NZ Bridge

SCORER

Documentation

(The current version of Scorer is Scorer 14)

December 2013

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Background

Scorer is written to cope with Tournament Scoring, Club Scoring and simple Club administration.

To this extent, there are facilities to run virtually any movement for Pairs, fundamental Round Robin, Swiss Teams, Multiple Teams and Individual movements. There are two basic handicap facilities available so that clubs may choose to do Manual or Automatic handicaps.

Scorer's administration module is now manages Subscriptions, Receipting, Mail Labels, Membership Lists and other membership related club requirements for your Club.

Scorer 11 represented a significant enhancement on previous versions, and functional and stability enhancements have continued to the most recent version (Scorer 14).

BridgeNZ has been, and will continue to work with Clubs to ensure that we maintain our world class programme.

BridgeNZ offers support for the application in the form of email and telephone support and online connection to your computer using Team Viewer. Documentation is in this manual and in the new Help file structure. Clubs are able to insert their own documentation to be available to their users. Support for users at the current level will be at no cost for scorer related issues. Support is also offered for previous versions of Scorer and for other technical issues, including system structure and setup and use of Windows™ and other applications. This work is chargeable at reasonable rates.

Each version of Scorer requires a new licence key (obtained from BridgeNZ) which is based on your club name and club number. If "Club Name" or "club number" are changed you will NOT be able to access your programme without a new license key.

If you have feedback that is constructive, then please email to: martino@bridgenz.co.nz

If you are reporting a suspected bug, then please ensure that you have written down all the steps involved in producing the situation.

Disclaimer

The diagrams (screen shots) in this document may reflect an earlier version of Scorer. They have only been updated where this was necessary to document a new feature or function.

Martin Oyston

Director

BridgeNZ (2004) Limited

1 Introduction

1.1 New Features in Successive Versions of Scorer

Scorer 11

- Ability to modify sessions in the calendar
- Ability to change event type in the calendar, eg from non handicap to handicap event
- Ability to create a custom teams movement with even or odd numbers of tables for Round Robin Teams
- Improved Swiss draw for Swiss Teams and Swiss Pairs
- Ability to put player names in by round for teams (so C points get allocated to those who play the round)
- Separate carry-over to adjustments – this allows draws to include C-O but not penalties
- NZ Bridge membership information can be updated from Web download as required
- Additional club administration reports available
- Reports available for club members showing rating points, masterpoints and official gradings
- Tournament entries have reports to sort entries by average rating points to assist with seeding
- Additional custom movements provided
- XML file produced from Pairs Sessions
- Option to directly ftp the XML file to a website for publish and analysis of pairs results.

With the release of Scorer 11 we see a move away from BDE and Paradox, and adoption of Microsoft SQL Server as the database beneath Scorer. This provides a more stable and portable platform, and enables data from scoring and administration to be accessed and cross-referenced more easily.

The Teams portion of the software has undergone almost a complete re-write in order to allow for trifector matches and custom teams draws, and the Pairs results are able to be published easily to the web.

The information about players from NZ Bridge is now imported in full, allowing for reporting on Master-Points and gradings for your club members, and reporting on average rating points for teams/pairs entering tournaments to assist in seeding. This import is now done from within the programme and users are no longer expected to download and save files for this.

Version 11 retains all the features of prior versions, with some enhancements and modifications. The use of SQL-Server allows for easier and better reporting and has the first move toward storing the scoring data in the database, with the teams data now completely database driven.

Scorer 12

- Re-working of the administration screens. The three screens are now in a tabbed format.
- It is now easier to manage the membership database, and all the sorting and filtering functions are available.
- The user is able to customise the field layout on screen and have this save away.
- There is the ability to automatically assign receipt numbers, and also to print receipts for member payments.
- Receipt history is now saved so you can track this if required.
- Reports can be sorted into sub-folders for easy reference.
- Teams draw has two options – traditional top-down or matching top-bottom teams on equal VP.
- Support for the latest BridgePad update.

- Support for Bridge Scorer
- Multiple Teams available with BridgePads

Scorer 13

- Bridge Scorer support is enhanced
- Additional improvements and enhancement to administration functions.
- Buttons such as teams draws, Pairs personal scores, member receipts are tied to reports which the club can customise.
- Backup and restore processes have been enhanced. Restore function is now working correctly.Ghosting function (optional) developed to cater for the the situation where an event is played in two rooms and these rooms are not able to reach the same RF unit.
- Option to directly publish an analysis of Teams results. This uses a service that will NOT work on Windows XP; it requires VISTA or higher.
- Table Iinstruction files for pairs movements can be pdf files which can make for nicer presentation and be easier to print.

Scorer 14

- Adoption of WBF continuous VP scales as mandated by NZ Bridge.
- Non-balancing IMP adjustments for teams.
- Option to directly publish an analysis of Swiss Pairs results. This uses a service that will NOT work on Windows XP; it requires VISTA or higher.
- Bug fixed in calculation reporting for handicaps and points ladders.
- Backup now makes copy of FULL DATABASE and CURRENT YEAR'S FILES. Recommended that full backup be done at end of each year.
- Enhanced Tournament Entries functions.
- Restoration and enhancement of Special Ladders functions (eg inclusion of an option to allow players to play with the same partner more than once in an event with an individual ladder type). New sort and filter options are available when selecting events for Special Ladders
- Neuburg scoring.

1.2 Creating User Logon IDs and Security Levels

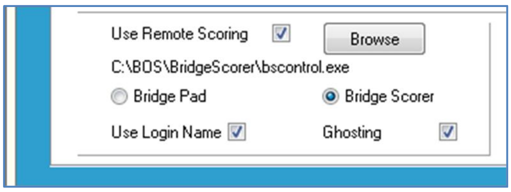
The Membership table in the database stores the names of all your club members. These are entered through the Club Administration screens discussed later. Each of these members has a User Name associated with them.

For each member there is the ability to assign:

- User Login Name:
- Password:
- Scoring Security Level: 1-9
- Admin Security Level: 1-9

Once you set up the security settings, you can have members log in and perform only the tasks that they are required to do.

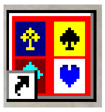
To use the "User Login" rather then the "Known As" name for logging in, you need to change the entry under Options → Scoring Options and tick "Use Login Name"



2 Login to Scorer

Start Scorer using the icon:

Or alternatively from your programme menu or quick launch bar.



When you start Scorer, the first screen that shows is the “Splash Screen” which shows the version of Scorer that you are running. When this disappears the Login screen appears:

In the Scorer Login Window the user types the login name assigned to them, and the password associated with that.

e.g. John Brown may have the username johnab with a password of “Batman”. (This has been assigned to him in the Club administration screens – see later)

Firstly, John can sign in as JohnAB or johnab or any other mix of upper & lower case letters. The password MUST be in the same case as the original, so “batman” will NOT work.

Once logged in, the menu items will be available to the user:

If the user does not have permission to use a menu then the item will be grey and not respond to the mouse click on it.

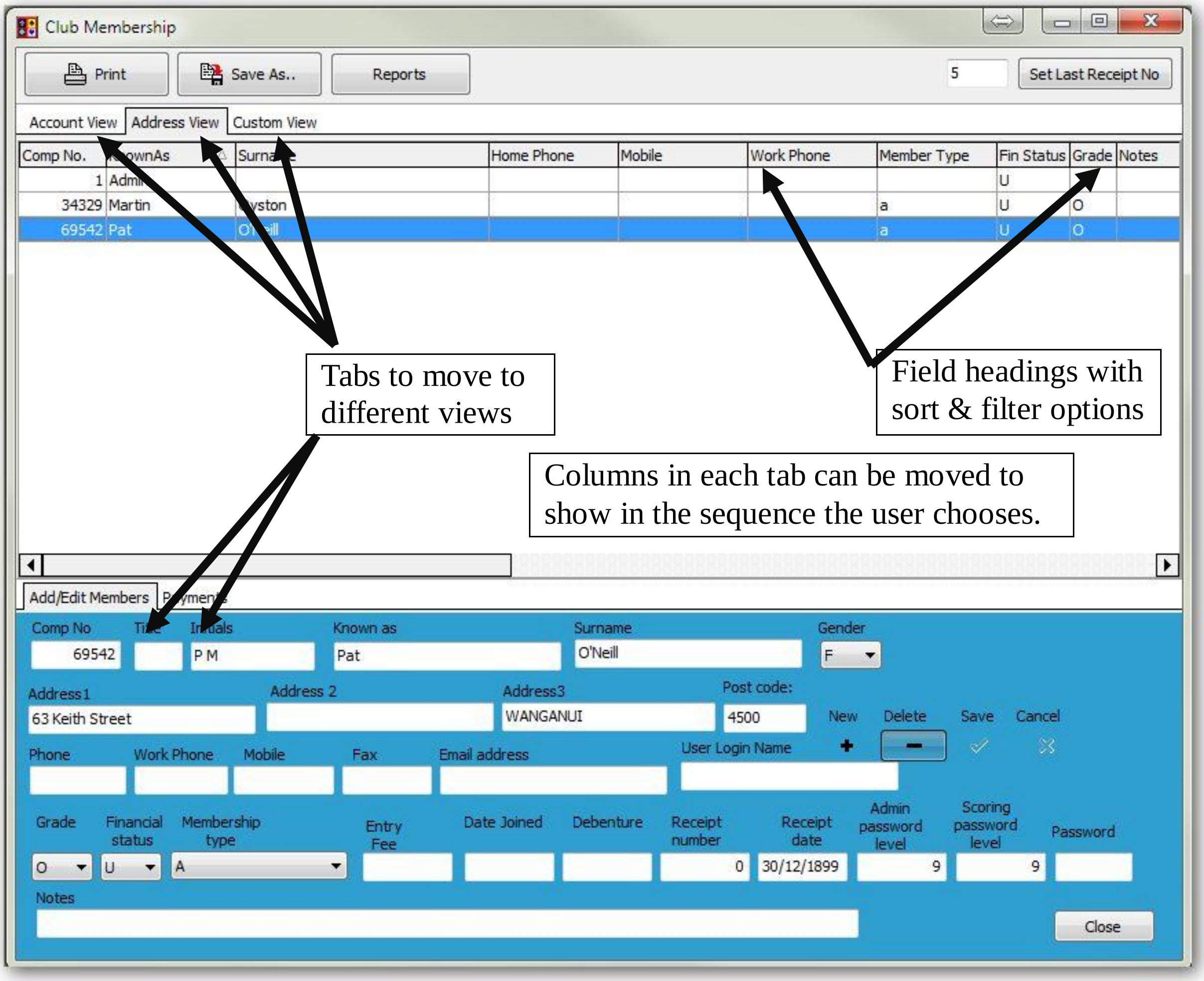
The next chapter will give a brief description of what each menu is for.

3 Scorer Menu Functions

3.1 Menu Structure

TOP Level Menu Item	Sub Level Menu Items	User Manual Section
Exit		
Club Admin	Access to the tabbed member screens	3.2
Housekeeping	C Points to NZ Bridge Calculate Handicaps Edit Automatic Handicaps Edit Manual Handicaps Club Point Ladder C Point Ladder Individual Results All Results Backup or Restore Data Purge Events	3.3
Reports	Aaccess to a list of pre-written administrative reports and Tournament entry reports	3.4
Calendar	View Edit Printout	3.5
Scorer	Score Section Tournament Entries	3.6
Ladders	Ladders Set Up Special Ladder Run Special Ladder	3.7
Advanced	Custom Movements Create Howell Customs Teams Movement	3.8
Options	Various settings for the configuration and appearance of Scorer	2.2
Extra	System Info Edit NZB Player File Edit Non Member File VP Scale Password Levels	3.10
Help	Help BridgeNZ Wiki Documents Remote Support	3.11
About	Displays the current version of the Scorer software	

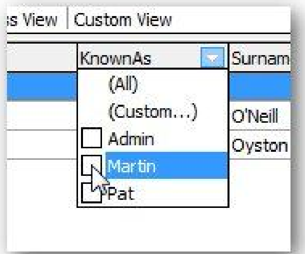
3.2 Club Administration



3.2.1.1 Sorting Columns

When you click on one of the field headings with the mouse, the records are automatically sorted by that field. If you click again on the same heading it sorts them in the opposite order.

3.2.1.2 Filters



When you put the mouse over a heading, you will see a small arrow appear at the right end of the field. Click on that arrow and you get a filter box. This allows you to select only specific entries.

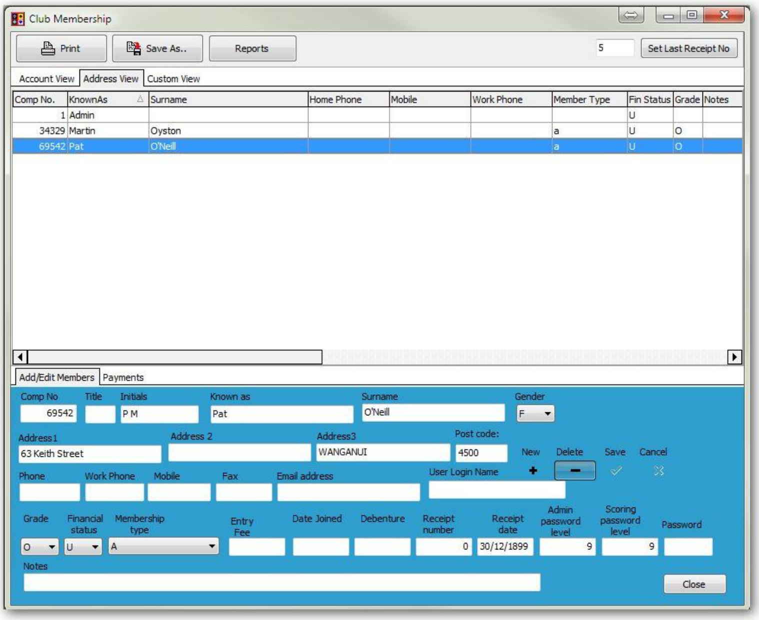
This option is particularly useful if, for example, you only want to see Un-financial members, or maybe only Junior players. If you tick any of the boxes, then only those entries will display.
The action may be cancelled by going to the filter box again and click on (All).

When a filter is set, there is notice of it at the bottom left of the grid. The filter may also be cancelled by clicking on the X next to the filter description.

More complex filters may be added using the (custom) options, but that is beyond the scope of this document.

3.2.2 Add/Edit Members (bottom tabs)

This screen allows you to add members, edit details of a member or delete the member. You can currently filter on surname, (this IS case sensitive) but there is no general search facility.



To ADD a new member, click the "+" under "New" in the bottom panel. A new blank line will open up and you can enter details in the BOTTOM section of the screen.

The email address will take up to 60 characters. The Gender is a drop-down that will only be M or F (should you require other types please advise). Grade and Membership Type are lookups from those entered in the Options screen. Financial Status is U (Unfinancial), F (Financial) or D (Debenture Holder).

Click the tick under "Save", then go the the Payments tab and set the member as unfinancial by typing 0 (zero) in the 'Other $" box, unticking the "Print receipt" item and clicking "Pay other".

NOTE1: Please ensure that ALL members have a "Membership Type" when added or they will not have subscription notices generated for them.

NOTE2: If you have part year subscriptions for players joining part way through the year OR for new members from lessons theyn you should set up another Member Type in the OPTIONS screen with the appropriate charges. At the end of the financial year you can then change the member type before producing new accounts.

User Login Name can be set to anything, and is used for the user to access Scorer. If the user is not doing Scoring or Administration for the club then nothing need be entered in this field. If you enter a User Login Name, then you should also enter Admin and Scoring Password Levels, and a password for the user to give them appropriate access to the menus required.

A user cannot change any password (including their own) unless they have admin privileges to this screen.

The highest access level is 9, and other access levels can be customised – see later in this document.

When you have completed adding the Member's details, then click on the Tick under "Save" in the lower panel.

PLEASE ensure that you have some members with User Login Names and Passwords AND level 9 access before removing the ADMIN user.

To change a member's details, select the member, change the detail required in the bottom panel, then click the tick under "Save"

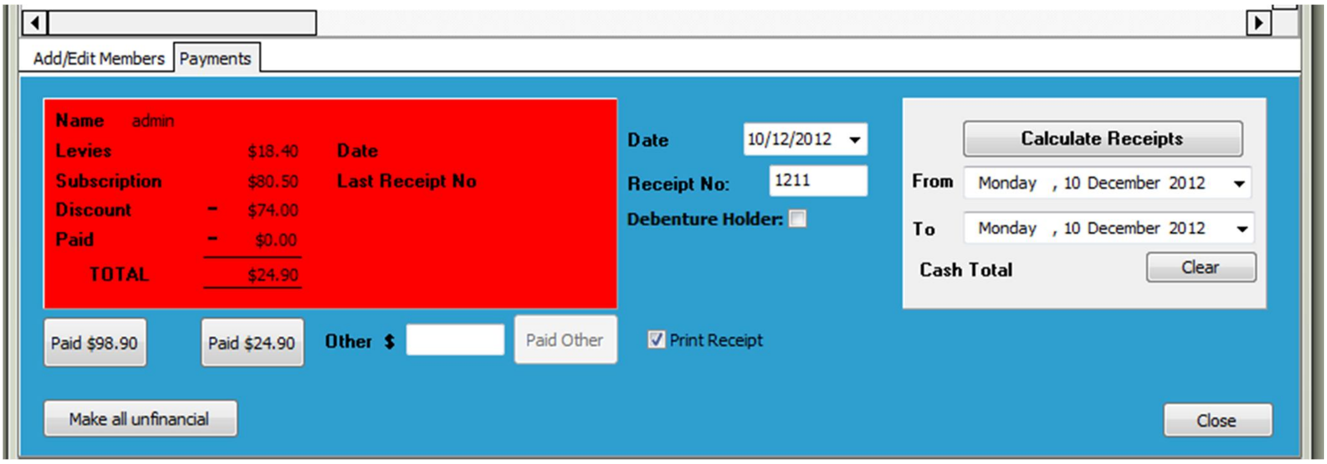
Computer Numbers: Please enter computer numbers allocated by BZ Bridge Inc. to your new members' records. It is recommended that you do NOT enter members without computer numbers.

Notes: This is a free-text field that allows you to enter any relevant notes. These may include any special medical conditions, Contact person, Next of kin etc.

"Save As" and "Print" allow you to save and print in a limited fashion. The print option on this screen is being phased out and replaced by the reports available under the Reports menu item. (**SPECIAL NOTE:** For the "Print" button on this screen to work, a directory named "Temp" must be created under the Scorer root directory)

There is now a REPORTS button on screen to access member information in a nicely presented manner. You can add or modify reports to your needs, or you can request reports to be written specifically to your needs. Work on custom reports is chargeable but very reasonable.

3.2.3 Payments View (bottom tabs)



This allows you to:

- Make all members unfinancial – as done at the end of the financial year
- See the status of a member – (the payment box is Green for members that are financial and Red for those members that have outstanding balances. Debenture holders will show with a Yellow background)
- Receipt payments – if the "Print Receipt" tickbox is ticked, a receipt will be printed using a pre-determined report ("ReceiptPayment" in the system reports which the club can change).
It the "Print Receipt box is unticked, there will be no physical receipt printed but the receipt numbers and amounts will be accumulated in the database.
- The Date and Receipt Number fields show the date and receipt number that will be applied to the payment when the "Paid" button is pressed. On rare occasions you may wish to manually change these to enter an historic receipt.
- There are two automatic payment buttons – one with early payment discount and one without the discount. If some different amount is paid, enter the amount in the 'Other' box and click "Paid Other"
- When receipts have accumulated, you can calculate the recceipts over a date range and do your banking or analysis from that.
- The "Calculate Receipts" button will give you a list of payments between given dates..
- When the payment buttons are clicked, the receipt number will be allocated, and the receipt number automatically incremented.
- **NOTE: The recommended procedure for setting the receipt number is, at the start of the process (when you make members un-financial), to change the number in the box that says "Set Last Receipt Number" to YY000 (e.g. 13000 for 2013) then click "Set Last Receipt Number".
This will then allocate all your receipts to 13001, 13002, …then the next year start at 14000. This format will give you a quick count on how many payments have been made.**
- When your members do not owe you money, the system automatically sets them to Financial, and the rectangle shows green.

The reports button l allows you to run your reports.

Sorts and filters are also available from the grid.

SUBSCRIPTION PROCESS

The following is a recommended procedure for Subscription setting and receipting.

