



NMAA

New Mexico Activities Association

Memorandum

October 20, 2011

To: NMAA Wrestling Schools

From: Dusty Young, Assistant Director
Scott Evans, Assistant Director

RE: 2011-12 WRESTLING PRE-SEASON INFORMATION

1. NMAA Website Requirements. Please communicate with your athletic director regarding requirements for MVP roles/accounts, online rules clinic, rosters, schedules, results, and photos. A list of wrestling season dates and deadlines appears in Section IV of the online rules clinic. Please put those dates in your calendars/planners.
2. Officials Information. Enclosed is information on officials' registration, groups, assignments and payments. All schools must comply with these guidelines. Please identify a new official from your school/community and give them your local group leader's name/number so they can contact them to get registered and working.
3. Wrestling Weight Management Program. The 2011-12 NMAA WWMP booklet is enclosed. Please review this information carefully and thoroughly. Please communicate with your assigned assessor (check the booklet – a few have changed) to give input and get information on assessment dates. Also, please a) do not refer students or parents to assessors, b) brief athletes on the procedure prior to assessments, c) have athletes in shorts/t-shirts or singlets as required, and d) assessors will make every effort to accommodate your needs, but they are not on call 24/7 weekends, holidays, etc.
4. NWCA OPC. The NMAA uses the National Wrestling Coaches Association Optimal Performance Calculator for the WWMP data management. Please see below for your school login ID and password. You must use this password when you first enter the program for the 2011-12 season (you should change it to something unique after that first log-in). Also enclosed is a set of 2011-12 coach instructions. NMAA policy requires NWCA OPC generated weigh-in forms. We suggest each coach to use a 3 ring binder to organize and retain WWMP policies, forms, instructions, codes, weigh-in records, etc.

SCHOOL _____ LOG-IN _____ PASSWORD _____

4 encl

NMAA Wrestling - Important Dates -- 2010-11 Season

- First day of regular season practice – Monday, October 31, 2011
- Single school WWMP assessments may begin – Monday, October 31, 2011
- Cluster WWMP assessments – Monday – Saturday, November 14-19, 2011
- Deadline for completion of online district rules clinic – November 30, 2011
- Deadline for submission of Nutrition Education Form – December 1, 2011
- Deadline for online rosters, schedules, updated results – December 15, 2011
- WWMP descent plans (except 285lbs – see policy) cut-off – January 7, 2012
- Two pound growth allowances granted – January 8, 2012
- Deadline for submitting State Tournament Officials Ballot – January 20, 2012
- Team photo posted on the NMAA website for state program – January 27, 2012
- District individual qualifying tournaments – February 10-11, 2012
- District qualifiers/State entries due – Sunday, February 12, 2012
- State tournament qualifiers posted – Monday, February 13, 2012
- State tournament seeding and bracketing – Thursday, February 16, 2012
- State tournament – Friday, Saturday, February 17, 18, 2012

NEW MEXICO OFFICIALS ASSOCIATION

Wrestling Officials Information

Registration

In order to register as an official with the NMAA, an individual must submit a registration form along with payment of \$55 for all levels or \$30 for sub-varsity only. Individuals who officiate in another state but would like to also officiate in New Mexico can pay a \$20 reciprocal fee. The registration fee covers the cost of rulebooks, testing and insurance through the National Federation.

Role of Local Associations

Local associations are established in various regions throughout the state. Currently, there are approved associations for wrestling in Albuquerque, Farmington, Las Cruces, Las Vegas, Roswell and Santa Fe. In order to form a local association, there must be four individuals within a given city/area who are registered with the NMAA office. A letter must be sent to the NMAA Commissioner of Officials, requesting approval for the establishment of a local group. Once approved, the local association will do the following:

- 1) Establish a process for selecting a group leader and match assignor (can be the same person). Most officials associations have elections for each of these positions.
- 2) Once elected, the group leader will be responsible for coordinating weekly or bi-weekly group meetings, presenting the district wrestling rules clinic to his/her group and providing end-of-season information to the NMAA office about games attended and matches called by the local group.
 - a. The local meetings are to be used for rules study and case review with the group members and are intended to be part of professional development for officials. A group meeting outline is available through the NMAA office. One of the main needs for professional development is to aid in the retention of officials. By properly educating and mentoring officials, we hope to be able to keep them in the officials' ranks. A national statistic shows that if we can keep officials with the association within the first three years, we will probably keep them for "life." Officials who quit in the first three years usually do not come back!
- 3) The assignor will be responsible for assigning officials to matches for schools in his/her area. Contact information for assignors will be given to the schools by the NMAA office.
 - a. *All officials assigned to matches at NMAA member schools are REQUIRED to be registered members of the New Mexico Officials Association. Schools must obtain approval from the NMAA office when hiring officials for invitational tournaments in order to eliminate the use of non-registered officials at NMAA sanctioned events.*

Requirements for Individual Officials

The NMOA Constitution and By-Laws provides the requirements for officials to acquire and maintain certification in our state. Requirements include clinic attendance, meeting attendance and passing the National Federation Rules Examination. The following are the specific requirements for certification in the sport of wrestling:

Rating Levels: There are two classifications in wrestling: **Registered** and **Approved**.

Minimum Requirements for Each Level:

Classification	Test Score	Clinics	Meetings	Varsity Games
Approved	80	3 of 4 (2 yrs.)	6	N/A
Registered	70	1 each year	6	10 matches

Definitions and Conditions:

- a. First year officials are not required to attend state or district clinics.
- b. Only Approved officials in good standing for the current year are eligible to officiate State Tournaments.

Officials' Uniforms

All NMOA officials must adhere to the following uniform requirements, as established by the NMOA Executive Board:

- **Shirt:** Short-sleeved knit shirt with alternating black and white 1-inch stripes. Officials may also wear the gray shirts, if that is the desire of their local association. The *Pursuing Victory With Honor* patch is required on the right sleeve, to be affixed half-way between the shoulder and the cuff.
- **Pants:** Full-length black trousers.
- **Belt:** Black belt, if worn.
- **Shoes and Socks:** Black socks and black wrestling/gym shoes.
- **Accessories:** A red armband on the left wrist, a green armband on the right wrist, a two-colored disk, a black lanyard, a black whistle (preferably not a hand-whistle) and a kit to conduct the random draw.

Our exclusive vendor is The Officials Supply. Their web site is www.officialssupply.com.

Officials' Fee Schedule

Pay for wrestling officials is as follows, as established by the NMAA Board of Directors:

Fees for Duals (All Classes):

Varsity: \$45.00

JV/C: \$32.00

Junior High: \$25.00

Fees for Regular Season Tournaments (All Classes):

\$3.50 per match for varsity regular season tournaments

\$2.50 per match for JV/C regular season tournaments

\$2.00 per match for junior high regular season tournaments

Fees for Post-Season Wrestling Tournaments:

\$4.00/match for district tournaments

\$4.50/match for state tournament

Officials' Assignor Fee Schedule:

Assignors are compensated by the member schools annually at the following rates, as established by the NMAA Board of Directors:

High School: \$75.00 per school

Junior High: \$40.00 per school

Schools with additional levels of competition (i.e., 9th grade & C-team) should pay the assignor \$25.00 per each additional level of competition. Schools without a level of play (i.e., no C-team) should deduct \$25.00 from the assignor's fee per each level they do not have.

