

Swimmingly

Swim Meets, Made Simple.

Help Guide **v10**

Print this Help Guide for reference on the pool deck during your meet!

Swimmingly® app version:

iOS: 10.x.x

Android: 10.x.x

SwimminglyFan™ app version:

iOS: 3.x.x

Android: 3.x.x

SWIM TEAM: _____

CLUB ID: _____

STARTER KEY: _____

It's not just a sport, it's our community.

"It takes a village" to run a swim meet! Thank you for being a hero of our sport. Every young swimmer makes their "first splash" with a swim team just like yours!

Swim meets made simple.

This means a home for everyone—especially the newest swimming families.

The strength of our sport is in the participation of swim teams— just like yours.

Leave your great legacy with your swim team and the next generation of athletes.

Swim fast & have fun!



Charlie Houchin

**Swimmingly® Founder & CEO
2012 US Olympic gold medalist
US National Team 2009-2014
University of Michigan Swimming**

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THE SWIMMINGLY® APP

SWIM MEET OPERATIONS

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LIVE RESULTS!

To enjoy SwimminglyFan for your swim meet, enable live publishing on the Swimmingly app during your swim meet by:

Huddle at least one iOS TIMER that is connected to:

1. *any* WiFi with an internet connection

OR/AND

2. has a cellular connection ON the device

Swimmingly will automatically use either of these types of connections to live publish to SwimminglyFan. No configuration required.

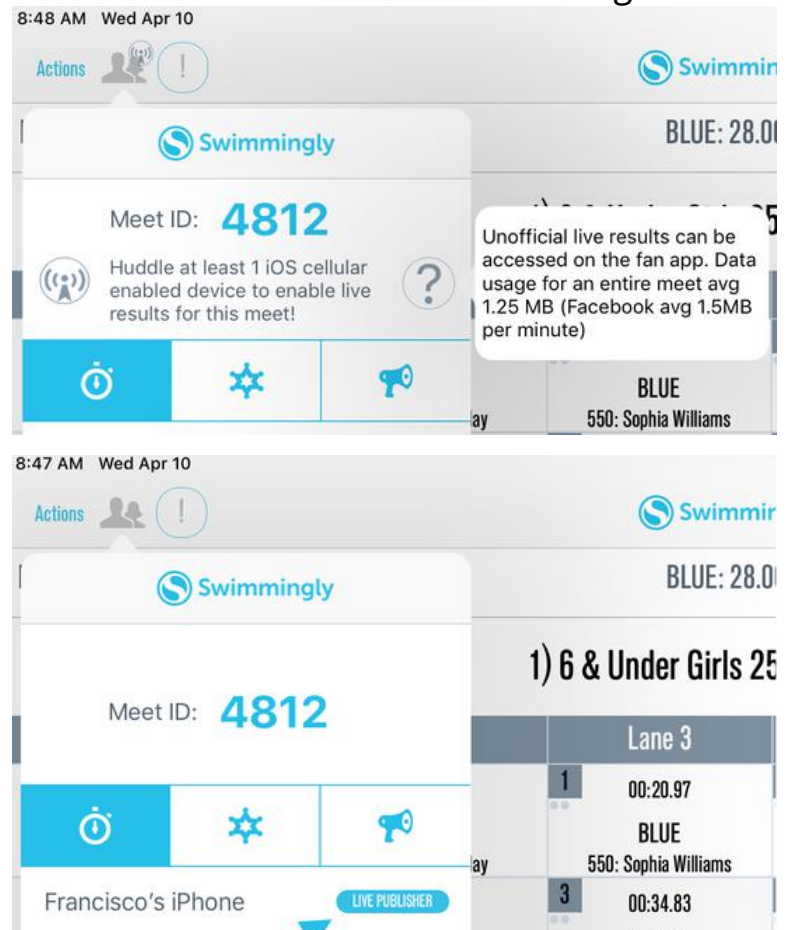
Any number of TIMER devices can be live publishers simultaneously

On your Scorekeeper's iPad (seen here), you can track any live publishers on device viewer. As long as you have at least 1 TIMER LIVE PUBLISHER, your swim meet results are live and accessible via the SwimminglyFan app (available on iOS & Android).

The Scorekeeper role reviews, edits, and confirms meet results. For that reason, SwimminglyFan will not display any results that still have a warning notification on the Scorekeeper. Once the Scorekeeper addresses these notifications, SwimminglyFan will then display the given result. SwimminglyFan clearly states that any real-time results are unofficial until club leadership has finalized and published the final swim meet results at the meet's conclusion.

SwimminglyFan and its premium features are included in your club's Swimmingly membership. Parents, swimmers, and coaches can download SwimminglyFan for free and use every feature it offers!

Device Viewer/Live Publishing



ALL DEVICE SETUP

BEFORE THE MEET

Make sure the volunteer's devices are updated to Apple's iOS 16 (iOS 14-15 still also supported). Double check your Scorekeeper iPad's iOS is updated *before* the season begins. Pro tip: do not wait to update an iPad's iOS version on the pool deck.

DEVICE COMPATIBILITY

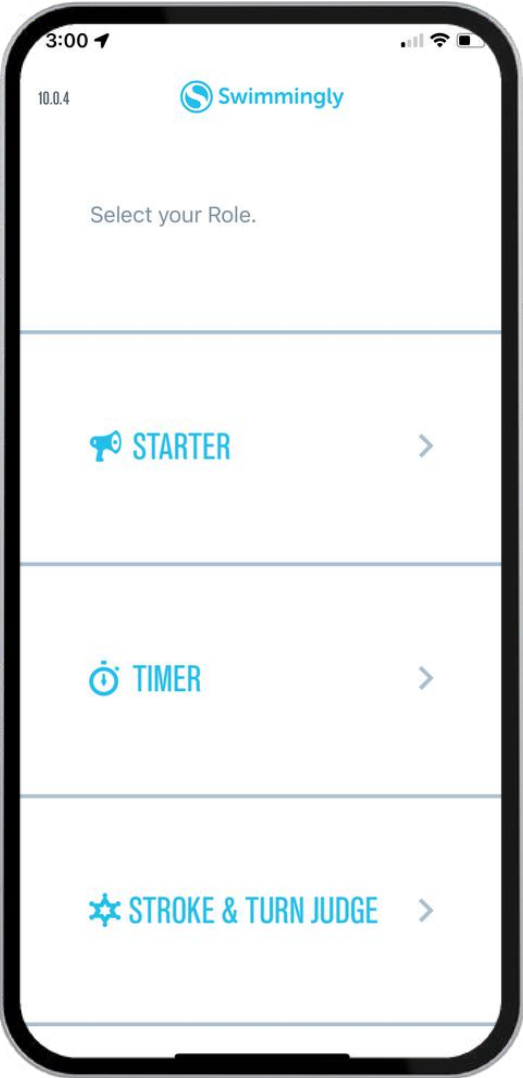
<https://support.swimmingly.app/device-compatibility>

1

All volunteer's devices must be on 10.x.x SWIMMINGLY® (IOS) SWIMMINGLY TIMER (Android) *previous versions are not compatible with v10*



v10.x.x



ALL devices enable



Bluetooth ON required



Cellular ON if available



WiFi ON Connect to any if available

2

Make sure all volunteer devices are fully charged.

3

Make sure your any portable chargers are fully charged (included in your Activation Kit).

4

Make sure volunteers use universal lanyard to secure device around their neck, like a stopwatch (included In Activation Kit).

