

## SUGGESTED TIMERS' BRIEFING

### **THANK YOU VERY MUCH FOR STEPPING UP TO HELP OUT TODAY!**

- with your help and attention, each swimmer will receive a fair, accurate, and official time
- any new timers? That's great! It's easy to learn, and we'll teach you how right now
- please start by turning off cell phones, any device that could distract you or the swimmers

### **BEFORE EACH RACE:**

- Timer with clipboard please call and verify name of next swimmer, report problems **immediately** to Referee
- 1<sup>st</sup> short whistles tell next swimmers to prepare; don't reset previous watch(es) until 2<sup>nd</sup> (long) whistle
- keep all other swimmers and parents behind you, stay back by chairs where you can see strobe

### **AT THE START:** (describe and enumerate equipment for each lane)

- observe strobe and start watch(es) at flash; **DO NOT** push other buttons until finish (**test start**)
- please start watch(es) for every race even if your lane is empty, in case needed as a backup

### **IMMEDIATELY AFTER START:**

- very important to check watch(es) for good start and correct operation
- if you miss start, or watch malfunctions, wave it overhead at **Head Timer (introduce)** for replacement
- Head Timer also relays requests for refreshment or relief timers, answers timing questions, etc.

### **DURING THE RACE:**

- keep track of race (give examples for course in use), and the distance completed by your swimmer
- focus on YOUR lane and swimmer, minimize distractions, so you don't miss the finish or stop too soon
- timer with clipboard should be checking for next swimmer in your lane

### **AT THE FINISH:**

- everyone should be behind chairs except timers, officials, and next swimmers
- come forward, look directly down the wall (do not stand on gutters or touch pads or past edge of deck)
- each timer should operate 1 button in addition to any watch, but never 2 buttons or 2 watches at once
- stop watch **and** button when any part of your swimmer first contacts wall (legally or not) (**3-2-1-STOP**)
- (**touch pads: for this test only, please firmly push front of touch pad in water**)
- don't anticipate the touch, or be faked out by a near miss of the wall; wait for a definite touch
- timers and other officials share deck space at the finish; please move for each other as needed

### **AFTER THE FINISH:**

- immediately move back to chairs to make space for next swimmers
- **quickly** record each watch time to 2 decimal places, wait to reset until 2<sup>nd</sup> (long) whistle.
- **never** record scoreboard time – it may be wrong! Just record "NT" for any missed watch time.
- if the swimmer missed the race (no show, NS) or did not finish the distance (DNF), record on sheet.
- record any other problems with finish (late or missed touchpad, early/late/missed button/watch time, etc.)

### **OTHER SPECIAL INSTRUCTIONS:**

- procedures for fly-over starts, starts from 2 ends or courses, 1-length events, relays, etc.
- **for 1-length races with watches only: listen** for whistles before each race, **observe** strobe, **record all** watch times, **verify** name of each swimmer as they exit your lane, **mark any corrections** on sheet.

### **AGAIN, THANK YOU FOR HELPING OUT YOUR SWIMMERS TODAY!**