

# OXFORD BRIDGE CLUB



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**EBUScore**

**What can go wrong and what to do about it**

**Oxford Bridge Club**

**January 2018**

## Revision record

*Original prepared by Kathy Talbot for Oxford Bridge Club CIO in March 2016  
inspired by Alan Dean of Keighley Bridge Club. Revisions by Liza Furnival*

### *April 2017*

- *Added material from EBU course on communication problems with Bridgemates*
- *Added material on using the Bridgemates, player names and uploading and printing problems*

### *January 2018*

- *New sections on ending the session early, resetting the movement, and new material in the section on updating the movement.*
- *Additional material from the most recent (October 2017) EBU EBUScore manual on score adjustments (Section 4) as a result of new provisions under Law 15B in the 2017 Law book. This includes material on fouled boards, weighted and split rulings, changing pair numbers on the travellers and players who play the wrong boards.*
- *Adjustments related to hardware changes, ie new printers and other minor changes.*

### *January 2018 (update 2)*

- *New and updated material in the section on Bridgemates*
- *New and updated material on adding new players to the Player Database, adding visitors to the player database, and finding EBU numbers for non-members.*
- *New section on problems with the Bridgemate server*
- *Updated screenshots in the section on movements*
- *Deleted the section on managing the player database*

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## ***What can go wrong, and what to do about it.***

### Remember

If the system doesn't respond or the Bridgemates don't work, get the travellers out and score on them. If you cannot score by hand, ask someone to do it for you.

And you can contact Marion, the Chief Scorer on [scorer@oxfordbridgeclub.com](mailto:scorer@oxfordbridgeclub.com) or 01865 880114 or 07779 689625, or Kathy on 07960 770450 for help

### **FEEDBACK WANTED!**

All suggestions for additions, revisions and corrections to this and other scoring documents are welcome.

Please contact Liza Furnival, the Tournament Secretary on [ts@oxfordbridgeclub.com](mailto:ts@oxfordbridgeclub.com)

## 1. Bridgemates

You need to access the TD menu to delete, amend scores or record averages via the Bridgemates. It isn't visible on every screen, so, press "cancel" or go forwards to another screen until you find it.

The TD PIN is 1206.

The TD menu consists of two pages. Use the up and down function key to navigate between the two pages. To exit the menu, press the BACK function key.

The TD menu has nine options:

1. To enter an arbitral (adjusted) score, press '1'.
2. For an overview of the entered scores, press '2'.
3. To delete an entry, press '3'.
4. If you would like to view the corresponding table and section of the Bridgemate and/or the corresponding round and pairs, press '4' (retrieve status).
5. To retrieve an overview of the board numbers not yet entered, press '5'.
6. To retrieve a score recap of the current round, press '6'.
7. To reset the Bridgemate, press '0'.
8. To set the contrast of the screen, press + or -.
9. To retransmit all scores to the server, press the RESEND function key.

You won't normally need to use all these options. The most relevant ones are detailed below.

### 1.1 To enter an arbitral (adjusted) score

Select option 1 on the TD menu. Enter the adjusted score for each pair. Press:

- 4 or - to enter 40% (average-minus)
- 5 or = to enter 50% (average)
- 6 or + to enter 60% (average-plus)

Then press OK. The Bridgemate will return to the result entry screen and the assigned score is displayed at CONTR. Press OK to confirm this, and confirm the verification screen. The Bridgemate has now saved the new score for this board and will send it to EBUScore.

### 1.2 To delete an incorrect score

Players can do this themselves on the Bridgemates if they notice the error before the round is completed. Tell them to press the SCORES function key

```
ROUND 1  NS:1 EW:12  21-24
BOARD  :  -
CONTR  :
LEAD   :
RESULT:
TDMENU NAMES  SCORES
```

Then the CORREC function key.

```
SCORE RECAP - BOARDS 21-24
21: N 4H+2      +680
22: W 3NTx=     -550
23: S 2C-1      -50
BACK           CORREC
```

Enter the board number when asked, then select OK. The result is erased and can be entered again by the players as normal.

The scorer can also delete an incorrect score via option 3 on the TD menu. The screen will say "Erase Result?". Click OK and then enter the board number. Click OK again. The players can now enter the correct result.

### 1.3 To correct a name or add a missing name

This can be done by the players at any time during the session. Press the NAMES function key on the Bridgemate

```
ROUND 1  NS:1 EW:12  21-24
BOARD : -
CONTR : -
LEAD  :
RESULT:
TDMENU NAMES          SCORES
```

Then the CORREC function key.

```
N: Michael Brown
S: Robert Moore
E: Kevin Edwards
W: Mary Brooks
Press CORREC to
change players
BACK           CORREC
```

The EBU number can be added or corrected as normal. Then confirm. The name will be saved and sent back to the scoring computer.

## 2. Bridgemate server

### 2.1 Problems with the server cable

The most common problem is that the cable for the Bridgemate server isn't visible. This is usually because it's slipped off the desk. Try looking down the side and behind the computer. It is a standard USB cable. If you still can't find it, there are one or two spare cables in the Bridgemate case. One end needs to be plugged into a USB port on the computer, and the other end into the Bridgemate server.

If the Bridgemate server "on" light doesn't come on when you plug it in, check that the USB cable hasn't come unplugged from the computer.

## 2.2 The server battery light flashes red

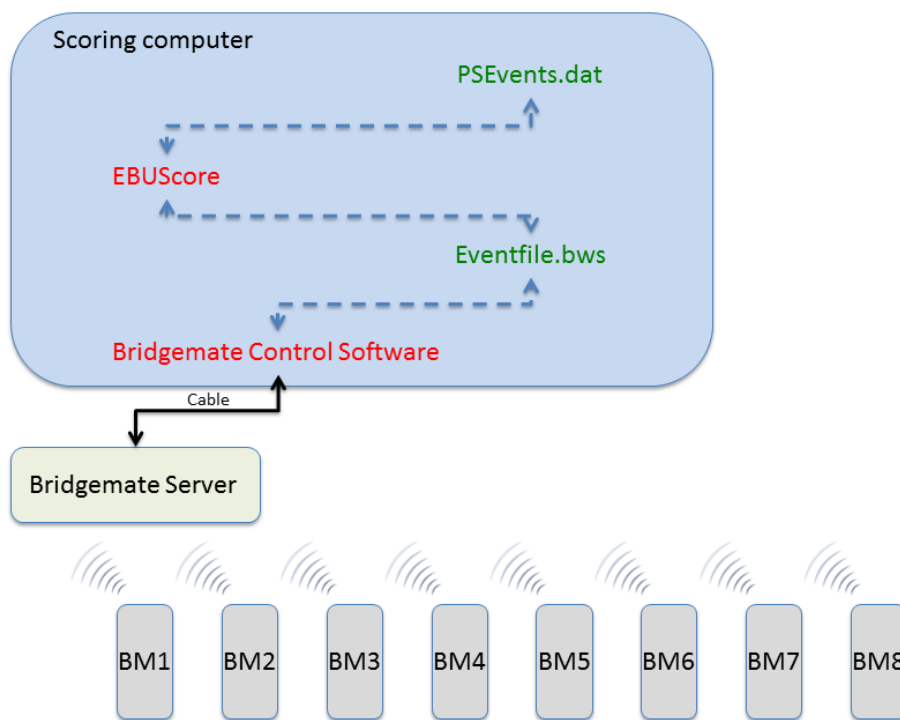
This is usually because the batteries need to be changed, so if the light is flashing red before the session starts, check that the batteries have been inserted correctly, and if that doesn't work, change the batteries. If it continues to flash red, don't use that server – use the spare one, and let the Chief Scorer know that there may be a problem with one of the servers. Don't switch servers or change the batteries during the playing session – this could result in loss of data.

## 3. Communication problems between EBUScore and Bridgemates

The scoring computer occasionally loses communication with the Bridgemates.

The figure below illustrates the communication between the four main processes of the system and their connecting files.

### Communications between EBUScore and Bridgemates



The **Eventfile.bws** file is the 'Database' you create before launching the Bridgmate Control Software (BCS); BCS communicates with EBUScore through this file.

The **PSEvents.dat** file is where EBUScore stores details of the event.

Each Bridgmate retains in its own memory all the results for its table.

The Bridgmate Server also keeps all the results for the whole session within its own memory and in Eventfile.bws.

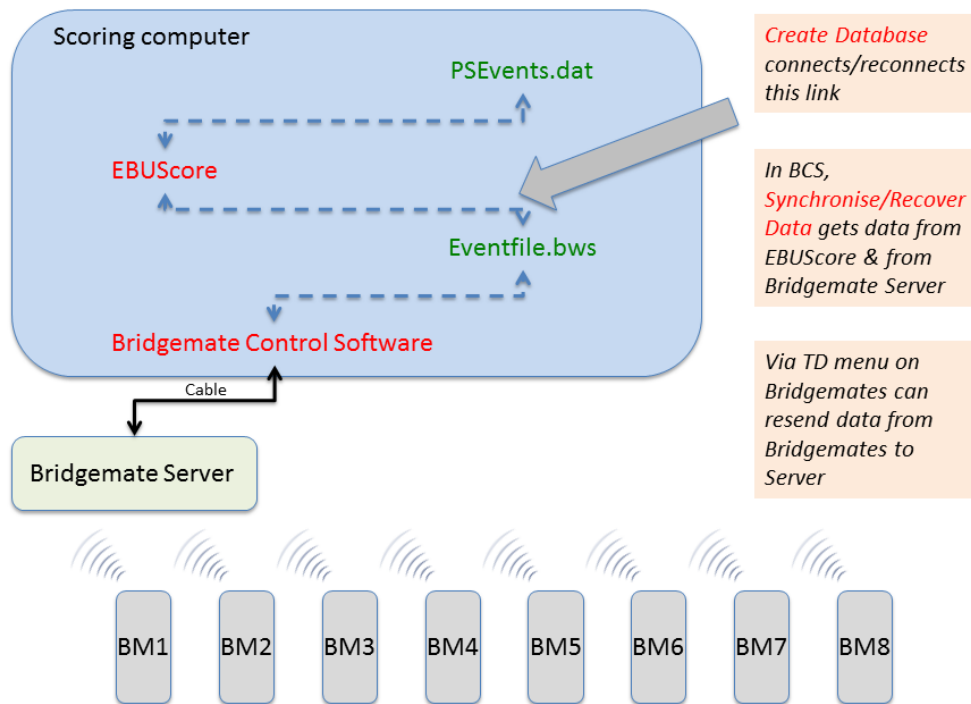
This means that whenever communication is lost or hardware fails you can always (in principle) retrieve all the results. For example if the main computer goes down after the event has begun, you



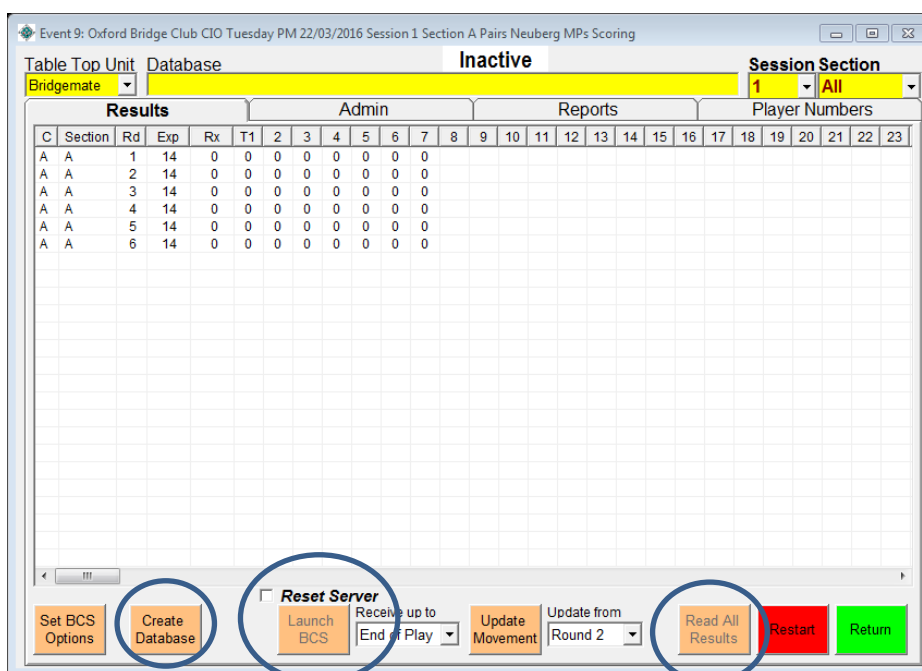
can eventually retrieve all the results from the server (assuming its batteries are working since it is normally powered from the main computer). If the server and the computer go down, all results will be in the Bridgemates and can be retrieved. So you should never have to type in results by hand.

Methods of retrieving results are described on the following pages.

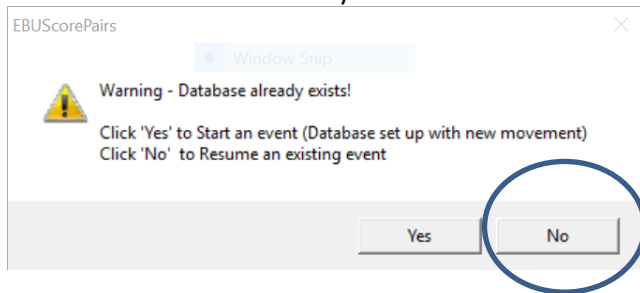
### Communications between EBUScore and Bridgemates



If communication temporarily stops between the server and Eventfile.bws file (or maybe you logged off EBUScore or BCS by mistake), you can click “Create Database” (on the Bridgmate Scoring menu)

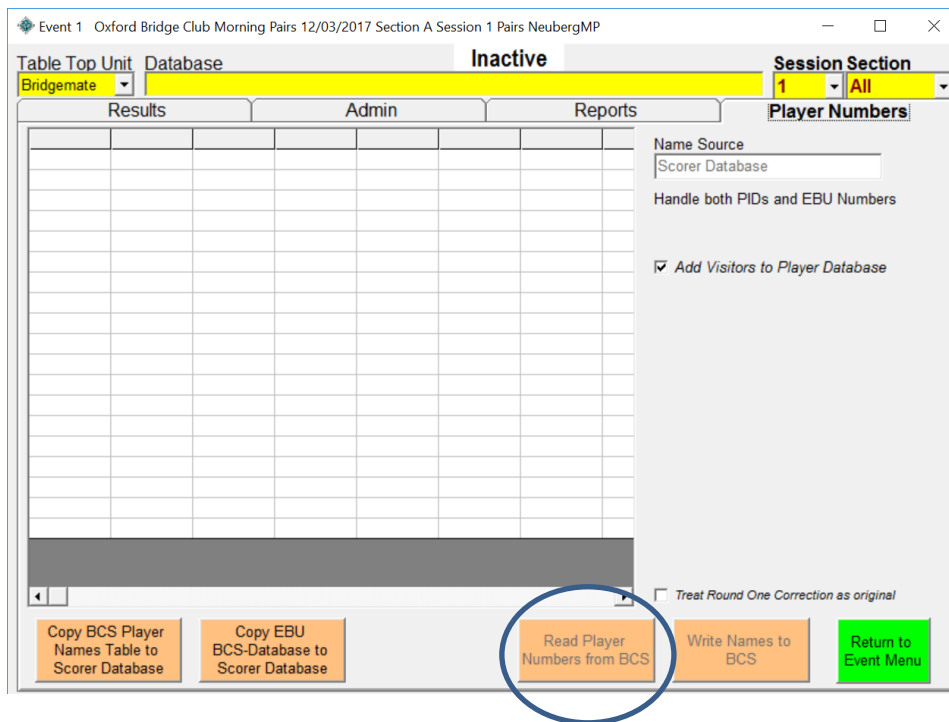


and hit “No” when it warns you that the database already exists.

