

## **GUIDELINES FOR PLAY**

### **Chatting**

- Click on the box at the bottom left to change who you send your chat message to.
- Before and after the game you can chat to your partner in the message box. It is polite to thank your partner when dummy is laid down or when comment when your partner plays well.
- During the game you can chat to the table.
- Be careful about chat to Tournament. Talking to Tournament broadcasts to everyone – so if you say "we should have bid 7H" it can be seen by all players. If you are going to comment on a board, make sure first that you are only talking to your own table
- At the beginning of each round, it is polite to chat to the Table to greet your opposition, and give a brief summary of your system. For example: "Hi opponents, we're playing Acol, Weak NT, 3 Weak 2's, McKinney".
- You can see a summary of the system details of your opponents by clicking on their names – if they have entered it.

### **Alerting**

- On BBO you alert your own bids – this is an important part of on-line bridge.. Full disclosure is as important online as it is for face-to-face bridge, and the best way is to type out any useful description of your bid (eg NT range) in the box provided before completing your bid.
  - If you forget to alert your own bid in advance you can click on your bid and it gives you a second chance to alert.
  - At any time during the bidding, you may request an explanation of any opponent's bid by clicking it. This will send a popup request to your opponent requesting them to explain their bid.
  - Similarly, during the play, you may be requested to explain your own bids.
- N.B. Explanations should not go to your partner. !

### **Mis-clicks**

- If you accidentally make the wrong bid or play the wrong card by mis-clicking, you may ask your opponents to accept an UNDO. To do this, click the 3 white bars menu button at the top left-hand part of the page. You should only use this for a genuine mis-click, not because you change your mind on a bid or card! You should be understanding if you are asked to approve a mis-click by your opponent..
- If you find that you are frequently mis-clicking, there is an option in your Account settings to require a second confirmatory click to action a bid or card. You may find this useful.

### **Losing Connection during the Game** during play in club conditions

If you lose connection during the game i.e. you find that you have been logged off from BBO, just log back in again as quickly as you can, and you should be taken straight back to your table. If you've been disconnected for a long period, you may find that the Director has put in a substitute – it's then a matter of chatting with the Director to agree on how to re-instate you or otherwise. (I don't think this applies during casual play – you might have to re-start your game.)

### **Speed of Play** during play in club conditions

- To the top left of the playing area, you will see a 'clock' – this will be counting down in minutes from the start of the round. There is a time limit for each round, so play quickly –the board may be taken away should you fail to finish the play, so WATCH THE CLOCK!

### **Calling the Director** during play in club conditions

- If anything goes wrong during the game, you can always send a message to the Director by clicking the 3 white bars menu button near the top of the screen.