

What's New in TIMEWARE 3

For current TIMEWARE users, you will find that the basic functionality of TIMEWARE 3 is the same. Some of the updates are:

- Screens have been resized to fill the screen of the computer you are working on.
- You no longer have to put in a password when logging in to a system if there is not one assigned in [System Preferences](#).
- Helpful [tips](#) are displayed when you start a system. These can be disabled in [System Preferences](#).
- When you start TIMEWARE 3, it automatically selects the current COM port for your Computer Timing Interface connection and shows you which port its using. No need to try various ports or check Device Manager. If a CTI or COM Port is not detected it will take you to [Hardware Setup](#) to assign one.
- Screen layouts are now more logical and consistent.
- You now have the option to [Auto Arm events](#), so you can turn heats around as soon as the last touch is recorded.
- The [Adjust](#) function at the end of a race now accommodates 2 or 3 backup buttons. You can also enter up to 3 watch times. In addition to adjusting individual lanes, you can now Adjust an entire heat with watch times.
- All reports now offer the option to Print as PDF or HTML.
- You can [Validate Dive Number Entries](#) for an 11-dive meet to be sure that they comply with NFHS entry rules if you have the [TMW-D Diving Software Option](#).

- You can now display a [Break Timer](#) on your scoreboard. For alphanumeric score boards, the timer will include a description.
- We're offering a way to [Upload your Backup](#) to a private page on ISTs web site for secure storage or for us to use to check your meet set-up or analyze problems.
- Should you need to [restore a backup](#), you can Restore the System Settings as well as the data from your last backup. This is especially helpful if you need to load MEETWARE 3 on a new computer. Once the backup is restored, you'll be ready to run a meet.
- All Help Files have been updated and updated Video Tutorials will follow soon.
- These are just some of the more visible improvements in TIMEWARE 3. Many less obvious changes make the software more stable and easier to use.



When seconds count you can count on us!

Overview of IST's TIMEWARE 3

International Sports Timing is proud to present TIMEWARE 3, an affordable, expandable timing system you can buy today and build on tomorrow. Designed with the budget-conscious team in mind, TIMEWARE 3 provides loads of capability for a very economical price.

The TIMEWARE 3 Software turns your PC into a timing console. You can create your own event lists (the NFHS High School list is included); set up a meet by name and date; time and place events with one or more heats; print out event results, meet results and team splits; and store all the data in a virtually unlimited memory.

Optional software modules allow you to score and place diving, download results to or upload start lists from Hy-Tek's Meet Manager.

If you are starting from scratch, just add a SWIMSTART Electronic Start System and a deck cable with backup buttons for each lane. This gives you "semi-automatic" timing with an electronic start and a human-assisted finish. As funds become available, add touch pads. If you already have a start and/or touch pads, our equipment interfaces to many other brands. We even drive some other brands numeric-only scoreboards!

Combine the TIMEWARE 3 Software with a one-line scoreboard or a full board with a line for each lane of your pool, and you can display splits, finish times and places, diving scores and fixed or

scrolling messages. A two-color logo of your design can be added to all scoreboards.

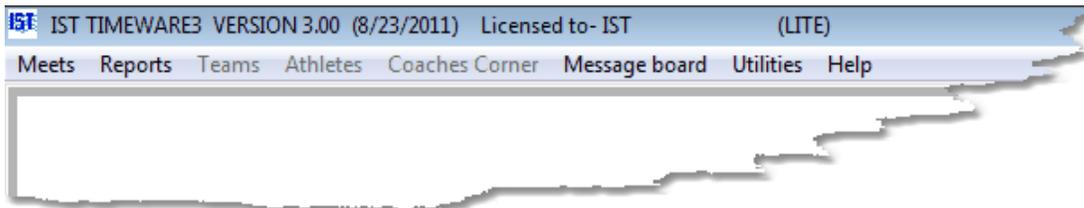
When you are ready to upgrade, you can add lane lines to your one-line scoreboard display. And you'll want to get the full SWIMWARE SUITE software package, which is much more powerful. With SWIMWARE SUITE, your early purchases never become obsolete, so order just what you can afford today knowing you can add to it at any time. Once your team and boosters see the benefits of electronic timing, you'll find it easier to raise the funds to move to the next level!

Log on to <http://www.istime.com/> for more information, or call 1-800-835-2611 to get a quotation tailored to your team's needs.

Getting Started

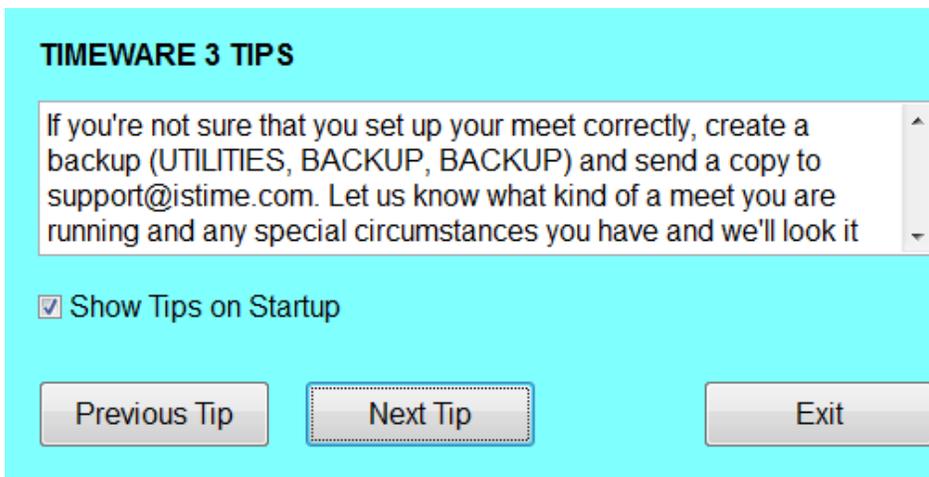
Start TIMEWARE 3 by double clicking on the IST icon on your desktop or selecting TIMEWARE 3 from the start menu. You may be asked if you want to run in [demo mode](#). If you click on the YES button you will be able to set up a meet and time it using an on-screen [Touchpad Simulator](#). If you click on the NO button you will run in regular (non-demo) mode and will need to have a [computer interface box](#) attached to the computer to run timing. The demo mode option can be turned off in [System Preferences](#).

When you start TIMEWARE 3 you will see the MAIN menu



You can begin by setting up your [system](#), [hardware](#) or do [diagnostics](#) on your hardware. You can also create an [event list](#), [set up a meet](#) and then run the meet in basic timing. Additionally, if you have a scoreboard connected to your computer, you can [create](#), [edit](#) or [transmit messages](#) to the scoreboard.

Also on the Main screen you will see a TIPS screen:

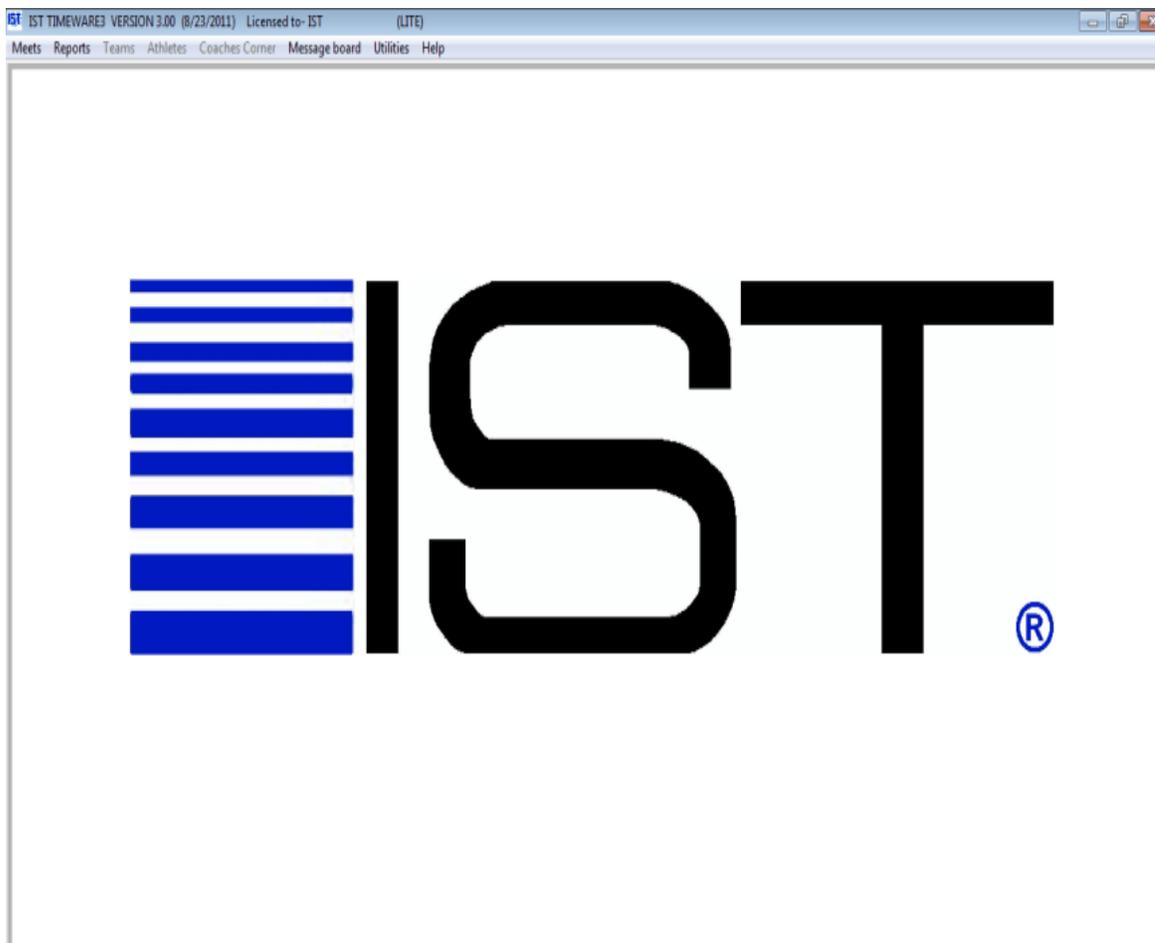


Here you will find helpful information about running TIMEWARE 3 and some of the things you can do with your software, as well as some of the items that are new in TIMEWARE 3. You can click through to the next tip, or EXIT the screen to continue working with TIMEWARE 3.

Tips can be disabled in [SYSTEM PREFERENCES](#).

Customizing TIMEWARE 3

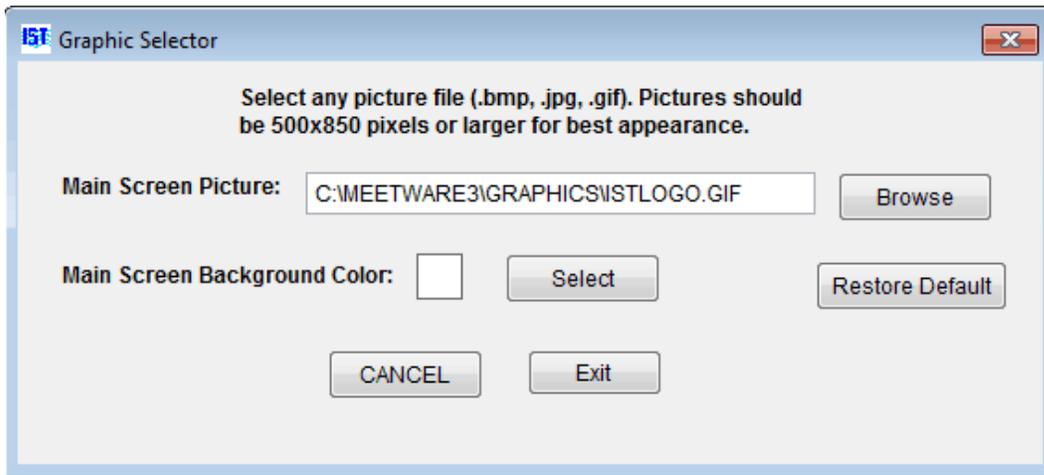
TIMEWARE 3 comes pre-loaded with the IST logo as the background for the Main menu. You can customize the logo or graphic for each system in TIMEWARE 3.



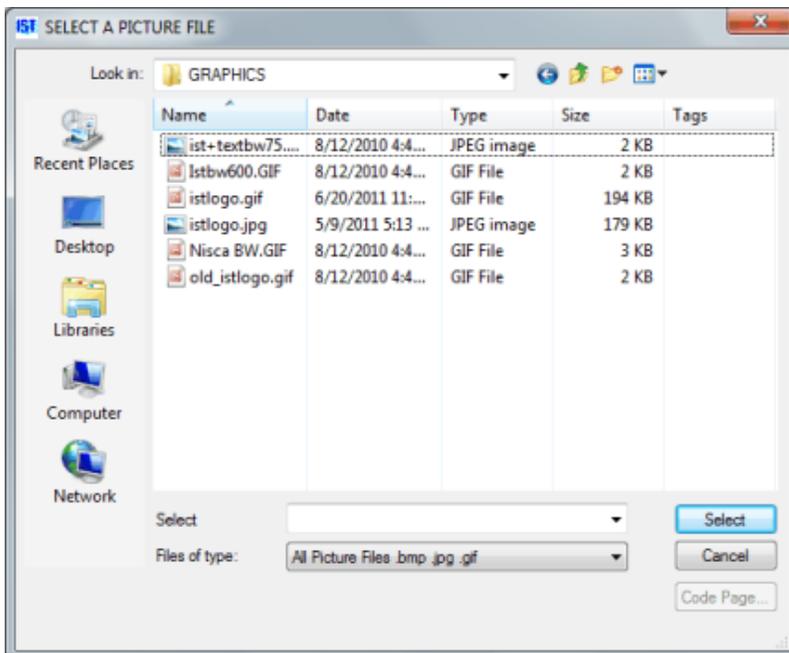
Any graphic or logo can be used as the background on your system, but the larger the better. TIMEWARE 3 will scale the picture to fit the space, and the smaller the graphic (in pixels) the more distorted or fuzzy it will appear. The idea size for a graphic is 500x850 pixels or

larger. Graphics can be bitmap (.bmp), JPEG (.jpg) or GIF (.gif) format. TIMEWARE 3 will no recognize any other format.

To change the logo or background color, right click on the IST logo. You will then see the following screen:

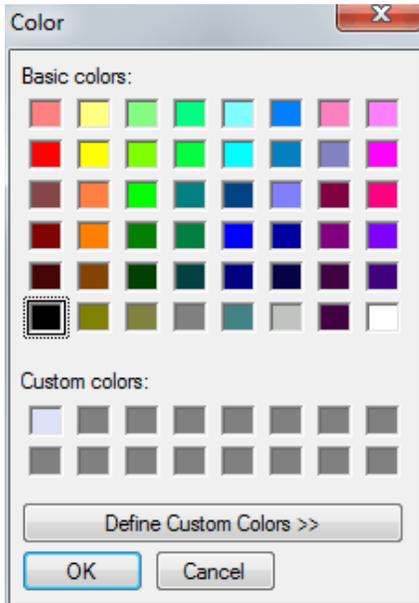


To change the graphic on the main screen, click BROWSE. You will then see a screen similar to the following:



Select the picture or graphic file that you want to use as your TIMEWARE 3 background and click SELECT.

To change the background color around the picture, click on SELECT next to the color box. You will then see the following:



Click on the color you want to use, then click OK. The color box will now display the background color that you have selected.

To save your changes and return to the MAIN menu, click EXIT. If you do not want to save your changes, click CANCEL, and you will be returned to the MAIN menu with the original settings.

Exiting TIMEWARE 3

To exit TIMEWARE 3, select MEETS and EXIT from the MAIN menu.

Navigating Through IST's TIMEWARE 3

Navigating through TIMEWARE 3 is just like working with any other Windows-based software.

Using a mouse

Cell A single box on a grid that contains information

Place	Individual Points	Relay Points
1	6	8
2	4	4
3	3	2
4	2	0
5	1	0

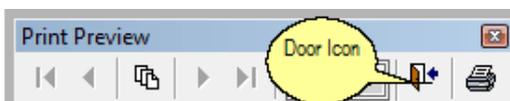
Check Box Check boxes allow you to choose more than one option at a time. To select an option, click on an empty box. To deselect an option, click on a checked box.



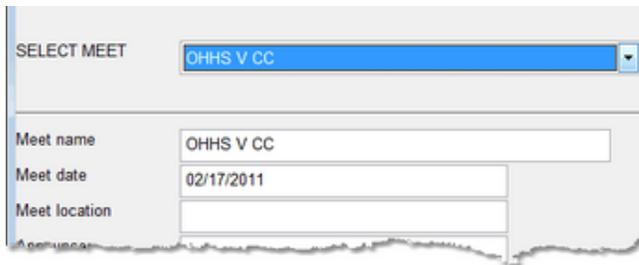
Command Buttons Click on the button to execute the command



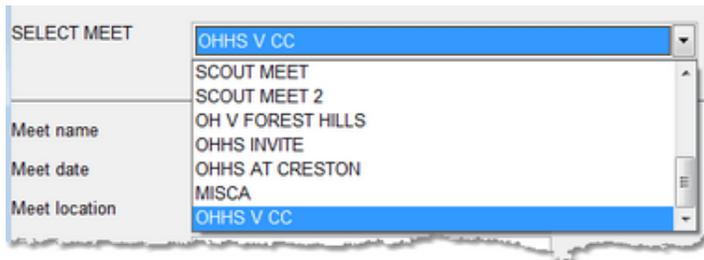
Door Icon To close a Print Preview window, you can click on the Door Icon



Drop Down Lists In order to view your list of choices; click on the down arrow on the right side of the box. To choose an item on the list, click on the highlighted item.

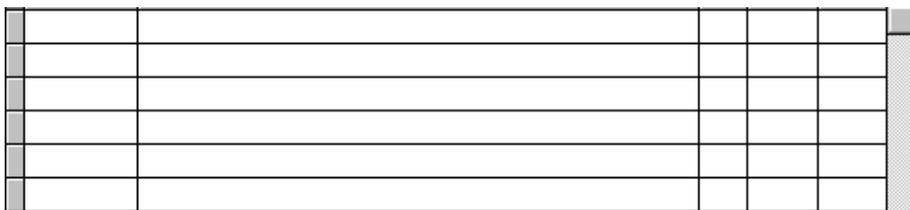


A screenshot of a web form. At the top, there is a label "SELECT MEET" followed by a dropdown menu currently displaying "OHHS V CC". Below this are three input fields: "Meet name" with the value "OHHS V CC", "Meet date" with the value "02/17/2011", and "Meet location" which is currently empty.



A screenshot of the same web form, but with the dropdown menu open. The menu lists several options: "OHHS V CC" (highlighted in blue), "SCOUT MEET", "SCOUT MEET 2", "OH V FOREST HILLS", "OHHS INVITE", "OHHS AT CRESTON", "MISCA", and "OHHS V CC" (highlighted in blue at the bottom). The input fields below remain the same as in the previous screenshot.

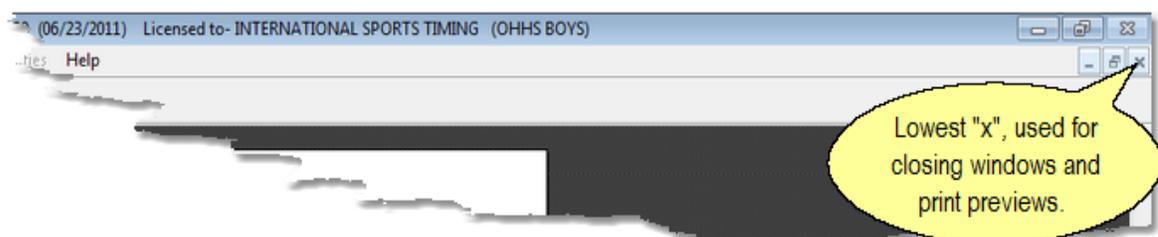
Grid Grids display information in a table form. To select an item in the grid, click on it. The item you clicked on will be highlighted and there may be an arrow pointing to that line on the left edge of the grid. Some grids allow you to edit information within them and some do not. Generally, if the information is in bold, you can edit that information. See the help for the item you're working on to be sure.



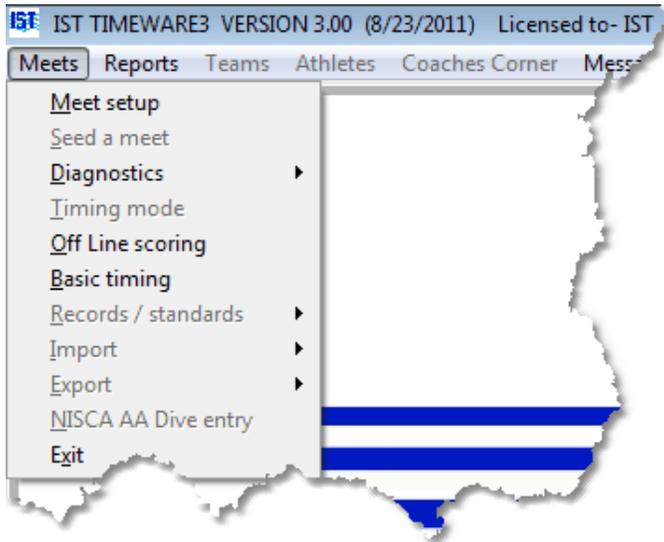
A screenshot of an empty grid table with 6 columns and 6 rows. The first column has a grey background, and the last column has a grey background. The table is otherwise empty.

Lowest "X"

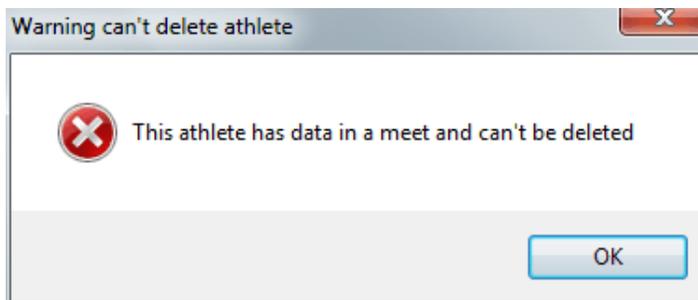
Click on the lowest "x" to close the print preview window and return to the report screen without printing.



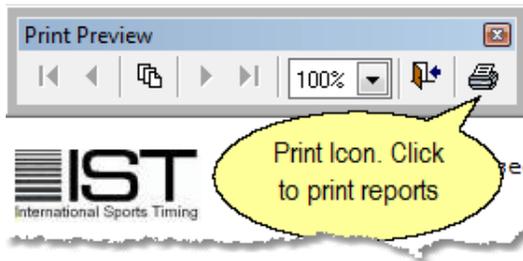
Menu Bars Menu Bars group similar or related functions together to make it easier to locate them. Move the mouse over a heading to see the drop down list below it. To select a menu item, click on it. You will notice that some items on the menus appear in shadow and are not accessible. These items are not available in TIMEWARE 3, but may be in TIMEWARE or future releases of TIMEWARE 3 or TEAMWARE



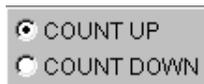
Message Box A message box will pop up with additional information or questions. Please read these messages carefully before you answer!



Print Icon Click on the Printer Icon to print a report that you are previewing.



Radio Buttons To choose one of the options, click in the bubble to the left of the option. If the bubble is darkened, that option is already chosen.



Scroll Bar Found at the bottom and right of a grid, or the right side of a page, scroll bars are used to move the page over to view information that can't fit on the screen.

#	Event	Time/Score	Name(s)	Date
1	BOYS 200 MEDLEY RELAY	1:54.35		
2	BOYS 200 FREESTYLE	1:53.98		
3	BOYS 200IM	2:01.45		
4	BOYS 50 FREESTYLE	19.81		
5	BOYS 1 METER DIVING	522.70		
6	BOYS 100 BUTTERFLY	53.50		
7	BOYS 100 FREESTYLE	47.52		
8	BOYS 500 FREESTYLE	4:14.30		
9	BOYS 200 FREESTYLE RELAY	1:24.75		
10	BOYS 100 BACKSTROKE	56.78		
11	BOYS 100 BREASTSTROKE	58.97		

Scroll Bars

Spinner Box To change the information in the spinner box, click on the up or down arrows to the right of the box. Or highlight the number in the box and type in the new number. **NOTE: The cursor must appear in the text box before you begin typing.**



Tab A tab looks like a file folder tab. Clicking on a tab takes you to another page or layer in the same screen.



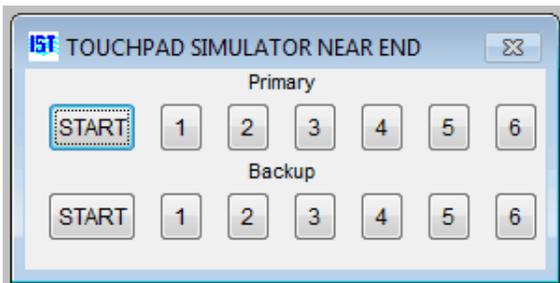
Text Boxes To insert information into a text box, click inside the box to display the cursor. Type in the information and then press <ENTER> or <TAB> to accept the information. **NOTE:** The cursor must appear in the text box before you begin typing.



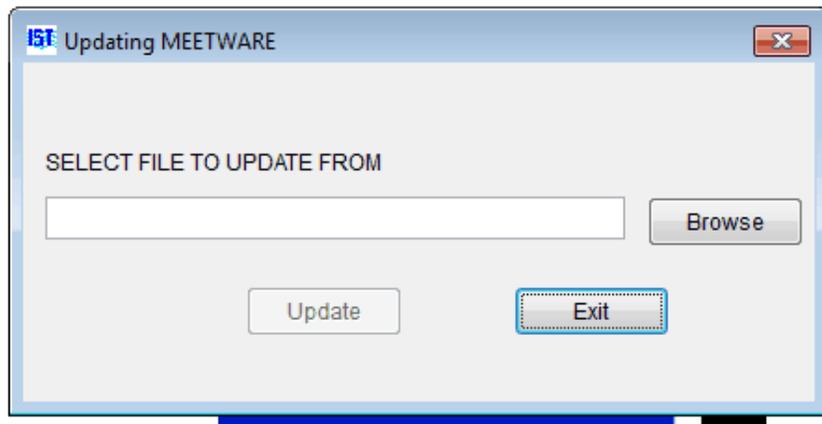
Title Bar Title bars give the name of the window or define what is in the window.



Touchpad Simulator When running in DEMO mode, the touchpad simulator allows you to [simulate running a meet](#) with pads and backup buttons.



Window A Window is a small screen that opens when a menu item is selected or a command button is clicked. Clicking on the "x" in the upper right corner of that window can close Windows



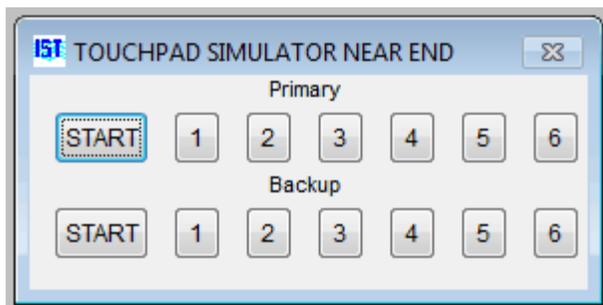
Using the keyboard

For most of TIMEWARE 3, you can use the arrow keys, enter and tab to move through it. To move from box to box use <TAB>, to press a command button that is highlighted press <ENTER>. Up and Down arrow keys can be used to increment or decrement numbers in a spinner box, left and right arrow keys can be used to move from item to item.

Using the Touchpad Simulator

If you are running in [demo mode](#), the Touchpad Simulator replaces the [touchpads](#), [backup buttons](#) and [start device](#). You do not have to connect your computer to the [computer interface box](#). This is also a good way to familiarize yourself with [Timing mode](#) before an actual meet. The Touchpad Simulator will appear on the Timing screen when you click on the [ARM](#) button to arm the timing system for a race.

The Touchpad Simulator looks like this:



The top row of buttons represents the primary start and pads for each lane. The bottom row of buttons represents the backup start and backup buttons for each lane.

To start a race, click on either the primary or backup start button. To simulate a pad hit, click on the number for the lane on the top row. To simulate a backup button hit, click on the number for the lane on the bottom row.

Definitions of Terms in TIMEWARE 3

Arming the Timing System - The operator clicks on the Start button on the [Basic Timing](#) screen so that the computer is now ready to accept data from the start, pads and/or buttons.

Backup Button - A button that is pressed by a timer standing on the pool deck when the swimmer touches the wall. Buttons are used to get times if touchpads are not used, or if a swimmer does not hit the Touchpad or the Touchpad malfunctions. It is recommended to have one back up button per lane with touchpads and two buttons per lane without touchpads.

Backup Disk - [Backup](#) disks are where you store the information from TIMEWARE 3 in case there is a problem with the computer. Data can also be [restored](#) from the backup disk. This can be any data storage device that is not on the computer (e.g. jump or thumb drive, external USB drive, network location, etc.)

Backup Start - A backup button that is activated at the same time as the start device, in case the start device fails.

Backup Time - A second time from a backup button that is used in case the primary time is incorrect. A backup time also insures the accuracy of the final time. If the difference between the primary and backup time is greater than .3 seconds, the operator will be informed.

COM Port - A Communications port on the computer. Physical COM ports have a 9-pin, 'D' shaped connector. [USB ports](#) can also be assigned a COM port number if a [USB-to-Serial](#) converter cable or a USB CTI are plugged into them. COM Ports are used for communicating with the CTI. COM Port assignments can be viewed from the *Windows* Desktop by right clicking on My Computer, clicking on Properties and locating the

Hardware tab and Device Manager. Port assignments are listed under PORTS (COM and LPT).

Computer Timing Interface (Timing Box or CTI) - An interface box supplied with TIMEWARE Software. It houses the clock chip that times events, and connects the computer, deck cable and optional scoreboard together.

Deck Cable - The cable into which you plug the touchpads, buttons and start devices. The deck cable connects all the timing devices into the [Computer Interface](#).

Demo Mode - Demo mode allows the user to practice using the system without having to have a timing box or scoreboard connected to the computer. When a race is started, a TOUCH PAD SIMULATOR will appear on the screen. Demo mode is set in [System](#) in the [Utilities](#) menu.

Disqualification (DQ) - Removal of a swimmer from a race by a referee. DQ's can happen before, during or after a race and are based on the rules of the meet. Referees must agree upon a DQ.

Diving Judge Scoring Console - see [Judging Console](#)

Diving Interface Box - is a black box that connects up to 7 [Judging Consoles](#) to the [Computer Timing Interface](#) box and allows scores to be entered electronically by the Diving Judges.

Event - A race with a specific stroke and distance.

Event List - A group of events that determines the order of events. An event may have one or many [heats](#).

Exhibition - A swimmer or race that is timed but not [scored](#) for points. A swimmer marked as EX will not be scored, no matter what their finish place.

Final Time/Finish Time - The time it takes a swimmer to complete a race of a given distance.

FTP ID - An ID assigned by IST that will link to your team's live results website. For more information about getting an FTP ID please contact IST at 800-835-2611 or info@istime.com.

FTP Results - FTP (File Transfer Protocol) allows you to send results to a website so that your meet results can be viewed online.

GNET - A generic network protocol used to transfer data between TIMEWARE and Hy-Tek's Meet Manager for Windows.

Hardware - Any physical piece of equipment: computer, Computer Timing Interface, deck cable, touchpads, backup buttons.

Heat - one race of an event. Each event can have one or several heats.

Judging Console - A hand-held module that connects to the [Diving Interface](#) and allows Judges to enter diving scores electronically.

Lap - Two lengths of the pool, except for 25-yard races in a 25-yard pool or 50 meter races in a 50-yard pool.

Offline Scoring- Allows you to edit, score or re-score a heat or event after it has already been run.

Primary Input Device - device used to signal the end of the race and record the splits and final time of a swimmer. Usually it is a Touchpad, sometimes a backup button.

Round - Indicates which round or portion of a meet a heat or event is in. Options are Preliminaries (Prelim), Semi-Finals (Semi) or Finals (Final). A dual meet (or other meets which have no rounds) will have all events marked as Final round.

Scored - indicates that the swimmers in a heat or event have been ranked in order of finish place, or that divers have been ranked by total score. TIMEWARE does not assign team points.

Scratch - removal of a swimmer from an event or heat by a coach. The swimmer is taken out and no one else is assigned to take their place.

Software - Any program that runs on your computer.

Splits - The time it takes a swimmer to do one lap of the pool as part of a race. Example - a 100-yard race will have 2 splits, one for each 50 yards the swimmer completed.

Start Device - Either a starter's pistol, electronic start or a button that signals the start of the race to the swimmers and the timing system simultaneously.

Start List - is the list of events and heats including swimmers' names and team designations provided by Hy-Tek's Meet Manager software. Start Lists are generated in Hy-Tek and require their Alpha Scoreboard Interface module to create.

SWIMWARE Suite - The complete SWIMWARE software package which includes TIMEWARE (timing), MEETWARE (meet management), and WORKWARE (workout manager).

System - One team's information. Depending on the license that you have, you can have 2 or more systems on the same computer. This keeps all the information for the different teams/groups separate.

Timing Box - See [Computer Timing Interface](#)

Touchpad - A pad that is hung on the wall of the pool that signals to the computer that a swimmer has touched the wall for either a split time or a final time.

Touchpad Simulator - A [Touchpad Simulator](#) is used in demo mode to simulate pad hits. It is a window that opens with [buttons for the starts, all lanes and backup buttons](#).

USB - Universal Serial Bus, which allows computers to attach to peripheral hardware. The peripheral hardware for MEETWARE

3 is the [CTI](#).

USB to Serial Connector - Used with older model [CTI's](#), USB to Serial Cables have a flat USB plug on one end and a male 9-pin "D" serial connector on the other. The USB end plugs into the computer's USB port and the serial end plugs into the serial cable coming off the CTI. Newer CTI's do not need this adapter because they are already USB plugs.

Virtual Serial Ports - are serial ports that exist in the computer but do not have a physical place to plug into. Virtual serial ports are set up when installing BOARDWARE (IST's projected scoreboard software) and are used for communicating between copies of MEETWARE 3 and BOARDWARE3 running on the same computer.

Common Errors and Troubleshooting

The following is a list of common error messages and their causes. If your error is not listed on this page or the troubleshooting advice does not fix it, call 1-800-835-2611. If you are calling after regular business hours (8am to 5pm Eastern Time), have a phone number available where you can be reached.

Error Message	Happened When	Likely Problem/Fix
ABNORMAL SHUTDOWN: THE SYSTEM WILL BE AUTOMATICALLY REINDEXED	Starting TIMEWARE 3	You had a power failure, did a hardware reboot or software reboot, or did not exit the software properly. The system will reindex itself and return you to the main menu. Check the information you were working on last to make sure it was correct. If it is not, restore the system from backup.
ARE YOU SURE YOU WANTED TO ENTER A 10?	Entering scores in DIVING module	You have entered a score of 10 (either 1.0 or 10.0). To enter 1.0, click NO, to enter 10.0, click YES
BAD DATA FROM TIMING BOX	Timing Mode	Something is wrong with the data coming from the timing box. Call IST.
DATA ERROR	Timing Mode	Call IST.
DIVING HAS STARTED YOU HAVE TO SCRATCH OR TURN OFF DIVERS	Running Diving	Change the status of the diver to SCR or OFF.
DIVING MODULE NOT AVAILABLE UNDER THIS LICENSE	Running Diving	You do not have the software necessary to run a diving event. Call 1-800-835-2611 to order the software or log on to http://www.istime.com .
DO YOU WANT TO RUN IN DEMO MODE?	Starting TIMEWARE 3	You have a demo version of the software or you have DEMO checked in SYSTEM PREFERENCES . Un-check DEMO in system preferences or call 1-800-835-2611 to order the full version of the software.
INCORRECT NUMBER OF JUDGES	Running Diving	The number of judges must be 2,3,4,5 or 9. Use the spinner box to correct the number of judges.
LICENSE AGREEMENT ERROR	Starting TIMEWARE 3	Your software license is not valid or your demo period has run out. Call 1-800-835-2611 for more information.
MISSING EVENT DATA IN THE START LIST	Timing Mode	Happens when you are using Hy-Teks Meet Manager for entries. Re-send the start list.
NO RESPONSE FROM THE TIMING COMPUTER	Starting a meet or running Diagnostics	The timing computer is unplugged. Check the power cord (both ends) and all connections

		between the computer and the timing box. If there was a power outage while the timing box was plugged in you may need to unplug it and plug it in again to reset it.
NO START LIST ♦ DO YOU WANT TO RUN ANOTHER HEAT FOR THIS EVENT?	Timing Mode	Happens when you are using Hy-Teks Meet Manager for entries. Re-send the start list or add another heat to that event.
ONLY -,SPACE, 5 AND SAME AS LEFT DIGIT ARE VALID ENTRIES FOR SECOND DIGIT	Entering scores in DIVING module	You have mistyped something. To enter a score of 2.5, type 25, 2- or 22, to enter a score of 2.0, type 20, 2<space> or 2<ENTER>
OVER FLOW ERROR	Timing Mode	Call IST
ROUND MISMATCH	Timing Mode	The START LIST round and EVENT LIST round do not match. Check the event list and start list Select a different start list or event list.
START LIST NOT AVAILABLE IN C:/SWMEETS3	opening TIMING screen	GNET is set up in Hardware Setup but network is not set up. Either set up the network, or go to Hardware Setup and disable GNET.
SYSTEM RESTARTED	Timing Mode	There was a power outage or the system was shut down during timing.
THE DD IS <1.2 OR >3.4	Entering DD in diving	The Degree of Difficulty (DD) can not be less than 1.2 or greater than 3.4. Check the DD and reenter it if necessary.
THE SELECTED PORT FOR TIMING DID NOT INITIALIZE PROPERLY	Timing Mode	Something is wrong with the COM port. Check to make sure that the timing box/scoreboard connections are all plugged in tightly. Check to make sure that the COM port being used is the port selected in HARDWARE SETUP . ADVANCED USERS ONLY - Check the BIOS settings to make sure that the correct hardware is assigned the correct port number.
THERE ARE NO EVENTS FOR THIS MEET	Printing split reports	The meet has not yet been run. Run the meet or go to OFFLINE SCORING , enter the finish times and mark the events as TIMED.
THERE ARE TWO FUNCTIONS ASSIGNED TO THE SAME I/O POINT	Doing MANUAL PAD SETUP	You have assigned two pads, buttons or start devices to the same point on the deck cable. Check the assignments carefully and redo them if necessary.
THERE IS AN ERROR IN THE SELECTED RECORD	Clicking on the EXIT button when changing the dive score	Contact IST
THIS EVENT LIST IS USED IN MEET ♦	Deleting an event list	You can not delete an event list that is used in a meet. You must delete the meet that is

		using that event list before you can delete the event list.
THIS MESSAGE IS TOO LONG, ONLY THE FIRST 1000 CHARACTERS WILL BE SHOWN	Transmitting a message to the scrolling line	The message is longer than 1000 characters including spaces and punctuation. Shorten the message.
THIS PORT IS IN USE BY RESULTS	SETUP HARDWARE assigning ports	You have selected the same port for both the timing box and the results port (GNET). Select a different port for either timing or results.
THIS PORT IS IN USE BY TIMER	SETUP HARDWARE assigning ports	You have selected the same port for both the timing box and the results port (GNET). Select a different port for either timing or results.
TIMING BOX IS NOT WORKING	Timing Mode	Something is wrong with the timing box. Check all power connections and connections with the computer. If all connections are secure and there is power to the timing box call 1-800-835-2611.
TIMING FILES IN USE	Timing Mode	Shut down TIMEWARE 2 by pressing <CTRL><ALT><DELE>. Restart TIMEWARE 3.
UNABLE TO OPEN THE RESULT COM PORT	Timing Mode	There is a problem with your COM port. Check the port settings, re-select the port or using a different port (in SETUP HARDWARE)
WAITING FOR RECORD NUMBER 		The record you are looking for is in use elsewhere. Wait a few minutes. If it does not come back the system may be hung up and you will have to do a software reboot (<CTRL><ALT><DELE>)
YOU DID NOT SELECT AN UPDATE FILE	Updating TIMEWARE 3	You did not click on the MWUPDATE.IUP file. Click on that file to update the system.
YOU HAVE ENTERED AN ILLEGAL DISTANCE	Entering or editing an event in EVENT LIST	The distance of a race must be divisible by the pool length. Check the distance and reenter it.
YOU HAVE NOT SELECTED MWUPDATE	Updating TIMEWARE 3	You did not click on the MWUPDATE.IUP file. Click on that file to update the system.
YOU HAVE SELECTED AN ILLEGAL LOW-HI TIME COMBINATION	Entering or editing an event in EVENT LIST	Your low time may be higher than your high time selection. Check you selections.
YOU HAVE SELECTED AN UNSUPPORTED FILE TYPE	Importing an event list	The file you have selected is not an approved event list file type. Select another file.

QUICK REFERENCE GUIDE: RUNNING A MEET

[Top](#) [Previous](#)
[Next](#)

Quick Reference Guide: Running a Meet

The key to running a smooth meet is to prepare for it. Things that you need to make sure that you've done before you attempt to run any meet. (**HINT: print this page out and use it as a checklist before the meet**)

___ 1. [Set up the event list](#), [import an event list](#) or [check the event list](#) you are planning on using to make sure that it's correct.

___ 2. [Set Up the meet](#), or [check](#) to make sure that the meet you have setup is correct.

___ 3. Have backup timers for each lane to run the [backup buttons](#). Decide if you are going to have the timers hit the backup button on every turn to record splits, or only at the finish. Check your [System](#) setup to be sure that you have selected the correct options for backup buttons, pads and [Stop on Backup](#).

___ 4. IF NECESSARY run [Pad Setup](#). (This should only have to be done before the first meet).

___ 5. Run diagnostics on the [scoreboard](#) and [deck cable](#).

___ 6. Look over the help files on [navigating basic timing](#), [running basic timing](#) and [situations in Basic Timing](#). You may want to print these out as reference sheets.

___ 7. If you're planning to print [Heat](#) and [Event Results](#), be sure you have a working printer connected to the computer and the correct printer drivers are loaded.

___ 8. Have a [backup disk](#) ready for the end of the meet.

___ 9. Relax, youre ready to go. If there are any problems,
dont panic. Itll be fine.

Transferring Data To Hy-Tek

TIMEWARE 3 offers options to enable an exchange of data with Hy-Tek's Meet Manager for *Windows*. These require the purchase of additional software from IST and Hy-Tek, Ltd., as described below:

NOTE: All options require two computers -- one running TIMEWARE 3 and one running to Hy-Tek's Meet Manager for *Windows*.

From IST ([Contact us](#)):

TIMEWARE 3 Results Interface (TMW-R) - Sends split and finish times to Hy-Tek's Meet Manager for *Windows*.

TIMEWARE 3 Scoreboard Interface (TMW-S) - Uploads names and teams from Meet Manager for *Windows*. These are displayed on the computer screen and on IST scoreboards. Can be combined with Results Interface.

To find out if you have the required software from IST, you can check under [HELP and ABOUT](#).

From Hy-Tek, Ltd. (call 252/633-5111 or buy online at www.hy-tekLtd.com):

Timing Console INTERFACE - Works with the TIMEWARE 3 Results Interface. Results files are transferred in a file format similar to 001-001-01 0001.gen, where:

001= meet number

-001=event number

-01 =heat number

(space),P,S or F=meet type: (space)=timed final, P=prelim, S=Semi, F=Final

0001=race number
.gen=file type

Alpha Scoreboard INTERFACE - Works with the TIMEWARE 3 Scoreboard Interface. Start Lists for an entire meet will be in one file in the SWMEETS3 directory called startlist.slx.

To find out if you have the required options from Hy-Tek you can check under Help and About in the Meet Manager Software.

Transfer options

- [Transferring Start Lists over a network](#) allows you to send the names and teams of swimmers entered in races from the Meet Manager computer to the TIMEWARE 3 computer over a generic network.
- [Transferring Start Lists via disk](#) allows you to send the names and teams of swimmers entered in races from the Meet Manager computer to the TIMEWARE 3 computer with a disk or USB drive.
- [Transferring results via serial connection](#) allows you to send results from the TIMEWARE 3 computer to the Meet Manager computer over a serial cable.
- [Transferring results over a network](#) allows you to send results from the TIMEWARE 3 computer to the Meet Manager computer over a generic network.
- [Transferring results via disk](#) allows you to transfer results from the TIMEWARE 3 computer to the Meet Manager computer with a disk or USB drive.

Consult your Meet Manager Manual and help files for further information.

IST offers a Network Support package that includes a list of recommended hardware and software and 8 hours of telephone support. Call IST at 800/835-2611 or e-mail info@istime.com for further information.

TRANSFERRING START LISTS VIA NETWORK CONNECTION

[Top](#) [Previous](#)
[Next](#)

Transferring Start Lists Via Network Connection

This option allows you to send names and team codes from the Hy-Tek's Meet Manager for *Windows* computer to a computer running TIMEWARE 3 over a generic network.

Hardware Requirements

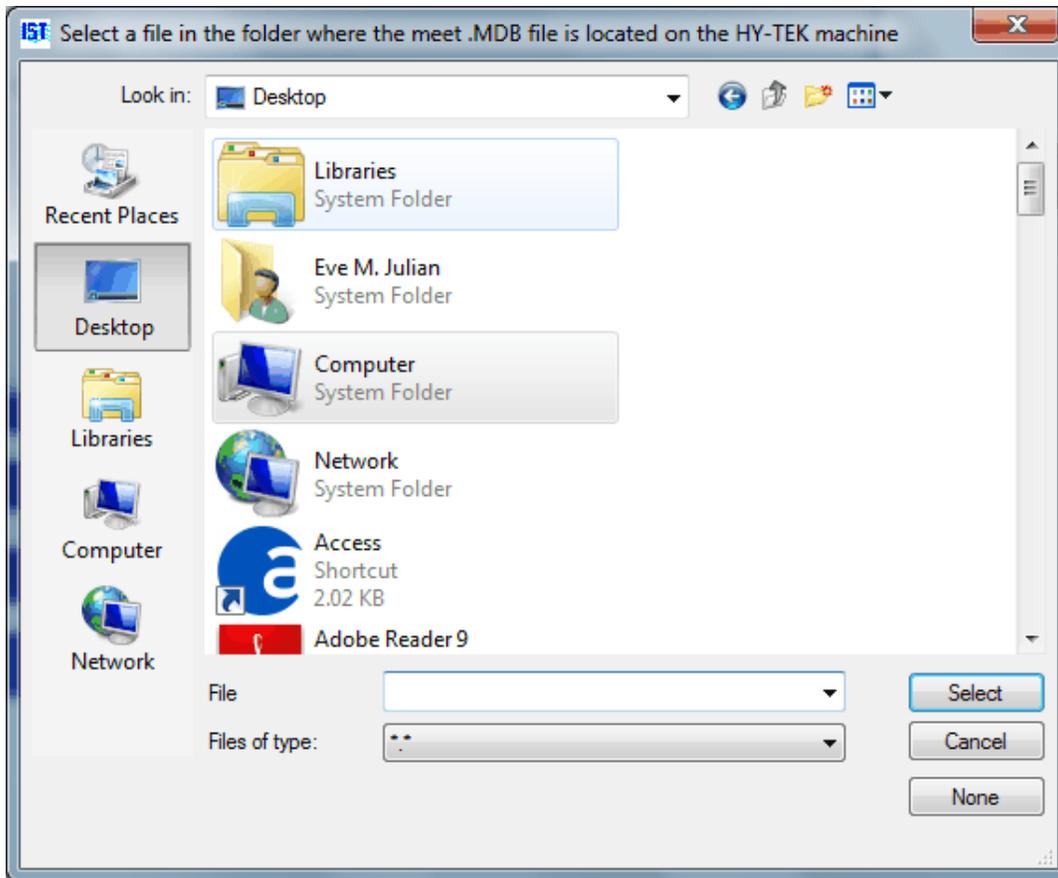
1. The computer running TIMEWARE 3 must have the appropriate network hardware and software for the type of network you want to use.
2. The computer running Meet Manager must have the appropriate network hardware and software for the type of network you want to use.
3. The appropriate cable for connecting the two computers to the network (typically a cross-over cable for ethernet networks).
4. The computers must be operating on the *Windows* network.

Software Requirements

1. IST's [Scoreboard Interface Module](#). (The Scoreboard Interface Module can be used with the Results Interface Module to transfer results.)
2. Hy-Tek's [Alpha Scoreboard INTERFACE](#). (The Alpha Scoreboard INTERFACE can be used with the Timing Console INTERFACE to transfer results.)

Software Setup

For TIMEWARE 3, see [SETUP HARDWARE](#). Select GNET as the Results port. You will now see a window similar to the following:



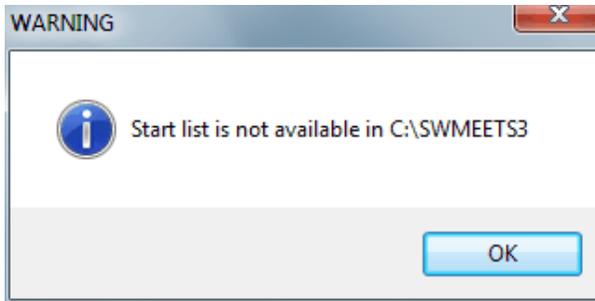
You must now select the path to the networked computer and the SWMEETS3 directory used by Meet Manager. You can select any file within the SWMEETS3 directory to complete the path. See your Meet Manager manual and help files for additional information on setting up the SWMEETS3 directory.

If you need to change the path after selecting GNET, click on any Result COM port and then reselect GNET.

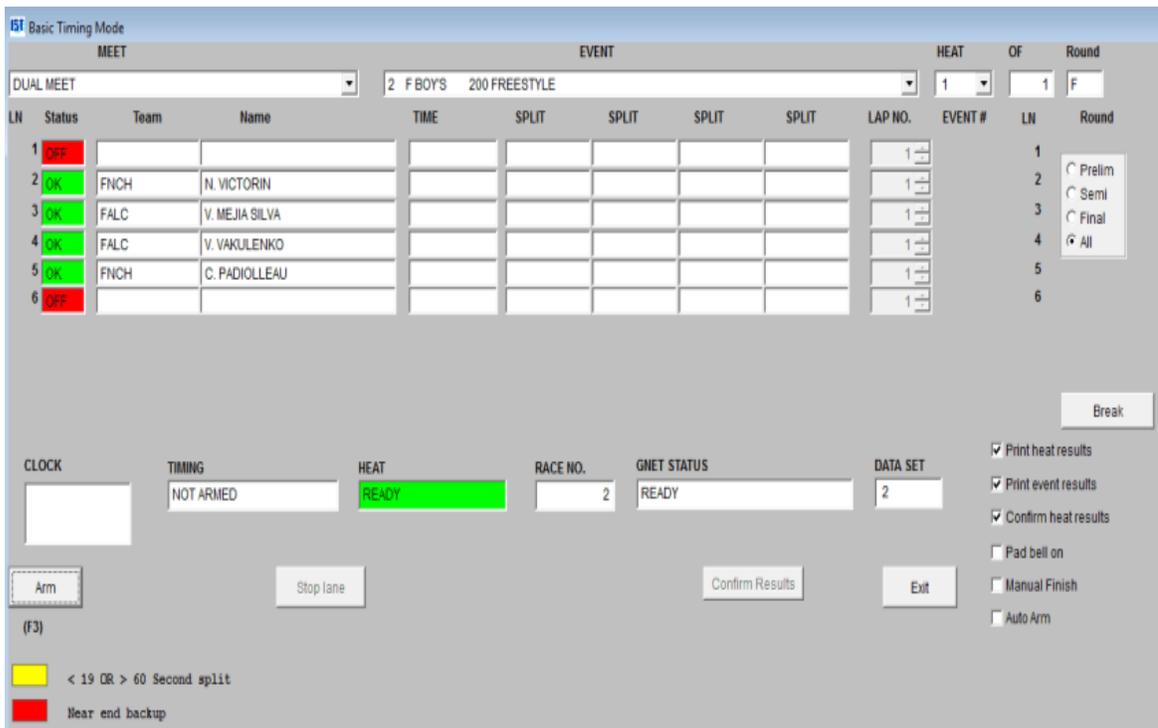
For Meet Manager, under Set-up, Alpha Scoreboard INTERFACE, select Network File Sharing IST. Create a Start List. For further information, consult your Meet Manager manual and help files.

Running Meets

When your hardware connections and software setups are complete, go to [Basic Timing](#). You will see the following screen if you have not generated a start list in Meet Manager or the connection is not available:



You will see a screen similar to the following:



From the [Basic Timing](#) screen, select the meet you want to run.

[GNET STATUS](#) shows the status of the network connection.

READY indicates the network is connected and operating.

OFF indicates the network connection has been shut down.

TESTING CONNECTION may appear briefly when you start GNET.

CONNECTED means the test passed and the connection is complete.

NO CONNECTION means the test failed and the connection is broken.

SENDING indicates data is being sent.

SENT RACE NO. XX shows the number of the race for which results have been sent.

[GNET Stop/Start](#) allows you to stop using the generic network if a network failure makes it impossible for you to connect. You can continue timing races and send results from [Offline Scoring](#) when the connection is regained.

As you select an event, the team codes and names for the first heat will be displayed. You can now [time races](#) normally. TIMEWARE 3 checks the Start List for each event as it starts the event. If no events are found on the Start List, the Team column on the Timing screen will display "N/A".

As races are completed, the operator of Meet Manager can Get Times for each race. For further information, consult your Meet Manager manual and help files.

