



From time-to-time, something goes wrong with a TBC virtual game, and we need to find a substitute to fill in for one or more seats. Causes vary, though the most common are:

- Just when the game is about to start, for some unknown reason, a pair is tossed by the system. This happened during our Friday April 24<sup>th</sup> event. There was no explanation. Thus as the game started, there was a missing N/S pair.
- A player gets disconnected during the game and cannot reconnect in a reasonable amount of time.

To make yourself available to substitute in a TBC-V game, follow the instructions herein.



*You must follow these instructions verbatim to substitute for a TBC-V game and only a TBC-V game. If what you do strays from the following advice, you may find yourself becoming a substitute for any virtual club game, not just TBC-V.*

Once the TBC-V game starts, it will appear on the *Running* tab not the *Pending* tab ...

- Proceed to the list of Running games as per

vacb185736	Pairs TBC Ottawa 0-1250 9am	Pairs	20
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- Click the game and a map of the tables will appear resembling the following:

10	tread77	23skidoo	<u>hilsy</u>	plough2b
11	swervth	11bythree	norma7o	12by5rs
12	bankder8	98point6	filch32	pinf383
<div>Substitutes Refresh</div>				

- Click **Substitutes**, ensuring the screen that appears displays the highlighted text below:

## Tournament Substitute

☐ I am willing to be a substitute in **this tournament**

Close

Select the checkbox beside the *I am willing...* text, and a checkmark should appear in that box. Then click **Close**. You are now in a list of available substitutes for this and only this and only this tournament.