How to use Find a Partner

1. From the CCBC2019 homepage, click on **Find a Partner**.



2. If your email address does not appear, type it in. Now type your password in the box and click on **Login**.



3. This page will appear, click on Login.



4. The month is shown in the middle of the screen and the date of the competition is shown on the left.

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					Diane Sparkes & Margaret Beardsley (10th Apr 16:06) Dot Poore & Craig (N/S) (26th Dec 2023)	
					Doug Mercer & Ken Haines (7th Jun 15:22) John Campin & Sheila Cartridge (E/W) (18th May 08:28)	
					John Chandler & Jill Baber (E/W) (9th Jun 15:47) Marcia Mullard & Elaine Churcher (N/S) (21st Jun 08:11)	
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Use the scroll bar on the RHS of the screen to navigate to the date of the competition that you want to sign up for. *Be careful – there are two scroll bars – use the inner one!*

5. Having found the correct date for the competition, you will see three white square boxes.

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BBO Guides		Ann Tranter & Angela James (19th Mar 19:16) Catherine Hudson & Laura Coleman (Hunter) (16th Jun 14:32)	
Teams Competition		Diane Sparkes & David Spencer (28th Apr 10:47) Dot Poore & Craig (N/S) (5th May 19:45)	
Library		Doug Mercer & Ken Haines (7th Jun 15:22) Margaret Beardsley & App Judd (3rd May 15:57)	
Trophies		Mike Innes & Mark Welford (23rd Apr 11:18) Shella Cartridoa & Bill Thomas (13th Jun 10:42)	
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- FBU Information	4	Catherine Hudeon & Rill Thomae (13th May 10:23)	
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6. Click in the left box if you are looking for a partner to play with and would like to add your name to the **Partner Required** list.

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□ EBU Information	4				Þ
○ Membership					22 June 2024 Saturday

7. Click in the middle box if you would like to withdraw yourself and your partner from the competition. You must also type your partner's name in the long box. **NB If you have signed yourself and your partner up to play in the competition then it can only be you that can withdraw your names from that competition.**

£@ ! @	Coldan	Common Brid	ae Club 2019 🛛 🛞 🚱	6
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8. Click in the right box if you would like to add yourself and your partner to the competition list. You must also type your partner's name in the long box.

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9. If you would like to request a seat position, click on the drop-down arrow and choose your seat direction.

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10. Once you have completed all your actions, you must press the **Confirm** key.

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Now click on **Find a Partner**.

11. To check that you have completed the actions correctly, use the scroll bar on the RHS of the screen to navigate to the event.



12. Click on the event you wish to check and those playing will appear on the RHS of the screen.