Transferring Start Lists Via Disk or USB Drive

This option allows you to transfer names and team codes from the Hy-Tek's Meet Manager for *Windows* computer to a computer running TIMEWARE 3 using a thumb drive, jump drive or other removable media.

Hardware Requirements

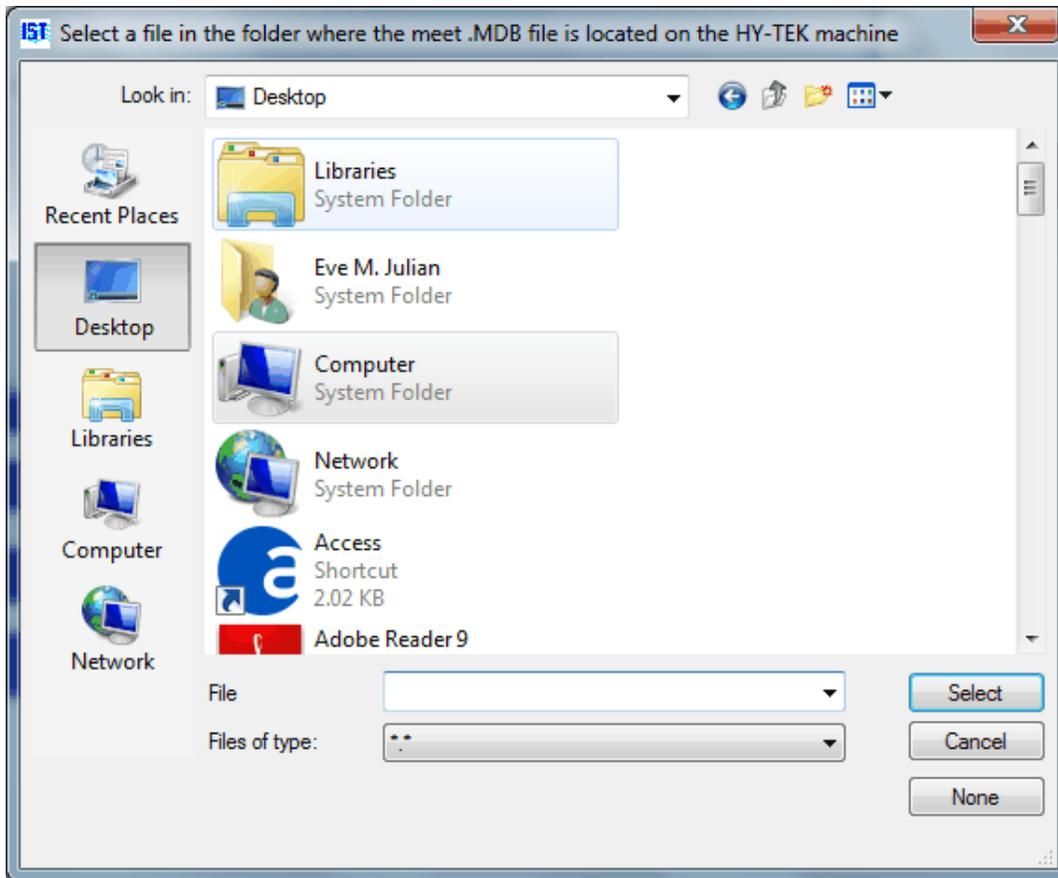
1. The computer running TIMEWARE 3 must have a working USB drive.
2. The computer running Meet Manager must have a working USB drive.

Software Requirements

1. IST's [Scoreboard Interface Module](#) (TMW-S) (The Scoreboard Interface Module can be used with the Results Interface Module to transfer results.)
2. Hy-Tek's [Alpha Scoreboard INTERFACE](#). (The Alpha Scoreboard INTERFACE can be used with the Timing Console INTERFACE to transfer results.)

Software Setup

For TIMEWARE 3, see [SETUP HARDWARE](#). Select GNET as the results port. You will now see a window similar to the following:



You must now select the path to the USB drive you will be using. Have a drive attached to the computer with any file on it. You can select any file on the drive to complete the path.

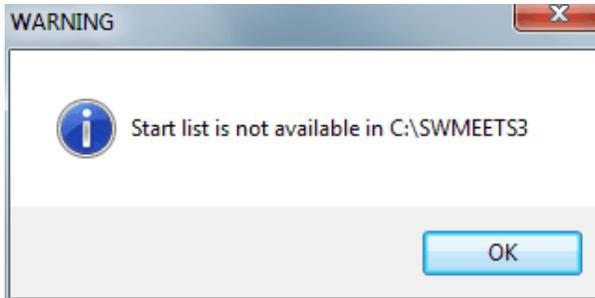
If you need to change the path after selecting GNET, click on any Result COM port and then reselect GNET.

For Meet Manager, under Set-up, Alpha Scoreboard INTERFACE, select Network File Sharing IST. Create a Start List for the meet you want to run. Copy the contents of the SWMEETS3 directory onto a USB Drive and take it to the TIMEWARE 3 computer. You may want to use two different USB Drives, so you can exchange them during the meet. *ALL* USB Drives must have the Start List.

For further information, consult your Meet Manager manual and help files.

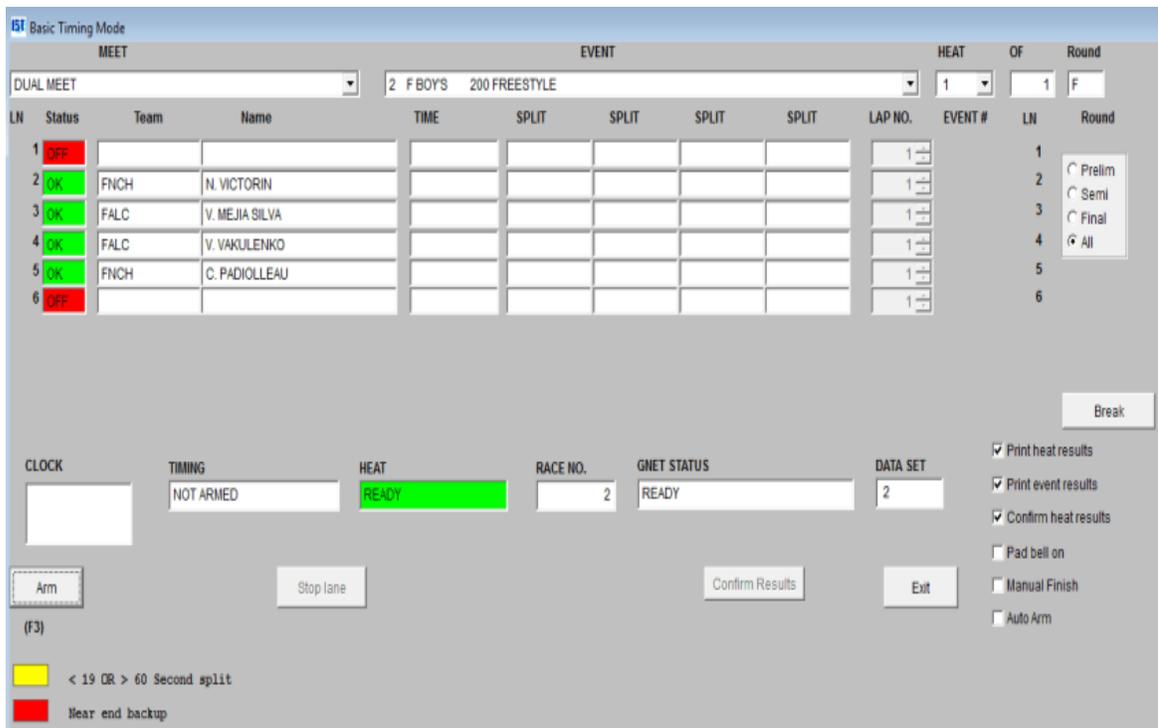
Running Meets

When your hardware connections and software setups are complete, go to [Basic Timing](#). If you are using IST's Scoreboard Interface Module, you may see the following screen:



TIMEWARE 3 is looking for a Start List on the GNET and can't find it on the selected path. Check Meet Manager to be sure the path is correct and/or the Start List is completed and has been created.

You will see a screen similar to the following:



From the [Basic Timing](#) screen, select the meet you want to run.

GNET STATUS shows the status of the network connection.

READY indicates the network is connected and operating.

OFF indicates the network connection has been shut down.

TESTING CONNECTION may appear briefly when you start GNET.

CONNECTED means the test passed and the connection is complete.

NO CONNECTION means the test failed and the connection is broken.

SENDING indicates data is being sent.

SENT RACE NO. XX shows the number of the race for which results have been sent.

[GNET Stop/Start](#) allows you to stop using the generic network if a disk failure makes it impossible for you to continue. You can continue timing races and send results to disk from [Offline Scoring](#) when the drive is repaired.

As you select an event, the team codes and names for the first heat will be displayed. You can now [time races](#) normally. TIMEWARE 3 checks the Start List on the disk for the event and heat of each race. If no events are found on the Start List, the Team column on the Timing screen will display "N/A".

If changes are made to the entries, the operator of Meet Manager should create a new Start List, transfer it to disk and take it to the TIMEWARE 3 computer. Be sure to use the new Start List is on all disks being used. For further information, consult your Meet Manager manual and help files.

TRANSFERRING RESULTS VIA SERIAL CONNECTION

[Top](#) [Previous](#)
[Next](#)

Transferring Results via Serial Connection

This option allows you to send results from the TIMEWARE 3 computer to a computer running Hy-Tek's Meet Manager for *Windows* over a serial connection.

Hardware Requirements

1. The computer running TIMEWARE 3 must have two available serial (COM) ports. Normally, COM1 will be connected to the Computer Interface and COM2 will connect to a cable to the computer running Meet Manager.
2. The computer running Meet Manager must have one available serial (COM) port.
3. A null modem cable to connect the two computers together (IST part number SWTERMCBL).

Software Requirements

1. IST's [Results Interface Module](#).
2. Hy-Tek's [Timing Console INTERFACE](#).

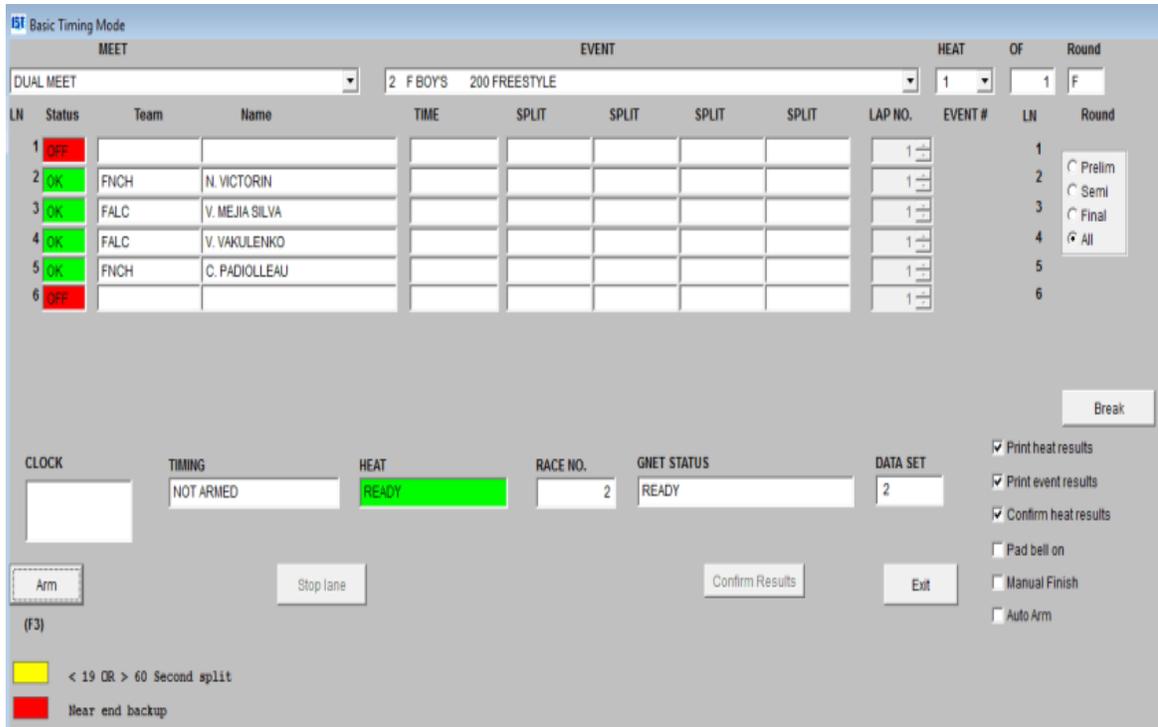
Software Setup

For TIMEWARE 3, see [SETUP HARDWARE](#). Select an available Results COM port.

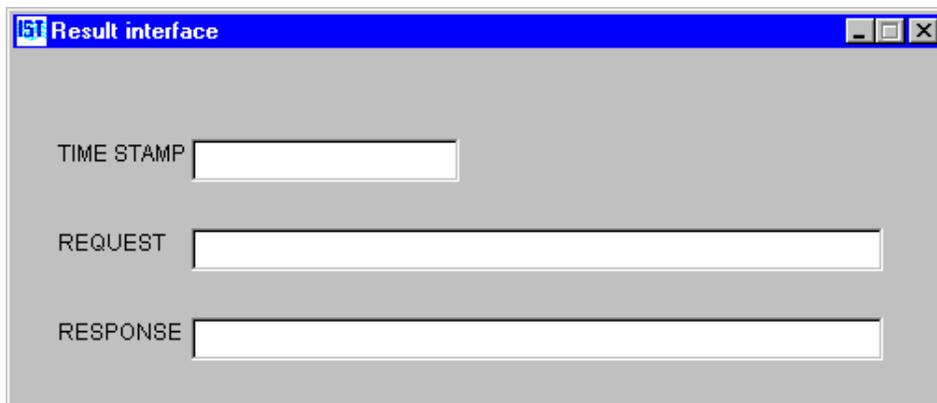
For Meet Manager, consult your manual or help files for further information. Under Set-up, select Timing Console INTERFACE. When using the serial connection, TIMEWARE 3 emulates a Colorado Timing System 4 (CTS4), so select that interface.

Running Meets

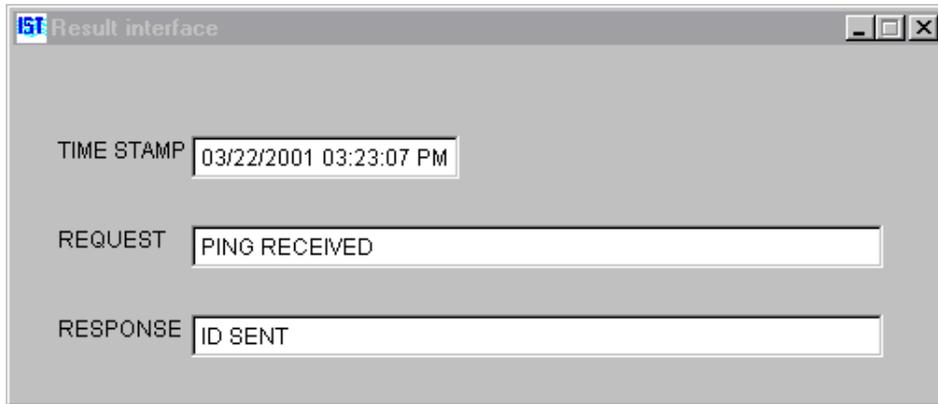
When your hardware connections and software setups are complete, go to [Basic Timing](#) and select the meet you want to run. You will see a screen similar to the following:



Before you begin timing races, click on the [Start Results](#) box. You will now see this box:



Now go to Meet Manager, select RUN, then Timer (CTS4) and Open the Serial Port. Meet Manager includes a test function that allows you to test your interface at any time. For further information, consult your Meet Manager manual and help files. When you return to TIMEWARE 3, you should see this screen:



The Results Interface window indicates that the connection is complete and that a REQUEST for information has been received from Meet Manager and a RESPONSE has been sent. If the text boxes are still blank, the serial connection is not complete. Check the hardware connections and the Meet Manager setups.

You can now minimize this window--do NOT close it--and [time races](#) normally.

As races are completed, the operator of Meet Manager can Get Times or select the Race # for each race. For further information, consult your Meet Manager manual and help files.

TRANSFERRING RESULTS VIA NETWORK CONNECTION

[Top](#) [Previous](#)
[Next](#)

Transferring Results Via Network Connection

This option allows you to send results from the TIMEWARE 3 computer to a computer running Hy-Tek's Meet Manager for Windows over a generic network.

Hardware Requirements

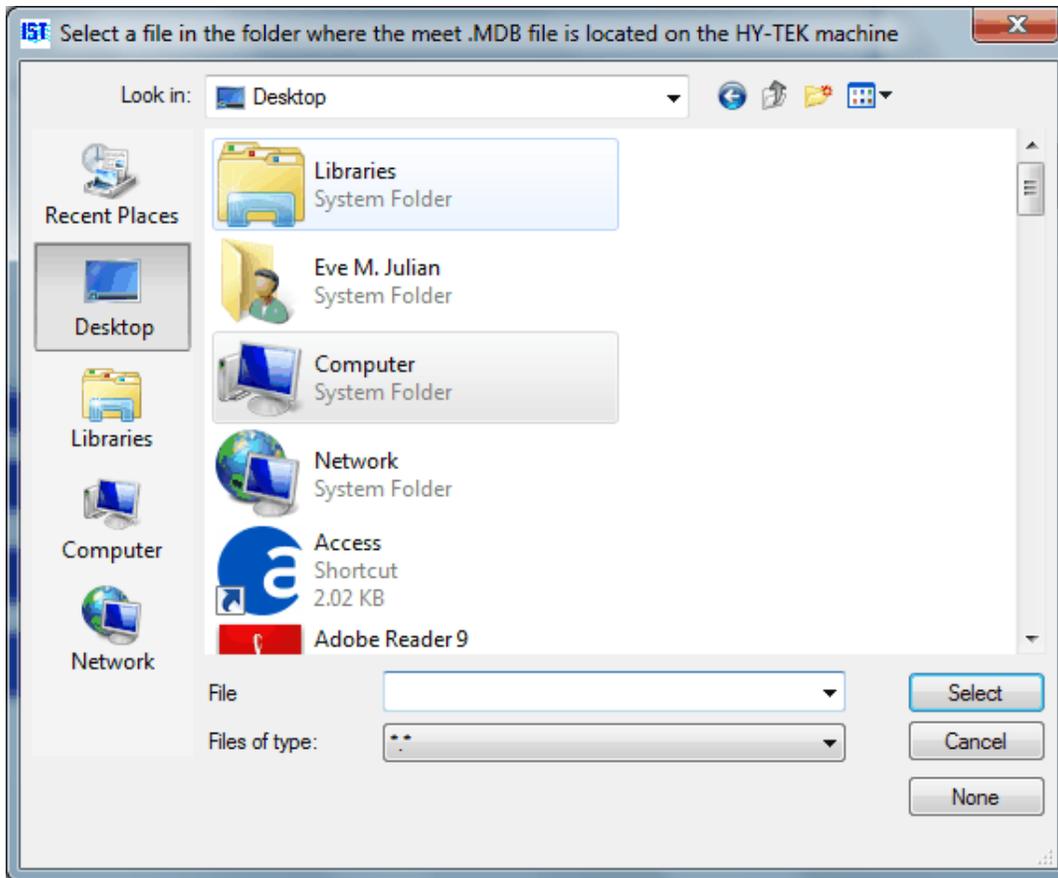
1. The computer running TIMEWARE 3 must have the appropriate network hardware and software for the type of network you want to use.
2. The computer running Meet Manager must have the appropriate network hardware and software for the type of network you want to use.
3. The appropriate cable for connecting the two computers to the network (typically a cross-over ethernet cable for ethernet networks).
4. The computers must be operating on the *Windows* network.

Software Requirements

1. IST's [Results Interface Module](#).
2. Hy-Tek's [Timing Console INTERFACE](#).

Software Setup

For TIMEWARE 3, see [SETUP HARDWARE](#). Select GNET as the Results port. You will now see a window similar to the following:



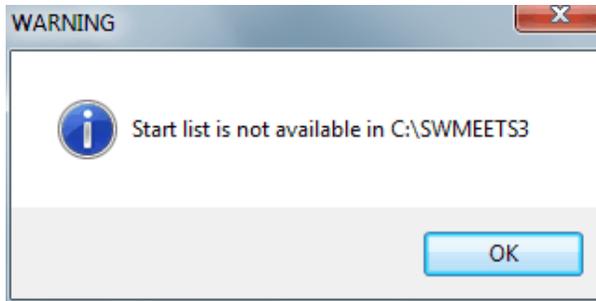
You must now select the path to the networked computer and the SWMEETS3 directory used by Meet Manager. You can select any file within the SWMEETS3 directory to complete the path. See your Meet Manager manual and help files for additional information on setting up the SWMEETS3 directory.

If you need to change the path after selecting GNET, click on any Result COM port and then reselect GNET.

For Meet Manager, under Set-up, Timing Console INTERFACE, select Generic Network File Sharing for IST. For further information, consult your Meet Manager manual and help files.

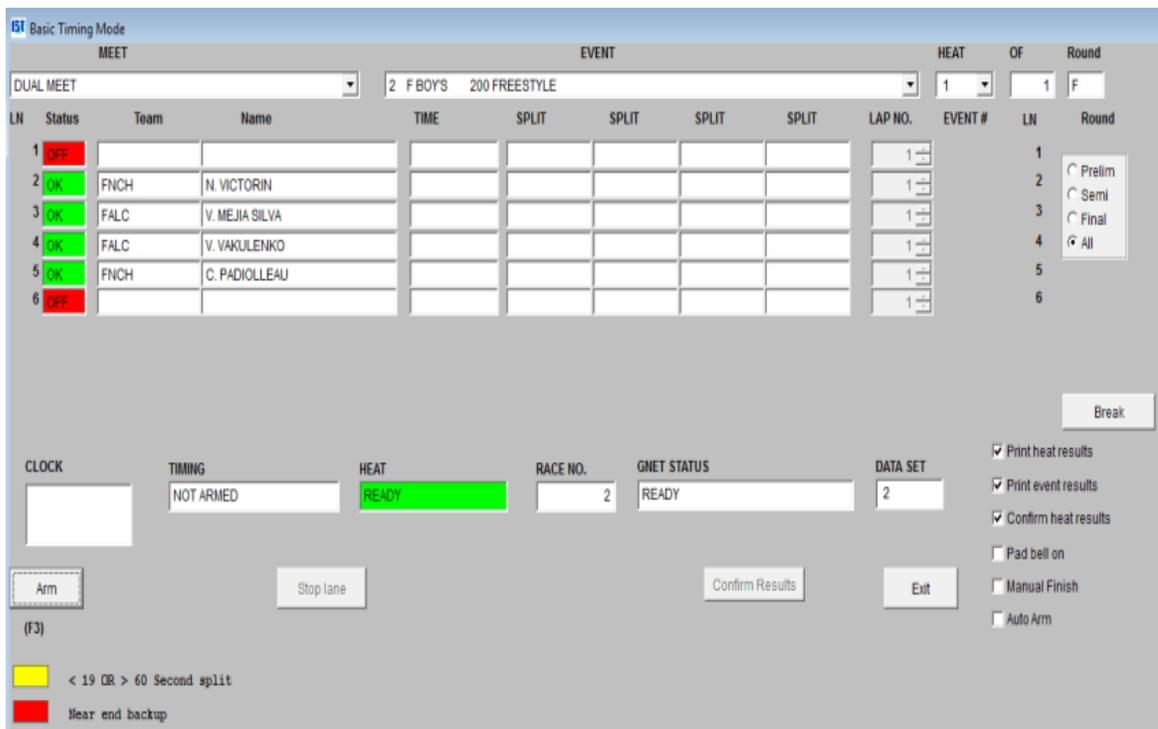
Running Meets

When your hardware connections and software setups are complete, go to [Basic Timing](#). If you are using IST's Scoreboard Interface Module, you may see the following screen:



TIMEWARE 3 is looking for a Start List on the network and can't find it on the selected path. Check Meet Manager to be sure the path is correct and/or the Start List is completed.

You will see a screen similar to the following:



From the [Basic Timing](#) screen, select the meet you want to run.

[GNET STATUS](#) shows the status of the network connection.

READY indicates the network is connected and operating.

OFF indicates the network connection has been shut down.

TESTING CONNECTION may appear briefly when you start GNET.

CONNECTION means the test passed and the connection is complete.

NO CONNECTION means the test failed and the connection is broken.

SENDING indicates data is being sent.

SENT RACE NO. xxxx shows the number of the race for which results have been sent.

[GNET Stop/Start](#) allows you to stop using the generic network if a network failure makes it impossible for you to connect. You can continue timing races and send results from [Offline Scoring](#) when the connection is regained.

You can now [time races](#) normally. As races are completed, the operator of Meet Manager can Get Times for each race. For further information, consult your Meet Manager manual and help files.

Transferring Results Via Disk or USB Drive

This option allows you to transfer results from the TIMEWARE 3 computer to a computer running Hy-Tek's Meet Manager for Windows via disk or USB Drive.

Hardware Requirements

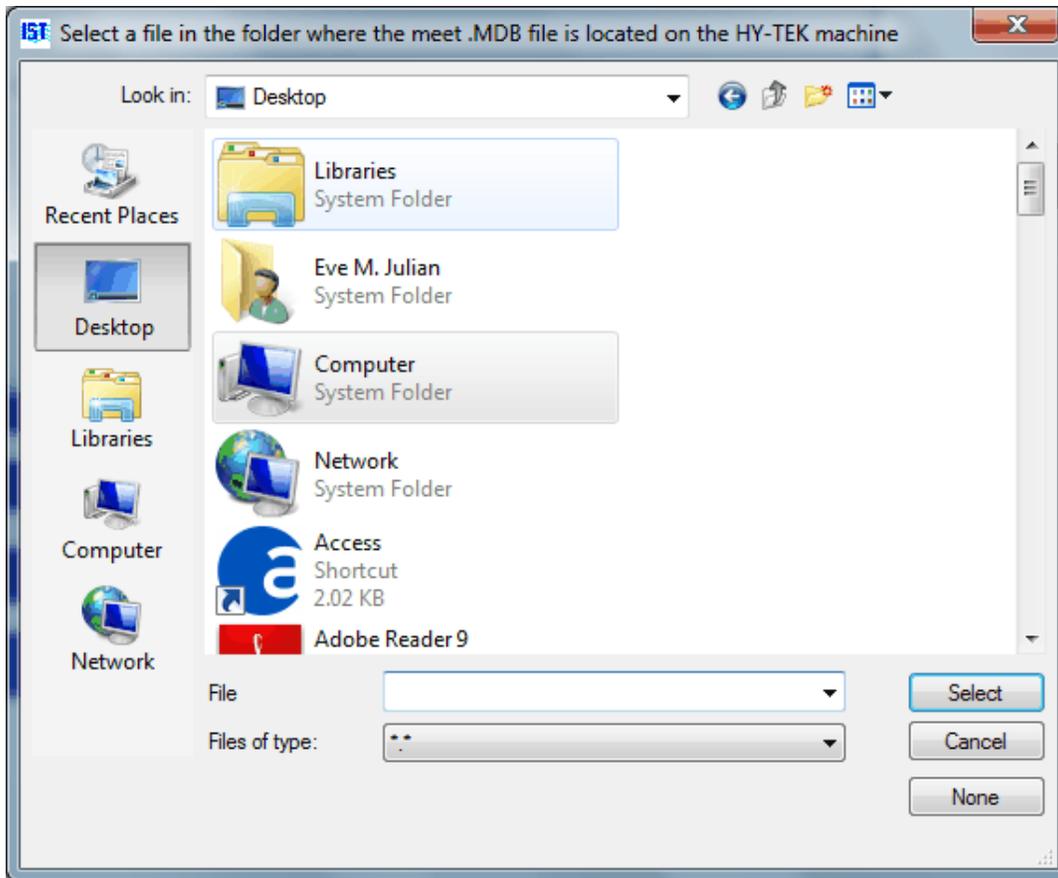
1. The computer running TIMEWARE 3 must have a working USB port.
2. The computer running Meet Manager must a working USB Port.

Software Requirements

1. IST's [Results Interface Module](#).
2. Hy-Tek's [Timing Console INTERFACE](#)

Software Setup

For TIMEWARE 3, see [SETUP HARDWARE](#). Select GNET as the Results port. You will now see a window similar to the following:



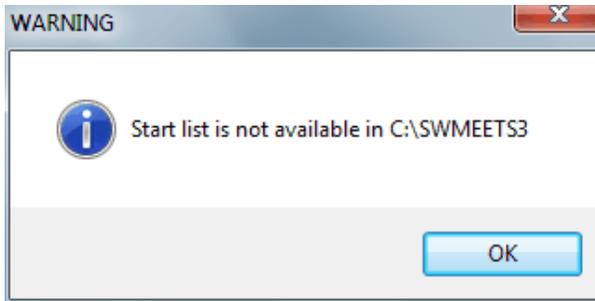
You must now select the path to the USB drive you will be using. Have a disk in the drive with any file on it. You can select any file on the disk to complete the path.

If you need to change the path after selecting GNET, click on any Result COM port and then reselect GNET.

For Meet Manager, under Set-up, Timing Console INTERFACE select Generic Network File Sharing for IST. For further information, consult your Meet Manager manual and help files.

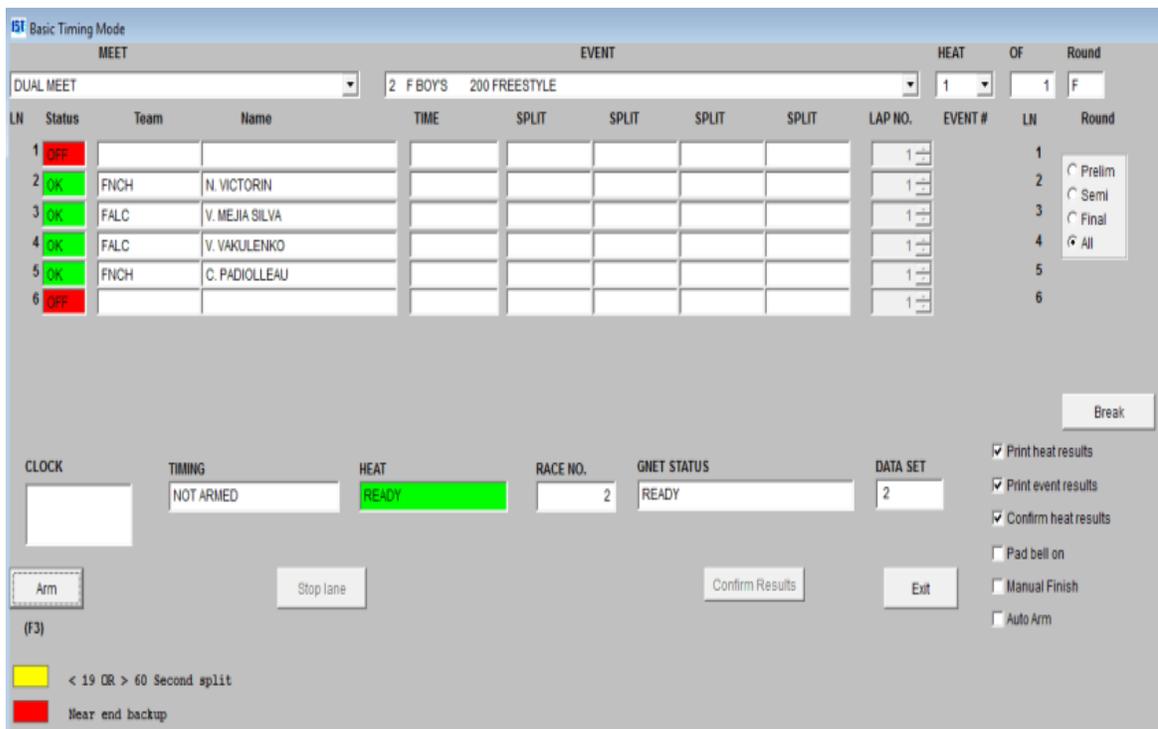
Running Meets

When your hardware connections and software setups are complete, go to [Basic Timing](#). If you are using IST's Scoreboard Interface Module, you may see the following screen:



TIMEWARE 3 is looking for a Start List on the network and can't find it on the selected path. Check Meet Manager to be sure the path is correct and/or the Start List is completed.

You will see a screen similar to the following:



From the [Basic Timing](#) screen, select the meet you want to run.

[GNET STATUS](#) shows the status of the network connection.

READY indicates the network is connected and operating.

OFF indicates the network connection has been shut down.

TESTING CONNECTION may appear briefly when you start GNET.

CONNECTED means the test passed and the connection is complete.

NO CONNECTION means the test failed and the connection is broken.

SENDING indicates data is being sent.

SENT RACE NO. XX shows the number of the race for which results have been sent.

[GNET Stop/Start](#) allows you to stop using the generic network if a network failure makes it impossible for you to connect. You can continue timing races and send results from [Offline Scoring](#) when the connection is regained.

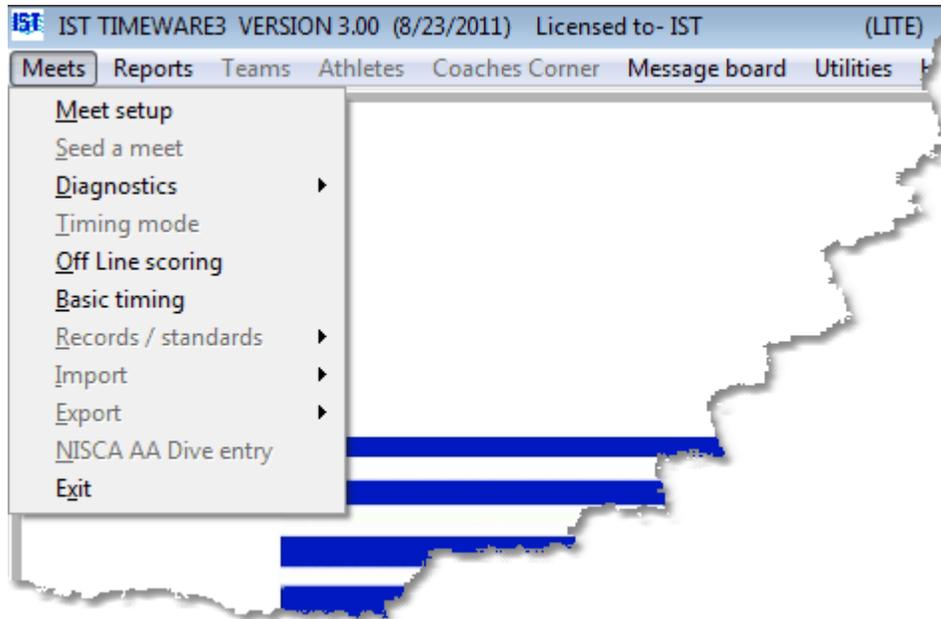
You can now [time races](#) normally. As races are completed, the data will be sent to the disk on the drive selected. After several races, you may want to exchange disks so that race results can be transferred to the Meet Manager computer. The data should be copied into the SWMEETS3 directory. (If you are using the Alpha Scoreboard INTERFACE, all disks must have the Start List.) Then the operator of Meet Manager can Get Times for each race. For further information, consult your Meet Manager manual and help files.

MEETS MENU

[Top](#) [Previous](#) [Next](#)

Meets Menu

The MEETS menu contains everything you need to run a meet, from setup, to diagnostics and timing. The EXIT from TIMEWARE 3 is also contained in the MEETS menu.



The MEETS menu contains the following:

- [MEET SETUP](#) allows you to enter the information about a meet including name, date, and event list.
- [DIAGNOSTICS](#) allows you to test the functions of the scoreboard and deck cable.
- [OFF LINE SCORING](#) allows you to edit and re-score a meet after it has been completed.
- [BASIC TIMING](#) allows you to run a meet that you have set up.

➤ EXIT leaves the TIMEWARE 3 system and returns to Windows.

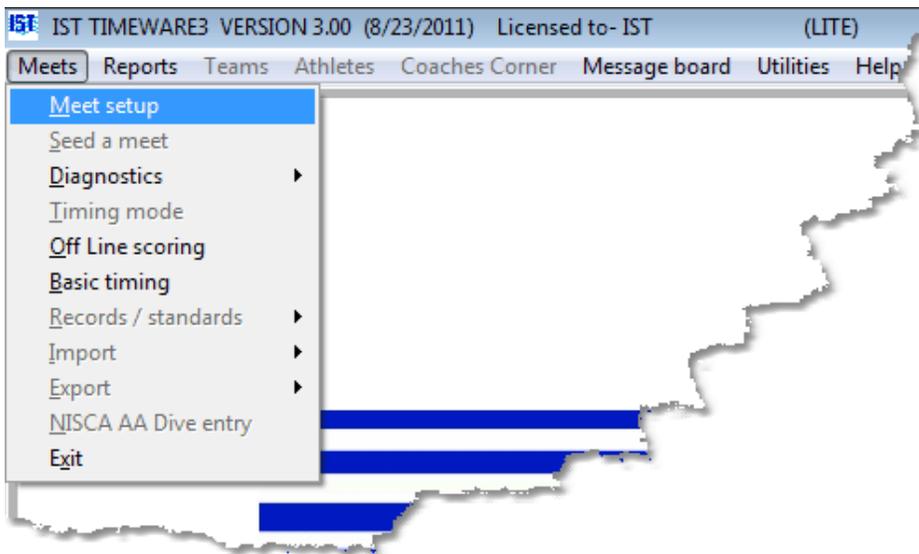
The items in the list that are grayed out are not available in TIMEWARE 3 but are available in MEETWARE 3. For more information on MEETWARE 3, visit <http://www.istime.com> or call us at 1-800-835-2611.

Meet Setup

Meet setup allows you to enter a name and other information for a meet. You must set up a meet before you can run it in [basic timing](#).

NOTE: all the items on the screen that are disabled (grayed out) are for use in MEETWARE 3. For more information please visit <http://www.istime.com> or call 1-800-835-2611.

From the MAIN menu click MEETS and MEET SETUP.



From there you will see the following screen:

NOTE: Not all of the items on this screen are available for use in TIMEWARE 3.

Entering a New Meet

To enter a new meet, click on the NEW button next to the meet name. This will clear the screen and allow you to enter the new information.

Enter the MEET NAME in the [text box](#). A meet name should be descriptive (Example: Dolphins at Raiders) and less than 20 characters. **NOTE:** the cursor must be in the MEET NAME text box before you begin typing.

Today's date appears in the MEET DATE text box. You can accept the date or type the date that the meet will take place and press <ENTER>. The date must be entered in the format mmddyy or you will get an INVALID DATE error.

Type the location that the meet will take place in the MEET LOCATION [text box](#).

Select the EVENT LIST that you will be using from the [drop down list](#). If the event list you wish to use is not listed, you will have to [enter a new event list](#). **NOTE:** You must select an event list before you can exit. If you need to make a new event list for this meet, select any

existing event list, then edit the MEET SETUP after you have the new list completed.

If you want the [heat results](#) printed after each heat (requires printer), check the PRINT HEAT RESULTS box. You will get a printout of the results of each heat when it is completed.

If you want to [print event results](#) (requires printer), check the SCORE EVENTS box. You will get a printout that summarizes the results of all the heats in the event when the event is completed.

If you want to be able to [confirm the results](#) of each heat before moving on to the next heat, check the CONFIRM HEAT RESULTS box. If the box is checked, you will be able to edit times before moving to the next heat or event.

If you are using a Start List from Hy-Tek's Meet Manager, check the USE START LIST box. See [SETUP HARDWARE](#) for setting up the [GNET path](#).

Editing a Meet

To edit a meet, select the name of the meet from the [drop down list](#).

For each [text box](#) you need to change, highlight the current data and then type in the correct information.

To remove a [check](#) from a box, click on the box.

To change the [event list](#) used, select the new event list from the [drop down menu](#). You will be warned that changing the event list can cause problems and asked if you want to continue. **NOTE: Once a meet has been run, you will lose all of the data if you change the event list.** If you made a change to the event list, you will need to reselect the event list for the meet to be updated with the change.

Deleting a Meet

To delete a meet, select the meet from the [drop down list](#) and click on the DELETE button. You will be asked "Are you sure you want to delete this meet?" Clicking OK will delete the meet, clicking CANCEL will not delete the meet. **NOTE: once a meet has been deleted it can**

not be recovered and must be re-entered. All seeding information, saved times of completed events and scoring information in this meet will be lost. Be absolutely sure you want to delete the meet before you do this.

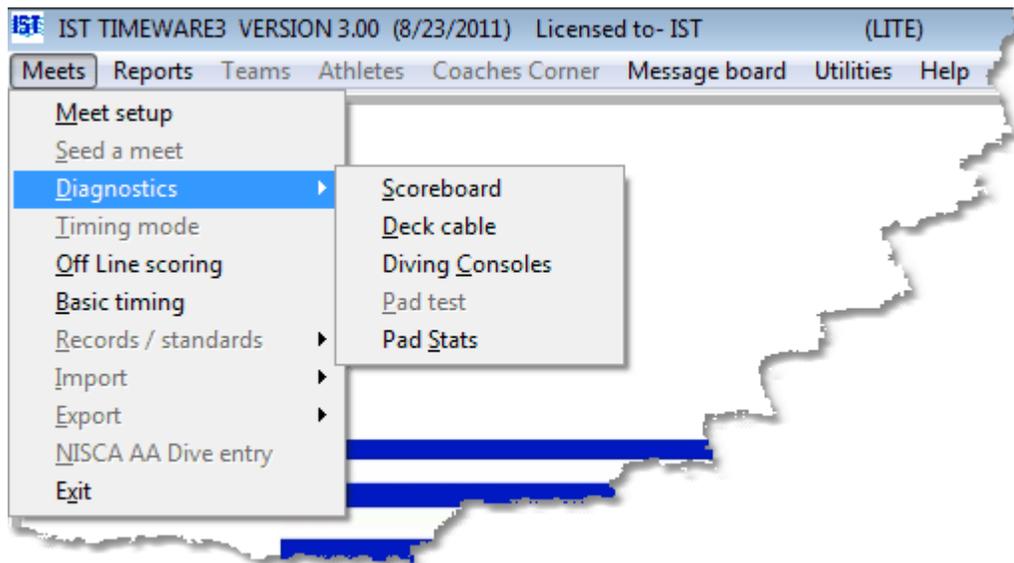
Exiting Meet Setup

To exit meet setup click on the exit button. All changes will be saved on exit and you will be returned to the MAIN menu.

Diagnostics

Diagnostics gives you the ability to test your equipment before a meet to make sure that everything is working properly.

To run diagnostics, select MEETS and DIAGNOSTICS from the MAIN menu



Within DIAGNOSTICS you have four choices:

- [Scoreboard](#)
- [Deck Cable](#) and Touchpad
- [Diving Consoles](#)
- [Pad Stats](#)

You should run diagnostics on all of your equipment *before* you run each meet and when you first start the system after a long shutdown or at the beginning of the season.

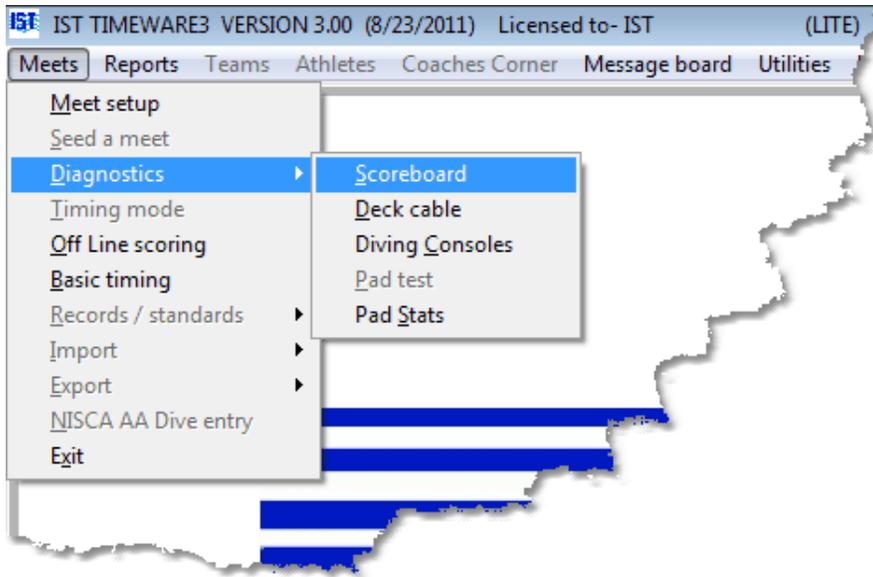
If you discover any problems please contact IST promptly so that we can diagnose or fix the problem. 800/835-2611 or support@istime.com.

SCOREBOARD DIAGNOSTICS

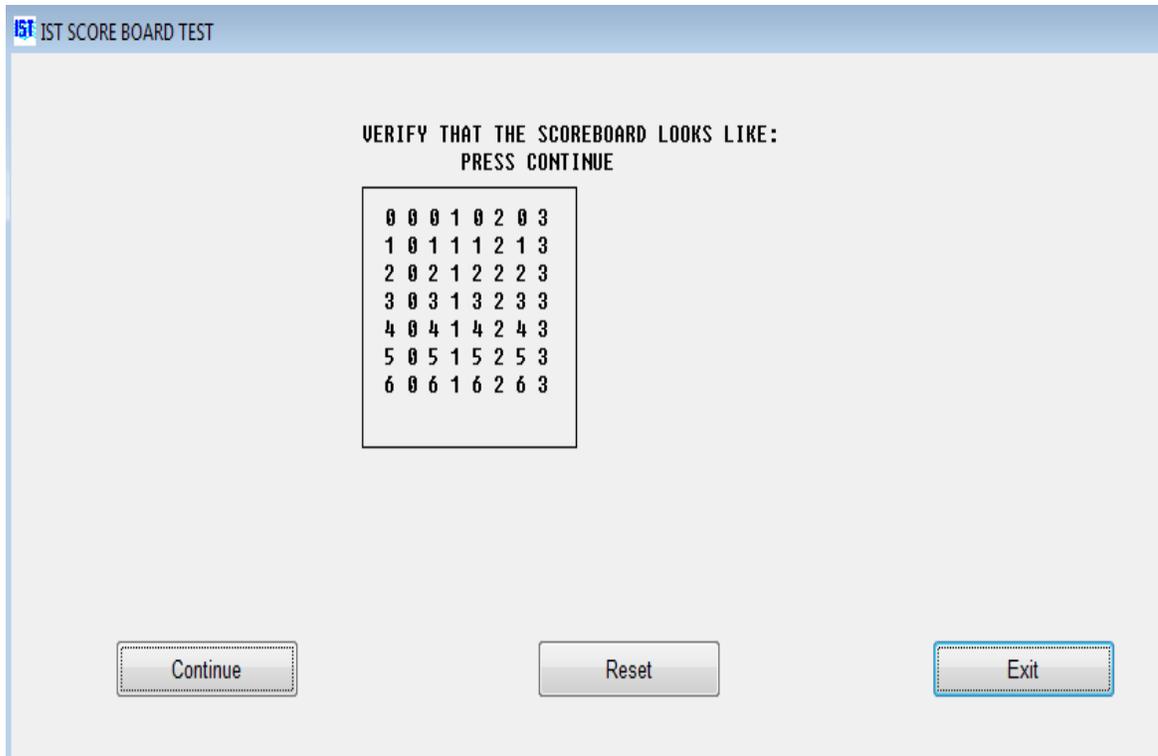
[Top](#) [Previous](#) [Next](#)

Scoreboard Diagnostics

Scoreboard diagnostics allows you to check the function of your scoreboard hardware. From the MAIN menu, select MEETS, DIAGNOSTICS and SCOREBOARD



You will then see a representation of the scoreboard on the screen.



The on-screen display should match the number of lines and characters on your scoreboard. Look carefully at the numbers to make sure that they match. If not, check the Scoreboard Settings in [System Preferences](#). If the scoreboard and screen match, and then click on CONTINUE.

The screen will run through the entire character set. As the characters are displayed on the screen, they will also be displayed on the scoreboard. Check to make sure that the scoreboard is displaying the characters correctly.

When you are satisfied that the scoreboard is working correctly, click on EXIT to return to the main menu.

Troubleshooting the Scoreboard

For a more comprehensive discussion of diagnosing scoreboard problems, see [DIAGNOSING IST SCOREBOARD PROBLEMS](#).

Numbers on the initial test are not in the correct places

This generally means that the panel(s) that are incorrect have incorrect personality modules. See [Replacing A Personality Module](#)

for instructions on how to change this module. For more information please [contact us](#). When you call, be prepared to explain what the problem is and which panels are incorrect. If you call after normal business hours, leave a phone number where you can be reached.

A panel is not displaying anything

This generally indicates that the power cable to the panel has been disconnected. Try reconnecting the cable at the back of the LED panel. If that does not work, try replacing that panel with either a spare panel or one that you know is working. See [Replacing LED Panels](#) for information on how to change the LED panel.

A panel is not displaying the correct information

This generally means the scoreboard is having trouble talking to the panel. It may also be because the panels personality module is set incorrectly. Try turning the power to the scoreboard off and turning it on again. If this does not work, try replacing the panel with a spare, or one you know is working. See [Replacing LED Panels](#) for information on how to change the LED panel.

A line on the scoreboard is not working

The generally means that the data cable for the line is disconnected. Try unplugging and plugging back in the data cable and power cable for that lane.

A panel, a line, or the entire scoreboard displays only "IST" in each panel

The "IST" display on a panel means power has been reset or the panel is not receiving communications from the computer. The most common cause is a power fluctuation. Try turning power to the scoreboard off, then back on, and resending data from TIMEWARE 3 (i.e., a message). If a single panel displays "IST", try reconnecting the cable at the back of the LED panel. If that does not work, try replacing that panel with either a spare panel or one that you know is working. See [Replacing LED Panels](#) for information on how to change the LED panel.

The scoreboard is not displaying anything

This is usually due to a bad or missing connection to the scoreboard. Make sure that the timing box is plugged securely into the computer, that the scoreboard is plugged securely into the timing box and that the power for the scoreboard is plugged in to a working outlet. Test the outlet for the scoreboard by plugging in something you know is working (lamp, clock, etc.). If any of the cables are placed where people can reach them, check all the cables for kinks or breaks in the wires.

If You Still Cant Find or Fix the Problem

Please [contact us](#). Be prepared to explain exactly what the problem is and what you have attempted to do to fix the problem. If you call after normal business hours, leave a phone number where you can be reached.

Diagnosing IST Scoreboard Problems

Problem: The scoreboard is completely blank.

- ◆ Check for power.
 - ❖ Is the circuit breaker for the scoreboard blown?
 - ❖ Are the fuses in the end of each scoreboard line blown?

Problem: The scoreboard has power (displays IST or 00) but Diagnostics, Messages or Timing Data sent by IST software are not displayed on the scoreboard.

- ◆ Check all connections.
 - ❖ Is the Computer Timing Interface (CTI) connected to an 110v GFI outlet?
 - ❖ Is the Power light on the front of the CTI lit continuously? If not, check to be sure the outlet or power strip is working properly.
 - ❖ Is the Data light on the front of the CTI flashing? If it is off or not flashing, disconnect the CTI from power, wait 15 seconds and reconnect. If the Data light is still off or not flashing, you may have a faulty CTI.
 - ❖ Is that data cable that connects the CTI to the scoreboard plugged into the Scoreboard connector on the back of the CTI and to the top socket on the scoreboard? If the cable is connected, unplug both ends and check for corrosion on the connectors or broken/loose wires. If the connections are slightly corroded, you may be able to clean them up by simply plugging them in and out several times. **Note: IST scoreboard cables are wired straight through while most phone or network cables are wired crossed over.**

To check the wiring, hold the connectors from both ends of the cable side by side with the clips facing down. The colors of the wires in each end should be the same from left to right if the cable is wired straight through. If the colors are opposite on one end, the cable is wired crossed over and it will not work with an IST scoreboard.

- ❖ Is the 25 pin connector of the serial cable plugged in to the Computer socket on the back of the CTI?
- ❖ Is the 9 pin connector of the serial cable plugged in to the computers serial port? **Note: If your computer does not have a serial port, you must use a USB to Serial Adapter to connect to a USB port on the computer. You must ALSO have the software driver that came with your USB to Serial Adapter loaded on your computer.**
- ◆ Check the Software settings (on MEETWARE 3 or TIMEWARE 3).
 - ❖ Go to www.istime.com and visit the Customer Service page and select Software Updates for Users. Be sure that you have newest update for your software. Your current version number and date are displayed at the very top of the IST software screen
 - ❖ Under Utilities, select System and verify that the current System settings match the configuration of your pool and scoreboard. If your scoreboard is numeric, the Numeric box must be checked. The Split Mode box can only be used by customers with 32 character scoreboards with 2 master boards.
 - ❖ Under Meets, select Diagnostics/Scoreboard. Does the initial Test pattern match the number of lines and characters on your scoreboard? If it does match your expectations but is not displayed on the scoreboard, continue with testing. If

it does not match your expectations, recheck the settings in Utilities/System.