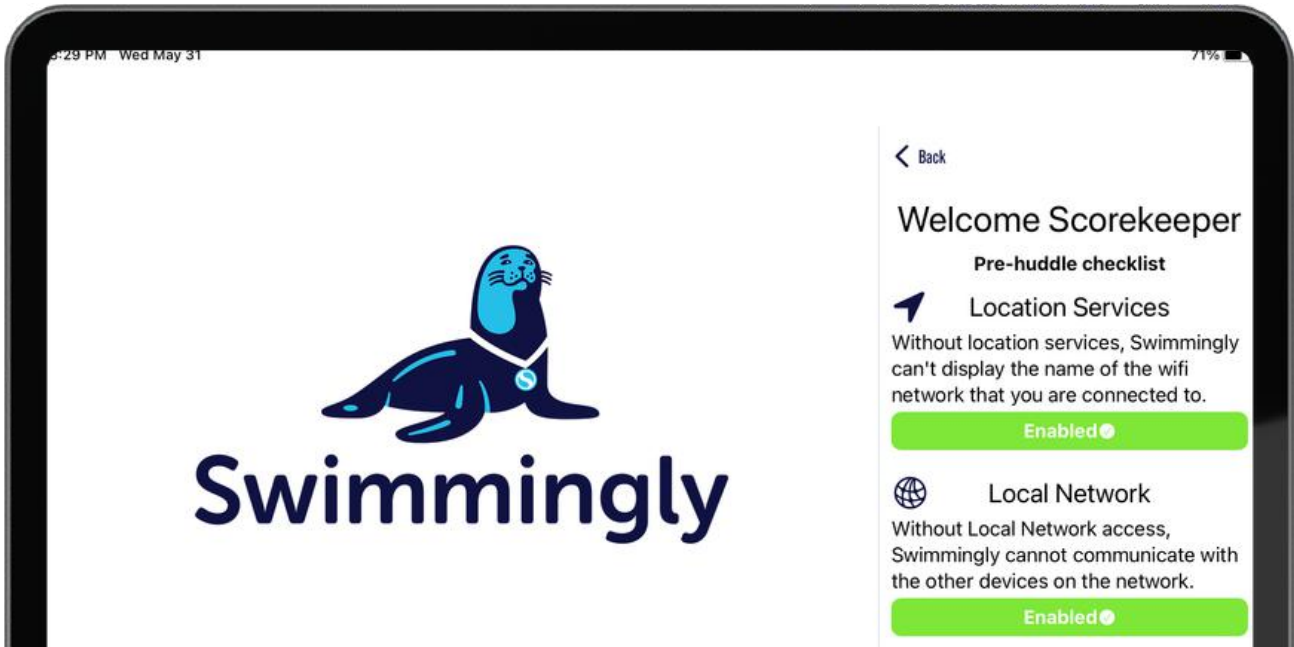
Activation Kit Checklist:

- Swimmingly® WiFi (no longer required)
- Swimmingly® Lanyards
- Portable charger(s)

SCOREKEEPER ONLY SETUP

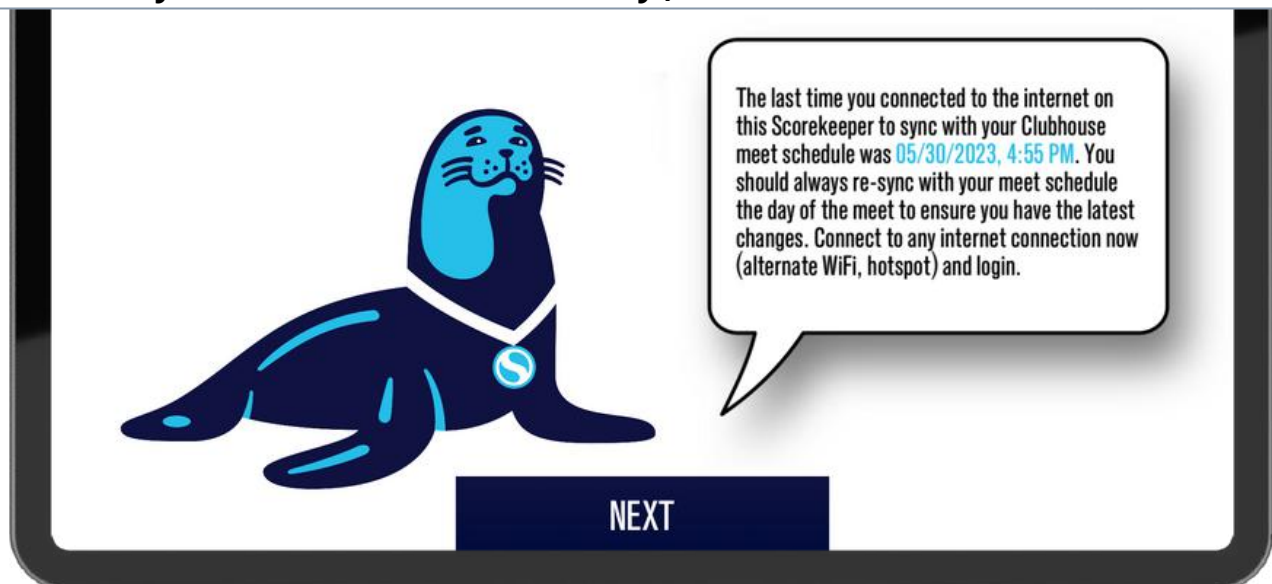
Select the SCOREKEEPER role

- Tap to enable your iPad's location services & local network. You must enable both location services and local network access before proceeding.

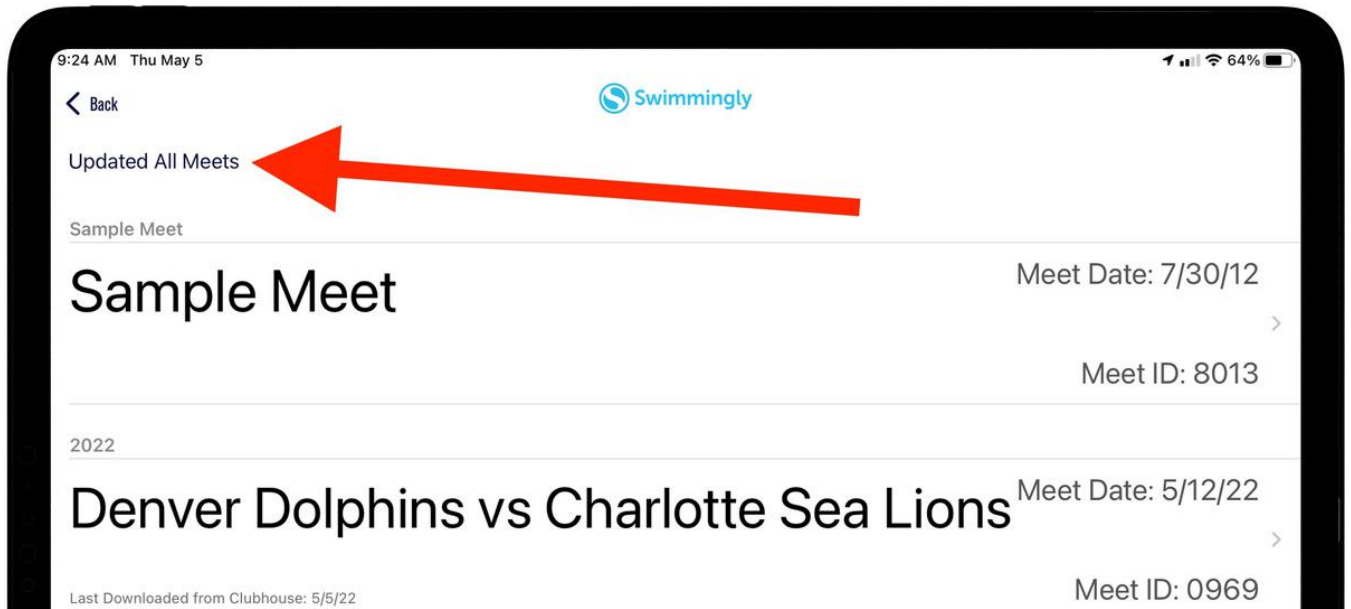


Re-sync your Scorekeeper's Meet Schedule before each swim meet. This can be done at any time, by logging in (below), with internet connection (WiFi, hotspot, cell). New for this yer: You can simply leave your Scorekeeper connected to whatever Internet connection you used on this step for the duration of the swim meet.

