

WinGrodan 2 Swimify instructions

Last updated: 2023-09-11

Introduction

Swimify is the new LiveTiming system that is meant to (in time) replace the old LiveTiming.se server. You can run both the old LiveTiming and the new Swimify at the same time during a competition, so you do not have to choose between the systems.

You can view the new Swimify web page on <https://live.swimify.com> for European competitions and <https://au.swimify.com> for competitions in Australia and New Zealand.

The old LiveTiming site will not work to do new competitions in 2024 and later, only Swimify will work after the new year.

Please report any bugs you encounter to IC Control Media & Sport by sending us an email at support@swimify.com or writing a ticket on this link:

<https://support.swimify.com/en/new-ticket>

Create Swimify user

If you want to test new Swimify LiveTiming with WinGrodan you need to first create a Swimify user if you have not done that yet. The Swimify user is personal, and each person should have their own Swimify login.

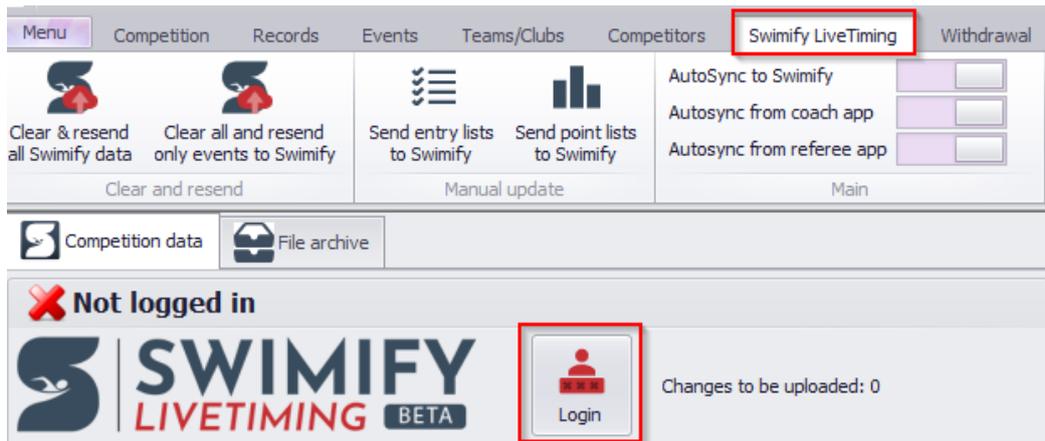
To create a user, you can do this in several different ways. Note that you only need to create your user one time. Once it has been created you can use the same user for all your competitions. We recommend that each person in the club that uses WinGrodan 2 gets their own user and login. You can also sign in with an Apple account or a Google account.

Create user using [Swimify Referee app](#) or [Swimify Coach app](#)

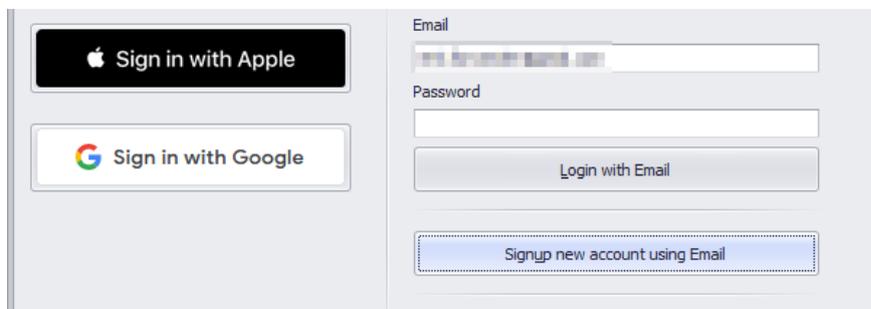
If you have the Swimify Referee App or Swimify Coach App you can create a new user in that app.

Create user using [WinGrodan 2](#)

To create a user in WinGrodan 2 you must go to the Swimify LiveTiming tab and then click on the Login-button.



In the new Login window you can click on either “Sign in with Apple” or “Sign in with Google” to login using your Apple or Google account. If you do not want to use Apple or Google account, then you click on the button called “Signup new account using Email”.



When you click on this button a web browser will open and you will be asked to enter your name, email address. You must also choose what password you want your user to have. When you have done this, you will get an email that asks you to verify your account. You must click on the link in this email to activate your account. After you have verified your account, you can login to Swimify using WinGrodan 2.

Create user online

You can also create a new user by going to the link <https://signup.swimify.com/>. Click on the link and enter your name, email, and whatever password you want for your account.

