

The background is a light blue gradient with several realistic water droplets of various sizes scattered across the surface. The droplets have highlights and shadows, giving them a three-dimensional appearance.

SCORE REPORTING SYSTEM

NVSL DIVING

THREE STEPS

1. ENTER – HOME TEAM REP ENTERS DATA FROM THE PAPER WHITE SHEETS
2. VERIFY – VERIFY THE RESULTS MATCH WHITE SHEET
3. APPROVE – WHEN DONE, ALERT VISITING TEAM TO REVIEW

- EACH WEEK, YOU WILL RECEIVE A TABLE OF CONTENTS SHEET (TOC) TO THE MEET FORM FOR YOUR DIVISION FOR THAT WEEK.
- CLICK ON THE LINK TO OPEN THE SCORE REPORTING SHEET FOR YOUR DIVISION

NVSL DIVING MEET RESULT REPORTING INSTRUCTIONS									
Week of	6/26/2018								
1. TOC Click Link to Open Diving Meet Reporting Sheets for week of 6/26/2018									
<p><i>Note:</i> The 8 links to the divisional sheets below are <u>only</u> for Dive Team Reps, Secretaries and Div Coordinators and these representatives will have edit-access to these Divisional Sheets until 12pm the day after the meet completes.</p> <p>If you are not a Team Rep, Secretary or Divisional Coordinator, please don't request access to these Divisional sheets. <i>Thank you!</i></p> <p>Anyone else can review the results of the meets as they are being entered, realtime, by clicking on the tabs at the bottom named "ScoreBoard" or the individual Division Results, such as "D1-MeetResults", all of which are view-only and updated immediately when team reps enter scores.</p> <p>Send all questions to Arlene - aripeton@gmail.com</p>									
	Div 1: Click to Open D1 Reporting Sheet for 6/26/2018 (two clicks!)						Div 5: Click to Open D5 Reporting Sheet for 6/26/2018 (two clicks!)		
	Div 2: Click to Open D2 Reporting Sheet for 6/26/2018 (two clicks!)						Div 6: Click to Open D6 Reporting Sheet for 6/26/2018 (two clicks!)		
	Div 3: Click to Open D3 Reporting Sheet for 6/26/2018 (two clicks!)						Div 7: Click to Open D7 Reporting Sheet for 6/26/2018 (two clicks!)		
	Div 4: Click to Open D4 Reporting Sheet for 6/26/2018 (two clicks!)						Div 8: Click to Open D8 Reporting Sheet for 6/26/2018 (two clicks!)		
2. New Notes for week of 6/26/2018									
1	<p><u>No scratches or no-dives!</u> Please do not list divers who did not dive or scratched at the meet on your participants' sheet. You can list DQ's by putting in "DQ" as their score.</p>								
2	<p><u>Copy don't Cut!</u> If you have entered divers and then need to rearrange them, please DO NOT cut and paste, as this mixes up the name and event confirmations lookups. Instead, either retype or copy and paste to the new location. FYI, you do NOT need to enter divers in event order (e.g., you can enter SG before FG, etc.) Thank you!</p>								
3	<p><u>Set the Report Status:</u> When you are done entering your divers, confirmed your scores, and entered your judges/referee/secretary information, please mark the Report Status as "Home Team Approved". The Visiting team will then review and move the Status to "Visiting Team Approved". If there are any issues with the meet, please select one of the other status codes as appropriate (e.g., "NVSL Review Required", "Meet Delayed", etc.) and put details in the comments field.</p>								
4	<p><u>Send Copies of White Sheets:</u> After you have entered all the data and it is confirmed correct, each home team will need to scan your white sheets (both pages) and email to nvsl Dive1@gmail.com if you are in Div1, or nvsl Dive2@gmail.com if you are in Div2, etc. Please make sure the scans are legible!</p>								
5	<p>5 Edit access until 12pm day after meet: All team reps and secretaries will have edit access to the Divisional sheets from the Monday before</p>								

