

To All Track and Field Schools:

Please be reminded that all Regional Meet entries must be completed on the ENDURO USA™ website (formerly www.trackroster.com). You will need to create an ENDURO USA™ account in your name (as the “Coach of Record”) if you do not already have one. Please contact Kevin McWatters at kevin@enduro.com if you have any questions. You are encouraged to visit the site ASAP!!! to ensure that you feel comfortable submitting your entries. Waiting until “the last minute” or failing to properly enter your student(s) could result in your students missing their opportunity to complete in the regional and/or state Oklahoma Track & Field Championships.

The timeline is as follows:

- 1.) Regional Assignments will be released by 4:00 p.m. on Thursday, April 22nd.

Opening Day for Entries: The ENDURO USA™ website will be open for regional entries for **1A-4A** beginning Friday morning – April 23rd.

Opening Day for Entries: The ENDURO USA™ website will be open for regional entries for **5A-6A** beginning Friday morning – April 30th.

- 2.) **DEADLINE:** 1A-4A regional entries must be completed by 5pm Tuesday, April 27th.

DEADLINE: 5A-6A regional entries must be completed by 5pm Tuesday, May 4th.

You will need to create an account on www.endurousa.com (if you have not already done so) and complete your online (seeded) entries. **Seed times and marks that are submitted online on the ENDURO USA™ website must be ACCURATE times or marks that have been achieved during the 2021 Outdoor Track & Field Season.** You should become familiar with the ENDURO USA™ website before the opening day for your regional entries. If you need help with your ENDURO USA™ account, please contact Kevin McWatters at 405-641-6006 or email him at: kevin@runenduro.com.

- 3.) You will be able to view the entries you have submitted online to make corrections.

The “**Corrections Period**” is Wednesday at noon to Thursday at noon in class A, 3A and 5A, before your regional, - - - and Thursday at noon to Friday at noon in class 2A, 4A and 6A.

CORRECTIONS ONLY - - - no additions during the “Corrections Period”

During the “Corrections Period” review the seed times and marks that you submitted for your students – which will be posted on the ENDURO USA™ website on each regional meet’s **PREVIEW** window. To find your regional meet’s **PREVIEW** window, log into your ENDURO USA™ account, then click on the desired regional meet in the Student Meets & Events List (drop-down) on the right side of the page.

If you need to make a correction to your student’s seed time or mark, do so from the “**ENTRIES Window**” within your ENDURO USA™ acct. To find the ENTRIES Window within your ENDURO USA™ account, go to your Main Roster (boys or girls) --- then click on the “UPDATE ENTRY” button under the name of the meet (on the right side of the window). This will take you to the meet’s PREVIEW window. On the PREVIEW Window - click on the blue “Update Entries” button to go to the ENTRIES Window.

ADDITIONAL IMPORTANT ONLINE ENTRY INFORMATION - - -

- 4.) Be sure to **VERIFY** your entries on the meet's "Entries Window". This is Step #3 or #4 on the "Entries Window". If your entries are not **VERIFIED** (on the Entries Window) **your entries are NOT entered in the regional meet.**

To VERIFY your entries, click on the tab at the top of the Entries Window that says "Entries are **NOT VERIFIED**". On the Verification window, you will see a RED bar that has "**Entries are NOT VERIFIED**" written on it. After you VERIFY your entries, the RED bar will turn to **GREEN** – and it will then say "**ENTRIES are VERIFIED**".

- 5.) **You must Print** your **Verified** Entries from the meet's "Entries Window". To print your Verified Entries, click on the tab (at the top of the "Entries Window") that says "**Final Step – Print Your Entries**" – then proceed from there to print.

- 6.) Bring a copy of your **printed** "**Verified** Entries" to the meet.

- 7.) The "Correction Period" ends at NOON – **the day before** your regional meet.

You may make changes/corrections before noon the day before the meet.

You may scratch any student before noon the day before the meet – but **NO ADDS**.

The day before the meet at NOON, your entries become DECLARED AND FINAL!

After this time, all issues with entries must be approved by the Meet Director/Referee.

- 8.) View all heat, lane and flight assignments the day before the meet **AFTER** 9:30 pm on your regional meet's PREVIEW window, on the ENDURO USA™ website.

- 9.) **All scratches at the Regional Meet must be approved by the Meet Director/Referee. The student must compete (as entered) unless the scratch has been approved by the Meet Director/Referee. The Meet Director/Referee will notify the Timing Crew at the meet of any "approved" scratches.**