

PLEASE READ AT LEAST PAGE ONE – OR YOU MAY HAVE DIFFICULTY PLAYING.

Thank you for sending WBBC your "**BBO username and EBU no**" so you can play online with your friends at Watford & Bushey Bridge Club. We are delighted that we have had so many people register to play. There is no cap on the number of tables so we have room for everyone.

Please follow the instructions below to ensure you will be able to play.

We are running two sessions per week:

Mondays start at **10.00am**, lasting approx 2 hour. This is a Gentle session allowing 9 minutes per board and 2 boards rounds.

Tuesdays starts at **7:30pm**, allowing 7 minutes per board, playing 18 boards.

Thursday's start at **9:45am**, allowing 8 minutes per board, around 15 -18 boards.

These timings may adjust as people are more familiar with the online bridge.

HOW TO JOIN THE EVENT

Login to BBO anytime from 2 hours before the start of play but ideally no later than 30 minutes before the start to avoid last minute issues. **I would advise you to do it early.** This allows time to sort out any problems with entering yourselves and solve any issues. Please email as soon as possible if you have any problems to **wbbccemail@gmail.com**.

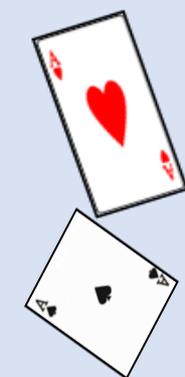
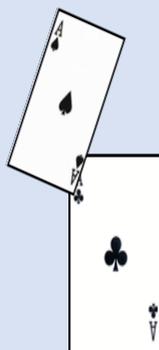
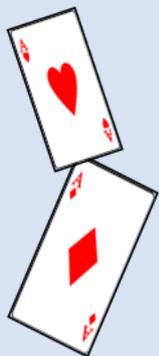
Both you and your partner need to be logged into BBO when you "register for the session" but agree in advance who is going to register your partnership then follow these instructions:

- a) Under "Play or Watch Bridge", you need to select "**Competitive**".
- b) Then under tournaments select "**All Tournaments**".
- c) This will bring up a list of all the "**Pending**" tournaments.
- d) In the top right of your screen you will see in very small lettering the word "**Search**".
- e) Type in **Watford** and it will find our event listed below
- f) The host name beside the event will be "vEBU201600"
(ie Richard Banbury, our director)
- g) Click on the event name
- h) In the blue box enter your partner's BBO name and press "**invite**"
- i) Your partner will receive an invitation on their screen which they should accept
- j) A list of registrants will be available on the screen, you can check you are registered.
- k) There is no need to stay logged in after registering –
but make sure you are both online and ready to play before the start time.

You both need to log back into BBO **in good time before the start of play** – I would recommend between five and ten minutes early. The system will remove you from the list if either member of a pair are not online at the start time. The director cannot add players to the event after the start, other than to fill a half table.

Just wait online and at the start time BBO will take you to your table to start play.

At the end of a round you need to wait patiently for other tables to finish.



[COSTS AND PUTTING CREDIT ON YOUR ACCOUNT](#)

It will cost \$3 per game to play. This is collected automatically by BBO each time you play in one of our WBBC virtual events.

In order to put credit on to your BBO account you need to login to BBO and on your home screen either top right on a laptop or more likely at the bottom on a tablet you will see a BBO\$ tab. Click on this and it will take you to a screen where you can get an explanation about BBO\$ but where one option is also to buy BBO\$. Click on this tab and you will be given the option to pay by credit card or by paypal. Although it would appear the minimum you can purchase is \$20 if you click on that dropdown you will see that you can in fact buy just \$10 and I recommend you do this until you see if you are happy playing in our virtual tournaments.

You then just buy them and they will sit on your account and be collected automatically each time you play in a tournament.

