

# **International Sports Timing PRODUCT SPECIFICATIONS MEETWARE Timing System Software**

## **Introduction**

International Sports MEETWARE *for Windows* Timing Software offers an integrated timing system that turns your computer into a timing console, *with meet and team management*. MEETWARE software runs in Windows 2000, XP or Vista (XP or Vista Pro is recommended for networking). A Computer Timing Interface connects to the computer via a serial cable, and to the deck cable, start and scoreboard. The Computer Timing Interface houses a highly accurate clock circuit that provides the timing data, so you don't have to depend on variable computer clocks. Extensive Help files mean assistance is just a click away. Like all products from IST, MEETWARE is covered by a five year warranty. MEETWARE displays on IST's SWIMWARE Scoreboards with solid state electronics, providing a low maintenance, durable, and attractive display. For more information on the display, see the scoreboard specification.

- I. Timing Functions
  - A. Timing Swimming Events
    1. Times and places up to ten individual lanes with one or two touchpads per lane
    2. The Timing Screen displays meet name, event name and number, current heat number and total number of heats, number of laps, status of each lane (scoring, exhibition, DQ or off), team code, swimmers' names (for relays, all names are displayed), and timing status (idle, armed or timing).
    3. From the Timing Screen, before the system is armed the user can edit a swimmer's name, team code, lane status and event number.
    4. If a false start signal is detected, the user may choose to DQ a lane and restart, restart without DQ, or continue timing (if the signal was in error).
    5. While timing a race, the user may change the status of a lane or turn off unused lanes.
    6. During a race, up to 10 lap numbers with the corresponding split times will be displayed for each lane. If there are more than 10 laps, the first split times will be over written by later splits.
    7. At the completion of the heat, finish places and times will be displayed by lane. The operator will be prompted to enter any lanes to DQ, and to correct any times or places if required.
    8. When the finish times and places are approved, a Heat Result report is printed, with the meet name, event name and number, current heat number and total number of heats. For each lane, the report includes the lane number, lane status, team code, swimmer name(s), splits for each lap, final time, pad time, backup time, differential between pad and backup, and whether the pad or backup time was used. The results by

lane for that heat are included.

9. At the completion of an event, an Event Result report is printed with the event name and number. For each lane, the report includes the place, heat number, lane number, team code, swimmer name(s), finish time and points. Team scores are also included, with the full team name and point totals after the last event.
10. All splits and finish times are stored in data bases with the appropriate swimmer's name (both home and away) for the duration of the season. All meet data is stored for the duration of the season. At the end of the season, all data is stored on disk and can be retrieved as necessary (see Section II, D Season Functions).

#### B. Scoring Diving Events

1. The Diving Screen displays the event name and number, current round and total number of rounds. For each diver, the dive order, team code, diver name, status, current round, current place, last dive score and total score.
2. From the Diving Screen, before the event has been started, the operator can edit the diver's team code, name, dive order, status and dive number.
3. Before a dive (if dive numbers are not used), the operator inputs the degree of difficulty. The judges' scores are entered after the dive is completed. If optional Diving Judges Scoring Modules are used, the judges input their scores directly into the computer. From the Diving Screen, the operator can edit the degree of difficulty or the judge's scores for the current diver or earlier divers.
4. When a diving event is completed, the operator will be able to correct degrees of difficulty or judges scores as needed, and total scores will be recalculated.
5. When dive scores are approved, the event will be scored and results will be printed, showing place, points, team code, diver name, dive order, and total score for each diver. Team scores are also included, with the full team name and point totals after the last event. If desired, individual diver's sheets can be printed, showing the degree of difficulty, judges' scores, and score for each dive; and total score.
6. All dive scores are stored in data bases with the appropriate diver's name (both home and away) for the duration of the season. All meet data is stored for the duration of the season. At the end of the season, all data is stored on disk and can be retrieved as necessary (see Section II,D Season Functions).

## II. Team Management Functions

### A. System Functions

1. MEETWARE allows two different systems per site license. Additional site licenses are available (with two systems per license). Each team sets up its own system which isolates its data bases from those used by other teams. Each team has separate rosters, event lists, point systems, meet configurations, and records.
2. Systems can be set up for age group, junior high, high school (men's or

women's, with or without freshmen or junior varsity), college (men's, women's or co-ed) or masters.

3. Once entered, all system information can be changed or displayed.

B. Team Functions

1. During software installation, the user sets up the home team, entering the full team name, an abbreviated code to be used on the scoreboard and computer screen, and coach's names. The user also defines the type of team (age group, high school, etc.) and whether the team data will use the swimmers' school class, age or sex.

2. As new meets are set up, away teams are added to the system. Away team data includes full team name, team code and coach's names.

3. Once entered, all team information can be changed, deleted (if not used in a meet), printed or displayed.

C. Roster Functions

1. Home Team Roster includes swimmers' first and last name, address, telephone, birth date, sex, current age (for age group or masters) or school grade (for high school and college), years on team, parent's names, swimmer/diver designation, and an optional field for notes.

