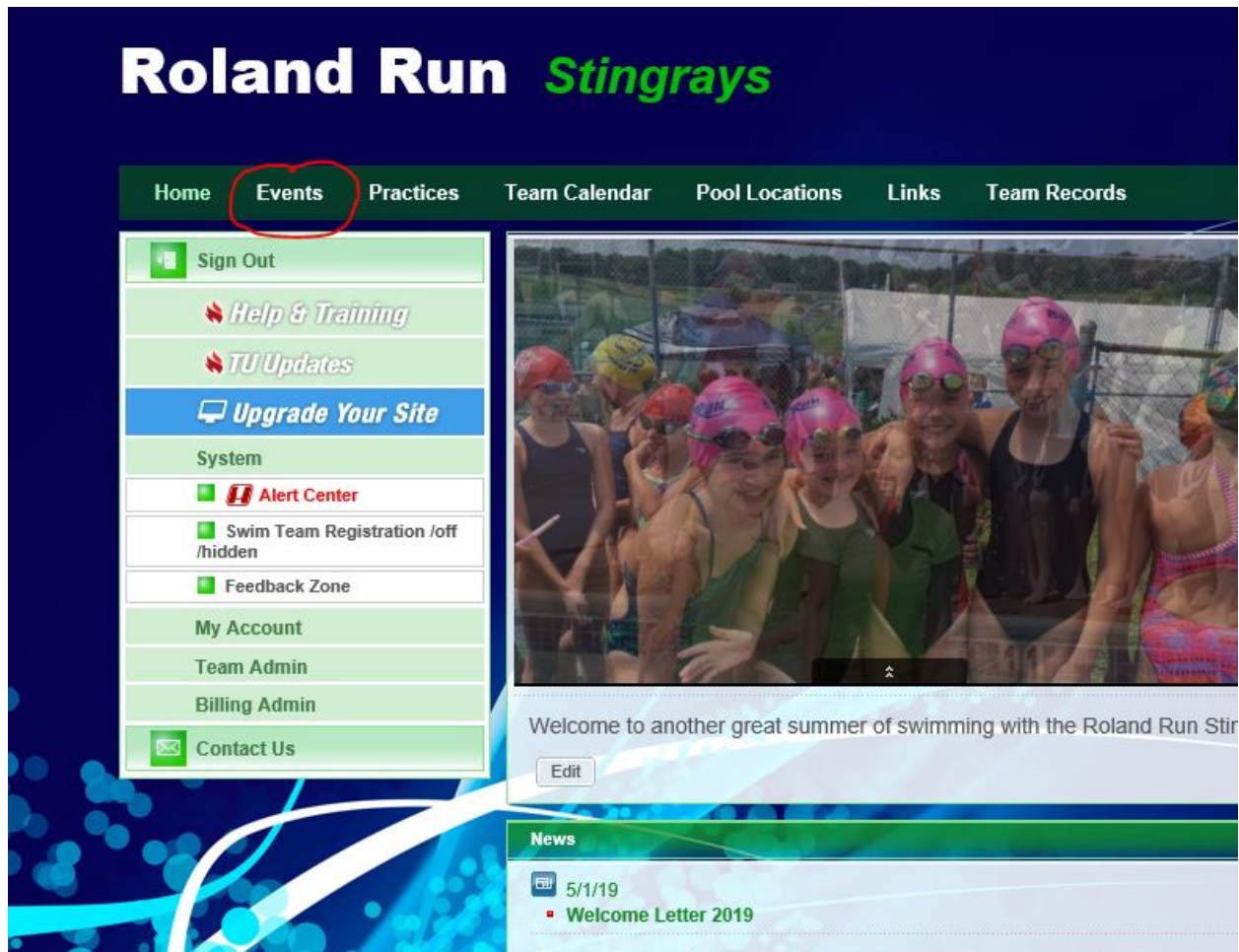


How to export meet entries as an SD3 file for Meet Manager

1. From your home page, select events.



2. On your event (meet) select Edit Commitment.

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.

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](#)
[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 x

3. In the upper right corner, select Generate Entry Files Times.

Committed Athletes

Athlete Signup Committed Athletes Undeclared Declined

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

Registration Deadline: June 20, 2019

Email Event Signup Invitation [Preview](#)

QuickEntries
[QuickEntries by Athlete Overview](#)

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

Export
[TouchPad Syn](#) | [Generate Entry Files Times](#) | [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 All De-Select All Approve Reject Clear	Billing Group	Roster/ Location	Notes	Last Upd
1	☐	Aumiller, Emily		Roland Run	Girls 8 & amp		6/17/ 8:30
2	☐	Bell, McNeal		Roland Run	Boys 11-12/		6/10/ 7:10

4. Then, select the Save Standard SD3 File button.

Meet Entries Files Generation

- 1. Save the SD3 file and email it to the Hosting Team**

☐ Export Entry Times as Unconverted
- 2. Meet Entry Fees Report to the Hosting Team**
[Meet Entry Fees Report](#)
[Meet Entry Fees Report \(with Details\)](#)
- 3. Generate Meet Entry Fees Batch: ?**
☒ For ALL participants.
☐ For selected ROSTER GROUP:
☐ For selected BILLING GROUP:
☐ For selected LOCATION:

5. This is important. Select the carrot next to Save and then select Save As.



6. This will bring up your Save As window. Select your USB drive and save. Then, eject your drive and give it to your opposing team tech person, so they can upload your events.