- MAKE SURE YOU ARE ON THE CORRECT SIDE FOR THE TEAM YOU ARE ENTERING
- IN THE PALE YELLOW COLUMNS, ENTER THE DIVER'S NAME, EVENT AND SCORE AS LISTED ON THE WHITE SHEET
 - THEY CAN BE LISTED IN ANY ORDER
- AS YOU TYPE, THE DROP-DOWN WILL HELP. IN THIS EXAMPLE, "A" WAS TYPED, AND ALL DIVERS WITH "A" APPEARED
 - CLICK ON THE CORRECT NAME TO AVOID TYPING ERRORS

6/26/2018		NVSL DIVING MEET PARTICIPANTS				Div	1	
Link	Visiting Team	Score		Err	Home Team	Score		Err
1	THA-Truro Homes Assn	41		12	SR-Sideburn Run	31		18
2	MHC-Mansion House	0		0	VW-Vienna Woods	0		0
	LG-Lee Graham	0		0	WG-Walden Glen	0		0

Meet Form 2				Event Date 6/26/2018			
* Enter Diver name, event and score in yellow sections, (enter "DQ" for score as needed) * Please do not list divers who did not dive or scratched at the meet on your participants' sheet. * If you need to move a diver, please DO NOT cut/paste them, please DO copy/paste them instead. * To help preserve the formatting, please use edit>pasteSpecial>valuesOnly (shift+ctrl+v) to paste, :-) * Enter Judge, Rep and any comments below Diver Details, and change "Report Status" when done * Click "MeetResults" tab at bottom to review team scores and diver placement							
Visiting Team		MHC-Mansion House		Home Team		VW-Vienna Woods	
C111	Event	Score		Diver	Event	Score	
a	▼				▼		
Austin Lant	▼				▼		
Allison Duffield	▼				▼		
Avalon Mikulski	▼				▼		
Annie Keller	▼				▼		
Alyssa Proulx	▼				▼		
Anna Littleton	▼				▼		
Ava Thys	▼				▼		
Aiden Richmond	▼				▼		
Ariyanna Ghala	▼				▼		
Jude Adler	▼				▼		
Abby Siddon	▼				▼		
	▼				▼		
	▼				▼		
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- IN THIS CASE, “AUSTIN LANT” WAS SELECTED
- THE EVENT WAS SELECTED FROM THE DROP-DOWN MENU
- THE SCORE WAS ENTERED
- NOTICE THAT THE BACKGROUND CHANGED FROM PALE YELLOW TO GREEN. THIS MEANS IT PASSED VALIDATION (AUSTIN WAS ELIGIBLE TO DIVE AS A FRESHMAN BOY)
 - THE SYSTEM DOES NOT VALIDATE THE TEAM MEMBERSHIP
- CONTINUE FILLING OUT THE REST OF THE FORM.

6/26/2018		NVSL DIVING MEET PARTICIPANTS				Div	1
Link	Visiting Team	Score	Err	Home Team	Score		
1	THA-Truro Homes Assn	41	12	SR-Sideburn Run	31		
2	MHC-Mansion House	5	0	VW-Vienna Woods	0		
	LG-Lee Graham	0	0	WG-Walden Glen	0		
Meet Form 2		Event Date 6/26/2018					
* Enter Diver name, event and score in yellow sections, (enter "DQ" for score as needed) * Please do not list divers who did not dive or scratched at the meet on your participants' sheet. * If you need to move a diver, please DO NOT cut/paste them, please DO copy/paste them instead. * To help preserve the formatting, please use edit>pasteSpecial>valuesOnly (shift+cntl+v) to paste, :-) * Enter Judge, Rep and any comments below Diver Details, and change "Report Status" when done * Click "MeetResults" tab at bottom to review team scores and diver placement							
Visiting Team		<i>MHC-Mansion House</i>		Home Team		<i>VW-Vienna Woods</i>	
Diver	Event	Score		Diver	Event	Score	
Austin Lant	FB ▾	56.00			▾		
	▾				▾		
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- HERE WE SEE SOME ERRORS IN RED, WHICH MUST BE ADDRESSED
 - THE WRONG GENDER WAS INDICATED FOR BARNABY
 - CAITLIN IS A FRESHMAN GIRL, SO INTERMEDIATE GIRL IS NOT AN EVENT SHE COULD HAVE COMPETED IN (EVENT-FG)
 - DONNY JOHNSON IS NOT FOUND IN THE DATABASE (DIVER-NF)*