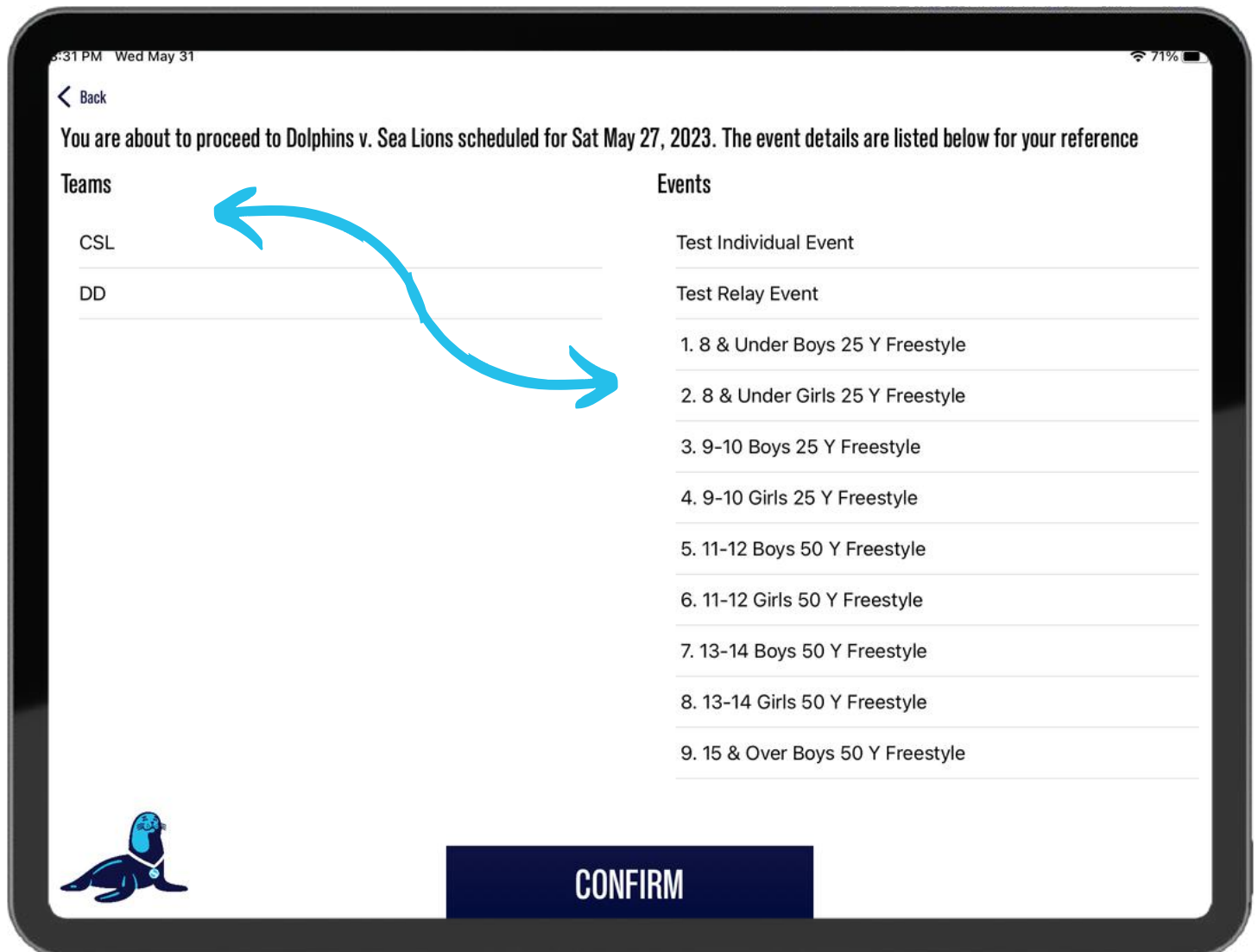
Enter the Club ID and Starter Key info (found in your clubhouse. Double check your Starter key in the Clubhouse for accuracy.)



Wait until all your meet(s) have updated, then> Select your meet.



Additionally, confirm the clubs in the swim meet are accurate as well as the event order.



THE HUDDLE - JOIN THE MEET

- The Huddle: when the STARTER, TIMERS and JUDGES scan the QR Code on the SCOREKEEPER to join the swim meet.
- The Huddle should take place at the Starter's podium.
- The Starter's podium is where the STARTER and SCOREKEEPER should be positioned during the swim meet. Pro tip: use a tent for shade.

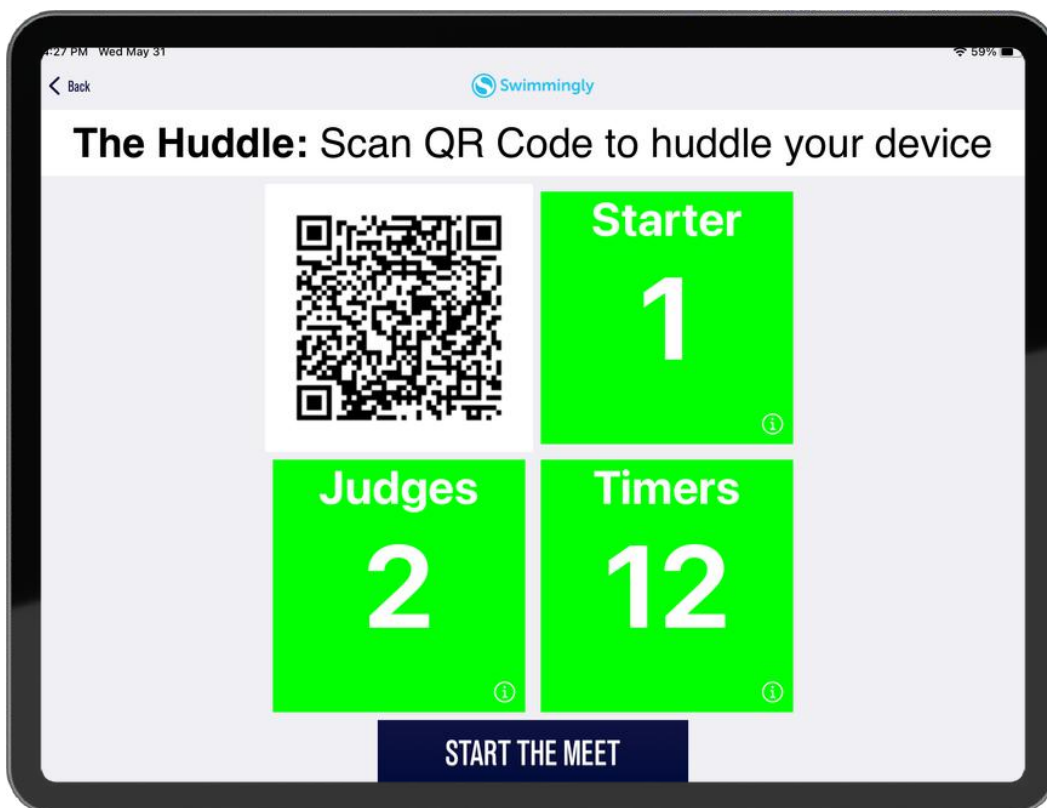
The SCOREKEEPER iPad will show the huddle screen with QR Code. The QR Code is animated (it changes consistently). This is normal.

Have the STARTER scan the QR Code first. This ensures you get the Starter prepped first to avoid any Timers or Judges inadvertently selecting their role as the Starter. Only 1 Starter can be connected to the meet at any given time.

Next have each TIMER and JUDGE scan the QR Code to huddle. Use the shade of the tent at your Starter's podium to avoid glare on the screen when scanning QR Code.

On the Scorekeeper, when all the devices are checked in, tap "START THE MEET"

- **Important.** Use the 'Test Individual Event' and 'Test Relay Event' options (located at the top of your Starter's Event Order) to run a test race or relay for new timers. This also allows each timer to select their lane in the huddle before taking their places behind their lanes.
- **Shift Change.** If you're dropping/adding timers during the meet - you can re-access the QR Code on the Scorekeeper via the device viewer during the swim meet.



SCORING CONFIGURATION

Individual & Relay places & points:

- Add/Remove places & assign points allocated per place. PRO TIP: If you score more than 3 places, just scroll down, you'll see the other places

Scoring Limit

- Addresses sweep/mercy rules. Set this maximum limit of the number of swimmers (or relays) allowed to score from the same TEAM, PER EVENT.

Scoring Events

- Select which events are scored and which events are not scored for the meet.

Scoring Heats

- All – this sets each heat within an event eligible to score.
- First – Only the first heat in each event is eligible to score.
- None – Scoring is OFF for the entire swim meet.

Scoring Lanes

- Selects which lanes are eligible for scoring purposes – then turns OFF scoring for any lane you select for the entire meet (i.e. Your outside lanes(s) are exhibition swims only.)

Timer Tolerance

- If you use 2 timers per lane, the Scorekeeper receives a yellow notification (by default) if the two timers are different by more than 0.30
- To modify that notification threshold, use the slider to increase that tolerance.

The screenshot shows the 'Swimmingley' app interface for configuring scoring. The title is 'Setup the Scoring for the Meet'. It features two main sections: 'Individual' and 'Relay'. Each section has a table with columns for 'Add/Remove', 'Scoring Place', and '# of Points'. In the 'Individual' section, there are three rows: the first has a plus sign, '1' in a blue box, and '5'; the second has a plus sign, '2' in a blue box, and '3'; the third has a plus sign, '3' in a blue box, and '1'. Below this table is a 'Scoring Limit' dropdown set to 'None'. The 'Relay' section has a similar table with one row: a plus sign, '1' in a blue box, and '5'. Below it is a 'Scoring Limit' dropdown also set to 'None'. Further down are settings for 'Scoring Events' (All), 'Scoring Heats' (All), and 'Scoring Lanes' (All). At the bottom is a 'Timer Tolerance' slider set to '0.3 seconds'. A large blue button labeled 'START THE MEET' is at the very bottom.

