

## **TIMEKEEPERS & POSITION RECORDERS NOTES**

**To those of you who have operated it finish funnels before this may seem as trying to teach your grandmother to suck eggs, but the method is tried and tested and it works.**

### **TIMEKEEPERS (TK) & TIME RECORDERS (TR)**

Make contact with the Race Starter and make sure that he / she will not start the race until you are ready to start timing. Position yourself where you can see the race starter and signal the starter when you are ready. Start both stopwatches the instant the gun / horn goes off.

Return to the **finish line** and prepare to time the first runners home. The timekeeper's recorder (TR) will note the leading competitors finishing time as called by the timekeeper in the section marked time by position 1 on the timing sheet, the second runner in position 2 and so on with each runner to finish. If possible the TR will record the first 3 competitors number as well as their finishing times. The TR will also record at least 2 spot times preferably more, per sheet including noting the first 3 ladies to finish. (Spot times are where a competitor's number is recorded with their time, as to give a finishing point of reference for the computer operator). *DO NOT LET ANYONE DISTRACT YOU BY ALLOWING ANYONE TO ASK FOR A FINISH TIME, TELL THEM POLITELY TO GO AWAY*

### **FINISH RECORDERS (FR) & FINISH CALLERS (FC)**

Position yourselves at **the opposite end of the finish funnel to the timekeepers and nowhere else** ready to record the first finishers race number as he / she leaves the funnel. The person who is doing the writing (FR) should stand with his / her back to the finish line, so that he / she cannot see the approaching runners. The finish recorder's caller (FC) will call the competitors race number to the FR to write the competitors number in the appropriate position on the finishers sheet and the FC must stop anyone exiting the finish funnel until they are happy that the FR as noted the competitors number in the correct position on the finishers sheet. Be as quick as you can without making any mistakes as to keep the finish funnel as clear as possible.

For further information on Timekeeping and Recording of Positions, please contact Paul Felton.