- NOTICE THAT THE ERRORS ARE INDICATED TO THE RIGHT
- EVERY CELL SHOULD BE GREEN OR PALE YELLOW (IF BLANK) BEFORE MOVING ON
- IF YOU NEED TO MAKE BULK CORRECTIONS, **COPY, DON'T CUT!!**

	Visiting Team	<i>MHC-Mansion House</i>		
	Diver	Event	Score	
	Austin Lant	FB ▾	56.00	
	Barnaby Lant	FG ▾	60.00	<i>Gender</i>
	Caitlin Christesen	IG ▾		<i>Event-FG</i>
	Donny Johnson	FB ▾		<i>Diver-NF</i>

• *If a diver is not found...

- If the team rep has a copy of their NVSL waiver, follow the roster upload instructions immediately.
- If the team rep does not have a copy of the waiver, the diver should not have been rostered and therefore, ineligible for practice or competition.

- CHECK THE MEET RESULTS TAB
 - ALL THE RESULTS YOU JUST ENTERED ARE CARRIED OVER TO THE MEET RESULTS TAB.
 - THIS SHEET IS NOT EDITABLE
 - TAKE A FEW MINUTES TO MAKE SURE IT MATCHES THE PAPER WHITE SHEET FROM THE MEET AND THAT ALL THE TEAM SCORES WERE CALCULATED CORRECTLY
 - RETURN TO THE PARTICIPANTS SHEET TO CORRECT ANY ERRORS

IS THE TEAM SCORE CORRECT? (IN THIS CASE, IT IS 41-31)

ARE THE EVENT POINTS CORRECT?

6/26/2018		NVSL DIVING MEET RESULTS				Div	1	
Link	Visiting Team	Score	Err	vs	Home Team	Score	Err	
1	THA-Truro Homes Assn	41	12	vs	SR-Sideburn Run	31	18	
2	MHC-Mansion House	10	3	vs	VW-Vienna Woods	0	0	
3	LG-Lee Graham	0	0	vs	WG-Walden Glen	0	0	

Results Form #	1		Date	6/26/2018		
* These results are calculated automatically and are non-editable				Report Status	01-Awaiting Scores	
Visiting Team	Truro Homes Assn	THA	Home Team	Sideburn Run	SR	
Score	41		Score	31		
		V H			V H	
FG	Freshman Girls	5 4	FB	Freshman Boys	1 8	
JG	Junior Girls	8 1	JB	Junior Boys	8 1	
IG	Intermediate Girls	5 4	IB	Intermediate Boys	5 4	
SG	Senior Girls	5 4	SB	Senior Boys	4 5	
TOTALS		23 13	TOTALS		18 18	

