

## TIMER BRIEFING – RSL

### Introductions:

- Introduce yourself as the head timer.
- THANK everyone for volunteering to help. Without timers, swimmers would not be able to receive an accurate, official time - that is the reason they are here. Your watches perform this crucial task in every heat.
- Ask if there are any new timers? “That’s great! It’s easy to learn!”
- Head Timer will assign each timer a specific lane and will designate one timer in each lane as Lead.
- (Assign your more experienced timers to the middle lanes)
- Please make sure to turn off (or silence) all cell phones and any other device that could distract you or the swimmers. **\*REMEMBER NO CAMERAS/SMARTPHONES are permitted behind the blocks\***

### Before the Race:

- Familiarize yourself with the watch. Make sure you know which button is start, stop and reset. Practice a few times.
- Assign each timer in your lane a number (1, 2 or 3). Always write down the times in the same order.
- The Lead Lane Timer with the clipboard, PLEASE verify that the correct swimmer/relay is present and in the correct lane/heat (This is a really nice way to assist the kids and make sure no one missed their event). Check that relay order is correct.
- Do NOT engage in conversation with the swimmers unless they initiate.

### At the Start:

- Make sure you can see the strobe. Focus on the strobe and start the watch *at the moment* of the flash.
- Strobes do occasionally fail; in that case, start your watch on the sound.
- If you are on the blocks end of the pool and your lane is empty, please hold your hand over the starting block; this helps the ref and starter know they are not waiting for a swimmer in that heat.
- Please remember that sometimes the ref will fill in an empty slot with a swimmer that missed their heat. Please allow this swimmer to swim and write down their info after the heat. If confused, look at ref; he may indicate to you.
- **ALL LANES should start their watches, even if you do not have a swimmer in your lane.** This allows your stopwatch to be used as a backup if needed.

### Immediately after the Start:

- Check the watch to make sure it has started and is working properly.
- If you miss the start, or the watch has malfunctioned, raise the watch overhead to signal to the Head Timer to bring you a backup watch.

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### During the Race:

- Keep track of the race and the distance completed by your swimmer.
- Timer with the clipboard should be verifying swimmer in the next heat.
- If a swimmer misses their heat, please direct them to the Referee.

### At the Finish:

- Come forward to the edge of the pool and look directly down.
- Stop the watch when ANY PART of your swimmer touches the end of the racing course. You are not concerned with the legality, just that the swimmer has finished.
- Timers and officials share space at the finish – please be considerate of each other.

### After the Finish:

- Step back to make space for the next swimmer.
- Timer with the clipboard **NEATLY** records the watch time(s) on the sheet for each heat.
  - Please record watches in the same order each heat (Timer 1, then 2, then 3)
  - Times are recorded to the hundredth of a second - **2 decimal places** – if the watch records to the thousandth, drop the last digit without rounding
  - Record NS if the swimmer missed the heat
  - Record DNF if your swimmer did not finish their race
  - Note any other problems (different swimmer, bumped head, etc)
- **NEVER assist a swimmer out of the water by pulling on their arm.** If the swimmer is having trouble exiting the pool, the swimmer may be directed to a ladder or steps on the side.

### Additional Items:

- Please report to your position 5 minutes before the meet is scheduled to start. Be prepared for a test start if the starter requests it.
- If a swimmer did not swim due to what you feel was your error (told swimmer wrong heat, you got in the way of the blocks), please let the ref know. We do not want to penalize swimmers for mistakes made by officials and timers.
- If you do not have enough time to write down times between events, please notify the Head Timer who will bring it to the attention of the Ref/Starter.
- 1<sup>st</sup> half timers - **DO NOT LEAVE YOUR LANE** – until you have been relieved by the 2<sup>nd</sup> half timer. Speak with your team's volunteer coordinator with any concerns.
- In the case of inclement weather, please exit the pool in a quick and orderly fashion. The head timer will collect your stopwatches and clipboards before exiting the pool. **DO NOT LEAVE** until you have received notification of plans to restart or postpone. If meet resumes, you will be needed to continue timing in your lane.