

Lancashire Online Teams League (LOTL)

Information for Captains

Thank you for entering the Lancashire Online Teams League (LOTL) – we hope you enjoy the season. The captain's LCBA account will be charged automatically for the season – no need to do anything other than make sure there are funds in the account.

You'll find below some further details and resources that will help you organise your matches. This document cannot cover every aspect of running an online bridge league – if anything is not specifically covered here then the EBU's White Book & Blue Book should be used for clarification.

1. League Structure

Attached is a list of teams in your division, contact details for all captains and a fixture list for your division. **Please check that your contact details are correct and let Andrew Petrie know if there are any errors** (see Section 8 for contact details).

The League uses the EBU's League Management System (**EBULeague**) to record results and work out league positions. EBULeague is available through the [My EBU](#) area on the EBU website. To log in you will need an EBU number and password. Team captains and players must log in to their personal EBU account. Once logged in to My EBU, EBULeague can be found under the Utilities menu. This lists the name of the League event ("Lancashire Online Teams League:"). The icon at the far left tells you if you are the captain of this team, or just a player. Anyone can view the draw and results but only captains are able to amend team details and submit results. The window/globe icon links you directly to the public results pages for the league.

Your team has already been registered on EBULeague by Brian Perry and he has carried forward the names of people who have previously been registered for your team. **Please check your team's details by logging into EBULeague as soon as possible** – you can easily add or delete names. Having set-up the league for you, we are pretty well 'hands off' and we ask the captains to keep the team roster up to date with names and matches played. Please contact Brian Perry if you are encountering problems with EBULeague (contact details below).

If you don't have access to EBULeague then you can send your results to Brian by email but every team has at least one EBU member so this really should not be necessary.

2. Matches

Matches will be **14 boards**, played in two 7-board halves with a change of opposition partners after 7 boards **unless both captains agree** to play the match in one 14-board set. If the match is played in two 7-board halves, do not attempt to create the second half match until the first 7 boards have been completed at both tables, otherwise the first half will be automatically cancelled by BBO.

3. Fixtures

You will see from the fixtures that there are various free weeks built in. These breaks have been included to allow teams to catch up with any un-played matches.

If you are the **home captain**, it is your job to organise the set-up of the match on BBO. This includes choosing the seating positions, and which pair of opponents to play against in each half. If you are the **away captain**, you must email the home captain, with all the names of people in your team, their BBO Usernames and the partnerships. Away captains are requested to ensure that they have sent their line-up to the home captain by **the day before** the match at the latest.

The default options for the matches are:

Create Team Match [X]

Identification Options Reserve seats

Form of scoring

IMPs
 Board-A-Match
 Total points

Number of Boards
7

Deal source

Use random deals
 Use saved deals

Select folder

Options

Allow kibitzers
 Allow kibitzers to chat with players
 Allow Undos
 Allow Voice
 Barometer scoring

Create Team Match Close

If you start the match and discover a problem, you can kill the match by:

1. The Home captain selecting the Director Tab;
2. From the pop-up menu selecting "Cancel tournament"
3. Ticking the box to confirm "I want to cancel...."

Further details are available in Appendix 5.

BBO keeps a tally of the IMP's so at the end of the match you need to note the final score and convert this to VP's using the scale at Appendix 1. Please make sure that the two captains agree the IMP and VP score. **The winning captain (or if it is a draw, the home captain), should enter the result into EBULeague as soon as possible.** Appendix 2 describes how you do this. The other captain should always check to ensure their result has been entered into EBULeague correctly.

As well as the result, you should also indicate which players in your team played in the match. This information will be used by the EBU to award masterpoints at the end of the season – see 'Masterpoints' section below. If you are not an EBU member, then you must email the result to Brian Perry and please copy the other captain in on the email.

4. Postponements and matches not played

LOTL has been designed for matches to be played on the due date and fixtures are scheduled well in advance. The rules about additional players and reserves are **very** flexible. Therefore, under normal circumstances captains are expected not to request a postponement. Please try to get a reserve or reserves. There are fixture free weeks in mid-season and one at the end and these should be used to play re-arranged fixtures.

Where an arranged match is cancelled by one captain, the opposing captain should offer **two** further dates/times with an evening start time.

Any dispute about postponement should be referred to Jeff Smith. Any match still un-played at the close of EBULeague will be resolved as indicated in Appendix 3.

5. Final positions/promotion & relegation

The final league positions will be decided on total VP's. Any ties will be decided by the results between the teams tying – VP's then IMP's. If this still does not split any tie, then Section 3.2.7 of the White Book applies.

If any team drops out of the league during the season, then the arrangements described in Appendix 3 will apply.