- ❖ To check the communication between the computer and the CTI, go to the Meets menu and select Diagnostics/Deck Cable. Next to MARKER you should see **T(#)** where the # changes from 0 through 9 once a second. If you do not see the **T(#)**, or there is a message next to ERROR (eg., **E9 no data**) your computer does not see the CTI on the currently selected serial port (see below).
- ❖ Under Utilities, select Setup Hardware. Under Timer Port, you will see the available COM ports on your computer in black type. Unavailable COM ports will be gray. One available port should have a black dot indicating the current port. If more than one COM port is available, try selecting a different one. Go back to Meets/Diagnostics/Deck cable to see if the **T(#)** is displayed after changing the COM port. If the **T(#)** is now shown, go to Diagnostics/Scoreboard to see if the Diagnostic is now displayed on your scoreboard.
- ❖ You can also check the status of COM ports through Windows. From your Desktop, right-click on My Computer and select Properties. Click on the Hardware tab and select Device Manager. Click on the + in front of Ports. You will now see a listing of the available COM and LPT ports. If you are using a USB to Serial Adapter, it will also be listed and the assigned COM port number will be shown. This number should match the COM port selected in Hardware Setup. If the USB port is displayed with a question mark (?), the computer cannot communicate with it. Try reinstalling the software that came with your USB to Serial Adapter.
- ❖ If you are still unable to send data to the scoreboard, you may have a faulty serial cable (or USB to Serial Adapter), serial/USB port on your computer, scoreboard cable, scoreboard master circuit board or CTI. Call IST for further assistance.

- ◆ Check the Software settings (on POLOWARE).
 - ❖ Go to www.istime.com and visit the Customer Service page and select Software Updates for Users. Be sure that you have newest update for your software. Your current version number and date are displayed at the very top of the IST software screen
 - ❖ From the main menu, select Preferences and verify that the current System settings match the configuration of your pool and scoreboard. If your scoreboard is numeric, the Numeric box must be checked. If your scoreboard is the 4 foot period/score board, the Period/Score box must be checked. The Split Mode box can only be used by customers with 32 character scoreboards with 2 master boards.
 - ❖ Under Match, select Hardware Diagnostic. Does the initial Test pattern match the number of lines and characters on your scoreboard? If it does match your expectations but is not displayed on the scoreboard, continue with testing. If it does not match your expectations, recheck the settings in Preferences.
 - ❖ To check communications with the Polo Interface, return to Hardware Diagnostics. Do your shot or game clocks show the numbers displayed on the diagnostic screen? If not, continue testing.
 - ❖ Under Preferences, you will see the available COM ports on your computer in black type. Unavailable COM ports will be gray. One available port should have a black dot indicating the current port. If more than one COM port is available, try selecting a different one. Go back to Hardware Diagnostic to see if the Diagnostic is now displayed on your scoreboard.
 - ❖ You can also check the status of COM ports through Windows. From your Desktop, right-click on My Computer

and select Properties. Click on the Hardware tab and select Device Manager. Click on the + in front of Ports. You will now see a listing of the available COM and LPT ports. If you are using a USB to Serial Adapter, it will also be listed and the assigned COM port number will be shown. This number should match the COM port selected in Hardware Setup. If the USB port is displayed with a question mark (?), the computer cannot communicate with it. Try reinstalling the software that came with your USB to Serial Adapter.

- ❖ If you are still unable to send data to the scoreboard, you may have a faulty serial cable (or USB to Serial Adapter), serial/USB port on your computer, scoreboard cable, scoreboard master circuit board or Polo Interface. Call IST for further assistance.

Problem: The scoreboard has power and is receiving data from IST Software, but not all the data is correct.

- ◆ Reset power to the scoreboard.
 - ❖ Unplug the scoreboard or turn off the circuit breaker for at least 15 seconds and then turn power back on. This will clear the memory in the scoreboards master circuit board which may clear out bad data.
- ◆ Check the Software settings (on MEETWARE 3 or TIMEWARE 3).
 - ❖ Go to www.istime.com and visit the Customer Service page to connect to Software Updates for Users. Be sure that you have newest update for your software. Your current version is displayed at the very top of the IST software screen
 - ❖ Under Utilities, select System and verify that the current System settings match the configuration of your pool and scoreboard. If your scoreboard is numeric, the Numeric box

must be checked. The Split Mode box can only be used by customers with 32 character scoreboards with 2 master boards.

- ❖ Under Meets, select Diagnostics/Scoreboard. Does the initial Test pattern of numbers shown on the screen match the number pattern displayed on the scoreboard? Check the pattern **very** carefully.
 - ◆ If there more or fewer rows of numbers on the screen than are shown on your scoreboard, you do not have the correct settings in Utilities/System for the number of lines on your scoreboard.
 - ◆ If there are more or fewer columns of numbers on the screen than are shown on your scoreboard, you do not have the correct settings in Utilities/System for the number of characters per line on your scoreboard.
 - ◆ If any part of the number pattern on the scoreboard still shows **IST or 00** it indicates an LED panel or panels is not receiving any data from the scoreboards master circuit board. Remove and reconnect the connector/s for that panel several times to remove corrosion. If it still does not display the proper data, the LED panel may need to be replaced.
 - ◆ If any part of the number pattern on the scoreboard shows the wrong numbers, it indicates an LED panel or panels on the scoreboard does not have the correct address. Refer to ISTs document Personality Module Replacement for instructions on correcting or replacing the Personality Module.

For additional assistance, call IST at 800/835-2611. If you call after hours, make sure you leave a phone number where you can be reached.

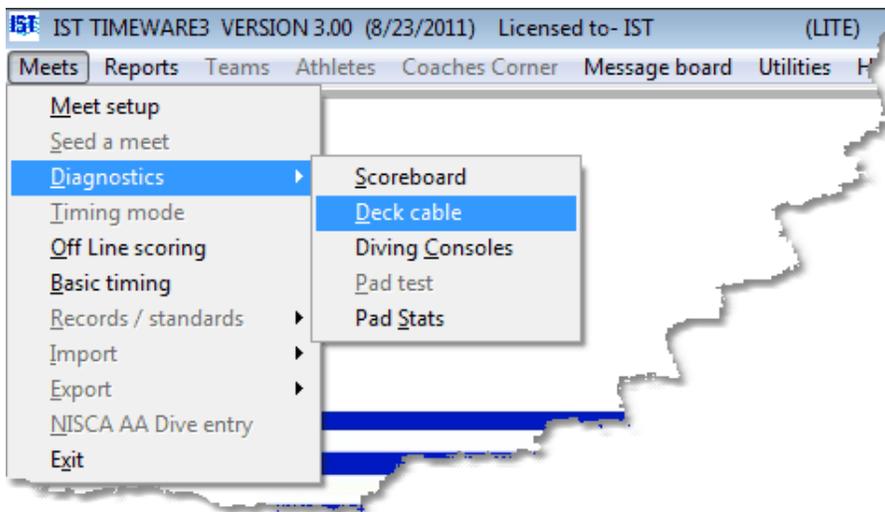
DECK CABLE AND TOUCHPAD DIAGNOSTICS

[Top](#) [Previous](#) [Next](#)

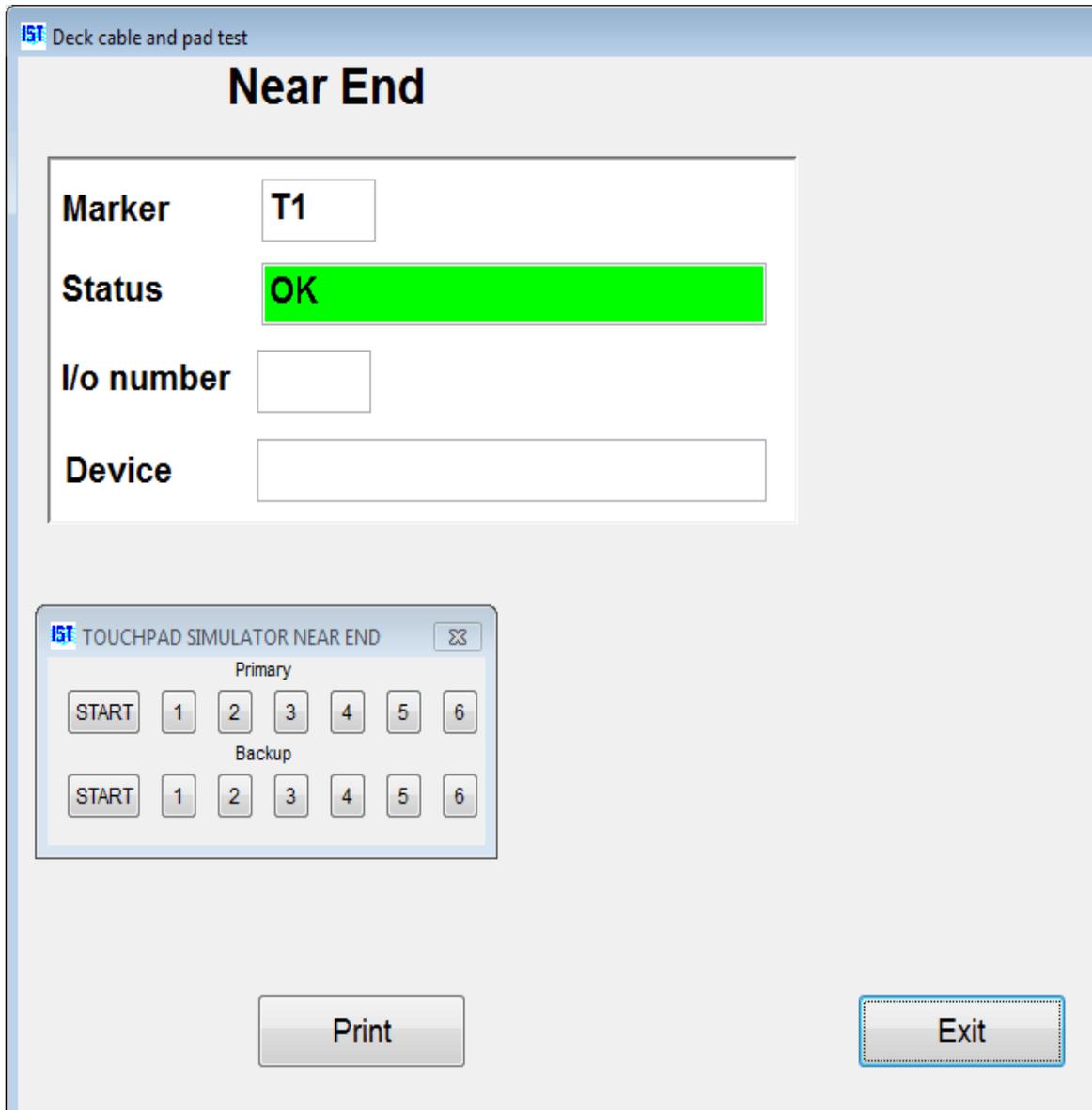
Deck Cable and Touchpad Diagnostics

This allows you to test the [deck cable](#) and [touchpads](#) before a meet to make sure everything is communicating correctly. Unless you are running in [demo mode](#), you must have the [Computer Interface Box](#), [deck cable](#), [pads](#) and/or [backup buttons](#) connected to the computer and power.

To run the deck cable diagnostic select MEETS, DIAGNOSTICS, and DECK CABLE from the MAIN menu.



You will then see the following screen:



Deck Cable test in Demo mode.

Testing the Deck Cable

To test the deck cable and touchpads, have someone hit each of the [touchpads](#) and [backup buttons](#) one at a time. As the hit is registered, the name of the device will appear underneath DEVICE on the computer screen. It will also appear on the correct line of the scoreboard (if Pad 1 is registered, PAD 1 will be displayed in Lane 1 of an alphanumeric scoreboard).

After testing all the pads and backup buttons, fire the [start device](#) and the [backup start device](#). These will also register on the screen and on the top line of the scoreboard.

If you are running in [demo mode](#), instead of pressing the actual pads, you will use the [pad simulator](#) that appears on the screen. This allows you to see what the actual results of a pad test should look like.

Printing the Results of the Diagnostic Test

Printing the results of the test is useful if you're having problems with the deck cable or pad test (See [Troubleshooting](#)).

Before you begin the test, click on the PRINT button. Select the printer that is connected to your computer and then run the test as usual. When you are done with the test, click PRINT OFF. This will send the results of your test to the printer. **NOTE: You must have a printer connected to your computer for this option to work.**

Exiting the test

When you are finished with the deck cable and pad test, click on the EXIT button to return to the Main Menu.

Troubleshooting the Deck Cable and Touchpads

Nothing is registering or there is a message that the Computer Interface box is not found

There is probably a problem with the [Computer Interface](#) box or the Deck Cable Connection. Check all of the connections into the Computer Interface box and from the Computer Interface into the computer. If there is a message that the Computer Interface box is not found, try unplugging the power from the Computer Interface box and plugging it back in, this will reset the box and should fix the problem.

A [touchpad](#) did not register when hit

This can be due to a number of things. First, try hitting the pad beneath the water line. Then try hitting the pad with more force, or have someone actually swim into the pad. If this does not fix the problem, check the connection into the deck cable. Make sure that the

plug is oriented correctly (for pads that have a specific orientation like Daktronics). Also make sure that there is not water in the connector. You can try blowing into the connection at the deck cable, wiping off the end of the touchpad cable or cleaning the deck cable connection with a pipe cleaner. Also, plugging and unplugging the touchpad will sometimes clean the connection. If the pad still is not working, switch it with a pad that you know is working and test it again. If it still will not register the problem is with the deck cable. If it does register the problem is with the pad.

The [touchpad](#) registers when I plug it in but not when I hit it

This is due to the pad plug being in backwards. Some brands of pads have a specific orientation for their connections (Daktronics for example). Unplug the pad, turn the plug over and plug it back in. This should fix the problem.

The [start](#) device fires but does not register

Check the connection into the deck cable and from the deck cable into the [Computer Interface](#).

The [start](#) device wont fire

This is a problem with the start itself. See the manual for the start device.

The [touchpads](#) are registering, but in the wrong lanes

Either you have your deck cable oriented incorrectly on the pool deck, or it is set up wrong. If the lanes are registering backward (1 is 6, etc.) or registering in the wrong places, you can manually assign the lanes to the deck cable in [PAD SETUP](#).

If the lanes are off by only 1 or 2 numbers (1 is 2, etc.) check to make sure the pads and backup buttons are plugged into the correct socket. This is especially true if you are running 6 lanes on an 8-lane deck cable.

If you still cant find or fix the problem

[Contact us](#). Be prepared to explain exactly what the problem is and what you have attempted to do to fix the problem. If it is after regular business hours you can leave a message, please be sure to have a phone number where someone can call you back right away.

Diving Console Diagnostics

Diving consoles are electronic key pads that allow the diving judges to enter their scores directly into the computer. The consoles plug into a Diving Interface which is connected to the Computer Timing Interface (CTI) by a cable. Diving consoles are available for use with TIMEWARE 3, as long as you have a license for diving (TMW-D). If you are interested in purchasing a diving license or consoles, please [contact us](#).

Before a meet it is important to [set up](#) and [test](#) the diving consoles.

Connecting the Diving Judge's Scoring Consoles

(Refer to the diagram that came with the Consoles)

Select a position on the pool deck where diving judges can see the diving board clearly. Plug the Diving Interface (black box) into a 120v GFI outlet near the selected location. Plug one end of the long cable that comes with the interface into any of the 8 "phone" jack connectors. Plug the other end of the cable into the Computer Timing Interface in the jack marked Diving. Now plug the cables from each of the Judge's Scoring Consoles into any of the remaining jacks. You can connect up to 7 Consoles into one Interface.

If you are using 5 or more judges, you may wish to divide them into two groups on opposite sides of the pool. In this situation, you will need a second Diving Interface. Connect the long cable that comes with the Interface into any available jack in the first Interface and the other end in any jack in the second Interface. Now plug the Consoles into any of the remaining jacks. You can use up to 9 consoles total.

Assigning Judge ID Numbers

When the Consoles are plugged into the Interface, the LCD screen will briefly display a screen with IST's name and the Console Version Number. It will then go into the scoring screen. At the top of this display you will see JUDGE ID # X, where X is a number form 1-9 that was assigned to that module during final test. **NOTE: Each Console**

must have a unique Judge ID number and the numbers must be consecutive. These numbers will identify the judges' scores as they are stored by the diving software.

To change the Judge ID#, press the EXIT key. Use the DOWN ARROW to select SETUP PENDENT on the screen and press ENTR. The screen will display:

OLD JUDGE ID #:

X

NEW JUDGE ID #:

X

To change the ID #, press the appropriate number key. When the Judge ID # is correct, press EXIT. Press the UP ARROW to select RUN SCORING, and press ENTR to begin scoring diving.

Entering Scores on the Diving Judge Scoring Consoles

To enter a score without a 1/2 point (e.g. 1-9) enter the number. You can correct the score by pushing the CLR key or entering a new number. When the score is correct, press the ENTR key to send it.

To enter a score with half a point (e.g. 1.5-9.5), enter the whole number and press the UP ARROW key for a half point. To enter a score of only .5, press only the UP ARROW key. Correct the score by pushing the CLR key or entering a new number. When the score is correct, push the ENTR key to send it.

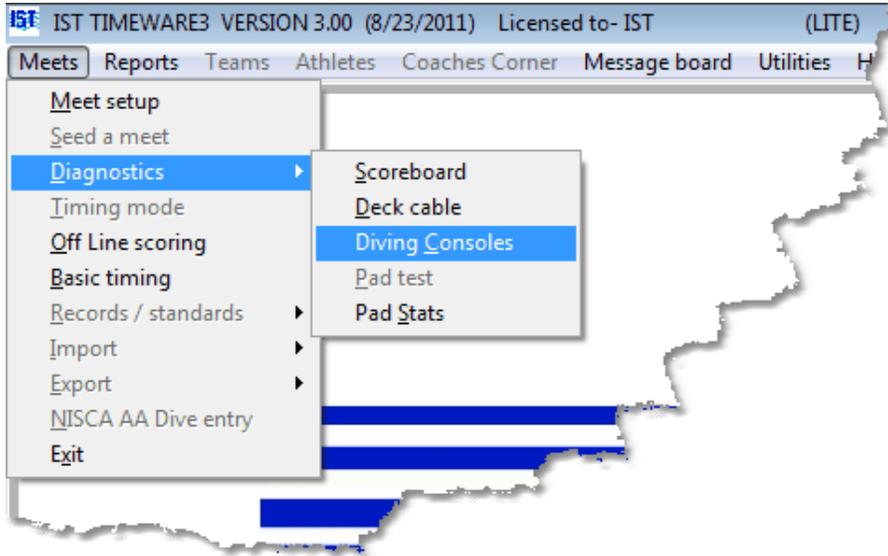
To enter a NO DIVE, press 0 (zero) and the ENTR key or press the ENTR key only.

If you enter a "10", you will see "SCORE A 10? ENTER TO CONFIRM". Press the ENTR key to score a 10, or press the CLR key if you made a mistake and enter the correct score.

When you press the ENTR key on a correct score you will see "SENDING SCORE X.X". When the system is ready to accept the next diver's score, you will see "SCORING...." displayed on the LCD screen. You can then enter the next score.

Diving Console Diagnostics

To test the diving consoles, select MEETS, DIAGNOSTICS and DIVING CONSOLES:



You will then see a screen like the following:

IST Diving module test...

1 2 3

No. of Judges

Polling

Status

Testing Diving Consoles

To test the consoles, set the NO. OF JUDGES to the number of consoles you are using (default is 3) and click TEST CONSOLES. Enter a score each of the diving consoles (i.e. "1.0" on console 1, "2.0" on console 2, etc.). The scores entered will show up under the corresponding module number, as well as on the scoreboard under the corresponding "J#". To stop testing, click the STOP TESTING button (Where the TEST CONSOLES button was). In order to change the number of judges, you must stop testing first.

If you want to clear the consoles and re-test them, click CLEAR CONSOLES.

Exiting

When you are finished with the diving console diagnostic, click EXIT to return to the MAIN menu.

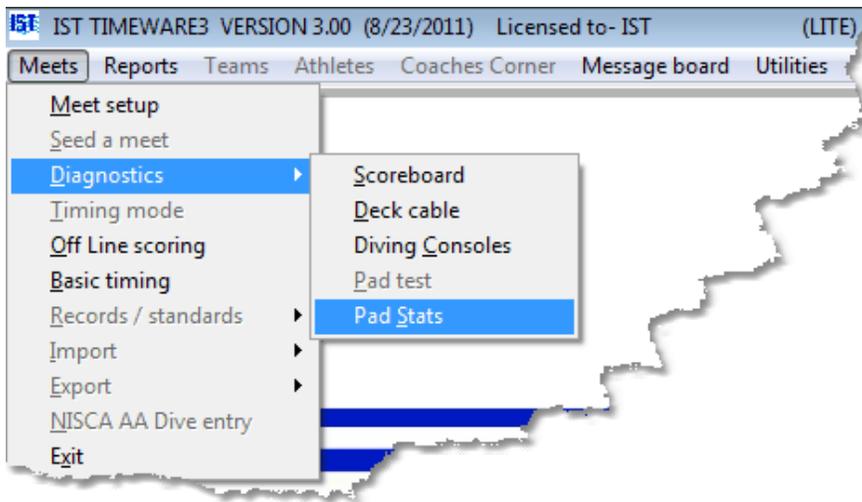
PAD STAT REPORT

[Top](#) [Previous](#) [Next](#)

Pad Stat Report

This diagnostic tool is useful if you think you might be having problems with your touch pads or deck cable. It allows you to look at the function of each pad and button by lane for each event. With this diagnostic you can determine at a glance if there is a specific lane that is having a problem and use it to narrow down what the problem might be.

To look at the pad statistics for each meet select MEETS->DIAGNOSTICS->PAD STATS from the MAIN menu:



You will then see a screen similar to the following:

15t Analyze lane data

MEET DIVISION MEET

Report Type

Matrix
 Summary

Filtering

Round

Prelim
 Semi
 Final
 All

Send output to

Printer
 HTML File
 PDF File

Copies

1

Preview

Analyze PRINT EXIT

Select the meet that you want to analyze from the [drop down list](#).

Select whether you want to print a Matrix or Summary report, and which round you want to analyze. **NOTE: For dual meets or meets with only 1 round you must select a round - dual meets are always FINAL - selecting ALL for meets with only 1 round will not analyze any data.**

Next click ANALYZE. You will not see anything happen because it works so quickly. You can now click the PRINT button to see the report.

Report Key

On the reports you will see the following notations:

NB - means that no backup was received.

No Pad - means that no touchpad hit was recorded. This usually means that the backup time was recorded as the finish time.

Summary Report Example

PAGE	1	PAD ANALYSIS FOR MEET:				07/26/11
OHHS V UNION (01/06/11)						
EVENT NO. 1						
	Final	Pad	Backup	Differential Error	Adjusted	
HEAT 1						
2	2:39.81	2:39.81	2:39.84	0.030		
3	2:01.30	2:01.30	2:01.28	0.020		
4	2:02.49	2:02.49	2:01.45	1.040	LATE	
5	2:35.74	2:35.74	2:35.52	0.220		
EVENT NO. 2						
	Final	Pad	Backup	Differential Error	Adjusted	
HEAT 1						
1	3:35.24	00:00.00	3:35.24	0.000	NP	
2	2:54.08	2:54.08	2:54.10	0.020		
3	2:18.74	2:18.74	2:18.81	0.070		
4	2:20.35	2:20.35	2:20.25	0.100		
5	2:37.96	00:00.00	2:37.96	0.000	NP	
6	3:42.85	222.850	222.270	0.580		
EVENT NO. 3						
	Final	Pad	Backup	Differential Error	Adjusted	
HEAT 1						
2	4:05.22	00:00.00	4:05.22	0.000	NP	
3	2:25.40	2:25.40	2:25.34	0.060		
4	2:23.34	2:23.34	2:23.17	0.170		
5	2:48.59	2:48.59	2:48.76	0.170		
6	3:05.44	3:05.44	3:05.50	0.060		
EVENT NO. 4						
	Final	Pad	Backup	Differential Error	Adjusted	

Common Causes of Touchpad or Button Error

Touchpad and backup button errors are not always the result of equipment malfunction. Some other possible causes:

- Backup timers don't hit the button or hit it at the wrong time. Many times backup timers are swimmers, younger siblings or parents who tend to get either distracted or involved in a race

that is not in their lane. Occasionally they will forget to hit the button, or will hit it at the wrong time (when the swimmer they were cheering for hits, not when the swimmer in their lane touches).

- A young or inexperienced swimmer does not hit the pad with enough force to trigger it. Often they will subsequently bump the pad with a knee or elbow, causing the pad to register LATE.
- A young or inexperienced swimmer does not hit the pad below the water line. Often younger swimmers will grab the pad at the top edge, or grab for the gutter behind the pad. Most touchpads are not sensitive on the back edge of the top and will not register until they are bumped on the face with a knee, elbow or other body part.
- A backstroker did not hit the pad with their hand. Occasionally backstrokers will hit the touchpad with their head instead of their hand, or their last stroke will land in the gutter, or the top edge of the pad which is not sensitive on many models. The backup timer presses the button when they see the hand make contact with the wall but the touchpad does not register until the swimmer hit it with their head.
- A backstroker reached too far down or to the side. Many backstrokers will reach down or to the side on their final lunge. Occasionally they will miss the pad, hit the outer edge of the pad which is not sensitive, or hit at such an angle that they can not hit with enough force to trigger the pad.

Typically an equipment malfunction happens consistently, rather than occasionally. Occasional malfunctions are often a result of human error. Equipment malfunctions move with the equipment, whereas human-created problems can move around the pool in a seemingly random fashion. Also, equipment malfunctions will typically show up in [diagnostics](#).

To test for an equipment malfunction move the suspect equipment to a lane that is working and see if the problem follows it. To test for a deck

cable malfunction, put a touchpad that you are certain is working in the lane that may not be working and test it there.

NAVIGATING OFFLINE SCORING

[Top](#) [Previous](#) [Next](#)

Navigating Offline Scoring

The Offline Scoring screen looks similar to the following:

*** Click on an item to go to it's description***

Lane	Status	Teamcode	Swimmer	FINISH	PAD	BACKUP 1	BACKUP 2	BACKUP 3	DIFF.	EVENT
1	OFF									1
2	OK	CHS	CHS - B	2:15.79						1
3	OK	OHHS	OHHS - A	2:00.29						1
4	OK	CHS	CHS - A	2:13.91						1
5	OFF									1
6	OK	CHS	CHS - C	2:31.54						1

Meet allows you to select the meet you want to edit from a [drop down list](#).

Event allows you to select the event you want to edit from a [drop down list](#)

Heat allows you to select the heat number from a [drop down list](#).

Of tells you how many heats of the event are currently scheduled to run or have been run.

Round tells you whether that heat is part of a Prelim, Semi or Final [round](#) of the event

Lane indicates the lane number that corresponds to the pool.

Status indicates the status of the lane. OK was timed, OFF was not timed, EX is an [exhibition](#) and will not be scored, DQ was a [disqualification](#) and SCR was a [scratch](#). Click on the status of the lane to change it to a different status from the [drop down list](#).

Teamcode and **Swimmer** are only available if you are using a [Start list](#) (Requires IST's [TMW-S module](#) and Hy-Tek's [Alpha Scoreboard Interface module](#)). These items can not be edited in TIMEWARE 3, any changes to teamcode or swimmer have to be done in Hy-Tek's Meet Manager.

FINISH is the finish or final time for that lane. If this time is highlighted in yellow, the time has been [edited in Heat Results](#).

PAD is the final time as recorded by the [primary input device](#), either a touchpad or a backup button.

BACKUPS are the final times as recorded by the various [backup buttons](#).

DIFFERENCE is the difference in seconds between the primary time and the backup time.

Event Column is the event that the swimmer was originally entered in. This is used for events that have been combined and can not be changed on this screen.

EVENT< > allows you to scroll through the events. Clicking on the < button takes you back one event, clicking on the > button takes you forward one event.

HEAT<> allows you to scroll through the heats in the selected event. Clicking on the < button takes you back one heat, clicking on the > button takes you forward one heat.

Rounds allows you to choose which [round](#) you would like to look at, Prelims, Semis, Finals or All rounds

Data Set is the data set number that is used by HyTek's meet manager. See HyTek Help for more information.

Race No. is the numeric ID for the race. It is used by Hy-Tek's Meet Manager for Windows for exporting information and can not be changed by the user.

STATUS (Heat) indicates the status of the heat. READY means that the heat has not been timed, TIMED means that the heat has already been timed. If a heat was timed in error, you can change from TIMED to READY by clicking the [check box](#) next to the HEAT field to remove the check. If you need to enter hand times in a heat that was not timed, you can click the check box to change the HEAT status from READY to TIMED.

ADJUST allows you to [adjust times](#) for lanes that had a missed pad or a difference between the pad and backup time that was greater than .03 seconds. Adjustments follow NFHS rules.

ADD allows you to add another heat to an event that has been completed.

DELETE allows you to remove the heat that is currently displayed. You can delete unused heats so the event can be scored. Deleting a heat will delete all information associated with the heat and it can not be retrieved.

SCORE is not available in TIMEWARE 3. For information on purchasing MEETWARE 3, contact IST at 1-800-835-2611 or go to <http://www.istime.com>.

SCORE ALL is not available in TIMEWARE 3. For information on purchasing MEETWARE 3, contact IST at 1-800-835-2611 or go to <http://www.istime.com>.

PRINT allows you to print the [Heat Results](#) for the selected heat, as if you had just run the race.

NOTE: The following items appear only if you have purchased IST's [Results Interface Module](#) and have GNET selected as the Results Port in [SETUP HARDWARE](#).

GNET status shows the status of the network connection to Hy-Tek's Meet Manager for Windows. The status will show:

Ready indicating the network is ready to accept data

Sending meaning data is being transmitted (this appears only briefly)

Sent indicating that the data has been sent to the network

Not Connected means the network connection is not complete.

GNET Send allows you to send the data for the current heat.

Send All If this box is checked clicking GNET Send will send data for all heats in the selected event. If the box is blank, only the current heat will be sent.

FTP Results is not available in TIMEWARE 3. For information on purchasing MEETWARE 3, contact IST at 1-800-835-2611 or go to <http://www.istime.com>.

TEAMSCORES are not available in TIMEWARE 3. For information on purchasing MEETWARE 3, contact IST at 1-800-835-2611 or go to <http://www.istime.com>.

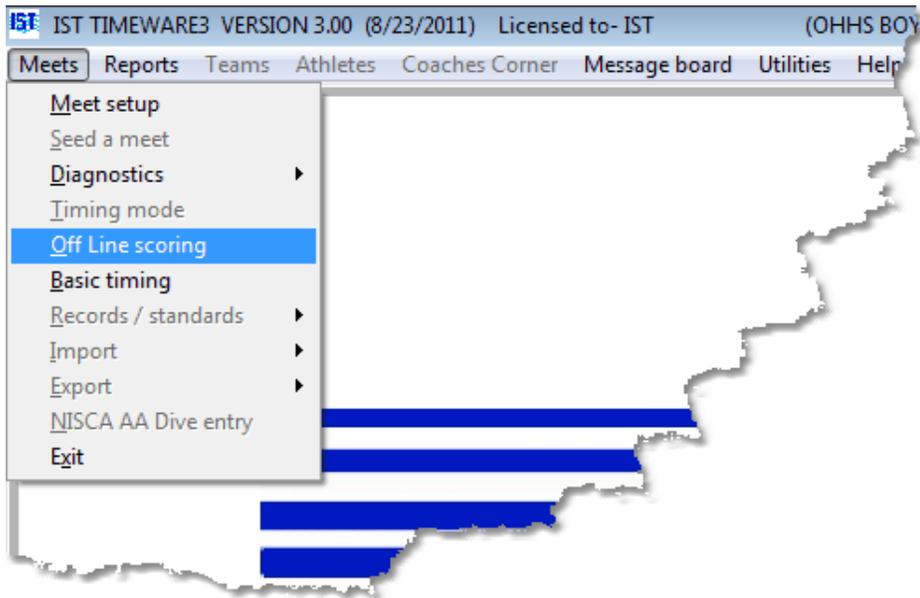
EXIT allows you to exit the offline scoring screen.

Now that you are familiar with Offline Scoring, you can [edit](#), [score or re-score a race](#) as needed.

Offline Scoring

This option allows you to change times and send or re-send a heat or event to Meet Manager after it has already been run. It also allows you to make [printouts of the heat](#) after the heat has been run. All of this can also be done in Hy-Tek's Meet Manager software as well. If you are not familiar with the off line scoring screen, you should learn to [navigate off line scoring](#) before going any farther.

From the MAIN menu select MEETS and OFF LINE SCORING.



You will then see a screen similar to the following:

Off line scoring

MEET TEST MEET **EVENT** 1 F BOY'S 200 MEDLEY RELAY **HEAT** 1 **OF** 1 **ROUND** F

Lane	Status	Teamcode	Swimmer	FINISH	PAD	BACKUP 1	BACKUP 2	BACKUP 3	DIFF	EVENT
1	OFF									1
2	OK	CHS	CHS - B	2:15.79						1
3	OK	OHHS	OHHS - A	2:00.29						1
4	OK	CHS	CHS - A	2:13.91						1
5	OFF									1
6	OK	CHS	CHS - C	2:31.54						1

EVENT < > **ROUNDS** Prelim Semi Final All

HEAT < > **DATA SET** 1

HEAT Corrected time

RESULTS STATUS: READY

Gnet Send Send All

FTP results FTP all events for the meet

Team scores

Exit

RACE NO. 11

STATUS: TIMED

UnCheck to Time again

Adjust

Add Delete Score Print

Score All

Select the [MEET](#), [EVENT](#) and [HEAT](#) that you need to change or print.

Selecting Event, Heat and Round

To change the event or heat, you can use either the [drop down boxes](#) or the EVENT and HEAT buttons. Clicking > takes you forward one event or heat, clicking < takes you back one event or heat. To see heats for only the Preliminary, Semi-final or Final rounds, click the [radio button](#) next to that option in the ROUNDS box. The ALL option will show all heats and events, regardless of ROUND designation.

Changing the Status of a Lane

To change the status of a lane, click on the STATUS box for that lane. You will then see a list box.

OK
OFF
EX
DQ
SCR

Select the status for the lane by clicking on it. OFF is un-timed and unscored, EX is [exhibition](#), which is timed but not scored, DQ is [disqualification](#) which is timed but not scored, and SCR is [scratched](#) which is not timed or scored. Changing the status of a lane can affect the scoring of the event. When all necessary changes have been made to an event you should send the results to Hy-Tek's Meet Manager so you can [re-score](#) it.

Changing the Finish Time

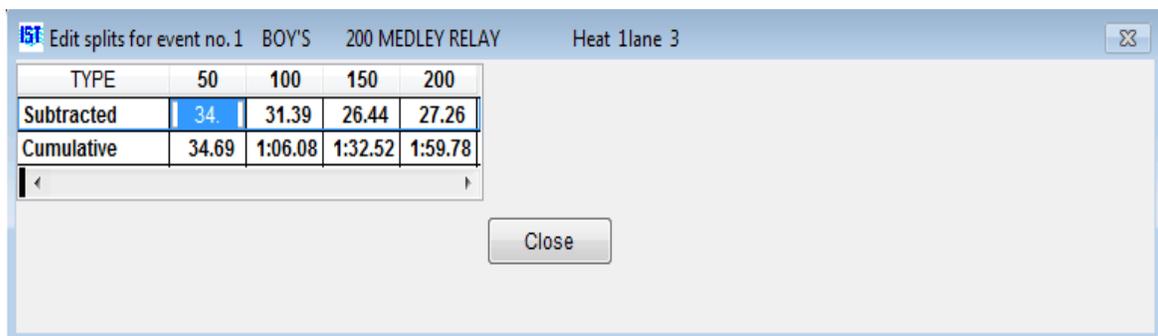
If the finish time is incorrect (usually due to a missed pad hit), right click on that finish time and enter the corrected time. **NOTE: You do not need to type in the colon or the period when entering times--the program will insert them for you. To enter a time of "25.25", type "2525". To enter a time of "1:13.00" type in "11300". You must enter the tenth's and hundredth's digits.**

If a time is incorrect because of a missed pad or a difference between the pad and backup times greater than .3 seconds, the time should be adjusted according to the NFHS rules. To do the adjustment, click on the ADJUST button. This will take you to the [Adjust screen](#).

Any times that have been changed will show up on the screen highlighted in yellow and marked with "<<CHANGED>>" on the printed reports. Changing the finish time can affect the scoring of the event. When all necessary changes have been made to an event you should [re-score](#) it.

Editing Splits

To edit the splits for a lane, right click on the finish time for that lane. You will then see:



TYPE	50	100	150	200
Subtracted	34.	31.39	26.44	27.26
Cumulative	34.69	1:06.08	1:32.52	1:59.78

You can enter either the Subtracted or Cumulative splits, and the other will be calculated. When you are finished editing the splits, make sure that the final time is correct and then click CLOSE to return to the Offline Scoring screen.

Changing the Final Score for a Diving Event

If a final (total) score for a diver in a diving event is incorrect, select the diving event from the list, highlight the incorrect score in the TOTSCORE column and type in the corrected score. You can now [SCORE](#) diving.

Changing the Status of the Heat

If the heat has been timed and you want to re-time it, click on the check mark next to the [HEAT STATUS](#) box to change the status from TIMED to READY. You can then re-time the heat in [Basic Timing](#).

Printing Heat Results

To print [heat results](#), click on the PRINT button. **NOTE: you must have a printer connected to your computer.**

Scoring or Re-scoring an event

This option is not available in TIMEWARE 3. All events are scored using Hy-Tek's Meet Manager.

Adding a Heat

Click the ADD button to add another heat to the selected event.

Deleting a Heat

Click the DELETE button to remove the heat that is currently displayed. You can delete unused heats so the event can be scored. You will be asked to confirm if you really want to delete the heat.

Using [GNET](#)

NOTE: The following items appear only if you have purchased IST's [Results Interface Module](#) and have GNET selected as the Results Port

in [SETUP HARDWARE](#).

From Offline Scoring, you can use GNET to send or resend data on a heat or event to Hy-Tek's Meet Manager for *Windows*. If data was not sent at the end of a race in Basic Timing, you can send it from Offline Scoring by selecting the event and heat and clicking [GNET Send](#). If you want to send data from all heats in a race, click the Send All check box before clicking GNET Send. If you have edited information that has already been sent to Meet Manager, you can resend the data using the procedure above to transfer the corrected information to Meet Manager.

[GNET Status](#) This text box shows the status of the network connection to Hy-Tek's Meet Manager for Windows. The status will show:

Ready indicating the network is ready to accept data

Sending meaning data is being transmitted (this appears only briefly)

Sent indicating that the data has been sent to the network

Not Connected means the network connection is not complete. Refer to [Transferring Data to Hy-Tek](#) for additional information on network hardware and software.

[GNET Send](#) If the GNET Status is ready, click GNET Send to send the data for the current heat.

Send All If this box is checked, clicking GNET Send will send data for all heats in the selected event. If the box is blank, only the current heat will be sent.

Exiting Offline Scoring

When you have finished editing and/or scoring off-line events, click EXIT to return to the MAIN menu.

Timing Modes

There are two different modes of timing, automatic and semiautomatic.

Automatic Timing

Automatic timing means that there is a touchpad that records the primary time and a [backup button](#) operated by a person in case the touchpad fails. Because the touchpad does not have a reaction time, any time supplied by the pad is assumed to be accurate. The backup button time then is just that, *a backup*. If a touchpad registers a time, that time is automatically assumed to be correct and it is displayed as the final time. This is true for splits as well. The backup time will be recorded on event reports. If no touchpad is registered, the backup button must then be the final time, and no pad time will be recorded. Both the [heat results](#) and [reports](#) will show that the final time was a backup button time. In cases where the backup button is pushed more than 3 seconds before the touchpad is hit; the backup time will cancel out the touchpad. Backup button operators need to take care to hit the button as accurately as possible. If there is greater than .3 seconds of differential between the touchpad and backup button, the error will be flagged in [heat results](#).

Semiautomatic Timing

Semiautomatic timing means that one or two people clicking [backup buttons](#) signals the end of a swimmer's race (no touchpads are used). If two buttons are used and their times are within .3 seconds, then they are averaged and that becomes the final time. If they are not within the .3 seconds allowed, the button connected to the PRIMARY input on the deck cable is used as the final time and an error of DIFF.>.3 is registered. If this is the case, the time may need to be reviewed and edited in [heat results](#) or [off-line scoring](#).

NAVIGATING BASIC TIMING

[Top](#) [Previous](#) [Next](#)

Navigating Basic Timing

The Basic Timing screen looks similar to the following:

**** Click on an item in the picture for an explanation****

LN	Status	Team	Name	TIME	SPLIT	SPLIT	SPLIT	SPLIT	LAP NO.	EVENT #	LN	Round
1	OFF								1		1	
2	OK	FNCH	N. VICTORIN						1		2	Prelim
3	OK	FALC	V. MEJIA SILVA						1		3	Semi
4	OK	FALC	V. VAKULENKO						1		4	Final
5	OK	FNCH	C. PADIOLLEAU						1		5	All
6	OFF								1		6	

CLOCK: [] TIMING: NOT ARMED HEAT: READY RACE NO.: 2 GNET STATUS: READY DATA SET: 2

Buttons: Arm, Stop lane, Confirm Results, Exit

Legend:
Yellow: < 19 OR > 60 Second split
Red: Near end backup

MEET allows you to select the meet you want to run from a [drop down list](#).

EVENT allows you to select the event you want to run from a [drop down list](#)

HEAT allows you to select the heat number from a [drop down list](#). The first heat of an event will automatically be set to 1 and the heat numbers will increase automatically until you select the next event. You can use the drop down list to re-select an earlier heat if necessary.

OF tells you how many heats of the event have been run.

Round tells you whether this is a Prelim, Semi, or Final [round](#)

LN indicates the lane number that corresponds to the pool

STATUS indicates the status of the lane. OK is being timed, OFF is not being timed. Click on the status of the lane to change it from one to the other.

TEAM AND NAME are only used if you have IST's Scoreboard Interface and are using Hy-Tek's Meet Manager for Windows with the Hy-Tek's Scoreboard Interface (see [Transferring data to Hy-Tek](#)).

FINISH is the finish or final time for that lane. If the time is green, the time was recorded from a Touchpad or primary backup button (if no pads are used). If it is red, the time came from a backup button (if pads are used) or secondary backup button (if no pads are used).

SPLIT is the split time for that lane. The number of SPLIT fields used will vary with the length of the race. When a race has more than 4 splits, the fifth split will over-write the first one, and be identified with the split number. This will continue until the last split is registered.

LAP NO. shows the current lap for that lane. Lap numbers may be increased or decreased to adjust for an extra or missed pad/button hit by using the arrows on the [spinner box](#).

Round [radio buttons](#) allow you to choose which [rounds](#) are displayed, Prelim rounds, Semi-Final rounds, Final rounds, or all rounds.

Awards is not available in TIMEWARE 3. For information on purchasing MEETWARE 3, contact IST at 1-800-835-2611 or go to <http://www.istime.com>.

Break allows you to run the [Break Timer](#) on your numeric or alphanumeric scoreboard during breaks in the meet.

CLOCK is an unofficial running clock for the race. It starts when the starting device is fired and stops when the last swimmer hits the pad. This clock display is for the convenience of operators who may not have a scoreboard or cannot see the scoreboard. When running in DEMO mode, this clock will not be highly accurate.

TIMING indicates the status of the timing system. NOT ARMED means you have to click the ARM button to tell the computer that you are ready to time a race. WAIT FOR START means you are ready to fire the start device and AUTO START/BACKUP START means that a

start signal has been detected. TIMING STOPPED means that timing has been interrupted. FINISHED means that the race is done.

HEAT indicates the status of the heat. READY means that the heat has not been timed, TIMED means that the heat has already been timed and [SCORED](#) indicates that the heat has already been timed and scored.

RACE NO. is the numeric ID for the race. This is used by Hy-Tek's Meet Manager and can not be changed by the user.

NOTE: The following items will only appear if you have purchased IST's [Results Interface Module](#) and you have a GNET path set

START RESULTS is used to send the results of the race to Hy-Tek's Meet Manager for Windows (see-[transferring data to Hy-Tek](#). You must select a COM port as the [Results port](#) in Setup Hardware.)

GNET STATUS indicates the status of the Generic NETWORK interface used to transfer start lists from or results to Hy-Tek's Meet Manager for Windows (see [Transferring data to Hy-Tek](#). You must select GNET as the [Results port](#) in Setup Hardware.)

GNET STOP allows you to stop the Generic NETWORK interface used to transfer start lists from or results to Hy-Tek's Meet Manager for Windows if the network connection locks up (see [Transferring data to Hy-Tek](#). You must select GNET as the [Results port](#) in Setup Hardware.)

Data Set is an internal ID number that can not be changed by the user.

Print Heat Results if this is checked the heat results report will be printed after each heat.

Print Event Results if this is checked the event results report will be printed after each event.

Confirm Heat Results If this box is checked you will be asked to confirm the [heat results](#) before you can move on to the next heat or event. There you can change times and enter disqualifications. If it is

unchecked you will be moved automatically to the next event at the conclusion of an event. Changes to times or disqualifications can be done either on the [Hy-Tek Meet Manager computer](#) or in [offline scoring](#) at a later time.

Pad Bell On - Turns on the Microsoft bell that will sound each time a pad hit is recorded.

Manual Finish allows you to delay going the [Confirm Heat Results](#) screen until after you are sure all of the lanes have finished. This is useful for the following situation: The C relay is the last team in the pool. After the 4th swimmer enters the water, the 3rd swimmer climbs out and trips the touchpad at 17s, thereby ending the relay and the race accidentally. If MANUAL FINISH is checked, the operator can click the lap number down, the 4th swimmer will finish, and once the operator is sure the race is finished they can then click the CONFIRM RESULTS button to finish the heat.

Auto Arm will arm the system automatically after the conclusion of each heat without the operator pressing (F3) or the ARM button. If you do not want to auto arm the next event, you can uncheck the box at any time.

ARM (STOP) is the button that you click to [arm](#) the timing system for a race. Once a start input has been received, this button will change to STOP. STOP can be used to stop timing for a false start, or any other reason. You then have the option to Continue Timing, Stop and Restart, or Stop and Mark as Timed.

STOP LANE allows you to stop timing a lane. This will be used if a swimmer has completed an event but the lane is still being timed. The last pad hit recorded will be used for the finish time. This is most commonly used when a swimmer misses a pad hit in a race. It is an alternative to decreasing the number of laps in a race with the spinner box, as described above with LAP NO.

Confirm Results If you have MANUAL FINISH selected, this box will be active once the heat is finished. Once you are certain that every lane is done, you can click the button to be taken to the [HEAT RESULTS](#) screen.

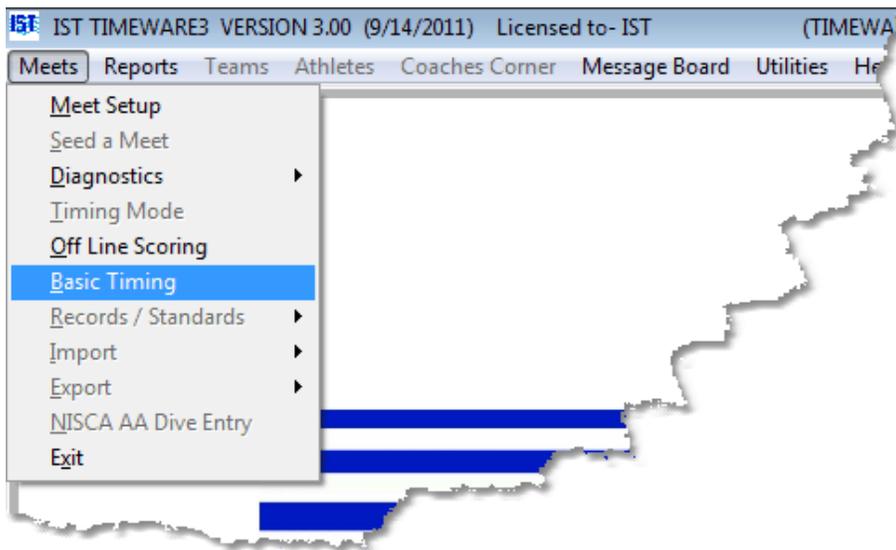
EXIT allows you to exit the timing screen.

Now that you are familiar with the timing screen you can [run a race](#) in basic timing.

Running Basic Timing

Basic timing allows you to time heats, events or meets without names, or with names if you have a [start list](#). The heat, lane, place, [splits](#) and [final times](#) will be stored and [split reports](#) can be printed after the meet. After a meet has been run it can be [scored](#), or edited and re-scored in [off-line scoring](#). **NOTE: Scoring in TIMEWARE 3 means placing the athletes in order of finish. Points are not assigned in TIMEWARE 3.** If you are not familiar with the basic timing screen, you should take a few minutes and learn to [navigate through basic timing](#). If you are using Hy-Tek's Meet Manager, you should take a look at the file "[Tips for Using TIMEWARE 3 with Hy-Tek's Meet Manager](#)" for information on networking the two computers and transferring data, including the start list and results.

From the MAIN menu, select MEETS and BASIC TIMING.



You will then see a screen that looks similar to the following:

Basic Timing Mode

MEET: DUAL MEET EVENT: 2 F BOYS 200 FREESTYLE HEAT: 1 OF: 1 Round: F

LN	Status	Team	Name	TIME	SPLIT	SPLIT	SPLIT	SPLIT	LAP NO.	EVENT #	LN	Round
1	OFF								1		1	
2	OK	FNCH	N. VICTORIN						1		2	<input type="radio"/> Prelim
3	OK	FALC	V. MEJIA SILVA						1		3	<input type="radio"/> Semi
4	OK	FALC	V. VAKULENKO						1		4	<input type="radio"/> Final
5	OK	FNCH	C. PADIOLLEAU						1		5	<input checked="" type="radio"/> All
6	OFF								1		6	

CLOCK: [] TIMING: NOT ARMED HEAT: READY RACE NO.: 2 GNET STATUS: READY DATA SET: 2

Buttons: Arm, Stop lane, Confirm Results, Exit, Break

Legend:
 < 19 OR > 60 Second split
 Near end backup

Print options: Print heat results, Print event results, Confirm heat results, Pad bell on, Manual Finish, Auto Arm

Running a Heat

You must have a [meet set up](#) before you can run it. Before you run a meet, be sure that you have [prepared](#) yourself accordingly. If you are using Hy-Tek's Meet Manager to import a start list, please refer to "[Tips for using TIMEWARE 3 with Hy-Tek's Meet Manager](#)" for more information about creating and [importing start lists](#) into TIMEWARE 3.

A Tip About Start Lists:

TIMEWARE 3 will use the first start list that it finds in the GNET path folder (usually SWMEETS3). Make sure that the Start List you are using is for the meet that you selected in TIMEWARE 3.

If you make a change to entries in Meet Manager, you must create a new start list. At the beginning of each event TIMEWARE will check for a newer date and time on the Start List file and will bring it in if it has changed. If you have made changes to the start list in a later heat of the event you are currently running, you will need to exit Basic Timing and re-enter it for the changes to take effect.

To run a heat, select the [meet](#) and [event](#) from their drop down lists. TIMEWARE 3 will automatically bring up the last meet entered so check to make sure you are running the right meet! Check to make sure that the [status](#) of the lanes are correct. If there is an empty lane, the [status](#) for that lane should be set to OFF. Also check to make sure that the [heat has not already been timed](#).

When you are ready to begin the race, click the ARM button to [arm the timing system](#). When the timing system is armed, WAIT FOR START will be displayed in [TIMING](#) and on the scoreboard. If you are running in [demo mode](#) the [Touchpad Simulator](#) will pop up when the timing system is armed. **NOTE: From this point on, a pad hit will refer to both a physical pad hit or a click of that "pad" button on the Touchpad Simulator. The same goes for starts and backup buttons. See the screen below for a view of the Touchpad Simulator.**

The screenshot displays the 'Basic Timing Mode' interface. At the top, configuration fields are set to MEET: DUAL MEET, EVENT: 2 F BOYS 200 FREESTYLE, HEAT: 1, OF: 1, and Round: F. A table below lists lanes 1 through 6 with their respective statuses (OFF, OK, OK, OK, OK, OFF), teams (FNCH, FALC, FALC, FNCH), and names (N. VICTORIN, V. MEJIA SILVA, V. VAKULENKO, C. PADIOLLEAU). The bottom section shows the current state: TIMING is 'WAIT FOR START', HEAT is 'READY', RACE NO. is 2, GNET STATUS is 'READY', and DATA SET is 2. A legend indicates that a yellow box represents '< 19 OR > 60 Second split' and a red box represents 'Near end backup'. A 'TOUCHPAD SIMULATOR NEAR END' window is open, showing 'Primary' and 'Backup' sections, each with a 'START' button and numbered buttons 1 through 6.

To start the race, fire the [start device](#) (or click the START button on the [Touchpad Simulator](#)). You will notice that the clock begins counting and that TIMING has changed to AUTO START.

Once the race has started there may be some [situations that arise while running the race](#).

As the swimmers hit the pads (or you do on the [Touchpad Simulator](#)) you will notice that the split is displayed under SPLIT. When the last split is recorded, the final time will be displayed under FINISH.

When you set up a meet, you have the option to [Confirm Heat Results](#). If this option is selected, when the race is finished you will see a screen similar to the following:

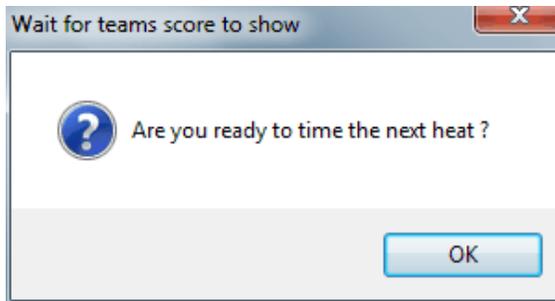
Place	Lane	Status	Finish	Pad	Backup 1	Error	Difference
1	2	OK	38.20	38.20	38.40		0.20
2	3	OK	39.50	39.50	40.70	DIF. >.29	1.20
3	4	OK	43.10	43.10		MISSED BACKUP	0.00
4	5	OK	44.10		44.10	NO PAD	0.00
0	1	OFF					0.00
0	6	OFF					0.00

OK Adjust

Remember that if you are running in [semiautomatic timing](#) the final time may be slightly different from the primary and backup times. For an explanation of the heat results, see [Heat Results](#). If there are any problems or [errors in the heat results](#), you can correct them now.

