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# ***A Club Masterpoint Secretary's Handbook***

## ***A Beginner's Guide to Masterpointing and the ABF Masterpoint Centre***

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This Guide is to be used in conjunction with the ABF Masterpoint Scheme Manual

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## PREFACE

References of the form [Section p.q.r] and [Appendix X] throughout this Guide are references to the ABF Masterpoint Scheme Manual, which can be found online at [www.abfmasterpoints.com.au/mpmanual/html/mpmanual.htm](http://www.abfmasterpoints.com.au/mpmanual/html/mpmanual.htm)

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Club Masterpoint Secretaries should be contacting the State Masterpoint Secretary for their queries. They should only contact the ABF Masterpoint Centre for matters relating to the Centre.

The ABF Masterpoint Centre's Website can be found at [www.abfmasterpoints.com.au/](http://www.abfmasterpoints.com.au/)

The following abbreviations are occasionally used throughout this Guide:

- ABF Australian Bridge Federation
- CPAR Club Player Awards Register
- CMPS Club Masterpoint Secretary
- MP masterpoint
- MPs masterpoints
- MPC Masterpoints Centre
- NSWBA New South Wales Bridge Association
- SMPS State Masterpoint Secretary
- VP Victory Points

This Guide refers to the Masterpoint Scheme as it applies in NSW; other states may have differences. It is based on a document written by Carol Sheldrake for the New South Wales Bridge Association. Valuable contributions from Ronnie Ng, David Weston, Wing Roberts, John Scudder and Warren Lazer are acknowledged.

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## **INTRODUCTION**

### **MASTERPOINTING FOR CLUBS - A BEGINNER'S GUIDE**

Welcome to the beginner's handbook for new Club Masterpoint Secretaries. Masterpointing for all club events and State Qualifying events is a responsibility that all clubs undertake when they hold events. Masterpoints are awarded as either Green, Red or Gold.

Even if your club uses computerised scoring programs during your sessions, it is important that you oversee the allocation of masterpoints at the club level. This is facilitated by the correct setting up of the scoring system for each session. To check masterpoint awards have been correctly calculated it is important that you, as the Club Masterpoint Secretary, have a sound understanding of the process.

This handbook is designed to help guide new Club Masterpoint Secretaries through their various responsibilities. Sections A - E describe the Scheme and explain the processes behind the calculation of masterpoints. They should be read in conjunction with the ABF Masterpoint Scheme Manual. These sections constitute an additional aid for Club Masterpoint Secretaries to help them understand the calculation of masterpoints in all of the events likely to be held in their club. Section F gives a brief synopsis of the ABF Masterpoint Centre website. Section G explains the intricacies of setting the weighting in some of the more common commercial scoring programs. The NSWBA Council hopes you find this Guide useful.

## SECTION A OVERVIEW AND GRADES OF EVENTS

### A1 Overview

There are three types of masterpoints listed in the Manual. They are:

- 1) Gold masterpoints, available in certain ABF sponsored events.
- 2) Red masterpoints, issued by State Masterpoint Secretaries or their nominees, available in National and State sponsored events, Congresses, Holidays and Cruises, and a limited number of club and interclub events.
- 3) Green masterpoints, issued by Club Masterpoint Secretaries for events held in their clubs and by State Masterpoint Secretaries for Regional Championships.

There used to be a fourth type, blue masterpoints, which were issued to unregistered players in supervised sessions, but they were discontinued in 2020. See Section B2 of this Guide on page 5.

### A2 Grades of Events

The strength and importance of an event is reflected in its grade and the type of masterpoints awarded. This is well summarised in the Manual [Section 1.5.1]. Of the grades listed, only the following are the concern of the Club Masterpoint Secretary. The “bread and butter” grades that are regularly played in clubs are shown in **bold type**.

Grade	Type	Grade Weighting Factor		Description
		Pairs	Teams	
F	Green	0.75	0.5	Supervised play
<b>E</b>	<b>Green</b>	<b>1.5</b>	<b>1.0</b>	<b>Club events</b>
<b>D</b>	<b>Green</b>	<b>2.0</b>	<b>1.5</b>	<b>Club Championships</b>
<b>B4c</b>	<b>Red</b>	<b>2.5</b>	<b>2.5</b>	<b>Special Club events</b>
B5i	Red	2.0	2.0	Interclub Tournaments
B4s	Red	2.5	2.5	Special State events
<b>B</b>	<b>Red</b>	<b>5.0</b>	<b>5.0</b>	<b>State Championships</b>
A2	Gold	5.0	5.0	GNOT Qualifying sessions

If you look at the above table or Section 2, *Grades of Club Tournaments*, in the Masterpoint Manual, you will note that the grade of an event determines the weighting inserted into the computer scoring program by the director at the beginning of a session. Some scoring programs refer to the grade and with some others the weighting will need to be inserted. A green point pairs Grade E event has a weighting of 1.5. As Club Masterpoint Secretary you need to understand both ways of saying the same thing!! If you look at the listings you will notice that teams and pairs events have different weightings for green point events. Red and gold point events, however, have the same weighting for both pairs and teams.

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If you have different directors managing different events, it can be advisable to remind directors before events begin of the grade/weighting of upcoming events. A monthly reminder may be a good option. See the example below from a typical club event register.

Date	Event	Type of MP and weighting	Club requirements for event
<b>March</b>			
Wednesday 4, 11, 18	State Mixed Pairs Qualifying State Final 23-24 May at NSWBA	Red Grade B W = 3.75	No outright points awarded Walk in event - no registration required Non-mixed pairs allowed Single winner event
Friday 20	Riverside Pairs	Red Grade B4c W = 2.5	Walk-in event, Single session event
Tuesday 24, 17, 1 Apr	State Open Teams Qualifying Metro Final on 16-17 Nov at NSWBA	Red Grade B W = 5.0	Registration closes 1 week before event Teams of 4, 5 or 6 allowed Swiss or Round robin format
Monday 30	President's Pairs	Red Grade B4c W = 2.5	Walk-in event, Single session event Single winner - arrowswitch Mitchell
<b>April</b>			
	Easter 10-13 April	Club closed on Good Friday	
Monday 6, 13, 20	State Mixed Pairs Qualifying State Final 23-24 May at NSWBA	Red Grade B W = 3.75	No outright points awarded Walk in event - no registration required Non-mixed pairs allowed Single winner event
Wednesday 15	Easter Pairs	Red Grade B4c W = 2.5	Single session event
Friday 17, 24, 1 May	Friday Teams	Green Grade D W = 1.5	Outright points to be awarded Teams to pay for 3 weeks at first session Registration closes 1 week before the event No side game

All other regular sessions are walk-in pairs, grade E green MPs with weighting W = 1.5.

### A3 Submission of Masterpoints

The easiest way to credit masterpoints to players is to upload files of the appropriate format and name [Appendices D & E]. Only files in the correct format will upload properly. Club Masterpoint Secretaries can submit green points and Grade B4c and B5i red points. Points earned in higher grade events need to be uploaded by NSWBA appointed organisers or the State Masterpoint Secretary. All the commonly used computer scoring programs produce masterpoint files in the correct format. All this is explained more fully in Section F of this Guide.

## SECTION B TYPES OF MASTERPOINTS

### B1 General

Masterpoints are allocated at every regular duplicate pairs session and the number of masterpoints awarded to each pair is dependent on the Grade/Weighting, the number of tables participating and the pair's finishing position. The awards are based on playing at least 24 boards per session. If less than 24 boards are played, then the masterpoint awards need to be factored down accordingly [Sections 4.3.1 & 4.4.7]. For example, in a pairs session of 20 boards the allocated masterpoints would be devalued by 20/24. The commercial scoring programs handle these adjustments differently. ASE makes these adjustments automatically, whereas CompScore requires the director to enter the appropriate discount factor under "Additional Masterpoint Weighting". Pairs should not be penalised due to sit-outs. For example, no adjustment is made if the NS field plays 24 boards, but a half table means the EW field only plays 21 boards. The least number of boards allowed to be played in a session is 12 [Section 4.4.7]. It is important for all masterpointing that the movements used ensure that all pairs play at least 75% of the boards in every session [Section 4.4.4].

