RealBridge – OBC Director Checklist

This document is intended to be an aide-memoire for running a RealBridge session at the Oxford Bridge Club. **It is not a full guidance document**. Full, up-to-date instructions for directors can be found on the RealBridge website at https://realbridge.online/director-guide.html.

1. Name the session (yellow band):
   a. Format is Day Time Type
   b. Day is either: Mon/Tue/Wed/Thu/Fri
   c. Time is either: Mor/Aft/Eve
   d. Type is either: Club Duplicate/Teams/Gentle Duplicate/Learn and Play
2. Add tables
3. Session settings for OBC events, other than Learn and Play (see next page):
   a. Usually, matchpoint pairs (for ≦5 tables use cross-imps, unless part of a hybrid session where use matchpoint pairs)
   b. Use switched Mitchell (1 winner) or Howell appropriate for the number of tables/rounds
   c. Typically, two boards per round and nine/ten rounds (see next page)
   d. Set the clock: 17/16/15/14 minutes per round (for two board rounds)
   e. For hybrid sessions, a pbn will be pre-loaded for use
   f. We use normal alerting so **do not** tick the self-alert box
4. Advanced for OBC events:
   a. Charge code 10, except for L&P where use 04
   b. MPs: Club Scale, except for L&P which should be none
   c. Club name: Oxford Bridge Club
   d. ID number: 201048
5. Open session about 30-45 minutes before the start
6. Double check settings
7. Check players names and EBU numbers via the second screen in Advanced Settings; edit incorrectly formatted names and add in missing EBU numbers
8. Announce that players without partners should let you know (goes to lobby and tables)
9. Partner up any single players with each other and, finally, the host (if there is one)
10. Remove unwanted/empty tables (minus sign) and check that there aren't two half tables
11. Thank the host if they are not needed (if there is one)
12. Make a Broadcast video (optional but it is good for people to see your face) but probably announce any important message in text at the same time
13. **Double check the movement**
14. Start round 1 (and confirm)
15. Announce that players need to alert and announce their partners bids
16. Warn players that you're about to move to next round
17. Move for next round when most have finished playing
18. Remind players to click Redial approximately every hour (to reset Video and audio settings)
19. Last round – make any announcements for future events
20. Once all play is completely finished (including amending scores if necessary), download the USEBIO with play file (includes LIN data) and send it to the scorer

For boards that need to be finished abnormally, generally use **End deal** (only by director at a table, only after cards have been displayed). Play ends immediately with remaining tricks allocated to the defence. If play hasn't started, the result is shown as Passed Out. Director will usually adjust the score later.

Boards that cannot be played because of connectivity issues should be awarded 60/50 with 60 given to a pair without issues and 50 to a pair who lost connectivity.

Settings for Learn and Play

1. Scoring is matchpoint pairs irrespective of number of tables
2. For 3.5+ tables, 6 x two board rounds
3. For 3 tables, either 4 x three board rounds or 5 x three-board rounds in a full Howell
4. For 2.5 tables, treat as 3 tables
5. For 2 tables, 3 x four board rounds (and ignore warnings)
6. For 1.5 tables, ask a pair to stand down as sit out is too long
7. For 1 table, 1 x twelve board round with practice table settings (no scoring)
8. Ten minutes per board – so twenty minutes for a two-board round
9. Usually upload the pbn of a pre-dealt set of hands in Session Settings

Number of Boards and time per board

Session	Number of boards	Time per board (minutes)
Mon Mor Club Duplicate	20	$7^1/_2$
Tue Mor Club Duplicate	18	8
Wed Aft Gentle Duplicate	18	$8^1/_2$
Wed Eve Club Duplicate	20	7
Wed Eve Club Teams	20 (or so depending on number of teams)	7
Thu Eve Gentle Duplicate	18	$8^1/_2$
Fri Mor Club Duplicate	20	$7^1/_2$
Fri Eve Club Teams	20 (or so depending on number of teams)	7

Undos

Currently, the RealBridge software allows a player to request undos in bidding and play. This will be changed at some point. Until then, directors need to implement the OBC rules on Undos, viz:

Session	In bidding	In play
Mon Mor Club Duplicate	No	No
Tue Mor Club Duplicate	No	No
Wed Aft Gentle Duplicate	Yes	Yes
Wed Eve Club Duplicate	No	No
Wed Eve Club Teams	Yes, for genuine misclicks	No
Thu Eve Gentle Duplicate	Yes	Yes
Fri Mor Club Duplicate	No	No
Fri Eve Club Teams	Yes, for genuine misclicks	No