## Setting up a Teams Match on BBO

The Instructions which follow are based on running BBO on a computer using BBO Online. If you are using a laptop personal computer with the old BBO Desktop Icon, then go to page 3. If you are using an IPad then instructions are on Page 2. We would advise against setting up a match on the phone or playing on a mobile phone unless you are confident about it. If you are truly stuck, then please call Dee Harley on 0412612176.

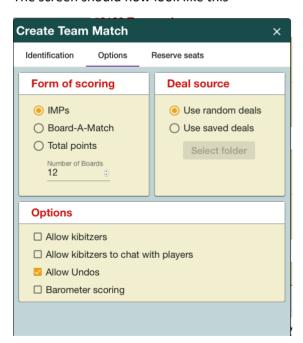
## Using a LapTop or Personal Computer with BBO Online

Login to bbo at <a href="https://www.bridgebase.com">https://www.bridgebase.com</a>, click the <a href="Play Bridge Now">Play Bridge Now</a> button in the middle of the screen and login with your username and password.

Once logged in look under the heading PLAY OR WATCH BRIDGE and click on *Competitive* and then under OTHER COMPETITIVE GAMES click on *Team Matches* At the bottom of the listing of teams matches in play click on Create Team Match. Give the Match a simple title, description, enter the team names then click on *Options* 

- Scoring is IMPs
- Number of boards is 12\*
- Uncheck Allow Kibitzers ie Do not allow kibbitzers
- Allow Undos should be checked
- Uncheck Barometer Scoring (we don't wish to see the scores as the boards are played)

The screen should now look like this



Click on *Reserve Seats* and then enter the Login id's of the members of each team. We suggest contacting the other team captain to verify that all their team members are online before hitting the <a href="Create Team Match">Create Team Match</a> button as it may cause problems if they aren't (you may need to re-create the match) If all the players are online, then you will get a confirmation button to tick. Then off you go and play!

You should make a note of who sits where, as for the second half of the match you will repeat this process, but you must swap your team's East West with North South, so that you play different pairs in the second half.

<sup>\*</sup> IMPORTANT: under Number of boards 12 as the number of boards. Be aware there is a bug that may change it to 32! So, you need to reset it to 12 and check carefully that it stays as 12

## Using an IPAD

Login, and Under Play or Watch bridge select "Competitive"

Under "Other Competitive Games) select "Team Matches"

Select (in blue at the bottom of the screen) "Create Team Match"

Title: VBA Bulletin (Cup/Plate)

Description (Your Team Name) v (Their Team Name)

Team 1 enter your team name and team 2 is your opponent's team name

DO NOT click "Create Team Match" yet!

**Click Options:** 

Select IMPs and Use Random Deals (these should be defaults)

IMPORTANT: under Form of Scoring at the bottom enter 12 as the number of boards. Be aware that it may change to 32! So, you need to reset it to 12 and check carefully that it stays as 12

Untick Allow Kibitzers (unless it is the final)

Tick Allow Undos

**Untick Barometer scoring** 

DO NOT click "Create Teams Match" yet!

**Click Reserve Seats** 

Enter Your team players BBO Names in their positions under Team 1

Enter your opponent's team players in their positions under Team 2.

You should make a note of who sits where, as for the second half of the match you will repeat this process, but you must swap your team's East West with North South, so that you play different pairs in the second half.

Once that is all set you may click "Create Teams Match". If all the players are online, then you will get a confirmation button to tick. Then off you go and play!

Note: All the players named need to be online before you can Create the match.

Helpful advice is do not press the Close button until after the match is finished.

If you want to see a You tube video of how to do it then try this:

https://www.youtube.com/watch?v=5kiuLfsQRIY

## Using a LapTop or Personal Computer with the BBO Desktop Icon

Login and click "Click to Play or Watch Bridge"

Click Team Matches

Click "Create Teams Match"

See example screenshot (set Boards to 12)



Put your teams and your opponents team members in their seats.

Scoring is IMPs

Do not tick Barometer (we don't wish to see the scores as the boards are played)

Kibitzers: Do not allow

Tick Allow Undos

You should make a note of who sits where, as for the second half of the match you will repeat this process, but you must swap your team's East West with North South, so that you play different pairs in the second half.

Once that is all set you may click "Create Teams Match". If all the players are online, then you will get a confirmation button to tick. Then off you go and play!

Note: All the players named need to be online before you can Create the match.