

1 Connecting up

Connect the laptop to the mains. There should be a 4-way power cable in the bag. Open and turn on the laptop by pressing power button (top centre of keyboard). Do not hand out Bridgemates yet.

Replace the missing AA battery in the bottom of Bridgemate server, observing correct polarity. The LED on the Bridgemate server should show **RED** to indicate battery power.

Connect Bridgemate server to the mains using the white adjustable power supply with a streak of brown stuff on it. The power supply should already be set to 9V, +ve pin.



Connect the smallest power connector (to ensure a good connection) on the power supply cable to the socket on the top of the Bridgemate server unit. The server's LED should now show **GREEN** to indicate it's on mains power.

Connect the Bridgemate server to a USB port on the left of the computer. If required, connect the mouse and a USB stick (for results) to the remaining USB sockets.

Connect speakers to headphone socket on front of laptop (leftmost of the two sockets on the front) and connect speakers to mains with white (6V) power supply.

2 Starting the software

Log on to the laptop as Tournament Director (no password). After a slight delay, the Duplicate Scorer program should start automatically. Should you need to use the Administrator account for any reason, the password is the name of the hall we play in (capital B).

Wait until everyone has arrived before choosing a movement. It is possible to change the movement later but it will make life a lot simpler if you don't have to.

When ready, click on the **Movement** menu and choose **Load**. Select an appropriate movement file. We have Howell movements for up to 11 tables. If you have an odd number of pairs, use a rover movement if one is available. A rover movement accommodates one additional pair so, for example, "9 tables plus rover" would be suitable for 19 pairs.

If there is no suitable rover movement, select the movement for the next higher number of tables. After loading the movement, click the **Movement** menu and choose **Missing Pair**. It is strongly advised to choose one of the stationary pair numbers to be the missing pair. The normal choice is the highest pair number, which is almost invariably stationary. If you need to check the movement to see who sits where, and who is stationary, click on the **Movement** menu and choose **Display Details**.

With 11½ tables, or more, you will need to run a Mitchell. That's where the NS pairs remain stationary, the boards move numerically down one table each round (usually anticlockwise) and the EW pairs move up one table each round (usually clockwise) . You should arrow switch for the last one or two rounds to get a single winner. I suggest arrow switching for the last two rounds (all the saved Mitchell movements do this). The main reason is that if you run out of time and can't fit in the last round you will still have had one arrow switch round.

Note that there are no table cards for Mitchell movements.

Important note about Mitchells: If you have an even number of tables and simply deliver two boards to every table then half way through the evening the moving pairs will catch up with boards they have already played. To avoid this, table 1 must share boards with the highest numbered table *and* you need to create a relay table exactly half way round the room (eg. between tables 6 and 7 if it's a 12 table movement). The relay table has boards on it but no players. All the boards visit the relay table as they move round the room but the EW players ignore the relay table.

If you have a missing pair, make it the stationary pair at the highest numbered table. That way the top table doesn't exist and table 1 therefore doesn't have to share boards with anyone. Note that these complications do not occur with an odd number of tables.

Creating a movement.

Alternatively you can use Duplicate Scorer's Movement Wizard to generate your Mitchell. Click the **Movement** menu and choose **Wizard** to bring up the following window:

Movement Wizard

This wizard allows you to create Movement Cards for common pairs competition movements. Please select basic competition type and fill in the appropriate form.

Mitchell | Howell | Swiss Pairs | Two table revolving teams | Import | Jeanie

This wizard makes the following assumptions for Mitchell movements:
Lowest numbered boards start on table 1, next lowest on 2 etc.
NS pairs remain stationary, EW pairs move.
Even number of tables is handled either by first and last tables sharing boards and a relay table half way round, or by EW pairs skipping at the half way stage.

Number of tables: 12

Boards move down, EWs move up
 Boards move up, EWs move down

Use same pair nos. for NS and EW
EW pair nos. start at 13

Include a Rover Pair

Arrow switch at round:

- Round 6
- Round 7
- Round 8
- Round 9
- Round 10
- Round 11
- Round 12

Note on arrow switches:
Check those rounds where players actually change seats.
If players remain switched for several rounds, check the round when they switch and the round when they switch back (if any). Do not check any intermediate rounds.

Even tables handled by:

- Tables 1 and 12 share boards, relay table between tables 6 and 7
- Moving pairs skip after 6 rounds

Title: 12 table relay Mitchell, arrow switch last 2 rounds.

OK Cancel

Select the required number of tables and choose when you want to arrow switch. In the picture it is set to arrow switch at round 11. Only check one round. If you were to tick both rounds 11 and 12 that would mean switch at round 11 then switch back at round 12 – not what you want.

