Automation Notes
2010-3

Automation Notes:

These notes are distributed to the Division Data Coordinators and Division Coordinators for further distribution to their respective teams in order to highlight automation related items. A copy is maintained on the NVSL web site in the **Information > Document Center > Automation Notes > 2010 folder**.

Lessons Learned From Week 1

The first week is under our belt and in many cases there weren't any problems. However there were a few issues that if addressed will make things go even smoother this week

1. Home teams need to send meet backup files to their Division Data Coordinators. In order to create a backup file at the end of the meet the computer operator should select **File > Backup** from the main menu. The file that is created will look like Swmm3Bkup2010-06-26 A-Meet PH@FCE-01.zip. We ask for a backup file in order to re-score the meet and verify it matches with the manual score and it also allows the Division Data Coordinator to fix discrepancies if necessary.
2. The Table Administration procedures were modified this year to have the Place Recorders compare the computer results with the manual results after each stroke block. This can be done more frequently if desired, but should be done before printing label backings. The check should include the swimmers name, time, place and score. It is done to verify the accuracy of both the computer data entry and manual scoring. If there are any problems they should be resolved by looking at the

time cards if necessary. A copy of the Table Administration procedures are available on the NVSL Website in the **Information > Document Center > Clinic Handouts** folder.
3. Teams need to verify their entries in accordance with the A-Meet Procedures provided by the Automation Committee. Page 4 and 5 of that document describes how teams can print out various reports to ensure they have not made any errors in selecting swimmers for events. Limited options exist for correcting entries the day of the meet.

Hy-Tek Team Manager (TM) and Meet Manager (MM):

1. Meet events files and meet database backup files for Week 2 are available for download from the NVSL website. The meet templates include the projected 2010 All Star cut times and updated NVSL records. The meet events file is to be imported by both the home and visiting teams into Team Manager prior to selecting swimmers for the meet. The meet database backup file is to be downloaded and restored in Meet Manger by the home team before the data exchange.
2. If anyone notices an error in the meet templates, please notify Joe Mattis (jtmattis@cox.net) and he will advise if a revised template will be uploaded to the website to replace the existing one.
3. Some teams received an unexpected warning when attempting to score the first event from the Run screen in Meet

Manager. The warning said scoring could not be done until the scoring preferences were set-up for the meet. The cause of the warning is unknown but the solution requires the team to go back to the main menu and select **Set-up > Entry/Scoring Preferences > 2 or 3+ Dual Meet tab > Select Teams** button. You should see the two team names and checkboxes for Female, Male and Combined. Generally just opening the window solves the problem. If that does not work you might have to un-select a box and reselect. At a minimum the Combined box needs to be checked.

4. All team Hy-Tek related procedural issues and questions should first be reported to the Division Data Coordinators and Division Coordinators for resolution. If they are unable to resolve the problem A-Meet issues should be referred to Joe Mattis (jtmattis@cox.net) and B-Meet issues should be referred to Dan Joyce (dojgeg@verizon.net). Software problems should be worked through the Hy-Tek support process.

NVSL Web Site

1. This year the NVSL is participating with the Washington Post and its ReachForTheWall.com website. The webmaster will provide the results for the league once all the results files have been posted and processed.

2. There is a problem with the availability of electronic results files from last year's divisionals and relay carnival meets. The files either do not exist to download or the *.cl2 files will not import properly into Team Manager. We are working with the website developer to address those issues. In the mean time the results files from the 2009 Divisional meets and Relay Carnival meets can be requested by contacting Joe Mattis at jtmattis@cox.net.

3. The Document Center can be reached from the NVSL website (http://nvsl.nvblu.com/) home page via **Information | Document Center.**