NEW MEXICO OFFICIALS ASSOCIATION
Wrestling Officials Local Associations

CURRENT LOCAL ASSOCIATIONS

Albuquerque

Group Leader: Leon Pulliam Home: (505) 898-4829
Cell: (505) 235-9364

Match Assignor: Vic Romero Home: (505) 822-1702
Cell: (505) 328-0547
Email: romero_victor@aps.edu

Farmington

Group Leader: Keith Weiss Home: (505) 326-4891
Cell: (505) 360-0692

Las Cruces

Group Leader: Gilbert Aranda Home: 915-973-6777
Cell: 602-317-1286
Email: gilbert.aranda@m-v-t.com

Las Vegas

Group Leader: Ron Maestas Home: (505) 454-0146
Cell: (505) 660-0273
Email: ronw.maestas@msn.com

Roswell

Group Leader: Nick Archuleta Cell: (575) 317-6797
Email: nickarchuleta810@hotmail.com

Santa Fe

Group Leader: Johnny Tapia Cell: (505) 310-1539



NEW MEXICO ACTIVITIES ASSOCIATION

WRESTLING WEIGHT MANAGEMENT PROGRAM – 2011-12

CONTENTS

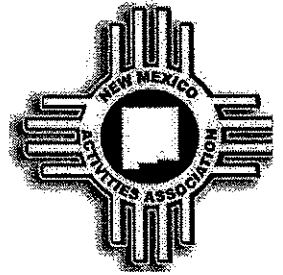
1. Policies and Procedures
2. Nutrition Education Form
3. Physician's Clearance Form
4. Testing – Recommended Procedures
5. Regions, Clusters, Assessors
6. Assessor Contact Information
7. Assessor Guidelines
8. Assessor Payment Voucher

Wrestling WWMP Committee

Mike Yara – NMADA
Mark Garcia - NMADA
Vic Romero – NMOA
Adam Benavidez – NMHSCA
Shane Coker – NMHSCA
Corey Anderson – NMHSCA
Eddie Encinias – NMHSCA
Jeff Archuleta – NMATA
Scott Evans – NMAA

Contact: Scott Evans, NMAA, 505.923.3278, sevans@nmact.org

NEW MEXICO ACTIVITIES ASSOCIATION WRESTLING WEIGHT MANAGEMENT PROGRAM 2011-12



A. INTRODUCTION

1. Authority and Framework

- The authority for the NMAA WWMP is found in NMAA Rule 7.23.1.F
- The framework for the NMAA WWMP is found in NFHS Wrest. Rule 1.3.1 & 1.3.2

2. Program Objectives

- Insure the health and safety of all participants
- Encourage participation of schools and student-athletes
- Maintain a fair and equitable competitive environment
- Flexible enough to accommodate annual changes in standards, protocols, etc.

3. Cautions

- The wrestler's minimum weight/weight class is not necessarily their optimum weight/weight class either individually or as a team member; a variety of factors, with health/safety being primary, must be considered when determining the best competitive weight/weight class for each individual.
- The same behavioral standards (1.5% descent/week, proper nutrition and hydration, etc.) that apply to the post assessment period should be applied prior to assessment. This process of evaluation, planning, execution, and monitoring should be careful, progressive, and deliberate, especially in transitioning from football to wrestling.
- Since the WWMP does not have daily/weekly actual weight reporting requirements, it is the responsibility of school personnel to monitor and insure the consistency of actual body weights to prevent unhealthy and/or dangerous weight loss practices (dehydration, bouncing, short term cutting, etc.) throughout the season.

4. Requirements

- Each school must present a weight management and nutrition education program for student athletes and parents.
- Each athlete must complete an NMAA weight management program assessment to determine their lowest allowable weight class and maximum weekly descent plan.
- Failure to comply with these guidelines shall result in penalties such as but not limited to: forfeiture of individual matches, adjustments to overall records and event team points earned as well as other penalties and sanctions authorized under the provisions of the NMAA handbook.

B. GENERAL

1. Regulation Coverage. Weight management rules apply to all individuals who participate at any level (C, JV, V, etc.) in high school programs in-state or out-of-state.

2. Certified Scales. All scales used for minimum weight assessments or competition weigh-ins must have current New Mexico certification (after September 1st, same school year).

3. Weight Values. Mechanical scale measurements rounded up to the nearest quarter pound and digital scale measurements rounded up to the nearest 1/10th of a pound.

4. Monitoring NWCA OPC. It is the responsibility of each school/coach to monitor the current NWCA OPC alpha master reports and individual weight loss plans to insure compliance and accuracy.

5. Weigh-in Procedures. Weigh-ins shall be conducted in accordance with NFHS rules.

- Coaches must submit NWCA OPC generated weigh-in forms, unique to their school for that date. Only wrestlers eligible for that weight/date will be printed. Actual weights at the weigh-in must be recorded for each athlete.
- NWCA OPC weigh-in forms must be kept on file by each participating and host school. These records may be requested at any time by the NMAA.
- Opposing coaches and tournament directors must check entry and weigh-in status as per weigh-in and NWCA minimum weight class data information.
- Meet referees shall rule (NFHS 3.1.2) in any situation which is not resolved by coaches and/or tournament directors.

5. State Tournament Qualifying. Each wrestler is required to have at least one-half of weigh-ins during the season at the minimum weight class (or below) the wrestler will compete in at the district tournament.

6. Dehydration/Environmental Conditions Caution. In accordance with NFHS rule 4-4-3, schools and individuals must refrain from the use of clothing and conditions which artificially and unnecessarily raise body temperatures and the risk of dehydration. This caution applies to practices/workouts as well as the pre-meet/weigh-in period.

C. WEIGHT MANAGEMENT AND NUTRITION EDUCATION PROGRAM

1. WWMP & Nutrition Education. Each school must develop a weight management and nutrition education program for student-athletes and parents including information on the NMAA Wrestling Weight Management Program and nutrition education, etc.:

- Suggested Topics – WWMP policies and procedures, essential nutrients, meal planning, body composition and metabolism, hydration, supplements/ergogenic aids, weight control, eating disorders
- Include/promote NWCA online resources accessible to parents/athletes.
- Presenters might include coaches, athletic trainers, school nurses, health educators, dieticians, physiologists, etc.
- Documentation form and agenda must be submitted by December 1st.

D. MINIMUM WEIGHT/WEIGHT CLASS ASSESSMENT

1. Minimum Weight/Weight Class. Athletes may not participate in a weight class lower than the one determined by a hydration and body composition analysis with a minimum 7% criterion for males, 12% for females and an individualized maximum descent plan. (Exception – see D.6. “Naturally Occurring less than 7%/12%”).

2. Assessment Procedures and Personnel. NMAA Wrestling Sport Specific Committee and NMATA shall establish procedures and personnel based upon current national standards.

- NMAA/NMATA will certify assessors and only those certified will be authorized to perform assessments and enter data.

- Assessment data will be entered into the National Wrestling Coaches Association Optimal Performance Calculator, tiered access via passwords will be established for assessors, NMAA staff, coaches, and participants/parents.
- Hydration test criterion of 1.025 specific gravity urine sample must be passed immediately prior to body composition assessment (reagent strips or refractometer). Athletes failing hydration test must wait at least 24 hours before re-testing.
- Body composition will be determined based upon leg to leg bio-electric impedance as measured by the Tanita TBF-300WA (In the interest of consistency, reliability, and equity, this will be the only method used).
- A fee of \$5.00 per athlete assessment will be charged and invoiced to the school by the NMAA based upon assessor's reports. Assessment fees shall be paid to assessors by the NMAA based upon assessor's reports.
- Any travel fees for cluster and regional assessments must be approved in advance by the NMAA shall be paid to the assessor by the NMAA.
- Travel fees for on-site school assessments must be arranged in advance and paid directly to the assessor by the host school.

