

Per previous instructions, each team should have entered results for Meets Week#1, #2, #3, #4, #5 & #6. From the main menu, select meets and you will see all meets for 2011 including Week#1 thru Week#7, NCSL Championship 2011, and 2011 All-Star Qualifying. You may also have other meets listed but these are the only ones you require.

Meet Name	Meet Date	Meet Type	End Date	Agency Date	Meet Date	HS Charge	Relay Charge	Meet Charge	Location
2011 AllStar Qualifying	15-Nov-10	VO	15-Nov-10	01-Sep-10	01-Sep-10	\$0.00	\$0.00	\$0.00	Awards Only
NCSL Championship 2011	14-Nov-10	VO	14-Nov-10	01-Sep-10	01-Sep-10	\$0.00	\$0.00	\$0.00	Awards Only
NCSL 2010 SAGE vs CTX	07-Nov-10	VO	07-Nov-10	01-Sep-10	01-Sep-10	\$0.00	\$0.00	\$0.00	Kennore East High School
NCSL 2010 SAN vs CTX	31-Oct-10	VO	31-Oct-10	01-Sep-10	01-Sep-10	\$0.00	\$0.00	\$0.00	Kennore East High School
NCSL 2010 CTX vs SAK	24-Oct-10	VO	24-Oct-10	01-Sep-10	01-Sep-10	\$0.00	\$0.00	\$0.00	Sweet Home High School
NCSL 2010 NAT vs CTX	17-Oct-10	VO	17-Oct-10	01-Sep-10	01-Sep-10	\$0.00	\$0.00	\$0.00	City of Tamasawita High School
NCSL 2010 SB vs CTX	05-Oct-10	VO	05-Oct-10	01-Sep-10	01-Sep-10	\$0.00	\$0.00	\$0.00	Cheekowaga High School
NCSL 2010 CTX vs SAK	28-Sep-10	VO	28-Sep-10	01-Sep-10	01-Sep-10	\$0.00	\$0.00	\$0.00	City of Tamasawita High School
NCSL 2010 CTX vs SAK	19-Sep-10	VO	19-Sep-10	01-Sep-10	01-Sep-10	\$0.00	\$0.00	\$0.00	City of Tamasawita High School
2009 AllStar Qualifying	16-Nov-09	VO	16-Nov-09	01-Sep-09	01-Sep-09	\$0.00	\$0.00	\$0.00	Awards Only
NCSL Championship 2009	15-Nov-09	VO	15-Nov-09	01-Sep-09	01-Sep-09	\$0.00	\$0.00	\$0.00	U.S. Alumni Arena
NCSL 2009 SPA vs CTX	08-Nov-09	VO	08-Nov-09	01-Sep-09	01-Sep-09	\$0.00	\$0.00	\$0.00	KE @ 8:00 AM
NCSL 2009 NAT vs CTX	01-Nov-09	VO	01-Nov-09	01-Sep-09	01-Sep-09	\$0.00	\$0.00	\$0.00	KE @ 8:00 am
NCSL 2009 SB vs CTX	25-Oct-09	VO	25-Oct-09	01-Sep-09	01-Sep-09	\$0.00	\$0.00	\$0.00	KE @ 8:00 am
NCSL 2009 MSJ vs CTX	18-Oct-09	VO	18-Oct-09	01-Sep-09	01-Sep-09	\$0.00	\$0.00	\$0.00	Trans Middle @ 11:00 am
NCSL 2009 CTX vs St Anne	04-Oct-09	VO	04-Oct-09	01-Sep-09	01-Sep-09	\$0.00	\$0.00	\$0.00	KE @ 8:00 am
