

2017 CHAMPS INFORMATION for **COACHES & COMPUTER REPS**

- **See the GRAL Web site (<http://gralva.com/champs>)** -click on Champs in the navigation bar for important documents and information
- If you have questions, you can reach Emily DePersis at champs@gralva.com
- General Schedule
 - **Final time schedule will be sent once registration is complete.**
- Warmups
 - 5 sessions
 - Approx 10 per lane
 - No diving at practice pool
 - Please limit diving during warmups
- Badges
 - Only coaches with coach badges (i.e. passed the test) can be behind the blocks.
 - A few parent or older swimmer volunteers can be at the bleachers (a specific number will be assigned)
 - **Everyone else shall not be on the pool deck**
- Jewelry, body writing, tape, and swimsuit rules will be in effect
- Heat Sheets and Meet Mobile
 - Each team gets one free copy without ads and should order more for other coaches
 - Meet Mobile will have results but not heat sheets
- Entry Instructions
 - When your Meet 6 has been received, the coach and computer rep will receive
 - Entry Instructions
 - the Champs entry file for Team Manager
 - a custom eligibility report
 - a top times report to use for relays
- Eligibility Reports
 - **Please use these for individual entries. It will note those events that swimmers cannot swim due to sandbag rules and give the accurate division**
- Relays
 - We will send a separate report to use when creating relays
 - Anyone can swim in a relay (Novice, Advanced, etc) as long as the rules are followed and the standards are met

- Audits
 - See audit documentation
- Entry Signature Page
 - Will be sent when your entries have been audited and any mistakes fixed
- Relay times
 - See handout
- Coaches Relays
 - Will be run right before lunch on both days
 - Saturday will be Medley, Sunday will be Free
 - 100 Yards (4 25s)
 - There will be a sign in sheet each morning at the computer table
- Relay Changes
 - Format sheets will be sent out
 - Please provide relay changes that you know of, 1 hour prior to session start. Otherwise, you can write changes on the cards.
- Scores
 - Scores will be printed after each session in two formats:
 - Total scores with relays
 - Scores by division with relays
 - Meet Mobile will show total scores with relays