



## Splash Meet Manager 11 - FAQ

Please read this document carefully and run tests for your specific tasks, before you start to use the Meet Manager 11 for a real meet.

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## 1. Things, you need to know

### 1.1. General

- \* If you work with Firebird databases, right now the "embedded engine" is used. This engine allows only database files on local hard drives and not in a network. There will be a way to connect to a database server in the final version. MS Access database files can be placed on a network drive.
- \* You can access the same Meet Manager database from different computers through a network. However, we highly recommend to do changes in the event structure (sessions, events and agegroups) in single usermode only.
- \* Data exchange through the Lenex format is 100% compatible between all Splash products and versions currently available for download.
- \* All settings are kept in the meet database now. There is no backup / restore function. You just have to make a copy of the .MDB (or .FDB) file and then you have everything. All settings can be imported and exported individually. In the menu "Setup" you find a function, which allows you to import settings from another meet.
- \* All menus are the same in all modules except the menu "Edit". The "Edit" menu depends on the currently active module in Meet Manager.
- \* All functions for data exchange in different formats (import / export of entries / results) are grouped together in the menu "Transfer"

### 1.2. Results

- \* In order to have a result lists with places, all heats of an event have to be official. Otherwise results are "provisory" and no places are printed. To officialize a heat, just press <F11> for each heat in the module "Results"

## 2. User Interface

### 2.1. Displayed Codes and Colors

#### 2.1.1. Modul Entry

- \* Entries with a result entered have a light blue background color. Entries, that are seeded (heat / lane defined) have a light green background color.
- \* Invalid entry times have a light red background color. An entry time is invalid, if the FINA points are not in the range defined in the global settings for the current meet.
- \* Entry times, that do not match the time standards, are displayed in red color. If a course is set in the "Proof of Time" box, then the check is done against time standards of this course.
- \* When you requested the qualification times from swimrankings.net, you will see a "swimrankings" icon near the athletes birthdate. If the athlete could be matched against the database, each entry time is marked with a swimrankings icon as well. The meanings are: OK: Entry time is same or slower as qualification time. Question mark: No qualification time found in selection period. Exclamation mark: Entry time is faster than qualification time. The rules for qualification times are defined in a section in the "General Meet Info".

### 2.2. Available Shortcuts in main window

#### 2.2.1. Modul Event

- |       |                                  |
|-------|----------------------------------|
| Enter | Select detail panel (right side) |
| Esc   | Select event tree (left side)    |

PgUp, PgDn	Navigate in tree, in detail panel select next visible item from event tree
Ctrl+N	Focus on follow up event (prelim >> final)
Ctrl+P	Focus on previous event (final >> prelim)
Ctrl+J	Focus on jury list in session details
Ctrl+R	Focus on record definitions when current focus is in event details
Ctrl+A	Focus on table with heats per agegroup on fastest event details
Ctrl+C	Copy jury / agegroups / records, timestandards
Ctrl+V	Paste

### 2.2.2. Modul Entry

Enter	Select / move "down" - "in"
Esc	Move "up"

Ctrl-N	Add new athlete
Ctrl-D	Delete athlete
Ctrl-E	Edit athlete
Ctrl-S	Select/add athlete from base list

Ctrl-W	Withdraw current entry
Ctrl-Shift-W	Withdraw all entries of current athlete
Ins   +	Add new entry
Del   -	Delete current entry
Ctrl-A	Edit relay swimmers (current entry)

### 2.2.3. Modul Result

Esc	Move "up"
Enter	Select / move "down" - "in"
Up, Down	Next / Prev Event, Heat, Result, Split
PgUp, PgDn	Next / Prev Session, Event, Heat, Result
Ctrl-S	When on result, jump to split times
Ctrl-D	When on result, jump to DSQ details area
Ctrl-R	When on relay result, jump to relay details
Ctrl-A	Edit relay swimmers (current entry)
Ins	On splittimes, add new line
Del	On splittimes, delete current split time
F9	Get results for current heat from master timing system
F11	Official end for current heat and update new records
F12	Goto next heat in current session

### 3. Base data

For athletes, clubs and officials it is possible to have this data in a base database. Normally these tables are populated from sources from the internet. Use the Transfer - Import base data function for that.

