

Instructions for Swim Coaches for Entering Results on QuikStats

- 1) Go to <http://www.quikstatsiowa.com/> and click on School Login located in the blue header.
- 2) Select your school from the dropdown menu and enter your password. Your athletic director has your password. If your school is entered into a cooperative sharing agreement for swimming, you need to select the host school from the dropdown menu and its password.
- 3) Once you are logged in, select Swimming under the Boys' header on the left-hand side of the screen.
- 4) Before your first competition, you need to enter your team's meet schedule and roster. Please make sure you have spelled your athletes' names correctly and have entered the correct grade for the athlete. This will be important as the athletes' names are linked throughout the QuikStats system and we will roll over your roster for the 2013-14 season and beyond and want to make sure the data is as accurate as possible. With that being said, after this season, you will only have to enter the names of the incoming freshmen and new team members. If you have a swimmer who participates in another sport found on QuikStats, a message should appear on the top of the screen saying, "**** Athlete is tied to another sport or season. Changes to these names should only be spelling corrections." If an athlete quits your squad, click the remove box next to his name on the right hand side of the screen. **DO NOT DELETE THE ATHLETE'S NAME UNDER FIRST NAME AND LAST NAME. YOU ARE DELETING THE ATHLETE FROM THE ENTIRE DATABASE.** Finally please save your roster often as you are entering your athletes. The system will time out after being logged in for 90 minutes. To avoid any additional work, please press the Save Roster button often. If your squad does not fit into the current number of roster spaces, please save your roster and additional lines should appear.
- 5) An "Enter Stats/Results" link will appear on the day of your scheduled competition. Click on this link.

	Home/Away	Date	Location (e.g. Boone, IA)	Event (e.g.)	
Save Schedule	Enter Results/Stats	Home	10/18/2012	Boone, IA	IHSAA Invite
	Away	10/22/2012	West Des Moines, IA	IGHSAU Dual	

- 6) There are two different ways to enter results into QuikStats. You can either manually enter the results by using the dropdown boxes to enter each participant into the appropriate events and type out each individual/relay time. The other to enter results into QuikStats is to import meet results via Hy-Tek. For the import option to be available, the meet's host school must upload the meet results to <http://www.quikstatsiowa.com/public/swimming/uploadhytek.aspx>

10/18/2012 @ Boone, IA Results/Stats

Return to Schedule

Save Results/Stats

[Import Stats from Meet Results](#)
(The host team must upload the results before you are able to import them)

NOTE: If you have more marks in an event to enter than what is listed, please fill in the ones listed and then click Save and additional blank ones will be added.

50Y Freestyle

Athlete	Mark	Remove Mark
Select Athlete		<input type="checkbox"/>
Select Athlete		<input type="checkbox"/>
Select Athlete		<input type="checkbox"/>

- 7) How to Upload a Hy-Tek Meet File into QuikStats
- 1) Go to <http://www.quikstatsiowa.com/Public/Swimming/UploadHyTek.aspx>
 - 2) Within Hy-Tek you must select File/Export/Results for Team Manager or SWIMS
 - 3) After selecting that, Hy-Tek will prompt for the results you would like to export (make sure that the Team drop down box is blank so that it exports all teams).
 - 4) Hy-Tek will then display a Export File Progress box (this will take a few seconds). Once it is complete click on the OK button.
 - 5) Next you will be prompted to save the file to a directory on your computer. Click OK to save the file. It is important to remember where the file is saved.
 - 6) The next screen will show you the name of the file and the directory that the file was saved in. The name of the export file will be the same as your Hy-Tek file with a dash and three numbers on the end with a .zip extension (i.e. filename-001.zip). Note that the number on the end will increase by one each time you export so the second time you export it will be filename-002.zip.
 - 7) Once the file has been saved to your hard drive then click on the Browse button below and find the file saved in step 5. Then click the Upload Results button.

Please make sure the file being uploaded includes all teams that participated in the meet (not just the host school). This is set in step 2 above (in Hy Tek) you must make sure that the Team drop down box is blank.

8) Enter the email of the person uploading the meet results.

9) Click the Upload Results Button

- 8) If you select “Import Stats from Meet Results”, you will need to select your meet from the available uploads. Meet results will be able to be uploaded at anytime, but only meets that were competed in the last 20 days will be in the import queue. Select the meet results you would like to import to QuikStats by selecting “Import Result”.

