

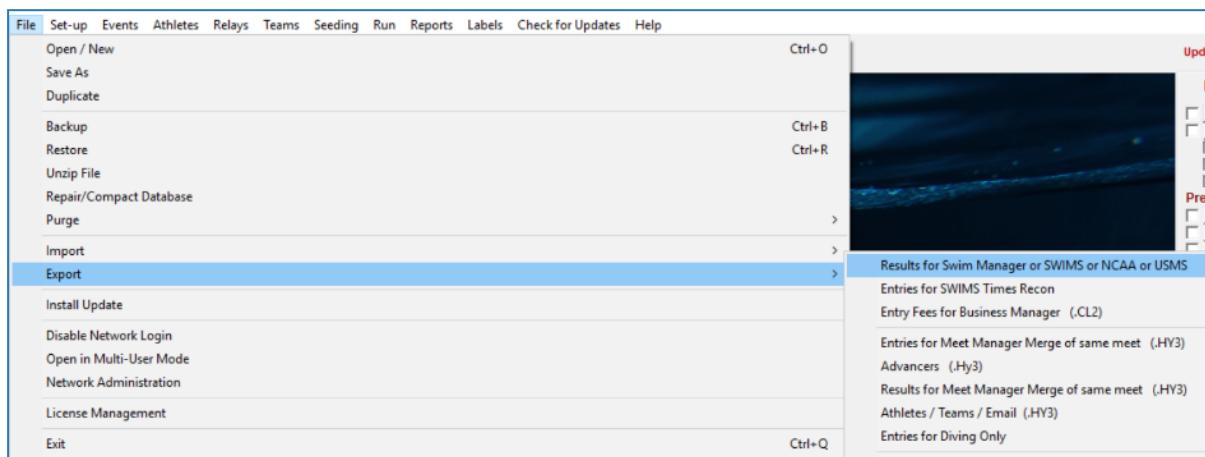
## Uploading Meet Results in Swim Central

### 1. Export your meet result file from Meet Manager

Click File

Select Export

Select Results for Swim Manager



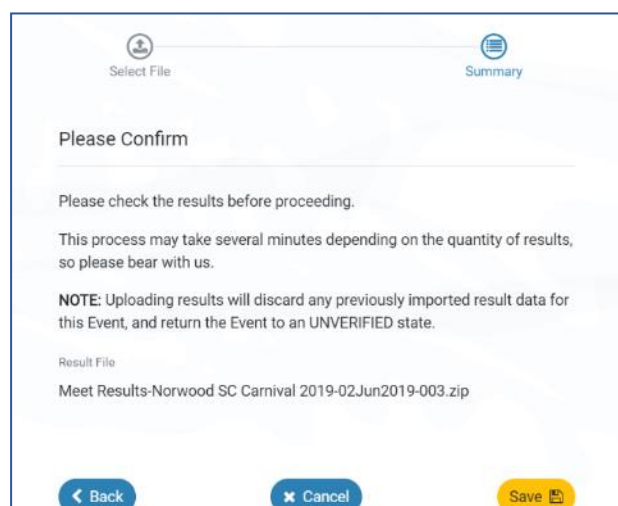
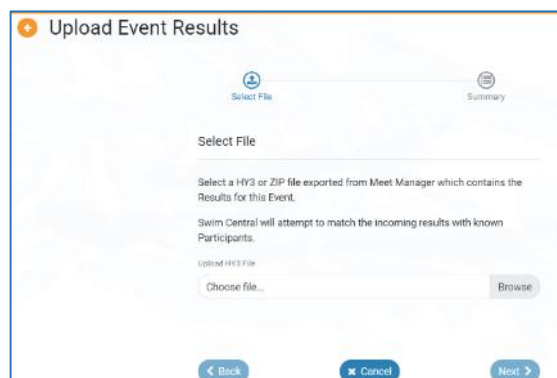
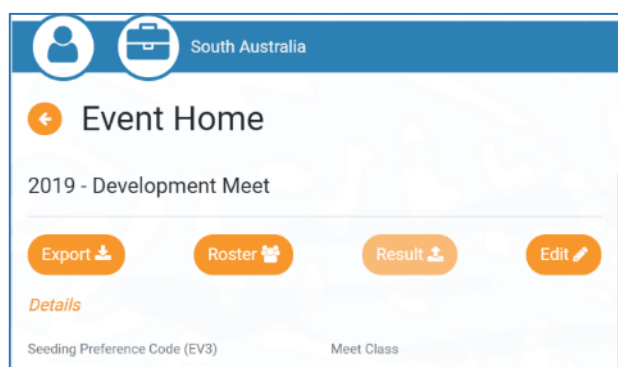
### 2. Import your results to Swim Central