[ABOUT OUR DIRECTOR](#)

Many of you know Richard Banbury as a long standing member of the club and a national EBU director. He will be running our events for us. He is well aware that we will all be unfamiliar with using BBO, so don't be afraid to ask for help. Richard's BBO name when directing for us is **vEBU201600**. If you have any problems during play, then you can talk to him by clicking on the blue box with three white lines and you will see the option to Call the Director.

[LOSING YOUR LINK TO BBO WHILST PLAYING](#)

Sometimes you find that you lose your connection and are automatically logged out of BBO. Do not worry if this happens just log back in and the Director will automatically get you back on the table. If there is a delay then again do not worry - the Director may put another player onto the table to keep the game going. When you get back into BBO, the system will put you back in your seat immediately (if no replacement has been found) or at the end of the board (if someone else substituted). If there's any problem when you are back online you can send a private "chat" message to the Director (vEBU201600) and he will put you back on the table as soon as practical (eg at end of the board). If you are not familiar with how to chat on BBO, then click on Competitive – "All tournaments" – "Running tournaments" (not pending) and search for Watford. If you click on "vEBU201600" by the event you can message the director that way.

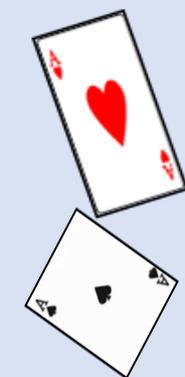
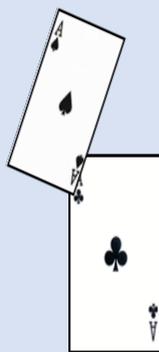
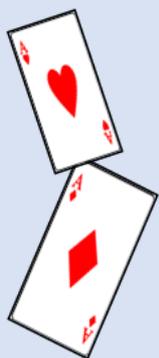
[DATA PRIVACY](#)

One last point is that I have had to pass a list of registered players with names and EBU numbers to the Director, Richard Banbury, to enable him to set up this tournament and under Data Protection guidance I need to inform you that I have done this. If you aren't on the list sent to Richard, the system won't let you play – so please register early.

That's it for the process but do please take the time to read some other points below.

[CHECKING YOUR RESULTS AS YOU GO](#)

At any time you can see results for your previous boards by clicking on the "history" tab to the right hand side (or if you are on a tablet more likely at the bottom). At the end, when all the tables have finished, you will see the final ranking list. If you click on your percentage, this will take you to the details of each board.



TIMING / CLOCK

You will notice a small box in the top left of your screen which will show the details of the rounds to be played and the time allowed. The time will depend on which session you are playing but it is essential you keep your eye on this clock. When the time for that round is up, you will be taken to your next table **whether you have finished playing your hand or not**. It is therefore important to keep to time on each board and remind your opponents to speed up – and claim as soon as possible – so as to finish the first boards in a timely manner. Defenders can also claim, ie concede, if declarer forgets.

BBO does not allow players to start a board with less than 3 minutes on the clock.

If you have a board taken away, the system will assess the board at that point and assign a score. If there is any problem with this, the Director can step in to do it as well - so if you have any concerns please inform the Director (vEBU201600) as soon as possible. He will look at the board and you will either be awarded 50%, or he may give an adjusted score based on the bidding and play up to that point.

There is a known glitch in BBO where an average (A==) may show as 100% or 0% on the history tab. Don't worry about this – in the final results it will be correctly calculated as 50%.

ETIQUETTE

We have a wide variety of players due to be playing, the vast majority of whom are fairly new to playing on BBO. Some also have problems with “flaky” internet connections which means they may crash out during play. **Please be tolerant**. The aim is for us to provide some competitive bridge but in a relaxed and friendly manner.