3. Fraudulent Behavior of Athletes. If an assessor deems an athlete to have cheated on the hydration, height, or weight assessments, he/she shall invalidate/delete that assessment and file an incident report to the NMAA (Scott Evans). Confirmed violations shall result in disciplinary action similar to a contest ejection. The athlete shall be suspended for the next contest, must comply with the *Pursuing Victory with Honor* program requirement (material review and essay), and will not be allowed to complete an assessment until the suspension and *PVWH* program requirements are met.

4. Assessment Schedule. Assessments must be completed (including entry into the NWCA database) prior to participation in any wrestling event, at any level, in-state or out-of – state.

- Assessments may occur on an appointment basis anytime after the beginning of regular season practice (for 2011-12, October 31st).
- Schools may request on-site assessments, but must pay applicable travel fees.
- Assessors should not, as a general rule, conduct assessments at their home school with only their own athletes in a single school, single assessor format.
- A cluster (see chart) location assessment shall be scheduled by certified assessors (with input from client schools) sometime during the 3rd week of regular season practice (for 2011-12, November 14-19). A second cluster/region assessment should be scheduled and advertised the first full week of the season following Thanksgiving. Additional assessments will be scheduled by assessors with input from client schools as needed, subject to availability of equipment and staff. Assessors are not “on call” 24/7.

5. Appeal Process. Student athletes may appeal by repeating the assessment process.

- Student-athletes are limited to one appeal and must pay applicable fees.
- Appeals must be completed between 1 and 14 days after the initial assessment
- Appeal weight shall not be less than 2% lower than original alpha weight (body weight from initial assessment). Appeal body weights lower than 2% will be adjusted upward by the assessor to meet the 2% restriction for NWCA OPC data entry.
- Pending an appeal, a student-athlete must compete in the weight class determined by the initial assessment and descent plan.

6. Criterion Variance. A variance of 1 lb. will be added to the 1 lb. clothing allowance (2.0 lbs. total) as part of the data entry into the Tanita TBF 300WA at the time of assessment.

7. Naturally Occuring less than 7% (M)/12% (F). Student athletes wishing to qualify for a lowest allowable weight class that is less than 7%/12% minimum weight because their “alpha” assessment was less than 7%/12% may qualify for a lower weight class not less than their “alpha” weight with a physician’s clearance. The physician’s clearance form must be submitted to NMAA (fax to 923.3114) immediately for adjustment of the NWCA OPC alpha master report. Please also note: a) The physician’s clearance form cannot be used to qualify an athlete for a minimum weight below their actual “alpha weight”, and b) The physician’s clearance form is not needed for an athlete whose body composition is less than 7%/12% but will wrestle at a weight class at or above their 7%/12% minimum wrestling weight. Coaches are reminded to check the actual minimum wrestling weight and weight class on their alpha master report before referring any athletes for Physician’s Clearance. Doing so will prevent unnecessary time and expense for forms that are not needed.

8. Data Management. NMAA will pay fees (currently \$30.00/school) enabling all certified assessors to enter weight management information into the NWCA OPC online system. Tiered access to data will allow NMAA staff, assessors, coaches, and participants/parents access to appropriate levels of weight calculation data as well as nutrition information.

E. MAXIMUM DESCENT PLANS

1. Maximum Descent Plan (Weight Loss Per Week). NWCA online calculations will include a daily descent plan based upon a 1.5% weight loss maximum per week and a target date for achievement of the lowest allowable weight/weight class. Athletes may not compete at a weight class prior to the date indicated in their individual descent plan.

2. Cut-off Date. All descent plans will end on January 7th, 2012, prior to the award of a two pound growth allowance. Upon appeal to the executive director, a descent plan cut-off date may be extended for a participant descending to the 285 lb. weight class.

3. Late Assessments. Athletes with an initial assessment after the descent plan cut-off date will be limited to the minimum weight for which their actual body weight qualifies them without any growth allowance(s). An appeal is allowed, see D.4., above. Athletes will be limited to the minimum weight for which their actual appeal body weight qualifies them without any growth allowance(s), and is subject to the 2% maximum reduction in the alpha weight.

4. Growth Allowances. A two pound growth allowance will be awarded on January 8th, 2012. In no case will growth allowances be included in the calculation of the minimum wrestling weight.

5. 50% of Weigh-ins. Each wrestler is required to have at least one-half of weigh-ins during the season at the minimum weight class (or below) the wrestler will compete in at the district tournament.

6. Caution. It is the responsibility of the local school to insure that reasonable and healthy weight management practices are followed throughout the season. See section A.3.

NMAA WRESTLING WEIGHT MANAGEMENT PROGRAM



Weight Management and Nutrition Education Requirement – 2011-12

WWMP – Section C. - Nutrition Education. Each school must develop a weight management and nutrition education program for student-athletes **and parents** including information on the NMAA Wrestling Weight Management Program, and nutrition.

- Suggested Agenda/Topics
 - NMAA WWMP Policies and Procedures
 - body composition and metabolism
 - hydration, essential nutrients
 - meal planning and healthy snacks
 - pre-competition nutrition
 - supplements/ergogenic aids
 - eating disorders
- Sources – www.nwcaonline.com, www.usda.gov, www.nfhs.org (other state sites) www.google.com, ask coaches to share outlines and resources.
- Include/promote NWCA online resources accessible to parents/athletes.
- Presenters might include coaches, athletic trainers, school nurses, health educators, dieticians, physiologists, etc.
- Documentation form and outline due to NMAA by December 1, 2011

SCHOOL: _____ YEAR: _____

DAY: _____ DATE: _____

LOCATION: _____ TIME: _____

PRESENTOR(S): _____

*Please attach a copy of the program agenda or outline as presented.

Verification: _____

Coach – Print

Coach – Signature

Date

A.D. – Print

A.D. – Signature

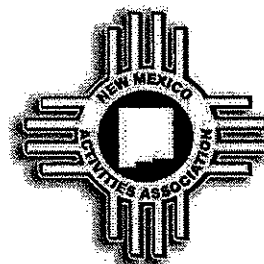
Date

DEADLINE: FORM AND AGENDA/OUTLINE DUE – DECEMBER 1, 2011

MAIL TO: NMAA, 6600 Palomas NE, Albuquerque, NM 87109, or

FAX TO: 505.923.3114

NMAA WRESTLING WEIGHT MANAGEMENT PROGRAM



PHYSICIAN'S CLEARANCE FORM (Sub 7%/12%) – 2011-12

To The Assessor: Athlete info, assessment data and weight class (PR section) to be entered by NMAA Assessor from Tanita tape and given to coach/athlete prior to departure from the assessment site.

To The Physician: The NMAA has adopted national standards for minimum wrestling weights which include an assessment of hydration (1.025 criterion, reagent strip or refractometer), body weight, and body composition (Tanita bio-electric impedance). From these calculations a minimum weight class is determined based upon a minimum 7% body fat for males and 12% for females. The standards allow for those athletes who may be "naturally below the criterion" to secure permission from a physician to compete in a weight class which is below the 7%/12% criterion, but not less than the athlete's actual hydrated body weight at the assessment. For additional NMAA WWMP information, go to www.nmact.org or contact Scott Evans at 505.923.3278, or sevans@nmact.org.

