the judges' awards are read. Thank you.

3. The order of diving today is:
    First ___(First and Last name)___ of ___(School)___.
    Second _____ of _____.
    Third _____ of _____.
    (Continue through all divers)

4. Beginning the ___(1st, 2nd, etc.)___ round of diving:

5. __(First and Last name)__ will do a _(dive & position)_, degree of difficulty _____.

6. Scores
    (ALWAYS read the judges scores in the same order after each dive.)

7. The results of the diving competition are:
    In 6th place ___(name)___ of ___(school)___ with a score of _____.
    In 5th place _____ of _____ with a score of _____.
    In 4th place _____ of _____ with a score of _____.
    (continue through 1st place)

8. (Return to item #11 on the **ANNOUNCER'S SAMPLE SCRIPT FOR DUAL MEETS**)

Other things to consider:
    b. Announcements about sportsmanship
    c. Clearing the pool
    d. Helping the referee quiet the crowd before a race.

Confidence by the announcer breeds confidence that the meet is running smoothly. When coaches have questions or concerns they will usually come to the announcer for clarification. They need to handle these courteously and honestly. If they don't know the answer, refer them to the coach or referee. If the coach is out of line, let the referee handle the problem.

Tooele High School
MEL ROBERTS, Swimming Coach
Leigh Pratt Aquatic Center
55 North 200 West
Tooele, Utah 84074
Pool 435-882-3247   FAX 435-843-7978

October 1, 2004

Dear Coach Horne:

We are looking forward to Kearns coming to Tooele for our dual meet on Thursday – October 14, 2004. The pool will be available for warm-up at 2:30 with the meet scheduled to start at 3:30. We should be finished around 5:30.

The Leigh Pratt Aquatic Center is in the same location as the old Tooele Memorial Swimming Pool, 55 North 200 West. As you come into Tooele from the north turn right at 200 North (Utah Avenue), go two blocks to 200 West, and then turn left. Half way up the block you will see the pool. There is plenty of parking for your bus.

We have eight lanes, Hy-Tek ;Meet Manager, Colorado Timing, and an eight-line display board. Lockers are available in the dressing rooms and your swimmers should bring their own locks to put on them for security during the time they are in the pool.

Kearns will swim in the even number lanes and we will run J. V. heats in the 50 Free, 100 Free, 100 Backstroke, and 100 Breaststroke. If you could e-mail (swimcoach@trilobyte.net) me your entries with Hy-Tek on Wednesday, we can have everything ready when you arrive.

I have a lot of swimmers this year with about half of them new to competitive swimming. This will be our first meet of the year. My girl's team has quite a few returning from last year, but the boys are really hurting for experience.

If you have any questions or concerns, get in touch with me either by e-mail or phone.

Swimcerely:

Mel Roberts

TEAMWORK IS THE FUEL

THAT ALLOWS COMMON PEOPLE

TO PRODUCE UNCOMMON RESULTS.

WAUBONSIE VALLEY
POOL LEADERS
SWIM MEET HELPERS

WAUBONSIE
VALLEY   VS. _____

DATE _____

Please sign up below. Members of pool leaders earn points toward service awards. You can sign up to help with both swimming and diving. Thank you for your assistance.