After selecting the movement, check the correct number of boards is selected (near top right of scorer window).

Missing Pair.

If you have a missing pair then after loading the movement, click on the **Movement** menu again and choose **Missing Pair**. It is normal, but not mandatory, to choose the highest numbered pair who will be a stationary pair in most movements.

After selecting the movement.

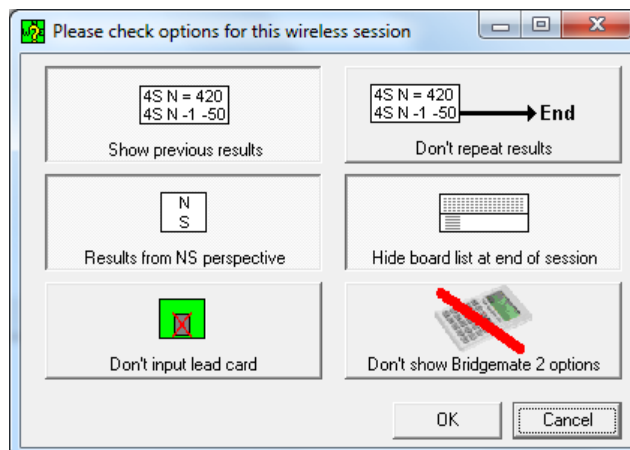
If it's a Howell, distribute the corresponding table cards to the tables. There are no table cards for Mitchells. As a useful check, you can click **Movement** then **Display details** to show a scrollable window with the movement details the system is expecting.

Once you have set up the movement you can start the competition timer. Click the **Competition** menu and choose **Timer**. Initially it will be paused so leave it that way for the moment. Use Alt-tab to return to the Duplicate Scorer window.

Starting the Bridgemates.

You are now ready to start the Bridgemate system. Click on the **Scoring** menu, choose **Wireless Scoring** and then **Start Wireless System**. You will be asked to choose your Bridgemate options. The recommended defaults should already be selected, as shown in the picture.

Click **OK** to start the Bridgemate server program. If all is well, you should see the words **Bridgemate RF Server connected** near the top left corner and the server program will add each table in turn. When all tables have been added, it's safe to hand out the Bridgemates.



Members should sign on using their membership numbers. Non members should leave their number blank on the Bridgemate and you will have to put them in manually (see section 3.4) but this can be done any time. Alt tab back to competition timer. Adjust the start time if necessary (see section 3.1) and un-pause. Now go and play.

3 During play

3.1 Adjusting the time clock

You can add minutes if there is slow play or subtract them if play is unusually fast. To do so, click the +1 or -1 buttons near the top right of the schedule (left hand side of competition timer window). Or you can overtype the current round's start time. Note that completed rounds have a tick mark next to them and cannot be changed.

If the schedule isn't visible, click the **Show Schedule** button. You can hide the schedule again by clicking on any of the big numbers or text on the right hand side.

3.2 Bridgemate table units' director's menu

Some Bridgemate operator mistakes can be rectified using the director's menu - but only during the round in which the mistake occurred. Once the players OK the last result of the round, the Bridgemate will move on to the next round and no further adjustments will be possible for the previous one. Any errors will then have to be corrected at the end using Duplicate Scorer.

To use the director's menu, the Bridgemate must be displaying the board number prompt. If necessary, press Cancel then OK until you get back to the board number prompt. Insert the director's key into the socket on the end of the Bridgemate. The director menu prompt will be displayed. Press the number key corresponding to the director function you wish to use. There are pink laminated cards in the box telling you which number to choose for common director functions such as delete result etc.

3.3 Bridgemate batteries and unreadable displays

As the Bridgemate batteries run down, the display on the unit gets dimmer. It is a good idea to increase the brightness before the display becomes unreadable. To do so, go to the director's menu (see above) and then repeatedly press the + key until the display is clear. If you increase the brightness too much, the - key dims it down again.

Eventually the display may be unreadable and/or the unit may request new batteries. If the display is readable, try to get to the board number prompt before replacing the batteries (you can sometimes see a very dim display if you hold it obliquely to the light). Remove the old batteries and discard. Don't put them in the box otherwise someone may try to reuse them. Please note the date you changed the batteries on the label inside the battery cover as I am trying to monitor how long the batteries last. Insert new batteries and press the OK button.


This is when you discover why it was a good idea to navigate to the enter board number prompt before replacing the batteries. With fresh batteries it is likely the display brightness will be wound up too high and all you can see is a row of black blocks. Try inserting the director's key then repeatedly press the – button to turn down the brightness until the display becomes readable. However, the director's key only works if you are positioned on the enter board number prompt and you cannot see whether or not that is the case. If the – key doesn't work, remove the director's key then press Cancel several times, followed by OK about half a dozen times. That should get you to the board number prompt whatever state the unit was in. Insert the director's key and use – to reduce the brightness.

