

DISTRICT XI SWIMMING AND DIVING CHAMPIONSHIPS
presented by St. Luke's University Health Network

DATES, LOCATIONS, TIMES OF SWIMMING AND DIVING CHAMPIONSHIPS:

DIVING	February 25, 2023	Emmaus High School
SWIMMING	March 3 & 4, 2023	Parkland High School

DISTRICT XI SWIMMING

Order of Events and Approximate Time Schedule

Friday – March 3, 2023

Boys & Girls AA

1:30 pm	Swimmers may enter locker rooms
2:00 pm	Ticket Sales Open to Spectators
1:45-2:45 pm	Warm Ups
1:45 pm	Coaches/Officials Meeting
2:45 pm	Girls 200 Medley Relay
2:52 pm	Boys 200 Medley Relay
2:59 pm	Girls 200 Freestyle
3:10 pm	Boys 200 Freestyle
3:21 pm	Awards – Girls & Boys Medley Relay
3:26 pm	Girls 200 Ind. Medley
3:38 pm	Boys 200 Ind. Medley
3:50 pm	Awards – Girls & Boys 200 Free
3:55 pm	Girls 50 Freestyle
4:02 pm	Boys 50 Freestyle
4:09 pm	Awards – Girls & Boys 200 IM
4:14 pm	Five Minute Break
4:19 pm	Girls 100 Fly
4:27 pm	Boys 100 Fly
4:35 pm	Awards – Girls & Boys 50 Free
4:40 pm	Five Minute Break
4:45 pm	Girls 200 Free Relay
4:51 pm	Boys 200 Free Relay
4:57 pm	Awards – 100 Fly, 200 Free Relay
5:10 pm	Clear Pool

Boys & Girls AAA

5:45 pm
6:15 pm
6:00-7:00 pm
6:00 pm
7:00 pm
7:07 pm
7:14 pm
7:25 pm
7:36 pm
7:41 pm
7:53 pm
8:05 pm
8:10 pm
8:17 pm
8:24 pm
8:29 pm
8:34 pm
8:42 pm
8:52 pm
8:57 pm
9:02 pm
9:08 pm
9:14 pm
9:27 pm

Saturday – March 4, 2023

Boys & Girls AA

8:45 am	Swimmers may enter locker rooms
9:00-10:00 am	Warm Ups
9:15 am	Ticket Sales Open for Spectators
10:00 am	Girls 100 Freestyle
10:08 am	Boys 100 Freestyle
10:16 am	Girls 500 Freestyle
10:40 am	Boys 500 Freestyle
11:03 am	Awards – Girls & Boys 100 Free
11:08 am	Girls 100 Backstroke
11:17 am	Boys 100 Backstroke
11:26 am	Awards – Girls & Boys 500 Free
11:31 am	Girls 100 Breaststroke
11:40 am	Boys 100 Breaststroke
11:49 am	Awards – Girls & Boys 100 Back
11:54 am	Five Minute Break
11:59 am	Girls 400 Free Relay
12:10 pm	Boys 400 Free Relay
12:18 pm	Awards – Girls & Boys 100 Breast 400 Free Relay
12:40 pm	Clear Pool – Team Awards

Boys & Girls AAA

1:15 pm
1:30-2:30 pm
1:45 pm
2:30 pm
2:37 pm
2:46 pm
3:07 pm
3:28 pm
3:33 pm
3:42 pm
3:50 pm
3:55 pm
4:04 pm
4:13 pm
4:23 pm
4:28 pm
4:38 pm
4:48 pm
5:15 pm

DISTRICT COMMITTEEPERSON IN CHARGE OF CHAMPIONSHIPS

District XI Committee Swimming & Diving Chairperson: Ray Ramella

Cell: 484-294-5785

e-mail: RRamella@nazarethasd.org

Meet Director: Don Harakal

Cell: 610-709-7887

e-mail: dharakal6973@gmail.com

Meet Manager: Mike Seip

Cell: 610-393-5714

e-mail: mikeseip.districts@gmail.com

ELIGIBILITY FOR SWIMMING: The top sixteen (16) times will qualify in each event. There will be two (2) heats for each event. Contestants are limited in competition to no more than four (4) events – two individual and two relays, or one individual and three relays. Being designated as a relay contestant shall not count as an event **until officially assigned** at the coaches meeting on the day of competition.

