



Getting Started at NCPrepSwimming.com

A Guide For Swimming Coaches

What is NCPrepSwimming.com?

NCPrepSwimming.com is a website cooperating with the NFHS Member Associations in North Carolina to improve post-season Entries in Swimming and Diving.

NCPrepSwimming.com has several goals:

- Warehouse all regular season meet results
- Collect and process all post-season entries.
- Promote High School Swimming in North Carolina with published data:
 - Meet Results Available Online
 - Top Ten State and Classification Event Rankings
 - Top Ten State and Classification Team Power Rankings



What do I do first?

Coaches should register for an account at NCPrepSwimming.com.

You can register for an account in the upper right-hand corner of the page.

Once registered, request an upgrade to your account by clicking the link under the Support heading.



Support:

- [Request Account Access Upgrade](#)

OK, I registered. Now What?

- Beginning in 2020-2021, all coach access requires a paid team-level account. As of 2020, the cost is \$20 for two accounts per season.
- Teams needing additional accounts may purchase them for \$10 each.
- Paid access is required for roster management and entry submission.



OK, I paid. Now What?

Once you're granted coach-level access, you will be able to manage your team roster. There are several ways that you can build a roster:

- Upload a *.hy3 roster from HyTek
- Upload an xls/csv/xlsx file (please use the template found on the site)
- Enter roster entries by hand using the tools on the roster page
- Do nothing. A roster will be built for you from meet results received during the season




How much work is involved during the season?

Coaches and Meet Directors have separate tasks to complete during the season.

Meet Directors:

- Ensure that participating teams are using correct [NCPS abbreviations](#)
- Remit full meet results (*.hy3 files, NOT meet backups) to [NCPrepSwimming](#) in a timely fashion after each meet (Please use the Upload Results link)
- Identify the meet referee when submitting results.

Coaches:

- Use the [NCPS abbreviation](#) for your HyTek files
 - Verify rosters and results as displayed on the site
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What if I have questions or find an error?

Your feedback is very important. Please direct any questions to Eddie at NCPrepSwimming@gmail.com.

If the question is in regards to an incorrect result displayed, please include the name and date of the contest, event number, swimmer name, and result info.



How do I complete my regional entries?

Once you have results entered in the database, a link to entry management will be available under the Coaches heading.

- Ensure your roster is accurate
 - Look for duplicate names and merge records as necessary
 - Correct misspellings and dates of birth
- Use the point-and-click interface to highlight your entry selections and click submit

Preparing entries for: NCHSAA 2017 4A East Regional
Select Squad: Boys

4A	200 Medley Relay	200 Freestyle	200 IHL	50 Freestyle	Drum (11 days)	100 Butterfly	100 Freestyle	500 Freestyle	200 Free Relay	100 Backstroke	100 Breaststroke	400 Free Relay
Automatic:	1:48.99	1:49.99	2:04.99	22.99	0	54.99	50.49	4:58.99	1:37.99	57.99	1:04.99	3:35.99
Consideration:	3:25.99	2:20.99	2:38.99	25.49	0	1:10.99	57.99	6:45.99	3:00.99	1:08.99	1:15.99	5:40.99
S...	1:44.32	2:01.39	2:22.08	25.54	NT	1:00.89	1:00.75	NT	1:32.36	NT	NT	3:22.79
R...	1:44.32	1:54.11	NT	22.90	NT	57.36	50.48	5:20.69	1:32.36	NT	NT	3:22.79
N...	1:44.32	2:01.09	2:22.33	25.43	NT	NT	55.54	5:46.53	1:32.36	1:03.67	NT	3:22.79
F...	1:44.32	NT	NT	27.90	NT	NT	1:06.98	NT	1:32.36	NT	NT	3:22.79
M...	1:44.32	2:25.13	NT	26.63	NT	1:08.31	1:02.68	6:53.97	1:32.36	1:11.26	NT	3:22.79
V...	1:44.32	1:57.71	NT	24.78	NT	58.91	52.31	NT	1:32.36	NT	NT	3:22.79
B...	1:44.32	NT	2:03.68	24.10	NT	66.20	57.22	NT	1:32.36	57.43	NT	3:22.79

Questions? Email Eddie:
NCPrepSwimming@gmail.com