When you have fixed any problems that may have arisen, click on OK.

You will then see the following screen:

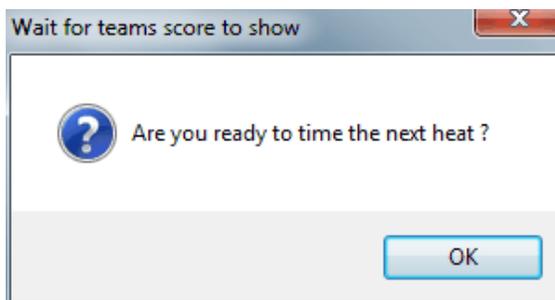


If you want to run another heat for the same event, click YES. If you want to move on to the next event, click NO.

Displaying Team Scores

If the SHOW SCORES box is checked, you will be able to show the team scores on the scoreboard, if the scores have been generated in Hy-Tek. To show team scores on the scoreboard, you have to set up this function in Hy-Tek's Meet Manager. In Meet Manager go to Run/Preferences/Reports/Format and check the box to SHOW TEAM SCORES after each event in Run. **NOTE: If this box is not checked, the scores.slx file will not be generated.**

If the SCORES box is checked in Meet Setup when you enter Basic Timing, you will get a message that says "The scores.slx file is missing" because nothing has been timed so there are no scores in the file. Click OK to continue. When you go to the next event in TIMEWARE 3, it will check to see if there is a new scores.slx file in the SWMEETS3 directory. If there is, it will display the scores on the scoreboard. You will then see:



Click OK to move to the next event. If the scores file has not changed, no scores will be displayed.

If the SCORES.SLX file is in the SWMEETS3 directory, the SHOW SCORES button will be enabled (darker grey). You can display the

team scores at any time by clicking that button. **NOTE: it is not recommended that you do this while timing an event.**

When you have finished the meet, it is a good idea to delete the SCORES.SLX file from the SWMEETS3 directory to avoid displaying invalid scores during your next meet.

Running a Diving Event

See [RUNNING DIVING](#) if you have the TMW-D diving software option.

Heat Printouts

If you selected PRINT HEAT RESULTS and/or SCORE EVENTS when you [set up the meet](#), you will now get these printouts. **NOTE: you must have a printer connected to the computer to print these reports. If you do not, you will get an error.**

Example of a heat result printout:



Licensed To: IST

09/21/11

Heat Results

15:02:37

Meet date: **09/21/11**

DUAL MEET

Event NO. **4 BOY'S 50 FREESTYLE**

Data Set No. **2** Race No. **3**

Lane	Status	Team	Name
1	OK		
28.00	**PAD**	PAD	28.00 BACKUP100:00.00 1) 28.00
2	OK		
25.50	**PAD**	PAD	25.50 BACKUP100:00.00 1) 25.50
3	OK		
23.80	**PAD**	PAD	23.80 BACKUP100:00.00 1) 23.80
4	OK		
24.50	**PAD**	PAD	24.50 BACKUP100:00.00 1) 24.50
5	OK		
27.10	**PAD**	PAD	27.10 BACKUP100:00.00 1) 27.10

Example of a score printout:



Licensed To: IST

09/21/11
15:04:05

Meet: DUAL MEET 09/21/11

RESULTS FOR EVENT NO. 4 BOY'S 50 FREESTYLE

PLACE	HEAT	LANE	TIME
1	3	3	21.50
2	3	2	21.90
3	3	4	22.80
4	3	5	23.30
5	2	4	23.60
6	1	3	23.80
7	2	2	24.10
8	3	1	24.30
9	1	4	24.50
10	2	3	24.90
11	1	2	25.50
12	2	5	25.60
13	2	1	26.20
14	1	5	27.10
15	1	1	28.00

You can now run the [next heat](#), [next event](#) or exit basic timing.

Exiting Basic Timing

When you are done running events, click EXIT to return to the main menu.

SITUATIONS THAT ARISE IN BASIC TIMING

[Top](#) [Previous](#) [Next](#)

Special Situations that Arise in Basic Timing

This section covers things that may happen during a race. It is a good idea to print this page and keep it near the timing computer during a race.

The referee fires the start device before the system is armed.

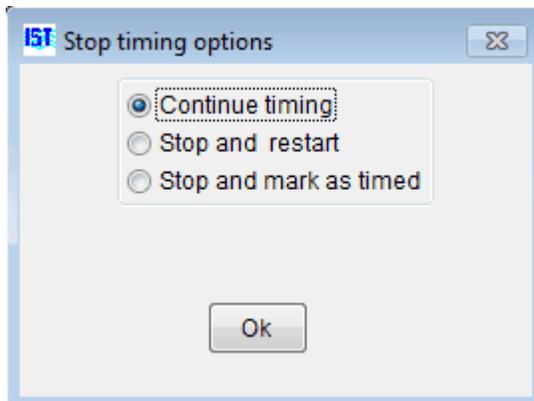
As soon as you realize what has happened, click on [ARM](#). You will see the message, "FOUND A START WHILE INITIALIZING TIMING. WOULD YOU LIKE TO USE IT? Y". Hit Y or <ENTER> to use the start. The screen clock will run very quickly until it catches up with the actual time. If you are using an IST scoreboard, the running clock will not start until you answer "Y" and will not be correct, but the split and finish times will be correct.

A swimmer is disqualified before a race starts

If the swimmer is not allowed to swim in the race, click on the OK in the STATUS column for that lane and change it to OFF. If the swimmer is allowed to swim but has a status of DQ, time the heat and then change the status in [Heat Results](#) or [Off Line Scoring](#).

The starting device starts the timing system but not the swimmers.

Once a [start device](#) has been fired and detected by the system, the ARM button turns to a [STOP](#) button. **NOTE: The STOP button stops timing all lanes and you must start the race over.** To stop timing for ALL lanes and restart the race, click the STOP button. You will see the screen below:



Select one of the following options:

Continue Timing - If the heat was stopped in error, select Continue Timing and the event will continue as if nothing happened.

Stop and Restart- If the race is stopped for a false start, select Stop and Restart. If a swimmer is disqualified and not permitted to swim, click on the OK in the STATUS column for that lane and change it to OFF. If the swimmer is allowed to swim but has a status of DQ, time the heat and then change the status in [Heat Results](#) or [Off Line Scoring](#). To restart the heat, you must click START again to re-[arm](#) the system.

Stop and Mark as Timed - This option can be used save splits already recorded in an event that cannot be completed, or to "time" a heat that was run with watches so manual times can be entered.

The referee calls a false start after the start device has been fired and the race is recalled

See [STOP TIMING AND RESTART](#) above.

There is no swimmer in a lane with the Status OK

As soon as you realize the lane is not used, click the [Status](#) for that lane from OK to OFF. You must turn the lane OFF or the system will continue timing after the heat is completed.

There is a swimmer in a lane with the Status OFF

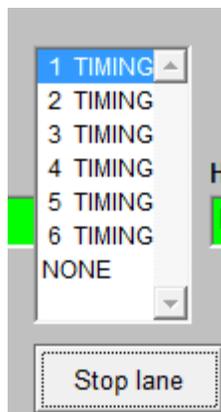
As soon as you realize the lane is in use, click the [Status](#) for that lane from OFF to OK. Pad hits that occur within the next 15 seconds may not be recorded, but the lap numbers can be adjusted with the spinner box for that lane as you would for a missed pad (see below). Splits for this lane will not be accurate, but the final time will be.

A swimmer misses the pad on a turn

If a swimmer misses a pad on a turn you can add a lap by increasing the [LAP NO](#) with the spinner box for that lane. Splits for this lane will not be accurate, but the final time should be.

A swimmer has finished the race but their lane is still timing

If the missed pad is not detected until the end of the race, you can add a lap by increasing the [LAP NO](#) with the spinner box for that lane, or you can click the [STOP LANE](#) button to record the last pad hit as the finish time (see below). To stop the timing in that lane, click STOP LANE and then click on the appropriate lane to change it from TIMING to FINISHED. Splits for this lane will not be accurate.



If you stop timing a lane that has no split times recorded you must edit the time in [Heat Results](#). The finish time will be registered as 00:00.00 and you will have to enter a watch time or change the Status to OFF before you can exit [Heat Results](#).

A swimmer is unable to finish a race

In this case, click the STATUS for that lane to turn it OFF. This will register as NO TIME in [Heat Results](#) with the STATUS as OFF. If you wish, you can change the Status in [Heat Results](#) to DQ.

You need to add a heat to a completed event

This may be necessary if a swim-off is required after a meet has been completed, or if you accidentally answer NO to, "DO YOU WANT TO ADD A NEW HEAT?" when there is another heat to run. From [Basic Timing](#), select the event and click the START button. You will see the message, "TIME THIS HEAT AGAIN?" Click NO and you will get a new message, "DO YOU WANT TO ADD A NEW HEAT?" Click YES and time the new heat normally.

NOTE: Answering YES to, "TIME THIS HEAT AGAIN?" will destroy the data already recorded for that heat.

HEAT RESULTS

[Top](#) [Previous](#) [Next](#)

Heat Results

When you [set up a meet](#), you have the option to [Confirm Heat Results](#). If that box is checked, once a heat has been run a screen will pop up, allowing you to view the results of that heat and make any necessary corrections. The heat results window be similar to the following:

Place	Lane	Status	Finish	Pad	Backup 1	Error	Difference
1	2	OK	38.20	38.20	38.40		0.20
2	3	OK	39.50	39.50	40.70	DIF. >.29	1.20
3	4	OK	43.10	43.10		MISSED BACKUP	0.00
4	5	OK	44.10		44.10	NO PAD	0.00
0	1	OFF					0.00
0	6	OFF					0.00

OK Adjust

PLACE is the order of finish for that lane from fastest (1) to slowest.

LANE is the lane number.

STATUS is the status of that lane, OK or OFF.

FINISH is the final time for the lane. This may be different from the pad and backup time if you are running in [semiautomatic timing mode](#).

PAD is the final time as recorded by the [primary input device](#), either a pad or a backup button.

BACKUP is the final time as recorded by the [backup button](#).

DIFFERENCE is the difference in seconds between the primary time and the backup time.

ERROR is any problem that the system found with the time.

Adjust allows you to make [adjustments](#) to the final times according to the NFHS rules.

Understanding Errors

Whether you are in [AUTO timing](#) or [SEMI AUTO timing](#) will determine the finish time and errors that you see.

NO PAD indicates that the Finish Time was not recorded with a pad or primary backup button hit and the time will be displayed as "00:00.00". The Finish Time was recorded with a backup button instead. If you consistently get NO PAD errors in the same lane, there may be a problem with the pad or primary backup button and you should do a [deck cable test](#) to check it.

NO BACKUP indicates that no backup time was recorded for that lane. The backup time will be displayed as "00:00.00". The Finish Time is the pad or primary backup button time. If you consistently get NO BACKUP errors in the same lane, there may be a problem with the backup button and you should do a [deck cable test](#) to check it.

DIF. >.3 indicates that there was a difference greater than .3 seconds between the pad time and the backup time. The finish time in this case is the pad or primary backup button time. If the time is incorrect, it can be [changed here](#), or in [OFFLINE SCORING](#).

NO TIME indicates that the lane was stopped before a time could be recorded. The Finish Time will be displayed as "00:00.00". If there was a swimmer in the lane, the watch time must be entered. If the lane was stopped because a swimmer did not finish, change the status to OFF or SCR. **NOTE: The software will not accept a "00:00.00" time, you must enter a watch time or change the Status before you can exit the screen.**

Adjusting Final Times

If a lane does not get a pad time, or if the difference between the pad and backup times are greater than .3 seconds, the final time must be adjusted according to NFHS rules. Click the ADJUST button to be taken to the [Adjust Screen](#), which will allow you to automatically adjust the final times according to NFHS rules.

Changing the Finish Time Manually

If the finish time for a lane is incorrect and you need to enter a watch time, click on and highlight the finish time for that lane and type in the correct finish time. Remember that the final time may be different from the pad and backup times if you are running in [semiautomatic mode](#).

NOTE: You do not need to type in the colon or the period when entering times--the program will insert them for you. To enter a time of "25.25", type "2525". To enter a time of "1:13.00" type in "11300". You must enter the tenth's and hundredth's digits.

Changing the Status of a Lane

During a race, there are only two possible Status conditions for a lane: ON or OFF. At the end of an event, you can edit the status to assist with hand scoring of the meet. To change the status, click on the STATUS box for the lane and select the status from the drop down list. If a swimmer was disqualified during a race, change the status to DQ. DQ means that the swimmer was [disqualified](#) and cannot score points. If the swimmer was scratched before the race and the lane was turned OFF, you can change the status to [SCRatched](#). If the swimmer was an [exhibition swimmer](#), change the status to EXhibition. If you are transferring times to Hy-Tek's Meet Manager for Windows, it is not necessary to correct the status here. Those changes can be made in Meet Manager.

Exiting Heat Results

When the times and status are correct, click OK to print the heat results report, if that [option](#) is selected:



Licensed To: INTERNATIONAL SPORTS TIMING

08/01/11

Heat Results

11:38:24

TIME TRIAL

Meet date: 08/01/11

Event NO. 4 MEN'S 50 FREESTYLE

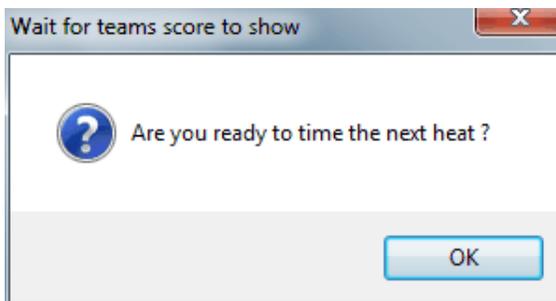
Data Set No. 2 Race No. 3

Lane	Status	Team	Name
1	OK		
10.10	**PAD**	PAD	10.10 BACKUP100:00.00 1) 10.10
2	OK		
09.20	**PAD**	PAD	09.20 BACKUP100:00.00 1) 9.20
3	OK		
08.60	**PAD**	PAD	08.60 BACKUP100:00.00 1) 8.60
4	OK		
09.70	**PAD**	PAD	09.70 BACKUP100:00.00 1) 9.70
5	OFF		
6	OFF		

PLACES (1-> 6) BY LANE 3 2 4 1

Mark Backup Splits

Before you [return to the timing screen](#), you will see the following message:



If you want to run another heat for the same event, click YES. If you want to move on to the next event, click NO.

ADJUST SCREEN

[Top](#) [Previous](#) [Next](#)

Adjust Screen

If a lane does not record a touchpad time, or if the difference between the touchpad time and the backup time is greater than .3 seconds, NFHS (National Federation of High School) requires that the final time be adjusted accordingly. This does not have to be done in TIMEWARE 3. If you are using Hy-Tek's Meet Manager the times can be adjusted there as well.

The adjusted final time is calculated using the average difference between the pad and backup times on all correctly functioning lanes, then subtracting that difference from the backup time on the malfunctioning lane(s).

When you click the ADJUST button on either the [Off Line Scoring](#) or [Heat Results](#) screens, you will see a screen similar to the following:

Adjust the times for Event 8 BOY'S 500 FREESTYLE

Adjust heat

Use	Lane	Pad	Backup 1	Backup 2	Backup 3	Button	CalcDifference	Adjusted	Official	Place
<input checked="" type="checkbox"/>	1	00:00.00	10:34.71			10:34.71	-634.7	10:34.74	10:34.74	6
<input checked="" type="checkbox"/>	2	7:04.99	7:05.01			7:05.01	-0.02		7:04.99	4
<input checked="" type="checkbox"/>	3	5:52.25	5:52.25			5:52.25	0.00		5:52.25	1
<input checked="" type="checkbox"/>	4	00:00.00	6:16.35			6:16.35	-376.4	6:16.38	6:16.38	2
<input checked="" type="checkbox"/>	5	6:18.95	6:18.70			6:18.70	0.25		6:18.95	3
<input checked="" type="checkbox"/>	6	10:10.85	10:10.95			10:10.95	-0.10		10:10.85	5

The order of finish is 3 4 5 2 6 1

Total Difference 0.13 / 4 Good lanes = 0.03

The adjusted time is calculated by adding the average difference of Pad minus backup for all valid lanes, to the backup time for the Checked Lane.

Difference > .3 (Backup faster than pad) or no pad or no backup

> than -.3 difference (pad faster than backup)

Accept Adjustments Reject Adjustments Calculate Print

Lanes marked in yellow had either no pad time, no backup time or backup time that was greater than .3 seconds faster than the pad time.

Lanes marked in blue had a pad time that was greater than .3 seconds faster than the backup time.

In this example, lanes 1 and 4 had no touchpad time. You'll notice that the ADJUSTED TIME in lane 1 is listed already as 10:34.74, which is the backup time (10:34.71) minus the total difference between pad and backup for all the good lanes (.03).

To see the adjusted times of any lane, click on the check box to the left of the lane. The new adjusted time will appear in the ADJUSTED column. This time will also replace the OFFICIAL time. To revert back to the previous time, un-check the check box for that lane.

The CALCULATE buttons will calculate the adjusted time once you have made changes.

If the changed time changes the order of finish, you will be warned with a [message box](#) that pops up. Check the order of finish carefully - it must match what the officials state as the order of finish.

When you are satisfied that the times have been correctly adjusted, click on ACCEPT ADJUSTMENTS to return to the Heat Results or Off Line Scoring screen and save the adjusted times as official times. Clicking REJECT ADJUSTMENTS will return you to the screen without accepting the adjusted times, and clicking PRINT will print a hard copy of the screen for your reference.

TIPS FOR USING TIMEWARE 3 WITH HY-TEK'S Meet Manager

[Top](#) [Previous](#)
[Next](#)

Tips for Users of TIMEWARE 3 and Hy-Tek's Meet Manager with GNET

Note: To the best of our knowledge, these instructions are accurate as of 9/30/11 with TIMEWARE 3 Version 3.00 and Meet Manager 3. Check the web sites www.istime.com and www.hy-tek.com to be sure you are using current versions of both software packages. We are not responsible for discrepancies in these instructions due to changes in versions after the date above.

1. Networking your computers

The network protocol you use will be determined by the operating system and hardware on the two computers

The TIMEWARE 3 computer must have permission to read from AND WRITE TO the swmeets directory on the Meet Manager computer

2. Set Up on Meet Manager (You must have Hy-Tek's Timing Console INTERFACE)

Select Set-up/Timing Console INTERFACE

Select Generic Network File Sharing for IST or Take Your Mark

If you are using a SWIMWARE Alphanumeric Scoreboard and have Hy-Teks Alpha Scoreboard INTERFACE option, select Set-up/Alpha Scoreboard INTERFACE

Select Network File Sharing IST

3. Set Up on TIMEWARE 3

Select Utilities/Hardware Setup

Set Results port to GNET

Set the Files of type: to All Files. Select any file in the swmeets folder on the Hy-Tek computer.

The GNET path displayed on the Hardware setup screen should end with swmeets

4. Export Event List from Meet Manager

Set up your meet, events and enter athletes

Be sure you are using the database for the correct meet by checking the database name at the top of the main Meet Manager screen

Select Run/Interfaces/Timer (GNET)/Download Events to GNET

This will create a file in the swmeets folder called generic.sch, and will overwrite any previous file of the same name

To avoid confusion, you may want to delete the generic.sch file from the swmeets folder using My Computer or Windows Explorer after you have imported it into TIMEWARE 3 (see 5 below)

5. Import Event List into TIMEWARE 3

Select Utilities/Event lists

Click Import

Enter a unique name for the event list and click OK

In the Importing event lists window, change the Files of type: to *.sch

Look in the swmeets folder on the Hy-Tek computer

Select the file generic.sch and click Import.

Check the events to verify that you have imported the correct event list

To avoid confusion you may want to delete event lists from past meets that you do not expect to use in the future

6. Combining Events in Meet Manager

Select Events or Run/Events and select the event that you plan to time as a combined event

Select Edit Event and change the event to Mixed gender (if necessary) and make it multi-age group, entering the correct age ranges to cover both events

Go to the Seeding menu and copy entries from event you will not time to event you will time

DELETE THE ENTRIES IN THE EVENT YOU WILL NOT TIME

If you do not delete the entries from the event you will not time, the event will still be included in the startlist.slx

When you create the Start List it will only include the combined event--the event without entries will not appear

7. Create a Start List in Meet Manager (You must have Hy-Tek's Alpha Scoreboard INTERFACE)

From the top of the main Meet Manager screen, verify that you are using the database for the correct meet

Select Run/Interfaces/Timer/Select Data Set stored from GNET

Verify that the Current Meet #x shows the date and data for the correct meet. This number should also match the DATA

SET number shown on the Basic Timing screen in TIMEWARE 3. If not, select Previous Meet or Next Meet

Select Run/Interfaces/Scoreboard (Gennet)/Create Start List File.

This will create a file in the swmeets folder called startlist.slx and will overwrite any previous file of the same name

There is no confirmation that the file was created, but you can verify by using My Computer or Windows Explorer to look at the contents of the swmeets folder for startlist.slx

ANY TIME YOU MAKE A CHANGE TO ENTRIES YOU MUST CREATE A NEW START LIST

IF YOU MAKE A CHANGE TO A FUTURE HEAT OF AN EVENT THAT IS CURRENTLY BEING TIMED AND CREATE A NEW START LIST, YOU MUST ALERT THE TIMEWARE 3 OPERATOR TO EXIT BASIC TIMING BETWEEN HEATS AND RE-ENTER SO THE UPDATED START LIST WILL BE SELECTED

To avoid confusion you may want to delete startlist.slx file from the swmeets folder using My Computer or Windows Explorer after you have finished timing the meet (see 8 below)

8. Using the Start List in TIMEWARE 3

Once you have selected GNET as the Results port, TIMEWARE 3 will automatically use any startlist.slx found in the swmeets folder for the next meet you run.

Select Meets/Meet Setup and create a meet, with the same date and Event List used in Meet Manager (see Export Event List and Import Event List above)

To avoid confusion, you may want to delete completed meets, after you are sure that all result data has been correctly

transferred to Meet Manager

9. Timing meets in TIMEWARE 3

Select Meets/Basic Timing. If TIMEWARE 3 finds a Start List in the swmeets folder, it will use it

TIMEWARE 3 checks for changes in the Start List each time it begins a new event

IF THE Meet Manager OPERATOR CHANGES A FUTURE HEAT IN AN EVENT THAT IS CURRENTLY BEING TIMED, YOU MUST EXIT BASIC TIMING BETWEEN HEATS AND RE-ENTER SO THE UPDATED START LIST IS SELECTED

If you get a warning that says Start list is not available in SWMEETS3, the startlist.slx does not exist, is not located in appropriate folder or TIMEWARE 3 has been denied access to the folder

If the entries displayed on the Basic Timing screen do not match the current meet, repeat the steps in 6 above

Race No.'s are assigned to a heat when you select the heat for the first time in Basic Timing

If you look at a heat to verify entries before the meet begins, the Race No. will be assigned at that time

Race No.'s do not need to be sequential

Check the GNET STATUS on the Basic Timing screen to be sure it is READY

If the GNET STATUS is OFF, the network between the TIMEWARE 3 and Meet Manager computers is not functioning

The DATA SET number should match the Current Meet #x selected in 7 above (this number cannot be changed in

TIMEWARE 2you must go to Meet Manager and select Run/Interfaces/Timer/Select Data Set stored from GNET)

As heats are timed, the results are automatically sent to the swmeets folder on the Meet Manager computer

If the network goes down (GNET STATUS is OFF) you can continue timing and send events later from Meets/Off Line scoring by clicking GNET Send for the appropriate heat

10. Bringing Times into Meet Manager

THE RUN SCREEN SHOULD BE CLOSED WHILE TIMING THE FIRST HEAT IN TIMEWARE 3

If the Run screen was open when the first heat was timed, exit and restart Meet Manager

From the top of the main Meet Manager screen, verify that you are using the database for the correct meet

Select Run/Interfaces/Timer/Select Data Set stored from GNET

Verify that the Current Meet #x shows the date and data for the correct meet. It must also match the DATA SET number from the TIMEWARE 3 Basic Timing screen. If not, select Previous Meet or Next Meet

Click Get Times to bring in times from the swmeets folder

You can view result files in the swmeets folder using My Computer or Windows Explorer

Result files have a format of XXX_XXX_XXXXXXXX.gen.

11. Generating Team Scores in Meet Manager to Display on SWIMWARE Scoreboards (You must have Hy-Tek's Alpha Scoreboard INTERFACE)

Select Run/Preferences/Reports/Format and check the box to Show team scores after each event in Run

If this box is not checked, the scores.slx file will not be generated

When the event is scored, the scores.slx file will be created and sent to the swmeets folder

When the meet is over, delete the scores.slx file from the swmeets folder using My Computer or Windows Explorer to avoid having invalid scores displayed at your next meet

12. Displaying Team Scores on SWIMWARE Scoreboards

When setting up the meet, click the Show Team Scores box

When you enter Basic Timing, you will get a message that says The scores.slx file is missing. Just click OK and continue. If nothing has been scored, the file will not exist yet.

Time the first event normally.

When you go to the next event, TIMEWARE 3 will check to see if there is a new scores.slx file in swmeets.

If a scores.slx file is found, TIMEWARE 3 will display the scores on the scoreboard

The screen will display a box that asks Ready to time the next event?

When you click OK the next event will be displayed on the scoreboard.

If the scores.slx file has not changed when the next event is completed, no scores will be displayed.

13. Setting up Diving Events in Meet Manager when using Alpha Scoreboard INTERFACE

If there are more divers in the event than lanes in your pool, set up flights of divers equal to the number of lanes in your pool. Once you have seeded the diving event, you will need to go back in and manually seed it so that there are no blank rows between the divers. The divers should all be entered in rows 1 through the number of divers. This way when diving events are copied to the startlist.slx file, they will be in a format that Meet Manager can read back in when results are completed.

Diving

Running diving events on IST's TIMEWARE 3 software requires the TMW-D software module. Without this module you can not run diving events with the TIMEWARE 3 software.

To find out if you have purchased the TMW-D module, check Help and [About](#) in the TIMEWARE 3 software. If you see Diving: YES, then you have the TMW-D module installed.

If you have questions about the Diving Software Module, please contact IST at 800-835-2611 or info@istime.com.

NAVIGATING DIVING

[Top](#) [Previous](#) [Next](#)

Navigating Diving

NOTE: This option is only available if you have purchased IST's Diving Software Module. Call 1-800-835-2611 or visit <http://www.istime.com> for more information.

To run diving, you must have a diving event set up in [Event List](#) and select that event from the [Basic Timing](#) screen (Select MEETS and BASIC TIMING). The screen for a diving event looks like this:

Click on an item or area on the graphic to link to it's description

The screenshot shows the IST Diving Software interface for a diving event. The window title is "BOYS 1 METER DIVING Event no. 5". The current diver is "GOODMAN, JAYLAN", Round 1 of 6. The dive number is "101C" and the score is "1.2". The current dive is "FORWARD DIVE, TUCK". The interface includes a table of divers, a "Print Dive" section, and a "No. divers" section.

Teamcode	Name	Order	Status	Last rnd	Place	Last score	Totscore
OHHS	GOODMAN, JAYLAN	1	OK		1	18.00	18.00
CENT	GONZALEZ, JUAN	2	OK				
OHHS	AHO, ALEC	3	OK				
CENT	FRENCH, JONATHAN	4	OK				
OHHS	BREUER, LUCAS	5	OK				
CENT	ESTRADA, ANTHONY	6	OK				

No. divers: 6, No. dives: 6, No. judges: 3, Cut after round: 0

DIVER is the name of the diver currently selected.

ROUND is the number of the diving round you are currently on.

OF is the total number of rounds in diving.

POLLING STATUS (Must have USE JUDGING MODULES checked) shows the status of the diving modules; READY, POLLING, POLLING STOPPED BY OPERATOR, DIVING STOPPED BY OPERATOR.

STOP POLLING (Must have USE JUDGING MODULES checked) allows you to stop the software for looking for a judging module, whether you are [testing](#) or waiting for a judge to enter a score.

DIVE NUMBER is the number that identifies the dive and position (101B). You can type the dive number here and the system will fill in the correct DD and display the name of the dive in the [text box](#) beneath the Dive Number.

Dive numbers can also be added for each diver by right-clicking on the divers name. You will then see the following:

The screenshot shows a window titled "Dives for GONZALEZ,JUAN". Inside the window is a table with the following structure:

Round Dive NO.		
1		
2		
3		
4		
5		
6		

Below the table is a button labeled "Done".

Enter the dive number for each round into the appropriate row. When diving is running and the diver is selected, the correct dive number, DD and description will be automatically displayed for that diver.

DD is the degree of difficulty for the current dive.

J# are the numbers of the judges. The number of judges displayed is determined by the number you select below.

OK allows you to accept the scores once they have been typed in.

SCORE is the score for the diver for that round.

TOTAL is the cumulative score for that diver

DIVE DESCRIPTION is the description of that dive (ie. Forward 1S Free Position)

LAST DIVE - When diving is running, the LAST DIVE button will appear once the scores for a diver have been entered. To correct the scores for the previous dive, click the LAST DIVE button. You will be able to correct the previous dive DD or scores. Click OK to accept the changes and move to the current diver. After the DD or dive number for a diver have been entered, the LAST DIVE button will disappear.

FAILED - Click this button when a diver fails to complete a dive or the dive is judged failed or incomplete. This will enter a score of 0 for all judges and move to the next diver.

BALK - Click this button when a diver balks on a dive. This will automatically subtract 2 points from each of the judges scores as a penalty for the balk. If the judges are deducting 2 points from the scores that they would have given before giving the score then you do not need to click the BALK button too.

TEAMCODE is the team code for the diver's team

NAME is the diver's name. Right clicking on the name will bring up their Dive List where you can pre-enter the dives before the event. Clicking on the name will allow you to change their name.

ORDER is the rotation order in which the divers will dive.

STATUS is the status of the diver; OK, OFF, [DQ](#), [EX](#) and [SCR](#).

LAST RND is the number of the last round that the diver completed.

PLACE is the current place of the diver.

LAST SCORE is the score from the diver's last completed round.

TOTSCORE is the total score for the diver.

CONFIRM SCORES requires the operator to click the OK button once all of the scores are in so that they will display on the board and move to the next diver. If this box is unchecked, the scores will display as soon as the last score is received.

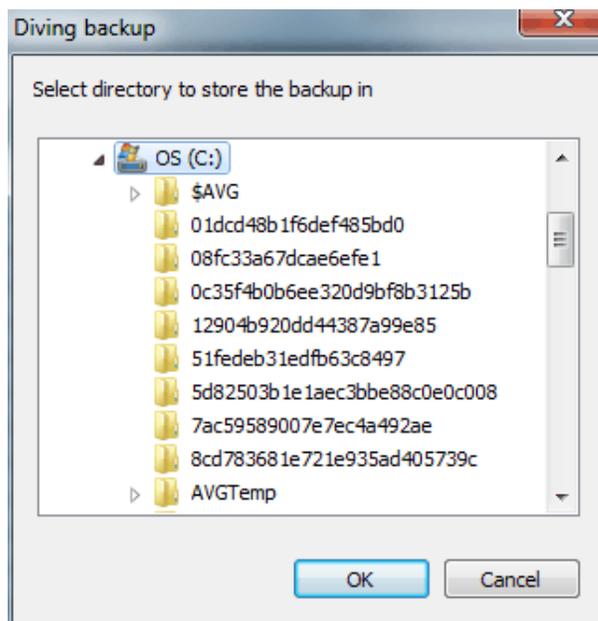
CONFIRM DIVE NO. requires the operator to press <ENTER> at the beginning of each dive to confirm that the dive number is correct for that dive. The dive number can be changed prior to the operator pressing <ENTER> if the dive is incorrect.

PRINT DIVE allows you to print the divers information either by:

PLACE which is the current place that the divers are in

ORDER of divers for the meet.

BACKUP allows you to backup the current diving information. It is a good idea to do this after each round of an important meet, or before performing cuts in a championship meet. When you click BACKUP you will see the following:



Select the drive and folder to backup the tables to. This backup will make copies of the relevant databases. It is a good idea to put the

backup on a removable media or drive (USB drive, CD, etc) so that it will still be available should a problem arise with your computer hard drive.

USE JUDGE MODULES allows you to use keypad modules to enter the judges scores. [Contact us](#) for more information or to purchase.

TEST JUDGE MODULES allows you to test the judging modules if you are using them. Click the button, then enter scores on the judges keypads (example: "1" for pad 1, "2" for pad 2, etc.) to make sure the modules are working correctly. The scores will show up on the scoreboard under the appropriate J#. If you can not enter scores, click the [STOP POLLING](#) button to exit the test.

PRINT ROUND RESULTS allows you to print the results of each diving round as you finish each round. **NOTE: Requires a printer to be connected to the computer.**

NO. DIVERS is the number of divers competing.

NO. DIVES is the number of dives each diver will perform.

NO. JUDGES is the number of judges judging each dive.

CUT AFTER ROUND allows you input the round number after which you will reduce the number of divers. This is typically used in a championship meet.

START starts the diving event. Once the event has been started, this button changes to STOP and allows you to pause diving to make changes.

SCORE allows you to score the diving event once it has been completed.

SHEETS allows you to print the diving sheets for each individual diver once diving has been completed and scored.

LIVE RESULTS allows you to transmit the results of diving to your [FTP location](#). Only available if you have an [FTP ID](#).

EXIT takes you back to the [Basic Timing](#) screen.

Pre-Entering Dives for Diving Events

Prior to a meet or a diving event, you can pre-enter the dive lists for each diver. This allows you to print announcer copies of the [dive sheets](#) so that they can be read easily by the announcer. It also makes the computer operator's job easier since they won't have to enter the dive numbers as the diving event is going on.

Dives can be pre-loaded either in [Offline Scoring](#) or [Basic Timing](#). You must [set up diving](#) or have [diving data in your start list](#) in order to pre-load the dives.

Pre-Loading Dives

To pre-load the dive sheets for divers, right-click on the divers name. This will pop up a box that looks like one of the following:

Dives for GONZALEZ, JUAN

Round	Dive NO.	
1		
2		
3		
4		
5		
6		

Done

6 Dive Meet

Dives for FRENCH, JONATHAN ...

Validate Dives

Round	Dive NO.	
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		

Done

11 Dive Meet

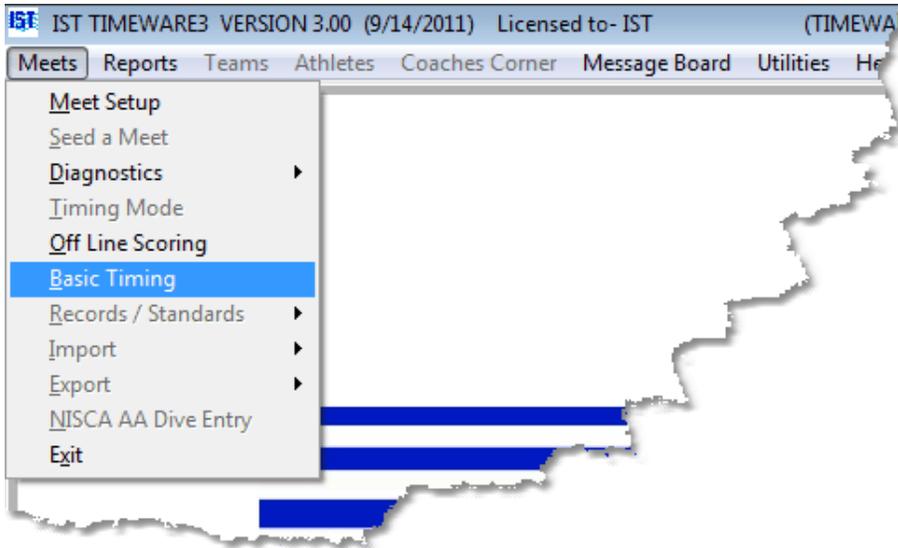
Enter the dive numbers (Example: 101C) for each of the rounds. When you have finished with that diver, click CLOSE to return to the main diving screen, where you can pick the next diver in the list and load their diving sheet. If you are running a meet with 11 dives, you will see a VALIDATE DIVES check box. If this is checked, the dive list will be checked against the NISCA rules for a championship meet. Any errors in the list will be reported and you will not be able to exit the list until you have fixed the dives so that they are correct.

Once you are finished loading each diver's list, you can [run diving](#).

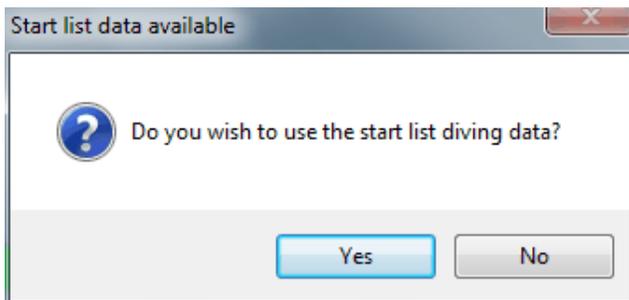
Running Diving

NOTE: This option is only available if you have purchased IST's Diving Software Module (TMW-D). [Contact us](#) for more information.

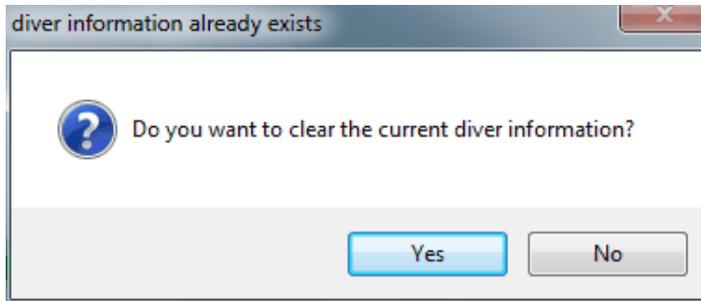
From the MAIN menu, select MEETS and BASIC TIMING



Select the meet and diving event from the [drop down lists](#). If you are using a start list for your meet, before the diving screen opens you will see the following message:

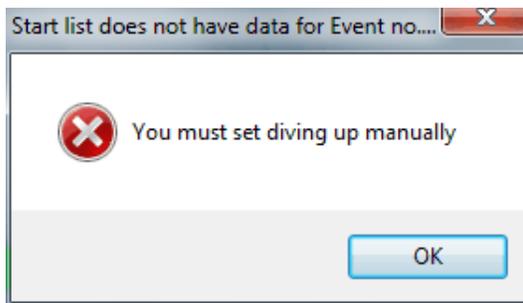


If there is diving data in your start list, click YES to be taken to the diving screen. If you do not have diving data in your start list or you do not want to use it, click NO. If you have data in the start list that you are not using you will see:



Clicking YES will ignore the diver information in the start list and you can set up diving manually. Clicking NO will allow you to use the start list information that is there.

If there is no diving data in the start list you will see:



You will then see a screen similar to the following:

BOY'S 1 METER DIVING Event no. 5

GOODMAN, JAYLAN Round 1 Of 6

DIVE NO. DD J1 J2 J3 Score Total

101C 1.2 18.00 18.00

FORWARD DIVE, TUCK

Teamcode	Name	Order	Status	Last rnd	Place	Last score	Totscore
OHHS	GOODMAN, JAYLAN	1	OK		1	18.00	18.00
CENT	GONZALEZ, JUAN	2	OK				
OHHS	AHO, ALEC	3	OK				
CENT	FRENCH, JONATHAN	4	OK				
OHHS	BREUER, LUCAS	5	OK				
CENT	ESTRADA, ANTHONY	6	OK				

No. divers: 6 No. dives: 6 No. judges: 3

Cut after round: 0

If you are not familiar with the diving screen, you should learn to [navigate diving](#) before going any farther.

Running Diving

Before you begin judging dives, you have to set the [number of divers](#), [number of dives](#) and [number of judges](#) for the competition. Use the [spinner boxes](#) on the lower left corner of the window to set these values.

If you are using the [IST JUDGING MODULES](#) check the Use Judge Modules box. Contact IST at 1-800-835-2611 for more information about Judging Modules. Before using the judging modules you should test the modules. Click the TEST MODULES button and have the judges each enter a score to make sure the modules are working correctly. To exit the test if the modules are not working, click the STOP POLLING button.

To print the scores for each round check the PRINT ROUND RESULTS box. At this point you can also [pre-enter the dives](#) for each diver. Clicking on the START button will take you to the first diver and allow you to begin the diving event.

If you have pre-loaded the dive numbers, the first dive will be entered in the Dive No box. If you did not pre-load the dives, enter either the dive number into the [DIVE NUMBER text box](#) or the degree of difficulty for the current dive in the [DD text box](#). You do not need to type in the period. To enter a DD of "2.5", type "25". To enter a DD of 2, you can type "20", "2"<TAB>, or "2" <ENTER>. **NOTE: If a DD is invalid (less than 1.2 or greater than 3.4) the box will be highlighted in red and you will need to edit the DD before clicking OK.**

Editing a Dive

If the pre-loaded dive was entered incorrectly, or the diver chooses to change the position while on the board, highlight the dive number and type in the correct dive number. This will also update the DD and Dive description fields. **NOTE: Do Not edit a dive number by right clicking on the diver's name and going to the diving list. The list is for pre-loading dives ONLY and once diving has begun, any changes to the list will not be updated in the diving event.**

Scoring a Dive

Once the dive has been performed, enter the scores of the judges in the [J# boxes](#).

To enter a score of "2.0" you can type "20", "2"<TAB>, "2"<space> or "2" <ENTER>.

To enter a score of "2.5" you can type "25", "2+", "2-", or "22" (33=3.5 etc.).

If you enter "10", it will show up as a score of ten. When you click OK, you will be asked if you want the score to be a ten. If you do, click YES. If you meant the score to be 1.0, click NO and the score will be changed to a 1.

When you have entered the scores from the judges and you are sure they are correct, click on OK to move to the next diver. **NOT: if the**

score entered is incorrect (1.2 for example) the score will be highlighted in red and you will need to edit the score before clicking OK.

Scoring a Failed Dive If a diver fails to complete a dive or the diving referee declares the dive failed, click on the [FAILED button](#), which will enter a score of 0 for all judges and move on to the next diver.

Scoring a Balk If a diver balks (begins the motion of the dive and then stops and re-starts), click the [BALK](#) button. Once the judges send their scores, the software will automatically deduct 2 points from each of the judges scores, as per NISCA rules. If the judges have already deducted the 2 points from their scores before displaying them, there is no need to click the BALK button.

EDITING DIVING

Before making changes to the team, name, position or status of a diver, click STOP. Once you have made the change, click START to continue running diving from where you left off.

Changing the Team To change which team a diver is from, click on the TEAMCODE field for that diver and type in the correct team code.

Changing the Name To change or add a divers name, click on the NAME of that diver and type in the correct name

Changing the Order To change the order or rotation number, highlight the ORDER and type in the new rotation number. **NOTE:** Make sure that you change all the rotation numbers. If you change diver 1 to diver 3 you will need to change diver 3 to diver 1 so that you do not end up with 2 diver 3's and no diver 1.

Editing Status To change the status of a diver, click on their [STATUS](#) field. You will get a list of status options. Click on the appropriate status.

Order	Status	Last rnd
	OK	
	OFF	
	EX	
	DQ	
	SCR	
6	OK	

OK means the diver will be judged and [scored](#).

OFF means the diver will not be performing at all. If the diver's [STATUS](#) is OFF, they will be skipped in the remaining rounds.

EX means that the diver is [exhibition](#) and will be judged but not [scored](#).

DQ means that the diver was [disqualified](#) and will not be [scored](#). If the diver's [STATUS](#) is DQ, they will be skipped in the remaining rounds. Per NISCA rules, once a diver has failed 2 dives, they will automatically be disqualified from the remainder of the event.

SCR means that the diver has [scratched](#) or withdrawn from the competition and will not be judged or [scored](#). A diver can be scratched during the event, and will be skipped in the remaining rounds.

Editing the Last Diver's Score To edit the last score of the previous diver, click on the LAST DIVER button. You will then be able to edit the Dive number, DD or judges scores for the last dive performed by the previous diver. Once you have made the corrections, click OK. The score will be changed and you will be returned to the next diver in the order.

To change the scores for a diver while you are using judging consoles, click the LAST DIVER button, click on the judges score(s) that you want to update and then click START POLLING. The judge(s) can then enter the correct score.

Editing the Last Score for a Diver To edit a score from the last dive or round, click on that diver's [LAST SCORE](#). This will display the DD and scores from the last dive that the diver performed in the boxes above. Highlight the DD or score(s) that need to be changed and type

in the correction. When you have made all the corrections, click OK. The score will then be changed and you will be returned to the next diver in the order.

Editing Any Score To edit the score from any dive that the diver has performed, click on that divers TOTSCORE. You will then see a screen similar to the following:

Round	Dive No.	DD	J1	J2	J3	Score
1	101C	1.2	5	5	5	18.00
2	5121D	1.7	4	5	4	22.10
3						
4						
5						
6						

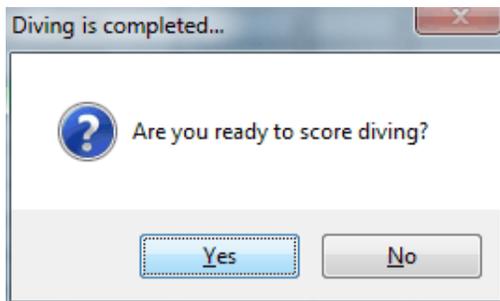
Total Score

The round highlighted in green is the active round. To select another round, click anywhere on that line. To change the DD or any of the judge's scores from any dive, highlight that box and type in the correct information. If any box is incorrect (DD is less than 1.2 or greater than 3.4, score is not a whole or half point) A message will pop up explaining the problem and that DD or score must be corrected. To add a round to enter scores into, click the ADD ROUND button. This will add a round after the last round and you can enter the DD and scores. This is useful if you are entering diving information by hand, or if you missed a round.

When you have made all of your changes, click EXIT to return to the diving screen.

Scoring Diving

When you have finished the last round of diving, The following message will appear.



If you are ready to [score](#) diving and do not need to make any changes, click YES. If you need to make changes to the divers scores click NO. You may now edit any DD's or judge's scores by clicking on the TOTSCORE for that diver. When all scores are correct, click SCORE to [score](#) the diving rounds. A list of divers ranked by the Total Scores will be printed (printer required). **NOTE: If you do make changes, don't forget to click the SCORE button. That is the only way diving will get scored.**

Printing Dive Sheets

Once diving has been completed and scored you can click on the SHEETS button to print detailed dive sheets for each of the divers in the event. The dive sheets will show the DD, judges scores, and total score by round for each of the divers as well as the final score (printer required). Diving sheets can also be printed under [Reports](#).

Exiting Diving

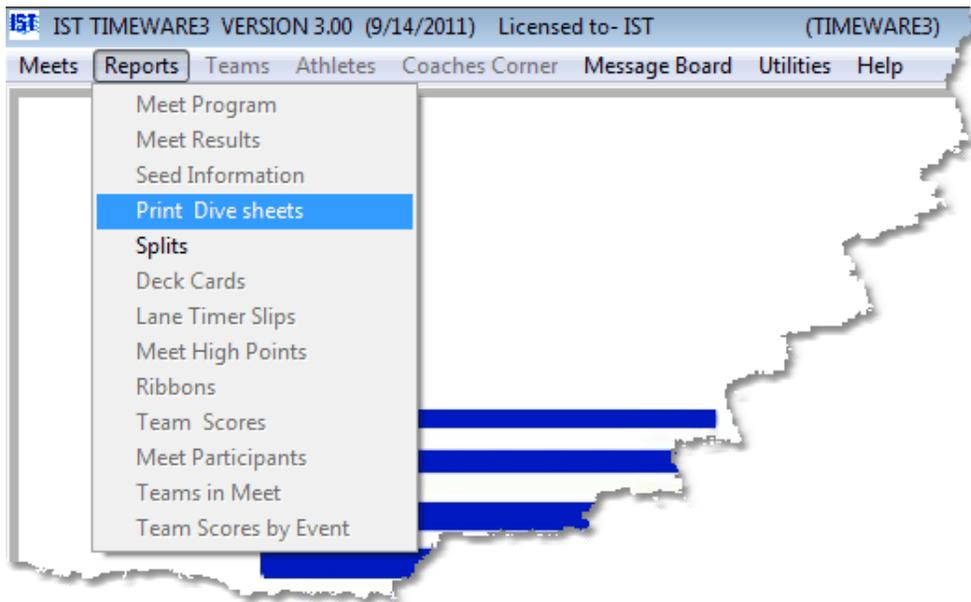
When you have finished running diving, click EXIT to return to the [Basic Timing](#) screen and the next event.

PRINT DIVE SHEETS

[Top](#) [Previous](#) [Next](#)

Print Dive Sheets

This report option allows you to print a variety of diving sheets, from blank ones that athletes and coaches can fill out, to completed sheets. The number of dives listed on the sheet will be determined by how [diving is set up](#). From the MAIN menu select REPORTS and PRINT DIVE SHEETS.



You will then see the following screen:

To print the diving sheets, select the meet from the [drop down list](#). If there are multiple diving events for the meet, you can select the event you want to print, or check the PRINT ALL EVENTS [check box](#).

Next select the report type. Blank entry forms have room for the divers to enter their information, dive numbers, descriptions and DD's, as well as signatures. Announcer copies will have the diver information and dive numbers, descriptions and DD's. **NOTE: In order to print the announcer copies with the dive information, you will need to [pre-enter the dives in offline scoring](#).** Final copies have all of the same information as the other reports, with scoring for each dive, final totals and placing printed as well, if the diving event was run and [scored](#) in TIMEWARE 3.

Select the output for the report (printer, PDF or HTML), the number of copies for each report and whether or not you want to preview the report on the screen before you print it. Click the PRINT button to print the report.

Report Examples

Blank Sheet

_____ Dive Order		Status=		Dive Entry Form										Final Place _____	
Name				Location										No. Dives 6	
Team				Meet OHHS AT CRESTON										Date 02/10/11	
City			State			Zip			Event BOYS 1 METER DIVING				Event No.		

Position letters: A=Straight, B=Pike
C=Tuck, D=Free

Rnd	Dive No.	Dive Description	V	DD	Judges Scores										Net Total	Award				
					1	2	3	4	5	6	7	8	9	10						
1																				
2																				
3																				
4																				
5																				
6																				
												Total Points								

Note: Requireds and Voluntaries are the same term.
For 6 dive event, the first dive is voluntary with a max DD of 1.8; the last 5 dives are optional.

Announcer Copy

_____ Dive Order Status=OK

Dive Entry Form

Final Place _____

Name MATTHEW MUELLER			Location		No. Dives 11
Team Thornapple Kellogg - Hastings			Meet OHHS INVITE		Date 02/05/11
City Hastings	State MI	Zip 49058	Event BOYS 1 METER DIVING		Event No. 5

Position letters: A=Straight, B=Pike
C=Tuck, D=Free

Rnd	Dive No.	Dive Description	V	DD	Judges Scores					Net Total	Award			
					1	2	3	4	5					
1	401B	INWARD DIVE, PIKE												
2	402C	INWARD 1 SS TUCK												
3	201A	BACK DIVE STRAIGHT												
4	202B	BACK 1 SS PIKE												
5	302C Prelims	REVERSE 1 SS TUCK												
6	301C	REVERSE DIVE TUCK												
7	101B	FORWARD DIVE PIKE												

Final Copy

Dive Order Status=DQ

Dive Entry Form

Final Place _____

Name TOMMY BERRY			Location		No. Dives 6
Team Grand Rapids Catholic Central (GRCC)			Meet OHHS V CC		Date 02/17/11
City Grand Rapids	State MI	Zip 49503	Event BOYS 1 METER DIVING		Event No. 5

Position letters: A=Straight, B=Pike
C=Tuck, D=Free

Rnd	Dive No.	Dive Description	V O	DD	Judges Scores					Net Total	Award									
					1	2	3													
1	101C	FORWARD DIVE TUCK		1.2	2-	3	4				11.40									
													1	1	4	0				
2	102C	FORWARD 1 SS TUCK		1.4	0	0	0				0.00									
													1	1	4	0				
3	5121D	FORWARD 1 SS, 1/2 TWIST FREE		1.7	3-	2-	3-				16.15									
													2	7	5	5				
4	301C	REVERSE DIVE TUCK		1.6	0	0	0				0.00									
													2	7	5	5				
5	201A	BACK DIVE STRAIGHT		1.7	4-	3-	4				20.40									
													4	7	9	5				
6	401C	INWARD DIVE TUCK		1.4	3-	3-	3-				14.70									
													6	2	6	5				
													6	2	6	5				

Note: Requireds and Voluntaries are the same term.