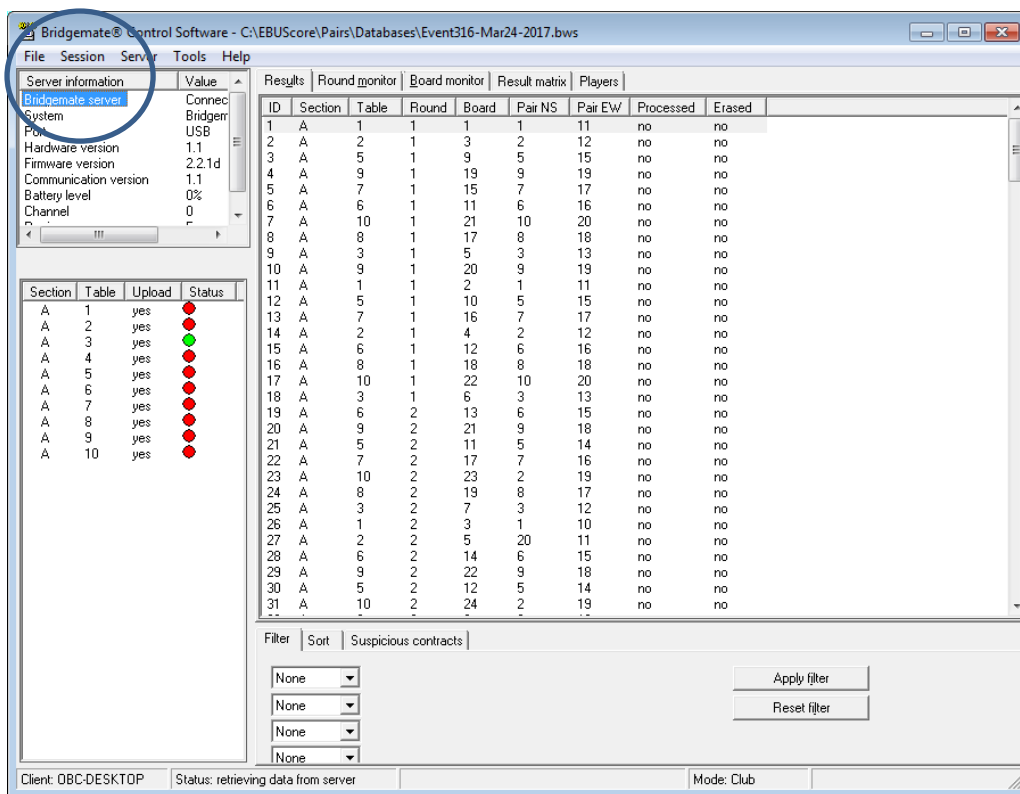


Then hit “Launch BCS” again and BCS should be reactivated.

“Read All Results” (from the same menu) updates EBUScore with any results in the Eventfile.bws file which have not got across. If EBUScore has lost everything you also need to resend player details. Use “Read Player Numbers from BCS” which is on the Player Numbers sub-Menu of the Bridgemate Scoring window.



If you lose all data in the server (perhaps by turning it off by mistake), it can be restored from the Eventfile.bws file by the “Session” tab at the top of the BCS window.



It gives you an option to “Synchronise/Recover” – choose “Recover”. This restores the information in the Server and the Bridgemates.

It is also possible to update everything from the Bridgemates – there is a TDMenu item on the Bridgemates to resend all scores, it would have to be done from each Bridgemate.

## 4. Deal files

### 4.1 You can't find the deal file

You've looked in the correct place, but the .pbn deal file is nowhere to be found. This could be because the dealer forgot to move it into the Dealfiles folder in Dropbox on the HP (red) laptop. Look to see if any of the dealing team (there's a list attached to the director's cabinet – you may have to look under other pieces of paper to find it) are currently in the club, and if so, ask them if they can find the missing deal file and move it into the Dealfiles folder on the red laptop for you. Alternatively someone else familiar with computers may be willing to help.

If there is no-one to help, you have two options:

- a) upload the results files without the accompanying deal file and warn the players that there may be a delay before the hands appear in Pianola and on the website. Then contact Cliff, the dealing coordinator ([dealer@oxfordbridgeclub.com](mailto:dealer@oxfordbridgeclub.com)) and Marion, the chief scorer ([scorer@oxfordbridgeclub.com](mailto:scorer@oxfordbridgeclub.com)) to let them know what's happened.
- b) try to find the file on the laptop yourself. Don't try to do this if you don't feel comfortable about it.

For option b) open the laptop, and log in to Duplimate. Look on the desktop for the “Dealfiles” folder. This opens a File Explorer window. Within this window, click on Dropbox in the left-hand

menu. Now look at its contents on the right-hand side. The missing .pbn and .pdf files should be there. The .pbn file is the one that you want. Right click on it, select copy, and then paste it into the “Dealfiles” folder, also on the right-hand side. The file should now copy itself onto the main scoring computer so that you can import/upload the .pbn file as normal.

#### 4.2 You’ve uploaded the wrong deal file.

This is dealt with in Section 9.4 under “Uploading and printing problems”.

### 5. Ending the session and score adjustments

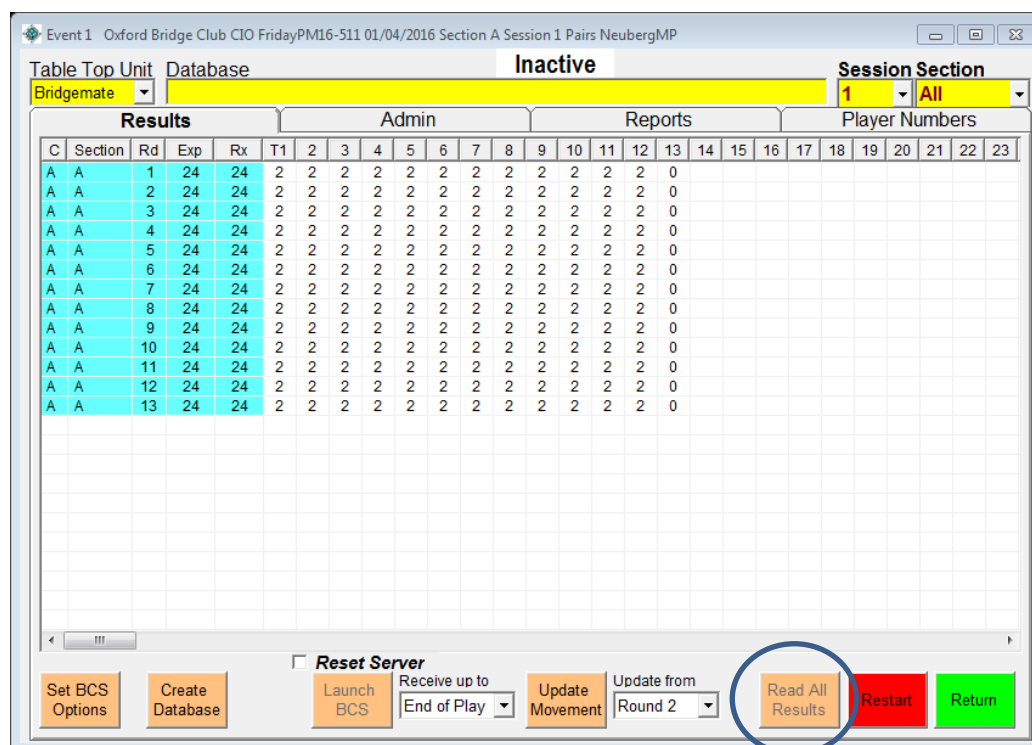
#### 5.1 Ending the session early

If you need to end a session early for any reason you can do this by updating the movement, as outlined in Section 5.3, and reducing the number of rounds by one (or more). Any arrow switch round(s) will be carried forward as the last round or last two rounds. It is also possible to end the session early by deleting the last round – though if the last round is arrow switched, it will be lost.

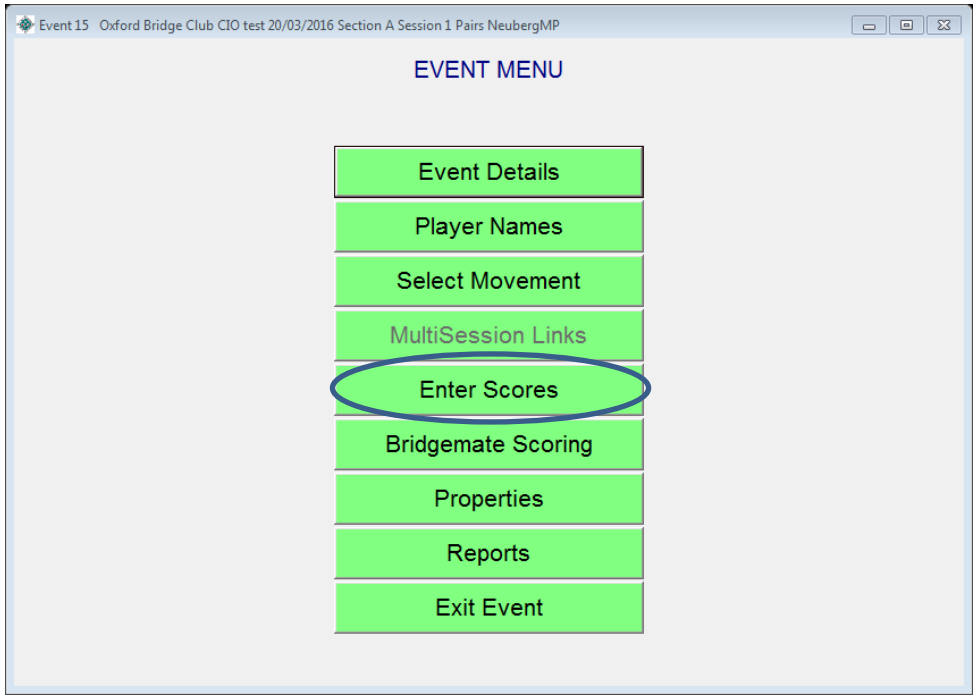
An alternative method of ending a session early is to enter “NO PLAY” into the Bridgemates for the unplayed boards. If you use this method EBUScore won’t recognise that the session has finished. To end the session close down the Bridgемate Control Software window (having first checked that all the results have been received into EBUScore).

#### 5.2 Missing scores

When play is finished all of the dots in the Bridgемate Scoring window will turn red and the Bridgemates will turn themselves off. If any dots stay green it may be because there are some missing scores. First of all, try hitting the “Read All Results” button.



If this doesn’t help, go to the “Enter Scores” window to check if some results are missing.



Look in the “Missing Scores” box at the bottom of the window. In the example below the last score is missing from board 8. Ask the pairs involved (here pairs 3 and 5) to put the missing score into Bridgемate number 8.

**Session Section** 1 A **Board** 8 **Neuberg**  
**Vul** Love All **Top = 6**

NS	EW	Contract	D	Lead	NS+	NS-	NS Mps	EW Mps	Score
2	6					120	4.33	1.67	
1	8					170	0.33	5.67	
4	7					120	4.33	1.67	
3	5							0	

**Options**

- Auto Next Board
- + Prompt
- Omit Last Zero
- Omit Vulny Check
- NS Pair Order
- US Style

**Weighted Scores**

%	NS	Score	Assign

**Board**

1	3	5	7	9	11	13	15	17	19	21	23
2	4	6	8	10	12	14	16	18	20	22	24

**Missing Scores**

1
---

Print Board    Score Entry Help  
 Print Ranks    Clear Scores    Return

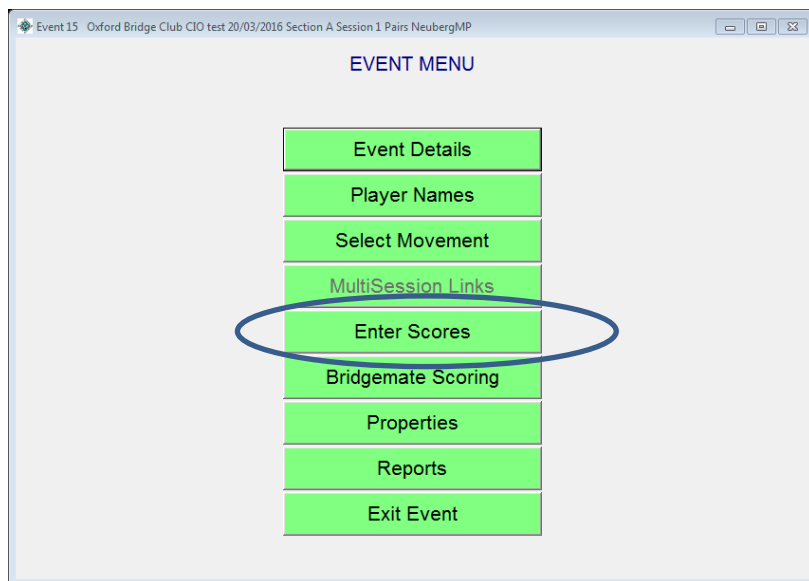
If the players have left the premises without entering a score, tell the TD, who will usually award the offending pairs an average minus (40%) score for that board. This should be done via the TD menu on the relevant Bridgемate, using the PIN code “1206”. For further details on using Bridgемates to give averages, go to Section 1.1 above (or Section 5.5 below, on giving averages in EBUScore).