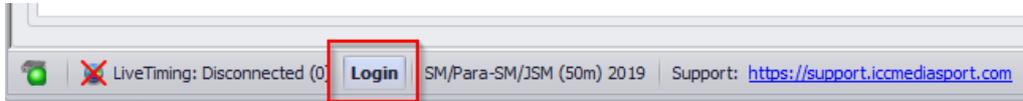
When you click on the “Sign Up” button you will get to a page that says to verify your account.

Now you should receive an email asking you to verify your email. If you do not get an email, then please check your email spam folder. Click on the Verify Email-link in the email you received, and your user should now be created and verified in the Swimify.com system.

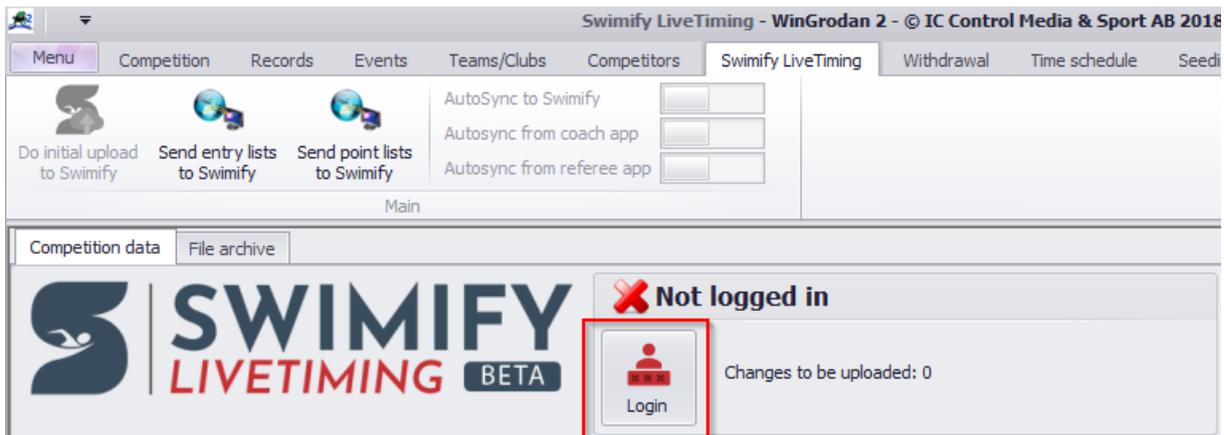
Note: You do not have to login on the web page after you have created your account.

Logging in using WinGrodan 2

To upload data to Swimify you must be logged in in WinGrodan 2. Click on the Login-button in the bottom of WinGrodan 2.



You can also go to the tab called Swimify and click on the login button there, see image below:



You should then get a login window that looks like the image below.



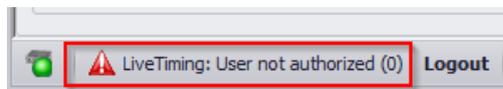
In this window you can login using your account you created or using Apple or Google account. We recommend that you enable the setting called "Remember login after restarting WinGrodan 2". If

this setting is enabled then if you close WinGrodan 2 Admin and restart the program and you click on the Login button, it will then login automatically without asking you for email and password.

If you are logged in and your user has been granted administrator rights for your Swimify competition, then it will say LiveTiming: Connected in the status bar.



But if you are logged in and the status message says "LiveTiming: User not authorized" then it means your user has not yet been granted admin permissions for your competition. If this happens then contact IC Control Media & Sport and tell us which user you are using to login and which competition you are working with.



Activate Swimify for your competition

After you have created your user, you can now create your competition on Swimify directly from WinGrodan 2 Admin if you are logged in with your user in WinGrodan 2.

Important: You must first order a normal LiveTiming competition for your meet. You can order the normal LiveTiming competition on this page:

<https://www.livetiming.se/admin/newcomp.php?new=1%3f&lang=2>

You must also enter your LiveTiming password in the Competition tab for this competition. Each new competition must use a new unique LiveTiming password.

In WinGrodan 2 Admin you must first go to the tab called Swimify.