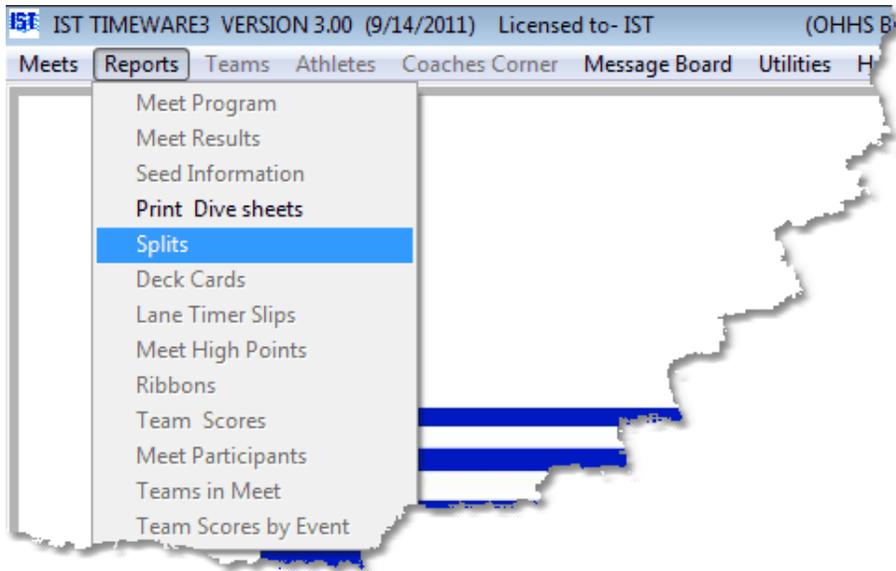
Points

PRINTING SPLITS

[Top](#) [Previous](#) [Next](#)

Printing Splits

This report prints splits and final time by heat and lane for each event in the meet. You must have a printer connected to the computer to run this report. From the MAIN menu select REPORTS and SPLITS.



You will then see the following screen:

Printing team splits

Meet: DUAL MEET

Report Options

- Odd Lanes
- Even lanes
- All lanes

Filtering

Round

- Prelim
- Semi
- Final
- All

Send output to

- Printer
- HTML File
- PDF File

Copies

1

- Preview

Print status

Meet selected

Print Exit

Select the meet from the [drop down list](#). Select whether you want to print splits for only the ODD lanes, only the EVEN lanes or ALL lanes. Select the [rounds](#) you want to print, either Prelim, Semi-Final, Final or All Rounds. Select the number of copies you want to print from the [spinner box](#). If you want to preview the report before you print it, make sure the PREVIEW box is checked. To print the report, click the PRINT button. The progress of the printing will be displayed in the PRINT STATUS box. **NOTE: you must have a printer connected to the computer or you will get a print error.**

The report will then go to the print preview window, and will look similar to the following:

SPLITS FOR ALL LANES

MEET: OHHS V MCC ON 01/11/11

** EVENT NO. 1 - F - BOY'S 200 MEDLEY RELAY

HEAT	1	50	100	150	200 PL	PT
LANE 3	31.53	52.85	39.63	33.18		
STATUS OK	31.53	1:24.38	2:04.01	2:37.19	2	4.00
LANE 4	33.01	39.04	32.66	32.21		
STATUS OK	33.01	1:12.05	1:44.71	2:16.92	1	8.00

** EVENT NO. 2 - F - BOY'S 200 FREESTYLE

HEAT	1	50	100	150	200 PL	PT
LANE 2	41.22	49.10	53.07	47.52		
STATUS OK	41.22	1:30.32	2:23.39	3:10.91	3	3.00
LANE 3	30.23	35.07	36.49	35.95		
STATUS OK	30.23	1:05.30	1:41.79	2:17.74	1	6.00
LANE 4	38.00	51.36	55.68	47.13		
STATUS OK	38.00	1:29.36	2:25.04	3:12.17	4	2.00
LANE 5	33.50	39.84	43.76	42.83		
STATUS OK	33.50	1:13.34	1:57.10	2:39.93	2	4.00

To print the split report, click the [printer icon](#) in the Print Preview menu. To close the report without printing, click the [open door and arrow](#) icon. This will return you to the PRINTING TEAM SPLITS menu.

Exiting Splits

Once you have printed all the necessary reports, click on the EXIT button to return to the MAIN menu.

MESSAGE BOARD

[Top](#) [Previous](#) [Next](#)

Message Board

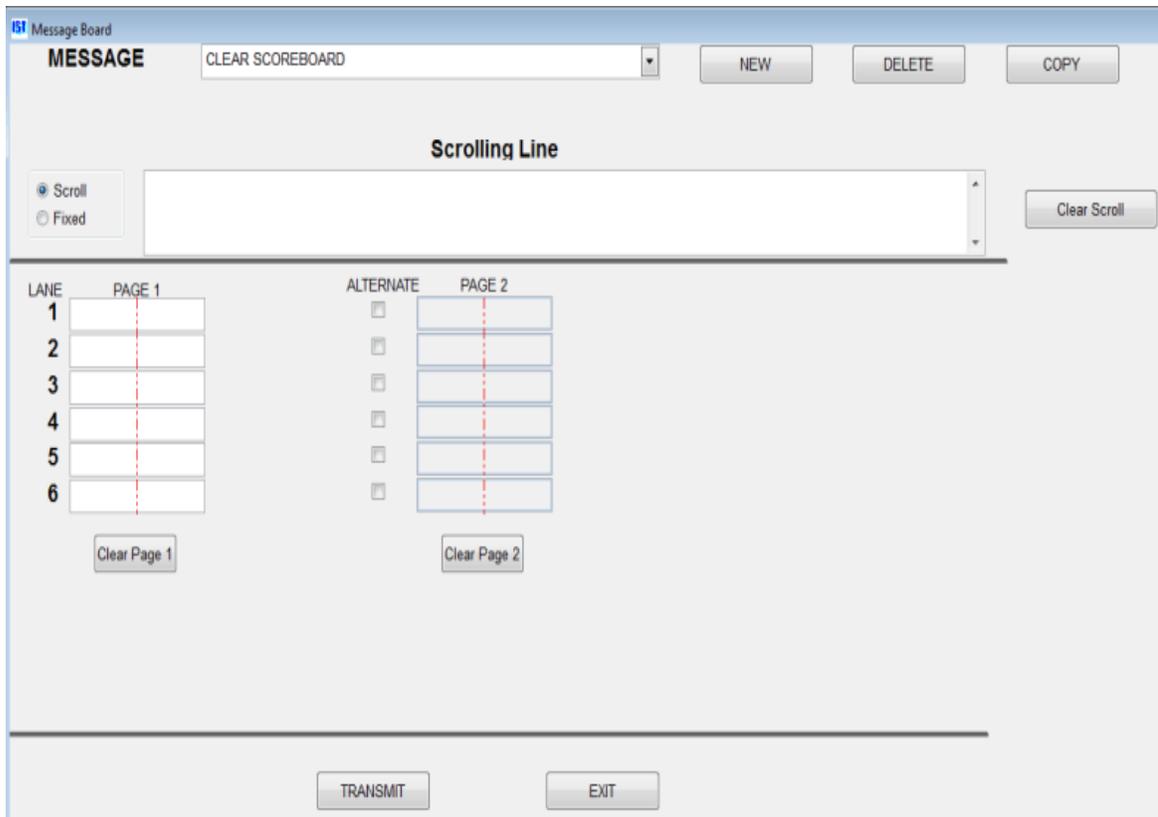
The MESSAGE BOARD option is only available if you have the scoreboard manufacturer set to IST and at least 1 scrolling line on a numeric scoreboard or if you have an alphanumeric scoreboard. The scoreboard settings can be found under [SYSTEM](#).

The MESSAGE BOARD function option allows you to create, delete, copy or transmit a message to display on your IST Alphanumeric Scoreboard before or after a meet, or during a break. You can use it any time you are not timing events. Messages transmitted to the scoreboard can also be left on the board even after the computer has been disconnected or shut down.

Select MESSAGE BOARD from the MAIN menu.



You will then see a screen similar to the following:



The software comes with a default message named CLEAR SCOREBOARD. The message contains no data. You can use it to clear all data from the scoreboard display by [transmitting](#) it to the scoreboard.

The other items on the screen are:

Scrolling Line shows the [text box](#) for the message that will scroll on the top line of the board, or on a one-line board. This contains up to 1000 characters (including spaces).

Scroll / Fixed [radio buttons](#) allow you to switch the Scrolling Line to a Fixed message or from Fixed to Scrolling.

NOTE: The following four items are only available if you have a multi-lane scoreboard from IST.

Lane 1 - # shows the lane number of the scoreboard where the message will appear.

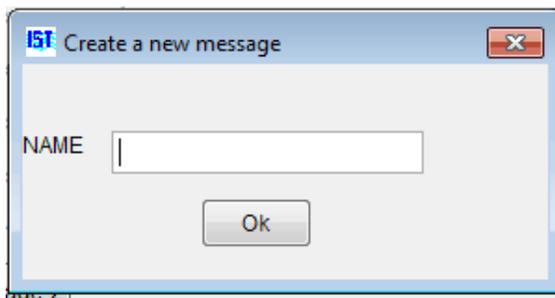
Page 1 shows the [text boxes](#) for messages that will appear on the lane lines. The red line indicates the center of the lane.

Alternate heads a row of [check boxes](#) that allow you to set each lane line to alternate between two messages on Page 1 and Page 2. If the box is not checked, only the Page 1 message will be displayed. Some or all boxes may be checked, depending on how you want your message displayed.

Page 2 shows the [text boxes](#) for messages that will alternate on the lane lines with the message on Page 1 if the Alternate box is checked.

Creating a New Message

To create a new message, click the NEW button to the right of the message name field. A new window will open.



Type the name of the new message in the [text box](#). **NOTE: the cursor must appear in the box before you begin typing.** The message name should be descriptive, unique and no longer than 30 characters. When the message name is complete, click OK. The new name will now be displayed in the MESSAGE text box.

Entering a message on the scrolling line

To enter a message in the top (scrolling) line of the scoreboard, type the message in the [text box](#) labeled SCROLLING LINE. The message may be up to 1000 characters (including spaces) in length. **NOTE: the cursor must appear in the box before you begin typing.**

If you do not want the top message line to scroll, click on the [FIXED radio button](#). If the message is fixed you are limited to 16 characters (or 32 characters if you have a double-wide board), including spaces and punctuation.

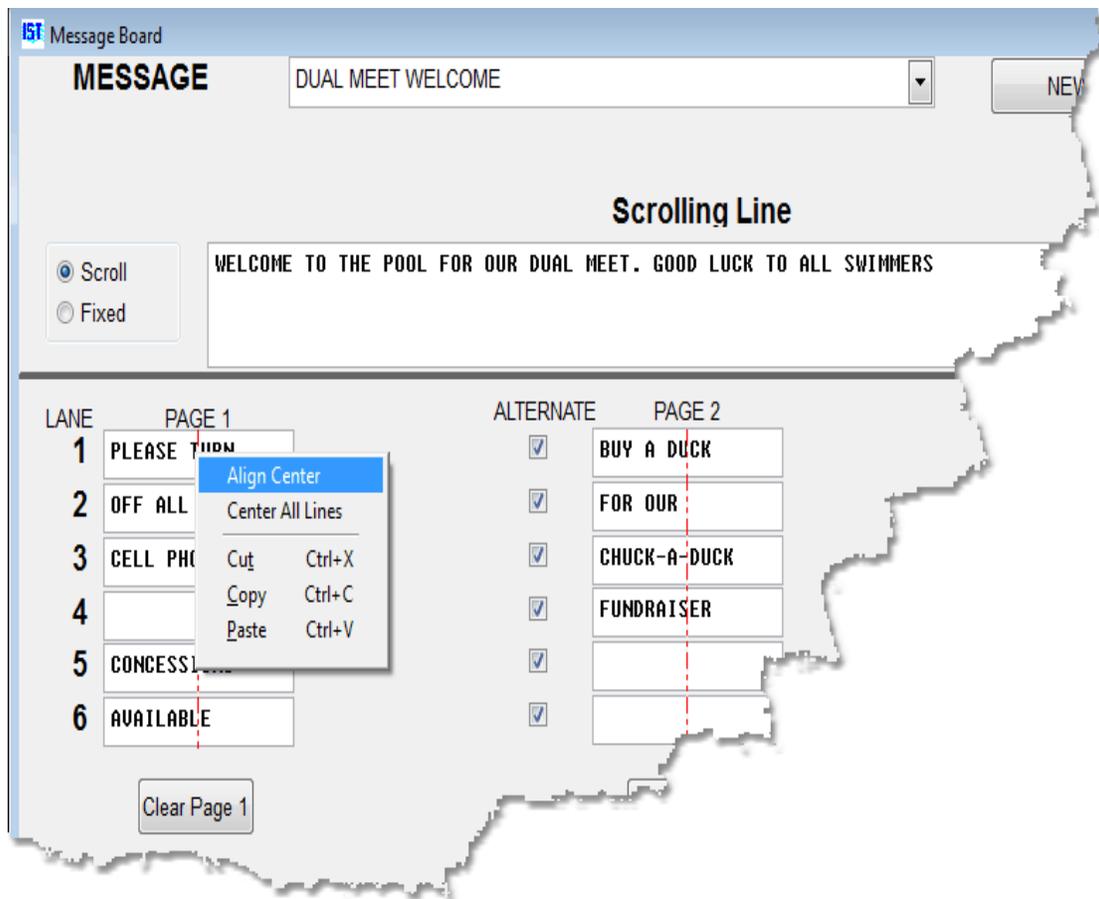
NOTE: The following two items are only available if you have a multi-lane scoreboard from IST.

Entering messages in the lane lines To enter messages in the lanes, click on the [text box](#) for that lane and type in the message. The red line indicates the center of the lane display. **NOTE: the cursor must appear in the box before you begin typing.**

Alternating Lanes If you want the message in a lane to alternate between two different messages every seven seconds, click on the ALTERNATE [check box](#) to the right of that lane. Click on the PAGE 2 box for that lane and type in the second message. **NOTE: the cursor must appear in the box before you begin typing.**

Formatting Messages

You can format messages to center on the line, or to center all of the lines by right clicking on the line:



You can choose to either center the alignment on that lane, or on all of the lanes. You can also use the standard editing functions on the text in the message lines.

Editing Messages

To edit a message, select the MESSAGE name from the [drop down menu](#) so that the message is displayed on the screen. Highlight the data want to change and type in the correct information.

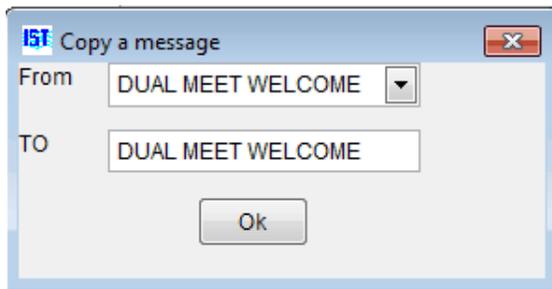
Deleting Messages

To delete a message, select the MESSAGE name from the [drop down menu](#) so the message is displayed on the screen. Click the DELETE button. A message will then pop up, "ARE YOU ARE SURE YOU WANT TO DELETE THE MESSAGE?" If you are sure you want to delete the message, click on YES. If you have made a mistake, click

NO. **NOTE:** once you have deleted the message it cannot be recovered and must be re-entered. Be sure that it is the message you want to delete before clicking YES.

Copying Messages

You may want to have a new message similar to an existing one, but want to save them both. You can copy a message to a new name and then make the necessary changes. To copy a message, select the MESSAGE name from the [drop down menu](#) so the message is displayed on the screen. Click the COPY button. You will see the following screen:



In the TO [text box](#), highlight the old message name and type in the name of the new message. Remember to make this name unique and less than 30 characters. Then click the OK button. The message now displayed on the screen is the new message, which you can change as needed

Transmitting Messages to the Scoreboard

To transmit the current message so that it displays on the scoreboard, click on the TRANSMIT button. If you want to transmit the message, click on YES when asked, "DO YOU WANT TO TRANSMIT NOW?" If you click NO the message will not be sent to the scoreboard.

Exiting the Screen

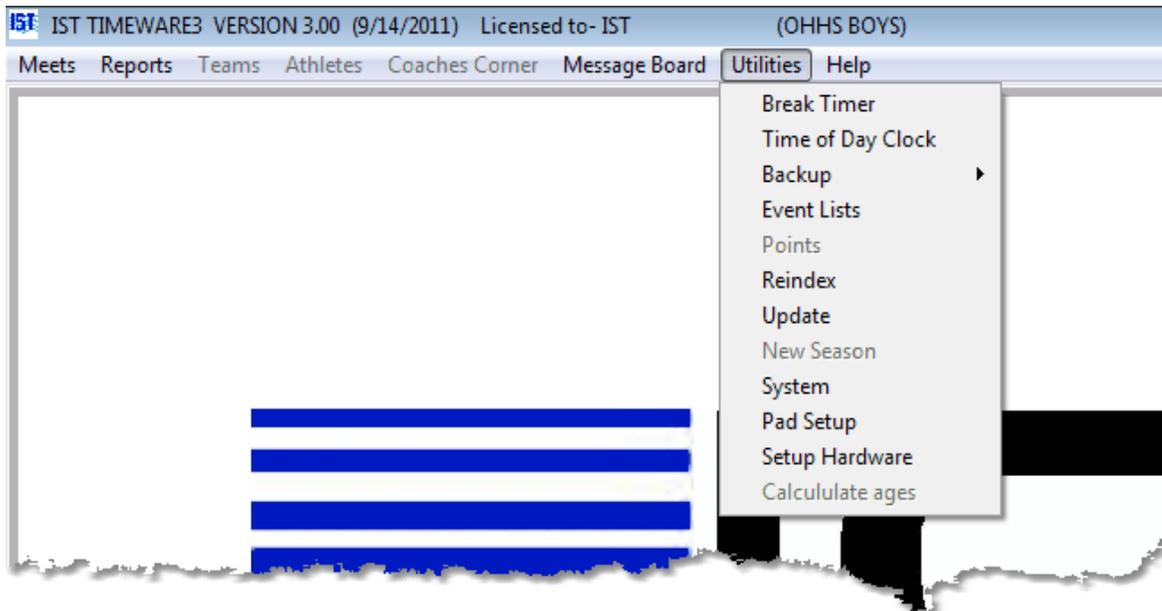
When you are ready to leave the message screen, click on the CLOSE button. The message you sent to the scoreboard will continue to be displayed until another message is sent, timing is begun or the scoreboard is turned off.

THE UTILITIES MENU

[Top](#) [Previous](#) [Next](#)

The Utilities Menu

The Utilities menu contains various different utilities for TIMEWARE 3, including hardware and system setup. Items that are disabled (grayed out) are available only in MEETWARE 3. For more information, visit <http://www.istime.com> or call 1-800-835-2611.



The UTILITIES menu includes the following:

[BREAK TIMER](#) allows you to display a countdown timer on your scoreboard during breaks.

[TIME OF DAY](#) clock allows you to display the time of day (set on your computer) to the scoreboard.

[BACKUP](#) functions including backup to a disk or other media, and restoring from a backup.

[EVENT LISTS](#) allows you to create or edit an event list.

[REINDEX](#) is a function that will fix indexes and databases in case of a software crash.

[UPDATE](#) allows you to update to new versions of TIMEWARE 3 or upgrade to [SWIMWARE Suite](#).

[SYSTEM](#) allows you to customize the system to fit your pool and needs.

[PAD SETUP](#) allows you to tell the software where the pads and other hardware are located.

[SETUP HARDWARE](#) allows you to tell the computer which COM ports you are using for what purpose.

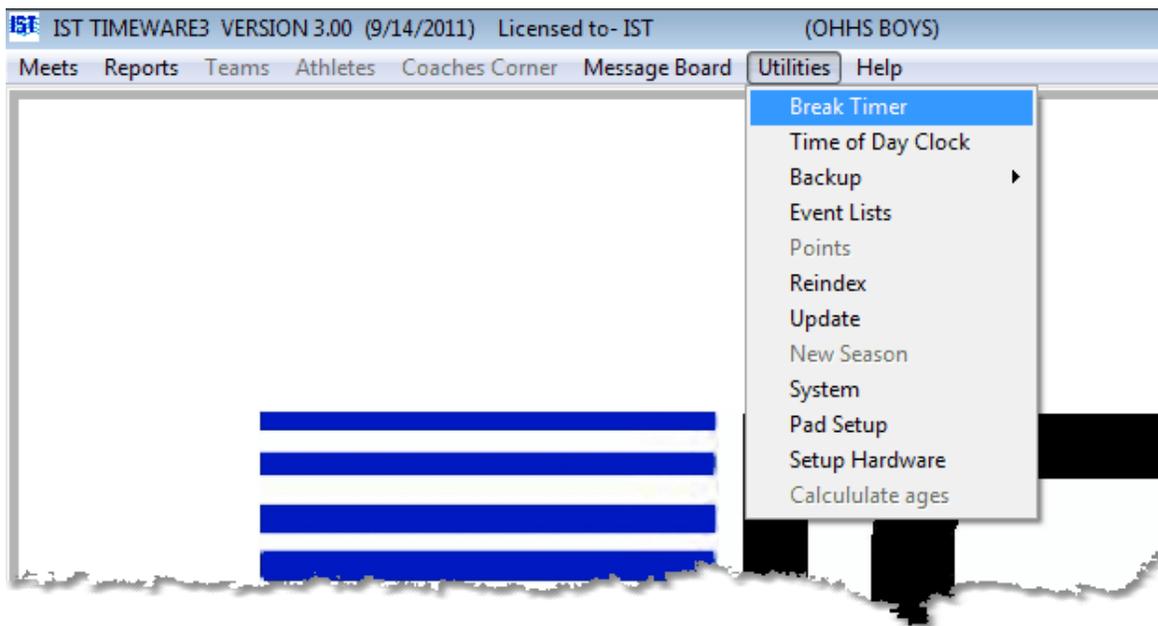
BREAK TIMER

[Top](#) [Previous](#) [Next](#)

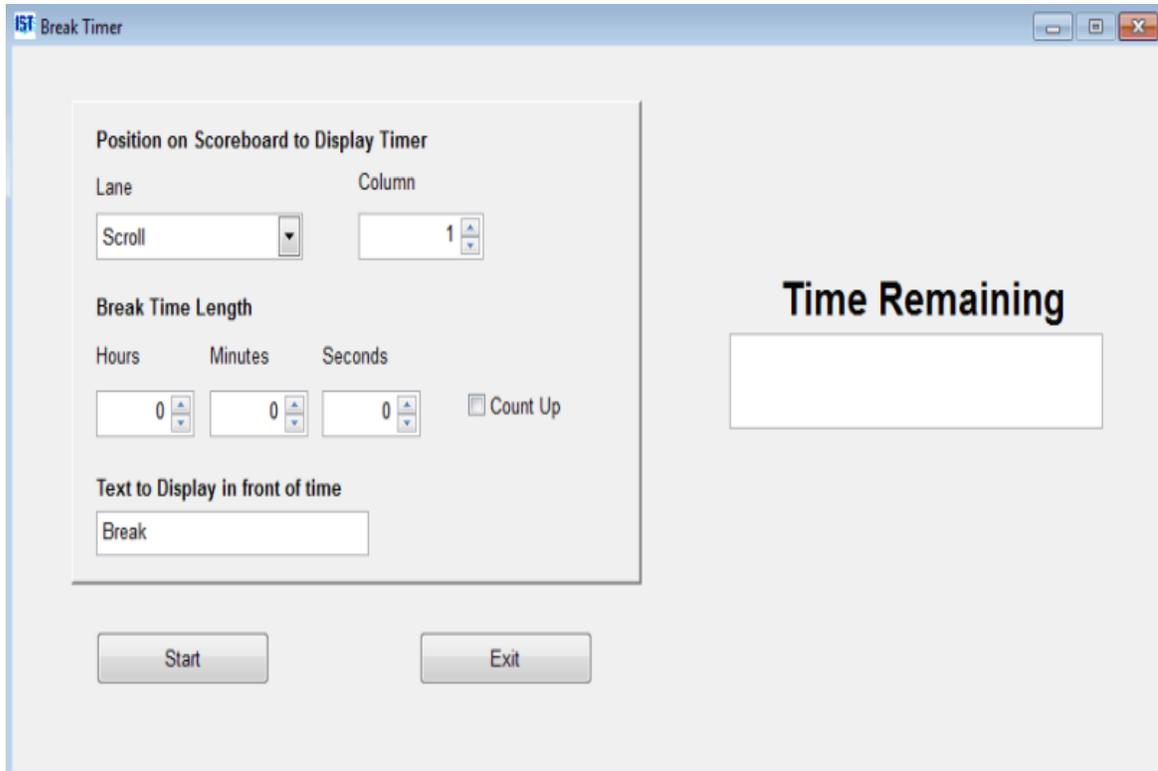
Break Timer

The break timer allows you to display a countdown timer on your IST scoreboard. On Alphanumeric scoreboard you can also display a text message with the timer.

Break Timer can be accessed either from within TIMING MODE, or by selecting UTILITIES and BREAK TIMER from the MAIN menu.



You will then see a screen that looks similar to the following:



Select the options for the break timer:

Lane and Column Choose the Lane and Column you want the break timer to display on your scoreboard. The number of lanes will depend on how many lanes are on your scoreboard, which is set in [System Settings](#). The column option goes up to 9 on a 16 character wide board, leaving 7 characters for the time to display. 1 would be the leftmost column, 9 would be as far right as you can go.

Break Time Length Enter the number of hours, minutes and seconds that you want the break to last.

Count Up Allows you to have the timer count up from 0:00.00. The default is to count down.

Text to Display in Front of Time Enter the text you want to display on the scoreboard in front of the countdown clock. The default is "Break", or you could put in "Time Until Next Event". This option is only available if you have an IST Alphanumeric scoreboard and it is set up in [System Settings](#).

Once you have the time and message entered, click START to send the information to the scoreboard and begin the break timer. The timer will count the time remaining both on the screen and on the scoreboard. You can now exit the screen.

Exiting Break Timer

To exit Break Timer click the EXIT button. The break timer will continue to run until the time is done or until you enter the [BASIC TIMING](#) screen or transmit another message from the [MESSAGE BOARD](#).

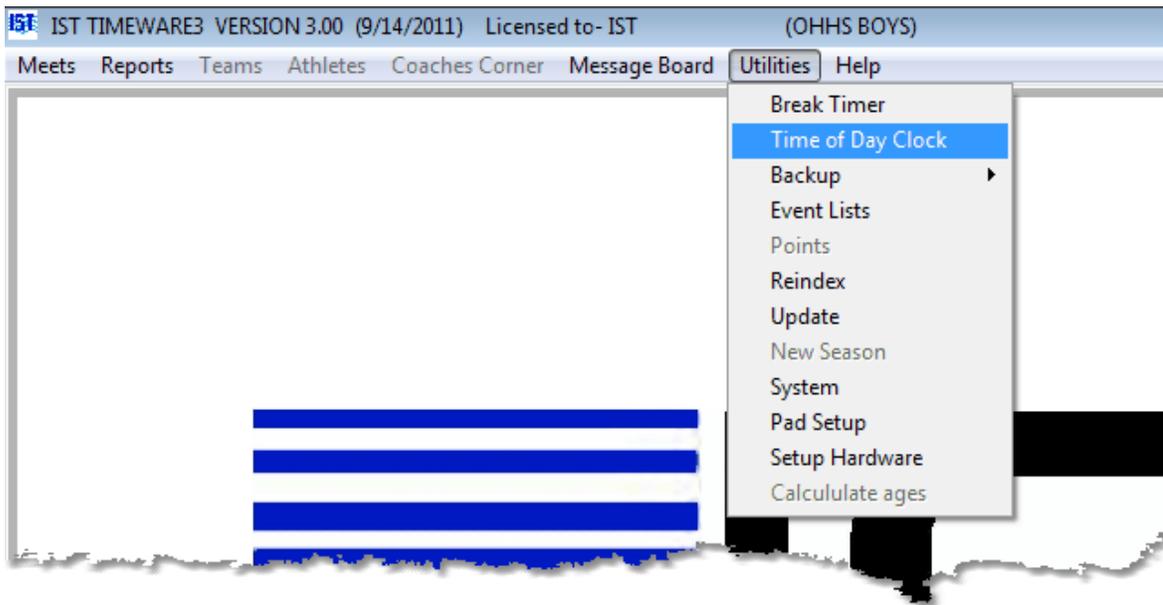
TIME OF DAY CLOCK

[Top](#) [Previous](#) [Next](#)

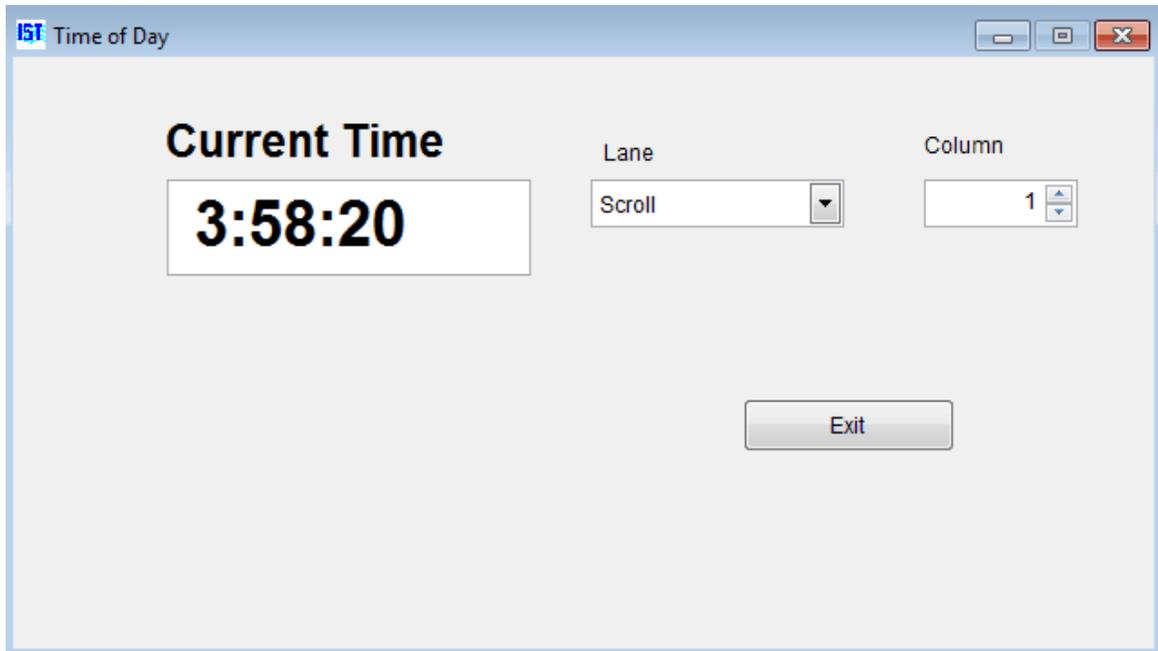
Time Of Day Clock

The time of day clock (TOD clock) displays the time from the computer onto the scoreboard. The time will be displayed in the same place that the running clock appears when timing a meet.

To access the time of day clock, from the MAIN menu select UTILITIES and TIME OF DAY CLOCK:



You will then see a screen similar to the following:



You can use the LANE and COLUMN options to select where on the scoreboard you want the clock to be displayed. The options listed in the boxes will depend on your scoreboard settings in [System Settings](#).

This clock will be displayed on the scoreboard until you either close the Time of Day window, or use the scoreboard for something else (timing a meet or displaying a message). This window will not interfere with any of the other functions in TIMEWARE 3.

Displaying Clock with a Message

If you want to display a message on the scoreboard along with the time of day, [create your message](#) and [transmit](#) it to the scoreboard, then open the clock. The clock will be displayed wherever it has been assigned and will not overwrite any other part of the board.

Setting the Clock

The Time of Day clock uses your computer's internal clock, normally located in the System Tray (lower right of the Windows Taskbar). See *Windows Help* for more information on how to set the clock.

Exiting the Clock

To exit the time of day clock, click on the "X" or the EXIT button to close it. It will automatically close when you use the scoreboard for timing a meet or displaying a message.

BACKUP FUNCTIONS

[Top](#) [Previous](#) [Next](#)

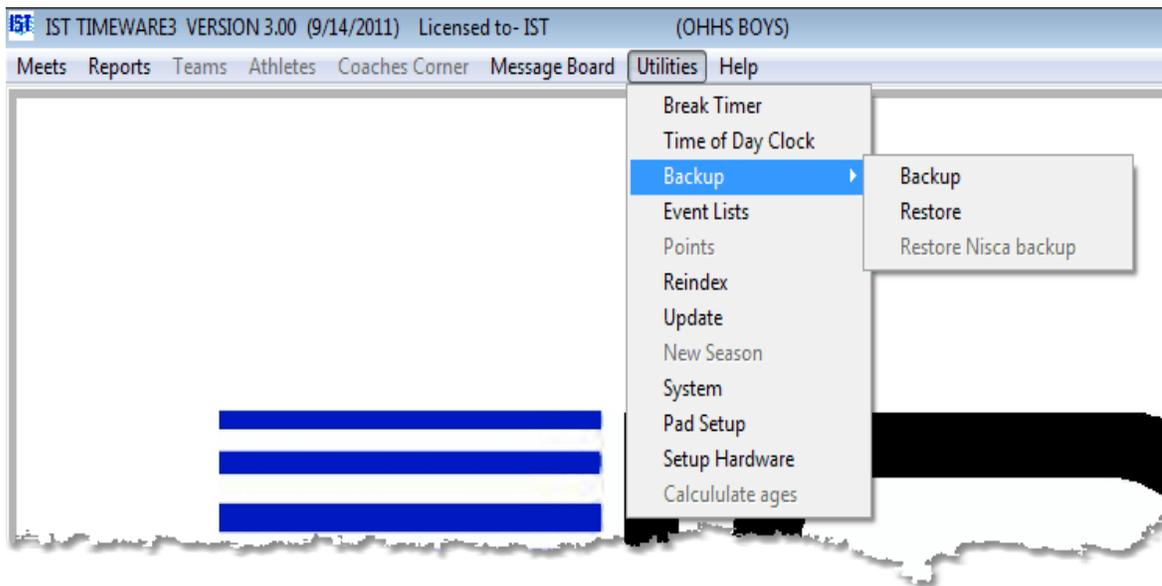
Backup Functions

This item allows you to back up the system to a compressed .zip file, and to restore the system from that file in case of a problem. It is recommended that you back up after every meet. You will also be prompted to back up the system every time you exit TIMEWARE 3.

NOTE: Backing up the system often will save you a lot of time and trouble down the road.

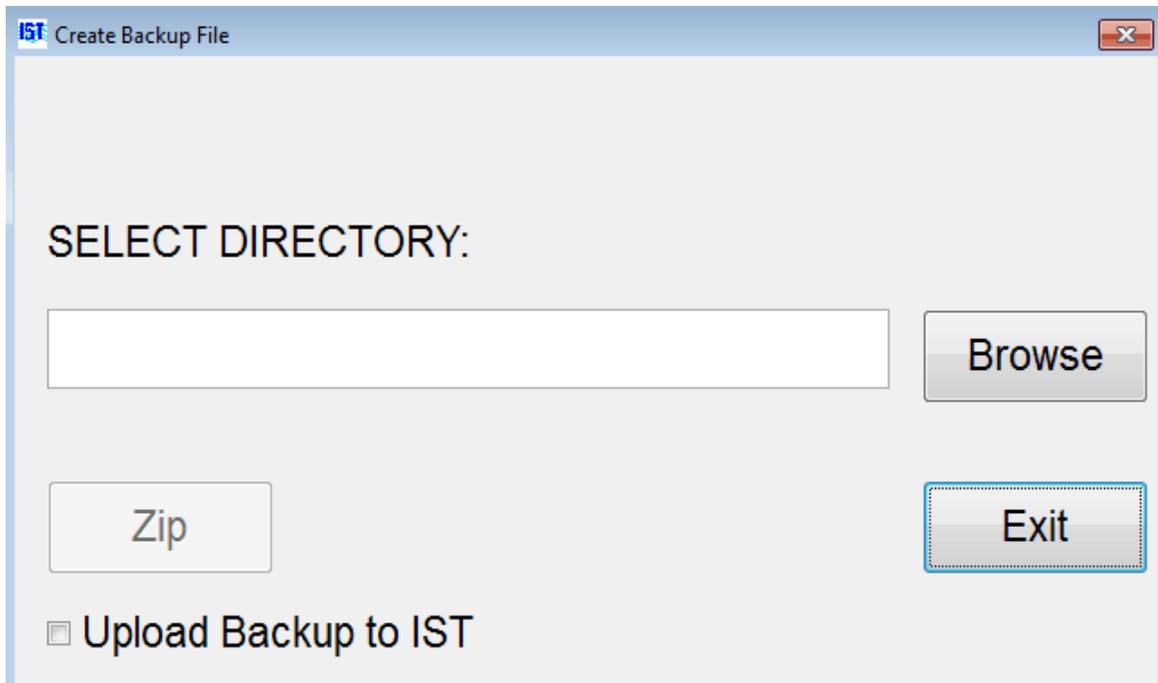
IST recommends having multiple places that you keep your backups and alternating between them so that if one backup media becomes corrupted you can get the data from the other. You may be a little behind with the data but at least you won't have to start over from scratch.

From the MAIN menu, select UTILITIES and BACKUP. You will then have two choices:

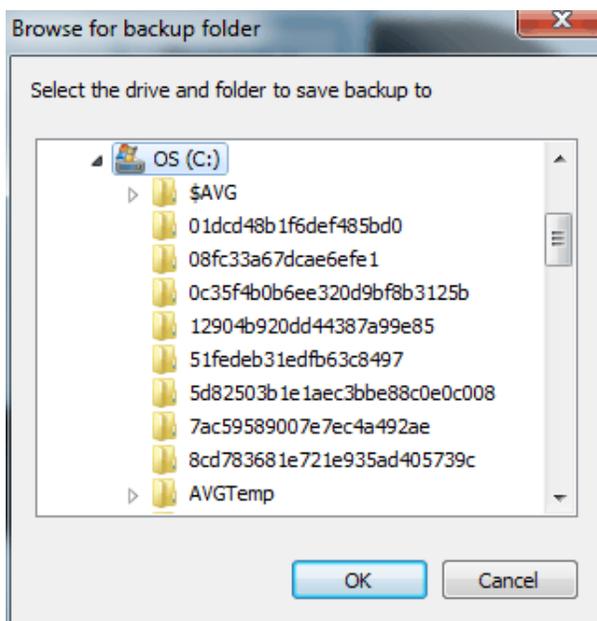


Backing Up the System

Select BACKUP from the menu. You will then see the following screen:

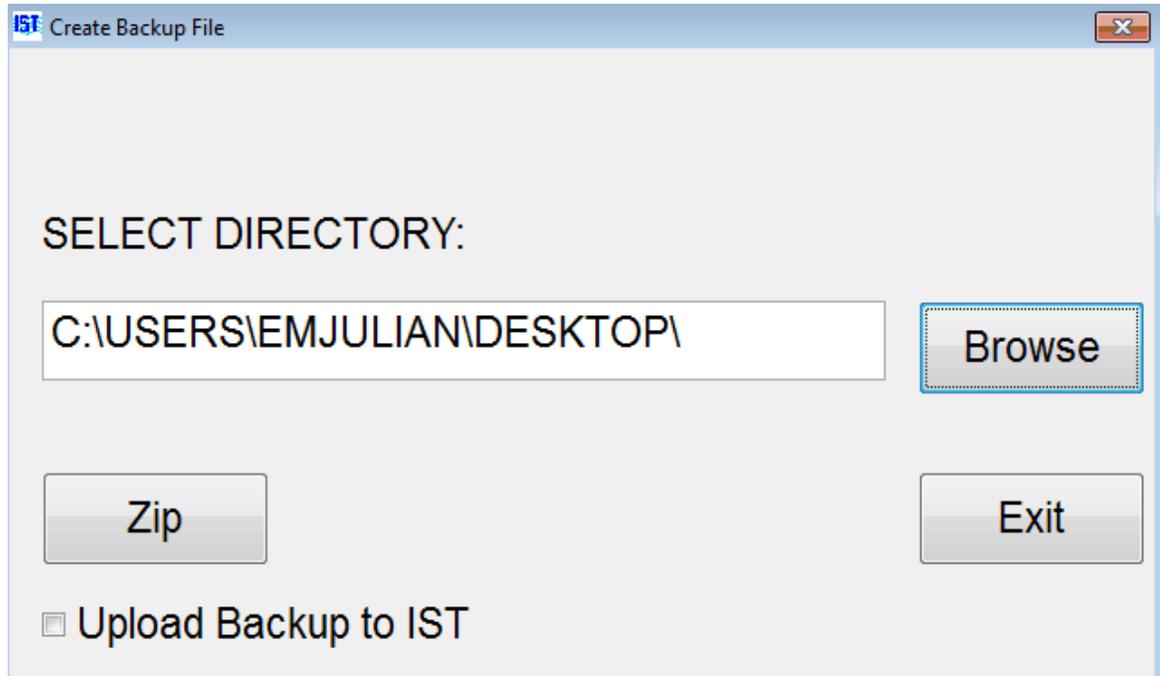


Select the location you want to back up the data to by clicking on the BROWSE button. **NOTE:** Do It is not recommended that you back up to the C: drive - you will lose both the backup and the original copy if the hard drive goes! Select a drive with removable media (thumb drive, SD card, etc.) or a network drive that is NOT your computer. You will then see a screen similar to the following:



Select the drive you wish to back up the data to and click the OK button.

Once you have selected the drive, you will see the following screen:

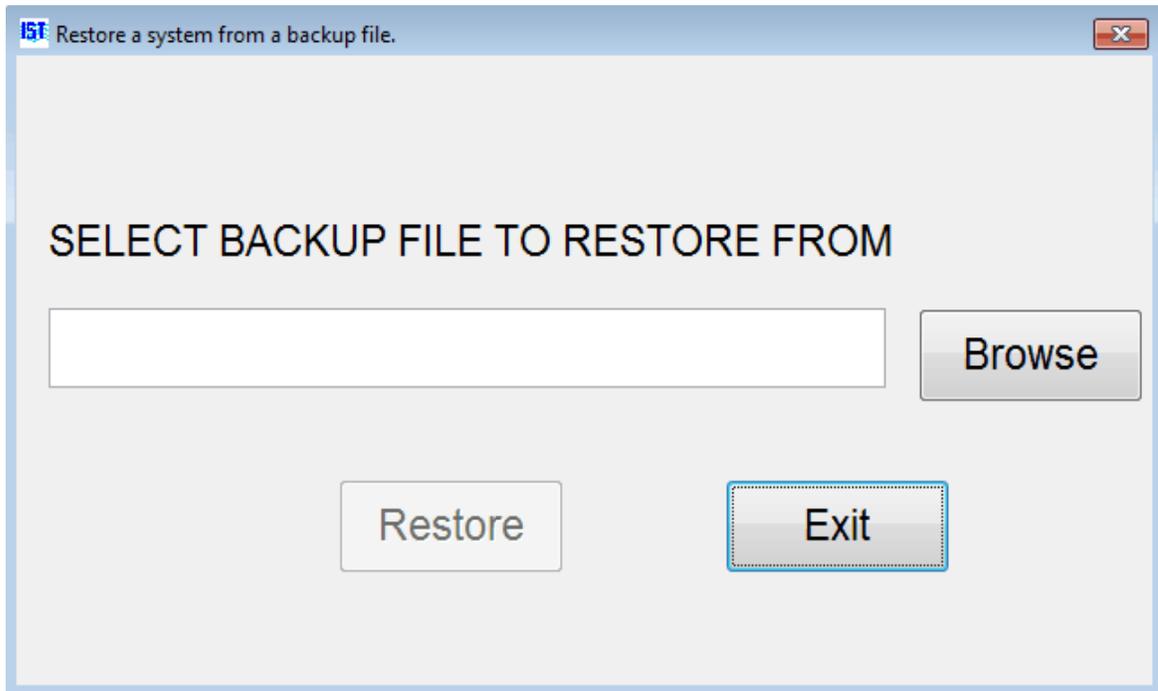


If you are connected to the internet when you are doing your backup, you can select the UPLOAD BACKUP TO IST check box. This will send a copy of your zipped backup file to an IST server where it can either be stored for you or accessed by our technicians if you have questions about the setup or had problems during the meet. **NOTE:** This requires an active internet connection. If you would like one of our technicians to look at your backup, please contact us at support@istime.com or call 800-835-2611.

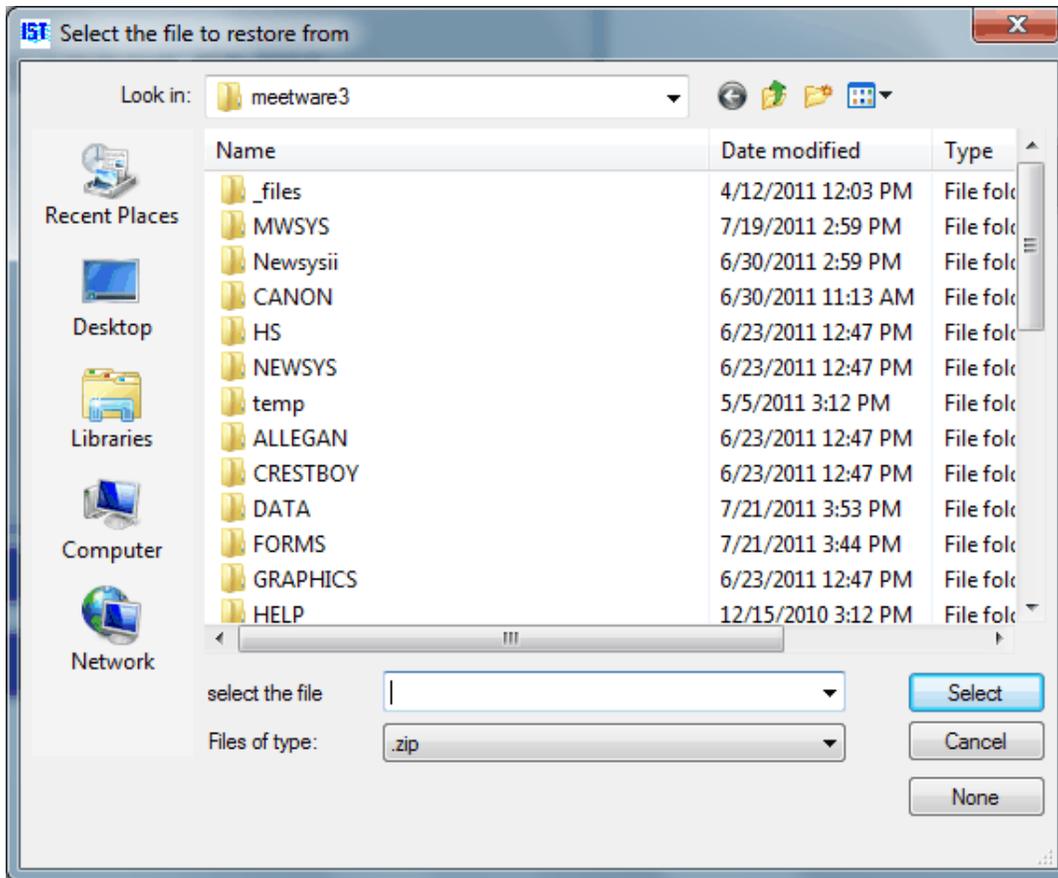
To backup the data for your system, click the ZIP button that has appeared. This will compress your backup files so that they are easier to store or send via e-mail. The backup will be stored in the directory that you selected and will be named "BACKUP_*system_directory*.zip", where *system_directory* is the name of the directory that you specified for your system when you [set it up](#).

Restoring From Backup

To restore the system from a backup location, select RESTORE from the BACKUP menu. You will see a screen similar to the following:

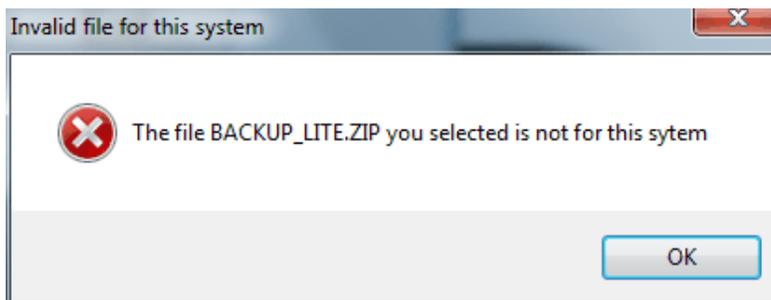


Click BROWSE and select the directory or drive that the backup for the [system](#) you are currently in is stored on from the following screen:



NOTE: You can only restore from a TIMEWARE 3 .ZIP back up file. The file name will be *BACKUP_system_directory.zip*.

If you have selected a backup.zip file that is not the backup for the system that you are currently in, you will see the following message:



Click OK. If you selected the wrong backup file, you can reselect the correct file. If you are in the wrong system, EXIT the Restore screen, [select the correct system](#) and then run the RESTORE again.

Once the restore process is complete you will be returned to the MAIN menu.

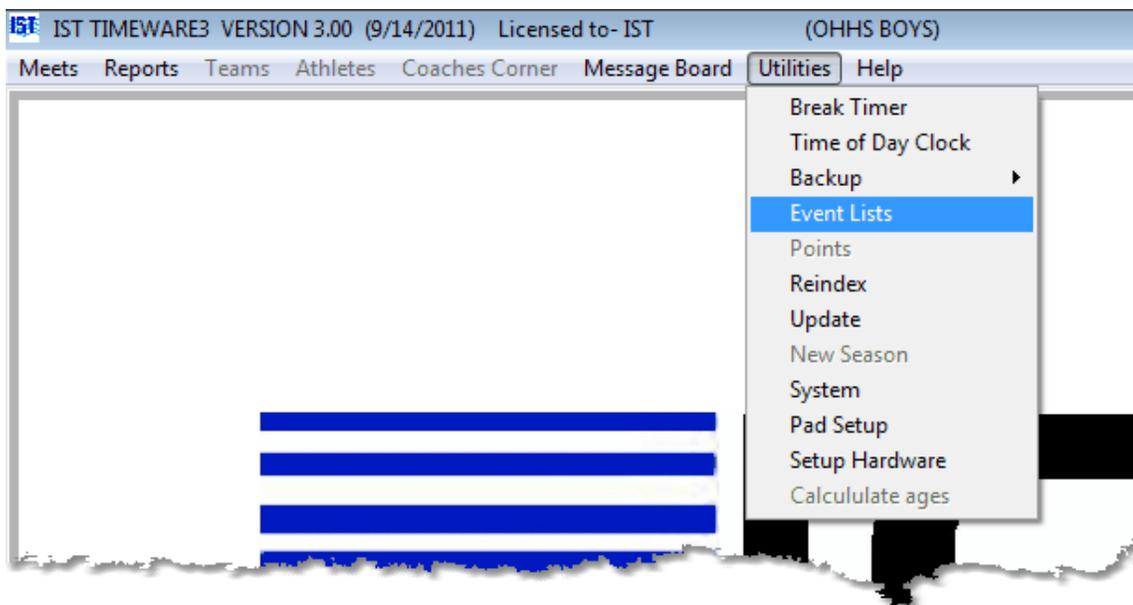
EVENT LISTS

[Top](#) [Previous](#) [Next](#)

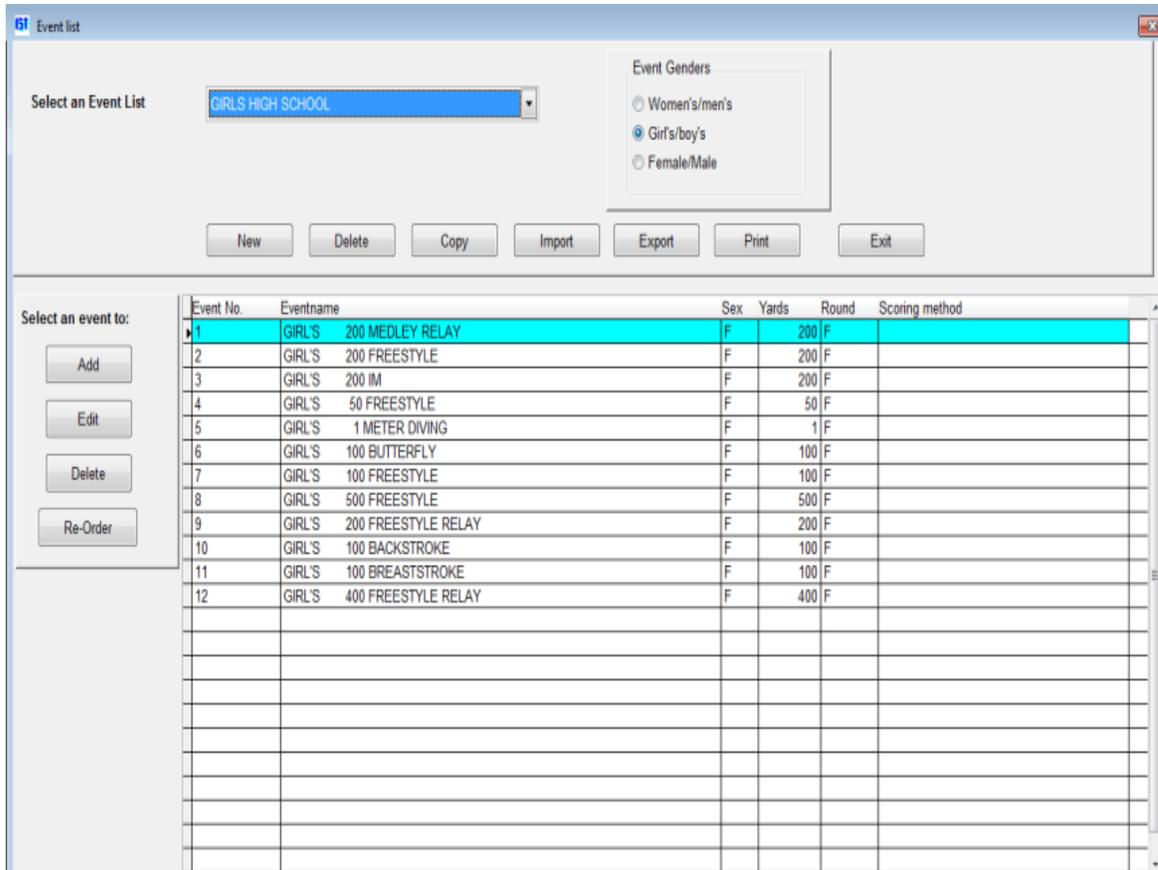
Event Lists

Event lists are the order of events in a meet and it tells TIMEWARE 3 what the stroke and distance of each event is, as well as the age group and sex for that event and whether the event is for one or more teams (i.e. Freshman, JV or Varsity).

