

# San Diego Imperial USA Track & Field Association Championships

## INFORMATION SHEET

- 1) **Facilities:** Track is a 9 lane, 48" wide Mondo surface. Same surface on all runways
- 2) **Shoes:** 3/16" pyramid spikes maximum (cone spikes only --no needles). No stacked spikes will be allowed at any time. Spikes will be checked, you will not be allowed to compete with longer or incorrect spikes. 1/4" spikes will be allowed for the javelin and high jump only.
  - **Timing:** FinishLynx timing and Hytek Meet Manager software.
- 1) **Entry Fees:** \$20.00 per Athlete unlimited events.
- 2) **Entry Procedure & Deadline:** All entries must be done online at [www.directathletics.com](http://www.directathletics.com). See below for information on how to register. Deadline to enter is Tuesday, May 23<sup>rd</sup>, 5pm.
- 3) **USA Track & Field Membership:** All competitors must be 2006 members of USA Track & Field. Athletes can register on-line at [www.sdusatf.org](http://www.sdusatf.org) or [www.usatf.org](http://www.usatf.org)
- 4) **Awards:** Medals will be awarded to the first 3 place-winners in each event.
  - **Implement Weigh-ins:** Throwing implements must be weighed in at the Track Shed, located east of the main entrance gate.
  - **Warm-ups:** Warm ups will be conducted on the lower field adjacent to the track. There will be a limited training tent set up on the lower field for athletes use.
  - **Parking:** Located in Parking Structure 5, directly below the track. You must purchase a 2 hr. parking permit from the meter.
  - **Admission:** Spectator admission is \$5.00.
  - **Results:** Will be posted event by event and will also be available online at [www.goaztecs.com](http://www.goaztecs.com) and at [www.directathletics.com](http://www.directathletics.com).
- 1) **Directions:** From the North, Take 5 Freeway south to 8 Freeway east. Exit on College Ave. Go South (right). Go up hill; make a right on Lindo Paseo. Make a right at the stop sign on Campanile Dr. Make left at next stop sign on Hardy Ave. Park in Parking Structure 5, straight in front of you at next light. This structure is directly under the track.

If you have any questions that require our immediate attention, please feel free to call me at (619) 594-1951 or e-mail me at [nanista@mail.sdsu.edu](mailto:nanista@mail.sdsu.edu).



## How to Submit Online Entries

### STEP 1—ACCESSING YOUR DIRECTATHLETICS ACCOUNT

*Each coach must have a DirectAthletics username and password for his/her school. If you don't know your username and password, you will be able to create one or retrieve your existing account by following the instructions below. You will use the same account to enter all meets run through DirectAthletics.*

If you already have a DirectAthletics account for your Track & Field team, and know your username and password....	If you do NOT know your username and password....
1) Go to <a href="http://www.directathletics.com">www.directathletics.com</a> 2) In the login box, enter your username and password and click Login.  (Remember that your password is case-sensitive)	1) Go to <a href="http://www.directathletics.com">www.directathletics.com</a> 2) Click on the link "New User? Click HERE". 3) Follow onscreen instructions. You will be able to create an account online or retrieve forgotten information for an existing account.

**\*\*NOTE ABOUT ACCOUNTS: Most coach accounts control a school's Men's AND Women's team. You control only one gender at time, so you will complete the below steps for your Men, and then switch to your Women's team and repeat the process (or vice versa). The team you are controlling is listed on the blue navigation bar across the top of your account, for example:**

**Sport:** Track & Field

**Team:** Plano East HS (M)

**This indicates that you are controlling the Plano East HS MEN'S team (M=MEN). To switch to your Women's team, you would select "Plano East HS (W)".**

### STEP 2--SETTING UP YOUR ONLINE ROSTER

*Before entering an athlete into a meet, you must add all attending athletes to your roster. If an athlete is already on your roster (from previous seasons or meets) you do not need to add him/her again.*

- 1) Upon logging in, click the TEAM tab. (New users will automatically be in the TEAM module)
- 2) If you have used DirectAthletics before, you will see your existing athletes on your roster. New Users should click the green "Add Athletes" link.
- 3) Click the green "Add Athletes" link under the Team Roster header. Select an approximate number of athletes you would like to add (you can add more at any time).
- 4) Enter your athletes First Name, Last Name and School Year and click "Submit".

**NOTE ABOUT UNATTACHED ATHLETES (Colleges only): Colleges will see an "Unattached" box on this page. If you are a college coach entering an unattached athlete, check the "Unattached" box.**

- 5) You may add, edit or delete athletes on your Team Roster at anytime by clicking the TEAM tab. To add athletes, click the green "Add Athletes" link at any time. To delete or edit

athletes, check the box to the left of each athlete(s) and then click the red “Delete Selected” link or the blue “Edit Selected” link respectively.

### **STEP 3--SUBMITTING ONLINE MEET ENTRIES**

*Once your athletes are added to your roster, you must submit your entries.*

- 1) In the HOME tab (under Upcoming Meets) or in the SCHEDULE tab, click the green Register button next to the meet you wish to enter.
- 2) If prompted, choose an entry method. We HIGHLY Recommend using the NEW, “Enter by Athlete” method.
- 3) Follow onscreen instructions for submitting your entries. You will see a running tally of your entries on the right side of your screen.
- 4) When you are finished with your entries, click the “Finish” link.
- 5) You will see a list of your current, submitted entries. Click the appropriate link to receive an EMAIL confirmation or a PRINTABLE confirmation.
- 6) To edit your existing entries, click the blue Edit Entries button next to the meet name on your Upcoming Meets or complete Schedule.