Running Teams Event with Bridgemates

SETTING UP

Set up the event: Create the event via the menu options *File | New Event with Bridgemates*, then *Round Robin Teams, Swiss Teams* or *New England / Whist*, and fill in the required details on the Event Setup tab. For events other than Swiss Teams, you also need to nominate a template.

To open an existing event, use the *File | Open Event* menu.

Create the teams: On the Team Setup menu, create a new team with **New Team**, and manage the team members using the **Add**, **Edit** and **Delete** buttons. Note the use of the accelerator keys (press **Alt** and the underlined letter on a button to fire it), and also that the **Enter** key moves through the fields – both these features allow you to set up all teams without using the mouse.

Sort the teams: On the **Team Seeding** tab, you can (a) seed the teams by masterpoints and move teams up and down (b) allocate teams to categories (b) print and export the team lists. If running a Swiss event, you also need to print the draw for Round 1 on this page.

Bridgemate Preferences: If not tracking Player Datums, the option to ask for Player Numbers should be turned off and in all cases, the option to close the BCS after the session should also be turned off. The settings are locked once the round has been created.

Other Compscore2 Preferences: Check that the Quick Post and Reporting settings are as you want them.

START THE EVENT

The whole event is run from the Team Event Management form's **Bridgemate** tab.

First match of each session [1] Create a new Bridgemate database by choose **Create New Bridgemate Database** in the Create New Round area. You can accept the default name, or change it.	**Subsequent matches in each session** [1] Ensure the dropdown in the Create New Round area says **Use an Existing Bridgemate Database** and that the database name is correct (or edit as necessary).

Next, enter the first board number in this match, then click **Create Match X** (where X is the next match number) to set-up the Bridgemate database for this match. Click **Open** in the Bridgemate Matches area, which will open the usual Bridgemate Session Management form for this match.

If this is the first match in a new Bridgemate database, you will need to click **Launch** on the Bridgemate Management form. If not the first, the Bridgemates will automatically update. The session then runs just like a normal Bridgemate session. **Important**: If you're running more than one section, like a side movement or a graded event, see notes below.

You can move between the Teams Management form and the Bridgemate Session Management form as you wish, including performing interim score-ups and working on earlier rounds. You can also access the usual functions within the Bridgemate Management form, like **Anomalies.**

At the end of the match, perform a full import (**Import** button on Bridgemate Results tab) and when all results are in, close the Bridgemate Management form, and on the Teams Event Management form's Bridgemates tab, click **Calculate**. The overall and personal results can then be printed. An alternative is to click **Quick Post**. This calculates, prints the desired reports and if necessary generates and print the next draw. DO NOT close the BCS.
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For Swiss Teams events, click **Next Draw** to generate the draw. The draw can be edited. Then start the process over again for the next match. (The draw will have been done automatically if you used Quick Post.)

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[1] Note – a session is one set of boards (e.g. unique numbers 1-36 or 1-28) Each different session needs a new Bridgemate database, but matches within a session can use the same database.

AT THE END OF THE EVENT

Masterpoints and Web Site Uploads are managed on those respective pages.

EVENTS WITH MULTIPLE SECTIONS

- **Where other sections are single session Mitchell/Howell**: After you've created and opened the Bridgemate Management form for the main event, click **New Section**. This opens a new Bridgemate Session Setup form from which you can choose your movement type. Once all your side sections have been set up, click **Launch** on any one of them and this will launch the Bridgemates for all sections including the main event.

- **Where other sections are separate events e.g. graded teams**: Each event is created under **New Event** as described above. Follow the process as for one event, but the only difference is that when creating Round 1 for the second and subsequent events, choose **Use Existing Bridgemate Database**, and navigate to the one you created for your first event. After you've done this for all sections, click **Launch** on any one of the Bridgemate Session Management forms. This will launch the Bridgemates for all sections.

TROUBLE SHOOTING

You have accidentally closed Compscore2.

- Open Compscore2,
- Select *File | Open Event.*

(See below if you're also closed Bridgemate Control Software)

You have accidentally closed the Bridgemate Control Software.

- Re-open Compscore2 if necessary
- Open the Event as described above,
- Select the **Bridgemate** tab
- Open the match that is currently in progress
- When the Bridgemate Management form for that session opens,
    - o click on the **Setup** tab,
    - o then **Advanced**,
    - o then the **BCS Functions** tab,
    - o then click **Re-launch**.

    This will launch Bridgemate Control Software, and re-attach the Bridgemate database, without erasing any data. (Do NOT click Launch on the Setup tab – this will clear existing data from the Bridgemate database when it re-attaches.)

You have entered the wrong starting board number for a match:

- Close the Bridgemate Management form (if open),
- Close the Bridgemate Control Software (if open) ignoring any warnings,
- Delete the match in the Bridgemate Sessions dropdown.
- Then you can re-create it in the normal way, this time with the correct starting board number. However, you should use a new Bridgemate database (editing the default name as appropriate) and once the new Bridgemate Management form is open, click **Launch**.

You need to abandon Bridgemate scoring part way through an event:

Whenever you press **Calculate** on the Bridgemate tab, as well as rescoring the round or rounds, it generates results entries as though they were being entered manually. These are available on the **Scoring** tab. You can therefore revert to manually scoring at any time.

Note that is isn't possible to revert back to Bridgemate scoring once you have abandoned it.

More trouble-shooting items can be found on the other document "When things go wrong".