

Presented by:
Rich Schilling
TRXC Timing

TRACK & FIELD/CROSS COUNTRY MEET MANAGEMENT 101

Meet Management Goals

- ① **The Primary Goal:** To make the athletic experience for the participant second to none.
- ② **The Secondary Goal:** To bring the fan into the experience.
- ③ **The Third Goal:** To make money.

Things to consider:

- ① Price
- ① Customer Service
- ① Quality

Where do you begin

- **Paint by numbers or a blank canvas.**
- **What is your comfort level?**
- **Who are your resources?**
- **What are your resources?**
- **Do you have institutional support?**
- **Do you have parent support?**
- **What are your objectives for the meet?**
- **Who is your target audience?**
- **Can you pull it off?**

Getting Started

- Budget
- Sanctioning
- Mailing list/Contact list
- Athletic Directors vs. Coaches
- Develop a contact list complete with email addresses
- Email Coaches
- Inform, Inform, Inform, Inform

Task Division

Starting Line vs. Finish Line

1. Starting Line

- Starter
- Recall Starter
- Clerk
- Number Clerk
- Marshalls
- Split Readers
- Starting Block

2. Finish Line

- Head Finish Judge
- Timing Crew
 - Primary
 - Back Up
- Finish Workers
 - Tag Pullers
 - Number Writers
 - Athlete Assistances
 - Sport Medicine
 - Sport Information
 - Award Marshall

Worker Assignments
Border War
Cross Country Championships
Non Chip Timing

Head Timer:	Nate Quest
Backup Timer:	Kevin Mason, Peter Thompson
Finish Lynx:	Ryan Schilling
Video Recorder (2):	Kyle Cameron, Steve Wilson
Tag Pulls (2):	Melanie Mikecz, Tonya Henderson
Number Recorders (2):	Ashley Warner, Tuesday Lester
Swing Rope Operators (5):	Bill Zimmerman, Tom Evans, Eric Harbit, Mike Clay, Tanker Howard
Chute Closer/Opener: (10):	1A-1B- Sherry Rhoads, Mary Quinn 2A-2B- Jodie Eberling, Tonya Ubanks 3A-3B- Jennifer Risden, Sam Collins 4A-4B- Michelle Frank, Wally Poto 5A-5B- Allison Werner, Candy Turner
Chute Worker (10):	Tina Frank, Ed Howard, Tony Ebbessen, Denise Gray, Max Hampton, Jessica Mueller, Alex Bendusky, Sarah Cook, Yan Riebeck, Yolanda Lang
Head Finish Judge:	Charlie Beck (Men), Frank Schultz (Women)
Starter:	Charlie Beck (Women), Frank Schultz (Men)
Clerks: (4)	Mike Simpson, Tony Ramos, Todd Stanish, Will Gorski
Mile Readers:	Sally Ebert (1 & 2), David Cerven (3), Terry Miller (4),
Chute Coordinator Front:	Matt Keller, , David Astrakus
Chute Coordinator Back:	Denise Schilling, Holly Wilson
Announcer:	Tim Chik
Awards:	Eileen McAllister, Jaime Quest
Race Updates:	Jimmy Duke, Kyle Schilling, Charlie Hamilton
Course Set up:	TRXC Landscaping, Inc., plus (5) SIUE Individuals
Packet Distribution:	Denise Schilling, Mabel Schilling, Mary Risden,
T-Shirt Sales:	Mary Risden
Lead Vehicle Driver:	SIUE
Follow Up Driver:	Gerry Schlemmer/SIUE Trainers
Sports Information:	Eric Hess
Sports Med.:	Gerry Schlemmer
Parking:	SIUE Track Team
Concessions:	SIUE Track Team

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Task Division

Field Event vs. Running Event

1. Field Event

- Field Judges
- Event Workers
- Event Equipment
- Field Referee

2. Running Events

- Starter
- Clerks
- Finish Line
- Timers
- Awards
- Relay Exchanges
- Relay Flags
- Announcer
- Runners/Information Movers
- Running Referee

Washington University Invitational Work Assignments

Finish Lynx/Hytek Coach McAllister Coach Rigaud Keith Jenkins Kathy Lasater	Announcer Marv Meinz	Declaration Tent Dan House Aaron Cowper	Start Clerks Steve Cochran Sean Curtis Kevin Connell Mark Edwards
High Jump Emily Walker Tiffany Lewis Suzi Digby	Long Jump/Triple Jump Kammie Holt Lindsey Clark-Ryan Don Schneider Leinicke 10:30 - 2:30 Koster Heinz Bradbury - 2:30 - 6:30 Weiskopf Okada	Pole Vault Conrad Warmbold Drendel 10:30 - 2:30 Poppino Mam Gerber - 2:30 - 4:30 Bartoli	Hammer/Discus Dave Gutekunst Vieux Ritz Lofton Jen Clough
Shot Put David Frackelton Cooper Peterson Weddington Elissa Beckman Megan Drews	Javelin David Cerven Kiley Johns 10:30 - 1:30 Aimee Calejesan Andrea VanAusdall Meg Gibson Quyen Le Lucy Sakata 1:30 - 4:30 Chrissy Zmjewski Jenni Vermeer Kate Stober Claudette Tan 4:30 - 7 Annie Carey Sreela Mukhopadhyay	Runner- Field - Press Adam Beagley	Runners - Finish - Press Jen Rudis Block Cart Brian Barclay Mike Seigel
Finish Line Deia Schlosberg Brian Barclay Erica Jura Mike Seigel Clint Scott	Field Event Coordinator TJ Shelton	Press Box Coordinator Coach McAllister	Hurdle Crew Wash U Track
Finish Line Coordinator Coach Schilling	Starter Tom Hott Bob Kruetz	Admission Kelly Carter Tom Sarbacker	T-Shirt Sales Sarah Noonan Emily Richard Awards Erika Jura Elizabeth Stoll

