

Lane draw and draw sheets

The last step before the actual meeting is to do the lane draws and to print the draw sheets.
Select **Teams** from the main menu and then click on **Draw**.

Teams						Athletes		Draw		Import				Sta
No	Time	G-A	Event	Lvl		Name	Surname	Team	Heat	Track	LN	Level	PB	
133	12:20	B-15	3000m	Fin		Hannelise	Hartley	D7	1	1	2	SF		
134	12:35	G-15	200m	SF		Christine	Umeh	D17	1	2	2	SF	0	
135	12:45	B-15	200m	SF		Layla	Harman	D12	1	3	2	SF	0	
136	12:55	G-17	200m	SF		Anjenet	Bezuidenhout	D7	1	4	2	SF	0	
137	13:05	B-17	200m	SF		Liza	Honeyball	D4	1	5	2	SF	0	
138	13:15	W-19	200m	SF		Chloe	Lawrence	D9	1	6	2	SF	0	
139	13:20	B-17	Discus Throw 1.5	Fin		MM	Matlale	D14	1	7	2	SF	0	
140	13:20	G-17	Triple Jump	Fin		Simphiwe	Tshabalala	D8	1	8	2	SF	0	
141	13:20	G-17	Javelin Throw 50	Fin		Megan	V Heerden	D6	2	1	2	SF	0	
142	13:25	M-19	200m	SF		Rochelle	Du Plessis	D17	2	2	2	SF	0	
143	13:30	G-15	300m Hurdles 76	Fin		Zandrie	Vorster	D8	2	3	2	SF	0	
144	13:35	B-15	300m Hurdles 84	Fin		Kaylin	Smith	D6	2	4	2	SF	0	
145	13:40	G-17	400m Hurdles 76	Fin		Jenna	Stolz	D9	2	5	2	SF	0	
146	13:40	B-15	High Jump	Fin		Taboka	Ncube	D11	2	6	2	SF	0	
147	13:40	G-15	High Jump	Fin		Anika	Brink	D2	2	7	2	SF	0	
148	13:45	W-19	400m Hurdles 76	Fin		Kgothatso	Sibiya	D1	2	8	2	SF	0	
149	13:50	B-17	400m Hurdles 84	Fin										
150	13:55	M-19	400m Hurdles 91	Fin										
151	14:00	G-15	800m	Fin										
152	14:05	B-15	800m	Fin										
153	14:10	G-17	800m	Fin										
154	14:10	M-19	Hammer Throw E	Fin										
155	14:15	B-17	800m	Fin										
156	14:20	W-19	800m	Fin										
157	14:25	M-19	800m	Fin										
158	14:30	G-17	3000m	Fin										
159	14:30	G-15	Shot Put 3 kg	Fin										
160	14:40	B-17	3000m	Fin										
161	14:50	G-15	200m	Fin										
162	14:55	B-15	200m	Fin										
163	15:00	G-17	200m	Fin										
164	15:05	B-17	200m	Fin										

Selected event

Events on the program

☐ Print blank sheets

☐ Athletes on all levels

☒ Own Logo

☒ Blank sheets for empty events

All Events

Mark Field Events

Mark Track Events

Mark all Events

Draw and Save

Display Sheets

Displ Summ

Heat nr

Track nr

Event level (SF Semi-Final)

Athletes 16

☒ Wind mete

☒ Result are

☒ Lap count

☒ Certify

☐ Combine h

Click on any event to see the athletes entered for the event

To do the initial draw, click on **Mark all Events**.



Hulp dokumente om makliker te werk. Documents to assist and explain procedures.



Select the draw method.

Draw Method

- ☒ Random
- ☐ Team Rotation
- ☐ PB Placing

Random – Athletes are placed using a random number generator. Athletes of the same team may be placed in the same heat and may be in adjacent lanes.

Team Rotation – Teams are selected randomly for event 1 and then moved up 1 lane at a time for following events. If there are more than 1 athlete in a team for the same event the generated order is repeated with the event.

PB placing – Previous PB's (Best Performances) must be available and the draw is done from the middle of the track outward in both directions with the best PB in the middle. This method is rarely used because PB values are rarely reliable at school meetings.

Random is the most common as no preference is given to any athlete. This is also used for the first round at international meetings.

Most schools prefer **team rotation** but this is not always fair. In all events from 150m to 400m (including hurdles), the team in the lane to the left of its opposition, will have the inner lane advantage for 7 out of 8 events on a 8 lane track. For the shorter sprints and field events it will be the same as random.

