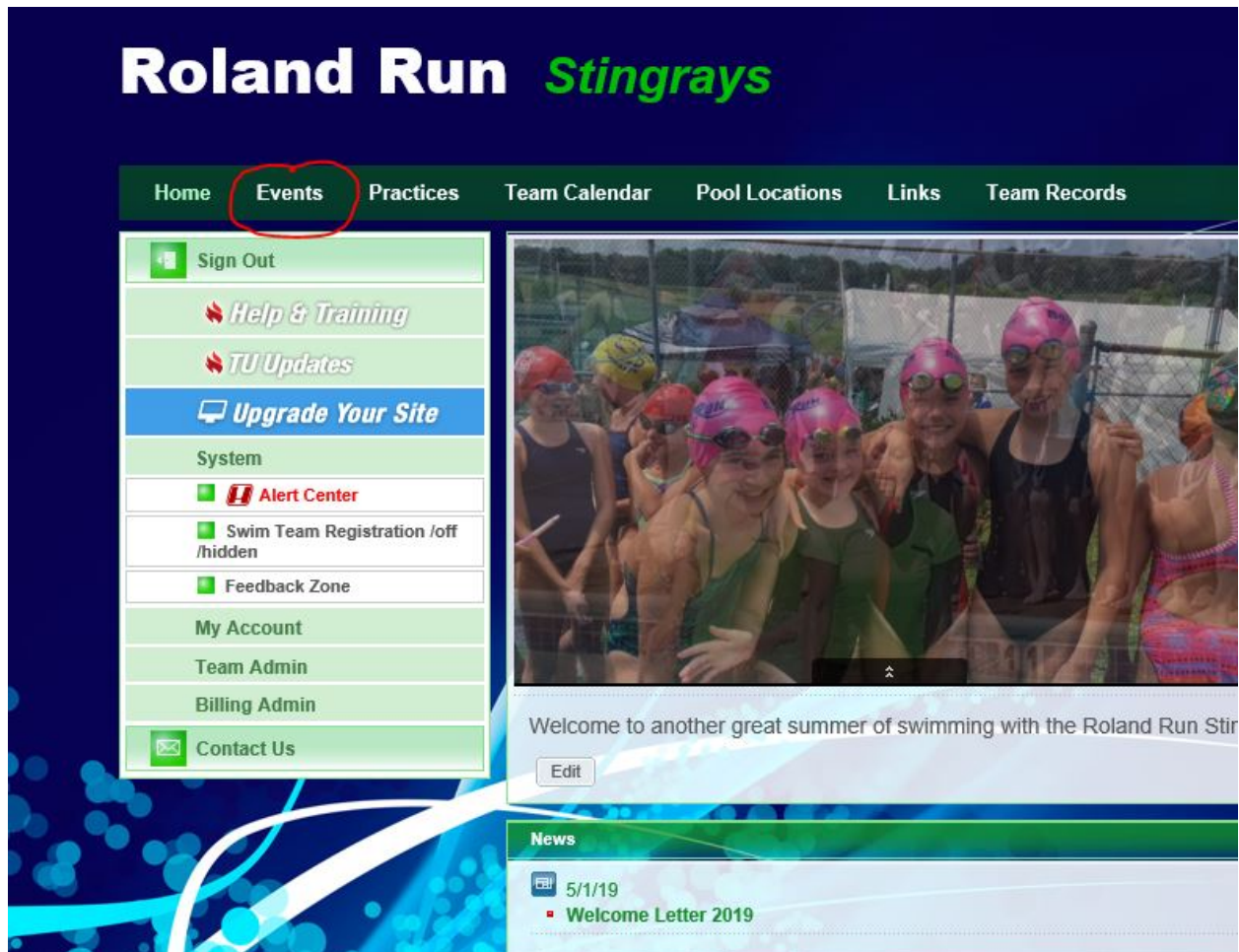


Athlete Entry Tutorial

1. From your home page, select Events.



2. On the event you want, like your next meet, select the Edit Commitment button.

Home Meet vs. North St. John's
Jun 22, 2019 (08:00 AM) - Jun 22, 2019 (01:00 PM)

[\[Edit\]](#)

[Edit Commitment](#) [Job Signup](#) [Select Teams](#) [Invited Teams](#)

Arrive 7:30 for Team Picture at 7:45. Warm Ups at 8:00. Competition begins at 9:00.