TIMER

The Timing Screen

SWIMMER ICON (TOP LEFT)

- When tapped, you can enter Swimmer IDs BEFORE, DURING, or AFTER the race
- Note: You can enter Swimmer IDs on this screen while a race begins (just tap 'done' to go back to your running clock before you tap to stop the race).

CLIPBOARD (TOP RIGHT)

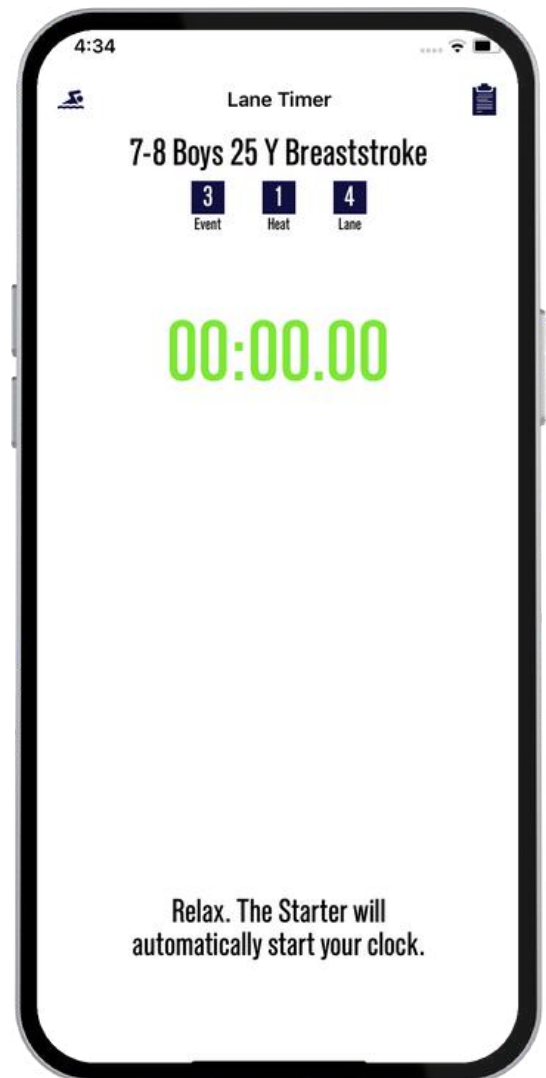
- Captures a log of all your times
- Used to double check the times are "Sent"
- Used for swimmers that come up later to ask for their times

Current Event/Heat/Lane

- Stay up-to-date with the current event / heat in the water
 - The current event & heat updates when the next race begins.

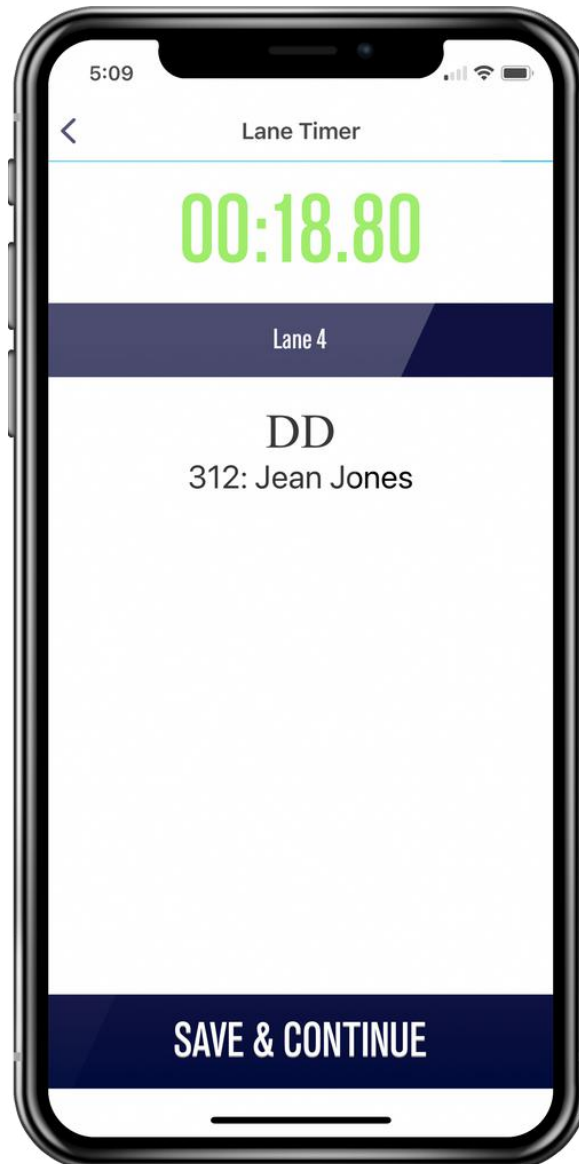
Submit a Time

- The entire clock screen is the stop button! Tap anywhere on the screen to stop clock as you watch the swimmer's fingertips hit the wall.
- Select Lane
 - After you select your lane after the first race, you will NOT have to re-select your lane again.
 - If you change lanes during the swim meet, BE SURE TO change the lane on your TIMER device.



Enter the 3-Digit Swimmer ID (typically) located on the swimmer's arm or shoulder.

- Validate you have entered the correct swimmer by saying, "Great swim 'Jean!'"
- Pro Tip: Have Swimmer IDs written on the arms/shoulders of swimmers at check-in before warm-up. Use the first initial of your team's name in front of ID.



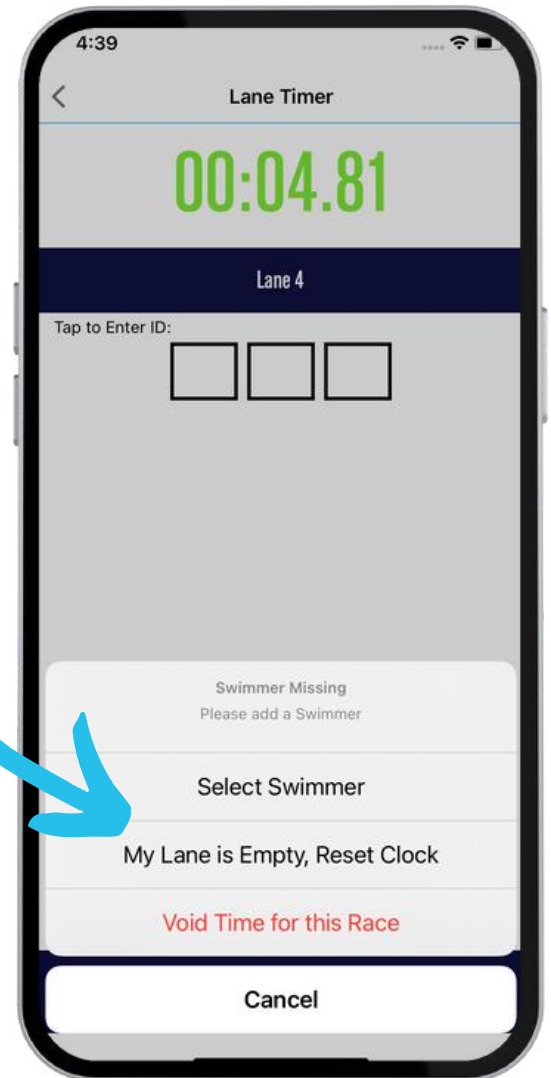
- Tap Save & Continue
- **Stress relieving tip:** The Starter can freely start the NEXT heat or event *before* the timer taps 'Save & Continue'. Once the Timer does so, their clock will already be synchronized and in progress for the next race.

What happens if my lane is empty? You have two options!

1. **Option 1: Don't do anything!** Leave the clock running & it will automatically re-start for the next heat.
2. **Option 2: Reset your clock**—stop their clock (as normal), DO NOT enter any Swimmer ID and tap “Save & Continue”. You’ll be prompted with the option, “My lane is empty, reset my clock.”