Now click on **Draw and Save**.

The lane allocation or order of participation is done and can be viewed as above.

If entries are changed it is not necessary to redraw all events. Just mark the changed event(s) and click on **Draw and Save**.

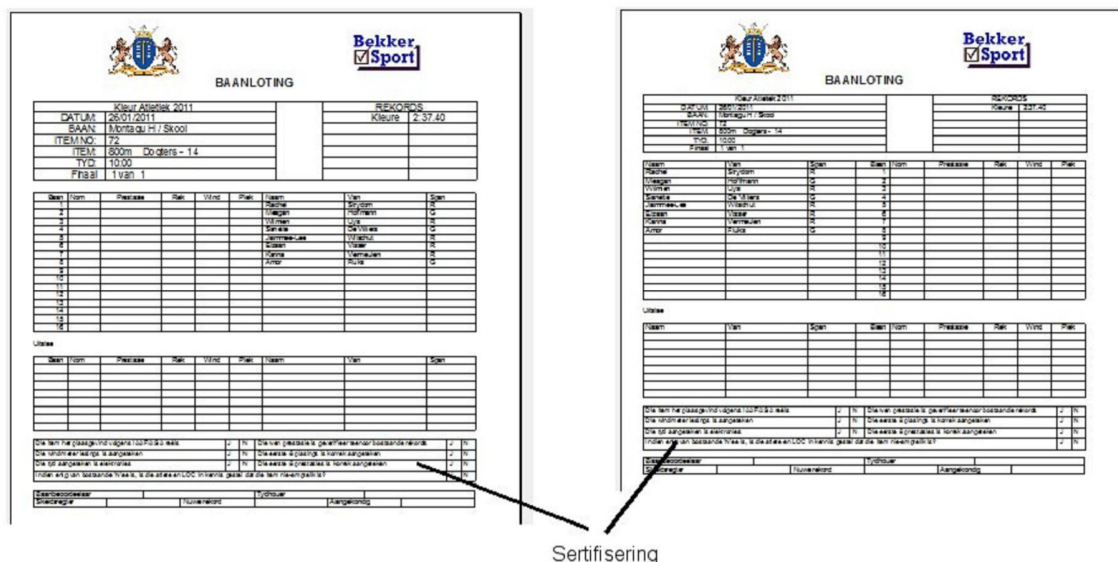
If there is a need to change the allocation manually, click on All/Single. The options at the bottom will change. You can change the heat number and/or the lane number of any athlete. Be careful not to have two athletes in the same heat with the same lane numbers as this will result in an error when printing.

The next step is to print the draw sheets. There are a few important options before printing.

Firstly select the layout option.

The ASA standard is shown on the left and the alternative option on the right.

The only difference is in the position of the athlete names on the sheets..



The other options are:

- ☐ Print blank sheets
- ☐ Athletes on all levels
- ☒ Own Logo
- ☒ Blank sheets for empty events

Print blank sheets – If you don't want the names on the sheets or if you need a blank sheet for a specific event.

Athletes on all levels – This is normally off and may print duplicate names.

Own logo – Print your logo on the left top of all sheets.

Blank sheets for empty events – Normally no sheets are printed if no entries were found for the event..

- ☒ Wind meter
- ☒ Result area
- ☒ Lap counter
- ☒ Certify
- ☐ Combine heats

For most meetings all of these can be removed.

It is a nice to have to mark only **Result area** and **Combine heats**.

Wind meter – Print an additional page long jump and pole vault to capture wind meter readings.

Result area – Creates a table at the bottom for the officials to write the final results. This can also be given as 1, 2, next to each athlete's name without a result area.



**Hulp dokumente om makliker te werk.
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Lap counter – Print an additional page for all events longer than 800m to mark completed laps.

Certify – Print a standard certify notice area for the officials to complete. Only required from Provincial level.

Combine heats will print heats on the same page. If not marked heats for the same event will be on separate pages/

To reduce your workload in sorting of documents, do the following:

- 1 Click **Mark Field Events** and print these sheets. Sort them for the different types..
- 2 Click **Mark Track Events**. Print a full set for the finish line. Then print the summary for the starter.

Don't ever do a full Draw and Save again after printing as this may cause different sheets at the events not corresponding to the order at the result capturing area.

Reprints of any sheet can be done at any time to replace lost sheets during the meeting.

In there are entry changes, only redraw such events and then print them immediately. Make sure to replace the old draw sheets with the new ones.