3.4 Boards passed out or not played

If a board is passed out the result must be entered as **Pass** (3rd button down, 4th column). If a board is not played (eg. no time) the result should be entered by pressing the **0** button. It is important that players don't confuse the two because the two situations are scored completely differently.

3.5 Adding or changing competitor names

Note that this always seems to work *very* slowly. Don't assume nothing is happening, just be patient. In Duplicate Scorer, click on the **Names** button. Always select club members' names by clicking on the appropriate entry in the **Members and Regular Pairs** list on the right hand side, otherwise the

system won't know the member's club number. For non members, just type the name. Click  to commit each name change and click **Done** when finished adjusting names.

3.6 Adjusting scores on the computer

Double click on the board to be adjusted to display the scores table. Click on the result you wish to change, overwrite the correct result and press return (you can also use the up/down arrows to change the number of tricks if that's the only correction required).

If the board list is no longer visible (eg. at the end of the competition), click on the Board menu and choose Input Results. Type the required board number in the top left box. When you tab or click to move away from the board number box, the selected board's results will be shown.

4 At the end of the competition.

When all scores are in, click **File Save** to save the result. You can save the results on your memory stick or in **C:\Export**. The computer is configured to keep a second copy of all the results files under public documents on the scoring computer. If when saving you get a window asking you about players' EBU numbers it's because some non club members were playing. Just click **OK** to dismiss it.

Shut down the Bridgemate Pro control program, competition timer and Duplicate Scorer and power off. Disconnect everything **except** don't separate the Bridgemate server from its USB adapter cable.

Don't forget to remove a battery from the Bridgemate server otherwise next week's director will have to cope with flat batteries.

When replacing Bridgemates in the box, it is kind to the next director to keep them in numerical order. Also, Bridgemate recommend units are stored keyboard to keyboard to reduce the risk of accidental key presses in transit (which could run down the batteries).

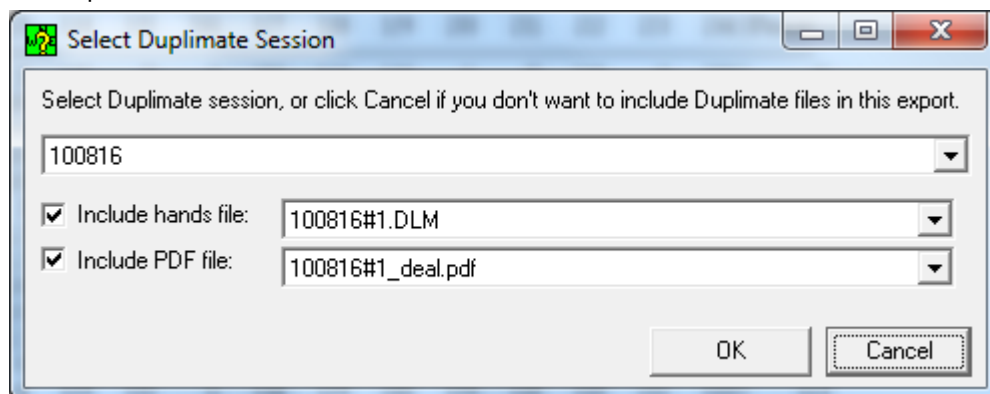
I recommend storing the units on edge in pairs, keypad to keypad.

5 Publishing the result.

It is best to use the club computer to publish the result as the Duplimate files should already be on it.

