**Wylas Timing**

# Recorder Guide

July 2022

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# System Overview

Welcome and thank you for choosing Wylas Timing to handle the timing, collection and display of your swimming meets. Equipped for rapid assembly and usability, Wylas Timing is a fast, efficient and affordable technology.

Wylas Timing integrates with all meet management software fusing prestige accuracy and seamless integration, eliminating transcription errors and increasing the speed of your meets.

Wylas Timing can be configured for manual, semi or fully automated timing and conforms to FINA and USA Swimming timing regulations. It allows for splits, multiple timekeepers per lane and touchpad integration, providing an accuracy of around 2 milliseconds.

# System Requirements

**PC Requirements**
Laptop/PC
- Operating System: Windows 7/8/10
- Minimum RAM: 8GB
- Browser: Google Chrome
- Meet Manager Application (Hytek, Splash, etc)

**Hardware Requirements**
Wi-Fi Router (No internet connection needed)

Starting Module (Three Starting module options)
- Wylas Trinity (all-in-one starting module)
- Android Starter
- Colorado Infinity Adapter + Android Starter

All android devices must be running OS 4.0+ and above

Watches(supports up to 3 per lane)
All android devices must be running OS 4.0+ and above

If you are running a fully autoated timing system you will need:
Touchpads (2 options)
- Beamatouch & Touchpad
- Wylas Watch, Touchpad Adapter & Touchpad

# Hardware Set Up

## Wi-Fi Router

### Step 1

Plug the power adapter into the router and then into the wall socket.



### Step 2

Take the ethernet cable and plug one end into one of the 4 yellow sockets on the router, and the other into your laptop.



### Step 3

If you have an external modem (to provide internet access) you can plug it into the internet port on the router.

### Step 4

Switch on the router by pressing the black button in.

# Hardware Set Up

## Wylas Trinity Starting Pistol

### Step 1

Turn the Wylas Trinity Starter on, via the power button on the top of the device. The rear display will light up and run through the following stages:

- Connecting WiFi
- Locating Recorder
- Connecting Recorder
- Syncing Clocks

It will then display the information for any race that is ready at which point you will be able to use the trigger button to start the race.
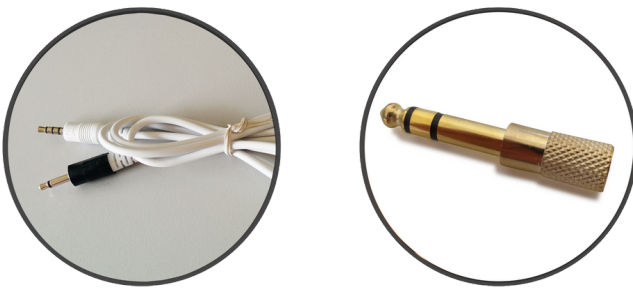
# Hardware Set Up

## Colorado Infinity Starter Adapter

### Step 1

Take the white audio cable that has one white end and one black end and plug the white end into the socket of the Android device with the WT Starter app.

### Step 2

Attach the 3.5mm to 6.25mm adapter to the black end of the audio cable. Then plug the 6.25mm jack into the 6.25mm output socket on the Infinity Starter.
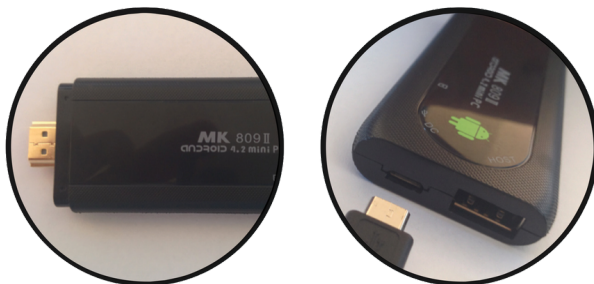


## Wireless Scoreboard Adapter

### Step 1

Plug the HDMI Scoreboard dongle into a HDMI socket on your TV and/or display. Use the 10cm HDMI extension cable if the HDMI dongle cannot be pluigged directly into your TV.

### Step 2

Power the dongle by connecting the USB to micro USB cable from one of the two micro USB ports on the adapter to a USB port on your TV.



To interact with the HDMI dongle plug, such as when starting or configuring the Wylas Scoreboard app, plug a mouse into the dongle's USB port.

# Installation

## Installing the Wylas Timing Software

### Step 1

Download and run the installer from

https://static.wylas-timing.com/apps/wylas-timing-installer.exe

Install the Wylas Timing Recorder to a location that suits you. The installer will add a Recorder icon to your desktop.

### Step 2

Start the Recorder Server by double clicking on its icon. Once it has started you will see "!!! Started Recorder !!!" displayed on the log screen below, and the default network will be shown in the "Network Interface" combo box.
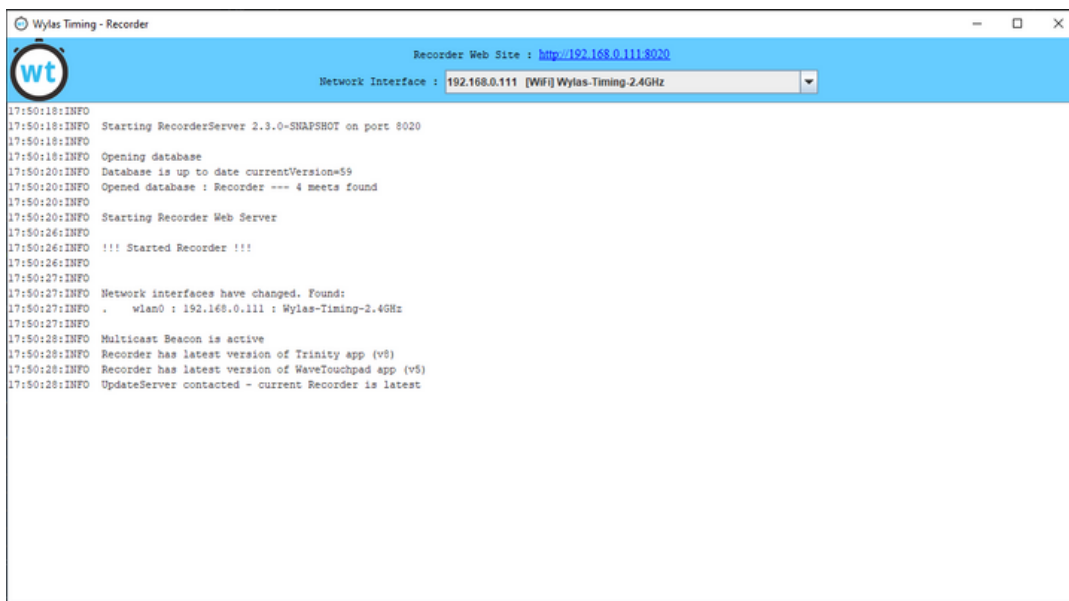


### Step 3

If you have a complex network environment, such as using one network interface to access the Wylas Timing router and another network interface to access the internet, select the network you will use to access the Wylas Timing router.

Click on the Recorder website link to open the Recorder application in your web browser.

# Installation

## Installing the Wylas Timing Software

### Step 4

If you get a Windows Security Alert, **check both private and public networks** and click Allow Access. This will let the recorder communicate with the Starter, Timekeeper and Display devices.
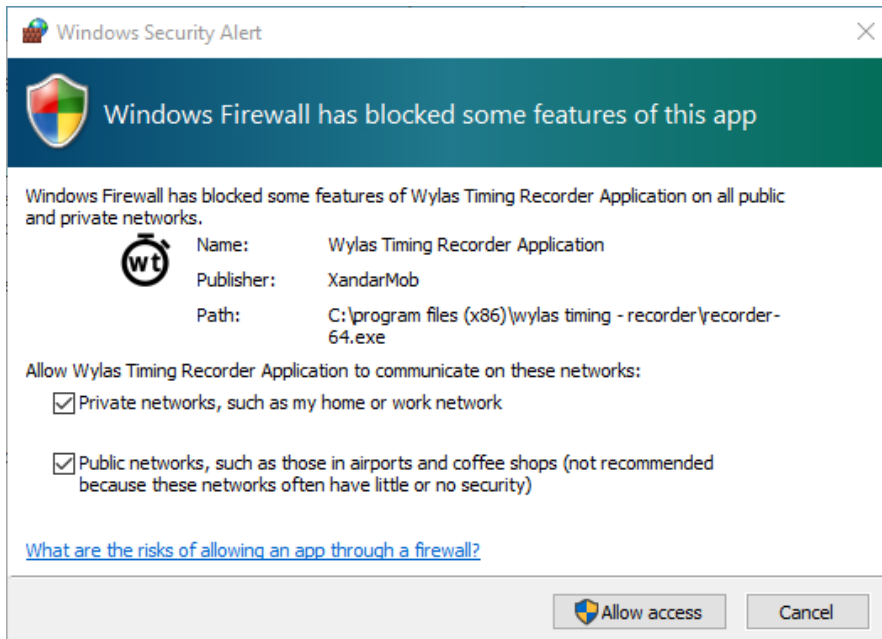


