

To: NCAA Division III Track and Field Coaches  
Re: 2010 Dual Meet National and Regional Rankings

***It is up to you to get involved.*** I hope you do. Enclosed you will find information regarding the NCAA Division III Dual Meet Rankings System for the 2010 Indoor and Outdoor Track and Field seasons.

***This is what you must do as coaches to make this work.*** Your region representatives will have sent this information to you. A procedure has been set up by which you will submit your team's performances and the rankings will be calculated.

These are the procedures:

Go to [WWW.d3rankings.us](http://WWW.d3rankings.us)

***If you do not have a login you must create one. If you have one from last year it will still work.*** Create a login using your email address. I will receive an email saying you are asking to be approved to enter information on the web site. Once you have been approved you can start entering information.

- 1) Once you are logged back in, click on "Manage My Teams" on the left-hand side.
  - a. This will take you to the screen where you would set up and manage your own teams.
- 2) Managing your own results
  - a. You can visit the help document online for how to enter your teams and submit your rankings.
  - b. "Manage My Teams" -> click the "Need help?" link
- 3) One final thing, when you are logged in, you can see what the rankings look like right now. It will also include those teams that haven't been approved (they'll be in bold red). When you are logged out, you can only see the previous weeks that have been completed, and only those schools that were marked approved at that time.

2010 reporting date:

***Indoor***

Tuesday January 26  
Tuesday February 2  
Tuesday February 9  
Tuesday February 16  
Tuesday February 23  
Tuesday March 2  
**Monday March 8**

***Special Date Because of Nationals***

**Tuesday March 16**  
***Final Indoor Poll***

***Outdoor***

Tuesday April 6  
Tuesday April 13  
Tuesday April 20  
Tuesday April 27  
Tuesday May 4  
Tuesday May 11  
Tuesday May 18  
**Monday May 24**

***Special Date Because of Nationals***

**Tuesday June 1**  
***Final Outdoor Poll***

Thank you and good luck in the 2010 track and field season.