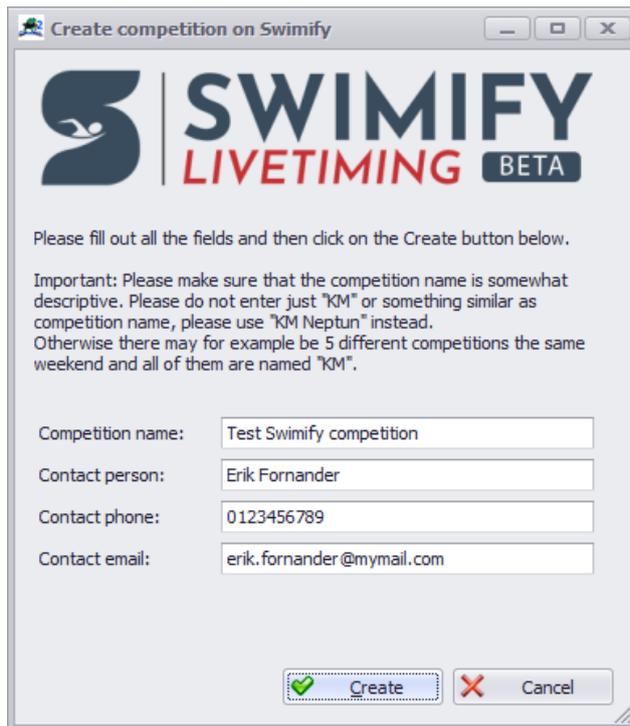


In that tab you should see four steps, the first step is called "Step 1 – Create". The second step is optional, but all other steps are needed before the competition starts.

If you click on this button you will get a new window that asks you for some contact information and also the name of your competition.

You will get an error message if you are not logged in with a Swimify user.

If the Create meet button is not enabled, then it means that the Swimify competition has already been created.



When you enter the competition name please make the name descriptive so that visitors on Swimify know which meet is which on Swimify. If you have several competitions with the same or very similar names then it may be hard to navigate.

You must also enter a contact person, contact phone and a contact email.

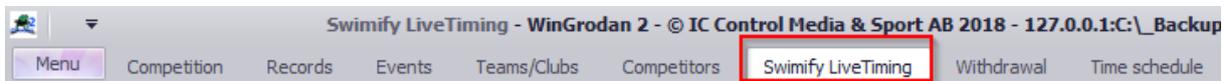
The field called Contact email is pre-filled with the email address of the current user but you can enter a different contact email if you want.

When all fields are correctly entered then you can click on the button Create to create the competition on Swimify webpage.

Important: Only the field Competition name will be visible on the web page. The contact person will not be visible on the webpage or in the Swimify apps. The contact person field is only used for when IC Control Media & Sport needs to contact the organizer of the competition.

Uploading data to Swimify LiveTiming

To upload your competition (including events, clubs, swimmers etc) to Swimify then go to the “Swimify LiveTiming” tab.



In this new tab you should see a row of buttons at the top and some more labels, tables and buttons in the main area below.

The screenshot shows the main interface of the Swimify LiveTiming software. At the top, there is a navigation menu with tabs: Menu, Competition, Records, Events, Teams/Clubs, Competitors, **Swimify LiveTiming** (highlighted), Withdrawal, and Time schedule. Below the menu, there are several buttons: 'Clear & resend all Swimify data', 'Clear all and resend only events to Swimify', 'Send entry lists to Swimify', and 'Send point lists to Swimify'. There are also checkboxes for 'AutoSync to Swimify', 'Autosync from coach app', and 'Autosync from referee app'. The main area is divided into sections: 'Logged in' (showing user 'erik.fornander@gmail.com'), '1. Create' (Create meet on Swimify), '2. Upload events' (Optional step: Send only events to Swimify), '3. Upload all' (Send all (clubs, swimmers, events and heats) to Swimify), and '4. Auto sync' (Activate automatic upload to Swimify, currently 'On'). There is also a 'Sessions' table with columns for Number, Name, Lock time, and Lock countdown. The table contains five rows of session data, all with 'LOCKED' status. At the bottom, there are sections for 'Images' (Large competition image, Small competition image, Organizer logo) and a 'Log Coach App' table.

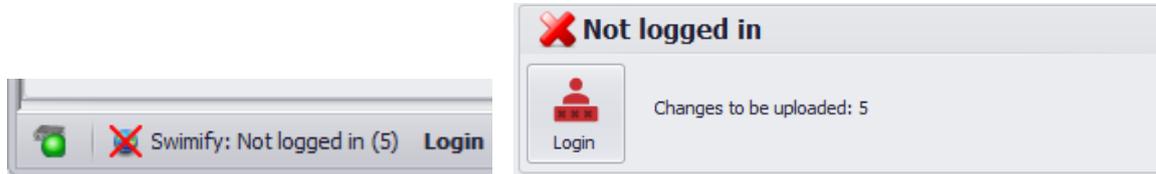
The diagram illustrates the four steps of the upload process:

- Step 1 - Create**: Represented by a green checkmark and a plus sign icon. Description: Create meet on Swimify.
- Step 2 - Upload events**: Represented by a red X and an upload icon. Description: Optional step: Send only events to Swimify.
- Step 3 - Upload all**: Represented by a red X and an upload icon. Description: Send all (clubs, swimmers, events and heats) to Swimify.
- Step 4 - Auto sync**: Represented by a red X and a toggle switch icon. Description: Activate automatic upload to Swimify.