### Step 5

Select the **Licence** tab, enter the licence token from your Welcome sheet.
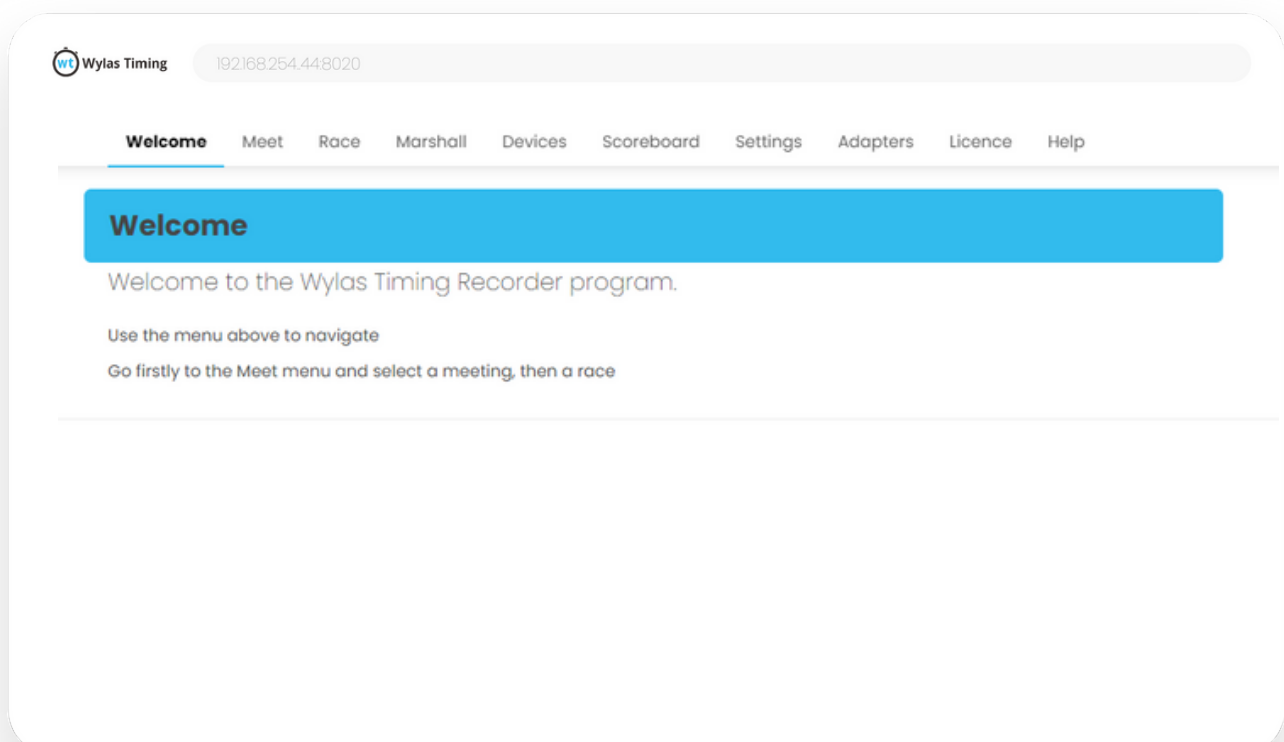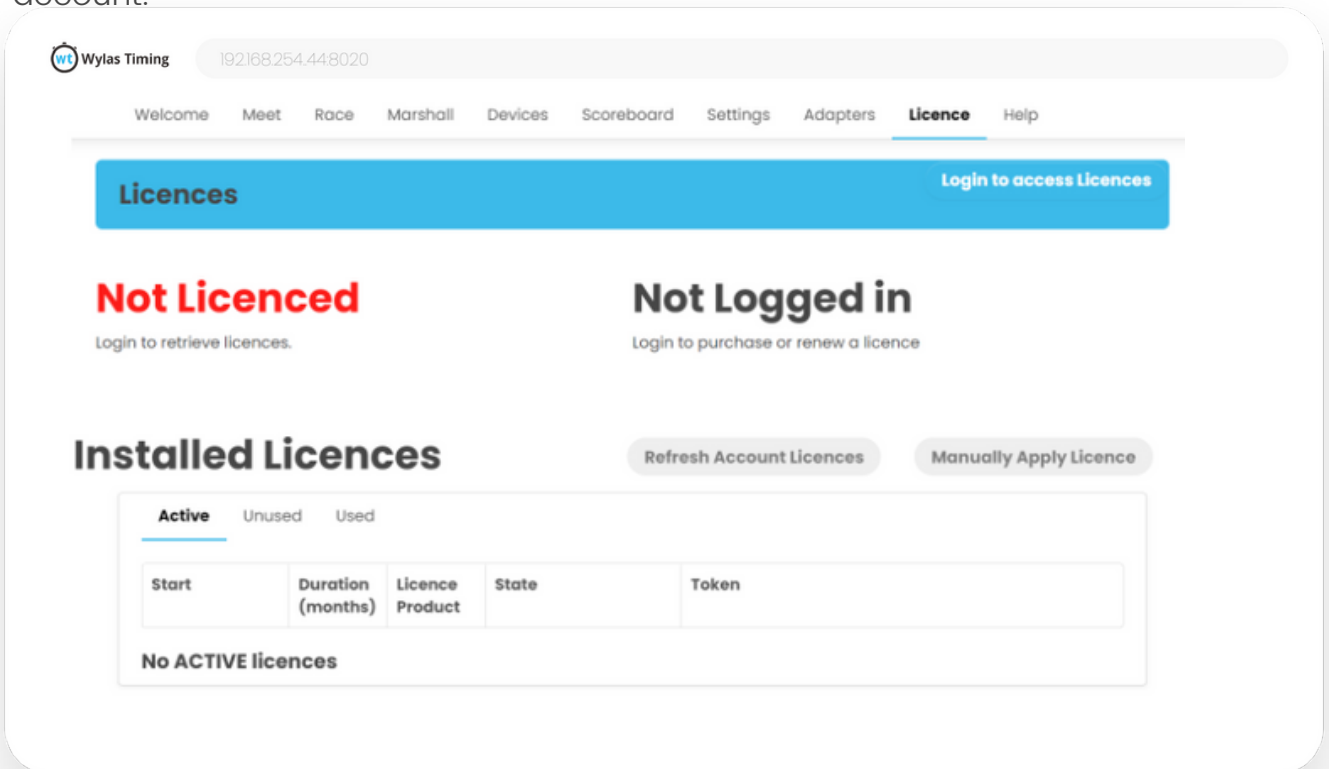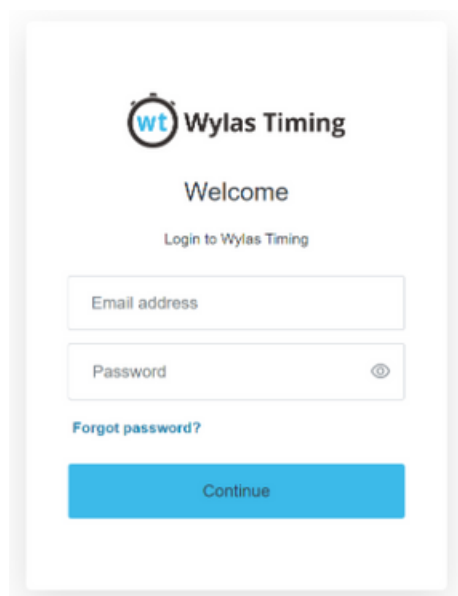
# Installation

## Installing the Wylas Timing Software

### Step 6

Select the Licence tab, click Login to access licences with your Wylas Timing account.



### Step 7

Enter your Wylas Timing account details. If you do not know these details, reach out to Wylas Timing support who can assist you.

# Installation

## Installing the Wylas Timing Software

Step 8

If prompted you will need authorize and accept the Recorder Accessing your Wylas Timing account

# Installation

## Installing the Wylas Timing Software

Step 9

Once logged in you will see the licence page updated with your linked Club.

There are three filters built in to see your licences

- Active Shows licences which are currently active on this recorder instance
- Unused Shows licences who are yet to be activated
- Used Shows licences which have already been used are are no longer applicable

# Installation

## Activating Licence from Account

Select Unused filter to view unused licences



If the licence is not showing here select **Refresh Account Licences** which will sync new licences from the cloud.

Select **Activate** on your chosen licence

Select the date on which to activate the licence and click **Activate**
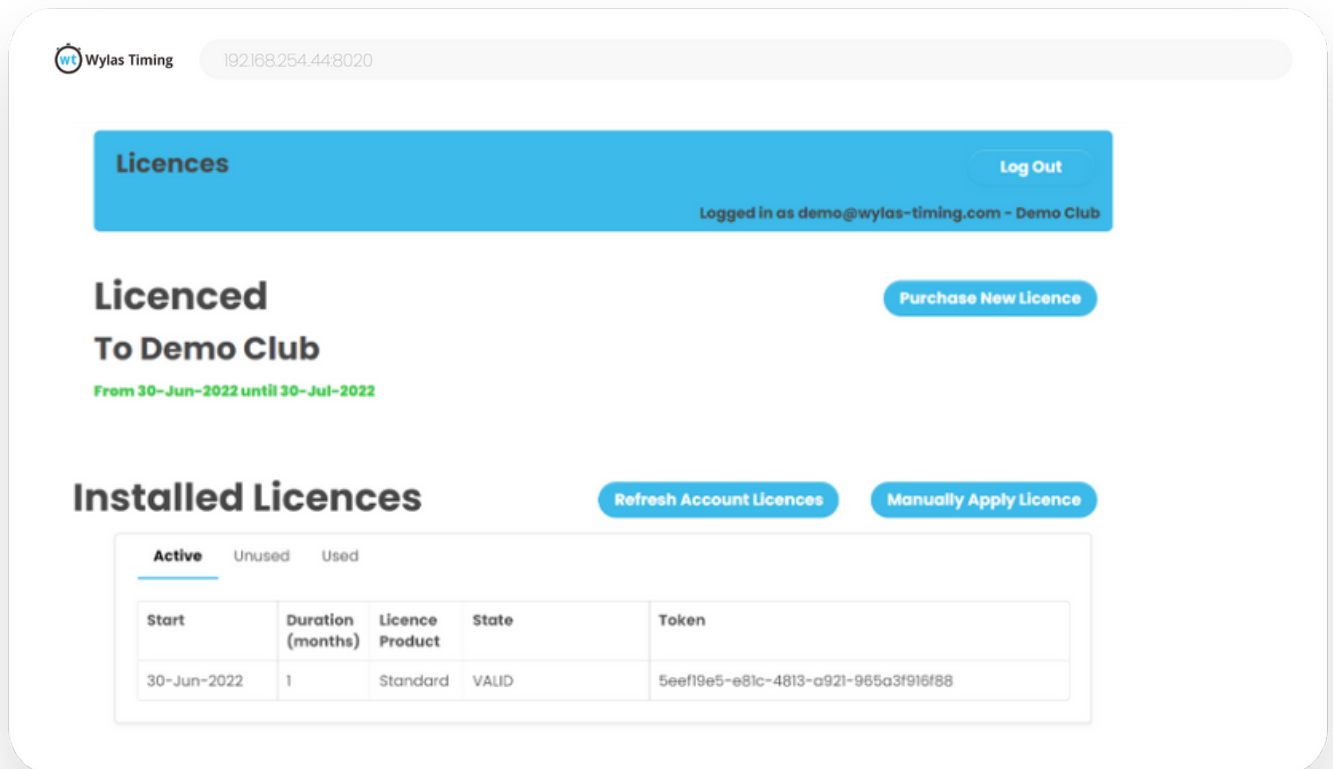
# Installation
## Activating Licence from Account

