

## Uploading the results from BBO to Bridgewebs

1. Open up your web browser.
2. Go to the Tournament Archive list.  
Just copy the link below paste into your web browser

<https://webutil.bridgebase.com/v2/tarchive.php?m=h&h=CBAI125537>

Insert your CBAI account in the last part highlighted above

3. Click into the tournament which you want to retrieve the results for.

| Started             | Ended    | Host       | Type  | Style | Boards                                  | Leaderboard                 |
|---------------------|----------|------------|-------|-------|---|-----------------------------|
| Wed Sep 30 10:28 AM | 12:33 PM | CBAI125537 | pairs | MP    | boards #68190 Pairs Galway GC Wednesday | <a href="#">Leaderboard</a> |

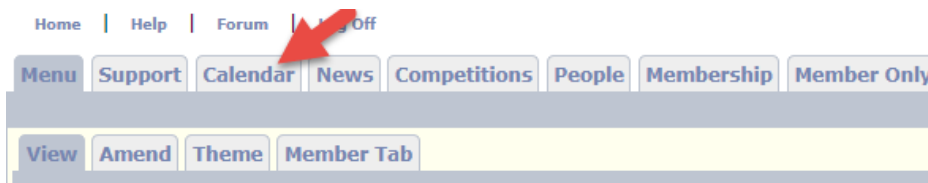
4. The results will be displayed, take note of the unique tournament number in the web browser. Copy this number.

| Rank | Name                | Score (%) | Points |
|------|---------------------|-----------|--------|
| 1    | lucyow+Rosariomtp   | 57.41     | 0.40   |
| 2    | ailem123+mjohiggins | 52.31     | 0.40   |
| 3    | Colmtk+Dellmere     | 51.39     | 0.28   |
| 4    | bodrum2604+nacienta | 50.00     | 0.28   |
| 5    | ...                 | 49.07     | ...    |

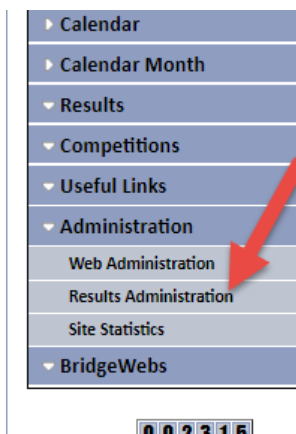
Now you will need to open up Bridgewebs and in the results section paste in this unique number.

So how do you do that ?

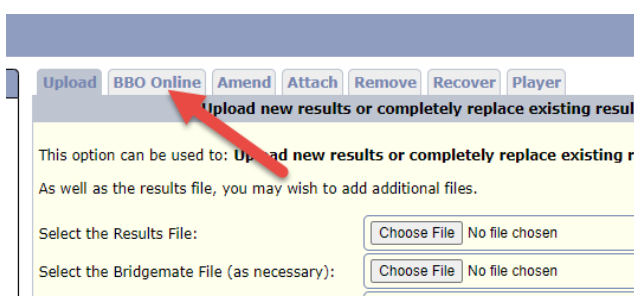
1. Login to the Bridgewebs administration menu
2. Add the Calendar event: Go to the Calendar section and add a new event for the particular date that the tournament is relevant to.



3. Return to the main menu on the Bridgewebs
4. Click on the Results Admin tab



5. Click on BBO Online



- Drop down the arrow to select the relevant date.



