

# Meet Manager Swim Lane Allocation v's Seeding

## Attention: Zone Swimming Convenors

Please contact all the schools in your zone to ensure that their entries are sent to you **AT LEAST** 1 week before your carnival.

This will give you time to check entries & set up your carnival.

## **PLEASE ENSURE THAT ALL SCHOOL ENTRIES HAVE THE FOLLOWING:**

- Team Name = School Code: 4 digits( not houses or colours etc)
- All competitors have **School YR** listed
- Times are included for **ALL events**
- **4 names** listed for all relay ( 6 for Sec Super relay)

## LANE ALLOCATION

If you have up to 9 schools in your zone, you can allocate a lane to each school **HOWEVER** Meet Manager is designed to "**SEED**" competitors based on entry times which is the recommended procedure.

Competitors **WILL BE "SEEDED"** at the **Primary & Secondary State Swimming Carnivals** based on zone times rather than allocating zones a lane

## Instructions: Allocating a lane to a school

- Set-up: Click on **Meet set-up**
- Change Meet Style from Standard to 3+ Team Dbl Dual then OK
- Set up : Click on **Seeding Preference**
- Click on Dual Meets which will bring up a table to assign a team to a lane
- Click on a team name & drag across to the lane you wish to allocate
- **Tick: Strict Assignment All Heats & Use Lane Assignments Above** **OK**

## SEEDING

Allocating lanes using the "**SEEDING**" method is the recommended procedure for all CSSA Zone Swimming Carnivals.

## Instructions: Seeding competitors

- Set-up: Click on **Seeding Preferences**
- **Basic:** Preliminaries – Number of preliminary heats to circle seed = 3  
Timed Finals – Click Standard  
Parameters – leave everything blank  
Non-Conforming Entry Times – type in **LSY** in last box relating to course order **OK**
- **Standard Lanes:** Click "**red diamond**" to view or edit standard lane preference  
Check that the correct number of lanes is highlighted yellow ie. 8 lanes  
If this is incorrect you need to go back to "Set up" : "Options" and globally change

the number of lanes for all Final Rounds. ie. 8 lanes to 10 lanes.  
This will depend on the number of lanes at your zone pool  
Lane preference for an 8 lane pool normally is:

**1<sup>st</sup> seed = lane 4**

**2<sup>nd</sup> seed = lane 5**

**3<sup>rd</sup> seed = lane 3 etc**

**If you require further help with setting-up your carnival please refer to the “Meet Manger Swimming Seminar.pdf” which can be downloaded from the CSSA website**