### 5.3 Score corrections

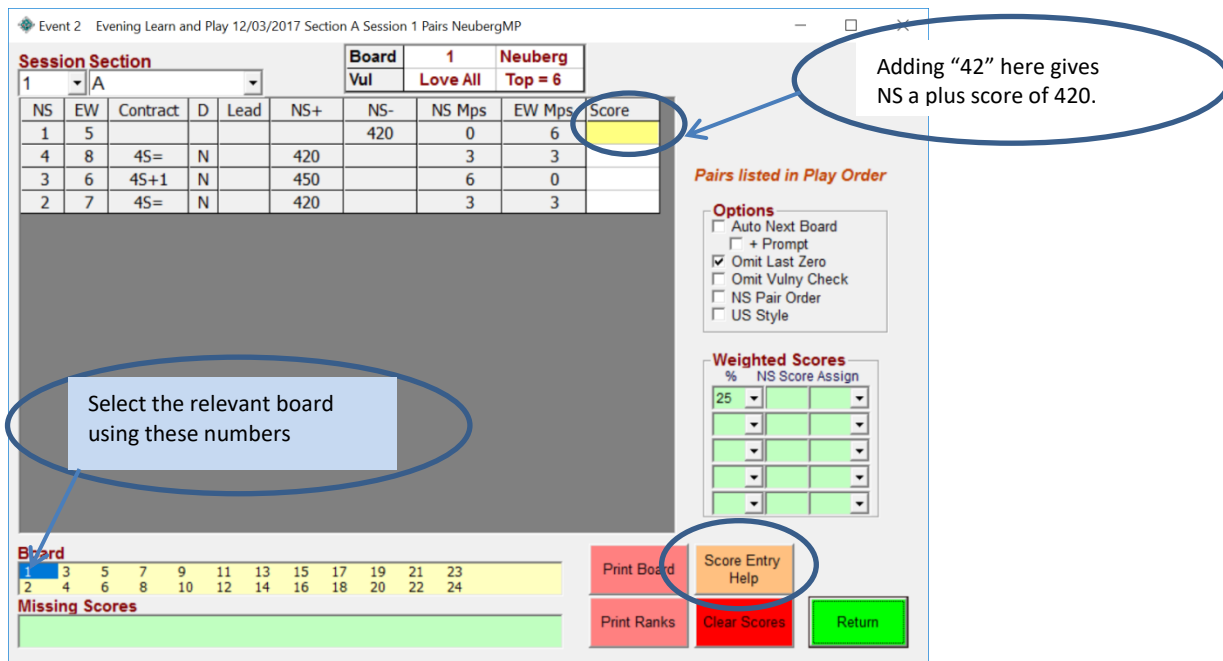
These should normally be done via the Bridgemates as play progresses and may be done by the players themselves, or by the scorer. See Section 1 for more details.

If you need to make a correction using EBUScore, use the “Enter Scores” section. Again, this should be done once all the scores have been collected from the Bridgemates, and after the “Read All Results” button has been pressed.

**IF YOU PRESS THE “READ ALL RESULTS” BUTTON AFTER YOU’VE MADE SCORING CORRECTIONS OR ADJUSTMENTS IN EBUSCORE, THEY WILL BE LOST!**

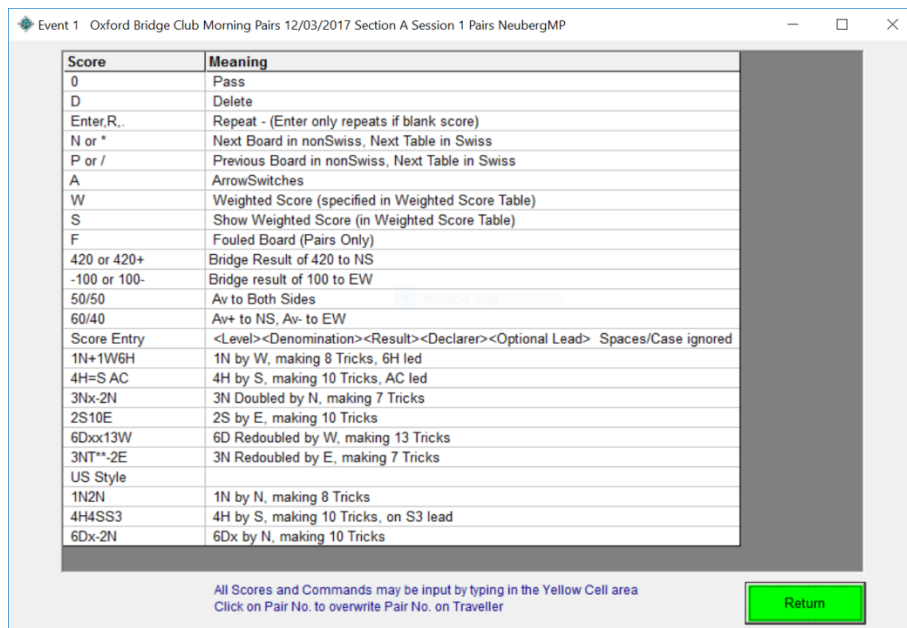


All score corrections are entered in the Score column (with yellow cells) on the right.



We normally enter the scores leaving out the last zero. Scores are added from the point of view of NS. So “42” will be +420 for NS. “-5” will be -50 for NS.

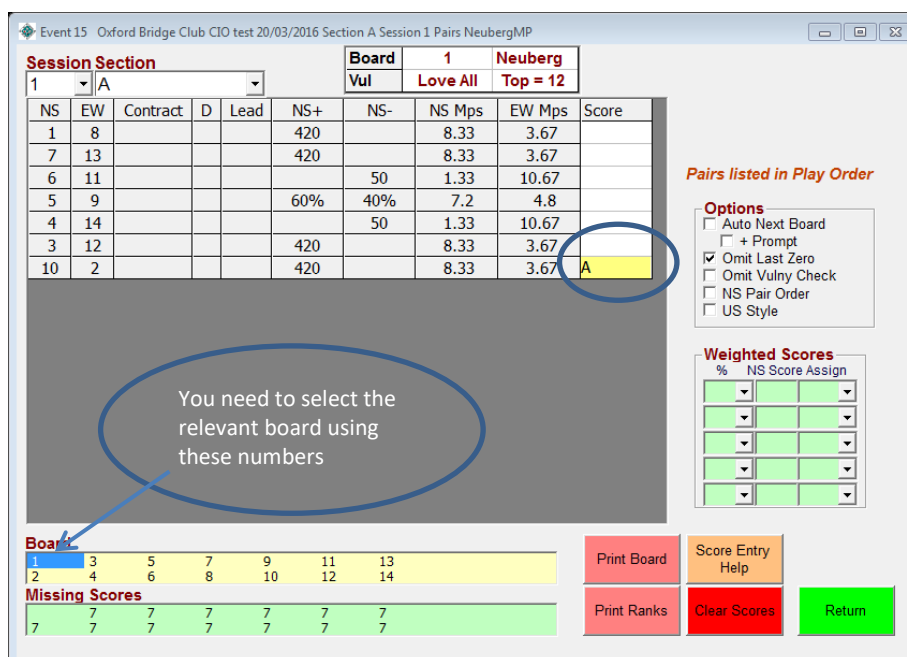
If you want to include the contract and declarer, enter scores in the format 4S=N (4 spades by North, making 10 tricks); 1NT+2E (1NT plus 2 by East); 6DX-1W (6 diamonds doubled by West, minus 1). For further help on entering scores hit the “Score Entry Help” button.



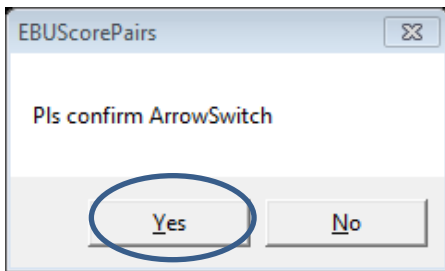
Hit Enter/return on the keyboard to record the new score. The matchpoints will be recalculated.

## 5.4 Someone forgets to Arrow Switch

Once again, do this at the end of the session, once all the scores have been collected from the Bridgemates and after you have pressed “Read All Results” on the Bridgemate Control Window. Go to the Event Menu and select “Enter Scores” as above. Select the right boards and the right pairs. Then type a capital “A” in the yellow cell in the Score column:



You will be asked to confirm the ArrowSwitch:



The scores will be updated and the matchpoints recalculated.

### 5.5 Giving averages

This should normally be done using the Bridgemates. See Section 1 for details. If it needs to be done at the end of the session, make sure that you have pressed the "Read All Results" button in the Bridgemate Control Window first. The Bridgemate dots should all be red. Go to the Event Menu and select "Enter Scores" as shown in Section 5.3 above.

Add the required percentage in the Score column, taking care to assign it the correct way round to the correct pair on the correct board. Inserting "60/40" will give 60% to NS and 40% to EW (average plus and average minus). "50/50" will give an average to both sides. When you hit "enter" on your keyboard, percentages will be assigned and the matchpoints will be recalculated.

Board	1	Neuberg							
Vul	Love All	Top = 12							
NS	EW	Contract	D	Lead	NS+	NS-	NS Mps	EW Mps	Score
1	8				420		8.33	3.67	
7	13				420		8.33	3.67	
6	11				50	50	1.33	10.67	
5	9				60%	40%	7.2	1.8	60/40
4	14				50	50	1.33	10.67	
3	12				420		8.33	3.67	
2	10				420		8.33	3.67	

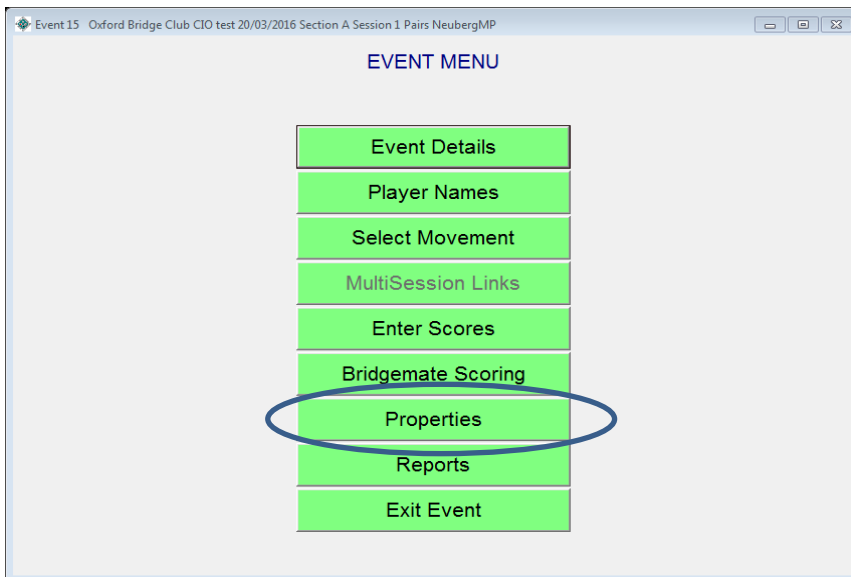
Board: 3 5 7 9 11 13  
2 4 6 8 10 12 14

Missing Scores: 7 7 7 7 7 7 7

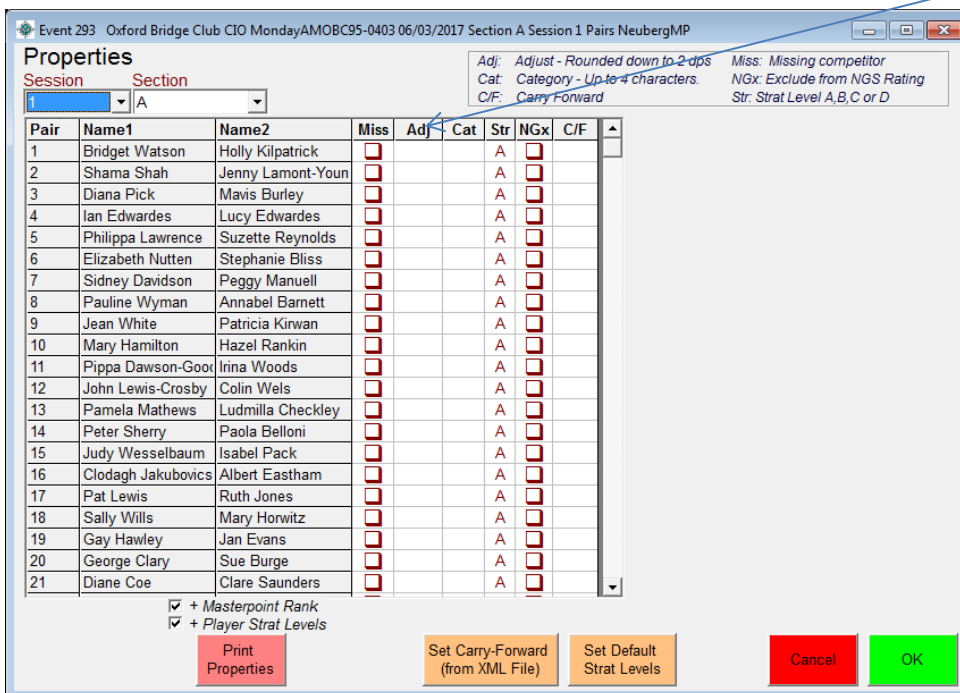
### 5.6 Penalties/fines

Penalties are imposed by the TD. They may be procedural penalties (Law 90) or disciplinary penalties (Law 91). Penalties are implemented via the "Properties" tab on the Event Menu.





Penalties are usually multiples of the matchpoint top on a board and are entered as a negative number. Enter the number (eg -2) against the names of the pair concerned in the “Adj” column.



### 5.7 Weighted and split rulings

Weighted rulings arise from Law 12C1(c) and are assigned to both sides playing the board. These are given through the “Enter Scores” page. For example, on board 5, there is a ruling affecting the score between pairs 15 and 4, with assigned scores of

- 75% 4H-2N NS -200
- 15% 5D=E NS -400
- 10% 5DX=E NS -550

Event 14: Oxford Bridge Club Evening Pairs 17/01/2018 Session 1 Section A Pairs Neuberg MPs Scoring

Session Section		Board 5		Neuberg					
1	A	Vul	NS Game	Top = 14					
NS	EW	Contract	D	Lead	NS+	NS-	NS Mps	EW Mps	Score
2	11	3H-1	N			100	14	0	
1	18	4Hx-4	N			1100	0	14	
9	16	2D+4	E			170	8	6	
8	14	2H-2	N			200	5.25	8.75	
7	12	4D=	E			130	12	2	
6	10	4D+1	E			150	10	4	
5	17	5Dx=	E			550	2.1	11.9	
15	4					Artf	Score	4.65	9.35

*Pairs listed in Play Order*

**Options**

- Auto Next Board
- + Prompt
- Omit Last Zero
- Omit Vulny Check
- NS Pair Order
- US Style

**Weighted Scores**

%	NS Score	Assign
75	-200	Both
15	-400	Both
10	-550	Both

**Board**

1	3	5	7	9	11	13	15	17	19	21	23	25	27
2	4	6	8	10	12	14	16	18	20	22	24	26	

**Missing Scores**

Print Board    Score Entry Help  
Print Ranks    Clear Scores    Return

To enter the weighted assigned score:

- Enter the details in the **Weighted Scores** table
- Then type **W** in the **Score** column
- The result appears as **Artf Score**
- Match points for this and some other results will change.

