

# CSA Scoring Procedure - Three Timers Per Lane

Updated May, 2005

The scoring table includes 1 scorer from each team, and 1 card sorter provided by the home team. Each team is responsible for their own ribbon writers. See the note below about ribbon writers.

1. One TIMER records all three times on the swimmer's card, **and circles the middle time.**
2. The RUNNER delivers the cards to the scoring table, directly to the CARD SORTER.
3. The CARD SORTER collects all cards for the event (all heats), and organizes the cards from fastest to slowest, placing any DQ cards at the bottom of the pile. DQ cards should be marked with a "DQ," and have the DQ slip attached.
4. After sorting cards from *all* heats in a given event, the CARD SORTER assigns 1<sup>st</sup> through 10<sup>th</sup> place, and writes the correct place on the swimmer's card. Swimmers placing 11<sup>th</sup> and higher will not have a place written on their card. Teams may choose to provide ribbons beyond 10<sup>th</sup> place, but CSA does not provide these ribbons.
5. The CARD SORTER then hands the stack of cards to the SCORERS. The SCORERS pull cards of the top three places (top two places for four-lane pools) from each team, and arrange them in order of fastest to slowest. These will be the scoring swimmers for the meet.
6. The SCORERS at this time pass all the remaining cards to either the data entry people or to the ribbon writers.
7. The SCORERS then record the top six (or four) swimmers' names and times on the scoring sheet, and adjust the score accordingly.
8. The SCORERS pass the six (or four) scoring swimmers' cards to the data entry people or ribbon writers.

*Note: The top six ribbons always go to the fastest six times. Because only three (or two) swimmers from each team can score, place ribbons may not coincide with scoring swimmers.*

## RIBBON WRITERS:

Each team is responsible for their own ribbon labels and the necessary volunteers to create those ribbon labels. While the ribbons are provided by the home team, each team must create their own ribbon labels. Some teams choose to hand-write ribbon labels at the scoring table, or after the meet. Others choose to use computer-generated ribbons, entering the data into the computer at the scoring table. Whatever mechanism chosen, each team should provide the necessary volunteers.

# CSA Scoring Procedure - Two Timers Per Lane

May, 2005

The scoring table will consist of 1 scorer from each team, and 1 card sorter provided by the home team. If there are only two timers per lane, the home team must also provide a time averager. Each team is responsible for their own ribbon writers. See the note below about ribbon writers.

1. One TIMER records both times on the swimmer's card.
2. The RUNNER then delivers the cards to the scoring table.
3. The AVERAGER averages the two times on each swimmer's card, and passes the cards to the CARD SORTER.
4. The CARD SORTER collects all cards for the event (all heats), and organizes the cards from fastest to slowest, placing any DQ cards at the bottom of the pile. DQ cards should be marked with a "DQ," and have the DQ slip attached.
5. After sorting cards from *all* heats in a given event, the CARD SORTER assigns 1<sup>st</sup> through 10<sup>th</sup> place, and writes the correct place on the swimmer's card. Swimmers placing 11<sup>th</sup> and higher will not have a place written on their card. Teams may choose to provide ribbons beyond 10<sup>th</sup> place, but CSA does not provide these ribbons.
6. The CARD SORTER then hands the stack of cards to the SCORERS. The SCORERS pull cards of the top three places (top two places for four-lane pools) from each team, and arrange them in order of fastest to slowest. These will be the scoring swimmers for the meet.
7. The SCORERS at this time pass all the remaining cards to either the data entry people or the ribbon writers.
8. The SCORERS then record the top six (or four) swimmers' names and times on the scoring sheet, and adjust the score accordingly.
9. The SCORERS pass the six (or four) scoring swimmers' cards to the data entry people or ribbon writers.

*Note: The top six ribbons always go to the fastest six times. Because only three (or two) swimmers from each team can score, place ribbons may not coincide with scoring swimmers.*

## RIBBON WRITERS:

Each team is responsible for their own ribbon labels and the necessary volunteers to create those ribbon labels. While the ribbons are provided by the home team, each team must create their own ribbon labels. Some teams choose to hand-write ribbon labels at the scoring table, or after the meet. Others choose to use computer-generated ribbons, entering the data into the computer at the scoring table. Whatever mechanism chosen, each team should provide the necessary volunteers.