



IASI OFFICIALS TRAINING

8. Time Trials

July 12, 2021

Version 1



Introduction & Agenda

- MAAPP
- Definition
- Process Discussion
- Questions



Safe Sport / Minor Athlete Abuse Prevention Policy (MAAPP)

- Safe Sport applies to any relationship of unequal power.
- Federal Safe Sport Authorization Act of 2017 requires any suspected abuse to be reported to appropriate authorities within 24 hours.
- MAAPP applies to all adults in contact with minor (non-related) athletes.
 - All one-on-one interactions must be observable and interruptible.
 - Cannot friend non-related minor athletes on social media.
 - Full MAAPP policy available on USA Swimming website.
- For officials, specific things to think about when working a meet:
 - Avoid locker room unless no other bathroom facilities are available. Never be alone in locker room with a swimmer.
 - Avoid any physical contact with swimmers.
 - No photography behind the blocks at any time.
 - Be careful interacting with your own children on deck. Audience will see you only as an official and a swimmer.

USA Swimming National Officials Committee



Definitions

2021 USA Swimming Rules and Regulations

- Glossary: **TIME TRIAL** — an event conducted within or independently of a meet where the swimmer races against the clock to establish an official time.
- 102.1.5: **TIME TRIALS** — Time trial events may be held in conjunction with a sanctioned, approved, or observed competition if all information about the conduct of the time trials is included in the meet announcement as sanctioned or approved by the LSC. If time trials are held as a separate event, they shall be sanctioned, approved, or observed in compliance with Article 202.
- Session and Day individual event limits apply (either in the meet announcement or per LSC policy and USA Swimming Rules and Regulations – 102.2.7)



Initial thoughts – common to all

- Event restrictions apply
- Need start time
- Should have estimate of event starting times
- Time between swims?
- An athlete cannot swim the same timed final event number multiple times but can in time trials – however this can cause confusion
- Make sure you can produce easily understood heat sheets and session reports with accurate start times
 - This helps coaches, athletes, officials and timer
 - If using timer sheets, print in session order



Approach – In conjunction with Meet

- Remember, LSC requires time trial events to be separated from main event results into a separate file at these are separate meets (a process that works is attached).
- Work out if you are using a separate MM database or the main MM database with the TT events added
- Work out initial order of events
 - Typically;
 - Day 1: Day1events, Day2events, Day3 events
 - Day 2: Day2events, Day3events, Day1 events
 - Day 3: Day3events, Day1events, Day2 events
 - If LCM, 50's are typically first on the day 50's are scheduled in the main event and last on other days
 - Long Distance events may be limited to specific days by MR
- Align with stated restrictions
 - Length of session
 - When session starts



Example 1 (1)

scratch deadline. After this, all scratches must be completed using the scratch box.
4) Scratches submitted by e-mail will be confirmed by e-mail.

Time Trials: Refer to attached Time Trials Invitation (IA-19-100) issued in conjunction with this information.

Proof of Time: An athlete whose qualifying time was not in SWIMS at the entry deadline and who fails to make the minimum qualifying time for any event will have 30 minutes after the close of the session in which that event was swum to provide proof of time or be subject to a \$100 per event fine payable to Lane Four Aquatics. Acceptable proof of time is a copy of USA Swimming sanctioned or approved meet results, publicly published final results or printout from the ISI database. Should the athlete not prove or pay, the athlete will be barred from further competition at this meet.



Time Trials
July 25 through 28 (incl.), 2019
Sanction IA-19-100
Held in conjunction with
2019 ISI Long Course Championships, Sanction IA-19-96

Time Trials registration will be open at the designated Time Trials table from 9:00 am until 11:00 am in the preliminary session each day for the afternoon senior Time Trials and from the start of the 12 & Under session for a period of 2 hours for the 12 & Under Time Trials. Entries will be accepted for that day's Time Trials only.

All applicable adults participating in or associated with this meet, acknowledge that they are subject to the provisions of the USA Swimming Minor Athlete Abuse Prevention Policy ("MAAPP"), and that they understand that compliance with the MAAPP policy is a condition of participation in the conduct of this competition.