ANNOUNCER SWIMMING EVENTS
_____

COMPUTER OPERATOR
_____

ASSISTANT SCORE DEEPER
_____

TIMING SYSTEM OPERATOR
_____

LANE 1 TIMER
_____

LANE 2 TIMER
_____

LANE 3 TIMER
_____

LANE 4 TIMER
_____

LANE 5 TIMER
_____

LANE 6 TIMER
_____

LANE 7 TIMER
_____

LANE 8 TIMER
_____

RUNNER
_____

DIVING

ANNOUNCER DIVING
_____

RECORDER DIVING SCORES
_____

CALCULATIONS DIVING
_____

CHECKER DIVING
_____

Boys Entry Worksheet for ___Lehi___

113

Swimmer	Yr	200 MR	200	I.M.	50	Fly	100	500	200 FR	Bk	Br	400 FR
Anderson, Greg	12	A2				X			A3		X	
Andrus, Trent	10	B3				X		X				C3
Bake, T. J.	09				X						X	
Barton, Jacob	12		X				X		A2			B4
Bevan, Chris	10	C2			X				C2		X	
Bryan, Jerry	10				X				C3		X	
Chevalier, Stefen	09	D1						X		X		
Costomiris, Kyle	09	B4			X		X		B1			
Court, Alix	10				X				B4		X	
Crane, Cameron	10		X					X	C4			C1
Genther, Jared	10	D3			X		X		B3			
Gorney, Daniel	10											
Gutierrez, Thomas	09				X		X					
Hatch, Ryan	11											
Hochstrasser, C.	12		X				X		A1			A3
Imlay, Marc	11		X					X	B2			A2
Lee, Jon	10	C4					X			X	X	C2
Leslie, Jake	11											
Mangelson, Jared	09						X					
Marshall, T. J.	09			X	X		X		A4			A1
Nichols, Gilbert	09	C3				X			D1			
Nipper, David	11	A1		X						X	X	B2
Nobles, Kasey	11	A4			X		X					
O'Neill, Jordan	12				X		X		D4			A4
Perkins, T. J.	10	B2		X					C1		X	
Perry, Caleb	09				X		X		D2			
Ricci, Matt	09	D2			X		X		D3		X	
Richman, Kurtis	10	B1					X			X		C4
Snarr, Mat	09	C1		X						X		B1
Spires, Anthony	09				X		X					
Wells, Brad	11	A3				X				X		B3
Yeaman, Chase	09				X					X		
Young, Scott	10	D4			X		X					

Sample Entry Card

Invitational and Championship meets without automatic timing and/or computer program

Event _____ Team _____

Name(s)_____

_____

Times: Official Time

1. ___:___.___   ___:___.___

2. ___:___.___

3. ___:___.___   Place _____

Six of these cards will fit on an 8 ½ X 11 sheet of cardstock, copied, and then cut. Use different colors for the boys and girls entries.

Dual meets without automatic timing and/or computer program

Tooele High School
Event _____
Name(s)_____

_____

___:___.___   ___:___.___
OFFICAL   LANE_____
___:___.___   PLACE _____

Eight of these will fit on an 8 ½ X 11 sheet of cardstock

Tooele High School Swimming Split Sheet

Opponent_____ Site_____ Date_____ Boys - Girls

200 Medley Relay		200 Medley Relay		200 Medley Relay			50 Free	Final
Final		Final		Final				

200 Free	1st	2nd	3rd	4th	Final		100 Fly	1st	2nd	Final

200 Ind. Medley	Fly	Bk	Br	Free	Final		100 Free	1st	2nd	Final

500 Free	1st	2nd	3rd	4th	5th	6th	7th	8th	9th	10th	Final

200 Free Relay		200 Free Relay		200 Free Relay		
Final		Final		Final		

100 Back	1st	2nd	Final		100 Breast	1st	2nd	Final

400 Free Relay	1st	Final	400 Free Relay	1st	Final	400 Free Relay	1st	Final
Final			Final			Final		

U.S.C.A. Swimming Dual Meet Score Sheet

MEN
WOMEN

Home _____ Date: _____ Visitor _____

Home = Odd Lanes   Visitors = Even Lanes

200 Medley Relay — A, B, C (Home / Visitor)

200 Free Relay — A, B, C

400 Free Relay — A, B, C

Event	Name	Pl	Time	Score	Score	Time	Pl	Name
200 yd Medley Relay	A							
	B							
	C							
200 yd Free	1							
	2							
	3							
200 yd I.M.	1							
	2							
	3							
50 yd Free	1							
	2							
	3							
Diving	1							
	2							
	3							
100 yd Fly	1							
	2							
	3							
100 yd Free	1							
	2							
	3							
500 yd Free	1							
	2							
	3							
200 yd Free Relay	A							
	B							
	C							
100 yd Back	1							
	2							
	3							
100 Yd Breast	1							
	2							
	3							
400 yd Free Relay	A							
	B							
	C							

SCORING: Relays 1st = 8, 2nd = 4, 3rd = 2   IND. 1st = 6, 2nd = 4, 3rd = 3, 4th = 2, 5th = 1

Rnd	Dive #	Dive Description	Pos.	D.D.	Judge 1	Judge 2	Judge 3	Judges' Total	Dive Total	Total Score
1										
2										
3										
4										
5										
6										