If your chosen start date is not in the future you should now see this recorder instance has been licenced and your chosen license will now show under the active filter



Congratulations, you have now installed your licence and are ready to start using Wylas Timing for your meets.

When you purchase a licence either through wylas-timing.com or through our sales team you will simply need to Refresh account Licences to see it under unused licences.

# Installation

## Activating License - Licence Token

IIf you have been provided a Licence Token and it is not showing on your Wylas Timing account you can still activate the token.

Select **Manually Apply Licence** enter the license token and click retrieve



Select the date from which to start the licence and click on **Activate**

# Installation

## Activating Licence - Licence Token

Licence is activated and Active tab is showing the activated licence.

# Before the Meet Starts

## Meet Setup Tips

Before each meet here are the things that you should check:

- Ensure that the Trinity Starter is fully charged.

- Ensure that each of the TimeKeepers are fully charged.

- Ensure that you have started up the Recorder while connected to the internet and applied any pending update.

- Start up the WiFi router, all the devices and the Recorder app. Ensure all the device connect and apply any pending updates. Don't forget the HDMI Scoreboard Adapter!

- Are the timekeepers familiar with the TimeKeeper cheat sheet? Recommend you pin the cheat sheet up near the end of the pool and run them through it.

- Give the starter and the recorder their cheat sheets.

- At the pool, start up the WiFi router, the Wylas Recorder and all the devices and ensure that all the devices connect to the Recorder.

# Before the Meet Starts

## Timekeeper Cheat Sheet

Welcome to Wylas Timing. Here is an overview of how to be a great timekeeper. The TimeKeeper device is a phone so most options should be familiar to you.

- Turn the device on using a long press of power button.

- The Wylas TimeKeeper app will automatically start and attempt to connect to the local WiFi and then the Wylas Recorder app on the laptop. You will know when it is connected because the 📶 icon will change to 📶

- A short press of the power button will fade the screen. Another short press will brighten the screen again.

- If you accidentally exit from the TimeKeeper app, don't panic. Just click on the (wt) app icon to reopen the app.

- The screen will show your lane number and timekeeper colour. We support up to 3 timekeepers: red, yellow and blue.

- When the Recorder readys a race the screen will show details of the current race and swimmer.

- At race start, do **NOT** press any button, the watch will automatically start.

- At race end, press the volume rocker (either up or down) to stop the watch.

- If you have no swimmer in your lane, don't stop it, just let the watch run.

- If you accidentally stop the watch early, press the Restart button to restart it.

- If you stop your watch late, notify the Chief Timekeeper or Recorder so they can make any necessary adjustment.

- If a swimmer has been added to your lane by the Recorder or Marshall then just time the race as normal. It is up to the Recorder to perform any adjustment.

- If you believe a swimmer has swum in the wrong lane then notify the Chief Timekeeper or Recorder so that they can perform any adjustment

# Before the Meet Starts

## Chief Timekeeper Cheat Sheet

Welcome to Wylas Timing. Here is an overview of how to be a great timekeeper. The TimeKeeper device is a phone so most options should be familiar to you.

- As Chief Timekeeper you are able to collect times for any number of lanes.

- Follow all the rules for a normal timekeeper except for the end of a race.

- At race end, press the volume rocker (either up or down) to stop the watch for the lane that you are timing. You may record times for multiple lanes by pressing the volume rocker more than once.

- Once you have finished collecting times, allocate a lane for each time

- Once all times have a lane, send them to the Recorder using the Submit button.

# Before the Meet Starts

## Starter Cheat Sheet

Welcome to Wylas Timing. Here is an overview of how to be a great starter.

With the Trinity Starter your job as starter is easy.

- Turn the device on by pressing the power button on top.

- The rear LED screen will show the state of the Trinity as it starts up and attempts to connect to the local WiFi and the Wylas Recorder app on the laptop.

- When the Recorder readys a race, the screen will show details of the current race and the Trinity will vibrate in your hand. You are now able to start the race.

- Start the race by holding in the firing button and then releasing. The Trinity will only fire on release of the button. On race start the Trinity emits a 100dB beep as well as firing 2 high luminosity blue LEDs.

- If there is a false start, call the swimmers back and wait for the Recorder to reset the race. Then start the race again.

# Before the Meet Starts

## Recorder Cheat Sheet

Welcome to Wylas Timing. Here is an overview of how to be a great recorder.

- Start the Recorder App.
- The Network Interface drop down will automatically load with the default network interface for the computer. Change this, if you are want to use another network to connect to the Wylas Timing WiFi Router.

- When the output indicates that the Recorder has started you can click on the Recorder Web Site URL at the top to open up the Recorder User Interface in your browser. We strongly recommend using a current browser like Chrome.

**From the Recorder UI:**
- Start a Meet Manager Adapter from the Adapter tab.
- Import and then select a meet from the Meets tab.

**From the Races tab:**
- Select a race and ready it using the Ready button.

The starter will start the race and timekeepers will provide times.
- When the referee blows all clear, finalise the race.

This pushes the results across to the meet manager.

Any lanes without a time will automatically be marked as DNS.
- Wait a few seconds so everyone can see the finalised results on the scoreboard before readying the next race.

**If there is a false start :**
- Wait for the swimmers to be called back, then reset and ready the race.

**When timekeepers for a lane have recorded times at odds with each other:**
- The discrepant times will be shown with a red border.
- Hovering over the discrepant time will show the reason for the discrepancy.
- You can then edit the results and if required ignore or override a time.
- FINA rules state that a time is discrepant if it is more than 0.3s away from the official time.

**If an invalid time is recorded, click on the edit button and either:**
- Click on the aberrant time to mark it to be ignored. Click on the ignored time to include it again.
- Or enter an override time for that lane.
- Click on the save button to save the modified times.

# Before the Meet Starts

## Recorder Cheat Sheet

**If a swimmer is disqualified, click on the edit button and:**
- Check the DQ box to mark them as disqualified.
- You can even set a DQ reason.
- Click on the save button to save the change.

**If you make a change to the results after you have finalised the race**
- Click on the Export button to export the modified results to meet manager.

**If the entries for a race have been changed in the meet manager:**
- Select the modified race in the Recorder and click on Import Entries to bring the latest entries across from meet manager.

**If the Marshall has collapsed 2 heats into one (but not in meet manager):**
- Ensure that swimmers for heat 1 swim in their original lanes.
- Have the swimmers from heat 2 fill in the empty lanes.
- Ready heat 1, let it start and collect the times.
- Edit the times and uncheck the "Update MM" for the heat 2 swimmers.
- Finalise heat 1.
- Ready heat 2, and have the starter start the race.
- Then copy the times for the heat 2 swimmers into heat 2.
- Finalise the race to send the results for the heat 2 swimmer to meet manager.
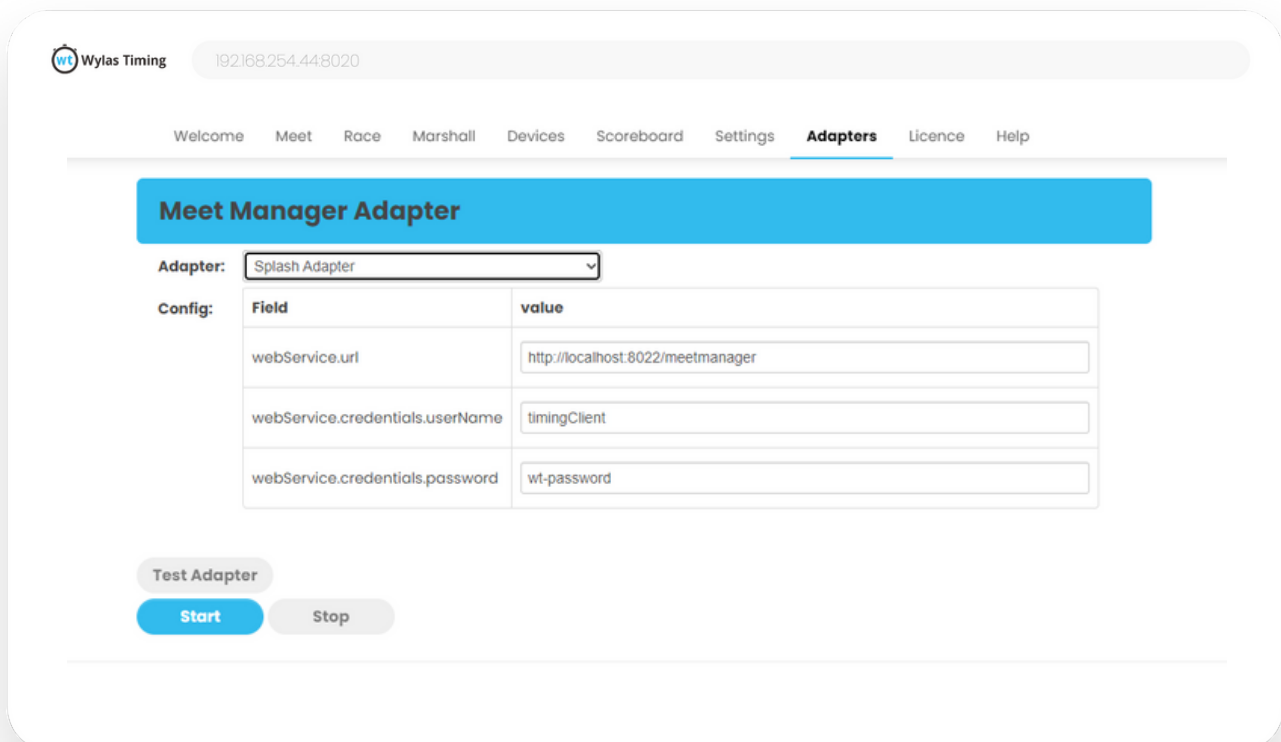
# Meet Manager

