NATIONAL REGISTRATION - AD HOC COMMITTEE

OBJECTIVE: To recommend an IBM compatible computer program for
                 registering USMS swimmers starting with the
                 1988-1990 contract period that can be used by the
                 National Registrar and LMSC's

COMMITTEE: Walt Reid, Hugh Moore, Jane Moore, Joann Leilich,
                 George McVey

PROCEDURES: Requested possible computer programs from all
                 LMSC's

                 Written responses from 15 LMSC's

                 Reviewed the 5 programs submitted

Pacific	Nancy Ridout	DBASE
Georgia	Bob Anderson	Basic
Central	Pat Sengstock	DBASE
Oklahoma	Louise Cleary	Electric Desk
Virginia	Betsy Durrant	

REQUIREMENTS: Using input from the Position Announcement,
                 Computer Committee Report (Leo Letendre) and
                 members of this committee a summary level of
                 program requirements was developed.   Each
                 program was measured against these
                 requirements.

                 Looking for a program that would work for the National
                 Registrar and the LMSC's Registrar.

                 Program should be easy to use, menu driven with well
                 written, easy to understand documentation.

                 Need the ability to produce monthly update transactions
                 via floppy disks.

                 Need the ability to read a disk written in a
                 "standard format" from any IBM program for updating the
                 National Registrar's Database.

                 THIS PROGRAM DOES NOT EXIST

                 What we found was a variety of methods including manual
                 systems, word processors, spread sheets, database
                 management systems, and specific programs written in
                 Basic.

RECOMMENDATION: The program that comes the closest to what we need
                 is the one used by Pacific (Nancy Ridout) written
                 by Michael Boerstein.

Used by an LMSC that has over 6000 members.

Written in DBASE and compiled so it can be
distributed without requiring an LMSC to own DBASE.

NEXT STEPS: Committee needs to work with the programmer to
establish the changes/additions we want in the
program.

Perform an acceptance test.

Assist in writing a User's Manual.

Recommend a procedure for implementing this new
program.

USMS REGISTRATION PROGRAM REQUIREMENTS

PROCESS SWIMMER REGISTRATION

Additions, Deletions, Modifications
Transfers, Re-registration

Prepare Membership Cards

PROCESS CLUB REGISTRATION

Additions, Deletions, Modifications

PROCESS LMSC OFFICERS/COMMITTEE CHAIRMEN REGISTRATION

Additions, Deletions, Modifications

PRODUCE SWIMMER REGISTRATION LISTS sorted alphabetically

All swimmers

All swimmers by Club

All swimmers by LMSC

PRODUCE CLUB REGISTRATION LIST sorted by club

PRODUCE LMSC OFFICERS/COMMITTEE CHAIRMAN REGISTRATION LIST sorted by LMSC Abbreviation.

PRODUCE MAILING LISTS/LABELS sorted by Zip

All swimmers

All swimmers by club

All swimmers by LMSC

Clubs

LMSC's Officers/Committee members

TRANSACTION REPORTS

\# Swimmers in total, by club, by LMSC

\# New Swimmers, new clubs

TRANSACTION DISK

Prepare a disk and printed report of Update
Transactions (adds, modifies, transfers) for the
National Program

Process a disk of Update Transactions from each
LMSC that can generate the required record format

DISK BACKUP STORAGE

Produce Quarterly and End of Year Copy of All Files

ADDITIONAL FEATURES

Check for duplicate swimmers

Provide screen reports of selected segments of the
files

Check on swimmer's registration by using the name,
display on screen

Input both age and date of birth to check the age

Menu driven with as many data fields as possible filled
in by the program like state, zip and LMSC#