

## Data Worksheet Instructions

The Meet Schedule Application has expanded creating a new tool making the set up for a variety of meets and schedules much more user friendly. The Data Worksheet is where the bulk of the work will be done to set up your Meet Schedule Application. After this is completed, the rest is simply clicking dropdowns to select Events and Divisions to match your events and order. When you enter the number of entries per event it will calculate your Meet Schedule and you can print out a final schedule for each individual meet.

There are two tables on the Data Worksheet. One is the Running Event Names and time values for the running events. The other table is just a list of the Field Events (on the far right of worksheet). Trying to set a Time Value for each jump or throw is very difficult at the high school level, so table 2 is just for event name reference. Once you build the data on the Data Worksheet it just sits in the background as a reference tool. It should require very little change once you create all your reference data.

You will notice that the first Row is blank under Event and Field Event. This will allow you to blank out a cell if necessary when making changes (backspace will delete the information also). If you want to add more events to your tables, there are blank cells at the bottom of the table to allow additional events. Type in your event name and hit Enter. This will add a new event to the table. The column headers and the event names in column one are unlocked so that they can be edited to fit your Events and Divisions.

The Time values under the Division columns (B thru G) are locked and linked to the decimal value entered under the Sched "VB" (Columns: L,O,R,U,X,AA). The decimal value (Dec VB) entered is converted to a time value listed under the correlating division (1.5 = 1:30.0). These values are then linked to the Schedule Worksheet. The columns labeled Dec "VB" (decimal value) and Tim "VB" (converted Time value for decimal) are simply a reference tool for determining your Time Allowed for a single Heat of each race. Example: 100 meters takes 10 sec to 20 sec and a new heat can be started every 1:00 to 1:30 depending on the starter, division and competitor. Hurdles take a little longer in order to re-align hurdles and the athletes tend to take longer getting blocks ready for their race. The relays also take longer because there are delays getting the zones ready and getting athletes in the right lanes. The times I have listed for most of the traditional events for VB and VG seem to work depending on the Starter and Clerk's ability to keep everyone moving at a respectable pace. If the heat time for an event is set to mm:30 (30 seconds) and there is an odd number of heats, the program rounds the time down to the lower minute. Use increments of 0.5 (30 seconds)

There is a simple table listed along the bottom which is a Decimal Calculator to use as a reference. This will help the user to enter the appropriate decimal value to be converted to the time they wish referenced.

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