- Run the report to check that Membership Types are defined. Assign member types to all members with no type assigned.
- Set the NZB Levy and your subscriptions, discounts and subscription & Discount dates in the "Options"

Screen, “Membership Details” tab. Save.
[Please remember that if your subs include the NZB Levy, then deduct the levy for the amount of the Club Subscription]

- Go to Club Administration
- Click the button “Make All Unfinancial”.
…Now all your members are made Unfinancial.
NOTE: This process may take a little time.
- Set the Last Receipt Number to YY000 – where YY is the year (e.g. 13000 for 2013)
- If any members have already made payments toward their subscription, then enter these payments now. You can change the payment date to receipt these against the correct date if you wish.
- Now you can run your Subscription Notices:
Click the Reports button
- Click on “Subscription Notice”
- Click on “Preview”
- The notices are designed to print on A5 paper. Most printers will manage this.
You can now print your subscription notices. These will be in alphabetical order of Surname, and will not include any record with no surname (e.g. Admin). They will also not be printed for any member of class “X”. This has been reserved for members who have lapsed and you wish to follow up in other ways.
NOTE: If you would like a report to print two invoices per page, that can be arranged, or most printers these days will have settings to print 2 per page when printing A5 to A4.
- If you wish to generate Labels for posting out, a report is available. You may customise that report yourselves or BridgeNZ can alter to your specifications for a small charge. Any size label can be accommodated.
- When Subscriptions are paid, enter the payments on the Membership Payments screen. Receipt numbers are now allocated automatically.

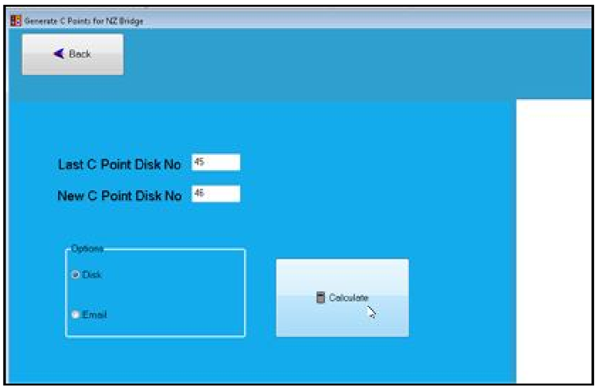
NOTE: Players now remain unfinancial until full payment has been made.

3.3 House Keeping

3.3.1 C Points to NZ Bridge

This allows you to send your club and tournament masterpoints to NZ Bridge either by email or writing them to disk (floppy? /CD/USB) and sending by snail mail.

To email the files, it requires an email address in the club details in the options screen as well as an email program such as thunderbird (free) or Windows Mail. The default email address (secretary@nzbridge.co.nz) is configurable.



When the Calculate button is clicked,any event that has not been flagged in the Calendar as having been sent previously is processed. The processing is shown in the viewing pane at right. As event sessions are processed, they are flagged in the calendar with the disk number that they have been sent on. For Teams events, a file is now created for each round so that substitutes no longer require manual changes. It is esential that for each round of the teams, that the names are inserted in the Draw screen. For those without electronic scoring there is an option to “Default All” which reads the names from the team players file, and you can make substitutes as required. If there are no names in for the round, then the C-Point file will not be sent for that round.

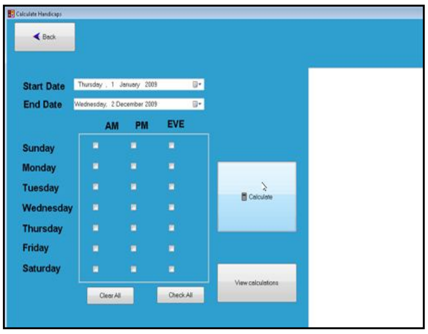
The next sequential number is used for the disk number, and a file is created in the Cpts directory under Scorer's root directory. If the email option is chosen, then the files are zipped and attached to an email using your default MAPI client.

NOTE: You MUST have an email address in your club information in Options or sending email will fail.

If Disk is chosen, a browser window will appear asking where you want to place the files. Browse to the disk and directory you want and click Save.

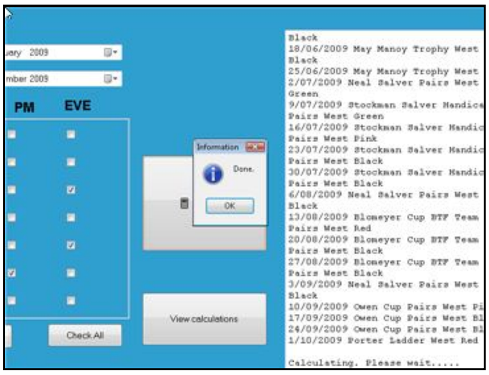
Regardless of which option is chosen, a copy of the C-Point files is stored under the CPts folder in Scorer and may be referenced for confirmation of what has been sent or re-sent if required.

3.3.2 Calculate Handicaps



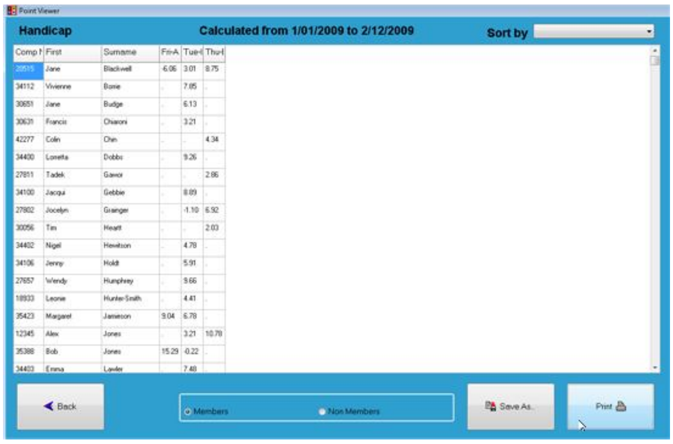
The left side of the screen allows you to enter a date range that you wish to use for handicap calculations. The grid allows you to tick the session times that you wish to calculate handicaps for. Thus you can do Tuesday evenings on odd months and Monday afternoons on even months without having any conflict.

When you have set the appropriate date range and ticked the sessions that you require, click on the Calculate button.



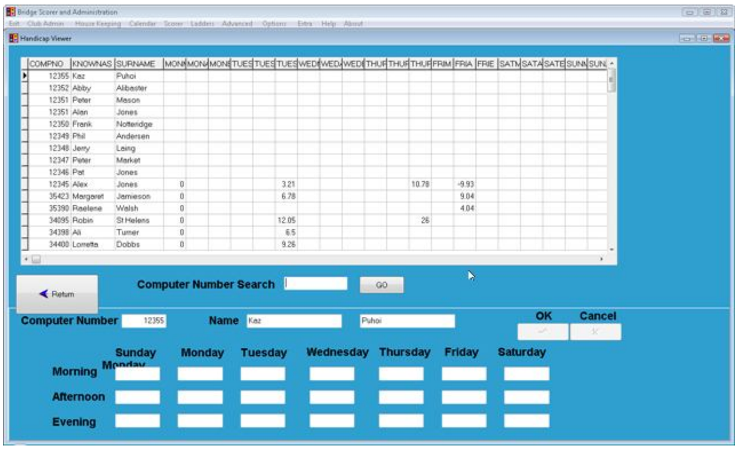
You will see the sessions processing in the window at the right of the screen. When the calculations have finished a window comes up confirming calculations have been completed. You can click on View Calculations.

The View Calculations allows you to sort by any of the fields on screen, save the data in several formats and print. You can not change the data on this screen.



Although this screen is very useful, changes to some players handicaps are inevitable, and the Reports menu will be the best way of producing suitable printouts for players.

3.3.3 Edit Automatic Handicaps



This allows you to fine-tune the handicaps that have anomalies. If a player has not played much and only played with weak players yet they are of a much higher standard, you may wish to increase the handicap. Also if a player only plays occasionally on a certain session, then you may wish to allocate them a handicap for that session.

To edit the automatic handicap for a player:

Find the computer number for the player by

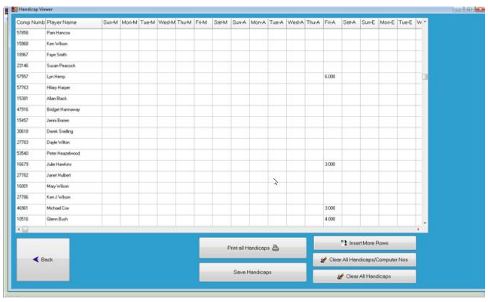
a. typing it in the Computer Number Search and clicking Go or

b. by clicking on the line in the top pane which contains the member's name.

Change the handicaps in the appropriate box in the lower pane.

Click the square button below OK.

3.3.4 Edit Manual Handicaps:



This brings up a grid with all allocated manual handicaps. You may change these in this grid and save them.

Copy & paste facilities are now available here, so if you have entered manual handicaps for say Saturday morning, you can copy and paste into Saturday afternoon to use he same handicaps for the second session of a handicap tournament.

You could also copy and paste into and from Excel if you wish to use this for calculation purposes.

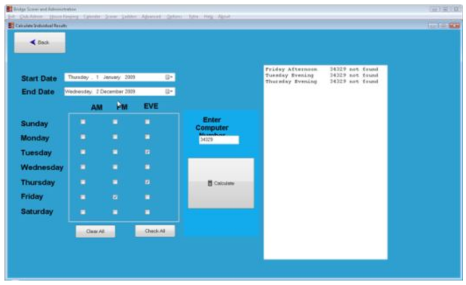
3.3.5 Club Points Ladder / C Points Ladder

These both work in the same way as the Automatic Handicap, using the same grid, just looking for and calculating slightly different information.

The printouts from these are generally fine for member use, as they are an accurate record of happenings.

3.3.6 Individual Results:

This now has the same grid, but allows you to search for one member and see what sessions they played, who they played with, what their score was, their placing, C points and Club points.



3.3.7 All Results:

This prints a report with all members, number of sessions played, average score, number of different partners, club points and C points.

This is a useful report for club administrators!

Point Viewer

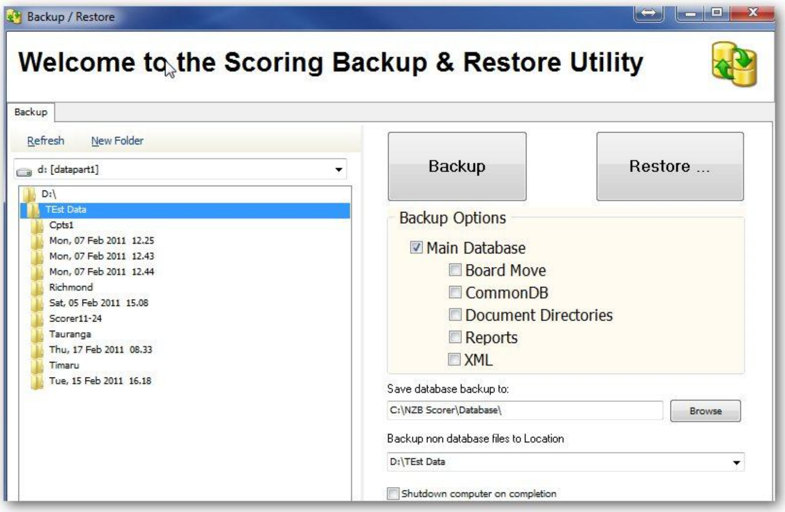
All Results — Calculated from 1/01/2009 to 2/12/2009 — Sort by

Comp No	First	Surname	No of Sessions	Average %	No of Partners	Club Points	C Points
1257	Chris	Ackerley	1	54.936	1	2	13
72073	David	Ackerley	11	54.345	4	24	155
54444	Gregory	Aldridge	29	53.139	11	59	401
30627	Barbara	Allen	64	50.559	17	118	464
34093	Rod	Allwood	28	49.129	11	27	110
32017	Toni	Allwood	53	46.730	17	53	163
21	The	Andi	1	40.682	1	0	0

3.3.8 Backup or Restore

BACKUP

The backup function allows you to make a copy of the FULL DATABASE and the CURRENT YEAR'S FILES. Because it only backups the current years files, it is strongly recommended that you backup after the last session of the year and save this in a safe place.



The backup must be done on the machine that has the Scorer SQL database on it.

In the left pane of the backup window, you can choose the location to save the backup file.. This can be on the C: drive (default is NZB Scorer/Backup) or on an external/flash drive. It is good paractice to save your backup file to an external location (such as Fropbox of similar).

When you start the Backup programme, Scorer will close. This is to ensure integrity of the backup.

If the “Shut down computer on completion” tick box is ticked, this will shut down the computer after backup (unless other programmes are running that will stop the shutdown).

When the user double-click's on the folder, the path is put in the field on the right of the screen. Optionally, another directory may be created.

When the backup is started, it will create a directory named with the current date and time of the start of the backup. This leaves no doubt about when the backup was done!

There is a choice of directories to optionally back up.

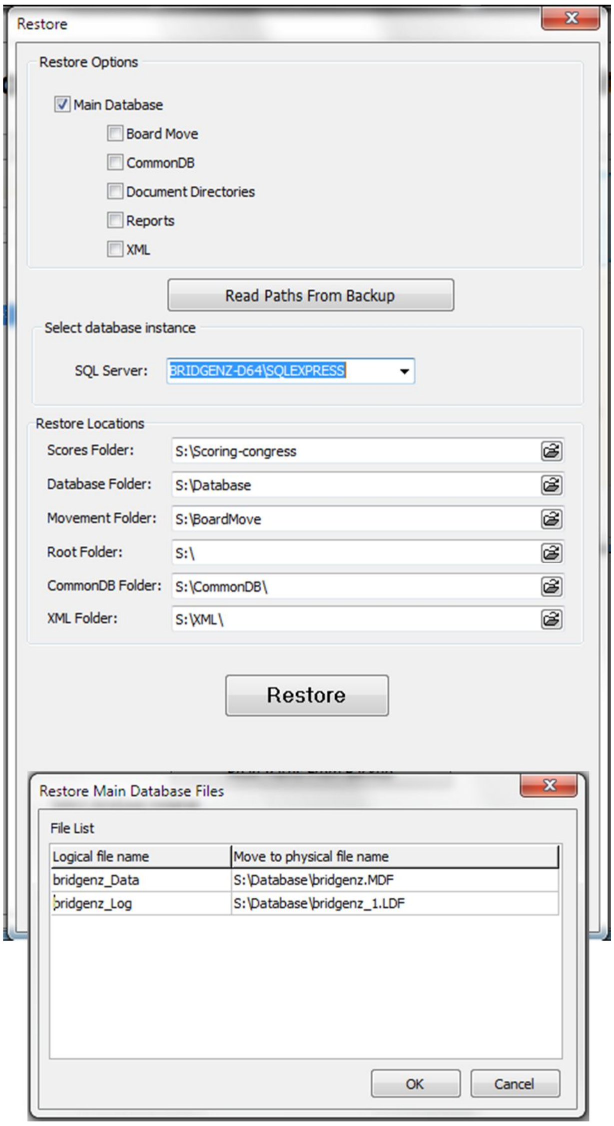
If the Main Database is selected, then the Scoring directory is automatically backed up, as it is vital that the database and the Scoring directory be kept synchronised.

The backup can be restored with the Restore option to the same directories or different location, but best to do another backup immediately before trying a restore in case someone else has added information that you are unaware of!

If there is a problem with your system, or you have found an interesting situation that you would like examined, the backup can be made on a USB memory stick and sent to BridgeNZ for analysis. Your system can be run directly from the memory stick and it means that what is being examined is exactly what is on your system. Note: If you do this, then please send a full description of the issues along with the backup.

RESTORE

Please note that the restore may be run from within Scorer, or separately from another copy of sBackup. If started from within Scorer, then Scorer will be closed and the sBackup application will be started.



To restore, select the directory where the backup was made as above.

Click Restore

Highlight the folder that was created by the backup at the time.

You can customise where the restore returns to or read the paths from the scorer.ini file of the backup.

Click on the “Restore” button to start the restore.

It is important that the correct SQL Server instance is located. This will normally be the “COMPUTER_NAME\SQLEXPRESS”

When **Restore** is clicked, the user is given the opportunity to change the location of the SQL Database files. BridgeNZ is now recommending that these be located in “C:\NZB Scorer\Database\”

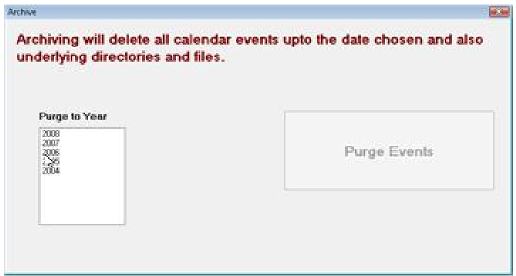
The restore will now begin.

***** DO NOT INTERRUPT THE RESTORE *****

You will now be able to start Scorer again with the data at the point in time of the backup that was restored.

3.3.9 Purge Events:

This facility is a nice way of removing historic events from the calendar and files from the underlying file system for earlier years. This reduces system size and makes the files underneath more manageable.

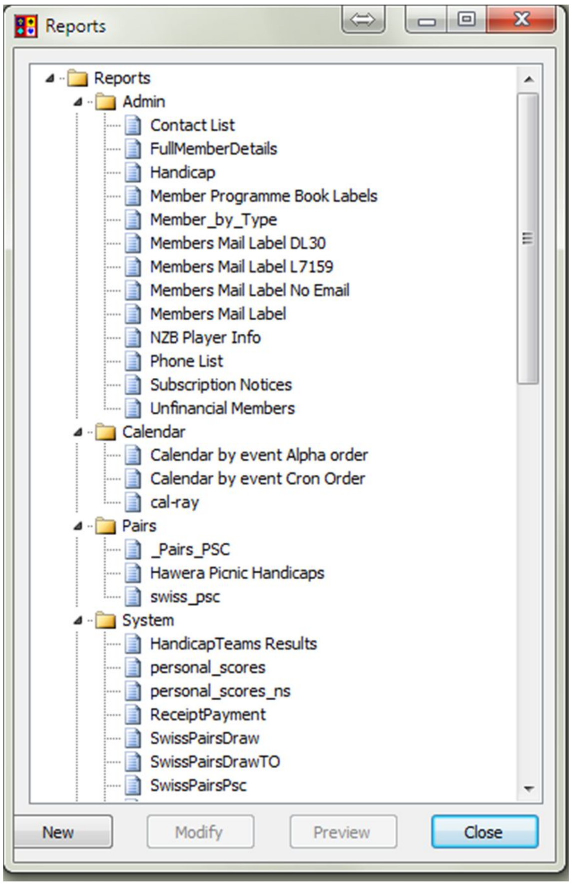


When you select a year, all files and events from that year and all earlier years will be purged.

The process recommended is:

- Make a backup.
- Purge to the appropriate year.
- Check your calendar and do a spot check on events that you wanted to keep.

3.4 Reports



Reports are stored in the Reports folder underNZB Scorer. They are divided into sub-folders for ease of access. The sub-folders are totally user-configurable, however the only sub-folder which which is REQUIRED and must never be deleted or changed is the System folder.

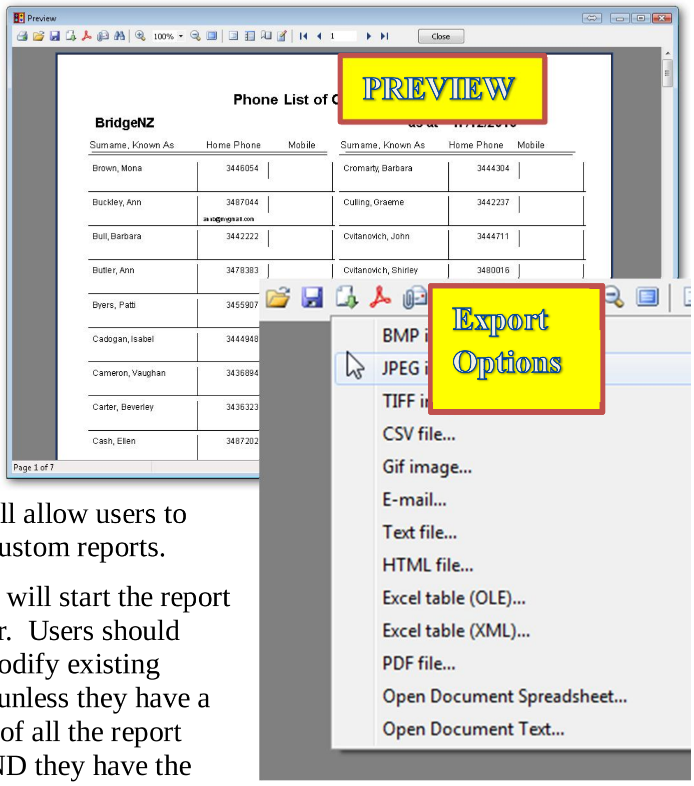
Reports are able to be created or modified by a competent user. Training is available on requesst (standard charges) and full manuals for the report writer (Fast Reports) are in the Documents folder. If members write a report which they believe will be useful to other clubs they may submit this to Bridge NZ to be included in the next update, or send the .fr3 report file directly to another user..

Within Scorer, reports are available from the Reports menu item, or from the Reports button now on a number of screens.