Weight Classes: 106 113 120 126 132 138 145 152 160 170 182 195 220 285

Assessment Data: (to be completed and initialed by the assessor)

Athlete _____ Grade _____

School _____ Gender: M F Assessor _____ Initials _____

Assessment Data:

Date _____ Actual Weight _____ %Body Fat _____

7%/12% Minimum Wrestling Weight _____ 7%/12% Minimum Weight Class _____

Physician's Release:

The above named wrestler is cleared for participation at the _____ weight class. This weight class is below their 7%/12% Minimum Wrestling Weight (above) and 7%/12% Minimum Weight Class (above) but not below their hydrated Actual Weight (above) at the time of assessment as reflected in the Assessment Data section above.

Physician (Print) _____ M.D. D.O. C.N.P. P.A.C.

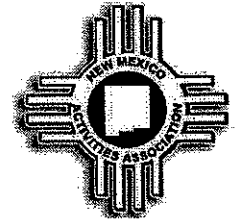
Physician's Signature _____ Date: _____

Parent (Print) _____

Parent Signature _____ Date: _____

A copy of this completed form must be sent to Scott Evans, NMAA, FAX to 505.923.3114. The NMAA will arrange for adjustment to the school's NWCA OPC database.

NMAA WWMP – RECOMMENDED PROCEDURES – 2011-12



1. Scheduling

- Cluster and Regional schedules should be set ASAP, NLT 1st day of practice 10/31/11
- All dates/sites must be reported to the NMAA for posting on the master schedule
- Avoid assessments early in the day and after practice (hydration factors)

2. General Administration

- Equipment and supplies – TANITA 300WA, hydration test strips, specimen cups, height measurement device (to ½ inch), data cards, rubber gloves, alcohol/towel for cleaning TANITA contacts, computer/internet access
- Personnel – NMAA Certified Assessor, host supervisor for site set-up, registration assistant, height station assistant, 2 restroom attendants (appropriate gender), coaches for general supervision, custodian for clean up of any urine spills.
- Responsibility – If working alone, the assessor should complete all hydration assessments first, then height, then body composition/weight. If there are available, trained, responsible, adults (AD, assistant principal, trainer, nurse, etc.) available, tasks may be divided. Coaches should assist with general supervision only and should not be involved in the actual assessment process (hydration, height, TANITA procedure, data entry, etc.)

3. Hydration Testing

- **Directly** monitor specimen collection
- No Running Water
- Check hydration level with test strips
- Borderline evaluations should pass, be liberal with less than 106 and over 250
- If they fail, they must wait 24 hours before re-testing

4. Height Measurement

- A stadiometer or fixed measuring device with a square/level top
- Athletes should have shoes off, feet back, knees straight, **no slouching**
- Height is rounded to the nearest ½ inch

5. Weight and Body Composition

- Place a towel in front of the scale for athletes to wipe feet
- Clean metal contacts with alcohol before beginning and frequently during process
- Athletes **must** dress in gym shorts and t-shirt or singlet, no socks
- Set clothing/variance allowance for 2.0 lb (1 lb.-clothing, 1 lb.-variance)
- Select “athletic male” or “athletic female”
- Enter age in years
- Enter height to the nearest ½ inch
- Enter 07 (male) or 12 (female) as goal
- When scale indicates ready, have athlete wipe feet and step on scale
- After reading is complete, announce results
- Provide Physician’s Clearance (Sub 7%/12%) Forms where applicable

NMAA WWMP REGIONS, CLUSTERS, AND ASSESSORS 2011-12

#'s - 10-11 Assessments

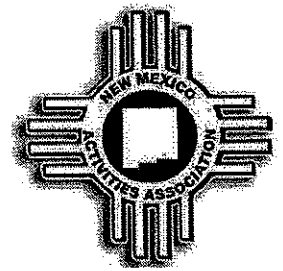
NORTHWEST	377	NORTHEAST	262	CENTRAL WEST	455
Aztec	35	Capital	24	Cleveland	39
Bloomfield	39	Espanola	21	Rio Rancho	59
Farmington	43	Los Alamos	17	Cibola	66
Kirtland	47	Pecos	20	(Cleveland Cluster)	164
Newcomb	12	Santa Fe	32		
Piedra Vista	65	St. Michael's	35	Foothill	20
Shiprock	21	(Santa Fe Cluster)	149	St. Pius	16
(Farmington Cluster)	262			Valley	44
		Mora	0	Volcano Vista	74
Gallup	36	Robertson	38	(Vol. Vista Cluster)	154
Grants	17	Taos	29		
Miyamura	41	Tucumcari	25	Belen	43
Wingate	21	W. Las Vegas	21	Los Lunas	40
(Gallup Cluster)	115	(Las Vegas Cluster)	113	Valencia	35
				(Los Lunas Cluster)	118
				Albuquerque	27
				Atrisco Heritage	47
				Rio Grande	36
				West Mesa	27
				(West Mesa Cluster)	137
CENTRAL EAST	330	SOUTHWEST	186	SOUTHEAST	167
Academy	25	Cobre	19	Carlsbad	46
Bataan Military	8	Deming	21	Hobbs	34
Bernalillo	22	Silver	34	(Carlsbad Cluster)	80
Del Norte	28	(Deming Cluster)	74		
La Cueva	30			Goddard	42
Sandia	36	Chaparral	39	Roswell	24
(La Cueva Cluster)	149	Gadsden	36	Ruidoso	21
		Santa Teresa	37	(Roswell Cluster)	87
Eldorado	49	(Santa Teresa Cluster)	112		
Highland	16				
Manzano	73	Las Cruces	42		
Moriarty	43	Mayfield	27		
(Eldorado Cluster)	181	Onate	40		
		(Las Cruces Cluster)	109		

Region	Cluster	Assessor	Affiliation
NW	Farmington	Aaron Stem	Piedra Vista
NW	Farmington	Jessica Stem	Ind./FMS
NW	Gallup	Rich Gerrells	Ind./APS
NE	Santa Fe	Bruce Atencio	Ind./APS
NE	Las Vegas	John Carpenter	Ind./NMHU
CW	Cleveland	Karen Casedy	Cleveland HS
CW	Volcano Vista	Mike St. John	Ind./APS
CW	West Mesa	Susan Hernandez	West Mesa HS
CW	Los Lunas	Brett Shram	Los Lunas HS
CE	La Cueva	Jeff Archuleta	La Cueva HS
CE	Eldorado	Missy Archibeck	Eldorado HS
SW	Deming	Yvonne Spencer	Deming HS
SW	Santa Teresa	Francisco Munoz	Santa Teresa HS
SW	Las Cruces	David Gallegos	Ind./LCPS
SE	Carlsbad/Hobbs	Ryan Blazer	Carlsbad HS
SE	Roswell	Jose Barron	NMMI

