

Instructions For Submitting Hy-Tek Meet Results to MaxPreps

All host teams or a designated coach are responsible for uploading results to MaxPreps. These results will be used for the IHSCA Swimming Poll. If you are not the host team but have the Hy-Tek meet file, please only upload the meet file if you are the designated coach.

IMPORTANT NOTE: If the host team has designated you to upload the results, please double check that the meet results have not already been uploaded before importing the meet file. If you import the Hy-Tek file, you will erase any previous data from the meet for all teams. You can double check by logging into your Team Admin and going to your “Scores/Stats” tab and looking to see if results have already been posted. If the results are listed under that meet for your team, **DO NOT** upload the meet file again because this will erase all previous data for other teams. If the results are not posted, please follow the instructions below.

To upload the Hy-Tek file, please follow the instructions below:

1. [Click here to sign in](#) or [register with MaxPreps](#) & then click on '<< Test School Name >> << Test Gender >> Varsity Swimming' under “Admin Accounts” on the right.
2. If you do not see your team listed, click on “Edit” in the right hand corner and then enter your custom team access code on the left. If you don't have your access code or coach multiple teams and need another access code, please contact MaxPreps at 800-329-7324 ext. 1 or support@maxpreps.com.
3. Once you're in your Team Admin, click on “Schedule” and make sure the meet you wish to upload the results for is listed. To add or remove teams to the meet, click on the orange tool button next to the meet.
4. To upload the results, click on “Scores/Stats”.
5. Select the blue “Hy-Tek” button.

Alert	Date	Time	Opponent	Result	Import	Enter / Edit
	11/12/2013	6:00 PM	Indianapolis Bishop Chatard (Indianapolis, IN)		Hy-Tek	
	12/5/2013	5:30 PM	Ben Davis & Pike at Lawrence North (Indianapolis, IN)			

6. On the next page be sure to select the “Yes” option for the “Import All Teams” option. **IMPORTANT:** Please note that this will override any existing results for all teams from the meet.

Import Hy-Tek Results & Stats

Upload your Hy-Tek Zip file to quickly import your stats into MaxPreps.

Import CSV File

Import All Teams Yes No

Is Data in Meters? My team swam in meters

Include diving?

No file chosen

Meet Details

Opponent Indianapolis Bishop Chatard (Indianapolis, IN)

Date & Time 11/12/2013

Location Home

Details Ben Davis High School

7. Please remember to import the correct gender results file based on the team you are importing for. Once you've imported the file, MaxPreps will auto-match as many participating schools and athletes as possible, then you will need to select the correct school and athletes for any who do not auto-match. You will then be walked through the process to make sure all schools and athletes are linked and their results are published on MaxPreps.

If you have any questions regarding how to upload the meet results to MaxPreps, please contact Jeff Luzadder at jeffluzadder@comcast.net or 765-418-7088 or MaxPreps at 1-800-329-7324 ext. 1 or at coachsupport@maxpreps.com.