

Online Yorkshire (Sunday Teams) League Setup

Look at the fixture list on the YCBA website to see the order of the matches, **do not use "EBULeague" in the "My EBU" section of EBU website.**

Away Captain

No later than the day before match day, the "Away" captain should send to the Home captain by email the names, BBO usernames, and preferred seating positions of the away team.

Team captains names, email addresses and phone numbers, along with the player names, BBO usernames, and preferred seating positions should also be entered in "EBULeague" in the "My EBU" section of the EBU website e.g.

Contact Information

Your opposition captains can see this information. Use this to tell them how you would like them to contact you.

```
Team Captain.....Minnie Mouse
Email.....minniemouse@gmail.com
Mobile.....07654 123456
We do not want kibitzers watching or
the barometer during matches.
```

Save

Venue Information

Your opposition captains can see this information. Use this to describe where you play home matches, perhaps giving directions or a link to a Google Map.

```
Players BBO Usernames.....
Minnie Mouse (North).....minniem
Mickey Mouse (South).....mickeym
Daisy Duck (East).....daisyd
Donald Duck (West).....donaldd
```

Save

Use the below as templates if you like.

Try and keep each line to this length>

Team Captain.....Minnie Mouse

Email.....Minnie Mouse@gmail.com

Mobile.....07654 123456

We do not want kibitzers watching or
the barometer during matches.

Players BBO Usernames.....

Minnie Mouse (North).....minniem

Mickey Mouse (South).....mickeym

Daisy Duck (East).....daisyd

Donald Duck (West).....donaldd

Home Captain

Matches are setup by the "Home" Captain(s) (specified in the Draw) or any other person to whom the Home Captain has delegated this responsibility.

Person setting up the match on BBO

Before you setup a match you will need to know the BBO usernames of all 8 players. You can if you want (but it's not compulsory) add the BBO usernames of the players to your "People" list, so you know when they are logged into BBO. This can be done in advance of the setup.

To add a player to your "People" list

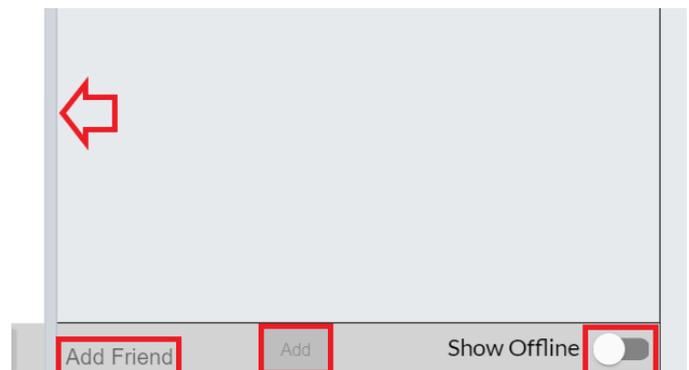
Names can be removed after the match by clicking on the name and changing the "Relationship" to "Neutral".

Login to BBO

Click on the "People" tab.

Click where it says, "Add Friend" and type in a BBO username.

Click on the "Add" button, names will appear in the list when they are online. To see the names of those offline, click on the "Show Offline" button, you may need to drag the grey line to the left so you can see the "Show Offline" button.



Setting up the match

(This can be left until about 10 minutes before the start of the match)

Login to BBO

Click on Competitive.

Click on Team Matches.

Click on Create Team Match.

The "Create Team Match" window will open.

Don't click on the "Create Team Match" button at the bottom of the window just yet.

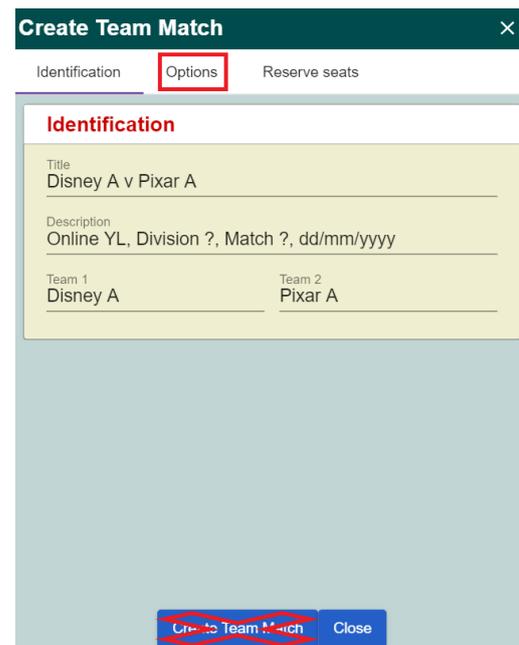
Identification" page

This page can be left blank if you want, but if you do want to fill it in enter the Teams Names in the "Title".

