



## Automation Notes 2008-2

### Automation Notes:

These notes will be distributed to the Division Data Coordinators to highlight automation related items. A copy will be maintained on the NVSL web site in the Automation Notes – 2008 folder of Documents.

### Data Exchange for Dual Meet #1

Each Division is encouraged to meet at a common location to exchange Data, merge in Meet Manager, and prepare printed material for the meet. This will promote uniform solving of questions and issues expected for the first A-Meet preparation using Hy-Tek.

### Hy-Tek Team Manager (TM) & Meet Manager (MM):

1. Version 1a of NVSL A-Meet procedures using Hy-Tek is available with changes highlighted in gray.
2. Version 1 of NVSL Meet Manager Operations Manual is available.
3. Sessions are not critical in the A-Meet template and will not be used for A-Meet.
4. MM only prints time cards for lanes that have an entered swimmer. Each Division is to determine how they will deal with this. There are at least three options for dealing with lanes without entered swimmers:

- a. Have the Chief Timer verify there is a card for all entered swimmers in an event.
- b. Insert into the stack of printed time cards by lane a preprinted card with N/S in the swimmer name and enter the event number and lane for each lane without an entry.
- c. Have a male and female with a No Swimmer name as athletes. Enter them in the lane when preparing the meet entries.

5. A WORD template for the Cover Page of the Official Meet Program is available in the Document Center. There is also a PDF template for the Cover Page available in the Document Center.
6. If someone notices an error in the meet templates, notify Bill Cook at <wjc96@acs.org> and he will advise if a revised template needs to be uploaded to the web site to replace the existing one.
7. All team Hy-Tek related issues and questions should first be reported to the Division Data Coordinator for resolution. If they are unable to resolve the problem then each Division Data Coordinator has been assigned to a group with one as the lead.
8. There is a Trouble Report system for reporting questions, problems or suggested improvements. Review existing Trouble Reports to see if there

are workarounds or if the issue has been reported. If this is a new issue, submit a new Trouble Report at: <http://jayscomputer.com/problem>

## **NVSL Web Site**

1. All Division Data Coordinators should have a password for the NVSL web site. A password is required for posting meet scores and uploading meet results. If you do not have one contact Doug Firman <firmand@aol.com>
2. All Team Representatives should have a password for downloading other meet results in their division.
3. The Document Center can be reached from the NVSL website home page via **Information | Document Center**.