TEAM SCORING: For those schools that sponsored a team during the regular season and participated in at least ten (10) dual meets, sixteen-place championship scoring will be used to determine a team champion.

PRE-MEET WARM-UP FOR SWIMMING: On Saturday, February 25, 2023 there will be a pre-swimming warm-up held at Parkland from 2:00 pm – 5:00 pm for any swimmers entered in the swimming championships. This session requires that the school's head and/or assistant coaches be present to supervise their athletes from the time they enter the building until the time they exit the building. No official coach - no warm-up!

ASSIGNMENT OF OFFICIALS: Officials will be assigned by District XI Committeeperson in charge of Swimming and Diving in conjunction with Female Officials Representative.

SPORTSMANSHIP STATEMENT: PIAA requires all registered sports' officials to enforce the sportsmanship rules for coaches and contestants. Actions meant to demean opposing contestants, teams, spectators and officials are not in the highest ideals of interscholastic education and will not be tolerated. Let all contests reflect mutual respect. Coaches will certify prior to the contest that teams are legally equipped according to the rules of that contest.

TICKETS:

All District XI Championship tickets are now sold online for all sports using Hometown Ticketing. Each swimmer that qualifies for the 2023 District XI Swimming Championships will be able to purchase three (3) tickets for each session that they are swimming in. Specific code numbers for each swimmer will be sent to the schools Director of Athletics. **Alternates do not receive guaranteed tickets.** Once all the entered swimmers have purchased tickets the remaining tickets will go on sale to the general public.

SWIMMING ENTRY INFORMATION:

Each school may enter up to 4 entries individual events and 1 team per relay event providing they meet the 2023 consideration times. If a swimmer attains the consideration time this does not guarantee entry into the 2023 District XI Swimming Championships. This year's Championships will have 16 swimmers, 16 relays and 16 divers in each event. There will be two (2) heats for each swimming event. No event will have more than 16 competitors. Contestants are limited in competition to no more than four (4) events – two individual and two relays, or one individual and three relays one relay team per relay event. However, if a swimmer is entered in 2 individuals, they may be listed in 3 relays as long as he or she only swims in 2 relays at the meet.

RELAY ENTRIES: If you are entering a relay team, you must include 4-8 names of prospective participants. Please try to indicate the actual swimmers by listing them 1-4 in order. The order may be changed at the district meet, if necessary. However, if you do not list a swimmer for a relay, he or she will not be allowed to swim in the relay.

CONSIDERATION TIMES:

Only the top 16 submitted times will be entered in the event.

Boys AA	Boys AAA	Event	Girls AAA	Girls AA
2:34.00	2:06.00	200yd Freestyle	2:28.00	2:36.00
2:49.00	2:22.00	200yd Individual Medley	2:40.00	2:51.00
:28.00	:26.00	50yd Freestyle	:28.00	:31.00
1:08.00	1:03.00	100yd Butterfly	1:11.00	1:25.00
1:02.00	:55.00	100yd Freestyle	1:01.00	1:10.00
7:30.00	5:41.00	500yd Freestyle	6:35.00	7:07.00
1:15.00	1:04.00	100yd Backstroke	1:11.00	1:17.00
1:27.00	1:10.00	100yd Breaststroke	1:21.00	1:25.00

USA Swimming Times: If you have swimmers who want to use the times from Districts or States for USA Swimming purposes, you must enter their USA number in your entry file. The District entry file is the same file used to forward the qualifiers to States. Please make sure it is the correct number. If you have questions, please contact Mike or Lynn before sending your file. PLEASE DO NOT USE MEET MANAGER GENERATED NUMBERS OR PUT NUMBERS IN FOR NON-USA SWIMMING REGISTERED SWIMMERS.