Clicking this opens the Reports Window with a list of all the available reports.

Click on a report to highlight it.

To preview and/or print the report, either highlight the report name and click "Preview" or double-click on the report name.



The report is then run and presented in a preview window where it can be printed or exported to a large selection of formats.

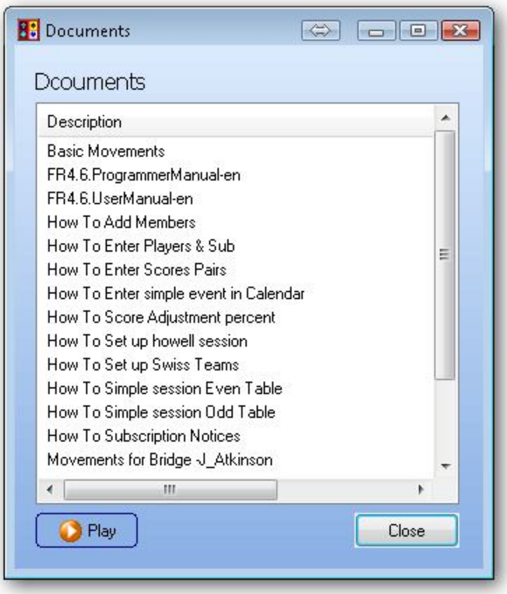
The Print button brings up the printer dialog box allowing the user to print any specific page, multiple pages or multiple copies of the document.

When finished with the preview – click the "Close" button.

The Report menu screen has New and Modify buttons on it.

New will allow users to create custom reports.

Modify will start the report designer. Users should NOT modify existing reports unless they have a backup of all the report files AND they have the technical skills to use the report writing tools.



Documentation: Complete documentation of the product is included in the Help documentation (FR4.6). BridgeNZ will quote for custom report writing and/or training in report writing.

This puts a new level of reporting into Scorer, and any information from the calendar, membership database or settings can now be reported on in a nice manner. Teams, Swiss Pairs and Pairs data is now available for reporting also.

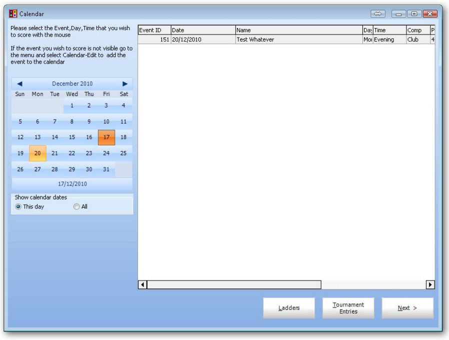
3.5 Calendar

Under the Calendar menu, there are 3 options – View, Edit and Printouts. To add an event to the calendar or modify an existing event, the calendar must be accessed in Edit mode. The Calendar is the central point or backbone of Scorer and it is essential that events are set up correctly to avoid problems later.

The calendar sort and filter options are active in all modes.

In each of the three ladder options, there are 3 buttons at the bottom of the screen – Ladders, Tournament Entries and Next. These buttons enable the user to run pairs events ladders, accept tournament entries and set up sessions for pairs events. These are further described in following sections.

3.5.1 View



This gives a read-only view of the calendar the enable the user to search for events. The default is “This day” (lower left pane) but this can be changed with the radio button to show all days if you wish.

The Calendar allows you to move by month and select specific days to choose the event that you require.

3.5.2 Edit

In Edit mode, entries for future dates are white, past dates are tinted. [This may not be obvious on some screens].

The calendar Edit screen, by default, shows:

Event ID, Date, Name of the Event,

Day of the Week, Session Time (Morning, Afternoon or Evening),

Competition Type, Masterpoint Value,

Event Type (Pairs, Teams or Individual),

Scoring Method, Ladder Type, NZBID (for future use)

Other fields can be added to the screen (for the current session) by right-clicking in the header line and going to Field Chooser. This allows you to see such fields as calendarID.

Calendar entries with the same Event ID belong to the same event, but if two entries have different EventIDs, **they will be for different events even if the event name is the same**. Events with the same EventID will automatically have a ladder associated with them.

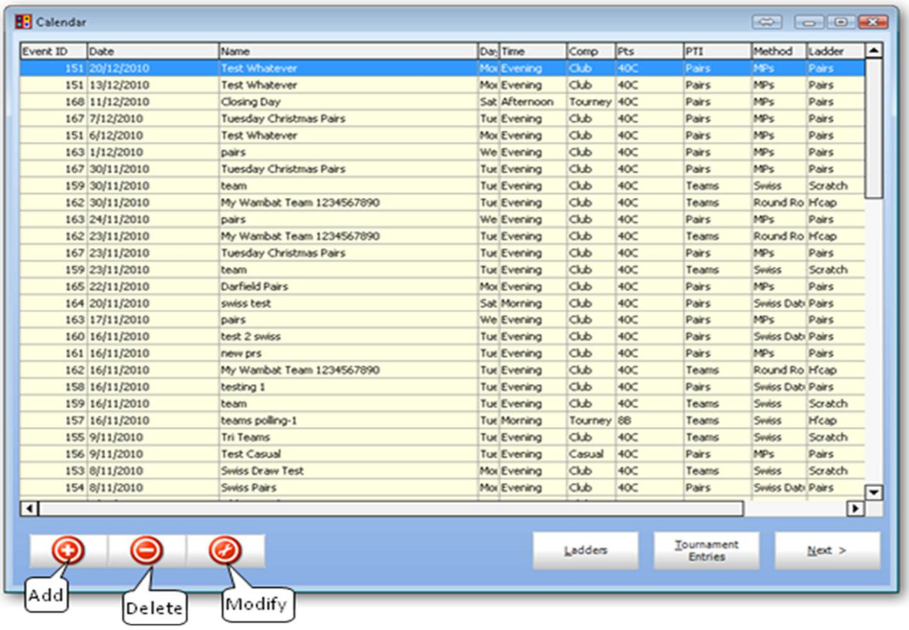
To enter non-sequential sessions for an event, set up the first session as a new entry in the calendar. Then use the Add Session option to add the remaining sessions. This ensures that all sessions relating to the event have the same Event ID in the calendar.

The entries for one event should have the same name and as noted above, MUST have the same Event ID.

Events entered incorrectly in the calendar may be modified. If an event is changed (eg from Pairs to Handicap Pairs) you can make the change apply to all sessions in the event by ticking the box “Apply to all Sessions” before pressing OK.

When the calendar has been accessed in Edit mode, then double clicking a calendar entry brings up the Edit dialogue box for that session.

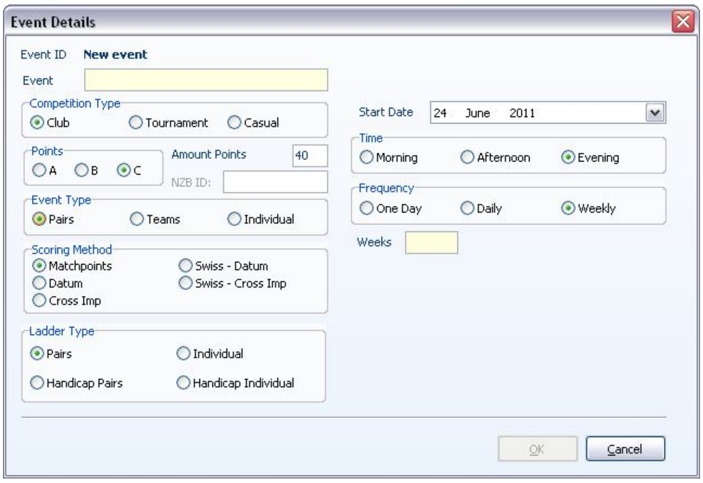
When adding an event, there is an option of “Swiss Matchpoints” in the Scoring Method. This function is still under development and should not be used currently.



The red buttons at the bottom left of the screen allows the user to add events, delete sessions or whole events and modify sessions or whole events.

ADD EVENT

EVENT: The event should be given a meaningful name but should not have special characters such as “, ', ?, * etc. as these are not valid in event names.



This name is used to create a directory in the file system under the Scoring directory. Generally, all sessions in one event should have the same event name.

COMPETITION TYPE: Normally Club or Tournament. Casual events can be run but no C points allocated or sent and may be of a format that precludes the allocation of C points (e.g. playing all slam hands pre-set). Click the radio-button of the appropriate type, and set “Amount Points” accordingly.

POINTS: This is for NZB Masterpoints. If A or B is selected, the Competition Type automatically moves to Tournament, and the NZB ID field is activated.

Amount Points

If ***Points*** is set to “C”, then leave at 40 (default) for standard club sessions where 20+ boards are in play, 20 for club sessions where 11-19 boards are in play and 0 for sessions of 1-10 boards in play or sessions not eligible for C points (such as sessions replaying deals played in sessions during the year).

If ***Points*** is set to A or B, then enter the appropriate value for the Tournament (e.g. 5 for 5A tournament)

NZB ID will be a field assigned by NZ Bridge to identify tournament sessions. This ID will, at some agreed point with NZ Bridge, be sent with Masterpoint files to identify tournament sessions and tie together the qualifying and final rounds for the same event.

EVENT TYPE: This is Teams, Pairs or Individual. Note that this Individual is where each player plays with a different partner each round of one session.

SCORING METHOD: For Pairs, scoring may be done using Matchpoint basis (most common), by comparison with the average score (Datum) and allocating IMP's or by comparison with every other table and allocating IMPs (Cross Imp). If the scoring is Swiss Datum or Swiss Cross Imp, then the format is such that each pair's position for a round will be based on their position in the field at the end of the previous round.

For Teams: Swiss, Round-Robin or Multiple Teams may be selected.

SPECIAL NOTE: Swiss Pairs Match Point scoring has been added to the menu but implementation is yet to be completed at the publication of this manual

LADDER TYPE: This is important for clubs. Please ensure you choose “Handicap Pairs” if you wish to have both raw scores and handicap scores. Handicap scores will NOT be available if you just use Pairs. The **Individual** here is when your players play with a different partner each session, and the winner is the individual player with the highest combined score. Once again, if you want to use handicaps, ensure you choose **Handicap Individual.** Scorer now has a flag to allow more than one session with the same partner for individual ladders. Use this at the club’s discretion.

START DATE: This can be selected from a calendar which shows when you click on the arrow at the end of the field.

TIME: Is the session time, Morning, Afternoon or Evening.

FREQUENCY: This makes it easy to put in events that run for several weeks on one week-day (e.g. 3 Thursdays in a row). Just set the start date, set Frequency to “Weekly” then put the number of sessions in the box at the bottom left of the screen.

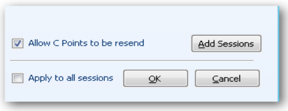
Once this screen is filled out, click on the ENTER button and the event sessions will be added to the Calendar database. Note that one line in the calendar is created for each session of the event. These all have the same EVENTID and EVENT NAME, but different dates or times (M, A or E).

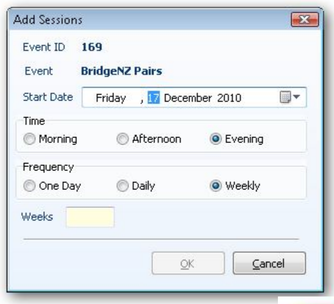
[If you have a 3 session event that skips a week, then an easy way to add this is to add 4 sessions then delete one (see later for deleting a session).] Alternatively you can now add the three sessions and change the date of the third session.

ADDING SESSIONS to an EXISTING EVENT

Click on the event tin the calendar (make sure you have used the Calendar/Edit), and click the **Modify** tool

Click Add Sessions





Sessions may now be added using the start date calendar.

This data can be used to easily check if an event has been set up correctly – especially if it is expected to have handicaps.

If an event runs on specific dates during the year, and is not easily added using the sessions in consecutive weeks, then create the first session in the calendar with FREQUENCY weekly and 1 for week. Then add the other sessions to this event using the ADD SESSIONS function.

MODIFYING AN EVENT

The modify tool will allow you to change most properties for an event. e.g.an event may now be changed from non-handicap to handicap. Also the event name can be changed (but only before the first session is set up).

IT IS STRONGLY RECOMMENDED THAT ALL SESSIONS IN ONE EVENT HAVE THE SAME NAME.

The time of the event, or of specific sessions may be changed. There is now an option to allow C-points to be re-sent.

Once a session of an event has been set up for scoring, the event name cannot be changed. If ladder rules are created before the name of an event is changed, then the ladder rules will need to be re-created under the new event name. It is recommended that the ladder rules be entered when you run the first session of the event.

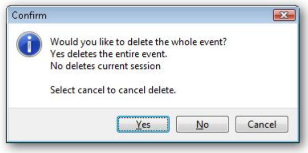
DELETING A SESSION or AN EVENT

***** DANGER *** this action cannot be undone**

The delete tool is used to delete sessions from the calendar.

Highlight the session of the event to be deleted, then click the delete button.

You will then be presented with a window with three options:

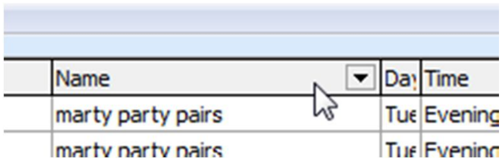


YES = **DELETE ENTIRE EVENT**

NO = DELETE SESSION ONLY

CANCEL = Don't delete anything

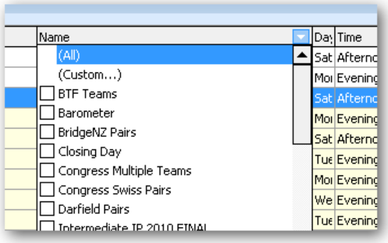
CHANGING THE APPEARANCE OF THE CALENDAR



Calendar columns are now moveable –columns may be dragged into different positions for clarity of information.

The columns are sortable. Click on a column heading and the calendar will sort by the field.

The columns are filterable. Holding the mouse over the column heading, an arrow appears at the right of the heading.



Click on this arrow and the filter option appears. Using this, the data may be filtered, for example, to display only selected events.

Double-clicking on a line in the calendar does NOT take the user to the sections screen of the event. If in Edit mode, double-clicking on a line in the calendar will bring up the event details window for the session of the event that was clicked.

3.5.3 Print Outs

This now contains a reports button that opens the reports window in the "reports\Calendar" directory. There are two reports currently – one to list events in alphabetical order, and the other to list in chronological order.

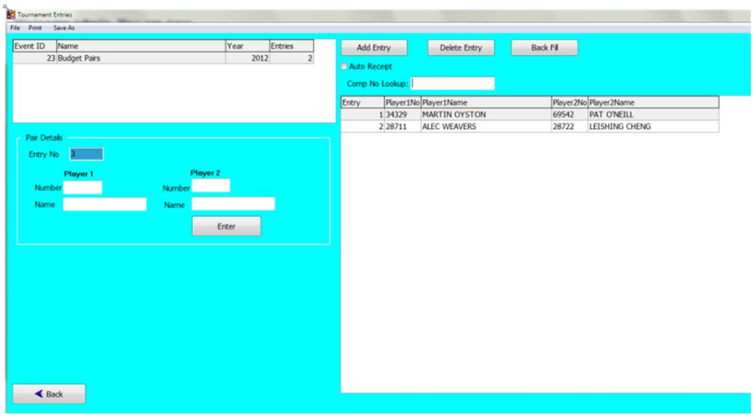
3.6 Scorer

3.6.1 Score Section

Score Section opens the calendar window filtered to the current day only. The user can select all days if desired. When an entry is highlighted, clicking NEXT will proceed to the section setup and scoring screens for that session. Instructions for these are covered later in this document.

3.6.2 Tournament Entries

This function allows clubs to pre-enter player names for any Tournament that has been set up in the calendar and provides immediate feedback on the number of active entries at any point.



The events flagged as Tournaments show in the top left pane along with the current total of active entries. The current entries (player names) show in the right pane.

You can Add, Edit or delete entries. There is a quick key (Ctrl-E) to add a new entry.

If an entry is deleted, this does not change the entry numbers of other entrants. Entry numbers keep increasing, but the total of all entries, less those that have been deleted, shows in the top left pane.

The Back Fill button is used to fill the gaps where entries have been deleted. Entry numbers are maintained except for those at the end who are moved back to fill spaces. A report prints automatically for the moved entry numbers so there is a record of the changes allowing th user to idvise contestants if the entry numbers are being used for a purpose.

There are a number of tournament reports accessible through the Reports menu item, including a ranked list of entries in order of rating points(using NZB player information) for the purpose of aiding seeding.

If the event is not displayed in the top left pane, it probably has not been set up as a Tournament.

3.7 Ladders

3.7.1 Ladder

When Pairs or Individual events are run, Scorer combines scores to form a Ladder in order to get a winner for the event.

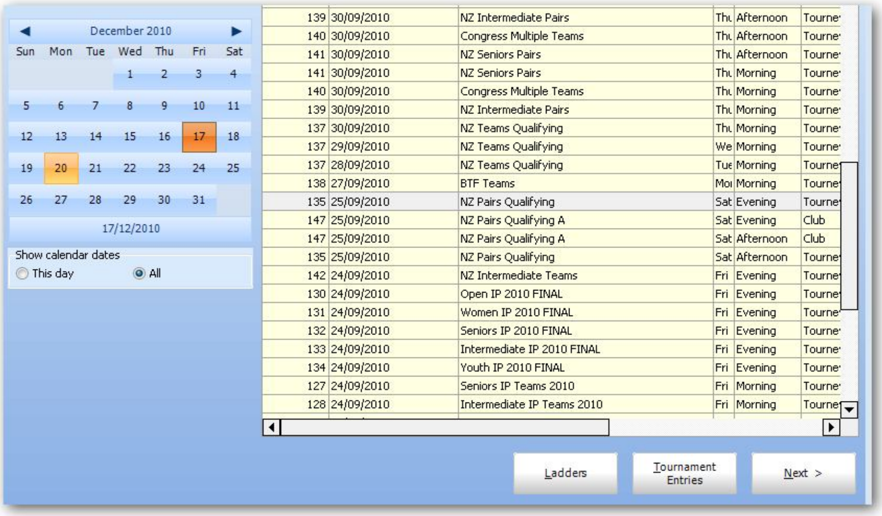
By default, Scorer can run a Ladder for all sessions of one event occurring in one calendar year.
NOTE: it is important that all sessions of the event have the same EventID – see “Adding sessions to an existing Event” above.

To run the standard Ladder for an event, go to any Calendar screen by using one of the following processes:

1. From the main menu:
    a. Choose Calendar → [View | Edit | Printouts] OR
    b. Choose Ladders → Ladder
2. From the Sections screen in a Pairs event: Click the BACK button on screen.

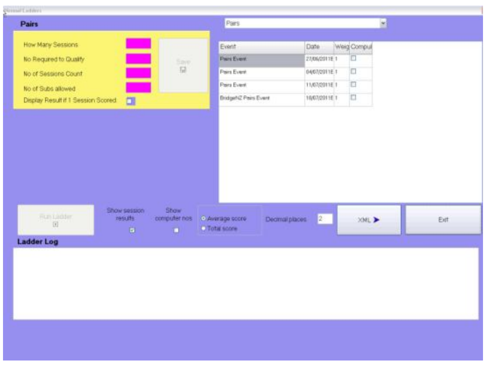
Ensure that the desired event is highlighted in the Calendar Event pane, and click on the Ladders button.

The Ladders screen will now be displayed.

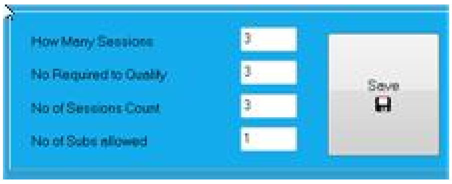


The important facts about the event are:

- How many sessions in the event?
- How many sessions is a player/pair required to play in order to qualify?
- How many sessions will count? (can they drop bad scores?)
- How many substitutes are allowed? (not relevant in Individual Ladders)
- Can they have the same partner for individual ladders?



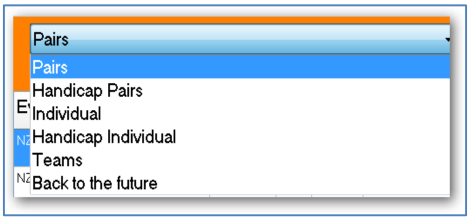
It is possible to set some sessions as compulsory, so that players are required to play that session to qualify. This can be overridden in the Options setup.



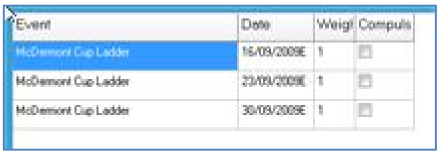
If "***No. Required to Qualify***" is set to the total number of sessions for the event, then players must be present or have a valid substitute entered for each session of the event in order to qualify.