NCSL 2009 CTX vs SPA	27-Sep-09	VO	27-Sep-09	01-Sep-09	01-Sep-09	\$0.00	\$0.00	\$0.00	KE @ 11:50
NCSL 2009 Dual Meet #1	20-Sep-09	VO	20-Sep-09	01-Sep-09	01-Sep-09	\$0.00	\$0.00	\$0.00	As per Schedule
2008 AllStar Qualifying	13-Nov-08	VO	13-Nov-08	01-Sep-08	01-Sep-08	\$0.00	\$0.00	\$0.00	Awards Only
NCSL Championship 2008	09-Nov-08	VO	09-Nov-08	01-Sep-08	01-Sep-08	\$0.00	\$0.00	\$0.00	U.S. Alumni Arena
SAT vs CTX	02-Nov-08	VO	02-Nov-08	01-Sep-08	01-Sep-08	\$0.00	\$0.00	\$0.00	Kennore East HS
SP vs CTX	26-Oct-08	VO	26-Oct-08	01-Sep-08	01-Sep-08	\$0.00	\$0.00	\$0.00	City of Tamasawita HS
NAT vs CTX	19-Oct-08	VO	19-Oct-08	01-Sep-08	01-Sep-08	\$0.00	\$0.00	\$0.00	Kennore East HS
SPA vs CTX	05-Oct-08	VO	05-Oct-08	01-Sep-08	01-Sep-08	\$0.00	\$0.00	\$0.00	City of Tamasawita HS
CTX vs SA	28-Sep-08	VO	28-Sep-08	01-Sep-08	01-Sep-08	\$0.00	\$0.00	\$0.00	Kennore East HS
CTX vs SAGE	21-Sep-08	VO	21-Sep-08	01-Sep-08	01-Sep-08	\$0.00	\$0.00	\$0.00	Kennore East HS
CTX vs SB	14-Sep-08	VO	14-Sep-08	01-Sep-08	01-Sep-08	\$0.00	\$0.00	\$0.00	Cheekowaga HS
2007 AllStar Qualifying	12-Nov-07	VO	12-Nov-07	01-Sep-07	01-Sep-07	\$0.00	\$0.00	\$0.00	Awards Only
NCSL Championship 2007	11-Nov-07	VO	11-Nov-07	01-Sep-07	01-Sep-07	\$0.00	\$0.00	\$0.00	U.S. Alumni Arena
NCSL 2007 CTX vs St Francis	04-Nov-07	VO	04-Nov-07	01-Sep-07	01-Sep-07	\$0.00	\$0.00	\$0.00	As per Schedule
NCSL 2007 St Paul vs CTX	28-Oct-07	VO	28-Oct-07	01-Sep-07	01-Sep-07	\$0.00	\$0.00	\$0.00	Cheekowaga High School
NCSL 2007 CTX vs St Jere	21-Oct-07	VO	21-Oct-07	01-Sep-07	01-Sep-07	\$0.00	\$0.00	\$0.00	Cheekowaga HS
NCSL 2007 CTX vs St Lere	14-Oct-07	VO	14-Oct-07	01-Sep-07	01-Sep-07	\$0.00	\$0.00	\$0.00	Cheekowaga HS
NCSL 2007 Dual Meet #1	30-Sep-07	VO	30-Sep-07	01-Sep-07	01-Sep-07	\$0.00	\$0.00	\$0.00	Cheekowaga High School
NCSL 2007 Dual Meet #2	23-Sep-07	VO	23-Sep-07	01-Sep-07	01-Sep-07	\$0.00	\$0.00	\$0.00	Cheekowaga High School
NCSL 2007 Dual Meet #1	16-Sep-07	VO	16-Sep-07	01-Sep-07	01-Sep-07	\$0.00	\$0.00	\$0.00	City of Tamasawita HS
2006 AllStar Qualifying	14-Nov-06	VO	14-Nov-06	01-Sep-06	01-Sep-06	\$0.00	\$0.00	\$0.00	Awards Only
2006 Championship 2006	09-Nov-06	VO	09-Nov-06	01-Sep-06	01-Sep-06	\$0.00	\$0.00	\$0.00	U.S. Alumni Arena