Please review your entries before submitting them. There will be no additional entries or changes after the deadline passes.

DATES, LOCATIONS, AND TIMES OF DISTRICT XI DIVING CHAMPIONSHIPS:

Saturday, February 25, 2023 – at Emmaus High School

Girls' Warm-ups: 8:00 am – Meet 9:30 am

Boys' Warm-ups: 12:30 pm – Meet 2:00 pm

ENTRY DEADLINE FOR DIVING: Diving sheets must be received no later than 12:00pm (noon) on **Monday, February 20, 2023** per the instructions below.

PRE-MEET WARM-UPS FOR DIVING: There will be a pre diving warm-up held on Wednesday, February 22, 2023 from 6:00 pm – 8:00 pm at Emmaus for any divers entered in the diving championships. This session requires that the school's head and/or assistant coaches be present to supervise their athletes from the time they enter the building until the time they exit the building. No official coach - no warm-up!

WHO IS ELIGIBLE TO COMPETE: Each school may name up to five (5) entries in diving providing they meet established qualifying standards, but only four (4) may compete. The four divers will be identified prior to warm-ups for the competition.

DIVING INFORMATION: The 2023 District XI Diving Championship will follow the PIAA six dive format. All five dive groups must be represented in each diver's program. Each diver's program must include two (2) voluntary dives and four (4) optional dives, done in any order.

The "Standing Forward Takeoff" shall not be permitted.

All dives submitted shall have been performed and received an average score of 15.0 or higher during the current (2022-2023) dual meet high school season. Proofs must be available, if required by the District XI meet administration, for verification.

No diver shall repeat a dive. All dives of the same number, whether tuck, pike, straight or free positions are considered the same dive.

The NFHS standard dive sheet shall be used.

Both 2A and 3A divers will perform six dives and there will be no cuts.

The top sixteen (16) divers will score points for their respective teams.

Once a dive sheet is submitted for District entry, only a position on a dive can be changed.

*Coaches will have to submit the signed diving score sheet to Dave Griebel (dave@tambar.com) by 12:00 pm (noon) Monday, February 20, 2023 so he can verify the score before acceptance into the 2023 District XI Diving Championship.

DATES AND LOCATION FOR PIAA CHAMPIONSHIP: March 15-18, 2023 at Bucknell University.

AA March 15 - 16

AAA March 17 - 18

ENTRY INSTRUCTIONS:

Use Hytek Team Manager to enter all swimmers and divers in their events and email the entry file to Lynn Williams at lynnwilliams.districts@gmail.com. Also send an email to Mike Seip at mikeseip.districts@gmail.com. Please also include a cell phone number in case there are questions. You will receive confirmation that the entry file has been received. If you do not receive confirmation within 24 hrs. please call Lynn Williams at 484-695-3600. (Please note: *Divers must be entered in BOTH the Team Manager entry file AND as per the instructions later in the Diving section of this document.*) All Hytek entry files must be received by Lynn Williams no later than 12:00 pm (noon) on Sunday February 26, 2023.

Note: All performances must be equal or better than the 2022-23 Consideration Times for each event to be officially considered for the event. All submitted entries will be processed. After all the entries are processed the top 16 swimmers and 16 relays will be entered into the event, the next 2 fastest entries will be alternates. A Psych Sheet will then be published and emailed to each person who submitted the school's entries no later than 3:00 PM on Tuesday, 02/28/23.

SEEDING MEETING: Tuesday February 28, 2023 at 7:00 PM

1. One person from each school entered must be present.
2. The Zoom will be limited to one person from each entered school.
3. After the entries are processed the link for the Zoom meeting will be sent to the person who sent the entries to Lynn.

Instructions for Entering District XI Swimming Championships **If You Have Team Manager**

Go to the District XI website and look for the link for the events file for this year's meet. Choose the "Save" option and import it into your Team Manager database. You can then process your entries by selecting the District Meet, then entries, and proceeding with entries by athlete or event. Please review your entries carefully to be sure you have every athlete in the correct events. **BRING THIS REPORT WITH YOU TO THE SEEDING MEETING!** Export the entry file and email it to Lynn Williams at lynnwilliams.districts@gmail.com. Go to File, Export, Meet Entries – save it to a disk or a file on your computer and then email it as an attachment. You must use the 2022 event file found on the District XI website, go to Sport/Tournaments, Current Year, then pick the appropriate event file.