If "***No. of Sessions Count***" is less than the total number of sessions, then the highest total is used, and lowest scores dropped.

Once these settings are entered, click Save. This currently saves the ladder rules to a file in the scoring folder for the event. These settings will automatically come up for the Ladder on each session of this event.



The drop down menu at the top right of the page allows selection of the ladder type to run. If the event has been set up as Handicap Pairs, for example, ladders for both raw scores (Pairs) and Handicap (Handicap Pairs) may be produced. If the Ladder Type was set up as Individual, then "Individual" should be chosen from this menu to run the Ladder.



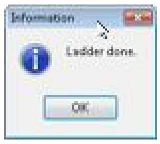
Each session of the event is shown, and can be ticked as compulsory if required. Also there is the opportunity to put weightings on sessions. This is usually done if a different number of boards is played in each session. The easiest method for this is to use the number of boards (divided by 100) as the weighting.

e.g. Here there were 28 boards played in the first session, 22 in the second, and 24 in the third. The weightings used were 0.28, 0.22 and 0.24 respectively.

Once these have been set there are options to "Show session results" and use "Average score" or "Total score" to present the result..

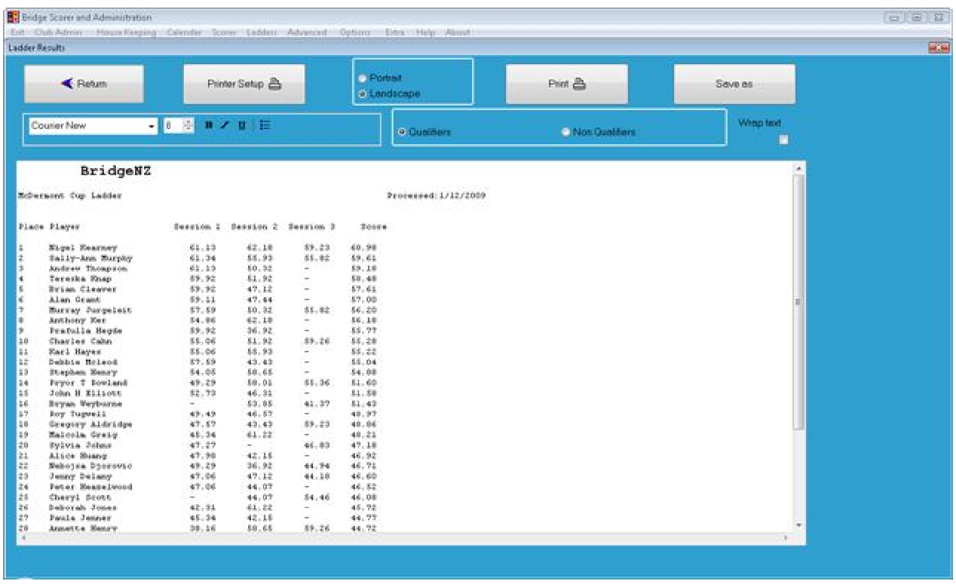
Results are rounded to 2 decimal places by default, but more may be shown by altering the "Decimal places".

Once these are set, click on "Run Ladder" to run the Ladder.



The confirmation window will come up saying the Ladder is done. Click OK.

The screen below shows the results from an Individual Ladder. To see the players who played but did not qualify, click on the Non Qualifiers radio button.

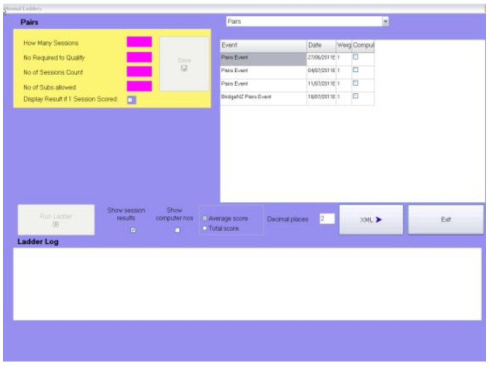


From here the ladder may be printed or saved. NOTE: the session results are shown here. If session results are not required, untick the "Show session results" tick box on the Ladders screen and run the Ladder again.

Click RETURN to go back to the Ladders screen.

The XML button on the Ladders Screen will send the Ladder information to the web site under a Ladders directory. Standard pairs and individual ladders are available from the web in conjunction with the Pairs results.

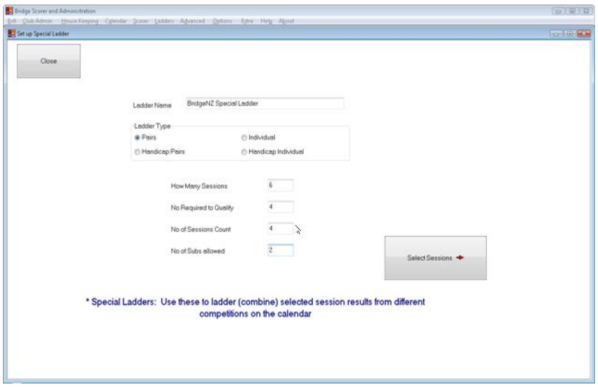
If not all sessions in the event have been played, then for the purposes of the web, alter the “ How Many Sessions” field to the number played, and decrease the other fields accordingly. If this is not done, then the ladder will not display correctly on the web.



3.7.2 Set Up a Special Ladder

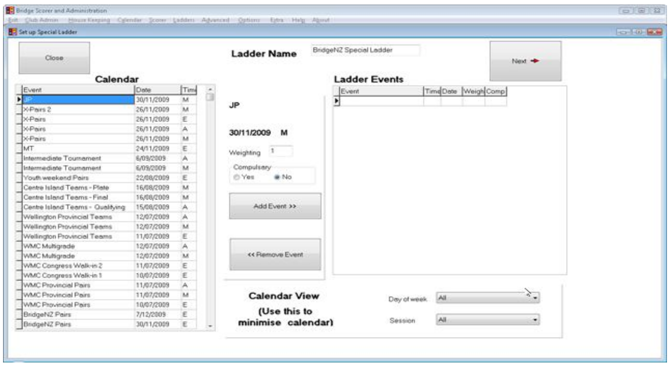
Special ladders are able to be set up for almost any event. There are many occasions for using Special Ladders. Particularly:

1. When an event runs across years. (Often done as Holiday Pairs/Individual)
2. When there are two events which overlap (say first session of each month counts toward an Individual Ladder).
3. Someone has set up each session of the event under a different EventID.
   i.e. the user has used “Add Event” to put in another session for an existing event!



Give the Special Ladder a name, set the type of Ladder (keeping in mind how all your sessions have been set up).

“Select Sessions”opens the session selection window. If all sessions for the event are from one night and/or one time of day you can restrict the displayed sessions using the filters at the bottom right.



Select the sessions required for the ladder, weighting for the section, and define if the session is compulsory, then click the “Add Event” button (should read Add Session).

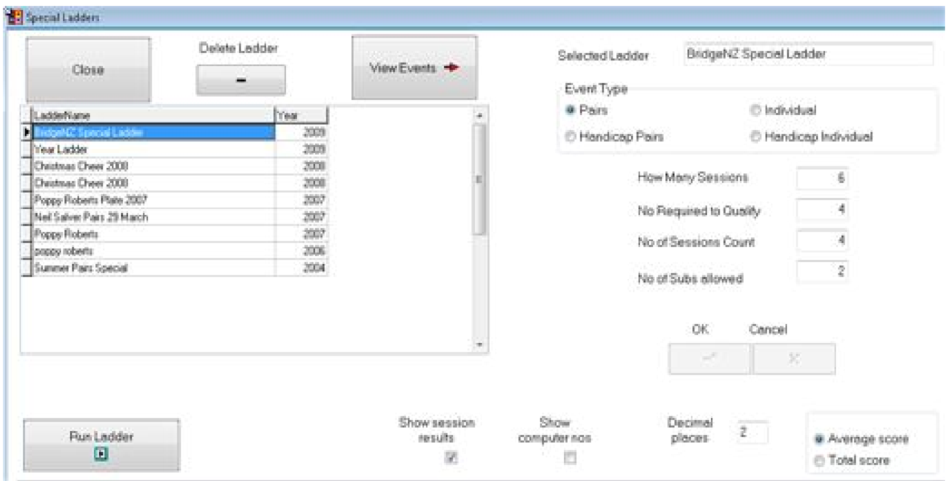
To remove a session, ensure it is highlighted on the right pane, and click “Remove Event”.

When all sessions are entered click on NEXT

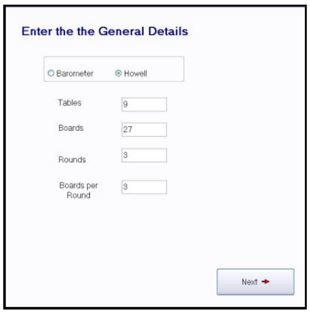
Now the Special Ladders screenwill display, and the ladder can be run or modified from here.

Special ladders will not currently produce an XML file for web results.

Click on Close to return to the Admin screen.



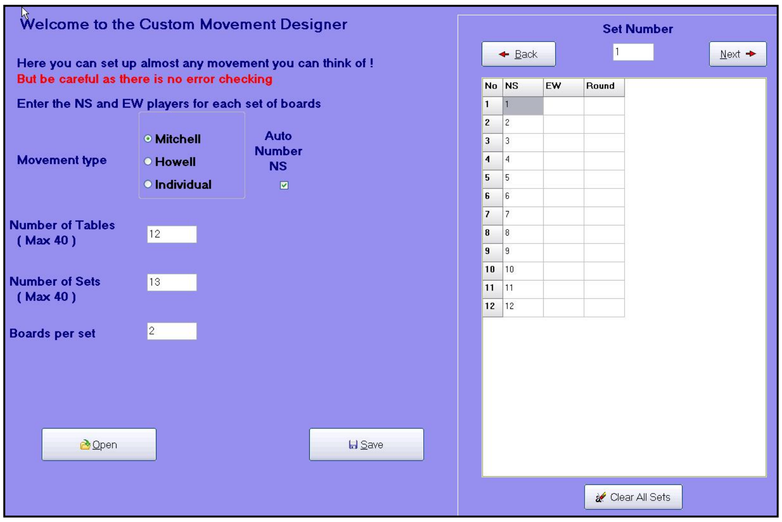
3.7.3 Run Special Ladder



This screen shows all the Special Ladders set up in the club's system and allows the user to run or modify a ladder.

3.8 Advanced

3.8.1 Custom Movements



Custom Movements allows the user to enter any movement with the exception of a movement which reuires the same boars to be played be different pairs at the same table in different rounds (this is the problem in trying to create a 3-table Howell).

Setting up Mitchell Movements, such as Web movements, is relatively simple.

Each board set has a grid, like a score sheet, associated with it. This sheet will be associated with all boards in that set.

e.g. If using 3 boards per set, set 1 will contain boards 1, 2 and 3, set 2 will contain boards 4, 5 and 6; set 3 will contain boards 7, 8 and 9 and so forth.

The "No" column on the left represents the table number at which this set of boards is played.

NS is the NS pair that will play these boards, and EW the EW pair. Pair numbers must start at 1 and be sequential, so use of numbers such as 101, 102, 103 etc for EW pairs is NOT permitted.

It is recommended that the round number column be completed to make the movement available for electronic scoring devices. Completing this column is not currently mandatory.

If Auto Number NS is ticked, then every set will be numbered with NS starting at the top at table 1 with pair 1.

NOTE: Copy and paste is now enabled in the grids, so one column or part of a column may be copied from one board to the next or from another application (such as Excel) to the grid.

In a Howell type movement (one winner) then the pairs will all have different pair numbers. In this situation, ensure you untick the "Auto Number NS Pairs" option and give each of the pairs it's own number. Any movement where either (a) Pairs change direction for some rounds OR (b) There is an arrow switch where the boards change compass direction for some rounds, is a one winner movement.

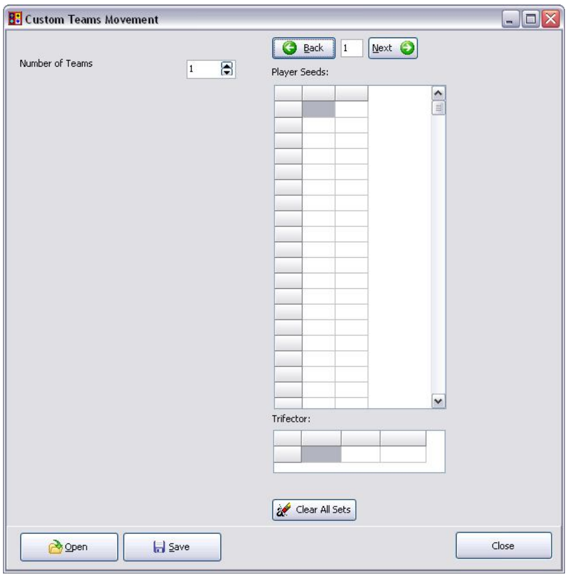
For more details please see the documentation directory in Scorer for "New Movements" and "Movements for Bridge- J_Atkinson"

NOTE: If you require table instructions for your movements to be available, then these should be written into an rtf file with the same name as you give the movement. This should be stored in the same directory that the movement file is stored.

3.8.2 Create Howell

Create Howell allows for creation of Howell or Barometer movements where the number of rounds is the same as the number of moving pairs Each pair follows the next lower number pair and the stationary pairs sit in the same direction throughout the session.

3.8.3 Custom Teams Movement



Custom Teams Movements allows the set up of teams events in a specific way – this is not for swiss, but for set draws. It is particularly suitable for constructing movements for specific draws for tournaments, especially if the movements are for 5, 7 or 9 teams and involve a three-way match.

The resulting movement may be loaded in from the teams Draw screen.

If using a three-way match, there must be an even number of rounds.

The numbers in the custom draw represent the team SEEDING numbers, not the team number and the teams may be re-seeded before a second cycle of the draw..

By default, when team names are entered, the seeding value is the team number. In most contexts this is of no consequence, but for RR teams it may be relevant to ensure that the top seeds and bottom seeds play against each other in the final round. (i.e. 1 v 2 and 11 v 12).

Training on creating custom team movements is available by arrangement (standard rates apply).

3.9 Options

If changes are made in the Options menu, click either SAVE or CANCEL.

Some options do not take effect unless Scorer is closed and restarted. These options are those that write information to the scorer.ini text file which is read on startup.

SAVE: This is required to save some information to the start-up files.

CANCEL: This cancels changes made in the Options screens EXCEPT membership screen. When membership types are added they take effect immediately.

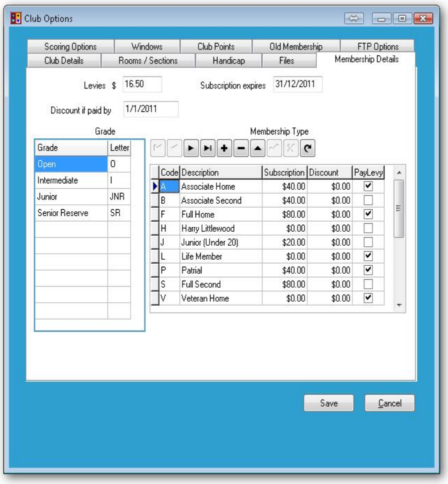
3.9.1 Club Details:

The details on this screen are used for club administration notices such as subscription notices.

There must be an email address entered if you wish to email C-Points to NZ Bridge. This is used as the "From Address" in the email.

3.9.2 Membership Details

This is where invoice information is entered. All levy and subscription amounts entered should be inclusive of GST.



Levies: are the NZ Bridge Levies which include a regional levy. This is set by NZ Bridge each year and will need to be updated as notice is received from NZ Bridge Inc.

Subscription Expires**:** Usually end of financial year

Discount date**:** To allow discount for early payment.

Grade**:** For your local grades. Note that these are NOT the NZB Ranking or Grading, but allow the club to have its own internal grading.

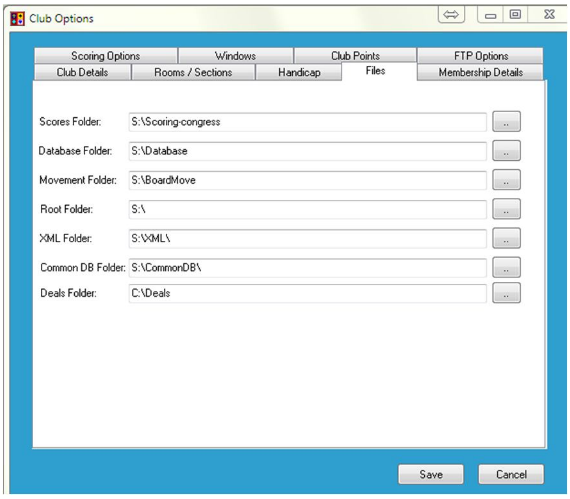
Membership Type**:** This is now unlimited, and clubs are free to add different types with appropriate subscriptions and discounts. Please note, at the time of this manual, NZB levies are only payable at one club per player. This is generally taken as the player's Home Club.

The subscription that the members pay is NZB Levy + Club subscription if "Pay Levy" box is ticked and Subscription only of the "Pay Levy" bx is not ticked.

If a club wishes to accept subscription amounts from players joining part way through a year, shey should set up a new member type with the appropriate subscription amount and change the member type for these players at the start of the next financial year.

3.9.3 Files

These specify the file locations that Scorer will use for its various processes.



Scores Folder**:** This has a sub-folder for each year, and event folders under those. This MUST be kept in sync with the database and the backup ensures that this file system is backed up at the same time as the Database.

Database Folder**:** This is where the OLD database files were held – it is now intended to move the SQL data storage files to this folder.

Movements Folder**:** This is where the Howell and custom movements are placed for delivery

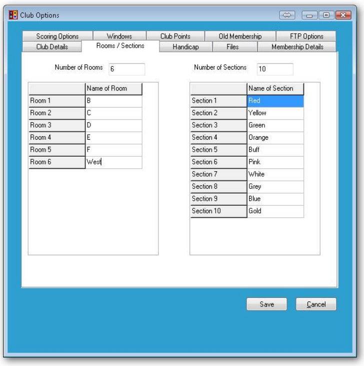
Root Folder**:** This is used for backup purposes.

XML Folder**:** This is where XML files are placed ready to be sent to the web or displayed on screen.

***Common DB Folder*:** This is used to share electronic data for multiple events.

Deals Folder: This sets the default location that will open when searching for dealing files to attach to a session.

3.9.4 Rooms/Sections



.. Generally clubs will only require one room and 2 sections, but larger clubs or tournaments may require several rooms and National Congress requires up to 14 sections.

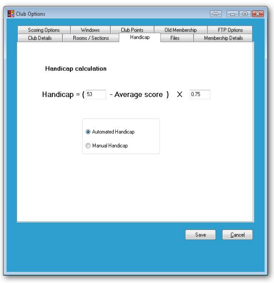
While “Room” and “Section” are technically free text fields and can be named as you require, it is strongly recommended that Rooms be a single letter (A to Z). When a single letter is used, it is shown on the initialisation screen of electronic scoring devices, reducing the risk that players enter an incorrect section.

. BridgePads can be pre-set to sections of a single letter A to L, and Bridge Scorers may be pre-set to single letters A to Z (there are other options here but not relevant).

Sections are usually given a colour. This is historical and was initially used to reflect the colour of the score sheets associated with that section.

The letters and words entered here are used in the lookup, but they may be manually over-written in the section setup.

3.9.5 Handicap



The type of handicapping to be used and parameters for the Automatic Handicaps are set in this screen. It is recommended that Handicaps be set to Automatic.

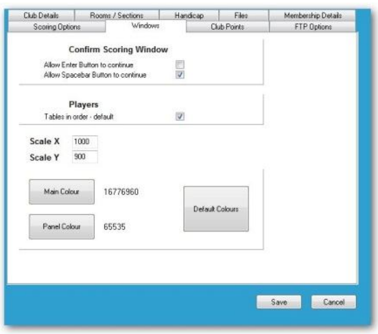
For Automatic Handicaps, the first number says “if a player’s average score is above, they end up with a negative handicap (their score will be reduced from the gross score), and if a player’s average score is BELOW this figure, their handicap will be positive (their score will be increased from the gross score).”

The second figure stops handicaps from being too spread, and scales the amount of the handicap, so the 0.75 in the screen shown means if the average score differed from the first number by 10, then the handicap would be 10 x .75 = 7.5

Automatic Handicaps are calculated only on request (see menu item Housekeeping/Edit Automatic Handicaps) and manual adjustments can be made for exceptions after they have been calculated.

Manual handicaps are stored in a file and are cleared at the start of each new year.

