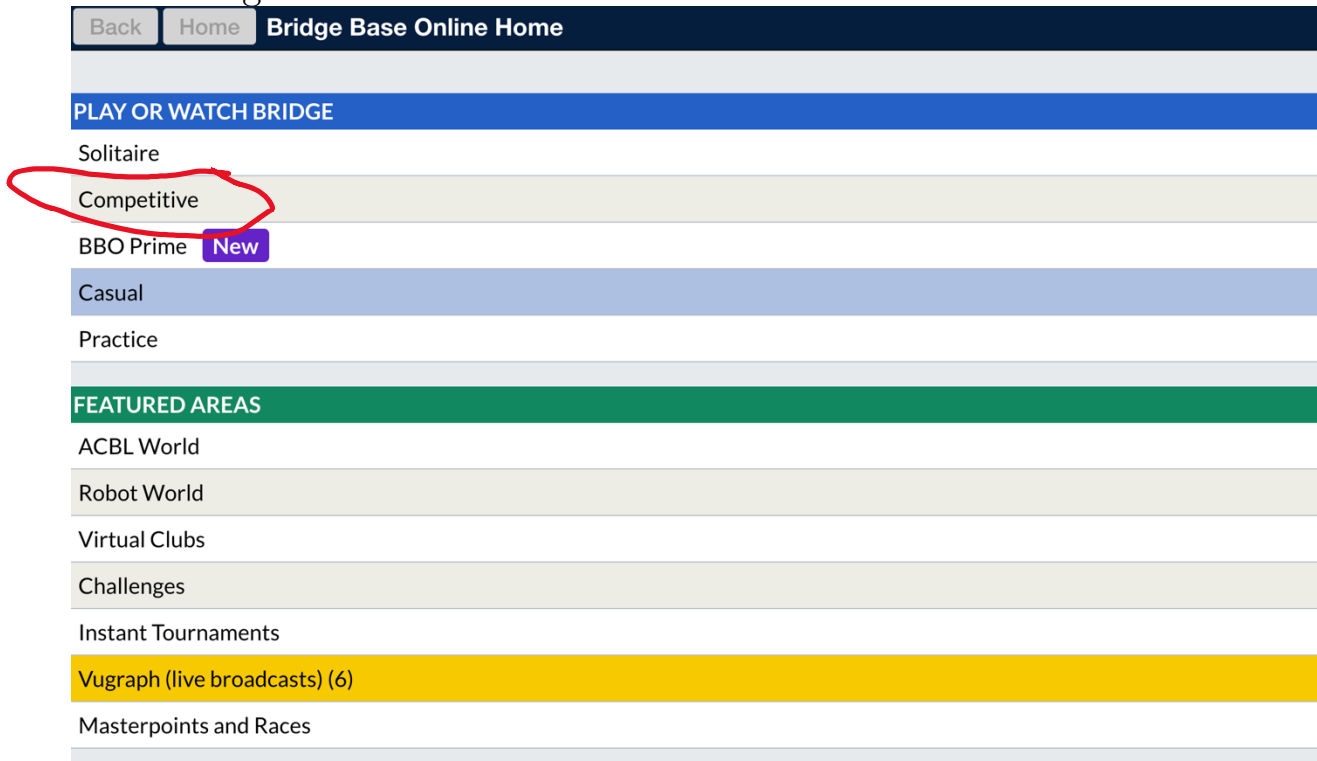# HOWTO Setup a Team Game

Setting up a team game for the 2020 Summer Online Vichill League is easy and should take about two minutes, once you understand how it is done.

Let's walk through it.

> Have readily available the BridgeBase usernames for your team and your opponent's team. No later than 6:50 Login to BridgeBase.com. You will see this screen:

Click on Competitive and you will see this screen:

ACBL Masterpoint Tournaments

BBO Points Tournaments

Robot Tournaments

Free Tournaments

ACBL Virtual Clubs

All Tournaments

OTHER COMPETITIVE GAMES

Team Matches

Challenges

Click on Team Matches and you will see this screen:

Pending   Running

| OCBLTD1 | #9220 Teams // OCBL Mixed Swiss Teams - R 8/8 - Marill vs PolLat |
| | 12 Boards - IMPs |

| Table 1 | | | Sit! 🔒 |
| 0 Kibitzers | | Sit! 🔒 | Sit! 🔒 |

| Table 2 | | | Sit! 🔒 |
| 2 Kibitzers | | Sit! 🔒 | Sit! 🔒 |

| dj84 | #9668 Teams Untitled |
| | 8 Boards - IMPs |

| Table 1 | | | Sit! 🔒 |
| 1 Kibitzers | | dj84 | Sit! 🔒 |

| Table 2 | | | Sit! 🔒 |
| 0 Kibitzers | | Sit! 🔒 | Sit! 🔒 |

| igor ts | #9768 Teams Untitled |
| | 8 Boards - IMPs |

| Table 1 | | | p biswas |
| 0 Kibitzers | | Sit! 🔒 | Sit! 🔒 |

| Table 2 | | | fiona wj 2+ |
| 1 Kibitzers | | Sit! 🔒 | igor ts |

| OCBLTD2 | #9132 Teams // OCBL Mixed Swiss Teams - R 8/8 - Cole vs Schwartz |
| | 12 Boards - IMPs |

| Table 1 | | | Sit! 🔒 |

Create Team Match

Click on Create Team Match and you will see this screen:

Create Team Match

    Options   Reserve seats

Identification

Title

Description

Team 1

Team 2

Create Team Match   **Close**

Complete the Identification by typing in:

"Online Vichill" for the Title
Your bracket name or number for Description
The Name of each team for Teams

Click on Options and you will see this screen:

Create Team Match ✕

Identification   **Options**   Reserve seats

Form of scoring

- ◉ IMPs
- ◯ Board-A-Match
- ◯ Total points

Number of Boards
8

Deal source

- ◉ Use random deals
- ◯ Use saved deals

  Select folder

Options

- ☑ Allow kibitzers
- ☑ Allow kibitzers to chat with players
- ☑ Allow Undos
- ☑ Barometer scoring

Create Team Match   **Close**

Change the 8 to 24 boards and that is all you need to do on this screen.

UNLESS: both captains have agreed to turn off barometer scoring or both captains have agreed to play 12 boards, and then restart the game so that other team members can play.

The kibitzer options are needed so that the director can come to the table and speak to the players if needed.

Finally, you click on Reserve Seats and see this screen:

Create Team Match

×

Identification   Options   **Reserve seats**

Reserve seats (optional)

Team 1

North

West   East

South

Team 2

North

West   East

South

Create Team Match   Close

Type in the BridgeBase usernames of your team as Team 1 and the opponents BridgeBase usernames as Team 2 **then click on Create Team Match**. Normally the team captains sit North. DO NOT SEPARATE A TEAM'S PAIRS—BBO WILL DO THAT.

If all eight players are logged into BridgeBase, invitations will be sent and once the players accept they, and you, will be taken to the tables and the game will begin.

A couple of hints:

Add all of your teammates as Friends(click on the People tab) so you can see if they are online. If you try to add an incorrect username the system will tell you so this is a good way to make sure the names are correct.

Ask the other captain to tell you when his team is all online. Send the other captain an private chat if something prevents BBO from sending the invitations.

The most likely problems that will prevent an invitiation being sent are:

- someone not logged in
- an incorrect username or
- player is not one of the usernames being used