Home Meet vs. North St. John's
Jun 22, 2019 (08:00 AM) - Jun 22, 2019 (01:00 PM)

Practices Team Calendar Pool Locations Links Team Records

Event Signup

[Athlete Signup](#) [Committed Athletes](#) [Undeclared](#) [Declined](#)

Home Meet vs. North St. John's
Jun 22, 2019 (08:00 AM) - Jun 22, 2019 (01:00 PM)

My Account: **Hirsch, Jeff**
[410-252-2007](#)
[Q Change Account](#) (Admin Only)

Registration Deadline: **06/20/2019**

Meet Name:	Location:	Course:	Meet
Home Meet vs. North St. John's	2211 West Joppa Rd, Lutherville, MD 21093	Y	
Start Date:	End Date:	Age Up Date:	Use I
6/22/19	6/22/19	5/30/19	1/1

Enforce entry based on [Qualify Times]: No Restrict entry [Best Time] to same |

Event Declaration Setting: Commit by Session » [Edit](#) Maximum Event Entry Limitations »

3. On this page you will see your committed athletes listed below. If you coach make entries for the swimmers, you will see it here. If you have to make entries for your swimmers, then select the QuickEntries by Athlete button at the top left.

QuickEntries
[QuickEntries by Athlete](#) | [Overview](#)

Report
[Eligibility](#) | [Split Sheets](#) | [Entry Report](#)

Export
[TouchPad Sync](#) | [Generate Entry Files](#) | [Update Times](#)

IE - By Athlete

IE - By Event

Relay Teams

Commitment Log

QuickEntries

Search

Display ALL

Last Name:

Day/Session:

Gender:

Age Group:

Billing Group:

Roster Group:

Location:

Email

Set Unattached

Export ALL Committed

Printer Friendly

Decline Selected

Page 1 of 1

41

View 1 - 41 of 41

	☐	Member Committed	Meet Events (Individual)			Billing Group	Roster/ Location	Notes	Last Upd
			Select All	De-Select All					
			Approve	Reject	Clear				
1	☐	<u>Aumiller, Emily</u>				Roland Run	Girls 8 & amp		6/17/ 8:30
2	☐	<u>Bell, McNeal</u>				Roland Run	Boys 11-12/-		6/10/ 7:10
3	☐	<u>Bell, Rory</u>				Roland Run	Boys 8 & amp		6/10/ 7:10
4	☐	<u>Branon, Daniel</u>				Roland Run	Boys 9-10/<		6/17/ 12:57
5	☐	<u>Branon, Patrick</u>				Roland Run	Boys 13-14/-		6/17/ 12:58
6	☐	<u>Branon, Ryan</u>				Roland Run	Boys 15 & amp		6/17/ 12:58
7	☐	<u>Byers, Julia</u>				Roland Run	Girls 13-14/<		6/14/ 6:38
8	☐	<u>Dieveney, Abigail</u>				Roland Run	Girls 9-10/<		4/8/1 12:11
9	☐	<u>Dieveney, Charles</u>				Roland Run	Boys 9-10/<		4/8/1 12:11
10	☐	<u>Donovan, Colin</u>				Roland Run	Boys 8 & amp		6/9/1 5:23

4. This will bring you to this page. Your committed athletes will be listed at the top. Select each athlete and a list of eligible events for that athlete will show up below. Select the yellow highlighted boxes for each event you want for that swimmer. Then at the top select Commit ALL Changes & Go Back.

