

WIAA Cross Country Sectional Results Entry

Last Revised: October 13, 2021

1. Use the following link:

<https://halftime.wiaawi.org/CustomApps/Sports/CrossCountry/SectionalSelect.aspx>

OR

www.wiaawi.org

Then navigate to Tournaments | Boys Cross County (or Girls) | Under Tournament Information select 'Sectional Meet Information/Entries' and then click the 'Sectional Result Entries (Meet Managers)' link

TOURNAMENT INFORMATION



2. When prompted to login use the following (all lowercase).

Username: xcmeet

Password: xcmeet!

Please login with your WIAA website username and password

A screenshot of a login form. It features two input fields: 'User Name:' with the text 'xcmeet' and 'Password:' with a series of dots. Below the password field is a 'Log In' button. At the bottom of the form, there is a link that says 'Forgot Password?'.

Note: If you are already logged in as a different user please first click the red 'Logout' button at the top of the webpage

Welcome: **XC Meet Manager** [Logout](#)

3. On the 'Cross Country Sectional – Meet Search' page select the 'Sectional' you wish to complete by clicking the 'View' button on the left most column of the row.

Cross Country Sectional - Meet Search

Menu Options:

Use the dropdown lists to search for a Result Entry Form:

Year: Division: Sectional: Status:

Click the 'View' link next to the sectional you wish to enter results for

	Year	Division	Sectional #	Site Name	Meet Manager	Entry Status
<input type="button" value="View"/>	2021	1	1	Onalaska	Jason Thiry	Started
<input type="button" value="View"/>	2021	1	2	Stevens Point	Michael Blair	Ready
<input type="button" value="View"/>	2021	1	3	Manitowoc Lincoln	Dave Steavpack	Ready
<input type="button" value="View"/>	2021	1	4	Slinger	Mike Daniels	Ready

4. The form will open showing a recap of the entry so far. Select a 'Gender' from the dropdown to enter runners.

Cross Country - Sectional Meet Results

Menu Options: [Search Sectionals](#)

Site: Onalaska Division: 1
 Manager: Jason Thiry Sectional: 1
 Status: Started Year: 2021

Select a Gender to enter meet results for:

	Boys Sectional Recap:	Girls Sectional Recap:
First Place Team:		
Second Place Team:		
Runners (1st Place Team):	0	0
Runners (2nd Place Team):	0	0
Runners (Ind Qualifiers):	0	0

5. Select a 1st place and 2nd place team for that gender. Click the 'Save Team' button next to each of them.

Enter the results for the meet below:

1st Place Team:
 Coach: Roger Skifstad

2nd Place Team:
 Coach: Casey Bentley

6. You will now have an 'Enter Runners' button for each of the teams and individuals

Enter the results for the meet below:

1st Place Team:
 Coach: Roger Skifstad

2nd Place Team:
 Coach: Casey Bentley

Individual Qualifiers: 0 Boys individual qualifiers entered

7. Enter each Runner who qualified for each team. Click the 'Save' button after each runner entry.

Now Entering: 1st Place Team
 School: Chippewa Falls

First Name: Last Name: Grade: Time: :
mm : ss (fractions optional)

After entering a runner click the 'Add More' to continue for that team or 'Close'

Runner added to the Team list successfully!

After 7 runners have been entered the 'Add More' will not be displayed. Only 5 are required to save the form for the team. You can simply close if needed when 5 have been entered or to move to another category.

Runner added to Team results successfully, this team has been filled

As you make your entries the page below will display your entries.

Displaying Results for: Boys - First Place Team

Chippewa Falls

	Runner	Grade	Meet Time
<input type="button" value="Remove"/>	Eric Dziak	12	16:15.00

Displaying Results for: Boys - Second Place Team

Eau Claire Memorial

No results to display

If needed, click the 'Remove' button to delete a runner and re-enter.

Continue to enter the First and Second Place team runners until the team entries are complete.

Displaying Results for: Boys - First Place Team

Chippewa Falls

	Runner	Grade	Meet Time
<input type="button" value="Remove"/>	Eric Dziak	12	16:15.00
<input type="button" value="Remove"/>	Luke Skywalker	11	16:20.00
<input type="button" value="Remove"/>	Han Solo	10	17:20.00
<input type="button" value="Remove"/>	Chew Backa	10	17:30.00
<input type="button" value="Remove"/>	R2 D2	9	17:45.00

Displaying Results for: Boys - Second Place Team

Eau Claire Memorial

	Runner	Grade	Meet Time
<input type="button" value="Remove"/>	Darth Vader	12	16:16.00
<input type="button" value="Remove"/>	Emperor Palpatine	11	16:26.00
<input type="button" value="Remove"/>	Mace Windu	10	17:28.00
<input type="button" value="Remove"/>	ObiWan Kenobi	9	18:25.00
<input type="button" value="Remove"/>	Darth Maul	11	18:30.00

8. Enter the Individual Qualifiers including selecting the 'School' for each runner using the same process as for the team entries.

Now Entering: Individual Qualifier

School:

First Name:

Last Name:

Grade:

Time: : :
mm : ss (fractions optional)

When 5 runners for the gender have been entered the form will no longer show an 'Add More'

Runner added to individual qualifiers successfully, individual slots are now filled

9. Proceed to the Dropdown and select the other 'Gender' to complete entries for both boys and girls. The process is identical for both 'Genders'

Displaying Results for: Girls - Individual Qualifiers

	Runner	School	Grade	Meet Time	Coach
<input type="button" value="Remove"/>	Casey Krueger	River Falls	12	21:10.00	Kari Deluca
<input type="button" value="Remove"/>	Rose Lavelle	Superior	12	21:20.00	Lee Sims
<input type="button" value="Remove"/>	Carli Lloyd	Sparta	12	21:25.00	Austin Zajkowski
<input type="button" value="Remove"/>	Catarina Macario	Sparta	12	21:35.00	Austin Zajkowski
<input type="button" value="Remove"/>	Kristie Mewis	Chippewa Falls	11	21:45.00	Roger Skifstad

10. When the requirements for the form have been met the 'Submit Meet Results' button will appear on the form. You must have both genders entered and a minimum of the following (for each gender):

- 1st place team + 5 or more runners
- 2nd place team + 5 or more runners
- 5 Individual Qualifiers

Note: This will lock the form from further changes

First Place Team:

Second Place Team

Runners (1st Place Team):

Runners (2nd Place Team):

Runners (Ind Qualifiers):

Boys Sectional Recap:

Chippewa Falls

Eau Claire Memorial

7

6

5

Girls Sectional Recap:

La Crosse Central

Menomonie

5

5

5

After submitting the form, it will display as completed similar to as shown below:

Cross Country - Sectional Meet Results

Menu Options: [Search Sectionals](#)

Site: Onalaska

Division: 1

Manager: Jason Thiry

Sectional: 1

Status: **Completed**

Year: 2021

Select a Gender to enter meet results for:

Girls

The form has been submitted successfully!

The 'Sectional Selection' page will also update to display the form as complete

Cross Country Sectional - Meet Search

Menu Options:

Use the dropdown lists to search for a Result Entry Form:

Year:

Division:

Sectional:

Status:

Click the 'View' link next to the sectional you wish to enter results for

	Year	Division	Sectional #	Site Name	Meet Manager	Entry Status
View	2021	1	1	Onalaska	Jason Thiry	Completed
View	2021	1	2	Stevens Point	Michael Blair	Ready