Dive Sheet

Name _____   Date _____   1 or 3 Meter (circle one)
Meet _____   Diver Number _____

Diver's Signature _____   Final Points _____
Coach's Signature _____   Final Place _____

National Federation Rules 1 Meter Diving Table

	T	P	S	F			T	P	S	F
Forward Group						**Twisting Group**				
101 For. Dive	1.2	1.3	1.4			5111 For. Dive .5 Tw.		1.7	1.8	
102 For. 1 SS	1.4	1.5	1.6			5112 For. Dive 1 Tw.		1.9	2.0	
103 For. 1.5 SS	1.6	1.7				5121 For. 1 SS .5 Tw.		1.8	1.9	1.7
104 For. 2 SS	2.2	2.3				5122 For. 1 SS 1 Tw.				1.9
105 For. 2.5 SS	2.4	2.6				5124 For 1 SS 2 Tw.				2.3
106 For. 3 SS	2.9					5126 For. 1 SS 3 Tw.				2.7
107 For. 3.5 SS	3.0					5131 For. 1.5 SS .5 Tw.	2.0	2.1		
112 For. Fly. 1 SS 1.6	1.7					5132 For. 1.5 SS 1 Tw.				2.2
113 For. Fly. 1.5 SS	1.8	1.9				5134 For. 1.5 SS 2 Tw.				2.6
						5136 For. 1.5 SS 3 Tw.				3.0
Back Group						5152 For. 2.5 SS 1 Tw.				3.0
201 Back Dive	1.5	1.6	1.7							
202 Back 1 SS	1.5	1.6	1.7			5211 Back Dive .5 Tw.	2.0	1.6		
203 Back 1.5 SS	2.2	2.4	2.6			5212 Back Dive 1 Tw.		2.0		
204 Back 2 SS	2.2	2.5				5221 Back 1 SS .5 Tw.				1.7
205 Back 2.5 SS	3.0					5222 Back 1 SS 1 Tw.				1.9
212 Back Fly. 1 SS	1.6	1.7				5223 Back 1 SS 1.5 Tw.				2.3
						5225 Back 1 SS 2.5 Tw.				2.7
Reverse Group						5231 Back 1.5 SS .5 Tw.				2.1
301 Reverse Dive	1.6	1.7	1.8			5233 Back 1.5 SS 1.5 Tw.				2.5
302 Reverse 1 SS	1.6	1.7	1.8			5235 Back 1.5 SS 2.5 Tw.				2.9
303 Rev 1.5 SS	2.3	2.5	2.8							
304 Rev 2 SS	2.3	2.6				5311 Rev. Dive .5 Tw.	2.2	1.9		
305 Rev 2.5 SS	3.0					5312 Rev. Dive 1 Tw.		2.1		
312 Rev Fly. 1 SS	1.7	1.8				5321 Rev. 1 SS .5 Tw.				1.8
						5322 Rev. 1 SS 1 Tw.				2.0
Inward Group						5323 Rev. 1 SS 1.5 Tw.				2.4
401 Inward Dive	1.4	1.5	1.8			5325 Rev. 1 SS 2.5 Tw.				2.8
402 Inward 1 SS	1.6	1.7				5331 Rev. 1.5 SS .5 Tw.				2.2
403 Inward 1.5 SS	2.2	2.4				5333 Rev. 1.5 SS 1.5 Tw.				2.6
404 Inward 2 SS	2.6					5335 Rev. 1.5 SS 2.5 Tw.				3.0
Inward 2.5 SS	3.0									
Inw. Fly. 1 SS	2.0	2.1				5411 Inward Dive .5 Tw.		1.7	2.0	
413 Inw. Fly. 1.5 SS	2.7					5412 Inward Dive 1 Tw.		1.9	2.2	
						5421 Inward 1 SS .5 Tw.	1.7	1.8		
						5422 Inward 1 SS 1 Tw.				2.1

	Dive No.	Appreviated Description of Dive	Dive Position T.P.S.F.	Judge's Score							Judges Total Award	Degree of Diff	Award			
				1	2	3	4	5	6	7						
1																
2																
3																
4																
5																
6																
7																
8																
9																
10																
11												Total				

Name _____

School _____ Meet _____

Held at _____ Date _____

Order:

Place:

Diver's Signature _____ Total

Coach's Signature _____ Award