

29 June '77 Apt.8H Sect.4,150 W.225 St.,NY,NY 10463

Dear Mr George Kleeman,

Measure your cross-country course with a good steel tape.

I note that you've used a Surveyor's Wheel in the past. It is good to use such a wheel to cross-check the tape measured course. Surveyor's Wheels are not precision instruments and will generally give you a short course. It should be pushed at less than 3 miles an hour. It is most accurate on paved surfaces and gets more inaccurate on non paved and grass surfaces. You improve the output of a wheel by taping a distance on the kind of surface you're going to measure, preferably 1/2 mile or longer, if you can find that much area that is level and straight. Compare wheel reading with the taped calibration course. You should try to get at least one man on the tape measuring team who has had some experience in measuring distance with a steel tape. Get three or more men to do the job. See the other sheet enclosed for more details.

Measure where you expect the runners to run, keeping a meter from fences or trees, etc or sides of path or road, etc.

You can use a tape 50 ft or 100 ft long.

You will have to use less than a full tape length when at the top or at the bottom of a hill or going around a turn--breaking tape. The man recording must keep ~~xxxxxxx~~ alert and keep track of all this.

The material on the other yellow sheet enclosed refers to road measurement. You will be on non paved surfaces I assume, and if you can get some chining pins you can mark the tape increment by sticking this pin into the ground/grass at the end of the tape increment (or length), so the rear tapeman will know where to put his end down for the next increment.

Normally we ask that courses be measured twice and the average of the two measurements as the distance. In this instance you can use the tape measurement and use the wheel to check whether you lost a tape increment or the like while measuring.

I am enclosing a questionnaire which you should fill out after the measurement and return to me.

Yours,

Ted Corbitt

Chairman AAU Standards Committee