## Selecting Adapters

Wylas Timing integrates with your Meet Manager (MM) in order to import your meets to display the athletes in each race and match recorded times against each athlete.

### Step 1

Before running any races, select the **Adapters** tab and choose the adapter for your Meet Manager



### Step 2

Modify the adapter parameters as required. Your MM documentation should provide details on this. If your MM is not listed, let us know (support@wylastiming.com) and ask your MM provider why not and when they will support Wylas Timing.

Current adapters include:
• Splash MM
• Hytek MM (via 3rd party Database adapter)
• Hytek MM (via Net adapter)
• SwimTracker
• Wylas File MM

### Step 3

Click **Start**. You are now ready to start timing a meet.

# Meet Manager

## Wylas File MM Adapter

The Wylas file adapter reads the meets, races and entries from comma separated value (CSV) files from the folder defined in the 'data.path' property of the adapter. By default this is the meets folder below the folder in which the Recorder is installed.

meets.csv lists all the meets that are available.
meet-2-races.csv lists all the races for meet number 2.
meet-2-entries.csv lists all the entries for meet number 2.

Results are written to the 'data.path' folder, with one file written for each heat. The files are named using the format :
  meet-<meetNumber-results-race-<raceNumber>-<date>.csv

The format for dates specified in the meet file is specified via the 'meet.data.format'. The default is 'yyyy/MM/dd'.

The file containing the disqualification (DQ) codes can be specified via the 'dqCodes.fileName' property.

Examples of all these files can be found in the 'data.path'/examples folder.

# Meet Manager

## Swimtopia's Meet Maestro Adapter

Meet Maestro provides native integration with the Wylas Recorder.

Select your meet in Meet Maestro and on the Config page go to
Timing Setup -> Add Timing System Configuration



Then select Wylas Timing

# Meet Manager

## Swimtopia's Meet Maestro Adapter

Go to the Wylas Recorder user interface (in your web browser) and select the Meet Maestro Adapter from the drop down list and click Start.

Clicking on start will export the timing system configuration to Meet Maestro.



Go back to Meet Maestro and click on the WRITE CONFIGURATION FILE link to export the events and seeding for the current meet so that the Wylas Recorder can import it.



Go to the Meets tab of the Wylas Recorder
You may now import the meet from Meet Maestro.

Make sure that after importing the meet you  click on **Select as Current** to ensure that the Wylas Recorder notifies Meet Maestro of which session it is exporting to.

# Meet Manager

## Swimtopia's Meet Maestro Adapter

# Adding extra heats

When you need to add in extra events or heats, do this in Meet Maestro. Once you have finished making your changes, go to Timing Setup and click on the WRITE CONFIGURATION FILE link to export the updated meet events and seeding so that the Wylas Recorder can import it.



Go to the Meets tab of the Wylas Recorder, select the current meet and click on Import Races to bring in any new races.
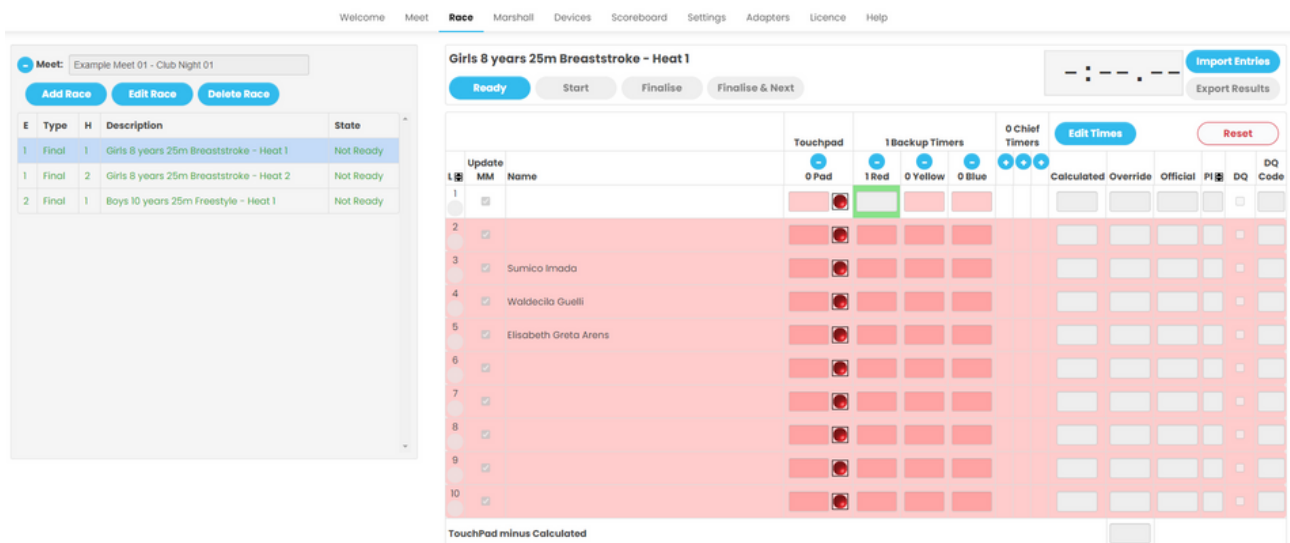
# Meet Manager

## Swimtopia's Meet Maestro Adapter

# Reseeding a race

You can change the seeding of any race in Meet Maestro. Once you have finished making your changes, go to Timing Setup and click on the WRITE CONFIGURATION FILE link to export the updated seeding so that the Wylas Recorder can import it.
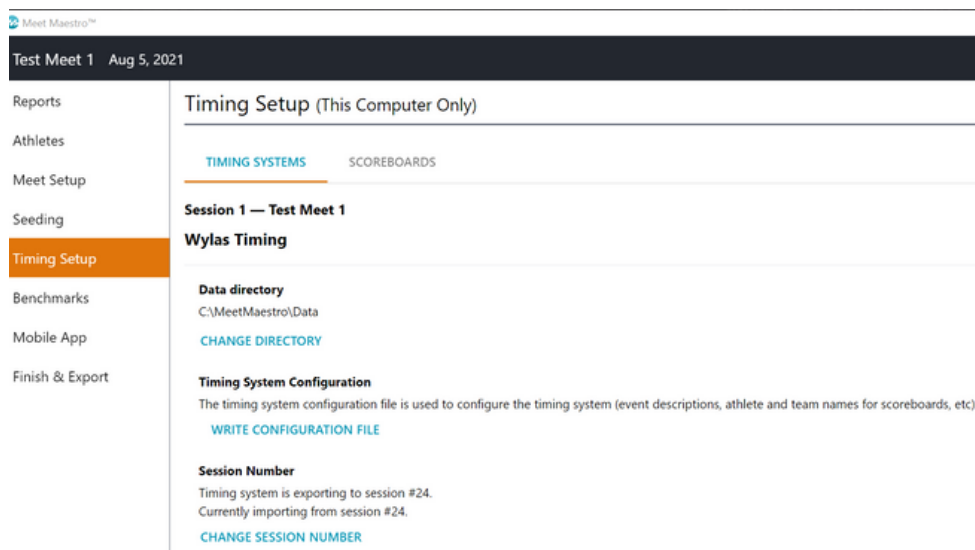


Go to the Races tab of the Wylas Recorder, select the modified meet and click on **Import Entries** to import the new seeding.

# Meet Manager

## Hytek Meet Manager Database Adapter

Integration with Hytek Meet Manager 4 (or greater) via 3rd party Hytek Meet Manager database adapter - this adapter ships with Wylas Timing and works very well but because it talks directly to the meet manager database, it cannot run at the same time as Hytek Meet Manager.

Before starting the Meet Manager database adapter in Wylas Timing, you need to first shutdown Hytek Meet Manager. If you need to use Meet Manager during the meet, such as to run a report, then you need to stop the Meet Manager database adapter in Wylas Timing before starting Hytek up again.

To start timing again, you will need to first shutdown Meet Manager before restarting the Hytek Meet Manager database adapter.

