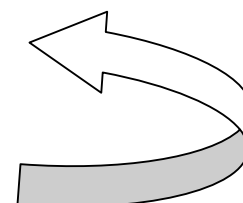


Compscore2 / Bridgemates



At beginning of session...

- Check Bridgemate server:** Ensure that the Bridgemate server is turned on and plugged in (green light for A/C power, orange light for batteries). **Optional step:** Do a quick test launch of Bridgemate Control Software program and make sure that the box on the top left side shows "connected", then close the Bridgemate Control Software program. This program must be closed before starting Compscore2.
- Start program:** Launch Compscore2 and click **New Bridgemate Session**.
- For each section in the room:
 - **Enter movement details:** Enter the session name and other details for the first section in the room, complete the movement details, click **Apply** and confirm the details.
 - **Repeat for each other section:** If there's another section, click the **New Section** button on this form, and repeat the above step. Do not create the second movement from the main Compscore2 screen.
- Launch the Bridgemates:** When all sections have been done, launch the Bridgemate Pro program by clicking **Launch** on the **Setup** tab for any section. You should see it quickly add tables for all sections of the room, and then minimize automatically. If it fails to add tables, a reboot of the PC may be necessary.
- Distribute the Bridgemates:** Distribute the Bridgemates to the appropriate tables, including the sit-out table if applicable, and players can turn them on and enter their Club or ABF Numbers. Ensure that the right Bridgemates go to the right sections i.e. Section A Bridgemates for the first section, Section B for the second etc. With just one section, always use Section A.
- Late change to the movement:** (see separate document) If there is a late change to the movement (i.e. a late pair, or an error in the setup), you have two options:-
 - (a) close everything and start again from scratch (only recommended if no-one has started play);
 - (b) edit the movement by click **Edit Setup** on the Setup tab, then click **Apply**, and then answer the questions that follow regarding the launching of the Bridgemates.

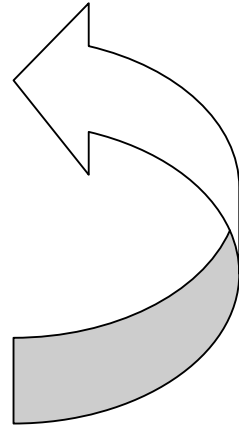


Shortly after the start (if you have time)...

- Import the names:** Select the **Player Names** tab and click **Import Names**. This will read the names from the numbers entered by the players. Look for any incorrect names or "Unknown" entries, and follow these up with the players concerned and edit the names as appropriate. (A half-table will show "Unknown" for the missing pair, and can be ignored.) This step must be done for each section in the room.

At the end of play (do this for each section in the room)...

- If you haven't done so already, import the player names by selecting the **Player Names** tab and clicking **Import Names**. Correct any errors or unknowns.
- Check that all tables are finished:** Go to the Bridgemate Control Software program and check that the all tables have finished and all results logged. This is done on the **Round Monitor** tab in the Bridgemate Control Software – all tables should show as green for all rounds.
- For each section in the room:
 - **Any manual changes to scores?** If there are any manual changes you need to make to results, select the **Bridgemate Results** tab and click **Import**. This brings in all results from the Bridgemates. Make any manual edits to the results from this page. If there's no manual edits, you may skip this step.
 - **Print results and make web site results file:** When all done, on the **Print Reports and Web** tab in Compscore2, click **Quick Finalise**. This does a final import of results and updates the calculations, then prints two copies of the results, makes the web site export file and closes the form. (These steps can be performed manually if you wish, by clicking the various buttons.)



Repeat all the above steps for each section in the room. (Note that the above steps can also be done at any time through the play.)

Upload all results to web site: Finally, when all the above steps have been done for all sections of the room, click **Upload to Web Site** on the main Compscore2 screen and follow the prompts.

When finished, close both programs: Compscore2 and Bridgemate Control Software.