

Instructions for Iowa High School Coaches Using the NWCA On-Line Optimal Performance Calculator

How coaches access the NWCA Optimal Performance Calculator Program.

Go to the IHSAA web site www.iahsaa.org and click on “Wrestling.” Under the “Wrestling” heading click on “NWCA Optimal Performance Calculator”.

1. Once at the NWCA OPC home page, click on “Login”. Login using your login ID and password provided by the Athletic Association. You may change the password to something easy for you to remember, if you like. **LOGIN ID AND PASSWORD ARE CASE SENSITIVE!**
2. You are now logged into the system. You will see this message, “Welcome, (your login ID), you are now logged into the OPC.” This assures you are a logged into the system.

How to enter TEST assessment data: (Coaches are able to use this feature to help educate themselves, their wrestlers and parents as to minimum wrestling weight by using UNOFFICIAL data.):

The calculations on your test assessment form will mirror the calculations on the assessment forms completed by Approved Body Composition Assessors.

1. Put the cursor over the **Coaches** tab on the menu bar. A drop down menu will appear. Select **Unofficial Test Assessment Form**.
2. After clicking **Unofficial Test Assessment Form** a blank assessment form will appear. If you are entering test assessment data for a female please click on the “add female wrestler link”. This will take you to a special test assessment form for females.
3. Begin entering the data into this test assessment form. Be sure to use the “TAB BUTTON” on your keyboard to navigate through the form. Failure to do so will result in the inability of the calculator to function correctly.
4. **Please note:** If you are NOT using skin folds to assess body fat, do not enter measurements into the skin fold area. You will manually enter the Percentage of Body Fat into the field provided at Step 3.

5. ***If you want to print this test assessment form***, once you have successfully tabbed through to the bottom of the Initial Assessment form, click on **Print** at the bottom of the form and verify the information entered is correct. To print to use the “Printer” icon on your tool bar or print from “File”. You will be able to print the assessment form, but will not be able to save it.
6. To repeat the process for an additional wrestler, click ***Main Menu*** at the bottom of the page and use the same process to enter new test assessment data.

How to view and print the Alpha Master Report which lists all wrestlers who been officially assessed, including their minimum weight class:

1. Click on the **Alpha Master Report** located under the **Coaches** tab on the menu bar.
2. The **Alpha Master Report** will appear with all of the team’s wrestlers listed along with their assessment data.
3. Click on the **Print Form** button at the bottom of the page to print the form.

How to view wrestlers’ body composition assessments entered by your school’s assessor:

1. Click on **Wrestlers On File** under the **Coaches** tab on the menu bar.
2. A list of wrestlers who have completed body composition assessment will appear.
3. **Click** on the **Select** button under the “Assessment” column for the wrestler for whom you would like to view the assessment data. That individual wrestler’s initial assessment page will appear.
4. To print the assessment form, scroll to the bottom and click on the print button.
5. To view another wrestler’s assessment, click on the **Back** button on your computer tool bar to take you back to the **Wrestlers On File** page. You can also scroll to the bottom of the current wrestler’s assessment form and click on **Retrieve Wrestler**. This will allow you to select another wrestler’s assessment.

How to view wrestlers' individual weight loss plans:

1. Click on **Weight Loss Plan** under the **Coaches** tab on the menu bar.
2. You will now be on a page that lists all of the wrestlers on file.
3. Click **Select** next to the wrestler's name whom you would like to view.
4. To print use the "Printer" icon on your tool bar or print from "File".
5. Please note: You may also view a wrestler's weight loss plan from the **Wrestler's On File** page.

How to correct errors in a wrestler's name or grade:

1. From the NWCA OPC homepage, click on **Team Roster Grid** under the **Coaches** tab on the menu bar.
2. Click the **Edit** button to the left of the wrestler's name. You can now correct the spelling and the grade.

How to raise a wrestler's MWC to a higher weight class:

1. From the NWCA OPC homepage, click on **Team Roster Grid** under the **Coaches** tab on the menu bar.
2. Click the **Edit** button to the left of the wrestler's name. You can now change a wrestler's original MWC.
3. Be sure "No" is selected under the Using Original MWC column.
4. Under the column "New (Higher) MWC" select the new, higher minimum weight class at which the wrestler will be competing. The default setting for all weights in the "New (Higher) MWC" is 103#. This has no bearing on which weight class wrestlers can compete, it is simply a default setting.

How to indicate that a wrestler has certified their MWC by making scratch weight at least one time:

1. From the NWCA OPC homepage, click on **Team Roster Grid** under the **Coaches** tab on the menu bar.

2. Click the **Edit** button to the left of the wrestler's name.
3. Under the column "Made Scratch Weight" change the 'No' to 'Yes'. The printed weigh-in forms will now show that a wrestler has certified their MWC.

Be sure to do this ONLY after a wrestler has made scratch weight at the LOWEST weight class at which he intends to compete. REMEMBER, NO ONE RECEIVES THE 2# GROWTH ALLOWANCE UNTIL AFTER JANUARY 1. THEY NEED TO MAKE SCRATCH WEIGHT UNTIL JANUARY 1, UNLESS THEY RECEIVE A CONSECUTIVE DAY OR WEATHER RELATED SCALE ALLOWANCE.