If you have not already done so, you must enter all results for weeks 1 thru 6!!
From the meet list, hi-light (click once) the meet to enter results for.

Then select, results, results by event. It will open up the following screen.

Event Name	Meet Date	Meet Type	End Date	Agency Date	Event Date	No. Charge	Relay Charge	Meet Charge	Location
2010 AllStar Qualifying	15-Nov-10	VO	15-Nov-10	21-Sep-10	21-Sep-10	\$0.00	\$0.00	\$0.00	Aurante Only
NCSL 2010 S&H vs CTK	07-Nov-10	VO	07-Nov-10	21-Sep-10	21-Sep-10	\$0.00	\$0.00	\$0.00	Kenners East High School
NCSL 2010 S&H vs CTK	07-Nov-10	VO	07-Nov-10	21-Sep-10	21-Sep-10	\$0.00	\$0.00	\$0.00	Kenners East High School
NCSL 2010 CTK vs B&M	24-Oct-10	VO	24-Oct-10	21-Sep-10	21-Sep-10	\$0.00	\$0.00	\$0.00	Sweet Home High School
NCSL 2010 H&T vs CTK	11-Oct-10	VO	11-Oct-10	21-Sep-10	21-Sep-10	\$0.00	\$0.00	\$0.00	City of Tonawanda High School
NCSL 2010 SB vs CTK	05-Oct-10	VO	05-Oct-10	21-Sep-10	21-Sep-10	\$0.00	\$0.00	\$0.00	Cheektowaga High School
NCSL 2010 CTK vs B&M	26-Sep-10	VO	26-Sep-10	21-Sep-10	21-Sep-10	\$0.00	\$0.00	\$0.00	City of Tonawanda High School
NCSL 2010 CTK vs B&M	19-Sep-10	VO	19-Sep-10	21-Sep-10	21-Sep-10	\$0.00	\$0.00	\$0.00	City of Tonawanda High School
2009 AllStar Qualifying	16-Nov-09	VO	16-Nov-09	21-Sep-09	21-Sep-09	\$0.00	\$0.00	\$0.00	Aurante Only
NCSL Championship 2009	13-Nov-09	VO	13-Nov-09	21-Sep-09	21-Sep-09	\$0.00	\$0.00	\$0.00	U.S. Alumni Arena
NCSL 2009 SFA vs CTK	08-Nov-09	VO	08-Nov-09	21-Sep-09	21-Sep-09	\$0.00	\$0.00	\$0.00	ME @ 8:00 AM
NCSL 2009 H&T vs CTK	01-Nov-09	VO	01-Nov-09	21-Sep-09	21-Sep-09	\$0.00	\$0.00	\$0.00	ME @ 8:00 AM
NCSL 2009 SB vs CTK	25-Oct-09	VO	25-Oct-09	21-Sep-09	21-Sep-09	\$0.00	\$0.00	\$0.00	ME @ 8:00 AM
NCSL 2009 MSJ vs CTK	18-Oct-09	VO	18-Oct-09	21-Sep-09	21-Sep-09	\$0.00	\$0.00	\$0.00	Travis Hinkle @ 11:00 am
NCSL 2009 CTK vs St Arnie	04-Oct-09	VO	04-Oct-09	21-Sep-09	21-Sep-09	\$0.00	\$0.00	\$0.00	ME @ 8:00 AM
NCSL 2009 CTK V/S SFA	27-Sep-09	VO	27-Sep-09	21-Sep-09	21-Sep-09	\$0.00	\$0.00	\$0.00	ME @ 11:00
NCSL 2009 Dual Meet Inset#1	20-Sep-09	VO	20-Sep-09	21-Sep-09	21-Sep-09	\$0.00	\$0.00	\$0.00	Asa per Schedule
2009 AllStar Qualifying	13-Nov-09	VO	13-Nov-09	21-Sep-09	21-Sep-09	\$0.00	\$0.00	\$0.00	Aurante Only
NCSL Championship 2009	09-Nov-09	VO	09-Nov-09	21-Sep-09	21-Sep-09	\$0.00	\$0.00	\$0.00	U.S. Alumni Arena
S&H vs CTK	02-Nov-09	VO	02-Nov-09	21-Sep-09	21-Sep-09	\$0.00	\$0.00	\$0.00	Kenners East HS
SP vs CTK	26-Oct-09	VO	26-Oct-09	21-Sep-09	21-Sep-09	\$0.00	\$0.00	\$0.00	City of Tonawanda HS
H&T vs CTK	19-Oct-09	VO	19-Oct-09	21-Sep-09	21-Sep-09	\$0.00	\$0.00	\$0.00	Kenners East HS
SFA vs CTK	08-Oct-09	VO	08-Oct-09	21-Sep-09	21-Sep-09	\$0.00	\$0.00	\$0.00	City of Tonawanda HS
CTK vs SB	28-Sep-09	VO	28-Sep-09	21-Sep-09	21-Sep-09	\$0.00	\$0.00	\$0.00	Kenners East HS
CTK vs S&H	21-Sep-09	VO	21-Sep-09	21-Sep-09	21-Sep-09	\$0.00	\$0.00	\$0.00	Kenners East HS
CTK vs SB	14-Sep-09	VO	14-Sep-09	21-Sep-09	21-Sep-09	\$0.00	\$0.00	\$0.00	Cheektowaga HS
2007 AllStar Qualifying	12-Nov-07	VO	12-Nov-07	21-Sep-07	21-Sep-07	\$0.00	\$0.00	\$0.00	Aurante Only
NCSL Championship 2007	09-Nov-07	VO	09-Nov-07	21-Sep-07	21-Sep-07	\$0.00	\$0.00	\$0.00	U.S. Alumni Arena
NCSL 2007 CTK vs St Francis	04-Nov-07	VO	04-Nov-07	21-Sep-07	21-Sep-07	\$0.00	\$0.00	\$0.00	Asa per Schedule
NCSL 2007 St Paul vs CTK	28-Oct-07	VO	28-Oct-07	21-Sep-07	21-Sep-07	\$0.00	\$0.00	\$0.00	Cheektowaga High School
NCSL 2007 CTK vs St Arnie	21-Oct-07	VO	21-Oct-07	21-Sep-07	21-Sep-07	\$0.00	\$0.00	\$0.00	Cheektowaga HS
NCSL 2007 CTK vs St Lucia	14-Oct-07	VO	14-Oct-07	21-Sep-07	21-Sep-07	\$0.00	\$0.00	\$0.00	Cheektowaga HS
NCSL 2007 Dual Meet Inset#1 State N	30-Sep-07	VO	30-Sep-07	21-Sep-07	21-Sep-07	\$0.00	\$0.00	\$0.00	Cheektowaga High School
NCSL 2007 Dual Meet Inset#2 St Berns	23-Sep-07	VO	23-Sep-07	21-Sep-07	21-Sep-07	\$0.00	\$0.00	\$0.00	Cheektowaga High School
NCSL 2007 Dual Meet Inset#1 CTK vs	16-Sep-07	VO	16-Sep-07	21-Sep-07	21-Sep-07	\$0.00	\$0.00	\$0.00	City of Tonawanda HS
2009 AllStar Qualifying	14-Nov-09	VO	14-Nov-09	21-Sep-09	21-Sep-09	\$0.00	\$0.00	\$0.00	Aurante Only
AAU Championship 2009	01-Nov-09	VO	01-Nov-09	21-Sep-09	21-Sep-09	\$0.00	\$0.00	\$0.00	U.S. Alumni Arena

