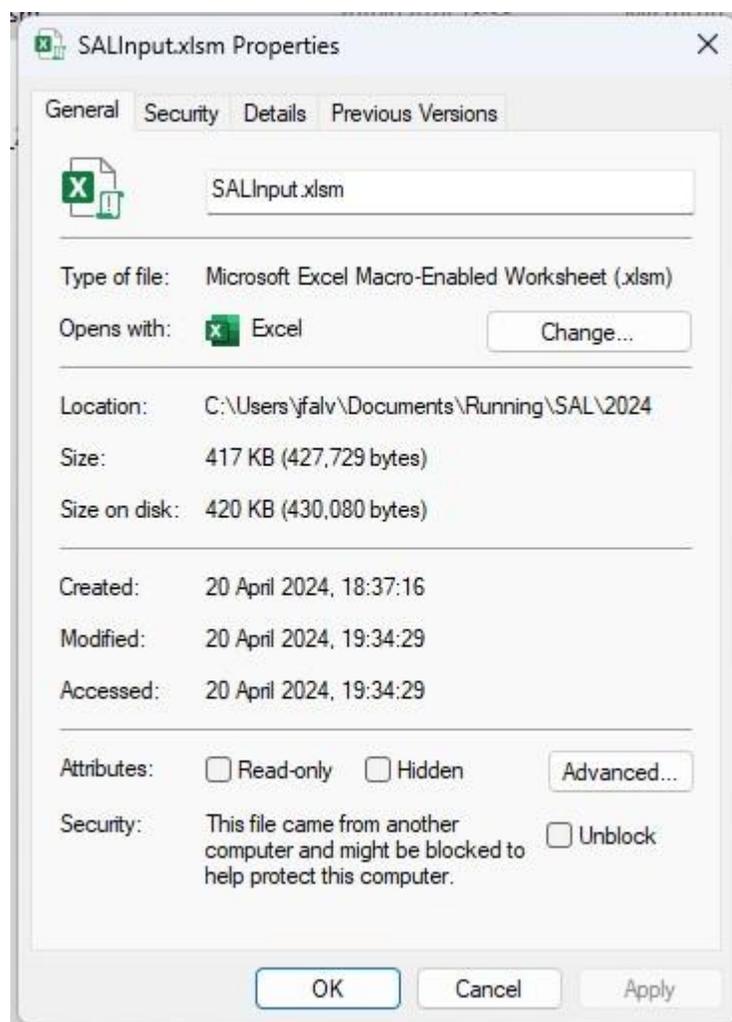


## Southern Athletics League Results Spreadsheets 2024

The spreadsheet SALResultsd.xlsm for all matches. Note that for Divisions 1 and 2, the scoring system has been adjusted to take into account that teams occur in pairs in these divisions, and pairs should only compete against each other in the first round. In cell B1 on the Dec page you type in the 3 digit number for your match, where the first digit specifies the division, the second the round and the third, the match within that round. At the beginning of the match the spreadsheet can be used to print field cards and lane draws (with names included if these have been entered on the declaration page). During the match, the results of individual events can be printed, together with the up-to-date score. You can see who is leading for the man and woman of the match awards at any time during the meeting. At the end of the match you can generate two files – one to print off the match results where all redundant lines have been removed, and one a copy of the results spreadsheet. They are (normally, by default) all saved in 'My Documents'.

The spreadsheet needs to be unblocked for the macros to run. To do this right-click on the file name and select Properties, the Unblock tick-box in the bottom right-hand corner needs to be ticked.



The cells in the program are colour-coded. Only those cells which are coloured require input by you. You should not write in any cells which are not coloured. There are 'comments' in certain cells (with a small red triangle in the top right-hand corner), which should help you to fill the cell using the right format. The non-coloured cells are protected for your safety. You can unprotect them using unprotect on the tools/review menu. There is no password.

### **Before the match**

Open the right spreadsheet for your division and round and click on the tab 'Dec' – this is where the declarations are made:

Edit the cell B1 to enter a three-digit number, where the first digit is the Division (1, 2 (2S&W), 3 (2N&E), 4 (3W), 5 (3S), 6 (3E), 7 (3SL), 8 (3N)) and 9 (3NL), the second is the round (1, 2, 3 or 4), and the third is the match number (1, 2 or 3), with 1 for all Division 3 matches. If you scroll down to rows 204 to 271 you will see all the fixtures for the season, with the match numbers in column A. Note the one for your match and enter it into cell B1.

### **Team Declarations**

Once the three-digit number has been entered you can download all the teams from the portal (including the non-scorers by pressing **CTRL D. Do not do this if you are not connected to the internet as you will lose any declarations you have.**

During the match, provided you are connected to the internet, you can update the declarations by pressing CTRL D.

To claim the points for officials, their names will need to be entered in the blue cells at the end of the team declaration. Please only enter the names of officials after consulting with the Track Referee, Field Referee and Chief Timekeeper.

