NZ Bridge

SCORER

AND

Report Tool

User Manual

The current version of Scorer is Scorer 18 (V18)

NOTE: Some functionality may not be available in older versions

This update: August 2018

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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 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; functional and stability enhancements have continued to the most recent version (Scorer 18).

BridgeNZ has 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 (purchased from BridgeNZ) which is based on your club name and club number. If either "Club Name" or "club number" is changed in the Options screen, you will NOT be able to access your programme without a new license key (or BridgeNZ reverting the names back to the original). From Scorer 15 the licence key is installed automatically on update, so no manual intervention is required.

If you have feedback that is constructive, then please email to: pat@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. BridgeNZ will endeavor to remedy bugs!

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.

Thanks to Maureen Pratchett of Wellington for her contribution to the manual and to tidying up the BoardMove folder delivered as "BoardMove_Clean".

Please note that in each patch where files are updated the BoardMove_Clean folder is deleted and replaced. Do not store your own custom files under this folder. Future releases may contain csv files under this folder for import into the new custom movements.

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.

Scorer 15

- Copy Calendar facility allows the replication of the calendar from one year to the next.
- Reporting has been enhanced to run independently.
- Multiple Teams has a new layout for the results.
- Backup now includes the "bridgeweb" database (if installed).
- Standard ladders are now run almost completely from the database.
- *Automatic replication of tournament results to regional web site.* Requires request

Scorer 16

- Screens are separated to show in task bar so that switching between screens is easier
- Modernising of the main screen to show as a ribbon bar.
- Many enhanced reports.
- BWS files are moved to their own folder for pairs – this improves the performance of the backup.

- Update of member database from NZB now updates club info also.
- Undelete added to calendar options so if an event or session is accidentally deleted it can be undeleted.
- New method of doing C-points in preparation for automatic sending of C-points. New choice when sending manually to use FTP. [Suspended due to technical difficulties]
- Tournament Entries option to import from Excel or csv file.
- Import Tournament Entries from first round.
- Option to shorten sessions by stopping X rounds short of full movement.
- Option to import club logo for use on reports.
- Ability to run multiple pairs events from one computer with Electronic scoring.
- Various enhancements in the use of BridgeTabs
- Correction of Master-Point calculations (which have never been correct for some sessions)
- Change to Scorer Login screen if programme update has not been completed. If the Programme version is not consistent with the database then the Login window has a yellow line with red writing advising the usr to re-run the update.

PLEASE NOTE: A new template for subscription notices is available with the update which allows for printing subscription notices individually or as groups based on member type. This can be used as a template to modify your existing subscription notices if it appeals to you.

Scorer 17

- Club competition movements (Zig-Zag) is automated (where one club sits stationary pairs NS at even tables and EW at odd tables whilst the other club's pairs move).
  [Completed in first release of V17]
- Correction to X-IMP scored Swiss pairs. Now an option when setting up the event in the calendar
  [Completed in first release of V17]
- Recommended VP scaled for Swiss Datum/X-IMP which are mathematically more correct thatn using the number of boards for the VP scale.
- Browser files available directly from pairs, teams and Swiss Pairs.
- New C-point system implemented.
- Reports for grouping teams and Swiss Pairs for club competitions
- Implementation of the new MasterPoints scheme from NZB

Scorer 18

- New Custom Movements allow for the same board set to be played at the same table with different pairs.
- The automatic asking for player update has been removed, and the user can select the "Update NZB Players" button from the ribbon bar when required (Recommended at least weekly).
- New custom movements allow for automatic generation of even table web movements and Bowman movements.
- Guide cards and movement overview can be automatically generated from new custom movements when adding a section.
- Import from NZB tournament entries with no change to file headings in the csv.

1.2 Creating User Logon IDs and Security Levels

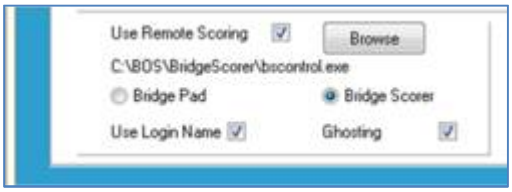
The Membership table in the database stores the names of all your club members. These are entered through the Club Administration screens discussed later. Each of these members has a User Name associated with them.

For each member there is the ability to assign:

- User Login Name:
- Password:
- Scoring Security Level: 1-9 [NOT CURRENTLY USED]
- Admin Security Level: 1-9

Once you set up the security settings[1], 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, the entry under Options → Scoring Options should have a tick by "Use Login Name"



<u>NOTE:</u> It is STRONGLY recommended that the club sets up at least three users with administrator rights and their own login. This will alleviate any loss of access if the user 'Admin' is accidentally removed.

It is now recommended that there be a member type Z created which is to be used for each administrative user login not associated with a playing member.

Leave the Subscription field BLANK for this member type.

[1] From Scorer 17.20.1.1 the new menu security settings have changed. Admin security level determines which icons are available for the user to access.

2 Login to Scorer

Start Scorer using the icon – NOW CHANGED:

Or alternatively from your programme menu or quick launch bar.



OLD icon NEW Scorer & Report icons

<u>NOTE: Users with BridgeTab will generally start Scorer using the "Start Scoring" option in BOS.</u>

When Scorer starts, 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:

This "Enter Password" window (also referred to as "Scorer Login Window") will appear over other windows on screen, but if the user has clicked on another application then the focus will not be on this window, so it may be necessary to click in the Name field before starting to type the login name.

In the Scorer Login Window the user types the login name assigned to them, and the password associated with that. This screen also displays the programme version and the database version for quick reference.

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.

Scorer allows the password to be blank.

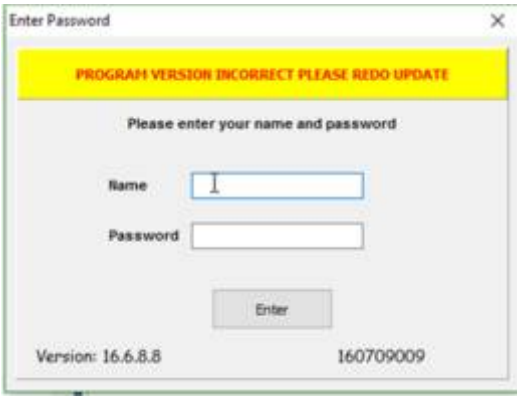
Once logged in, the menu items will be available to the user:

Scorer makes use of the four parts to the version as follows:

For version 18.0.1.2

- 18 = Major version usually based on year of release.
- 0 = Changes to Scorer.exe for enhancements.
- 1 = Changes to other files associated with Scorer. These may be reports or movements, but the version of the Scorer programme does not change.
- 2 = SQL update only. This only involves changes to the database and does not require downloading and installing of any programmes.

When the user logs in, the Scorer version will be compared with the available release on the web and the user will be advised if an update is available.



If the SQL update is done but the programme updates are not completed then the user is informed that the programme version is inconsistent with the database version and is asked to redo the update. Scorer will still work, but results are unpredictable.

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

3 Scorer Menu Functions -- the Ribbon Bar

PLEASE NOTE: A Help page showing the following information is available from  the at the top right of the ribbon bar..

3.1 Menu Structure

The new menu system is separated into tabs.
Scoring and Calendar / Administration / House Keeping / Advanced Options / Help and Support
Select the appropriate tab to see the ribbon with the available options.

The BridgeNZ link is on all pages and will take you to the BridgeNZ web home page.
The ribbon contains all functions in the Scorer 15 menu, organised into a more accessible and modern format, though some duplicates (such as Scorer-Score section and Calendar-View and Ladders-Ladders) which all pointed to the same place, have been combined to one option.

Some new functionality is available in the Calendar Admin.

3.2 Scoring and Calendar

- **Exit:** Close Scorer
- **Edit Calendar:** Open calendar to add/delete or search for events – shows all days by default.
- **Score/Ladder:** Open calendar to current day ready to score - ladder button is on that screen.
- **Tournament Entries:** Show Tournament Entry screen to enter/modify/report entries for Tournaments. NOTE: Event must be set up as a Tournament to show in this screen.
- **Update NZB Players:** Users are no longer asked on every login if they wish to update the NZB player list. It is now a conscious choice to do so.
- **Reports:** Start Reporting Tool.
- **Emergency Information:** This runs a report which displays information out into the ICE field in the member database. It is used to store emergency contact details or special medical information relevant to the players so that this information is available in an emergency.
- **BridgeNZ Link:** This takes the user directly to the https://bridgenz.co.nz
-  Help screen for the Ribbon bar.

3.3 Administration

- **Exit:** Close Scorer
- **Scorer Options:** This opens the Options screen to allow for your local configuration.
- **Club Membership:** Add/Edit membership.
- **Password Levels:** These have been updated from version 17.20.1.1 and allows for the restriction of user access to specific icons on the ribbon bar.
- **NZB Player List:** This is the member list from NZ Bridge supplied to BridgeNZ for updated membership.
- **Non Member List:** Entries in this file are used for players that are not NZB members OR members of the club, but may be playing for a number of sessions. These names will be used in electronic scoring also.
- **Check for Updates:** This option requires internet access. The process checks the BridgeNZ website to see if the site database version is the same as that of the latest update .
  NOTE: this does NOT check if the programme has been installed correctly.
- **Release Notes:** Shows the release notes for updates that have been completed.
- **Redo Update:** This will redo the latest update. This may be necessary if the second part of the update was not completed or if files (such as movements) have been accidently deleted. This option requires internet access.
- **Copy Calendar:** Copy the entire calendar from one year to the next.
- **Print Calendar:** Brings up the calendar with reports print option – far better not to use this but use the Reports → Calendar options directly.
- **Restore Event:** The user may recover an event or session accidentally deleted from the calendar.
- **Delete History:** Deletes all calendar entries and underlying scoring files from the selected year and prior. PLEASE ENSURE YOU HAVE A BACKUP BEFORE USING THIS. This function will not delete the current year or the immediately prior year sessions from the calendar.
- **Emergency Information and BridgeNZ Link:** See above

3.4 House Keeping

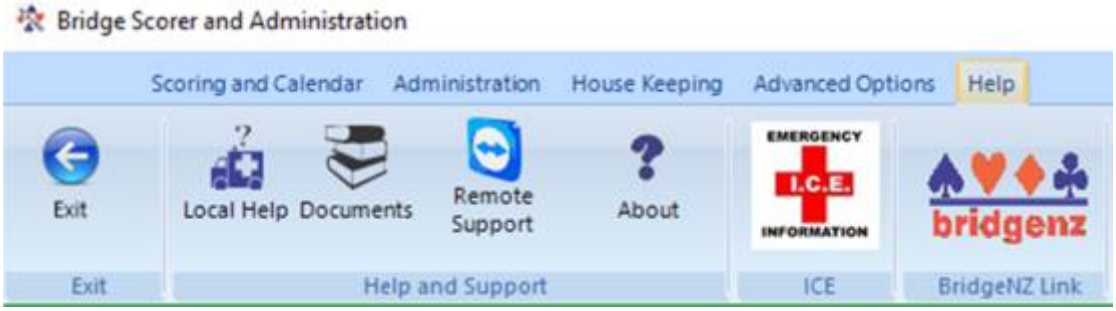
- **Exit:** Close Scorer
- **Calculate Handicaps:** Run the Handicap calculations. No existing handicaps are changed until this is run. Handicaps are calculated by session time, unless a custom handicap procedure has been implemented for the club. There is now an option for "Custom Handicaps" and BridgeNZ can write a handicap procedure to your specifications. Please email for further information.
- **Edit Handicaps:** AFTER running the handicap calculations, this may be used to make manual changes. Running the Calculate handicaps again will overwrite any changes made here. Manual handicapping as a separate item has been deprecated, as the use of Edit Handicaps without calculating handicaps achieves the desired goal of manual handicapping. [**Edit Manual Handicaps:** has been removed]

- **Back Up or Restore Data:** Standard backup that by default does the MSSQL Server database, Scoring folder for the current year and the files in the Scorer root folder. Optionally other folders can be backed up at the same time. **NOTE: Only the current year's scoring files are backed up but database for historic sessions is retained.**
- **Individual Results:** Show all results for one player.
- **Club Point Ladder:** Show ladder of club points for individual session or group of sessions.
- **C Point ladder:** Show ladder of C points earned for individual session or group of sessions.
- **All Results:** Show all results for all players for one session or a group of sessions.
- **Emergency Information and BridgeNZ Link:** See above

3.5 *Advanced Options*

- **Exit:** Close Scorer
- **Set up Special Ladders:** Set up special ladder for sessions not in one event.
- **Run Special Ladder:** Run a ladder previously set up as a Special Ladder.
  This now uses the database and reports.
- **Custom Movements:** Create or modify a custom Mitchell or Howell Pairs movement OR an Individual movement.
- **Create Howell:** Create a Howell or Barometer movement where all the stationary pairs remain playing in the same direction and each moving pair follows the next lower number pair. This function will soon be deprecated in favour of the new custom movements which are far more flexible. Excel templates will be made available.
- **Custom Teams Movement:** Create a teams movement with fixed format. NOTE: The numbers that are used in here are the SEEDING number of the team, NOT the team number.
- **New Custom Movements:** This allows for any movement to be generated and run easily. Most web and Bowman-Ewing movements are able to be generated automatically, and custom movements can be imported from csv or entered directly.
- **Emergency Information and BridgeNZ Link:** See above

3.6 *Help and Support*

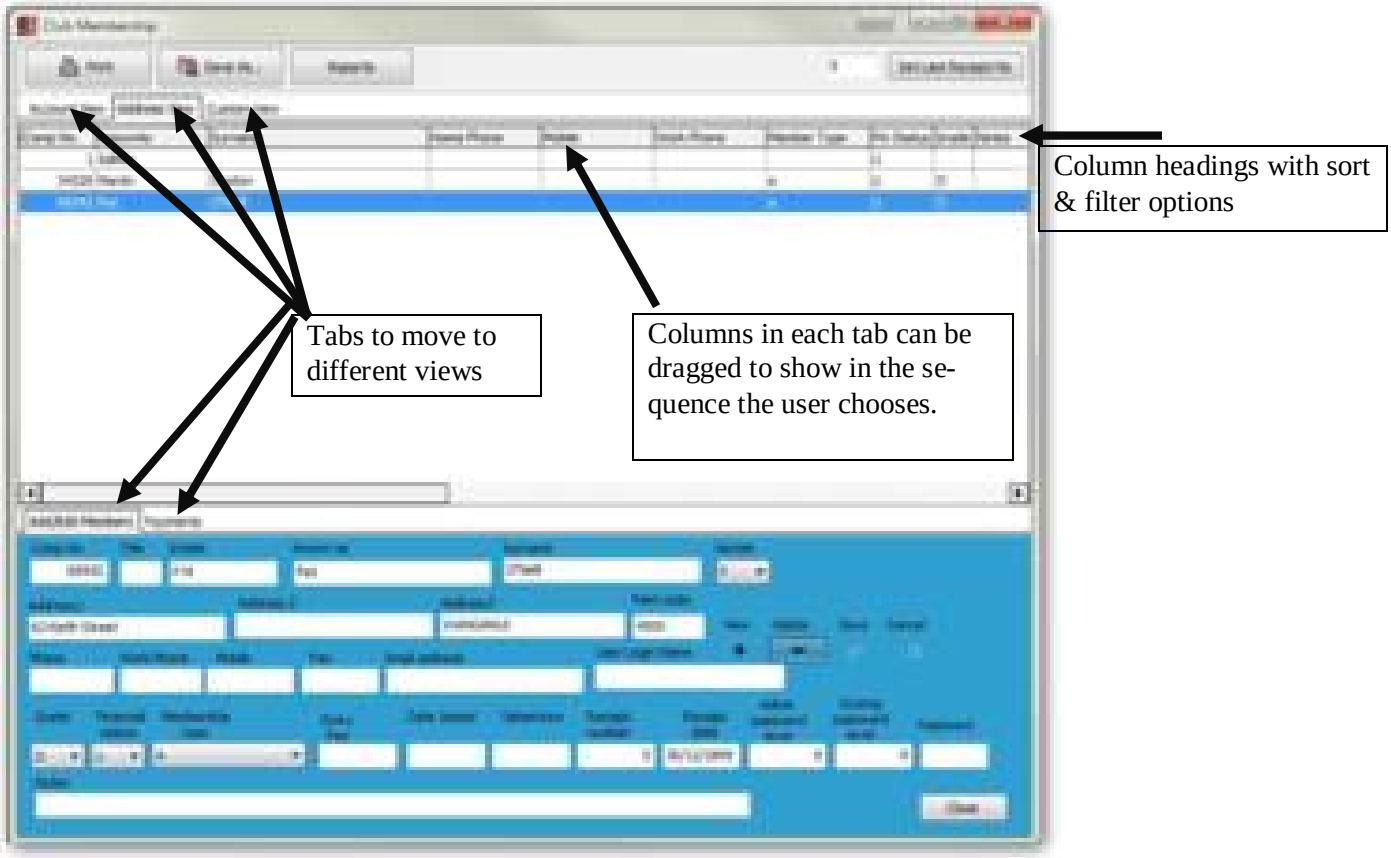


- **Exit:** Close Scorer
- **Local Help:** The file in the help folder (usually C:\NZB Scorer\Help) called LocalHelp.pdf should be created by the local club with the important local information for users. A Microsoft Word document is also supplied for

ease of editing, but to be seen in the Local Help this needs to be converted to PDF format. The file is not overwritten with updates.

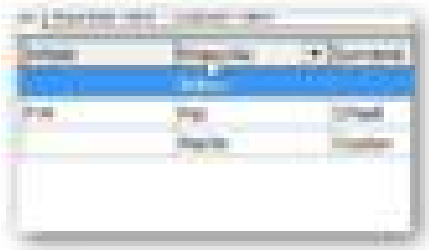
- **Documents:** These are documents supplied by BridgeNZ such as the Scorer User Manual, the Fast Reports Manuals, References on how to run events etc.. The club may add documents to the Documents folder as pdf files or avi files so that they are available to users.
- **Remote Support:** Is the club computer does not have the Team Viewer host set up to run automatically, this provides single-time access to support from BridgeNZ.
- **About:** This gives the current version of the Scorer programme.
- **Emergency Information and BridgeNZ Link:** See above

3.7 Club Administration [Administration → Club Membership]



3.7.1.1 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.



3.7.1.2 Filters

When the mouse is put over a heading, a small arrow appears at the right end of the field. Click on that arrow and a filter box displays. This allows for filtering to one or more specific entries.

This option is particularly useful if, for example, only Un-financial members, or maybe only Junior players are to be displayed. Ticking any of the boxes will display only those entries.
The action may be cancelled by going to the filter box again and clicking 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.

