

GSDA Coaches Meet Entries Training

May 13th & 14th 2019

The Process

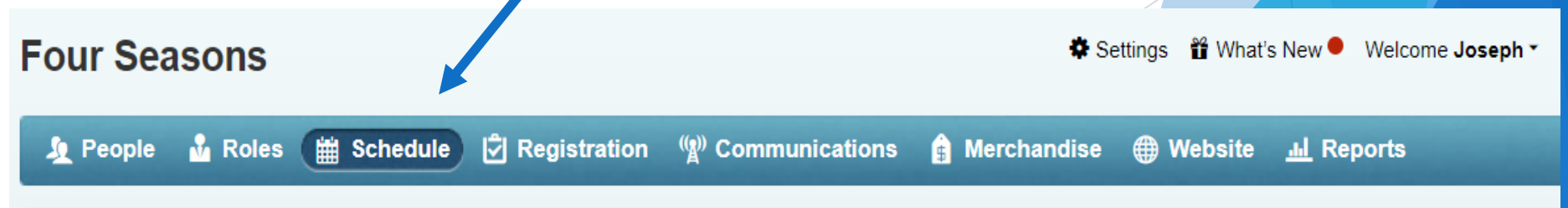
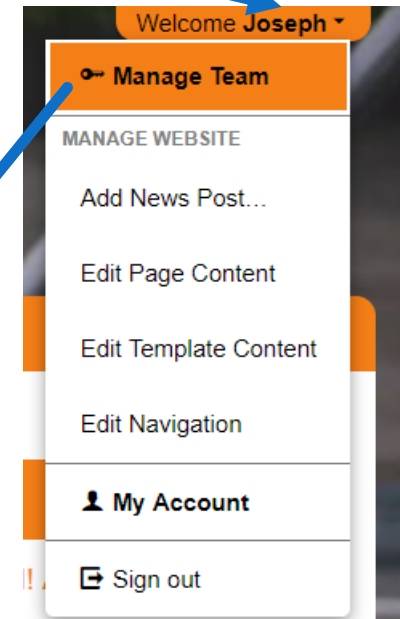
- ▶ Parents register athletes using your swim team website registration page. (**swimmers cannot be entered into meet until they are registered**)
- ▶ Parents declare if athlete will be attending meet (optional depends on your team's policy). Coach can always override
- ▶ Coach enters athletes into events via website when complete submits entries (ready to merge) by **2PM** on day of meet
- ▶ Host team or GDSA team manager (Mary) will assign lanes and merge entries from the 3 teams into meet.
- ▶ Updates can be made via change slips at host pool by 5:45pm.
- ▶ Results will be posted after the meet on your team's website and on the mobile app

Meet Entries

- ▶ All entries will be created in Swimtopia Team Websites
- ▶ Ensure Swimmers Declared as Attending
- ▶ Enter up to 4 Swimmers/4 Relay Teams Per Event
- ▶ Relays entries can be generate at once
- ▶ Lane assignments are done as part of the merge process by host team or GDSA team manager (Mary)

Getting Started

- ▶ Need user login (email / password) for your team site setup by your swim team admin
- ▶ Login then click on your name on top right and select Manage Team
- ▶ If you don't see manage team or schedule contact your team admin



Easy to use interface

- ▶ Click on pen icon to left of athlete to edit all events for swimmer
- ▶ Relays can be auto generated using fasted times on swimmers declared as attending
- ▶ See coaches guide for detail instructions

Dolphins vs. Hammers Edit

June 25th, 2011 SC METERS Copy Remove

Volunteer Sign-up OPEN
Swimmer Sign-up OPEN

[Events](#) [Entries](#) [Results](#) [Jobs](#) [Files](#)

[Individual Entries](#) [Relay Entries](#) [Reports](#) [Export](#) [Settings](#)

Girls 6 & Under « Previous Girls 6 & Under Next »

Group by status [Edit Entries](#)

Athlete name	Age	# 1 100 Free Relay	# 13 25 Free	# 33 25 Back	# 45 25 Breast	# 57 25 Fly	Swim-up events
<input checked="" type="checkbox"/> Athan, Rochelle Edit	6	A-1	38.36*	1:32.63*	50.69*	--	#3 Girls 7-8 100 Medley Relay (A-2)
<input checked="" type="checkbox"/> Mia, Baby Edit	0	--	--	--	--	--	
<input checked="" type="checkbox"/> Ault, Lyn Edit	6	A-3	--	50.93*	38.36*	1:32.63*	#3 Girls 7-8 100 Medley Relay (A-3)
<input checked="" type="checkbox"/> Ault, Matilde Edit	5	A-4	24.96	36.70	--	--	
Joslin, Cathrine Edit	6	⊘	--	1:30.23	--	--	#69 Girls 7-8 100 Free Relay (B-4)
Kalafut, Pilar Edit	6	B-2	--	--	--	--	
Mcduffie, Portia Edit	6	A-2	--	--	--	--	
<input checked="" type="checkbox"/> Puleo, Nettie Edit	6	B-4	--	--	--	--	
Sokoloff, Mandy Edit	6	B-3	--	--	--	--	
<input checked="" type="checkbox"/> Worden, Lucy Edit	6	B-1	--	48.22	--	1:02.12	