3.9.6 Windows



This allows the user to set the colour scheme for some of the Scorer screens

Confirm Scoring Window options allow the user to set the use of the space bar to confirm scores (as well as use the mouse to click on the “Yes” button) and/or use the Enter button for this. [Allow Spacebar.. option is recommended]

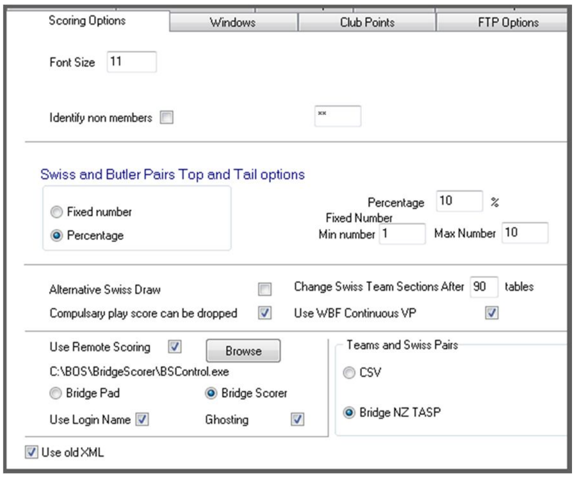
Players Tables in order is a useful default when entering names from entry slips, as your entry slips are usually in table order.

Scale X /Y has been implemented to allow for the screens to be scaled to fit on some monitors. If the setting is too low, the scoring windows may be so small they cannot be seen; if too large, there may be buttons the user cannot access. Default values are 600 x 600. If the user is having problems with screens, they may need to experiment a bit to find values that work for the dsplay resolution of their specific monitor. In general, with the X scale, the larger the number the wider the window on screen and with the Y scale, the smaller the number the larger the window on screen. A setting of 800 x 600 seems to work well on a wide screen with a resolution of 1600 x 900 while 620 x 600 will work better on a more square screen with a resolution of 1280 x 1024.

3.9.7 Club Points

These are used solely within the club, and this option is used to allocate points to players for their placings in club sessions.

3.9.8 Scoring Options



Font Size: The default font size used by text files in Scorer.

Identify Non Members: Players who are not in the club member list will be identified in entry lists and results.

Swiss & Butler Pairs Top & Tail options determines how many results are discarded from top & bottom to get rid of extraneous results.

Alternative Swiss Draw:If this is ticked, the draw for Swiss Pairs events is made so that if pairs have equal VP ranking, then the top ranking pair on Swiss points plays the lowest ranking pair on Swiss points, etc. If this is not ticked, the standard draw method whereby the top ranked pair plays the second reanked pair, etc.

Compulsory play scores can be dropped: If this is not ticked then any session of an event that is marked as compulsory must be played by anyone qualifying for the event.

Use WBF Continuous VP: If this is ticked then teams and Swiss Pairs events will use the 2013 WBF official continuous scales which has been manded by NZB for club and tournament events. . It also enables a box in Teams scoring to allocate non-balancing adjustments. If this is not ticked, a standard discrete scale is used based around a 10VP draw and 20VP maximum points.

Change Swiss Team Section after ?? tables: This is used if there are a very large number of teams to overcome the restriction that with BridgePad you cannot enter a table number greater than 99.. The initial xx tables are set to section A tables 1 to xx, then the next table is set to section B table 1.

Use Remote Scoring: Allows for the use of electronic scoring. It is recommended that this be ticked even if electronic scoring is not being used, as some of the options that appear are useful.

Bridge Pad and Bridge Scorer: These buttons select which remote scoring device is being used. It is important that the corrret program is started with these – please seek advise from BridgeNZ if altering these settings. The Bridge Scorer option includes BridgeTab.

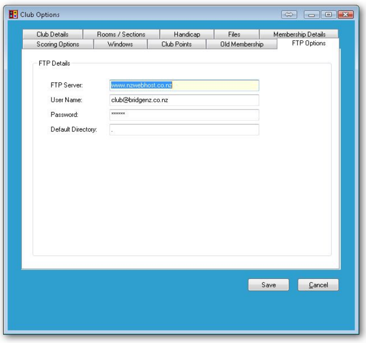
Use Login Name: Allows Login Name field to be used rather then the Known As field for logging in to Scorer. This means, for example, two members known as 'John' can use different logins and passwords, and be assigned different privileges. It is STRONGLY recommended that you have this option ticked.

Ghosting: This feature   allows for an underlying electronic scoring database to be replicated and run independently. It means that the same event may be run using two computers and two receivers with the names and results being uploaded to the one event.

CSV: This is for future use and should not be used currently.

Bridge NZ TASP: This enables a subscription service offered by BridgeNZ for publishing teams and swiss pairs round-by-round results to the web. This service requires the installation of a SQL database. Examples may be seen at www.tasp.bridgenz.co.nz.

3.9.9 FTP Options



This allows the user to set the ftp site to which results will be sent. The results from pairs sessions can be automatically sent to the site in XML format, along with the hand records.

For hand records to be sent a .txt or .edr file must be available and linked to the session from the sections screen.

Details for the BridgeNZ web result hosting site will be provided by BridgeNZ.

3.10 Extra

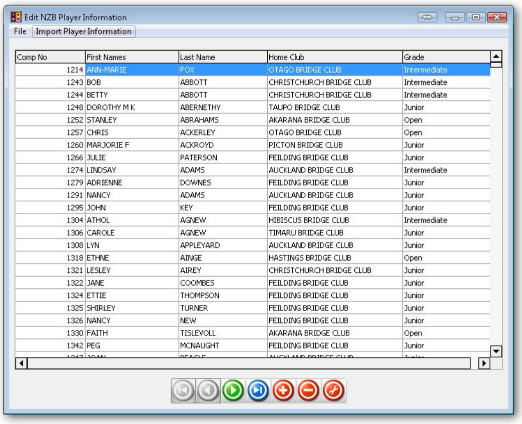
3.10.1 System Info

This provides information about the PC that is running Scorer, its available storage and the screen resolution that has been set.

3.10.2 Edit NZB Player Information

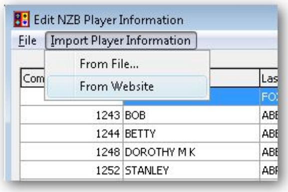
This screen alows the user to download information about NZ Bridge registerd players.

Player information is supplied to BridgeNZ on a regular basis. Please check www.bridgenz.co.nz for the date of the latest update. The information includes home club as well as rating point and masterpoint information. When downloaded, Scorer is able to use the information in a variety of reports.



On the Edit NZB Player Information window, select "Import Player Information"

Choose the option "From Website"



The latest information will be downloaded, the previous information deleted, and new updated information inserted n the database.

When an import is in progress, Scorer should not be closed until the download completes, or corrupt data may result. If Scorer has been closed prematurely, the download can be repeated and allowed to finish.

Changes changes to this data can be made but will be overwritten next time the information is downloaded.

There is now an option to "Clear Club Records". This has been implemented so that if clubs change their name or number, or new clubs affiliate, the club list needs to be updated to relate players to their correct club.

The process to do this is:

Clear club records, → Yes

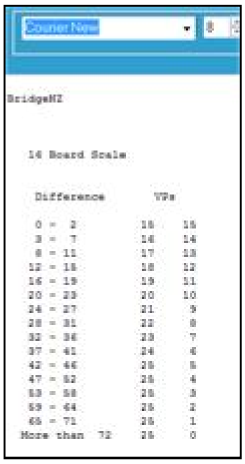
Exit the screen and then return to Edit NZB Player File

Import Clubs → From Website

Exit the screen and then return to Edit NZB Player File

Import Player Information → From Website

3.10.3 Edit Non Member File



This option allows for creating and editing a list of players who are not NZB members. This can be used, for instance, when you have visitors to the club who will be playing more than one session. Visitors may be allocated a number (beginning with 999 so as to not conflict with NZCBA assigned numbers) and their number, name and grade information saved for future sessions. Or club can enter new members here who do not yet have a NZB registered player number.
The player numbers entered in this screen will be available on electronic scoring devices.

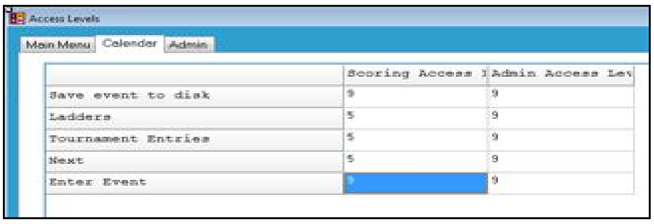
3.10.4 VP Scale

This produces a report of the continuous VP scale for the number of boards selected. The systedm currently holds scales for 4 boards up to 48 boards. If a higher number of boards is reqiuired, this can be easily and quickly effected by BridgeNZ.

3.10.5 Password Levels

This allows the club to set up the security levels that can limit what functions users who have been provided with login access can perform.

There are three tabs, “Main Menu”, “Calendar” and “Admin”



For each part of the system, the functions are listed with Scoring Access Level and Admin Access Level restrictions. The lower the numbers in these columns, the easier it is to access.

Example:

The Scoring level access to “Ladders”, “Tournament Entries” and “Next” has been set to 5, while the access level to “Enter Event” and “Save event to disk” is set to 9.

In the Main Menu, Scoring Level access to View Calendar is set to 5, and a level of 9 has been assigned to Edit Calendar.

User JohnA has Scoring level access 9 and admin level access 0 in the membership database, and user AliceB has scoring level access 6 and admin level access 3.

When JohnA signs in, he can edit the calendar and do the scoring. He is able to add events.

When AliceB logs in, she is not able to edit the calendar. The only Calendar option available is View. She can then use the NEXT button to move to the event and score.

This means that AliceB will never accidentally add an event to the Calendar!

3.11 Help

3.11.1 Help

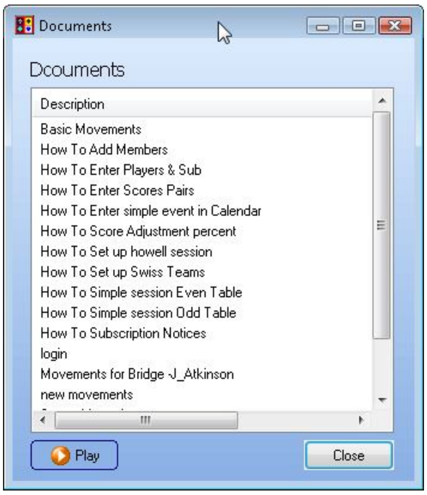
This screen references a filed called “NZCBA Scoring Help.rtf” in the root directory of Scorer. You may change this for local suggestions to help your users with day-to-day situations at the club.

Changes may be made to the file “NZCBA Scoring Help.rtf” in the root of where Scorer is installed.

3.11.2 BridgeNZ Wiki

This has been temporarily re-directed to the BridgeNZ web site while the wiki is being rebuilt.

3.11.3 Documents



This brings up document which are useful to users. It will display movie (.avi) and pdf files. The files are stored in the Documents folder under the Scorer root directory.

Highlight a file in the list and click on Play, then either:

The pdf file will open in acrobat reader OR

The avi file will play in your default media player.

The media files show examples of how things are done, but may not be present on some systems due to size constraints at the time of install.

3.11.4 Remote Support

This allows for one-off support by BridgeNZ. To enable this, clubs allow BridgeNZ to run TeamViewer as a service on their computer. If a computer is turned on,

TeamViewer allows BridgeNZ to:

a. Connect remotely to the user's computer and work on it directly OR

b. Run demonstration web sessions that uses can connect to on the internet for demonstration or training purposes.

c. Transfer files to and from the user's computer for update or analysis.

Team Viewer may be run in two modes:

- as a "stand alone" session from the user's computer from Scorer by accessing Help/Remote Support in the menu (this starts "C:\NZB Scorer\BridgeNZ_Support.exe")
- a team Viewer host may be set up on the user's computer. This host programme starts whenever the computer starts and allows secure access to the computer. This access is only used on request.

TeamViewer allows BridgeNZ to:

- Connect remotely to the user's computer and work on it directly.
- Run demonstration web sessions that users can connect to on the internet for demonstration or training purposes.
- Transfer files to and from the user's computer for update or analysis.

Process for "Stand Alone" support

If the computer is connected to the internet :

a. Arrange a time with BridgeNZ

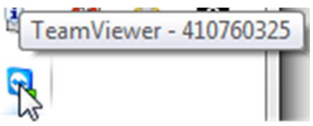
b. Start Scorer

c. Start Team Viewer using Help / Remote Support

d. Call BridgeNZ and give the ID for your connection.

BridgeNZ can now see and work on your computer to fix problems and explain what is happening.

Process for Team Viewer Host



If the Team Viewer Host is running, the user can see the icon at the bottom right of the computer screen. If the mouse is held over this icon then the ID appears.

A computer will retain the same ID, so BridgeNZ can connect on request once an initial connection is set up.

SUPPORT SERVICES:

Some support services may be chargeable but BridgeNZ does not usually charge for connections relating to Scorer or BridgePad/Bridge Scorer issues unless the issues are demonstrably caused by the user.

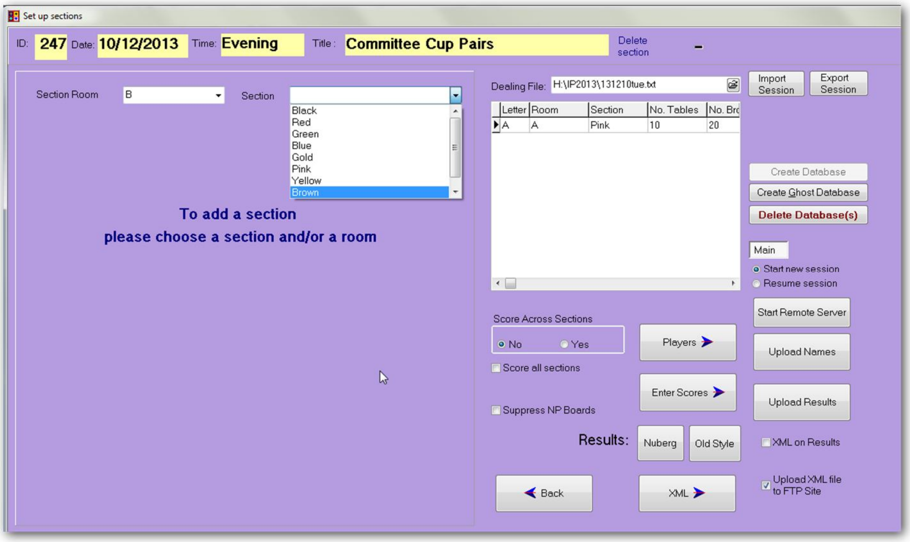
If requests are made for support which relates to computer setup or applications outside Scorer, then work can be done at competative rates. If the work required does not relate to Scorer, then please ask for a quote.

For installation of Scorer there is a minimal charge, and it is required that you have a Broadband internet connection and 2Gb or more of memory.

BridgeNZ owns and regularly updates a commercial licence for TeamViewer to ensure the best support for our clients.

4 Pairs Events Scoring

4.1 Setting Up the Movement



Starting a standard pairs session (not Swiss), the screen looks like this.

The “Section Room” and “Sections” that were set up in the Options screens are used here.

The Section Room is a required field.

Each section should be a different Section Room.

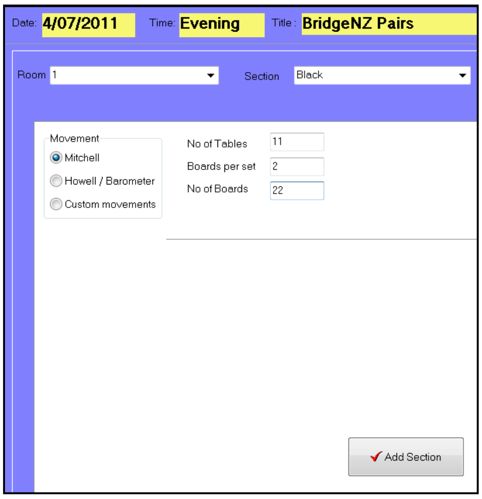
If electronic scoring is in use, it is strongly recommended that the Section Room is set to a single letter for each section. This will then be the same as the “Letter” in the grid to the right, and letter will be the section name for the scoring device. i.e. For BridgePad/BridgeScorer setting Section Room to “B” will make available Section “B” on the BridgePad/BridgeScorer.

A “Section” is required. The drop-down menu gives a picklist of sections. It is best to use the Section Rooms and Sections that have been set up, but not a requirement. These are free text fields and if “Bunny” is typed in it will quite happily use “Bunny” as the section.

Once a section is entered, the movement can be set up.

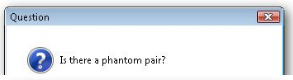
There is a choice of radio buttons on this screen “Start new Session” (the default) or “Resume Session” buttons are only relevant for BridgePads.

Mitchell Movement, ODD Number of Tables

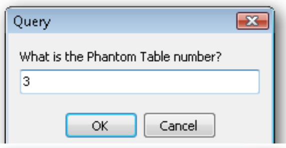


Leave the Mitchell Radio button ticked, put in the number of tables, number of boards per set, and the total number of boards. Scorer will display a warning if an incorrect number of feed-ins is suggested!

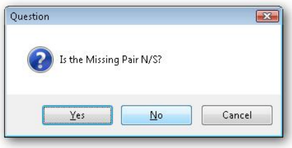
Once a valid movement is inserted, the “Add Section” button appears.



Scorer will bring up a window asking “is the missing pair NS?”

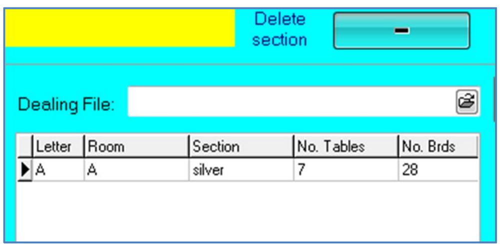


If Yes, then for a Mitchell it will ask the table number, then if the missing pair is NS.



For a Howell Scorer will just ask what the Howell number is for the missing pair.

A “Please Wait” screen will appear while Scorer adds the information to a scoring database.



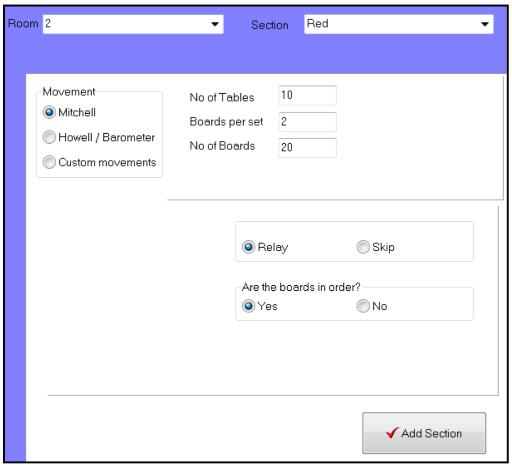
When the section has been added, its details appear in the right pane. If the section is incorrect (such as an extra pair arrive, or you find you have 2 phantoms so lose a table) you can remove the section by clicking on the line in the right pane and then clicking on the “Delete Section” button at the top right.

When the section is deleted, a message asks “Do you want to retain the names for this section?”. Generally this will be NO.

More sections can be added, and scoring across sections is permitted providing the same number of boards in play in each section. For this to be valid, of course, the same deals would need to be played in each section.

It is not required that you score across sections, and each section may be scored separately.

Mitchell Movement, EVEN Number of Tables

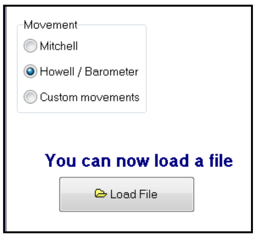


If there are no feed-ins, then a skip move may be used. With the skip move, EW skip one table after half the boards are played.

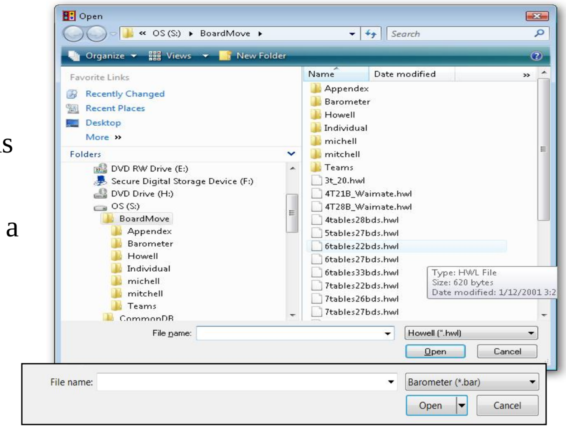
With a Relay, the top table shares boards with table 1, and there is a resting set of boards between the middle two tables. With this movement, the resting boards can be in order (use “Boards in order?” = Yes), or they can be the top set of boards (Use “Boards in order?” = No).

With extra board sets (there must always be an even number of extra board sets) the skip move is not available, just the relay (no share required). There must be one set of boards between the middle two tables, and the remainder of the board sets feed in at the top table. There is a switch move when half the total number of feed-in sets are left to be played.