## Hytek Meet Manager Net Adapter

Integration with Hytek MM 6.0Dc (or greater) via Hytek MM Net adapter - this adapter requires purchase of the Timing Console Interface package from Hytek https://hytek.active.com/store/swim/MM7.0.html and allows Wylas Timing to run concurrently with Hytek MM.

### Step 1

Go to the Run menu within MM.
Select the Interfaces->Set Up->Timing Console Interface menu item. Choose either 'Wylas Timing UDP Automatic' or 'Wylas Timing UDP Manual'.
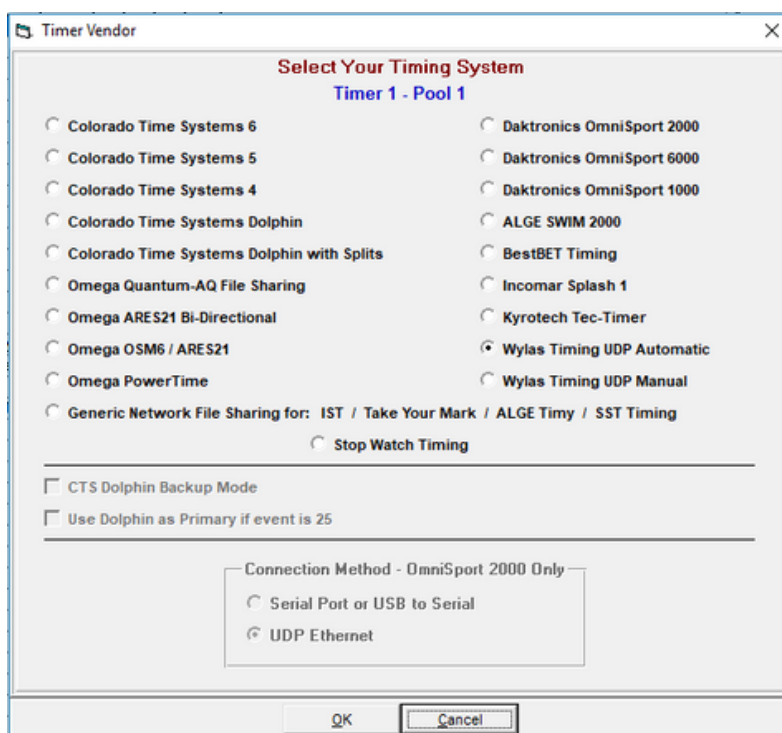
# Meet Manager

## Hytek Meet Manager Net Adapter

### Step 2

Select the Interfaces->Timer (WYAU) Pool 1 ->Set Up UDP IP Address
Set the port to match the 'meetManager.port' property of the Hytek Net Adapter
settings in the Recorder. This is 7711 by default.

The Meet Manager IP Address dropdown should show 2 addresses: 127.0.0.1
(which is the local address for this machine) and the address assigned by the
router (eg 192.168.253.5), choose either.

If MM is **not** running on the same machine as the Recorder, then configure the
'meetManager.ipAddress' property of the Htyek Net Adapter to match the
address assigned by the router, otherwise 'localhost' is sufficient.



## Deck Seeding with Hytek Net Adapter

By default, the Hytek Net Adapter sends results to Meet Manager when you finalise the
race. If you are deck seeding a meet (ie seeding isn't decided until the swimmers step
up to the blocks), then you might want to defer bringing results into Meet Manager until
after you have constructed and seeded the event and heat in Meet manager.

To do this, in the Wylas Recorder, go to the Adapters tab and change the
"race.sendResultsOnFinalise" property for the Hytek Net Adapter to false before
starting the adapter.

Now results won't be sent on finalise. They will be sent when you click on the "Get
TImes" button from the Meet Manager race screen.

# Meet Manager

## Splash Meet Manager Adapter

Select the Splash Adapter on the Meet Manager Adapters tab.
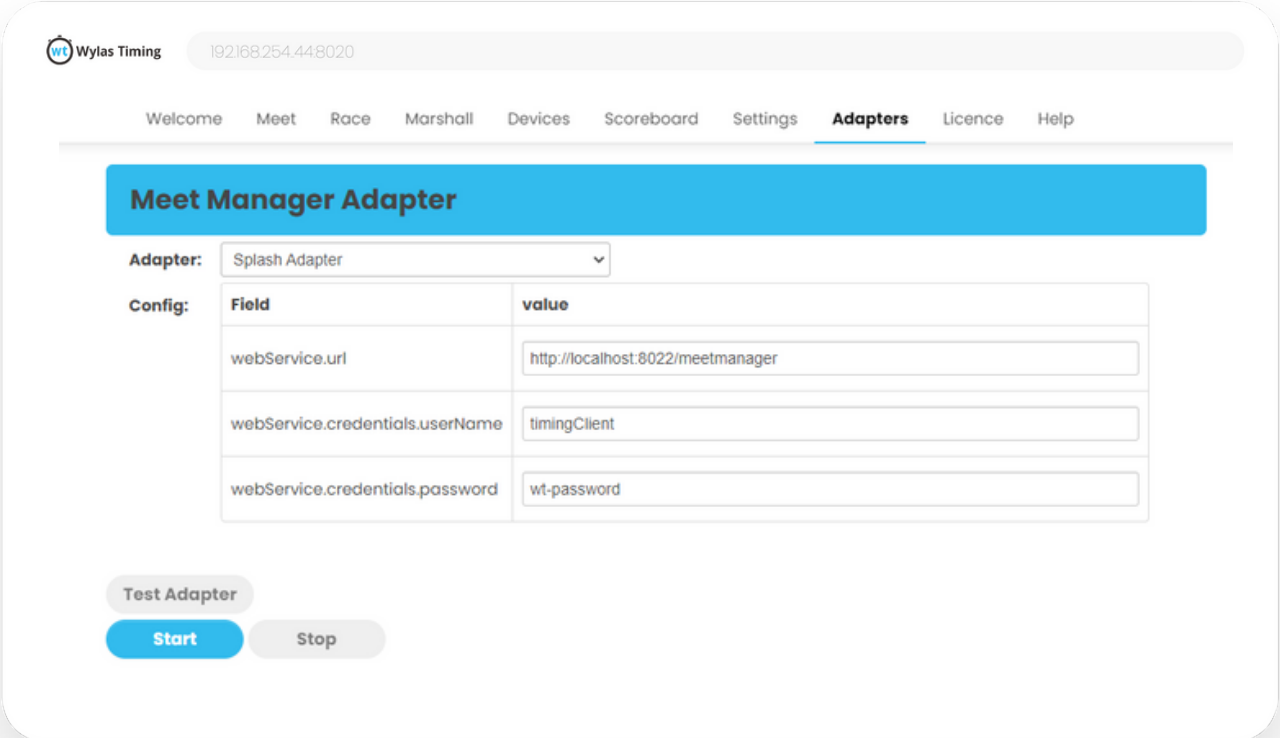
Change the webService.url property to point to your Splash timing interface.

THe URL for the timing interface on Splash is
    http://<ip_address_of_the_splash_computer>:8022/meetmanager

So you need to determine the IP address of the Splash computer.

There are several ways to do this. Simplest on Windows 10 is to go to Network and Internet Settings->Status->Properties and scroll down till you find the "IPv4 Address". It will be of the form "192.168.254.44"

# Recorder Application

The Recorder is at the heart of the Wylas Timing system. It co-ordinates your timers, touchpads and displays while communicating with your MM so that it receives the results as they come in.

Once you have a licence and have started the MM adapter, you are ready to start timing a meet.