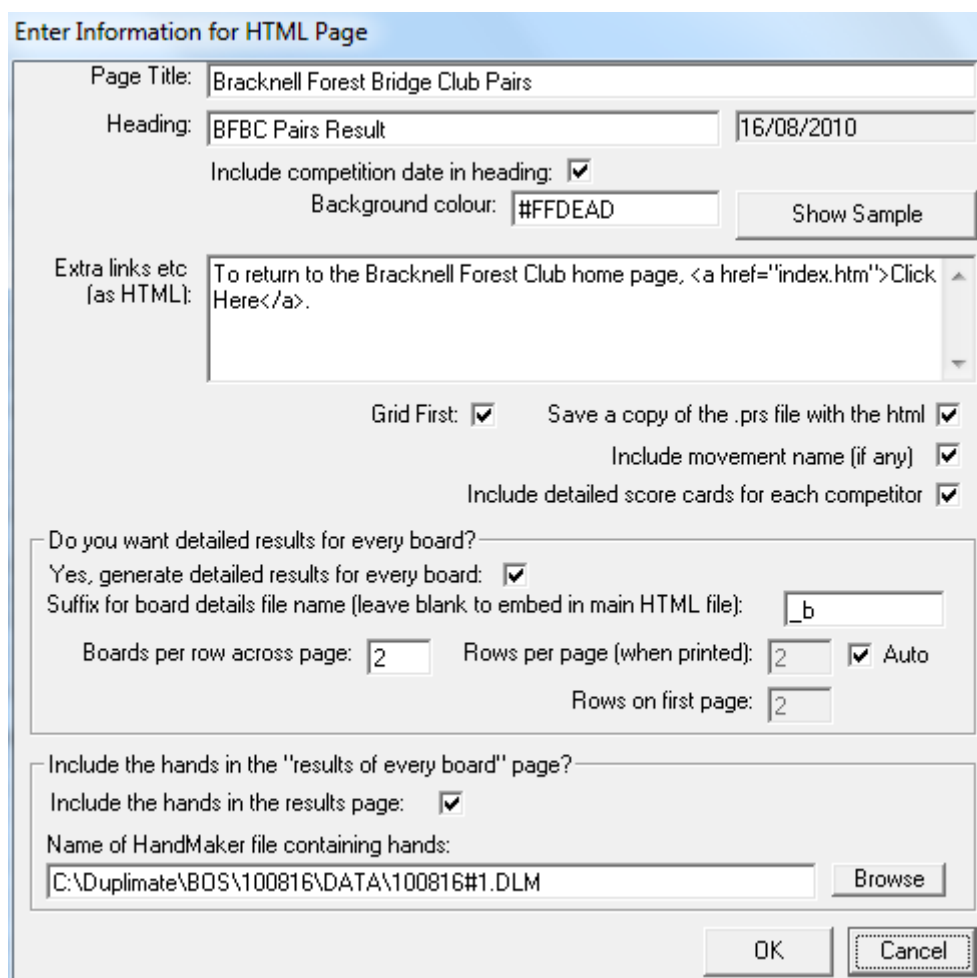
Start up the laptop, log in as Tournament Director and start the Duplicate Scorer program. Expand the **File** menu, choose **Recent results** and choose the saved competition (should be top of the list). If the result was saved on a memory stick that is no longer to hand, navigate to public documents to find the backup copy.

Click the **Export** menu and choose **Result to HTML and, optionally, to Web**. You should next see the Duplimate window:



If the person who did the hands stuck to the recommended naming convention of YYDDMM then Duplicate Scorer should automatically pick up the Duplimate event that matches the competition you are scoring. If not, you can use the drop down arrow next to the top box to select the Duplimate event or click **Cancel** if you don't want to include Duplimate files. Click **OK** to accept the selected Duplimate files.

You will next see the HTML info window:



The default settings should be OK (see above) so just click OK.

When prompted for a save file name, use the default of **pairs.htm** (all lower case) or, if appropriate, **teams.htm** (for the annual teams competition only). The correct folder for the save file is **C:\Webfiles** but this should have been pre-selected automatically.

When told that the file already exists and asked if you want to overwrite it, click on **Yes All**.

Finally you will get to the Export window:

Board results saved in C:\inetpub\wwwroot\BBL\bfbc\pairs_b.htm
Grid and positions saved in C:\inetpub\wwwroot\BBL\bfbc\pairs.htm
A link to the board results has been included in the Grid and Positions file.
A copy of the .prs file has been saved in C:\inetpub\wwwroot\BBL\bfbc\pairs.prs

- C:\inetpub\wwwroot\BBL\bfbc\pairs_pr_1.htm
- C:\inetpub\wwwroot\BBL\bfbc\pairs_pr_2.htm
- C:\inetpub\wwwroot\BBL\bfbc\pairs_pr_3.htm
- C:\inetpub\wwwroot\BBL\bfbc\pairs_pr_4.htm

Do you want to post these files on your web site?

The following information is required in order to post the results on the web:

Connection to use: LAN Dialing from: Don't Dial

User name: bracknellbridge.com Hang up after posting:

Password: ***** Remember My Passwords

FTP Account/password (if different): Remote folder (if any):

FTP Address: ftp://www.BracknellBridge.com/bfbc Use passive (PASV) mode

Again, all the correct settings should be preset (as above), including the password. Make sure the computer is connected to the internet and click **Post On Web**.

If you want to include a copy of the result when emailing the members, the best way is to click on the **Export** menu and choose **Report to Text file**. Then copy the text file (eg. on a USB stick) onto the computer from which you normally send emails. You can then attach it to, or copy the contents into, your email to the members.