Howell / Barometer Movement



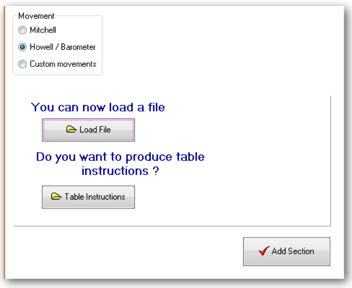
When a Howell or Barometer is required, the “Load File” button appears. The movements for these, and for the custom movements, are stored in files, usually under the “BoardMove” directory (but this is not a requirement).



Clicking on the “Load File” button opens a browser window in the BoardMove directory, and by default searches for .hwl files. These files store the standard Howell movements. When the required movement is found, the file is selected and “Open” clicked.

NOTE: To see the Barometer files, change from Howell to Barometer

When the require file has been Opened, another button, “Table Instructions” now appears.



When this is clicked, Scorer looks for a .rtf file OR .pdf file in the same directory as the .hwl (or .bar) file with the same name as the movement file, and this file should contain a printable version of the table instructions for players, telling them what pairs should be at the table in each round, what boards they should be playing, and where they are to move for the next round.

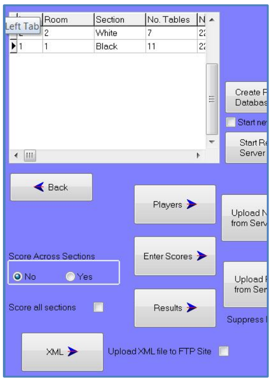
The section may be added with the “Add Section” button.

If there is a phantom, you will be asked what Howell Pair number is the phantom (missing pair), NOT table and position.

Custom Movements are loaded in a similar manner to the Howell, but there are three types of files:

.how	Howell type movements, where there is only one winner, and some players will play NS for some boards and EW for others.
.mit	Mitchell type movements (e.g. Web movements) where, generally, NS remain seated and EW move, so there are two distinct winners. Players never move from NS to EW or EW to NS. NOTE there are some movements where NS move but always play the NS hands. These are still Mitchell type movements.

.brm Barometer type movements, where the same boards are played by the whole room each round.

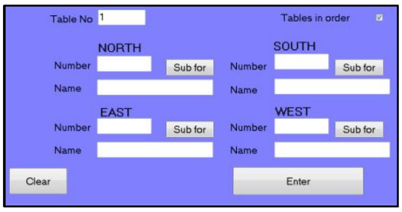


4.2 Entering Player Names

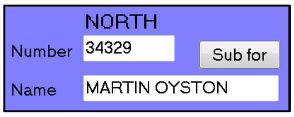
Once the section(s) have been entered, select a section in the right pane, and click on the “Players” button.

Type in a table number to bring up the grid to enter the players.

Ticking the “Tables in Order” tick-box will ensure that when you complete one table, then the next table in sequence will be ready to enter without typing the table number.

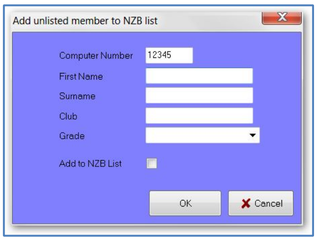


Entering Players:



Type in the NZB Number for the player and press the ENTER key on the keyboard. If the number is in the Club Members OR in the NZB Player list OR in the Non Members list, the name will appear, and the cursor will move to the next number field.

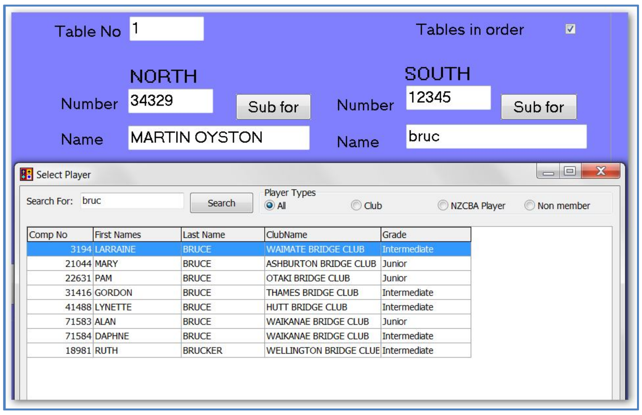
NOTE: **Do NOT** click on the ENTER button on screen!
Do NOT TAB between fields!



For PHANTOM type 0 then press the ENTER key on the keyboard. Both members of that pair will be set to PHANTOM.

NOTE: If a player is entered with 0 as their number, then the PAIR will NOT show in the results.

If the number is not found in any of the three lists mentioned, a screen will come up asking for the player information. By default it will be added to the non-members list, but there is an option to add to the NZB list. Adding this must NOT be done unless the user is ABSOLUTELY certain that they have the correct number. Click CANCEL to return to the Name Entry screen, or OK to enter the player in the required list.



Search for a player number: Tab from the Number field to the Name field.

Type in the first few letters of the player's Surname, then press ENTER on the keyboard

A list of names will appear at the bottom of the left pane, and the appropriate name can be selected by double-clicking on that name.

Note that the sort and filter options are available on all fields in this search window.

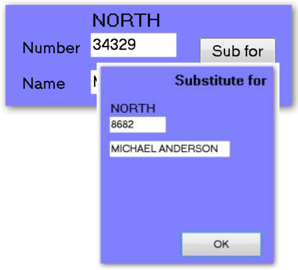
If all this fails, then a number can be typed in, tab to the Name field, type in a name, then tab to the next field. This is VERY bad practice and should only be used on rare occasions.

When all 4 players are entered for a table, the ENTER key on the keyboard may be pressed again OR click on the ENTER button on screen to insert the names of the players into the grid on the right of the screen.

If a player name is to be changed at a particular table, then just type in the table number in the “Table Number” field then click in the “Number” field for the player. After changing the player number (pressing the ENTER key to get the correct player) then click the “Enter” button to ensure the entry is changed in the right pane.

Substitutes can be entered using the “Sub For” button. The players at the table should be entered in the main window. The player for whom they are substituting needs to be entered in the “Sub For” window.

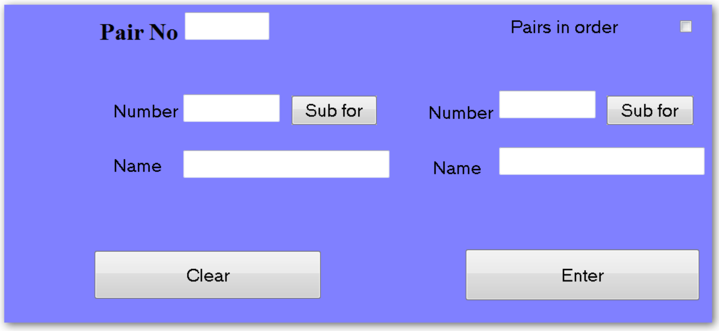
When the sub has been entered, just click on OK and you return to the Player Entry screen.



For Howell movements, the HOWELL PAIR number, not the table number is entered.

Ensure that the players are correctly entered against the pair numbers.

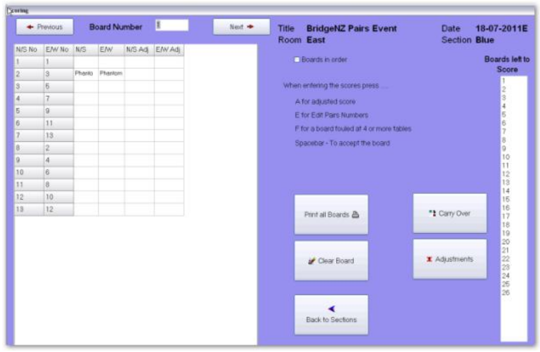
When all player names have been entered, click on the RETURN button to return to the Sections screen, or click on the ENTER SCORES button to start entering scores manually.



4.3 Entering Scores

The Enter Scores screen has three parts.

Left - is the scoring grid
Centre - the control/navigation buttons and hints
Right - a list of boards yet to be started for scoring.



When a score sheet is available, type the board number into the “Board Number” box at the top of the screen and press the ENTER key on the keyboard. This will move the cursor to the top line of the score sheet.

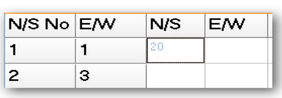
When entering scores:

Do NOT type the final 0 in the number
e.g. for 120 → type 12 [ENTER]
for 2400 → type 240 [ENTER]
for 50 → type 5 [ENTER]

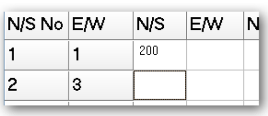
Type the number and press Enter. The score is entered and the cursor moves down a line

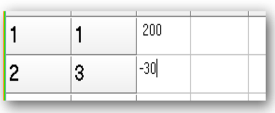
For an E/W score:
EITHER: Put a “-” in front of the number e.g. -30 [Enter] for 300 E/W
OR: Type in the number then press the “-” key instead of [Enter]
i.e. 30-

See examples following

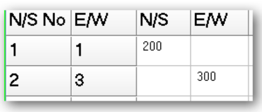


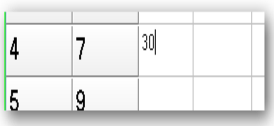
ENTER →



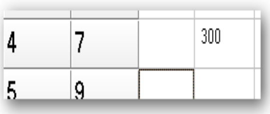


ENTER →





– (minus)



Pressing the ENTER key repeats the score from the line above.

PHANTOM line will be skipped over if you use ENTER.

NOTE: It is possible to over-ride the Phantom and enter a score on that line. This is because it is possible for players to get to the wrong table and play boards that they would not normally play!

A board that is **PASSED IN** has a score of 0.

Any board **NOT PLAYED** should have the field left BLANK. To do this, use the arrow keys to move over the field OR click in the field of the next score to be entered with the mouse.

If an invalid board number is entered, an error message will be displayed.

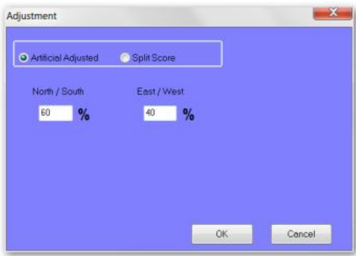
Press ESC to close the message window and then correct the number.

When all scores have been entered for a board, a confirmation box will appear. Depending on how your options are set you may be able to:

- Click on Yes with the mouse to accept
- Press the Space Bar to accept [if this is active in the Options setup]
- Press ENTER to accept [if this is active in the Options setup]

When the boards are all entered, click Back to Sections to go back to the Sections screen.

4.4 Adjustments

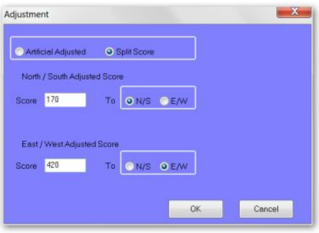


If the Director makes an adjustment to say NS 60% EW 50% on a board, this is done on the screen where the scores are being entered for that board.

To do this instead of entering scores for a board, press A on the keyboard.

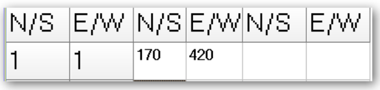
The adjustments window appears. Type in the assigned percentages and click OK.

If the Director assigns a split score, type A, click on the “Split Score” radio button.



Fill in the scores assigned by the Director.

Click OK.



This last example leaves 2 scores on the score sheet.

If there are any numbers in the “Boards left to score” window at the right of the screen, then someone needs to go hunt for travelling score sheets!

4.5 Generating Results

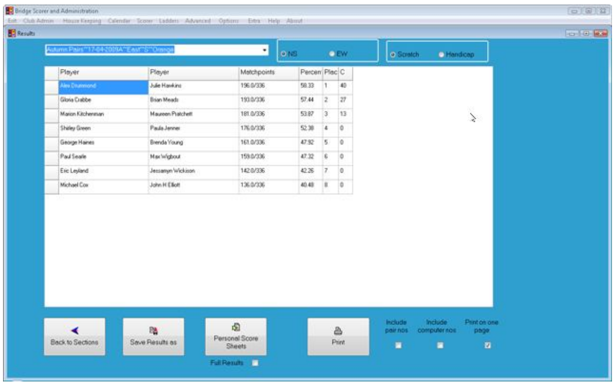
There are 2 results buttons on the Set Up Section screen. The right button (Old Stlye) produces the traditional results as described below. The left button (Nuberg) adjusts match points to a common top in the case tht boards are not played the same number of times. It also allows for scoring across sections which are not playing the same number of boards (eg one section 26 boards, one section 24 boards).

The box “XML on Results” enables full personal score sheets to be produced when ticked.

Old Style Results

Results are displayed for NS, together with Match Points and percentages.

Clicking the EW radio button will show a similar grid for EW scores.



There is a drop-down box showing the section – this is used to display individual sections OR overall section results (i.e. combines all NS and all EW for comparison)

If a Handicap event has been scored, then clicking on the Handicap radio button will show the Handicap result.

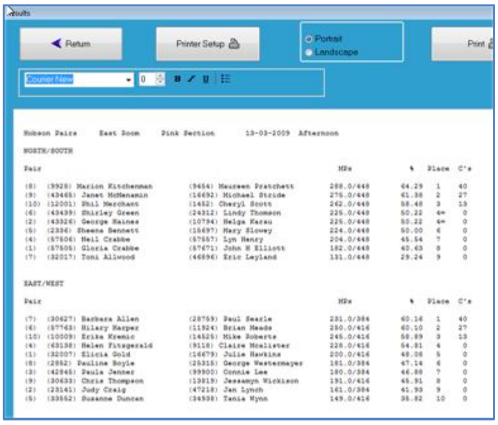
There are three tick boxes at the bottom right:

Include Pair Numbers: Shows the pair numbers for the pairs in each section.

Include Computer Numbers: Includes the computer number for each player.

Print on one page: Prints both NS and EW scores on one page.

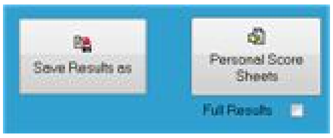
At right is the resulting Print with all three boxes are ticked:



The file generation is fixed width format in the current release.

Returning to the RESULTS screen

Results can be saved in a number of formats



Personal Score Sheets can be printed. These are printed 6 per page in order from NS 1 to the top NS pair number then EW 1 to the top EW pair number.

If electronic scoring is used, then the check box for full results can be ticked, and the score cards are printed with the contract, lead and result on them as well as the score and opponent for each board. This now uses reports and score sheets are printed 4 to a page.

Neuberg Results

This is a fairer method of scoring when some boards have been played a different number of times to others. This can happen for (but not limited to) the following :

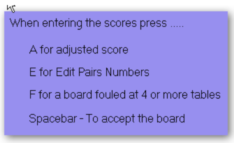
- An artificial adjusted score has been awarded at one or more tables
- The movement has been curtailed when there are feed-ins
- Two sections are playing different numbers of boards

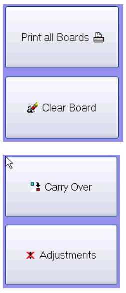
NOTE: the Neuberging procedure does not handle fouled boards at the time of publication

4.6 Other Functions on the Scoring Screen

E: Edit pair numbers. This is used, for example, when a board is played at the wrong table.

F: allows for a board to be scored as two separate fields if it has been fouled at **more than three tables**.

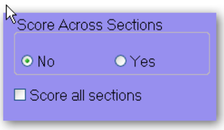




Print All Boards: will print out the score sheets with the scores on them.
If the results have been run, then this printout will include Match Points.
Clear Board: removes all the scores from the current board.
Carry Over: allows entry of carry over from qualifying rounds to a final

Adjustments: allows entry of penalties unrelated to any specific board.

If two or more sections are playing the same boards and the same number of boards, click the Yes radio button in the Score Across Sections box to enable scoring across sections.

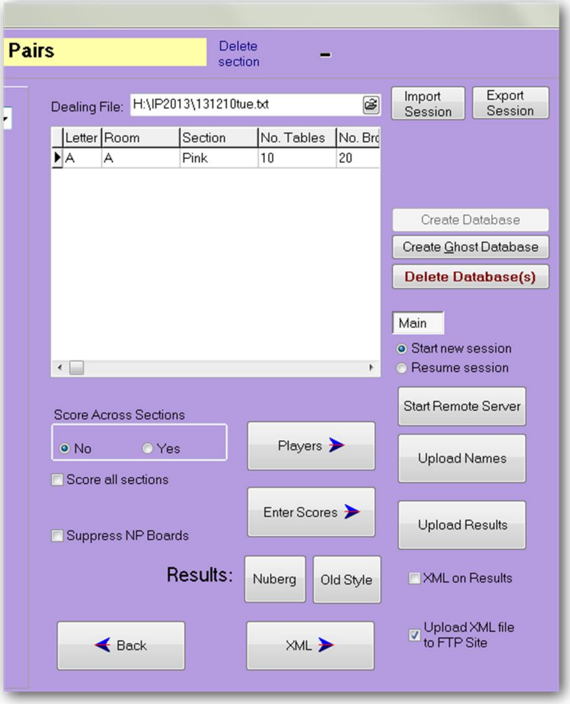


Export Session: Creates a .zip file of the data (section details, players and board results) created relating to a session

Import Session: Recreates the session by opening a .zip file created by the Export Session command. The section name is apended with a prefix to identify where it has been imported from.

4.7 XML and the WEB

Under the Results button is the XML button, and beside this is the tick-box to "Upload XML file to FTP site"



This takes the results from all sections, creates an XML file in the XML directory (as configures in your options). If the "Upload..." is ticked, then two scripts are created in Scorer's root directory: FTPStart.bat and FTPAction.txt

The batch file uses the FTP configuration in your Options to send the files to the FTP site, renaming them in the form:

999~20100930A~139~248~Event_Name_Pairs.xml

Club Number ~ datetime ~ EventID ~ CalendarID ~ Event Name .xml

All spaces are replaced with "_".

Attaching a dealing file will enable the makeable contracts to be provided as well as the results. This file must be a text file (suffix of .txt or .edr). Most dealing software has an option to produce a text file of the hands.

Additional documentation for this is available from the downloads section of the BridgeNZ web site.

5 Teams Events Scoring

There are 3 types of teams event in Scorer:

- Swiss Teams (each team plays a team designated by a draw)
- Round Robin Teams (each team plays every other team)
- Multiple Teams – set up much like a pairs event

Swiss and Round Robin can be Scratch or Handicap while Multiple Teams can only be Scratch.

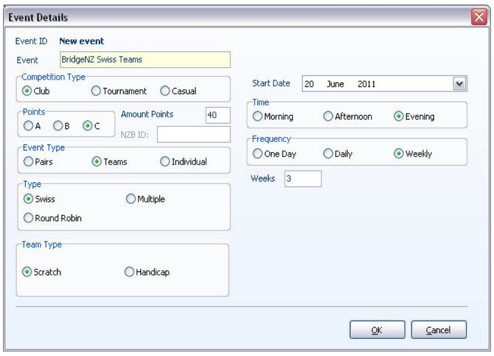
As set up and scoring for each of these is very similar, detailed instructions are provided for Swiss Pairs only, while instructions for the other types of teams highlight the unique options and differences.

NEW from Scorer 11.1.1.54: Player names are captured for each by round, so the “C” points will get allocated to the team members who are actually playing the round.

5.1 *Swiss Teams*

NOTE: Scorer does not currently cater for 3-way swiss team matches

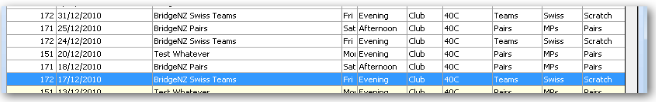
5.1.1 Set up the Event in the Calendar



Enter the event in the calendar for each night the teams are running. This makes it easier to access the event on the night.

Swiss events can be scratch or handicap.

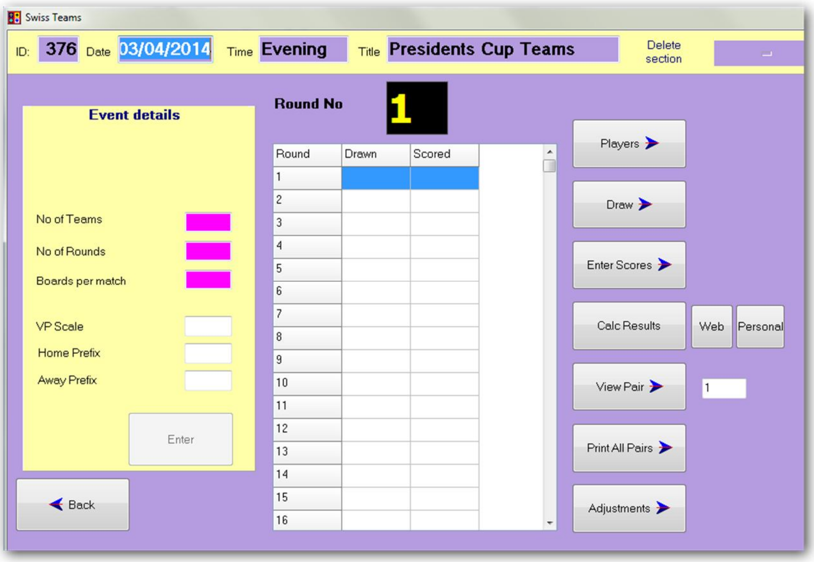
Once the event is in the calendar, select the line of the first night and click the NEXT button. This will bring up the Sections menu.