To send a new competition to Swimify you can choose to either send only events (step 2 in image above) or to send the whole competition data (step 3 in image above).

After you have sent the full competition you can enable step 4 - AutoSync. This will make it so that almost all the changes made in the database is automatically sent to the Swimify server as long as you are logged in and your computer has an internet connection. When the competition is running you do not need to press any additional buttons to send for example result lists to LiveTiming. The only exception is point lists which needs to be uploaded manually by clicking the “Send point lists to new LiveTiming” button. Point lists are not updated automatically.

In the bottom left of the WinGrodan 2 Admin window you should see the current Swimify/LiveTiming status just left of the Login/Logout button. The number inside the parentheses show how many changes there are in the database that has not yet been uploaded to Swimify server. We call this the upload queue. In the image example below, you can see that the queue has 5 changes in the local database that has not yet been uploaded to Swimify server.



The number should decrease automatically if you are logged in with a user with Admin permissions and "AutoSync to Swimify" is enabled. You must have also made an initial upload to Swimify.

Images

You can also choose to upload images for your competition. The competition has two different images, one large image and one small image.



The large image works like a banner on the web page and this image should be 1600x280 pixels for best results. The large image is shown when you click on the competition on the web page. If the image has a different resolution, then the image will be resized to fit within 1600x280 pixels while keeping the image proportions. Click on the button called "Select large image" and you will get a file window where you can choose your image. If you want to remove the image you click on the button called "Clear large image". On the Swimify.com web page you should now see the large image as a

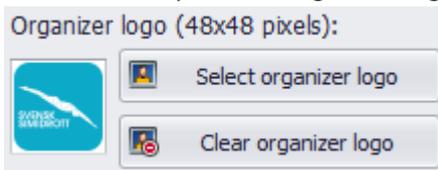
banner, see the red square in example image below:

The small image should be 120x60 pixels. This image is shown in the competition list on the web page.

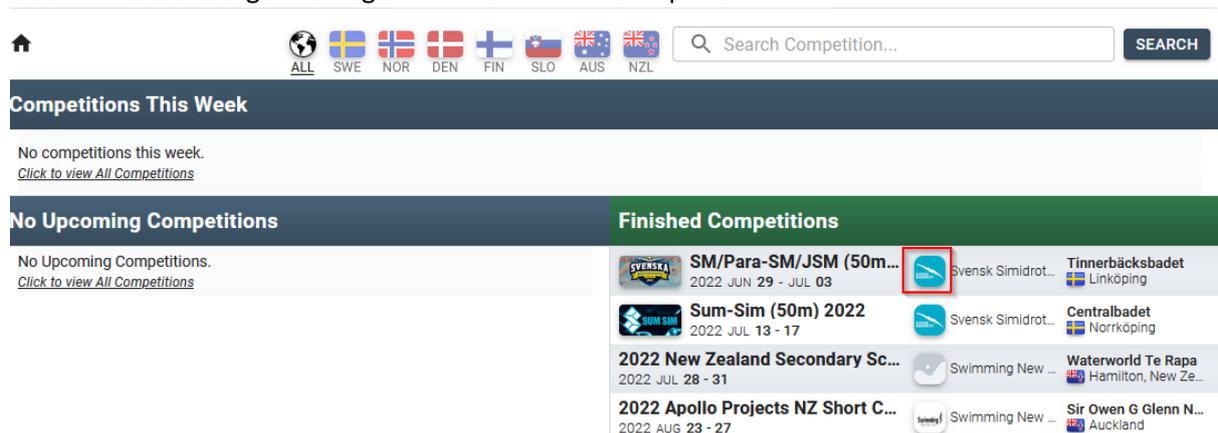
Small competition image (120x60 pixels):

Click on the button named “Select small image” to get a file window where you can choose which image you want. Click on “Clear small image” button if you want to remove the image from the web page. See the red square in example image below where the small image is shown:

