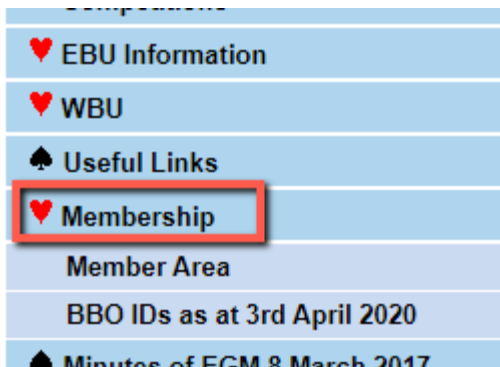


Using the Find-a-Partner Facility on the Bridge Club Website



If you need to find a partner for any of the club duplicate sessions, whether online or face-to-face, there is a facility on the club website to help you do that. To access that facility, start by clicking on the Membership entry in the menu on the left:

You will be asked to log-on to the system:

The screenshot shows a 'Member Login' form with the following fields and buttons:

- Field: Email or Name or WBU No : yourname@gmail.com
- Field: Password :
- Field: Remember Me :
- Buttons: Login, Set/Reset Password

If you have never logged-on before or you cannot remember your password, use the Set/Reset Password button and follow the instructions to create a password that you can remember. Once you know your password, log-on here and you will see the Member Area screen.

The screen opens on the Find a Partner tab, which looks like this:

Hello Dennis Backer. Welcome to the Members Only pages of Rhiwbina

The screenshot shows the 'Find a Partner' page with the following elements:

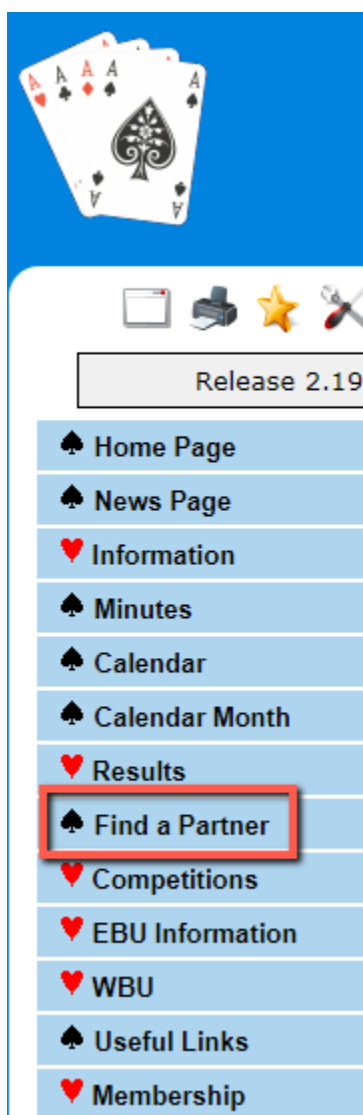
- Navigation tabs: Find a Partner, Messages, Member List, Minutes, Account, Download
- Header: Rhiwbina Bridge Club - Find a Partner /
- Buttons: Confirm (highlighted with a red box)
- Member info: Member:- Dennis Backer
- Text: This option allows you to request a partner, indicate not playing or Reserve an
- Show: My Email, My Phone, My Mobile
- List:
 - (PR) Partner Required - Need a Partner - "S
 - (NP) Not Playing - Unavailable - "Shown as
 - (PL) Playing - Will play in the Event. Enter
- Table: Find a Partner / Reserve an

	PR	NP	PL	Partner/Note/System/Direction
January 2021				
11 Mon Stepbridge	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/> Any ▾
12 Tue Realbridge	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/> Any ▾
13 Wed Realbridge	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/> Any ▾

To request a partner for a particular session:

- a) Put a tick in the PR box alongside the event(s) you want to find a partner for
- b) Then at the top, choose what contact methods you want people to be able to use if they are interested in playing with you. You can choose one, two or three of the available contact methods, i.e. Email, Phone or Mobile. Note that ticking these boxes will make your number(s) and email address visible, but only to other members who have logged-on
- c) Click the Confirm button at the top of the screen and the system will register your request.

If you want to cancel your Partner Request for a particular session, just return to the screen and clear the tick(s) from the relevant session(s) and click the Confirm button at the top.



There are other ways you can see sessions where someone has already registered a partner request. They are accessible directly from the main Home Screen of the club Website.

One is on the left-hand side of the main screen and is labelled Find a Partner.

That will take you to a list of all the outstanding Partner Requests that have been registered. If you see someone on that list that you would want to play with, you can click on their name to send an Email or you can see the relevant phone number to call.

The other way you can get to the list is by looking at the Calendar of forthcoming events on the right-hand side of the screen. Any event with an outstanding partner request will show the text "(Partner?)" below the event details and you can click on that.

