

2011~2012 WEIGHT CERTIFICATION BULLETIN



Weight Certification Due: Prior to 1st Contest
Late Fee Applies

Two-pound growth allowance: January 2nd

Weigh-in records from each weigh-in must be made available at the regional seeding meeting.

(OPC) Optimal Performance Calculator system for weight management

The following pages will explain in detail the steps for complete use of the OPC system. Your school log-in and password can be found on the front cover of this bulletin. **After reading the instructions, if you have any issues with the navigation of this system contact Jordan at 717-653-8009.**

(OPC) Optimal Performance Calculator

The 2011-2012 Wrestling Committee has endorsed the required use of the OPC system for weight certification for the 2011-2012 wrestling season. Several changes were made that are believed to ease the confusion from last year. Be sure to schedule your weight certification prior to the start of the season, as no wrestler may compete in a contest prior to his/her assessment. Please pay close attention to the major changes listed below:

MAJOR CHANGES

- A. Changes to the process within the Optimal Performance Calculator (OPC):
 - 1. Each wrestler must have a weight-assessment completed and turned into the CHSAA office prior to competing in a contest.
 - 2. A 2 lb. growth allowance above the scratch weight will be permitted at the time of assessment when calculating the lowest minimum weight class. No appeals will be granted.
 - 3. Schools are required to record all weigh-ins into the OPC and print a season summary for the regional seeding meeting.
- B. In Class 5A, the top 16 schools (based on returning regional/state points) were separated into four regions. The remaining teams (17-65) were placed into regions taking points and geography into consideration. Each region has been geographically designated and must conduct the regional tournament in that area of the state.
- C. In Class 4A, the top 8 schools (based on returning regional/state points) were separated into four regions. When possible the remaining teams were placed into regions using geography as the primary consideration. Each region has been geographically designated and must conduct the tournament in that area of the state.
- D. In Class 3A, Berthoud and Holy Family have exchanged regions.

RATIONALE

- A. The OPC is an accountable system to aid in consistency and safety for all wrestlers.
 - 1. This requires all wrestlers to have a minimum weight standard prior to the start of his/her competitive season.
 - 2. This allows for a variance in assessors and assessments being used by different schools.
 - 3. This system is accountable and efficient for all users and allows for a comprehensive form to be printed at the end of the season.
- B. This format separates the top 16 returning programs while creating geographical regions for the majority of schools.
- C. This format separates top 8 returning programs while creating geographical regions for the majority of schools.
- D. Two schools were exchanged to maintain competitive balance and geography.

TO: CHSAA High School Wrestling Coaches

FR: NWCA Office

RE: CHSAA Weight Management Program

The National Wrestling Coaches Association (NWCA) is excited that the Colorado High School Activities Association (CHSAA) will be using the NWCA Optimal Performance Calculator system for the 2010-11 wrestling season.

To begin using the OPC system, please go to <http://www.nwcaonline.com/nwcaonline/default.aspx> and enter the access codes listed below:

School Name: Insert Mail Merge

School LoginID: Insert Mail Merge

Coach's Password: Insert Mail Merge

After completing the assessment process, please have your assessor (whoever performs the body fat and hydration assessments on your wrestlers) enter the assessment data into the OPC so a minimum weight can be established as required by CHSAA. You will be sharing your access codes with your assessor.

After the data is entered into the OPC system a minimum weight class is determined for each wrestler. In addition you can enjoy the additional functionality of the OPC:

- Each one of your wrestlers can utilize the integrated diet menu allowing them to design a customized diet that honors their weight loss or weight gain plan.
- It takes only a few minutes to enter dual meet and tournament results into the result component of the OPC. In doing so, you can disseminate your results to all desired media outlets in addition to simultaneously saving them into the online data base.
- A by-product of the OPC results feature is that an individual season record form is developed for each wrestler as the season progresses. This computer generated form can be used at seeding meetings. In some states, the NWCA has integrated state championship seeding criteria into the record forms.

