

HOW TO A/B FLIGHT

1. Add the “B” events: for purpose of these instructions: 23B, 24B, 25B, 26B).

Be sure to select prelims/finals (critical!!!: if you don't, you will not be able to merge the results)

Make the B events Slow to Fast

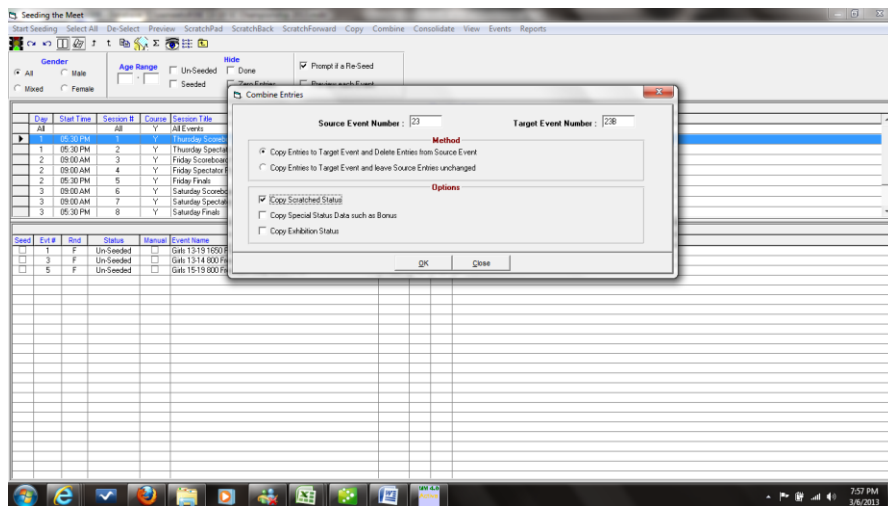
To be safe, also make it the multi-age exactly like the A flight

Keep the A events as is

2. Put the “B” events into the sessions where they will be run, (after the A flights) and have them alternate with the other “B” event
3. Print a psych sheet of the “A” events and **include the scratches** (so you can count down the number of swimmers to shift to the “B” flight. Draw a line under the swimmer that is the last one to stay in the “A” event. It should be 5 x the # of lanes, (skipping the scratches).
4. Go into seeding from the run screen
5. Go to combine. The source event is the A event and the target is B.

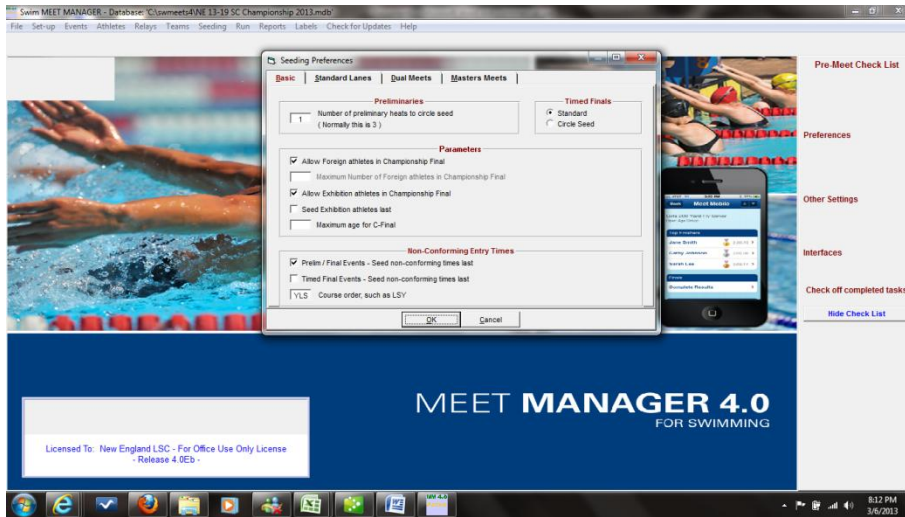
Click on the first option: “copy entries to target and delete from source”.

In the “Options” box, click off to **copy scratched status** (crutial). Hit OK



6. The scratch box appears. Be sure they are sorted by time by clicking the time column header to sort (fastest to slowest). The order should match the psych sheet you printed.
7. Locate the swimmer you have the line under on the psych sheet and note the number. See if it matches. At the top of the box, click on “select entries”. A box appears. Put in the number of that swimmer in the box. That should select all the swimmers that will be moved to the B flight, leaving you with 5 heats, x # of lanes, left in the A flight. If accurate, hit SAVE.
8. The seeding screen will now show the events with the correct numbers in each event. (Admin can check this)
9. Do this above process for all the other B events
10. Click on both **A events** and seed them (NOT THE B EVENTS YET)

- Now, go into SETUP from the main screen, and go to seeding preferences. Put a "1" in the box that has a "3" in it for how many heats to circle seed. Hit OK.



- NOW go into seeding, select both B events, and seed them.
- Print a program and be sure that the A flight is slow to fast, circle seeded and the B flight is fast to slow, not circle seeded, and alternating.
- 14. LAST STEP THAT IS CRITICAL: GO BACK INTO SEEDING PREFERENCES AND PUT THE # OF HEATS TO 3 (if you don't do this, all events that you seed will not be circle seeded)!!**
- After the events have swum, and all times entered you can combine the results: FROM THE RUN Screen, hit combine and move the B results to the target A event. I click the box to delete the results from the B

