Close-Outs for MM Heat Sheet

Create the Footer:
- Export the second page of this document as a JPG file.
- Meet Manager only allows JPG, BMP and PNG file formats for the footer file.
- Meet Manager will not recognize the PDF file format so it is important to create the JPG file.

In Meet Manager:
- Select Setup - Report Preferences from the main menu, then Footer Logos
- Select Logo 1 and then browse to where the attached graphic file is saved on the computer or cloud and then select it
- Make sure Page Footer Height is set to 3. Create a sample Report.

To print the referee sheets:
- Go to Reports, Meet Program and set up the page as requested, which can be one event per page (either one- or two-column).
- On the "Include in Meet Program" tab, select Logos in footer. Memorize the report (for instance, "Referee Sheets") to recall later.
- The Referee Sheets are then ready to print.

Event Close Out									
NS		DQ		DFS		Deck Changes		DR (Init)	