Please feel free to utilize all of the unique features of the Optimal Performance Calculator over the course of the season. We are confident you will enjoy the administrative efficiencies and in doing do, you'll have more time to spend with your wrestlers. Good luck with your season and please call us at 717-653-8009 if you have any questions.

CO- 2011-12 Optimal Performance Calculator Instructions for Coaches & Assessors in Colorado

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 Enter Wrestler Assessment Data:

1. Please select **“Wrestlers”** from the dashboard menu to expand. Then click the plus sign (+) beside submenu item **“Rostered Wrestlers”** to view wrestlers on the roster.
2. Click on the plus sign (+) beside wrestler's name to complete the assessment process by selecting the **“Assessment Form”** link under his/her name.
3. If the wrestler's name is not on the roster, add by following the directions above or click on the link **“Add New Wrestlers Not Listed Below”** once your list of wrestlers appears in the content area after you enter your first assessment
4. You are now on the “Initial Assessment Wizard Form”. Begin populating all fields.
5. Wrestler's gender automatically defaults to male; if wrestler is female, click the link titled “Click to add Female wrestler”.

Step 1: Enter the following information collected from the time of assessment:

- Enter the name of the wrestler (First and Last) unless pre-populated by the roster information entered by the coach.
- Select the wrestler's grade from the drop down selection. Verify correct if listed. If not correct, choose the correct grade
- Click the button titled **“Next to Step 2”**.

Step 2:

- **Alpha Date:** Enter the date the physical assessment was performed using the calendar or enter using this format (mm/dd/yyyy). Example: 10/15/2011
- **Urine Specific Gravity:** Select **“Pass”** from the drop down selection.
 - If a “Pass” continue by choosing the correct button according to the type of assessment performed by clicking either **“Continue with Skin Folds”** or **“Continue with BIA”**.

Step 3:

- Enter the **Body Weight (BW)**, record to tenth of a pound and no rounding.
- Enter the **Height** by selecting feet and inches from the drop down selections. **(optional by state)**
- **Skin Folds:** Enter the body measurements from the three locations. Tab from field to field. After body density fields are populated (and median value calculated), click the **“Show Final Calcs”** button to Step 4.
- In a skin fold state, the body fat measurement will automatically calculate based on the values entered in Step 3.
- **BIA:** If you are using BIA (Tanita, Hydrostatic and BodPod) you will manually enter the Body Fat Percentage into the field provided at Step 3. Please indicate “Yes” if using BodPod.
- Then click the **“Show Final Calcs”** button to Step 4.

Step 4:

- Click on **“Save Cert”** to save this wrestler's assessment data online or **“Save and Print”** to save online and print immediately.
- A warning message will appear asking you to confirm you want to save the information. Click **“Yes”** to continue to save the assessment. A printer friendly version will appear in a new window for you to print using your toolbar if you chose **“Save and Print”**. **Make sure your pop up blockers are turned OFF**

Entering Additional Athletes or Ending Your Session:

- After clicking the **“Save Cert or Save and Print”** button you may continue by clicking the **Select** icon beside the wrestler's name on the list that is populated in the content area and enter in his/her assessment data.
- Enter new wrestler data into the blank Assessment Wizard form by clicking the link **“Add New Wrestler Not Listed Below”**
- If you have completed your session, you must end by clicking the **“Log off”** button on the far right of the menu bar.

How to view and print the CHSAA FORM:

ONLY AVAILABLE ONCE THE ASSESSMENT DATA HAS BEEN ENTERED INTO THE OPC

1. **Once the wrestlers assessments have been saved...**Click on **Team Reports** and then click on **Wrestlers on File** to print the CHSAA Form
2. A list of your wrestlers will appear. To print an individual wrestler CHSAA form, click on **Select** button next to the wrestler's name under the column heading titled **CHSAA FORM** to print their individual CHSAA form. **THIS FORM IS POPULATED WITH THE INFORMATION FROM THE ASSESSMENT DATA ENTERED INTO THE OPC.**
3. **To print your Entire Team's CHSAA Forms at once**, click on the link above the **Wrestlers on File** grid titled, **PRINT CHSAA FORM for ENTIRE TEAM.** **THESE FORMS ARE POPULATED WITH THE INFORMATION FROM THE ASSESSMENT DATA ENTERED INTO THE OPC.**
4. This form needs to be printed for each wrestler that has had an assessment entered into the OPC and must be signed by a physician according to CHSAA rules.