Sometimes events may run over two or more sessions; in that case "outright" masterpoints are awarded for the best performing pairs overall [Section 4.3]. Multi-session events result in more points being generated for the players. Some clubs hold a "Best Duplicate" competition where the best three scores for the month are added up, with the worst one or two being discarded [Appendix A: Eclectic Events & Section 4.3.2]. Clubs can calculate this for partnerships or for individuals [Appendix A: Singles Tournaments]. However, there is no expectation for clubs to hold these competitions – they are just options.

The masterpointing of teams events is different, **but only if each match is at least 5 boards in length**. Instead of sessional awards, masterpoints are earned for each match won or drawn, with the actual awards being dependent on the Grade of the event and the length of the match. Outright awards are made in a similar fashion to a pairs event; they depend on the event Grade, the number of teams competing, a team's finishing position and the number of team members. See Section D of this Guide, beginning on page 14. Some teams movements (*e.g.* American Whist and New England Relay) can result in rounds/matches of fewer than 5 boards. In such cases, the masterpoints are allocated in a similar fashion to a pairs event.

Pairs events, where matches are of at least 5 boards, are treated similarly to teams events. This applies to matches of 5+ boards in Swiss Pairs events and rounds of 5+ boards in matchpoint duplicate pairs events. See Section E of this Guide, beginning on page 17.

### B2 Green Masterpoints

These are the most common masterpoints generated by clubs. They are processed and uploaded at the club level via the ABF masterpoint portal by the Club Masterpoint Secretary. All clubs have their own user ID and password that allows the green point masterpoint files to be directly uploaded [Appendix E].

The basic club duplicate session is run at Grade E [Section 2.1]. The more important events such as Club Championships should be run at Grade D [Section 2.3] or Grade B4c (see Section B3.1 of this Guide). Grade D events must be between 2 and 10 sessions in length.



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Clubs can play up to six Grade D events each year and each must be one of the following:

- Teams: Open, Mixed, Men's, Women's, Seniors', Veterans', Youth, Masters' or Daytime
- Pairs: Open, Mixed, Men's, Women's, Seniors', Veterans', Youth, Masters' or Daytime'
- Board-a-Match Teams
- Swiss Pairs with Butler scoring
- Singles
- Individual
- Teams of 3

The number of green masterpoints awarded throughout the year partially determines the number of Red B4c sessions that will be allocated to the club in the following calendar year.

Green masterpoints are also issued for a supervised session, *i.e.* a session where players can ask for assistance in bidding or play from a supervisor or director. Such sessions are run at Grade F and are often only 2-hours long. Registered players receive green masterpoints at half the normal rate in Grade F events. Clubs may keep their own records of any awards earned by unregistered players and upload them to the Masterpoint Centre later, when the player becomes registered. But this is just an option - there is no requirement for clubs to keep track of masterpoints earned by unregistered players.

Grade F events must be of 15 boards or more to get the full allocation of masterpoints and at least 12 boards to get any awards at all [Section 4.4.7]. If a supervised session is less than 15 boards then the values allocated must be factored down by the ratio of boards played/15.

e.g. The winners of a supervised session (18 boards, 6 tables, Mitchell movement) would be awarded 0.09 MPs; if only 12 boards were played then the award for the first placed pair would be  $0.09 \times 12/15 = 0.07$  MPs.

### **B3 Red Masterpoints**

There are four grades of events that clubs can hold in order to award red masterpoints; these are B5i, B4c, B4s and B. Each grade comes with some accompanying limitations which are explained in the following sections. As well as the added prestige compared to green point events, there are other more tangible differences from standard Grade E events, such as:

- Limits on the number of sessions that may be held.
- Higher weighting and hence increased awards.
- The awards cannot just be uploaded to the MPC at the conclusion of the event.

#### **B3.1 B4c Sessions**

To be allocated B4c sessions, a club needs to conduct at least 40 sessions each year (*i.e.* at least one regular weekly session). Such clubs are granted a basic allocation of 6 red B4c sessions, but extra sessions are given in accordance with the following guidelines [Section 2.6].

- Three extra sessions if your club is more than 40 kilometres from the nearest neighbouring affiliated club. Clubs need to have notified the ABF Masterpoint Secretary via their State Masterpoint Secretary about being a remote club.
- An extra session for the first 35 green masterpoints issued by the club in the twelve months to 30 September of the preceding year.
- A further session for each additional 65 green masterpoints issued by the club in the twelve months to 30 September of the preceding year.

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Clubs receive their red point allocation from the ABF Masterpoint Centre in October, allowing them enough time to set up the calendar of club red point events for the following year. As the number of B4c sessions is determined by the number of green points uploaded by 30 September, it's important that all awards for the September quarter are uploaded on time. The club's B4c allocation can be found at [www.abfmasterpoints.com.au/clubreports.asp?seq=state](http://www.abfmasterpoints.com.au/clubreports.asp?seq=state). It is not possible to carry over B4c allocations from year to year. The club must use the sessions in the allocated year or they are forfeited.

It is important to note that B4c sessions cannot be advertised outside the club and in the main they can only be used for regularly scheduled club sessions. However, clubs are allowed to conduct up to two Grade B4c sessions at other times, provided that:

- 1) These must be single session competitions.
- 2) They must not be advertised outside the clubrooms.
- 3) The sessions come from the club's annual B4c session allocation.
- 4) The prior approval of the State Masterpoint Secretary is obtained, to ensure that there are no clashes with nearby Congresses or ABF Championships.

A special session to celebrate a member's 100<sup>th</sup> birthday or a Christmas Party would be instances where this provision may be utilised.

The Chairman of the NSWBA may also authorise extra B4c sessions for clubs on an *ad hoc* basis for approved fundraising events, *e.g.* a charity bushfire appeal or a special session to raise money to build a new clubhouse. This applies to "one-off" events only - an **annual** charity event would need to come from the club's B4c allocation.

### **B3.2 Interclub Events - Grade B5i**

Interclub tournaments have their own special grading - Grade B5i with a weighting of  $W = 2.0$ . These are allocated at tournaments played between two or more clubs (the clubs can be from different regions). The event can be from one to four sessions in length [Section 2.7]. The organising club is responsible for processing and paying for the masterpoints. They can be uploaded at the club level using an authorisation code similar to that used for B4c sessions. Liaise with the State Masterpoint Secretary. The following restrictions are placed on interclub events.

- 1) Advance approval must be obtained from the State Masterpoint Secretary.
- 2) They do not have to be within regular club session times, but cannot clash with major local events.
- 3) Clubs can **participate in a maximum of five** such events each calendar year, each not exceeding four sessions. However, with the approval of the State Masterpoint Secretary, a further three events are available for clubs in remote areas. Note that the State Masterpoint Secretary keeps a register of the B5i events in which a club has participated so you may need to cancel a defunct event before you can start a new event.

### **B3.3 State Events - Grades B and B4s**

There are State events that your club may choose to hold as a qualifying event at the club. These events have a state or regional organiser, and all the rules and regulations relating to holding the event are available via the NSWBA website [www.nswba.com.au/tourn/state/](http://www.nswba.com.au/tourn/state/). As Club Masterpoint Secretary it is important that you access this information so you can ensure your event is compliant with the requirements. The red points allocated to your club from these events **do not** come from your club's B4c allocation. It is important that directors are made aware of the correct grading (Grade B with weighting of  $W = 5.0$ ) before the start of the event. The information on grading the event and also how to submit the results and masterpoints is included in the event information on the website.

