SUBMITTING MEET RESULTS TO RECORDS CHAIRMAN
Patty Stratton

USA Swimming has developed a database called SWIMS. All National Times Verification Chairmen are asked to submit times for meets held in their LSC to the database. Not only does the database list all times but it verifies membership for each swimmer. Times can only be submitted by recognized SWIMS users (usually the NTV Chairman in each LSC). The database is being used to develop the Top 16 yearly lists and many other programs including entry into national swim meets.

In order to provide USA Swimming with the data in the format they want, I need each team who hosts a meet to provide me with a back-up of your meet as soon as your meet concludes. **I do not need printed results!!** Just email a **back-up** (not a cfile or SDIF file) to me. I will then format the meet name as required by USA Swimming and submit the results for inclusion into the SWIMS database. If you are using Meet Manager Pro, it is very important that you uncheck the "read-only" box before sending me your backup.

Email the back-up file to: stratton@cableone.net

Results must be distributed (emailed) not more than 14 days after the meet or a fine of $35 will be assessed the host team.

Relays – as I am sure you are all aware, if the swimmer's names are not written on the back of a relay card at the time of the swim, the relay will be disqualified. The same principal, more or less, has been applied to submitting relay swims to the SWIMS database. If a host club does not include relay names in the meet database, those relays will not be submitted to USA Swimming for Top 16 consideration. Therefore, if you are checking to see where your relay team is ranked and you do not find the team listed in the database, chances are the names were not included on the meet backup which was submitted to me by the host team. It is extremely simple to enter relay names into the database during the meet. Please take the time to do so.