Select Meet		
IHSAA Test Meet	10/18/2012	Import Results
Bettendorf, Burlington, Clinton, Davenport, Central, Davenport, North, Davenport, West, Muscatine, Pleasant Valley		

- 9) Click on the “Import Results” behind your team name to get your results.

Select Meet	
Bettendorf	Import Results
Burlington	Import Results
Clinton	Import Results
Davenport, Central	Import Results
Davenport, North	Import Results
Davenport, West	Import Results
Muscatine	Import Results
Pleasant Valley	Import Results

10) The following screen should appear:

Select Meet

Names in Red do not match an athlete on your roster. If the name is just misspelled you may select the correct athlete from the drop down box. If the athlete is not on your roster in quik stats, you must add them to import the stats.

Athlete Name in Meet Results	Athlete Name on Roster
Cahill, Michael	<input type="text" value="Cahill, Michael"/>
Calegan, Haden	<input type="text" value="Calegan, Haden"/>
Greenwald, Travis	<input type="text" value="Greenwald, Travis"/>
Halstead, Nathan	<input type="text" value="Do Not Import"/>
Herald, Fisher	<input type="text" value="Herald, Fisher"/>

Select Meet

Names in Red do not match an athlete on your roster. If the name is just misspelled you may select the correct athlete from the drop down box. If the athlete is not on your roster in quik stats, you must add them to import the stats.

Athlete Name in Meet Results	Athlete Name on Roster
Cahill, Michael	<input type="text" value="Cahill, Michael"/>
Calegan, Haden	<input type="text" value="Calegan, Haden"/>
Greenwald, Travis	<input type="text" value="Greenwald, Travis"/>
Halstead, Nathan	<input type="text" value="Halstead, Nate"/>
Herald, Fisher	<input type="text" value="Herald, Fisher"/>

Names in **Red** do not match an athlete on your QuikStats roster. In this example, an athlete's first name in the HyTek results is Nathan, while in QuikStats his first name is Nate. You will need to use the dropdown box next to the name under the "Athlete Name in Meet Results" to select the appropriate athlete. Again, we want to be consistent throughout the database and in this case, do not want two names associated with one individual. At the bottom of the current screen select "Import Stats".

11) After clicking Save Results/Stats, the meet results are now uploaded into the QuikStats System.

[Import Stats from Meet Results](#)
(The host team must upload the results before you are able to import them)

NOTE: If you have more marks in an event to enter than what is listed, please fill in the ones listed and then click Save and additional blank ones will be added.

50Y Freestyle		
Athlete	Mark ()	Remove Mark
Jackson, Tate	22.13	<input type="checkbox"/>
Treiber, Kris	22.27	<input type="checkbox"/>
Krueger, Matt	22.88	<input type="checkbox"/>
<input type="text" value="Select Athlete"/>	<input type="text"/>	
<input type="text" value="Select Athlete"/>	<input type="text"/>	
<input type="text" value="Select Athlete"/>	<input type="text"/>	

100Y Freestyle		
Athlete	Mark ()	Remove Mark
Cahill, Michael	52.25	<input type="checkbox"/>
Van Hemert, Tanner	59.02	<input type="checkbox"/>
<input type="text" value="Select Athlete"/>	<input type="text"/>	
<input type="text" value="Select Athlete"/>	<input type="text"/>	

After you log out of the secure site of QuikStats, please view the public side of QuikStats. The swimming homepage will show the top five performances in each event. Users can sort performance times by event, school, or district. In this example, performances were sorted by a particular event and team.



Individual Stats

Event Team [Load List](#)

	Athlete	Team	Mark	Location	Date
1	Tate Jackson	Muscatine	22.13	Boone, IA	10/18/2012
2	Kris Treiber	Muscatine	22.27	Boone, IA	10/18/2012
3	Travis Greenwald	Muscatine	22.52 ^R	Boone, IA	10/18/2012
4	Matt Krueger	Muscatine	22.88	Boone, IA	10/18/2012

Notice the superscript R next to the third athlete's performance. QuikStats is set up to record the split of the first swimmer in both the 200Y Freestyle Relay and the 400Y Freestyle Relay and give that swimmer a mark in the 50Y Freestyle and 100Y Freestyle respectively. If any school were to swim at a meet where the events are swum in meters rather than yards, QuikStats is set up to convert the metric times to standard times.

After meet results are entered or imported, IHSSCA team power rankings are automatically updated on the QuikStats web site.