

# How to Enter a Meet with Machine

We use Team Unify for our meet entry system for all meets. You will receive an email from our Team Administrator letting you know that a meet is open for entries.

**Meets are posted on the Team Unify site under the Events tab.**

## STEP ONE:

Access the meets on Team Unify:

1. Select Events and Competition on the side navigation panel.
2. Select Team Events.
3. Click on the Meet information provided. The name of the meet will be listed with the event dates.

The image displays two screenshots from the Team Unify website. The left screenshot shows the 'USAS Safe Sport' sidebar navigation menu. The 'Events & Competition' section is expanded, and 'Team Events' is circled in red. A red arrow points from the 'Team Events' link to the 'PVS October Open - OPEN TO MARYLAND SWIMMERS ONLY' event listing in the right screenshot. The right screenshot shows a list of events under the 'Current & Upcoming' tab. A red arrow points to the 'PVS October Open - OPEN TO MARYLAND SWIMMERS ONLY' event, which is highlighted in yellow. A red text box above the arrow reads: 'SELECT THE MEET YOU WOULD LIKE TO ENTER IF YOU ARE NOT RESPONDING THE INDIVIDUAL MEET INVITATION.'

**USAS Safe Sport**

- Product Updates
- Social Feed
- My Account
- Calendar
- Org Tools
- Classes
- Practice Management
- Events & Competition**
- Videos
- Org Resources
- Help & Training

**PVS October Open - OPEN TO MARYLAND SWIMMERS ONLY**  
Oct 11, 2024 - Oct 13, 2024

My Account: [Redacted]

Meet Name: **2024 PV October Open**

Start Date: **10/11/2024**

Enforce entry based on [Qualify Times]: **No**

Event Declaration Setting: **Commit by Event**

Allow Course Conversion for Relays: **No**

If Athlete qualifies for non-conforming course, default [E]

**Calendar**

- Team Events**
- General
- Results & Reports
- Meet Results
- Event & Job Reports

**Current & Upcoming** Past & Archived

Search for Events

Date	Event Name	Event Category	Event Details
Sep 28 2024	ISCA East Coast Open Water Festival (Smith Mountain Lake)	Swim Meet	OPEN TO NATIONAL TEAM, NATIONAL PREP, SENIOR ELITE, HP ORANGE, AND HP SILVER GROUPS
Sep 28 2024	Machine Distance Run	Swim Meet	OPEN TO ALL MACHINE SWIMMERS MACHINE DISTANCE RUN ENTRIES DUE: TUESDAY, SEPTEMBER 17
Oct 05 2024	Harvest Moon Invitational - VA SWIMMERS ONLY	Swim Meet	HARVEST MOON VOLUNTEER SIGN-UP HARVEST MOON T-SHIRT PRE-ORDER FORM OPEN TO 9-12 HIGH PERFORMANCE AN
Oct 06 2024	OCCS Medley Meet (SUNDAY ONLY)	Swim Meet	OPEN TO NATIONAL AND NATIONAL PREP GROUPS - for the SUNDAY session ONLY OCCS MEDLEY MEET DEADLINE: THURSDAY, SEPTEMBER 19
Oct 11 2024	PVS October Open - OPEN TO MARYLAND SWIMMERS ONLY	Swim Meet	OPEN TO 9&O NATIONAL, NATIONAL PREP, SENIOR, HIGH PERFORMANCE, AND GEAR GROUPS AT MARYLAND LOCATIONS OCTOBER OPEN ENTRY DEADLINE: THURSDAY, SEPT 19

## STEP TWO:

Review the meet information provided:

1. Read the information provided in the top frame of the page. This will include information we receive from the host about meet entry fees, meet entry deadline, who is eligible for the meet. About a week before the meet, we will update this section with estimated timelines and volunteer opportunities.
2. Read the meet announcement. This is provided by the meet host and includes all information about the meet, including location, date, time, session times, event schedule, fees, etc.

Event Details

## Machine Distance Run

Sep 28, 2024 - Sep 29, 2024 | The St. James, 6805 Industrial Blvd, Springfield, VA 22151, U

### EVENT INFORMATION

Event Location: The St. James, 6805 Industrial Blvd, Springfield, VA 22151, USA

Start Date Time: Sep 28, 2024 00:00 AM      End Date Time: Sep 29, 2024 00:00 AM      Registration Deadline: Sep 17, 2024

Job Signup Deadline:

### MEET EVENT INFORMATION

Course Type: YO      Meet Type:      [View Meet Events](#)

Enforce Entry Based on [Qualifying Times]: No      Restrict Entry [Best Time] to Same [Meet Type]: No      Meet Declaration Setting: Commit by Event

Allow Course Conversion for Relays: No      Maximum Event Entry Limitations: [View / Edit](#)

If Swimmer Qualifies for Non-Conforming Course, Default [Entry Time] to the Min. [Qualifying Time]: No

### DESCRIPTION

OPEN TO ALL MACHINE SWIMMERS

MACHINE DISTANCE RUN ENTRIES DUE: TUESDAY, SEPTEMBER 17

Per Swimmer Surcharge: \$4.00 Individual event fee: \$5.00

12 & Under athletes may only enter one (1) session per day.

### FORMS / DOCUMENTS

[2024 Machine Distance Run Meet Announcement.pdf](#)

!! STEP TWO!!

AFTER YOU HAVE READ THE MEET INFORMATION. SELECT ATTEND/DECLINE

!!STEP ONE!!

