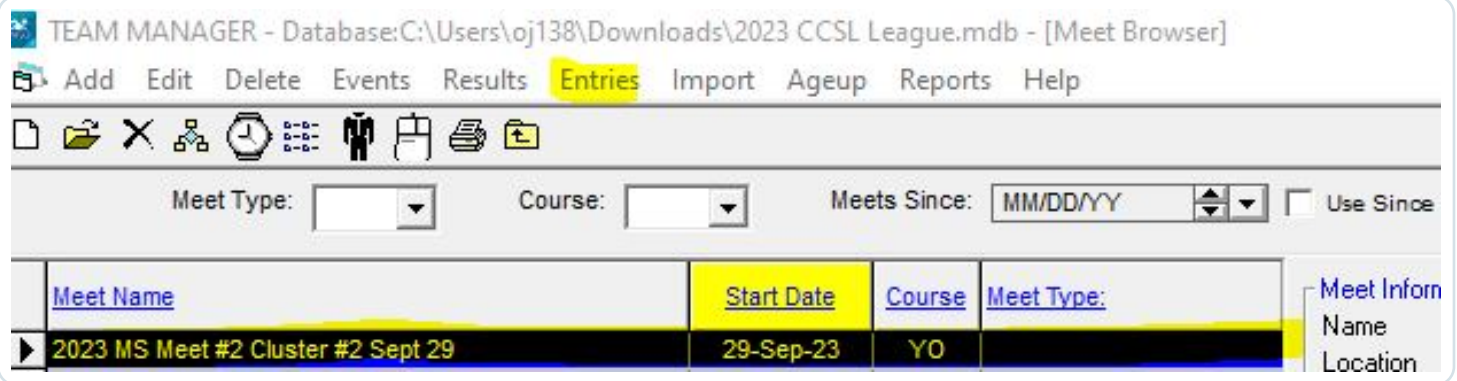


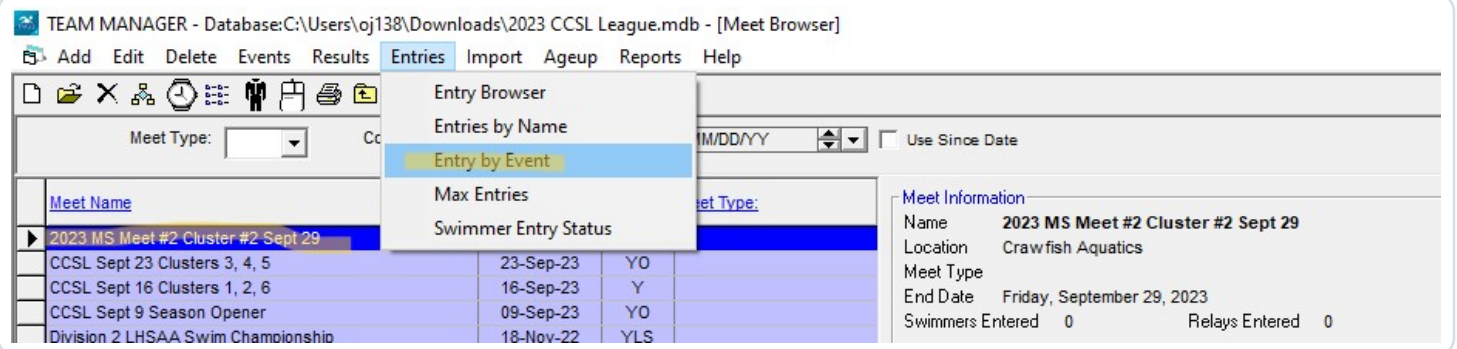
Start in the Meet Browser

Use the highlighted menu choices shown below.

- 1 Click **Meets** to open the Meet Browser.
- 2 Highlight the meet you want, then click **Entries**.



- 3 From the Entries menu, click **Entry by Event**.



Set the relay filters

The blue numbers on the screenshot match the three actions below.

- 4a Click **Relays Only**.
- 4b Open the **Swim for Team** drop-down.
- 4c In the **Team** section, select your team.

TEAM MANAGER - Database:C:\Users\oj138\Downloads\2023 MS League.mdb - [Entry by Event]

Time Calc Athlete Results View **Relays Only** Print Dual Meet Setup Help

Event **Swim for Team:** Session: Meet Division:

29-Sep-23 2023 MS Meet #2 Cluster #2 Sept 29

Sess	Div	Event	Gen	Distance	Stroke	Age	WR	Slower Than-[Yds]	Faster Than [Yds]	Slower Than [LCM]	Faster Than [LCM]	Slower Than [SCM]	Faster Than [SCM]
1		1	F	200	Free	Open	R						
1		2	M	200	Free	Open	R						
1		3	F	50	Free	Open	I						
1		4	M	50	Free	Open	I						
1		5	F	50	Fly	Open	I						
1		6	M	50	Flv	Open	I						

☐ Show Swim-Up Athletes
☐ Only Athletes Already in Meet
☐ Only Athletes Already in Session
☐ Only Pre-Entered Athletes
☐ Only Pre-Entered with No Entries

3 Team WM Gr
 Yr WM Sub
 Group Standards:
 Subgroup

@ indicates a Relay Only swimmer
Right Click to enter as Relay Only swimmer
= converted time

A B C D E F G H I J K L M N O P

Event: [1] Open Female 200 Free Relay

New Relay ☐ Incl

CHECK: Relays Only is active and your team appears in both team fields.

Create and fill the relay

- 5 Click **New Relay**, then move the swimmers you want into the relay slots.

The screenshot shows the 'New Relay' screen in the Team Manager Relays software. The interface includes several buttons and input fields:

- New Relay** (highlighted in yellow)
- Clear Swimmers**
- Best:** Free (dropdown menu)
- Find Best Relay**
- Best Relay Report**
- Include Relay Non Lead-Off Splits** (checkbox, currently unchecked)
- Best Relay Order** 2-4-3-1 (input field)
- Swimmers** table with 8 rows and 2 columns (Age, Swimmers)
- Calculate Custom** button
- Ent Best Custom Ex Ht LN** (tabs for relay configuration)

The **Swimmers** table is currently empty:

	Swimmers	Age
1		
2		
3		
4		
5		
6		
7		
8		

The **Ent Best Custom Ex Ht LN** tabs are visible, with **Ent** selected. The **Custom** tab is also visible. The **Ex**, **Ht**, and **LN** tabs are also visible. The **Ent** tab is currently selected.

TIP: Confirm the swimmers are listed in the intended relay order before moving on.