Entry fees are as follows:

- \$10.50 per individual entry or \$21.00 per relay entry, cash or check made payable to Lane Four Aquatics

Time Trials Procedures:

1. The availability of Time Trials on any day of the championships may be limited due time constraints.
2. A swimmer is limited to a maximum of two Time Trials per day.
3. A swimmer must be entered in the meet (individual or relay) to participate in Time Trials.
4. Time Trials will be limited to no more than 1 hour per session; all scheduled events cannot be guaranteed per day. Events may be combined to save time.
5. Time Trial events will count toward the daily limit swam in conjunction with ISI Long Course Championships.
6. Only those events offered in the Championships will be offered in Time Trials.
7. The distance freestyle events will typically be offered only one day of the meet. The day will be determined by the Referee and announced at the initial coaches' meeting. They may be swum in the slowest heat of the distance event in the Prelims session for seniors or with the slowest heat of the distance event for 12 & Unders.
8. The Time Trial session each day will begin within 15 minutes after the final heat in the session prior to Time Trials. Time Trials may be offered in the evenings at the discretion of the Meet Referee.
9. Swimmers must provide their own timers (one per lane) and lap counters for distance freestyle events. The swimmers' team must provide officials for time trials after the finals session on Sunday.
10. Time Trials individual events will have preference in the order listed below as time allows:

a. 13/14 and Senior Time Trials

Day 1	Day 2	Day 3	Day 4
50 Free	400 IM	400 Free	100 Free
200 IM	100 Breast	200 Breast	200 Back
400 IM	200 Fly	100 Back	200 IM
100 Breast	200 Free	100 Fly	400 IM
200 Fly	400 Free	100 Free	100 Breast
200 Free	200 Breast	200 Back	200 Fly
400 Free	100 Back	200 IM	200 Free
200 Breast	100 Fly	400 IM	400 Free
100 Back	100 Free	100 Breast	200 Breast
100 Fly	200 Back	200 Fly	100 Back
100 Free	200 IM	200 Free	100 Fly
200 Back	50 Free	50 Free	50 Free

Distance freestyle and relay events determined by Referee

b. 12 & Under Time Trials

Day 1	Day 2	Day 3	Day 4
50 Free	200 Free	200 IM	200 Fly
50 Fly	100 Breast	200 Back	400 IM
50 Breast	100 Back	200 Breast	100 Free
50 Back	100 Fly	200 Fly	400 Free
100 Free	200 IM	400 IM	200 Free
400 Free	200 Back	100 Free	100 Breast
200 Free	200 Breast	400 Free	100 Back
100 Breast	200 Fly	200 Free	100 Fly
100 Back	400 IM	100 Breast	200 IM
100 Fly	100 Free	100 Back	200 Back
200 IM	400 Free	100 Fly	200 Breast
200 Back	50 Free	50 Free	50 Free
200 Breast	50 Fly	50 Fly	50 Fly
200 Fly	50 Breast	50 Breast	50 Breast
400 IM	50 Back	50 Back	50 Back

Distance freestyle and relay events determined by Referee



Example 1 – After Entries

Sessions

Add Edit Delete Move All Remove All Clear Indicators Print Help

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Example 1 – Rearrange Events

Sessions

Add Edit Delete Move All Remove All Clear Indicators Print Help



Reports

- Combine events
 - Lane separation, if possible, between strokes and gender
 - Backstroke towards SR
 - Use Run screen
- Export Session Report and Meet Program
 - I use Word or pdf editor for Session Report, Excel or pdf editor for Meet Program
 - Update Event Start times to remove redundancies



Example 1: Session Report

Iowa Swimming Inc HY-TEK's MEET MANAGER 8.0 - 6/1/2021 Page 1
2019 ISI Long Course Championships - 7/25/2019 to 7/28/2019
Session Report

Session: 14 Friday AM Time Trials
 Day of Meet: 2 Starts at 12:15 PM Heat Interval: 15 Seconds / Back +15 Seconds
 sessions.Sess_name2 (String)

Round	Event	Entries	Heats	Starts at
Finals	437 Girls 200 Butterfly Time Trial	1	1	12:15 PM
Finals	374 Boys 100 Breaststroke Time Trial	2	1	12:19 PM
Finals	329 Girls 100 Backstroke Time Trial	2	1	12:20 PM
Finals	330 Boys 100 Backstroke Time Trial	1	1	12:22 PM
Finals	433 Girls 100 Freestyle Time Trial	1	1	12:24 PM
Finals	434 Boys 100 Freestyle Time Trial	1	1	12:25 PM
Finals	337 Girls 50 Freestyle Time Trial	1	1	12:27 PM
Finals	338 Boys 50 Freestyle Time Trial	1	1	12:28 PM
Swimmers Counts for Warm-ups: 9		====	====	
Entry / Heat Totals:		10	8	
Finish Time				