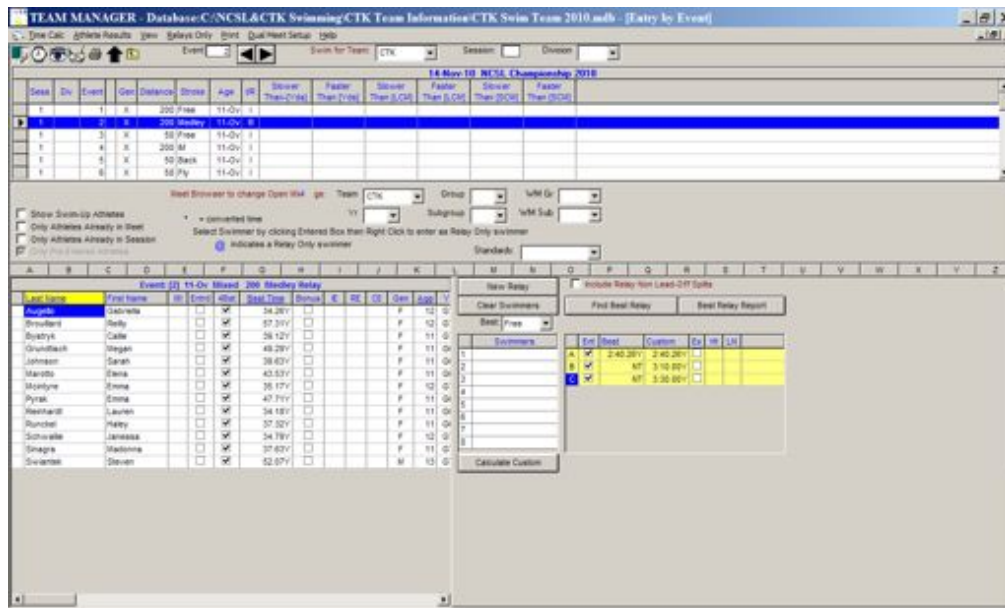
While still hi-lighting NCSL Championship 2011, select “Entries” then “Entries by Event”. The following screen will open.

