

01-18 Tutorial: CleanEntries/eDive State

Meet Registration, GHSA Rules, and
P.O.P Sanction Resolution

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Instructor: Matt Murphy; Dave Salmon

Summary

On 2026-01-18, a recorded Sunday tutorial and discussion guided coaches and divers through registering for a state meet using CleanEntries.com with eDive, managing accounts and teams, validating dive lists under Georgia State rules, monitoring deadlines, and addressing a sanctioning issue affecting qualifications. Matt Murphy facilitated logistics and best practices; Dave Salmon, owner of eDive, led the technical walkthrough. The state meet was made visible that morning, and the session demonstrated meet discovery, event rules, participant views, account creation for divers and coaches, team management and approvals, event registration with dive sheet validation, dashboards for verification, and host actions after registration closes. Administrative updates included recording distribution plans and travel cost notes. A separate segment covered a late sanction denial for an early bird meet, proposed remediation through the proof-of-performance (P.O.P) system, and stakeholder coordination to ensure athlete eligibility.

CleanEntries and eDive Workflow Overview

Platform and data

- CleanEntries.com is the primary registration site used with eDive, collecting coach, team, diver, and dive list data.
- Coaches/divers do not need to create anything in eDive beforehand; registration occurs on CleanEntries when the meet is listed.

Meet visibility and navigation

- The state meet was made visible this morning.
- From the main page, click “Meets” to list all meets; filter by typing part of the meet name or by start date.

Registration windows and host actions

- Each meet has defined registration windows.
- After online registration closes, meet hosts import entries into eDive, set diving order, and finalize changes.

Dual meets and invitations

- The system supports dual meet and invitational seasons and is familiar to AAU users.

Navigating Meets and Event Details

Meet details page

- Displays meet information, host contacts, location, notes, event summaries, entry counts, and formats (e.g., “male 1 meter,” “six rounds”).
- “Rules” link opens a pop-up with event-specific rules and differences (e.g., boys vs. girls thresholds).

Participant views

- Under Participants, selecting an event and clicking “View” shows all divers; clicking a diver opens the dive list with a PDF print option.
- Lists of divers, coaches attending, and teams are accessible.

Accounts: Divers and Coaches

Diver accounts

- Divers must have accounts; either the diver or coach can create them.
- Email addresses can be reused across accounts if usernames are unique, enabling coaches to manage younger divers.
- Creation flow: “New Account” → “Register as a diver”; select state, search by last name, then enter required info (name, city, email, unique username/password). Optional: DOB (required for age-restricted events), phone, AAU/US Diving/USA Diving IDs. After creation, the system logs in as the diver.

Coach accounts

- “New Account” → “Register as a coach”; enter required info and optional details; automatic login after creation.
- Coaches can mark “I will be at the meet,” or presence is auto-marked if listed as the diver’s coach.

Team Management, Approvals, and Multi-Team Coaching

Viewing and joining teams

- From the coach dashboard, Team Management lists teams and divers; use “Join the team” to request membership, then await approval.
- New teams can be created; the logged-in coach defaults as main contact.

Approvals and permissions

- Approved coaches receive notifications to approve/deny join requests.
- Divers auto-added via registration are initially “unapproved”; approval minimally affects divers but controls coach edit permissions (only approved coaches can edit dive sheets).
- Automatic approvals apply when an approved coach registers divers or adds assistant coaches.

Handling turnover and best practices

- If no approved coach remains, email support to approve the new coach; then remove outdated accounts.

- Best practice: the school's head swimming and diving coach should own the team account and add dive coaches as approved assistants to maintain continuity.
- Avoid dummy accounts; the system audits changes for traceability.

Editing team information

- Approved coaches can upload logos, set team names and codes (match GHSA high-tech codes via the proof-of-performance portal), add organization IDs, websites, and set the main contact.

Registering Divers for Events

Access and selection

- Logged in as coach: use “Event Register/Edit” on the meet; default diver list shows divers from the coach's teams; search by name if needed.
- Choose a diver; eligible events are based on gender and category; select the specific event.

Dive sheet entry and validation

- Registration shows event, diver name, grade in school (required), team (default from last registration), and coach (default to logged-in coach).
- Team/coach selection via edit icons; searching saves selections and auto-adds divers to teams if not members.
- Dive list defaults to event format (e.g., one meter with six optionals); “View Rules” shows applicable rules.
- Enter dives by number and position; “Check sheet” fills DTS, descriptions, and validates; errors identify issues for correction before saving.
- Saving returns to diver selection; meet details update entry counts and show dive lists. Coaches can edit, print PDFs, or delete registrations from dashboards; girls' events are supported similarly.

Dive List Validation and Georgia State Rules

Automatic enforcement

- The rules engine enforces event-specific constraints and will not allow invalid lists.
- Custom Georgia State rules check categories, degrees of difficulty (DD), and round requirements.

Examples and constraints

- Rounds two through six must cover at least five groups; violations are flagged.
- Minimum DD thresholds apply (e.g., boys DD \geq 12.0); lists below are blocked.
- Championship vs. dual meet differences: first dive may exceed 1.8 DD at championships, and dives two through six must cover all five groups; enforcement is automatic.
- Example first dive: front 3 1/2 at 3.0 DD is allowed under championship rules.

Dashboards, Notifications, and Deadlines

Verification and backups

- Coach dashboards show meets with registrations and list all registered divers across teams; print/save as backup proof of timely entries.
- Diver dashboards show meets and events with options to edit, print PDF, delete, or register for another event.
- Event registrations do not send email confirmations; dashboards serve as verification.

Email notifications

- Account creation emails confirm usernames, athlete names, and associated emails.

Deadlines and monitoring

- Proof of performance (P.O.P) is due by the 27th at 4 PM.
- Meet registration and changes are allowed until the 28th; late registrations are not accepted.
- Administrators (e.g., Vicki) monitor entries daily, proactively contacting coaches to fix issues; coaches should register divers promptly upon qualifying.

Hosts and System Capabilities

Host actions post-close

After online registration closes, hosts import entries into eDive, set diving orders, and finalize adjustments before competition.

System features and future plans

The platform streamlines meet management and dual meets; integrates an iPad judging app and a rules engine for compliance.

Concept: a dedicated GHSA page with live results and P.O.P validation to simplify administration; encourage adoption of eDive for dual meets; ideas to be discussed at the spring meeting.

Assignments for Coaches

- Access CleanEntries.com, locate the state meet via the “Meets” link, and review event formats and rules.
- Create or verify coach accounts; mark attendance or ensure you are listed as the coach when registering divers.
- Ensure divers have accounts; create accounts for younger athletes as needed, including DOB for age-restricted events.
- Register divers for appropriate events, enter complete dive lists, use “Check sheet” to validate, save, and print PDFs for confirmation.
- Use dashboards to review and edit registrations; print/save the coach “Registrations” page as backup proof before deadlines.
- Join or create your school’s team; request approval from existing coaches; if none remain, email support to gain approval and remove outdated accounts.
- Head coach, control the team account and add dive coaches as approved assistants; avoid dummy accounts; maintain accurate team code, logo, and contact info aligned with GHSA high-tech codes.
- Submit P.O.P by the 27th at 4 PM; complete registrations and changes by the 28th; register divers as soon as they qualify.
- Watch the posted recording and share the link with staff; contact support early with questions; consider adopting eDive for dual meets and prepare ideas for a GHSA live results/P.O.P page.