3.7.2 Add/Edit Members (bottom tabs)

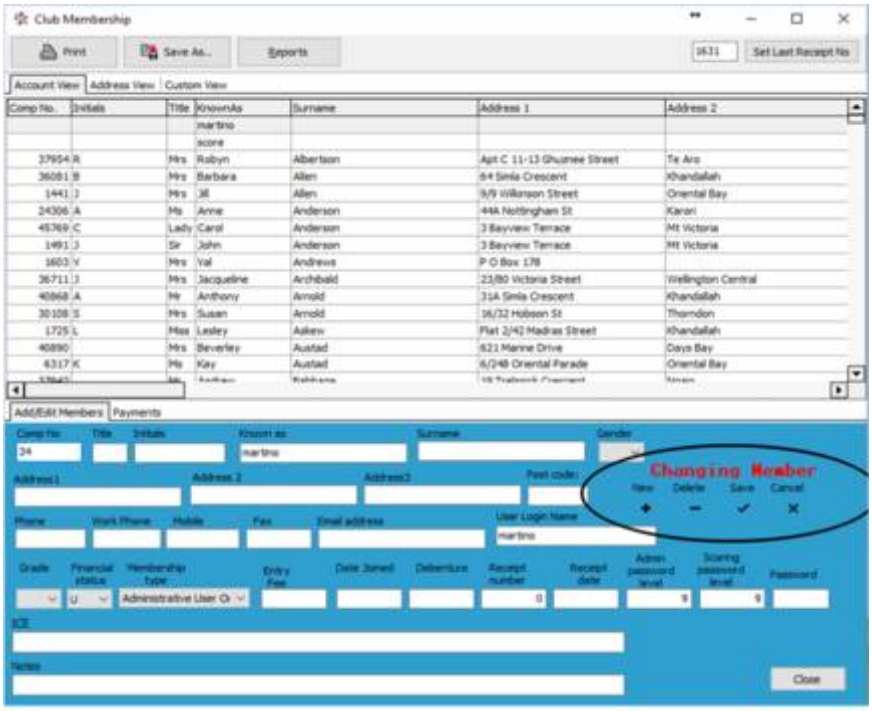
This screen allows the user to add members, edit details of a member or delete the member. Filters can be applied to any field, (this IS case sensitive) but there is no general search facility.

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 Comp No can not be duplicated.
- 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"**
- **The Financial status of the new member is automatically calculated and set to 'U' or 'F'**

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

NOTE2: If the club has a part year subscription (for players joining part way through the year) OR for new members from lessons then another Member Type (in the OPTIONS screen) should be set up with the appropriate charges. At the end of the financial year the Member Type can then change 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 a User Login Name is entered, then Admin and Scoring Password Levels should also be entered, 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 Member's details have been completed, then click on the Tick under “Save” in the lower panel.

PLEASE ensure that some members have User Login Names and Passwords AND level 9 access before removing the ADMIN user (deliberately or inadvertently).

To change a member's details

Select the member, change the detail required in the bottom panel, then click the tick under “Save”.

A common error is changing an existing member details instead of adding a new member. From Version 16, if a current member details are being changed then a red highlighted message appears above the control boxes to indicate a record in being changed rather than added.

If this is an accident then the user may click Cancel then Add the new record as intended.

Computer Numbers: Please enter computer numbers allocated by NZ Bridge Inc. to your new members’ records. It is recommended that no member is entered without a computer number, though it is not invalid to do so once, an error message will be generated if another blank entry is attempted.

Notes: This is a free-text field that allows entry of any relevant notes. Any special medical conditions, Contact person, Next of kin etc. should probably be put in the ICE field – see below.

“Save As” and “Print” allow saving and printing 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. Reports may be added or modified according to the needs of the club, or the club may request reports to be written specifically to requirements. Work on custom reports is chargeable but very reasonable.

ICE (In Case of Emergency) Emergency contact information and important medical details should be stored here for easy reference if the player requires urgent medical attention.

3.7.3 Payments View (bottom tabs)

The following processes are managed in the Payments tab:

- 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).
  If 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. These fields may be changed if required (e.g. to enter a 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, recceipts can be calculated over a date range and the data used for banking or analysis
- The "Calculate Receipts" button will give 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. 15000 for 2015) then click "Set Last Receipt Number".**
  This will then allocate all your receipts to 15001, 15002, …
  Similarly, for the next year start at 16000. This format will give a quick count on how many payments have been made.
- When a member does not owe you money, the system automatically sets them to Financial, and the rectangle shows green.

REMEMBER: The **Reports** button allows reports to be run. Sorts and filters are also available from the grid.

3.7.3.1 SUBSCRIPTION PROCESS

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

- From the reporting tool, Admin folder, run the report "Member_by_Type" 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, Subscription Due Date and Discount date in the "Options" Screen, "Membership Details" tab. Save.
  [Please remember that NZB Levy is NOT considered part of the subs. The payment from members is made up of NZB Levy + Club Sub]
- Go to Club Administration, payments tab
- 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. 15000 for 2015)
- If any members have already made payments toward their subscription, then enter these payments now.
  The payment date can be amended to receipt these against the correct date.
- Subscription Notices can be run from the Reports:
  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.
  The subscription notices can now be printed. 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 have been flagged to enable 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.
- To generate Labels for posting out, a report is available. These may be customised by a local person 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.

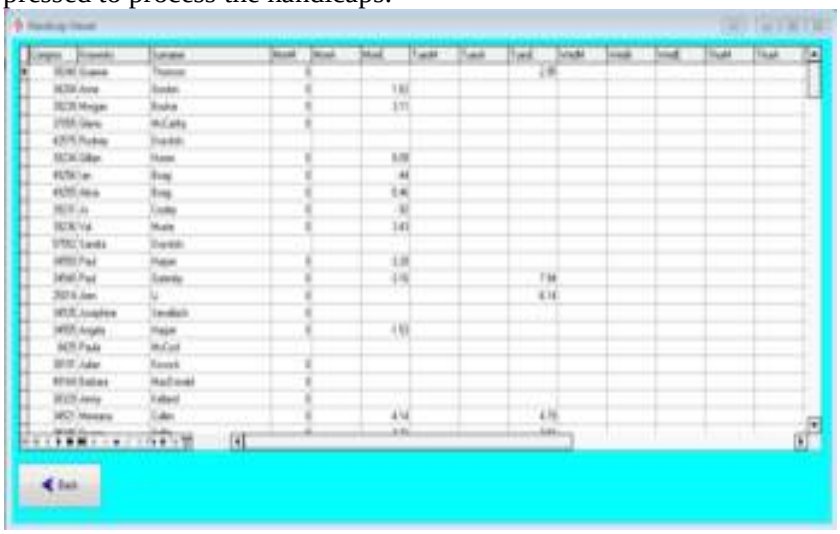
IMPORTANT NOTE: BridgeNZ delivers a report "Subscription Notice BridgeNZ" which can be used as a template for the club's own notice. When the club completes it's own notice, please ensure it is saved under Reports\Admin to be accessable.

3.8 House Keeping

3.8.1.1 Calculate Handicaps

The left side of the screen allows you to enter a date range for handicap calculations. The grid allows the user to tick the session times required to be calculated (separately) for handicaps. Thus the user is able to calculate handicaps for different sessions independently. The handicap calculations, by default, are based on the entries in the Scorer Options screen, handicaps tab. It is now possible for BridgeNZ to produce a custom handicap process if the club requires.

When the appropriate date range and sessions have been selected, the Calculate button is pressed to process the handicaps.



Processing is displayed in the window at the right of the screen. When the calculations have finished a window comes up confirming calculations have been completed.

NOTE: With custom handicaps several sessions may be used to calculate the handicaps and the session selection may not be relevant.

The View Calculations opens the screen to edit handicaps.

3.8.1.2 Edit Handicaps

This allows for fine-tuning of 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, it may be decided that the handicap should be increased. Also if a player only plays occasionally on a certain session, an appropriate handicap may be allocate to them for that session.

Standard sorting and filtering is available in the new screen, along with the ability to 'cut-and-paste' from programmes such as Excel.

To edit an entry, numbers may be typed directly into the grid.

Columns can be moved around and filters applied to simplify this task if entering specifically calculated handicaps.

To print the handicaps go to Reports → Admin

3.8.1.3 *Club Points Ladder / C Points Ladder*

These use reports accessing data direct from the database. The reports are much more flexible and can cater for special requirements of individual clubs.

NOTE: The C-point allocation may not be exact on the new NZB Masterpoints scheme.

3.8.1.4 *Individual Results*

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

3.8.1.5 *All Results*

This is also a report.

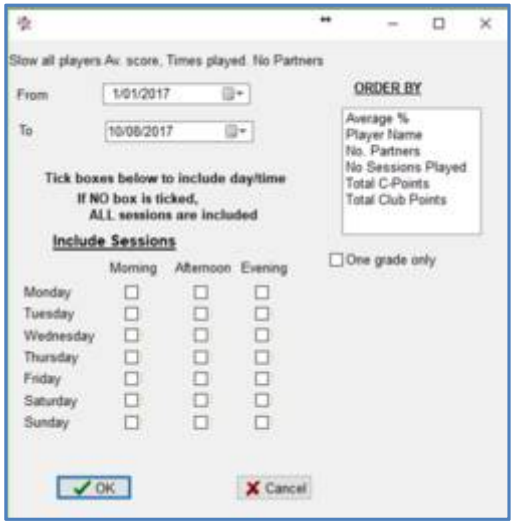
PLAYER STATISTICS

Included Sessions: from January 01, 2017 to August 10, 2017

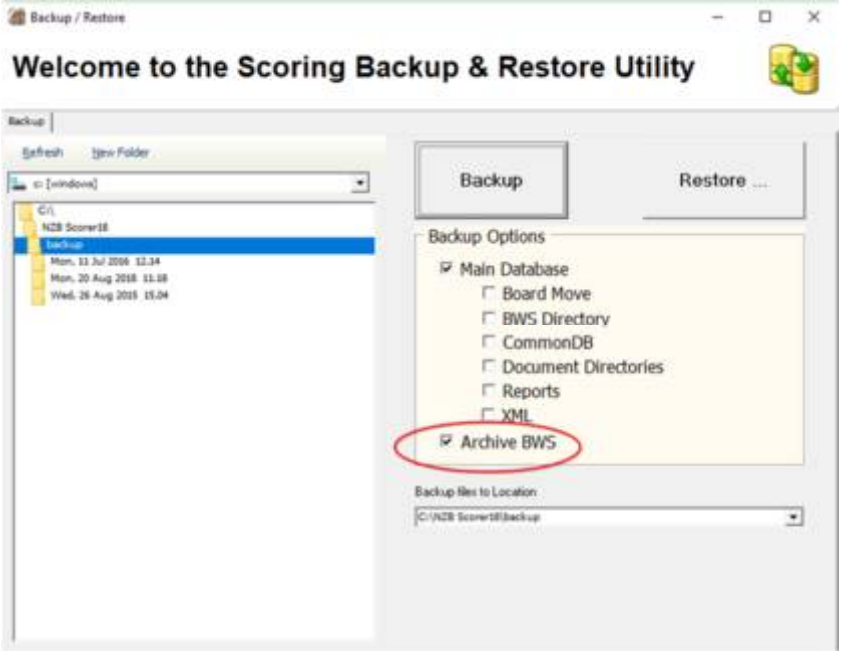
Session Times included (If empty then ALL sessions are included)

Morning:							
Afternoon:							
Evening:	Monday	Tuesday	Wednesday				

	Av. %	No partners	Sessions	C-Points	Club-Pts
MAREE AOAKE (21040)	47.89	2	6 (0 as sub)	20	7
DES BAIRD (74597)	50.30	2	6 (0 as sub)	43	12
Joy Baird (42481)	45.49	1	5 (0 as sub)	0	7
Lynda Baker (29266)	48.74	1	7 (0 as sub)	50	14
Gaye Bartlett (40513)	49.63	3	7 (0 as sub)	80	25
JEAN-OLIVER BEGOUIN (42489)	55.88	3	3 (0 as sub)	70	11
LOUISE BELL (2282)	47.24	1	4 (0 as sub)	10	5



3.8.1.6 *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 year's files, it is strongly recommended that you backup after the last session of the year and save this in a safe place.

From Scorer V18, the sBackup program has the option (automatically selected) to "Archive BWS". This means that the (redundant) bws files will be archived. This should be left ticked as the information from the files is already imported into Scorer.

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

In the left pane of the backup window, 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 a copy of the backup files to an external location (such as dropbox or similar).

When the Backup programme is started, 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-clicks 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. The backup will also back up the bridgeweb database if that exists.

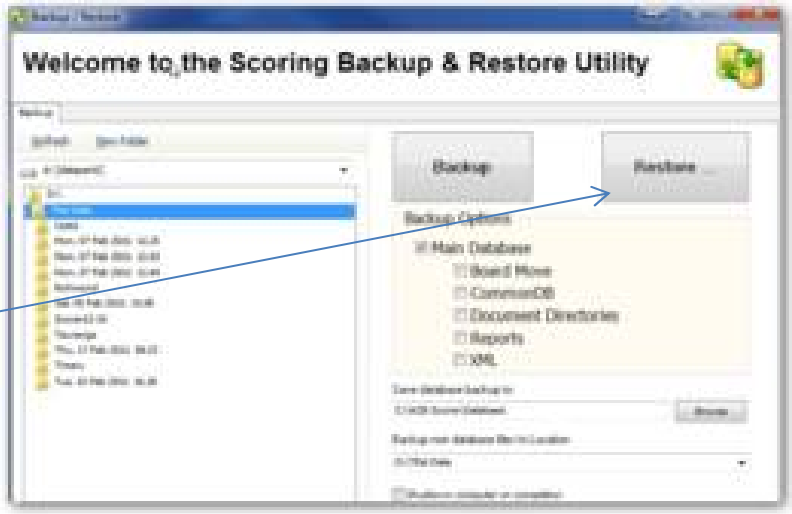
RESTORE

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

To restore, select the directory containing the appropriate backup files (as above).

Click Restore

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



The restore location may be customised.

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

It is recommended that in the Restore Locations, S:\ be replaced by “C:\NZB Scorer” giving, for example,

Scores Folder: “C:\NZB Scorer\scoring”

The RESTORE button on this screen may now be clicked.

The user is, at this point, able to change the location of the physical database files for Microsoft SQL Server, though it is recommended that this is left at the default.

When OK is clicked on this scren, the restore will begin.

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

When the main SQL database is restored, the following message will appear:

When OK is clicked on this information screen, the file restore will begin.

Once the files have been restored, Scorer may be started. The data will be at the point in time of the backup that was restored.

NOTE: The restore does NOT restore the BridgeWeb database for Teams and Swiss Pairs.

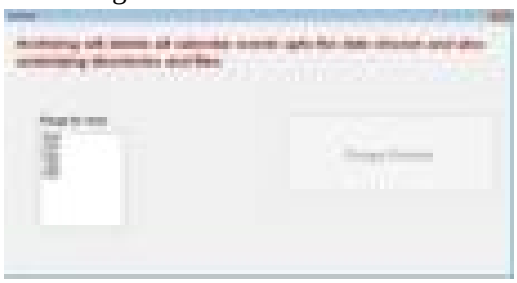
NOTE: Please contact BridgeNZ if you are restoring to a different computer.

It is recommended that after the restore, the user goes to the ***administration tab*** and uses the “**Redo Update**” option. This will ensure that all folders are present in the scorer root directory, especially if the restore is done to a different machine from that which was backed up.

After restore, in the Settings → Files tab, change “C:\NZB Scorer” to “S:\” in all fields starting with “C:\NZB Scorer”.

3.8.1.7 DELETE HISTORY

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. From version 16 the user is prevented from deleting the immediately previous year’s results.



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

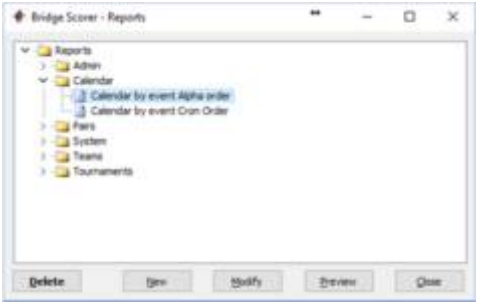
The process recommended is:

- Make a backup.
- Purge to the appropriate year.
- Check the calendar and do a spot check on events that are to be kept.

3.9 Reports

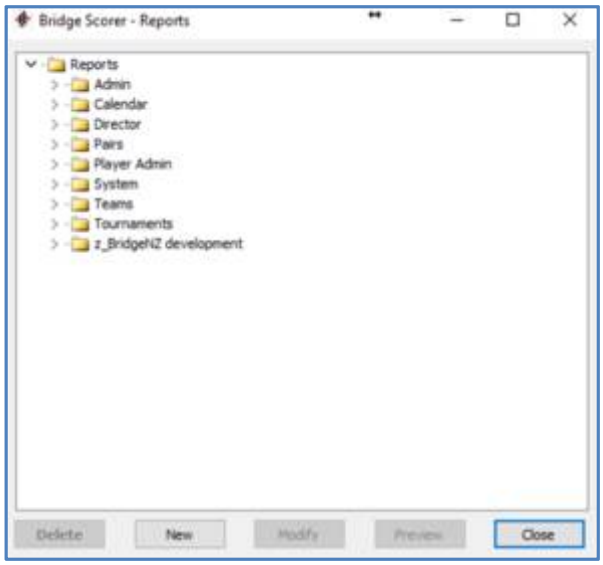
The reporting tool allows the user to create, modify and delete reports using information in the SQL Server database. This includes player information, club information and scoring information. The FastReports tool allows the user to present this information in a formal manner, and has options to save in many formats.

The Reports window opens as a different application. This means different reports can be run whilst continuing to work in Scorer or even run the reports as a separate programme without starting Scorer.



It also means that the report does not need to be closed before continuing in most cases.

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



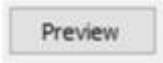
Note: *Scorer updates will restore the default set of folders. If the user renames or adds folders these renamed or added folders will not be updated or replaced.*

The Reports window opens with all the folders collapsed. To expand the folders donble-click on the folder or click on the triangle to the left of the folder.

Reports are able to be created or modified by a competent user. Training is available on request (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.

After expanding the list required, click on a report to highlight it.

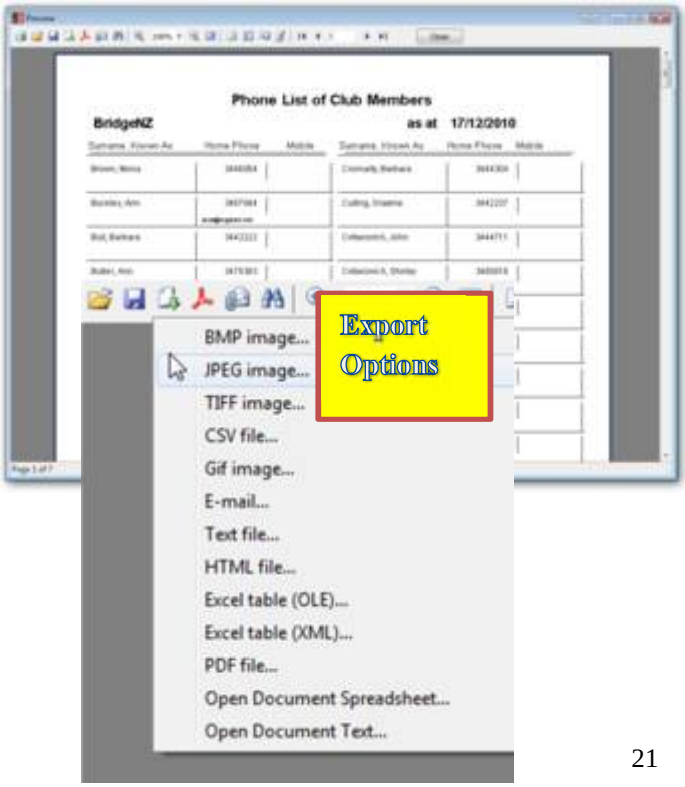
To preview and/or print the report, either highlight the report name and click "Preview" 

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.