How to Print the CO TEAM REPORT – DUE Prior to First Competition:

1. Once ALL the Wrestlers Official Certification data has been entered into the OPC and their CHSAA form has been printed for each, **print the CO Team Report to keep on file**
2. To print, click on Team Reports on your dashboard and then click on the option titled **CO Team Report**.
3. The CO Team Report will appear populated with the official certification data for each one of your wrestlers.
4. Print out this form and indicate by **handwriting a check mark in the box beside the wrestler's name under the column heading, IS FORM SIGNED BY PARENT/PHYSICIAN** indicating a signature was retained
5. **The CO TEAM REPORT must be faxed to Harry Waterman at the CHSAA office. FAX # (303) 367-4101 prior to the first competition**

Step 2:

- **Alpha Date:** Enter the date the physical assessment was performed using the calendar or enter using this format (mm/dd/yyyy). Example: 10/15/2011
- **Urine Specific Gravity:** Select **"Pass"** from the drop down selection.
 - If a "Pass" continue by choosing the correct button according to the type of assessment performed by clicking either **"Continue with Skin Folds"** or **"Continue with BIA"**.

Step 3:

- Enter the **Body Weight (BW)**, record to tenth of a pound and no rounding.
- Enter the **Height** by selecting feet and inches from the drop down selections. **(optional by state)**
- **Skin Folds:** Enter the body measurements from the three locations. Tab from field to field. After body density fields are populated (and median value calculated), click the **"Show Final Calcs"** button to Step 4.
- In a skin fold state, the body fat measurement will automatically calculate based on the values entered in Step 3.
- **BIA:** If you are using BIA (Tanita, Hydrostatic and BodPod) you will manually enter the Body Fat Percentage into the field provided at Step 3. Please indicate "Yes" if using BodPod.
- Then click the **"Show Final Calcs"** button to Step 4.

Step 4:

- Click on **"Save Cert"** to save this wrestlers assessment data online or **"Save and Print"** to save online and print immediately.
- A warning message will appear asking you to confirm you want to save the information. Click **"Yes"** to continue to save the assessment. A printer friendly version will appear in a new window for you to print using your toolbar if you chose **"Save and Print"**. **Make sure your pop up blockers are turned OFF**

Entering Additional Athletes or Ending Your Session:

- After clicking the **"Save Cert or Save and Print"** button you may continue by clicking the **Select** icon beside the wrestlers name on the list that is populated in the content area and enter in his/her assessment data.
- Enter new wrestler data into the blank Assessment Wizard form by clicking the link **"Add New Wrestler Not Listed Below"**
- If you have completed your session, you must end by clicking the **"Log off"** button on the far right of the menu bar.

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3. **To print your Entire Team's CHSAA Forms at once**, click on the link above the **Wrestlers on File** grid titled, **PRINT CHSAA FORM for ENTIRE TEAM.** **THESE FORMS ARE POPULATED WITH THE INFORMATION FROM THE ASSESSMENT DATA ENTERED INTO THE OPC.**
4. This form needs to be printed for each wrestler that has had an assessment entered into the OPC and must be signed by a physician according to CHSAA rules.