NMAA WRESTLING ASSESSORS 2011-12

Last	First	Organization	Address	City/State/Zip	Work	Cell	Fax	E-mail
Northwest - Aztec								
Stem	Jessica	Piedra Vista HS	5700 College Dr.	Farmington, NM 87402	505.599.8880	505.947.3531	505.334.7343	jstem@fms.k12.nm.us
Northwest - Farmington								
Stem	Aaron	Piedra Vista HS	5700 College Dr.	Farmington, NM 87402	505.599.8880	505.486.6412	505.599.8899	astem@fms.k12.nm.us
Northwest - Gallup								
Gerrells	Rich	Independent	4712 McKnight NE	Albuquerque, NM 87110	505.878.6163	505.220.4624	505.830.3383	gerrells@aps.edu
Northeast - Los Alamos								
Atencio	Bruce	Independent	9709 Bajada NW	Albuquerque, NM 87114	505.899.0359	505.573.8140	501.631.5083	b2t2atencio@gmail.com
Northeast - Las Vegas								
Carpenter	John	NMHU	Box 9000	Las Vegas, NM 87701	505.454.3355	505.250.3242	505.426.2016	jncarpenter@nmhu.edu
Central West - Volcano Vista								
St. John	Mike	Volcano Vista HS	8100 Rainbow Dr. NW	Albuquerque, NM 87114	505.897.0343x37026	505.550.3227	505.792.4250	stjohn@aps.edu
Central West - Cleveland								
Casedy	Karen	Cleveland HS	4800 Laban Rd. NE	Rio Rancho, NM 87144	505.938.0300x2417	505.353.0156	505.338.3474	kcasedy@rrps.net
Central West - West Mesa								
Williams	Susan	West Mesa HS	6701 Fortuna Rd. NW	Albuquerque, NM 87121	505.831.6993x133	505.859.5336	505.836.7756	hernandez_sus@aps.edu
Central West - Los Lunas								
Schram	Brett	Los Lunas HS	PO Box 1300	Los Lunas, NM 87031	505.866.4837	505.659.3232	505.865.6022	bschram@lilschools.net
Central East - La Cueva								
Archuleta	Jeff	La Cueva HS	7801 Wilshire NE	Albuquerque, NM 87122	505.823.2327	505.252.3133	505.857.0177	jarchuleta6@yahoo.com
Central East - Eldorado								
Archibeck	Missy	Eldorado HS	11300 Montgomery NE	Albuquerque, NM 87111	505.296-4871x1272	505.280.7062	505.291.6809	ArchibeckM@gmail.com
Southwest - Deming								
Spencer	Yvonne	Deming HS	1100 S. Nickel	Deming, NM 88030	575.546.2678	575.405.0051	575.544.0918	yvonne.spencer@demingps.org
Southwest - Las Cruces								
Gallegos	David	Independent	2404 S. Locust Ste 5	Las Cruces, NM 88001	575.521.4188	575.405.7198	575.521.3668	dagalleg@hotmail.com
Southwest - Santa Teresa								
Munoz	Francisco	Santa Teresa HS	100 Airport Rd.	Santa Teresa, NM 88008	575.589.5336	575.312.6637	575.589.5343	fmunoz@gisd.k12.nm.us
Southeast - Carlsbad								
Blazer	Ryan	Carlsbad HS	3000 W. Church	Carlsbad, NM 88220	575.234.3421	575.430.7862	575.234.3399	ryan.blazer@carlsbad.k12.nm.us
Southeast - Roswell								
Barron	Jose	NMMI	101 W. College	Roswell, NM 88201	575.624.8458	575.317.1106	575.624.8287	barron@nmmi.edu

NMAA WWMP – ASSESSOR GUIDELINES – 2011-12



The following guidelines and expectations are designed to provide program consistency, quality, integrity, and simplicity for the 2011-12 wrestling season:

Assessment Schedules

- Scheduling must be done within established windows where applicable
- Site priority shall be given to greatest number of athletes, willingness to provide assistance, proximity to assessor
- Cluster and regional assessments shall be scheduled with input from client schools
- Assessors should not conduct team assessments at their home school with only their own athletes in a single school, single assessor format
- It is the responsibility of the assessor to insure that all assessments are done in a manner which precludes even the appearance of any impropriety
- Physician's Clearance forms must be issued on-site following assessments
- Assessment data should be entered into the NWCA OPC within 24 hours

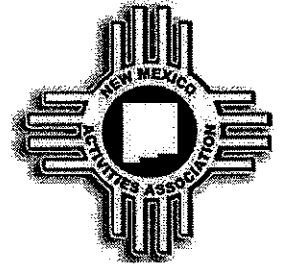
Equipment and Supplies

- Assessors must safeguard TANITA machines and supply inventories
- NMAA will provide TANITA machines (where otherwise N/A) and data cards
- Assessors will provide specimen cups, recording paper, hydration test strips, etc.

Finances

- Assessor shall submit to NMAA a payment voucher (see WWMP booklet for form) including the assessor's name/address as well as the site(s), date(s), location(s), team(s), and number of completed assessments by school/team.
- Assessor shall submit to NMAA a payment voucher (see WWMP booklet for form) including the assessor's name/address as well as the site, date, location, team and mileage claimed (either odometer readings or NM state map mileage) for mileage to any cluster or regional site **approved in advance** by the NMAA administrator
- Assessors shall submit to local schools invoices for mileage for site assessments arranged by individual schools.

NMAA WWMP – ASSESSOR PAYMENT VOUCHER – 2011-12



Assessor Name: _____

Assessor Address: _____

COMPLETE ASSESSMENTS*					
Date	School	Assessment Site	#Assessments	Fees	Sub-Total
				@\$5.00	
				@\$5.00	
				@\$5.00	
				@\$5.00	
				@\$5.00	
				@\$5.00	
				@\$5.00	
				@\$5.00	
				@\$5.00	
				Sub-Total	
PRE-AUTHORIZED MILEAGE**					
Date	From-To-Return	Odometer Readings	or Map Mileage		
				@ .405	
				@ .405	
				Sub-Total	
				Grand Total	

*Complete Assessments – Hydration, body composition, data entry

**For cluster/regional travel approved/paid by NMAA, individual school site travel must be billed directly to the school by the assessor

I request payment for the above WWMP fees as per policy:

 Name – Print

 Signature

 Date

2011-12 Optimal Performance Calculator Instructions for Coaches in State Mandated Programs

HOW TO LOG INTO THE PROGRAM	2
HOW TO UPDATE YOUR ROSTER PRIOR TO THE OFFICIAL ASSESSMENT.....	2
HOW TO ADD NEW WRESTLERS TO THE ROSTER	2
HOW TO REINSTATE A WRESTLER THAT WAS REMOVED FROM YOUR ROSTER	2
HOW TO ADD YOUR TEAM COMPETITION SCHEDULE TO THE OPC PROGRAM.....	2
EDIT OR DELETE COMPETITIONS	3
HOW TO PERFORM AN UNOFFICIAL PRESEASON WEIGHT EVALUATION	3
HOW TO VIEW AND PRINT THE ALPHA MASTER REPORT (OPTIONAL BY STATE).....	3
HOW TO VIEW A WRESTLER'S OFFICIAL ASSESSMENT	3
HOW TO VIEW AN INDIVIDUAL WEIGHT LOSS PLAN.....	3
HOW TO VIEW THE TEAM WEIGHT LOSS PLAN (OPTIONAL BY STATE)	3
HOW TO RETRIEVE LOGIN AND PASSWORD INFORMATION FOR STUDENT-ATHLETES	4
CREATING A PRE-MATCH WEIGH-IN FORM:	4
RECORD ACTUAL WEIGH-IN WEIGHTS POST-MATCH:	4
INSTRUCTIONS FOR VIEWING WEIGH-IN REPORTS.....	5
HOW TO ENTER DUAL MEET RESULTS.....	5
HOW TO ENTER TOURNAMENT RESULTS:	6
MANAGE AND EMAIL RESULTS TO NEWSPAPERS:	6
HOW TO ACCESS THE INDIVIDUAL SEASON WRESTLING RECORD FORM.....	7
CONTACT US.....	7