5.1.2 Set up the Section

Before setting up, the following information is required:

- Number of teams playing.
- Number of rounds that will be played.
- Number of boards per match.
- The VP scale you would like to use (this defaults to be equal to the number of boards per match).



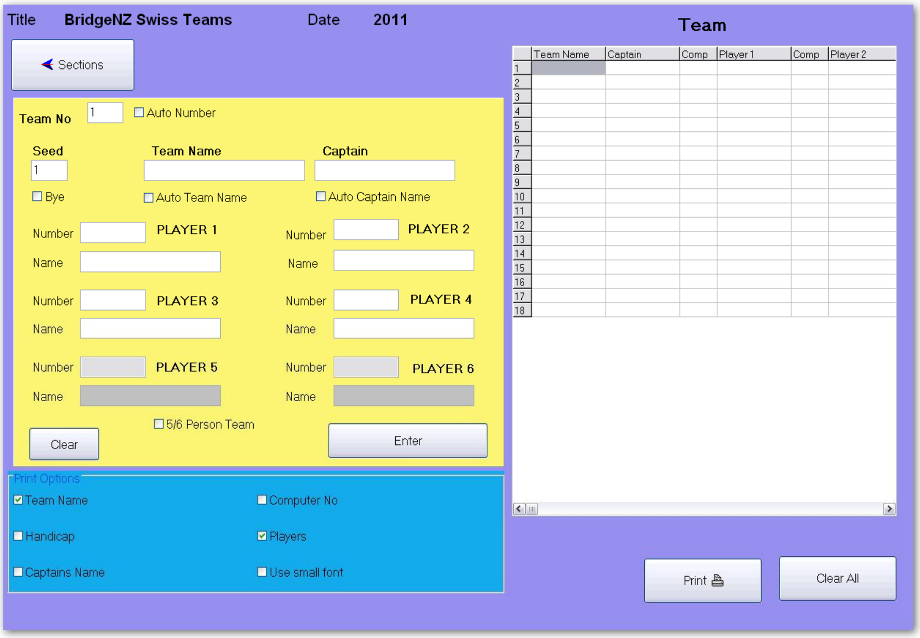
This information is filled out in the Event Details, then click ENTER.

The “Home Prefix” and “Away Prefix” can be used if you wish to use the same table numbers for Home and Away teams, so R and W could be used to indicate Red and White table numbers for the Home and Away teams.

The event is now set up with a grid indicating which rounds have been Drawn and Scored.

If using Handicaps, the Handicaps are in IMPs and are added to the IMPs of the team before the VPs are calculated.

5.1.3 Enter team names and Players



Click the "Players" button to enter the team members.

If using electronic scoring, you need only enter the Team Number and Name as player details will be captured from the BridgePads when the round starts.

Team No: This is the number that Scorer will use for the team throughout the event for draws and results.

Auto Number: This indicates that you would like the next number to come up automatically once you have clicked on the ENTER button.

Seed: This indicates your seeding for the team.

H'cap: The H'cap field only appears if you have set up Handicap Teams.

This is the Handicap in IMPs for the team. This will be added to their score before calculating the Handicap VPs.

Team Name: Free text. If Auto Team Name is ticked, this field is populated with the full name of the first player entered.

Captain: Free text. If Auto Captain Name box is ticked, this field is populated with the full name of the first player entered.

Bye: This is a Bye. Opponents drawn against a bye get the round off and score 12VPs

Number and Player: Put in the number and press Enter on the keyboard. This will automatically populate the name field if the name is in the Member list or NZB Master file. If not there, you may type in a number, tab to the Name field, type in a name, tab to the next field.

5/6 Person Team: When this is ticked, you can add fifth and sixth team members.

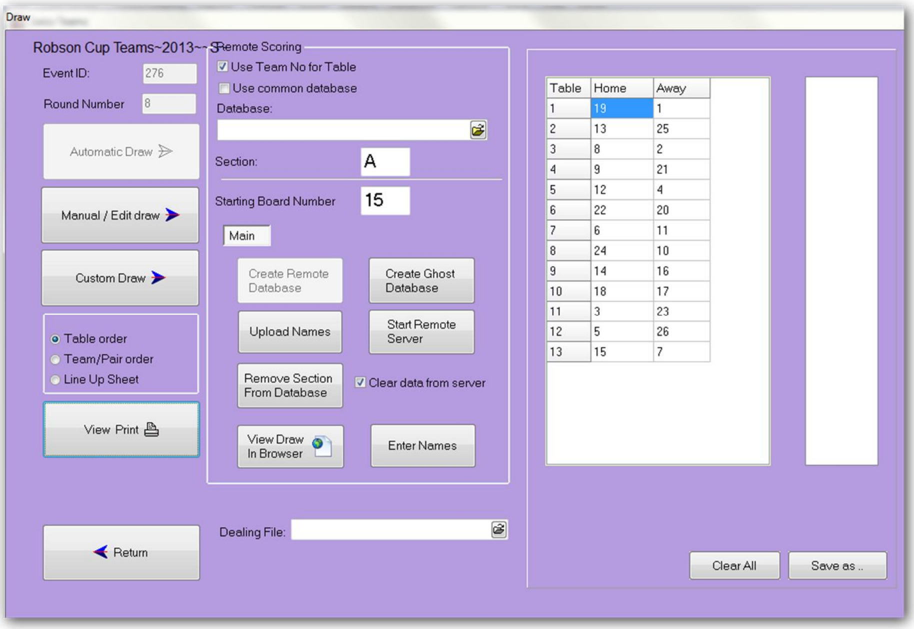
Print Options: These determine what is printed when the Print button is clicked. To start your teams competition it is recommended that you have the players entered, but at a minimum you should have team names entered.

Click on the Sections button to return to the Teams Section screen.

For teams events, many clubs set up to this point in advance of the event.

Ensure that the Round Number is set to the round you are about to start.

5.1.4 Perform the Draw and Set up for the Round



Click on the Draw button to perform the draw.

For the first round, if you have done a manual draw, you can click the Manual/Edit draw button and fill in the draw.

If you just want a random draw, then click on the Automatic draw button.

When the Automatic Draw is used, a window should pop up saying the draw is good.

Use Team No for Table: Each team always sits at the table of their team number regardless of their position in the field. Using this you must IGNORE THE TABLE NUMBERS ALLOCATED BY SCORER. If this is NOT ticked, then the teams will sit at the HOME and AWAY tables allocated by Scorer.

Use Common Database: This is used when multiple events are being run from one BridgePad receiver. The database can be selected. If the database does not exist, it is created.

Section: This is a letter to tell the BridgePad users which section they need to log in to. If "Use Team number for Table" is NOT ticked, and the Section is X, the BridgePads will have XH for Home tables and XA for Away tables. If it is not directly entered, it will default to "A"

NOTE: If you try to use a section letter that is already in use, you will be warned and the section will NOT be created.

NOTE: Do NOT use section T – this is reserved for Trifecta matches.

Starting Board Number: This is the first board in sequence for the set to be played. Scorer knows how many boards per match from the Sections screen. If you are playing more than one round in a session, make sure you enter the correct starting board number.

Create Remote Database: This enters all the information required by the BridgePads about the movement for the BridgePads to be used. When starting a round, ensure that the "Clear Data from Server" box is ticked. If restarting the server to correct or check results, ensure this box is NOT ticked. When the Database is created / loaded, an XML file is generated with the draw. This may now be viewed / displayed with your browser by clicking the "**View Draw in Browser**" button.

Remove Section from Database: If there is an incorrect set up (e.g. you typed in the wrong starting board and created the database) then this button will allow you to remove the section from the database. After removing the section, make your corrections and Create Remote Database again.

Start Remote Server: This is to start the BridgePad Server ready to receive information from the BridgePads

Upload Names: This will populate this player data for the specific round from electronic scoring units. If no names have been entered for the team members, this will populate the first 4 member names in the Players table.

Enter Names: If electronic scoring devices are not used, then names for each round can be defaulted from the entered players list. Substitutes should be entered manually are entered manually here for each round so materpoints can be assigned..

If elecctronic scoring devices are used, this screen will be populated after Upload Names have been clicked.   After names have been uploaded they should be checked here to enter any visitor names, or correct any that were entered incorrectly on the scoring devices.

Names on this screen are used for assigning masterpoints and if there are no names here, then the round will not be included when C points are sent to NZ Bridge.

Dealing File This box allows the user to attach the dealing file (txt or EDR) for each round for use with Web publishing if the club subscribes to this service from BridgeNZ. Note that if the dealing file contains boards for more than one round (eg it comprises boards for all the rounds to be played on one night), the web display will only show the boards relating to the appropriate round.

The print options allow you to print the draw in three ways:

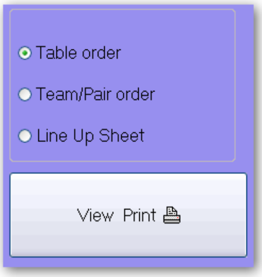
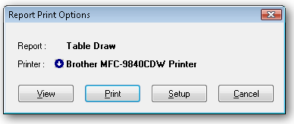


Table order: This is now done from reports and may be customised from the system reports if desired.

Team/Pair order: This is now done from reports and may be customised from the system reports if desired.

Lineup Sheets: These are used for the Home team to write in their player positions and the Away team can then choose who they put at the tables with those players.



When the “View Print” button is clicked, a new report print option is used.

The Set up option allows the user to export directly to Excel or a CSV file, or you can preview the document or print directly. when the document is previewed (using View), the printer settings may be adjusted to, for example, print multiple copies.

Once the draw is published (and electronic scoring server started) click on the Return button to go back to the Sections screen.

The format of the printed draw may be changed by the (knowledgeable) user by editing the draw report.

5.1.5 Scoring the Round

Look at **Round No** BEFORE CLICKING ON ANY BUTTON AND BE SURE YOU ARE IN THE CORRECT ROUND.

You can now click on the Enter Scores button.

The top panel is to enter scores manually, while the bottom panel (Remote Scoring) is for electronic scoring users:

There is now the ability to enter non-balancing IMP adjustments. This may happen, for example, with a fouled board where each side should be assigned 2 or 3 IMPS depending on the number of boards in play. Enter the IMPS for team and the result for each team is calculated with VPs not adding to 20.

ELECTRONIC SCORING USERS:

Upload Results: This uploads match results from the electronic scoring database to Scorer.

Once results are uploaded, the Results process is automatically run, bringing up the Results screen.

Print Round Sheets: This prints the match sheets for each team – a complete set in numerical order of teams. If the Include Datums box is ticked then the datums and each pair's IMPs against the datum will be printed on each sheet.

Print one match:	This asks for a team number and prints the match sheet for that team.
Max boards per page:	Limits the number of boards printed on a page.
Poll Results:	This starts a window that shows the teams and number of boards to play at each table. It is sorted by “number of boards to play”. If this is running, matches are automatically processed as they finish, and matches completed are written to an XML file and can be automatically displayed by using a web browser. The results file is stored in the XML folder configured in the options screen.
Display Results in Browser:	IF the Browser session has been started, this will progressively display results in the Browser window as teams finish. (This only works when Polling is on and electronic scoring is in use).
Director Adjustments:	This allows the Director to make adjustments to results in the database, including assigning +/- IMP results for a board. The IMP result entered here is a BALANCED result. i.e. if Team 1 gets +3, then their opponents will get -3. See “Enter Scores” to assign a NON-BALANCING adjustment.

ENTERING SCORES MANUALLY:

Type in a team number in the top entry box under Team Number, and press the enter key on your keyboard. The opposing team number, and both team names will be filled in, and the cursor moved to where the IMPs are to be entered.

Type in the IMPs for the first team and press the enter key on your keyboard. The cursor moves to the IMP entry box for the second team.

NOTE: It is now possible to enter a non-balancing adjustment. The most common of these is with a fouled board, where +3IMPS is awarded to each side, so if the original result for the match (with the fouled board removed as not played) was 17 IMPS – 15IMPS, then the first team would be scored as if the result was 20IMPS – 15 IMPS, and the second team would be scored as if the result had been 17IMPS – 18IMPS

Type in the IMPs scored by the second team and press the enter key on your keyboard. The VPs are calculated and show in the boxes. The handicap VPs are also calculated if the event is set up as Handicap Teams.

NOTE: It is possible for the Director to adjust the VP's directly due to infractions.

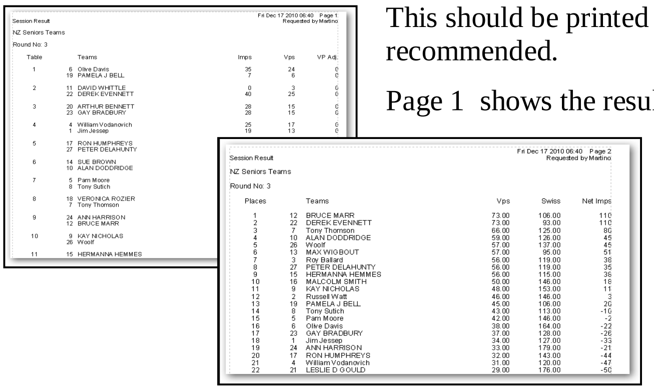
Click on the Enter button or press enter on your keyboard again and the results are entered. The matches will disappear from the list of matches yet to be scored and your cursor will be placed in the entry box ready to type in another team number.

When all results are entered, click on the Return button to go back to the Sections screen.

If all results have been entered, then the “Scored” column will contain “Y” and you will be moved to the next round ready to do the draw. **Be careful not to click RESULTS while you are on the incorrect round**!

5.1.6 Publish the Results (Print and Web Publishing)

Check that you are on the correct round and click on the Calc Results button. This will show the IMP and VP results from each match.
NOTE: If you are using the “Team Number for Table” then players can ignore the “Table” column.



This should be printed and posted for the players Landscape format is recommended.

Page 1 shows the results for that round

and

…Page 2 shows the placings as at the end of that round

The Full results overall ranking shows:

Vps: Total of Vps to the end of this round.

Swiss: Total of Vps of all opponents played.

Net Imps: Net of all IMPs gained – IMPs lost.

If the event has been set up as a Handicap teams event, there will be a "Handicap Results" button beside the Calc Results button. This will produce a report of the round results inclusive of the handicap (which is entered on the team entry screen).

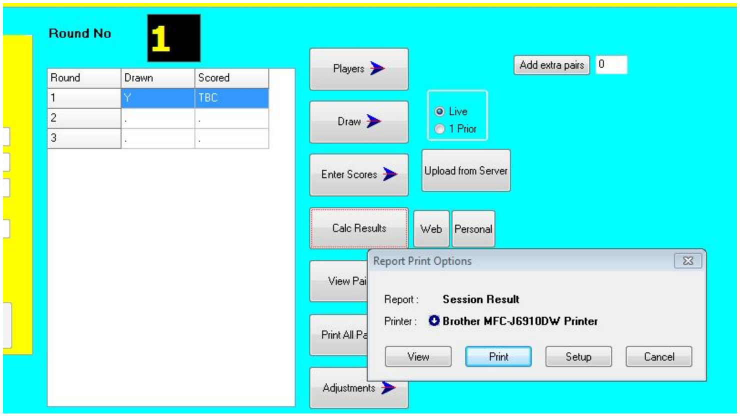
The "Web" button beside Calc Results runs a procedure to transfer the data through to the www.tasp.bridgenz.co.nz website if the club has subscribed to the BridgeNZ service for web publishing.

5.1.7 OTHER OPTIONS from the sections screen:

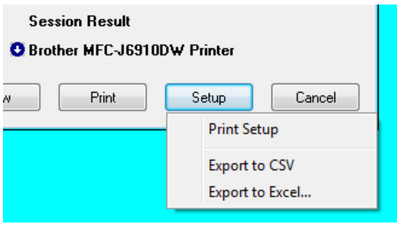
View Team:	Enter the team number in the box to the right of the View Team button. Click View Team and a complete history of the team match will show. From the team results screen, you can view or print the results or export them to Excel or a CSV file in the same manner other teams results are printed.
Adjustments:	This allows the Director to enter VP, Swiss or Net IMP adjustments for each team. These should be saved using the save button on the adjustment screen.
Carry Over:	Carry Over has now been separated from adjustments. Scores for the purposes of Draws will include Carry Over, but will NOT include Adjustments. This means that if a team has a penalty, they will not benefit by getting an easier draw.
Split Event:	If the viewed event is partially or completely a qualifying event, then this button is used to populate the team / player names and carry-over for the alternate event. Once players have been selected for the alternate event they will no longer be included in the draw for subsequent rounds of the current event.

5.1.8 RESULTS – SAVING to other formats

On pressing "Calc Results" the user is presented with the "Report Print Options" dialogue box.



By clicking "Setup" the results can be exported in Excel or CSV format

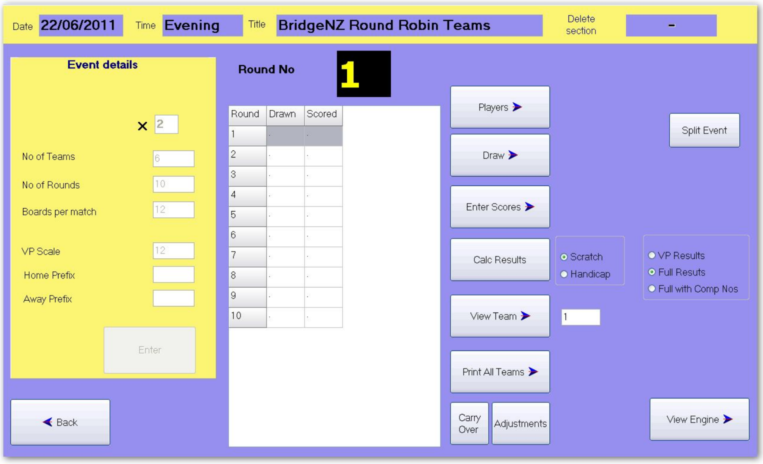


5.2 Round Robin Teams

These are set up in a similar way to Swiss Teams in the calendar, but select the Round Robin button. Once the event is in the calendar, select the line of the first night and click the NEXT button. This will bring up the Sections menu.

The event can be set up with multiple Round Robin matches. This is useful if you have say 6 teams and you would like to play 10 rounds, you can play a double round robin. In this format, each team plays each other team twice.

In the Event details pane, the box marked X asks how many round robins you will do. For this example we will do 2 rounds with 6 teams.



When you type 6 in the number of teams and press Enter on the keyboard, the No of Rounds automatically changes to 10. Press Enter on the keyboard, then type in the number of boards per match. If your number of boards per match does not match a standard VP scale, then the default is to drop to the next lower scale. You may manually adjust this VP scale to use if you wish. After filling in this information click the Enter button on screen.

The setup is similar to those for Swiss in terms of adding players, entering scores and calculating results. A key difference is in the Draw.

The Draw screen for RR teams looks the same as for the Swiss, but if the Automatic draw is done, all rounds for that Round Robin are done. The Draw is based on the seeding (entered in he player entry screen) and cycles the teams. This is arranged such that the top seeds and bottom seeds meet in the final round.

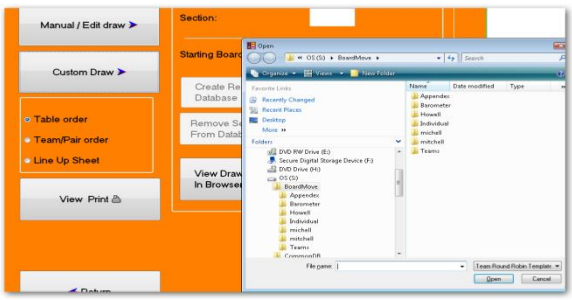
The default automatic draw does not balance Home and Away matches.

It is possible to manually reverse certain pairings in the draw to balance this if you choose.

NOTE: If you are not worried about Home and Away choices then it really makes no difference!

CUSTOM TEAMS DRAW: In the Custom Movements, there is now an option to create a custom Teams Draw. This uses seeding rather than Team number, so you can automatically re-seed after the first Round Robin, and finish up with your appropriate seeds playing one another in the final round. The second Round Robin automatically balances the Home & Away, so if Team X was HOME to team Y in the first RR, then Team Y would be Home when they play X in the second RR.

The remainder of the teams match is handled in the same way as Swiss, but draws are known in advance and can be published in advance, so scores can be entered while a subsequent match is being played.