Note that many reports have dialogues which require the user to choose from available options to continue with the report.

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 reports are previewed, there is an option to export as html. If the user sets Google Chrome as their default browser, and ticks the "Open file after saving" box then the user may show the report directly on another screen or use Chromecast to cast the report to another screen.

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

Other options available on the Reports screen:

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.

Delete will rename the report so it will not appear in the list. If the user accidentally deletes a report then please contact BridgeNZ to recover.

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

3.9.1 The CALENDAR

NOTE: Double-clicking on a calendar line opens the session

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.

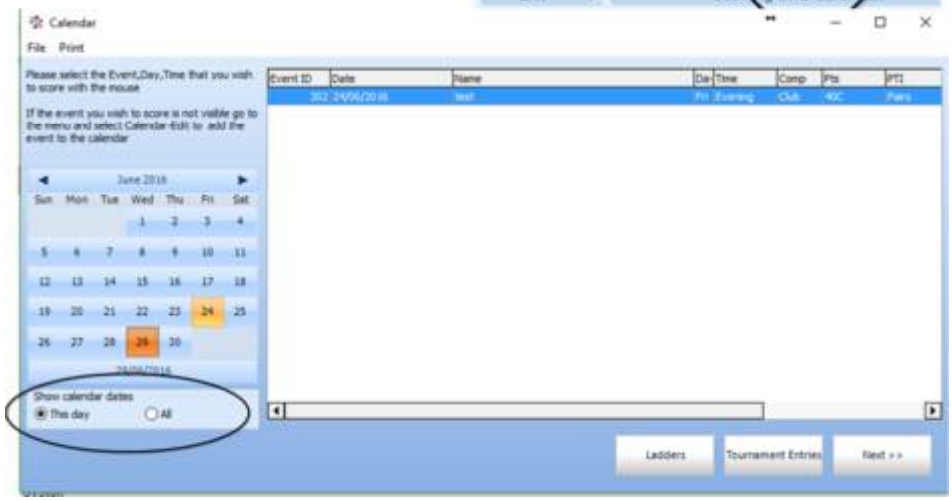
The calendar sort and filter options are active in all modes.

3.9.1.1 SCORE/LADDER

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.

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

This is the default screen to start scoring as it opens at the current day only and allows the user to select the day's session without any extraneous information on screen.



3.9.1.2 Edit Calendar

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 | SessionTime (Morning, Afternoon or Evening) |

Competition Type | Masterpoint Value | Event Type (Pairs, Teams or Individual) | Scoring Method |

Ladder Type | NZBID (Currently used to post results to multiple sites)

Other fields can be added to the screen (for the current session) by right-clicking in the header line and selecting "Field Chooser". This allows the user to add such fields as calendarID to the visible list.

Calendar entries with the same Event ID belong to the same event, but if two entries have different EventID's **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. From version 17 there is no longer a problem with ladders if the event sessions have different names (e.g. Champ Pairs 1, Champ Pairs 2 etc…). Although this is not a problem, it is strongly advised that each session of an event have the same name, and the name of individual sessions still cannot be changed once one session of the event has been scored.

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.

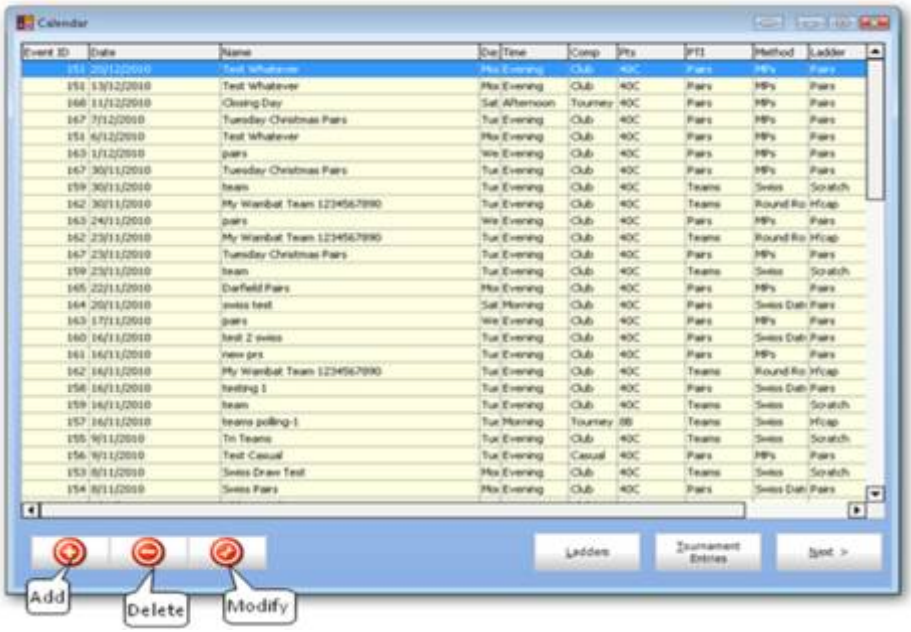
The entries for one event MUST have the same Event ID, and it is strongly recommended that they have the same name, though this is no longer a requirement.

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.

NOTE: there are some fields where "Apply to all sessions" does not have an effect – please ensure that the event is

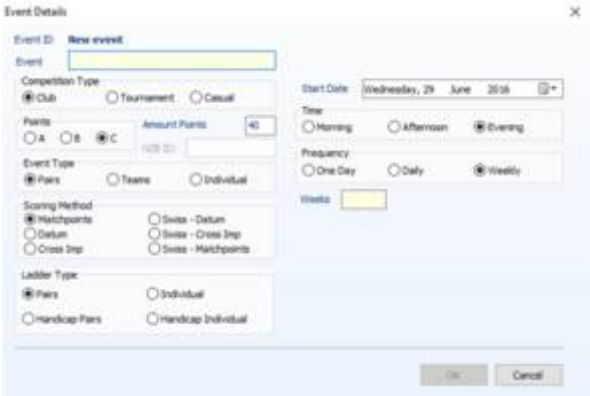
checked in case the change needs to be applied to each session separately.

When adding an event, there is an option of “Swiss Matchpoints” in the Scoring Method. This is available from Version 15, but please be sure this is what is required rather than the Swiss Datum.



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 (Ctrl-A)



EVENT: The event should be given a meaningful name but may 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.
Although highly recommended, it is not a requirement that all sessions in one event have the same event name. The ladder selects required sessions using the “EventID”.

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/lessons). 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 It was intended to be used with NZ Bridge, but no progress was made. If any number is put into the NZB ID box then: If the club used BridgeNZ results and the region have requested, then results will be published to both the club and the region link. This will also act as a flag shortly for reporting results of tournaments.
With the new tournament registration system it is now advised to enter the NZB Tournament ID in this field.

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 [Butler scoring] or by comparison with every other table and allocating IMPs (Cross Imp). If the scoring is Swiss Datum, Swiss Matchpoint or Swiss Cross Imp, then the format is

such that each pair's position for a round will be based on their ranking in the field at the end of the previous round. NOTE: Although Swiss events can do automatic draws, the option is also available for the user to do manual draws and enter these to produce, for example, a round-robin event for 16 pairs over 3 nights.

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

LADDER TYPE: This is important for clubs. Please ensure **Handicap Pairs** is selected to have both raw scores and handicap scores calculated and printed for each session. Handicap scores will NOT be available if **Pairs** is chosen. The **Individual** ladder type is when players play with a different partner each session, and the winner is the individual player with the highest combined score. Once again, if handicaps are to be used then ensure **Handicap Individual** is chosen**.** Scorer now a flag to allow more than one session with the same partner for individual ladders. This is located in the ladder screen and is used at the club's discretion.

START DATE: This can be selected from a calendar available using the arrow at the end of the field.

TIME: Is the session time, Morning, Afternoon or Evening. (In the calendar these show as "M", "A", or "E")

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).

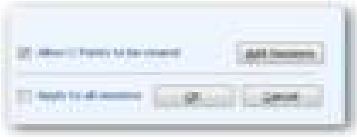
[If a 3 session event is to be set up that skips a week, then an easy way to add this is to add 4 sessions then delete one (see later for deleting a session).] Alternatively, add the three sessions and change the date of the the session from the date which is not required to the appropriate date.

ADDING SESSIONS to an EXISTING EVENT

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.

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

Click the **Add Sessions** button



Sessions may now be added using the start date as the date for the next session and the number of sessions to add. If you are adding several sessions then this can be done without closing the "Add Sessions" window, just by changing the date and clicking OK when the other information is correct.

MODIFYING AN EVENT

The modify tool will allow you to change most properties for an event. e.g.an event may 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 recommended that all sessions in one event have the same name, though this is no longer a requirement

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

DELETING A SESSION or AN EVENT

From version 16 there is an undelete option in the Calendar menu – but PLEASE try not to have to use it.

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.

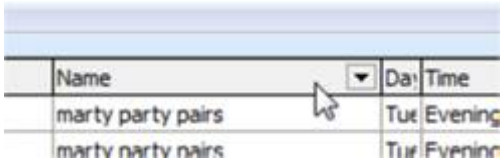
You will then be presented with a window with three options:

YES = **DELETE ENTIRE EVENT**

NO = DELETE SESSION ONLY

CANCEL = Don't delete anything

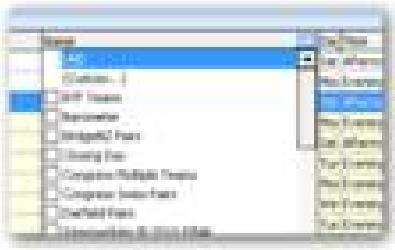
CHANGING THE APPEARANCE OF THE CALENDAR



Calendar columns are 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 causes an arrow to appear 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.

3.9.2 COPY CALENDAR

PLEASE TAKE A **BACKUP** BEFORE USING THIS FACILITY

Year to Copy is the current year in the calendar – the option to add one week means that when the year drifts back (as there is always 1 or 2 days more than 52 weeks in a year) then when the club starts a week later to align with the calendar this movement can be done automatically.
Any events named with the year e.g. “Champ Pairs 2014” will be automatically renamed to the next year e.g. “Champ Pairs 2015”

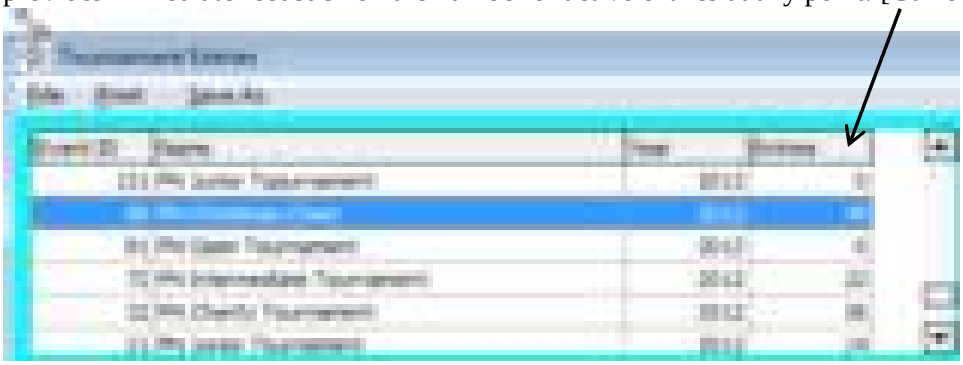
After creating the calendar, fine adjustments can be done using the calendar tools in Calendar →Edit and adjust things such as Tournament dates using the tool (see below)

3.9.2.1 Print Outs

This 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.
The reports are able to filter by session (e.g. Tuesday Afternoon) for ease of validation.

3.9.3 Tournament Entries

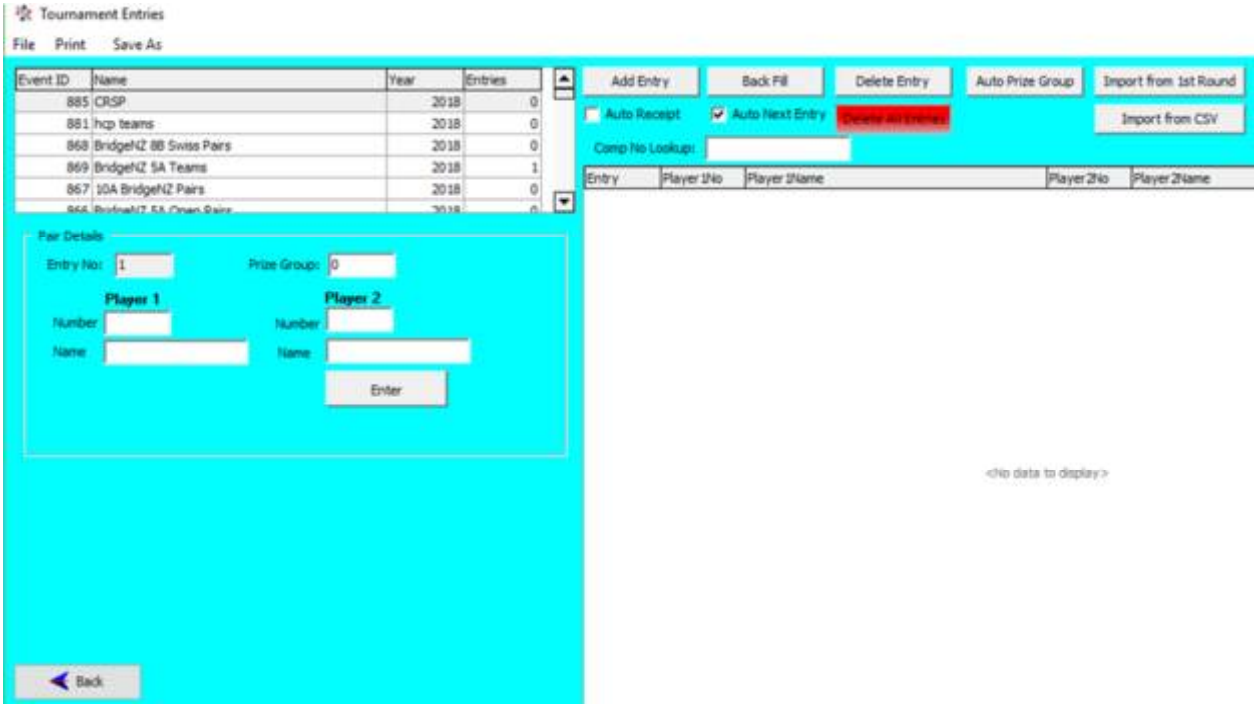
This function allows clubs to pre-enter player names for any Tournament that has been set up in the calendar and provides immediate feedback on the number of active entries at any point. [Current active entries]



The events entered in the calendar 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.

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

NOTE: The last entry number (Entry) may be larger than the number of entries if an entry has been deleted (withdrawn), but the "Entries" column in the top left pane gives an accurate count of the active entries..



Check Boxes:

1. **Auto Next Entry**: This is used if you are adding a number of entries, and saves clicking the "Add Entry" button each time.
2. **Auto Receipt** – Prints a receipt for the entry. Devised for congress it allocates a seat for the pair/team so the absentees can be checked and determined before the final seating is allocated.

3.9.3.1 Import from csv

The file format is reasonably flexible, and the csv file from the NZB Tournament entries is able to be imported with little or no change. So long as the appropriate fields are in the file, with correct headers, then extra fields are ignored. Thus the NZB entry file can be used directly without modification and irrelevant fields are ignored. For NZB csv files, the team name and team captain are not in the entry list, so player1 is used for the Team Name AND the Team Captain.

If the user chooses to create their own csv file, then the following guidelines should be followed:

PAIRS:

[HEADER LINE] → Entry, Player1, Player2

[Any other fields are ignored]

Entry=number, player1 and player2 = computer numbers of players

TEAMS:

TeamName, Captain, Player1, Player2, Player3, Player4, Player5, Player6

TeamName = Free text team name

Captain = Free text name of captain

Player1 – player6 = NZB numbers of players (players 5 and 6 are optional)

Any other fields are ignored

NOTE: *With the teams import, if the fields TeamName and/or Captain are missing, then Pleyer1 will be used for the missing field(s)*

IMPORTANT: It is possible to import from several csv files without losing previous entries.

3.9.3.2 Add Entry (Ctrl-E)

Add an entry bu entering the player numbers in the Pair Details/Team Details box (The usual database lookups are available for player names) then click the "Enter (Team)" button. There is a quick key (Ctrl-E) to add a new entry. This focuses the cursor in the player1 number field for the next available entry. For pairs tournaments, the entry field allows the user to manually add/modify the prize group (see below)

3.9.3.3 Delete Entry

To delete an entry, select the entry in the right panel and click the "Delete Entry" button at top.
If an entry is deleted, this does not automatically change the entry numbers of other entrants, not the entry number of the next added entry. Entry numbers keep increasing, but the total of all entries, less those that have been deleted, shows in the top left pane.

3.9.3.4 Back Fill

Back Fill 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 the user to advise contestants if the entry numbers are being used for a purpose.

3.9.3.5 Delete All Entries

Delete all entries is useful if importing from csv, and the entries have changed. Examples of this are quite obvious, when, in preparation for the tournament, the user wishes to import the entries to make an initial plan, then more entries are added, and maybe some removed. Deleting all entries then allows for the entire process to be started again.

3.9.3.6 Import from first round

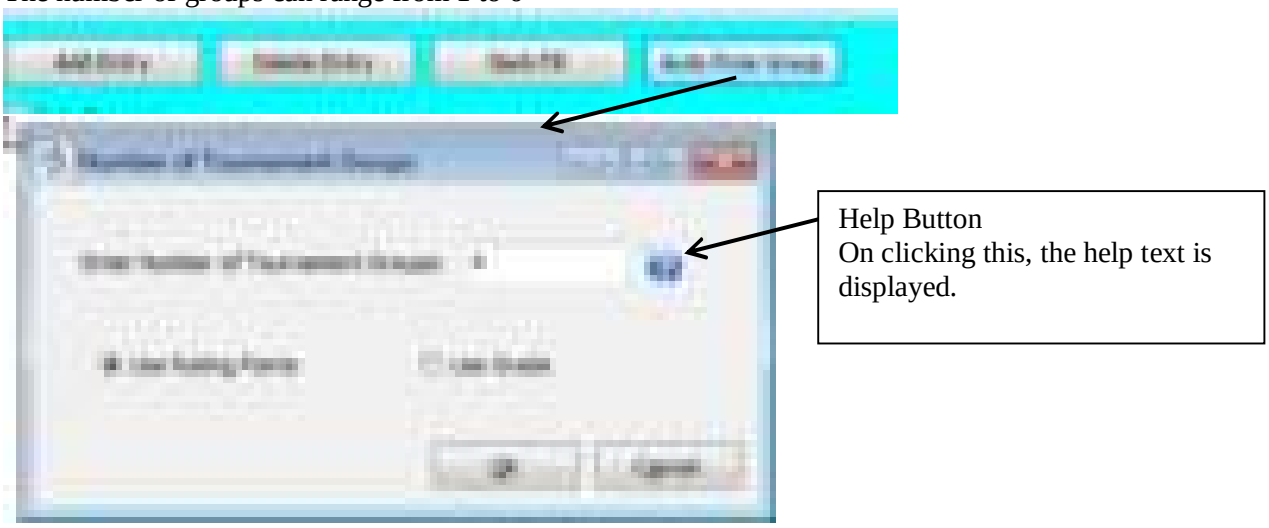
Sometimes the entries are not known until the players turn up, or there are several changes to players due to unforeseen circumstances. Import from First Round will regenerate the tournament entries from the list of players playing the first round of the event.
An event may be set up as a tournament (even if it is just a 40C-point club session) and upload the names from the session, then allocate prize groups. This is useful if running, say, an interclub event where two sets of results are to be reported separately.