To work with an event list, select UTILITIES and EVENT LISTS from the MAIN menu.



You will then see a screen that looks like the following



The NISCA High School event list for Girls and Boys is included with the software. Selecting one of the EVENT GENDER options for the selected event list will change how the genders are listed in each event name in that list (Women's/Men's, Girl's/Boy's, Female/Male). This does not effect the event at all, just how the gender is displayed in the event title.

The top portion of the screen deals with the entire event list. For each event list you have several options:

[Create a NEW](#) event list

[DELETE](#) an existing event list

[COPY](#) an event list to a new name

[IMPORT](#) an event list from another system

[EXPORT](#) the event list to a file

[PRINT](#) the event list

The bottom portion allows you to work with individual events from the list displayed. Within each event list you can:

[ADD](#) an event

[EDIT](#) or change an event

[DELETE](#) an event

[REORDER](#) the event list

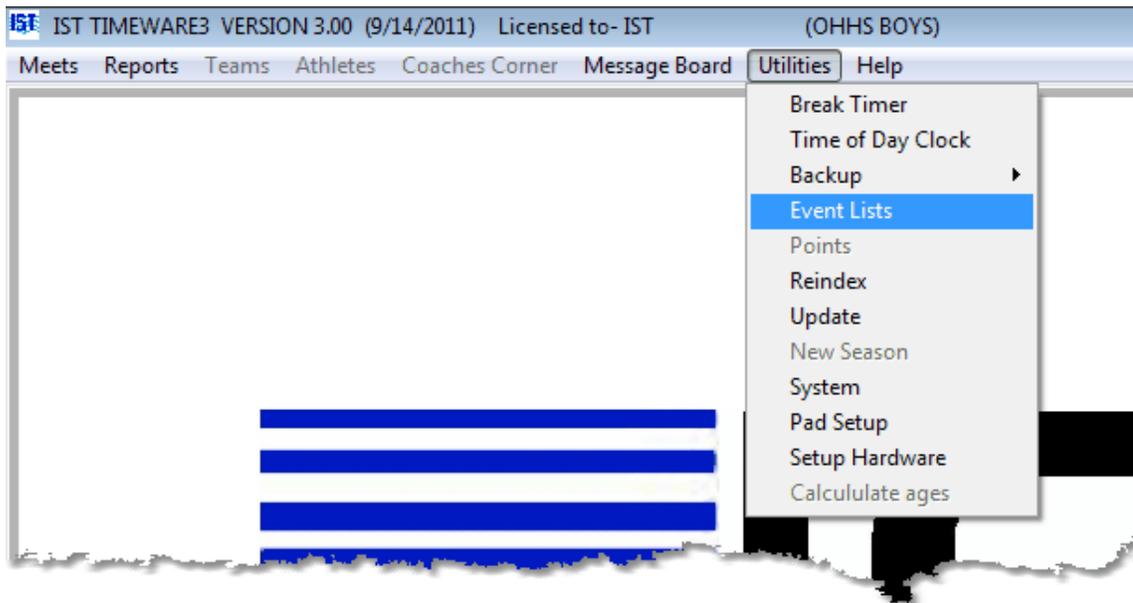
CREATING A NEW EVENT LIST

[Top](#) [Previous](#) [Next](#)

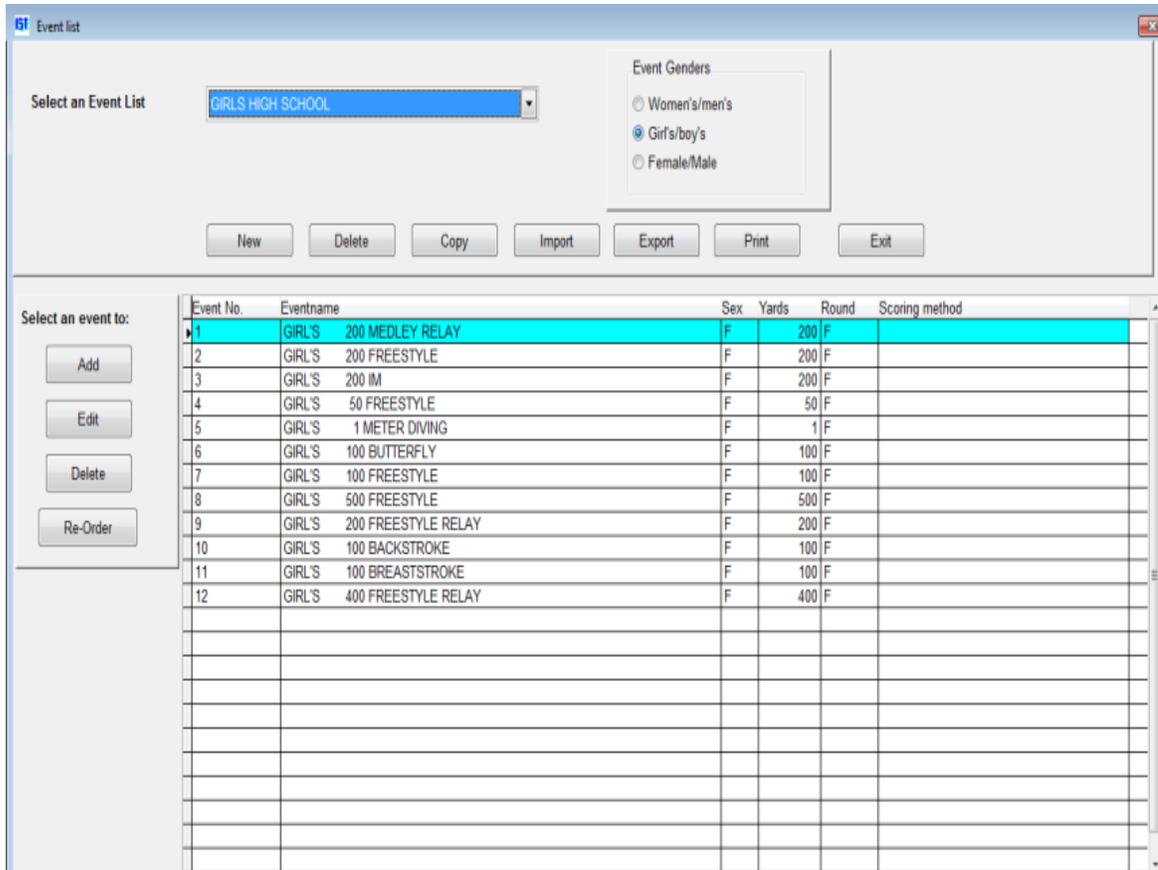
Creating a New Event List

If you are using Hy-Tek's Meet Manager, the event list in TIMEWARE 3 must match the Meet Manager event list exactly. In that case you may find it easier to [import](#) the event list from Hy-Tek.

To create a new event list, from the MAIN menu select UTILITIES and EVENT LISTS



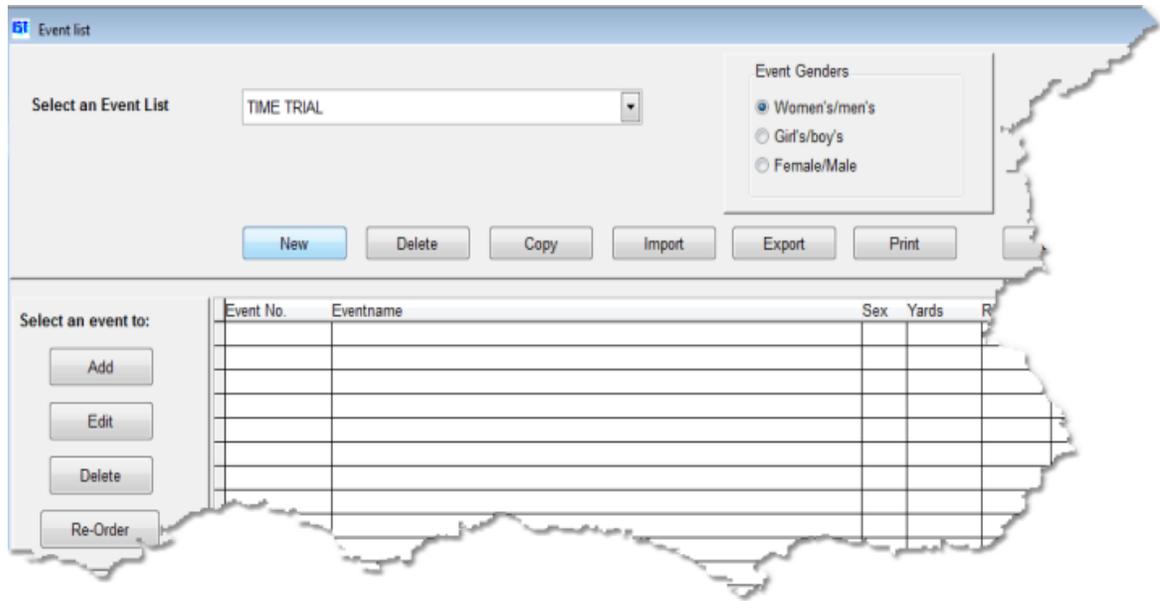
You will then see the following screen:



The NISCA High School event list for girls and boys is included with the software. The Event List grid shows the Event Number, Event Name, Sex, Yards, Round (Prelims or Finals) and Scoring Method for each event.

Creating a New Event List

To create a new event list click the NEW button on the Event List window. Enter the name of your new event list into the [text box](#) and click OK (which is where the NEW button was). **Note: you should select a name that is unique and descriptive. It can up to 30 characters in length.** You will then see a screen similar to the following:



Next, select the Event Gender for the event list. Gender determines how the sex of the swimmers will be written for that event list: (Women's/Men's, Girl's/Boy's or Female/Male). This usually depends on the ages of the swimmers.

To add an event to the list, click the ADD button to the left of the event grid. You will then see the following screen:

*****Click on an item or area on the graphic to link to it's description*****

The screenshot shows the 'Adding events...' dialog box with the following settings:

- EVENT #:** 1
- Ind/relay:** Relay
- Sex:** Female
- Team:** None
- Age range:** 6&UNDER
- Distance:** 100
- Stroke:** Freestyle
- Low time:** NONE
- Hi time:** NONE
- Define relay legs:** 2
- Rounds:** Final
- Round Scoring:** Finals

LEG	LAPS	DIST.	STROKE
1	1	50	FREE
2	1	50	FREE

Event # The software automatically starts numbering events at 1 and moves to the next number as you create new events. If you would like to assign a different number, highlight the 1 and type in the correct number. Each new event will be numbered sequentially beginning from that number.

If you select [Team](#), the first letter of the team (F, J or V) will follow the event number. You can also customize each event number by typing a letter or letters after it. **NOTE:** If you are using [Low/Hi Times](#), the time codes will be included in the event description.

Ind/Relay This option allows you to select whether the event is an individual event or a relay. Only relay events will show the [Define Relay Legs](#) option.

Sex This option identifies gender of the event you are creating, Female only, Male only or Mixed, with both males and females in the same heat. If your event list will include identical but separate events for both females and males, select the SEX of the odd numbered events and then check ALTERNATE. When you create event number 1 one sex (i.e., Girl's), the software will automatically make event number 2 identical but for the other sex (i.e., Boy's).

Team If the event list is for a multilevel high school meet, select the appropriate level (Freshman, JV or Varsity) for that event. The first letter of the team (F, J or V) will follow the event number. If the event list is for a single level, select NONE.

Age range For age group meets, select the appropriate age range for the event. If the age range you need is not one of the options, click OTHER and enter the age range in the FROM and TO boxes. If you are running high school or college meets and do not use ages, select NONE.

Distance Select the distance for the event. If it is a diving event, select 1 meter, 3 meter or platform. If the distance you need is not listed, select OTHER and supply the distance in the text box. The distance selected must be a multiple of the length of your pool. For example, in a 25-yard pool, you can create a 75-yard event, but not a 110-yard event.

Stroke Select the stroke for the event. MEDLEY is for either the Medley Relay event or the Individual Medley event, depending on whether the event is listed as an individual or relay event. A CRESCENDO is a relay in which each leg swims a greater distance than the leg before it. DIVING can only be selected if 1 meter, 3 meter or platform are selected under DISTANCE.

Low time / Hi time These are qualifying times or classes. They are used for age group and USS meets. Select the correct classes for the event. The class codes will be included in the event description. If you do not need these, click NONE.

Define Relay Legs Defines the number of legs in the relay, the number of laps, the distance and stroke for each leg. This is generally set for you based on the stroke and distance that you selected for the relay event, but you should check it to make sure it is correct and to assign the stroke for each leg. See [Setting up Special Relays](#) for more information on setting up 100 yard, 3 legged and crescendo relays.

Rounds and Round Scoring These options are used for a Prelim/Finals (Championship) type meet. See [Setting up a Championship Event List](#) for more information.

User Name MEETWARE 3 names the events with the gender, age range (if used), distance and stroke. If you have a special name that you want to use for the event, click the USER NAME check box and enter the name you would like to use in the text box. The maximum number of characters for the event name (including spaces) is 30.

OK accepts the event and moves you to the next event. The last event entered will be listed at the very top of the window and the event number will be incremented.

DONE exits the screen and returns you to the event list.

Once you have selected all the options, click on OK to create the event. The event number will then automatically update to the next event number and you can create the next event. If you have selected [Alternate](#) to create events for each sex, the second event will be displayed. Simply click OK to accept it and move to the next pair.

Finishing the Event List

When you have created all the events, click DONE to save the event list and return to the EVENT LIST screen.

Other Options

Once you have created the event list you can [edit the event list](#), [delete the event list](#), [copy the list](#) to a new name, [import an event list](#) from another system, [add an event](#), [edit an event](#), [delete an event](#) or [print the event list](#).

Exiting Event List

To exit the event list screen and return to the MAIN menu, click on the EXIT button.

CREATING CHAMPIONSHIP EVENT LISTS

[Top](#) [Previous](#) [Next](#)

Creating Championship Event Lists

Creating a championship event list is like [setting up any other event list](#). Select UTILITIES and EVENT LISTS. Click NEW and name your event list (CHAMPIONSHIP or REGIONALS for example). Click ADD to [add an event](#) to your event list. You will then see the following screen:

Select the correct settings for the event (Individual/relay, sex, team, age, distance, stroke, low time and high time). For ROUNDS select either FINALS or PRELIMS/FINALS depending on what type of meet you are running. For round scoring, select your PRELIMS point system from the [drop down list](#) next to PRELIMS, and the FINALS point system from the [drop down list](#) next to FINALS. **WARNING: The check box in front of the round name under ROUND SCORING does not indicate that you can only select the point system for that round. You MUST select a point system for each of the rounds that you are running, or the meet will not score correctly.** Click OK to accept the event. The software will automatically set up event 1P (prelim) and 1F (finals). Continue for all of the events in the event list. If you are running a distance event that is to be scored as a Timed Finals event,

select a TIMED FINALS point system for the PRELIM round scoring
and choose nothing for FINALS round scoring.

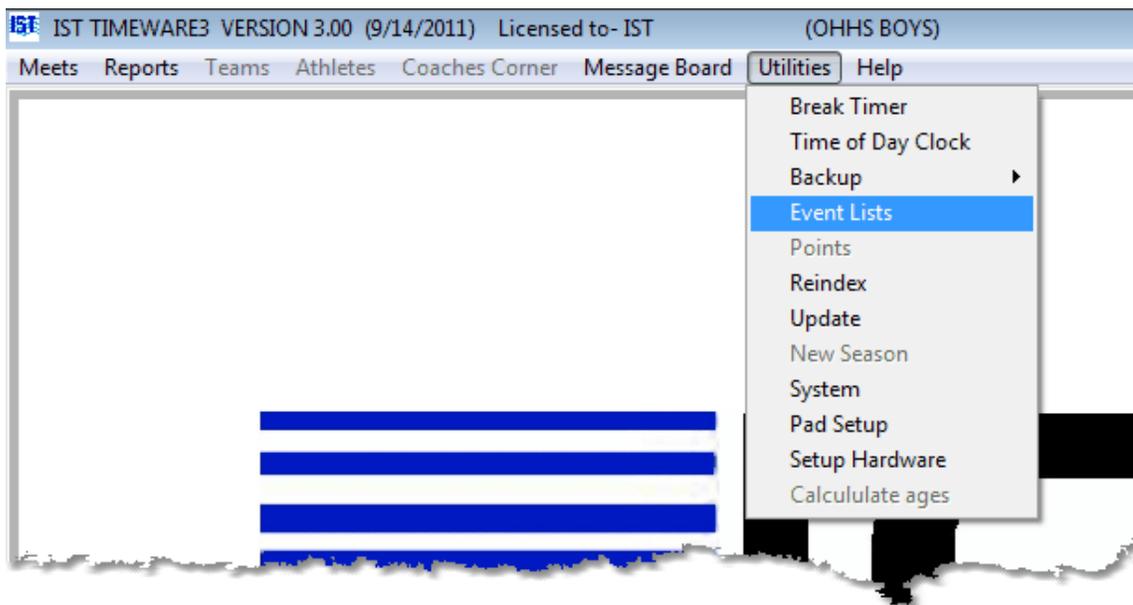
ADDING AN EVENT TO AN EVENT LIST

[Top](#) [Previous](#) [Next](#)

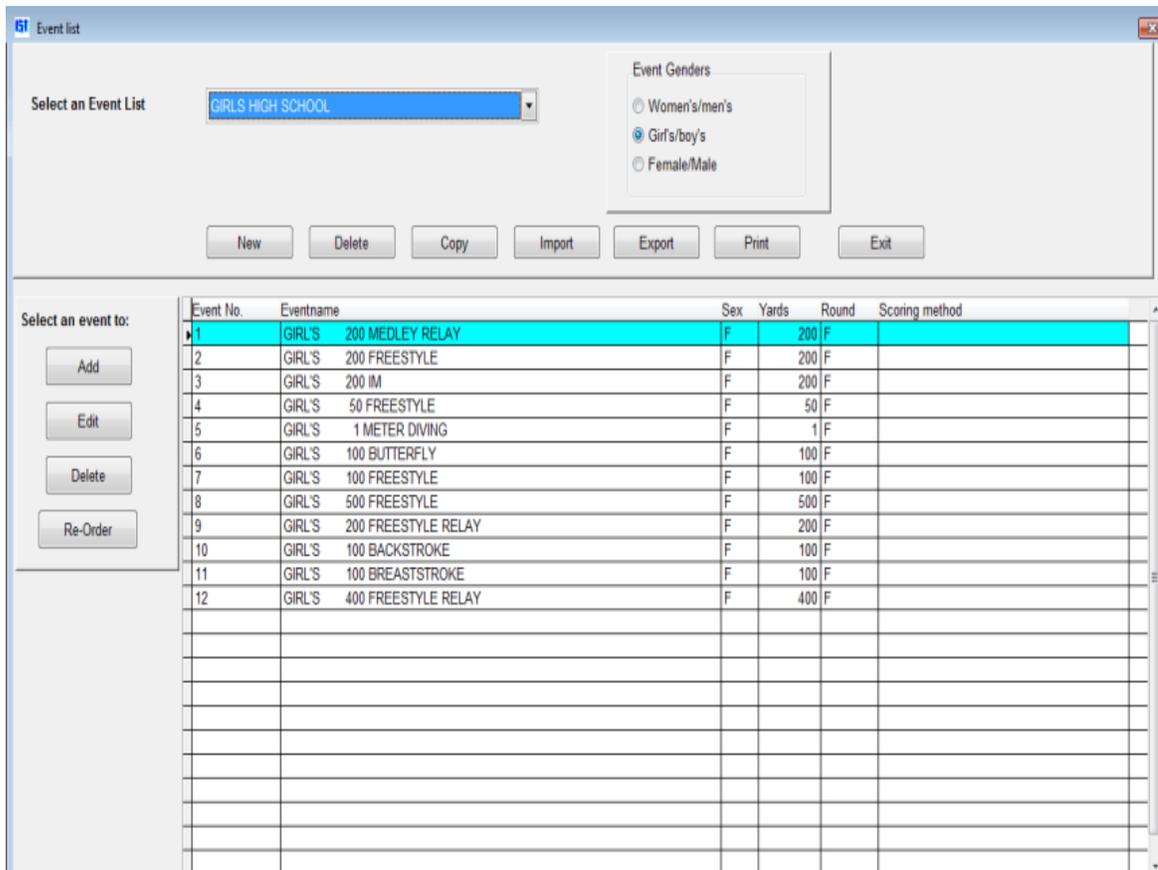
Adding an Event to an Event List

NOTE: You should not add events to a list that has already been used in a meet. You can [copy the list](#) to a new name and make the addition there.

This option allows you to add an [event](#) into a new or existing [event list](#). From the MAIN menu select UTILITIES and EVENT LIST



You will then see the following screen:



Adding an Event

Select the event list you want to work with from the [drop down list](#). To add an event to the list, click the ADD button to the left of the Event List grid. You will see a screen that looks exactly like the one you saw when you were [creating the event list](#). Notice that the event number is automatically set for the next available number. Create the event just as you did before and click OK to save it. Click DONE to return to the event list screen.

Inserting an Event

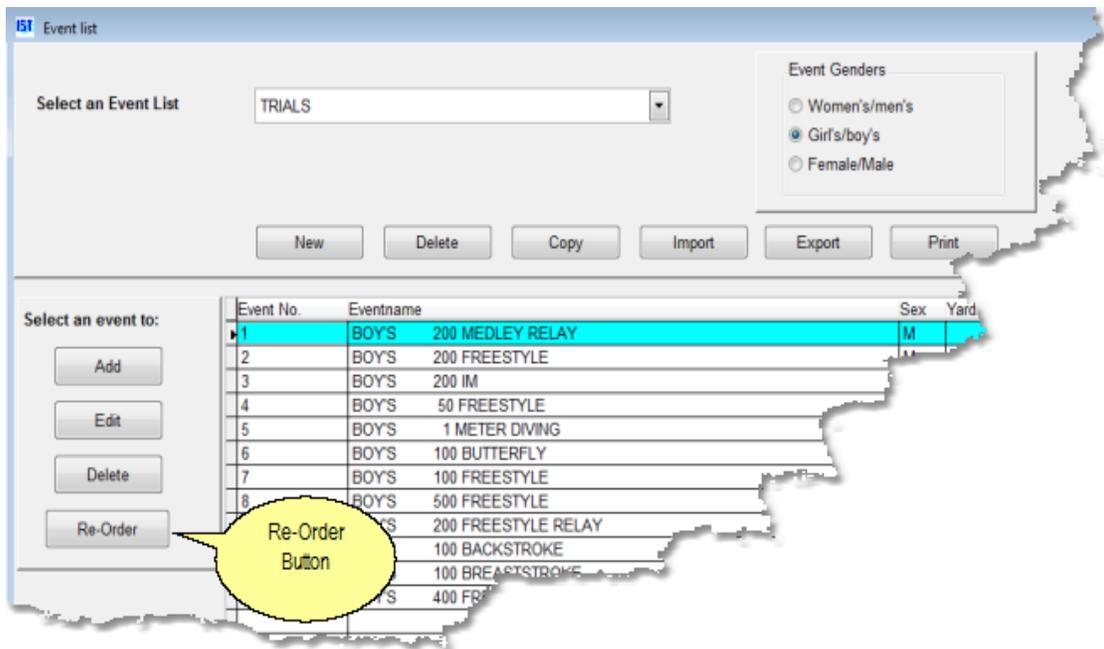
To insert an event into the event list, click ADD and create the event. Change the event number to the number you want the event to be, select the appropriate information for the event, then click OK.

You will now have duplicates of one event number. To fix this, [edit the events](#) and change their event numbers to the correct number. If you

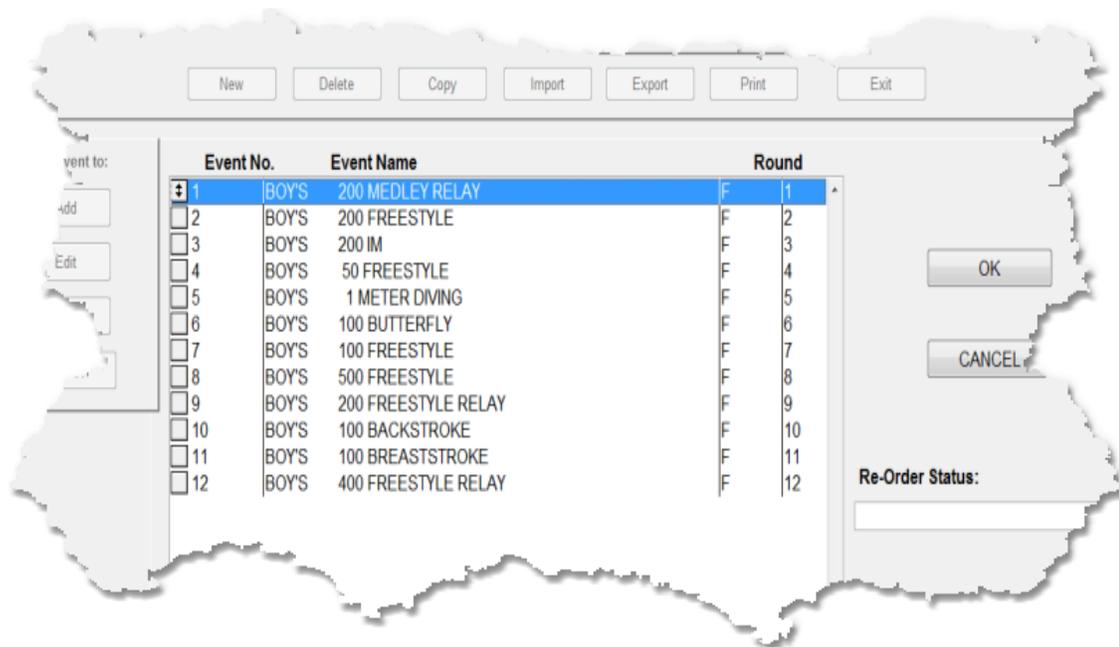
want to rearrange the events, you can [reorder](#) them and they will automatically be renumbered.

Moving an Event

To move an event, click on the RE-ORDER button on the main Event List Screen:



You will then see a screen similar to the following:



To change the order of the events and update the event numbers, click on the box to the left of the event and drag it to its correct location. Once you have finished moving the events around, click on OK to save the changes to the event list. Clicking CANCEL will cancel all of the changes and leave the event list the way it was.

Other Options

Once you have added an event, you can [edit an event](#), [delete an event](#), create a new event list, [delete an event list](#), [copy an event list](#), [edit an existing event list](#), [import an event list](#), or [print the event list](#)

Exiting Event List

To exit the event list screen, click on the EXIT button.

Setting Up Special or Unusual Relays

The Event List allows you to set up several kinds of special relays - 100 yard relays (2 legs, 4 participants), crescendo relays, etc. In general, the system will set the number of legs for you, and all you have to do is define the number of laps and stroke for the leg. However there are some special relays that require a little different set up.

100 Yard, 4 leg relay

In a 25 yard pool with touchpads at one end, this is viewed as a 2 leg relay by the computer. When it is set up it will have 2 legs, 1 lap (50 yards) per leg. Each leg is swum by 2 swimmers doing 25 yards each, but only the lap split (their combined time) is recorded.

3 Legged relay

To run a 3 legged relay select the Distance and define the number of laps for legs 1-3. Leg 4 should have 0 laps (0 Yards). The computer will then stop timing after it reaches the end of the 3rd leg. **NOTE: It is critical that the number of laps assigned to a relay equals the total number of yards assigned to the relay by it's DISTANCE.**

Crescendo Relay

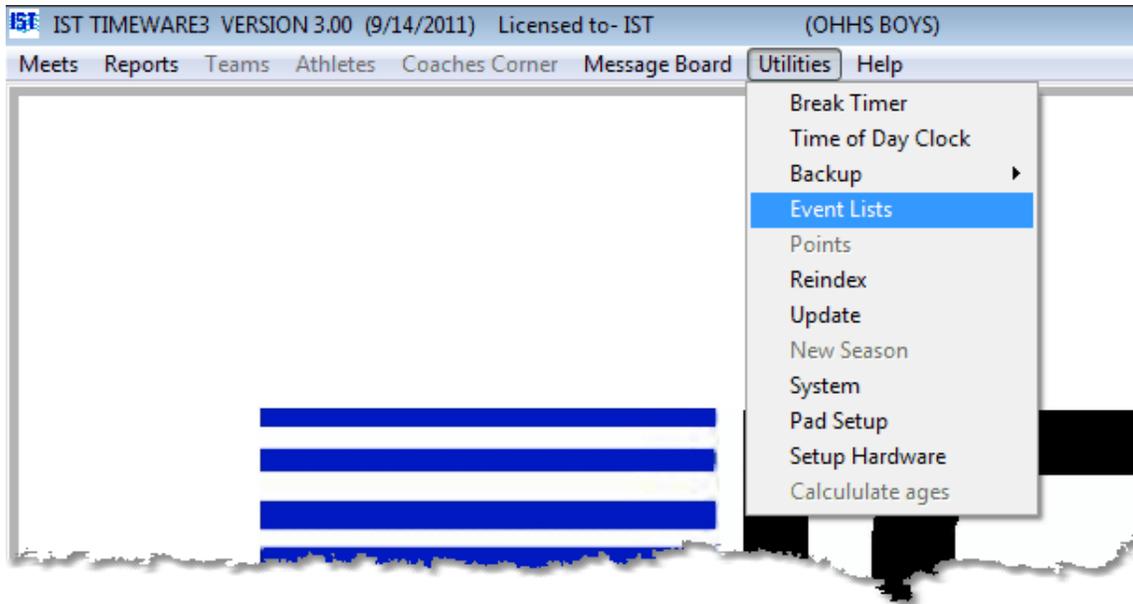
A crescendo relay is usually set up so that each relay participant swims farther than the last. Select the Distance and then select CRESCENDO as the stroke. Check the number of laps (yards) is correct and adds up to the total distance for the relay. CRES is assigned as the stroke, but that can be changed if desired.

COPY AN EVENT LIST

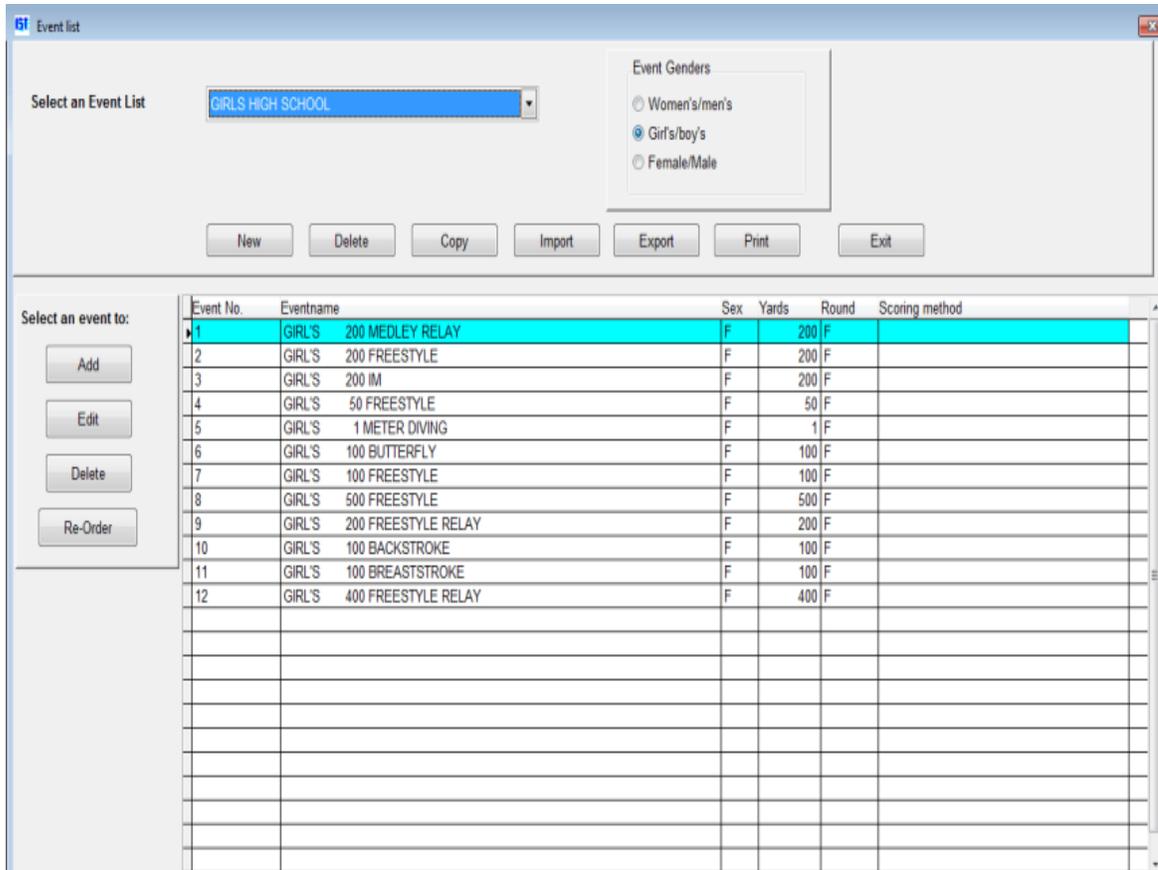
[Top](#) [Previous](#) [Next](#)

Copy an Event List

This option allows you to copy an event list to a new name so that you can [edit](#) the event list and keep the original event list intact From the MAIN menu select UTILITIES and EVENT LISTS



You will then see the following screen



To copy an event list, select the list you want to copy from the [drop down list](#) and click COPY. Click in the COPY TO [text box](#) and type in the new name of the event list. This should be unique, descriptive and less than 30 characters. **NOTE: the cursor must appear in the text box before you begin typing.**

After you have entered the new name, click OK. The new event list will be selected in the [drop down list](#), and you can begin working on it.

Other Options

Once you have copied the event list, you can [edit the list](#), [add an event](#), [edit an event](#), [delete an event](#), [print the event list](#), [create a new event list](#), [delete an event list](#), or [import an event list](#) from another system.

Exiting Event List

To exit the event list screen and return to the MAIN menu, click on the EXIT button.

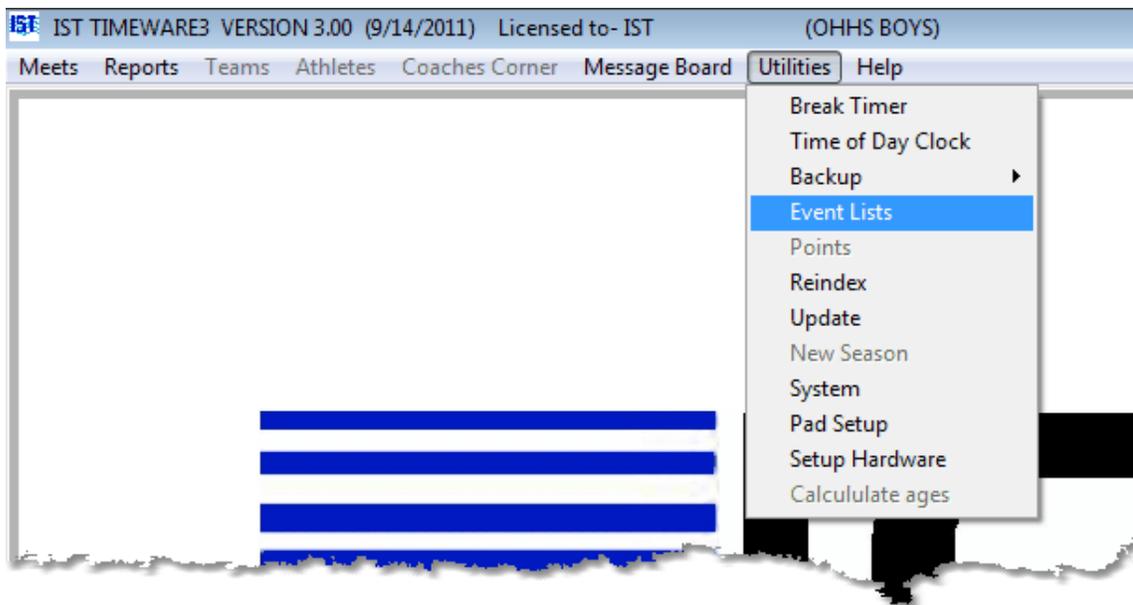
EDITING EVENT LISTS

[Top](#) [Previous](#) [Next](#)

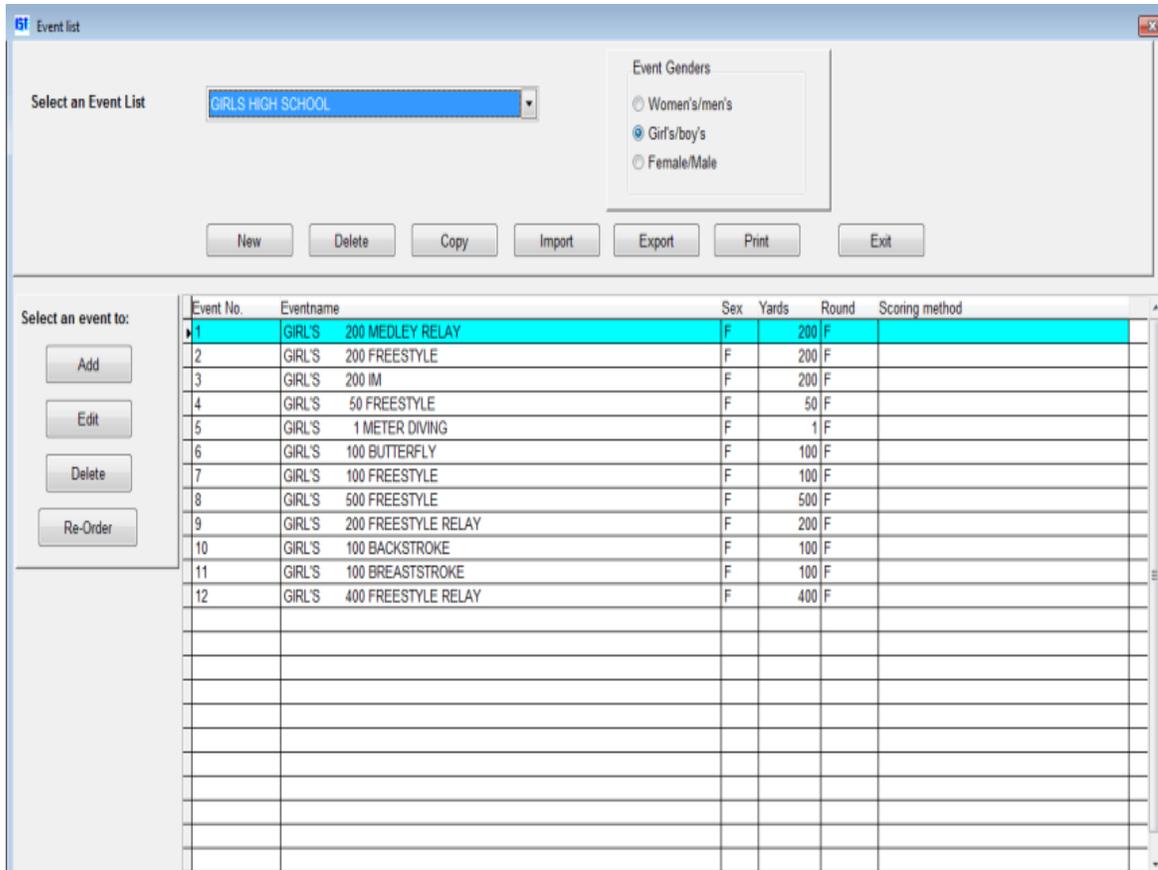
Editing Event Lists

NOTE: You should not edit events in a list that has already been used in a meet. You can [copy the list](#) to a new name and make the changes there.

Editing an event list will allow you to make changes to an [event list](#). These changes are permanent, so if you want to keep a copy of the original list, [copy the event list](#) before making changes. From the MAIN menu, select UTILITIES and EVENT LISTS.



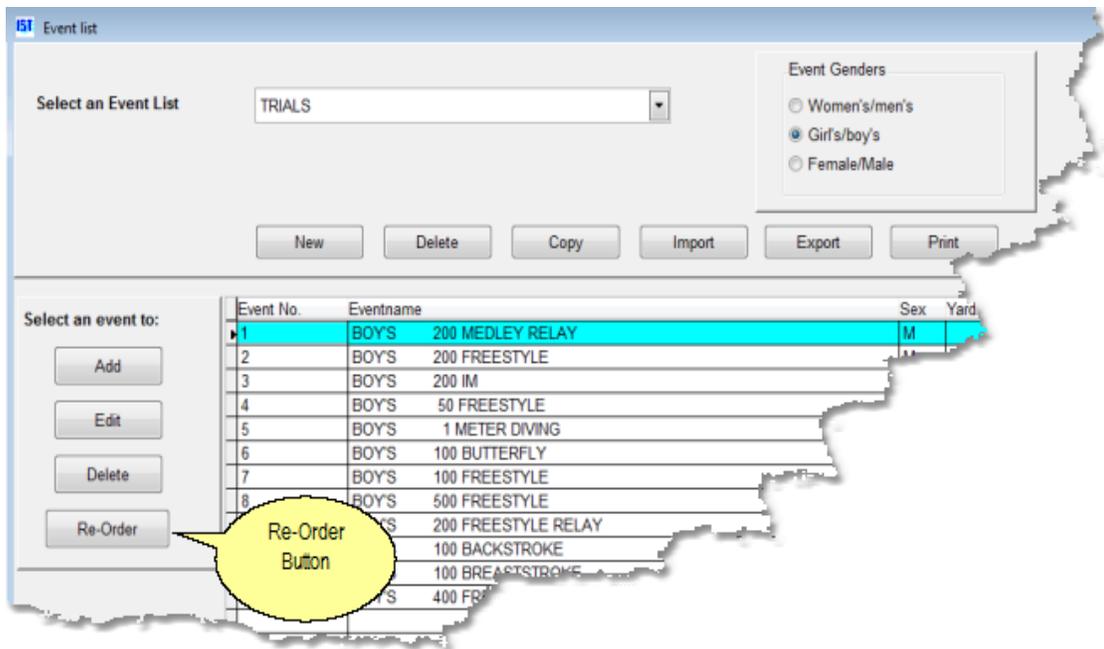
Choose the event list you want to work with from the [drop down list](#).



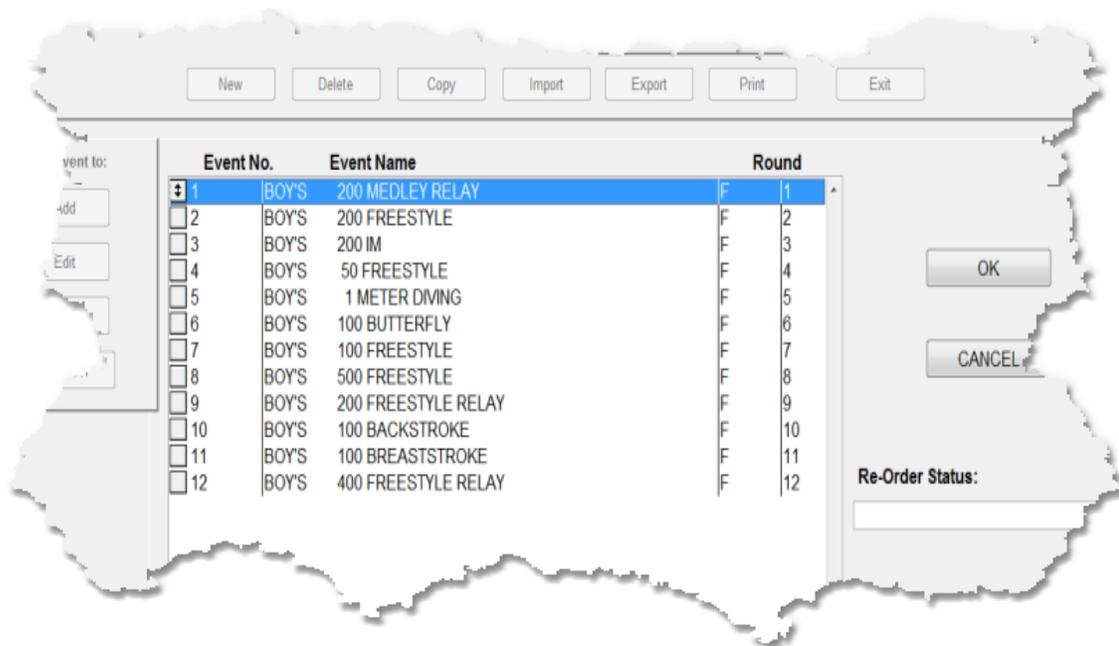
You can now [add](#), [delete](#) or [edit](#) events within the event list. You can also change the GENDER selection, which will change how the gender is displayed on all of the events.

Moving an Event in the Event List

To move an event, click on the RE-ORDER button on the main Event List Screen:



You will then see a screen similar to the following:



To change the order of the events and update the event numbers, click on the box to the left of the event and drag it to its correct location. Once you have finished moving the events around, click on OK to save the changes to the event list. Clicking CANCEL will cancel all of the changes and leave the event list the way it was.

Exiting Edit

When you have finished changing the event list, select EXIT to return to the MAIN menu.

EDITING AN EVENT

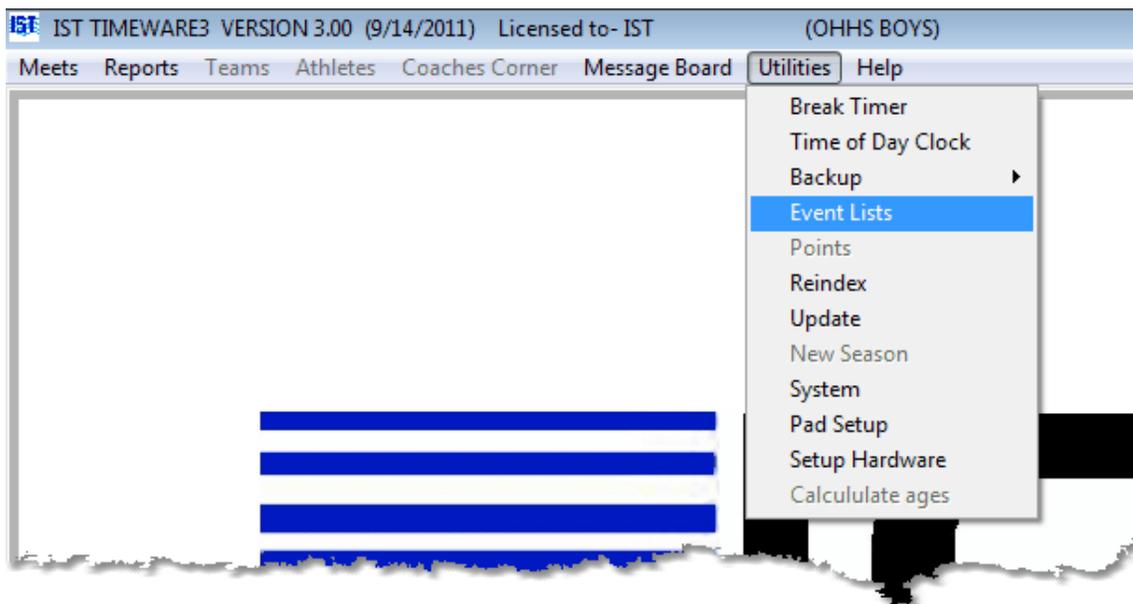
[Top](#) [Previous](#) [Next](#)

Editing an Event

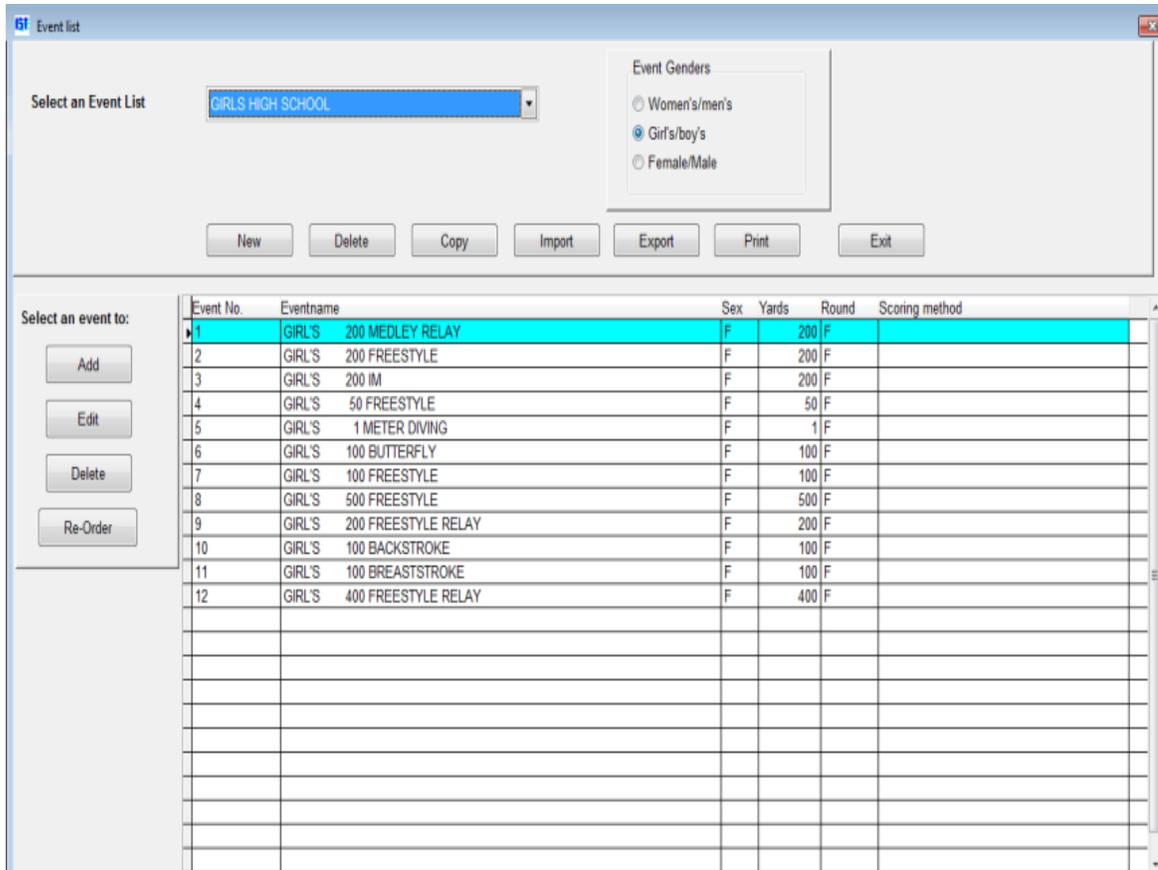
NOTE: You should not edit events in a list that has already been used in a meet. You can [copy the list](#) to a new name and make the changes there.

This option allows you to edit an event within an [existing event list](#). Editing an event will change that event permanently. If you want to keep the original event or event list intact, you should [copy the event list](#) to a new name and change the copied event or list.

From the MAIN menu select UTILITIES and EVENT LIST



You will then see the following screen



Editing an Event

Select the event list you want to work with from the [drop down list](#). Click on the number or name of the event in the grid that you want to edit. You will see the same screen that you saw when you were [creating the events](#) in the event list. Anything on the screen can be changed. When you have finished making the changes, click OK once to save the changes. Clicking DONE will return you to the Event List screen.

Inserting an Event

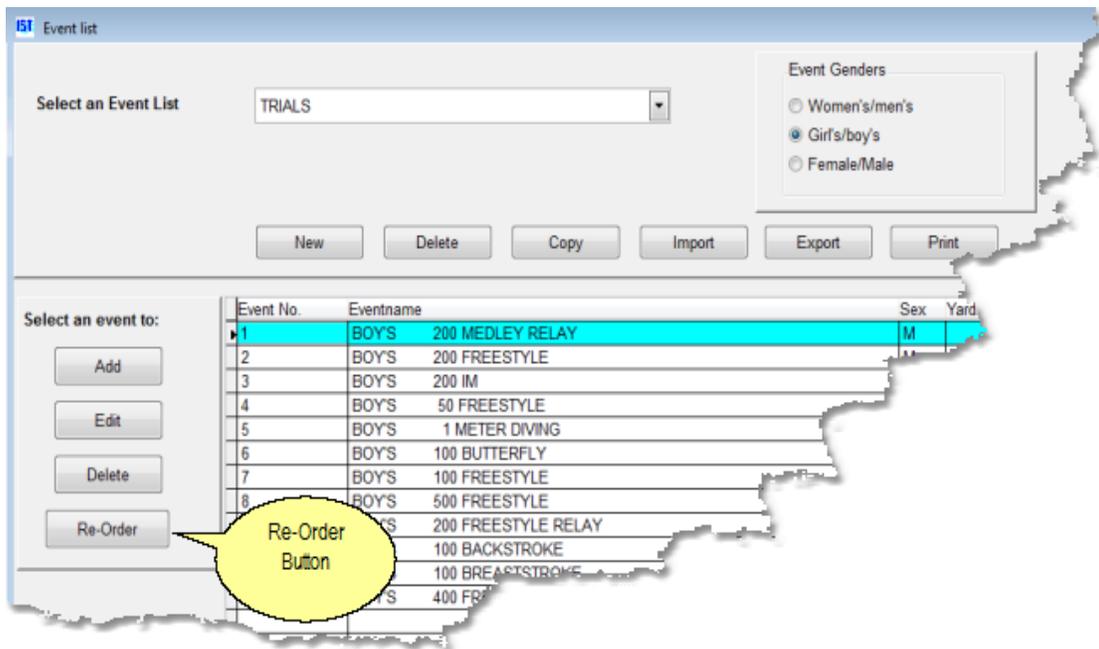
To insert an event into the event list, click [ADD](#) and create the event. Change the event number to the number you want the event to be, then click OK.