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1. Once ALL the Wrestlers Official Certification data has been entered into the OPC and their CHSAA form has been printed for each, **print the CO Team Report to keep on file**
2. To print, click on Team Reports on your dashboard and then click on the option titled **CO Team Report** .
3. The CO Team Report will appear populated with the official certification data for each one of your wrestlers.
4. Print out this form and indicate by **handwriting a check mark in the box beside the wrestler's name under the column heading, IS FORM SIGNED BY PARENT/PHYSICIAN** indicating a signature was retained
5. **The CO TEAM REPORT must be faxed to Harry Waterman at the CHSAA office. FAX # (303) 367-4101 prior to the first competition.**

How to Add Your Team Competition Schedule to the OPC Program. (REQUIRED TO ACCESS WEIGH IN FORMS)

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 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 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.

TO ACCESS THE WEIGH IN FORMS YOU MUST HAVE ENTERED YOUR TEAM SCHEDULE

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 un checking 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.

How to Print my Team's Weighin Report by Wrestler:

1. On the Scholastic OPC home page, a new dashboard will appear, click on **Team Weighin Reports** under My Schedule/Results.
2. A list of all wrestlers on your institutional roster this year will appear.
3. Please click the **Select** button beside the wrestler's name to view and print the report.
4. The Weighin Report will appear. Please Print by using the toolbar. Once you print that wrestler's weighin report, click the Back button arrow to return to your list of wrestlers and select another wrestler and print their report.
5. Follow this process till all the weighin reports have been printed for your wrestlers.

OPTIONAL 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.
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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 to 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 Jordon Griffith at jgriffith@nwca.cc.



Colorado High School Activities Association

“Seeking Excellence in Academics, Activities and Athletics”



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October 15, 2012

TO: ATHLETIC DIRECTORS/WRESTLING COACHES OF SELECTED SCHOOLS
FR: HARRY WATERMAN, ASSISTANT COMMISSIONER CHSAA
RE: WRESTLING WEIGHT CERTIFICATION

Hal Wiebers and Tony Ribaldo have decided to help the southern part of Colorado by providing this service to schools in hopes of helping you comply with the new certification standards. Without their help, many schools would find it extremely hard and expensive to comply with the new rules. I would like to thank them for the time they are taking to help you with this process.

Please make sure that you contact these two as soon as possible so that they can make arrangements to be in your area.

Please note: You will be responsible to provide your own hydration strips and will be asked to help supervise the process if you choose to participate in this program.

It will be your responsibility to make sure your wrestlers come to the process hydrated because if they do not pass the hydration portion of the process they cannot get certified.

They will then need to find another date and location to try again.

I would suggest that you test your wrestlers hydration levels a few times prior to the certification date to insure that they know how much water intake it will take to pass the hydration test.

Best of luck and if you are interested in this process, please contact Hal or Tony as soon as possible.

Wrestling Weight Certifications Proposal

*Schools must call to schedule time and date

*Please choose AM or PM

*Fees: \$100.00 per school plus \$2.00 per student.

*For consistency we suggest that the same brand of reagent strips be used as well as the same color chart to determine hydration.

*Concern has been expressed that a large number of athletes will not be able to pass the hydration test. Coaches must be sure that the athlete has been drinking sufficient water to pass the test.

*Test schedule times must be established by each individual school. As we are trying to provide a service, we will schedule on a first-come-first-serve basis.

To schedule and confirm dates, sites and times, you must contact:

Hal Wiebers
719-275-4502
Cell: 719-242-8165
346 Cedar Ridge Drive
Canon City, CO 81212
hwiebers@bresnan.net

Anthony Ribaudo
719-647-2279
Cell: 719-250-5144
1037 Covered Wagon
Pueblo West, CO 81007
ribaudo15@msn.com

Weigh-in procedure 2011-2012 season

The wrestling committee has approved the following procedures for weigh-in for dual matches. Please note all schools must appoint a THIRD PARTY (not a coach or official) as the person officially responsible for weigh-in. Please assume that an official will not be on site for weigh-in and the host school must be responsible for this duty. This change has come about because officials are finding it more and more difficult to be on site as early as is necessary. There are a myriad of reasons why officials are not able to be available as early as they used to be. Everything from travel time to inability to get out of work or school in mid afternoon has contributed to this problem. We all believe this process will help us to keep our most experienced officials.