Split rulings occur in a few rare cases when NS and EW are assigned different scores. For example, on board 1, if the director decides that pairs 6 and 11 have both made an error and both are to be treated as non-offending, they can rule:

NS score

- 60% 3NT +1 N NS+430
- 40% 3NT = N NS+400

EW score

- 100% 3NT -1 N EW+100 (that is NS -100)

This is entered in the **Weighted Scores** table as before:

Event 14: Oxford Bridge Club Evening Pairs 17/01/2018 Session 1 Section A Pairs Neuberg MPs Scoring

**Session Section** 1 A **Board** 1 **Neuberg**  
**Vul** Love All **Top = 14**

NS	EW	Contract	D	Lead	NS+	NS-	NS Mps	EW Mps	Score
1	10	3NT=	E			400	6	8	
9	17	3NT-1	E		50		12	0	
8	15	3NT=	E			400	6	8	
7	13	3NT+1	W			430	1	13	
6	11				Artf	Score	14	2	
5	18	4C=	E			130	10	4	
4	16	3NT+1	E			420	1	13	
14	3	3NT=	E			400	6	8	

**Options**

- Auto Next Board
- + Prompt
- Omit Last Zero
- Omit Vulny Check
- NS Pair Order
- US Style

**Weighted Scores**

%	NS Score Assign
60	+430 NS
40	+400 NS
100	-100 EW

**Board**

1	3	5	7	9	11	13	15	17	19	21	23	25	27
2	4	6	8	10	12	14	16	18	20	22	24	26	

**Missing Scores**

Print Board    Score Entry Help  
Print Ranks    Clear Scores    Return

Weighted and split rulings don't happen very often, and if you don't feel comfortable dealing with them score up without the adjustment and then notify the Chief Scorer or Chief TD.

### 5.8 Fouled board

Players notice that some of the scores on a particular board don't make sense, and the TD discovers that the hands were different the last 4 times that the board was played (for example, two hands were switched and put back into the wrong slots during the session).

Event 14: Oxford Bridge Club Evening Pairs 17/01/2018 Session 1 Section A Pairs Neuberg MPs Scoring

**Session Section** 1 A **Board** 2 **Neuberg**  
**Vul** NS Game **Top = 14**

NS	EW	Contract	D	Lead	NS+	NS-	NS Mps	EW Mps	Score
1	10	4S=	N			620	13	1	
9	17	3S=	N		140		5	9	
8	15	3NT=	N		600		9	5	
7	13	4S-1	S			100	1	13	
6	11	3NT=	E			400 F	7	7	
5	18	3NT+1	W			430 F	1	13	
4	16	2S=	N		110 F		13	1	
14	3	3NT=	E			400 F	7	7	

**Options**

- Auto Next Board
- + Prompt
- Omit Last Zero
- Omit Vulny Check
- NS Pair Order
- US Style

**Weighted Scores**

%	NS Score Assign

**Board**

1	3	5	7	9	11	13	15	17	19	21	23	25	27
2	4	6	8	10	12	14	16	18	20	22	24	26	

**Missing Scores**

Print Board    Score Entry Help  
Print Ranks    Clear Scores    Return

The board is fouled (Law 87) and must be scored so that only results that were obtained on the board in the same form are compared. For each board that was played after the hand had been changed, type F in the **Score** column. The affected results will be marked with an F, and the match points for the two groups of scores will be calculated separately.

### 5.9 Changing pair numbers on the travellers

Sometimes odd things happen when the movement has been changed, or players sit at the wrong table and play the wrong board against the wrong opponents. In these cases the scores obtained should stand and the travellers adjusted to match who actually played the board (Law 15B). You can change the pair numbers by clicking on them.

The screenshot shows the EBUScore Pairs Scoring software interface. The main window displays session information for 'Event 14: Oxford Bridge Club Evening Pairs 17/01/2018 Session 1 Section A Pairs Neuberg MPs Scoring'. A table of results is visible, with columns for NS, EW, Contract, D, Lead, NS+, NS-, NS Mps, EW Mps, and Score. A pop-up dialog box is open, asking 'Please select the new pair number' with a dropdown menu showing '7' and 'OK'/'Cancel' buttons. On the right, there are 'Options' and 'Weighted Scores' sections. At the bottom, there are buttons for 'Print Board', 'Score Entry Help', 'Print Ranks', 'Clear Scores', and 'Return'.

Click on pair 7 as in the example above, and a pop-up window opens. Change the pair number to the one required using the pull-down list. Click OK in the pop-up. Repeat for any other pair numbers that need to be changed.

### 5.10 Boards played by the wrong pairs (Law 15B)

In the new Law Book (2017), Law 15B requires that boards that are started by the wrong pairs are completed, and the result stands. The following examples show what the scorer will have to do to implement score adjustments arising from Law 15B, using the methods described in the preceding sections. These examples have been extracted from the EBUScore Pairs Manual issued by the EBU.

### 5.10.1 Example 1: a pair start playing at the wrong table

In a 5-table Howell in round 3, pair 6 move to the wrong table and play against pair 10 and they start to play board 13. The TD applies Law 15B and the players are instructed to complete the play of board 13. Pair 10 were supposed to be playing pair 3 in this round, so pair 3 cannot play board 13. Pair 6 were due to play board 13 in round 5, against pair 8, so pair 8 will not be able to play board 13.

Ruling:

- Board 13: pair 10 versus pair 6 score stands (3NT-1 by E)
- Board 13: pair 3 and pair 8, both receive AVE+ (60%)

To implement the score changes

- Select “Enter Scores” and board 13
- Using **Changing pair numbers on the travellers** as above (Section 4.9): change EW line 3 to pair 6, and change NS line 5 to pair 3
- Enter the score for 10 versus 6 on line 3
- Enter **Artificial score** 60/60 on line 5

Event 20: Wild West Pairs 17/10/2017 Session 1 Section Black Pairs Neuberg MPs Scoring

Session Section						Board	13	Neuberg		
1	Black					Vul	Game All	Top = 8		
NS	EW	Contract	D	Lead	NS+	NS-	NS Mps	EW Mps	Score	
9	5	3NT+1	W			630	0.25	7.75		
7	4	1NT+2	W			150	2.75	5.25		
10	6	3NT-1	E		100		7.75	0.25		
2	1	3C-1	N			100	5.25	2.75		
3	8				60%	60%	4.8	4.8		

### 5.10.2 Example 2: board played at sitout table

In a 7½-table Hesitation Mitchell , the wrong move happens after round 1 and in round 2 pair 8 and pair 15 start to play board 4. The TD applies Law 15B and the players are instructed to complete the play of board 4. Pair 15 were supposed to be playing pair 16 in this round, so pair 3 cannot play board 4. Pair 8 were due to sitout in round 2 (at table 1, notionally sharing boards with table 8) and so pair 8 would not play board 4.

Ruling:

- Board 4: pair 8 versus pair 15 score stands (5C= by S)
- Board 4: pair 16 receive AVE+ (60%)

To implement the score changes

- Select “Enter Scores” and board 13

- Using **Changing pair numbers on the travellers** (Section 4.9) above: change NS line 2 to pairs 8
- Enter the score for 8 versus 15 on line 2
- There is nowhere on board 4 to enter the AVE+ for pair 16. Instead the scorer/TD has to calculate the overall score for 16 and enter the correction as a penalty/fine via the “Properties” tab on the Event Menu, and “Adj” column (see Section 4.6 on Penalties/fines)

Calculation:

On the final ranking list, pair 16 have played 23 boards, with 132 matchpoints (Top = 12, so their maximum is 276, provisional percentage =  $132/276 = 47.8\%$ ).

The AVE+ due for board 4, is  $60\% \times 12 = 7.2$ , so their percentage score should be:  $(132 + 7.2)/(12 \times 24) = 139.2 / 288 = 48.333\%$ .

Converting this back to matchpoint, based on a maximum of 276, gives:  
 $48.333\% \times 276 = 133.4$  matchpoints.

So the required **Adjustment** is  $133.4 - 132.0 = 1.4$  matchpoints

## 6. Movements

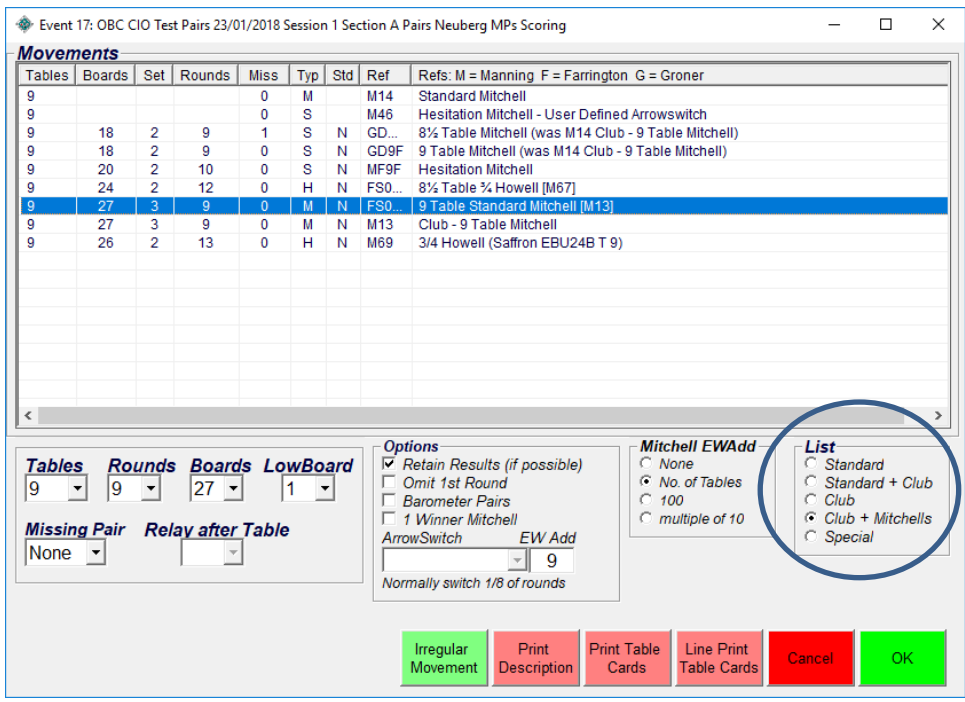
### 6.1 You can't find the movement

In the event menu, hit “Select Movement”



Look at the “List” at the bottom right of the screen. Many movements will be in “Club”. If not, and you want a simple Mitchell, go to “Club + Mitchells”. Then try the other directories. Some web Mitchells are in “Special”.

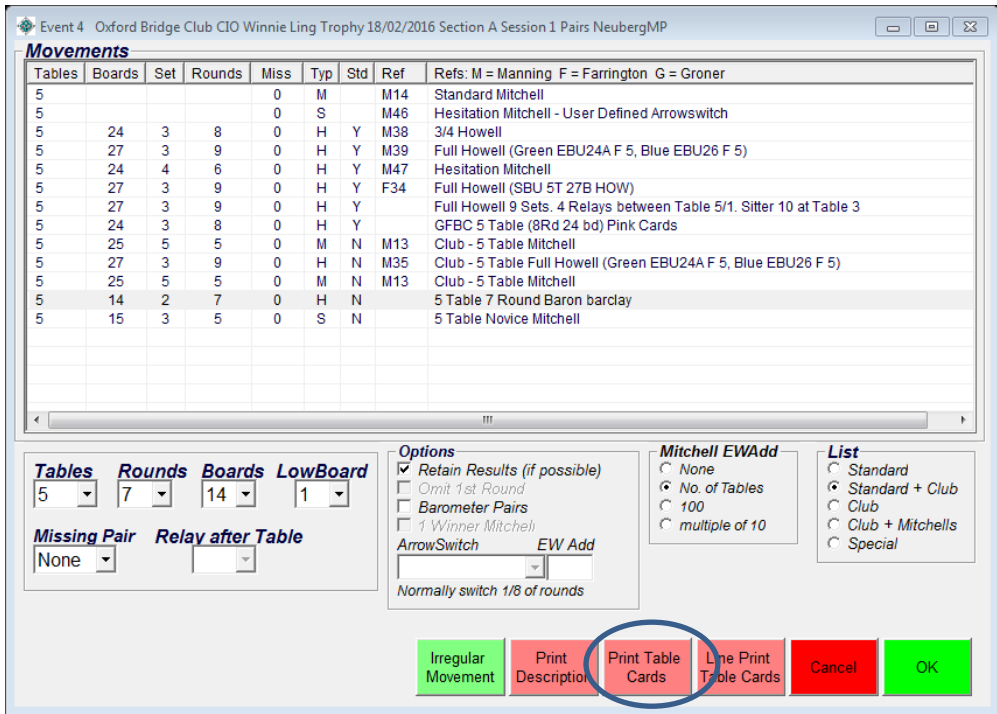
If you have a half table, make sure that you have remembered to round up the number of tables.



If you cannot find the movement you want, choose one that looks most suitable for your number of tables.

**6.2 You can't find table cards for the movement**

Go into the movement screen and highlight the movement you have selected. Hit "Print table Cards".



### 6.3 You need to change the movement

Sometimes players arrive late, or the director counts the number of tables incorrectly. Then you need to change the movement.

