

Instructions for entries with Splash Entry Editor



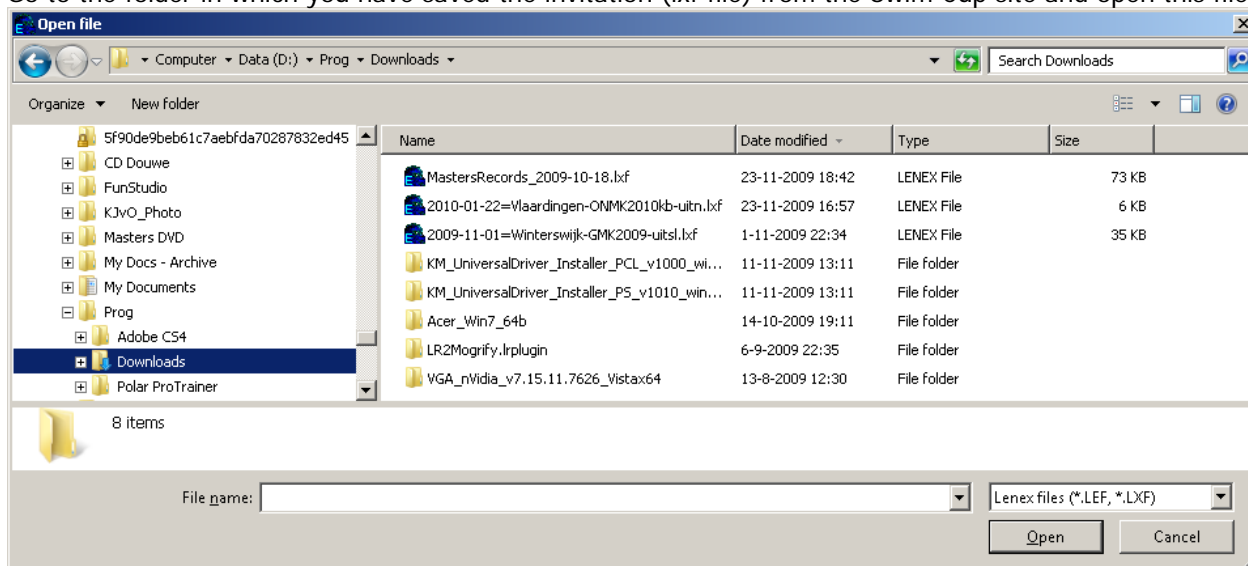
All information and downloads can be found on our competition webpage:

https://www.knzb.nl/english/dutch_open_swimming_championships/

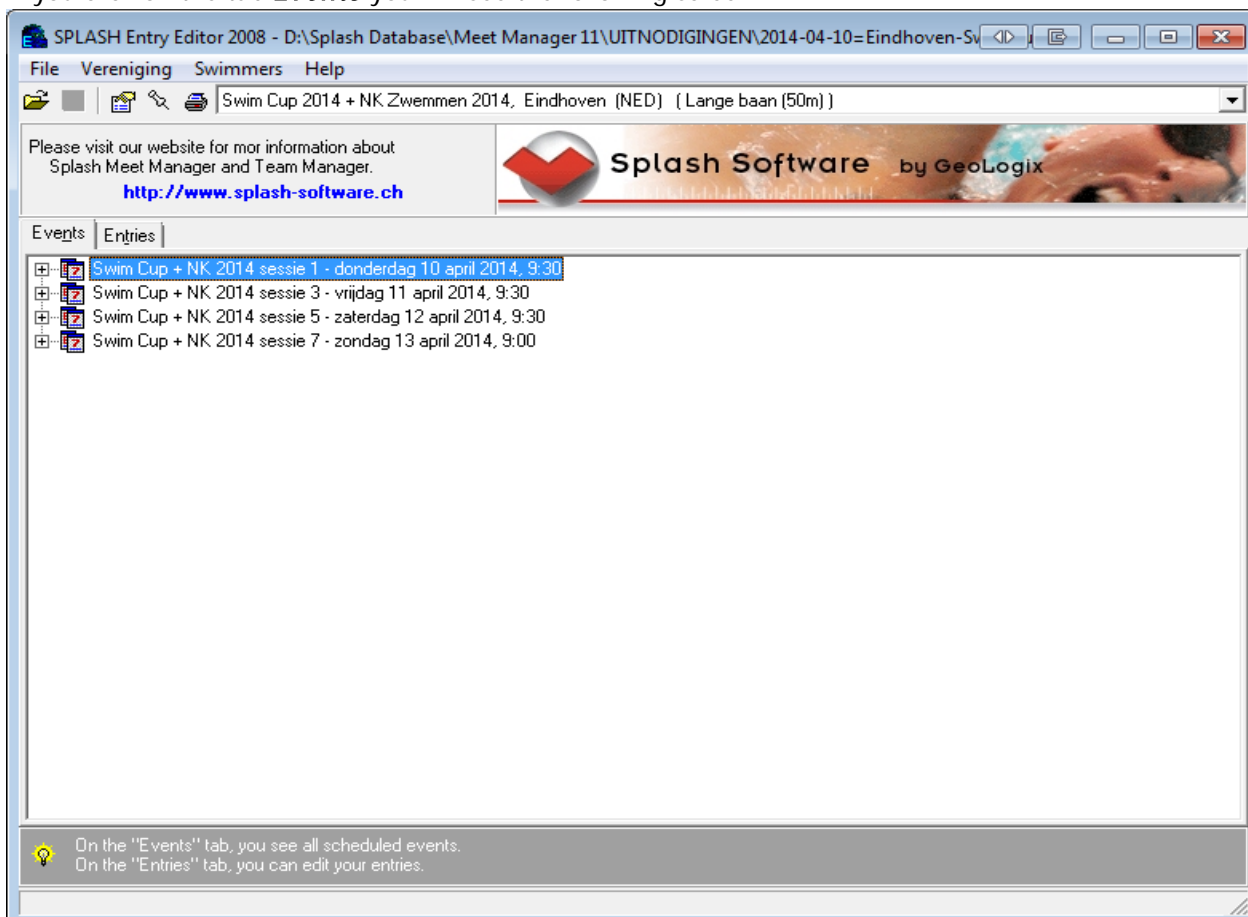
Download [Splash Entry Editor](#)

and install the software on your computer. Go to **File/Select language** and select your language of choice. Then download [the invitation \(lxf file\) from the website](#) to enter and proceed as follows: (use only this file to make your entries)

Upload the file to Entry Editor: **File/Open**, you will now see the screen in which you can open a file. Go to the folder in which you have saved the invitation (lxf file) from the Swim Cup site and open this file.



If you click on the tab **Events** you will see the following screen:



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Here you can see all sessions and events that will be swum during these championships. Click on the tab *Entries*, then go to the menu and click on *Club/New*. You will then see the following screen:

Club information

Name:

Nation: Region/LSC: Code:

Contact

Name:

Street:

ZIP, City: State:

Phone Fax:

E-mail:

Internet:

Enter all of your club's data and click *OK*.

Then go to *Swimmers/New*. You will get the following screen:

Swimmer

Last name:

First name:

Prefix:

Birthdate:

Nationality:

ASA Reg.:

Sex
 Male
 Female

In this screen you should enter the data of the swimmer you wish to enter. Repeat this procedure for all swimmers who should be entered.

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Select the swimmer for whom you want to make an entry and go to *Swimmers/Entries* and you will see the following screen:

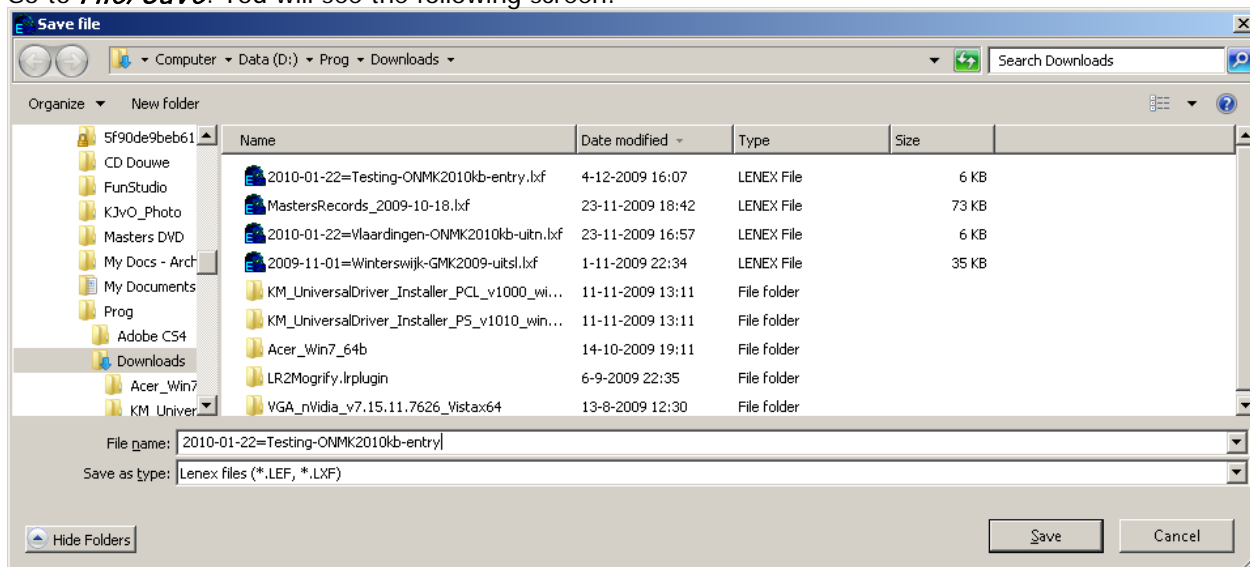
Event	Entry time	Date, city, nation for entrytime achievement
3. 200m Backstroke, Men		
5. 50m Fly, Men		
6. 400m Medley, Men		
8. 100m Freestyle, Men		
10. 800m Freestyle, Men		
11. 1500m Freestyle, Men		
12. 200m Fly, Men		
14. 50m Backstroke, Men		
17. 100m Breaststroke, Men		
19. 200m Medley, Men		
21. 200m Freestyle, Men		
23. 50m Breaststroke, Men		
26. 100m Fly, Men		
29. 200m Breaststroke, Men		
31. 50m Freestyle, Men		
32. 400m Freestyle, Men		
34. 100m Backstroke, Men		

You can see all events your swimmer could participate in, provided that the swimmer meets the criteria as stated in the conditions that can be found on the [Swim Cup website](#). Enter the necessary data for the events your swimmer should be entered in and click on **Save**. Repeat this procedure for all swimmers you are entering.

Once you have made all your entries, you can continue on to creating the entry files that should be sent to the entry address. This concerns 2 files: an lxf file, a pdf file.

First you must create the lenex file.

Go to **File/Save**. You will see the following screen:



Save the file in the following name format:

2017-03-03=Teamname-DutchOpenSwimmingChampionship-entry.lxf

If you would like to make changes to your entry, you can open this file with Splash Entry Editor.

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Then you must create the pdf file.

Go to **File/print entries**. You will get the following screen:

Print entries

Printer name: Adobe PDF

Copies: 1 Properties Options

print date, city of achievement

group by: Clubs / Swimmers

Print Preview PDF HTML File Cancel

Take care that you have checked the box behind **print date** etc and that behind **group by** you will see **Clubs / Swimmers**.

Click on **PDF** and save the file in the following name format:

date=Teamname-DutchOpenSwimmingChampionship-entry.pdf

All files you have created:

date=Teamname-DutchOpenSwimmingChampionship-entry.lxf

date=Teamname-DutchOpenSwimmingChampionship-entry.pdf

these 2 files should be sent to:

nkinschrijvingen@knzb.nl with as a subject line: **Entry Dutch Open Swimming Championship + Your Teamname**

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