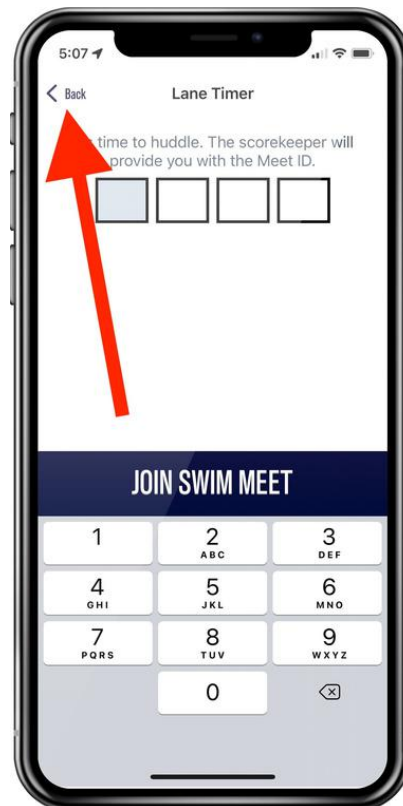
Quick Start Feature – Dive Overs

- If you have not tapped “Save and Continue” and the Starter begins the next race, **IT'S OKAY!** Your clock will already be synchronized with the next heat.



WHAT HAPPENS IF I STOP MY CLOCK TOO EARLY? IT'S OKAY!

- **iOS Timer: Tap the 'back' button!** After you stop your clock, you'll see 'back' in the upper left-hand corner. Just tap it and your clock will still be running!
- **Android Timer: Tap the 'back' button!** After you stop your clock, use the actual **hardware** 'back' button on your device (usually located below the screen in the bottom left or right-hand corner of your device. Just tap it and your clock will still be running!



What happens if i just totally miss the stop? You have **THREE** options!

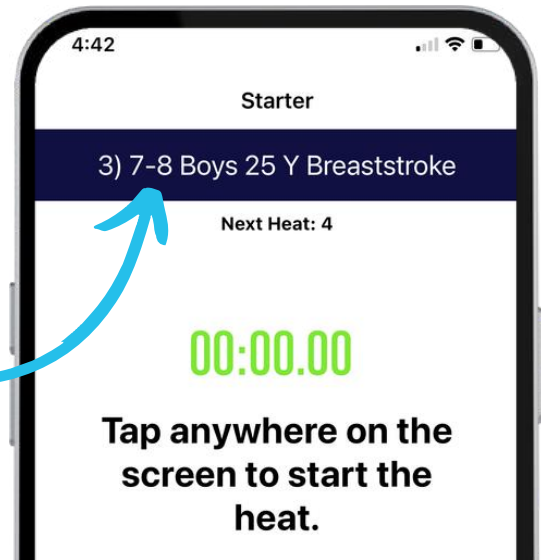
- **Option 1: Leave the clock running!** The other timer in your lane will be the official time for that race. Your device won't submit anything, and your clock will restart for the next race.
- **Option 2: "Void my time"**—stop the clock (as normal), **BYPASS** the "swimmer selector" (do NOT any Swimmer ID) and tap "Save & Continue". You'll be prompted with the option, "Void my time for this race." The Scorekeeper's iPad will only use the other time sent in for your lane for that race.
- **Option 3: Scorekeeper Manual Input** – Alert the head timer and scorekeeper. The Scorekeeper is always able to manually input results directly on the Scorekeeper's iPad (from a manual stopwatch etc).

STARTER

***BEFORE YOU START EACH RACE, CHECK THAT YOU'RE CONNECTED TO THE SWIMMINGLY WI-FI (CURRENT WIFI CONNECTION ALWAYS LABELED BOTTOM OF SCREEN).**

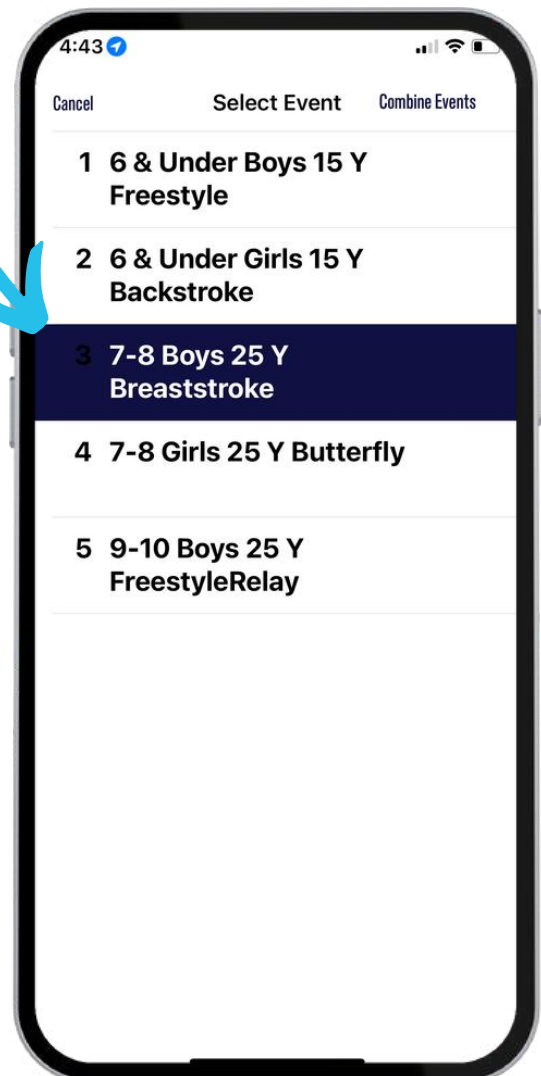
Test Event

- *NOTE: "Test Individual Event" will be first event selected when the Starter device is huddled. Once all timers are huddled:
- Do a test race in the 'Test Individual' Event!
 - Make sure all Timer clocks start.
 - Timers can practice entering Swimmer IDs to learn!
 - Run as many test heats as you need to—they won't be included in results at all!
 - Timers can select their lane at the end of the test heat to 'assign' themselves their lane prior to leaving the huddle and taking their place behind "their lane".



Blue Event Order Bar

- Starter: After the Test Individual Event, ensure you proceed to Event 1 (or the correct event) and proceed to the correct event throughout the meet.
- Tap the Blue Event Order bar to select your next event (currently showing 'Test Individual Event' in screenshot).
- This will pull up the meet's event order



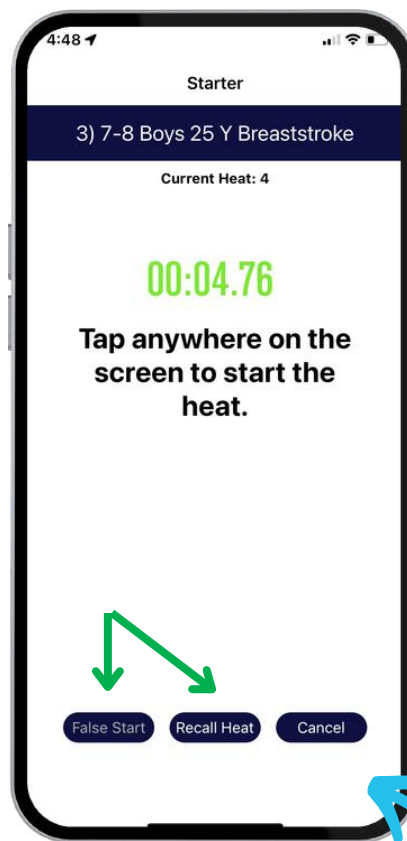
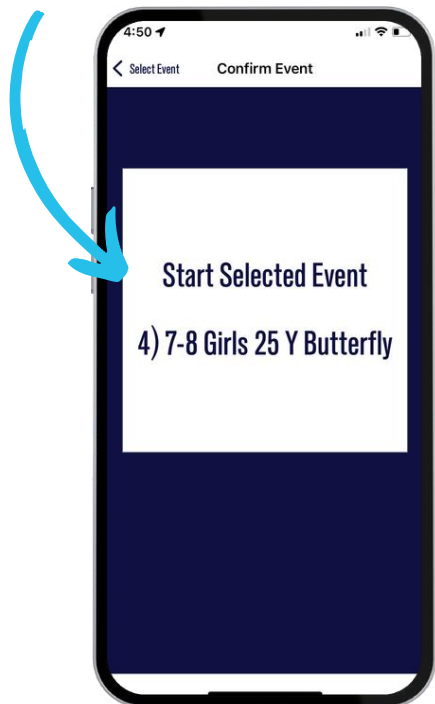
Start a Race

- Tap anywhere on the screen to start a race
- The Start/False start tone for each race can be played from the Starter's device through any PA system. ***Hard-wire* your Starter to your PA (do not use Bluetooth) for optimal result.**

Reset for Next Heat (within an event)

- After the race is over, tap anywhere on the running clock screen
- Tap "Reset for Next Heat"

- **Pro tip:** in order to avoid inadvertently starting the next heat (while the current heat is in the water), allow the clock to run on the current heat until the race is concluding. **Once race has concluded**, safely 'reset for next heat' (screenshot below), proceeding to the next heat to be "race-start ready".