From the event home screen click on *Result* ↑

Locate the file you exported and saved above

Confirm and Save the results

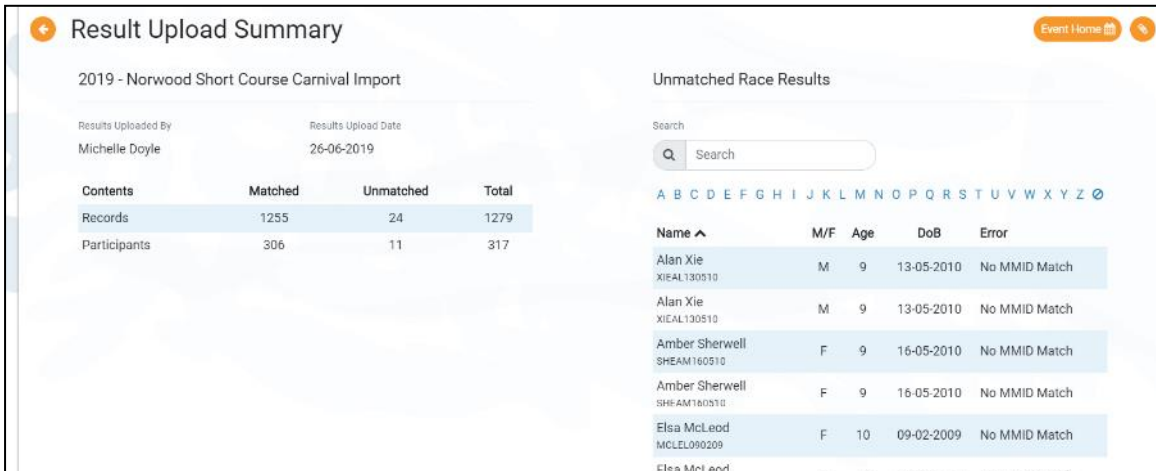
Keep an eye out for your results import successful message



**Results Import SUCCEEDED**

### 3. Check for unmatched results

Uh Oh - You have unmatched results – what to do now?



Result Upload Summary

2019 - Norwood Short Course Carnival Import

Results Uploaded By: Michelle Doyle | Results Upload Date: 26-06-2019

Contents	Matched	Unmatched	Total
Records	1255	24	1279
Participants	306	11	317

Unmatched Race Results

Name ^	M/F	Age	DoB	Error
Alan Xie XIEAL130510	M	9	13-05-2010	No MMID Match
Alan Xie XIEAL130510	M	9	13-05-2010	No MMID Match
Amber Sherwell SHEAM160510	F	9	16-05-2010	No MMID Match
Amber Sherwell SHEAM160510	F	9	16-05-2010	No MMID Match
Elsa McLeod MCLEL090209	F	10	09-02-2009	No MMID Match
Elsa McLeod	F	10	09-02-2009	No MMID Match

Unmatched results usually occur for three reasons:

- Incorrect DOB in either meet manager or swim central
- Different spelling of a name between meet manager and swim central
- Duplicate profile in swim central
- No MMID match

It is up to the meet host to contact the club concerned and ascertain the correct information and rectify the meet file or have the parent update their swimmers' personal details Swim Central.

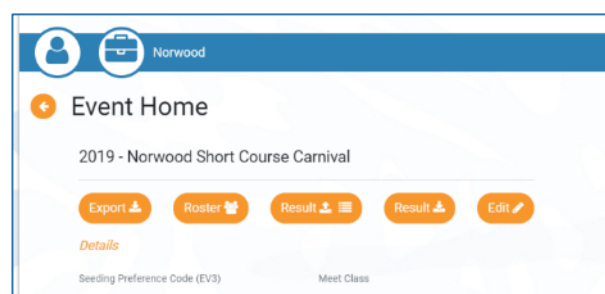
Once you have the meet file correct you can reupload the meet results by repeating 26 thru 28 above.

**Please contact Swimming NSW if you require assistance with this step.**

Once your results are uploaded, please refer to the [meet approval process](#).

If you need to reupload your approved and verified meet results, please be aware they will need to be reapproved and verified – we appreciate it if you notify us that you have reuploaded your results and the reason why.

Once you have uploaded your results you will notice the orange buttons on the event home screen change, and you can view and download the results summary through the results button



If you have any concerns with your result upload, please don't hesitate to contact Swimming NSW- [admin@nsw.swimming.org.au](mailto:admin@nsw.swimming.org.au)