ScoreBridge has extensive Help Screens available to guide the user though most operations.

Relevant ones can be set to appear automatically by using the Help Menu. By default these have been set not to appear as they can be distracting.

Other settings can be found by exploring the menus at the top of the screen. Many can be found under the Club menu and then preferences in the initial Events List. Other Preferences menus appear on various screens

Below are the basic Instructions for setting up an Event, followed by some of the most common problems/issues and how to sort them out

Setting Up a New Event

Start the computer

Logon to your club

Open ScoreBridge ♠ (Up comes box 'Load events for last club using ScoreBridge, click No)

The basic steps are:

1. Enter the event details
2. Select the Movement
3. Confirm everything is correct. The wireless scoring program will start automatically.
4. Scores are collected from the tables via the Bridgemates
5. Review the final scores and make any corrections as required.

1. Enter the event details

Select Club - top left

Events open

Click New Event - top right in green
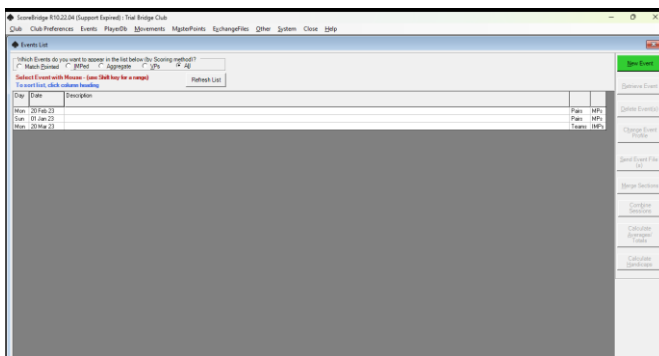
Ensure the Use Bridgemates box is ticked

Enter Description – eg Club and date eg Doon20190611

Club event (Club Afternoon Pairs)

Number of tables (only do this when you are sure that everybody is seated)

Check correct scoring method is used

Ensure sitting pairs accommodated eg Director

Click OK when you have all the information

2. Select the Movement

Now pick a movement.

Select the movement from the list, or from your own Club preferences, or from the black folder with the movements for the number of tables

Left Hand side (Movement Detail) check boards per table, total number of boards, where any relay is, E/W numbering etc. In certain movements there is the option to add x to the E/W table number, eg 20, so at Table 1 there will be pairs 1 and 21

When happy all is OK with the movement you are going to use click OK top right

Next you will be asked if there is a missing pair (Half Table) if full tables, click No, if half table, click Yes

If Yes next box wants to know which pair is missing. Enter pair no of missing pair eg if there are 9 and ½ tables missing pair is 10. Click OK

Confirm missing pair

Next box is confirmation of movement click Yes

Next box is always No ie set up new database

You are now set up for scoring the competition

3. **The wireless scoring program will start automatically**.

The Bridgemates are now live, and players can switch them on. Buttons on the screen show green when Bridgemates are switched on and connected

The Bridgemate control box appears, check it is connected leave it or minimise it. Do not click the Red X

Check for missing names by clicking Players Page and enter missing names by looking at club database (double click on Name) or put in manually. Make sure you click OK/Save

At the start of the last round it is worthwhile reminding the players that after the last board has been entered and verified, they should then press OK on the Bridgemates until the message "End of Session" appears.

4. Review the final scores and make any corrections as required

Return to competition if there are any disputes, strange scores or changes to be made

A screen will advise if there are any suspicious scores. If so, click on the Score Sheets button and look for relevant boards. Sometimes the suspicious score is simply due to inadvisable bidding; sometimes it is due to incorrect entry at the table – contract entered as E/W instead of N/S, or vice versa. Correct the entry as required, remember to click End/Save board.

When happy all is OK click all Board Done button.

The screen will revert and if necessary, player names can be changed via the edit players button**.**

Next box is If all scores are not in you can return to scoring, click No if you are sure all boards are in.

Next box says converts to 60% always Yes (I don't know why – just do it)

Next go to options and Click on included deal in web page, a box will open, and you can choose the set of boards that were used in the competition (eg D4)

Click Print, top left. Ranked results and print

Click on the Send tab, and in the drop-down menu click on Upload results to BridgeWebs. • Select the appropriate club entry from the pop-up menu and click on OK. • On the next pop-up, (Change the Event description) click Yes.