With 7 or more teams in a division it is the intention that two teams should be promoted from each division below Division 1, and that two teams are relegated from each division except the lowest one. However, at the end of the season, new teams may join or leave, and it's in nobody's interest for a team to be completely in the wrong division. The method for determining the size of the divisions from season to season, and which teams get promoted or relegated, is available on request. If you get 'bumped' out of a promotion spot, or you get relegated when you were not in the bottom 2, then apologies but please be assured this will only happen when the OC believes this is necessary for the overall health of the league.

6. Masterpoints

At the end of each season, all results and player names will have been entered into the EBULeague by the team captains. Non-EBU team captains cannot directly access the EBULeague and should ensure that their results are emailed to Brian Perry for inclusion. A few days after the last match of a season, the EBULeague is 'finalised', i.e. it is checked to ensure that all data has been entered correctly, and then submitted to the EBU for masterpoints. The EBU will then award masterpoints to each player individually. It is essential that captains enter their team data correctly otherwise their players might not be awarded the correct number of masterpoints. LOTL players will receive masterpoints on the EBU's **Club** scale, details of which can be found on the EBU website.

7. Rulings and League ethos

This league has been established to provide friendly online teams bridge to a wide spectrum of the Lancashire bridge playing population and beyond. Please be patient with people who are new to BBO and online bridge. Particularly, please help your opponent set-up a match if he/she is struggling.

Although our league's ethos is to be a friendly league we still have a duty to operate under the regulations contained in the EBU's Blue Book. When you enter this league, you are accepting, on behalf of your team, the regulations contained in this document. We would particularly draw your attention to the following:

- If you do have a disagreement with your opponents (hopefully very rare!) we recommend completing the board and referring the issue to Jeff Smith for a ruling as the "after the event TD" - effectively an appeal against the result on the board. You do have the right to appeal the TD ruling to LCBA and the Appeals procedure is available at Appendix 4. Appeals cause a lot of work for volunteers, so please be sure that any appeal is necessary.
- Players should greet their opponents at the start of a match, give a brief description of their system, and self-alert their conventional bids with a clear description of the meaning – see 'Using BBO' below for further details. As partner doesn't see any self-alerts, please over-alert rather than the converse. We would expect all pairs who play regularly in LOTL to have agreements in

place that enable them to answer questions from their opponents about their bids, leads and signals/discards.

- Please do not request an UNDO for a carding mis-click, they are not allowed in LOTL.

8. Using BBO

At the start of each match players should greet their opponents and give a brief description of their system and carding methods. Something like "Acol, 3 Wk2s, Weak NT, Standard leads, standard signals and discards (HELD), Weak jump overcalls". Regular partnerships should complete a BBO convention card which the opponents can then access during the match (convention cards can be completed by clicking on the Account tab and selecting 'Convention cards').

Players should always **self-alert their own conventional bids as well as bids which would normally be announced when playing face-to-face**. For online bridge this is extended beyond the F2F limit of 3NT, so Blackwood, responses to Blackwood, cue bids etc should be self-alerted. It is also very helpful if people self-alert things like NT rebids and strength of jump overcalls. The explanation of a self-alerted bid is only visible to the opposition and not to the alerter's partner. In cases where it is necessary to give a longer explanation, players can use the chat box only if it is private chat to the opposition – under no circumstances should players chat to the 'Table' when describing bids.

You can request an explanation of a bid by clicking on the bid. Not giving clear explanations when you self-explain is an infraction. If a player makes a reasonable request for more information and does not receive it, play should continue and, if necessary, the issue should be referred to Jeff Smith at the end of the match for a ruling.

Undos should **only** be requested for bidding misclicks and **not** carding misclicks. Although most matches will have Undo's switched ON, some players who are fairly new to online bridge may find it helpful to change some of the switches on their BBO account, particularly the **Confirm bids** and **Confirm cards** switches ON, which will mean you will be asked after every bid or play to confirm it's what you meant to do. You do this by going into the 'Settings' option on your 'Account' tab on the right-hand side of the screen.

9. Queries and assistance

We have made quite a lot of help and information available on the LCBA website. Please consult this information first if possible, either by clicking on this link or cutting and pasting it into your browser.

https://www.bridgewebs.com/cgi-bin/bwop/bw.cgi?pid=display_page44&wd=1&club=lancs

Queries on:

Setting-up matches

Preston BC – Veronica Petrie	vpetrie@btinternet.com	07855 012008
Bolton BC – Jeff Smith	jasmith@nildram.co.uk	01617 023773
Southport BC – Sue Woodcock	n.woodcock772@btinternet.com	07938 990787
Other clubs – Brian Perry	brian.perry@blueyonder.co.uk	07905 779703

League organisation, registration

Andrew Petrie	a.petrie.pbc@gmail.com	07474 165 723
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League Management System

Brian Perry	brian.perry@blueyonder.co.uk	07905 779703
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Rulings