2011-2012 Guidelines for Wrestling Weigh-in

The weigh-in THIRD PARTY is responsible to record the wrestlers' weights for the meet. The officials will be responsible for grooming, skin disease and match start.

Schools need to appoint a responsible third party (not the coach) to be responsible for weigh-ins. That person will be in charge of Weigh-In any time a meet official is not able to perform the duty.

All contracts will designate the specific weigh-in start time.

All provisions outlined in the NFHS Wrestling Rule Book are to be followed.

A varsity official should be present one (1) hour prior to the varsity meet.

JV meet weigh-ins are to be one (1) hour prior to the start time for the JV meet.

If a school combines the varsity and JV weigh-in at a time one (1) hour prior to the JV match, the JV official can be authorized to supervise and conduct the weigh-in for both meets. The appointed weigh-in officials are still responsible to be on site despite the JV official being present.

The official will still determine the order of matches for that day's competition upon his arrival at the meet site.

A referee will be responsible for conducting grooming checks prior to the start of any wrestling event.

WEIGH-IN FUNDAMENTALS

Dual Meets:

1. Shall be conducted a maximum of 1 hour before the time a dual meet begins.

Particulars:

When a preliminary meet is followed by a varsity meet, the 30-minute weigh-in period for the second meet may, by mutual consent, precede the preliminary meet.

The weigh-ins shall be conducted at the dual meet site.

2. The weigh-in shall proceed from the smallest to the largest weight class.
3. The weigh-in will conclude when the 285 lb. class is completed.
4. A contestant may step on and off the scale(s) two times to allow for mechanical inconsistencies, but may not do anything to promote dehydration during this time.
5. All contestants shall weigh-in wearing a suitable undergarment that completely covers the buttocks and the groin area. Female contestants must also wear a suitable undergarment that covers their breasts. Any contestant who has been authorized to wear an artificial limb, shall weigh-in with the artificial limb.
6. Any contestant failing to make weight during the designated weigh-in time shall be ineligible for that weight class.

Tournaments:

1. Shall be conducted a maximum of 2 hours before the first session.
2. The weigh-ins shall be conducted at the tournament site.
3. The weigh-ins shall start at the lowest weight and progress through the weights in order.
4. Once they have entered, contestants may not leave the weigh-in area until their weigh-in has been completed.
5. During the time off the scale, activities that promote dehydration are prohibited.
6. A 1-pound weight allowance can be granted for each consecutive day of competition if 48 hours notice is given to all opponents.
7. A contestant in a tournament shall be named by weight class prior to the conclusion of the weigh-ins.
8. A contestant may immediately challenge any scale used at the weigh-ins, but only once per scale. Twice on original scale.

CHSAA WEIGHT CERTIFICATION FORMS

CHSAA MATCH/TOURNAMENT ENTRY FORM

The completed entry forms should be given to the official who is conducting the weigh-in so that he can record the actual weight of the wrestler. Once the weigh-in is complete, the official would sign the form and distribute the copy to the proper home team coach. The coach should then make a copy for the visiting team prior to the conclusion of the match/tournament.

These completed entry forms signed by the official who conducted the weigh-in, **SHALL** be made available at the regional seeding meeting.

CHSAA WRESTLING WEIGHT PERMIT SHEETS AND WRESTLING WEIGHT CERTIFICATION FORM – LATE FEE APPLIES

In order to compete interscholastically in a contest, a wrestler must have on file in the principal's office a CHSAA "Wrestling Weight Certification" form. This form is to be signed by a practicing physician and one of the wrestler's parents or guardian. This form must also be sent to the CHSAA office and the league secretary prior to 1st contest. LATE FEE APPLIES!

Once a certification is made, it may not be changed. No Appeals!