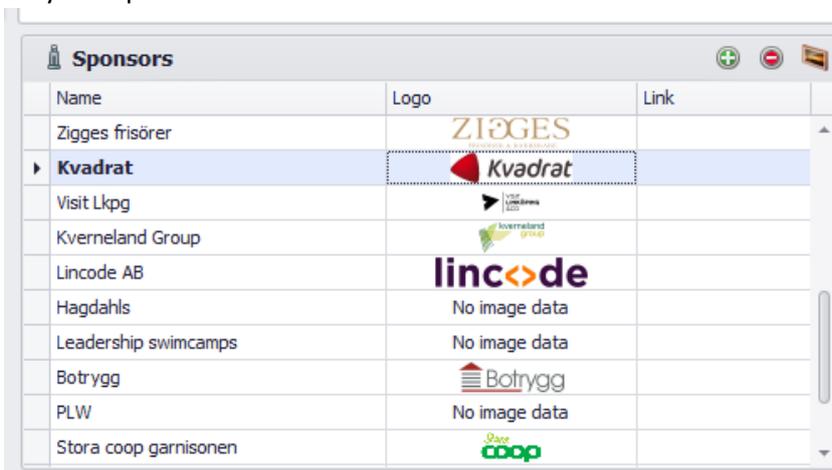
You can also upload an organizer logo. The organizer logo should be 48x48 pixels for best results.



Click on the button called “Select organizer logo” to get a file window where you can select the organizer logo image. Click on “Clear organizer logo” to remove organizer image. See example image below where the organizer logo is marked with a red square:

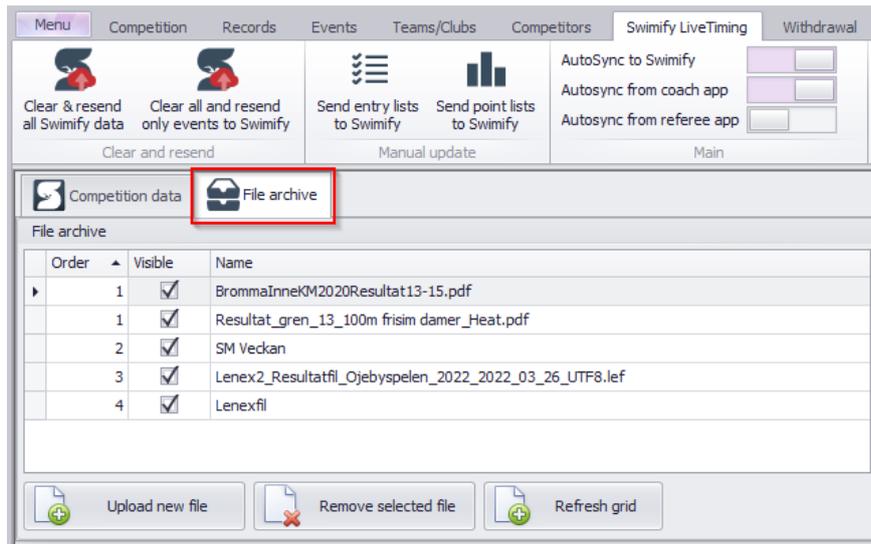


You can also add images to the event sponsors. The preferred optimal image size of the sponsor logos should be 240x120 pixels but any size works, the program will resize the sponsor images when they are uploaded.



File archive

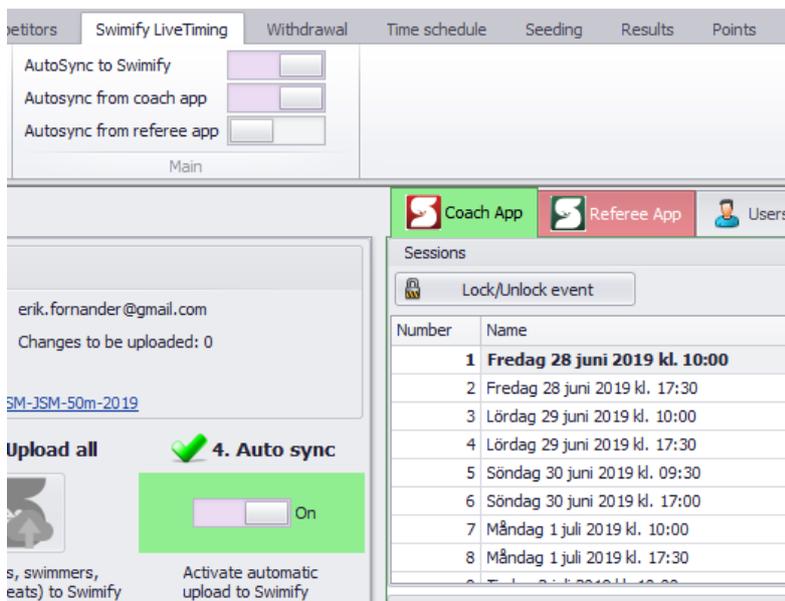
It is also possible to upload files and documents to Swimify. Click on the tab called File Archive to view the list of current files. Click on the button “Upload new file” at the bottom of the File archive section to upload a new file. You can enter a name and a description for the file. Note that you cannot change a file. To do that you must first delete the old file and then upload a new file.



