

INSTRUCTIONS FOR RUNNING A GAME WITH THE BridgePal SYSTEM

Initial Setup:

1. Plug in the Laptop and router. Turn on Laptop.
2. Check to determine how many pairs will be in play by either: set the wi-fi on the laptop to "Cascade Club," open the club website by double left-clicking the "Trilogy Duplicate Bridge Club Icon on the desktop, and clicking the calendar entry for the day's date; or by using you own smart phone to access the Bridgewebs.com/trilogy site for the same information.
3. Set the laptop Wi-Fi to TP-Link_AE54.
4. Double left-click on the BridgeScore icon on the desktop (red heart) to start the Bridge Score program.
5. Click on "Club Admin."
6. Under "Club Details" enter your name, phone number, and email address (you will be identified as scorer).
7. Under "Bridgewebs" make sure that the Club Code "trilogy" is entered. The password is "trilogy9876." (These should be already entered.)
8. Wireless Scoring should be "wireless" and "BridgePals". Click exit.
9. You can review the list of members by clicking "Names." You can amend or add new names with numbers if you wish.
10. Turn on the scoring units (Kindle Fires) The PIN is 9876. Make sure they are connected to the TP-Link_AE54 router (the "gear" icon takes you to settings then click on Wi-Fi). Open the "BridgePal" app. After a few seconds the message "CONNECTED Session not yet started" should appear.

Preparing for the session:

1. At the laptop, click "Scorer." Select "new event" and give it a name, ie.: "TDBC". Check the date, scoring system, and event type. For normal Monday games "Match Points" and "Pairs" are correct. Verify "wireless scoring" is checked. Click "save".
2. Determine the number of Tables. Include a sit-out table if there is an odd number of pairs. Click "Define Movement". The default movement of Michell appears in the box. Enter the number of tables in play. For normal Monday games use from drop down list:
 - a. 2 tables: select Howell BB 6 rounds, 4 boards per round.
 - b. 3 tables: select Howell BB 5 rounds, 5 boards per round.
 - c. 4 tables: select Howell Superperfect 7 rounds, 4 boards per round.
 - d. 5 tables: select Howell BB 3-7 T1 ACBL. 9 rounds, 3 boards per round.

- e. 6 tables: select "3/4 Howell – Farrington". 9 rounds, 3 boards per round; or leave as Mitchell, enter 6 rounds, 4 boards per round and check "share and relay" (This is the same as the American Bye Stand)
- f. 7 tables: leave as Mitchell. Enter 7 rounds, 4 boards per round.
- g. 8 tables: leave as Mitchell. Enter 8 rounds, 3 boards per round and check "share and relay".

If there is an odd number of pairs, check "missing pair" and enter the number of the pair you wish to be the phantom pair. (Do not use the last pair, because this is the pair that does not move and there may be a player who would like to stay in the same seat. Pair 1 is acceptable and could be used as default.) Click "Save".

3. Plastic table cards are located in the black folder by number of tables in play. Place them on the tables. In the event of any confusion, use the printed table cards contained in the sequence of white envelopes. They will match the BridgePal movements with pair 1 selected as phantom pair when there is an odd number of pairs. Place bidding boxes on the tables.
4. Should a pair arrive or leave after this is done, it is best to exit to the home screen and re-enter "Scorer". Delete the event by highlighting the event and pressing the delete key. Then start over at step 1.
5. Should players arrive who are not already members, exit to the first panel and click on Names. Enter their names and assign them an unused member number.

Running the game:

1. After everyone is seated, ask the North players to start their scorers and enter the table number and the member numbers in their appropriate seats for the players at that table. The boards for the first round should be at the table or should be picked up from the pick-up table.
2. Begin Play. North will verify the board number and enter the contract for each board. When the hand has been played, North will enter the result for that hand and ask that either East or West verify the result. If it is not correct, North can press cancel and correct it.
3. After the board has been accepted, the traveler screen appears. This provides another opportunity to correct the result for this board or any other board in the current round that already has been played by tapping the board number and changing it and by pressing "edit".
4. Tapping "OK" on the traveler screen displays the contract entry screen for the next unplayed board in the current round.

5. At the end of each round, details for the next round will appear and the players move according to the directions. The boards are taken to the next table at which they are to be played, or to the pick-up table.
6. There have been occasions when a scoring tablet powers down showing a blank screen or freezes. In this event, press the power button (twice in the event of a freeze), swipe the screen and enter the PIN number 9876. Then start the BridgePal app. This should restore its normal operation.
7. When the session is finished, the OK button is replaced with a "Results" button which leads to the Results screen.

At the end of the session:

1. Tapping the "results" button will display the ranking on the Kindles. If play is not completed at any other table, the screen will indicate this and you can refresh when all play is completed.
2. When all play is completed, change the wi-fi connection on the laptop to "Cascade Club". Return to the Bridge Score home page and select "scorer". Open the event just played.
3. Click "results." The table of results should appear with a number of options to continue. Click "make" and check "bridgewebs export file". Click "upload" and check "to bridgewebs."
4. Members can view the results by going to the website <https://www.bridgewebs.com/trilogy>.

Website:

In addition to publishing the results of games, the website <https://www.bridgewebs.com/trilogy> can also be used for communicating with members: for example, sending a bulk e-mail, giving a calendar of future events, announcing a change in time or venue, and items of interest to all members. The administrative function for this site can be accessed by clicking on the crossed tools symbol and logging in as "trilogy" with the password: "trilogy9876". Members should be encouraged to put this site in their favorites.

To send a bulk e-mail: Log-in as administrator as above. Click on "Membership Area" in the menu then click on "e-mail members". Compose the e-mail in the space provided, then click on "send e-mail."