

Northern Metropolitan Zone Nominations 2017

In 2017 the Northern Metropolitan Zone Little Athletics clubs are again taking nominations for Zone through ResultsHQ. The following instructions describe the process for nominating to attend Zone. This means parents will be nominating each athlete in their family using this online process. Read the instructions carefully and perhaps have them open on a separate screen to help you.

Please note that the following nomination rules apply:

- **U7 to U12** - Can nominate for up to 6 events but are limited to participate in 4. Clubs are limited to 6 athletes per event. Championship Officers / Age Managers will review all nominations and make selections to meet the club and athlete limits. Because of the limits, athletes are **NOT GUARANTEED** their preferences. The club is responsible for putting in the most balanced and competitive team possible. Your club will publish the events of each athlete in the days following the closure of nominations.
- **U13 to U17** - Can nominate for up to 6 events. No participation limits apply in these age groups.

Nominations will close at 6pm on Saturday the 4th of November 2017.

How to nominate for events at Zone

1. Go to the ResultsHQ family portal at www.resultshq.com.au. Please note that the mobile version of RHQ may not support the following process and you will be unlikely to nominate from a mobile phone. Tablet users should make sure they are using the desktop version of RHQ.
2. Your login ID is the email address you used to register for Little Athletics this season (this is likely to be the email address your club/age manager contacts you with).

If you do not know your password, use the “Forgotten your password?” link and it will be sent to the above email address.

3. When you log in you will see a red bar labelled “New Notifications”. Click on V.



4. Click on the “view” link to see carnivals that are available for you to nominate for.



- You will see the Zone carnival option (and may see other events). Note that it will show the 9 December 2017 date only but it applies to both days of the carnival. Select the <Edit> button to register.

Inter-Centre Nominations

Centre	Meet	Date	
UNSW Northern Metropolitan Zone	Zone Day 1	09 Dec 2017	<input type="button" value="Edit"/> <input type="button" value="Review"/>
Warrington GAA	Warrington Gala	05 Nov 2017	<input type="button" value="Register"/>

- You will see a list of available events for each of your athletes. Select the check boxes on the right side to nominate for events. **Please note that the dates and session times of the events are indicative but for final event times you will need to refer to the Zone Event Program which is available from your club.**

After selecting your events click on the <next> button. Please note that if you select more than 6 events the <next> button will vanish until it is corrected. You are able to nominate for less than 6 events.

304	100m	Heat	09 Dec 10:00 AM	<input type="checkbox"/>
304	Long Jump	Heat	09 Dec 8:30 AM	<input type="checkbox"/>
543	Shot Put	Heat	09 Dec 2:00 PM	<input type="checkbox"/>
549	Javelin	Heat	09 Dec 9:30 AM	<input type="checkbox"/>
360	1500m Walk	Heat	10 Dec 8:45 AM	<input type="checkbox"/>
176	800m	Heat	10 Dec 10:30 AM	<input type="checkbox"/>
194	200m	Heat	10 Dec 12:30 PM	<input type="checkbox"/>
240	100m Hurdles	Heat	10 Dec 8:30 AM	<input type="checkbox"/>
557	Discus	Heat	10 Dec 8:50 AM	<input type="checkbox"/>
564	Triple Jump	Heat	10 Dec 10:00 AM	<input type="checkbox"/>
579	High Jump	Heat	10 Dec 1:00 PM	<input type="checkbox"/>

- If you see red highlight (like below) this is a clash warning. Do not worry about this. Clashes at our Zone are actively managed. However, you should refer to the Zone Event Program for the official event timing to ensure you are available for the events you nominate for.

#	Event	Type	Info	Time
24	Discus	Final		10 Dec 12:00 AM
37	1500m	Final		10 Dec 12:00 AM
50	200m Hurdles	Heat		10 Dec 12:00 AM
70	Triple Jump	Final		10 Dec 12:00 AM

8. After submitting, you will see a nomination summary. This information will be emailed to you.

You can go back into the system and revise your nominations up until nominations are closed by the Zone. This will occur at 6pm on Saturday the 4th of November 2017.

9. If you wish to identify preferences to help guide the selection process, please print the nomination summary you are emailed and number your preferences in order (where 1 is most preferred). Provide this to your club Championships Officer or Age Manager (if they do the selections). As noted above, athletes are not guaranteed their preferences.
10. After nominations have closed your centre's Championship Officer / Age Managers will review the nominations for U7 to U12 athletes to ensure that the athlete and event limits are met. Clubs will publish the full team list and events still available to choose a few days following the closure of nominations.

NOTE:

- Any questions about the **nominations process** should be directed to your club's Championships Officer.
- Any questions about **logging into ResultsHQ** should be directed to your club's Results Officer but only *after* making reasonable attempts to identify the correct email address (most failures to log into RHQ relate to an incorrect email address being used).