Auto sync colour

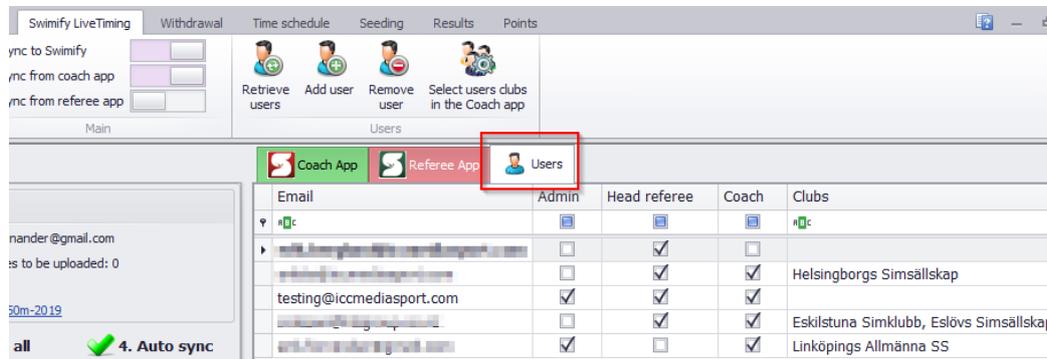
There are also different background colours depending on the status if WinGrodan 2 has enabled auto sync to Swimify, coach app and referee app. In the image below you can see that there is a green background behind the toggle button to enable and disable the Auto Sync. It is green because the Auto Sync is enabled, and the user is logged in. If this button is disabled, then the background will become red. You can also see green background in the Coach App tab. This indicates that it is enabled and working. Behind the Referee App tab, you see a red background that shows that the auto sync from the referee app is disabled.

If the user is not logged in then all three backgrounds will become red also to indicate that it is not currently working. If the logged in user does not have administrator permissions for this competition, then they will also have red background.



Users

If you need to have several users that should be able to upload data to your Swimify competition, then you must click on the Users tab.



In this tab you can see a table with all the Swimify users that are added to your competition. Each user can have three different set of permissions: Admin, Head referee and Coach.

Admin

If a user has Admin permissions, then it means they are allowed to login using WinGrodan 2 and send data to the server.

Only users with Admin permissions are allowed to add users and grant other users permissions.

Important: You can have several users with Admin permissions but only one user should be logged in at a time in WinGrodan 2 for the competition. So even if you have several computers running WinGrodan 2 Admin connected to the same database, you should still only be logged in on one of the computers.

Head referee

Users that have permission "Head referee" are allowed to use the smartphone referee app with the competition. In the referee app you can disqualify swimmers, mark swimmers as DNS and change swimmers on a lane.

Coach

Users that have permission "Coach" are allowed to use the smartphone coach app. In this app the coaches can withdraw swimmers and add/change swimmers in the relay teams.

Adding new users

To add an existing user to your competition you click on the button "Add user". You will then get a window asking you to enter the email address of the user.

Important: The user must already exist in the Swimify system before you can add the user!

If the email does not exist in the system, then the user must be created by following the instructions on the first page in this document.

After you have added the user, you can choose which permissions this new user should have by clicking in the checkboxes for Admin, Head referee and Coach.

