Track and Field Rosters
Options for Schools and Timing Companies 2021

For the upcoming 2021 Track and Field season, the following information will assist you in providing rosters to your timing companies for your meets for their use in HyTek. There are 2 options: using Athletic.net or downloading a CSV file from the MSHSL website (only available for those schools who use rSchools for rostering).

If you have already provided rosters to your timing personnel (in Excel or a .csv file) for their use in HyTek, you do not need to use Athletic.net. This is just an option for coaches and timers to use to exchange roster information for this season and may facilitate not having to enter/share data multiple times.

OPTION 1: ATHLETIC.NET

Q: How do I create an account?
A: First, you must be the head coach for your team - you can create an account on https://www.athletic.net/ by clicking the Create Free Account button on their homepage. Video here
If you have an account, click log in in the upper right corner. If you forgot your password click the "Forgot your password?" link.

Q: I've clicked sign up and filled out the form but I haven't received my confirmation what should I do?
A: Email: entries@wayzataresults.com with your name, your team name and if you are the boys coach or girls coach (or both). We can help look up what the issue is. If you are using a school account check your junk folder. If you haven't received the email (either in your inbox or junk mail) try using a non-school hosted email account (gmail).

Q: I have an account but I can't/I'm not "attached" to my team?
A: Use the search bar at the top of the page and search for your team. Click your team name. Then below your team name you should see,
"Are you a Coach for this team? REQUEST ADDITION to this team".
If you are still having issues please email: entries@wayzataresults.com, with what team you are coaching and your user number - at the top: url (address bar:
https://www.athletic.net/home/66961/user/"**12985645**"

Q: I've created an account and requested access to my team, but I still don't have access to do entries what should I do?
A: Please email: entries@wayzataresults.com with your name, your team name and we will grant you that access. The reason for this is because of security settings and we want to monitor who has access to the team accounts so an athlete doesn't sign up and take over the team account.

Q: What if I already have an account for XC but need to be added for Track and Field?
A: Click here for a video

Q: How do I add/edit an athlete?
A: Click here for a video

Q: I have a question that wasn't answered here who should I contact?
A: Email: entries@wayzataresults.com right away.

Timing companies who would like to download rosters from Athletic.net should contact Josh Gerber for access – josh@wayzataresults.com

OPTION 2: CSV DOWNLOAD OF ROSTER FROM MSHSL WEBSITE OR EXCEL SPREADSHEET

For schools using rSchools for their rosters – these will now be available on the MSHSL website.
1. On the MSHSL website, select the School you are looking for and click on Track and Field, Boys or Track and Field, Girls on their school's page.
2. If their roster is available, it will show up on their Track and Field page. Click Download CSV.
3. Save as a CSV file.
4. You will need the following column headings in your CSV file.
   Column A – put an I (capital letter "I") in every row with an athlete
   Column B – Last name
   Column C – First name
   Column D – Blank
   Column E – Gender (enter M or F)
   Column F – Blank
   Column G – Abbreviation (give school a 4 character abbreviation)
   Column H – School
   Column I - Blank
   Column J – Grade
5. Save and close your CSV file.
6. Right click on the saved file (in the location that you saved it) and select "Open With." Choose Notepad.
7. Once open, go to Edit → Replace
8. In the Find what box: , → put a comma
9. In the Replace with box: ; → put a semicolon
10. Then press Replace All.
11. Save this Notepad file.
12. Go to HyTek and open your database → go to File → Import → Semicolon delimited rosters/entries.

These instructions will also work if a team sends you their roster an Excel Spreadsheet.