3.9.3.7 Prize Groups

Tournament Prize Groups

This feature allows for the players to be grouped for the purposes of prize placing by any of the methods below (NOTE this feature only appears for Pairs events):
1. Group by ranking
2. Group by Rating Points
3. Manually Group

The number of groups can range from 1 to 6



Automatic setting of prize groups can be done by:
1. Rating points
    The Average rating points for each pair determine their group
    Pairs are ranked by rating points, then divided as evenly as possible into groups
        Extras are put in the lowest group e.g. with 30 pairs and 4 groups they will divide 7, 7, 7, 9

2. Ranking
    Pairs are grouped by Open (O) Intermediate (I) Junior (J)in the following manner:
    2 Groups O-any / [I or J]-[I or J]
    3 Groups O-any / I-[I or J] / J-J
    4 Groups O-O / O-[I or J] / I-[I or J] / J-J
    5 Groups O-O / O-I / O-J / I-[I or J] / J-J
    6 Groups O-O / O-I / O-J / I-I / I-J / J-J

Do NOT use this option if you have already set your own prize groups - it will overwrite any groups set.

This can be used to make adjustments manually by pair on the Tournament Entry screen.

There is now a button “Group Ladder” in the Ladders screen which will print a report showing the placings of each pair within their group (along with their overall placing).

3.9.3.8 Reports

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. The reports also include a Pair Group list showing the prize groups with the pairs included.

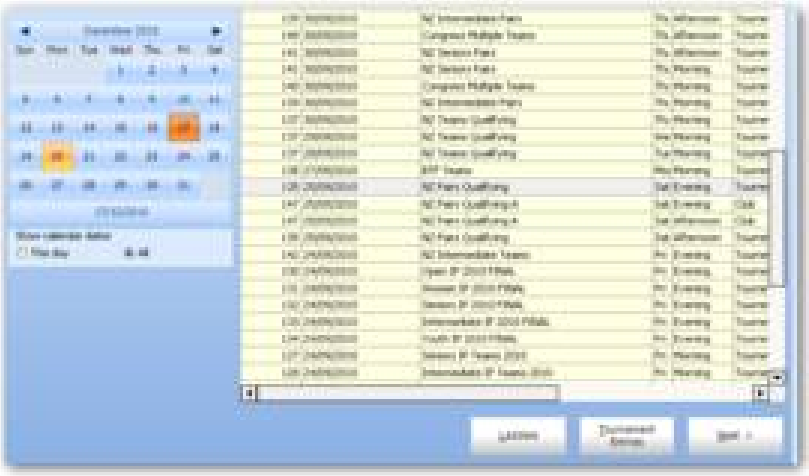
3.9.4 Ladders

3.9.4.1 Scoring/Ladders

When Pairs or Individual events are run, Scorer combines scores to form a Ladder in order to get a winner for the event providing the sessions are entered with the same eventid.

By default, Scorer can run a Ladder for all sessions of one event. The restriction of being in one calendar year is no longer in force..

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:

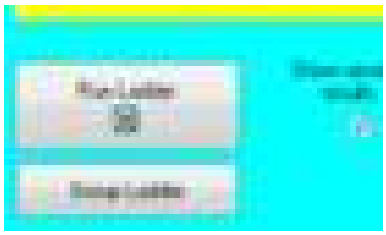
1. From the main menu choose Score/Ladder OR Edit Calendar
2. From the Sections screen in a Pairs event: Click the BACK button on screen.

Ensure that a session from 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? (This will automatically be populated with the number of sessions entered in the calendar for that 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)
- Are they permitted to have the same partner for more than one session for individual ladders?



NOTE the "Group Ladder" button will only display if the event is a tournament.

It is possible to set some sessions as compulsory, so that players are required to play that session to qualify.

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 scores are used, and lowest scores dropped regardless of whether the scores are with valid substitutes or their designated partner.

Once these settings are entered, click Save. This now saves the ladder rules to the database, and can be done before the event is started. These settings will automatically come up for the Ladder on each session of this event.

NOTE 1: If the event is incomplete then the values of the "No Required to Qualify" and "No of Sessions to Count" will be decreased automatically by the number of missing sessions.

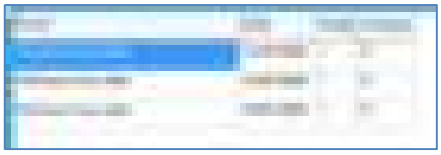
NOTE 2: If the ladder is to be run with different parameters, then they MUST be saved first or the original parameters will be recovered when clicking "Run Ladder"

NOTE 3: The ladder averages ALL of a players (pairs) scores until the number of sessions reaches the minimum number to qualify.

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.

NOTE: The default ladder type is that designated by the ladder type set up in the calendar.



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”.

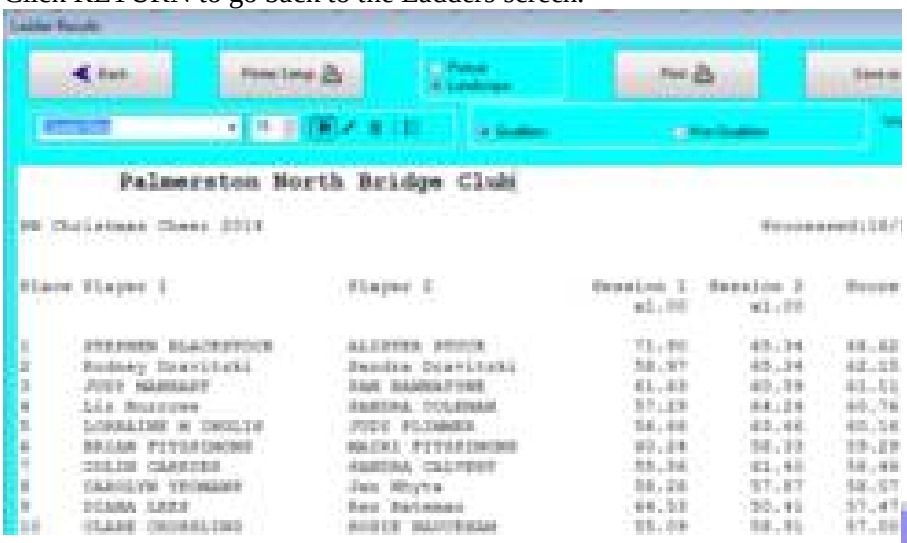
Once these are set, click on “Run Ladder” to run the Ladder.

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

The screen below shows the results from a Pairs 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.

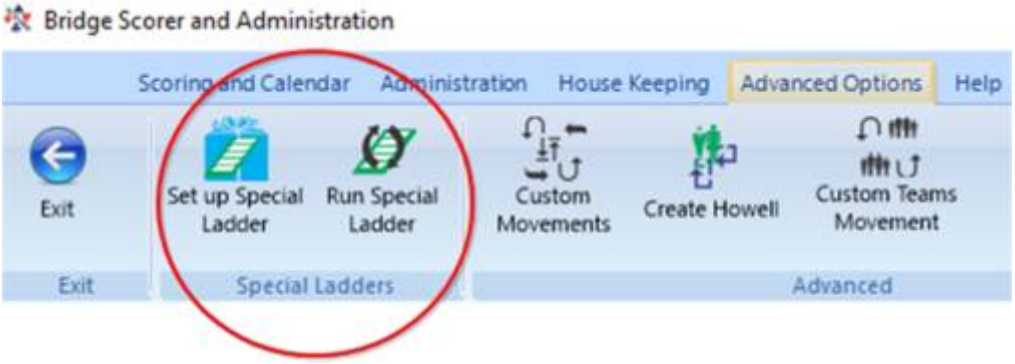


The XML button on the Ladders Screen will send the Ladder information to the web site under a Ladders directory. Standard pairs and individual ladders are available from the web in conjunction with the Pairs results.

3.9.5 Advanced

3.9.5.1 Special Ladder

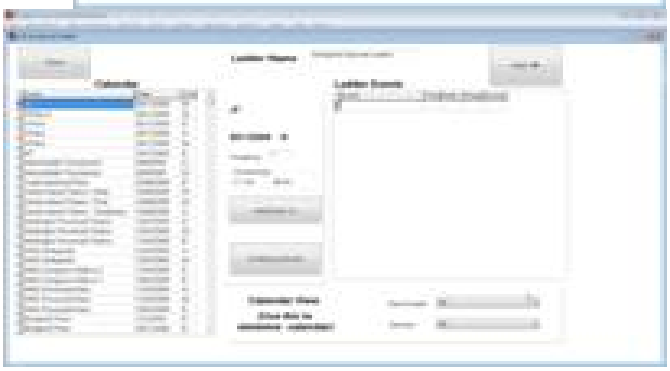
The Special ladder setup is available from the ribbon bar advanced tab.



Special ladders are able to be set up for almost any pairs/individual event. Examples of occasions for using Special Ladders. Particularly:

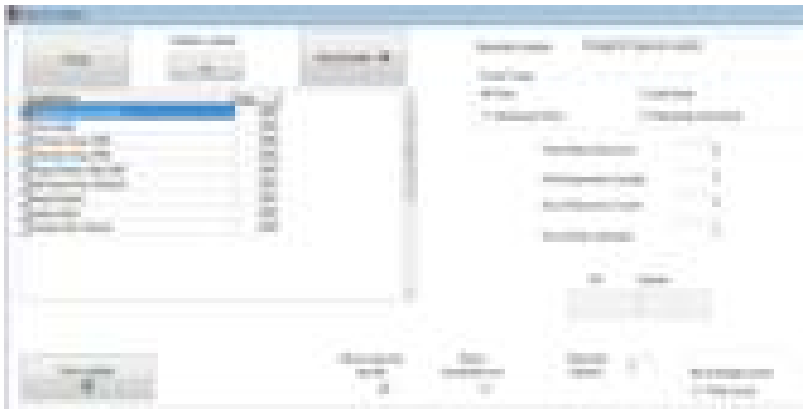
1. When there are two events which overlap (say first session of each month counts toward an Individual Ladder).
2. Someone has set up each session of the event under a different EventID.
   i.e. the user has used "Add Event" to put in another session for an existing event!

Give the Special Ladder a name, set the type of Ladder (keeping in mind how all the 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

The Special Ladders screen will display, and the ladder can be run or modified from here.

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

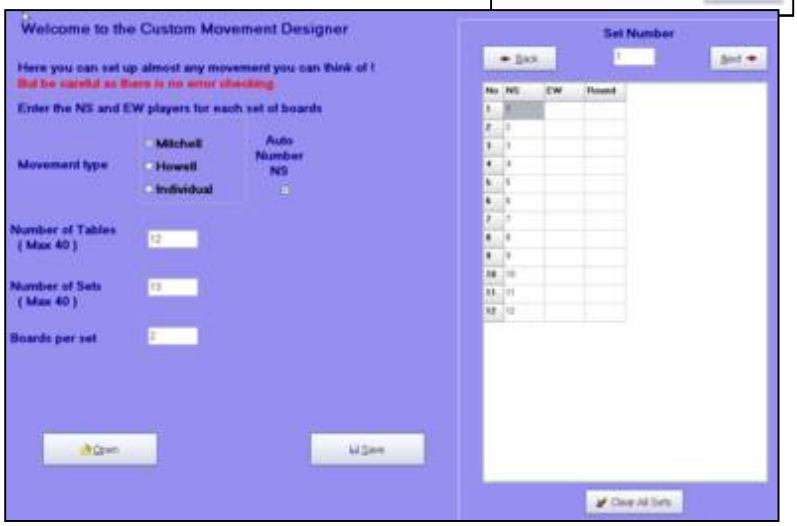
Click on Close to return to the Admin screen.

3.9.5.2 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.

3.9.5.3 Custom Movements TO BE DEPRICATED

A Custom Movement allows the user to enter any movement, with the exception of a movement which requires the same boards to be played by 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 column headed "No" 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 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), each pair will all have different pair numbers. In this situation, ensure you untick the "Auto Number NS Pairs" option and give each of the pairs its 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.

3.9.5.4 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.

3.9.5.5 *Custom Teams Movement*

A Custom Teams Movement allows for the set up of teams events to fit specific requirements – this is not for swiss, but for set draws. It is particularly suitable for constructing movements for tournaments, especially if the movements are for 5, 7 or 9 teams and involve a three-way match, or are multiple round-robin draws requiring re-seeding between round robin matches.

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.

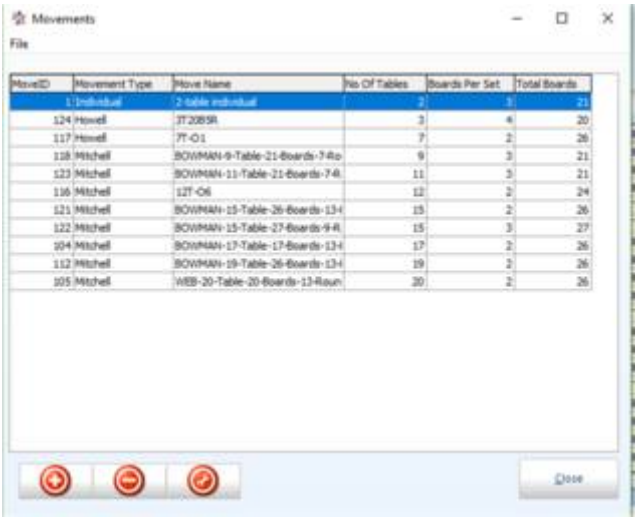
The numbers in the custom draw represent the team SEEDING numbers, not the team number and the teams may be re-seeded before a second cycle of the draw..

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).

3.9.5.6 *New Custom Movements*

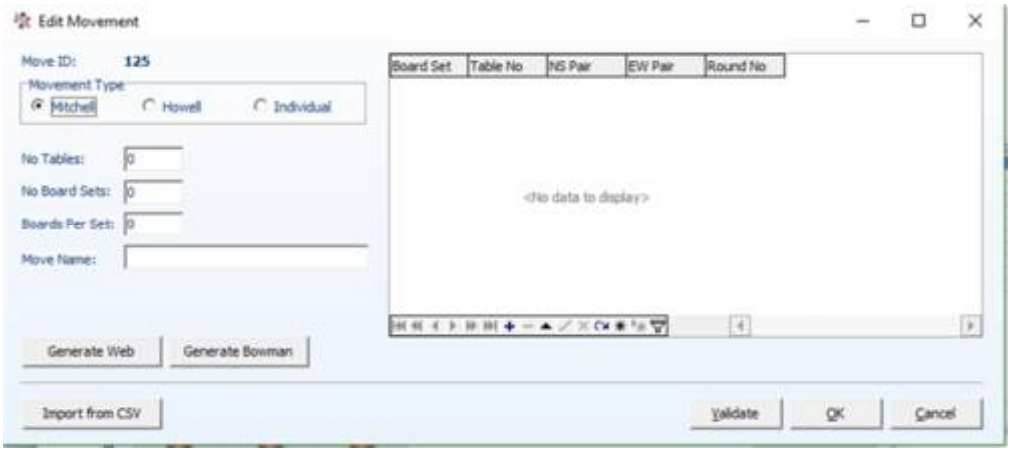
The New Custom movements remove the previous restriction where each boardset could not be played at the same table with different pairs. This means that a valid 3-table Howell is not possible with electronic scoring!



The Movements screen has the same add/delete/modify buttons as on the calendar. The list of movements is stored in the database and the filters are able to be applied to show only movements of specific type/for specific numbers of tables/for specific numbers of boards/for specific numbers of rounds.

3.9.5.6.1 Add Movement

When the Add button is pressed the following window appears:



For non-rover web movements and Bowman-Ewing movements the user may enter the number of tables, number of board sets (number of rounds to play) and number of boards per set, then click on "Generate Web" or "Generate Bowman" and the movement will be generated with the name automatically in the form:

BOWMAN-14-Table-24-Boards-12-Rounds

This makes the movements easy to identify, and very easy to generate.

For Howell movements and other custom movements it is better to generate these using a spreadsheet then saving the csv files.

3.9.5.6.2 CSV Format

The header in the csv should be:
TableNo,NSPair,EWPair,RoundNo,BoardSet
Other fields may be in the file, but these fields are required.

To add a Howell movement:

1. select the Howell radio button
2. Enter a name (MEANINGFULL name)
3. Click “Import from csv”
4. Choose the file to import
5. Set the number of boards per set
6. Validate

Because the movements are based on boardsets rather than boards it is important to enter the number of boards per set. This makes it a very simple task to convert a 22 board Howell into a 33 board Howell by just changing from 2 boards per set to 3 boards per set and saving with a different name.

The Validate button checks that no pair will play the same boardset more than once.

Although it is completely acceptable to enter a movement on the Edit Movements screen, it is by far preferable and less error prone to enter the movement in a spreadsheet then import it.

3.9.5.6.3 Edit Movement (Spanner tool)

Edit movement allows the user to change the content of a movement. This will also allow the user to save the changes either under the same name or a different name. It is strongly advised to validate the movement before saving, though the validation is automatic on clicking OK.

3.9.5.6.4 Delete movement

From time to time a user will find that they have entered an irrelevant movement or a duplicated movement. These may be deleted with the delete button.

NOTE: Movement overview and guide cards are automatically available for new custom movements when added to a session.

3.9.6 Administration → Scorer Options

If changes are made in the Options menu, the SAVE button is required for some of the changes to take effect, however some changes are automatically saved. CANCEL will not necessarily undo all the changes made in the options screens.

Some options do not take effect unless Scorer is closed and restarted. These options 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.

3.9.6.1 Club Details

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

It is strongly recommended that the information on this screen be completed so that it is available for reporting. The Name of the Club and the Club number are used in the licencing and should not be changed.

On this page a club logo may be imported. Logo field is designed for png file sized at 60mm wide x 35mm deep. Please note that larger logos may not show correctly in the reports.

3.9.6.2 Membership Details

This is where invoice information, membership classes and local grades are entered. All levy and subscription amounts entered should be inclusive of GST.

RECOMMENDATION: Add a member type "_Z" "Administrative user" and leave the Subscription and discount fields blank. This allows these users to run scorer but not be picked up in the financial reporting. It may be useful to have another member type "X" for members that have resigned and you might want to follow up on. Once again leave the subscription and discount columns blank.

