

Glossary

Club Swimmer	Membership as a Club swimmer is for the young swimmer these swimmers can enter club and interclub meets, but are not eligible for regional SI or national meets. Times are kept by SNZ but are not approved for meets outside the Club.
Competitive Swimmers	Are affiliated with SNZ and can enter all meets, club, regional SI and national meets.
Course	A course will be long course (LC) swum in a 50m pool or short course (SC) swum in a 25m pool. Nelson Marlborough also have some 33m pools, these have conversion times.
Converted times	SNZ has a formula to convert times from SC to LC and vice versa. Some events will only use LC times some allow SC converted times, this is usually in the Race Rules.
DQ's	A swimmer maybe DQ'ed from an event for a number of reasons eg their turn, stroke, false start etc. Their time doesnot count.
Event	Any race or series of races in a given stroke and/or distance.
Exhibition	Swimmers swimming for a time but not eligible for awards or points
Finals	Any single race that determines the final place and times in an event.
FINA Points	An international points system points awarded for swimmers 15+ years based on times in strokes and distances.
FINA	World governing body for swimming
Heats	A set of swimmers that race together each in a separate lane of the pool. "seeding" assigns each swimmer a separate lane in an heat. Multiple heats make up an event.
Handicap	Swimmers are handicapped based on their best time against other swimmers in an event, so the slowest swimmer starts on the gun and the fastest swimmer starts last of the swimmers in the heat.
Leg	part of the relay event that is swum by a single swimmer.
Meets	Club: organised by local club for its swimmers with a variety of strokes and distances Interclub: organised by local club and open to other clubs to enter. Regional: organised by regional body- Swimming Nelson Marlborough and open to all competitive swimmers, usually race for cups and trophies, medals and ribbons.

	<p>South Islands: Run by a SI group and rotated around the regions, SI Champs, SI Country and Town and SI Secondary Schools, SNZ Juniors, all these meets require qualifying times.</p> <p>Nationals: Run by SNZ these meets are the next tier up and are run throughout the country, Juniors, Div 2, NZ Age Groups, NZ Short Course, NZ Opens and a Zonal meet.</p>
Meet Entry	Swimmers enter a specific event, their entry time is usually their best time from a previous event
Meet Mobile	An app on iphone or android that uploads results as races are finished. Only used when electronic timing gear is used.
Meet programme	Order of events set out in heats of distance, stroke sometimes gender and age group.
Over the Top Starts	When a race is completed the swimmer stays in the water while the next race is started. They must remain hanging on the lane rope, not talking or moving and the swimmer dives in over them.
One Start Rule	Any swimmer starting before the starting signal has been given shall be disqualified. If the starting signal sounds before the disqualification is declared, the race shall continue and the swimmer or swimmers shall be disqualified upon the completion of the race.
Officials for a Meet	<p>For a meet to be approved by SNZ and the times to be official a meet is required to field a minimum number of officials based on the number of lanes it is running. These officials are always parents of swimmers trained in these positions.</p> <p>Meet Director: looks after aspects of a meet not covered in the rules.</p> <p>Referee: manages the all aspects of the meet as stipulated in the FINA Rules Handbook.</p> <p>Starter: Is responsible for starting the meet once the referee has swimmers ready.</p> <p>Judge of Stroke (JOS): watches the race to ensure swimmer stroke is in line with the rules ie swimming correct stroke.</p> <p>Inspector of Turns (IOT): watches swimmer turns at each end of the pool and the finish of the race to ensure compliant with rules.</p> <p>Recorder: Sets meets and manages the race times and data for reporting.</p> <p>Chief Timekeeper: Looks after the timekeepers and ensures accurate times are kept. Notifies the referee when they are ready of next event.</p>

	Marshall: Organises the swimmers for each heat, swimmers should be at the marshalling area 3-5 races ahead of their race. At national meets the swimmers may be required to self marshall.
Officials:	Team manager: manages the swimmers, ensures they are ready for racing, eating and drinking regularly, keeping warm between events and managing behaviour. Coach: works closely with team manager and swimmers to support and ensure swimmers achieve their aims/goals.
Personal Bests	A swimmers best time in a particular stroke and distance.
Psych Sheets	Entry list of events where the swimmers are listed from fastest swimmer in the event to slowest. Can have a mixed effect on swimmers, motivating some but demotivating others, use with caution in young swimmers, good to discuss with the coach first.
Prelim/finals	A meet in which everyone swims once and then the top finishers swim again in finals.
Prelim heats	Competition in which a number of heats are swum to qualify the fastest swimmers for the finals where the final placing for the event will be determined.
Protest	An appeal a DQ decision in a meet. These usually cost \$50 to \$100 which is refunded if a protest is upheld.
Qualifying Times	Some meets will require a swimmer to meet a qualifying time for an event before they are eligible to enter, this are listed on the meet flier.
Record	A best time for a particular race for the Club, they maybe club, regional, national age group or national NZ records.
Relay Leg	The time swam by one of the 4 relay swimmers, The first leg can be taken as an official time.
Ribbon Meet	Ribbons are given to each swimmer who achieves a personal best in an event.
Seeding	computerized assignment of swimmers and relays into heats and lanes
Scantioned	The meet has been approved by Swimming Nelson Marlborough and Swimming New Zealand
Scratch	The process where a swimmer officially removes themselves from a specific event before it is swum.
Session	Any portion of a meet distinctly separated from other portions by time or type of competition, time of day, morning and afternoon or evening.
SNM	The regional body representing the clubs in the NM region. For more info go to: http://www.snm.org.nz/

Split time	A swim time from an individual or relay event for one or more lengths of the pool, You can have 25,50,100,200,400 or 800m split times. They can be recorded by watch or electronically. Only the lead off split can count as an official time.
Swimming NZ	The national body for swimming in NZ. Website is full of useful info for swimmers and parents. When a swimmer joins a club they are given a login to access their meet info on their database. http://www.swimming.org.nz/
Take Your Marks	A useful website that keeps swimmers times and holds info in their qualifying times for particular meets. Check it out at www.takeyourmarks.com there is a yearly fee to use the site but you have a 90 day free use.
Timed Final Heats	Meet in which there is only one round and final placings are determined by times performed regardless of what heat swum in ie the fastest swimmer can come from any heat.
Timekeeping	Each meet needs a number of timekeepers, if using electronic timing gear a minimum of 1 timekeeper per lane is required. With manual timing 3 timekeepers per lane is required.
XLR8	A motivational programme developed by Swimming New Zealand where swimmers score points across a combination of events and are ranked nationally on their performances. For swimmers 14yrs and under. Details can be found at: http://www.swimming.org.nz/visageimages/High%20Performance/Development%20Programme/XLR8%20Programme%20Info%202014%20(ID%2061676).pdf
Withdrawal	See scratching. Some meets will have a penalty for late withdrawals.