How to retrieve Student Login ID and Student Password information for wrestlers 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. From the NWCA OPC homepage, click on **Wrestlers on File** under the **Coaches** tab on the menu bar.
2. The program has automatically assigned each wrestler a unique **Student Login ID** and **Student Password** for each wrestler.
3. At the top of the page, click on the "Export Wrestlers Username and Passwords to Excel." This will export the page to an excel document which you can download and print for future reference.
4. The coach should give each individual wrestler their unique **Student Login ID** and **Student Password**. The wrestler and his/her parents will then have access to their individual assessment data and the nutrition program.

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How to use the NWCA ON-LINE WEIGH-IN FORM.

THIS WEIGH-IN FORM IS USED FOR ALL WEIGH INS:

1. Login into the NWCA OPC using your login ID and password.
2. Under the **Coaches** tab, click on **Competition Data Entry and Season Record Form**.
3. Click on **Click Here to Create Pre-Match Weigh-In Form**. This will take you to the “*Weight Management Reporting Form*”.
4. In the “Date” box, enter the date of competition. The best way to do this is to use the calendar provided to select the date of competition.
5. In the “Opponent/Event Name” box, enter the team(s) name and/or tournament competition in which your school will be competing.
6. If your wrestlers receive a consecutive day scale allowance, **or a one pound weather related scale allowance**, indicate whether it is a one or two pound allowance. If they receive no allowance leave a “0” in that box.
7. Click **Next**. You will now be at the page listing all of your wrestlers who have been entered into the OPC.
8. A check mark will appear in the right-hand “All” column. This check mark means all wrestlers will appear on the weigh-in form. If you do not want all of them to appear on the form, “uncheck” any you do **NOT** want to appear on the weigh-in form.
9. Click **Next**. You are now at the page which allows you to edit a wrestler’s weight class for the weigh-in. **IF A WRESTLER COMPETES AT A WEIGHT CLASS FOR WHICH THEY ARE NOT ELIGIBLE (*below the weight listed in the “Eligible Weight Class” column*) THEY FORFEIT ANY MATCHES THEY MAY HAVE WON AT THAT WEIGHT CLASS AND THE COACH AND WRESTLER MAY BE PENALIZED AS PER IHSAA RULES.** Click the “Update” button and the wrestler’s information will be saved. It can be changed or deleted later, if needed.

Note: DO NOT enter any information in the “Actual Weight” box at this time. Actual weights will be entered after each contest for which a wrestler weighs in AND competes or receives a forfeit.

10. Click on the **Print Weigh-in Form** button. You will now be on the print report page. On the gray tool bar at the top of the form, click on the “*printer icon*” button or print from “File”.
11. Click the “Back” button on the tool bar to return to the original “*Weight Management Reporting Form*”. From there click on **Back to Results**, then **Return to Home**.

How to enter actual weigh-in weights from an official weigh-in. THIS WILL BE DONE AFTER EACH CONTEST TO MONITOR WHERE WRESTLERS ACTUALLY WEIGHED IN:

1. Login into the NWCA OPC using your login ID and password.
2. Under the **Coaches** tab, click on **Competition Data Entry and Season Record Form**.
3. Scroll down the page to “**Recording Actual Weights Following Competitions**”. Click **Edit** for the competition date for which you want to add actual weights. This will take you to the “*Weight Management Reporting Form*” for that meet.
4. Highlight the “**0.00**” in the “**Actual Weight**” box for each wrestler and add their actual scale weight. When finished adding the actual weigh-in weights for each wrestler, click on “**Save Weigh-in Information**” and all “Actual Weights” will be saved. **IF A WRESTLER APPEARS ON THE WEIGH-IN FORM, BUT DID NOT COMPETE, OR RECEIVE A FORFEIT, THE COACH HAS A CHOICE TO ENTER HIS OFFICIAL WEIGH-IN, OR NOT. IF ENTERED INTO THE SYSTEM THE WEIGH-IN BECOMES OFFICIAL AND COUNTS AS ONE OF THE WRESTLER’S 15 COMPETITION DATES. IF A WRESTLER COMPETES, OR RECEIVES A FORFEIT, THEIR ACTUAL WEIGHT MUST BE ENTERED INTO THE SYSTEM.**
5. Click on **Back to Results**, then **Return to Home**.

How to print an Individual Weigh-in Summary for each wrestler to verify wrestlers have followed the weight loss descent plan:

1. Log in into the NWCA OPC using your login ID and password.
2. Under the **Coaches** tab, click on **Competition Data Entry and Season Record Form**.
3. Scroll down the page to "**View Individual Wrestler's Weigh-in Summary Report**".
4. Click **Select** next to the wrestler you want to view the report weigh-in for and it will show all wrestlers who have been entered into the system whether they competed or not. If you want to print the report form, go to the gray tool bar right above the form, click on the "printer icon" button.
5. Use the "Back" button on the tool bar to return to Competition Data Entry and Season Record forms, then **Return to Home**.

Remember to log off once you are finished on the OPC.

There are other forms available on the NWCA OPC web site that may help you manage records, etc. if you choose to use them.

Contact us:

For problems or questions please contact Alan Beste at the Iowa High School Athletic Association (515) 432-2011 or abeste@iahsaa.org or Pat Tocci or Betsy Peachey at the NWCA office at (717) 653-8009 or ptocci@nwca.cc or bpeachey@nwca.cc.