

**2026 COMSA SCY
State Meet**

**FAQ04 (2026.3.23)
Coach Instructions**

1. Please go to SageTimer.com and read the “ReadMe” file on the welcome screen.
2. Note that the “ReadMe” file is always available to read under the Tools Menu in the upper right corner of the screen, even after you log in.
3. Please read the ReadMe file and then go the bottom and create your own account.
4. Your account should be minimally identifiable; maybe just your name and phone number. There is a reset button on the account screen to change your name or password.
5. Also, feel free to create another account with slightly different identifiers (Jim / James, i.e.)
6. The APP Team filled out the Team Directory with as much information as we could.
7. Note that on the right side of the screen there is an “edit” button. Please click on that and edit your Team’s meta-data. < This is important in the event that you desire to receive a Financial Rewards check promptly. Feel free to use a Pool / Recreation Center address and phone number rather than your personal address and phone number.
8. Please monitor SageTimer throughout the meet to ensure that Lane Timers are signing up for you pro-rata allocation of Lane Timers.
9. Please make periodic announcements to your swimmers, family, friends and fans with there are gaps in your coverage.
10. An “Unbooked” Lane Timer hour will simply show your team ABBR in the time slot.
11. A “Booked” Lane Timer hour will show a name and phone number.
12. Teenagers and older are welcome to time.
13. There are file links and YouTube video (training) links on the Tools screen.
14. Please see the Chief Timer for training as appropriate.