Some of these events may require the club to send a participating pair/team to the regional final to ensure the club players receive the allocated red points. It is therefore important that you are aware of the conditions of entry. The red points for these events are usually not uploaded until after the final has been played and are not the responsibility of the Club Masterpoint Secretary. However, it is the responsibility of the Club Masterpoint Secretary to ensure that the required information is forwarded to the organiser by the due date. This will include the red masterpoint files, as well as all sessional results. All relevant information is outlined in the event rules and regulations and information available on the NSWBA website.

The State Championship (Grade B) events that begin as club qualifying events and progress to State Finals are:

- State Open Pairs
- State Open Teams
- State Mixed Pairs

Your club may also choose to participate in the State Wide Pairs and the Under 100 MP Pairs Championship. These are state events (Grade B4s, weighting 2.5) and are red point events that are masterpointed by the event organiser. Again, as Club Masterpoint Secretary it is important to check the event guidelines and provide the appropriate information as needed. The Australia Wide Pairs, though not an NSWBA event, is run similarly. Some clubs also play regularly in the Nationwide Pairs [www.nationwidepairs.com.au/](http://www.nationwidepairs.com.au/) - again follow the instructions from the organisers.

### **B4 Gold Masterpoints**

These are allocated at national events held through club heats. Currently, the only such event in which clubs participate is the Grand National Open Teams. The GNOT regulations can be found on the NSWBA website [www.nswba.com.au/tourn/gnot.asp](http://www.nswba.com.au/tourn/gnot.asp). Please read them each year as changes do occur. Procedures are different depending whether your club is in metropolitan Sydney or a non-metropolitan GNOT region. If your club runs a GNOT qualifying event, then as the Club Masterpoint Secretary, you must ensure that the event is scored as gold points, Grade A2. Liaise with the organiser if you have any issues with the scoring completed by the director. The website information will also include how the masterpoint files, results, etc. are to be forwarded to the organiser. The masterpoints are usually uploaded by the event organiser from the files sent by the Club Masterpoint Secretary.

## SECTION C MASTERPOINTING PAIRS EVENTS

### C1 Calculations and the Basics

There are three grades of pairs events that award green masterpoints. They are Grade D, Grade E and Grade F. The formulae used to calculate the awards and the associated look-up tables can be found in Section 3 of the Masterpoint Scheme Manual, whilst the underlying rules and principles can be found in Section 4.

In all cases the masterpoints awarded are rounded to two decimal places as the **final step** in the calculation. Consequently, any values you calculate manually using all the factors referenced below may differ slightly from the awards calculated by your scoring program. Many of the values quoted in the tables in Section 3 and used in the subsequent examples have already been rounded so the values calculated by your scoring program are more accurate and are the ones you should submit to the Masterpoint Centre. Any differences are typically only 0.01 or 0.02 masterpoints.

For all green point events, once the final session is completed the Club Masterpoint Secretary can upload the MP awards via the ABF Masterpoints Centre website. But before you upload the green points, it is a good idea to check that the correct weighting of each event has been inserted into the computer scoring program. One way to do this is to manually calculate the MP award for the winner and check this value against the session printout and that in the .grn file to be uploaded.

The following sections describe how the sessional and outright awards are calculated for most club sessions and events. The rules governing multi-stage events with finals and consolation sections [Sections 4.2.5 & 4.3.3] are quite complex and outside the scope of this Guide.

### C2 Green Points

#### C2.1 Grade E Sessional Awards

The regular club duplicate pairs session is a grade E event awarding green masterpoints with a weighting of 1.5 (*i.e.*  $W = 1.5$ ).

**For a Mitchell (two winners) duplicate movement** the following formula is used to calculate the sessional award for the winners [Section 3.1.1 & Section 3.2, Table 1B].

$$\text{Winners award} = 0.02 W T \quad \text{where } W = \text{weighting, and} \\ T = \text{number of tables for up to 30 tables}$$

Note that a more complex formula involving exponentials is used if more than 30 tables are in play. If there is a sit-out (*i.e.* a half table), then T is rounded up to the next integer [Section 4.4.1].

The director needs to ensure that the correct information is provided in the computer scoring program, *viz.* green MPs, Grade E, weighting 1.5. You, as Club Masterpoint Secretary, can check this has been done correctly by checking that the winners received the correct award.

e.g. 1 A regular green point Grade E session with a two winner Mitchell movement of 10 tables. The winning pairs NS and EW both receive  $0.02 \times 1.5 \times 10 = 0.30$  green MPs for first place. Both members of the partnership receive this award.

e.g. 2 For a Grade E, 12 table Mitchell:  $0.02 \times 1.5 \times 12 = 0.36$  for the winners.

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The number of pairs who are allocated MPs depends on the size of the field. The top half of the field gets place MPs in a pairs event. The awards for second, third and lower places are calculated as follows.

- 1) Second place is 70% of the MP award for first place (*i.e.* first place MP x 0.7)
- 2) Third is first place MP divided by 2
- 3) Fourth is first place MP divided by 3
- 4) Fifth is first place MP divided by 4

For those who can see patterns in numbers, after the second place, the award is the winners' award divided by 1 less than the place [Section 4.1.1]. This can be quite a time-consuming process, but most Masterpoint Secretaries will never need to do these calculations. Firstly, all the values are printed in Table 1B and secondly, the computer scoring program does it all for you. If you have an odd number of pairs then the field size is rounded down.

e.g. 3 The event is a club green point session, 9 tables with a Mitchell two winner movement. The director will have inserted the weighting as 1.5; and grade E into the scoring program. Reading directly from Table 1B ( $W = 1.5$ ,  $T = 9$ ) gives  $1^{\text{st}} = 0.27$ ;  $2^{\text{nd}} = 0.19$ ;  $3^{\text{rd}} = 0.14$ ;  $4^{\text{th}} = 0.09$ . Pairs in both the NS and EW fields receive these awards. Note that the table only lists awards to  $4^{\text{th}}$  place as  $9/2$  rounded down is 4.

e.g. 4 A Grade E  $7\frac{1}{2}$  table Mitchell with a NS sit-out: 4 pairs in the NS field and 3 in the EW field will win MPs.  $T$  is rounded up to 8, so reading from Table 1B gives the following awards: NS field:  $1^{\text{st}} = 0.24$ ;  $2^{\text{nd}} = 0.17$ ;  $3^{\text{rd}} = 0.12$ ;  $4^{\text{th}} = 0.08$  and EW field:  $1^{\text{st}} = 0.24$ ;  $2^{\text{nd}} = 0.17$ ;  $3^{\text{rd}} = 0.12$ .

**For a one winner pairs movement (e.g. Howell or arrow-switch Mitchell)** the following formula is used to calculate the sessional award for the winners [Section 3.1.1 & Section 3.2, Table 2B].

$$\text{Winners award} = 0.04 W T \quad \text{where } W = \text{weighting, and} \\ T = \text{number of tables for up to 15 tables}$$

Note that a more complex formula involving exponentials is used if more than 15 tables are in play. If there is a sit-out (*i.e.* a half table), then  $T$  is rounded up to the next integer [Section 4.4.1].

e.g. 5 A regular green point Grade E session with a one winner Howell movement of 6 tables. The winning pair receives  $0.04 \times 1.5 \times 6 = 0.36$  green MPs for first place. There are 12 pairs so the MPs are awarded down to  $6^{\text{th}}$  place. The awards, read from Table 2B, are:  $1^{\text{st}} = 0.36$ ;  $2^{\text{nd}} = 0.25$ ;  $3^{\text{rd}} = 0.18$ ;  $4^{\text{th}} = 0.12$ ;  $5^{\text{th}} = 0.09$ ;  $6^{\text{th}} = 0.07$ .

e.g. 6 A regular green point Grade E session with a one winner Howell movement of  $6\frac{1}{2}$  tables. Half-tables are rounded up, so  $6\frac{1}{2}$  is rounded up to give  $T = 7$ . The winning pair therefore receives  $0.04 \times 1.5 \times 7 = 0.42$  green MPs for first place. The MPs are awarded down to  $6^{\text{th}}$  place. (There are 13 pairs, so half the field is  $13/2 = 6\frac{1}{2}$  pairs, which is rounded down.) The awards, read from Table 2B, are:  $1^{\text{st}} = 0.42$ ;  $2^{\text{nd}} = 0.29$ ;  $3^{\text{rd}} = 0.21$ ;  $4^{\text{th}} = 0.14$ ;  $5^{\text{th}} = 0.11$ ;  $6^{\text{th}} = 0.08$ .

