

## WSAA Virtual Programme 2020/1

Cross Country Challenge – Mon, November 30<sup>th</sup>. to Fri, December 18<sup>th</sup>.

### Teacher Guidance Notes

**PLEASE READ BEFORE ENTERING ANY ENTRY DATA OR RESULTS ONTO THE SPREADSHEET.**

**PLEASE ALSO “ENABLE CONTENT” WHEN YOU OPEN THE SPREADSHEET.**

**DASHBOARD TAB:** This is simply a reminder around age groups and distances, those of you who normally enter the Inter Schools XC in the Autumn Term will see that they are the same.

**DECLARATION TAB:** You will need to ENTER ATHLETE INFORMATION HERE BEFORE your virtual event. This will ASSIGN every athlete a BIB NUMBER (we can advise if you want to purchase numbers – you may just want to ask your IT dept to print your own).

ENTER Names, School Years and Age Groups (drop down menus available).

PUT IN YOUR SCHOOL NAME AND SCHOOL DISTRICT (this is done just once on this page).

ONCE COMPLETED **PLEASE REMEMBER TO SAVE THE SPREADSHEET.**

**RESULTS TABS:** There is one of these for each virtual race/age group.

DATA only needs to be entered in the **YELLOW** AND **RED** columns.

**COLUMN B** – just enter the athlete’s NUMBER and names and school will fill AUTOMATICALLY.

**CELL F7** – enter the WINNING TIME in the format 8.58 (ie 8 minutes & 58 seconds) and POSITION 1 time will fill AUTOMATICALLY.

**COLUMN G** – just enter the number of SECONDS - so if your second placer was one second behind type 59 and the position 2 time fills AUTOMATICALLY.

**COLUMN H** – you will need to use this when you have a gap of more than 1 minute in results, so if your 4<sup>th</sup>. placed athlete finishes in 8:58 and 5<sup>th</sup>. in 10.02 you need to add a 1 into COLUMN H.

**REMEMBER TO SAVE REGULARLY SO YOU DO NOT LOSE DATA.**

**RECORDING SHEETS ARE AVAILABLE AS SEPARATE TABS ON THE SPREADSHEET IF YOU NEED THEM**

### **When Completed Return Spreadsheets to:**

PRIMARY SCHOOLS: [Andrew.jenkins@welshathletics.org](mailto:Andrew.jenkins@welshathletics.org)

SECONDARY SCHOOLS/COLLEGES: [steve.jones@ws-aa.org](mailto:steve.jones@ws-aa.org)

TECHNICAL SUPPORT (IT): [Darran.williams@welshathletics.org](mailto:Darran.williams@welshathletics.org)