Rank of Importance

- Announcer
- Bull Pen Personnel
- Starter
- Timers
- Awards Personnel

Organizational Short Cuts

Technology

Race # _____

Order of Finish by Number

Women's _____, Men _____

1	51	101	151	201	251	301	351
2	52	102	152	202	252	302	352
3	53	103	153	203	253	303	353
4	54	104	154	204	254	304	354
5	55	105	155	205	255	305	355
6	56	106	156	206	256	306	356
7	57	107	157	207	257	307	357
8	58	108	158	208	258	308	358
9	59	109	159	209	259	309	359
10	60	110	160	210	260	310	360
11	61	111	161	211	261	311	361
12	62	112	162	212	262	312	362
13	63	113	163	213	263	313	363
14	64	114	164	214	264	314	364
15	65	115	165	215	265	315	365
16	66	116	166	216	266	316	366
17	67	117	167	217	267	317	367
18	68	118	168	218	268	318	368
19	69	119	169	219	269	319	369
20	70	120	170	220	270	320	370
21	71	121	171	221	271	321	371
22	72	122	172	222	272	322	372
23	73	123	173	223	273	323	373
24	74	124	174	224	274	324	374
25	75	125	175	225	275	325	375
26	76	126	176	226	276	326	376
27	77	127	177	227	277	327	377
28	78	128	178	228	278	328	378
29	79	129	179	229	279	329	379
30	80	130	180	230	280	330	380
31	81	131	181	231	281	331	381
32	82	132	182	232	282	332	382
33	83	133	183	233	283	333	383
34	84	134	184	234	284	334	384
35	85	135	185	235	285	335	385
36	86	136	186	236	286	336	386
37	87	137	187	237	287	337	387
38	88	138	188	238	288	338	388
39	89	139	189	239	289	339	389
40	90	140	190	240	290	340	390
41	91	141	191	241	291	341	391
42	92	142	192	242	292	342	392
43	93	143	193	243	293	343	393
44	94	144	194	244	294	344	394
45	95	145	195	245	295	345	395
46	96	146	196	246	296	346	396
47	97	147	197	247	297	347	397
48	98	148	198	248	298	348	398
49	99	149	199	249	299	349	399
50	100	150	200	250	300	350	400



Cross Country Chip Timing

- IPICO – Chip Timing
- Finish Lynx – Camera
- Indenti-Lynx – Camera
- Video Camera
- LED Clock with 2 Side Display
- Voice Recorder
- Push Button Timer (Times and Numbers)



Track and Field Start Areas

1. 100 meter - lanes all the way, start white line southwest corner of track. Home Stretch Side.
2. 100 meter Hurdles - same as above. Hurdles go on small white triangles.
3. 110 meter Hurdles - lanes all the way, start white line 10 meter farther west of 100 m start. Hurdles go on small yellow triangles.
4. 200 meter - lanes all the way, start green lines on northwest side of track. Back Stretch Side.
5. 400 meter - lanes all the way, start white line on southeast side of track. Finish Line Area. Race one (1) lap.
6. 800 meter - 1 curve in alleys. Alleys are set up by dividing 8 lanes into four equal parts. (2) lanes per alley. We will run 16 athletes per race, thus 4 per alley. Starting line is green line in lanes 1,3,5,7, must keep white lane line to their left until break line. Then can break in when you have a stride on competitor.
7. 1,500 meter - waterfall start - white line on northeast corner of track. Back Stretch Side. We will run generally 16 per heat. Line them up straight across from inside to out. (Lane 1 - 8). Outer athletes have the option of being in a second row if desired. Starter will want the athletes to stand 1 stride behind the line and then when motionless will say runners set - at that time the athletes can step to the line and when all is motionless - he will fire the gun. (3 3/4 laps total)
8. 3,000 meter - waterfall start - curved white line on northwest corner of track. Same procedure for this race as 1,500 and 5,000 meter. (7.5 laps total)
9. 3,000 meter steeplechase - waterfall start - starts in the middle of the Back Stretch - white curved line. Same starting procedure as 3k, 5k, 1,500. Run to finish line then over first barrier. (7.5 laps total).
10. 5,000 meter - waterfall start - curved white line on northwest corner of track. Same procedure for this race as 1,500 and 5,000 meter. (12.5 laps total)
11. 4 x 100 relay - lanes all the way - start on white line in lanes at finish line area. Exchange zones are white to white. Send second, third and fourth runner to there exchange zone areas. Anchor legs will wear a hip number on their left hip.
12. 4 x 400 relay - Yellow start. 1st runner lanes all the way. Exchange is yellow to yellow. Second runner breaks after the first curve - at break line. Second to Third exchange - white to white - California exchange - meaning team get inside position based on incoming runner position determined 50 meter from the finish line. Third to Forth exchange white to white - california exchange. Forth runner must wear a hip number.