YOU MUST READ THE MEET INFORMATION TO KNOW THE DATES AND TIMING OF EVENTS AND EVENTS OFFERED. DO NOT REGISTER FOR THE MEET BEFORE READING THE MEET INFORMATION

Close

## STEP THREE:

Declare your intent to participate in the meet:

1. Select Edit Commitment -> Declaration -> Choose Yes or No.
  - a. If you choose No -> please click save and close the window.
  - b. If you choose Yes -> A panel will open at the bottom of the window with the events offered at the meet.

PVS October Open - OPEN TO VIRGINIA SWIMMERS ONLY (Oct 11, 2024 - Oct 13, 2024 )

Member Athlete:

Paris Jacobs

Important Notes:

OPEN TO 9&O SENIOR, HIGH PERFORMANCE, AND GEAR GROUPS AT MARYLAND LOCATIONS.

OCTOBER OPEN ENTRY DEADLINE: THURSDAY, SEPT 19

Individual event fee: \$5.00 Per Swimmer Surcharge: \$5.00

\*Declaration

✓ --SELECT--

Yes, please sign [Paris] up for this event

No, thanks, [Paris] will NOT attend this event

## STEP FOUR:

Select your events:

1. After you review the meet announcement, you will choose your events for the meet. You can choose any events for the meet.
2. If you have competed in an event before, you will see a time listed next to the event. If you have not participated, you will have NT for the event. If you notice an NT in an event where you think your swimmer should have a time, please email: becky@machineaquatics.com.

**3. If you have questions about which events to choose, you can contact your coach for advice on selecting events.**

- a. As a new swimmer, try to swim all of the events. Shorter distances are a good opportunity to learn how to race and set a benchmark from which to follow progress through the season.
- b. It is not necessary to swim the same events at each meet. Swimming in different events is an opportunity to learn and develop as an athlete.

## SELECT EVENTS BY CHECKING THE BOX. REMEMBER TO CLICK SAVE

**Team Events** [Need help with Events?](#)

**Important Notes:**

1. Please pick the individual events below that the Athlete wants to attend and enter [Entry Time]. Please enter NT if no Entry Time is available.
2. Relay teams are solely determined by the coaches. If you have problem attending the relay teams, please contact coaches directly.
3. You cannot make changes after the coach approved or rejected your application. Please contact admin to change your records.
4. Please enter [Entry Time] in this format: mm:ss.hh.
5. [Bonus] is not a standard option; send Entry Report to the meet host in addition to the SD3 file.
6. Only Admin can customize [Entry Time] and set [Bonus] fields.

Day 1 Session 1										Max Entries this Session E = 8   Rel = 0   Comb = 8
	Best Time	Entry Time	Bonus	Exhibition	Approval	Ev#	Competitive Category	Event	Qualify Time	
<input type="checkbox"/>	NT	NT	<input type="checkbox"/>	<input type="checkbox"/>		1	X	9-10 200 Medley		
<input type="checkbox"/>	NT	NT	<input type="checkbox"/>	<input type="checkbox"/>		3B	M	10 & Under 400 Medley		
<input type="checkbox"/>	NT	NT	<input type="checkbox"/>	<input type="checkbox"/>		4B	M	9-10 200 Fly		

Day 2 Session 4										Max Entries this Session E = 8   Rel = 0   Comb = 8
	Best Time	Entry Time	Bonus	Exhibition	Approval	Ev#	Competitive Category	Event	Qualify Time	
<input type="checkbox"/>	NT	NT	<input type="checkbox"/>	<input type="checkbox"/>		21	X	9-10 200 Back		
<input type="checkbox"/>	NT	NT	<input type="checkbox"/>	<input type="checkbox"/>		22	X	9-10 100 Breast		
<input type="checkbox"/>	NT	NT	<input type="checkbox"/>	<input type="checkbox"/>		23	X	9-10 200 Free		
<input checked="" type="checkbox"/>	47.29Y	47.29Y	<input type="checkbox"/>	<input type="checkbox"/>	Pending	24	X	9-10 50 Back		
<input type="checkbox"/>	NT	NT	<input type="checkbox"/>	<input type="checkbox"/>		25	X	9-10 100 Fly		
<input checked="" type="checkbox"/>	41.58Y	41.58Y	<input type="checkbox"/>	<input type="checkbox"/>	Pending	26	X	9-10 50 Free		

Day 3 Session 7										Max Entries this Session E = 8   Rel = 0   Comb = 8
	Best Time	Entry Time	Bonus	Exhibition	Approval	Ev#	Competitive Category	Event	Qualify Time	
<input type="checkbox"/>	NT	NT	<input type="checkbox"/>	<input type="checkbox"/>		43	X	9-10 200 Breast		
<input checked="" type="checkbox"/>	1:45.82Y	1:45.82Y	<input type="checkbox"/>	<input type="checkbox"/>	Pending	44	X	9-10 100 Back		
<input checked="" type="checkbox"/>	55.06Y	55.06Y	<input type="checkbox"/>	<input type="checkbox"/>	Pending	45	X	9-10 50 Fly		
<input type="checkbox"/>	NT	NT	<input type="checkbox"/>	<input type="checkbox"/>		46	X	9-10 100 Medley		
<input type="checkbox"/>	1:04.17Y	1:04.17Y	<input type="checkbox"/>	<input type="checkbox"/>		47	X	9-10 50 Breast		
<input checked="" type="checkbox"/>	1:34.70Y	1:34.70Y	<input type="checkbox"/>	<input type="checkbox"/>	Pending	48	X	9-10 100 Free		

Finish the registration:

1. After you have reviewed your entries, you will click SAVE and close the window.
2. You are now registered for the meet and will receive a confirmation email for your records.