Enter "Online YL, Division ?, Match ?, dd/mm/yyyy", in the "Description".

Enter the Home Team as Team1 and the Away Team as Team2.

Once you have done this click on the "Options" tab.



Options page

Set "Form of scoring" to "IMPs". Change "Number of boards" to whatever is required for each Online Yorkshire League season.

"Deal source" must be set to "Use random deals"

"Options"

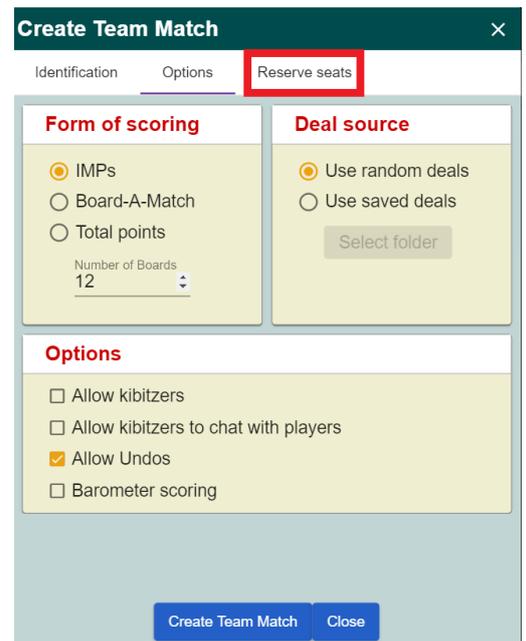
"Allow kibitzers" should be unticked. Under competition rules kibitzers are not allowed. However, if both teams agree to allow kibitzers, then you can leave it ticked.

"Allow kibitzers to chat to players" must be unticked as this is not allowed.

"Allow undos" must be ticked. Under competition rules undo's are allowed in the bidding but not in the play. Undo's in play should not be asked for if they are you must politely decline.

"Barometer scoring" should be unticked.

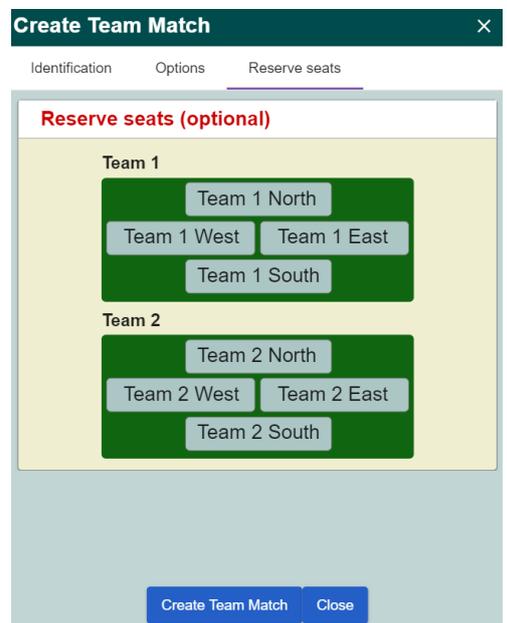
Once you have done all of the above click on the "Reserve seats" tab.



The screenshot shows the 'Create Team Match' dialog box with the 'Reserve seats' tab selected. The 'Form of scoring' section has 'IMPs' selected. The 'Deal source' section has 'Use random deals' selected. The 'Options' section has 'Allow Undos' checked. The 'Number of Boards' is set to 12. The 'Create Team Match' and 'Close' buttons are visible at the bottom.

Reserve seats page

Enter the BBO usernames of the 8 players (enter one Team as Team one and enter the other team as Team two). BBO will automatically move the players to the other table when the match starts. **Don't click on the "Close" button until after the match has started, if you do you will have to do the setup again including entering all the BBO usernames.**



The screenshot shows the 'Create Team Match' dialog box with the 'Reserve seats' tab selected. The 'Reserve seats (optional)' section is visible, showing two teams (Team 1 and Team 2) with four seats each (North, West, East, South). The 'Create Team Match' and 'Close' buttons are visible at the bottom.

