
MEMO OF UNDERSTANDING

TO: William White, Charles Haverstick, Jason Prine, and Bob Cummins
FROM: Elaine Burr
SUBJECT: Criteria for High Point Awards – Tri-State Swim Conference
DATE 7/3/2011 (UPDATED 7/14/2013 TO INCLUDE SCREEN SHOTS)

Background

Head Official Bob Cummins requested an on-deck meeting with Tri-State Swim Conference (Tri-State) officers on 6/19/2011 to clarify criteria for awarding the High Point trophies. Bill White and Elaine Burr represented Tri-State at this meeting with the Head Official.

It is agreed that the practice of Tri-State is to award High-Point based upon earned “A” points only in an “A/C” meet; also referred to as a “**Time Standards**” meet. Swimmers earn “A” points or “C” points for their team *based upon their seed time*. For a “**Time Standards**” meet, HyTek Meet Manager preferences are configured as follows:

- “Set-Up” -> “Meet Set-Up”->”Meet Type: Time Standards”

“Set-Up”-> “Entry Scoring Preferences”->”Time Standards Meet” -> Select “Points awarded on Seed Time.” Note that options for “Points and Awards for Over Achievers” and “Points and Awards for Under Achievers” *should be selected*. As Rowland Geddie correctly explains: If a swimmer is in the A division and swims a B time and still manages to place, he or she is awarded A division points. Similarly, a swimmer who earns an A time swimming in the B division also receives B division points if he or she places. If you do not check these boxes, these swimmers will not receive points in any division. If the boxes are checked, the swimmer will receive points in the division in which he or she was seeded.

