

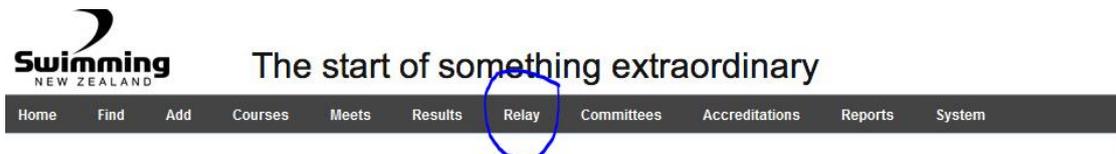
Entering Relays

1

When entering relays you will need to be logged in as the club/regional administrator of the team you are doing entries for. A regional administrator can't do relay entries for a club team and vice versa.

2

Along the top menu of the database there is a "Relay" tab, hover over this and click on "Manage"



3

Select the meet you want to enter a relay team in by clicking the "Meet Code".

Meets with Relays

Meet Code	Meet Title - click to view	Start date	Owned by	Venue
000388	2015 Swim Rotorua SC Meet	02/08/2015	Swim Rotorua	Rotorua Aquatic Centre
000748	2015 New Zealand Short Course Championships	11/08/2015	Open/National	AUT Millenium Institute of Sport and ...
000749	2015 NZ Secondary School Swimming Championships	11/09/2015	Open/National	Waterworld Te Rapa
000755	2015 Commonwealth Youth Games	07/09/2015	Open/National	Tuanaimato Sports Complex
000912	Swim Timaru Winter Meet	01/08/2015	Swimming Canterbury We...	
000918	HBPB Winter Championships	28/08/2015	Swimming Hawkes Bay Po...	
000950	2015 NZCT AIMS GAMES	07/09/2015	Open/National	Baywave TECT Aquatic Centre
000964	2015 Southland Winter Meet #2	25/07/2015	Swimming Southland	Splash Palace
000991	2015 Western Australia State Open & Age Championships	10/09/2015	Open/National	HBF Stadium
001079	2015 Club Ribbon Night Term 3	24/08/2015	Neptune ASC	

Page 1 of 1 | 1 - 10 of 10 | Per page 10 | csv

4

Select the event you want to enter by clicking on the "Event Number" and then clicking "Add Team"

Meet: (000748) 2015 New Zealand Short Course Championships

Relay Events for this Meet

Event	Description	Age From	Age To	Gender
8-8	Women, 16 & Over, 4X400 Freestyle Relay	16	109	Women
9-9	Men, 16 & Over, 4X400 Freestyle Relay	16	109	Men
10-10	Women, 15 & Under, 4X400 Freestyle Relay	0	15	Women
11-11	Men, 15 & Under, 4X400 Freestyle Relay	0	15	Men
26-26	Women, 16 & Over, 4X800 Freestyle Relay	16	109	Women
27-27	Men, 16 & Over, 4X800 Freestyle Relay	16	109	Men
28-28	Women, 15 & Under, 4X800 Freestyle Relay	0	15	Women
29-29	Men, 15 & Under, 4X800 Freestyle Relay	0	15	Men
43-43	Women, 16 & Over, 4X400 M Relay	16	109	Women
44-44	Men, 16 & Over, 4X400 M Relay	16	109	Men

Page 1 of 2

Relay Teams for Event

Meet (000748) 2015 New Zealand Short Course Championships
Event (8-8) Women, 16 & Over, 4X400 Freestyle Relay

Teams will be created at Region level, for Swimming Waikato

No Data Available

Return Add Team



5

After clicking Add Team, the following page will appear. It will show you swimmers that can be selected for the relay team. You can then sort this by the fastest swimmer by clicking on the "Best Time" Heading. Enter the swimmers into the team by typing their names into the "Competitors" box. Once you have added all the swimmers you want click on "Check Competitors" and this will calculate the seed time. If you are happy with this click "Save Team".

The Relay Team is at Region level

Leg	Stroke	Competitors	Best time	Type
1	Freestyle	<input type="text" value="Lochlainn McGall"/>	4:28.16	(S)
2	Freestyle	<input type="text" value="Thomas Griffin"/>	4:37.85	(S)
3	Freestyle	<input type="text" value="Michiel Cumming"/>	4:46.74	(S)
4	Freestyle	<input type="text" value="Tiaan Van Rooyen"/>	4:50.64	(S)

Valid relay

Seed time

Seed course

i The list(s) below are Competitors who are eligible for this Event. Note that additional eligible Competitors may become visible when eligibility analysis is updated.

Freestyle

Number	Name	Meet	Title	Date	Best Time	Course
351904	Lochlainn McGall	000960	Swimming BOP SC Championships 2015	19/07/2015	4:28.16	S
375316	Thomas Griffin	000960	Swimming BOP SC Championships 2015	19/07/2015	4:37.85	S
327561	Michiel Cumming	000873	Xcelerate Your Points 2015 Taupo	07/06/2015	4:46.74	S
375316	Thomas Griffin	000282	2015 New Zealand Junior Championship	20/02/2015	4:47.37	L
360339	Tiaan Van Rooyen	000531	Te Awamutu Classic 2014	01/11/2014	4:50.64	S
351909	Ryan Stokes	000960	Swimming BOP SC Championships 2015	19/07/2015	4:53.10	S

Page 1 of 2 | 1 - 6 of 10 | Per page 6

6

Home Find Add Courses Meets Results

The details have been updated.

Once the details have been updates select 'Return'



7

Then, select 'Add Team' to book any additional teams in that event.

Relay Teams for Event

Meet (001103) 2016 NZ Open Championships
Event (15-15) Men, 4x100 Medley Relay

i Teams will be created at Region level, for Swimming Auckland

Team Name	Valid	Booked
Swimming Auckland - A	Y	Y
Swimming Auckland - B	Y	N

Page 1 of 1 | 1 - 2 of 2 | Per page 10 | csv

Return **Add Team**

8

Once you have added your teams please ensure that you **BOOK** the team to confirm their entry.

Meet: (001098) APT Test Meet - TO Nominations

Relay Events for this Meet

Event	Description	Age From	Age To	Gender	Legs
11-11	Men, 4x800 Freestyle Relay	0	109	Men	4
22-22	Women, 4x100 Freestyle Relay	0	109	Women	4
32-32	Men, 4x100 Freestyle Relay	0	109	Men	4
33-33	Women, 4x800 Freestyle Relay	0	109	Women	4
41-41	Men, 4x400 IM Relay	0	109	Men	4
42-42	Women, 4x400 IM Relay	0	109	Women	4

Page 1 of 1 | 1 - 6 of 6 | Per page 10 | csv

Relay Teams for this Meet

Event Code	Event Title	Event Sub	Description	Team Name	Valid	Booked
001098	APT Test Meet - TO Nominations	32-32	Men, 4x100 Freestyle Relay	Swimming Auckland - A	Y	N

Page 1 of 1 | 1 - 1 of 1 | Per page 10 | csv

Cancel **Book**

Follow the prompts until your booking is confirmed and the following confirmation appears.

Booking confirmation

You have successfully amended the Entry for Region 1 for 'APT Test Meet - TO Nominations'

