Canadian Swimming Utilities

Launch of the Canadian Swimming Utilities (CSU) Software

We are excited to announce the launch of the **Canadian Swimming Utilities Software**, a comprehensive tool designed to simplify administrative tasks for club administrators and meet managers. Additionally, **Ontario Level 4 and 5 officials** now have access to specific features tailored to their roles.

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Key Features

For REMS Club Administrators:

1. **Access Requirements**:

   - Must have an **administrative account on the REMS system**.
   - Log in using your REMS administrative username and password.
   - Select "Login as a REMS Admin"

2. **General REMS Utilities**:

   - **Swimmer Lookup**: Access swimmer registration status and IDs for the 2024–2025 season.
   - **Official Lookup**: Verify credentials, certifications, and registration statuses.
   - **Validation Tools**: Validate entry files, roster files, and results with enhanced features, including name validation.
   - **Para Roster Tool**: Access updated para classification and exception codes for meet management.

3. **Legacy RTR Integration**:

   - Review historical data exported before the RTR shutdown for troubleshooting and credential verification.

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For Ontario Level 4 and 5 Officials:

- **Grid Building Tools**:
  - Perform detailed official lookups to assist in building grids and verifying qualifications for meet assignments.
- **Access Instructions**:
  - Use the **public user account credentials** provided for Level 4 or 5 officials.
  - Select the "Login as REMS User" option after entering your username and password.
- **Additional Tools**:
  - Access **official lookups** for the 2024–2025 season and verify para classifications using the **Para Roster Tool**.
  - Review **legacy RTR data** to identify any missing credentials.

Important Information

- **Updates and Data Syncing**:
  - Data is exported from the REMS system daily or weekly and uploaded to this tool. This is **not a live system**; changes made in the REMS system will reflect after the next scheduled update.
- **Support**:
  - For assistance, contact nicole@swimontario.com or **officials@swimontario.com** .
  - **Do not contact Swimming Canada or SportLoMo**, as they do not provide support for this software.
- **Search Tips**:
  - When conducting searches (e.g., swimmer, official, or coach lookups), **avoid entering the full name**. Use **partial names** to improve search accuracy.

How to Get Started

1. Access the software using URL - https://csu.swimware.ca/
2. Log in using the appropriate credentials:
   - REMS administrative account.
   - Public user account for Level 4 or 5 officials.
3. Navigate through the intuitive **drop-down menus** at the top of the page to access various features.
4. Watch the training videos for a detailed walkthrough of the system.
   - REMS Admin account holders: https://youtu.be/byJF80w1C-E
   - Level 4 and 5 public user account holders: https://youtu.be/oOAJE2Bw4Fs

Enhancements

The new validator includes improved functionality to identify name-related errors and discrepancies, ensuring more accurate meet preparations. Level 4 and 5 officials can now better manage grids and assignments, ensuring the right credentials are in place for each meet.

Thank you for adopting this innovative tool. Together, we are making event management and administrative tasks smoother and more efficient for everyone involved in Ontario swimming.

REMS Name Validation Rules

At the time of writing REMS is expected to validate names as follows (The validator follows these rules):

1. Upper/Lower case does not matter
2. Accents do not matter
3. Name length is checked to what is permitted by the file format (SD3, HY3, Lenex)
4. Para athletes with sport classes in their surname will have the sport class dropped automatically when checking the surname.   (eg/ Entry file: Surname_S4SB3SM4 would validate successfully as Surname in REMS)
5. Special Characters such as hyphens are required.   eg/ Suzi Swimmer-Diver is not the same as Suzi Swimmer Diver and would fail validation.

A few FAQs:

1. **Question**: Do coaches have access to the CSU. **Answer**: No, unless they have been given an Administrative account on the REMS. To access the CSU to do validation, the coach would need a Team Manager account. See instructions HERE to create an account.
2. **Question:** What will happen to the better than Nothing Valiator? **Answer**: it will soon be retired. If you do not have an administrative account as a Club Entry Coordinator or Meet Manager, please take steps to rectify this. See instructions HERE to create an account.
3. **Question:** Can I export Official credentials from the REMS. **Answer:** You can, the format is different from the RTR export. This is one reason for creating the CSU. Go to Reports/ System Reports / Credentials Report or Member Qualification Report. Click the "circular arrow" to get to the custom report.
4. **Question**: How do I get an updated Sanctioning Requirement Report? **Answer**: That report is not yet available. We will be extending the exemption for sanctioning requirements past March. Watch for more details on this topic.
5. **Question**: What is PSO? **Answer**: Provincial Section Office. For Ontario, that is Swim Ontario.
6. **Question**: How do I report Missing Officials Credentials? **Answer**: If it is just one credential, you can add it back in, by looking at the information on the Legacy RTR of the CSU. If you are missing an instructor, location, evaluator or meet, you can omit these. If all credentials are missing, use the following form to report them HERE.

REMS Guides & Videos

The REMS Knowledge Base has undergone a facelift. This should make it easier to find the guides to help with tasks on the REMS. As always the short videos on REMS are available at link - https://www.youtube.com/playlist?list=PLymH0VH-KIVHGKjTv7xQq1XtLrnoB9lr2