When you lookup an athlete, club or official, you can switch to the base table and select the item from there. In this case, a copy of the item is made to the meet table.

Because of the possible number of items in the base tables for athletes and officials, you have to type at least three characters of the lastname in the search field, before any items are displayed in the list.

### 4. Entries / Seeding

#### 4.1. Flags and codes for entries

- \* Bonus entry (B): Entries marked as bonus entries can be seeded last, after all regular entries.
- \* Late entry (LT): If an entry is marked as late entry, a custom additional entry fee will be added in the "Entry Fees by Clubs" report. This fee can be set in the "General Meet Info".
- \* Manual Final Entry (MF): If an entry has this flag, it is not seeded in the prelims, but directly set for the final with the entry time for final seeding (instead of the prelim time).
- \* Team Entry (TM): If an entry has this marker, it is used in at least one team definition.

#### 4.2. Entry Time and Qualification Time

For each entry you have the entry time and course used for the seeding and in addition a qualification time with information (date, city, name) where it was achieved.

For the seeding, only the fields entry time and entry course are relevant. In addition you should check the values in "General meet info", section "Qualification and Seeding" before you start to verify entry times.

There are different functions (Module Entries) to help you to verify the entry times. Check the document "**Swimrankings.pdf**", chapter Qualification Times for this.

The function "Update Entry Times" (Module Entries - Edit) allows you to update entry times with the qualification times loaded from entries or swimrankings.net.

On the Entry Exception report you may select to print all entries that do not match the qualification time.

### 5. Results / Reports

#### 5.1. Certificates

- \* If you want to print one certificate per swimmer with all his results, you can use the function Transfer - Export Results as CSV. Then you can use the exported file as data source for a mail merge document in Word.

## 5.2. Custom Points

You may define custom point tables. For this proceed the following steps:

- \* Create a subdirectory "**points\**" in the application directory (directory with **Meet11.exe** file).
- \* Create a file with the extension **.txt** in the new directory.
- \* Add the definition in the file. In the header you have some global options. After the keyword **<BASETIMES>** you list a table with the base points for all styles.  
 Formula: CUBED | CUBED\_DSV | CUBED\_FINA | BRITISH | CANADIAN | RUDOLPH  
 Id: Number between 1 and 999  
 Name: The name for your scoring  
 Options: <empty> | HANDICAP | MASTER (what for the points can be used)  
 ShortNameVersion and Version are used for export to Lenex files
- \* The column MAXTIME is only used for Rudolph points (MINTIME = 20pts, MAXTIME = 1pt).
- \* If the columns COURSE, HANDICAP and/or GENDER are missing, points will be used for all.

```

Formula=CUBED
Id=123
Name=My special points
Options=HANDICAP
ShortNameVersion=IPC 2009
Version=2009

<BASETIMES>
COURSE;GENDER;RELAYCOUNT;DISTANCE;STROKE;HANDICAP;MINTIME;MAXTIME
LCM;M;1;50;FREE;S1;01.04.57;
LCM;M;1;50;FREE;S2;01.00.11;
LCM;M;1;50;FREE;S3;00.42.60;
LCM;M;1;50;FREE;S4;00.37.54;
LCM;M;1;50;FREE;S5;00.32.62;
LCM;M;1;50;FREE;S6;00.29.78;
LCM;M;1;50;FREE;S7;00.27.67;
LCM;M;1;50;FREE;S8;00.26.45;
LCM;M;1;50;FREE;S9;00.25.34;
LCM;M;1;50;FREE;S10;00.23.61;
LCM;M;1;50;FREE;S11;00.25.82;
LCM;M;1;50;FREE;S12;00.23.43;
LCM;M;1;50;FREE;S13;00.23.41;
LCM;M;1;50;FREE;S14;00.25.29;
LCM;M;1;50;FREE;S15;00.23.86;
LCM;M;1;50;FREE;AB;00.22.34;
LCM;M;1;100;FREE;S1;02.20.76;
LCM;M;1;100;FREE;S2;02.10.48;
LCM;M;1;50;BACK;S1;01.13.41;
LCM;M;1;50;FLY;S5;00.35.95;
SCM;M;1;100;BACK;S9;00.57.93;
SCM;M;1;50;BREAST;SB4;00.44.18;
    
```

