

## Abbreviated instructions for PairsScorer and Bridgemates

(preliminaries are to plug in printer and computer adapter [both vital!] and mouse if you want to use it. Turn printer on: if it's happy it shows a green light).

- 1 Plug Bridgemate Server into USB and check two green lights come on.
- 2 Distribute Bridgemates to correct tables (marked on each device)
- 3 Start PairsScorer and click as follows
  - Pairs Events>Create New Event - (fill in details)
  - Import Deal - Import Deal - (find it by date in folder Dealer4Events) - OK
  - Select Movement - (be sure that 'Club' is selected under 'List')
  - Tables - (n) - (click on the movement) - Missing Pair (n or None)
  - OK
- 4 (still in PairsScorer) click as follows
  - Bridgemate Scoring
  - Create Database
    - (Reset Server should now automatically be ticked, and Launch BCS enabled)
  - Launch BCS
- 5 Check Bridgemate Scoring System starts and shows n red blobs corresponding to each device, plus that the server is connected.
  - Minimize BCS (because it shows all the contracts!)
- 6 You are looking at the Results tab amongst Admin Reports and Player Numbers ones. To see running rankings, click the Reports tab - Cycle Ranks - Ranks button
- 7 Any missed out names or wrong scores you can enter directly into PairsScorer by going back to the Results tab and clicking OK, then using Player Names or Enter Scores.
- 8 There are detailed instructions for Bridgemates in the little case lid, including what to do if there are Bridgemate communications problems.
- 9 If everything goes pear-shaped distribute travellers!
- 10 At end of event, to print, click as follows:
  - (in Bridgemate Scoring screen and Reports tab) Return
  - Reports (the button under Properties) (Ranks should already be checked)
  - Printer Preview (then you can print from that screen - the Samsung USB one)
- 11 If still in Club and want to upload results Start Chrome and check you are connected to the Cloud.

You can do that check earlier in the evening to save time.  
If you need the password it's not rocket science.  
Then go back to PairsScorer and click as follows (with the event still loaded):

  - (main screen, NOT Bridgemate Scoring one) - Reports (the button under Properties)
  - Internet Functions (don't click anything else, Ranks should already be checked)
  - Create BridgeWebs File (if upload successful you get message confirming this)