



PROCEDURES FOR SUBMITTING MIDLAKES RESULTS

Results for ALL MEETS, including out of division, need to be submitted to the Midlakes website. *The Home pool is responsible for this task.* Results should be submitted within 24 hours of the conclusion of the meet.

Report for Website: To create the report for the Midlakes website use these selections:

- Flat HTML (instead of selecting a number of columns),
- Splits - None
- Relay names 4
- Include in results:
 - Time standards
 - Entry time
 - DQ Codes
 - Athlete/relay points
 - Combined score
- Name the file created. Example: SS @ KGR A-Meet 6-15-07**
- You must email this file to results@midlakesswimleague.org
- The subject line of the email should be the same as the name of the results file: SS @ KGR A-Meet 6-15-07**

The results will be posted to the website Scoreboard at www.midlakesswimleague.org.

If your score is not showing up at the bottom of the results please configure your Meet Manager program as follows:

- Setup
- Entry/Scoring Preferences
- Choose the tab labeled "2 or 3+ Double Dual" and click on the 'Select Teams' button
- For Double Duo Meet check all three boxes: Male, Female, Combined
- Choose "save".

Now run your report again making sure that "combined" score is selected.

****It is important that we keep the naming scheme consistent to ensure that the results are posted correctly. If you are unsure of the correct name check the Scoreboard or the Swim Meet Schedule posted on the League website.**