Levies: This is the Annual NZ Bridge Levy 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.

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

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

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

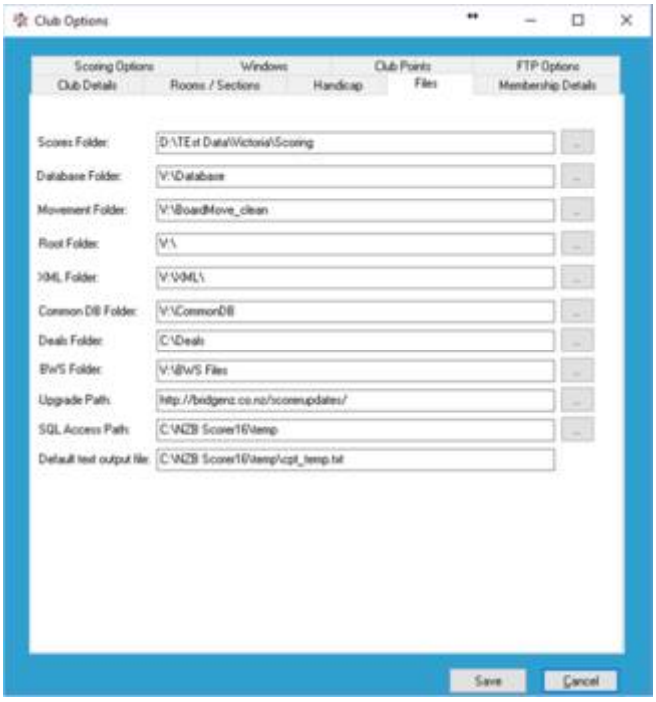
***Membership Type*:** This is unlimited, and clubs are free to add different types with appropriate subscriptions and discounts. Please note, at the time of this manual, NZB levies are only payable at one club per player. This is designated as the player's Home Club.

The subscription that the members pay is

- NZB Levy + Club subscription if "Pay Levy" box is ticked OR
- Club subscription only if the "Pay Levy" box is not ticked.

If a club wishes to accept subscription amounts from players joining part way through a year, they 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.

3.9.6.3 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 permissable to move the SQL data storage files to this folder. If this is done then users should NOT perform any operations on these files outside Scorer.

***Movements Folder*:** This is where the traditional Howell and custom movements are placed. It has been customary for BridgeNZ to deliver a "BoardMove_clean" folder with new and corrected movements. The entry here could be changed to go directly to the BoardMove_clean folder or the user may wish to copy files from the updated folders into the BoardMove folder which already exists.

NOTE: The movements folder has no relevance to the new custom movements and will eventually be depricated.

***Root Folder*:** This is used for backup purposes. It is the location of all files required to run Scorer (executables, ini files and dat files).

***XML Folder*:** This is where XML files are placed ready to be sent to the web or displayed on screen. These are generally temporary files except for some formatting files located in that directory for display purposes.

***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. This is the default location that will be opened when searching for a dealing file.

- EasyDealer users should change this at the end of each year to reflect the location of the new year's dealing files – usually something like "C:\EasyDealer\EasyDealer Files 2018"
- Users generating files in BOS should have this parameter set to something like "C:\BOS\Events"
- In some instances the dealing folder is mapped for convenient use by multiple computers and will be something like "X:\"

BWS Folder: This will be the default folder for saving bws files that are being used for electronic scoring

Update Path: This is the location on the web that Scorer uses to search for updates. Basically there are two paths that can be used here: " https://bridgenz.co.nz/scorerupdates/" is the standard path.
"https://bridgenz.co.nz/testupdates/" is the path for TEST versions only.

SQL Access Path: This is the location that is used to store the downloaded NZB member data for import into Scorer. This path needs to be accessible from all computers using Scorer. Most clubs can use a path like "C:\temp" if only using one computer, but more complex systems may use a UNC path. The important principle here is that the computer with the SQL Server installed MUST be able to access the path typed into this field.

Default text output file: This file is used as a temporary file when calculating C-points to go to NZ Bridge. ***The file path and name MUST be set and the path should be available from any computer that C-points are run from (Example: "C:\NZB Scorer\temp\cpt_temp.txt" OR "S:\temp\cpt_temp.txt")***

3.9.6.4 Rooms/Sections

Generally clubs will only require one room and 2 sections, but larger clubs or tournaments may require several rooms and Scorer has been used with up to 14 sections concurrently running in one event.

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

While "Room" and "Section" are technically free text fields and can be named

as you require, it is strongly recommended that Rooms start with different letters. The first letter of the name is used for the section in the electronic scoring.

DO NOT use numbers for the Room

NOTE: If the Room has more than one letter, then the FIRST LETTER will be used for the electronic scoring section. E.g. Room = 'Jones' then section is 'J'.

If that letter is in use already then the next letter in sequence will be used.

NOTE: These options will be available in the "Drop-Down" menu, but the user is NOT limited to the entries here, and may enter any reasonable value in the screen at the time. e.g. the Director may wish to run a Red section "R" and Yellow section "Y" in which case they will enter ROOM as R with Section Red, and ROOM as Y with Section Yellow.

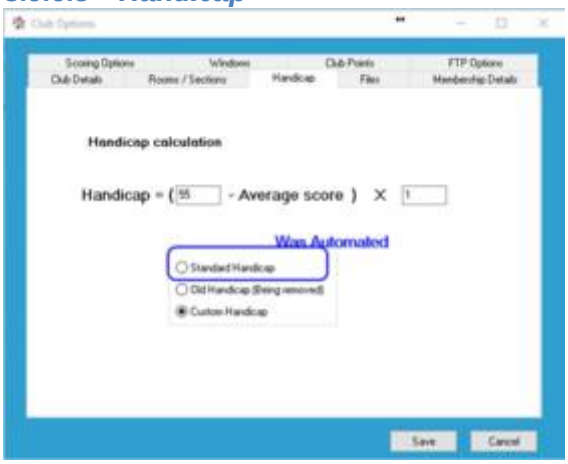
BridgePads can be pre-set to sections of a single letter A to L. Please choose room names accordingly.

Bridge Scorers or BridgeTabs may be pre-set to single letters A to Z (there are other options here but not relevant).

For Multi-section tournaments it is recommended that the devices are set to a section and table, and the "ROOM" in Scorer will match the ***Section*** on the scoring device.

Sections in Scorer are usually given a colour. This is historical and was initially used to reflect the colour of the score sheets associated with that section or the colour of the table covers. It is still useful to use this in tournaments to assist players in finding the correct section as many of them are still able to distinguish colours.

3.9.6.5 Handicap



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

For Standard 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

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

If the club chooses to do their own calculations, then the Edit Handicaps option can be used to apply the handicaps and these are effectively manual.

There is the option of using a custom handicap calculation. Please contact BridgeNZ if custom handicap calculations are required. These will not be overwritten in updates, and can include calculations involving several session times and weightings if required.

3.9.6.6 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.

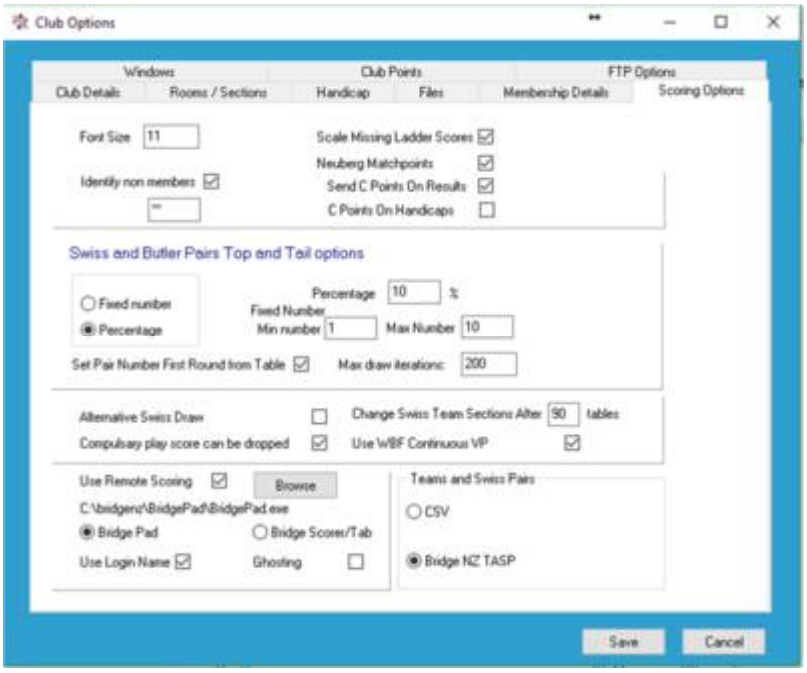
Scale X /Y has been implemented to allow for the screens to be scaled to fit on some monitors. If the setting is too low, the scoring windows may be so small they cannot be seen; if too large, there may be buttons the user cannot access. Default values are 600 x 600. If the user is having problems with screens, they may need to experiment a bit to find values that work for the display 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.

3.9.6.7 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.

3.9.6.8 Scoring Options



Font Size: The default font size used by text files in Scorer, but not in Reports.

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

Scale Missing Ladder Scores: Allowed ladders to count more sessions for a player than actually played (e.g. 2 sessions to qualify and 3 to count)

Neuberg Matchpoints: This is a fairer system of adjusting Match Points if some boards are played a different number of times to other boards. This can happen when there is a phantom and the session is stopped short; or if there is an adjustment on a board.

Send C-points on Results: This is for the new master Points system whereby C-point files are sent to NZB every time the Results button is pressed.

C-points on Handicap: The C-point files will contain handicap results and rankings and C-points will be allocated based on these. This is likely to be phased out if NZB regulate against it.

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

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. This means a player will be disqualified if they do not play that session.

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 mandated 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 and enhance the functionality of Scorer.

Bridge Pad - Bridge Scorer/Tab: 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.

NOTE that the path to the controlling programmes for each device should be the same on each computer. This is most important for BridgePads which install by default under C:\Program Files but there is a problem with different computers running 32-bit or 64-bit operating systems. It is highly recommended that the BridgePad software be installed in C:\bridgenz and referenced from there.

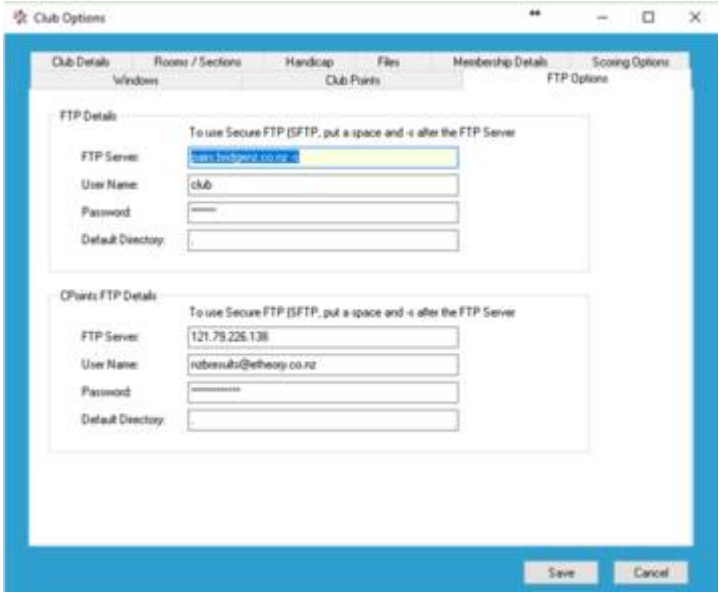
Use Login Name: Allows the Login Name field to be used rather then the Known As field for logging in to Scorer. This means, for example, two members known as 'John' can use different logins and passwords, and be assigned different privileges. It is STRONGLY recommended that you have this option ticked.

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 tasp.bridgenz.co.

3.9.6.9 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, .edr or .pbn 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.

Please note that a secure FTP (sftp) option is now available.

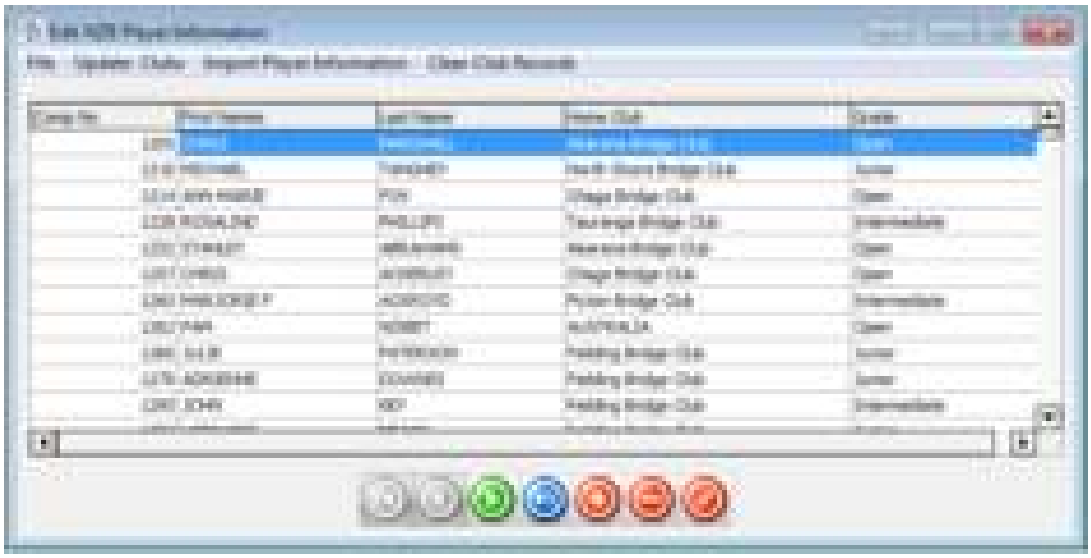
C-Point FTP Details: These details allow the sending of C-points directly to the NZB site – no relation to BridgeNZ. If the club changes these details then their results will not be received by NZB and C-points will not be allocated.

It is possible for the C-point file to be routed through the BridgeNZ server using sftp. This overcomes any firewall/antivirus issues with using FTP which is known to be a less secure protocol and is usually blocked by default.

3.9.7 NZB Player List

This screen allows the user to download information about NZ Bridge registered players.

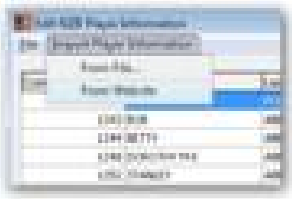
NOTE: There is an "Update NZB Players" icon on the ribbon bar at login which should be used at least weekly. The process takes a very short time.



Player information is supplied to BridgeNZ on a regular basis. Clubs can check www.bridgenz.co.nz for the date of the latest update (at least monthly). 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.

FIRSTLY:

- Use the filter check beside the Home Club
- If there is an entry ‘blank’ in there then
- Click the “Update Clubs” option
- Choose “From Website”
- When this completes close the window and choose Extra →Edit NZB Player File again



On the Edit NZB Player Information window, select “Import Player Information”

Choose the option “From Website”

IMPORTANT NOTE:

When the player information is imported, the computer numbers are looked up in the club membership list and the “FirstNames” and “Lastname” are replaced with “KnownAs” and “Surname” from the club membership list. Also any members in your membership which are NOT yet in the NZB list will be added. This is to allow for a complete list of numbers and names when scoring electronically.

Any numbers which do not appear in your local member database will appear as they have originated from NZ Bridge.

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

There is an option to “Clear Club Records”.

This is an alternative to the simpler method above. 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 “NZB Player List”

Import Clubs → From Website

Exit the screen and then return to “NZB Player List”

Import Player Information → From Website

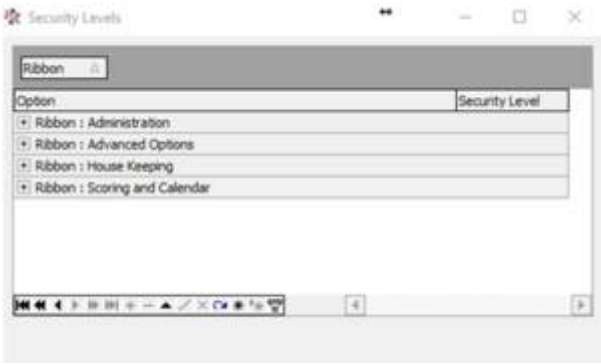
3.9.7.1 Non Member List

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 (5 digits beginning with 999 so as to not conflict with NZB assigned numbers) and their number, name and grade information saved for future sessions.
The player numbers entered in this screen will be available on electronic scoring devices. Please check and clean out the Non-Members list on a regular basis.
IT IS STRONGLY ADVISED TO DELETE ALL ENTRIES IN THIS LIST ON A REGULAR BASIS.

3.9.7.2 Password Levels

This allows the administrator to set which icons on the ribbon bar are available to specific users by setting the access levels for the icons and the users.
There are four groups – one for each tab in the ribbon bar except for HELP.

When each of these groups is expanded, there is a level associated with each icon on the ribbon bar. If the security level associated with the user (Admin Password Level) is greater than or equal to that assigned to the icon then it will be accessable to the user.



Example:

The Scoring level access to “Administration”, “Club Membership” is set to 7, so a user with admin level 7, 8 or 9 will be able to edit the club membership whilst other users will not.

Scoring level access is not relevant at this time.

3.9.8 Help

3.9.8.1 Help

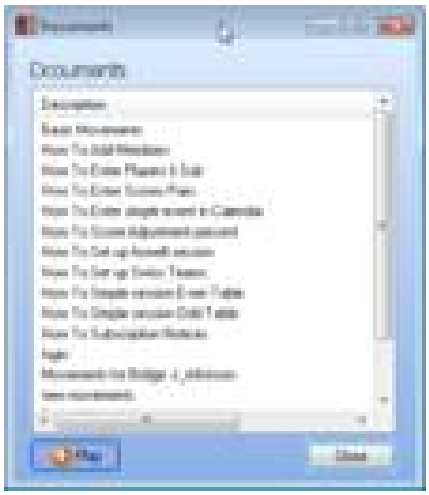
This screen references a file called “LocalHelp.pdf” in the HELP folder under the root directory of Scorer. You may change this for local suggestions to help your users with day-to-day situations at the club.

Changes may be made to the file “LocalHelp.docx” in the HELP folder then saved as pdf or printed to pdf.

This may be used for help contacts locally for your Directors or Scorers.

3.9.8.2 Documents

This brings up a list of documents 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:

- pdf files will open in your default pdf viewer.
- avi file will play in your default media player.

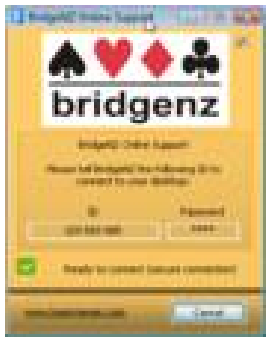
NOTE: Some users may experience difficulty opening the pdf files with Microsoft Edge.

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.

3.9.8.3 Remote Support

This allows for one-off support by BridgeNZ.

TeamViewer allows BridgeNZ to:



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

b. Run demonstration web sessions which 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\BridgeNZSupport.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.

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 (preferred)

If the Team Viewer Host is running, the user can see the icon at the bottom right of the computer screen (This may be under the "Hidden Icons"). 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. This means that the user can receive help without the need to start any extra programmes.