Meet Manager – Session Report

Exported to Excel

Excel – Session Report

Moved Margins
 Removed Interval
 Boxed common events
 Comments added
 Updated start times
 Updated number of heats

2019 ISI Long Course Championships - 7/25/2019 to 7/28/2019											
Session Report											
Session: 14 Friday AM Time Trials											
Day of Meet: 2 Starts at 12:15 PM											
Round	Event	Entries	Heats	Starts at							
Finals	437 Girls 200 Butterfly Time Trial	1	1	12:15 PM							
Finals	374 Boys 100 Breaststroke Time Trial w/ 329, 330	2	1	12:19 PM							
Finals	329 Girls 100 Backstroke Time Trial	2									
Finals	330 Boys 100 Backstroke Time Trial	1									
Finals	433 Girls 100 Freestyle Time Trial w/434	1	1	12:22 PM							
Finals	434 Boys 100 Freestyle Time Trial	1									
Finals	337 Girls 50 Freestyle Time Trial w/338	1	1	12:29 PM							
Finals	338 Boys 50 Freestyle Time Trial	1									
Swimmers Counts for Warm-ups: 9		====	====								
Entry / Heat Totals:		10	4								
Finish Time											
				12:30 PM							



Example 1: Meet Program

2:21.89 FUTR Futures Champs					58.79 JNAT Summer Jr Nationals					26.69 USO US Opens				
Meet Qualifying: 2:48.09					1:00.79 FUTR Futures Champs					27.39 FUTR Futures Champs				
Lane Name Age Team Seed Time					Lane Name Age Team Seed Time					Lane Name Age Team Seed Time				
Heat 1 of 1 Finals Starts at 12:15 PM					Heat 1 of 1 Finals Starts at 12:22 PM					Heat 1 of 1 Finals Starts at 12:27 PM				
1					1					1				
2					2					2				
3					3					3				
4 Jurgensen, All 16 ACAC-IA 2:56.62					4					4 Beagle, Ashlie 16 CAST-IA 31.56				
5					5					5				
6					6					6				
7					7					7				
8					8 Stukerjungen, 13 CIA-IA 1:22.84					8				
#374 Boys 100 LC Meter Breaststroke Time Trial					#433 Girls 100 LC Meter Freestyle Time Trial					#338 Boys 50 LC Meter Freestyle Time Trial				
ISI RECORD: 1:02.40 2018 Justin Winnett					ISI RECORD: 55.64 2019 Hannah Burvill					ISI RECORD: 22.83 2018 Joe Myhre				
1:03.29 NAT Summer Nationals					56.29 OLYT Olympic Trials					23.19 NAT Summer Nationals				
1:03.29 OLYT Olympic Trials					56.39 NAT Summer Nationals					23.19 OLYT Olympic Trials				
1:06.09 JNAT Summer Jr Nationals					57.59 JNAT Summer Jr Nationals					23.59 USO US Opens				
1:06.69 FUTR Futures Champs					59.39 FUTR Futures Champs					23.99 JNAT Summer Jr Nationals				
Meet Qualifying: 1:16.99					Meet Qualifying: 1:06.99					24.89 FUTR Futures Champs				
Lane Name Age Team Seed Time					Lane Name Age Team Seed Time					Lane Name Age Team Seed Time				
Heat 1 of 1 Finals Starts at 12:19 PM					Heat 1 of 1 Finals Starts at 12:24 PM					Heat 1 of 1 Finals Starts at 12:28 PM				
1					1					1				
2 DiMeo, Sam 16 DSMY-IA 1:17.23					2					2				
3 Deaton, Josh 16 CIA-IA 1:18.31					3 Beagle, Ashlie 16 CAST-IA 1:08.05					3				
4					4					4				
5					5					5				
6					6					5 Cohen, Ethan 19 CIA-IA 29.71				
7					7					6				
8					8					7				
#329 Girls 100 LC Meter Backstroke Time Trial					#434 Boys 100 LC Meter Freestyle Time Trial					8				
ISI RECORD: 1:02.56 2019 Hannah Burvill					ISI RECORD: 50.36 1985 Craig Oppel									
1:02.69 OLYT Olympic Trials					50.49 NAT Summer Nationals									
1:02.99 NAT Summer Nationals					50.49 OLYT Olympic Trials									
1:04.39 JNAT Summer Jr Nationals					51.99 JNAT Summer Jr Nationals									
1:04.59 USO US Opens					53.79 FUTR Futures Champs									
1:06.89 FUTR Futures Champs					Meet Qualifying: 1:00.49									
Meet Qualifying: 1:15.99					Lane Name Age Team Seed Time									
Lane Name Age Team Seed Time					Heat 1 of 1 Finals Starts at 12:20 PM									
Heat 1 of 1 Finals Starts at 12:20 PM					1									
1					2									
2					3									
3					4									
4					5 Wittebel, Al 14 EISF-IA 1:07.16									
5 McCorkle, Abl 16 ACAC-IA 1:07.33					6									
6 Nelson, Emily 14 DMSP-IA 1:19.64					7									
7					8									
8														