## Timing a Meet

### Step 1

When setting up a meet, the first thing you need to do is add the meet. Go to the Meet tab and click on Add Meet.
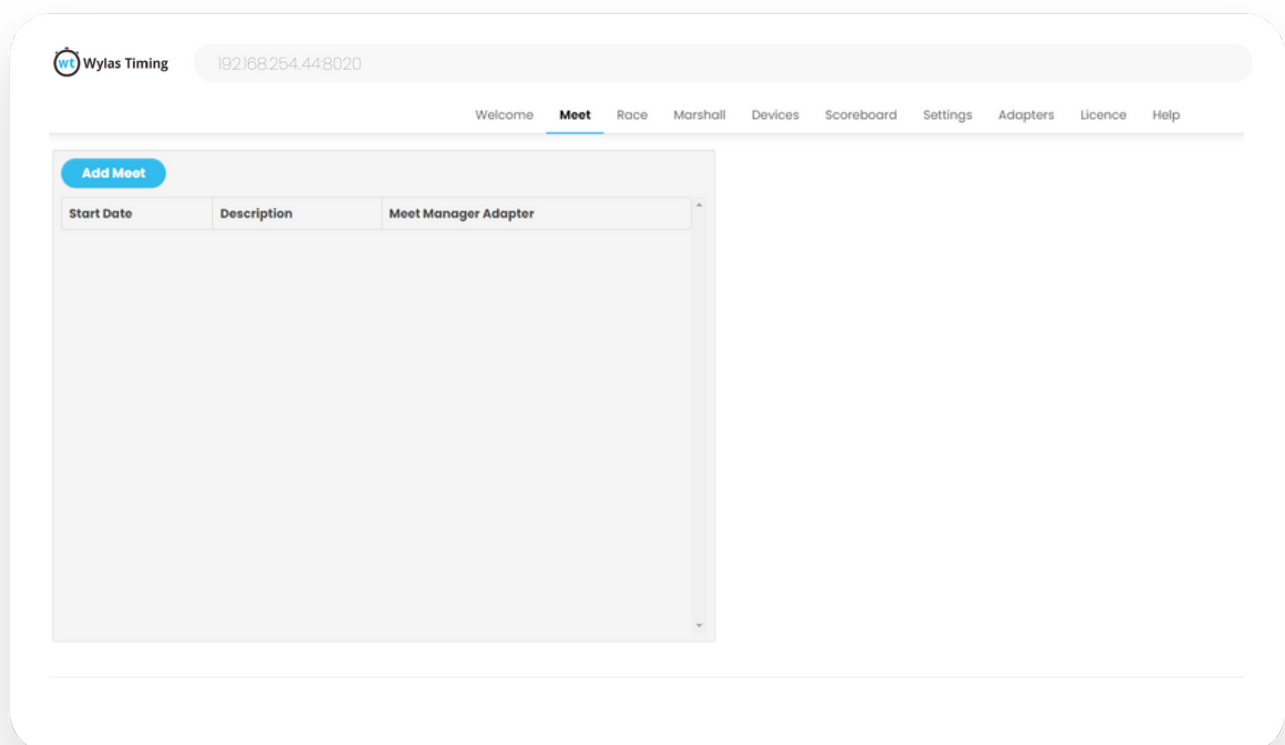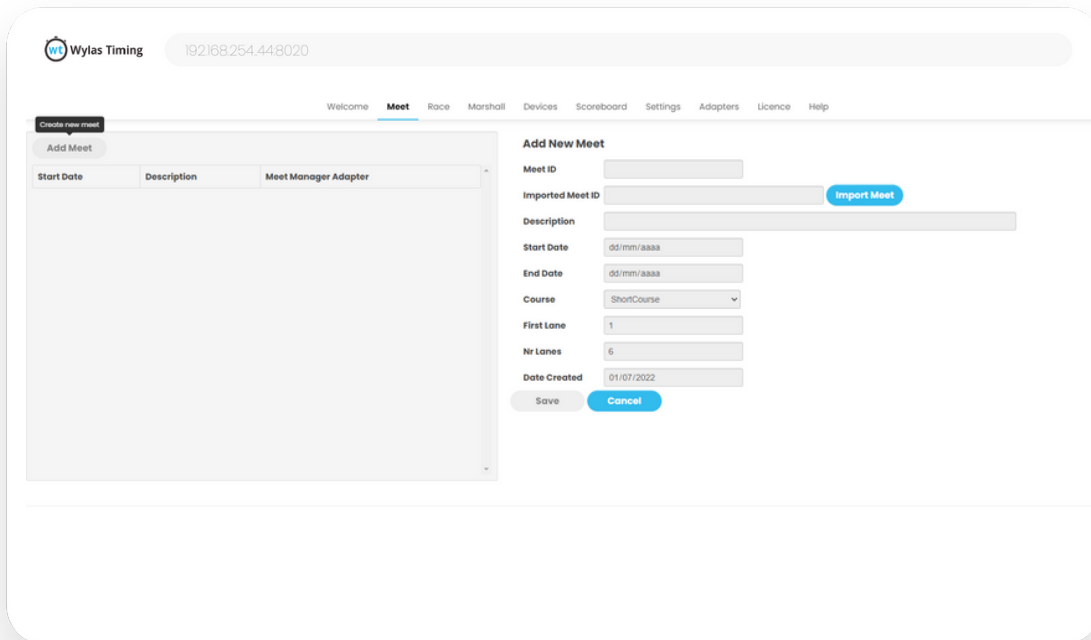
# Recorder Application

## Timing a Meet

### Step 2
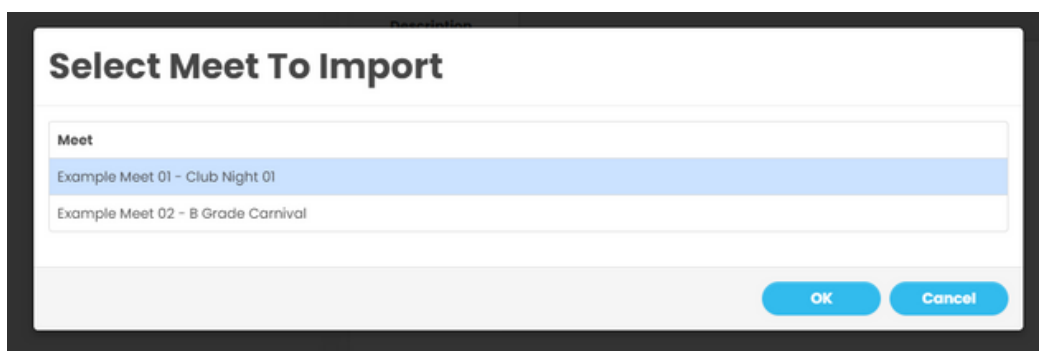
This will display the Add New Meet page. Click on **Import Meet.**



### Step 3

The meets that can be specified by the MM will be displayed in the **Select Meet** Dialogue. Select the meet to add and click on **OK**. If the MM only provides a single meet then that meet will be selected and the dialogue won't be displayed.

# Recorder Application
## Timing a Meet

### Step 4

After selecting a meet to import, configure the number of lanes and the description for the meet, then click the **Save** button.



### Step 5

When a meet is selected, it will gain an entry in the left hand navigation pane. When a meet is imported, all the races are copied and by default, so are the race entries.

When a meet is selected (indicated by the blue highlight), the details for that meet are displayed in the right hand meet pane.

# Recorder Application

## Timing a Meet

### Step 6

Before timing a meet, you must first select the meet as current by clicking on the **Select as Current** button. The current meet is indicated by the red font in the left hand navigation pane.



### Step 7

Now that we have a current meet, click on the **Race** tab. You will see a left hand pane showing all the races for the meet. You can see the event number, type of event, heat number, short description of the race and what state the race is in.

Clicking on one of the races in the left hand list will select that race. The selected race is highlighted in blue. The currently readied/running race will have a red font. Finalised races will have a faded/subdued font colour and races that have to be made ready are in green.
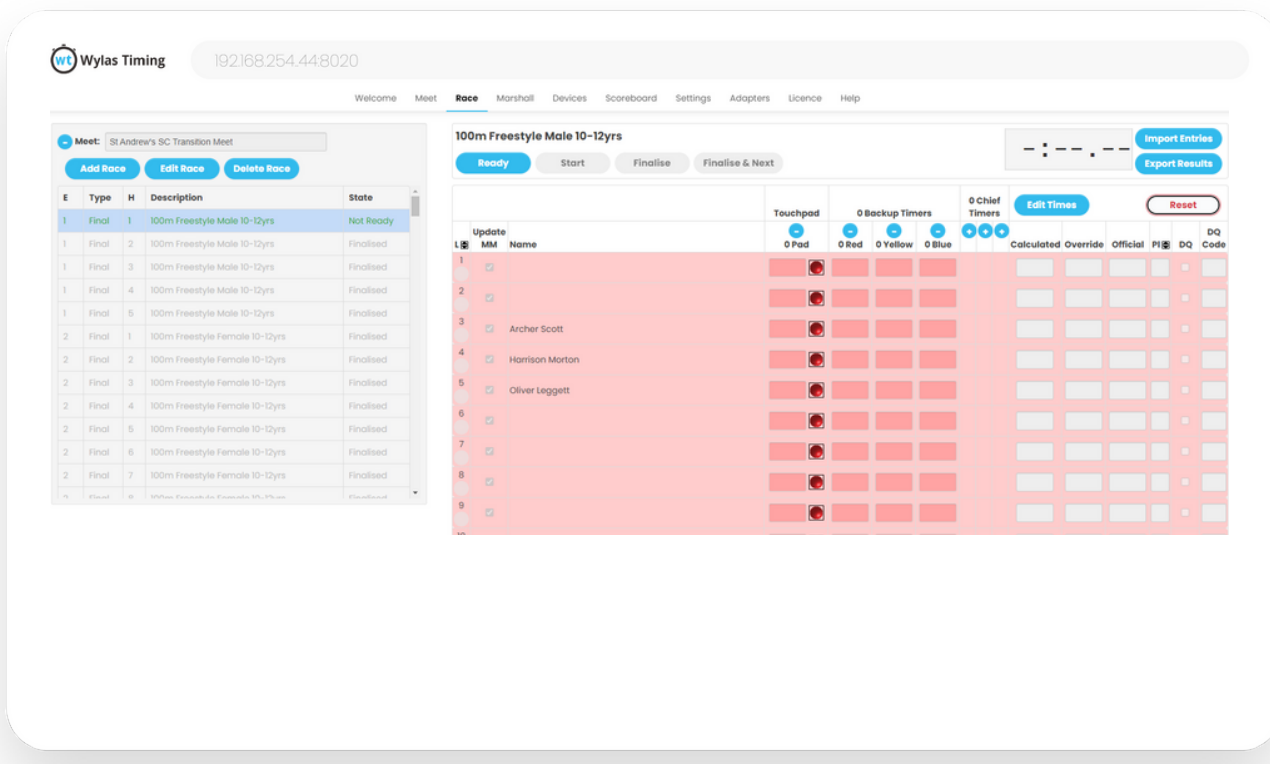
In the upper right hand pane, you have some buttons to control the state of the selected race and in the lower right hand pane, you can see the swimmers in each lane and the times from each of the timekeepers.

# Recorder Application

## Timing a Race

Have a look at the Race tab - this is where you will manage each race, mainly readying and finalising.



From here you will Ready each race when you want to pass control to the starter, and Finalise once all the times have been collected correctly. You can also use **Finalise & Next** to automatically Finalise and then move onto the next race in the meet.



You can even re-import the entries for a race if they have changed in the MM, or export entries again if you have had to change them after finalising.

Now that you have an overview of the system, let's time a race.