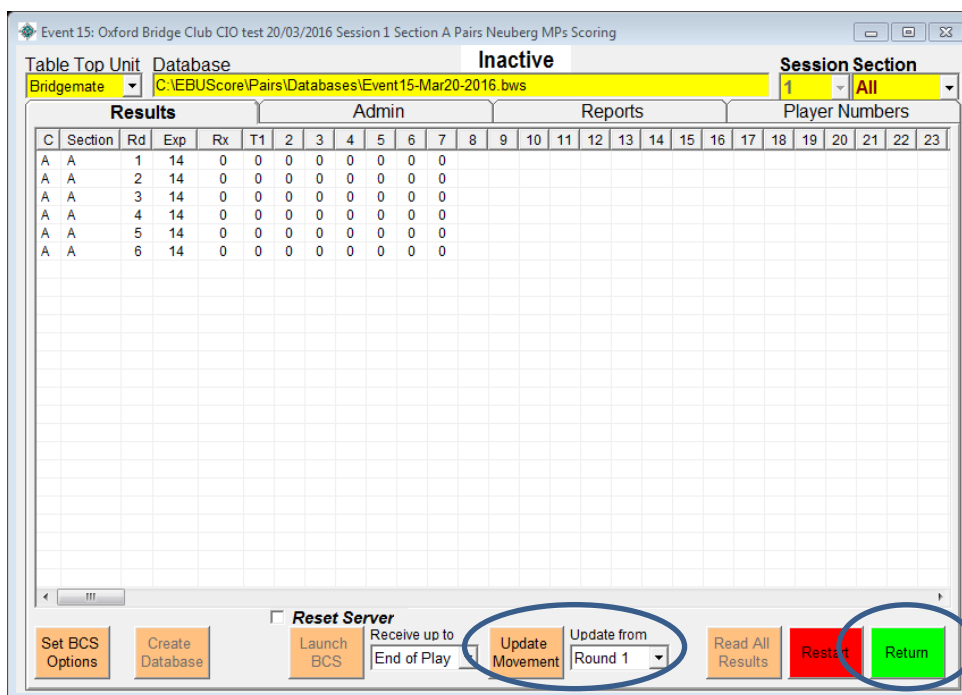
You do not have to accommodate players who arrive so late that they disrupt the movement. Do so only if you are happy to include them and are confident about changing the movement, and then let the director make the decision.

In your Event Menu select “Bridgemate Scoring”.



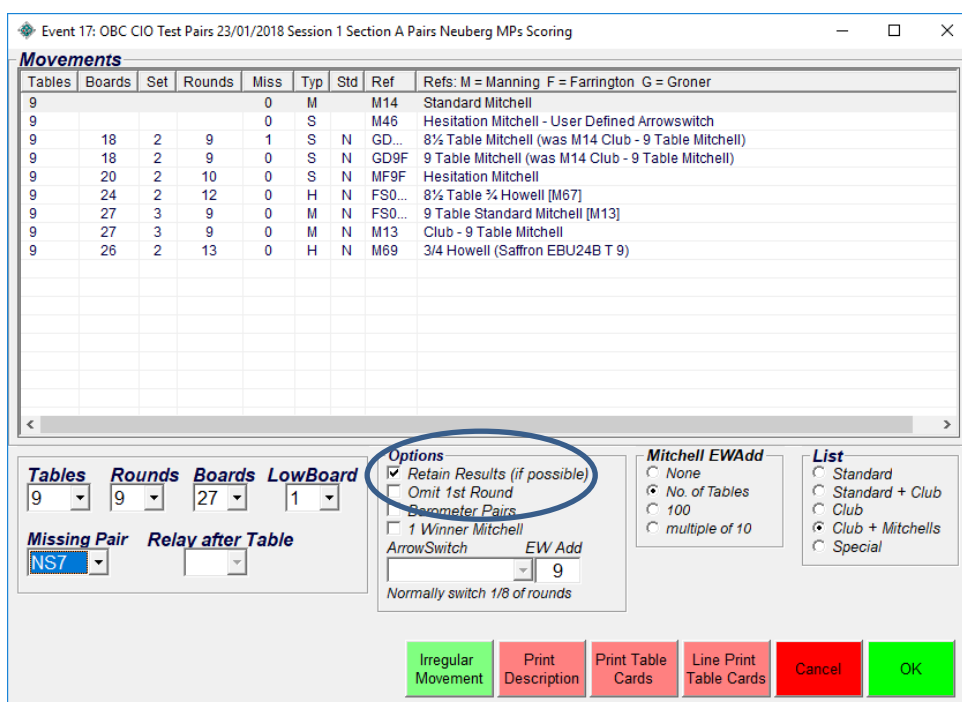
Now select “Update Movement”. You will be asked from which round the change will take effect. This will normally be Round 1. If it’s later than Round 1, you may have gone too far to allow a fix. Hit “Return”.





Then hit return, go back to the Movement screen and reselect a movement.

Tick the “Retain Results (if possible)” box.



After changing the movement you may find that some or all of the names in the Bridgemates are incorrect. To deal with this, ask the players concerned to correct their names within the Bridgemate on their table. Select the “NAMES” function key on the Bridgemate screen. Then “CORREC”. When it asks if you want to correct, select “Yes”. They can then enter their correct EBU numbers. Then OK and out. The correct names/numbers will be sent back to EBU Score.

For Learn & Play only: if the players have already looked at, or even played the first board before you realised that the movement needed to be changed, ask them all to move around (in their pairs) to

different tables first, so that they start with different boards. Then restart the movement. It won't matter too much if they remember the hands they've already seen (those that do are obviously ready to move on to higher things).

The simplest and most common time to adjust the movement is when you start with a half table but an additional pair arrives. It's convenient to everyone to add them. Change this on the movement screen.

If you wish to end the session early, you can also do this by updating the movement as described here. For further details on ending the session early see Section 6.1.

*Take care when updating the movement!* Any scores that are incompatible with the new movement will be lost. If updating the movement doesn't work, you'll need to reset the whole event – see Section 6.5 for details.

#### **6.4 You forget to include the Arrow Switch when you set up the movement**

If you realise that you've forgotten to include the arrow switch before play reaches the rounds that are due to be switched, you can update the movement to include the arrow switch as described in Section 6.3 above. Set the "Update from Round" drop-down box to the number of the first arrow switch round, and set the arrow switch in the Movement window as required.

If you don't realise until the arrow switch round has started, and it's a simple Mitchell movement, you can ask players (after checking with the director) to arrow switch as normal, and enter the scores into the Bridgemates as usual. You can then arrow switch all the scores manually at the end of the session via EBUScore as described in Section 5.4 above.

If you don't feel confident to use either of these options, leave the movement as it is – it will be scored as a two-winner Mitchell.

#### **6.5 If updating the movement doesn't work**

If you run into problems updating the movement, the only solution may be to exit the event, reset the Bridgemates and start all over again. To do this go back to the event menu and hit "Exit Event".

Then reset each Bridgemate via the TD menu (the TD PIN is 1206). Go to option 7 on the TD menu and press 0 to reset it.

Once all the Bridgemates have been reset, set up a new event from scratch. You may need to ask the players to reenter some results.

### **7. Navigation**

If you have problems navigating within EBUScore you can always get back to the main menu by hitting "Cancel" or "OK".

Event 11: Oxford Bridge Club CIO MondayPM16-203 18/03/2016 Session 1 Section A Pairs Neuberger MPs Scoring

### Movements

Tables	Boards	Set	Rounds	Miss	Typ	Std	Ref	Refs: M = Manning F = Farrington G = Groner
4	28	4	7	0	H	N		[M] Club - 4 Table Full Howell [BLUE EBU26 F 4]
4	28	4	7	0	H	N	M33	Club - 4 Table Full Howell (GREEN EBU24A F 4)
4	16	4	4	0	H	N		4 Table Novice Event Movement
4	12	2	6	0	H	N		4 Table 6 Round Baron Barclay
4	12	2	6	0	H	N		4 Table 6 Round Baron Barclay

Options

Retain Results (if possible)

Omit 1st Round

Barometer Pairs

1 Winner Mitchell

ArrowSwitch EW Add

Normally switch 1/8 of rounds

Mitchell EWAdd

None

No. of Tables

100

multiple of 10

List

Standard

Standard + Club

Club

Club + Mitchells

Special

Tables: 4, Rounds: , Boards: , LowBoard:

Missing Pair: , Relay after Table:

Irregular Movement, Print Description, Print Table Cards, Line Print Table Cards, Cancel, OK

If you are in the event, that takes you back to the main Event Menu, from which you can exit the event and return to the Main Menu:

Event 11: Oxford Bridge Club CIO MondayPM16-203 18/03/2016 Session 1 Section A Pairs Neuberger MPs Scoring

### EVENT MENU

- Event Details
- Player Names
- Select Movement
- MultiSession Links
- Enter Scores
- Bridgmate Scoring
- Properties
- Reports
- Exit Event

Event History

Click Col Hdr to sort      Press F9 for Help      Default Date Order

No	Event Name	Date	Sess	Sect	Tb	Rd	Brds	Mv	Sc	Upl	Components
1	MondayPM16-203 Test	18/03/16	1	A	7	8	1-24	H	Pr		
2	WednesdayPM15-423	18/11/15	1	A	11½	12	1-24	S	Pr	BP	
3	WednesdayPM16-484	17/02/16	1	A	10	12	1-24	H	Pr	BP	
4	Winnie Ling Trophy	18/02/16	1	A	10	12	1-24	H	Pr	BP	
5	test	19/02/16	1	A	8½	10	1-20	S	Pr		
6	WednesdayPM16-	24/02/16	1	A	10	12	1-24	H	Pr	BP	
7	Sect7	17/03/16	1	A	0	0	1-0		Pr		
8	WednesdayPM16-	17/03/16	1	A	0	0	1-0		Pr		
9	test	18/03/16	1	A	0	0	1-0		Pr		
10	Winnie Ling Trophy	18/02/16	1	A	10	12	1-24	H	Pr		
11	MondayPM16-203	18/03/16	1	A	0	0	1-0		Pr		
12	MondayPM16-203	18/03/16	1	A	8	6	1-16	S	Pr		
13	MondayPM16-203 Test	19/03/16	1	A	5	6	1-24	H	Pr		
14	test	20/03/16	1	A	0	0	1-0		Pr		
15	test	20/03/16	1	A	7	7	1-14	S	Pr		

To select consecutive events click first - shift - click last

Create New Event
Retrieve Event
Delete Event
Import Ecats Event
Merge Sections
Combine Sessions
Print Event List
Return to Main Menu

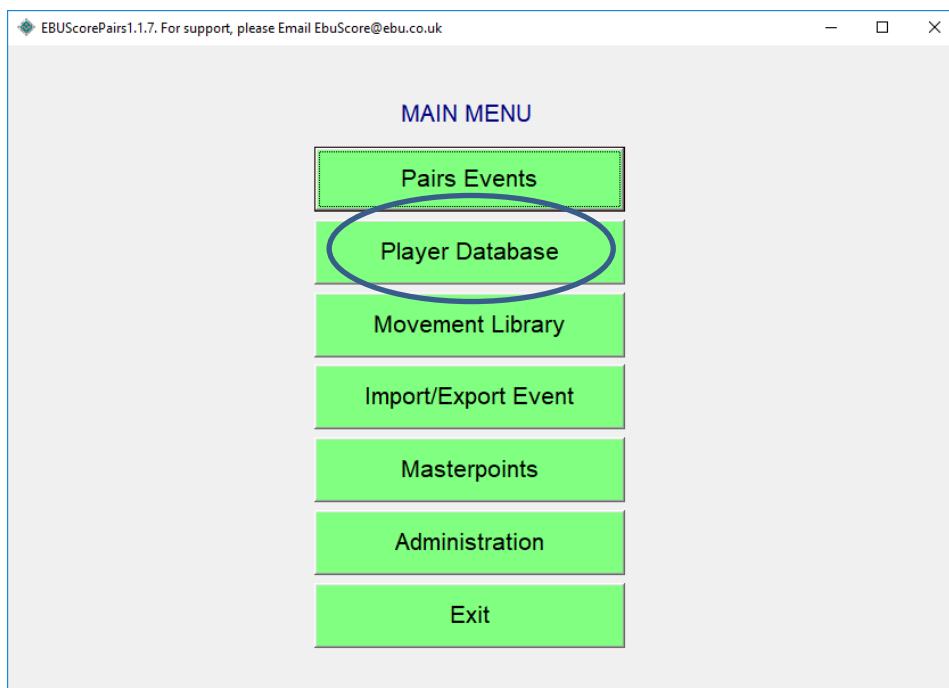
You will not lose the event.

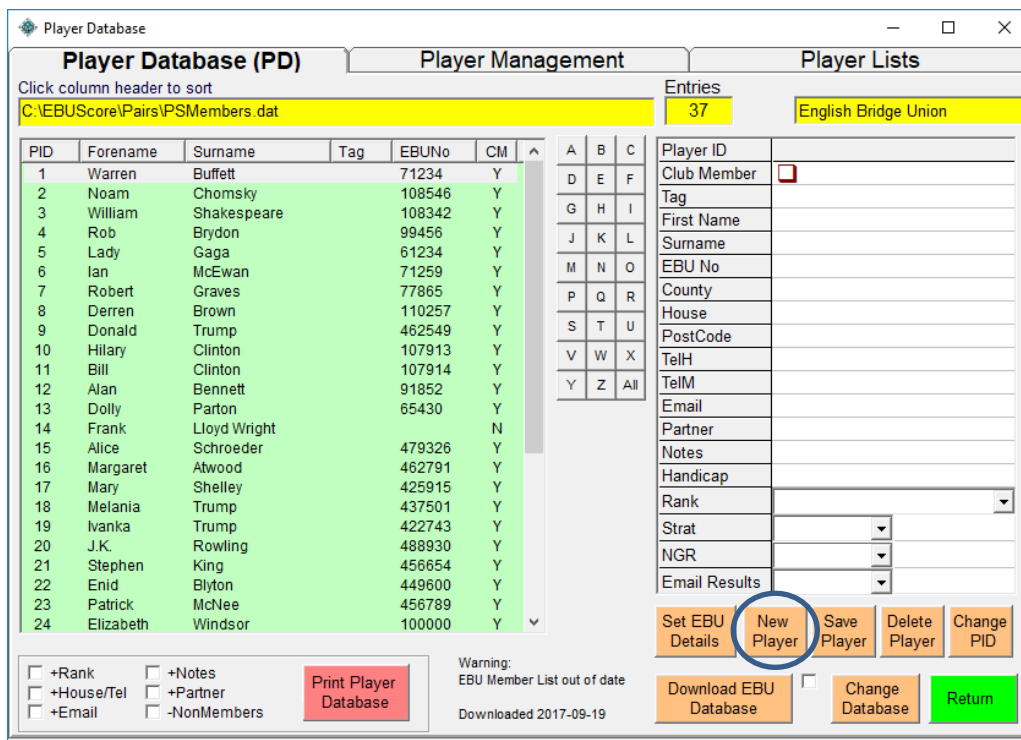
## 8. Player names

### 8.1 Adding a new player to the Player Database

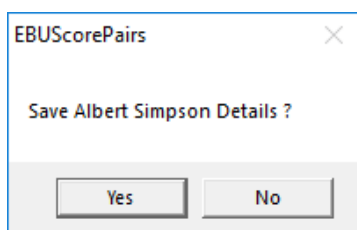
If a first-time visitor arrives at the club and gives you their details, you can add them to the Player Database as a new player, either before the session starts, or at any point during the session.