IF THE MINIMUM WEIGHT RECOMMENDED BY THE PARENT AND THE PHYSICIAN DIFFER, THE WRESTLER MUST WRESTLE AT NO LESS THAN THE HIGHER OF THE TWO WEIGHTS.

WRESTLING WEIGHT CERTIFICATIONS MASTER LIST

A complete list of all wrestlers in your program must be submitted to your league secretary and the CHSAA office prior to 1st contest. **LATE FEE APPLIES.** You may include on the list ineligible wrestlers who have the potential to become eligible at the quarter or semester. If you need to add wrestlers after the first contest, submit their names by letter to the league secretary and the CHSAA. Include name, date of physical exam, actual weight, recommended minimum weight class, and a “yes” or “no” to the question, “Is the form signed by a parent”?

GROWTH ALLOWANCE

EACH WRESTLER WILL BE GIVEN A 2-POUND GROWTH ALLOWANCE BEGINNING ON JANUARY 2, 2012.

NATIONAL FEDERATION AND CHSAA RULES RELATED TO WEIGHT

Nothing is more critical to the health of wrestlers and the continued growth of the sport of wrestling than the coach’s complete familiarity and compliance with all rules and policies related to weight control. The “Comments on the Rules” section of the Federation rulebook (page 57) states a very clear philosophy concerning weight control.

2011-2012 WRESTLING WEIGHT CERTIFICATION GUIDELINES

For health and safety reasons, the state’s weight control program shall **require hydration testing with a specific gravity not greater than 1.025**, which immediately precedes the body fat assessment. Any wrestler’s assessment that is below seven percent for males and 12 percent for females shall have a physician’s/parent’s release to participate signed by an appropriate health-care professional. This release shall not allow a wrestler to participate at a weight class below that for which the initial assessment allows. A 2 lb. variance above the scratch weight is permitted at the time of certification if signed by the parent and physician.

Example: A wrestlers minimum weight with a body fat of 7% is 115 lbs. With the approval of the physician and parent he may certify at 113 lbs. due to the 2 lb. variance. If his minimum weight would have been 115.1 or higher he would have had to certify at 120 lbs. **No appeals will be granted.**

Implementation:

Each wrestler must have **on file with the school administration** prior to competition, 2011, a Weight Certification sheet signed by a parent and examining physician indicating the lowest weight at which the wrestler may participate for the remainder of the season. This card may not be revised downward by a subsequent evaluation. On or after January 2, 2012, a wrestler cannot weigh-in more than one weight class above the certified weight without re-certifying to a higher weight class.

Example: Minimum weight certified no lower than 130

	<u>Weigh-in Weight</u>	<u>Wrestled At</u>
December 1	136	138
January 3	140	138 (+2)
January 7	141	145 → must recertify @ 138 weight class – can wrestle no lower than the 138 lb. wt. class since weigh-in weight was 141

In addition, in order to wrestle at a lower weight class in the regional and state championship meets; a wrestler must have one-half of his/her weigh-ins from January 2nd and after at the lower weight.

The intent of this rule is to prevent rapid weight loss and have the wrestler participate within a narrow weight class range for the season. As a result, it's best to have wrestlers weigh-in at the weight at which they will enter the regional qualifying meet as early in the season as possible. This will ensure that a wrestler has one-half of his/her weigh-ins at a lower weight and help to eliminate recertification to a higher weight class.

For weight class determination, weigh-ins are now the focus, not matches wrestled.

There will be a 2-lb. growth allowance on January 2.

Finally, a wrestler may wrestle one weight class higher than the weight class his/her actual weight qualifies him/her.