# Recorder Application
## Timing a Race

### Step 1

Select a Race in the navigation pane and from the **Race** tab click on **Ready.** The font will be red in the navigation pane. You'll also see the race clock activate at 0:00.00

The WT Starter, WT Timekeeper and WT Display will receive the message that a race has been readied and will update their displays accordingly.



### Step 2

In the Race Entries pane, there is a row for each lane, and each row displays the lane number, athlete, times, place and any relevant status and disqualification code.

Each of the timekeeper cells has a colour associated with it. It represents if there is a timekeeper timing that lane and variant. In the picture below you can see there are no Touchpads connected and the Lane 3 Red timekeeper is not connected. Because of this there are no timekeepers able to record a time for Lane 3 which is indicated by a red background across.

These colours will update in real-time as various timekeepers connect/disconnect.

# Recorder Application

## Timing a Race



If you are displaying the touchpad column, then a button with a coloured circle will be shown to the right of the touchpad time. Green means that the touchpad is active and will accept a stop signal, red means that the touchpad is inactive, and flashing orange means that the touchpad is temporarily inactive due to a recent touch but will shortly reactivate.

Clicking on the button will toggle between the active and inactive states, so you are able to deactivate a touchpad once a swimmer has completed a race to avoid them triggering a subsequent stop signal if they are waiting for slower competitors to finish.

## Step 3

Now that a race has been readied, the Starter is able to start the race. It is recommended that this be achieved via our Wylas Trinity Starter.

When the start signal is received, all the watches are automatically started and the race clock will become visible on the WT displays.

# Recorder Application

## Timing a Race



In the image above, we can see that Event 9 Heat 1 25m Backstroke Female 8yrs has been started.

In the event of a false start, you'll need to Reset the race. Note that this will clear any times recorded for this race so this needs to be done carefully.



When a Race is reset, it goes back to being Not Ready so you will need to go back to Step 1 in Timing a Race.

# Recorder Application
## Timing a Race

Step 4

Timekeepers will stop their watches when the athletes complete their race. When they do so, the times are displayed on the WT Timekeepers, the WT Displays and on the Recorder. As more results come in they will be displayed on both the recorder and the displays.

# Recorder Application
## Timing a Race

Step 5

If your race has multiple laps, then the timekeepers can record the splits for each lap. When the Timekeepers do record splits, the Recorder will show that by enabling the button in the lane column. Clicking on the "+" button (highlighted green) will cause the splits for that athlete to be shown as it is for lane 2 below. Clicking on the "-" button will hide the splits.

# Recorder Application

## Timing a Race

### Step 6

Once a race has been completed, click on the **Finalise** button to change the state to Race Over. This also sends the race results to the MM. You can also click Finalise & Next to move straight onto the next race.



### Step 7

Well done, you've just timed your first race.

Now select the next race and click **Ready**. Repeat until you have completed your meet.

# Recorder Application

## Editing Times

From time to time you will encounter inconsistencies in the times from Timekeepers. They may have missed the end of the race, or stopped too late/early etc. That's OK, Wylas Timing provides a way to mitigate the problem that conforms to FINA and USA Swimming regulations.

Let's look at the following race:



Lane 1 & 2 looks fine. Both the Red and Touchpad times are only 10 hundredths apart.
But the app has placed a red border around three times that it believes may be a problem.

When we hover our cursor over those times, we can see that the warnings for lane 3 are because there is more than a 0.3 second difference between the time and the official time.

When queried, the Red Timekeeper for lane 3 admits being late.

Wylas Timing will indicate likely mistakes like this to you and hovering over any times will reveal this.

# Recorder Application

## Editing Times

From the Edit Times view, you are able to click on any of the Timekeeper cells. When you do so, their times will be struck through - indicating that this time will be ignored. You will also see that the Timekeeper calculated time will update.

Click on Edit Times.

# Recorder Application
## Editing Times

While editing this race, the Chief Timekeeper informs us that the time for lane 4 is incorrect and should be amended to 26.20s. So we enter that value into the **Overide** column for lane 4.

If there were any DQ's to enter then that could be accomplished by checking the DQ box for the appropriate lane. Likewise, you can provide the exact reason for a DQ by clicking on the **DQ** Code column of the appropriate lane.

## Select Disqualification Code

| Code | Description |
|------|-------------|
|      | Not disqualified |
| 4K   | No touch on turn |
| 4N   | Head did not break the surface by 15m |
| 7O   | False start |
| 7P   | Declared false start |
| 7Q   | Did not finish |
| 7R   | Delay of meet |
| 7S   | Entered water without permission |
| 7T   | Interfered with another swimmer |
| 7U   | Walking on or springing from bottom |

OK    Cancel

After our modifications, click on **Confirm** and we can see the results below. If the modifications have caused a change of position, we would see that reflected in the results.

| Touchpad | 3 Backup Timers | | | 0 Chief Timers | | | Edit Times | Calculated | Override | Official | Pl | DQ | DQ Code | Reset |
|----------|-----|-----|-----|-----|---|---|---|---|---|---|---|---|---|---|
| 3 Pad | 3 Red | 0 Yellow | 0 Blue | | | | | | | | | | | |
| | | | | | | | | | | | | ☐ | | |
| 14.63 | 13.79 | | | | | | | 13.79 | | 13.79 | | ☑ | 7Q | |
| 2:17.47 | 2:22.07 | | | | | | | 2:22.07 | | 2:22.07 | 2 | ☐ | | |
| 2:18.25 | 2:20.23 | | | | | | | 2:20.23 | | 2:20.23 | 1 | ☐ | | |

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# Device Configuration

## Configuration

There are several configuration options for different devices. You can see the current settings for each device by going to the Devices tab on the Recorder application and choosing the type of device to configure

It will show all devices of that types that are connected to the Recorder.



Some of these fields are just informational, such as whether the touchpad has synchronised its clock with the Recorder, battery level and current Wifi signal strength.

But some of them can be altered. To do so click on the edit button for that touchpad and then change the relevant attribute.

Once complete, click on OK to save the changes or Cancel to revert them.



Attributes:
- Lane Nr : The lane for the touchpad
- Sensitivity : 1 is least sensitive, 10 most sensitive.
- Quiet Time : Number of seconds at start and after a touch for which the touchpad will be disabled.
- Send Sensor readings : this sends a lot of information from the touchpad to the Recorder logs. Should only be used to determine the sensitivity level of the pool. Do NOT use when running a meet.

# Recorder Application
## Recorder Settings



There are several settings that can be configured. To alter them, change the value to true or false and click on **Save Settings.**

backupTimers.autoRestart - if true (default is false) backupTimers will automatically resume after every split.

backupTimers.numberOfEnds - (values 1-2) 1 indicates that there are only backuptimers at one side of the pool. If value set to 2 indicates that both ends of the pools are equipped with backup timers.

backupTimers.timeKeepers.perLane - Number of backuptimers per lane. Max 3 (red-yellow-blue).

general.allowStartByRecorder - if true (default is false) a button will appear in Race tab allowing the race to be started by the Recorder.

general.importEntriesOnImportRaces - if true (default) then as meet is imported from your MM, the entries for each race are also imported. Otherwise, the race will be imported without entries. Entries will need to be imported on a race by race basis from the Races tab.

# Recorder Application
## Recorder Settings

general.showPrintableResultsOnFinalise - if true (default is false) then two things occur. When a race is finalised, another browser tab/window will open and display the results of the finalised race in a printable form. It also adds a new button to the Race tab that allows the results of any finalised race to be printed.

timekeeper.Blue.showResults - if false (default is true) will hide the column for the Blue Timekeeper in the Race Entries table.

timekeeper.Red.showResults - if false (default is true) will hide the column for the Red Timekeeper in the Race Entries table.

timekeeper.TouchPad.showResults - if false (default is true) will hide the column for the TouchPad Timekeeper in the Race Entries table.

timekeeper.Yellow.showResults - if false (default is true) will hide the column for the Yellow Timekeeper in the Race Entries table.

touchapd.padsPerLane - Number of touchpads per lane (possible values 0-1)

touchpad.pauseTimeoutSeconds - Pause time duration for the touchpads after every lap. During that time touchpads are inactive, so any touch received during that time will be processed by the recorder server.

starter.listenForStartWhenNotReady - if true (default false) when the starter device starts a race before the recorder could set it to ready, you can retrieve the real start (starter device start) and go on with the race.

# Marshall App

## Setup

Wylas Timing can assist with marshalling by presenting the meet entries in any a iOS/Android phone or an iPad/tablet and allowing athletes to be checked off.

### Step 1

On the Recorder UI, navigate to the Marshall tab. The marshaller will need to connect their device to the listed WiFi network. If you are not sure of the password for this network check the back of the router.



### Step 2

Open the Camera app on the marshalling device and point it at the QR Code. This will open up a link on the devices browser and will provide access to the marshalling app for the duration of the meet.

If you don't have a QR Code reader or are on a tablet without a camera, you can navigate to the link listed below the QR Code. Note, look at the link on the recorder, not the link in the manual as it might be different.

# Marshall App

## Marshalling Races

Step 3

Now you are ready to begin marshalling. The Marshall app is very easy and user friendly and requires little training.

A list of races will be displayed. The icon indicates the current marshalling state of each race. The numbers on the left indicate the event number and heat number.

The three states are
- Marshalled
  All swimmers in this race have been marked present, not present or withdrawn.
- Marshalling in Progress
  Some swimmers in this race have been marked present, not present or withdrawn
- Unmarshalled
  No swimmers in this race have been marked present, not present or withdrawn.

At a glance this allows the marshaller to see where marshalling is up to.