2. Away Team Rosters include swimmers' first and last name, sex and current age (for age group or masters) or school grade (for high school and college). The operator may select to enter names by age and sex, so only the name needs to be typed. Away team rosters may also be created as swimmers are entered into events.

3. Once entered, all roster information can be changed, deleted (if not used in a meet), or displayed.

III. Meet Management Functions

A. Event List Functions

1. MEETWARE includes a standard, 12-event high school event list.

2. Additional event lists can be created to meet your requirements. If the event list requires duplicate events for both sexes, you may select Men's/Women's or Boys/Girls for the event names and which gender will have odd numbered events. As the first event for one gender is entered, a second event for the other gender will automatically be created.

3. Event numbers can also contain letters. Event names will be generated automatically by the gender (if used), length, stroke and event type (individual, relay or diving), or you may enter a name of your choice.

4. For event lists requiring age groupings, you may select an age and "& UNDER", or one age up to a second age (eg. 11-12).

5. The length of the event can only be entered in increments that match the length of the pool, but total event length can be any multiple of the pool length.

6. Stroke selections include free style, breast stroke, back stroke, butterfly, individual medley, medley relay, crescendo relay and diving.

7. If the event is a relay, you may designate the number of laps to be swum for each leg of the relay.

8. Once an event list has been created, information can be changed, deleted (if not used in a meet), or displayed. You may also copy an event list to a new name, and modify it as needed.
- C. Point System Functions
1. MEETWARE allows the user to create unique point systems to meet their requirements. A unique name can be assigned to each point system.
  2. Scoring methods available include Dual, Multiple-dual (dual meets between 3-99 teams), Triangle, Preliminary, Championship, Timed Finals, and a special invitational format.
  3. The user defines the number of scoring places for each individual and relay event, and the number of points scored for each place.
  4. The point system can limit the number of scoring places allowed for each team for individual and relay events.
  5. A point system can be set up for junior varsity and varsity events in the same event list that will be scored separately.
- D. Meet Functions
1. Before a meet, the user sets up the meet by entering the meet name, date, location, number of teams competing, point system to be used, and event list to be used.
  2. Team names are selected from the list of teams already in the data base, or new teams can be added at the time.
  3. Optional information includes the names of the referee, starter, announcer, timer, and scoring personnel.
  4. A Meet Configuration Screen allows the user to further customize the meet.
  5. Scoring may be done On-Line (in real time after each event), Off-Line (from a terminal/Multi-User Only), or in Background (in a background task—scores are printed and displayed one event behind). Swimmers' places may be printed on Event Reports in place order from first to last or last to first. The number of Event Reports printed may be selected from 0 (no report) to 9 copies.
  6. The operator can select whether Team Scores are displayed after every event, only as requested or never. Team Scores may be displayed on the scoreboard in place order from first to last, or last to first. The number of Team Score Reports printed may be selected from 0 (no report) to 9 copies.
  7. The operator can select whether or not to have swimmers' names and team codes alternate with finish times and place on the scoreboard.
  8. The number of Ribbon Labels printed may be selected from 0 (no labels) to 99 places. Different numbers can be set for individual and relay events.
  9. The operator can elect to arm the timing system manually before each heat, or MEETWARE will automatically arm the system when the previous heat is completed.
  10. For dual meets, the operator assigns odd or even lanes to the home team.

For meets with multiple teams that require manual lanes assignments rather than seeding by position or time, the operator assigns the lanes for all participating teams.

11. If the system in use is for a co-ed team, MEETWARE will ask if this meet is co-ed, and if the girls/women's and boys/men's team scores should be kept separate or totaled.

E. Seeding a Meet

1. MEETWARE can seed all types of meets, with various seeding options.
2. Event data can be entered by Name (entering a swimmer's name and the event numbers to be entered) or by Event (selecting an event, and entering the names of the participating swimmers).
3. If seeding by Name, the user can define the maximum number of individual or relay events for a swimmer. If seeding by Event, the user can define the maximum number of individual or relay entries for a team.
4. The user can elect to seed by Times/Points (times for swimmers, points for divers), by Position Number (fastest to slowest), Round Robin (by team) or Randomly.
5. The user can define the lanes to be seeded. An 8-lane pool can be seeded in lanes 2-7, or a 10-lane preliminary meet can be seeded to a 6-lane championship meet.
6. The user can select the maximum number of swimmers from each team that are allowed to score points in an event. Any additional swimmers entered will be considered Exhibition swimmers.
7. The user can select whether or not Exhibition swimmers must be seeded into a separate heat from scoring swimmers.
8. For dual meets, the operator assigns odd or even lanes to the home team. For meets with multiple teams that require manual lanes assignments rather than seeding by position or time, the operator assigns the lanes for all participating teams. (This is a duplicate of the option in meet setup, allowing for an easy change, if necessary.)

