

SCOREKEEPER

Cheat Sheet

SCOREKEEPER ROLE MUST BE USED ON AN IPAD

GETTING STARTED:



- ☐ Open the Swimmingly app
- ☐ Check the small grey numbers above the list of role options (next to the Swimmingly logo) to ensure you're running the most up to date version of the app.
- ☐ Select the Scorekeeper role and ensure your local network and location services are enabled. Enter your pool deck nickname and click "Ready to Huddle"
- ☐ Click Next and Enter your Club ID & Starter Key. Click "Login"
- ☐ When connected to internet, the iPad will sync with the Swimmingly Clubhouse during this step to ensure your swim meet schedule is up to date.
- ☐ Select your meet and confirm the teams, events, lanes, and course are all accurate. Click "Start Huddle."

THE HUDDLE:

- ☐ Allow your volunteers to scan the QR code. You'll be able to see how many volunteers have connected with the counts along the right hand side. Once all volunteers are in, select Start The Meet.
- ☐ If you're having issues, ensure volunteers are in a shaded area and using the Swimmingly app to scan the QR code.
- ☐ Set up your scoring for the meet and select Start The Meet.



ADDITIONAL NOTES:



- ☐ After you complete an event, the times will automatically appear on the iPad.
- ☐ During the meet you should be monitoring the iPad for any warnings.
- ☐ You can always access the QR code to add new devices. Once in the meet, in the top left corner next to the "Actions" button you'll see a QR code. Click that to populate the QR code for your new volunteers to scan.