Upload BBO Online Amend Attach Remove Recover Player

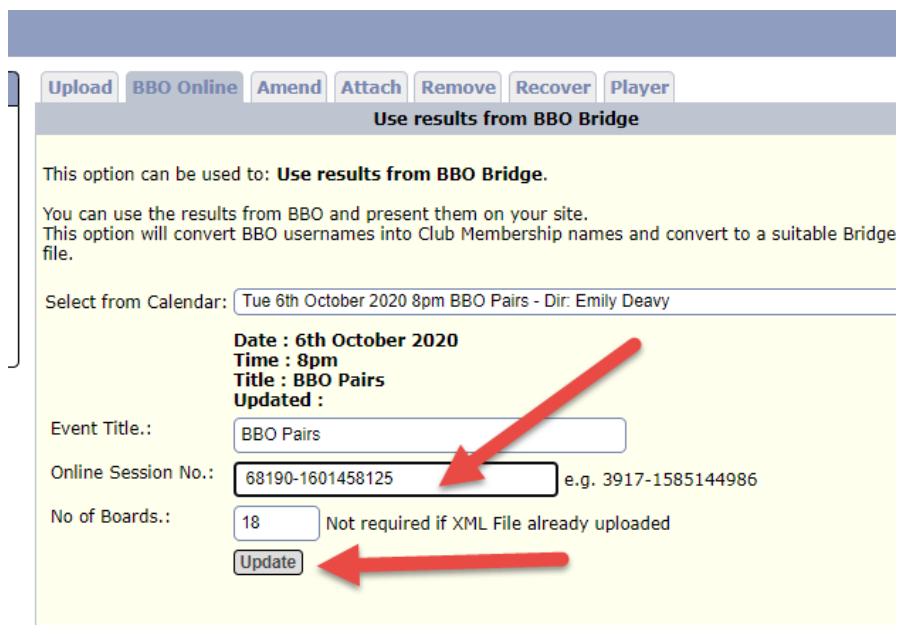
**Use results from BBO Bridge**

This option can be used to: **Use results from BBO Bridge.**

You can use the results from BBO and present them on your site.  
This option will convert BBO usernames into Club Membership names and convert to a suitable Bridgewebs file.

Select from Calendar: Choose a Calendar Entry ==>  
Choose a Calendar Entry ==>  
Tue 6th October 2020 8pm BBO Pairs - Dir: Emily Deavy

- Now paste in the unique BBO tournament ID number
- Click update.



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Select from Calendar: Tue 6th October 2020 8pm BBO Pairs - Dir: Emily Deavy

**Date : 6th October 2020**  
**Time : 8pm**  
**Title : BBO Pairs**  
**Updated :**

Event Title.: BBO Pairs

Online Session No.: 68190-1601458125 e.g. 3917-1585144986

No of Boards.: 18 Not required if XML File already uploaded

Update

The results will now appear in the results section.

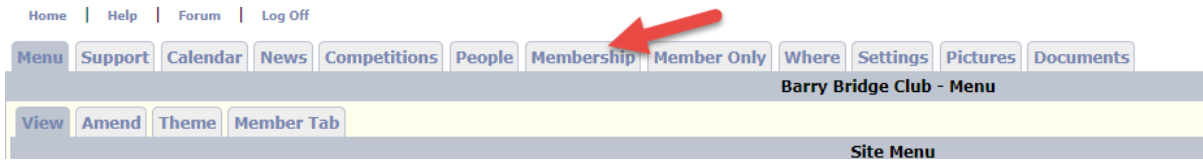
Finally, provided you have your members added to the Bridgewebs with their BBO names and real names, the translation from BBO names to real names will happen automatically and the real names will appear in the results.

Continue...

## How to Email members

Provided you have email addresses you can email all the members to advise them that results are on the web.

1. Log into the administration mode of your Bridgewebs
2. Click on the membership tab.



Take note of all the members listed with their details.

3. Click on the Email members tab.

There is now a specific field "BBO User Name" for the entry of names rather than using one of the free format fields. Bridgewebs will automatically switch the usage. However, be careful when using Import. The following "MB List" have been set up, click title to view and [Edit].

→ Member List  
Click on the "Member Name" below to view, amend or delete their details.