Remember Tables 1B and 2B are ONLY used for pairs events and the MPs are calculated for each individual session.

## C2.2 Grade E Outright Awards

If your club runs an event consisting of two or more sessions, then outright MPs are awarded to pairs based on their overall finishing position in the event. These outright awards are additional to any sessional MPs awarded. Remember that at least 24 boards must be played each session and each pair must play at least 75% of the boards. There are two types of multi session events:

- 1) fixed entry where only the same players play each session, and
- 2) walk-in events where the players in the field may vary each week. The walk-in event is also termed an eclectic event [Appendix A].

The calculation of outright MPs is discussed in Section 3.1.2 of the Masterpoint Manual. The awards depend on the number of tables in the field (T) and the number of sessions (S). In calculating the number of tables, remember that T is calculated from the number of players that participated in all of the sessions. The formula is quite complex, so never try to calculate the awards from scratch - let the scoring program do it for you or look it up the winners' award in Table 3B. There is no table that gives the placing awards, so if you need to calculate them use the usual formula [Section 4.1.1]. Outright placing awards are made to half the field.

e.g. 1 A green point Grade E event held over 3 sessions, 11 tables each session,  $W = 1.5$ . The award for the outright winners is 1.22 MPs - read this from Table 3B, the intersection of  $S = 3$  and  $T = 11$ . The outright awards are made down to 11<sup>th</sup> place: 1<sup>st</sup> = 1.22; 2<sup>nd</sup> =  $1.22 \times 0.7 = 0.85$ ; 3<sup>rd</sup> =  $1.22/2 = 0.61$ ; 4<sup>th</sup> =  $1.22/3 = 0.41$ ; 5<sup>th</sup> =  $1.22/4 = 0.31$ ; ..... 11<sup>th</sup> =  $1.22/10 = 0.12$ .

The calculation of outright MPs for a walk-in event can be quite complicated [Section 4.3.2], but the scoring program should do this automatically if the director sets it up correctly. This involves specifying:

- Type of event = Pairs
- Masterpoint grade = E
- Weighting = 1.5
- Multi-session – specifying the number of sessions needing to be linked

If this job does fall to the Club Masterpoint Secretary, then refer to Section 4.3.2 of the MP Manual to calculate the number of tables. As usual, if there is an odd number of pairs competing, the number of tables is rounded up and awards are made to half the field, rounded down.

Other more complicated variations on multi session events (e.g. events with finals and consolation sections) are also described in Section 4 of the MP Manual, the Rules of Masterpointing.

## C2.3 Club Championship Events - Grade D

At times your club may choose to run a local level Club Championship event. These are referred to as Grade D events and earn MPs at a slightly higher rate. Restrictions applying to these events are set out in Section 2.3 of the MP Manual and Section B2 of this Guide. The principles and procedures for masterpointing Grade D events are exactly as just described for Grade E events **except** that the weighting of Grade D pairs events is 2.0 ( $W = 2.0$ ). There is no table in the MP Manual for  $W = 2.0$ , so to calculate the MPs manually either use the relevant formulae or look up the values in Table 1A, 2A or 3A and double them ( $W = 1.0$  in these tables).

## **C2.4 Supervised Events - Grade F**

If your club runs supervised sessions that are masterpointed, then the weighting is reduced to half the normal green point weighting of 1.5; therefore, the Grade F weighting is  $W = 0.75$ . Again, there is no change to the actual masterpointing procedures, except that the weighting is  $W = 0.75$ . Again, there is no appropriate table in the MP Manual, so look up the values in Table 1B, 2B or 3B, ( $W = 1.5$  in these tables) and halve them. You will also need to take into account the number of boards played if it is fewer than 15 [Section 4.4.7].

## **C3 Red Points**

### **C3.1 General Information**

The principles for calculating masterpoint awards for red and green club sessions are identical. The one big difference with red point events is that the Club Masterpoint Secretary cannot directly upload the MPs to the ABF MPC. There are only three types of red point events (all discussed in the following sections) that clubs can run:

- Interclub events (B5i)
- Club red point events (B4c)
- State Championships (B or B4s).

Grade B4 events (*i.e.* Congresses) are **not** the province of the Club Masterpoint Secretary.

### **C3.2 Interclub B5i Events**

Special regulations pertaining to interclub events can be found in Section B3.2 of this Guide. The weighting for Grade B5i interclub pairs events is 2.0 ( $W = 2.0$ ). As for Grade D, there is no table in the MP Manual for  $W = 2.0$ , so to calculate the MPs manually either use the relevant formulae or look up the values in Table 1A, 2A or 3A and double them ( $W = 1.0$  in these tables). Results for interclub events should be submitted by the Tournament Director of the event, so are not the responsibility of the Club Masterpoint Secretary. It is, however, the responsibility of the host club to ensure that the masterpoints have been uploaded.

### **C3.3 Club B4c Events**

Before the start of the event the Club Masterpoint Secretary needs to inform the director that the event is a red point B4c event. B4c is sometimes described in scoring programs as a special event. Weighting for these events is  $W = 2.5$ . If it is a multi-session event, that also needs to be selected in the scoring program so that the outright awards can be calculated at the event's conclusion. The Masterpoint scheme is structured to reward single outright winners, and every effort should be made to comply with this requirement [Section 4.3.4]. Multi session events allow for flexibility in formats so it is usually possible to run red point B4c events to produce a single winner.

The results for all red point B4c events are first forwarded to the State Masterpoint Secretary to be checked, so make sure they are accurate by checking the awards for a few of the pairs. The weighting for Grade B4c events is 2.5 ( $W = 2.5$ ) - either use the relevant formulae or look up the values in Table 1C, 2C or 3C. The submitted sheets/files are returned to the Club with necessary corrections indicated, along with an accompanying authorisation number that enables the results to be uploaded via the ABF Masterpoint Centre. If there are errors, it is the role of the Club Masterpoint Secretary to correct the awards allocated to individual players. You are only able to upload the number of masterpoints that are authorised, so you must make the corrections to ensure the tallies are the same. If you don't make the corrections, the upload will fail.

How is all this best accomplished?

- Check that the red point results on the computer scoring program have been correctly entered as B4c; weighting at 2.5; and that outright points, if required, have been calculated correctly at the end of the event.
- If the computer scoring is all correct then the Club Masterpoint Secretary will need to submit the paper printout of the results with MPs allocated to the players, to the State Masterpoint Secretary. If there are outright points awarded, then the printout of the final placings is also to be submitted with the MPs calculated.
- When sending results to your State Masterpoint Secretary it is best to give as much information on the event as possible to help determine the accuracy of the results. In the accompanying letter/email try to include
  - Name of the event
  - Date(s) played
  - Number of sessions
  - Walk-in or fixed field
  - Number of boards played and movement each session
  - Any other information you feel may be relevant
  - If your club has played a Swiss Pairs event, then you must include the number of boards per match and show the number of wins, draws and losses for each pair
  - Attach the appropriate completed ABF form, Grade B4c Summary Sheet\* if using snail mail, and submit to the State Masterpoint Secretary.