Submit Entries

- ▶ Regular Season Meets
 - ▶ Entries linked through team website to Meet Maestro
 - ▶ Coach submits team entries via
Entries->Merge/Export->Ready to merge->Save
- ▶ Semifinals
 - ▶ Coach Entries exported from team website
 - ▶ Meet Entries - Hy-Tek format
 - ▶ Team Roster - Hy-Tek format
 - ▶ Email both files to Mary mojollier@donet.com

Reports

- ▶ Meet Maestro has several reports for meets and team.



People Roles Schedule Registration Communications Merchandise Website Reports

Reports

- Swim Meets**
 - [Meet Entries Matrix](#)
 - [Meet Entries by Event](#)
 - [Meet Entries by Athlete](#)
 - [Meet Entry Fees](#)
 - [Meet Participants](#)
 - [Missing Entries \(Undeclared\)](#)
 - [First Time Entrants](#)
 - [Meet Absence Report](#)
 - [Relay Report](#)
 - [Proof of Times Report](#)
 - [DQ Report](#)
- Volunteering**
 - [Volunteering Points Summary](#)
 - [Volunteering Assignments Summary](#)
 - [Volunteering Shifts Summary](#)
- Athlete Performance**
 - [Top Times](#)
 - [Top Relay Times](#)
 - [Top Times \(New\)](#)
 - [Top Relay Times \(New\)](#)
 - [High Points](#)
 - [High Points by Age Group](#)
 - [Best Times](#)
 - [Athlete Report Card](#)
 - [Most Improved](#)
- Athlete Information**
 - [Athlete Roster](#)
 - [Athlete Photo Roster](#)
 - [Athlete Medical Conditions & Medications](#)
 - [Emergency Contact Report](#)
 - [Emergency Binder Report](#)
 - [Parent Information](#)
 - [Family Information](#)
 - [Athlete Registration Numbers](#)
- Registration**
 - [Registration Details / Data Export](#)
 - [Acknowledgement Summary Report](#)
 - [Athlete Count By Age Group](#)
 - [Seasons on Team](#)
 - [Non-returning Athletes](#)
 - [Rookie Athletes](#)
 - [USA Swimming / LSC Registration](#)
- Merchandise**
 - [Orders by Registration](#)
 - [Order Summary by Item/Option](#)
 - [Personalized Orders](#)

/reports/top relay times new

2019 GDSA Season Schedule

Schedule

- Schedule on GDSAswim.com website

8-July	9-July	10-July	11-July
Semis 10 & Under @ CW Scratch: 4:45 PM Warmups: 5:10 PM Start: 6:15 PM	Semis 11 & Over @ 4S 4:45 PM 5:10 PM 6:15 PM	Semis Rain Date 10 & Under @ CW 4:45 PM 5:10 PM 6:15 PM	Semis Rain Date 11 & Over @ 4S 4:45 PM 5:10 PM 6:15 PM
15-July	16-July	17-July	18-July
FINALS @ PC Scratch: 4:45 PM Parade: 5:00 PM Warmup: 5:20 PM Start: 6:00 PM	FINALS Rain Date @ PC 4:45 PM 5:00 PM 5:20 PM 6:00 PM		
MONDAY	TUESDAY	WEDNESDAY	THURSDAY

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
3-June	4-June	5-June	6-June	7-June
NOTE: 2nd Team Listed is Home Team	MEET #1 4S - CW - PC BYE: MN, FV		MEET #2 PC - MN - FV BYE: CW, 4S	
10-June	11-June	12-June	13-June	14-June
MEET #3 4S - MN - CW BYE: PC, FV		MEET #4 CW - FV - PC BYE: 4S, MN		
17-June	18-June	19-June	20-June	21-June
	MEET #5 PC - CW - MN BYE: 4S, FV		MEET #6 FV - PC - 4S BYE: CW, MN	
24-June	25-June	26-June	27-June	28-June
MEET #7 MN - FV - 4S BYE: CW, PC		MEET #8 FV - 4S - CW BYE: MN, PC		MEET #9 4S - MN - PC BYE: CW, FV
1-July	2-July	3-July	4-July	5-July
MEET #10 CW - FV - MN BYE: 4S, PC	Semis Entries Due due by 7:00pm. Email to scorer & Sec of Records		Semis Corrections Due due by 7:00 pm. Email to scorer & Sec of Records	GDSA Meeting (to vote on officials for Semis/Finals)