

# INSTRUCTIONS FOR LANE TIMERS

1. The Chief Timer will assign each timer to a specific lane and designate one timer per lane as the Head Lane Timer.
2. Remember that timing is one of the most important positions at the meet. Your input is always needed to determine a swimmer's Official Time.
3. You may operate a button and/or a watch, but may never operate two buttons or two watches at the same time.
4. Become familiar with the watch you will be using at the meet. In particular, know which button starts, stops and clears (resets) the watch. Start and stop the watch with the same finger.
5. The Head Lane Timer should check each swimmers name, preferably by asking for the swimmer's name. For relays, the team and the order in which the swimmers compete should be checked.
6. Do not engage in conversation with swimmers prior to their race unless they initiate the conversation.
7. Prior to the race you should be sitting or standing (if no chairs are provided) far enough back so you will not distract the starter or competing swimmers.)
8. At the start, focus on the starting device (strobe light or gun flash) and start the your watch on that signal, rather than the sound. When an automatic or semi -automatic timing system is being used, buttons are **not** pushed at the start.
9. Once each heat has started, check to be sure your watch is running. If it is not or you think you started it late, signal the Chief Timer by raising your hand with the watch showing.
10. For distance events (16 lengths or longer) the Head Lane Timer records split times each time the swimmer turns at your end of the pool. These split times may be taken either from the scoreboard (if available) or from glancing at the watch without stopping it.
11. Be at the edge of the pool at the finish. You must be looking down over the forward edge to see an underwater touch. Expect to get wet. Stop your watch when any part of the swimmer's body touches the wall. You are not concerned with whether the finish was legal.
12. Always push the same button at the finish.
13. Times should always be recorded to the hundredths of a second (two decimal places), and in the same order for each heat. If there is no one in the lane, record "No Swimmer" as N/S.
14. Stay focused on your duties, particularly during the start and finish. Do not cheer for particular swimmers and do not get so interested in watching a race in another lane that you do not get an accurate time for the lane you are timing.