False Start

Option 1

- For the first 5 seconds after the start, the 'false start button' will be enabled in the bottom left-hand corner.
- If you tap this, the "false-start tone" will begin emitting loudly.
- Choose "recall race" to reset every clock and run the race again. The false-start tone will stop.
- Or choose "cancel" to continue with the race in progress which will stop the false-start tone.

Option 2

- After 5 seconds, you can still recall the race if necessary. Tap anywhere on the screen to bring up the next modal.
- Tap "Recall Race"

Quick Start/dive over Feature

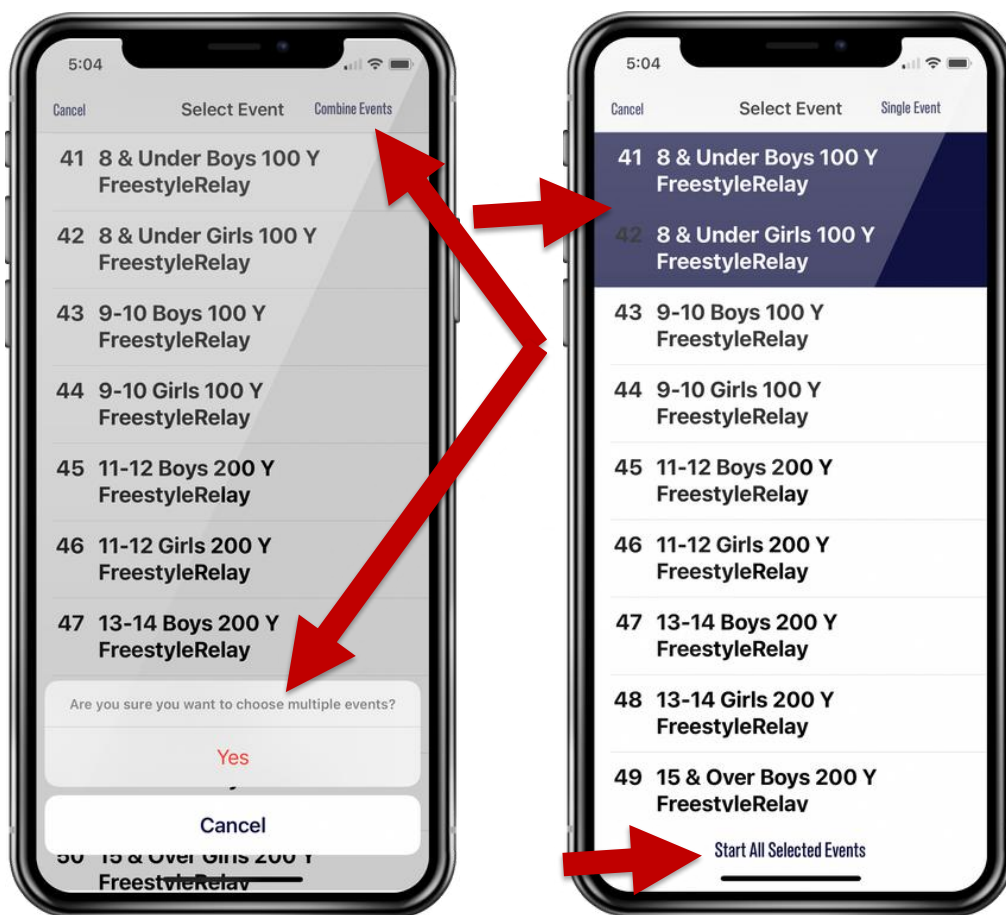
- Time-Saving Feature. As soon as each race is over, the Starter should begin the next heat before the timers submit their times. Have the next heat on the blocks, or prepared to step up on the blocks as the previous heat concludes. This will ensure that your meets run quickly!
- Begin the next heat as soon as the previous heat ends.
- The Timers clocks will synchronize with the Starter's clock even if they tap 'Save & Continue' after the next heat begins!
 - If used optimally, this feature can shave 30-90 minutes of your meet's runtime depending on the size of your swim meet!

Change Event

- Tap the blue event order bar on the clock screen
- Tap desired event > Tap "Start Selected Event"

Combine Events

- Tap blue event order bar
- Tap "Combine Events" in Top right corner
- Tap "Yes"
- Select desired events > Tap "Start Selected Events"
- Do it again to switch back to Single Event mode



Forgot to Change Event on the Starter?

- **It's Okay! Have the Starter alert the Scorekeeper** to make the correct change with a couple taps. Remember, they should be sitting close-by at the Starter's podium.
 - Tap "Actions" > Tap "Move Heats Between Events"
 - Tap the heat you wish to move > on the next screen > tap the new event to move the heat into. The Scorekeeper iPad will update the heat #'s automatically!

NEW – DRAG & DROP HEATS OR SINGLE RECORDS

Drag and drop a single result. Tap/hold and drag the single result to move it to a new event. The Scorekeeper's iPad will automatically accommodate the move

Drag and drop an entire heat. Tap/hold and drag the entire heat by grabbing the heat number on the view shown below. Drag the heat to the newly desire event and the Scorekeeper will automatically accommodate the move.

The screenshot displays the Swimmingly app interface. At the top, it shows the time (9:29 AM Thu May 5), the Swimmingly logo, and the Wi-Fi network (010 Swimmingly 5). Below this, there's a header for the current event: "CSL: 35.00" and "DD: 10.00 Unofficial Score". The main content is divided into four event sections:

- 4) 9-10 Girls 25 Y Freestyle** (Unofficial Score):

Heat	Lane 1	Lane 2	Lane 3	Lane 4
1	DQ 00:38.11 CSL 243: Austin Sniders	1 00:31.54 CSL 957: Conner Hadfield	2 00:38.63 DD 332: Brian Bryant	3 00:38.96 CSL 785: Elisha Hicks
2	2 00:31.37 CSL 021: Max Litniv	1 00:30.25 CSL 016: Nick Pullin	3 00:33.67 CSL 923: Scott Dickerson	NO TIME
- 6) 11-12 Girls 50 Y Freestyle** (Unofficial Score):

Heat	Lane 1	Lane 2	Lane 3	Lane 4
			3 00:38.96 CSL 785: Elisha Hicks	
- 7) 13-14 Boys 50 Y Freestyle** (Unofficial Score):

Heat	Lane 1	Lane 2	Lane 3	Lane 4
------	--------	--------	--------	--------

A red arrow and a hand icon indicate that heat 3 from the 4) 9-10 Girls 25 Y Freestyle event is being dragged to the 6) 11-12 Girls 50 Y Freestyle event.

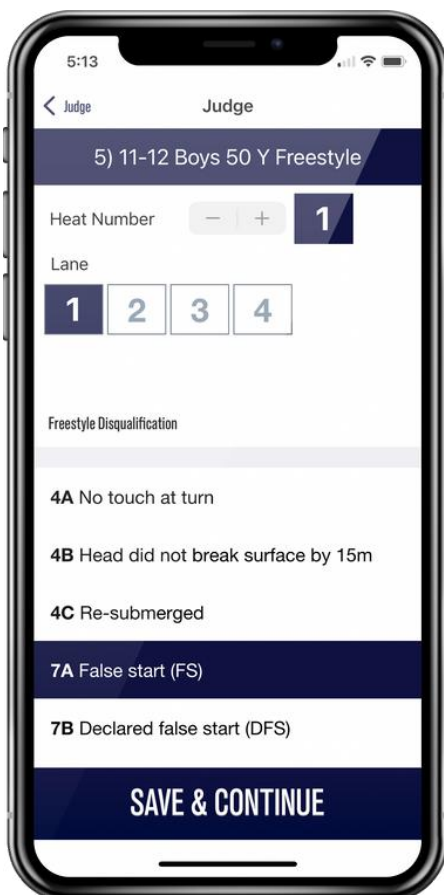
STROKE & TURN JUDGE/HEAD REFEREE

CLIPBOARD

- Captures a log of all your DQs
- Used to double check the DQs are “Sent” to Scorekeeper

Current Event/Heat

- Stay up-to-date with the current event / heat in the water
- **IMPORTANT:** To keep your device tracking with the current race, leave your device on the “Tap Anywhere to DQ a Swimmer” screen.



DQ A SWIMMER

- Verify the heat number
- Tap to select lane
- Tap to select the appropriate infraction(s)
 - You can select multiple infractions
- Tap “Save and Continue”
- Go to previous events at your discretion by tapping the Event Order blue bar at the top of your intelligent time card. You can access any previous event that have been completed.