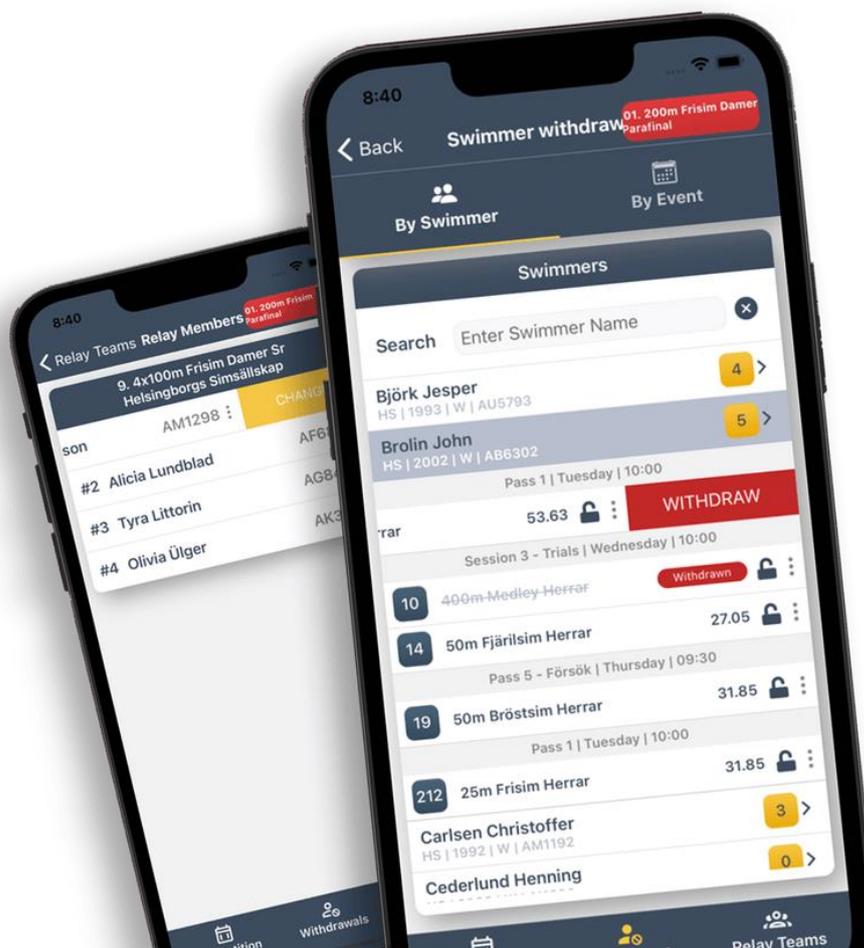
Coach App

Coach App is the name of the smart phone application where coaches can login, scratch their swimmers and add swimmers to their relay teams.

Important: We do not recommend that you use both the old WinGrodan Sync app and the new Coach App for a club at the same time. The coach in a club must choose if they want to use either old WinGrodan Sync app or new Coach app.

An example what can go wrong is if for example one coach enters the members in a relay team in the old system and another coach enters different members in the same relay team in the new Coach app. That may cause a conflict in WinGrodan and it is not certain which members will be saved.

There should be no problems if one club wants to use the old WinGrodan Sync app and another club wants to use the new Coach app. There should only be a problem if one club uses both the new and the old app at the same time. The WinGrodan 2 operator will just have to remember to sync data with both WinGrodan Sync and also the Coach app.



Coach app tab

In order to use the Coach App you must make sure that you have enabled the “Auto sync from Coach app” toggle button.

The screenshot shows the Coach App interface with three tabs: Coach App, Referee App, and Users. The Coach App tab is active, displaying a 'Sessions' table and a 'Log Coach App' section.

Sessions Table:

Number	Name	Lock time	Lock countdown
1	Fredag 28 juni 2019 kl. 10:00	3/1/2023, 11:16	00:20:00
2	Fredag 28 juni 2019 kl. 17:30	2/21/2023, 11:49	LOCKED
3	Lördag 29 juni 2019 kl. 10:00	2/23/2023, 09:32	LOCKED
4	Lördag 29 juni 2019 kl. 17:30		LOCKED
5	Söndag 30 juni 2019 kl. 09:30		LOCKED
6	Söndag 30 juni 2019 kl. 17:00		LOCKED
7	Måndag 1 juli 2019 kl. 10:00		LOCKED
8	Måndag 1 juli 2019 kl. 17:30		LOCKED

Log Coach App Table:

Timestamp	User	App	Table
2/27/2023 4:31:05 PM	[redacted]	coach	entry
	2861		{"withdrawn":true}
2/27/2023 4:08:00 PM	[redacted]	coach	entry
	4278		{"withdrawn":false}

If this toggle button is enabled then all changes made in the Coach app will be downloaded automatically as long as your computer has internet and you are logged in with a authorized user.

Lock/Unlock session

For each session you can set a time when you want the session to be locked. Select a session in the session list and then click on the button named Lock/Unlock session. A new window will then show where you can select a date and time when you want the session to be locked.

The 'Set lock time' dialog box shows the following information and options:

- Name of session:** Fredag 28 juni 2019 kl. 17:30
- Select lock date and time:** 2/21/2023, 11:49
- Buttons:** Lock now, Lock in 5 minutes, Lock in 30 minutes
- Session start time:** 6/28/2019 5:30 PM
- Options:** 1 hour before session start, 45 minutes before session start, 30 minutes before session start
- Buttons:** OK, Cancel

You can enter a date and time manually or you can select one of the buttons to automatically set a time.

When a session is locked then that means that coaches will not be able to do changes for events in this session. So coaches cannot withdraw/scratch swimmers and they cannot change relay team members if a session is locked.