Select "Player Database" from the Main Menu.



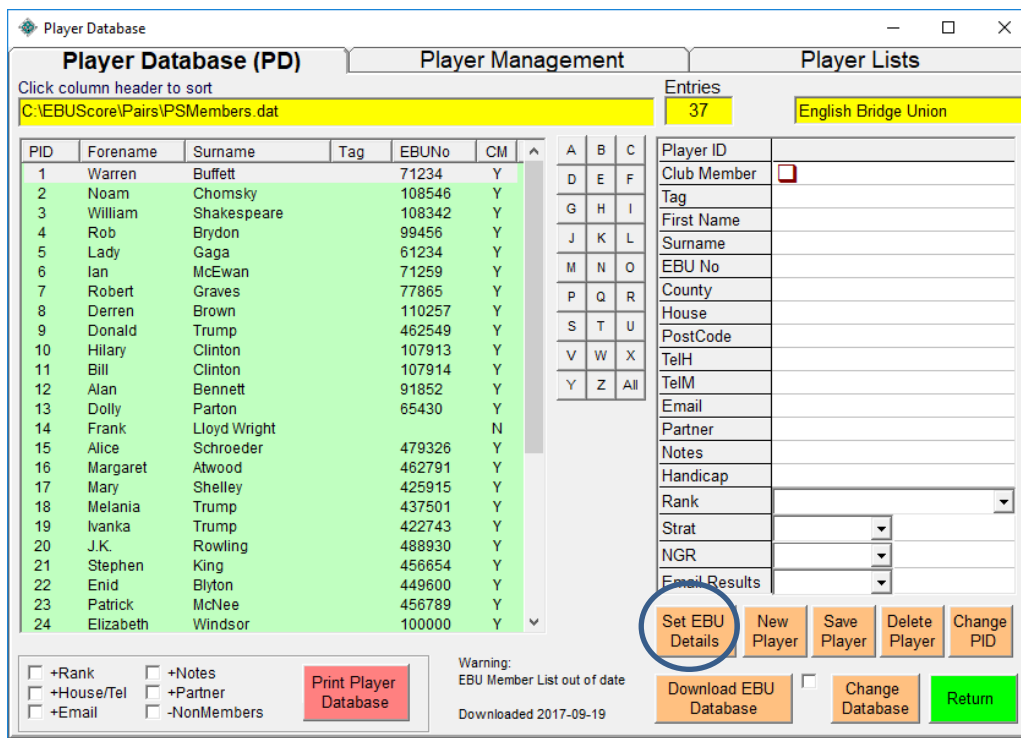


Select “New Player”. Then type in the player’s name (and EBU number if you know it) in the right-hand panel. Then click “Save Player”.

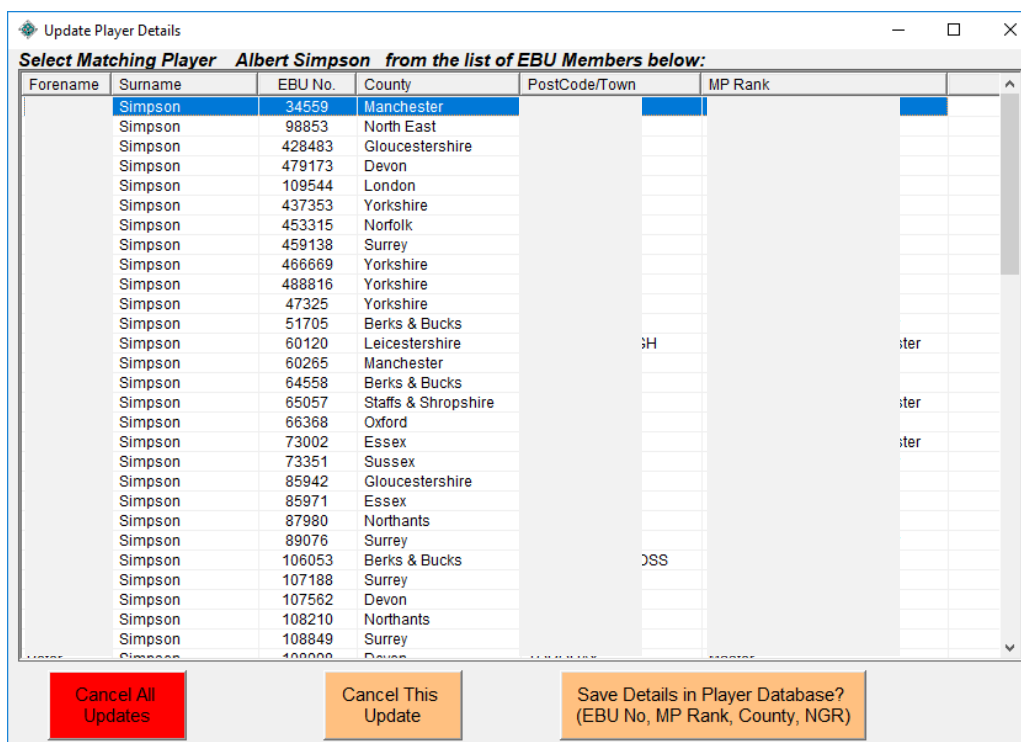


A dialogue box pops up asking you to confirm the change. Select Yes, and the new player will be added to the Player Database.

If the player has an EBU number but has forgotten it, select “Set EBU Details”.



A new window listing EBU members with the same surname opens (some columns are blanked out for privacy reasons). You may need to ask the player where they normally play (county and post code town) so that you can identify them correctly.



Select the name that you want and click “Save Details in Player Database?”.

If you can't find the person, check that you have the correct spelling of their name. If you still can't find them, click “Cancel This Update”, and assume that they don't have an EBU number. They will still be added to the Player Database.

## 8.2 Someone has forgotten their EBU number

Players need to enter their EBU numbers into the Bridgemates at the start of the session. If someone tells you that they have forgotten their EBU number, you can look it up for them in the Player Database.

As above, go to the “Player Database” from the Main Menu.

You’ll have to search through the Player Database to find the player’s name. When you find their details, you can read off their EBU number.

PID	Forename	Surname	Tag	EBU No	CM
5	Lady	Gaga		61234	Y
6	Ian	McEwan		71259	Y
7	Robert	Graves		77865	N
8	Derren	Brown		110257	Y
9	Donald	Trump		462549	Y
10	Hilary	Clinton		107913	Y
11	Bill	Clinton		107914	Y
12	Alan	Bennett		91852	Y
13	Dolly	Parton			N
14	Frank	Lloyd Wright		456719	Y
15	Alice	Schroeder		479326	Y
16	Margaret	Atwood		462791	Y
17	Mary	Shelley		425915	Y
18	Melania	Trump		437501	Y
19	Ivanka	Trump		422743	Y
20	J.K.	Rowling		488930	Y
21	Stephen	King		456654	Y
22	Enid	Blyton		449600	Y
23	Patrick	McNee		456789	Y
24	Elizabeth	Windsor		100000	Y
25	Philip	Windsor		100001	Y
26	Catherine	Aragon		474321	Y
27	Beth	Chatto		445664	Y
28	Eliza	Doolittle		987654	Y

The Player Database can also be accessed from the Event Menu, via “Player Names” and then “Player Database”.

You can also look up EBU numbers in Pianola. Log into your personal Pianola account, select the “Admin area” in the drop-down list in the top right-hand side, and then select the “Members” tab.

Local Number	EBU Number	First Name	Last Name	NIS Grade	NIS Band	Membership Category	Paid Until
2	424037	Suzanne	Abell	48.88%	Seven	Full	31/03/2017
476	472163	Ameena	Ahmad	52.51%	Nine	Full	31/03/2018
5	99275	Estme	Alden	51.22%	Nine	Honorary	-
6	418151	Sara	Alden	49.50%	Eight	Full	31/03/2017
677	429359	Jean	Alexander	45.55%	Six	Full	31/03/2017
755	491304	David	Allan	36.64%	Two	Full	31/03/2017
771	487536	Linda	Allen	43.37%	Five	Full	-
843	494785	Anne	Allen	38.93%	Two	Full	31/03/2017
8	420923	Julie	Anderson	53.35%	Ten	Full	31/03/2017
10	435400	Jane	Armstrong	43.41%	Five	Full	31/03/2017
11	418473	Howard	Arnes	59.11%	King	Full	31/03/2017
12	117925	Philip	Bacon	56.33%	Jack	Full	31/03/2017
13	426462	John	Bagnall	42.38%	Four	Full	31/03/2017
14	464788	Joan	Bales	49.39%	Eight	Full	31/03/2017

Then select “All records” in the drop down list on the right-hand side as shown in the screenshot above. This selects all players, including members and visitors. Type the person’s name into the “search members” box.

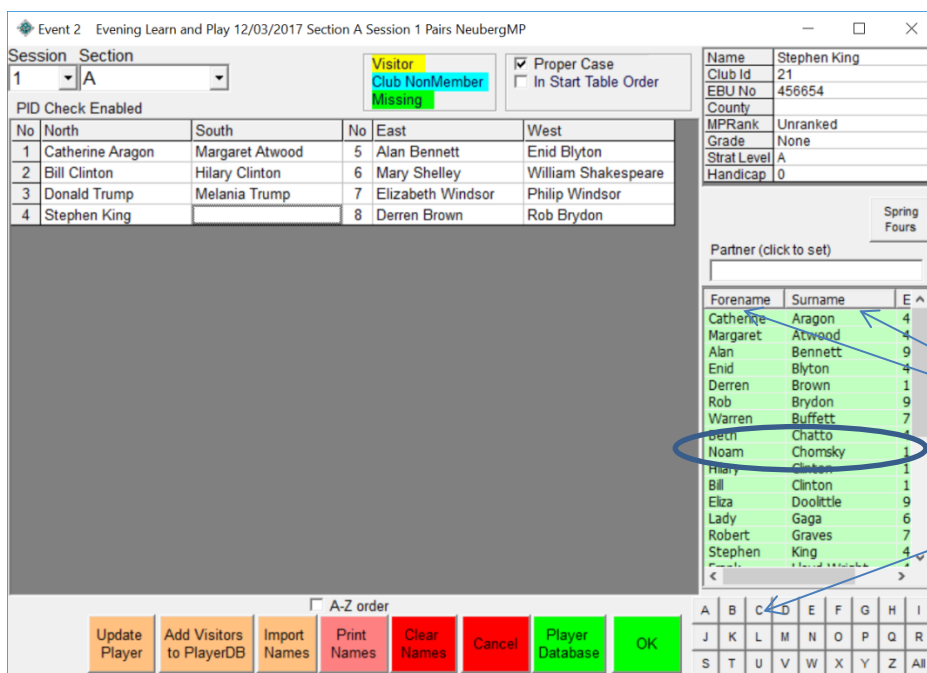
### 8.3 Missing names

After play has started you may find that one or more names are missing from the Player Names window, and the name space is blank. It is important to fill in blank name spaces before the event is completed. When there is a half-table, name spaces for the missing pair are highlighted in green – these can be ignored.

If the missing player has an EBU number, but has forgotten it, look it up for them as in the section above, and then ask them to enter it into the Bridgmate at their table. See Section 1 for details.

Alternatively, missing names may be added via EBUScore.



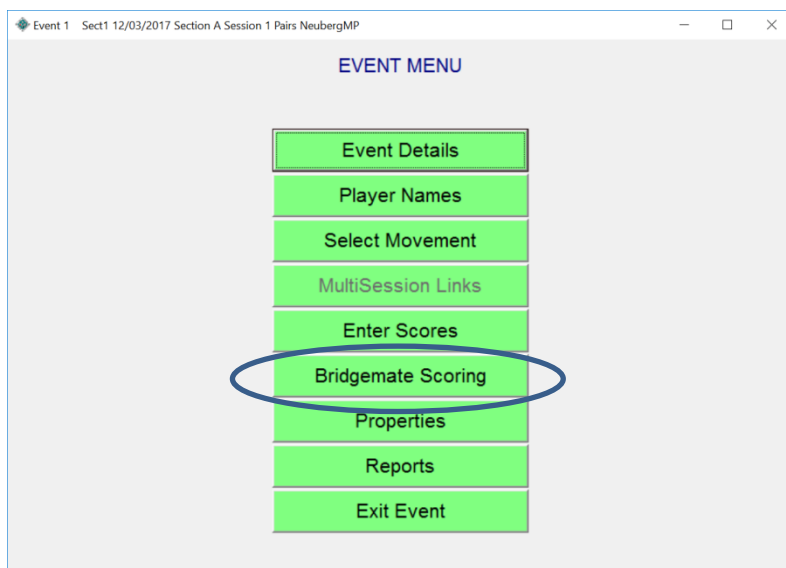


If the player is in the Player Database, you can add their name by putting your cursor in the space for entering the name and then clicking on the name in the database window in the bottom right-hand corner (Noam Chomsky in this example).

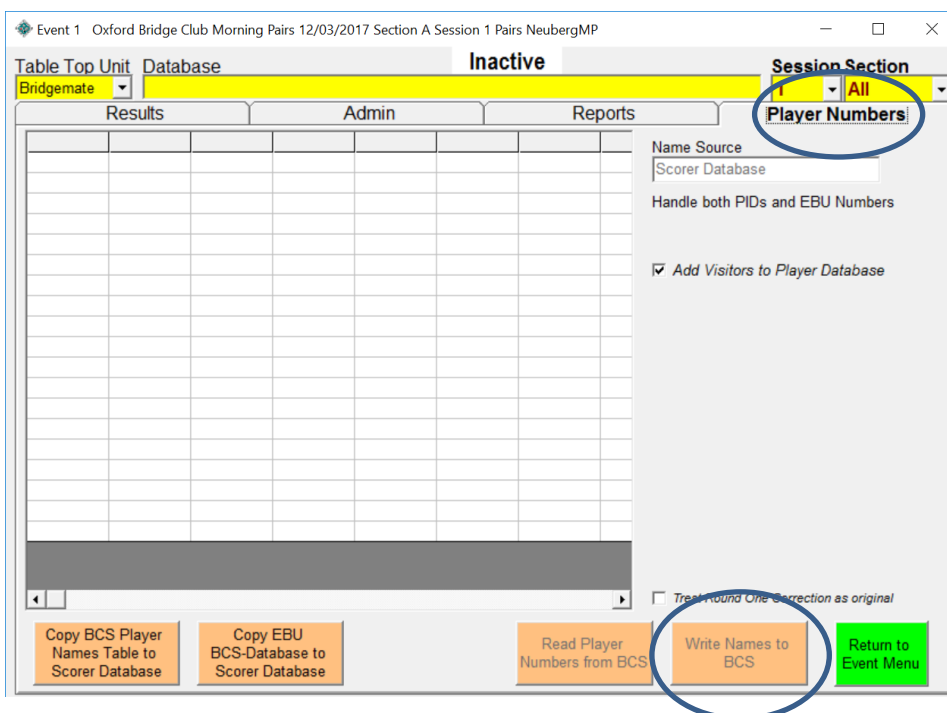
Alternatively you can put their EBU number into the relevant seat. The name will be filled in automatically. If they don't have an EBU number, or have forgotten it, type in their name. If this is the first time that they've played at the club the name will be highlighted in yellow. See Section 8.6 below for further details on dealing with names highlighted in yellow.