## 6. Timing Systems

All timing systems are controlled by a unified interface. In the results modul you can add as many instances for timing systems as you want.

When using a bidirectional interfaces (ARES 21, Omnisport 2000) you select the correct heat in the results module and then you call the "Get results" function. A request is sent to the timing system and the timing system should send back all results for the corresponding heat.

All unidirectional interfaces are organized differently now. The incoming results are still buffered in the background, not in memory (RAM) only, but in the active meet database as well. So even if the application stops, you will never loose this data.

Transferring results to your meet entries works exactly the same way, as with bidirectional interfaces. Instead of sending a query to the timing interface, Meet Manager 11 reads the data from the buffered results in the meet database. This allows you to retrieve the heats in any order you want and you can read heat results more than once.

The following list gives you an overview of the available timing system and the current state of implementation.

<i>Name</i>	<i>Type</i>	<i>Communication</i>	<i>State</i>
ALGE S4	unidirectional	serial port	implemented
ALGE Swim2000	unidirectional	serial port	implemented
ALGE SwimTime	bidirectional	file messages	implemented / tested
Colorado Dolphin Wireless	bidirectional	files	implemented / tested
Colorado System 5	bidirectional	serial port	implemented
Colorado System 6	bidirectional	serial port	-
Daktronics Ominsport 1000	unidirectional	serial port	implemented
Daktronics Ominsport 2000	bidirectional	serial port	implemented / tested
Swiss Timing ARES 21	bidirectional	file messages	implemented / tested
Swiss Timing OSM 6	unidirectional	serial port	implemented / tested
Swiss Timing OSM 6 No Modul	unidirectional	serial port	implemented
Swiss Timing OSM 5	unidirectional	serial port	implemented
Swiss Timing Powertime	unidirectional	serial port	implemented

There is the timing system "Generic Txt heat files" which can be used to read results from text files created by any custom timing system (see specific chapter).

For testing you may use the "Integrated Test Timing System". This allows you to simulate the data for an unidirectional timing system. The test timing system offers the basic functions for a timing system like start, split / final times, summary and new race.

## 6.1. Colorado Dolphin Wireless

This timing system creates files (one file per heat) in a directory (normally in C:\CTSDolphin\). The file only contains the final time but no split times. Event / heat is defined in the file names itself. Here is an example with the meaning of the different parts:

The filename AAA-BBB-CCXNNNN.do3 means:

- \* **AAA**: The number of the meet data set. Normally this is a session. It has to be selected in the timing setup dialog.
- \* **BBB**: The event number.
- \* **CC**: The heat number.
- \* **X**: The round (P: prelim, S: semi final, F: final).
- \* **NNNN**: The race id number. This is a unique number per meet data set.

Unfortunately in the current version of Dolphin Wireless, event and heat number are always zero in the file names. Therefore the default action for "Get results" is the heat select dialog, where you can select a file from the list.

## 6.2. Generic Txt heat files

This timing system interface expects txt files (one file per heat) in the selected data directory. If you have your own timing system, you may create such files and Meet Manager can import the data from there.

