

Midlakes League Champs Timer Briefing

Please take attendance. Meet Director will stop in 5 minutes after meeting start to ensure all volunteers are in place. If anyone is not in place, a coach from their team will be brought in to cover the role.

Begin the briefing once everyone is present.

Hi everyone and thank you so much for volunteering to time today! Your help is critical to making this meet run smoothly, and we really appreciate you being here.

Here's a quick overview of what to expect:

1. Lane Timing Teams

Each lane will have **two timers**:

- **Timer 1** will hold a **stopwatch and the clipboard** (for recording times).
- **Timer 2** will hold a **stopwatch and the plunger** (backup button).

Per USA Swimming rules, no timer may hold **two of the same devices** (e.g., two stopwatches). Each volunteer must have **one stopwatch**, and then either a **clipboard** or a **plunger**.

2. Before the Race

- Confirm that you have the **correct swimmer(s) in your lane** before the start. The Clerk of Course should have already checked, but it's always good to verify.

3. Starting the Race

- You will start your stopwatch **at the flash of the strobe/light**, not the sound. Sound and light travel at different speeds, so use the **starter light or the light on the blocks**.
 - Strobe is located on the wall over the control room. Make sure they know where to look!
- **Immediately check** that your watch has started. If it hasn't, **raise your hand** right away so the **head timer** can provide a backup time.
- **If you're the plunger timer**, do **not hold the plunger in your hand at the start**—this helps prevent accidentally pressing it early.

4. Know the distance

- Know the **event distance** so you can time appropriately. For example, in a 100-yard event, **don't stop the watch at the 50**—wait for the final touch.

5. Finishing the Race

- At the end of the event, **lean over to clearly see the swimmer's final touch** on the wall.
- You do **not judge whether the touch is legal**—you just record the time at the moment the swimmer touches the wall.
- **Stop the stopwatch and press the plunger (if you have it) simultaneously** at the final touch.

6. Recording & Resetting

- The **clipboard timer** should **quickly write down both stopwatch times** after each race.
- After recording, **both timers reset their watches** and prepare for the next heat.

If you miss a time or press early, don't worry—just **raise your hand** and a backup timer will bring you their stopwatch to swap.

Thanks again for your attention and help today. If you have questions, now's the time to ask. Otherwise, please head to your lanes and get set up—we'll begin shortly!