Meet Manager – Meet Program

Exported to Word (RTF)

Iowa Swimming Inc

HY-TEK's MEET MANAGER 8.0 - 1:55 PM

6/1/2021

Page 1

2019 ISI Long Course Championships - 7/25/2019 to 7/28/2019

Meet Program - Friday AM Time Trials

#437 Girls 200 LC Meter Butterfly Time Trial

ISI RECORD: 2:09.96 2018 Ruby Martin

2:14.59 NAT Summer Nationals

2:14.59 OLYT Olympic Trials

2:16.99 JNAT Summer Jr Nationals

2:21.89 FUTR Futures Champs

Meet Qualifying: 2:48.09

Lane	Name	Age	Team	Seed Time
Heat 1 of 1	Finals			Starts at 12:15 PM
1				
2				
3				
4	Jurgensen, Ally	16	ACAC-IA	2:56.62
5				
6				
7				
8				

#330 Boys 100 LC Meter Backstroke Time Trial

ISI RECORD: 55.06 2018 Bryce Bohannon

56.59 OLYT Olympic Trials

56.79 NAT Summer Nationals

58.59 USO US Opens

58.79 JNAT Summer Jr Nationals

1:00.79 FUTR Futures Champs

Meet Qualifying: 1:08.89

Lane	Name	Age	Team	Seed Time
Heat 1 of 1	Finals			Starts at 12:15 PM
1				
2				
3				
4				
5				
6				
7				
8	Stukerjungen, 13	CIA-IA	1:22.84	

#337 Girls 50 LC Meter Freestyle Time Trial

ISI RECORD: 25.83 2019 Hannah Burvill

25.99 NAT Summer Nationals

25.99 OLYT Olympic Trials

26.59 JNAT Summer Jr Nationals

26.69 USO US Opens

27.39 FUTR Futures Champs

Meet Qualifying: 30.69

Lane	Name	Age	Team	Seed Time
Heat 1 of 1	Finals			Starts at 12:29 PM
1				
2				
3	Beagle, Ashley	16	CAST-IA	31.56
4				
5				
6				
7				
8				

#374 Boys 100 LC Meter Breaststroke Time Trial

ISI RECORD: 1:02.40 2018 Justin Winnett

1:03.29 NAT Summer Nationals

1:03.29 OLYT Olympic Trials

1:06.09 JNAT Summer Jr Nationals

1:06.69 FUTR Futures Champs

Meet Qualifying: 1:16.99

Lane	Name	Age	Team	Seed Time
Heat 1 of 1	Finals			Starts at 12:19 PM
1				
2	DiMeo, Sam	16	DSMY-IA	1:17.23
3	Deaton, Josh	16	CIA-IA	1:18.31
4				
5				
6				
7				
8				

#433 Girls 100 LC Meter Freestyle Time Trial

ISI RECORD: 55.64 2019 Hannah Burvill

56.29 OLYT Olympic Trials

56.39 NAT Summer Nationals

57.59 JNAT Summer Jr Nationals

59.39 FUTR Futures Champs

Meet Qualifying: 1:06.99

Lane	Name	Age	Team	Seed Time
Heat 1 of 1	Finals			Starts at 12:22 PM
1				
2				
3	Beagle, Ashley	16	CAST-IA	1:08.05
4				
5				
6				
7				
8				