\*These forms have to be obtained in advance from the ABF Masterpoint Centre.

### C3.4 State Qualifying Events (Pairs)

Many clubs choose to run heats of the State Open Pairs and State Mixed Pairs Championships. Full details about these events can be found at [www.nswba.com.au/tourn/state/](http://www.nswba.com.au/tourn/state/) on the NSWBA website. Both these events are qualifying rounds for finals held in Sydney and are Grade B events with  $W = 5.0$ . But there is an added complication for the Mixed Pairs. As this is an event restricted by gender, a restriction factor of 0.75 is applied to all awards [Section 4.4.10]. In effect, this means that  $W = 3.75$  for the Mixed Pairs. Section G of this Guide shows how to input these parameters into the three most popular scoring programs: ASE, CompScore and Scorebridge.

**Only sessional MPs are awarded for State Championship Qualifying events**, so each session can be a stand-alone entry in the scoring program. There are no Tables in the Masterpoint Manual for these weightings: easiest for  $W = 5.0$  is to use Tables 1C and 2C and double the relevant values. For  $W = 3.75$ , either use Tables 1A and 2A and multiply by 3.75 or, probably easier, use Tables 1C and 2C and multiply by 1.5. These are State Championships, so it is up to the NSWBA to pay for the masterpoints issued. (The NSWBA may or may not pass these charges onto the participating clubs - the policy has varied over the years.) Consequently, all relevant event information, including the .red file(s) needs to be sent to the state-appointed Tournament Organiser. Do not send any information or files to the State Masterpoint Secretary or the ABF MPC. As many clubs hold qualifying sessions, it is important that the files submitted are correct. The workload on organisers if the files need to be corrected or altered is very time consuming and may result in files



being returned for the club to make corrections. If all is in order, the tournament organiser will save the .red file for later processing. The event information on the web specifies certain deadlines - make sure you stick to them. Club players should be made aware that any red points awarded in these events are not uploaded until after the State Final has been played.

### **C3.5 State B4s Grade Events**

The only events of this grade that you are likely to run across are the State Wide Pairs and the Under 100 Masterpoint Pairs. Both these events are masterpointed at the state level using files or event information sent by participating clubs. As usual it is important to read all the event information, available from [www.nswba.com.au/tourn/state/](http://www.nswba.com.au/tourn/state/), and to follow the instructions carefully.

The Australia-Wide Pairs is similar. The scoring and masterpointing are done after results from many clubs are combined. Follow the instructions issued by the Event Organiser.

## SECTION D MASTERPOINTING TEAMS EVENTS

### D1 Calculations and the Basics

Teams event masterpointing is different to pairs. **Each match must be of at least 5 boards in length**; matches of 4 boards or fewer are essentially pairs events and are masterpointed as such. The sessional awards are dependent on two things only: the number of boards played in each match and the grade of the event [Section 4.2.3]. This information is reproduced in the table below. Exactly the same rules apply whether the teams event is awarding green, red or gold masterpoints.

Grade	MP award per board	Grade	MP award per board
Grade F	0.004 green point	Grade B5i	0.016 red point
Grade E	0.008 green point	Grades B4, B4c & B4s	0.020 red point
Grade D	0.012 green point	Grade B	0.040 red point
		Grade A2	0.040 gold point

All 4 members of the winning team receive the appropriate award. The losing team receives no award. If the match is a draw then the MPs are shared equally between the teams. However, a draw for masterpoint purposes is not the same as a tie in IMPs scored. To be awarded all the MPs, the leading team must win by a margin greater than 0.2 IMPs per board played in the match. As the IMP scale is integral, this effectively means all fractions are rounded up [Section 4.2.3].

e.g. 1 A regular green point Grade E Swiss teams event consists of three 9-board matches each session. The winning team in each match receives  $0.008 \times 9 = 0.072$  green MPs. The number of matches or sessions is not relevant. To “win” a match, the difference must be at least 2 IMPs ( $0.2 \times 9 = 1.8$  rounded up).

e.g. 2 A Club Championship green point Grade D Swiss teams event consists of eight 16-board rounds over four sessions. The winning team in each match receives  $0.012 \times 16 = 0.192$  green MPs. Again, the number of matches or sessions is not relevant for the sessional awards. To “win” a match, the difference must be at least 4 IMPs ( $0.2 \times 16 = 3.2$  rounded up). Any match with an IMP difference of 0, 1, 2 or 3 IMPs is treated as a draw for MP purposes with each team member receiving  $0.192/2 = 0.096$  green points. Rounding is the last step of the calculation, so a team that draws 3 matches and wins none receives  $0.096 \times 3 = 0.288$  rounded to 0.29 MPs (not 0.096 rounded to  $0.10 \times 3 = 0.30$  MPs).

Outright awards are calculated as for pairs events, **but with one big difference**. Outright awards in teams events are only made to the top third of the field (all fractions rounded up), rather than to the top half [Section 4.1.1]. Outright awards to multi-session teams events can sometimes present a minor complication - more than 4 people in some teams. When a team has 5 or 6 members, each member receives  $4/5$  or  $2/3$  of the standard award respectively [Section 4.1.2].

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e.g. 3 A club B4c event consists of 4 teams playing a round-robin of 28-board matches over three sessions. The winning team in each match receives  $0.020 \times 28 = 0.56$  red MPs. To “win” a match, the difference must be at least 6 IMPs ( $0.2 \times 28 = 5.6$  rounded up). Outright awards are made to 2 teams ( $4/3 = 1.33$  rounded up). The outright award for the winners is 0.82 red MPs (from Table 3C,  $W = 2.5$  for B4c event,  $T = 4$ ,  $S = 3$ ). Runners-up get  $0.82 \times 0.7 = 0.57$  red MPs.

The rules governing multi-stage team events with finals [Sections 4.2.5 & 4.3.3] are quite complex and outside the scope of this Guide. It is not the role of the Club Masterpoint Secretary to calculate awards for such events manually, but verifying the awards for the qualifying rounds is a good way of checking the scoring program has been set up with the correct parameters.

There are further examples of the calculation of masterpoints in Appendix B of the MP Manual.

### D2 Club Red Point Teams Events - Grade B4c

Clubs can hold team championships using their B4c red point allocation. The input for the scoring program would be Grade Club B4c and the weighting is  $W = 2.5$ . The MP award for the winning team in a multi-session event is calculated using Table 3C. See e.g. 3 above.

As with B4c pairs events, the .red file cannot be uploaded directly via the ABF MPC portal; it first needs to be forwarded to the State Masterpoint Secretary to be verified. The following information must be included:

- The format of the event.
- Number of teams in the event.
- Number of boards per match/round.
- Names of all players in each team, any substitutes.
- A copy of the results of each session including any changes in personnel between sessions. It can be useful to show this information as wins/losses/draws per team, but you must include any changes in players per session.
- If using snail mail, include the appropriate ABF form (Grade B4c Summary Sheet) as well.
- Outright winners and the additional MPs.

Electronic copies showing the correct awards are preferred. Once the event results have been checked, they are returned with any corrections and an authorisation number. The .red file can then be uploaded through the ABF Masterpoint Centre website. Any corrections need to be done manually before the upload.

### D3 Grade B events

There is only one Grade B State Championship Teams event that clubs affiliated with the NSWBA can play, *viz.* the State Teams. This is a multi-stage event which begins with club qualifying events. Teams progress through regional and zonal finals and the event culminates with a finals series in Sydney. Depending on your club's geographic location, it is invited to run qualifying rounds in either the Country Teams or the Metropolitan Teams. All the relevant information is available on the NSWBA website - go to [www.nswba.com.au/tourn/state/](http://www.nswba.com.au/tourn/state/) and follow the link to the John Arkinstall State Teams.