You will now have duplicates of one event number. To fix this, edit each event and change the event numbers to the correct number. You

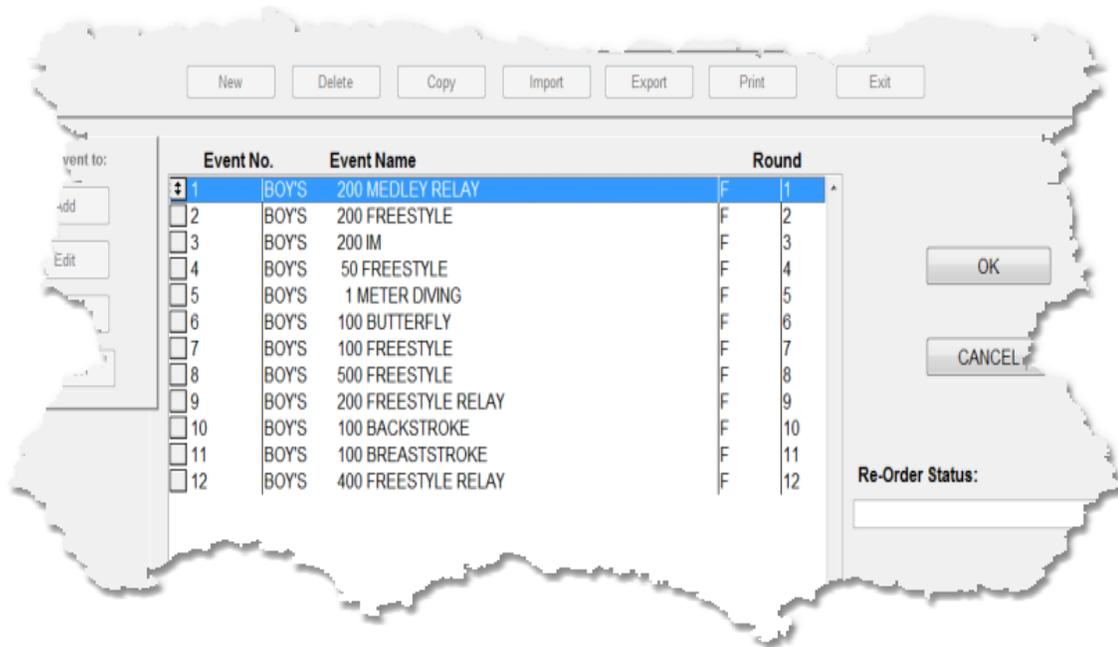
can also use the Re-Order button to move the event to the proper place in the list.

Moving an Event

To move an event, click on the RE-ORDER button on the main Event List Screen:



You will then see a screen similar to the following:



To change the order of the events and update the event numbers, click on the box to the left of the event and drag it to its correct location. Once you have finished moving the events around, click on OK to save the changes to the event list. Clicking CANCEL will cancel all of the changes and leave the event list the way it was.

Other Options

Once you have edited an event, you can [add an event](#), [delete an event](#), [print the event list](#), [create a new event list](#), [delete an event list](#), [copy an event list](#) or [import an event list](#).

Exiting Event List

To exit the event list screen click on the EXIT button.

DELETING AN EVENT LIST

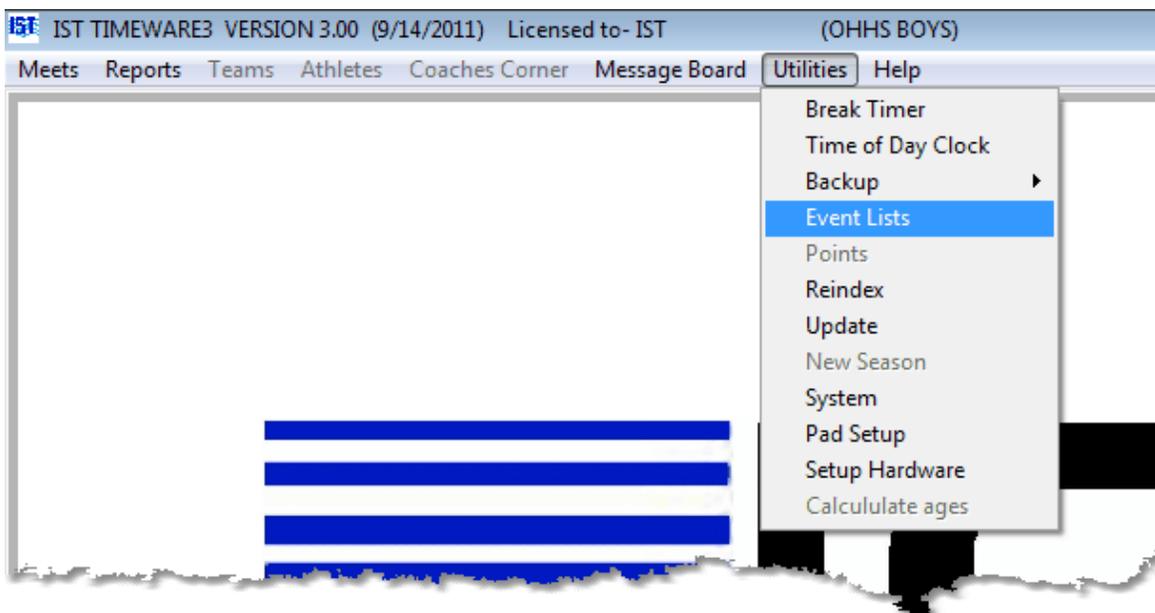
[Top](#) [Previous](#) [Next](#)

Deleting an Event List

NOTE: DO NOT delete an event list that has already been used in a meet. If you no longer need the meet data, you can delete the meet and then delete the event list, but all meet data will be lost.

This option will allow you to delete an event list from the system, as long as it has not been used in a meet. Once the event list has been deleted, it can not be recovered. Be sure you want to delete the event list before you delete it.

To delete an event list select UTILITIES and EVENT LIST from the MAIN menu.



Select the event list you want to delete from the [drop down list](#) and click on the DELETE button underneath the event list name. If the event list is not used in a meet, you will be asked "Are you sure you want to delete the event list?" If you click on OK, the event list will be deleted. **NOTE:** Once the event list is deleted it can not be recovered. If you do not want to delete that event list click CANCEL.

Other Options

Once you have deleted an event list, you can [create a new](#) event list, [copy an event list](#), [import an event list](#), [add an event](#) to an existing event list, [edit an event](#) in an existing event list, [delete a single event](#) from an event list, or [print an event list](#).

Exiting Event Lists

When you are finished with the event list, click on the EXIT button to return to the MAIN menu.

DELETING AN EVENT

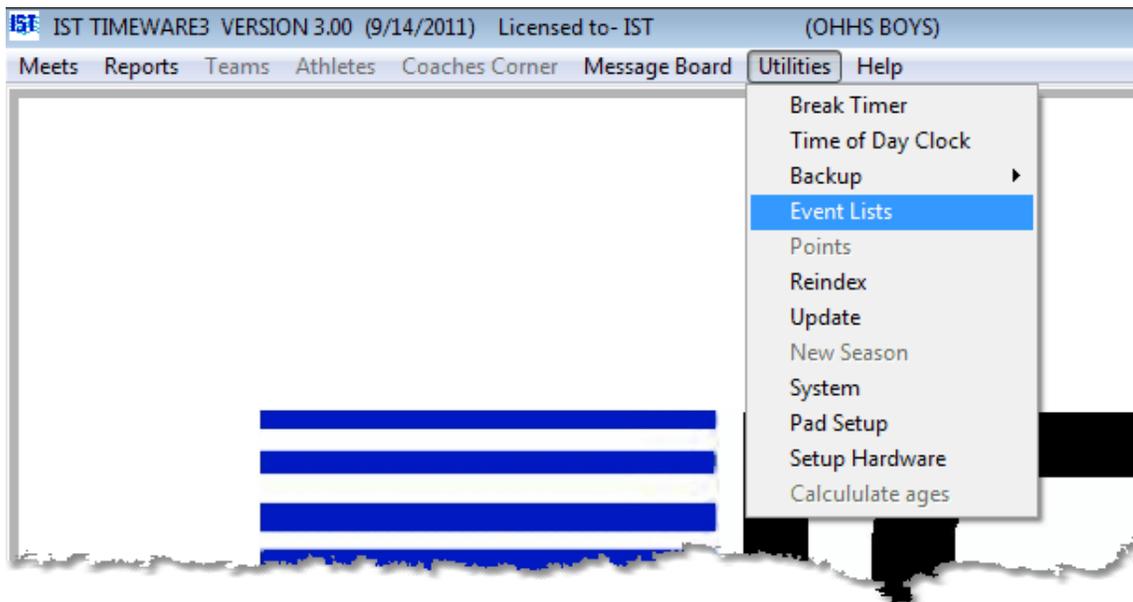
[Top](#) [Previous](#) [Next](#)

Deleting an Event

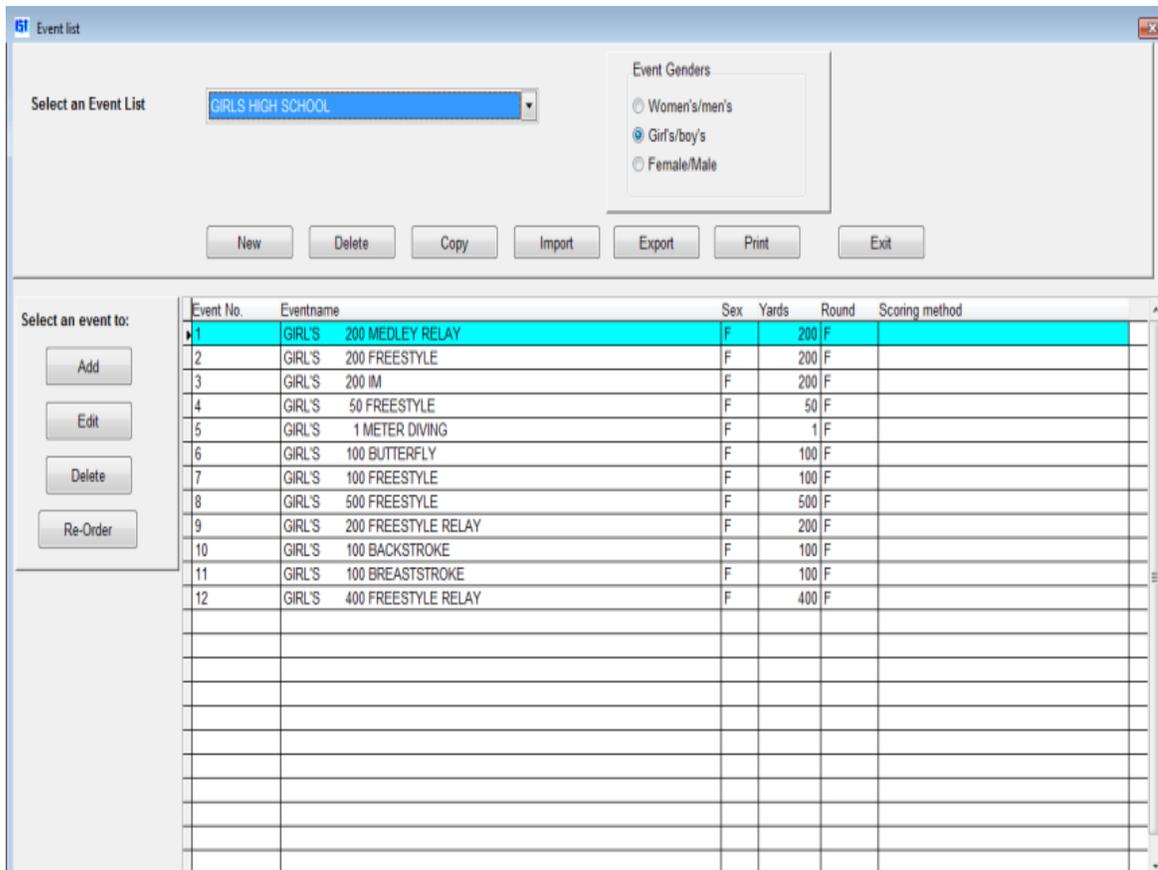
NOTE: You should not delete events from a list that has already been used in a meet. You can [copy the list](#) to a new name and make the deletions there.

This option allows you to delete an event from an event list. A delete is permanent and once deleted, an event can not be recovered and must be re-entered. Deleting an event from an event list that has been used in a meet will cause you to lose all data for that event in that meet. Be absolutely sure you want to delete the event before doing so.

From the MAIN menu select UTILITIES and EVENT LIST



You will then see the following screen



Deleting an Event

Select the event list you want to work with from the [drop down list](#). Select the event you want to delete by clicking to the left of the event number on the [grid](#). An arrow will point to the event number that you have chosen. Click on the DELETE button to the left of the grid.

NOTE: Clicking on the DELETE button **above** the grid will delete the **WHOLE event list**. You will be asked "Are you sure you want to delete this event?" Click OK to delete the event. Click CANCEL if you do not want to delete that event. **NOTE:** Once an event has been deleted it can not be recovered, and all data for that event will also be deleted. Be absolutely sure this is the event you want to delete.

Changing the Event Numbers

After you have deleted an event, the numbers will skip the deleted event. You can either re-number the events by [editing](#) each event number, or by [re-ordering](#) the event list and clicking on the grey box to

the left of the incorrect event number and then clicking OK to accept the re-numbered list.

Other Options

Once you have deleted an event, you can [add an event](#), [edit an event](#), [print the event list](#), [create a new event list](#), [delete an event list](#), [copy an event list](#) or [import an event list](#).

Exiting Event List

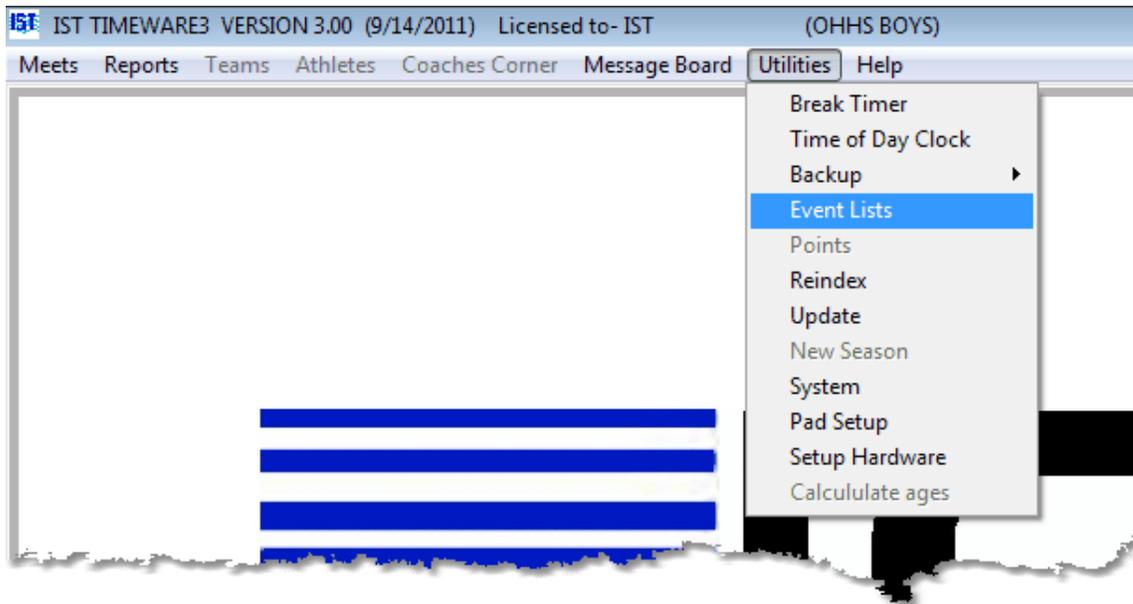
To exit the event list screen click on the EXIT button.

IMPORTING AN EVENT LIST

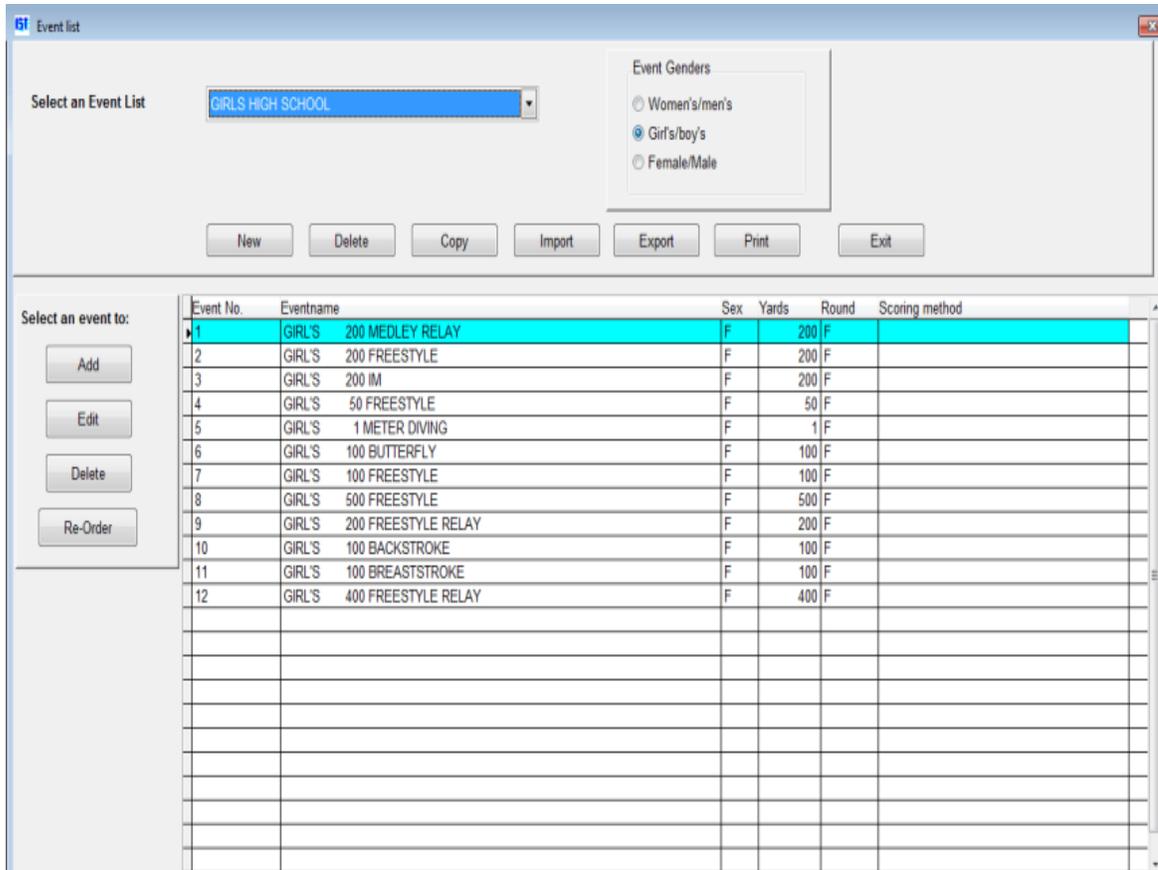
[Top](#) [Previous](#) [Next](#)

Importing an Event List

Import allows you to bring an [event list](#) in from another system. Currently supported systems are IST's SWIMWARE and Hy-Tek's Meet Manager. From the MAIN menu select UTILITIES and EVENT LIST



You will then see the following screen

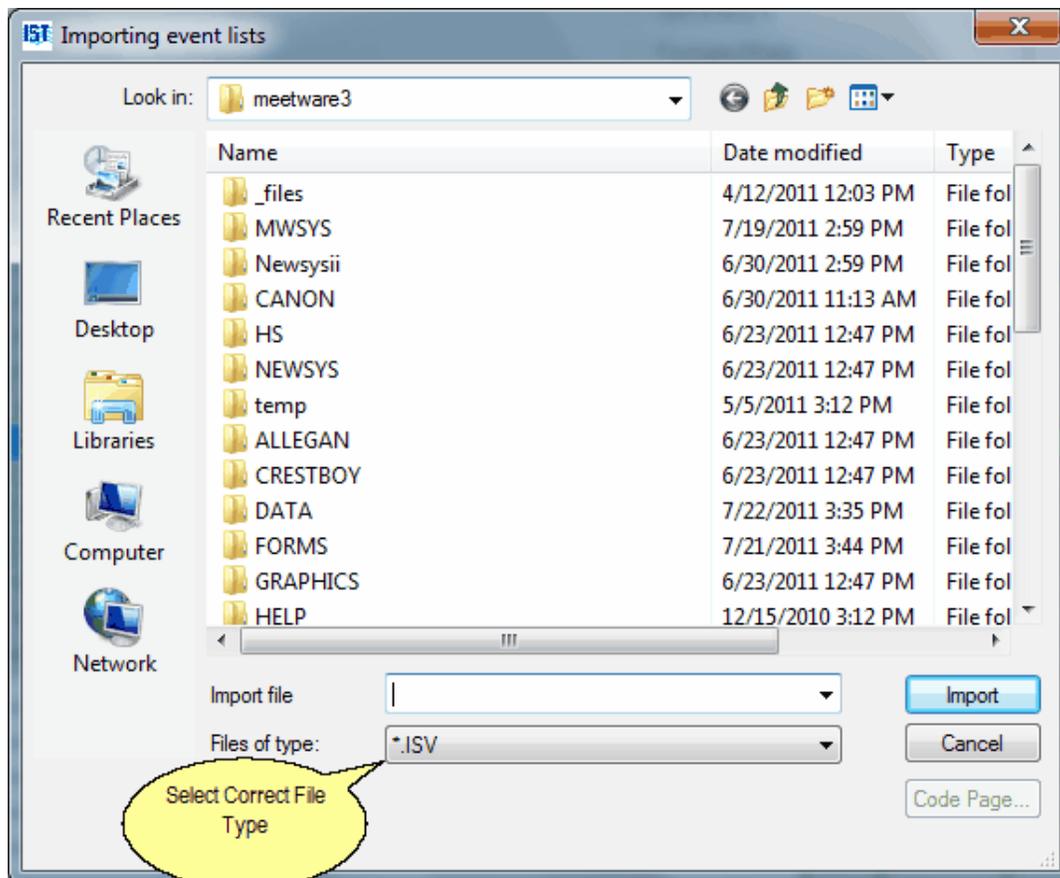


Importing an Event List

Click on the IMPORT button. In the [text box](#), enter the name you would like to call the event list you are importing. Names should be unique, descriptive and less than 30 characters including spaces.

NOTE: The cursor must appear in the text box before you begin typing.

Once you have entered the name, click on OK. A window similar to the following will pop up:



Select the correct File Type and locate the event list file that you are going to import. When you have selected the file to import, click **IMPORT**. **NOTE: IST event list files have an *.ISV file extension, Hy-Tek event list files have an *.HYV file extension. Make sure have the file type correct as you are looking for the file to import.**

Other Options

Once you have imported the event list you can [delete the event list](#), [copy the list](#) to a new name, [create a new event list](#), [edit an event list](#), [edit an event](#), [delete an event](#) or [print the event list](#).

Exiting Event List

To exit the event list screen click on the EXIT button.

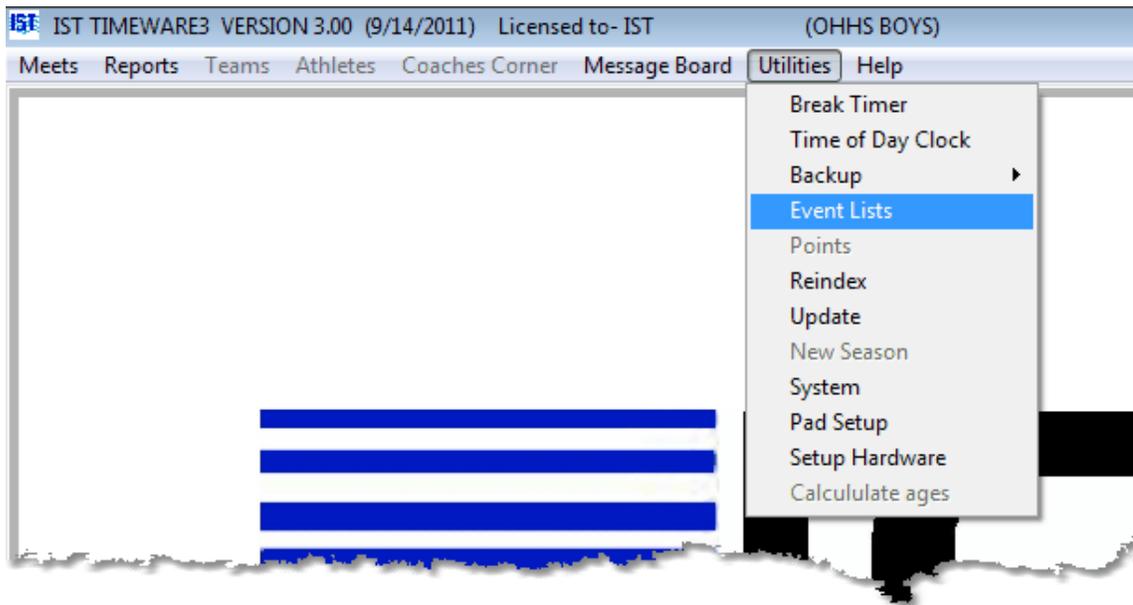
EXPORT AN EVENT LIST

[Top](#) [Previous](#) [Next](#)

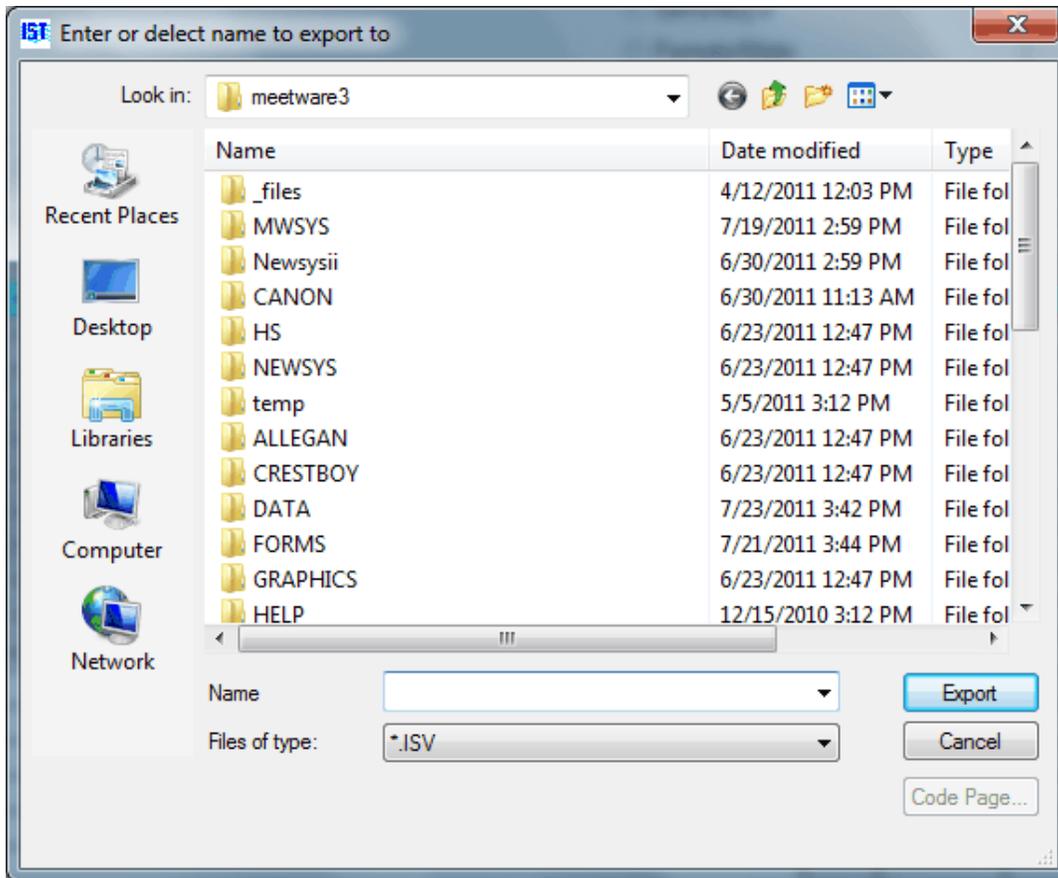
Export an Event List

Event lists can be exported to an .ISV file that can be read into other IST systems. Hy-Tek's Meet Manager will not import .ISV files or any file that is not created by their software.

To export an event list select UTILITIES and EVENT LISTS from the MAIN menu.



You will then see a screen similar to the following:



Navigate to the location where you want to store your exported event list file and type in a descriptive name to save it as. Click the EXPORT button to export the event list. Once the list has been exported a message will pop up to let you know. Clicking OK will return you to the main Event List screen.

Other Options

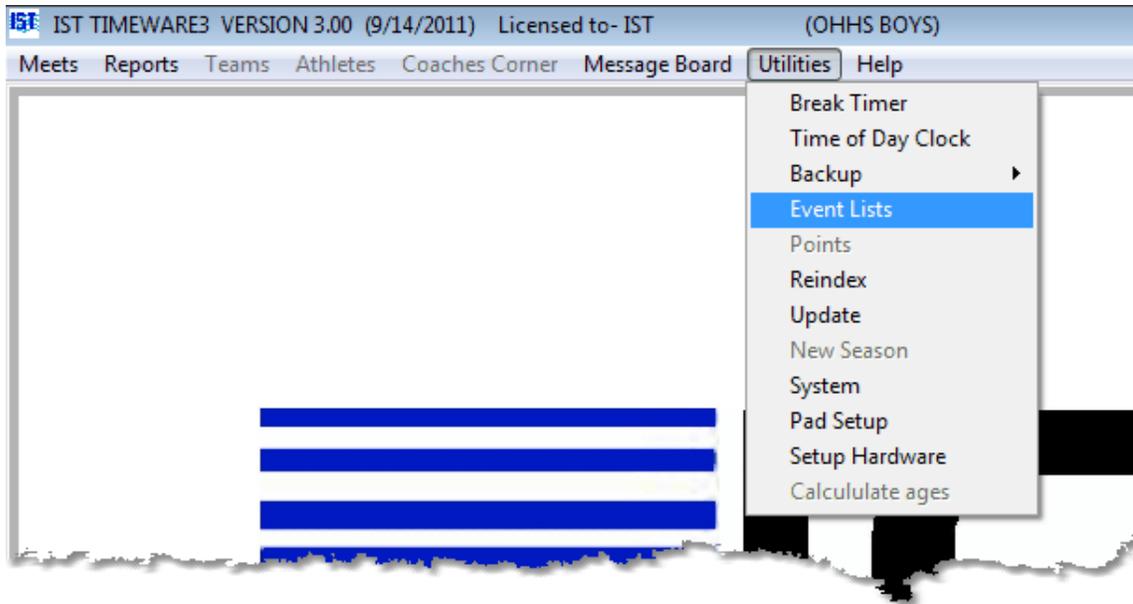
Once you have printed an event, you can [add an event](#), [delete an event](#), [edit an event](#), [create a new event list](#), [delete an event list](#), [copy an event list](#) or [import an event list](#).

PRINT EVENT LIST

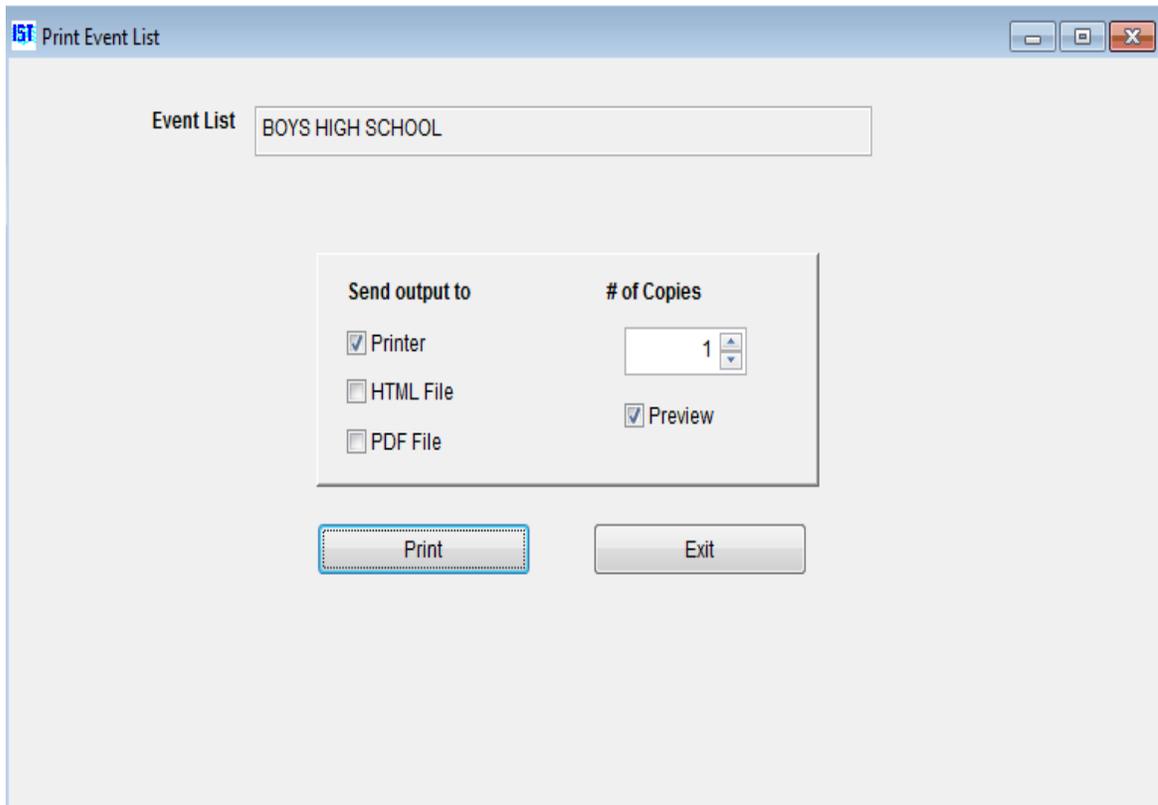
[Top](#) [Previous](#) [Next](#)

Print Event List

This option allows you to print out a hard copy of an [event list](#), either to a printer, a PDF file or an HTML file. From the MAIN menu select UTILITIES and EVENT LIST



You will then see the following screen



Select the options for printing, and click PRINT. The event list report will look similar to the following:

EVENT LIST BOYS HIGH SCHOOL

Event #	Event Name
1	BOYS 200 MEDLEY RELAY
2	BOYS 200 FREESTYLE
3	BOYS 200 IM
4	BOYS 50 FREESTYLE
5	BOYS 1 METER DIVING
6	BOYS 100 BUTTERFLY
7	BOYS 100 FREESTYLE
8	BOYS 500 FREESTYLE
9	BOYS 200 FREESTYLE RELAY
10	BOYS 100 BACKSTROKE
11	BOYS 100 BREASTSTROKE
12	BOYS 400 FREESTYLE RELAY

You can scroll down the page to see how long the printed report will be. If you want to print the event list as it appears, click on the [printer icon](#) in the PRINT PREVIEW menu. If you want to go back to the event list window, click on the [open door icon](#) on the PRINT PREVIEW menu,

Other Options

Once you have printed an event, you can [add an event](#), [delete an event](#), [edit an event](#), [create a new event list](#), [delete an event list](#), [copy an event list](#) or [import an event list](#).

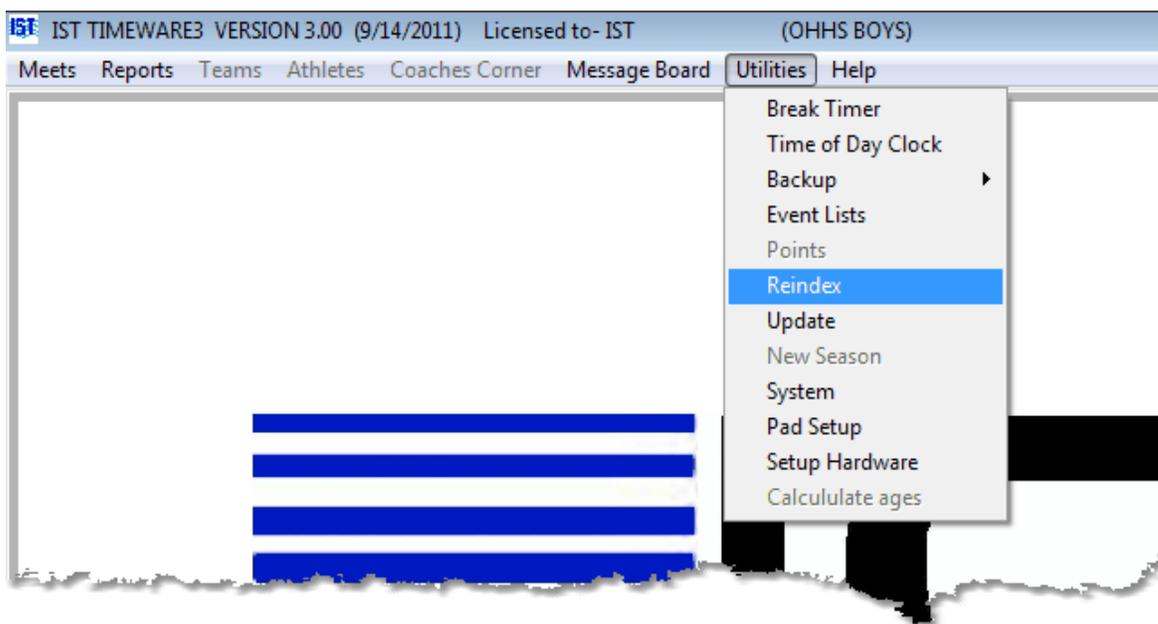
Exiting Event List

To exit the event list screen and return to the MAIN menu, click on the EXIT button.

Re-Indexing Files

Re-indexing files will fix problems that occur with any of the data files. If you have had a power failure, crashed while scoring an event or had to <CTRL><ALT><DELE> to get out of TIMEWARE 3 it is a good idea to re-index. Also, if you notice that some of your data looks strange (people, heats or events in the wrong places for example), you should re-index. Re-indexing will not create any problems where there are none, but it can solve some problems that exist.

From the MAIN menu click on UTILITIES and REINDEX.



The files will be re-indexed and return you to the MAIN menu. Unless you have a very large amount of data, this will happen so quickly that you may not even see the message that states that the files are being re-indexed. If your problems persist please call IST at 1-800-835-2611 or e-mail support@istime.com for assistance. Please have a [backup copy](#) of your system available.

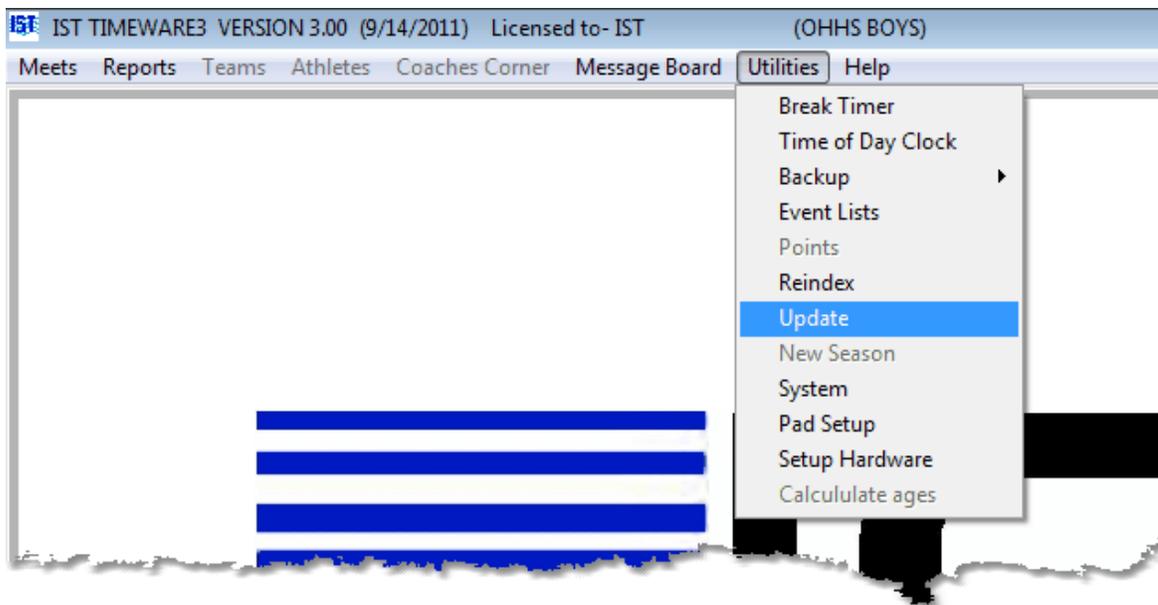
Update

This option allows you to update TIMEWARE 3 to the latest version. When a new update is available, TIMEWARE 3 users will be notified by email with instructions to download the update from IST's web page. You can access the Update Center at <http://www.istime.com/istdnn/CustomerService/SoftwareUpdates.aspx>. Instructions for downloading the update files named "TW3UPDATE" will be on the Update Center page. You can download the TW3UPDATE file to a thumb drive, your Windows Desktop or other directory. **DO NOT unzip or extract the update file when you download it. It must be a .ZIP file to work.**

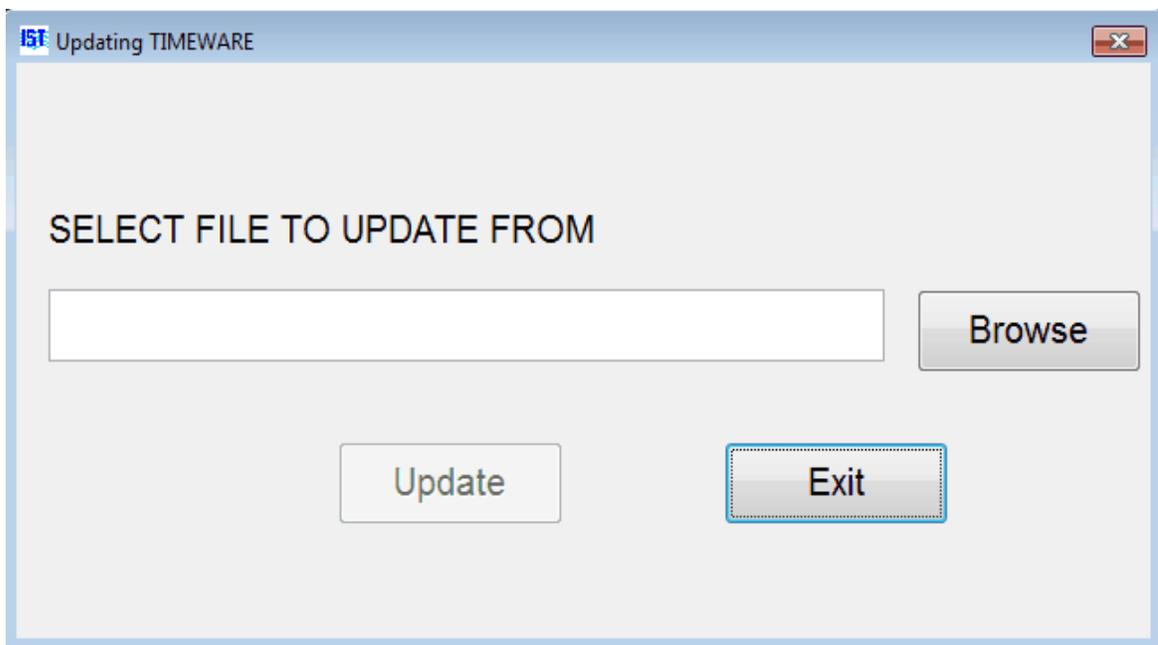
If the computer you are using for TIMEWARE 3 does not have Internet access, you can go to the Update Center from any computer that does have Internet access and allows files to be downloaded to a drive. Download TW3UPDATE to a drive and transfer it to the TIMEWARE 3 computer. **NOTE: It is a good idea to copy the TW3UPDATE file from any portable media onto the hard drive of the TIMEWARE 3 computer before doing the update. This eliminates the possibility of a media failure causing problems with the update.**

Before installing the update, you may want to make a [backup](#) of your data files. Remember, when you have a backup available, you won't need it.

Once the TW3UPDATE file is available, from the MAIN menu, select UTILITIES and UPDATE:

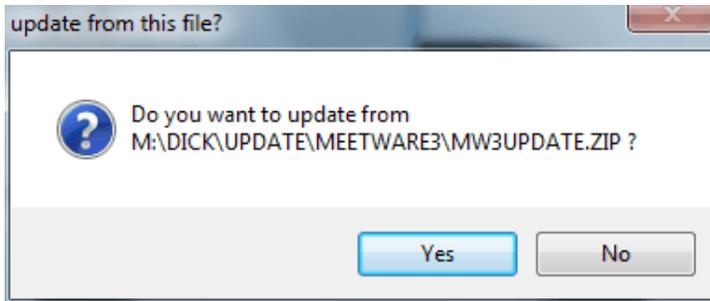


You will now see the following screen:

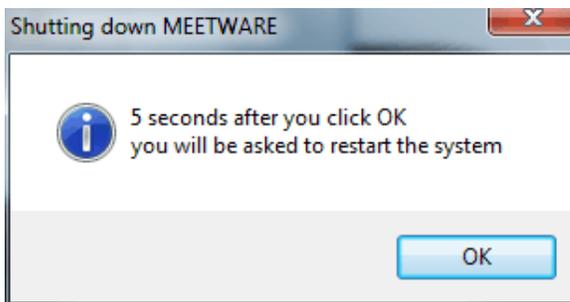


Click BROWSE, navigate to the location of your update file and select the file "TW3UPDATE.ZIP".

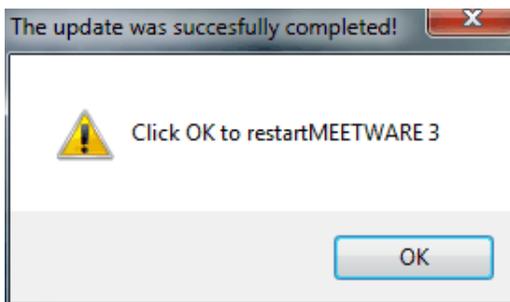
Click the UPDATE button. You will then be asked "DO YOU WANT TO UPDATE FROM *file name*". Click YES to update.



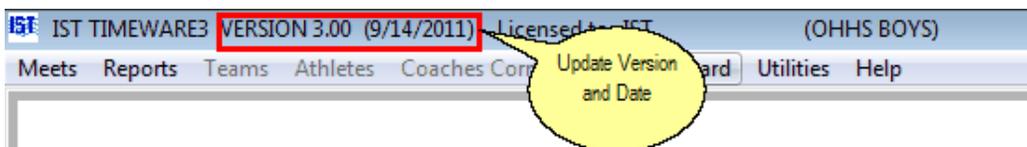
The system will be updated and re-indexed. This can be very quick, but will take longer if you have a lot of data or multiple systems. You will then see the following:



Click OK. TIMEWARE 3 will minimize for a few moments and then you will see the following screen:



Click OK and log into the system. You will now see a new version number and date on the [Title Bar](#) of the Main Menu. Check these to verify that the update was correctly installed.



Errors with Update

"Unable to Unzip All Files" - try running the update again. You can also try re-downloading the update from the website and running it again. If you are running Windows 7, close TIMEWARE, right click on the icon on your Desktop and then click RUN AS ADMINISTRATOR. You should then be able to run the update normally.

The System Version Date did not update - either you already had the latest update or the update was not successfully completed. Check the website for the version date and run the update again. Make sure that you do not unzip the file before running UPDATE in TIMEWARE 3.

The System Version did not update - check the version number on the website. Some minor updates do not require version number changes, but the version date will change.

If you have any other problems with update please contact IST at 800-835-2611 or support@istime.com.

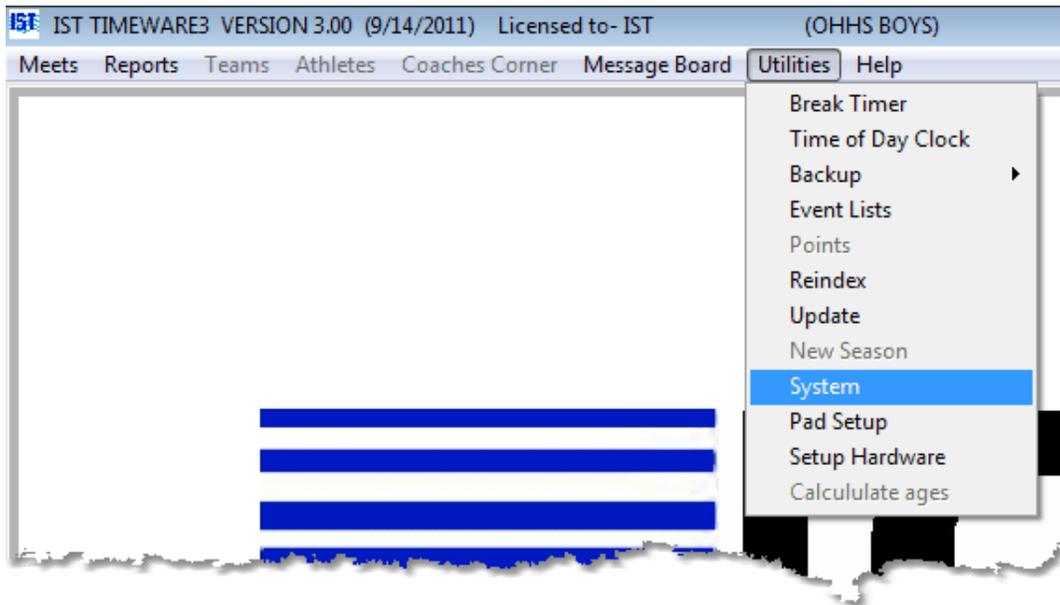
SYSTEM PREFERENCES

[Top](#) [Previous](#) [Next](#)

System Preferences

This option allows you to set up TIMEWARE 3 so that it matches the physical aspects of your pool, scoreboard and timing equipment. This is also where you select whether you run in [demo mode](#).

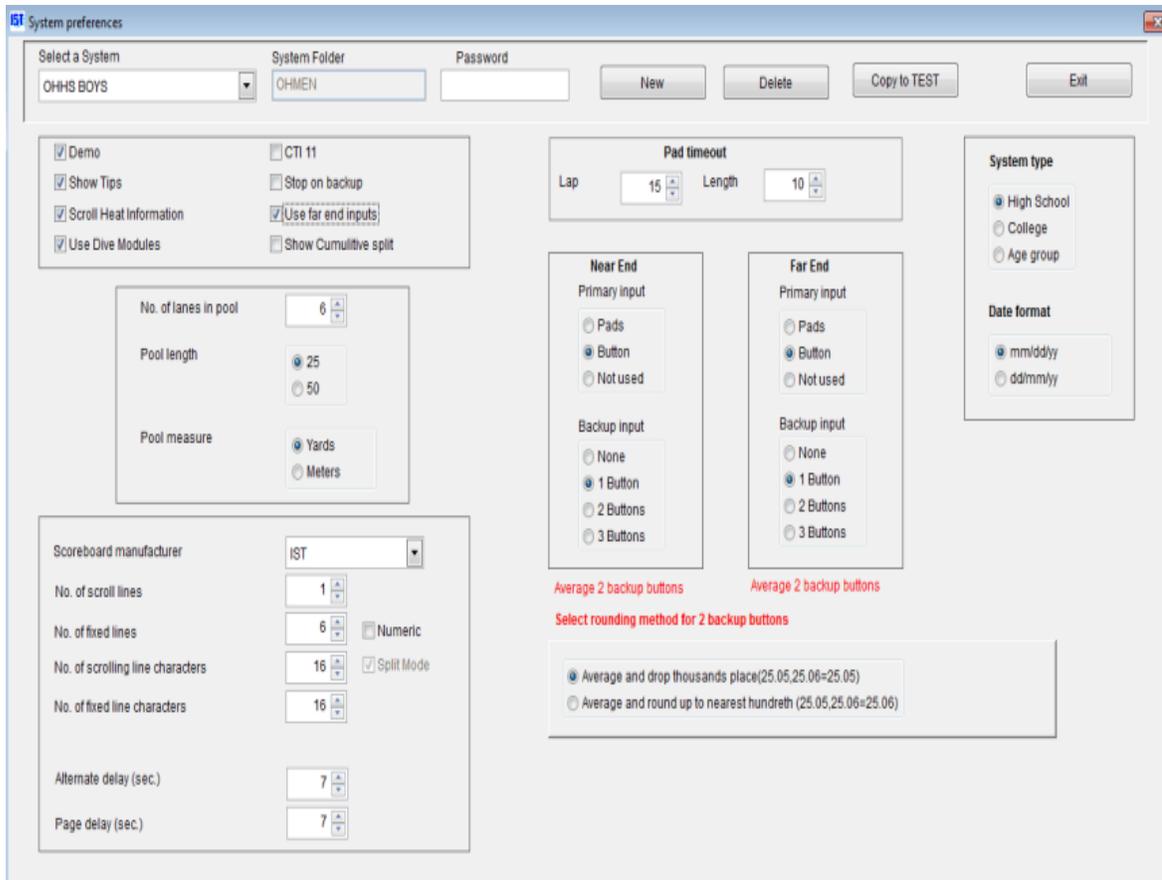
From the MAIN menu select UTILITIES and SYSTEM.