How to log into the program

1. Go to the NWCA home page at www.nwcaonline.com
2. On NWCA home page, go to top menu bar under **Weight Certification** click on the **Optimal Performance Calculator**.
3. You will now be directed to the Optimal Performance Calculator Program (www.nwcaonline.com/nwcaonline/default.aspx).
4. Once at the OPC home page click on the **Login** tab on the menu bar.
5. On the login page, the coach will enter his/her NWCA Login ID and Password. (The password is the coach's assigned password for the initial login; the coach will be prompted to update contact information and change his/her password only to a permanent password) Please keep the original Login ID and the New Password you chose on file for future reference.
6. You will now be logged into the program at the scholastic homepage of the Optimal Performance Calculator Program (www.nwcaonline.com/nwcaonline/performance/scholastic/default.aspx)
7. **To view the Coaches Dashboard, click on 'Coaches' from the menu bar.**

How to Update your Roster Prior to the Official Assessment

1. On the Scholastic OPC home page, a new dashboard will appear, click on **Wrestlers** and then **Show Entire Roster** to update your roster.
2. A grid will appear with a list of all wrestlers who were on your institutional roster last year.
3. If a wrestler was on the squad list last year and is no longer enrolled at the school or is not on the team, click **Remove** from the drop down menu under the column heading **Edit Grade or Remove** next to the wrestler's name. This will remove the wrestler off your roster once you click Save Roster Information.
4. For returning wrestlers, simply update their information including Year in School, Prior Year Weight....etc to reflect the current 2011-12 year.
5. After updating all information for each wrestler, click the **Save Roster Information** button to save the changes/updates made to the entire roster.

How to Add New Wrestlers to the Roster

6. Click on the **Add New Wrestler** link from the dashboard and complete all of the text fields located under the General Info tab.
7. After completing all field boxes click on the **Save Wrestler Information** button to add the wrestler to your roster.
8. Click on the **Past Achievements** tab if your state association requires the entry of this information regarding Prior Year Wt Class, Placement, Career Record (optional by state). To save click on the **General Info** tab and click **Save Wrestler Information**
9. Repeat this process until your entire roster is entered into the system.
10. You may edit any of this information at any time during the season by clicking on the (+) plus sign beside **Rostered Wrestlers** to expand your list of wrestlers. Then simply click on the wrestler's name and the General Info tab will appear and you may edit the wrestler's information and click **Save Wrestler Information** to save the changes.

How to Reinstate a wrestler that was removed from your Roster:

1. On the Scholastic OPC home page, click on **Wrestlers** and then **Reinstate Removed Wrestlers** to reinstate a previously removed wrestler.
2. Then select the wrestler's current **Grade** using the drop down menu under the column heading **Select Grade to Reinstate** and click **Save Roster Information** to reinstate the wrestlers. The reinstated wrestlers will now appear on the Show Entire Roster page.

How to Add Your Team Competition Schedule to the OPC Program.

1. Once logged into the Scholastic OPC Coaches Dashboard, click on **"My Schedule/Results"**
2. Click on **"Add New Event"** from the left hand panel dashboard.
3. A wizard will appear with a drop down to begin entering a new event.
4. Under the heading "Event Type," select if the competition is a dual meet, multiple dual event (tri, quad meets, etc) or a tournament from the drop down menu.
5. Once event type is selected, a form will appear to enter all information on the event.
6. Under the heading "Match Date," use the calendar icon to enter the date of the competition or type in the date using this date format example: 12/15/2011
7. For a dual meet select the name of the institution/school you are competing against using the state filter to view out of state teams. If the team is not in the system, you can select **"Click here to enter a dual meet against a team that does not appear in the system"**.
8. For a Multiple Dual Event AND a Tournament enter the "Event Name".
9. For Multiple Dual Events, you may add Opponents to the event IF YOU KNOW WHO YOU WILL WRESTLE by finding the team (or text entry) and clicking the **"Add"** button. This will create competitions within the multiple duals event for each actual dual meet.
10. Under the heading "Home/Away," select if the competition was home or away from the drop down menu.
11. Under the heading "Time," enter the starting time of the event.
12. Under the heading "Location," enter the location of the event. (City, State)

13. You may enter notes under for "Competition Notes."
14. Under the heading "Cancelled," only select "Yes" if the event has been cancelled.
15. Under the heading "Postponed," only select "Yes" if the event has been postponed.
16. Select "Save and Add Another Event" to continue entering more events, or "Save and View Event" to save and view the current event.

Edit or Delete Competitions

1. If you wish to edit or delete event information, click on the (+) plus sign beside the event type to view the list of competitions under that event category.
2. To edit or delete, click on the "Competition Date and Name" you wish to edit or delete. The event details will appear.
3. When making edits, make the changes and then click the Save Info button to save the changes.
4. To delete, simply click the Delete Competition button to delete the competition off your schedule.

How to Perform an Unofficial Preseason Weight Evaluation. This form may be printed but NOT saved. (State Exception: Not available to all states)

1. On the Scholastic OPC home page dashboard, click Wrestlers to expand and then click the link Preseason Wt Evaluation.
2. A blank unofficial preseason evaluation form will appear.
3. Enter the "Name of Student-Athlete" for which you are conducting an unofficial test assessment.
4. Enter all requested preseason evaluation data into the assessment form and click Show Final Calcs button.
5. When you have successfully calculated the **unofficial** lowest allowable weight class and the **unofficial** first date the wrestler may compete at that weight class on the *Preseason Weight Evaluation Form*, click on the Print button.
6. ***This is NOT an Official Weight Assessment. The Official Weight Assessment must be conducted by an assessor***
7. After printing the form, repeat the process to perform a new preseason assessment for another wrestler.
8. **Make sure your margins are set to: .5 on top and bottom and .25 for the right and left side.**
9. To repeat the process for an additional wrestler, please use the same form and enter new test assessment data.

How to view and print the Alpha Master Report (optional by state)

1. On the Scholastic OPC homepage, click on "Team Reports" and then click on the submenu item "Alpha Master Report" to view the Alpha Master Report using the dashboard menu. (optional by state)
2. The "Alpha Master Report" is a summary of your team's assessment data
3. Print this form by scrolling to the bottom of the page and clicking the "Print Form" button. The report will open up in a new window. Print and then close that window to return to the dashboard.

How to View a Wrestler's Official Assessment

1. On the Scholastic OPC home page dashboard, click on Wrestlers, then click the (+) plus sign beside Rostered Wrestlers to expand the view to see all your wrestler's names.
2. Wrestlers with "official" confirmed assessments will display their minimum weight class beside their name
3. To view a wrestler's official assessment, click the (+) plus sign beside their name. Then click on the Assessment Form selection under the wrestler's name to view his/her assessment.
4. The page will populate with the individual wrestler's assessment. To print the assessment form, scroll to the bottom and click on the Print button.
5. To view another wrestler's assessment, simply repeat the process by clicking on the (+) plus sign beside their name under Rostered Wrestlers and select Assessment Form.