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At the club level, only sessional awards are made - there are no outright awards as the event still has many more stages to run. Masterpointing is as for any other teams event, except that the Grade is B and the weighting is  $W = 5.0$ . Make sure the director is aware of this when setting up the event in the scoring program. The Organiser's instructions on the NSWBA website should give the director all the information needed to enter the details in the scoring program properly.

The computer derived red point file needs to be sent (email is best) to the regional organiser of the event, along with all the relevant event format information to allow the data to be verified. This is usually done by completing an Excel form (available on the NSWBA website) and forwarding all relevant results files (list of team members, win/draw/loss record for each team). It may be a tournament requirement that at a certain number of teams are sent to the next stage (regional or zonal final) of the event.

The checked .red file is submitted by the Tournament Organiser to the State Masterpoint Secretary. The awards are uploaded to the ABF Masterpoint Centre after the zonal final has been held; this is often some months after the club sessions are played.

### **D4 Grade A2 events**

Currently, the only such event in which clubs participate is the Grand National Open Teams. See Section B4 of this Guide for further details. As with Grade B events, the results and masterpoint files need to be sent to a State appointed organiser to be checked. You cannot upload the masterpoints yourself via the MPC portal.

e.g. A club qualifying GNOT has an entry of 10 teams and qualifies 2 teams to a regional final. A full round robin of 9-rounds is played (3 x 9-board matches on each of 3 nights). The winning team in each match receives  $0.040 \times 9 = 0.36$  gold MPs. To "win" a match, the difference must be at least 2 IMPs ( $0.2 \times 9 = 1.8$  rounded up). Any match with an IMP difference of 0 or 1 IMPs is treated as a draw with each team member receiving  $0.36/2 = 0.18$  gold points. There are no awards for the outright winners [Section 7.5.7], which is clearly stated in the online event regulations.

## SECTION E MASTERPOINTING SWISS PAIRS EVENTS

### E1 What is Swiss Pairs?

Pairs typically play matches of 8-14 boards each round. At the end of each round, all the match scores are converted to Victory Points (VP) on a pre-determined scale. The draw for each round is based on pairs playing opponents on a similar total VP score. Either IMP based or matchpoint based scoring is possible.

- 1) The most popular scoring method for these events is a Butler IMP Swiss Pairs, in which each pair's score is IMPed against a datum score calculated from the scores obtained at every table. Butler Pairs is like teams bridge, but your "teammates" are the entire field.
- 2) Matchpoint Swiss Pairs is also seen occasionally. Your percentage score (based on normal matchpoint scoring) for each match is used as the basis for the conversion to VP. For example, a match score of 55% - 45% might translate to a score of 13.33 - 6.67 VP.

### E2 Masterpointing Swiss Pairs

In almost all aspects, the masterpointing of Swiss Pairs events is identical to that for a teams event. **The critical thing is that each match must be of at least 5 boards in length.** The sessional awards are dependent on two things only: the number of boards played in each match and the grade of the event [Section 4.2.3]. Exactly the same rules apply whether awarding green, red or gold masterpoints. This information is reproduced in the table below. Yes!, it's the same table as used for teams events on page 14 of this Guide.

Grade	MP award per board	Grade	MP award per board
Grade F	0.004 green point	Grade B5i	0.016 red point
Grade E	0.008 green point	Grades B4, B4c & B4s	0.020 red point
Grade D	0.012 green point	Grade B	0.040 red point
		Grade A2	0.040 gold point

Both members of the winning pair receive the appropriate award, with the losing pair receiving no award. If playing Butler Pairs, a pair must win by a margin greater than 0.2 IMPs per board played in the match to be awarded all the MPs, *c.f.* a Swiss Teams event. If playing matchpoint Swiss Pairs, a pair must score more than 52.50% to win all the masterpoints; they are shared equally if both pairs score between 47.50 and 52.50% [Section 4.2.3].

Note that the total number of MPs awarded is the same as for a teams event of similar size - the number of competing units has doubled (2T pairs *versus* T teams), but the awards are going to 2 people (a pair) rather than 4 (a team).

Outright awards are calculated as for teams events, being made to the top third of the field with all fractions being rounded up [Section 4.1.1].

There are example calculations on the following page.

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e.g. 1 A 2-session Grade D matchpoint Swiss Pairs Championship has 22 pairs, playing four 7-board matches each night. The winning team in each match receives  $0.012 \times 7 = 0.084$  MPs. To “win” a match, a pair must score **more** than 52.50%. The outright award for the winners is 0.75 green MPs (from Table 3B,  $W = 1.5$  for Grade D Swiss Pairs,  $T = 11$ ,  $S = 2$ ). Outright awards are made to 8 pairs ( $22/3 = 7.33$  rounded up). Runners-up get  $0.75 \times 0.7 = 0.525$  MPs; 3<sup>rd</sup> place gets  $0.75/2 = 0.375$ ; 4<sup>th</sup> place gets  $0.75/3 = 0.25$ ; .....8<sup>th</sup> place gets  $0.75/7 = 0.107$ . All awards are green masterpoints and the rounding to two decimal places should be done as the final step in the calculation (*i.e.* after summing the awards for match wins & draws and outright placing).

Currently in NSW, the regulations for the State Teams (Grade B, red,  $W = 5.0$ ) and the GNOT (Grade A2, gold,  $W = 5.0$ ) allow clubs to run these qualifying events as Butler Swiss Pairs. Competing pairs can then form teams to contest the next stage, as per the supplementary regulations for the event.

e.g. 2 A Club GNOT qualifying session is run as a Butler Swiss Pairs event with six 14-board matches over three sessions. There are 5 tables, *i.e.* 10 pairs in the event. The winning pair in each match receives  $0.04 \times 14 = 0.56$  gold MPs. To “win” a match, the difference must be at least 3 IMPs ( $0.2 \times 14 = 2.8$  rounded up), so the MPs are shared (0.28 to each player) in any match with an IMP difference of 0, 1 or 2 IMPs. There are no outright awards, as clearly stated in the supplementary regulations for the event.

e.g. 3 A Club Championship green point Grade D Swiss Pairs event consists of nine 9-board matches over three sessions. There are 10 tables, *i.e.* 20 pairs in the event. The winning pair in each match receives  $0.012 \times 9 = 0.108$  green MPs. To “win” a match, the difference must be at least 2 IMPs ( $0.2 \times 9 = 1.8$  rounded up), so the MPs are shared (0.054 to each player) in any match with an IMP difference of 0 or 1 IMPs. The outright award for the winners is 1.13 MPs (from Table 3B,  $W = 1.5$  for Grade D Swiss Pairs,  $T = 10$ ,  $S = 3$ ). Outright awards are made down to 7<sup>th</sup> place ( $20/3 = 6.67$  rounded up). Runners-up receive 0.79 ( $1.13 \times 0.7$ ); 3<sup>rd</sup> place receives 0.57 ( $1.13/2$ ); 4<sup>th</sup> place gets 0.38 ( $1.13/3$ ), *etc.* down to 7<sup>th</sup> place who gets 0.19 ( $1.13/6$ ).

## SECTION F UTILISING AND INTERACTING WITH THE ABF MPC

### F1 General Information

The Club Masterpoint Secretary has three main responsibilities.

- 1) To ensure the correct parameters such as Grade or Weighting are used when setting up the movement in the scoring program. This is often delegated to the director.
- 2) To ensure that details the ABF MPC maintains about your club's membership are kept up-to-date.
- 3) To upload results to the ABF Masterpoint Centre and print relevant reports for your members.

