

## **YenTiming OnLine Entries – www.yentiming.com -- High School Outdoor Directions**

---

**Step 1: LOGIN:** Select your team and sex and then Login using your password .

Security: Update the password if needed. (it has not changed from last year)

Forgot Password? If email is current in the account, this will send the password back to that email.

Email: please add your current contact email so you can be contacted if needed.

New Teams not on the list: Email me and I will send the password to you.

---

**Step 2: ADD ATHLETES:** – Fill in Last, First and Grade for each Athlete.  
There is already an Athlete named “Relay Team, A” used to make Relay Entries.

---

**Step 3: MEET ENTRIES:** - Select “Add Entry” and then Select the Meet from the list.  
(Meet Director can determine the schools that have entry access to their meet).

Athletes: Select the Athlete and then the event. Enter a performance (FAT only - do not type seconds into the minutes box).

“Auto Entry” –Places the best “Yen recorded” performance in. This can be edited. When changing a performance, select the entire box and then type over it. Backspacing will not work well. Changing works well with Firefox and Explorer. Let me know about other browsers.

Relays: Select “Relay Team, A” from the list and then enter a time.

Relay Athletes: You will be able to Add up to six athletes to a relay.

Click “Add Entry” to add the entry to the meet database. You will get a confirmation message.  
(For State Q Entries: There will be a “Class Champ” box. )

---

**CHANGING AN ENTRY:** An “EDIT” option is available to change the entry as well as a “DELETE” option to remove the entry.

---

**SORTING ENTRIES** - Click on any Heading to sort the list.

---

**PRINTING ENTRIES** – There is a “PRINT ENTRIES” option available. Please double check your entries and print them out.

---

**DUE DATE:** After the Due Date and Time, you will not be able to make changes to your entries. (“CLOSED”) . If you have entry problems or will simply need a few extra minutes, please contact me. Better to have it be open a little longer with complete entries rather than deal with “next day” issues after it has closed and seeding has occurred.

---

**NOTE:** for Sectional / State Qual. Meets: Coaches still need to turn in the required eligibility form filled out for their team with the necessary signatures.

---

Dave Y. can be contacted via email coachyen@aol.com or Cell: 585-298-6921.