

Please submit all results files in a timely fashion.

Please review the list of meets under the “Results” link as well as the “My Meets” link to see if there are results files outstanding that need to be submitted.

Please remember to submit Meet *Exports* and NOT backups, and NOT pdfs. (PDFs of team scores are welcome in multiway-dual meets to verify that scoring was captured correctly)

Please make sure all team abbreviations are correct. If you swim against NCISAA (independent/private) or schools from any other association, there are abbreviations for them as well - please ask if you don't know. Eventually files with incorrect/unknown abbreviations will be rejected until correct versions are submitted. *We can't allow automatic uploads unless files are correct.*

If you are the host team, please coordinate with your scoring operator to send results to NCPrepSwimming, preferably by upload. Also know that you can correct team abbreviations in Meet Manager even if you were given incorrect ones from participating teams.

Don't include unattached swimmers in your submitted results.

If your meet is in a meter pool, please make sure that your 400/500 is coded correctly. We have at least one instance in each of the past two seasons of a results file that claimed a 500m free when the 400m was what was actually swum. It's critical the coded event is correct for correct time conversion and regional entry time qualifications.

If you have a non-standard event schedule in your meet, (e.g., Relay Meet, Ironman/Decathlon meet; you swam this meet in a bordering state where boys have the odd events etc.), please alert Eddie to this when submitting results.

For Dive Meets: Please consider using NCPrepSwimming to score your meet (or at least record your final scores) if you will not be using HyTek. This saves everyone a great deal of time.

For Dive Meet Results submitted as documents: Please use athlete's full names (not just first initials) and please use either full school names or NCPS school abbreviations

For Meets not scored in HyTek: Please consider using NCPrepSwimming to score your meet. We already have on-the-fly meet-scoring capabilities, and are working on exporting Team Manager results files. This will save everyone extra work.

In Team Manager, don't create separate team records for Boys and Girls squads. This creates two team records for your school in meet results files instead of one.

Once the Regional Entry grid is live for the season, please regularly check that we have accurately captured your swimmers' best performances.

Please use standard numbering for events (i.e., 1-24, with 9 and 10 reserved for Diving *even if Diving is not contested at your meet*) We've had at least two instances with strange event numbers coming through such as 11A and 15A. This can cause issues with loading results.