

## TIMERS' BRIEFING

Watch and button times are frequently used to establish or confirm official times because electronic timing equipment frequently malfunctions and/or swimmers sometimes do not trigger touch pads. Your help is very important and appreciated. Thank You!

**HEAD LANE TIMER:** (One timer per lane is the designated head lane timer)

1. Check the full name for correct swimmer of each race. Also check names on relay cards and those swimmers are listed in the order they will swim. Notify the referee of any deviations from the heat sheet.
2. Record all watch times on the provided heat sheet and on relay cards
3. Tell the Chief Timer if a swimmer delays touching or misses the touch pad.
4. Write your name and lane number on your heat sheet and return it to the Chief Timer, with your watch & clipboard, at the completion of the session.

**ALL LANE TIMERS:**

1. Sit in timer's chair for the start. Keep all swimmers, except the starting swimmer, behind your chairs until after the start (including relay team members). This helps maintain quiet with no movement for the start. After the start allow only the swimmer in the next heat in front of you. This is to help keep the area clear for the timers and officials.
2. Start watch on strobe light flash (start watch at the sound of the horn if the strobe is not visible).
3. Check watch after the start to make sure it is functioning.
4. If watch malfunctions raise a hand or otherwise get the attention of the Chief Timer. They will replace your watch with another started for the race.
5. Count the lengths swum in each race so you know when the race will be finishing. (Record scoreboard or watch splits, if requested.)
6. At the finish, STAND directly at the finish end of your lane to get a full view of the swimmer and end wall.
7. At the finish, push the electronic timing button and stop the watch immediately (do not anticipate) when any part of the swimmer touches any part of the pad or wall. Using your index finger to push your finish button produces the most accurate backup results.
8. Avoid placing watches, buttons, pencils, and clipboards on the steps or blocks, and keep the chords from being in the way of swimmers.
9. Return to chair to record watch time. If you suspect that a watch time or a button time is not accurate, please note that on your heat sheet.
10. Please ask the swimmer to clear the pool and move behind the starting block before you respond to a request for times. This helps the next swimmer prepare for his/her race.
11. Clear watch after time is recorded and checked.
12. Notify the Chief Timer if a break is needed.