SUPPORT SERVICES:

Support services are chargeable at the discretion of BridgeNZ.

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 on the computer on which Scorer is being installed.

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

3.9.8.4 Check for Updates

This will check to see if there is a later version of Scorer available on the web. It requires internet access.

3.9.8.5 Redo Update

This option will re-apply the latest update.

3.9.8.6 Release Notes

The release notes are included in the database so they are easily accessible.

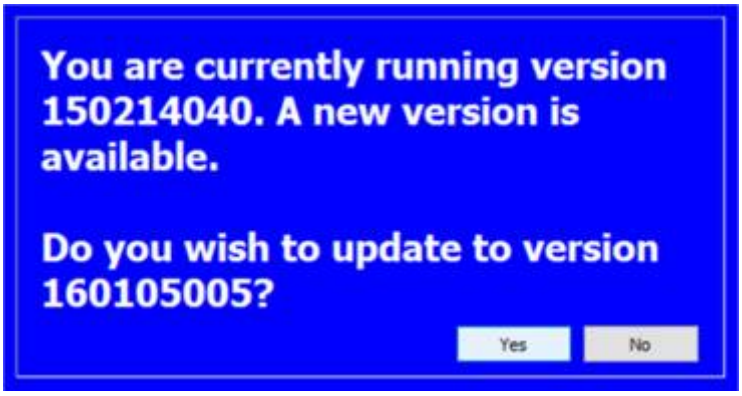
NOTES ON PATCHES AND UPDATES:

1. New version releases have the licence number automatically installed from the web

2. Updates are installed in two parts:
    a. "SQL Only" updates are installed without the need to restart Scorer
    b. "SQL AND Programme" updates will install the SQL part first then download the programme installer. Scorer is then closed and the user is prompted to do the programme updates. These should be installed as below

3.10 Patch Installation

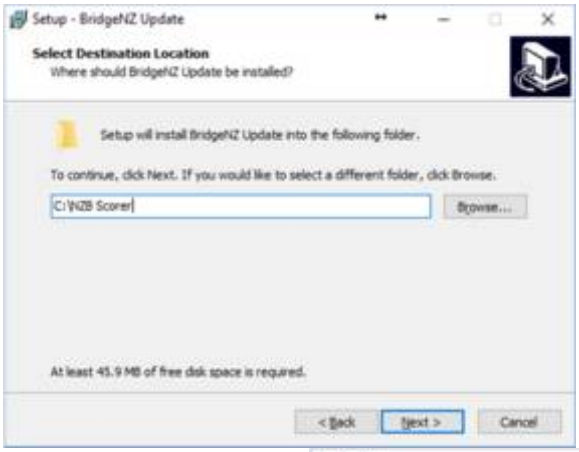
Sample screen of update offered:



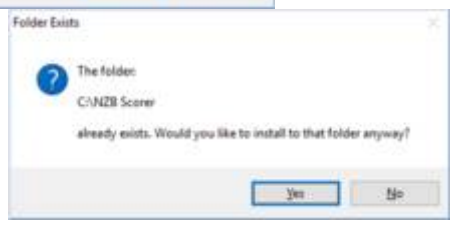
After saying YES to an update requiring file updates, Scorer will download and install any SQL update required (the download window on screen may say "(Not Responding)" but the process will be running in the background). When the files are downloaded (automatically) then Scorer will close and a window will appear on screen

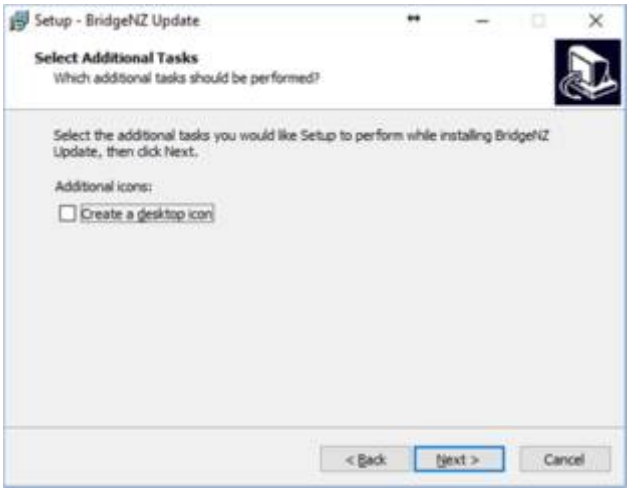
Windows will ask if you want to allow bridgesetup??.exe to run and you should say YES

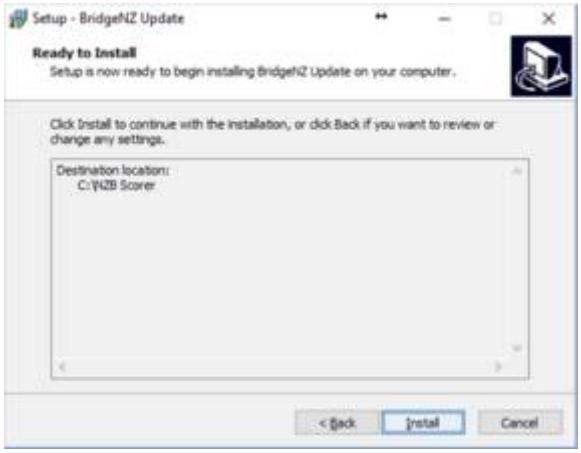
→ NEXT



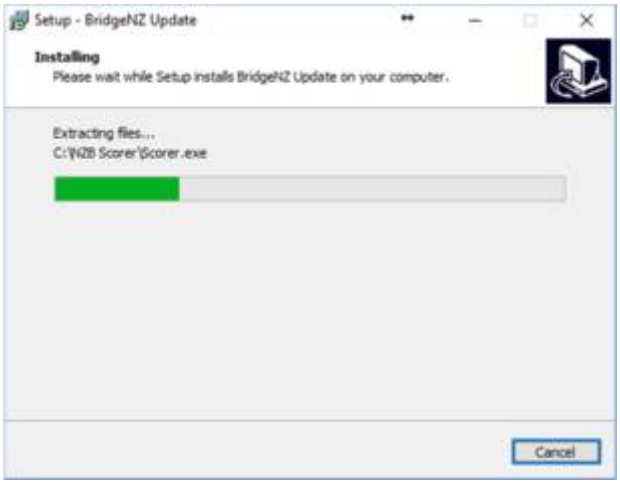
Leave the path for the install as it is unless you have scorer installed in a different location. If you have done updates previously then the path should be remembered from previous updates. You may get a warning that the folder exists – say Yes! Don't create a desktop icon. The update now confirms the path to install – if this is correct press "install"

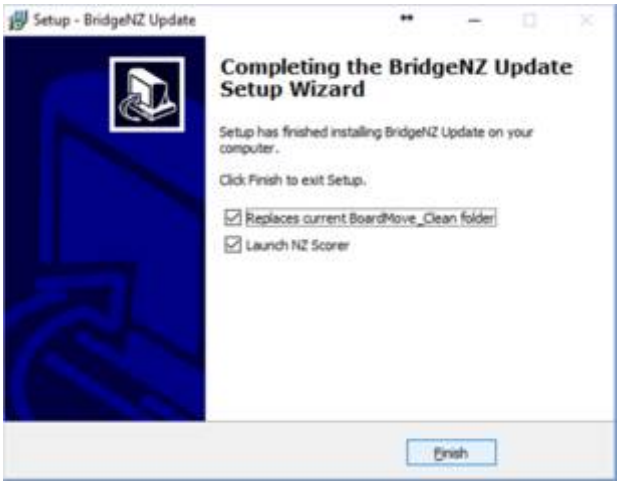






A progress bar will show the install progress which should not take very long.

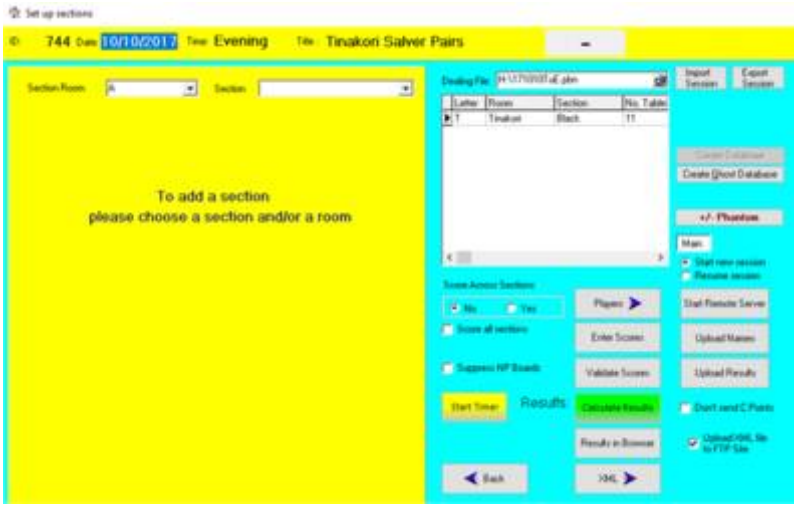




When the install is complete click “Finish”
On most systems this will restart scorer, but if it does not restart Scorer then restart in the usual way.
Please check the versions on the login screen – for the first release of Version 16 they should read as below. The left number is the programme version and the right number is the database version.

4 Pairs Events Scoring

4.1.1 Starting a Standard Pairs session (not Swiss), the screen looks like this.



The "Section Room" and "Section" 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 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/BridgeTab setting Section Room to "B" will make available Section "B" on the BridgePad/BridgeScorer/BridgeTab.

If a word is used, the first letter of the word will be used as the "Letter" for the scoring device.

A "Section" is required. The drop-down menu gives a picklist of sections. It is best to use the Section Rooms and Section that have been set up, but this is not a requirement. These are free text fields and if, for example, "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.

4.1.2 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 there a Phantom pair?"

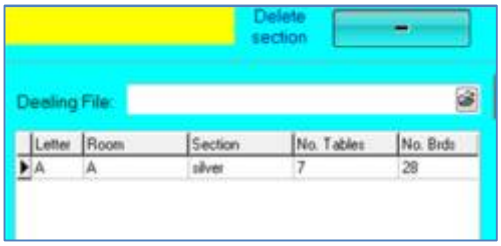
If you click YES then

Scorer will bring up a window asking "What is the Phantom Pair Number?"

Type in the pair number ..

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

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.

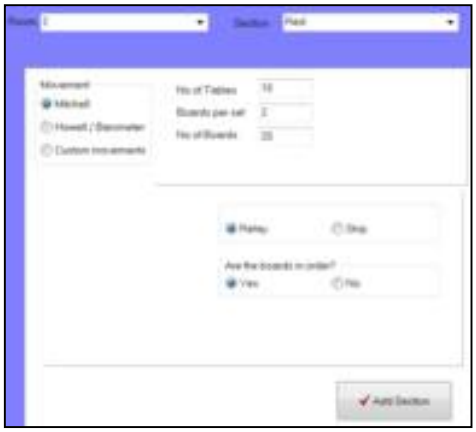
When the section is deleted, a message asks "Do you want to retain the

names for this section?”. Generally this will be NO.

More sections can be added, and scoring across sections is permitted. 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.

4.1.3 Mitchell Movement, EVEN Number of Tables

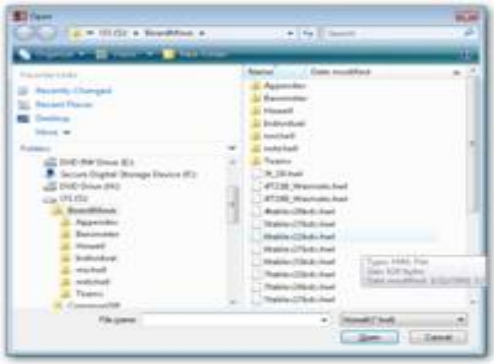


If there are no feed-ins, then a skip move may be used. With the skip move, EW skip one table after half the boards are played.

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.

4.1.4 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 required 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.

<u>If there is a phantom, Scorer will ask what Howell Pair number is the phantom (missing pair), NOT table and position.</u>

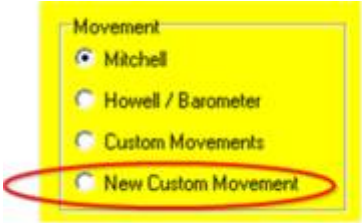
Custom Movements are loaded in a similar manner to the Howell, but there are three types of files:

.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.

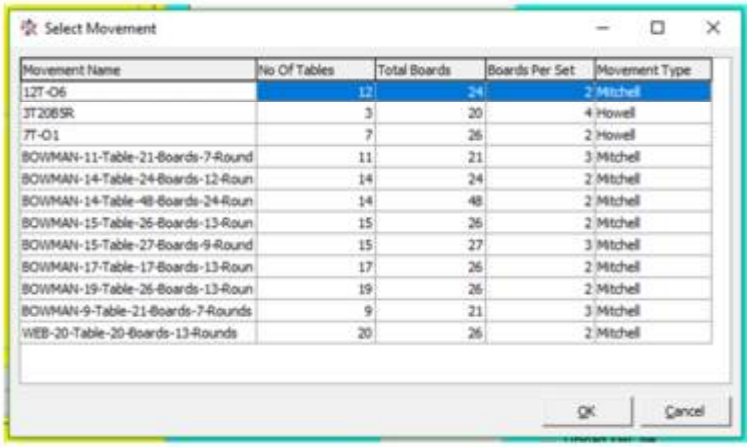
.brm — Barometer type movements, where the same boards are played by the whole room each round.

4.1.5 New Custom Movements

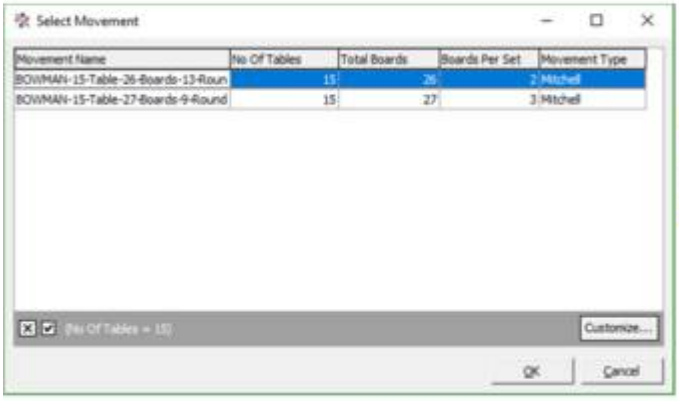


Scorer V18 introduces the New Custom movements (as described above). These are available for Pairs sections:

Selecting the "New Custom movement radio button brings up the selection screen:

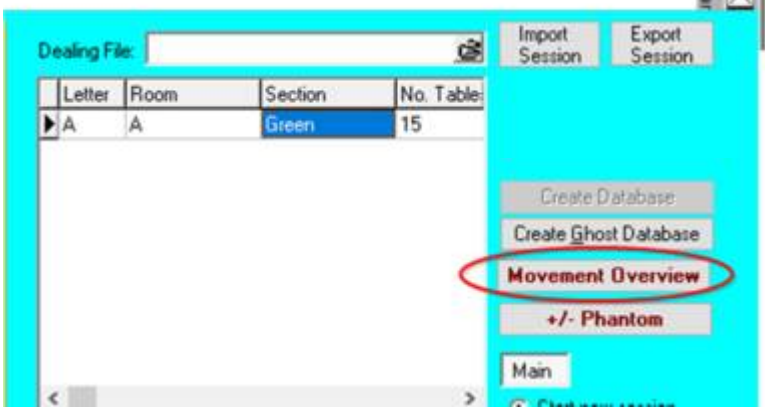


The header row of the "Select Movement" window allows the user to filter by any of the fields, thus making it easy to select the appropriate number of tables or boards required and have the choice of movement.



This allows the Director to confirm before adding the section.

Once the movement is selected, the parameters are displayed:



When a New Custom Movement is added, and the section selected in the right panel. There is a "Movement Overview" button available.
This runs a report giving the Director an overview of the movement and allowing for the printing of guide cards for the tables.

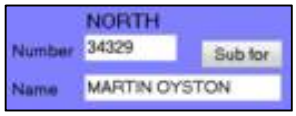
4.2 Entering Player Names

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.

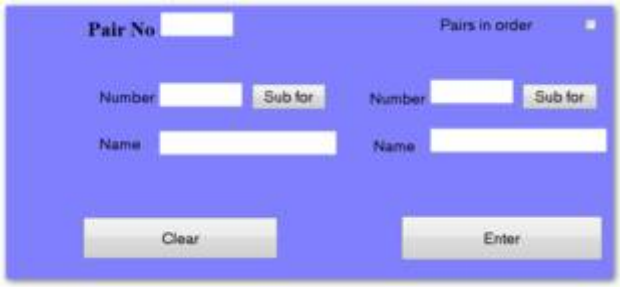
When all 4 players are entered for a table, the ENTER key on the keyboard may be pressed again OR click on the ENTER button on screen to insert the names of the players into the grid on the right of the screen.

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, click on OK and the Substitution screen closes returning 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.

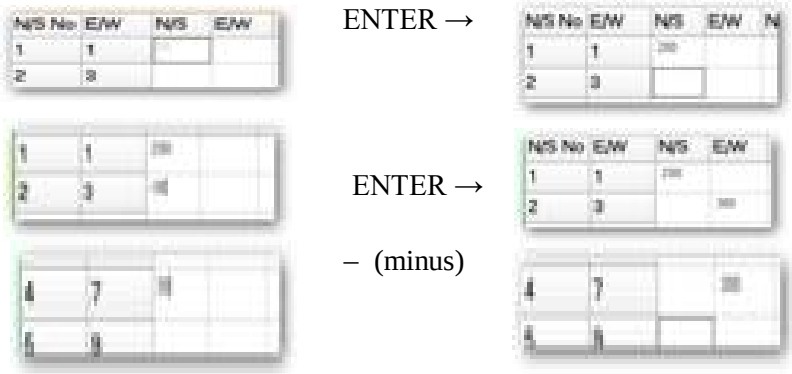
When entering scores:

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



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 the options are set it may be possible to:

- Click on Yes with the mouse to accept [always available]
- 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.

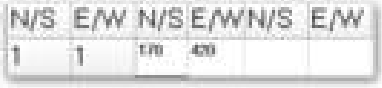
To do this instead of entering scores for a board, press A on the keyboard.

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

The “Calculate Results” button, by default, uses the Neuberg formula to adjusts match points to a common top in the case that 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 27 boards).

AFTER calculating the results, the “Results to Browser” button creates a html file (with a report) and opens this in the default browser. This method allows for customisation of the html if required and is browser independent.

If there is an error in manually entered scores, then the Validate Scores button can produce a report which will highlight invalid scores like 14300 (instead of 1430).

“Don’t send C-points” allows the user to test the consequences of a score change without actually re-sending the C-point file to NZB.