If You Do Not Have Team Manager

You can download a free "Lite" version of it from the Hy-Tek website at www.hytek.active.com *Click on Swimming and Download Demo. Scroll down to Team Manager Lite and proceed with the installation. Once loaded onto your computer follow the instructions above.*

TM-Lite will now be on your computer. Click on the TM-Lite icon, click "ok" and you will now be at the opening page of Team Manager Lite. Click on File, Open/New and name your Data Base (ex. Emmaus Swimming). Follow the prompts, indicating Boy/Girl and set the Default Team Registration as "Other." Set the Team Type as "High School," then click OK. Click on Teams, Add, and fill in the team code and team name. (ex. EMM, Emmaus High School – use the first three letters of the school name) Close out of this screen. Next, click on Athletes, Add, and fill in the information requested. (first and last names, gender, date of birth, and indicate the team affiliation) Enter your entire roster and hit cancel when finished. Close out of this screen.

Once your team and athletes are in your Team Manager database, follow the instructions as outlined above under "If You Have Team Manager."

Once the meet and all of its events are in your database you can proceed with your entries by clicking on Meets, Entries and choose to enter by athlete or by event. (You will need to enter relays by using "enter by event") Once your entries are complete, prepare and print out a report of them so you can verify everything before you export and email it. Go to Reports, Performance, Meet Entries – make sure the District Meet is indicated, as well as the name of your team. In the lower left area of the box you will sort the report by event or name of athlete. Check the event filters (individual or relay or both), then click on Create Report. **BRING THIS REPORT WITH YOU TO THE SEEDING MEETING!** Review the report carefully and when you are certain it is accurate you can export it. Go to File, Export, Meet Entries, and make sure the District XI meet is named in the box. Make sure you have checked off that you want to include relays and proceed with the export. You can then email this entry file as an attachment to Lynn Williams at lynnwilliams.districts@gmail.com. and Mike Seip at mikeseip.districts@gmail.com. **Include a cell for number in this email please.**

All teams - Please make sure you include the following information in the body of your email:

- High School name
- Indicate AA or AAA (IMPORTANT!!)
- Total number of athletes, total number of individual entries, and total number of relays entries.
- Relays, please list dual meet and where the seed time was achieved, aggregate times may not be used for seeding times

The person who sends the email with the entry file will be receiving all correspondence for the school pertaining to the official entries, please check often prior to the meet. Coach's name and cell phone must be included.

YOU WILL RECEIVE A CONFIRMATION THAT YOUR ENTRIES HAVE BEEN RECEIVED. IF YOU DO NOT RECEIVE CONFIRMATION WITHIN 24 HRS. PLEASE CALL LYNN WILLIAMS AT 484-695-3600.

Any questions please call Lynn Williams at 484-695-3600 or email your question to lynnwilliams.districts@gmail.com

DIVING SHEET SUBMISSION PROCESS

Any coach wishing to submit a diver for participation in the PIAA District 11 Diving Championship will need to submit their diver's information via one of the methods listed below.

Submitted dive sheets do not need to be signed. Coaches and divers will be required to review and sign their dive sheets before the start of the diving events.

MAKE SURE YOU HAVE ALSO ENTERED YOUR DIVERS IN YOUR TEAM MANAGER ENTRY FILE WITH YOUR SWIMMING ENTRIES.

Option 1 – Internet-Based Entry

Be advised – you must be patient with the web site as it processes the data you are entering!

