



ENTERING A CLUB BBO TOURNAMENT – A QUICK GUIDE

1. If the club has not previously recorded your BBO username, advise the club of your BBO username by 7pm the day before the tournament. This is a “one off” process, not required to be repeated every time you play in a club tournament.
2. On the day of the tournament, the tournament details will first appear on the BBO site 2 hours before the tournament begins.
3. On BBO, go to
 - Play or Watch Bridge, then
 - Competitive, then
 - Free Tournaments.
4. In Free Tournaments, see the headings “Pending”, “Running” and “Complete”.
5. Under Pending, find our competition (the title of the competition will consist of, or at least include, our club name) and click on the competition title.
6. If you have a partner, type in the BBO username of your partner. Provided that he/she is logged into BBO at the time, they will get a popup window on their screen, noting you are inviting them to register as a pair. They should then accept.
7. Once you are registered for the specific event (with your partner, if applicable), you do not need to stay in BBO, and you can turn off your computer if you like). Of course, you must be logged into BBO at the time the event starts. When the competition starts, BBO will remove you from what else you are doing on BBO (you may be playing Solitaire, etc) and seat you at your table, ready to play in the competition.
8. For full details of entering BBO Tournaments (including how to register without a partner), see “Entering a club BBO Tournament – A Detailed Guide”.

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