When you have added names into EBUScore manually, you can send them back to the Bridgmates.

Go back to the Event Menu and hit "Bridgmate Scoring".

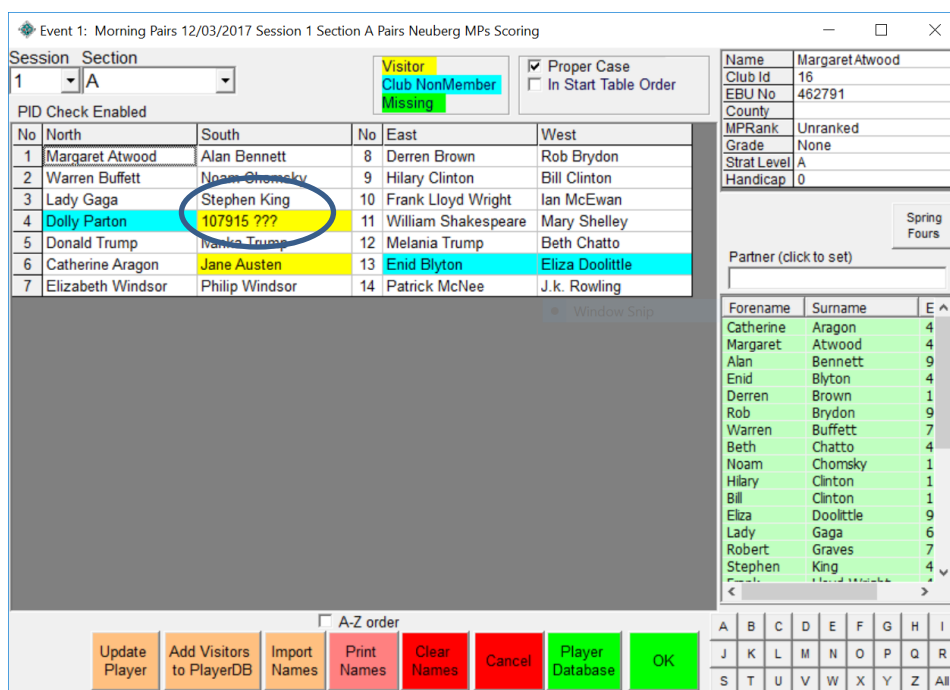


Then select the "Player Numbers" tab, and hit the "Write Names to BCS" button.



### 8.4 The player name space contains numbers followed by ???

If a player enters their EBU number incorrectly into the Bridgemates, instead of a name you'll see a number followed by ??? (highlighted in yellow).



Treat this as a missing name and fill in the player's name as described in the "Missing names" section above.

## 8.5 Player names highlighted in blue

Players whose names are highlighted in blue are non-members. They may be non-members who have visited the club before and whose details are already in the Player Database, or they may be first-time visitors to the club who have put their EBU numbers into the Bridgemates and who will have automatically been added to the Player Database.

If they are first-time visitors ask them to fill in a Visitor form (see the next Section for details).

If they are non-members who have played at the club before, it's possible that their EBU number is not recorded in the Player Database.

**YOU MUST ADD EBU NUMBERS FOR ALL PLAYERS WHO HAVE THEM!**

This is so that the results can be submitted correctly to the EBU.

To check to see if these players have EBU numbers click on the name.

The screenshot shows a software window titled "Event 17 OBC CIO Test Pairs 23/01/2018 Section A Session 1 Pairs NeubergerMP". It features a table of players and a details window on the right.

No	North	South	No	East	West
1	Noam Chomsky	Robert Graves	10	Beth Chatto	Bill Clinton
2	Patrick McNee	Sophie Herman	11	Alice Schroeder	Enid Blyton
3	Dolly Parton	J.k. Rowling	12	Alan Bennett	Donald Trump
4	Warren Buffett	Hilary Clinton	13	Ivanka Trump	Melania Trump
5	Frank Lloyd Wright	Mary Shelley	14	Lady Gaga	Henry Adams
6	Philip Windsor	Elizabeth Windsor	15	Catherine Aragon	Margaret Atwood
7	Eliza Doolittle	Derren Brown	16	Alan Webster	Ian McEwan
8	Jane Austen	Emily Bronte	17	William Shakespeare	Bernard Adcock
9	Stephen King	Rob Brydon	18	Fred Bloggs	John Smith

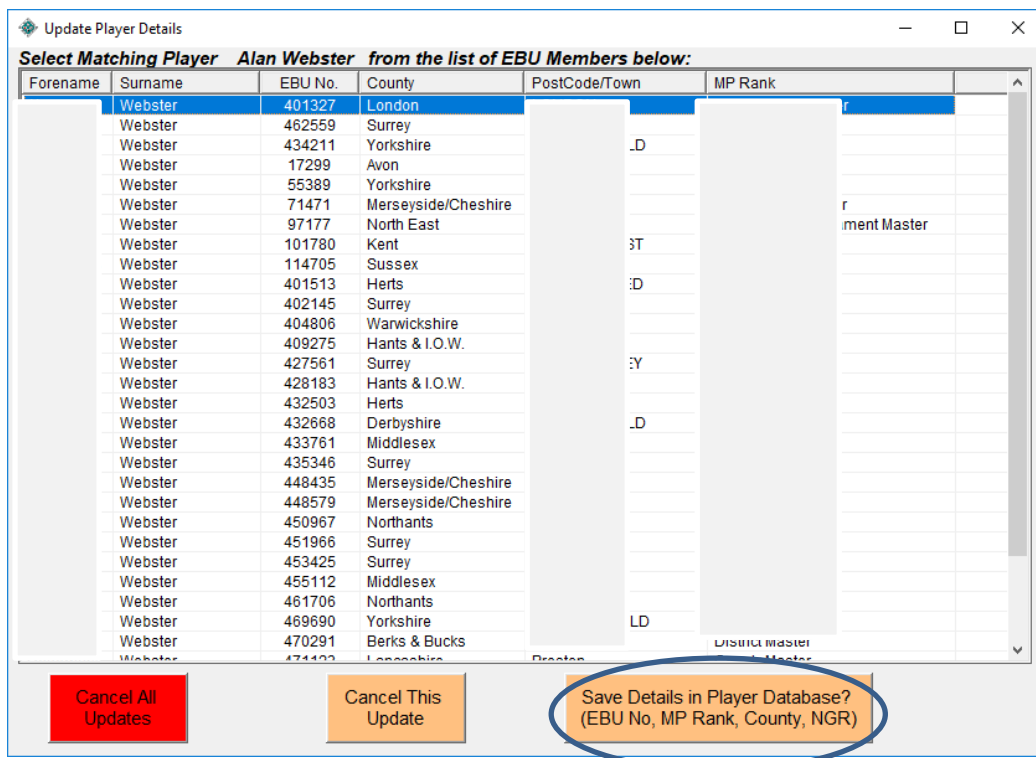
The details window for Alan Webster shows the following information:

Name	Alan Webster
Club Id	33
EBU No	
County	
MPRank	Unranked
Grade	None
Strat Level	A
Handicap	0

The "Update Player" button is circled in the bottom left of the interface.

Look in the box in the top right-hand corner to check the entry in the Player Database. In the example above there is no EBU number for this player.

To look for an EBU number for him, click the "Update Player" button. The following window opens:



The window that opens is an extract from the EBU database listing EBU members with the same surname (some columns are blanked out for privacy reasons). You may need to ask the player where they normally play (county and post code town) so that you can identify them correctly. Select the name that you want and click the “Save Details in Player Database?” button.

If you can't find the person, check that you have the correct spelling of their name. If you still can't find them, click the “Cancel This Update” button, and assume that the person doesn't have an EBU number.

Repeat this step for any other players without EBU numbers.

## 8.6 Player names highlighted in yellow

Visitors who are playing at the club for the first time and who haven't supplied an EBU number are highlighted in yellow in the Player Names window.

Give all first-time visitors a Visitor form to fill in (to be found in the grey metal magazine holder in the Director's cabinet) and put it in the Visitor's book at the end of the session. If there are no spare copies of the Visitor form, additional copies may be printed off from the scoring computer – the file is called visitors gift aid.docx and can be found on the desktop.

If visitors without an EBU number fill in a Visitor form then, as part of the processing of the session results and the details on the form, they will be allocated an EBU number. If they don't fill in a Visitor form, then they will be regarded as a “Guest” and no information will be recorded apart from their name and their result. Please pass on the names of visitors who should be recorded as guests to the Chief Scorer.

NB: those who are playing at the club for the first time, but who enter their EBU numbers into the Bridgemates at the beginning of the session will be identified automatically by EBUScore, and their names will be highlighted in blue.

PLAYER NAMES HIGHLIGHTED IN YELLOW MUST BE ADDED TO THE PLAYER DATABASE!

Click the “Add Visitors to PlayerDB” button.

Event 17 OBC CIO Test Pairs 23/01/2018 Section A Session 1 Pairs NeubergMP

Session 1 Section A

Visitor Club NonMember Missing

Proper Case  In Start Table Order

PID Check Enabled

No	North	South	No	East	West
1	Noam Chomsky	Robert Graves	10	Beth Chatto	Bill Clinton
2	Patrick McNee	Sophie Herman	11	Alice Schroeder	Enid Blyton
3	Dolly Parton	J.K. Rowling	12	Alan Bennett	Donald Trump
4	Warren Buffett	Hilary Clinton	13	Ivanka Trump	Melania Trump
5	Frank Lloyd Wright	Mary Shelley	14	Lady Gaga	Henry Adams
6	Philip Windsor	Elizabeth Windsor	15	Catherine Aragon	Margaret Atwood
7	Eliza Doolittle	Derren Brown	16	Alan Webster	Ian McEwan
8	Jane Austen	Emily Bronte	17	William Shakespeare	Bernard Adcock
9	Stephen King	Rob Brydon	18	Fred Bloggs	John Smith

Name: Sophie Herman  
Club Id: 0  
EBU No:  
County:  
MPRank: Unranked  
Grade: None  
Strat Level: A  
Handicap: 0

Spring Fours

Partner (click to set)

Forename	Surname	EBU
Alice	Schroeder	4793
William	Shakespeare	1083
Mary	Shelley	4254
John	Smith	1234

A-Z order

Update Player Add Visitors to PlayerDB Import Names Print Names Clear Names Cancel Player Database OK

A	B	C	D	E	F	G	H	I
J	K	L	M	N	O	P	Q	R
S	T	U	V	W	X	Y	Z	All

And hit “Yes” when asked to Add Visitors (marked in yellow) to Player Database.

EBUScorePairs

Add Visitors (marked in yellow) to Player Database?  
(Visitors entered by EBU number would have been automatically added)

Yes No

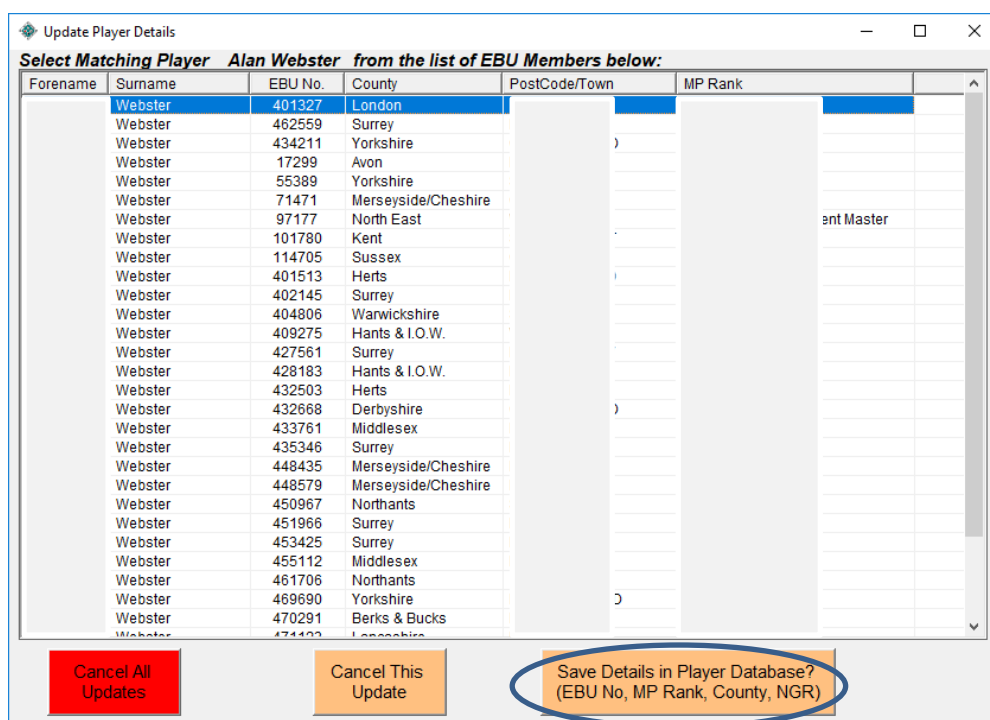
To retrieve their EBU number and other EBU details, click “Yes” when the “Search EBU Database to include EBU number and details” option pops up.

EBUScorePairs

Search EBU Database to include EBU number and details?

Yes No Cancel

If you know that they don't have an EBU number, click "No".



When you select "Yes", a list of players with the same surname pops up (some columns in the screenshot are blanked out for privacy reasons). You may need to ask the player where they normally play (county and post code town) so that you can identify them correctly. Select the name that you want from the list and select the "Save Details in Player Database?" button.

If you can't find the person, check that you have the correct spelling of their name. If this doesn't help, hit the "Cancel This Update" button, and inform the Chief Scorer that the player's details are incomplete.

The player will now have been added to the Player Database (the name turns blue) and will have been allocated a Club Id number. This is a unique number generated automatically by EBUScore. All players should have Club Ids before the results are uploaded to Pianola.

