LANE TIMER

The Lane Timer keeps accurate time of the swimmers in the lane to which they are assigned. Lane Timers also verify that the event card/sheet is correct for their lane, swimmer and event.

HOME AND AWAY MEETS:

There will be three Lane Timers in each lane: The away team's lanes will have two timers from the home team and one from the away team, and the home team's lanes will have two timers from the away team and one from the home team.

If you have any issues during the meet, your first point of contact is the Head Timer.

A Lane Timer's job is only to time the swimmers. Lane Timers should not judge false starts, stroke technique, turns, touches or finishes.

Lane Timers are required to impartially and fairly time each swimmer to the best of their ability. If you notice that a Lane Timer in your lane is consistently inaccurate with their timing, please notify the Head Timer.

Underwater touches are legal. At any point where a swimmer touches the wall, with one or two hands, is the end of the swimmer's race, and you should stop your watch. This requires you to stay very close to the edge of the pool and watch carefully. Do not wait for them to touch above the water to stop your watch if they've already touched underwater! NOTE: For relays, only stop your watch when the fourth swimmer on the relay team touches the wall at the end of his/her race.

Lane Timer procedures will vary depending upon if the meet is using manual timing or the Dolphin timing system.

MANUAL TIMING

1. Attend the Lane Timer meeting approximately 20 minutes prior to the start of the meet. An announcement will be made for the location of the meeting. At the meeting, a Head Timer will give instructions, assign a lane to you and give you a stopwatch.
2. Report to your assigned lane. The Starter will instruct you on which end of the pool you should be timing.
3. Designate one Lane Timer from your lane to be the Data Recorder. This person will record all three times from the lane for each heat. The Data Recorder is also responsible for noting "No Show" (NS) swimmers (a swimmer who does not show up for the event) and communicating any swimmer or heat changes noted on the lane sheets. If a swimmer takes an empty lane, the Data Recorder must write down that swimmer's name and times.

4. Designate one Lane Timer from your lane to verify the swimmer's name for each race. Ask the swimmer what their name is, not "Is your name ____?".

RELAYS

For relays, a team of four swimmers will swim, one at a time. For the 11/12 age group and younger, two swimmers on the relay team will line up on the side of the pool where the Lane Timers are, and the other two swimmers on the relay team will line up at the opposite end of the pool. For the 13/14 age group and older, all four swimmers will line up on the side of the pool where the Lane Timers are.

Every relay team will have one index card, listing the four swimmers on their team. The first swimmer in the relay will give the index card to a Lane Timer in their lane when it is their turn to swim. The card should be given to the Data Recorder.

1. Verify that the swimmers who are on your side of the pool are in the correct lane by asking them their names and cross-checking with the index card. For the younger age groups, do the same verification for the two swimmers at the opposite end of the pool when they finish their swim and get out of the pool on the Lane Timers' end. If there are no swimmers in your lane, make sure that the lane sheet correctly reflects this.
2. After the Starter tells the swimmers to advance to the starting blocks and asks "Judges and timers ready?", raise your hand and shout "No!" if you are not ready. Otherwise, do nothing.
3. When the Starter says "Swimmers, take your marks", approximately one second later you will see a light flash next to the Starter and hear a loud beep at almost the same time. Start your watch as soon as you see the flash of light. Don't wait for the beep.
   - If you don't start your watch accurately in a particular race, immediately notify the Head Timer who will give you a back-up watch that was started accurately.
4. Stop your watch only at the end of the fourth swimmer's race, thus providing the relay team with one total time from your watch, consisting of all four swimmers' times.
5. Give your time to the Data Recorder, and he/she will write all three Lane Timers' times on the index card.
6. Hold on to the card until a Runner comes by and picks it up.

INDIVIDUAL EVENTS

For individual events, the Data Recorder will be given an event sheet with the names of the individual swimmers in their lane for all of the heats in one whole event.

1. After the Starter tells the swimmers to advance to the starting blocks and asks "Judges and timers ready?", raise your hand and shout "No!" if you are not ready. Otherwise, do nothing.
2. When the Starter says "Swimmers, take your marks", approximately one second later you will see a light flash next to the Starter and hear a loud beep at almost the same time. Start your watch as soon as you see the flash of light. Don't wait for the beep.

- If you don't start your watch accurately in a particular race, immediately notify the Head Timer who will give you a back-up watch that was started accurately.
3. Stop your watch as soon as the swimmer touches the wall.
4. Verify that the swimmer is in the correct lane when they finish their race by asking them their name and cross-checking with the event sheet. If there is no swimmer in your lane, make sure that the lane sheet correctly reflects this.
5. Give your time to the Data Recorder, and he/she will write all three Lane Timers' times on the Event sheet.
6. Repeat for all remaining heats in the event. After the last heat finishes, hold on to the event sheet until a Runner comes by and picks it up.

DOLPHIN TIMING SYSTEM

The Dolphin timing system is exactly the same as manual timing EXCEPT the starter mechanism is integrated with the Dolphin system. When the Starter starts a race, the Dolphin stopwatches are started automatically. Therefore, you do not need to do anything with your Dolphin stopwatch at the beginning of a race, but you still need to stop your watch when the swimmer touches the wall.