Track and Field Finish Lynx Timing

- 3 – Finish Lynx Cameras – Independently
- 1 – Identi-Lynx Camera
- 1 – Score Board
- 1 – Video Camera – Running Eagle Eye
- 6 – Laptop Computers – 3 x 2
- 1- Wind Guage
- Live Results to the Web



Organizational Short Cuts

Entry Method

Manual
vs
Online Entry

Organizational Short Cuts

Declaration Method

Fazolis/Baymont Inn
Missouri Southern Open Invitational
January 31, 2010

Time and Declaration Schedule

If we are running ahead of the time schedule we will stay ahead. All athletes should pay close attention to all events calls and to the running order of events.

Sunday - January 31

	Field Events	Declaration Schedule
12:00 Noon	Long Jump* - Girl's	All field events report to competition area. No scratches or declarations need to be made.
	Shot Put* - Boy's	
	High Jump - Girl's and Boy's Together	
1:00 p.m.	Long Jump* - Boy's	
	Shot Put* - Girl's	
1:30 p.m.	Pole Vault - Girl's and Boy's Together	
2:00 p.m.	Triple Jump* - Girl's followed by Boy's	
	Running Events	All running events participants will need to check into the declaration table by the appropriate times listed to declare your intention to compete or you will be scratched. If you declare and don't compete you will be scratched from the meet.
	<i>Running Order - Slow to Fast, Girl's followed by Boy's</i>	
3:00 p.m.	60 Meter Dash - Prelims	Must Declare by 2:15 p.m.
	60 Meter Hurdles - Prelims	Must Declare by 2:15 p.m.
	Mile Run - Final	Must Declare by 2:45 p.m.
	2 Mile Relay - Final	Must Declare by 3:00 p.m.
	60 Meter Hurdles - Final	Qualified athletes report to the bullpen
	60 Meter Dash - Final	Qualified athletes report to the bullpen
	400 Meter Dash - Final	Must Declare by the end of the girl's Mile Run
	800 Meter Run - Final	Must Declare by the end of the girl's 2 Mile Relay
	200 Meter Dash - Final	Must Declare by the end of girl's 400 Meter Dash
	3200 Meter Run - Final	Must Declare by the end of the girl's 800 Meter Run
	Mile Relay - Final	Must Declare by the end of the girl's 200 Meter Dash

* Long Jump, Triple Jump, Shot Put get 4 jumps or 4 throws - No Finals

Corey Siebert Invitational - 4/18/2009
 Entries and Results by TRXC Timing
 Fenton, MO
 Performance List

Event 31 Boys 110 Meter Hurdles Junior Varsity

Comp#	Name	Year	School	Seed Time
1	Kenney, Xavier	SO	Ritenour	15.80
2	Woods, Rodgerick	SO	Ritenour	15.92
3	Ivy, Lamontiez	FR	Cahokia	16.24
4	Watkins, Colten	FR	Marquette	16.44
5	Bell, Jerrell	SO	Jennings	17.04
6	Dudley, AJ	FR	Marquette	17.04
7	Nilhas, Anthony	SO	Rockwood Summit	17.14
8	Hamm-Bey, Tim	SO	Lindbergh	17.20
9	Taylor, Antonio	FR	Cahokia	17.24
10	Shropshire, Demarco	SO	Lindbergh	17.40
11	Brooks, Tyran	SO	Pattonville	17.94
12	Green, Trevor	SO	C.B.C.	19.14
13	Suey, Anthony	FR	Timberland	19.24
14	Hoefel, Daniel	SO	S.L.U.H.	19.31
15	Hogrebe, Nick	SO	Rockwood Summit	19.54
16	Williams, Dan	FR	S.L.U.H.	19.63
17	Rogan, Shaquile	SO	St. Clair	19.64
18	Brady, Jaron	SO	Metro	19.74
19	Bugic, Adnan	SO	Fox	20.24
20	Gaines, Tyrone	FR	Gateway	NT
21	cane, keith	SO	Normandy	NT
22	Walter, Chris	FR	Metro	NT
23	Davis, Leland	SO	Gateway	NT



KIRKWOOD
CROSS COUNTRY

Getting it Right

- ⦿ **Cross Country**
- ⦿ **Track and Field**

Questions and Answers



RACE MANAGEMENT SPECIALISTS

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