To begin marshalling a race click the appropriate row.
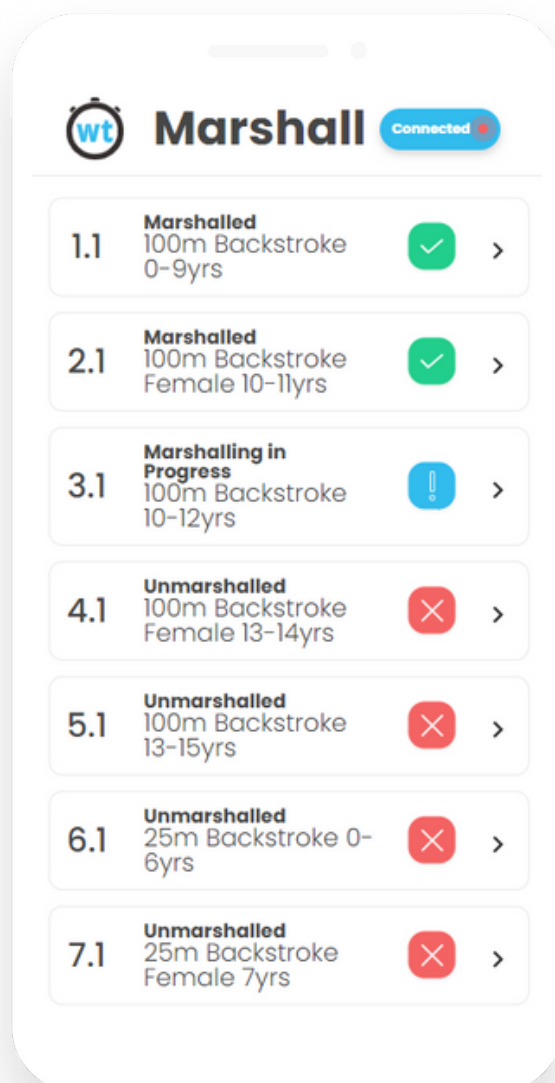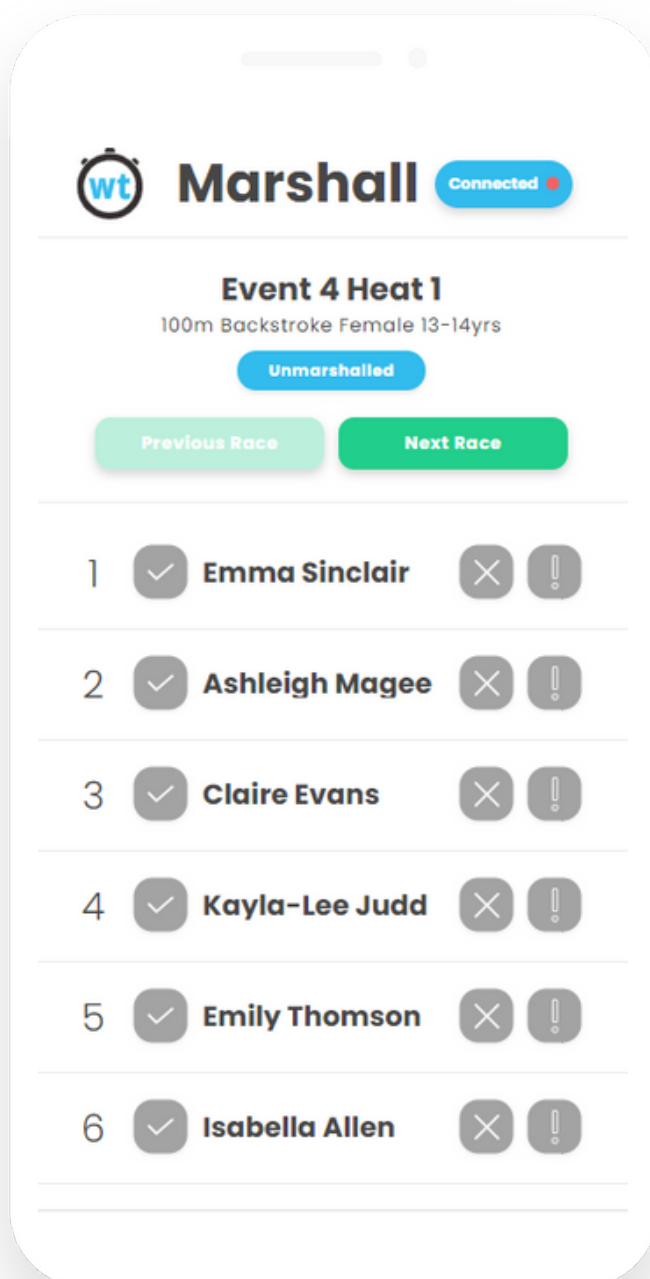
# Marshall App

## Marshalling a race

Step 4

Each race provides an overview of which swimmer is in a lane and their marshalling status, which is indicated by any lit up icons.

If the meet contains multiple clubs, then the swimmer's club will also be shown.

This example shows event 4 heat 1, and no swimmer has been marshalled.

In order to marshall a swimmer, simply click or tap the appropriate Icon

# Marshall App

## Marshalling a race

The three types of marshalling that you can give a swimmer are listed below

✅ The swimmer has been checked off at marshalling

🔵 The swimmer is not present at marshalling

❌ The swimmer has withdrawn from this race

Once the appropriate icon is clicked for a swimmer, that lane will be updated.

1 ✅ **Emma Sinclair** ✖ ❗

In this case we are marshalling event 4 heat 1. We have marked Claire and Kayla as not present and the remaining swimmers as present

Once all swimmers in a race have been marshalled, the top button will change to say that the race has been Marshalled and you can click Next Race to begin marshalling the next race.

You can always move to another race whilst you are in the process of marshalling a race. For example if a swimmer comes and tells you they are withdrawing from event 15 heat 5 you can quickly switch to that race, mark them as withdrawn, then switch back to the race you are up to. Then when you are up to event 15 heat 5 you will see that you wouldn't be expecting to see this swimmer.

### Marshall  Connected

**Event 4 Heat 1**
100m Backstroke Female 13-14yrs
Marshalled

Previous Race | Next Race

1 ✅ **Emma Sinclair** ✖ ❗

2 ✅ **Ashleigh Magee** ✖ ❗

3 ☑ **Claire Evans** ❌ ❗

4 ☑ **Kayla-Lee Judd** ❌ ❗

5 ✅ **Emily Thomson** ✖ ❗

6 ✅ **Isabella Allen** ✖ ❗

# Marshall App

## Recorder Marshalling

Once a race has been marshalled the recorder will be able to view the marshalling info directly in the race. The icon next to the swimmers name will display to show what the swimmers marshalling state is. If they are withdrawn their name will be crossed out.



If you need to mark a withdrawn swimmer as present or a present swimmer as not present you can click the icon to toggle through the states

# Troubleshooting

If you run into any problems, please contact support@wylas-timing.com for help. Listed below are some common issues and solutions.

### Connecting the Wi-Fi router to an existing network
If you require the laptop to access a network printer or the internet via an existing network while allowing the Wylas Timing Recorder to be locatable by the Wylas Timing devices, then you need to set up your timing network properly.

1. Connect the Wi-Fi router to the laptop using ethernet cable. Make sure that the cable is plugged into one of the four ports in the router (Not the internet port)
2. Turn on the Wi-Fi router. Wait until the lights indicate it has started.
3. Turn on the laptop. Wait until it has started.
4. Plug the Ethernet cable from your existing network into the internet port on the Wi-Fi router.

You should now be able to start the Wylas Timing Recorder and start the Wylas Timing Starter and Timekeepers and the devices will automatically locate the Wylas Timing Recorder. When you print from the laptop it should find your normal network printer.

### Connect a laptop to both the Wylas router and a WiFi network
You can connect your laptop to the Wylas Timing devices while also connecting to the internet, in order to send results to Meet Mobile for instance. To do that

1. Open Network and Sharing Centre ("Network Status" Win10).
2. Go to "Change Adapter Settings" ("Change adapter options" Win10)
3. Go to properties of Local Area Network.
4. Click on Internet Protocol version 4 and go to it's properties.
5. Click on Advanced
6. You will see a block checked there by the name of "Automatic Metric".
7. Uncheck it and then enter 2 in that section.
8. Now, Do the same for the wireless network but enter 1.

Save the setting and you'll be able to use wifi even when your ethernet cable is connected to the LAN.

# Troubleshooting

### Connection problem #1 - Hardware

1. Turn off any Wi-Fi on the laptop.

2. Plug the laptop into the WT Router via Ethernet cable.

3. Turn on the WT Timekeeper and start the app.

4. Start the WT Recorder and wait for the **!!! Started Recorder !!!** message on the INFO page.

The WT Timekeeper should connect within the next 2 seconds. This is all that should be required to get you connected. If it still doesn't work, try rebooting the laptop (and ensuring that the Wi-Fi on the laptop is switched off).

### Connection problem #2 - Firewall

The ability to contact the WT Recorder may also be getting blocked by Windows Firewall. This will occur when the WT Recorder was first started and the Windows Firewall dialogue was shown, both public and private was not checked.

To fix this:

1. Start "Windows Firewall with Advanced Security".

2. Go to "Inbound Rules".

3. Find "Wylas Timing Recorder Application" - you may have multiple rows.

4. Look for those two rows that match C:\program files (x86)\wylas timing - recorder\recorder-64.exe they should have:

  a. Profile: Private, Public, Domain

  b. Enabled: Yes

  c. Action: Allow

5. If not, select those rows and use the Delete button on the right hand side to remove them.

6. Restart WT Recorder and when the Windows Firewall dialog shows, make sure that Private, Public and Domain (or all options that are provided to you) are checked and that you click OK to allow.

# Customer Support

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**Wylas Timing**