[Home](#) [Events](#) [Practices](#) [Team Calendar](#) [Pool Locations](#) [Links](#) [Team Records](#)

Home Meet vs. North St. John's

✖ Discard Changes for **Current Athlete** & Go Back

📄 Commit ALL Changes & Go Back

👤 Committed Athletes

Search ▾

Committed Athlete	ID	Gen	A...	Roster Group	Location	Notes
Aumiller, Emily Grace	080610EMIGAUMI	F	8	Girls 8 & Under		
✖ Bell, McNeal Joseph	041108MCNJBELL	M	11	Boys 11-12		📄
Bell, Rory Herbert	022812RORHBELL	M	7	Boys 8 & Under		📄
Branon, Daniel Joseph	101408DANJBRAN	M	10	Boys 9-10		
Branon, Patrick Reilly	081505PATRBRAN	M	13	Boys 13-14		
Branon, Ryan Matthew	011404RYAMBRAN	M	15	Boys 15 & Over		📄

✔ View/Edit Meet Entries: **Bell, McNeal**

✔ Toggle ALL Enter Fields

Show ONLY Committed Sessions and Events ▾

NOTE: Entries here will be APPROVED automat

En...	Best Ti...	Entry T...	Bonus	Exhi...	d/s	E...	G...	Age Group	Dis...	Stroke	Qualify...	Best Time Achieved @
☐	1:55.28Y'	1:55.28Y	☐	☐	1/1	4	M	11-12	100	Medi...		7/7/18: Roland Run Vs BH
☐	50.51Y	50.51Y	☐	☐	1/1	16	M	11-12	50	Free		7/22/17: Roland Run vs. H
☐	NT	NT	☐	☐	1/1	28	M	11-12	50	Back		
☐	NT	NT	☐	☐	1/1	38	M	11-12	50	Fly		
☐	NT	NT	☐	☐	1/1	48	M	11-12	50	Breast		

5. This will bring you back to the Committed Athletes page. Make sure you approve all the events for each swimmer . Only approved events will be used to sync with touchpad.

Committed Athletes

Athlete Signup

Committed Athletes

Undeclared

Declined

Meet Info: Home Meet vs. North St. John's

Email Event Signup Invitation [Preview](#)

Registration Deadline: June 20, 2019

QuickEntries

[QuickEntries by Athlete](#) | [Overview](#)

Report

[Eligibility](#) | [Split Sheets](#) | [Entry Report](#)

Export

[TouchPad Sync](#) | [Generate Entry Files](#) | [Update Times](#)

IE - By Athlete

IE - By Event

Relay Teams

Commitment Log

QuickEntries

Search

Display ALL

Last Name:

Day/Session: --ALL--

Gender: --ALL--

Age Group: --ALL--

Billing Group: --ALL--

Roster Group: --ALL--

Location: --ALL--

Email

Set Unattached

Export ALL Committed

Printer Friendly

Decline Selected

Page 1 of 1

41

View 1 - 41 of 41

	Member Committed	Meet Events (Individual)	Billing Group	Roster/ Location	Notes	Last Upd
		Select AllDe-Select AllApproveRejectClear				
1	☐ Aumiller, Emily		Roland Run	Girls 8 & amp		6/17/8:30
2	☐ Bell, McNeal		Roland Run	Boys 11-12/		6/10/7:10
	☐					6/10/

6. Once all events are approved. You can now sync with TouchPad, but selecting the TouchPad Sync link.

Committed Athletes

Athlete Signup

Committed Athletes

Undeclared

Declined

Meet Info: Home Meet vs. North St. John's

Email Event Signup Invitation

Preview

Registration Deadline: June 20, 2019

QuickEntries

QuickEntries by Athlete | Overview

Report

Eligibility

Split Sheets | Entry Report

Export

TouchPad Sync

Generate Entry Files | Update Times

IE - By Athlete

IE - By Event

Relay Teams

Commitment Log

QuickEntries

Search

Display ALL

Last Name:

Day/Session: --ALL--

Gender: --ALL--

Age Group: --ALL--

Billing Group: --ALL--

Roster Group: --ALL--

Location: --ALL--

Email

Set Unattached

Export ALL Committed

Printer Friendly

Decline Selected

Page 1 of 1

41

View 1 - 41 of 41

	☐	Member Committed	Meet Events (Individual) Select AllDe-Select AllApproveRejectClear	Billing Group	Roster/Location	Notes	Last Update
1	☐	Aumiller, Emily		Roland Run	Girls 8 & 9		6/17/8:30 AM
2	☐	Bell, McNeal		Roland Run	Boys 11-12/		6/10/7:10 AM
	☐						6/10/