#329 Girls 100 LC Meter Backstroke Time Trial

ISI RECORD: 1:02.56 2019 Hannah Burvill

1:02.69 OLYT Olympic Trials

1:02.99 NAT Summer Nationals

1:04.39 JNAT Summer Jr Nationals

1:04.59 USO US Opens

1:06.89 FUTR Futures Champs

Meet Qualifying: 1:15.99

Lane	Name	Age	Team	Seed Time
Heat 1 of 1	Finals			Starts at 12:20 PM
1				
2				
3				
4				
5	McCorle, Abl	16	ACAC-IA	1:07.33
6	Nelson, Emily	14	DMSP-IA	1:19.64
7				
8				

#434 Boys 100 LC Meter Freestyle Time Trial

ISI RECORD: 50.36 1985 Craig Oppel

50.49 NAT Summer Nationals

50.49 OLYT Olympic Trials

51.99 JNAT Summer Jr Nationals

53.79 FUTR Futures Champs

Meet Qualifying: 1:00.49

Lane	Name	Age	Team	Seed Time
Heat 1 of 1	Finals			Starts at 12:25 PM
1				
2				
3				
4				
5	Wittebel, 14	EISF-IA	1:07.16	
6				
7				
8				

#338 Boys 50 LC Meter Freestyle Time Trial

ISI RECORD: 22.83 2018 Joe Myhre

23.19 NAT Summer Nationals

23.19 OLYT Olympic Trials

23.59 USO US Opens

24.89 JNAT Summer Jr Nationals

24.89 FUTR Futures Champs

Meet Qualifying: 27.59

Lane	Name	Age	Team	Seed Time
Heat 1 of 1	Finals			Starts at 12:28 PM
1				
2				
3				
4				
5	Cohen, Ethan	19	CIA-IA	29.71
6				
7				
8				



Approach – Standalone Meet

- Set up as a meet
- Try to run recon prior to meet so all athletes attending are “vetted”
- Copy events from meet announcement to additional numbers (e.g. 200 series, 300 series, 400 series) so the events can be repeated as required
- Set up session(s) based on entries
- Be prepared to modify as session starts



Example 2: Session Report

Iowa Swimming Inc

HY-TEK's MEET MANAGER 8.0 - 5/29/2021 Page 1

2021 IA IFly Pre-Trials Time Trials - 5/27/2021 Session Report

Session: 1 Time Trial Session 1
Day of Meet: 1 Starts at 06:00 PM

Round	Event	Entries	Heats	Starts at	
Finals	8 Men 100 Breaststroke Time Trial	1	1	6:00 PM	_____
Finals	12 Men 100 Freestyle Time Trial	1			_____
Finals	9 Women 100 Backstroke Time Trial	2	1	6:03 PM	_____
Finals	10 Men 100 Backstroke Time Trial	1			_____
Finals	1 Women 50 Freestyle Time Trial	2	1	6:07 PM	_____
Finals	20 Men 200 Breaststroke Time Trial	1	1	6:18 PM	_____
Finals	21 Women 200 Backstroke Time Trial	1	1	6:21 PM	_____
Finals	109 Women 100 Backstroke Time Trial	1	1	6:24 PM	_____
Finals	101 Women 50 Freestyle Time Trial	2	1	6:27 PM	_____
Finals	14 Men 400 Freestyle Time Trial	1	1	6:36 PM	_____
Finals	309 Women 100 Backstroke Time Trial	1	1	6:41 PM	_____
Finals	301 Women 50 Freestyle Time Trial	2	1	6:45 PM	_____
Finals	24 Men 200 Freestyle Time Trial	1	1	6:57 PM	_____
Finals	409 Women 100 Backstroke Time Trial	1	1	7:00 PM	_____
Finals	401 Women 50 Freestyle Time Trial	2	1	7:02 PM	_____
	Swimmers Counts for Warm-ups: 7	====	====		
	Entry / Heat Totals:	20	13		
	Finish Time			7:03 PM	_____

Excel – As Seeded after warmups

Meet Manager– Session Report

Exported to Excel



Things To Be Aware Of

- Only change ends once if LCM
 - Ensure timer clipboards and watches are available at the other end
- Try to use one set of volunteer timers
 - Depending on athletes providing their own timers can be problematic
 - Host gets fees from time trials so it's in their interest to maximize the number of swims
- Be ready to validate number of swims quickly if athletes can “update” entries during the session
 - Scratching
 - Adding events
 - Keeping track of timeline
- Combine same distance events
 - Keep backstroke nearer to SR



Resources

Other Admin Referees

Documents

- [SPLITTING A COMBINED MEET.pdf](#)



Questions

- Remember the resources available to you.
- The best way to learn is to practice when you can!

Thank you for your participation