Session lock color

In the tab called Coach App there is a grid with all the sessions in the competition. The last column is called Lock countdown and this column will have a green or red background depending on if the session is locked or not. If a session or event is locked then the coaches are not allowed to make changes in these events in the Coach app. So they will not be able to scratch swimmers or change the relay team swimmers. In the image below you can see how it looks.

Number	Name	Lock time	Lock countdown
1	Fredag 28 juni 2019 kl. 10:00	2/23/2023, 15:58	06:25:55
2	Fredag 28 juni 2019 kl. 17:30	2/21/2023, 11:49	LOCKED
3	Lördag 29 juni 2019 kl. 10:00	2/23/2023, 09:32	LOCKED
4	Lördag 29 juni 2019 kl. 17:30		LOCKED

If the background is green, then the session is not locked. It should also have a timer that is counting down until the session becomes locked.

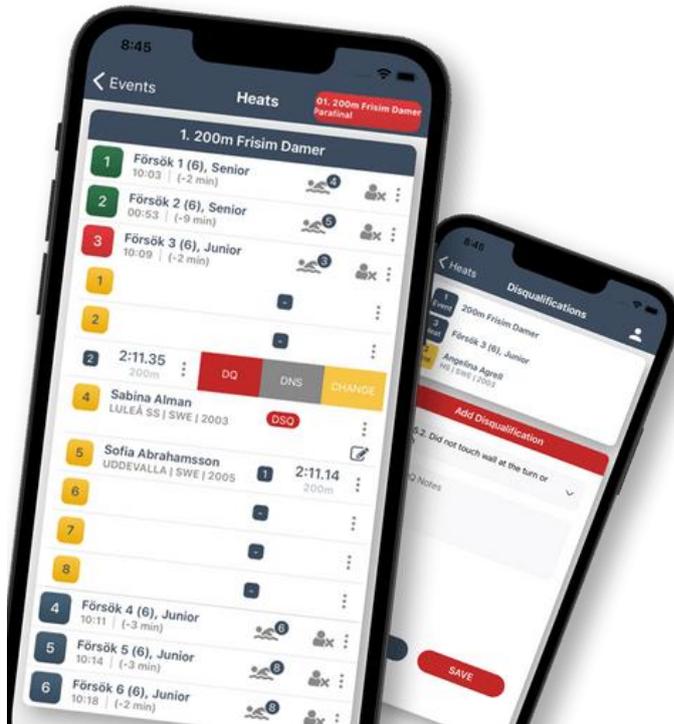
If the background is red and has the word LOCKED in it, then the session is locked, and the coaches will not be able to edit anything in this session.

Coach app log

Below the grid with sessions you should see a grid with a log what users are changing in the Coach app. So if a coach withdraw a swimmer it should show up in this log with a time stamp.

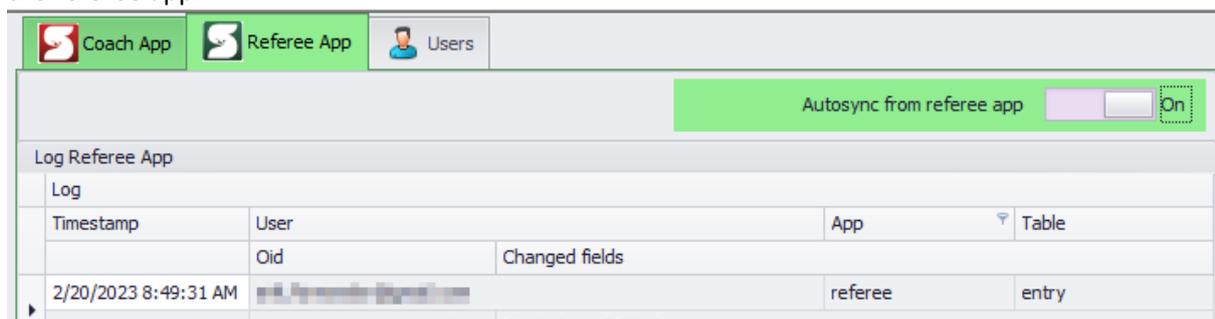
Referee App

The Referee app is a smartphone app for Android and Apple iPhone that allows for the main referee to disqualify swimmers or set swimmers status to DNS. These changes are then immediately downloaded into the WinGrodan 2 database.



Referee App tab

In the tab called Referee App you can enable or disable the automatic downloading of changes from the referee app.



If you enable the toggle button called “Autosync from referee app” then WinGrodan 2 will automatically download the changes made by the referee app.

Below the toggle button you find a grid with a log of changes made by the referees.