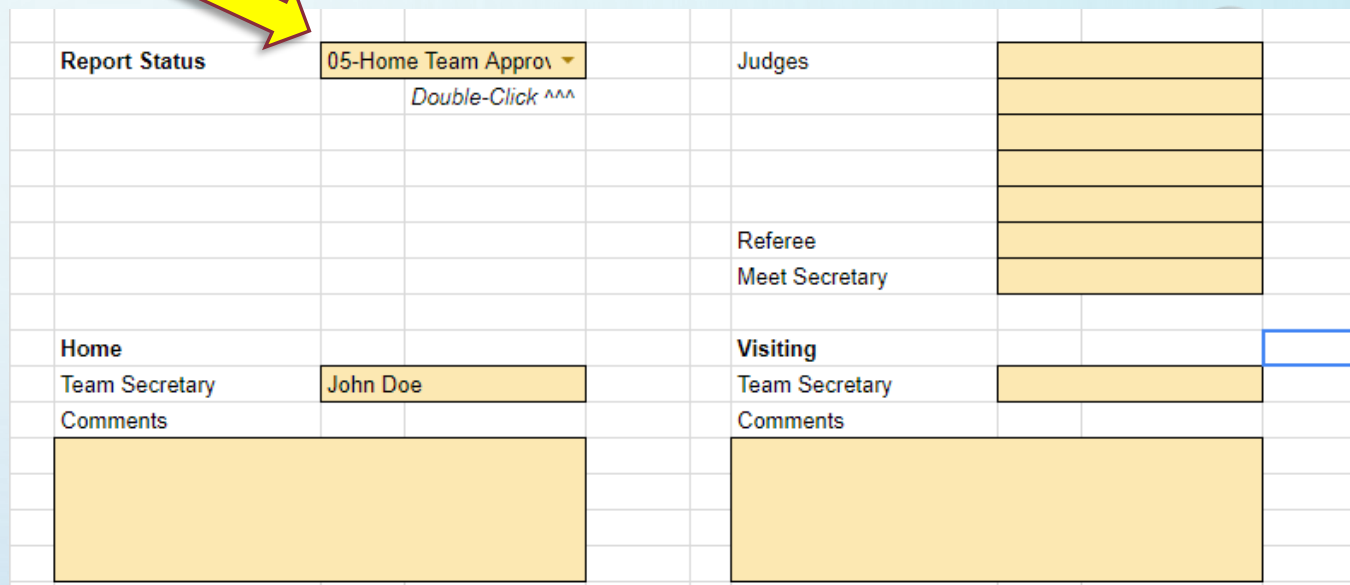
Place	Freshman Girls	Score	Team	V	H
1	Allina Uusimaki	65.90	THA	5	
2	Karly Proulx	63.55	SR		3
3	Alyssa Proulx	59.95	SR		1
4	Megan Barry	58.65	SR		
5	Sophia Brown	55.40	THA		
6	Avalon Mikulski	55.10	THA		
7	Sandra Kay	47.85	THA		
8	Lally Mikulski	38.45	THA		
9	Hannah Ritchie	36.00	THA		
10	Lucila Talbot	30.20	SR		
11	Zoriana Novy	22.25	SR		
12	Sofia Silvester	13.45	THA		
13	Naomi	7.75	THA		

Place	Freshman Boys	Score	Team	V	H
1	Nicholas Shivik	78.45	SR		5
2	Finley Cosgriff	61.50	SR		3
3	Barnaby Lant	51.25	THA	1	
4	Liam Shivik	47.20	SR		
5	Ben Notte	45.90	THA		
6	Ian Outtrim	45.60	SR		
7	Walter Stankiewick	44.70	THA		
8	Dylan Seagren	41.10	SR		
9	Aiden Seagren	32.85	SR		
10	Drake Karsadi	28.00	THA		
11	Ethan Talbot	27.80	SR		
12	Alec Uusimaki	16.75	THA		
13	Austin Lant	12.25	THA		

- ONCE YOU HAVE CHECKED EVERYTHING, RETURN TO THE PARTICIPANTS SHEET, SCROLL DOWN AND FILL IN THE FOLLOWING:

