

CHAMPS INFORMATION for **COACHES & COMPUTER REPS**

See the GRAL Website (<http://gralva.com/champs>) -click on CHAMPS in the navigation bar for important documents and information

If you have questions, you can email champs@gralva.com

General Schedule

- o **Final time schedule will be sent once registration is complete.**

Warmups

- o 5 sessions
- o No diving at practice pool
- o Please limit diving during warmups

Badges

- o Only coaches with coach badges (i.e. passed the test AND GRAL has received proof of concussion certification) can be behind the blocks.
- o Teams are limited to 3 coaches or 4 for larger teams
- o Junior coaches, parent or older swimmer volunteers can be at the bleachers (a specific number will be assigned)
- o **Everyone else shall not be on the pool deck**
- o No Jewelry, no body writing, no tape, and swimsuit rules will be in effect

Heat Sheets and Meet Mobile

- o Each team gets one free copy without ads and should order more for other coaches
- o Meet Mobile will have results and psych sheet but not heat sheets

Entry Instructions

- o When your Meet 6 has been processed, the coach and computer rep will receive
 - Entry Instructions
 - CHAMPS entry file for Team Manager; for those who have Swim Manager, Christy will put the meet in your system
 - Custom eligibility report
 - Top times report to use for relays
 - **TEAM ENTRIES ARE DUE TO CHRISTY BY 7/18 @ 10:00PM**

Please be patient. Those with in person meets will be processed first, followed by those with virtual meets that are the same course, and ending with virtual meets of opposite course.

Eligibility Reports

- o **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

- o We will send a separate report to use when creating relays

- o Anyone can swim in a relay (Novice, Advanced, etc) as long as the rules are followed and the standards are met
- Audits
 - o See audit documentation
 - o Strive for zero mistakes so your computer rep doesn't have to come to the meeting next year!
- Entry Signature Page
 - o Will be sent when your entries have been audited and any mistakes fixed
- Relay times
 - o See handout
- Coaches Relays
 - o Will be run right before lunch on both days
 - o Saturday will be Medley, Sunday will be Free
 - o 100 **YARDS** (4 25s)
 - o There will be a sign in sheet each morning at the computer table
- Relay Changes
 - o Format sheets will be sent out
 - o Please provide relay changes that you know of, 1 hour prior to session start. Otherwise, you can write changes on the cards.
- Scores
 - o Scores will be printed after each session in two formats:
 - Total scores with relays
 - Scores by division with relays
 - o Meet Mobile will show total scores with relays