### **At the beginning of the match**

Given the match code, the spreadsheet automatically generates lane draws for each track event and a field card for each field event. To see them, click on the tabs 'dist', 'height' and 'Lanes'. As soon as you have entered the match number all the team names and team letters are entered. If you have had time to enter the athletes' names on the 'dec' sheet, these will also be entered. It may be prudent to print the first two or three 'dist' field cards and 'height' cards so the match can get under way, and then print the rest of the field cards and the lane draw file once all the team declarations have been entered.

### **Non-scoring athletes**

Non-scoring athletes downloaded from the portal will be shown in a table to the right of the nonscoring page. You need to add the numbers to each of these athletes. When the results come in, for each athlete enter an event, a position, a number and the performance. The number will pull over the information on the athlete from the table.

The pre-entered non-scorers will be entered into rows 33 to 182 in the table, allowing you to enter (using the first 30 rows) and allocate numbers to up to 30 athletes who turn up on the day, without them being overwritten when you update team declarations.

### **Results**

When the results come in, you only need to look at the 'Results' worksheet. The team letter is input in column A (using a double letter for the B-string). (Be careful, Excel will sometimes autofill extra characters (for example when you type in a 'd' as the team letter, it may offer you

'dt' or 'dd'. If it tries to do this, type Backspace followed by enter – this should only be a problem when processing the first results.)

The performances are entered in column F. For events up to and including 400m and 400mH, record the time as seconds, so 84.1 rather than 1:24.1. For middle distance times record the time using the colon, i.e. 3:58.2.

Wind speeds for the sprint events (and the LJ and TJ) can be entered in the appropriate cell if wind-gauges are being used. In the event of a tie (or a dead heat) the points awarded can be changed in column G. When the results for an event have been input, highlight the result using the mouse, and then press **CTRL P** to print out the result and the latest team score (If this doesn't work try View->Macros->Macro1->Run). For example, to print out the result of the Men's 100m, click on cell B7; then holding down the Shift key, click on cell G16. All the cells between B7 and G16 should now be highlighted. Hold down the CTRL key and then press the 'p' key to print the result to your default printer (if Macros have been Enabled). For the men and women of the match awards, you can see the leading performances at the bottom of the Results page, calculated using the Revised Scoring Tables, at any time during the match by clicking on any cell on the results page and pressing **CTRL M** (If this doesn't work try View->Macros->Macro3->Run).

Non-scoring results can be entered in the 'nonscoring' worksheet and printed out at the end of the meeting.

Any changes to the teams during the match should be made to the portal and **not** the 'Dec' worksheet.

### **At the end of the match**

From the results worksheet, select 'print' from the file menu to print four copies of the 'Active Sheet' to give to each team manager. If you press **CTRL O** two output files will be created in the same area as the template (If this doesn't work try View->Macros->Macro2->Run). The first file 'salresults.xlsm' is a copy of the results package. The second file 'salmatchresults.xlsx' has all the results from the 'Results' worksheet, the non-scoring results, and the top six in the Man-of-the-match results, with all redundant lines omitted, and could be used to print the match results more efficiently. You may wish to Rename these files (right click on the file and select Rename). For the Division 1 second round match in 2024 at Eton, the match file to be sent to team managers etc should be renamed as '24sal12etonresults.xlsx'.

### **After the match**

As soon as possible after the match, send a copy of the results to all team managers for the competing teams asking them for any corrections to be sent to you within 24 hours.

After 24 hours (sooner if all corrections have been received), send a full copy of the larger results file to your Divisional Secretary, (See the SAL contacts list) and the Southern Athletics League Secretary ([secretary@southernathletics.org.uk](mailto:secretary@southernathletics.org.uk)). They will then check them before forwarding them on to Power of Ten and posting the results on the SAL website. This timetable is tight, but it ensures that results are published in Athletics Weekly and League Tables can be published quickly.

## Macros

If the **CTRL D** (for downloading or updating the team declarations) macros **CTRL P** (for printing out the results for a particular event), **CTRL O** (for sorting out the output at the end of the match) and **CTRL M** (for sorting out the athlete of the match) do not work on your computer, you can run the macros directly. The macros are on the View menu. Click on macros and the three macros will appear in a window. Click on the macro you want and then on Run:

Downloads downloads the team declarations and non-scorers from the portals;

Downloadsquads downloads the team declarations only

Downloadns downloads the non-scorers only

Macro 1 prints out the results for a particular event;

Macro 2 sorts out the output at the end of the match;

Macro 3 sorts out the athlete of the match.

## A word of warning

If you unprotect any of the worksheets and start deleting or inserting lines, it is very likely that the macros will not work correctly. The worksheets have cells protected for your benefit. Only unprotect worksheets as a last resort, and only if you know what you are doing.

Mick Bromilow ([mick.bromilow@mkac.org.uk](mailto:mick.bromilow@mkac.org.uk))