

Playing in an IBA Online Club Session on BBO

Registering for the session

Both players need to be online and then **one person** needs to complete the process below. (Sign on opens two hours before the session and needs to be completed at least 10 mins before the session starts.)

- a. **Both players log on to BBO.** Then **one person** completes the following. The partner just waits to be invited.
- b. Under the **blue 'Play or Watch Bridge'** section, go to the **green "Featured Areas"** section and select the Virtual Clubs option.
- c. On the new page, select ABF Australia (usually on the top righthand side of the screen).
- d. Scroll down the list of tournaments on the next page until you find a tournament starting with vabf2105 (in the Host column) and then look for the tournament name in Column two (pairs IBA)
- e. Click on the **tournament name**, not on the host name.
- f. Enter your **partner's BBO username**. Click ***Invite***. An invitation is sent to your partner.
- g. After **your partner accepts the invitation**, you should get a message saying you have registered. It flashes up quite quickly so you may miss it. If you are not sure, you can try and register again - BBO will tell you if you have already registered.
- h. Now you need to wait for the tournament to start.
- i. **After registering you can log off and log back in later.** If you are using BBO for the first time, both partners should **log on at least 30 minutes before** the session in case of problems.
- j. **The session may start up to 10 minutes late to allow the Director to sort out any problems.**

Playing the session

- a. Both you and your partner need to be logged onto BBO at least 10 mins before the session start. Just log on and wait in the play and watch page.
- b. **At the start time you will be taken automatically to your first table.** Just wait for it to happen and be patient.
- c. **If you or your partner are not logged on at the start time, BBO will automatically remove you from the movement. You cannot be added to the movement once it starts.**
- d. The time allowed to play each round (and the time remaining to complete the round) is shown directly under the board number.

- e. At the end of the round, (e.g. after 21 mins for a 3 board round), you will be automatically moved to the next table
- f. If you have not finished a board when the time runs out, or not started the last board with 3 minutes to go, the board you are playing will disappear. Both pairs will get 50% by default. **The SOUTH player ONLY please tell the Director you did not complete the board.** The Director will check incomplete boards and if the play has continued far enough for the result to be clear, the result will be adjusted to that.
- g. **If during the game you lose connection with BBO, log in again** and you will be able to resume from the same point.
- h. If one of the players at your table has the word reserved after their name, they have lost connection. You will need to wait while they log in again.
- i. You can call the director if there are any problems. Click on the menu, which is the 3 lined box or "hamburger" 
- j. During the session you can see your results at the end of each round by clicking on the history tab at the extreme right of the screen. Everyone plays the same boards at the same time so neither you nor your opponents will see the boards later in the session. At the end of the session, your results will automatically appear.
- k. **Enjoy yourself!**

If this is your first time playing in an online tournament, you can contact either Marie Pickering (0422375712), Andrew Smith (0412321810) or Jill MacRae (0414900239) to check that you have registered correctly.