Jeff Smith

jasmith@nildram.co.uk

01617 023773

Payment

Bill Alston

bill@alston-family.co.uk

07836 710709

Appendix 1 – VP Scale for 14 board matches

IMPs	VPs
0 – 1	10-10
2 – 4	11-9
5 – 8	12-8
9 – 12	13-7
13 – 16	14-6
17 – 21	15-5
22 – 26	16-4
27 – 33	17-3
34 – 40	18-2
41 – 50	19-1
51+	20-0

Appendix 2 - How to use EBULEague to submit results

Clicking on the link or on the edit match icon will take you to a form where you can enter the result of the match. It will look like this:

The screenshot shows a web form titled "Edit Match: Rebecca's Rovers vs Marnie's Miracles". The form contains the following fields and options:

- Match Date:** A text input field containing "2015-08-13".
- Rebecca's Rovers IMPs:** A text input field containing "75".
- Marnie's Miracles IMPs:** A text input field containing "26".
- Rebecca's Rovers VPs:** A text input field containing "18".
- Marnie's Miracles VPs:** A text input field containing "2".
- Rebecca's Rovers Players:** A list of four players with checked checkboxes: Michael Clark, Peter Jordan, Dawn Mertens, and Ian Mitchell.
- Marnie's Miracles Players:** A list of four players with checked checkboxes: Barry Capal, Gail Nancarrow, John Pain, and Peter Stockdale.
- Buttons:** A red "Clear Match" button, a green "Save" button, and a grey "Cancel" button.

Please make sure the following fields are completed:

Match Date, IMP scores for both teams, VP scores for both teams and the 4 players who played in your team.

Appendix 3 LOTL regulations on withdrawals and defaults

Defaults

1. All matches must be completed before the announced "End of Season" date.
2. Any outstanding matches will be awarded a score as deemed fit by the Organising Committee (OC) as follows:
 - a. If the OC deems that one team is at fault that team will score no VPs;
 - b. Otherwise, the team(s) will be awarded an Artificial Score which is $10 + (\text{their VP average} - \text{opponent's VP average})$. VPs will be rounded away from 10 (subject to a minimum of 10 VPs and a maximum 20 VPs for default and a minimum of 0 VPs and a maximum of 20 VPs in the case of a no-fault match). NB Artificial VP scores from other defaulted matches are not included in this calculation and Artificial Scores can only be calculated at the season end.
 - c. The OC reserve the right to amend this in extenuating circumstances to restore equity.

Withdrawals

1. If a team withdraws from the League having played fewer than half its matches (rounded up in the case of an odd number), all results against that team will be cancelled.
2. If the team has played at least half its matches in the season (rounded up in the case of an odd number), results in the remaining matches are calculated using the formula
 - a. The withdrawing team receives no VPs.
 - b. The remaining opponents will be awarded VPs using the Artificial Score formula described above.
 - c. The OC reserve the right to amend this in extenuating circumstances to restore equity.

Appendix 4 LCBA – LOTL TD Rulings and Appeals procedure

Background

LOTL is an online Teams-of-4 league and operates over 4 quarterly seasons with typically seven or eight, 14 board matches played over the 13 weeks. It is designed to be unencumbered by heavy regulation and to be easy for the captains and administrators to operate. This Rulings and Appeals procedure is designed to match this light touch approach.

TD Ruling

Any board from a LOTL match, can be referred to the person nominated in the LOTL "Information for Captains" document for an 'after the event' TD ruling.

Appeal

Either (or both) captains may appeal the after-the-event TD ruling by writing to the LCBA Secretary, who will appoint a referee or small panel to review the TD ruling. The referee/panel will only change the ruling if they believe it is significantly in error. The decision of the referee/panel is final, and no further appeal is available.

Appendix 5 'Killing off' a LOTL match

Should something go wrong with a teams' match once it is set up it must be cancelled.

This **must** be done before a new match can be set up.

In order to cancel the match, the **Director tab** must be selected.

Then follow the sequence shown

The screenshots illustrate the process of cancelling a match in a bridge game interface. The interface shows a match between (NS) Team1 (0 IMPs) and (EW) Team2 (20 IMPs) with a score of 5. The match is titled "Teamgame Table 1 - #3428 Teams Nigels Test".

First Screenshot: The "Director" tab is selected. The interface shows the match details and a list of actions. A red box highlights the "Director" tab, and a red box highlights the "Cancel Tournament" option in the "Director" menu. A red box also highlights the "Director" tab in the bottom right corner.

Second Screenshot: The "Director" tab is selected. The interface shows the match details and a list of actions. A red box highlights the "Cancel Tournament" option in the "Director" menu. A red box also highlights the "Director" tab in the bottom right corner.

Third Screenshot: The "Director" tab is selected. The interface shows the match details and a list of actions. A red box highlights the "Cancel Tournament" option in the "Director" menu. A red box also highlights the "Director" tab in the bottom right corner.

