

YOU MUST SIGN YOUR SWIMMER(S) IN TO SWAC DUAL MEETS OR THEY WILL NOT BE ABLE TO SWIM (even if they show up at the meet).

THE FIRST DUAL MEETS ARE NEXT SATURDAY - NOVEMBER 7.

THE SIGN-IN DEADLINE FOR THE NOVEMBER 7 MEETS IS WEDNESDAY, NOVEMBER 4 AT 9PM. READ ON FOR DETAILS.

Meet sign-in/out will be available Monday morning at 6AM for our first dual meets (boys and girls) next Saturday, November 7th.

Each swimmer must be signed-in or signed-out of the meet using the online function.

#### INSTRUCTIONS:

1 - Go to our website ([www.cbsswim.org](http://www.cbsswim.org)) and click on the MEET SIGN-IN/OUT link on the home page.

2 - Scroll down to the appropriate meet (boys or girls for November 7th) and click on the "MeetCheck-In" link. Be very careful to choose the right meet - BOYS or GIRLS - for your swimmer(s).

3 - From the "Select a Swimmer" drop down box, select your swimmer(s). \*If your swimmer is not on the list, contact Roberta Lichter ([rlichter@cbsd.org](mailto:rlichter@cbsd.org)) immediately.\*

4 - Click "Will Attend" or "Will NOT Attend" or "Partial" based on your swimmer(s)' status related to attending this meet. Choose partial if your swimmer will be at the meet for only a portion. If you choose partial, you MUST enter comments (see #5 below).

5 - If you have any comments (mainly comments should be about if you'll be arriving late/leaving early) type them in the space provided by clicking on the box.

6 - Click "SAVE" and you're all set.

6 - If you have multiple swimmers, check each one in individually.

7 - The sign-in/out will be available until 9pm on Wednesday. You can make any necessary changes until then.

Again, if any swimmer is not signed in to a meet it will be assumed that they are NOT swimming and they will NOT be put in the line-up. If they then show up to the meet, they still will NOT be put in the line-up.

The sign-ups for each Saturday meet will become available at 6am the preceding Monday and will be available until that Wednesday at 9pm.

Please don't wait until the last minute.

Contact me with any questions BEFORE the deadline. Do NOT contact me after the deadline and ask me to get your swimmers into the meet.

Remember - this is the **ONLY** way to sign your swimmer in or out of a dual meet. Do not contact the coaches or parent board members about your swimmer's meet attendance.