

Sending Results to Pacific Swimming

As soon as possible after completion of your meet, your result files should be attached to an email following the instructions below for the meet management software used at your meet and sent to **results@pacswim.org**. This will ensure that the times achieved at your meet are submitted promptly to the USA Swimming SWIMS database, posted on the Pacific web site, included in top times reports, reviewed for Pacific records and National Reportable Times, and made available to external vendors of information from Pacific swim meets.

Please send your results in as soon as possible after the meet -- parents, coaches and swimmers increasingly expect to see the results and the updated top time rankings almost before the meet is over! Pacific's Rules and Regulations require that results be submitted by the third day after the meet.

You only need to send your results to the single **results@pacswim.org** email address. Everyone who needs your results within Pacific Swimming will receive them if you send them to that one address.

S.A.M.M.S.

Under post meet outputs use the "create results diskette" option and send the executable file. The file will be labeled XXXXMY.exe (club acronym, month and year of the meet.exe). This file contains the results in HTML publication format and the SDIF file for the meet.

Attach the executable file to an email and send the email to **results@pacswim.org** by the third day after the meet. Please include the name, email address and phone number of your computer operator and, if different, the name, etc. of the person who is sending the file.

Hy-Tek

USA Swimming's standard data format for the reporting of meet results is known as the Standard Data Interchange Format or SDIF. The file extension associated with this data format is ".SD3." Hy-Tek Meet Manager will not automatically export results using this format. Instead, Meet Manager uses a proprietary "COMMLINK" file type with the file extension ".CL2." Computer operators using Hy-Tek Meet Manager should convert their .CL2 meet result files to the .SD3 format when reporting results to Pacific Swimming. Here's the process for preparing your files for Pacific Swimming.

If you are using Meet Manager version 1.4:

- 1) **Create the .CL2 results file.** After all the events have been scored, create the .CL2 result export file.
 - a. At the main menu, select “File” – “Export” – “Results for Team Manager or Top 16 or OVC (.CL2)”
 - b. The “Export Results” dialogue box will appear. Make appropriate selections for your meet. Ensure that the “Zip the .CL2 File” option is **NOT** selected. Click OK.
 - c. Save this file, named like “cfile01.cl2,” to a location you will remember. The default location is usually c:\swmeets.

- 2) **Create the .SD3 results file.**
 - a. At the main menu, select “File” – “Export” – “Convert Hy-Tek Results .CL2 to SDIF .SD3”
 - b. Select the “cfile01.cl2” file saved in 1)c above. Click Open.
 - c. Save new file to a location you will remember. Default location is usually c:\swmeets. Click OK.
 - d. The SD3 file you’ve created should be named with your team’s acronym – for example, “srn.sd3”

- 3) **Create the HTML results file**
 - a. Select “Reports” – “Results”, and in the screen that comes up, choose the following:
 - i. SELECT ALL: Events
 - ii. ROUNDS: All rounds
 - iii. EXPORT FILE: Flat HTML
 - iv. FORMAT: Publication order
 - b. If you wish, you may choose INCLUDE IN RESULTS: Entry Times, Time Standards
 - c. Select CREATE REPORT
 - d. Save the file to a location you will remember.

- 4) **Send files to Pacific Swimming.**
 - a. Prepare a single ZIP file and include the .SD3 and HTML results files you created above, and (optionally) the .CL2 file of your results.
 - b. Attach the ZIP file to an email and send to results@pacswim.org by the third day after your meet (as noted above, the sooner the better).
 - c. In the body of the email, please include the name, email address and phone number of your computer operator and, if different, the name, etc. of the person who is sending the file.
 - d. Please do not include any data from the files in the body of the email.

If you are using Meet Manager v.2.0:

1) Create the .CL2 results file. After all the events have been scored, create the .CL2 result export file.

- a. At the main menu, select “File” – “Export” – “Results for Team Manager or SWIMS”
- b. The “Export Results” dialogue box will appear. Leave “Team”, “LSC”, and “Region” fields blank. Select
 - i. Gender: Both
 - ii. Events: Standard, Time trial, Swim off – all should be selected
 - iii. Select: Include Splits
 - iv. Relays: Relays plus Athletes
 - v. All others may remain unselected
- c. Save this file, named with the format “Meet Results-[*Meet Name*]-[*Meet Date*]-###.zip” to a location you will remember. The default location is usually c:\swmeets.

2) Create the .SD3 results file.

- a. Using a file compression utility such as “Winzip,” unzip the file created in Step 1 above, and save it to a folder that you will remember.
- b. At the main menu, select “File” – “Export” – “Convert a Hy-Tek Export CL2 File to SDIF”
- c. Select the “cfile01.cl2” file saved in 2)a above. Click Open.
- d. Save new file to a location you will remember. Default location is usually c:\swmeets. Click OK.
- e. The SD3 file you’ve created should be named with your team’s acronym – for example, “srn.sd3”

3) Create the HTML results file

- a. Select “Reports” – “Results”, and in the screen that comes up, choose the following:
 - vi. Select “Select All” for events
 - vii. Select “All Rounds”
 - viii. Select “Indiv + Relays”
 - ix. Gender: “All”
 - x. Under “Columns/Formats” tab
 1. Columns: single
 2. Export File: Flat HTML
 - xi. Under “Include in Results” tab – choose any or none of the selections at your option
 - xii. Under “Splits/Sort Order/Selected Teams” tab
 1. Splits: At your option, select “cumulative/subtractive” splits (useful only if touchpads were used at your meet)
 2. Sort Order: Publication Order
 3. Selected Teams: All teams
- b. Select CREATE REPORT and save the file to a location you will remember.

4) Send files to Pacific Swimming.

- a. Prepare a single ZIP file and include the .SD3 and HTML results files you created above, and (optionally) the .CL2 file of your results.
- b. Attach the ZIP file to an email and send to **results@pacswim.org** by the third day after your meet (as noted above, the sooner the better).
- c. In the body of the email, please include the name, email address and phone number of your computer operator and, if different, the name, etc. of the person who is sending the file.
- d. Please do not include any data from the files in the body of the email.

All Other Meet Management Software

Your program must provide a SDIF file (.SD3 or .CL2) and HTML file in proper result sequence mandated by USA Swimming. The files should be zipped and attached to an email and sent to **results@pacswim.org** by the third day after the meet. In the body of the email, please include the name, email address and phone number of your computer operator and, if different, the name, etc. of the person who is sending the file. Do not put the files in the body of the email.

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