Sex	Dn	Event	Dist	Distance	Stroke	Age	HR	Swimmer	Relay	Relay
M	1	1	1	200 Free	11:00	1				
M	3	3	3	50 Free	11:00	1				
M	4	4	4	200 M	11:00	1				
M	5	5	5	50 Free	11:00	1				
M	6	6	6	50 Free	11:00	1				

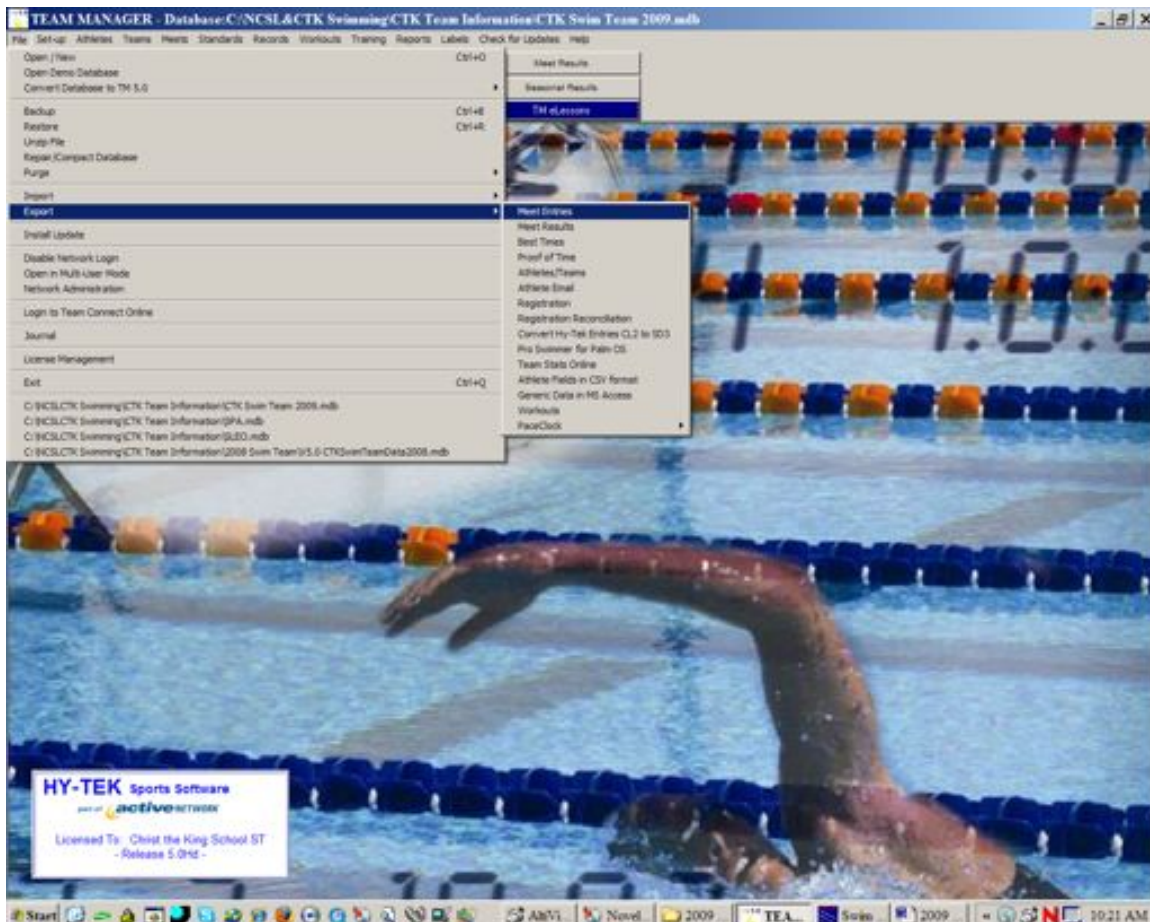
For events 2, 9, 10, 17, 18 & 25, the I/R column will have an “R” in it for Relay. Relay entries are multiples of 4 and entering exact swimmers names is not required at this time. Here is a guide for number of relays allowed:

Number of Swimmers in Age Group	Number of Relays
3 or less	0
4 to 7	1
8 to 11	2
12 to 15	3
16 to 19	4
20 to 23	5
24 to 27	6
28 to 31	7
32 to 33	8

Verify the number of swimmers in each age group, then click on the New Relay tab to create the appropriate number of relays in each of the six relay events. You must also enter a manual time under the custom field for each relay for seeding. If you know the swimmers that will comprise that relay, add the best times from their individual events. If you do not, use the best time off the week#1 to week#6 score sheets for A, B, C...relays, or a best guess estimate.



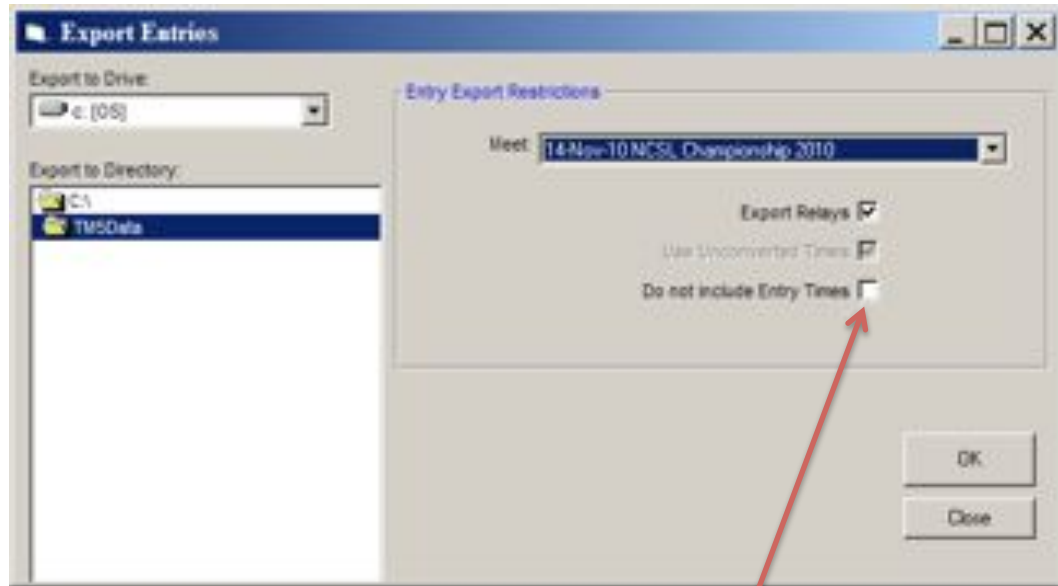
Once all individual and relay events have been entered. Exit to the main Team Manager Menu, then select “File”, then “Export”, then “Meet Entries”



The following screen will appear, the default directory for writing the entries to is:

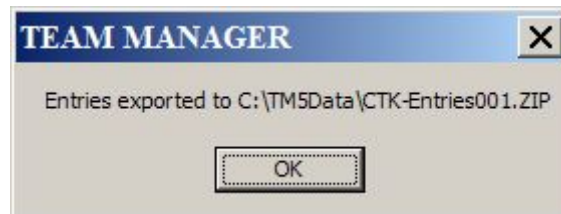
C:\TM5Data, but please note the file location for retrieval purposes. **MAKE SURE**

“13-NOV-11 NCSL Championship 2011” appears in the Meet box of the export screen and that Export Relays is checked!!!



This box must be unchecked!!

Press OK and you will receive a message similar to the following:



Please note the file name and location on your computer.

**ABSOLUTE DEADLINE FOR SUBMITTING
ENTRIES IS:**

**TUESDAY NOVEMBER 1ST,
11:00pm.**

**IF YOU HAVE PROBLEMS WITH THESE
DIRECTIONS, WILL BE UNABLE TO SUBMIT
YOUR ENTRIES ON TIME, OR HAVE ANY
GENERAL QUESTIONS,**

**PLEASE CONTACT RANDALL
SNODGRASS IMMEDIATELY!**

716-418-2594

NCSL-ADMIN@ROADRUNNER.COM