F. Seeded Event Entries

1. Depending on the type of seeding set up (see Section III, E, 2-4 above), the operator will be prompted to enter the team, event or name, position or time/points. For relays, all swimmers' names are entered.
2. If a swimmer's name is already in the roster, only a few letters of the last name need to be typed. If there is more than one swimmer matching those letters, the operator will be prompted to enter the first name.
3. If an Away Team swimmer is not already in the roster, the name can be added at this time. If age/grade or sex is required, the operator will be prompted to enter that information. Additions to the Home Team roster can only be made through the roster function, to preserve the integrity of the data.
4. If a coach does not want to turn in the swimmers' names before the meet, you can create an entry for that team with a blank name field. The name can be edited in before the event is started, or at the end of the

meet.

5. Entries do not have to be done in order. You may enter part of a team, select another team, and then complete the first team.
6. Once entries have been created, information can be changed, deleted, or displayed.
7. Events of the same length with few entries can be combined to eliminate heats. Combined events will still be scored separately.
8. Manual seeding can override earlier seeding to allow for special circumstances.
9. Once seeding is complete, deck cards can be printed which include the event name and number, heat number, team code, swimmer(s) names, seed time/position, and space to enter 3 watch times, official times, and indicate DQ or scratch. All deck cards may be printed, or only cards for selected events.
10. Report options include entry information by team, and program formats that can be long form or condensed. The operator can select whether or not to include relay names, records and standards, and heat/lane designations. Events can be listed by event number, by age then sex, by sex then age, or by USS standard. The operator can also print from 1-9 copies.

#### G. Manual Event Entries

1. If seeding is not desired, entries can be done manually.
2. A screen similar to the Timing Screen (see Section I, A, 2) is displayed. The operator enters the following information by lane: status, team code, and swimmer name. For relays, all names are entered. The operator may also enter a number for a different event (of the same length), allowing events to be combined. Each event will be scored separately.
3. Once entries have been created, information can be changed, deleted, or displayed. Meet programs with various options can also be printed (see Sec. III, F, 8).

#### H. Records And Standards

1. MEETWARE allows the operator to set up records and standards which can be printed in report form or on programs in the event heading.
2. A future option will signal the operator when a record or standard has been broken.

#### I. Meet Reports

1. At the completion of a meet, the operator will have several report options to choose from.
2. Team Splits lists all the results from a single team. The report includes the meet name, date, event name and number, heat number, lane number, status, swimmer(s) name(s), split times (both cumulative and subtractive), length for that split, finish time, place and points earned.
3. The long form Meet Results lists the meet name, date, event name and number, heat number, lane number, status, swimmer(s) name(s), finish time, place and points earned.

4. The Dual Meet Summary is a columnar format commonly used dual meets. The report includes the meet name, date, event name and number, heat number, lane number, swimmer(s) name(s), finish time, place, pointers earned and cumulative points
5. The High Point Finishers report lists swimmers earning the most points for their team in a meet. The operator may elect to include all points earned in a relay in each relay swimmer's point total, or to divide the number of points between the relay swimmers. Relay points may also be excluded from the calculations.

#### IV. Interface Specifications

- A. The Computer Interface interfaces the computer to the scoreboard, touch pads, start device and any accessory equipment.
  1. Dimensions: 8.0" wide BY 2.5" high BY 6.25" deep
  2. Inputs: computer, deck cable, scoreboard, backup start and power
  3. Indicator lamps: power and data transmission
- B. Included with the Computer Interface is a System Demonstration Module.
  1. The Demonstration Module plugs in to the computer interface in place of the deck cable, and allows the user to simulate the start device, backup start, touch pads and backup buttons.
  2. This Module is particularly useful for training purposes. It allows the user to simulate a complete swim meet without going to the pool.

#### V. Hardware Requirements

##### A. Computer Requirements

1. IBM-compatible computer with Pentium processor
2. Windows 2000, XP or Vista (XP or Vista Pro is recommended for networking).
3. 16 MB of RAM minimum, 32 MB recommended
4. 9 MB hard disk space available
5. VGA or Super VGA monitor
6. CD and/or floppy drive
7. Mouse.
8. One available USB Port for the Computer Timing or Polo Interface.

##### B. Printer Requirements

1. Any printer that is compatible with the Windows version in use. *Note that some ink-jet printer ink will run if it gets wet.*
2. All SWIMWARE timing devices, scoreboards and all computers running MEETWARE software must be connected to GFI (Ground Fault Interrupt) 110V 5 amp (min.) outlets.

##### D. Recommended Equipment

1. We strongly recommend that the MEETWARE computer, its printer and the Computer Interface be connected to power through an uninterruptable power supply (UPS). This protects against accidental loss of data during a power failure.
2. The addition of an internet connection to your MEETWARE computer will enable you to download updates from or email backups to IST with minimum effort. This can facilitate meet support.