SELF-ALERTING

Online bridge is very different from face to face bridge when it comes to alerting and announcing. You alert and explain all your own bids that are not natural – you should never announce / alert / or explain your partner's bids. As you make any bid, you will see at the bottom of the bidding box the words “Alert” and “Explain”. You should complete this **before** making your bid. For instance, when opening 1NT – instead of your partner announcing your one no trump range, you type 12 - 14 in the box before you press the 1NT bid. Your bid will be shaded in the bidding table and the explanation you have typed will be in the top right of the screen. **However, your partner will not see the shading on the bid or the explanation – only your opponents will see it.**

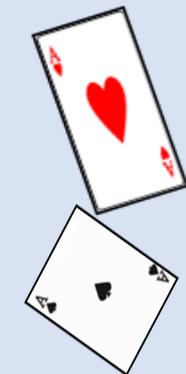
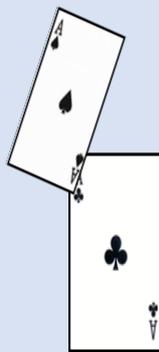
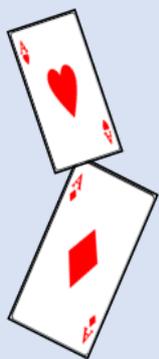
If you forget to alert, you can click on the bid and add it afterwards.

If your opponents do not alert and you suspect they have forgotten, you can click on their bid and they will be asked to Explain their bid.

This applies for all conventional or unnatural bids – including over 3NT.

It takes some getting used to, and no-one will mind if you forget, but do try to get used to alerting and announcing your own bids if you can. Be ready to ask about a bid if you have doubts about what it means – don't just assume its natural !

The easy rule is that in theory the Chat messages should be kept for “Chat” and not for explaining bids.



CHAT

I am sure you have all discovered the Chat button, but just in case – it is usually at the bottom left of your screen (I think it can appear on the right on an Ipad). This enables you to talk to the other players at the table. The important thing is to make sure you click on the dark blue button and select “Table”. Do not talk to the “Lobby” or “Kibitizers” or you may find your messages meant for someone at your table have been broadcast to a much wider audience!

There are some common abbreviations such as “typ” (thank you partner), “wpp” (well played partner), “glp” (good luck partner).

INTRODUCE YOURSELVES

When you find yourself suddenly thrust onto the table for the first round, it is polite to introduce yourselves and give a very brief outline of your system. One tip I have found, is that whilst waiting to start, you type this introduction in Microsoft Word – then highlight it and press Control (ctrl) and C – when you arrive at the table, click into the Chat line and press Control (ctrl) V – it will paste it into the box. You can then do this every round and it saves typing it each time. This will only work on a PC or laptop, not on an Ipad.

Many of the user names people have chosen are very obscure and you may not have idea who you are playing against. As the aim is to make this as friendly as possible, you may want to look at the profiles of your opponents. To do this just click on their user names. For this reason, it would be nice if everyone would complete their profiles to include their real names – unless they have some real reason for remaining anonymous. You can also put your basic system on your profile as well.

RESULTS

There will be separate NS and EW winners and also an overall ranking which will be entitled “Honours Board”. Masterpoints will be awarded at the “Club” scale to the top 1/3rd of the field (the scales shown on BBO itself are incorrect) and the event will be graded for NGS purposes by the EBU. Results will be available on BBO, if you stay online after the tournament finishes you should see them automatically and you will also be able to find them in “History” “Recent Tournaments”. It is possible to go back over the boards you have played and review each hand, on a bid by bid basis and also on a trick by trick basis – and compare against the winners – or your arch rivals! We also aim to have them on the Watford website.

UNDO BUTTON

The Undo Button can be found on the blue menu button (the one with 3 lines) and may be used when a player has inadvertently played a card. This must only be used in this circumstance and not to correct a change of mind. Such undo’s should be accepted in the spirit of our games. You can’t undo once your partner has bid.

If you are worried about misclicking then you can change the settings on the “account” tab to “confirm bids” or “confirm plays” which will ask you to confirm each click you make.

Message the Director (vEBU201600) online if you have any other questions or need help.

Good luck all, enjoy yourselves and have fun!

If anybody has problems you can also call Ros on 05601 114 470