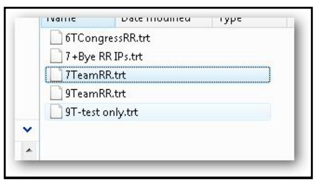


ODD TEAMS: With the Custom Draw option you can now use an ODD number of teams.

Once the setup of the event is done, it is expected that the three teams will play 2 x half-matches per stanza. This has the basic advantage that they can go talk to their team mates between stanzas.

Under Draw, choose Custom Draw, then select your (pre-entered) custom movement in the Teams folder in Boardmove.

When entering scores for these, be careful as your three-way match can't have say 5v6 and 6v5, so typing 5 on the entry line will get 5v6, and typing 6 on the entry line will give 6v7, and typing 7 on the entry line will give 7v5. It is important to get these in the correct order.

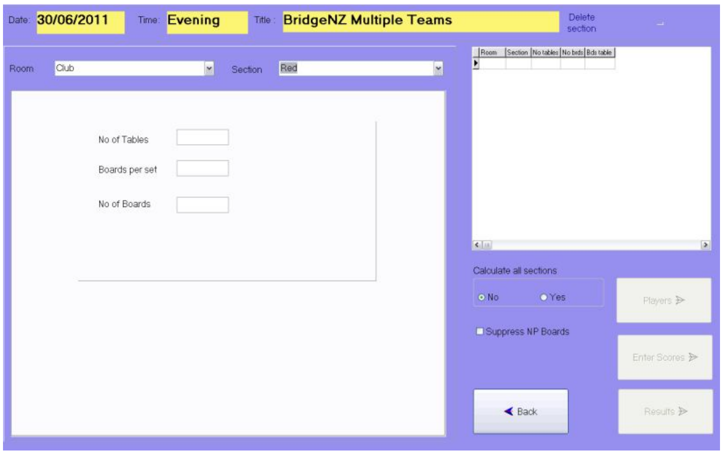


At the end of ODD rounds, the half-way IMP scores should be entered for the three-way match. If you insist on playing overlapping boards with the three-way, then enter 0-0 for the scores at the half-way point, and the complete IMP result at the end of the even rounds. [For more details on this –please contact BridgeNZ]

5.3 Multiple Teams

The event should be entered in the Calendar with one entry for each session of the Multiple Teams. Multiple Teams does not have a Handicap option.

With Swiss Teams and RR Teams, each entry in the calendar takes you to the same screen to continue with the same event. This is not so with Multiple teams because the format is more like a pairs session.



When you click Next in the calendar screen, you are taken to the Sections screen.

This looks a lot like the Pairs Section screen, and is used in much the same way.

Add a section using the drop down menu from the Section

Currently Scorer only supports Odd numbers of tables for Multiple Teams. BridgePads expect players to move UP 2 tables and boards to move UP 1 table.

When you enter the number of tables and the number of boards per table, scorer uses the only movement it knows and assigns the total number of boards. Remember that you will never play the first round, so you can remove one round from your timing.

Having entered the numbers, click the Add Section button.

Enter the players as you would in Pairs, the Players screen looks the same, and has the same functionality.

Enter the scores as you would in Pairs. This screen also has the same options and functionality.

Results show the 4 players in the team, the total IMPs for the team and the total C points gained for the evening. NOTE: C Points are available for each match scored in the round, and you play 6 matches in a 7 table Multiple Teams session.

6 Swiss Pairs Events Scoring

The Scorer functions for Swiss Pairs are very silimar to those for teams so those functions will not be covered here.

6.1.1 Pair Numbering

There must be an even number of pairs in a Swiss Pairs event. If a stand-by pair has been organised to fill any phantom, then there is no need to to pre-register players (this is normally done to ensure an even number).

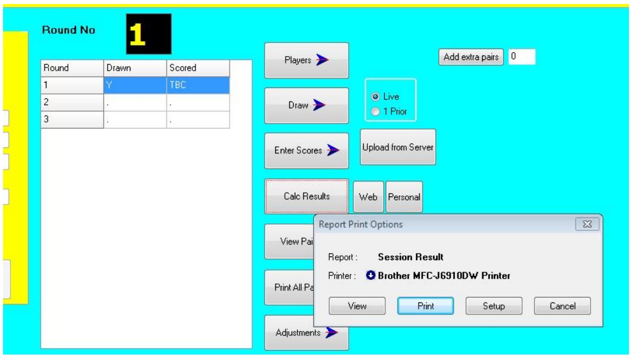
Seat the players, then have them move randomly so that they mix up (i.e. players don't get to choose their first round opponents). Usually this is done by saying something like ..“EW pairs should move 1 row to the west . Those on the west wall move to the other side of the room”.

Set the first round draw with the NS pair as the table number and EW pair as [Number of pairs]+Table Number. For example, if you have 8 tables, then NS are 1 to 8 and EW at table 1 will be 9 (=8+1), EW at table 2 will be 10 (=8+2) and so on. The players should be told that this is their pair number for the whole event regardless of where they sit from here on in.

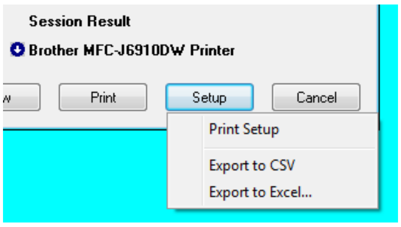
If using electronic scoring, when you upload the names for the first round, all the pairs will be assigned. For subsequent rounds with the same players, you can turn off the name entry.

6.1.2 RESULTS – SAVING to other formats

On pressing “Calc Results” the user is presented with the “Report Print Options” dialogue box.



By clicking “Setup” the results can be exported in Excel or CSV format.



6.1.3 Swiss Pairs Events and Masterpoints

One key difference between Swiss Pairs and teams is that names for Swiss Pairs are only entered at the first round. After that, it is assumed the same players will be playing.

This assumption is relevant to the way master points are generated for NZBridge. If different players will be playing (e.g. if substitutes are allowed), then master points should be sent off at the end of each round or collection of rounds with the same players (eg after all rounds on one night). On subsequent rounds, the players list should be then altered in Scorer with any substitutes names and the master points generated for those rounds before changing players again.

If using electronic scoring and you capture player names for the first round of the night, then any substitute player names will be entered. Masterpoints can be sent to NZ bridge after the round/s with those players but the names should be changed to remove the substitutes and reflect the default partnerships before the next set of rounds.

Ghosting

The Ghosting function has been developed to allow for the situation in which an event is being held in two rooms (e.g. due to space constraints) and where there is no radio communication between the two rooms. Each room, therefore, has its own radio receiver that is collecting data, operating on different channels.

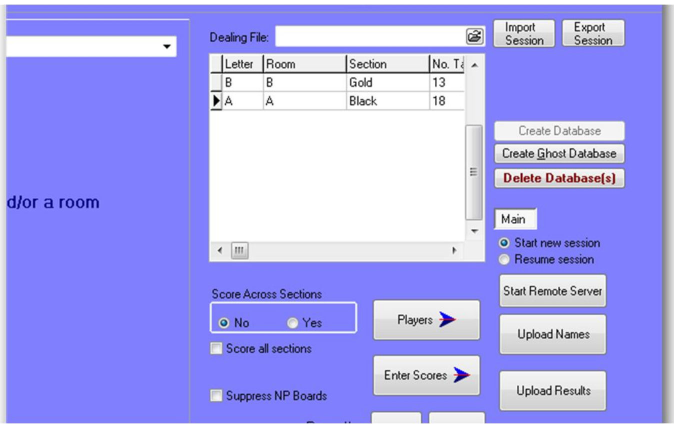
The principle is that the event and sessions are created on one computer, then a ghost copy of the Electronic device (e.g. BridgePad) database is made at the click of a button, and this ghost database is used to collect some of the data whilst the primary database is used to collect the remainder.

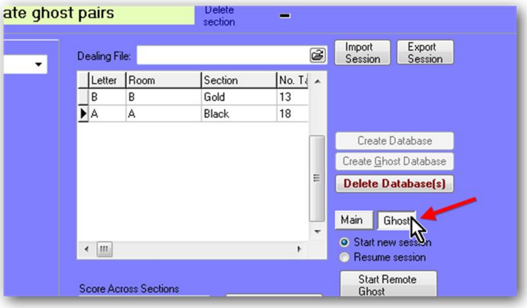
In order for Ghosting to operate, the Ghosting option in the Options/Scoring Options screen must be ticked.

PAIRS

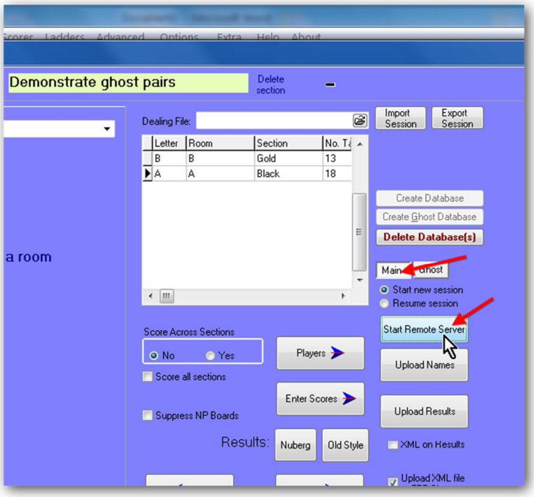
For purpsoes of this example, we will have 18 tables, 26 boards playing in the primary room, and 13 tables, 26 boards playing in the secondary room. Create both sections on one computer; it does not matter what order these are done in. In this example, section A is playing in the primary room, section B in the secondary room.

Once the sections are created, click the "Create Ghost" button which sets up two tabs – MAIN and GHOST. Behind the scenes, each of these tabs relate to a main and a ghost .bws database that collects the scoring data for each section.

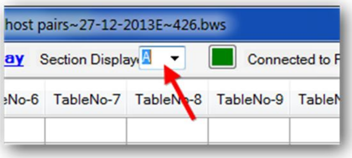




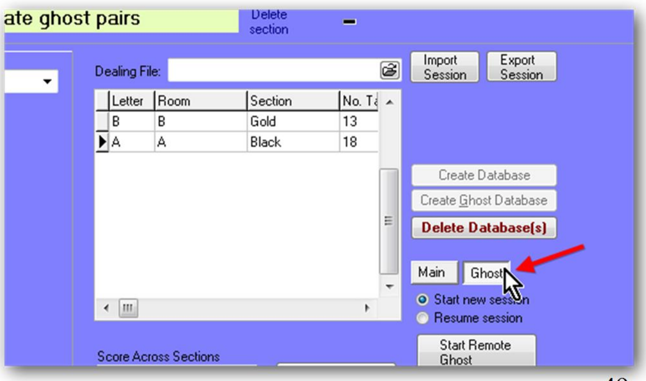
To setup in the primary room, click the Main button and then click Start Remote Server to start BridgePad. Enter the BridgePad options for pairs and select the channel the primary room is using. When users start their bridgepads, they will need to enter their section number. Here the primary room is section A=1.



In the BridgePad screen, you will be able to see a display layout for the A and B sections with the appropriate number of tables for each section, but you will only see data populating the A section as the game progresses.



To setup in the secondary room, click the Ghost tab. The button called Start Remote Server is now called Sart Remote Ghost. Click this to start BridgePad. Enter the BrdigePad options for Pairs and set a different channel to the one being used in the primary room. When users start their bridgepads, they will need to enter theur section number. Here the secondary room is section B=2.



In the BridgePad screen, you will be able to see a display layout for the A and B sections with the appropriate number of tables for each section, but you will only see data populating the B section as the game progresses.

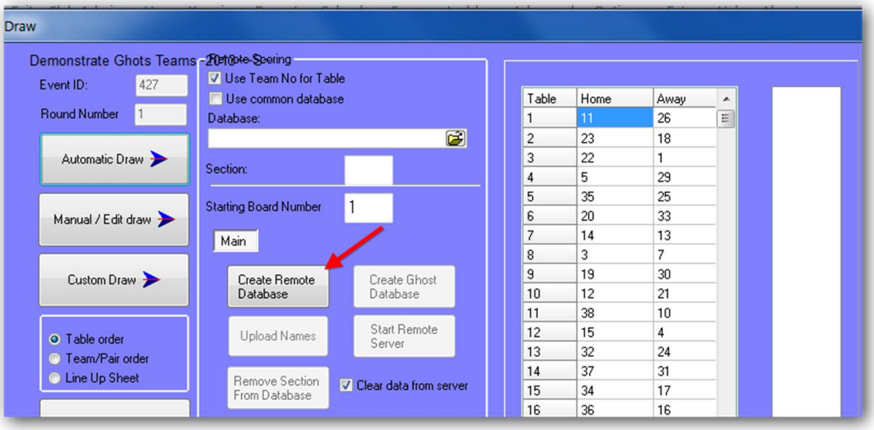
Upload names and results from each room separately on each of the two PCs.

If you want to review the names or results in the separate rooms, make sure you have clicked on the correct section first.

After the results have been uploaded, you will be able to score scross sections as if both sections had been playing in the one physical room.

TEAMS

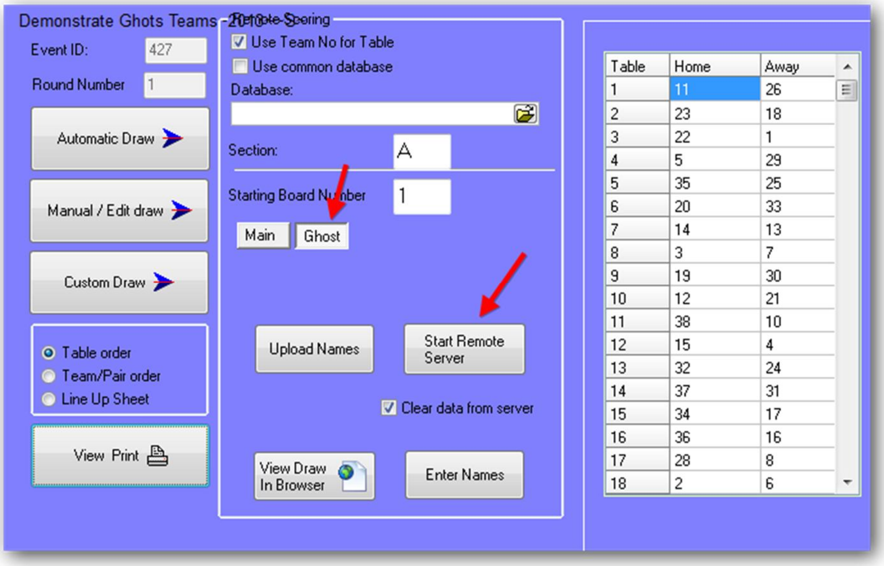
For Swiss Teams, the “Create Ghost” button is in the “Draw” screen. Do the draw as normal, enter the starting board number and Click Create Remote Database.



Then click Create Ghost Database. When this button is used, a “Ghost” tab is displayed to the right of the “Main” tab.

<u>To setup in the primary room</u>, first click the Main tab and then click Start Remote Server to start BridgePad. Set the BridgePad options and channel and ask people in the main room to login to their BridgePad. Check that all tables have logged in to the correct table numbers (i.e. that no tables that you expect to be used in the secondary room have initiatlised).

<u>To setup in the secondary room</u>, click the Ghost tab, and then click Start Remote Server to start BridgePad. Set the BridgePad options and set a different channel to that being used in the primary room.



You must ensure that the table numbers are entered correctly in both rooms, as an incorrectly entered table number affects the data collected and it is difficult to correct on the night. To ensure that tables get setup correctly in the secondary room, it is recommended that the Director enter the table number on the BridgePad units before they are placed on the tables.

Uploading names for the primary room and the secondary room can be done from the PC in the primary room by clicking the MAIN and GHOST tabs in turn and then clicking Upload Names.

When you Upload Resultsin the promary room, the update includes any results that have come in from the secondary room.

7 Custom Movements

Custom movements are used for two main purposes:

1. To allow you to set up a repository of special movements to play specific numbers of boards in a certain way.
2. To score a movement that has gone wrong and you know which pairs played each board set.

We deal here primarily with point 1 above.

a. From the ***Advanced*** menu choose ***Custom Movements***
b. Fill in the movement details. You can number the pairs in a Howell movement starting at 1 and ending at twice the number of tables. You can NOT number them, for example, as 1 to 10 and 101 to 110.
c. Save the file – preferably in the BoardMove directory.

If your movement requires table instructions, as with an expanded Howell, then please create an rtf file with the table instructions. Give it the same filename as the movement file, and save it in the same directory as the movement file. This will be available when the Howell or individual custom movements are loaded.

If you are using the movement with BridgePads, then please ensure that the correct round numbers are put in with each table for each board set.

8 List of Supplied Reports

This section lists the Scorer default report directories and the default reports contained therein.

Please be aware that users may change the directory structure (other than the Reports/System folder) and may add their own reports or move reports to a different place in the folder structure.

Report files are found in the Reports directory onder the NZB Scorer root directory. All report files have a suffix of .fr3.

Reports may be customised to suit the club, either by a club member or by BridgeNZ on request. Reports that are customised should be named accordingly to avoid being overwritten during updates.

8.1 System

Reports in this directory are assigned to buttons. DO NOT REMOVE OR RENAME.

These reports are defined in the database and are fed parameters from Scorer. They will not run proberly directly from the reports menu, but the reports menu can be used to modify the layout.

	Report Name	Assigned Button or Function
1	Handicap Teams Results	Handicap Results button in teams
2	MP_pairs_nuburg	Nuberg button in Pairs
3	personal_scores	Personal Scores (Full Results) in Pairs
4	ReceiptPayment	Receipt Payment in Club Admin
5	SwissPairsDraw	Swiss Pairs Draw Team/Pair order
6	SwissPairsDrawTO	Swiss Pairs Draw Table Order
7	SwissPairsPsc	Swiss Pairs Personal Scores
8	TeamsDrawSwiss	Teams Draw Team Order
9	TeamsDrawSwissByTable	Teams Draw table Order
10	TeamsMatchSheetsSingle	Print Team Match Sheet either single or all
11	VPScales	Extra/VPScales
12	personal_scores-full	
13	personal_scores_noplace	

The last two personal score reports allow the user to decide if they want to include the pairs percentage and placing when printing full personal score sheets. If full details are desired, personal_scoress-full.fr3 is copied and renamed personal_scores.fr3 (having deleted the original personal_scores.fr3 file). If these details are not desired, then the report personal_scores_noplace is copied and renamed personal_scores.fr3.

8.2 Admin

NAME	Description
Contact List	Lists phone numbers and email addresses of members
FullMemberDetails	Lists all details of members for checking
Handicap	Print handicap list from AUTOMATIC handicaps only
Member Programme Book Labels	Labels for programme books
Member_by_Type	Print a list of members by type (Full/Life/Student/Associate)
Various other labels	
NZB Player Info	Enter a player number and get their rating and Master Points
Phone List	Concise phone list for members
Subscription Notices	A5 subscription notice – this can be customised for your club. **Rename your custom notice!**

Unfinancial Members	Prints a list of members that are flagged as Unfinancial

8.3 Calendar

There are two calendar reports – one in Alphabetic order of event, and the other in Cronological order.

8.4 Pairs

NAME	Description
_Pairs_PSC	Prints the pairs personal score cards from a selected historic session
Pairs results with grades	Prints results of a session with local grades
Slams bid and made	Llists slam hands from a session with players who bid and made them

8.5 Teams

NAME	Description
Check Pairs	This checks that the pairs playing in a session have entered their names in the correct direction at the table they are playing at. More importantly it will pick up if the team is playing at the wrong table.
Player Imp Cross Tab	Generates a list of imps/board against the datum for each pair in teams. The Teams Match Sheets must be run to produce this data.
RR-Draw for team captain	Generates a draw for the RR event.
Team Handicap Results	Select event and round and get handicap results
Team list with Handicaps	
Team Pair Datums - player alpha order	List datums in alpha order
Team Pair Datums	List datums in order of best to worst
Teams Match Sheet	Print teams match sheets by selecting event and round

8.6 Tournaments

NAME	Description
_TE_Player Alpha List - Pairs	Alpha list of entries
_TE_Player Alpha List with grade and club - PAIRS	Information on ranking and home club
_TE_Player Alpha List with grade - PAIRS	Information on ranking but not home club
_TE_Player Entry Order - PAIRS	Entry order report
TE_Player grade listing- PAIRS	List grouped by combined ranking (JJ/IJ/II/OJ/OI/OO)
TE_Seeding List - PAIRS Grouped	Seeding list for pairs with average rating points
Seeding List - TEAMS	
Team Name List with RP	
TeamPlayerList	Team List with players and hme club

8.7 Other reports

NAME	Description
ClubPlayerList-Select Club	Lists all the registered pleayers from a selected club – includes associate members