The following filenames are valid: SessionA-EventB-HeatC.txt or EventB-HeatC.txt where A, B, C are:

- \* A: The session number
- \* B: The event number (e.g. 23) or the event number with the round (e.g. 7F for final event no. 7)
- \* C: The heat number

These filenames are used, when you click the read results button. If you press the Shift key, you get the menu where you can choose "result select" in order to select a specific file with heat results.

Each file is a CSV file with semikolon's as column separators. Each record contains the data for one lane. A column named LANE is mandatory. Then you may have any number of swim time columns (**TIME50**, **TIME100**, **TIME200**, ..... ) and columns for reaction times (**RT1**, **RT2**, .....).

```
LANE;TIME50;TIME100;TIME200;TIME300;TIME400;RT1
1;35.22;1:11.22;2:25.11;3:41.93;5:02.02;+0.56
2;34.99;1:09.21;2:24.44;3:38.21;4:59.99;+0.77
```

## 7. Live Results

Live Results is the possibility that common reports (start lists, result lists and others) are created as PDF document and uploaded to the internet by Meet Manager automatically in the background.

### 7.1. Setup

In the setup dialog you find all the same settings as you can see in the individual report dialogs. Keep in mind, that the live results settings are saved separately from the regular report settings. The preferred way to handle this is to check each report in the regular menus and once everything is set correctly, use the button "Reset settings to defaults" in the Live Results setup dialog to copy these settings to the Live Results settings.

The document settings (margins, logos) are the same for all reports created by Live Results and are separate from the individual report settings too.

### 7.2. Publish in the Internet

In the local directory is a file **uploadfiles.txt**, where all files are listed, that are already published on the web server. Normally this file is updated automatically. But sometimes (e.g. when you change the templates), it is not deleted. To be sure to have the latest files uploaded from your local directory, just delete this file before you activate Live Results. Meet Manager offers different possibilities to publish the files in the internet:

- \* No automatic upload: The files are only created in the local directory. From there you have to publish them manually on your website.
- \* swimrankings.net Calendar: This feature is available only for federations, who have licensed the swimrankings.net Calendar. Here, the files are uploaded (using HTTP) to the swimrankings.net server. The meet has to be connected to a valid calendar entry on swimrankings.net. You should not use this function for big meets, because GeoLogix does not guarantee 24 hours, 7 days availability of the swimrankings.net server, especially during the weekends.
- \* Custom FTP server: Here you can configure any FTP server where the files should be uploaded. This is the preferred solution since then you can use a provider that fits your needs regarding speed and availability.

### 7.3. How does it work

Basically the documents are all created in a local directory and then uploaded. When you have the live results activated, some functions in Meet Manager cause the background process to update the documents, e.g. changing heat results, or seeding of events. For other changes (e.g. change in a name of an athlete), the documents will not be updated automatically. In this case you may click the button "Recreate all documents". To be 100% sure, that everything is updated, deactivate the live results, delete all files in the local directory AND your web server directory. Then activate the live results again.



## **8. Changes compared to earlier versions**

### **8.1. Events**

- \* Events from different rounds (Prelim, Final) are handled more independent. This means, that some settings that are changed in the prelim, will not automatically change in a final event.
- \* Agegroups and nation / region filter: If you apply a nation filter, the nationality per athlete is checked. If you apply a nation and a region filter, the region of the club is checked.

### **8.2. Timestandards**

- \* You can define more than one time standard of each type for an event. For fines and result markers, only one for minimum and/or maximum is relevant. Meet Manager uses the one with the fastest (slowest) possible time.

### **8.3. Records**

- \* Records are handled completely independent from events and agegroups. To use records in an event, you have to define a link to the recordlist(s) for each event.

### **8.4. Clubs**

- \* There is still a club table in the base data but every club used in a meet is copied to a meet specific club table now. So a meet backup always contains all data necessary for that specific meet, including all graphics used for prints.

### **8.5. Reports**

- \* Point scorings are now integrated in the meet database. You have a dialog to do the setup as well. You may import / export point scorings from one meet to another.