Head Ref: SUGGESTED WAYS TO INCORPORATE HEAD REF APPROVAL (WHERE APPLICABLE)

Option 1

- S&T Judge raises hand, ref approaches & approves/rejects. S&T submits DQ upon approval.
- Ref can ask S&T Judge to tap 'clipboard' to show any DQs logged (including infraction reason).
- Ref can then still review DQs at the Scorekeeper's iPad on-demand. You can see which device (S&T Judge) that submitted any DQ on the Scorekeeper's iPad.

Option 2

- S&T Judge raises hand and submits DQ.
- Ref can ask S&T Judge to tap 'clipboard' to show any DQs logged (including infraction reason).
- Ref can then still review/confirm/overture DQs at the Scorekeeper's iPad. You can see which device (S&T Judge) that submitted any DQ on the Scorekeeper's iPad.

All reviews & overturns of DQs can be made anytime on the Scorekeeper's iPad.

DQs can also be recorded directly on the Scorekeeper's iPad for any record.

SCOREKEEPER

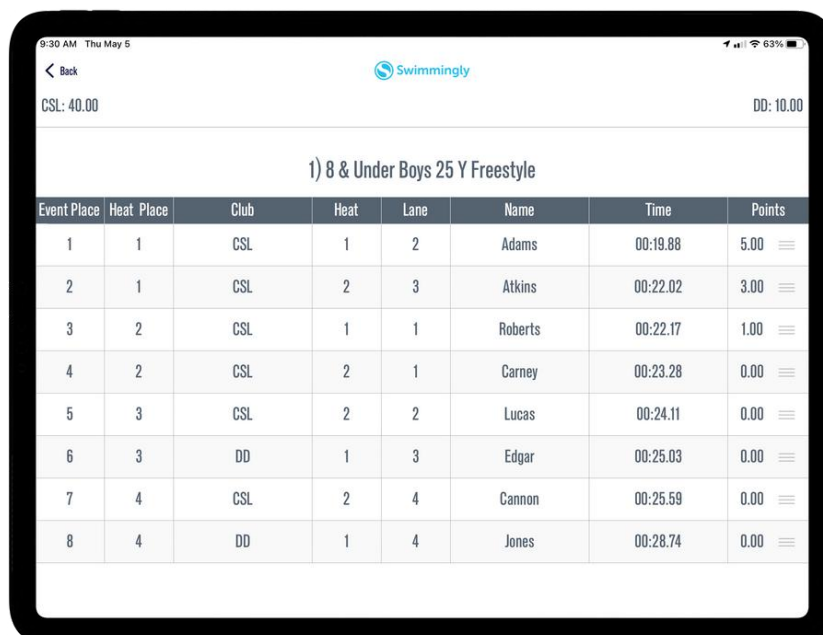
**Review, edit, & validate the results in real-time on the Scorekeeper's iPad.
Edits can be made from both the Simple View and Expanded View!**

Using an HDMI cord (with a lightning adapter for your iPad), consider plugging your iPad into a large TV monitor or computer screen on deck. This gives your swimmers a big-screen scoreboard

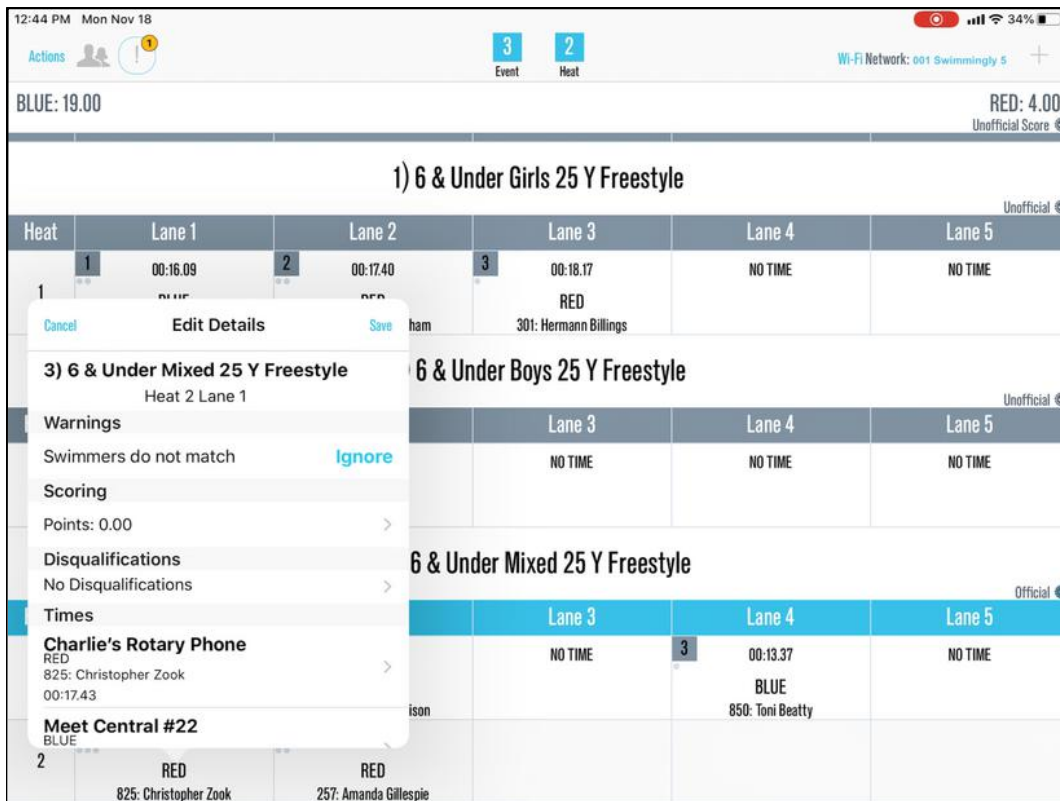
SIMPLE VIEW – SINGLE TAP TO EDIT ANY RECORD



EXPANDED VIEW – DOUBLE TAP ANY EVENT FOR THIS VIEW



WARNINGS



The Yellow Warnings:

Unrecognized swimmer

- Timer(s) entered a Swimmer ID not matching any athlete

Swimmer IDs in the lane do not match

- The timers entered different Swimmer IDs, resulting in a mismatch

Swimmer's sex does not match event

Swimmer is in event multiple times

- Typically a result of one timer entering the incorrect lane and the swimmer appears in the event as multiple records in two different lanes.

Time difference between timers is greater than the .30 tenth tolerance window set by default on your Actions > Scoring Setup screen. You can adjust the tolerance window anytime under Actions > Scoring Setup.

This lane is possibly empty

- Times of less than 10 seconds will automatically be flagged

NUMBER OF TIMERS REPORTING PER LANE:

In the simple view, in each cell, there is a subtle dot(s) indicating the number of timers reporting per lane.

Heat	Lane 1	Lane 2	Lane 3
1	5 00:32.21	4 00:27.27	2 00:25.98 ⚠
2	6 00:36.61	4 00:35.34	2 00:34.34
3	6 00:30.75	4 00:29.49	3 00:28.56
4	6 00:38.59	4 00:37.89	2 00:37.05
5	6 00:31.77	4 00:30.84	2 00:29.68

WHEN YOU SEE THE WARNING ICON:

- Single tap on the record in the Simple View
- Identify the reason & take action! You can make any edits to cause the warning to disappear automatically or 'ignore' the warning:
 - Unrecognized Swimmer
 - Swimmer IDs in the lane do not match
 - Swimmer's sex does not match event
 - Swimmer is in event multiple times
 - Times are outside the .30 tenth tolerance level
 - This lane is possibly empty (< 10 Seconds)

Actions		55 Event		5 Heat			
Blue Club: 18.00				Club Green: 0.00 Unofficial Score			
54) 9-10 Boys 25 Y Butterfly							
Heat	Lane 1	Lane 2	Lane 3	Lane 4	Lane 5	Lane 6	Unofficial
2	6 00:31.28	4 00:30.29	2 00:28.70	1 00:28.27	3 00:29.41	5 00:30.80	
3	1 00:40.11	2 00:40.70	3 00:41.4			6 00:43.38	
55) 11-12 G							
Heat	Lane 1	Lane 2	Lane 3	Lane 4	Lane 5	Lane 6	Unofficial
1	5 00:32.21	4 00:27.27	2 00:27.27			6 00:36.70	!
2	6 00:36.61	4 00:35.34	2 00:34.3			5 00:36.24	
3	6 00:30.75	4 00:29.49	3 00:28.5			4 00:29.49	
4	6 00:38.59	4 00:37.89	2 00:37.0			5 00:38.31	
5	6 00:31.77	4 00:30.84	2 00:29.68	1 00:28.63	3 00:30.33	5 00:31.35	

Edit Details

55) 11-12 Girls 25 Y Butterfly
Heat 1 Lane 3

Warnings

Swimmers do not match Ignore

Scoring

Points: 3.00

Disqualifications

No Disqualifications

Times

Meet Central #12

Blue Club

Swimmer 226

00:26.00

Meet Central #14

VALIDATING EVENTS

- Once you have eliminated any warnings in an event, you can now **tap the Unofficial/Official toggle** on the event header to turn that event blue, making the event Official.

