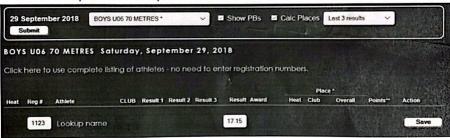


## **RESULT ENTRY INSTRUCTIONS**

- At the completion of competition take results and leave the folder in blue box so event sheets for the following week's competition can be placed in them
- Results are to be entered by 2pm Saturday by:
  - Going to athletics.wichsport.com.au
  - Centre Number 17
  - User Name results
  - Password balmain
  - Select the date of competition from the drop down box
  - Select 'no' to calculate places, this speeds up the website, then hit 'submit' tab
  - Choose the age group and event you would like to enter, marked with an \*
- This page allows you to enter all the results for the selected event. The cursor will flash
  in the 'Reg #' box. Key the registration number, hit enter and the cursor will move to the
  'Result' box. Enter the result, hit enter again. The system automatically saves the result
  and the process is then repeated for each athlete



- For long distance races no 'dot' is placed between minutes and seconds so that 3:23.45s (or 3min 23sec 45 hundredths) is entered as 323.45
- After completing one event go to the top of the page, change event and 'submit'
- A committee member periodically uploads the data to the club website from 12noon
- The next Saturday please return event sheets to the results box for filing
- Any new club record must have the sheet signed by a committee member.
   Please email the details of any new record to info@balmainlac.org.au
- Any issues with result entry or details please contact info@balmainlac.org.au