- JUDGES NAMES
- REFEREE NAME
- UNDER HOME SECRETARY, INPUT YOUR NAME

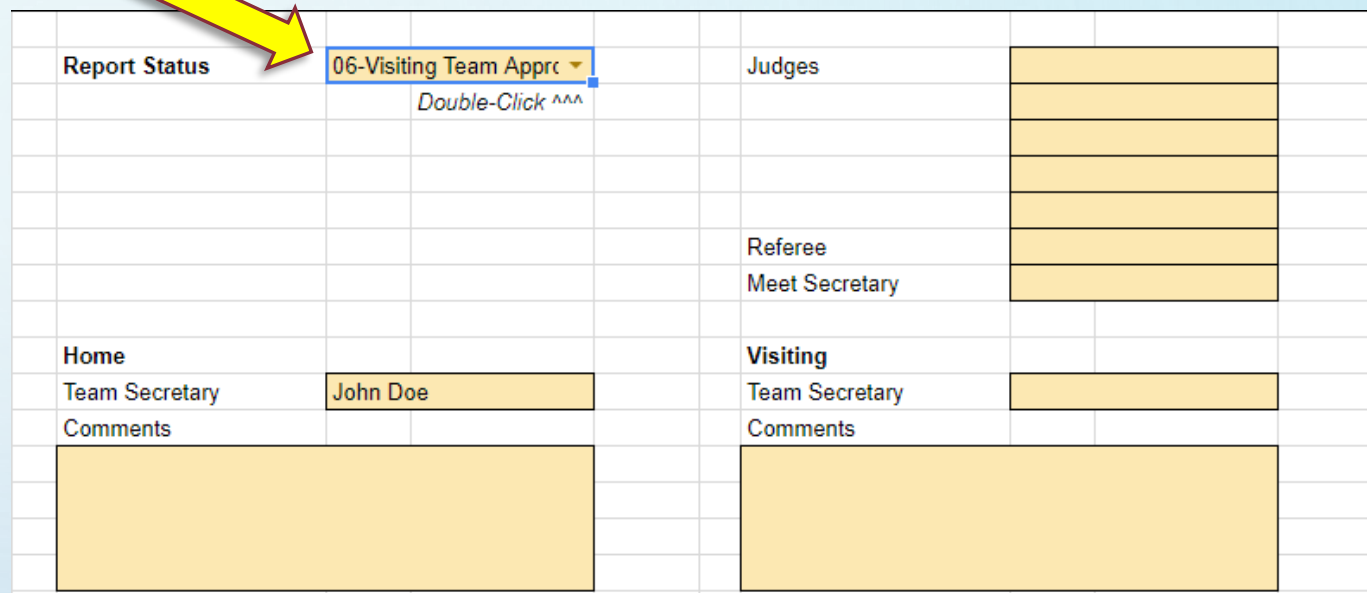
- CHANGE REPORT STATUS TO “HOME TEAM APPROVED”
- INSERT ANY OPTIONAL COMMENTS ABOUT THE MEET
- NOTIFY THE VISITING REP THAT THE FORM IS READY TO BE CHECKED



The image shows a spreadsheet form with two main columns: 'Home' and 'Visiting'. A yellow arrow points to the 'Report Status' dropdown menu in the 'Home' column, which is currently set to '05-Home Team Approv'. Below this, there are fields for 'Team Secretary' (filled with 'John Doe') and 'Comments'. The 'Visiting' column has a 'Team Secretary' field and a 'Comments' field. To the right of the 'Home' column, there are sections for 'Judges' and 'Referee Meet Secretary', each with a list of yellow boxes for input. A blue selection box is visible on the far right of the 'Visiting' section.

Report Status	05-Home Team Approv <i>Double-Click ^^^</i>	Judges	
		Referee	
		Meet Secretary	
Home		Visiting	
Team Secretary	John Doe	Team Secretary	
Comments		Comments	

- IF YOU ARE THE VISITING TEAM REP
- AFTER HEARING FROM THE HOME TEAM REP, CHECK THE RESULTS ENTERED IN THE MEET PARTICIPANTS SHEET AGAINST YOUR COPY OF THE PAPER MEET SHEET.
- CHECK THE RESULTS PAGE
- RETURN TO THE MEET PARTICIPANTS SHEET
 - ADD YOUR NAME IN THE VISITING TEAM SECRETARY FIELD
 - CHANGE THE REPORT STATUS TO “VISITING TEAM APPROVED”
- THE DIVISION COORDINATOR WILL DO A THIRD CHECK BEFORE THE RESULTS ARE FINALIZED



Report Status	06-Visiting Team Apprc <small>Double-Click ^^^</small>	Judges	
		Referee	
		Meet Secretary	
Home		Visiting	
Team Secretary	John Doe	Team Secretary	
Comments		Comments	