How to view an Individual Weight Loss Plan

1. On the Scholastic OPC homepage, select "Wrestlers" from the dashboard menu to expand. Then click the plus sign (+) beside submenu item "Rostered Wrestlers" to view wrestlers.
2. Then click on the plus sign (+) beside wrestler's name to view that wrestler's individual weight loss plan by selecting the "Wt. Loss Plan" link under his/her name.
3. Print the Weight Loss Plan by scrolling to the bottom of the page and clicking the "Print Form" button. The report will open up in a new window. Print and then close that window to return to the dashboard.

How to view the Team Weight Loss Plan (optional by state)

1. On the Scholastic OPC homepage, click on "Team Reports" and then click on the submenu item "Team Weight Loss Plan" to view the Team Weight Loss Plan using the dashboard menu. (optional by state)
2. This will provide you a team weight loss plan showing what your wrestler is allowed to weigh each week.
3. Print the Team Weight Loss Plan by scrolling to the bottom of the page and clicking the "Print Form" button. The report will open up in a new window. Print and then close that window to return to the dashboard

How to retrieve login and password information for student-athletes so they can view their individual assessment data as well as access the integrated nutrition program (please note, the wrestlers can design their own customized diet that honors their weight loss/gain plan by using these codes).

1. On the Scholastic OPC homepage, click on "**Team Reports**" and then click on the submenu item "**Wrestlers on File**" using the dashboard menu.
2. The program will automatically assign each wrestler a unique **Login ID** and **Password**.
3. At the top of the page, click on the "**Export Wrestlers Username and Passwords to Excel**." This will export the names of the wrestlers and their codes only to an excel document which you may save to your computer and then print.
4. By clicking the "**Export Wrestler's on File to Excel**" all the data you see on the Wrestlers on File page will export to an excel document which you may save to your computer.
5. The assessor and/or coach should give each individual wrestler their unique **Login ID** and **Password**. The wrestler and his/her parents will have access to their individual assessment data and the nutrition program.

Once the coach/assessor is finished working on the Optimal Performance Calculator Program, he/she should make sure to logoff on the menu bar on the Scholastic OPC homepage.

Optimal Performance Calculator Instructions for creating a pre-match weigh-in form & recording actual weigh in weights

Creating a Pre-Match Weigh-In Form:

1. On the Coaches Dashboard, click on **My Schedule/Results** and click the plus sign (+) beside submenu item **Dual Events** and also beside **Tournaments**.
2. You will now see all of your events and competitions on your team schedule.
3. Click on the competition you want to create the pre-match weigh-in form for.
 - a. For Duals: Click on the dual meet from the schedule tree and you will be shown the competition details with 4 tabs, one of them being "**Weigh In**".
 - b. For Multi Duals: **All competitions within a Multi-Dual event use the same weigh in form.** Click on the multi dual event name from your schedule tree, and you can get to the "**Create/Edit Event Weighin**" tab. You may wish to print as many copies for your multi dual event that are required.
 - c. For Tournaments: Click on the tournament from the schedule tree and you will be shown the tournament details with 4 tabs, one of them being "**Weigh In**".
4. Click the **Next** button if everything is correct on the first step of the "**Weigh In**" tab. The Date and Opponent/Event Name fields are pre populated based on the competition details you entered.
5. After clicking **Next**, the team's entire roster will appear. All wrestler's will appear in their eligible weight class for that date of competition.
6. On the far right hand side, uncheck the names of any wrestlers you do not want to appear on the weigh-in form
7. After unchecking the names any wrestlers you do not want to appear, click on the **Next** button at the top of the page
8. You will now be taken to a grid page with all of your wrestlers' names who will be weighing -in.
9. Click on the **Print Weigh-in Form** button at the bottom of the page
10. Your page will be created into a PDF document which allow you to print in the proper format.
11. Take this form(s) with you to weigh-ins to ensure all wrestlers are at their eligible weight class and to record the actual weight of all your student-athletes on the form(s).

Record Actual Weigh-In Weights Post-Match:

1. At the conclusion of the competition, log back into the Coaches Dashboard. Expand either **Dual Events** and/or **Tournaments** under **My Schedule/Results** on the dashboard and click on the competition.
2. Click the **Weigh In** tab and you will be shown the weigh in form.
3. Enter the actual weights in the text box for all wrestlers. You do not need to click on the edit button to enter the actual weight for each of your wrestlers. After entering the actual weight for all wrestlers click on the **Save Weigh-In Information** at the top of the page.
4. If you had a wrestler who had an actual weight higher than his/her "weight loss plan weight," the wrestler's weight loss plan will now re-calculate going forward from the new weigh-in value. It is important to check the wrestler's weight loss plan to ensure the wrestler competes at the proper weight for the next competition. **(Re-calculation is optional by state)**
5. Please retain a copy of this form from all competitions throughout the year.

Instructions for Viewing Weigh-in Reports

1. Log into the OPC and click on the Coaches menu to proceed to the Coaches Dashboard
2. Click on Team Reports and click on State Results
3. In the text boxes, select the name or school you want to view and then click on the button Filter Wrestlers
4. A list of your selected wrestlers will appear
5. To view the weigh-in report, click on the Select icon under the heading Weigh in Report

Instructions for Entering Dual Meet and Tournament Results

How to enter dual meet results

1. On the Coaches Dashboard, click on My Schedule/Results and click the plus sign (+) beside submenu item Dual Events.
2. You will now see all of your dual events and competitions on your team schedule. Click on the dual meet you wish to enter results for. If it is a Multi Dual Event, click the plus sign (+) next to the event name and you will see the dual meets within this multi dual event.
3. The Date and Opponent name will be pre populated based on information you entered when adding to your schedule.
4. Select the level of the match, if necessary (varsity, jv or freshman)
5. On the form below, enter the results for each weight class.
6. Select your wrestler from the drop down list.
7. The actual weight column will populate after you complete entering you weigh-ins. You do not enter an actual weight.
8. Select from the drop down box your opponent's name. If your opponent's name does not appear, manually type the wrestler's name. Please note that any team selected from the drop down should have wrestlers.
9. In the win/loss column, select if your wrestler won or lost.
10. In the win/loss type, select how your wrestler won or loss. (Dec, SV, Fall, DQ, DE, etc.).
11. You will now enter the score or time of the match - see below for description.

How to enter a DEC, SV, TB

1. In the first score box, enter your wrestler's score.
2. In the opponent's score column, enter the opponent's score.
3. After the score is entered into both score boxes, proceed to the next match.

How to enter a DQ, DE of FALL

1. Do not enter any score information in the score boxes.
2. Make sure DQ, DE or Fall was selected in the win/loss type.
3. Enter the time of the DQ, DE or Fall in the time column box.
4. After the time is entered into the time field, proceed to the next match.

How to enter a TF (TF4 and TF 5 are for colleges only)

1. Enter any score information in the score boxes, but this is not required for TF win type.
2. Make sure TF was selected in the win/loss type.
3. Enter the time of the tech fall in the time column box.
4. After the time is entered into the time field, proceed to the next match.

How to enter a forfeit

1. Select "Forfeit" as the wrestler for the team who did NOT have a wrestler for that weight
2. Select the Wrestler name from the team receiving the forfeit from the drop down or manually type it in
3. Select "W" in the win/loss column if you won, or "L" if you lost.
4. Select "For" in the win/loss type drop down menu.
5. After the above steps are performed, proceed to the next match.