If happy all is done close ScoreBridge including Bridgemate control, log off the Club and shut down PC

Please do not go into any settings and change things

There is a black A4 folder with suggested movements for match point aggregate and one winner competitions in the compartment in the right-hand desk

Some common Issues

Movements

ScoreBridge provides a large number of movements.

- Mitchells - for any number of tables
- All the Pairs movements in the EBU Movement Manual
- Other Howells, Appendix Mitchells etc.
- Teams and Individuals movements

(Note: 1½ Appendix Mitchells are shown as Bowmans)

They recommend you use the standard built in movements.

Most clubs need just a Mitchell and their own choice of Howell for a given number of tables.

They are easy to modify at the start of the event.

To confirm you have the correct movement.

• Try clicking different movements to get a full description

• Click the View Movement button to see start positions and pair numbers on each board set

• Click the Table Cards button to see a Print Preview of the Table cards that go with this movement and check they are the same as the ones that you are using

Each Club can set up their own list of preferred movements by using the Movements Option on the menu, then select Movement Organiser and Club Standard Movements
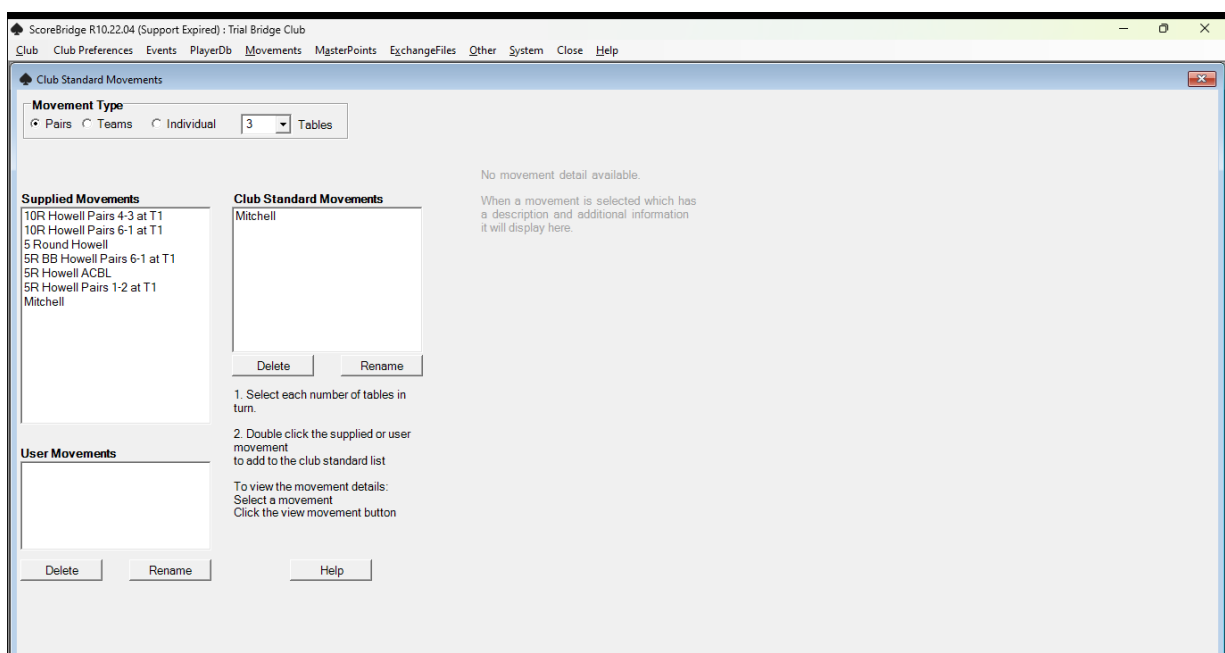
Club Selection and Preferences

