

Purpose

To record the performances of the athletes, check the details and verify the results for all track and field events.

Equipment

- ✓ Track event recording forms
- ✓ Field event recording forms
- ✓ Pen and clipboard

Optional equipment

- ✓ Electronic devices
- ✓ Data recording software, e.g. Timing Solutions or Meet Manager
- ✓ Wi-Fi access



Safety

Any electrical or data cords being used must be placed safely, connected properly and positioned out of harm's way.

What to do

Track Recorders

- Record the finishing order of the athletes, provided by the Chief Place Judge.
- Repeat the times back to the Chief Timekeeper.
- Record the results and complete the track event recording form.

Field Recorders

- Call the athletes for their trials in the order listed on the field event recording form.
- Repeat the measured distance or height back to the Chief Judge.
- Record the results and complete the field event recording form.
- Circle each athlete's best performance on the field event recording form.

Walk Recorder

Refer to the Race Walking Handy Hints.

How to record – times

- All manual (hand) timing is recorded to the nearest tenth of a second **above** the actual time for all distances. All one hundredth of a second should be rounded up to the tenth of a second **above** the actual time, **not** the **nearest** tenth of a second, e.g.
 - 15.01 secs is recorded as 15.1 secs not 15.0 secs
 - 18.29 secs is recorded as 18.3 secs not 18.2 secs
- Only fully automatic timing systems, i.e. timing systems that operate automatically at the start and the finish, record to one hundredth of a second, e.g. 16.58 secs.
- When recording:
 - DNS** = did not start
 - DNF** = did not finish
 - DQ** = disqualified



How to record – distances (Long Jump, Triple Jump, Discus, Javelin and Shot Put)

- Measurements are recorded to the nearest whole centimetre **below** the actual distance jumped or thrown, e.g. 8.636 is recorded as 8.63.
- When recording:
 - X** = failure
 - = pass
 - NM** = no valid trial recorded
 - DNS** = did not start
- Best performances should be circled or highlighted.
- Placings are not required at Centre level.

Example of a field event recording form.

Athlete	Trial 1	Trial 2	Trial 3	Best Performance
A	8.72	X	8.63	8.72
B	9.63	8.87	9.87	9.87
C	9.88	9.78	9.87	9.88
D	X	9.78	X	9.78
E	9.87	9.63	8.74	9.87

How to record – heights (High Jump)

- Heights are recorded at the top of each trial column in whole centimetres, e.g. 1.25.
- When recording:
 - O** = valid trial
 - X** = failure
 - = pass
 - NM** = no valid trial recorded
 - DNS** = did not start
- Last height cleared is recorded in the appropriate column.
- Placings are not required at Centre level.

Example of a High Jump recording form.

Athlete	1.15	1.20	1.25	1.30	1.35	1.40	1.43	Best Height Cleared
A	—	X O	O	X O	O	X X O	X X X	1.40
B	O	O	O	X —	X O	X X O	X X X	1.40
C	O	O	X —	O	X X O	X X X		1.35
D	O	X —	O	X X O	X X O	X O	X X X	1.40
E	O	O	X —	O	X X X			1.30
F	X —	X —	X					NM



Handy hints for Recorders

- In wet weather, if the recording form gets wet, use a pencil.
- For track events, have the athletes line up in the finishing order.
- Call the athletes for their trials only when Officials are ready and in a safe position.
- When calling athletes for their trial, call 'athlete followed by athlete', e.g. Amy followed by Mia. Mia followed by Eve.
- During the final round, begin to circle or highlight the best performance for each athlete. It saves time at the end of the event.
- Check all times, distances or heights are recorded correctly.
- Write your name at the bottom of the recording form in case any results need to be confirmed.