Log Into a System

Select the system from the [drop down list](#). Enter the password for the system if there is one. **NOTE: The password is case sensitive and the CAPS LOCK gets turned off when you enter the password box.** If you can not remember the password for the system you can log in using **GOIST**. The screen will now look like the following:

Click on an item on the graphic to link to it's description



Select a System To select the system you want to use or change, select the system from the [drop down list](#).

System Folder When you create a new system you are asked to enter a name for the folder in which the system information will be stored. Once this has been entered it can not be changed. It can be viewed so that you know which folder the data for this system is stored in.

Password This is the password that allows access to each of the systems. Passwords are up to 10 characters and are case-sensitive. When entering a password, the CAPS LOCK is turned off (It is normally ON in TIMEWARE 3). If you have lost or can't remember the password for the system, you can use GOIST as a temporary password. Once you have logged in to the system you can [change the password](#).

NEW Allows you to create a new system (more than 2 systems plus a Test system requires additional licenses).

Delete deletes the currently selected system. This removes ALL of the data associated with the system and can not be undone.

Copy to Test allows you to copy the entire system to a TEST system (not counted as a system for Licensing purposes). You can run test events with your current data here without changing your data. Remember to select the regular system when you are done testing or need to make changes for the meet.

Demo Mode If DEMO is checked, you will be running in [demo mode](#). In Demo Mode, a [Touchpad Simulator](#) will appear on the screen so you can time races without being connected to a deck cable. To run in regular mode, click on the [check box](#) so it is blank. If you are using a demo disk, the check box will be disabled, and you can only run in Demo Mode.

Show Tips If you want the TIPS screen to show each time you open TIMEWARE 3 to this system, check this box. If you do not want to see the tips, make sure that the box is unchecked.

Scroll Heat Information Indicates whether the event and heat information is scrolled across the top line of the scoreboard before the event begins, or whether it is static on the top line. If the box is checked, before each event "Event # X Event Name Heat X of X" will scroll across the scrolling line. If it is not checked "E#H#" will be displayed on the top left of the scrolling line.

Use Diving Modules This options allows you to tell the system if you will be using [Dive Judging Consoles](#) to score diving. Dive Judging Consoles are available from IST. [Contact us](#) for more information.

CTI11 This box needs to be checked if you are running the newest version of the CTI (purchased after January 2011). If you are not sure if you have a CTI11, contact IST at support@istime.com or 1-800-835-2611.

Stop on Backup If you are in [semiautomatic](#) timing mode, using only backup buttons, you may wish to hit the buttons only at the end of the race. If this is the case, click the [check box](#) for Stop on Backup. All races will now be stopped with one push of the primary and/or backup button. No splits will be recorded in reports. **NOTE: Do not select Stop on Backup if you are using touchpads.**

Use Far End Inputs Check this box if you are using touchpads at both ends of the pool.

Show Cumulative Split Check this box if you want to see the cumulative time on each split rather than the subtracted split (default).

Number of Lanes Use the [spinner box](#) to enter the number of lanes you will use to run your meets (usually 6, 8, or 10).

Pool Length Use the [radio button](#) to select the length of your pool.

Pool Measure Use the [radio button](#) to select yards or meters for the measurement of the pool length.

Scoreboard Manufacturer Click on the drop down list to display the list of available manufacturers. Click on the manufacturer of your scoreboard, or click NONE if you do not have a scoreboard. **NOTE:** **The operation of scoreboards other than IST's may require additional hardware or adapters. Please contact IST for details.**

Number of scrolling lines Use the [spinner box](#) to enter the number of scrolling lines on your scoreboard.

Number of Fixed lines Use the [spinner box](#) to enter the number of fixed (non-scrolling) lines on your scoreboard.

Numeric Check this box if your board is a Numeric only scoreboard.

Number of Scrolling Line Characters Use the [spinner box](#) to enter the number of characters in the scrolling line (or one-line board). A single width board has 16; a double-wide board has 32 or 36.

Split Mode If you have a double-wide scoreboard, you can set it to split into 2 single wide (16 character) scoreboards and run separate meets on each half. This requires 2 computers and a special Computer Timing Interface.

Running in Split Mode To do this, both computers need to be set to SPLIT MODE. When you check the SPLIT MODE checkbox, the number of fixed line characters will change to 16. To send the split mode instructions to the scoreboard you have to run [Diagnostics](#) on the scoreboard from both computers.

Returning from Split Mode If the scoreboard was in split mode and you want to return to double-wide operation, uncheck the SPLIT MODE check box, set the NUMBER OF FIXED LINE CHARACTERS to 32 or 36 depending on your scoreboard and run [Diagnostics](#) on your scoreboard.

Number of fixed line characters Use the [spinner box](#) to enter the number of characters in each "lane" line of the scoreboard. A single width board has 16; a double-wide board has 32.

Cycle Time for 1 Line Board (sec.) This line only appears if you have the No. OF SCOREBOARD LINES set to 1. Use the [spinner box](#) to enter the number of seconds you want information to display on the 1 line board before cycling to the next set of information. (Default is 2 seconds).

Alternate Delay (sec) Use the [spinner box](#) to set the number of seconds that information is shown on the scoreboard before it alternates to the next set of information.

Page Delay (sec) For operation as a [message board](#). Use the [spinner box](#) to set the number of seconds that each page of information is displayed on the scoreboard before alternating to the next page.

Pad Timeout This tells the computer how long (in seconds) the pads should be inactive after each start and hit (to reduce inadvertent hits as swimmers exit the pool). The LAP timeout is automatically defaulted to 15 seconds and is used when the race is equal to or greater than one lap of the pool. The LENGTH timeout automatically defaults to 10 seconds and is used when the race is equal to one [length of the pool](#).

Primary input - Near End/Far End This refers to the device you are using for your primary time input. If you use [touchpads](#), PADS should be selected. If you do not have touch pads and use a [button](#) to signal that a swimmer has touched the wall BUTTON should be selected. The device you choose will determine whether you are timing in [automatic](#) or [semiautomatic](#) timing mode.

If you have selected BUTTON as your primary input, you will see the following option on the screen:

Select rounding method for 2 backup buttons

- Average and drop thousands place(25.05,25.06=25.05)
 Average and round up to nearest hundreth (25.05,25.06=25.06)

Select the option that you would like to use to average the two backup times by clicking on the appropriate [radio button](#).

Backup input - Near End/Far End This refers to the device that you use as for your [backup time](#) input. The option you choose will determine whether you are timing in [automatic](#) or [semiautomatic](#) timing mode.

1 button - Select this option if you are using touchpads as your primary input and a backup button as your secondary or backup input. This option will take the input from the touchpad as the splits and official final time, and the backup time will only be the official final time if no touchpad signal is received.

2 button - Select this option if you are using 2 backup buttons and no touchpads to signal the end of a race. This option will average the two backup button times to create the official finish time.

3 button - Select this option if you are using 1 touchpad as the primary input and 3 backup buttons for backup. This option will take any input from the touchpad as the splits and official final time, and the backup time will only be the official final time if no touchpad signal is received. **NOTE: This options requires 2 deck cables and a special Computer Interface Box ([Contact us](#) for more information).**

None - Select this option if you are not using a backup timing input (no backup buttons at all, just one button or one touchpad as the primary input).

System Type This tells the computer which set of rules you will be using for this system. The three options are High School, College and Age Group. Items affected are roster (use USS ID or not) and diving (which dive table).

Date Format Select which type of date format you prefer to use.

Exiting system

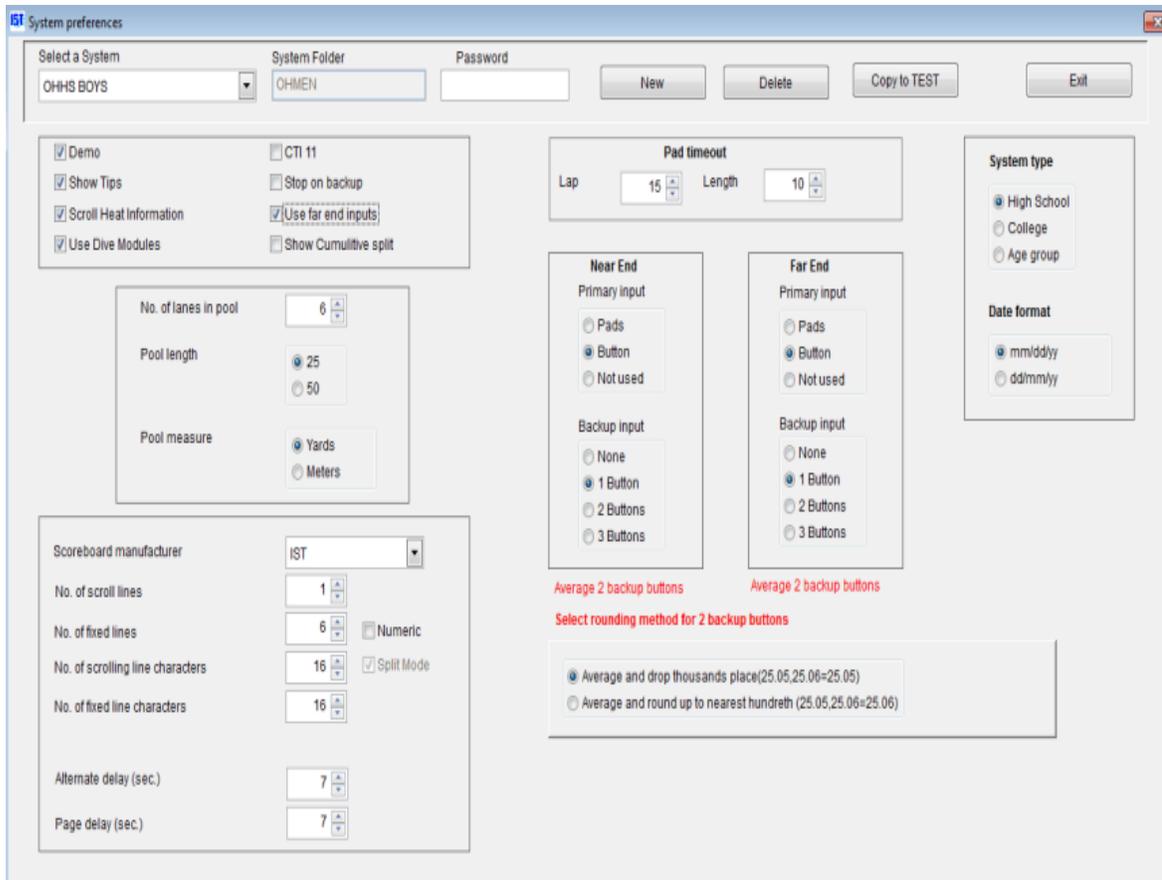
When you have finished setting up system preferences, click on the EXIT button to return to the MAIN menu.

Working With Systems

Systems are used to keep one team's data separated from another. A standard TIMEWARE 3 system comes with 2 available systems and the TEST system. One system can be used for the girl's team that swims in the fall, and the other for the boy's team that swims in the winter. If you need more systems (for a separate team who shares your pool to use or for a Jr. High team) you can purchase additional system licenses from IST for a small charge. Call 800-835-2611 or e-mail support@istime.com for more information about additional system licenses.

Log into a System

Select the system from the [drop down list](#). Enter the password for the system. **NOTE: The password is case sensitive and the CAPS LOCK gets turned off when you enter the password box.** If you can not remember the password for the system you can log in using GOIST. The screen will now look like the following:



Creating a New System

To create a new [system](#), click on the NEW button. Type the name of the new system into the System Name box and press <ENTER>. Enter the name of the system folder in the text box. This should be descriptive but not too long (no more than 10 characters), and you can not use any spaces or punctuation. **NOTE: Type this carefully, once it has been entered you can not change it.** Press <ENTER> to accept the system folder name. Enter the new password into the password box. The password is case sensitive and can be up to 10 characters long. Press <ENTER> to accept the password. You can leave this blank if you do not want to use a password.

Once you have created a new system, that is the system that you will be logged in to. To determine which system you are using, look at the title bar on the main window (the very top of the screen). The system name will be in parenthesis after the license name.

Delete a System

To delete a system, [log in](#) to that system. Click the DELETE button. You will be asked several times if you are sure you want to delete the system. **NOTE: Deleting a system PERMANENTLY removes ALL of the information associated with that system, including meets, teams, rosters, records and times. Please be sure that you want to delete the system before doing so.** If you do not want to delete the system, answer "NO" to "Are you sure you want to delete this system. Once the system is deleted, you will need to log in to another system.

Copy a System to Test

If you want to practice running a meet, but you do not want to interfere with the seeded information, you can copy that system to the TEST system. This will allow you to make changes in the TEST system, and run a practice meet without disturbing the actual data in the original system. Don't forget to log out of the TEST system and into your regular system before running the actual meet! Also, any changes made in the TEST system are not applied to the original system.

To copy a system to TEST, log in to the system you want to copy and click COPY TO TEST. You will be asked if you are sure you want to copy that system to TEST. Click YES to copy, NO to return to the original system. If you have never created a TEST system before, you will be asked if you want to make one. Click YES to create the TEST system folder.

Once the system has been copied to TEST, you will be asked to log in to the TEST system. The password for the TEST system is the same as the password for the system that you copied into TEST. If you are not sure what the password is, you can use GOIST to log into the TEST system.

Each time you copy a system to TEST, the previous TEST system will be overwritten.

Changing the Password

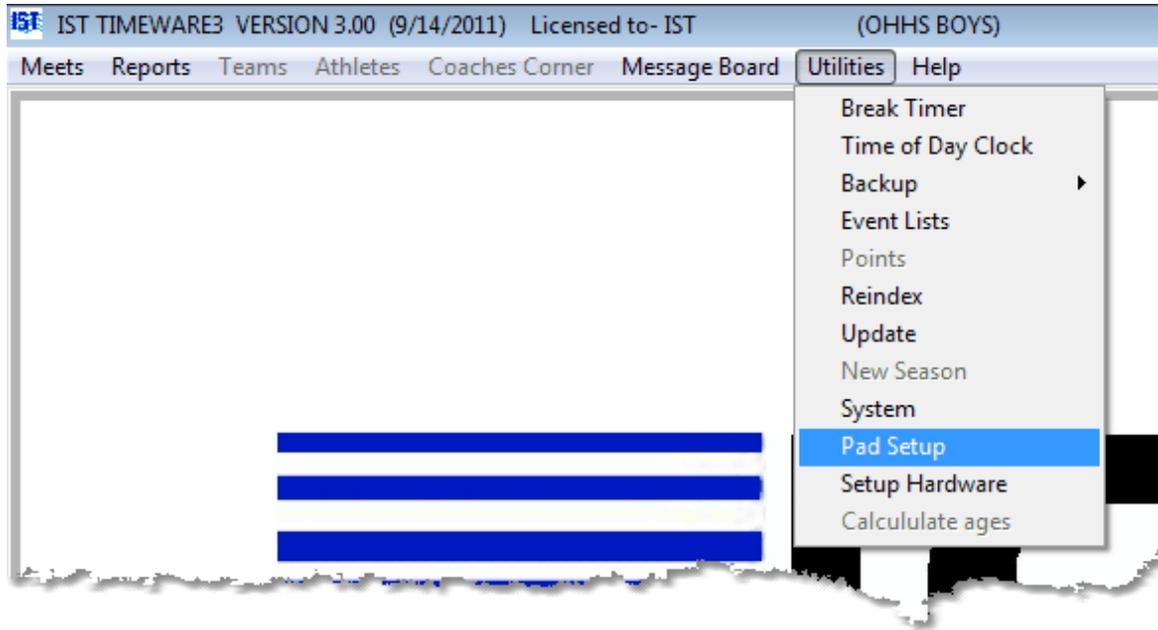
To change the password for a system, log into the system using the old password. Type the new password into the PASSWORD box and press <ENTER> to accept the new password. Passwords are case sensitive and can be up to 10 characters long.

PAD SETUP

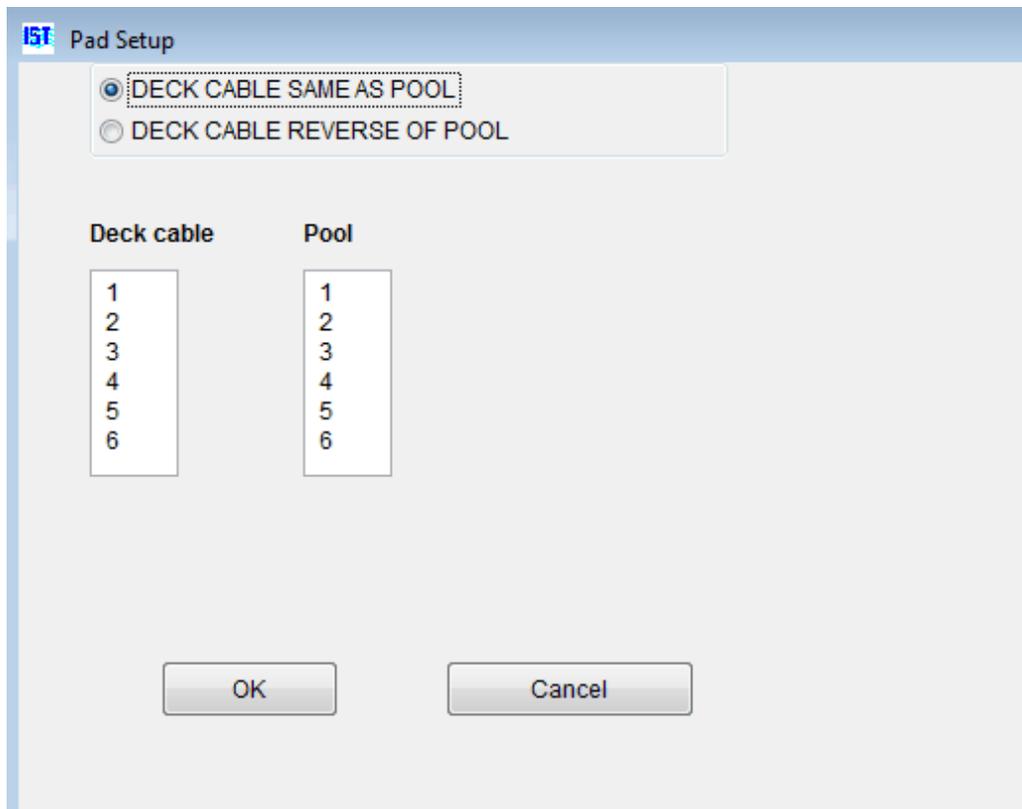
[Top](#) [Previous](#) [Next](#)

Pad Setup

This option allows you to tell the computer which deck cable connection is assigned to which lane in the pool. From the MAIN menu, click UTILITIES and PAD SETUP.



You will then see the following screen:



You have 2 options for how your deck cable is laid out:

- [DECK CABLE](#) SAME AS THE POOL so that the first touchpad connection (closest to the [Computer Interface](#) box) is in the lowest numbered lane of the pool
- [DECK CABLE](#) REVERSE OF THE POOL so that the first touchpad connection (closest to the [Computer Interface](#) box) is in the highest numbered lane of the pool.

Select the option that fits your situation and click OK.

Exiting Pad Setup

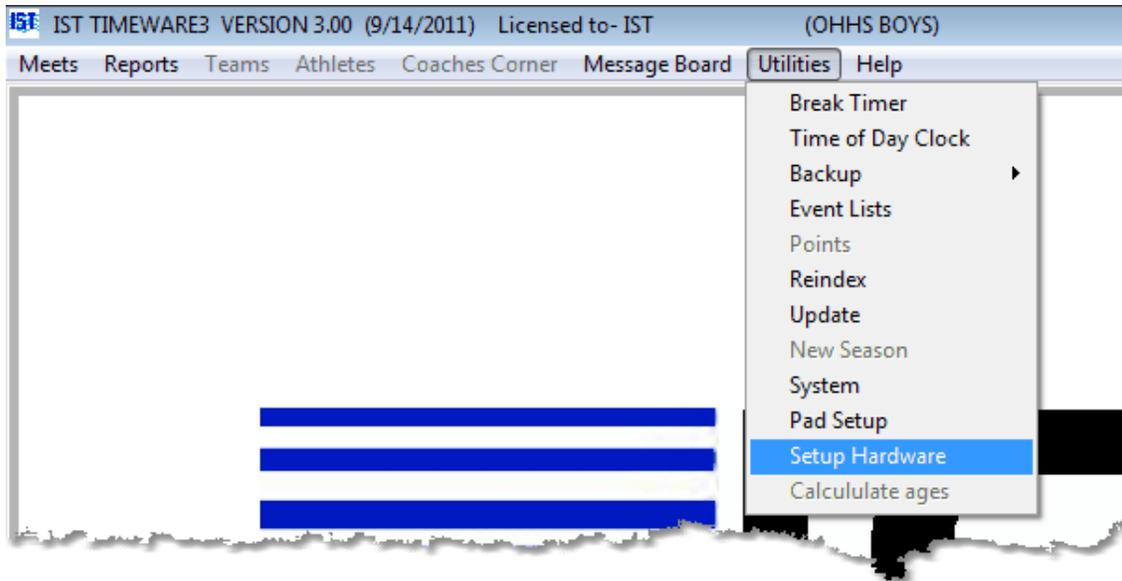
When you have finished setting up the pads, click on the EXIT button to return to the MAIN menu.

SETUP HARDWARE

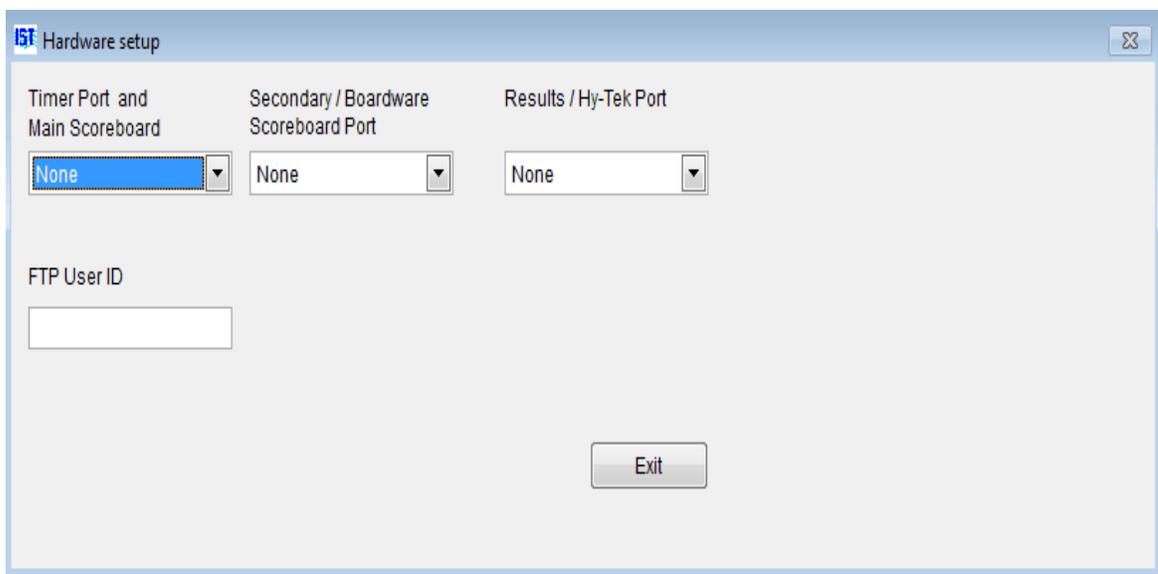
[Top](#) [Previous](#) [Next](#)

Setup Hardware

This option allows you to set up your computer to communicate with the timing [hardware](#). From the MAIN menu select UTILITIES and SETUP HARDWARE.



You will then see the following screen:



COM Ports

[COM Ports](#) (Communication ports) allow the computer to transmit information back and forth between other computers or hardware devices. Some computers have an actual 9-pin COM port built in, but many have only [USB ports](#).

When a piece of hardware ([converter cable](#) or [CTI](#) cable) is plugged into a USB port, it will assign a COM port number to that USB. Typically, the same number is assigned to that USB port when the hardware is plugged in again, but not always. *Windows* assigns the USB ports each time the hardware is plugged in.

TIMEWARE 3 also makes use of [Virtual Serial Ports](#) when communicating with our virtual scoreboard software, BOARDWARE. The Virtual ports are installed with the BOARDWARE 3 software. You will not have these if you do not have BOARDWARE 3.

TIMEWARE 3 will assign the correct ports to each of the following items if it can find the device that is supposed to be attached to the port. If it can not find the device, you can assign the ports manually by clicking on the drop down list and selecting the correct port. Only available ports will be listed in the drop down list.

TIMER PORT and MAIN SCORE BOARD is the COM port that the [Computer Timing Interface](#) is connected to.

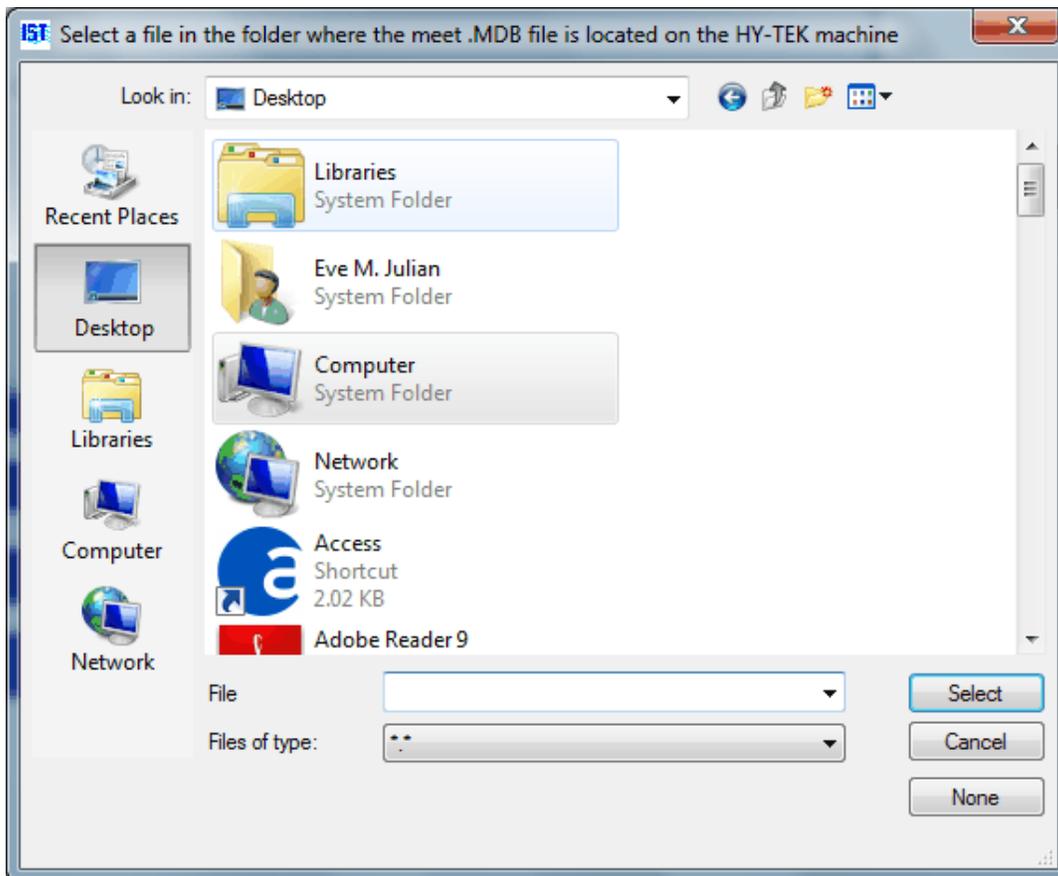
SECONDARY/BOARDWARE SCOREBOARD PORT is used to transfer data to second physical scoreboard, or to our BOARDWARE virtual scoreboard software. If you are not using either of these items then your results port should be set to NONE. **NOTE: Setting the secondary scoreboard port to a COM port when it is not needed can cause your primary scoreboard not to work.**

RESULTS/HY-TEK PORT - If you are using a second, networked computer running Hy-Tek's Meet Manager Software for meet management, select [GNET](#) (Generic Network) as your Results Port. Consult your Hy-Tek manual for information on setting up Meet Manager. GNET may also be used to facilitate data transfer on diskette (see [GNET Path](#)). GNET is also used to transfer a Start List with team codes and swimmer names from Meet Manager to

TIMEWARE 3. This function requires the purchase of Hy-Tek's Alpha Scoreboard INTERFACE software.

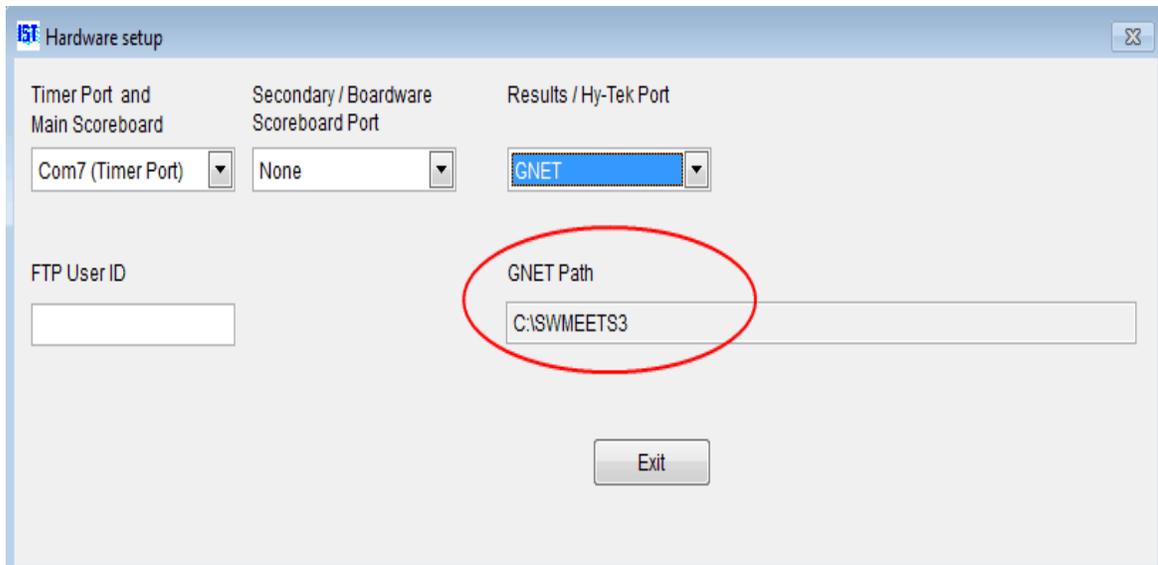
GNET Path

If you select GNET for the Results Port, you will see a screen similar to the following:



If you are using a network connection to a computer running Hy-Tek's Meet Manager for Windows, you should select the path to the networked computer and the SWMEETS3 or SWMEETS3 directory used by Meet Manager. Click on any file within the SWMEETS3 directory to complete the path. See your Meet Manager manual and help files for additional information on setting up or locating the SWMEETS3 directory. **NOTE: Make sure that you have selected the proper computer and folder for the GNET path, it will only look in this location for the start list information.**

The GNET path, once selected should look similar to the following. **NOTE:** If you do not see SWMEETS3 or SWMEETS3 in the path name then you have not completely selected the proper path.



If you want to transfer files on thumb drive or external hard drive, you must have the USB drive attached to the computer with any readable file on it. From the screen above, select the path to the correct drive and select any file on the drive to complete the path. **Caution:** When transferring files on disk, you must take great care to be sure you have the current Start List on the disk in the computer running TIMEWARE 3 and the current results disk in the computer running Meet Manager.

Results files are transferred in a file format similar to: 001-001-01 0001.gen, where:

- 001= meet number
- 001=event number
- 01 =heat number
- (space),P,S or F=meet type: (space)=timed final, P=prelim, S=Semi, F=Final
- 0001=race number
- .gen=file type

Start Lists for an entire meet will be in one file in the SWMEETS3 or SWMEETS3 directory called startlist.slx.

FTP User ID

The [FTP User ID](#) allows you to [FTP your event results](#) to a website as each event is completed. Please call IST (800-835-2611 or e-mail info@istime.com) to get more information and pricing for this feature.

Exiting setup

When you have selected the ports, click on EXIT to return to the MAIN menu.

Getting Additional Help

If you purchased your system through IST:

To get additional help with ISTs TIMEWARE 3, or to get more information regarding our other products, log on to our web site at <http://www.istime.com/>, e-mail us at info@istime.com, call 1-800-835-2611, or fax 616/247-0086. Our toll free number has a 24-hour answering service for messages or callback.

If you purchased your system through Fair-Play, a Fair-Play Dealer or Representative:

For help, support or information about additional products call 1-800-747-5305, e-mail Service@fair-play.com or log on to the Fair-Play website at www.fair-play.com. You can also contact your local dealer or representative.

If you need help with a third party product:

For help with **Hy-Tek's Meet Manager** for Windows, log on to their web site at <http://www.hy-tek ltd.com>, email them at MM@hy-tek ltd.com, call 207/422-6243 or fax 207/422-6254.

For service on your **Colorado** equipment call 800-279-0111.

For service on your **Daktronics** equipment call 888-325-8766.

TO REPORT A TIMEWARE 3 PROGRAM ERROR OR BUG

E-mail support@istime.com. Be sure to include your team name, a detailed description of what you were doing before and when the error occurred, what specifically the error said and what occurred after you got the error. Please attach a backup of your system to the e-mail for faster support.

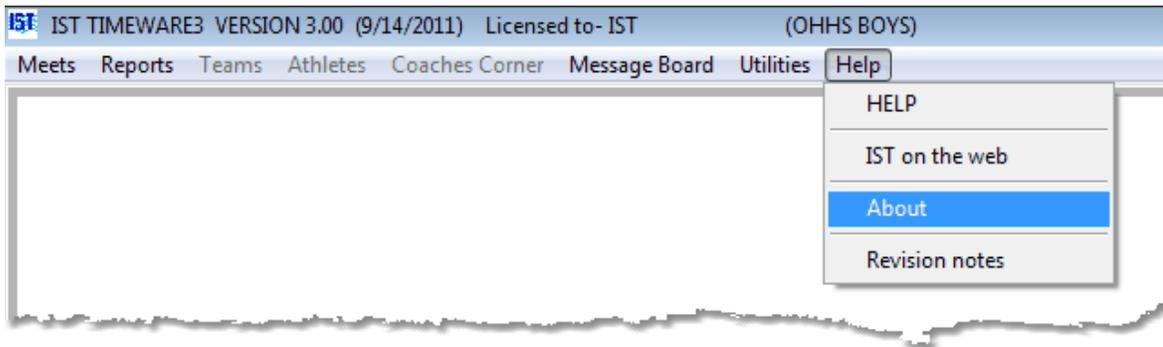
ABOUT

[Top](#) [Previous](#) [Next](#)

About Your IST Software

The ABOUT screen for TIMEWARE 3 give you information about the software and it's components, including the license name, current version and date, and installed software modules.

To see the About, from the MAIN menu select HELP and ABOUT.



The About screen will look similar to the following:



REVISION NOTES

[Top](#) [Previous](#) [Next](#)

Revision Notes

When updates are sent out, they often include changes to the software. Some of the changes are cosmetic, others are bug fixes. You can view these changes in the revision notes, which is part of the help file.

To access the revision notes, click on HELP from the MAIN MENU, and then click on the REVISION NOTES menu option.



Click on the version number that corresponds to the update that you want to look at. You will then see a text file in Microsoft NotePad that will look similar to the following:

```

UP221.TXT - Notepad
File Edit Format View Help

03/01/11          Meetware development
                  DEVELEOPEMENT SCHEDULE BY DATE
                  VERSION 2.21 COMPLETED

System  TypeDBF chg          Description
08/25/08
BASIC TIMING      698B      N      Crash in dive scoring if using colorado board
because the display diving results does not support
non IST boards. Does not call DIDIRES for non IST
boards.
08/28/08
DIAGNOSTIC        700E      N      Added the capability to show event/heat,scores and
records on a Fairplay board.
09/05/08
MEET PROGRAM      699B      N      The reports were printing the team/name headings in
the wrong place when records was selected.
OFFLINE           702B      N      going into diving under offline and having been in
timing or basic caused crashed because startlst was
released in timing and basic.
09/08/08
EVENT LIST        703B      N      If you selected the same point system for any event
it would put a blank name in and assign a non
existent scoring method.
10/06/08
PROGRAM           706B      N      Fixed to show empty lanes correctly.

```

Column Designations:

SYSTEM / SUB SYSTEM - contains information on the system or menu item that was changed

ITEM - contains the item number of the change (for IST use)

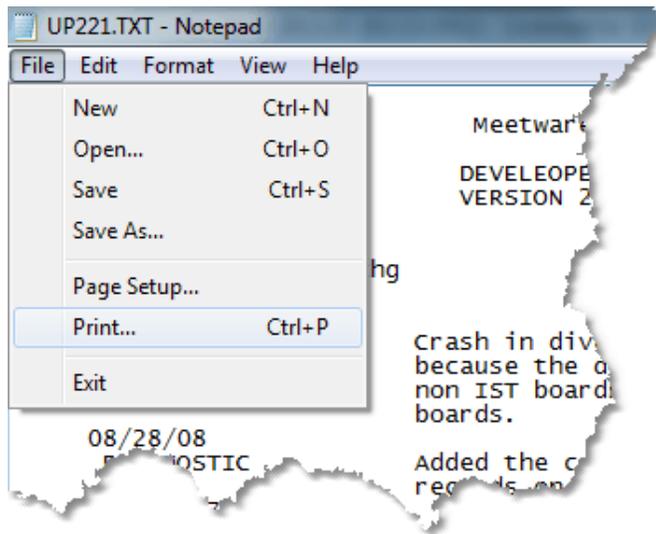
TYPE - indicates whether the change was a bug fix (B) or a software enhancement (E)

DBF CHANGE - indicates whether or not there was a change to a database or field

DESCRIPTION - The describes the problem or the change that was made

Printing the Revision Notes:

To print the revision notes, click on FILE and PRINT in Notepad:



Exiting Revision Notes:

To exit the revision notes, click on the "x" at the top right corner of the notepad window, or click FILE and EXIT to return to TIMEWARE 3.

Product Maintenance

Most IST products come with a 5 year warranty (2 years on batteries and cables), but to keep your equipment in good working condition for many years there are a few things to keep in mind.

During your season, all battery products (battery SWIMCOUNTS and SWIMCLOCKS, SWIMSTART) should be plugged in when not in use to maintain their charge. They can not be over charged, so there is no danger of ruining the battery. Deck cables and backup buttons should be removed from the deck and stored, preferably coiled, in a dry place.

At the completion of your season, or during a period when the equipment will not be used for longer than a month it should be put into storage. Clocks and starts should be fully charged and stored unplugged. Deck cables and backup buttons should be coiled and stored in a dry place. Any computers and the Computer Interface Box should be removed from the pool area if possible, or stored in a cool, dry place. Coiling cords loosely in large loops helps to prevent damage to the cable and connector.

Any connections can be cleaned with rubbing alcohol and a cotton swab (for external or male connections) or a wire-bristled pipe cleaner (for internal or female connections). IST sells a contact cleaning solution called RIDOX, and a electrical contact grease called Dielectric Grease for maintaining the metal-to-metal connections (banana plugs and deck cables). These items can be purchased by calling 800-835-2611 or buying them from our on-line store at www.shopistime.com.

Maintaining Your Deck Wiring or Cables

The life of in-deck wiring or deck cables can be extended considerably by maintaining it properly. All connections in deck plates placed flat on the deck should be cleaned weekly to remove chemical residue. Deck plates that are perpendicular to the deck can be cleaned every two weeks. Deck cables can be cleaned as needed.

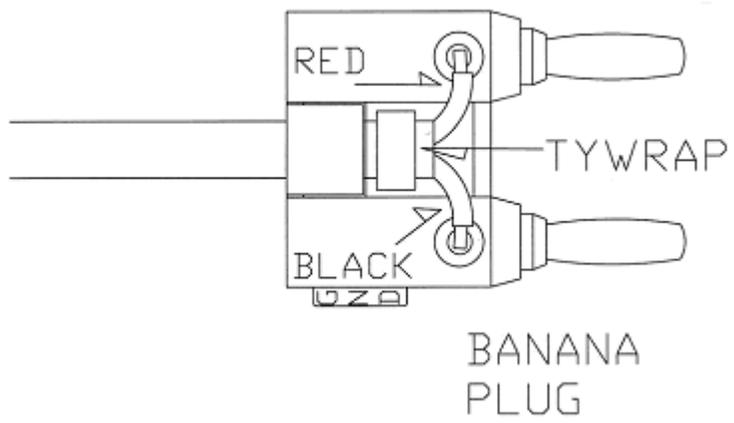
To clean the connectors, use 99% Isopropyl Rubbing Alcohol (available from any drug store) or an electrical contact cleaner that leaves no residue like Tech-Spray Contact Cleaner II (mfg. part number 1668-8S) available from Radio Shack (Radio Shack part number 910-0077). Apply the alcohol or contact cleaner to a Pipe Cleaner (the type available where tobacco products are sold that have wire bristles) and scrub the connectors thoroughly to remove any chemical build-up or corrosion. Wipe the face plate to remove water spots and chemical residue.

If you have any problems, [contact us](#) for assistance.

Replacing Banana Plugs

Occasionally the banana plugs on your backup buttons may be damaged. Replacement plugs can be purchased from IST (800-835-2611 or www.shopistime.com). To replace the plugs, follow the instructions below, referring to the drawing:

1. Cut off the old plug as close to the base of the plug as possible
2. Strip off the outer wire insulation 1 inch from the end.
3. Strip off the red and black wire insulation $\frac{1}{4}$ inch from the end of each wire. (If possible, tin the ends of the exposed wire with solder.)
4. On the new plug, insert a small screw driver into a socket (opposite the plug prongs) and loosen the set screws just enough to insert the wire. Be careful not to lose the set screw. Slip the wire ends through the cable loop on the plug. (See drawing at bottom.) The outer insulation should extend $\frac{1}{4}$ inch past the bottom of the loop.
5. Slip a tie-wrap around the outer cable insulation at the bottom of the loop. Tighten the tie-wrap firmly. You should not be able to pull the cable out of the loop once the tie-wrap is tight. Cut off the excess.
6. Place the bare tip of the black wire through the hole on the GND side of the plug. The end of the wire should be flush with the opposite side of the plug. Tighten the set screw firmly. Repeat for the red wire.
7. Test the new plug using Diagnostics on TIMEWARE3, MEETWARE 3 or POLOWARE.



Please [contact us](#) if you have any questions.

Installing a Replacement LED Panel in Your IST Scoreboard

1. Run Diagnostics from your computer software to determine the location of the faulty panel in your scoreboard.

Disconnect the power cable from the board or turn off the breaker before beginning any repairs.

2. Remove the lens from the affected line by pushing it up and pulling out from the bottom. Please handle the lens with care if it is dropped, it could shatter and cause serious injury.

Set the lens aside

3. Locate the faulty panel in the line. Remove the white plastic pop rivet (if installed) from the center top of the panel by pulling the pin out with pliers or pushing it through to the back. The rest of the rivet should then pull out easily.

4. Remove the panel from the line by pushing it up and pulling out from the bottom. You will see an orange connector (or 1 orange and 1 gray connector if it is in a scrolling line).

Carefully remove the connector from the board. (Gray connectors on scrolling lines have latches on either side.

Push the latches open and slide the center of the connector off the board.)

5. On the back of the faulty panel you will see a small reddish device with 8 flat wires going across it, some of which may be cut. This is called a personality module and the pattern of wire cuts tell the panel where it is on the scoreboard. The personality module must be moved to the new panel. Before removing the module, note the orientation (top to bottom) of the cut wires. You may want to mark the module in some way, because it must be in the same orientation on the new panel. Slip a small screwdriver between the personality

module and the socket it plugs into. Gently pry the module out of the socket and set it aside.

6. Remove the grommet strips from the top and bottom edges of the board and set aside.

7. Your replacement panel should have all the all the connections on its face filled with LEDs. This type of panel is for scrolling lines, but can also be used in fixed lines until your faulty panel is repaired and returned to you. It may also have a personality module installed with none of the wires cut.

Remove this module and replace it with the one from the faulty board, making sure you have it in the same orientation as before.

8. Place the grommet strips on the new panel.

9. Install the new panel in the scoreboard by plugging in the connector(s) that you removed earlier from the faulty panel.

The connector(s) are keyed and will only connect properly in one direction.

10. Fit the panel in the upper groove in the scoreboard case and let it slide into the lower groove. If the other panels in the line have slid to the side, you may want to slide all the panels to the left so they fit tightly together. This is especially important in scrolling lines to get a smooth scrolling display.

11. It is not necessary to replace the pop rivet it is only there to hold the panels in place during shipping.

12. Replace the lens by fitting it in the upper groove in the scoreboard case and letting it slide into the lower groove.

13. Check diagnostics to be sure the board is now operating properly

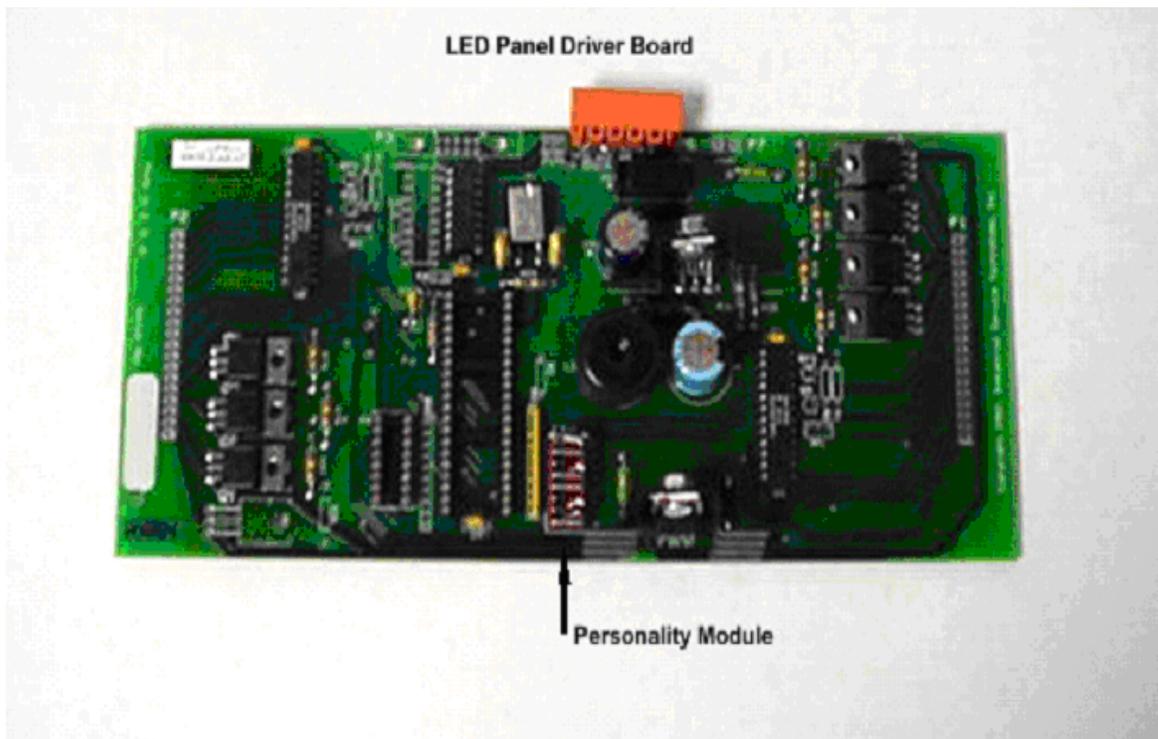
If you have any problems, [contact us](#) for assistance.

Replacing A Personality Module

[Top](#) [Previous](#)

Installing a Replacement Personality Module in Your IST Scoreboard

Each LED panel in your scoreboard has a Driver Board mounted on the back. A Personality Module on this board identifies the LED panels location on the scoreboard (see photo below). If you should ever need to replace this module, please follow the instructions below:



1. Locate the reddish Personality Module on the Driver Board, and note the orientation of the device. The orange connector is at the top of the Driver Board. You may want to mark the top of the Personality Module with some White-Out.
2. Using a narrow blade screwdriver, gently pry the Personality Module up from the black socket it plugs into, and set it aside.
3. If you have been sent a new Personality Module, the top of the module should be marked with White-Out, or check the chart below to determine which bars should be cut and which should be solid. Check

the orientation of the new Personality Module, relative to the top of the Driver Board. Plug the replacement Personality Module into the socket, being careful to line up the pins in the socket holes before pressing it down tight.

4. If you are exchanging Personality Modules on 2 or more LED panels, refer to the chart below for the correct order of cut and solid bars for each location on the scoreboard.

Personality Module Settings for Alphanumeric Scoreboards

6-lane boards use Rows 0-6, 8 lane boards use Rows 0-8

/ = cut and -- = solid

	Column 0	Column 1	Column 2	Column 3
Row 0	/	--	/	--
Scroll	/	/	--	--
	/	/	/	/
	/	/	/	/
	/	/	/	/
	/	/	/	/
	/	/	/	/
	/	/	/	/
Row 1	/	--	/	--
Lane 1	/	/	--	--
	--	--	--	--
	/	/	/	/
	/	/	/	/
	/	/	/	/

	/	/	/	/
	--	--	--	--
Row 2	/	--	/	--
Lane 2	/	/	--	--
	/	/	/	/
	--	--	--	--
	/	/	/	/
	/	/	/	/
	/	/	/	/
	--	--	--	--
Row 3	/	--	/	--
Lane 3	/	/	--	--
	--	--	--	--
	--	--	--	--
	/	/	/	/
	/	/	/	/
	/	/	/	/
	--	--	--	--
Row 4	/	--	/	--
Lane 4	/	/	--	--
	/	/	/	/
	/	/	/	/
	--	--	--	--

	/	/	/	/
	/	/	/	/
	--	--	--	--
Row 5	/	--	/	--
Lane 5	/	/	--	--
	--	--	--	--
	/	/	/	/
	--	--	--	--
	/	/	/	/
	/	/	/	/
	--	--	--	--
Row 6	/	--	/	--
Lane 6	/	/	--	--
	/	/	/	/
	--	--	--	--
	--	--	--	--
	/	/	/	/
	/	/	/	/
	--	--	--	--
Row 7	/	--	/	--
Lane 7	/	/	--	--
	--	--	--	--
	--	--	--	--

	--	--	--	--
	/	/	/	/
	/	/	/	/
	--	--	--	--
Row 8	/	--	/	--
Lane 8	/	/	--	--
	/	/	/	/
	/	/	/	/
	/	/	/	/
	--	--	--	--
	/	/	/	/
	--	--	--	--

Please [contact us](#) for further assistance.

REPORT EXAMPLES

Heat Results



Licensed To: JENISON HIGH SCHOOL

08/02/07
16:06:54

Jenison High School
INTERNATIONAL SPORTS TIMING

DATE 08/02/07 DEMO MEET (08/02/07) 16:06:53
EVENT # 1 WOMEN'S 200 MEDLEY RELAY HEAT 1 OF 1

RACE NO. 1

LN	ST	SPLITS				
1	OK					
	FINAL	2:03.30	34.60	32.10	29.70	26.90
>>	PAD << PAD	2:03.30	B.U.	00:00.00		

2	OK					
	FINAL	2:02.00	32.10	33.10	29.80	27.00
>>	PAD << PAD	2:02.00	B.U.	00:00.00		

3	OK					
	FINAL	1:57.70	29.70	32.30	27.80	27.90
>>	PAD << PAD	1:57.70	B.U.	00:00.00		

4	OK					
	FINAL	2:00.00	30.90	31.80	29.70	27.60
>>	PAD << PAD	2:00.00	B.U.	00:00.00		

5	OK					
	FINAL	2:01.30	32.50	31.90	30.10	26.80
>>	PAD << PAD	2:01.30	B.U.	00:00.00		

6	OK					
	FINAL	2:04.10	33.80	33.50	30.10	26.70
>>	PAD << PAD	2:04.10	B.U.	00:00.00		

PLACES (1-> 6) BY LANE 3 4 5 2 1 6

Event Results

PAGE NO. 1 INTERNATIONAL SPORTS TIMING 04/06/04
Meet: DEMO 16:53:05

RESULTS FOR EVENT NO. 4 GIRL'S 50 FREESTYLE

PLACE	HEAT	LANE	TIME
1	2	3	27.20
2	2	2	27.50
3	2	4	28.10
4	2	5	28.50
5	1	3	28.80
6	1	4	29.60
7	2	6	29.70
8	1	5	29.80
9	1	2	30.90
10	1	6	31.80