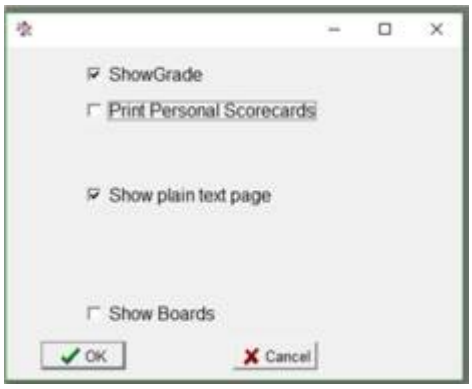
NOTE: The “Don’t send C-points” unticks when you press Results, so if another test is required, the tick box will need to be ticked again. This is to prevent it accidentally being left ticked.

The box “Upload XML file to FTP Site” allows the XML to be sent automatically, otherwise the file is produced but not sent.

Calculate Results

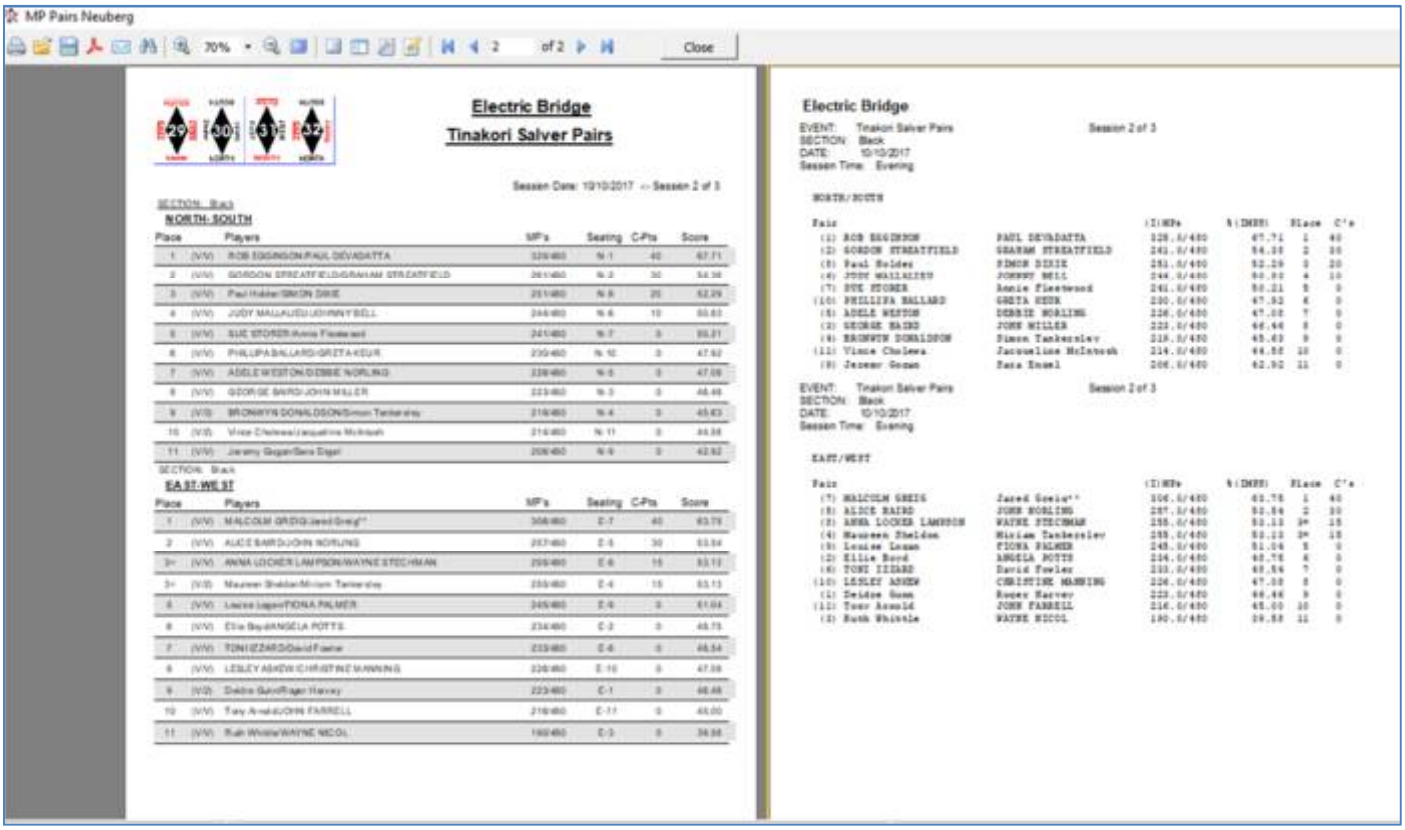
This is a fairer method of scoring when some boards have been played a different number of times to others. This can happen for (but not limited to) the following :

- 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



NOET: If all boards are played and completed then the traditional and Neuberg results are identical.

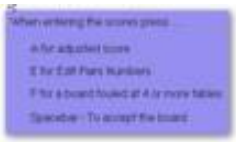
The report has options to print the personal score sheets immediately, produce handicap as well as raw score results, show local gradings and produce a plain text page in a similar layout to that traditionally printed.



4.6 Other Functions on the "Enter Scores" 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 Match-point adjustments unrelated to any specific board.

If two or more sections are playing the same 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. This may not work correctly if the session has been renamed in the calendar.

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 the options screen). 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 the Options screen 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 website.

<u>Start Timer</u>: Starts the BridgeNZ Timer clock in a web browser (initial web connection required). By default this allows 6.5 minutes per board + .5 minutes moving time.

<u>+/- Phantom</u>: Allows the user to change the Phantom pair without deleting the section.

<u>Suppress NP Boards</u>: allows upload of results without giving a warning on NP boards. This is useful in BTF teams pairs and Multiple Teams where the first round is not played.

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 Teams only, while instructions for the other types of teams highlight the unique options and differences.

Player names are captured for each by round, so the "C" points will be allocated to the players who are actually playing the round.

5.1 Swiss Teams

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.

NOTE: Although the C-points allocated to the matches are not "40" the NZB Master Points system will NOT accept any results without "40" as the C-point amount.

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 to use (this should be equal to the number of boards per match).

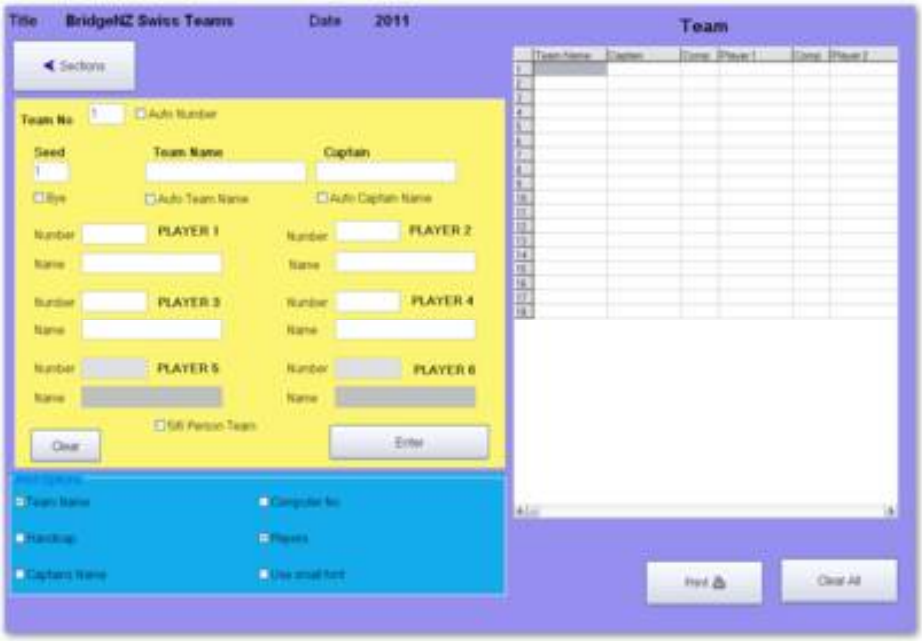
This information is filled out in the Event Details. When the ENTER button is clicked, the grid at the right reduces to the number of rounds entered and the event is ready to.start.

The "Home Prefix" and "Away Prefix" were implemented for the APBF champoinships but serve little relevance in most situations.

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



Clicking the “Players” button allows for the entry the team names and members.

If using electronic scoring, you need only enter the Team Name against each team Number, as player details will be captured from the electronic scoring units when the first round names are uploaded.

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

Auto Number: When this option is ticked, the next team number display automatically once the ENTER button is clicked.

Seed: This indicates the seeding for the team. By default this is the team number and it is seldom relevant.

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: This is the standard name entry as in other places in Scorer. These players will be the official team members, and it is only necessary to complete ALL the members of a team with more than four competing players if the event is a tournament and the team will be allocated master-points for final ranking.

5/6 Person Team: When this is ticked, extra team members may be added. (See above)

Print Options: These determine what is printed when the Print button is clicked.

The Sections button to returns 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 which is about to start.

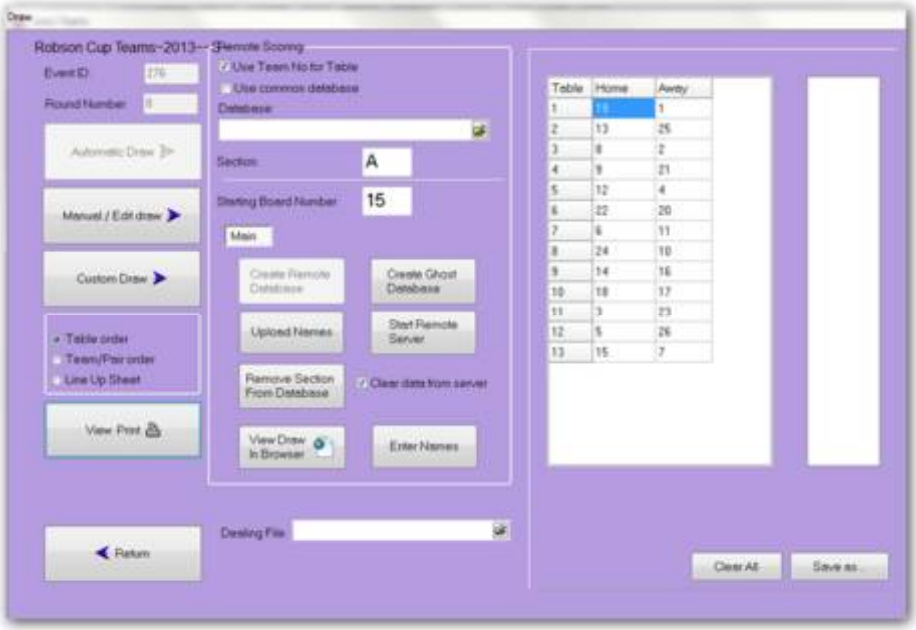
5.1.4 Perform the Draw and Set up for the Round

The Draw button takes the user to the draw screen.

For the first round, if a manual draw is required, click the Manual/Edit draw button and fill in the draw. (tab between cells).

For a random draw, 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: PLEASE LEAVE THIS TICKED! 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 Computer. The database can be selected. If the database does not exist, it is created.

Section: This is a letter to tell the Electronic devices which section to use. 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. ***NOTE: THIS DOES NOT WORK FOR BridgeTabs.***

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.

<u>IMPORTANT NOTE: the TWO letter functionality is being depricated</u>

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 playing more than one round in a session, make sure the correct starting board number is entered for the round.

Create Remote Database: This enters all the information about the movement for the Electronic scoring system to use. 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. the wrong starting board has been entered, and the database created) then this button will allow the user to remove the section from the database. After removing the section, make the corrections and Create Remote Database again.

Start Remote Server: This is to start the Electronic Scoring Server ready to receive information from the table units.

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.

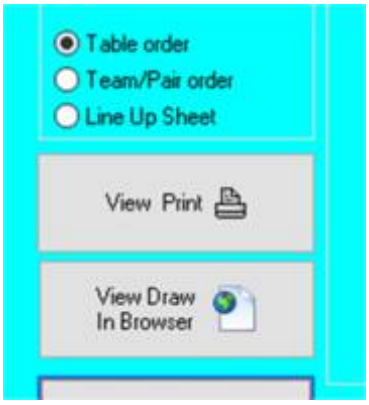
For each round there is a button "Default All" which will copy the names from the player screen to the teams for the round.

After round one, button is available to "Copy Names from previous round".

If elecctronic scoring devices are used, this screen will be populated after "Upload Names" has 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, EDR or pbn) 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 uses reports and may be customised from the system reports if desired.

Team/Pair order: This uses 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.

View Draw in Browser: This option runs a report to generate html code which is opened in the default browser. The delivered report scrolls the draw if the number of teams exceeds 12, otherwise it produces a static draw in the browser.

5.1.5 Scoring the Round

Look at **Round No** **<u>BEFORE CLICKING ON ANY BUTTON</u>** AND BE SURE THE CORRECT ROUND IS DISPLAYED.

Click on the Enter Scores button.

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

There is 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:	This is now using a report to produce htmk code and displays in the default browser
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 the 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 the keyboard. The cursor moves to the IMP entry box for the second team.

NOTE: It is 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 – 15 IMPS

then the first team would be scored as if the result was

20 IMPS – 15 IMPS

and the second team would be scored as if the result had been

17IMPS – 18 IMPS

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 the 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 focus will be moved to the next round ready to do the draw. **Be careful not to click RESULTS while an incorrect round is selected**!

5.1.6 Publish the Results (Print and Web Publishing)

Check that the correct round is selected and click on the Calc Results button. This will show the IMP and VP results from each match.
NOTE: If 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 match 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.

Round: 1 **tesms**

Team Match Results

Teams	IMPs	VP's
9 - Team 9	0	12.00
7 - Team 7	0	0.00
4 - Team 4	15	13.97
6 - Team 6	2	6.03
11 - Team 11	8	12.31
3 - Team 3	1	7.69
1 - Team 1	32	17.08
8 - Team 8	4	2.92
12 - Team 12	0	3.45
5 - Team 5	25	16.55
2 - Team 2	16	14.46
10 - Team 10	1	5.54

Round: 1 **tesms**

Team Ranking

Rank	Team	VP's	Total VP's	Net IMPs	Swiss
1	1 - Team 1	17.08	17.08	28	2.92
2	5 - Team 5	16.55	16.55	25	3.45
3	2 - Team 2	14.46	14.46	15	5.54
4	4 - Team 4	13.97	13.97	13	6.03
5	11 - Team 11	12.31	12.31	7	7.69
6	9 - Team 9	12.00	12.00	0	0.00
7	3 - Team 3	7.69	7.69	-7	12.31
8	6 - Team 6	6.03	6.03	-13	13.97
9	10 - Team 10	5.54	5.54	-15	14.46
10	12 - Team 12	3.45	3.45	-25	16.55
11	8 - Team 8	2.92	2.92	-28	17.08
12	7 - Team 7	0.00	0.00	0	12.00

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 tasp.bridgenz.co 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, options are available to view/print the results or export them to Excel/CSV format 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 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 Fast Reports report writer is used to present the results. Full documentation is available under the Documents tab and all standard options for saving in other formats are available.

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 when, say, 6 teams are to play 10 rounds. This is a double round robin. In this format, each team plays each other team twice.

In the Event details pane, the box marked **X** is to enter the number of complete round robins to play. For this example 2 round robins (with 6 teams).

When 6 is typed in the "No of Teams" field and Enter is pressed 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. Please ensure that the "VP Scale" field contains the same number as the "Boards per Match" field.

After filling in this information click the Enter button on screen.

The setup is similar to those for Swiss in terms for 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 the 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 it is deemed important.

NOTE: In the Reports → Teams run the RR Draw for Team Captains. This prints a list for each team showing who they play in each round.

CUSTOM TEAMS DRAW: In the Custom Movements, there is an option to create a custom Teams Draw. This uses seeding rather than Team number, so the teams may be automatically re-seeded after the first Round Robin, and finish up with appropriate seeds playing one another in the final round (usually top two teams playing against each other and bottom two teams playing against each other). 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.

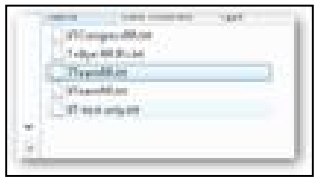
The remainder of the teams match is handled in the same way as Swiss, but draws are known in advance and can be published in advance, so scores can be entered while a subsequent match is being played.

ODD TEAMS: With the Custom Draw the option of playing an ODD number of teams with a trifecta is available.

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 the (pre-entered) custom movement from the Teams folder in BoardMove folder.

When entering scores for these, be careful as the 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 numbered rounds, the half-way IMP scores should be entered for the three-way match. If 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 moves 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.

Click Next in the calendar screen, to go to the Sections screen (just like pairs).

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. The movement is based on players moveing UP 2 tables and boards to move UP 1 table.

When the number of tables and the number of boards per table are entered, scorer uses the only movement it knows and assigns the total number of boards. Remember that teams will never play the first round (against their teammates), so one round can be removed from the timing.

Having entered the numbers, click the Add Section button.

Enter the players as for Pairs, the Players screen looks the same, and has the same functionality.

Enter the scores as for 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 session. NOTE: C Points are available for each match scored in the round, and matches are played in a 7 table Multiple Teams session.

PLEASE NOTE: The following illustrates the layout for a Multiple Teams result sheet.

NOTE: The teams are identified by the 4 computer numbers, so to ensure that the ladders work as required, please ensure all substitutes are entered.

6 Swiss Pairs Events Scoring

The Scorer functions for Swiss Pairs are very similar 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 the names are uploaded for the first round, all the pairs will be assigned numbers based on the draw. For subsequent rounds with the same players, the name entry may be turned off.

6.1.2 RESULTS – SAVING to other formats

On pressing "Calc Results" a report is run to generate match results and overall rankings in a similar manner to that for teams.

Personal scores are available but there is no default browser view for Swiss Pairs results currently.
The results are from Fast Reports, so saving in other formats is not a problem.

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 NZ Bridge. If different players will be playing (e.g. if substitutes are allowed), then the following process should be folllowed:

The substitute player is entered in the "Players" screen before commencement of play for the round(s) in which the substitute is playing.

The user must NOT calculate Results for any prior round whilst the substitute name is in the players list – (to do so would modify the master-points for that prior round, allocating them to the substitute.)

If the substitute is playing in the final round, in order to show a result with the original player in the final ranking:

After the results are calculated with the substitute in place (so the master-points are sent) the player list may be changed to remove the substitute, the "Don't send C-points" check box can be ticked, and the results calculated for the final round.

This produces a final ranking without the substitute.

NOTE: The "Upload Names" button in the Draw screen ONLY appears in the first round for Swiss Pairs.
Names should be manually adjusted after that if different or extra players are present.
The use of player names in electronic scoring is for the players benefit at the table only.

7 Ghosting

The Ghosting has been specifically implemented for Wellington Bridge Club abd the following documentation reflects the use of BridgePads but this is totally portable to other electronig scoring devices.

