

Instructions to Add List of Officials to Meet Manager

- Load Meet Manager and open whatever meet database you want to use.
- Go to the Set-up menu and choose Officials.
- Pick the Import option on the top bar, then browse to the location of the “Officials.csv” file, and Open it.
- If you have some officials in there already, it will merge these in with them.
- If the same names exist already, it appears to ignore them and not make duplicates