The ABF Masterpoint Centre [www.abfmasterpoints.com.au/index.asp](http://www.abfmasterpoints.com.au/index.asp) has its own dedicated website, which is the portal through which all clubs accomplish tasks 2) and 3) above. Each club has its own login username and password. You are able to change the password, but not your club's username. There is a menu on the left hand side of each screen allowing for easy navigation around the site. The links under **Assistance** are very useful, especially **Help for Clubs** and **Help with the Web Site**. There is a detailed [Guide for Club Masterpoint Secretaries](#) from this latter page. You should print a copy of this document and read it before starting to use the site interactively. There are also numerous links to help videos which are well worth watching.

### F2 Fees and Charges

Every player registered with the ABF Masterpoint Scheme is charged an Annual Capitation Fee on 1 April, which is collected by the player's Home Club and passed on to the ABF. Lapsed players who join after 1 April are charged a Reactivation Fee, again collected by the player's Home Club and passed on to the ABF.

The ABF also charges clubs for the masterpoints they issue.

All these fees are linked to the CPI. The new charges are advertised in the September Newsletter (accessible via the **Newsletters** link) and take effect from the following April. They can be found on the [Current Fees and Charges](#) page, best found via the **Site Map**.

### F3 Logging on to the MPC

Before you can upload any results or change any of your club's members' details, you need to log in. There is an [Administration log in](#) link on the top left of the screen on every page. Clicking that link brings up the page shown in Figure F-1.

Enter your club's User Name and Password as requested and click Enter. Once you are logged in, you can access the various option listed under **Clubs Only**. As soon as you navigate away from the welcome screen, the [Administration log in](#) link is replaced by a [Log out](#) link.

[Administration log in](#) ABF Masterpoint Centre

## Web Site Management Login Page

This section allows Clubs and other Masterpoint Administrators to access protected parts of the Masterpoints Centre web site.

If you are Club Masterpoint Secretary, but don't have your login and password, [contact the Masterpoint Centre Manager](#).

Enter your User Name:

Enter Password:

User names and passwords are not case sensitive.

Figure F-1

#### F4 Contact with the Masterpoint Centre

There is only one official channel of communication between the MPC and clubs, and that is via the Club Masterpoint Secretary. Email and regular mail, including reports, invoices and statements, will be sent via the Masterpoint Secretary's email and mailing addresses. It is not possible for a club to have multiple points of contact. Clearly a rigorous protocol is required to ensure all invoices are passed to the club's Treasurer and paid on time. You can change the MP Secretary's contact details via the **Edit Club Details** link. Remember to click **Save Changes** at the bottom of the page once done. An email will be sent to your Masterpoint Secretary in respect of all changes made, and in the case of a change in the Masterpoint Secretary's email address, an email will be sent to both the incoming and outgoing Masterpoint Secretary.

#### F5 Changing Your Password

Once logged in, there is an option to change your password at the bottom of the Club Details page. Follow the **Edit Club Details** link. If you lose or forget your password, you need to contact the MPC [masterpoints@abf.com.au](mailto:masterpoints@abf.com.au).

#### F6 Player Management

All players registered with the ABF Masterpoint Scheme are charged an Annual Capitation Fee which is collected by the clubs and passed on to the ABF. To ensure that each player pays this fee once and once only, every player has a designated Home Club. Players may join multiple clubs, but only one, their Home Club, is tasked with collecting the Capitation Fee for the ABF. It is therefore essential that you keep all your members' details with the MPC up-to-date. There are numerous parts to this and you will probably need to use all of them at various times. All changes made are confirmed by an email sent from the MPC.



## F6.1 Edit Player Details

You can only edit details of players who are Home Club Members. Clicking the **Edit Player Details** link brings up the page shown in Figure F-2.

**Edit Player Details**

**Edit Player**   **Transfer In**   **Reactivate**   **Deceased**

This page allows you to edit name, address etc details of your members. [Click here](#) for help on Player Management.

If you are uncertain of the player's ABF Number, you can either look it up from [My Masterpoints](#) or by [searching the Actives and Inactives](#).

Your login only allows you to manage players who are home members of [Sydney Bridge Centre](#).

[Click here to review a list of your club's Player Movements for this month.](#)

Enter ABF Number

Figure F-2

Click one of the four options **Edit Player**, **Transfer In**, **Reactivate** or **Deceased**. Regardless of which option you choose, it's usually easier to use the [searching the Actives and Inactives](#) link rather than typing in a player's ABF number. All the subsequent screens are user friendly and self-explanatory.

**Edit Player** allows you to change a person's name, address or email details, supply a birth year, or maybe just fix a long-standing error. The one thing you cannot change is their ABF number.

**Transfer In** is used when a player is currently a Home Club Member of another club, but wishes to make your club their Home Club. Their previous Home Club is irrelevant, but the player must be active for any transfer to occur. If the player is Inactive, use the **Reactivate** option instead.

**Reactivate** is used when inactive players rejoin the Masterpoint Scheme by joining a club. Such players are usually unsure of their ABF number, so [searching the Actives and Inactives](#) list is the best way to make sure you're reactivating the right player. It is very important that players who have previously been members of the Masterpoint Scheme are not issued with new ABF numbers. Reactivation makes them a Home Club Member - their previous Home Club is irrelevant.

**Deceased** is only used when one of your Home Club Members dies. Do not use this function in any other circumstances. This option will mark the player as deceased. The MPC will mark players as Inactive rather than Deceased if you merely fail to renew their membership the following year. Deceased players are automatically removed from all membership lists and reports, except the [National Top 500 Masterpoint Earners of All Time](#) list.

## F6.2 Adding a New Player

A new player is someone who has never before been part of the Masterpoint Scheme and needs to be issued with an ABF number. To add such a player, click the **Add New Player** link to bring up the screen shown in Figure F-3.

### Add New Player

**Important!** Before adding a new player, you should be certain that they haven't been registered before. If they have, they should be reactivated if currently inactive, or transferred to your club as a home member if they are an active member of another club.

[Click here to search for your new player amongst the Masterpoint Centre's active and inactive player lists.](#)

ADDING NEW PLAYER	
<b>Club Name</b>	Sydney Bridge Centre (2006)
<b>Surname *</b>	<input type="text"/>
<b>Given Names *</b>	<input type="text"/>
<b>Preferred First Name</b>	<input type="text"/>
<b>Address *</b>	<input type="text"/>
<b>Address *</b>	<input type="text"/>
<b>State / Postcode *</b>	<div style="display: flex; align-items: center;"> <div style="border: 1px solid #ccc; padding: 2px;">Select State</div> <div style="margin-left: 10px; border: 1px solid #ccc; width: 80px; height: 20px;"></div> </div>
<b>Email Address</b>	<input type="text"/>
<b>Player Phone Number</b>	<input type="text"/>
<b>Gender (M/F) *</b>	<div style="border: 1px solid #ccc; padding: 2px;">Select Gender</div>
<b>Date of birth (DD-MM-YY, year optional) *</b>	<div style="display: flex; gap: 5px;"> <input style="width: 30px; height: 20px;" type="text"/> <input style="width: 30px; height: 20px;" type="text"/> <input style="width: 30px; height: 20px;" type="text"/> </div>
<p>* <input type="checkbox"/> I have checked this player against the <a href="#">List of Existing and Inactive Players</a> and confirm that they have not been registered previously.</p>	
<div style="background-color: #ccc; padding: 5px; display: inline-block;">Click here to register this new player</div>	
<p>* Required field</p>	

Figure F-3

It is crucial you ensure that the person has not previously been issued with an ABF number. Before you start completing the player's personal details, you need to check the database of active and inactive players. Genuine new players are usually people who have recently completed lessons, are members of non-affiliated bridge clubs, or are overseas immigrants who can already play. Be wary with this last group and check Sections 1.3.3 and 1.3.4 of the MP Manual - you may need to act as intermediary between the player and the MPC to ensure they are assigned a masterpoint ranking commensurate with their experience. Players who have visited Australia in the past may be members of the Overseas Players Club or the NZ Players Club and be unaware they are already in the Scheme and have an ABF number. Similarly, young people may have been members of the [ABF Youth Club](#) (membership is free) and are automatically converted to inactive when they turn 26.