EXAMPLE A			EXAMPLE B		EXAMPLE C	
Date	Weigh-in Weight	Wt. Class Wrestled	Weigh-in Weight	Wt. Class Wrestled	Weigh-in Weight	Wt. Class Wrestled
Dec. 1	Certified to wrestle no lower than: 132		Certified to wrestle no Lower than: 145		Certified to wrestle no lower than: 126	
Dec. 3	146	152	152	160	138	138
Dec. 5	146	152	154	160	139	145
Dec. 8	143	145	151	160	138	138
Dec. 10	140	145	152	152	137	138
Dec. 12	138	138	153	160	136	138
Dec. 15	137	138	151	152	136	138
Dec. 19	135	138	151	152	135	138
Dec. 22	134	138	150	152	132	132
Jan. 2	2 Pound Growth Allowance					
Jan. 5	135	138	150	152	128	126
Jan. 9	134.5	138	152	152	127	126
Jan. 12	134	132	150	152	128	126
Jan. 16	134	132	149	152	129	132
Jan. 22	134	132	147	145	132	132
Jan. 23	134	132	147	145	133	132
Jan. 26	133	132	148	152	134.5	(Must recertify to 132 lb. weight class) Wrestled 138
Jan. 30	133	132	145	145	132	132
Feb. 6	134	132	145	145	132	132
Can enter regional qualifying no lower than the following minimum weight class	132		152		132	
	Total weigh-ins on or after Jan. 2 nd :9 Weigh-ins: after Jan. 2 nd 7 @ 132 2 @ 138 Certified lowest wt: 132 Lowest wt. possible to be entered at regional qualifying: 132	Total weigh-ins after Jan. 2 nd : 9 Weigh-ins: after Jan. 2 nd 4 @ 145 5 @ 152 Certified lowest wt: 145 Half of the weigh-in at lowest wt: 152 Lowest wt. possible to be entered at regional qualifying: 152	Total weigh-ins after Jan. 2 nd : 9 Weigh-ins: after Jan. 2 nd : 5 @132 1 @ 138 3@ 126 Certified lowest wt: **126 (originally) then recertified at 132 due to weigh-in at 134.5 pounds Lowest wt. possible to be entered at regional qualifying: 132			

WEIGHT CERTIFICATION

QUESTIONS - ANSWERS

Q1: Can a wrestler be withdrawn from a weigh-in?

A1: Yes, but only during the designated time limit of the weigh-in.

Q2: Can a wrestler weigh in, be credited with a weigh-in, then not wrestle in that event?

A2: Yes.

Q3: (a) What is the date on which weight certification is due; (b) What is the date on which the 2-pound growth allowance is given? (c) What is the date in which $\frac{1}{2}$ the weigh-ins begin counting toward regional entry?

A3: (a) Prior to Competition; (b) January 2, 2012; (c) January 2, 2012.

Q4: When should weight certification forms be completed and on file with the school?

A4: A wrestler may not compete interscholastically until if he/she has a completed weight certification on file with the school.

Q5: When is the summary of weight certifications due to the CHSAA?

A5: Weight certification team summaries must be postmarked to the CHSAA prior to first competition. If not postmarked or submitted to the CHSAA office by deadline a **late fee of \$25** will be assessed to your school.

Q6: If a wrestler is certified at a minimum weight of 126, on December 10 and then weighs in at 133 on December 17, does he have to recertify at a minimum weight of 136 pounds?

A6: No. The weight certification maximum requirements are not in effect until January 2, 2012.

Q7: On or after January 2, a wrestler is certified at a minimum weight of 132 pounds then weighs in at 141 pounds. At what minimum weight can he wrestle in the future?

A7: 138. This wrestler weighed in more than one weight class higher than the minimum weight at which he was certified. He must then recertify at 138.

Q8: When a wrestler recertifies to a higher weight, what must be done?

A8: The coach must not allow that individual to wrestle at a weight lower than the recertified weight. No doctor exam or parent signatures are needed when recertifying at a higher weight.

Q9: Can a wrestler recertify at a lower minimum weight after the original certification?

A9: No.

Q10: Is there a 2-pound growth allowance on January 2?

A10: Yes.

Q11: What happens if a wrestler competes at a weight lower than which was certified?

A11: Those matches do not count toward regional seeding. The matches will count toward the 30 point limit. Sanctions may be imposed.