| First Name | Surname  | Tick                     | Picture                  | Alias | BW Status | Club Status | Opt In Show In List | Opt In Bulk Email | Email Group | Email                    | Email Status | Phone | Mobile | BBO Username |
|------------|----------|--------------------------|--------------------------|-------|-----------|-------------|---------------------|-------------------|-------------|--------------------------|--------------|-------|--------|--------------|
| Ben        | Driscoll | <input type="checkbox"/> | <input type="checkbox"/> |       | Member    |             | Yes                 | Yes               |             | ben@...@gmail.com        | All          |       |        | BenD         |
| David      | IT       | <input type="checkbox"/> | <input type="checkbox"/> |       | Member    |             | Yes                 | Yes               |             | ...                      |              |       |        | ...          |
| Johnnie    | McLennan | <input type="checkbox"/> | <input type="checkbox"/> |       | Member    |             | Yes                 | Yes               |             | johnnie@...@yahoo.ie     |              |       |        | JohnnieM     |
| Mary       | Steele   | <input type="checkbox"/> | <input type="checkbox"/> |       | Member    |             | Yes                 | Yes               |             | mary@...@hotmail.com     |              |       |        | marys        |
| Willy      | Steele   | <input type="checkbox"/> | <input type="checkbox"/> |       | Member    |             | Yes                 | Yes               |             | willy@...@gmail.com      |              |       |        | WillySteele  |
| Paul       | Barnett  | <input type="checkbox"/> | <input type="checkbox"/> |       | Member    |             | Yes                 | Yes               |             | ...                      |              |       |        | ...          |
| Brooke     | Barnett  | <input type="checkbox"/> | <input type="checkbox"/> |       | Member    |             | Yes                 | Yes               |             | brookebarnett@gmail.com  |              |       |        | brookeb      |
| David      | Barnett  | <input type="checkbox"/> | <input type="checkbox"/> |       | Member    |             | Yes                 | Yes               |             | DavidBarnett171@yahoo.ie |              |       |        | DavidB       |
| Shirley    | Steeles  | <input type="checkbox"/> | <input type="checkbox"/> |       | Member    |             | Yes                 | Yes               |             | shirley@...@gmail.com    |              |       |        | ShirleyS     |
| Fidelma    | Boyle    | <input type="checkbox"/> | <input type="checkbox"/> |       | Member    |             | Yes                 | Yes               |             | fboyle@gmail.com         |              |       |        | fboyle12     |
| Shirley    | Boyle    | <input type="checkbox"/> | <input type="checkbox"/> |       | Member    |             | Yes                 | Yes               |             | shirleyboyle@gmail.com   |              |       |        | shirleyboyle |
| Shirley    | Boyle    | <input type="checkbox"/> | <input type="checkbox"/> |       | Member    |             | Yes                 | Yes               |             | shirleyboyle@gmail.com   |              |       |        | shirleyboyle |
| David      | Boyle    | <input type="checkbox"/> | <input type="checkbox"/> |       | Member    |             | Yes                 | Yes               |             | DavidBoyle@gmail.com     |              |       |        | DavidB       |
| David      | Boyle    | <input type="checkbox"/> | <input type="checkbox"/> |       | Member    |             | Yes                 | Yes               |             | DavidBoyle@gmail.com     |              |       |        | DavidB       |

4. The email form will appear as shown below.  
Take note of menus below.
5. Type your message and click the send email.

The screenshot shows an email composition window with the following sections:

- Buttons:** Open, Save, Preview, Send Email (with a question mark icon).
- Instructions:** To send an email to members, follow steps below, as necessary, and then click [Send Email Ticked]. If "Contains" is "\*"", will select all non-blank.
- 1. Selection:**
  - Status: is one of  Member
  - Club Status: is one of  blank
  - Name: Contains [text input]
  - Played: is [dropdown menu: Choose a Previous Result]
  - [Please Select --->]
- 2. Subject:** Barry Bridge Club
- 3. Reply To:** members@bridgewebsemail.com
- 4. Style:**
  - Banner: Web Banner
  - Theme: Email Style [Pick Theme]
  - Greeting: Hi (firstname) (surname)
  - Member Detail:  Include box of member details for confirmation.
  - Include News Page: [Please Select --->]
- 5. Message:**
  - Rich text editor toolbar with icons for bold, italic, underline, strikethrough, link, unlink, list, indent, outdent, undo, redo, search, and help.
  - Text: Hello all d1fajdfalksdif aksjd
- 7. Selection Un/Tick as necessary:**
  - All
  - Selected : 269
  - List of member names with checkboxes, all of which are checked.

Red arrows point to the 'Send Email' button, the 'Status' dropdown, the 'Name' text input, the 'Played' dropdown, the 'Subject' text input, the 'Banner' dropdown, the 'Theme' dropdown, the 'Greeting' dropdown, the 'Member Detail' checkbox, the 'Message' text area, and the 'All' checkbox in the selection list.

You should send one to yourself to test first.