You may begin entering diving sheets online beginning Monday, 02/13/2023 at 08:00 AM. All entries submitted using the Internet must be completed by Monday, 02/20/2023 at 12:00 PM (noon)

1. Go to <http://divingentries.omadatrak.com>.
2. Verify “District XI Diving Championships at Emmaus 2023” contest is in the list of available meets and the (Entry) Status is listed as “Open”.
3. If you have not previously registered with this system, register yourself (click on Not registered – click here, and follow the screens) – be sure to remember the user name and the password you provide! After completing the forms, click the Create User button.
Note: After you have registered, the web entry system will put you back at the log in screen.
4. Enter the registration name and password that you just registered into the system to log into the entry system. Press the log In button.
5. After you log in, click on the green box next to the Flips of Fury. The meet will become highlighted and a black triangle will appear in the green box.
6. This meet is password protected. The contest password is “DXI2023EMM” – you will not be able to complete your entries without this password. (Make sure you use upper and lower case characters when necessary. The password is case sensitive.)
7. Enter the password in the box below the list of meets.
8. Click the Continue button to enter the system.
9. Register your team.
 - (a) Under the logo for the diving software is the menu bar (in the green bar), click on Team.
 - (b) If your team is found, continue to register your diver(s). Otherwise, click on the Add Team button.
 - (c) Fill in your team name, an abbreviation (5 character max) and the Team Contact Email address (by default, your address).
 - (d) Click Save Team.

Note: If you are not the Team Admin, you should have the correct person register the team. The Team Admin is a contact point in the event that the Meet Director has a question concerning team entries.

10. Register your diver(s).
 - (a) Under the logo for the diving software is the menu bar (in the green bar). Choose Diver:
 - (b) Click the Add Diver button.

- (c) Fill in the necessary information (usually First Name, Last Name, Team, Gender and School Year or Age/Birthdate).
- (d) Click Save Diver. After every athlete, you will return to the My Divers page.
- (e) Repeat for each diver.

11. Enter your divers program.

- (a) Under the logo for the diving software is the menu bar (in the green bar). After your athletes are registered, choose Entry.
- (b) Click on the Dropdown Arrow in the top grid labeled "Select A Diver:" you would like to enter or verify entry. The page will now reload with a list of available events.
- (c) Click on the Dropdown Arrow in the bottom grid labeled "Select An Event:" you would like this diver entered in. To enter the diver in this event, click the "Entered" box just above where the dive sheet grid is located so that a check mark appears. The page will load the grid so the dive program can be entered.

Note: If you wish to remove a diver from an event follow the procedure above, except click the corresponding check box in the "Entered" column to remove the check mark.

- (d) Proceed to the Dive Program grid. Optionally select the board level from the drop down box that appears. For the event in which you want to enter the diver, the board level should already be selected.
- (e) Type the Dive # into the column for round 1. Type in the Dive Number (ex. 103C). If this dive is a voluntary dive, click the Voluntary checkbox so that the box is checked. Click on "Update" in the last column of the current row on the right. This will load the. Description, Position and DD automatically.
- (f) Repeat for each dive in the program.
- (g) When you have completed entering the dive program, the program will show if the program has passed the Rules Check shown in the right side of the Diver/Event box on this page. If you have a legal entry, the outlined boxes will have checks in the outlined boxes, indicating that rule is passed. If you still have unchecked boxes, please make the necessary changes to correct the Rules Checked area for the dive sheet. As the program updates the rows when the Update is performed, the program stores the information. When you make changes to rows to make the Rules Check pass, you will need to update that changed row to make the Rules Check to occur and force the program to save the changes.
- (h) Repeat for each diver.

12. Print out a summary of your entries.

- (a) After you have completed your entries, click Reports in the menu bar.
- (b) Click Entry Summary Report and print the page previewed.
- (c) Bring this page with you to the meet. This is the verification of your entries.
- (d) You may close the browser window containing this report after printing.

13. Logout of the system by clicking Logout in the menu bar.

Option 2 – Email Submission

A coach using OmadaTrak Team Keeper – Diving may submit their entries via email using the entry file generated by the software program. Please configure the meet as High School 11-Dive Prelim/Semi/Finals.

The file generated must be emailed to: dave@tambar.com no later than **12:00 PM (noon) on Monday, 02/20/2023.**

Updated 12/13/2022