Final Steps

12. After entering the date of all your match results, take a time to review them.
13. You may click the "Calculate Team Scores" button located directly above the results entry form. Verify the team scores are correct, and if not, review the entered results. You may override the team scores by typing them directly in.
14. Once you review all information, please click on the save meet results button at the bottom of the page.
15. The results will now post on the 'wrestlers individual season record form' and be pushed out to the web for public viewing.

How to enter tournament results:

1. Once logged into the OPC Coaches Dashboard, click on "[*My Schedule/Results*](#)".
2. Click the plus sign (+) next to "[*Tournaments*](#)" to see the tournaments on your schedule
3. Click on the tournament you want to enter results for
4. Enter the date of the tournament (For two day tournaments, enter the date of only day one). Click the multi-day tournament check box for two day tournaments.
5. Verify the date, tournament name, level, and location are populated correctly. These pull from the "[*Details*](#)" tab.
6. Enter your [*Team Score*](#) and [*Team Finish*](#). If the tournament is underway, enter a – or 0 to enable saving.
7. To enter the first result, select the weight class from the drop down box.
8. Select the first wrestler you want to enter from the drop down box.
9. After selecting your wrestler, select the opponent school. You may use the state drop down followed by the school drop down to find schools in the system.
10. If they are not in the system, in the opponent's school, manually enter the school.
11. Under the opponent's name, use the opponent drop down or manually enter the name.
12. In the win/loss column, select if your wrestler won (W) or lost (L).
13. In the win/loss type, select how your wrestler won or loss. (Dec, SV, Fall, DQ, DE, etc.).
14. You will now enter the score or time of the match-see below for description.

How to enter a DEC, SV, TB

1. In the first score box, enter your wrestler's score.
2. In the opponent's score column, enter the opponent's score.

How to enter a DQ, DE of FALL

1. Do not enter any score information in the score boxes.
2. Make sure DQ, DE or Fall was selected in the win/loss type.
3. Enter the time of the DQ, DE or Fall in the time column box.

How to enter a TF (TF4 and TF 5 are for colleges only)

1. Enter any score information in the score boxes, but this is not required for TF win type.
2. Make sure TF was selected in the win/loss type.
3. Enter the time of the tech fall in the time column box.

How to enter a forfeit

1. Select "Forfeit" as the wrestler for the team who did NOT have a wrestler for that weight
2. Select the Wrestler name from the team receiving the forfeit from the drop down or manually type it in
3. Select "W" in the win/loss column if you won, or "L" if you lost.
4. Select "For" in the win/loss type drop down menu.

After score/time is entered

15. Select the student-athlete's tournament finish from the drop down options. Places 1-8 are listed. If the wrestler did not place in the tournament select "DNP." You need to select this option each round.
16. After entering the match information, click on 'new wrestler' or 'next match'. After entering all match results for that wrestler then select 'new wrestler'. If you need to add subsequent matches for that wrestler then click 'next match'.
17. After clicking the 'new wrestler' or 'next match' buttons, the wrestler's match information is saved.
18. Continue to follow these steps until all information is entered.
19. The data that is entered into this form will automatically populate the individual wrestling season record form for each wrestler and send to the website for public viewing.

Manage and Email Results to Newspapers:

1. To designate newspapers to receive your results, click on the competition from the left side dashboard panel.
2. Select the "[*Email Newspapers*](#)" tab inside the competition.
3. The list of newspapers to send to will appear.
4. To add or remove newspapers, select "[*Click Here to Manage Newspapers*](#)" at the bottom of the page.
5. To add, type in the Newspaper name and email address in the field boxes provided and click the [*Add Newspaper*](#) button. To delete, click the "[*delete*](#)" button to the right of the appropriate newspaper. When finished, click "[*Back to Email Results*](#)"
6. After saving your dual meet results or tournament results, you can email your results to your local newspapers.
7. [*Check Mark*](#) the box next to the newspaper name under the column heading "send results emails" to designate which newspaper you choose to receive results
8. Once checked, click the "[*Send Results Email*](#)" button located at the bottom of the page.

How to access the Individual Season Wrestling Record Form

1. Once logged into the OPC Coaches Dashboard, click on "*My Schedule/Results*"
2. Select the link inside this menu reading "*Team Season Record Forms*"
3. A list of wrestlers for your institution will appear.
4. Click select next to the wrestler's season record form you would like to view.
5. After clicking on the wrestler, you will be taken to a grid page of all the wrestler's matches entered for the year.
6. You can view the data and ensure what should appear on the season record form and be submitted to your qualifying tournaments.
7. Unclick any match that does not meet the criteria to appear on your state's season record form.
8. Click "Save Match Selections" to keep the matches selected, saved for future use.
9. After unclicking all wrestler's that should not appear on the season record form, click on the "show me season record form" button.
10. All matches that should not appear on the season record are filtered out.
11. You can keep all boxes clicked and click on "show me season record form" if you want a comprehensive report of all your wrestler's matches.

Please remember to log off once you are finished on the OPC.

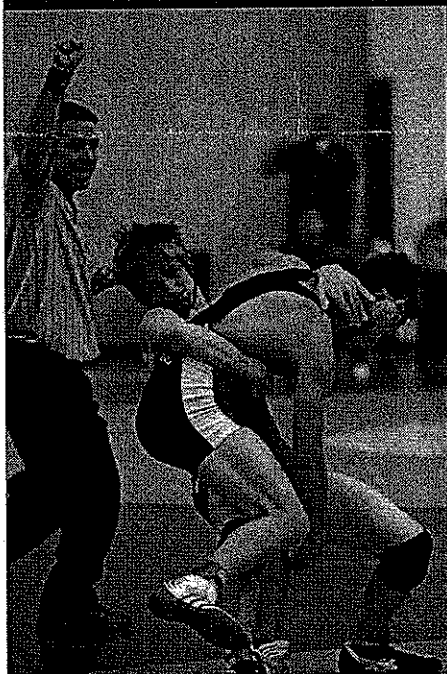
Contact Us

For more information, please visit the NWCA Optimal Performance Website at www.nwcaonline.com. For problems or questions please contact the NWCA office at 717-653-8009 or email at ptocci@nwca.cc.

National Federation of State High School Associations



2011-12 Wrestling Rules Revisions



1. New definitions have been established for individually bracketed tournaments and dual-meet or team-formatted tournaments, as well as for a tournament that combines both a dual meet or team format with an individually bracketed format.
2. The boundary line is now inbounds.
3. Administrative duties of meet referees have been clarified.
4. The location of the referee during injury, blood or recovery time-outs has been clarified.
5. New weight classes will take effect with the 2011-12 season.
6. Revisions were made for disqualification in dual-meet competition.
7. Figure 4 Around the Head is now an illegal hold/maneuver.
8. Revisions were made in second injury time-out.
9. New rules were added for dual-meet/team-formatted tournaments.

POINTS OF EMPHASIS

1. Concussion Recognition and Management
2. Communicable Diseases
3. Injury Time-Outs
4. Coach/Referee Conference

Take Part. Get Set For Life.™

NATIONAL FEDERATION OF STATE HIGH SCHOOL ASSOCIATIONS

PO Box 650 | Indianapolis, IN 46206 | Phone: 317-972-6900 | Fax: 317.822.5700 | www.nfhs.org