Tap this → Unofficial

Lane 5		Lane 6	
6	00:34.78	5	00:34.70
BLUE 552: Tyrone Ketcham		Black Club 522: Joshua Harrison	
3	00:14.19	4	00:15.26
BLUE 446: Chuckie Houchicic		Black Club 317: Michael Grant	

Now official! → Official

Lane 5		Lane 6	
6	00:34.78	5	00:34.70
BLUE 552: Tyrone Ketcham		Black Club 522: Joshua Harrison	
3	00:14.19	4	00:15.26
BLUE 446: Chuckie Houchicic		Black Club 317: Michael Grant	

Exhibition Swimmers: Mark a Swimmer as Exhibition

- **Exhibition swimmers** retain an official time but do NOT count towards PLACE or POINTS in the event. This is useful in allowing a swimmer to “swim to get a time” without affecting scores or ribbon labels

The image shows two side-by-side screenshots of a swim meet interface for a 5 Y Freestyle event. The left screenshot shows a swimmer in Lane 4 (James Norton) with a time of 00:23.47 and a '3' badge. A blue arrow points to the badge with the text "Exhibition: Single-tap place badge!". The right screenshot shows the same swimmer with a black 'X' badge over the time. A blue arrow points to the 'X' with the text "Now marked as exhibition!".

Official & Unofficial Team Scores

- Tap the Official / Unofficial toggle in the header of the simple view
 - **Unofficial team scores are gray** and score any heat that has been reported.
 - **Official team scores are blue** and only score events that have been reported and have been marked as Official.

Delete Swimmer Entirely – Delete Bad Time

- **Single tap** on the record in the Simple View
- Tap on the timer's **Intelligent Time Card** on the 'edit details' pop-up
- **Scroll to the bottom** > Tap "Delete"
- Select 'Save'.
- **To delete swimmer entirely**, delete the Intelligent Time Card for each timer in the lane.

Add Manual Times

In the Simple View...

- Tap the **+** (top right)
- Select Event
- Select Heat > Select Lane


- Type in Manual Time
- Select Club > Type Swimmer ID
- Tap 'Save' or 'Create Another'

Review, Add, or Overturn Disqualifications (Head referee)

- Tap RED DQ'd record or TAP on record you want to DQ
- Tap Disqualifications under 'edit details' pop-up
- Tap to select / overturn infractions
- Tap "Save" – Top Right

PLACE/FINISH JUDGE

*Place/finish judge manually overrides place and points

- Double tap on the desired event to toggle to the 'expanded view'.
- Gently Tap and Hold the hamburger  and drag swimmer to desired place.

MANUALLY CHANGE POINTS

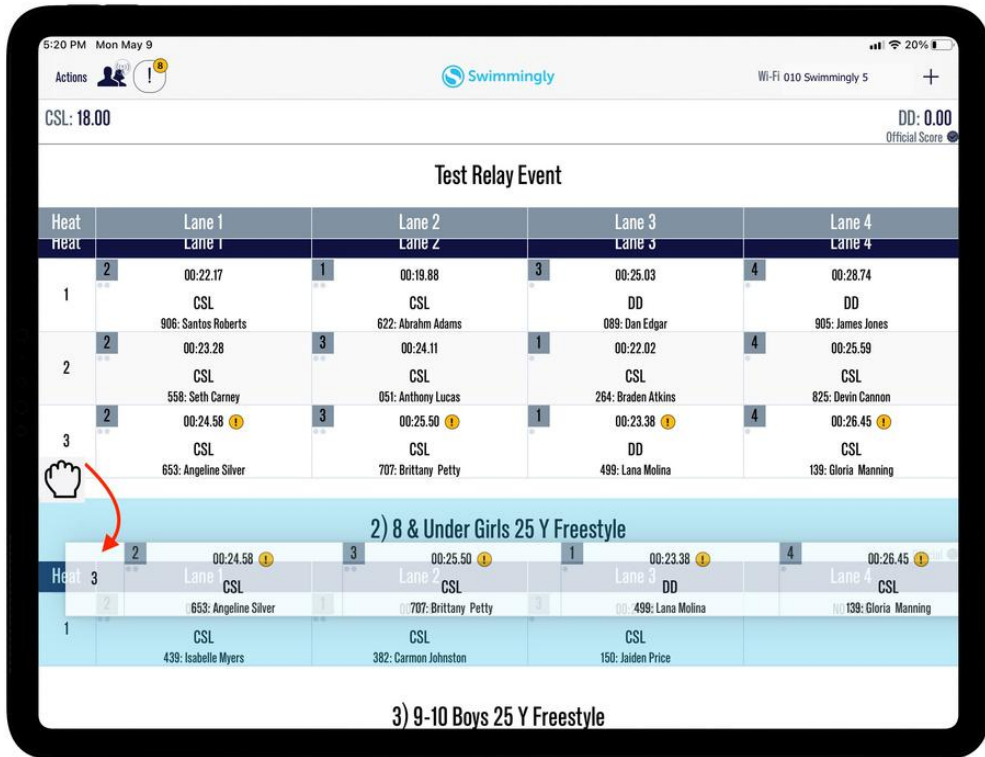
***Manually changing points** without changing place. If needed, we recommend using this feature once the event is complete.

- Tap on the record
- **Tap "Points"**
- Manually enter new points
- **Tap "Done" – Top right**


MOVE HEATS BETWEEN EVENTS


In case the Starter forgets to go to the next event, no problem! Here's how to correct it on-the-fly!

- Tap & hold the desired heat.
- Drag it to the desired event & drop!
- The Scorekeeper will automatically update the applicable heat #s where necessary.
- Do not delay the meet to complete this task – the Scorekeeper iPad will automatically know how to correctly move the heats in real-time!



GENERATE Ribbon Labels / Results

- Tap Actions
- Tap Generate Event Results / Generate Ribbon Labels
- Select "Generate All Results/Labels" or "Generate Some Results/Labels"
- **If ALL**
 - All results/labels will be generated
 - Use the export  icon (upper right-hand corner) to easily airdrop the PDF to an iOS device nearby, wirelessly print to any AirPrint compatible printer, email after the meet, and more!
- **If SOME:**
 - Choose desired Clubs
 - Choose desired Events
 - Print following places (conserve ribbons labels & paper!)
 - Type in the highest place you would like to print up to (i.e. 6 = Place 1-6)
 - Print Event or Heat Place
 - Print labels by event or by swimmer
 - **Tap Generate Selected Results / Labels**

- Use the export  icon (upper right-hand corner) to easily airdrop the PDF to an iOS device nearby, wirelessly print to any AirPrint compatible printer, email after the meet and more!

Publish Results

Once the meet is over and results have been validated:

- Connect to any Internet Connection – alternate WIFI or personal hotspot (not Swimmingly® WIFI networks)
- Tap Actions > Publish to Clubhouse
- Tap Publish (top right)
 - If you have already published the meet and have additional revisions on the Scorekeeper's iPad, that's okay! Simply make revisions and re-publish all the results using the steps above.

The entire Event Results PDF will be published to the Clubhouse of all teams participating. AND the Ribbon Labels PDF for each team will also be published to each team's respective Clubhouse

*Once the results are finalized, official, and **published to the Clubhouse, parents can see their swimmers' results in the Clubhouse!** Alternatively, you can still email out a PDF of the results – **but your job running the meet is complete!**

BEST PRACTICES & SUPPORT



You are now running swim meets in a new way!

Follow the Blueprint for Success in your training page before your season begins so you're comfortable and ready for a fun season!

As always, we are available before, during, or after your swim meets to answer any question!

team@swimmingly.app | 866-377-SWIM (7946)

If you call the hotline, it will ring multiple Swimmingly team members automatically so hang tight. If no team member is available, we will call you back as soon as possible.

VISIT THE SWIMMINGLY HELP CENTER FOR ALL YOUR SWIMMINGLY BEST PRACTICES!

<https://support.swimmingly.app/>