Event 17 OBC CIO Test Pairs 23/01/2018 Section A Session 1 Pairs NeubergerMP

Session Section: 1 A

Visitor: Club NonMember Missing

Proper Case  In Start Table Order

Name: Sophie Herman (circled in blue)

Club Id: 37

EBU No:

MPRank: Unranked

Grade: None

Strat Level: A

Handicap: 0

Spring Fours

Partner (click to set)

No	North	South	No	East	West
1	Noam Chomsky	Robert Graves	10	Beth Chatto	Bill Clinton
2	Patrick McNee	Sophie Herman	11	Alice Schroeder	Enid Blyton
3	Dolly Parton	J.k. Rowling	12	Alan Bennett	Donald Trump
4	Warren Buffett	Hilary Clinton	13	Ivanka Trump	Melania Trump
5	Frank Lloyd Wright	Mary Shelley	14	Lady Gaga	Henry Adams
6	Philip Windsor	Elizabeth Windsor	15	Catherine Aragon	Margaret Atwood
7	Eliza Doolittle	Derren Brown	16	Alan Webster	Ian McEwan
8	Jane Austen	Emily Bronte	17	William Shakespeare	Bernard Adcock
9	Stephen King	Rob Brydon	18	Fred Bloggs	John Smith

A-Z order

Update Player Add Visitors to PlayerDB Import Names Print Names Clear Names Cancel Player Database OK

Forename	Surname	E
Henry	Adams	5
Bernard	Adcock	2
Catherine	Aragon	4
Margaret	Atwood	4
Jane	Austen	4
Alan	Bennett	9
Fred	Bloggs	5
Enid	Blyton	4
Emily	Bronte	4
Derren	Brown	1
Rob	Brydon	9
Warren	Buffett	7
Beth	Chatto	4
Noam	Chomsky	1
Hilary	Clinton	1

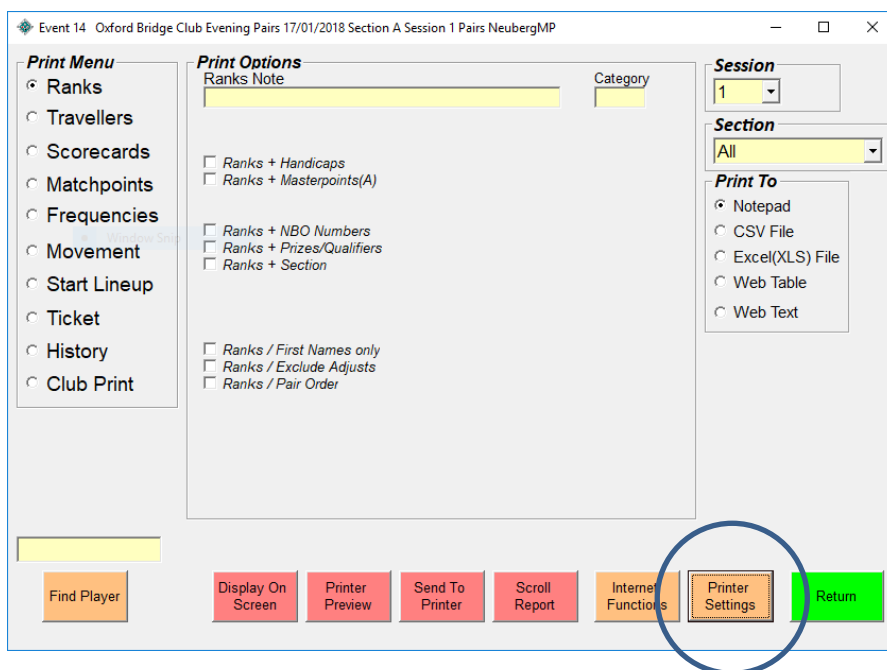
## 9. Uploading and printing problems

### 9.1 You have problems uploading the results

If you're unable to upload the results file to the OBC website or Pianola, do as much you can to finish the session, including creating the EBU UMS and Bridgewebs files. Email Marion, the Chief Scorer ([scorer@oxfordbridgeclub.com](mailto:scorer@oxfordbridgeclub.com)), afterwards to let her know about the problem.

### 9.2 The printer won't print

First of all check that the printer is turned on. Then hit the "Printer Settings" button and check that you're using the correct printer.



At the time of writing, the printer sitting next to the main scoring computer is a Brother HL-2270DW series laser printer – check that this printer is selected in the drop-down list.

If it still won't work, try printing to the second printer, the HP Color Laserjet Pro M252dw, in the Mary Good room. This is normally switched off by default, so you will have to turn it on.

If you still can't print anything, it may be related to the Wifi connection, so try turning the router off for a couple of minutes (unplug the power supply cable), and then turn it back on. Give it a few minutes to reconnect, then try printing again.

If none of these manoeuvres work, upload the results as normal and report the problem to the Chief Scorer.

### 9.3 You need to correct the results file after it's been uploaded

There are several reasons for this – for example, you've forgotten to update the name of the event, the date of the event is wrong, or a score needs to be corrected while you're still on the premises. Correct the results file and upload it again. You will be given the option to overwrite results uploaded to the OBC Bridgewebs website, but will have to upload them as an "ad hoc session" to Pianola. Then email Marion, the Chief Scorer ([scorer@oxfordbridgeclub.com](mailto:scorer@oxfordbridgeclub.com)) to let her know what's happened. She will be able to delete the incorrect results from Pianola.

### 9.4 You've uploaded the wrong deal file.

On occasion you might notice that you've uploaded the wrong deal file to the website and/or Pianola. You can check the deal number used within the event from the "Club/Event Details" window. Hit the "Import Deal" button.



The number of the deal file used is listed in the window that opens.

To change the deal file, select the file, and hit the “Delete File” button. Then find the correct file and click “Import Deal” again, then “OK” to save it.

Then upload the results again.

If you’ve uploaded the wrong deal file to Pianola, upload the event again as an “ad hoc session” and upload the correct deal file.

Email Marion, the Chief Scorer ([scorer@oxfordbridgeclub.com](mailto:scorer@oxfordbridgeclub.com)), afterwards to let her know what’s happened, so that she can remove the incorrect files.

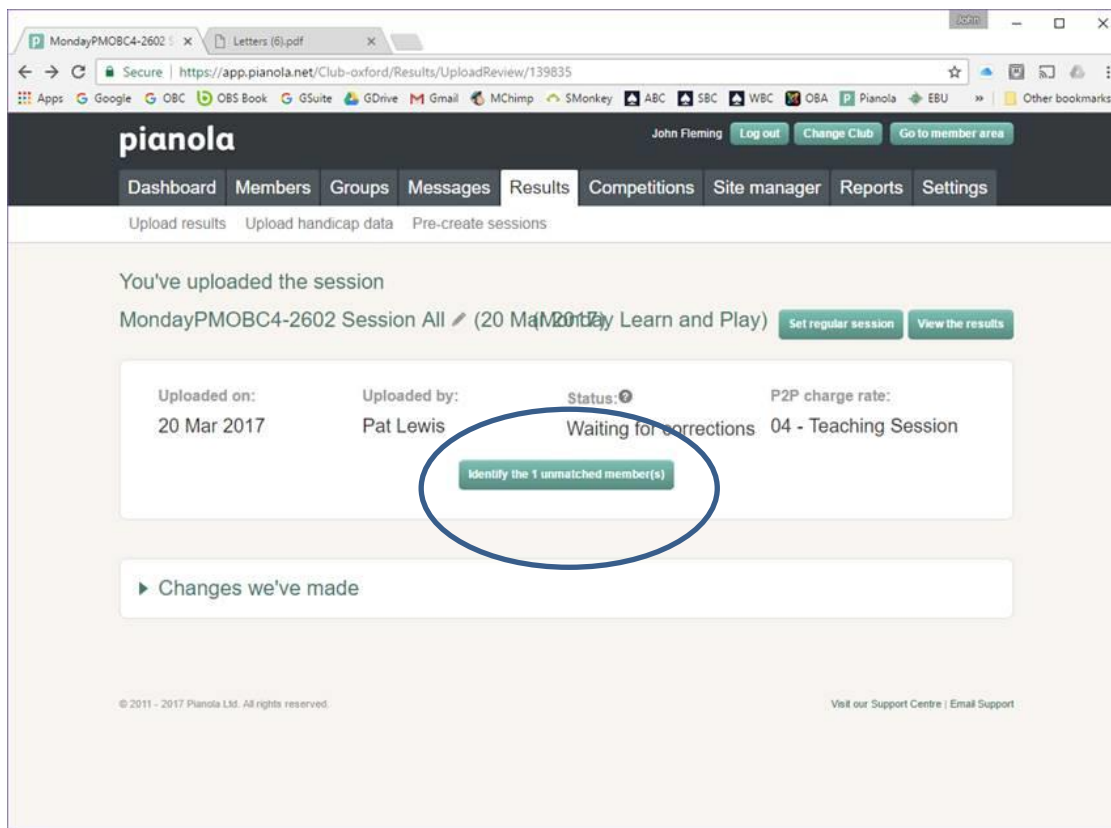
NOTE: if you've inadvertently allowed people time to view a deal file for a set of boards that haven't yet been played, then that set of boards will have to be re-dealt. Contact Cliff, the Dealing Coordinator ([dealer@oxfordbridgeclub.com](mailto:dealer@oxfordbridgeclub.com)) and let him know which deal number is affected.

## 9.5 "Uploaded sessions requiring corrections" in Pianola

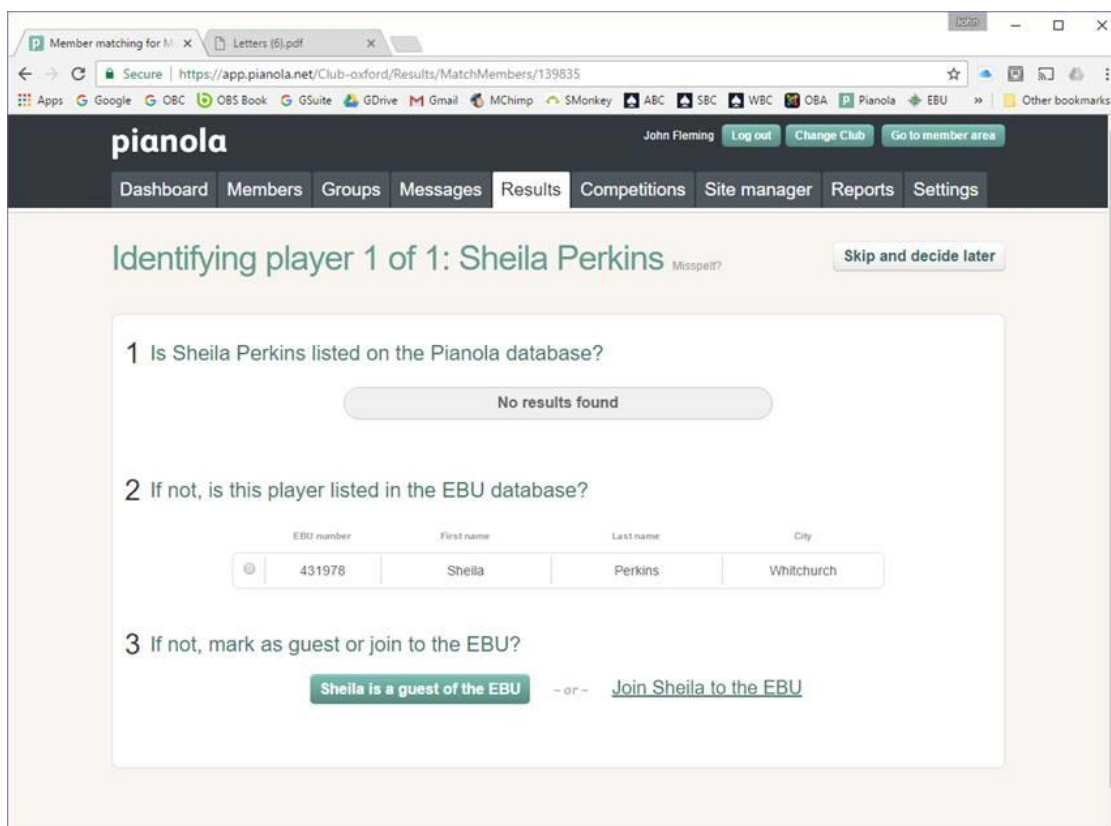
These are uploaded results files waiting for corrections before they can be uploaded to the EBU website. These corrections can only be made by scorers with sufficient privileges. In practice this is Marion, the Chief Scorer. Details are included here for your information.

The screenshot shows the Pianola web application interface. The main navigation bar includes 'Dashboard', 'Members', 'Groups', 'Messages', 'Results', 'Competitions', 'Site manager', 'Reports', and 'Settings'. The 'Results' section is active, showing 'Upload results' as the current view. A green button 'Upload ad hoc session' is visible in the top right. The 'Sessions waiting for upload' section lists two sessions for 22 Mar 2017: 'Wednesday Club Night' and 'Gentle Duplicate - Wed afternoon'. The 'Uploaded sessions requiring corrections' section, highlighted with a blue border, lists two sessions: 'MondayPMOBC4-2602 Session All' (Monday Learn and P...) and 'MondayPM MM obc96-1003 Session All' (Monday Learn...), both with a status of 'Waiting for corrections'. The 'Last seven days' results' section shows three sessions: 'Tuesday AM SAND1603' (Tues AM (both partners cannot have...)), 'MondayAMOBC4-2602 Session All' (Monday Morning Dupli...), and 'March Friday Teams05-1603 Session All' (Friday Teams...).

Clicking on the results for 20 March needing corrections brings up the following screen:



Click on "Identify the 1 unmatched member(s)", and you get this screen:



Select the appropriate option for this player.

If you wish to join this player to the EBU, select “Join Sheila to the EBU”. The following screen opens up. Enter their contact details here, and select whether or not they are a visitor or a club member.

3 If not, mark as guest or join to the EBU?

- or - [Join Sheila to the EBU](#)

4 Join Sheila Perkins to the EBU

First name *	Last name *
<input type="text" value="Sheila"/>	<input type="text" value="Perkins"/>
Address line 1 *	Address line 2
<input type="text"/>	<input type="text"/>
Address line 3	City / Town
<input type="text"/>	<input type="text"/>
County	Post code *
<input type="text"/>	<input type="text"/>
Phone number	Mobile number
<input type="text"/>	<input type="text"/>
Email	DOB
<input type="text"/>	<input type="text"/>
Membership category *	
<input type="text" value="Visitor"/>	

Then hit “Save and join to EBU”.