ScoreBridge keeps details of clubs including all the Club Preferences entirely independent of each other. Each club can select their own Club Preferences / Settings via the Club Preferences menu
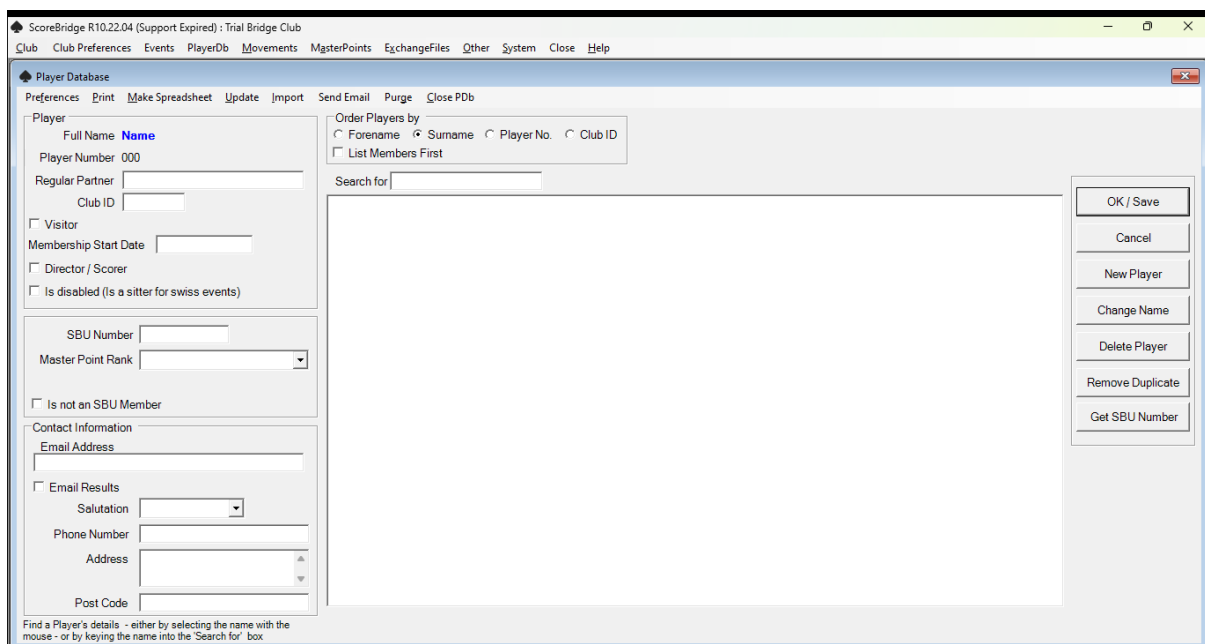
Clubs should review all the Preferences to ensure they meet their particular requirements.

If you score for several clubs, you may well find it helpful to receive a prompt when you start ScoreBridge telling you which is the current club. This can help you avoid starting scoring an event using the wrong club by mistake.

- Click System menu
- Click System Preferences
- Tick the box Prompt for Club

Player Database

Display via the main menu PlayersDb.

Select a player either with the mouse or by keying the first part of the name in the search box to filter the names list.

The details of the player are displayed when selected. These include:

- Player Number. This is the unique ScoreBridge database number and cannot be altered. This links to the event files. Event files do not store names but link to the player numbers.
- Regular Partner
- Club ID (optional).
- Visitor / Club membership start date
- If they are a director or scorer
- If they are disabled i.e. have mobility issues

You can find players if they need correcting by using the 'Search' box. Typing a name here filters the list. Clear the box to show all players.

Change the order the player list is displayed by selecting the required option from the 'Order Players By' box.

Use the Remove Duplicate Name button to give the same name in all events where some have been inadvertently entered with different spellings

Membership / Visitor

The presence of a membership start date signifies membership of the club.

Tick the Visitor box if they are a visitor / guest.

Correct a player name in the database

If a player's name is incorrect in the Player Database then do the following:

- Go to the Player Database screen
- Select the incorrect name
- Click the 'Change Name' button and follow the instructions to correct the name
- Repeat for each incorrect name
- When all are corrected, Click the 'Save' button

If the corrected names are wrong within an event, follow the instructions below to update them.

Correcting a player's name in an event

Select the Event on the Event list

- Use the Retrieve Event button
- On the Results screen that then appears use the Other Pages menu to go to the screen Players in this Event
- Delete the incorrect names by selecting then in their table position and using the delete key
- Insert the correct ones and click the OK /Save button
- On the Score sheets screen, click the All Done button
- You should then see the Results screen with the corrected names

Deleting Entries in the Player Data Base

You can only delete entries from the Player Database after all the events in which that person played have been deleted

- On the event list screen delete all old events that are no longer required
  - Sort the Event List into date order by clicking on the Date header at the top of the list (click a second time to reverse the order)
  - You can select a block of events using the mouse with the Shift key held down
  - Click the Delete Events button
- On the Player Database screen
  - To remove ALL players who have not played in ANY of the remaining events, use the Purge option on the menu
  - To remove 1 player (e.g. a deceased player), select the entry and use the Delete Player button.
  - You will be given option to change a Player's name on all the events he / she has played in to 'No Player Name'

August 2023