Ruff Diamonds Winter Teams of Four Competition

Introduction
There are 8 teams in the competition, so each team will play 7 matches.
A match comprises 16 boards, played on BBO. Each pair in a team will play 8 boards against the opposition's first pair, and 8 boards against their second pair.
The tournament will be managed entirely online through the Ruff Diamonds section of the Coombe Wood website: www.coombewoodltc.co.uk/bridge

Teams page
There is a new Teams menu item on the Ruff Diamonds home page. Selecting this takes you to your team's home page.

The team home page has three sections:

Under *Your matches* you will see a list of all the matches you have to play.
Matches start off in an *Unplanned* state. Once a date has been agreed between captains, the date can be entered, and the match state changes to *Planned*. Once the match has been played, the winning captain should enter the result and the state becomes *Played*. The score will be shown in red until the losing captain also confirms the result.

Captains can enter match dates and the results by clicking on the white area of a row in the match table.

The *League Table* shows the results in a matrix. It is automatically updated when match scores are entered.

In the *Teams and Players* section you can click on a player's name to show their contact details, providing that the player has agreed to share that information.

If you click on your own name you can control what information – email and/or phone - you want to share with other members.
It is important that team captains make sure that their own information is visible.

Team matches on BBO

This section is for team captains, or players who have been designated to set up matches.
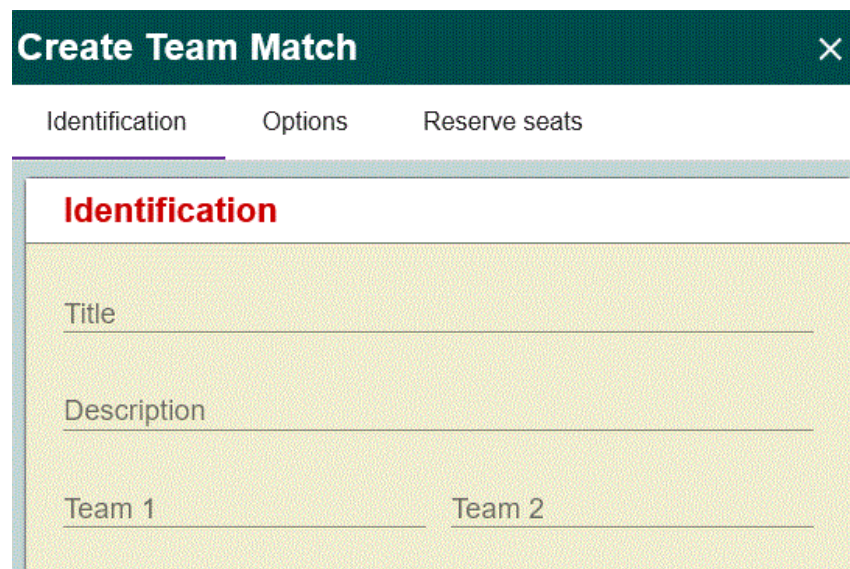
BBO team matches have two characteristics that you must be aware of:
- BBO does not automatically reverse pairs for the second half of a match. You have to define each half of a match separately.
- BBO calculates IMPs by comparing your score against all the other people who play that deal, not just against your opponents. This means that your running score and the final score will change slightly as the deal gets played by other pairs. You need to agree a point in time at which you agree and freeze the final score with your opponents.

Setting up a match on BBO

Login to BBO and select: **Competitive/Team Matches/Create Team Match**
The form that appears has three pages. <u>Don't press</u> the *Create Team Match* button at the bottom until you have visited them all.

Identification
Enter the tournament title (e.g. "Ruff Diamonds Match 5") and the name of each team.

Options
Leave *Form of scoring* as IMPs and *Deal source* at random, the default settings.
You may want to change the Options for kibitzers or try out the new *Allow Voice* setting.
You should allow Undos and keep *Barometer scoring*.

Reserve Seats
Here you must enter the names of the team members. If you don't do this, strangers will jump in.

In Team 1 enter your own team members and under team 2, your opposition.
Take a written note (or screenshot) of who is sitting North/South and East/West for each team.

Everybody must be online when you press the *Create Team Match* button, so ask all players people to be logged in and waiting at least 5 minutes before the agreed start time. When you press the button they will get the invitation to join.

Each table will play the same set of boards simultaneously. The *History* tab will show an ongoing IMPS comparison, and you can see how the other team played a board as soon as both teams have played it. Once all boards are played you see the final result.

Agree the final result with the opposition as soon as you finish and write it down.

Second half

BBO does not swap the pairs around automatically for the second half. You have to set up another completely new match with a further **8** boards, making sure that the players are entered so each pair plays the opposing pair that they have not yet played.
To ensure this:
- Enter the first team with all players sitting in the same seats as for the first 8 boards.
- Enter the second team with North/South and East/West pairs swapped around.

When the second match is finished, agree the score with the opposition and add the scores from both halves together.

Entering and confirming the result

The winning captain should enter the IMPs result on the Ruff Diamonds site. The system will automatically calculate the Victory Points and update the league table.
The losing captain should then confirm the result.
Once the result has been confirmed it cannot be further edited, except by the organisers, Jacqueline Lewis or Ian Stewart