

## **PJSL Timer's Manual**

- Arrive at the pool at 5:15 pm.
- A timer's briefing will be given before the start of the meet.
- The Referee will assign each timer's lane number (home-even lanes, away-odd lanes).
- During the meet cell phones must be on silent mode.
- During the meet refrain from using cell phones.
- Each meet will need 10 timers from each team: 9 lane timers and 1 backup timer.
- Start the stopwatch by the strobe light, not the sound.
- Press the watch with the index finger.
- Stop the watch when any body part touches the wall.
- Lean over the pool if needed to see the finish.
- Give the time to the timer that is recording the times.
- RESET WATCH!!
- If any watch malfunctions occur, raise hand, and the backup timer will appear.
- Always start the watch even if the lane is empty.
- If a swimmer misses a heat, send the swimmer to the Referee.
- Keep track of the race.
- Stay focused, particularly during the start and finish.
- Do not get so interested in watching a race in another lane.
- Pick up the stopwatches from the statistician table.
- Arrive at lane number 5 minutes before the start of the meet.

### **Before the heat timers recording times should:**

- Pick up the stopwatches and clipboard from the statistician table.
- Ask the swimmer's name: "What is your name?"
- Do not ask: "Are you John Smith?"
- Check the order in which the swimmers compete in each relay.

### **During the heat timers, recording times should:**

- Record the times in the same order for each heat.
- If the lane is empty, record "NS" for no swimmer.
- Record times to the hundredths of a second (two decimal places).

**Before the meet, check the watch to ensure the stopwatch is working correctly.**

**Thank you for volunteering.**