

# Get Recognized in the Results!

To be included in the official results, the Team Captain must record all submitted participant times AND create scoring teams on [manage.Hakuapp.com](https://manage.Hakuapp.com). The option to submit individual and team results will appear in the Team Captain admin page after 6:15 pm on race night. The admin options are mobile friendly!

Use this form to keep track of finish times or input times directly into [manage.Hakuapp.com](https://manage.Hakuapp.com). Follow the instructions below to submit finish times and create your teams for scoring.

## Team Captain Instructions to Submit Times

- Login to [manage.Hakuapp.com](https://manage.Hakuapp.com) and click on TEAM.
- Input results for individuals who have submitted their finish time then click save. *(Do not submit times until you are completely done. Once times are submitted, you will not be able to make changes.)*
- Create scoring teams by dragging individuals to a team (men, women or coed).
- Click submit.
- **Team results must be submitted by 12:00 pm on Monday, May 8, 2023.**

MEN PARTICIPANT	FINISH TIME
CEO (only if participating)	
1.	
2.	
3.	
4.	
5.	
6.	
7.	
8.	
9.	
10.	
11.	
12.	
13.	
14.	
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16.	
17.	
18.	
19.	
20.	

WOMEN PARTICIPANT	FINISH TIME
CEO (only if participating)	
1.	
2.	
3.	
4.	
5.	
6.	
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8.	
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10.	
11.	
12.	
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19.	
20.	

## Team Scoring Rules

- After the race team members report their finish time, exactly as it appears on the finish line clock, to the Team Captain or scorekeeper.
- A participant may only be placed on one scoring team.
- Only full-time employees can be placed on the scoring teams.
- A company may submit multiple teams, i.e. IOA Men's A team, IOA Men's B Team, etc.
- Upon verification, if the race committee finds discrepancies with your company team, the entire company team will be disqualified.