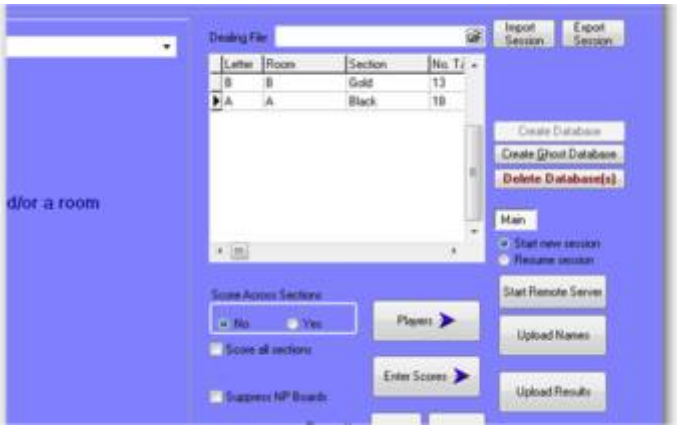
The Ghosting function has been developed to allow for the situation in which an event is being held in two rooms (e.g. due to space constraints) and where there is no radio communication between the two rooms. Each room, therefore, has its own radio receiver that is collecting data, operating on different 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 purposes of this example, we will have 18 tables, 26 boards playing in the primary room, and 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.



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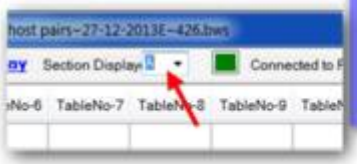
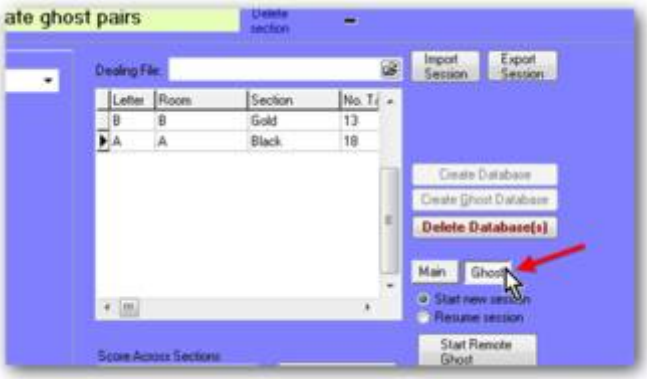
Once the sections are created, click the "Create Ghost" button which sets up two tabs – MAIN and GHOST. Behind the scenes, each of these tabs relate to a main and a ghost .bws database that collects the scoring data for each section.

To setup in the primary room, click the Main button and then click Start Remote Server to start Electronic Scoring. 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 Start 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 their section number. Here the secondary room is section B=2.



In the BridgePad screen, you will be able to see a

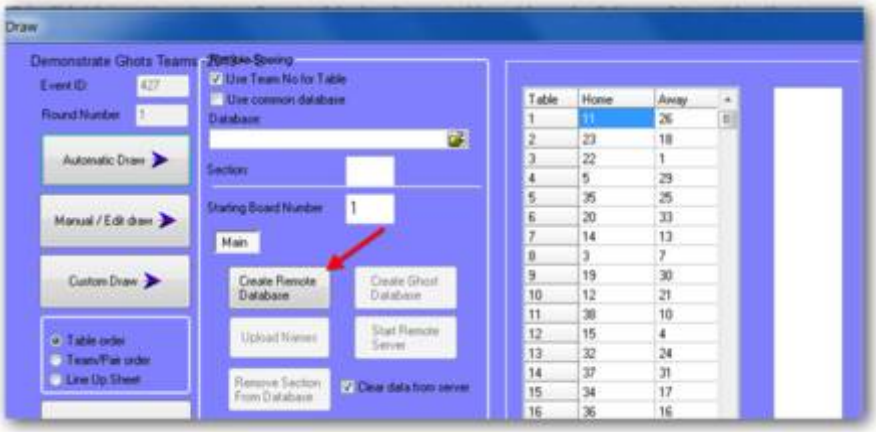
display layout for the A and B sections with the appropriate number of tables for each section, but you will only see data populating the B section as the game progresses.

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.

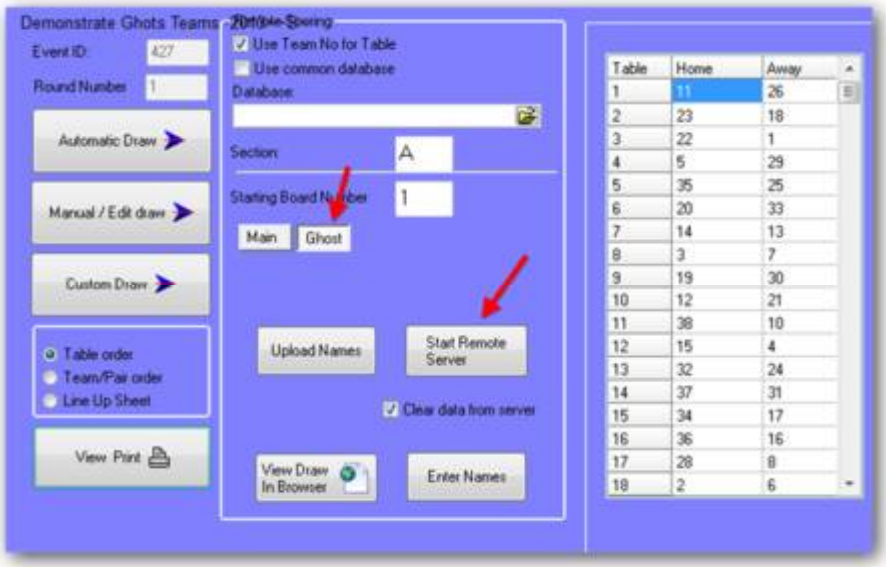
TEAMS



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 initialised).



<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 primary room, the update includes any results that have come in from the secondary room.

8 Custom Movements

Custom movements are used for two main purposes:

1. To allow for the set up of 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.

8.1 Old Custom Movements (To be deprecated)

This deals primarily with point 1 above.

a. From the ***Advanced Options*** tab choose ***Custom Movements***

b. Fill in the movement details. Number the pairs in a Howell movement starting at 1 and ending at twice the number of tables. Do NOT number them, for example, as 1 to 10 and 101 to 110.

c. Save the file – preferably in the BoardMove directory.

If the movement requires table instructions, as with an expanded Howell, then please create an rtf file OR a pdf file with the table instructions. Give this document 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 electronic scoring, then please ensure that the correct round numbers are put in with each table for each board set.

8.2 New Custom Movements

See section 3.9.5.6

9 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 under 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.

9.1 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 properly directly from the reports menu, but the reports menu can be used to modify the layout.

Report	Comment
BoardScoreExceptions.fr3	
BoardScores.fr3	Print boards from a session
BTF_TeamsLadder.fr3	
BTF_TeamsLadder_XML.fr3	BTF teams ladder for the web
C-Point-NonPairs.fr3	Deprecated
C-PointPairs.fr3	Deprecated
C-PointPairsLadder_new.fr3	Used for tournament ladder Master Points
C-PointPairs_new.fr3	Produces C-point file
C-PointTeamsLadder_new.fr3	Produces C-point file
C-PointTeams_new.fr3	Produces C-point file
checkscores.fr3	Score validation report
CustomMoveOverview.fr3	Prints movement overview for new custom move-ments
Draw_Swiss_browser.fr3	Report for Swiss teams/Pairs draw in browser
HandicapTeams Results-for chromecast.fr3	Handicap teams results suitable to save and open in browser
HandicapTeams Results.fr3	Handicap Teams results report
ICE.fr3	Emergency Contact details
InvalidScoreReport.fr3	Score validation report
logo.fr3	Displays club logo
MissingPlayers.fr3	Reports missing players
MP_ind_neuberg.fr3	Not used currently
MP_pairs_nuberg.fr3	Pairs results
MT-BoardScore.fr3	Board results for Multiple teams
MT_Ladder.fr3	Multi Teams Ladder
MT_LadderXML.fr3	Multi Teams Ladder for web
MT_XML.fr3	Multi Teams results for web
MultiTeamsResult.fr3	Multi teams results for printing
Pair-Grouped-Ladder.fr3	Tournament group ladder - pairs
personal_scores.fr3	Personal scores - no longer required
Player Club point ladder.fr3	
Player Individual Results.fr3	

Player-Cpoint ladder.fr3	
Players All Results.fr3	
ReceiptPayment.fr3	
Result_Pairs_Barometer.fr3	
Result_Pairs_browser.fr3	Pairs html to browser
Result_Swiss_browser.fr3	teams/swiss pairs html to browser
SpecialLadder.fr3	Special Ladder
SP_draw_failure.fr3	
ST_draw_failure.fr3	
SwissPairsDraw.fr3	Swiss Draw
SwissPairsDrawTO.fr3	
SwissPairsPsc.fr3	Swiss Pairs personal Score cards
SwissPairsResults.fr3	Swiss Pairs Results
SwissTeamResult.fr3	
SwissTeamsResults.fr3	Swiss Teams results
TeamsDrawSwiss.fr3	Teams draw by teamno
TeamsDrawSwissByTable.fr3	Teams draw by table
TeamsMatchSheetsSingle.fr3	Single teams match sheet
VPScales.fr3	Print VP Scales for specific No Boards

9.2 Admin

Contact List.fr3	Contact list with phone and email
Contact with address.fr3	Contact list including address
Envelope-sample.fr3	Sample of envelope print for mail
FullMemberDetails.fr3	Full details for membership update purposes
Handicap.fr3	Basic handicap report - should be copied and customised
LocalEmails.fr3	Produces a ; delimited list of emails for import to other applications
Member Programme Book Labels.fr3	Labels for programme books
Member-Playing-Data.fr3	
MemberInfo for csv.fr3	Report written to take member info to an accounting system
Members Mail Label DL30.fr3	
Members Mail Label L7159.fr3	
Members Mail Label No Email.fr3	
Members Mail Label.fr3	
Member_by_Type.fr3	Lists membership by type
moneyvars.js	Used for subscription notices
NZB PlayerList-Select Club.fr3	Lists players in selected club flagging non-home members
Phone List.fr3	Member phone list
PlayerMismatch-with-NZB.fr3	Run this after player update to compare your member data with the NZB member data.
Subscription Notices-new.fr3	Subscription notice - should be copied and customised
Table Numbers by calendar week.fr3	Report comparing playing numbers for current and prior year
Unfinancial Members.fr3	Lists members who are unfinancial

9.3 Calendar

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

Calendar by event Alpha order.fr3	
Calendar by event Cron Order.fr3	
Export for Google Calendar.fr3	Format suitable for import to google calendar

9.4 Pairs

Barometer-psc.fr3	
BoardScores.fr3	Board printout
CustomMoveOverview.fr3	
Grading report_bridgenz.fr3	
LadderEachSessionOverTime.fr3	session ladder for multiple events - specific session time
Non_Qualifyers.fr3	
Pairs_Results_with_Grades.fr3	
Pairs_Results_with_rank.fr3	
pair_movement_card.fr3	Movement card for pairs in a Howell showing seating, opponents and boards for each round
Slams bid and made by individual.fr3	
Slams bid and made by pair.fr3	
Slams bid and made.fr3	
swiss_psc.fr3	
Table Guide Cards.fr3	

9.5 Teams

All Players.fr3	
All_VPs.fr3	Print VP Scales
Check Pairs.fr3	Check to see if players at the table belong there at start of team round
FourClub-8Team-6Round-Result.fr3	Report to group pairs of teams from 4 clubs in 6 round teams
lineup.fr3	
Player Imp Cross Tab.fr3	Player Datum IMPs
RR-Draw for team captain.fr3	
Team Handicap Results.fr3	
Team list with Handicaps.fr3	
Team Pair Datums - player alpha order.fr3	
Team Pair Datums.fr3	
TeamMatchSheet.fr3	
TeamsOfSix-Results.fr3	Groups 3 Swiss Pairs events by pair number and ranks total
ThreeClub-18Team-Result.fr3	Groups 6 teams from 3 clubs for 4 round competition
VP_Scales-A6.fr3	
VP_Scales-Continuous.fr3	
_TE_Seeding List - TEAMS.fr3	

9.6 Tournaments

Alpha List - PAIRS.fr3	
Handicaps_from_Rating_points-for_Tournament.fr3	
Handicaps_from_Rating_points-individual.fr3	
Name Tags.fr3	Name tags for Tournament with home club
Pair-Grouped-Ladder.fr3	
Pair-Grouped-List.fr3	List of prize groups
Player Alpha List - PAIRS - With numbers.fr3	
TeamPlayerList.fr3	
tournament.fr3	
_TE_Player Alpha List - PAIRS.fr3	
_TE_Player Alpha List with grade and club- PAIRS.fr3	Alpha list of pairs with grade and club
_TE_Player Alpha List with grade- PAIRS.fr3	
_TE_Player Entry Order - PAIRS.fr3	
_TE_Player grade listing- PAIRS.fr3	
_TE_Seeding List - PAIRS Grouped.fr3	Seeding list
_TE_Seeding List - TEAMS.fr3	
_TE_Team Name List with RP.fr3	

9.7 Player Information

Member-Playing-Data.fr3	Report members who have played less than a specific number of sessions over given period
NZB Player Info.fr3	Shows NZB player information for player number
Player Club point ladder.fr3	
Player Individual Results.fr3	
Player-Cpoint ladder.fr3	
PlayerMismatch-with-NZB.fr3	After player import this shows any mismatch with the club membership information
Players All Results.fr3	
PlayerStats3.fr3	

9.8 Director

handrec_single.fr3	Allows hand record print with selected hands only and bidding added

10 REPORT LISTING

Admin

Contact List.fr3
Contact with address.fr3
Envelope-sample.fr3
FullMemberDetails.fr3
Handicap.fr3
LocalEmails.fr3
Member Programme Book Labels.fr3
MemberInfo for csv.fr3
Members Mail Label DL30.fr3
Members Mail Label L7159.fr3
Members Mail Label No Email.fr3
Members Mail Label.fr3
Member_by_Type.fr3
moneyvars.js
NZB PlayerList-Select Club.fr3
Phone List.fr3
Subscription Notices-new.fr3
Table Numbers by calendar week.fr3
Unfinancial Members.fr3

Calendar

Calendar by event Alpha order.fr3
Calendar by event Cron Order.fr3
Export for Google Calendar.fr3

Director

handrec_single.fr3

Pairs

BoardScores.fr3
Grading report_bridgenz.fr3
LadderEachSessionOverTime.fr3
Non_Qualifyers.fr3
Pairs_Results_with_Grades.fr3
Pairs_Results_with_rank.fr3
pair_movement_card.fr3
Slams bid and made by pair.fr3
Slams bid and made.fr3
swiss_psc.fr3
Table Guide Cards.fr3

Player Information

Member-Playing-Data.fr3
NZB Player Info.fr3
Player Club point ladder.fr3
Player Individual Results.fr3
Player-Cpoint ladder.fr3
PlayerMismatch-with-NZB.fr3
Players All Results.fr3
PlayerStats3.fr3

System

BoardScores.fr3
BTF_TeamsLadder_XML.fr3
C-Point-NonPairs.fr3
C-PointPairs.fr3
C-PointPairsLadder_new.fr3
C-PointPairs_new.fr3
C-PointTeamsLadder_new.fr3
C-PointTeams_new.fr3
checkscores.fr3
CustomMoveOverview.fr3
Draw_Swiss_browser.fr3
HandicapTeams Results-for chromecast.fr3
HandicapTeams Results.fr3
ICE.fr3
InvalidScoreReport.fr3
logo.fr3
MissingPlayers.fr3
MP_ind_neuberg.fr3
MP_pairs_nuberg.fr3
MT-BoardScore.fr3
MT_Ladder.fr3
MT_LadderXML.fr3
MT_XML.fr3
MultiTeamsResult.fr3
Pair-Grouped-Ladder.fr3
personal_scores.fr3
Player Club point ladder.fr3
Player Individual Results.fr3
Player-Cpoint ladder.fr3
Players All Results.fr3
ReceiptPayment.fr3
Result_Pairs_browser.fr3
Result_Swiss_browser.fr3
SP_draw_failure.fr3
ST_draw_failure.fr3
SwissPairsDraw.fr3
SwissPairsDrawTO.fr3
SwissPairsPsc.fr3
SwissPairsPscW.fr3
SwissPairsResults.fr3
SwissTeamResult.fr3
SwissTeamsResults.fr3
TeamsDrawSwiss.fr3
TeamsDrawSwissByTable.fr3
TeamsMatchSheetsSingle.fr3
VPScales.fr3

Teams

All_VPs.fr3
Check Pairs.fr3
FourClub-8Team-6Round-Result.fr3
lineup.fr3
Player Imp Cross Tab.fr3
RR-Draw for team captain.fr3
Team Handicap Results.fr3
Team list with Handicaps.fr3
Team Pair Datums - player alpha order.fr3
Team Pair Datums.fr3

TeamMatchSheet.fr3
TeamsOfSix-Results.fr3
ThreeClub-18Team-Result.fr3
_TE_Seeding List - TEAMS.fr3

Tournaments

Handicaps_from_Rating_points-for_Tournament.fr3
Handicaps_from_Rating_points-individual.fr3
Name Tags.fr3
Pair-Grouped-Ladder.fr3
Pair-Grouped-List.fr3
Player Alpha List - PAIRS - With numbers.fr3
TeamPlayerList.fr3
tournament.fr3
_TE_Player Alpha List - PAIRS.fr3
_TE_Player Alpha List with grade and club- PAIRS.fr3
_TE_Player Alpha List with grade- PAIRS.fr3
_TE_Player Entry Order - PAIRS.fr3
_TE_Player grade listing- PAIRS.fr3
_TE_Seeding List - PAIRS Grouped.fr3
_TE_Seeding List - TEAMS.fr3
_TE_Team Name List with RP.fr3

11 NZB Master Points System

11.1 Setup

In the Scorer Options → FTP Options screen there is a new window setting the FTP site, username and password for the NZB C-points to be sent. The password will not be accessable to the club user, so if this is changed then the club should contact BridgeNZ to reinstate.

Alternatively the club may choose a more secure option of sending through the bridgenz server. Please enquire from BridgeNZ for details.

In the Scoring Options tab, the tick-box "Send C Points on Results" will be ticked. If the user chooses to untick this box then no C-points will be sent until it is ticked again. After the box is ticked again the unsent C-points will NOT be sent automatically – the user will need to calculate results for each session to be sent.

Every time the Results button for any session is pressed, results will be sent to NZB for C-point processing. If an error is found and corrected, then the next press of the Results button will overwrite the previous results.

There is one exception – if an event is set up as a "Casual" event then no C-points will be sent.

For testing purposes there is a tick-box in the pairs and in the teams section screen to allow the C-points NOT to be sent if it is obvious that the result is not relevant; e.g. the Director would like to see the consequences of adjusting a score without sending results to NZB. The box unticks automatically in the Pairs section screen but not in the Teams

NOTE: If the computer is not connected to the web when the result button is clicked, then the results will be queued. When the computer is connected to the web, and Scorer started, the queued files will be sent.

NOTE: On the first Ribbon bar of Scorer is an icon to update NZB Players.

It would be wise to do this at least weekly. The information supplied by NZB is less than was supplied previously as associate members are no longer advised – only home club members. With each update the latest list of NZB players is included in Scorer and a combination of the NZB Player list, the club membership and the club non-member list is combined into a list for electronic scoring.

PLEASE run the report "PlayerMismatch-with-NZB" from the Reports → Admin