When this is done you will have to wait until the time when the match is scheduled to start.

When it is time for the match to start, if you added the players' names to your "People" list you can check to see if they are all online. If they are all online click the "Create Team Match" button (note that all the players need to be online and not playing at other tables), **don't click on the "Close" button yet**. At this point invitations are sent to all players which they must accept, in the bottom righthand corner you will get a yellow message when each player accepts their invitation. If as

few as one player does not accept their invitation, in the bottom righthand corner you will get a message saying the match has not started. If the match does not start the invitations will have to be sent again by clicking the "Create Team Match" button again, if the "Create Team Match" window has disappeared you will have to open a new one. When all players have accepted their invitations, they will be taken to their tables, you can now click on the "Close" button.

At the end of the match

The result will not be visible until both tables have finished. When both tables have finished click on the "History" tab, click on "Recent tournaments", click on your match, it will be the one at the top of the list. The result will be in the two amber boxes in IMP's (International Match Point's), note down the score, take the smaller number away from the larger number and use the answer to convert to VP's (Victory Point's) using the scale shown in the competition rules.

Conversion scale of imps to VPs - 12 board matches

Number of IMPs	Number of VPs	Number of IMPs	Number of VPs
0-1	10-10	20-24	16-4
2-4	11-9	25-30	17-3
5-7	12-8	31-37	18-2
8-11	13-7	38-46	19-1
12-15	14-6	47+	20-0
16-19	15-5		

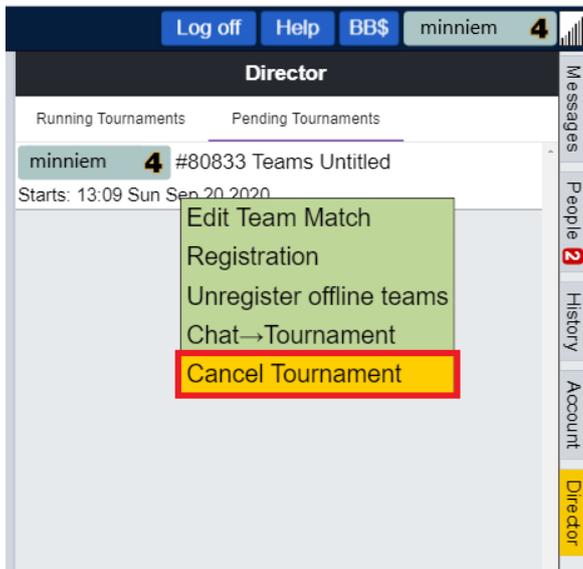
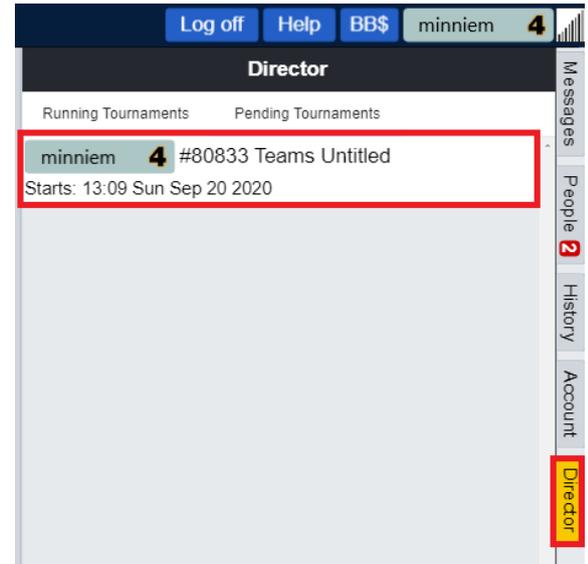
Conversion scale of imps to VPs - 8 board matches

Number of IMPs	Number of VPs	Number of IMPs	Number of VPs
0	10-10	17-20	16-4
1-3	11-9	21-25	17-3
4-6	12-8	26-30	18-2
7-9	13-7	31-38	19-1
10-12	14-6	39+	20-0
13-16	15-5		

If you need to cancel a match

Click on the Director tab.

Then click on the Tournament and a menu will drop down.



In the menu click on "Cancel Tournament".

Tick the box to confirm you want to cancel.

Click on the "Cancel Tournament".