1. Attend the Lane Timer meeting approximately 20 minutes prior to the start of the meet. An announcement will be made for the location of the meeting. At the meeting, a Head Timer will give instructions, assign a lane to you and give you a stopwatch.
2. The Dolphin stopwatch lanyard should be around your neck at all times to prevent the stopwatch from falling on the ground. The Dolphin stopwatches are very expensive.
3. Report to your assigned lane. The Starter will instruct you on which end of the pool you should be timing. Verify that the lane you are timing matches the lane number on the sticker of your Dolphin stopwatch.
4. Designate one Lane Timer from your lane to operate both a Dolphin stopwatch and a manual stopwatch. This Lane Timer will need to start the manual stopwatch when the race starts, and then stop both the manual stopwatch and the Dolphin stopwatch at the same time when the swimmer touches the wall. This is done in case the Dolphin system malfunctions. Therefore, there will be four times recorded at the end of each race: three times with the Dolphin stopwatches and one time with the manual stopwatch.
5. Designate one Lane Timer from your lane to be the Data Recorder. This person will record four times from the lane for each heat. The Data Recorder is also responsible for noting "No Show" (NS) swimmers (a swimmer who does not show up for the event) and communicating any swimmer or heat changes noted on the lane sheets. If a swimmer takes an empty lane, the Data Recorder must write down that swimmer's name and times.
6. Designate one Lane Timer from your lane to verify the swimmer's name for each race. Ask the swimmer what their name is, not "Is your name _____?".
7. Never press the 'Reset' button unless directed to do so by either the Head Timer or the Starter.
8. Always face the Dolphin stopwatch's LED screen toward your body. Direct sunlight will temporarily disable, if not ruin, the LED screen due to the heat from direct sun exposure.

RELAYS

For relays, a team of four swimmers will swim, one at a time. For the 11/12 age group and younger, two swimmers on the relay team will line up on the side of the pool where the Lane Timers are, and the other two swimmers on the relay team will line up at the opposite end of the pool. For the 13/14 age group and older, all four swimmers will line up on the side of the pool where the Lane Timers are.

Every relay team will have one index card, listing the four swimmers on their team. The first swimmer in the relay will give the index card to a Lane Timer in their lane when it is their turn to swim. The card should be given to the Data Recorder.

1. Verify that the swimmers who are on your side of the pool are in the correct lane by asking them their names and cross-checking with the index card. For the younger age groups, do the same verification for the two swimmers at the opposite end of the pool when they finish their swim and get out of the pool on the Lane Timers' end.
   - If there is no swimmer in your lane, make sure that the lane sheet correctly reflects this. Let the Dolphin timer run and do not stop it. Do not time with the manual stopwatch.
2. After the Starter tells the swimmers to advance to the starting blocks and asks "Judges and timers ready?", raise your hand and shout "No!" if you are not ready. Otherwise, do nothing.
3. When the Starter says "Swimmers, take your marks", approximately one second later you will see a light flash next to the Starter and hear a loud beep at almost the same time. Only the Lane Timer who holds the manual stopwatch should start the manual stopwatch as soon as the flash of light is seen. Don't wait for the beep.
4. Press the black button on either side of the device (it does not matter which one you press) to stop the timer only at the end of the fourth swimmer's race, thus providing the relay team with one total time from your watch, consisting of all four swimmers' times. **This should be the ONLY time you need to press a button on the device.**
   - If you press the black 'Stop' button too early and the swimmer is still swimming, press the black 'Stop' button again and timing will resume automatically on the Dolphin timer where it will assume that the watch had not been stopped incorrectly.
5. Give your time to the Data Recorder, and he/she will write all four Lane Timers' times on the index card.
6. Hold on to the card until a Runner comes by and picks it up.
7. Dolphin stopwatches will reset automatically by the Starter for each race. Lane Timers do not need to reset the Dolphin stopwatches.

INDIVIDUAL EVENTS

For individual events, the Data Recorder will be given an event sheet with the names of the individual swimmers in their lane for all of the heats in one whole event.

1. After the Starter tells the swimmers to advance to the starting blocks and asks "Judges and timers ready?", raise your hand and shout "No!" if you are not ready. Otherwise, do nothing.
   - If there is no swimmer in your lane, make sure that the lane sheet correctly reflects this. Let the Dolphin timer run and do not stop it. Do not time with the manual stopwatch.
2. When the Starter says "Swimmers, take your marks", approximately one second later you will see a light flash next to the Starter and hear a loud beep at almost the same time. Only the Lane Timer who holds the manual stopwatch should start the manual stopwatch as soon as the flash of light is seen. Don't wait for the beep.
3. Press the black button on either side of the device (it does not matter which one you press) to stop the timer as soon as the swimmer touches the wall. **This should be the ONLY time you need to press a button on the device.**
   - If you press the black 'Stop' button too early and the swimmer is still swimming, press the black 'Stop' button again and timing will resume automatically on the Dolphin timer where it will assume that the watch had not been stopped incorrectly.
4. Verify that the swimmer is in the correct lane when they finish their race by asking them their name and cross-checking with the event sheet.
5. Give your time to the Data Recorder, and he/she will write all four Lane Timers' times on the Event sheet.
6. Dolphin stopwatches will reset automatically by the Starter for each race. Lane Timers do not need to reset the Dolphin stopwatches.
7. Repeat for all remaining heats in the event. After the last heat finishes, hold on to the event sheet until a Runner comes by and picks it up.