Before you can click the link to register your new player, you need to check the box to confirm you've done a thorough search of the database and that the new player has not previously been issued an ABF number.

### F6.3 Alternate Members

Alternate Members are players who are not Home Club Members, but you still want them to appear on your reports and CPAR forms. Your members who have selected another club as their Home Club should be the bulk of your Alternates. You may also want to include non-members who regularly play at your club. A club is not responsible to the ABF in any way for its Alternates and you may remove them at any time.

Home Club Members and Alternates appear on all regular club reports. Other players will appear on a club's report only when they have played and earned masterpoints in that club during the reporting period.

Click the **Alternates** link. This brings up the list of players who are current Alternates for your club. To remove a player from the list, click on the corresponding Remove link (Figure F-4). To add players, click the Add Alternate Player link at the start of the list (Figure F-5).

**Alternate Players**

Alternates are players who are not home members of your club, but who you wish to appear in your reports.

[Click here](#) for more information on Alternates.

Sydney Bridge Centre (2006)			<a href="#">Add Alternate Player</a>
ABF Number	Name	Home Club	
16179	Abrams, Jeanette	North Shore Bridge Club Inc (2120)	<a href="#">Remove</a>
730572	Algie, Christine	Trumps Bridge Centre (2259)	<a href="#">Remove</a>

Figure F-4 Removing an Alternate

**Alternate Players**

Alternates are players who are not home members of your club, but who you wish to appear in your reports.

[Click here](#) for more information on Alternates.

Sydney Bridge Centre (2006)			<a href="#">Add Alternate Player</a>
ABF Number	Name	Home Club	

Figure F-5 Adding an Alternate

### F6.4 Removing a Home Club Member

The ABF will charge your club an annual Capitation Fee based on the number of Home Club Members your club has registered with the ABF Masterpoints Centre on 1<sup>st</sup> April. Most clubs run annual memberships from January to December. Assuming your club does that, you have 3 months in which to remove players who have not renewed their membership, confirming you as their Home Club. Failure to do this will result in your club being charged Capitation Fees for players who have not renewed their membership with your club.

## Beginner's Guide to Masterpointing

**IMPORTANT:** This has to be done before 1<sup>st</sup> April every year. Not only that, the facility to cancel players from your list of Home Club Members can only be done during the January - March quarter. Begin by assembling the information you will need. Go to **Show Club Documents**, choose "**Jan-Mar quarter**" and double click "**MEMBER CANCELLATION**" (Figure F-6). A pdf document will open (Figure F-7). Print this document so that you have a hard copy of it.

### View Quarterly Documents Jan-Mar Quarter

List documents from [Jan-Mar quarter](#) [Apr-Jun quarter](#) [Jul-Sep quarter](#) [Oct-Dec quarter](#)

To open a document, click the document name. To download it, just right-click the name and choose Save Link As, or Save As.

Documents from the **Jan-Mar Quarter** for **2-006 Sydney Bridge Centre**

Document Name	Date Uploaded	Size
<a href="#">2-006 SYDNEY BRIDGE CENTRE - CONGRESS AWARDS FEB-20</a>	4-Mar-20	26.5Kb
<a href="#">2-006 SYDNEY BRIDGE CENTRE - CONGRESS AWARDS JAN-20</a>	3-Feb-20	38.4Kb
<a href="#">2-006 SYDNEY BRIDGE CENTRE - CONGRESS AWARDS MAR-20</a>	6-Apr-20	37.4Kb
<a href="#">2-006 SYDNEY BRIDGE CENTRE - INTRA CLUB PERFORMANCES</a>	6-Apr-20	28.2Kb
<a href="#">2-006 SYDNEY BRIDGE CENTRE - INVOICE 56399</a>	6-Apr-20	31.2Kb
<a href="#">2-006 SYDNEY BRIDGE CENTRE - MEMBER CANCELLATION</a>	31-Jan-20	58.3Kb
<a href="#">2-006 SYDNEY BRIDGE CENTRE - MEMBER RECONCILIATION REPORT</a>	6-Apr-20	39.5Kb
<a href="#">2-006 SYDNEY BRIDGE CENTRE - MEMBERSHIP REPORT</a>	6-Apr-20	82Kb
<a href="#">2-006 SYDNEY BRIDGE CENTRE - PROMOTIONS REPORT FEB-20</a>	4-Mar-20	22.8Kb
<a href="#">2-006 SYDNEY BRIDGE CENTRE - PROMOTIONS REPORT JAN-20</a>	3-Feb-20	23.2Kb
<a href="#">2-006 SYDNEY BRIDGE CENTRE - PROMOTIONS REPORT MAR-20</a>	6-Apr-20	22.8Kb
<a href="#">2-006 SYDNEY BRIDGE CENTRE - RANK REPORT</a>	6-Apr-20	122.5Kb

Documents listed: 12

Figure F-6

The screenshot shows a PDF document with the following content:

**HOME MEMBERSHIP CANCELLATIONS FOR YEAR COMMENCING 1 APRIL 2020**  
**Sydney Bridge Centre (2-006)**

Membership will be automatically renewed on 31st March for players who have not been cancelled before the deadline. To cancel a player's membership, enter X next to the player's ABF Number in the box provided. Now log on to the website and use the option Player Cancellations to cancel all players marked with an X. This form is only to act you with your cancellations. DO NOT return it to the Masterpoint Centre.

X	ABF No	Name	X	ABF No	Name	X	ABF No	Name
<input type="checkbox"/>	94	ABEL, Jillian	<input type="checkbox"/>	948039	BEGGILL, Jim	<input type="checkbox"/>	818772	BRAGG, Jean
<input type="checkbox"/>	995053	ACHESON, April	<input type="checkbox"/>	889326	BELLINGHAM, John	<input type="checkbox"/>	1009026	BRAMHAM, Michael
<input type="checkbox"/>	971774	ACTION, Peter	<input type="checkbox"/>	823995	BELT, Audrey	<input type="checkbox"/>	434216	BRENTNALL, Neva
<input type="checkbox"/>	971760	ACTION, Joanne	<input type="checkbox"/>	700983	BENG, Robert	<input type="checkbox"/>	924288	BROOKE, Geoff
<input type="checkbox"/>	189002	ADAMS, Liz	<input type="checkbox"/>	768278	BERGER, Jenny	<input type="checkbox"/>	6971	BROOKE, Peter
<input type="checkbox"/>	102144	ADDISON, Virginia	<input type="checkbox"/>	102943	BERGER, Erik	<input type="checkbox"/>	150027	BROOKE, Dolores
<input type="checkbox"/>	1387975	AHERN, Maureen	<input type="checkbox"/>	102882	BENGIN, Peedy	<input type="checkbox"/>	1294264	BROOKES, Betty
<input type="checkbox"/>	989159	AINSWORTH, Claire	<input type="checkbox"/>	291765	BEST, Paul	<input type="checkbox"/>	1285700	BROOKS, Belinda
<input type="checkbox"/>	1038823	ALCHIN, Bryan	<input type="checkbox"/>	1037084	BEST, Gary	<input type="checkbox"/>	885116	BROOKS, Annette
<input type="checkbox"/>	989150	ALDRIDGE, Shame	<input type="checkbox"/>	903991	BEZAK, Anita	<input type="checkbox"/>	845967	BROOKS, Frank
<input type="checkbox"/>	043150	ALLEN, Lynn	<input type="checkbox"/>	063305	BILLINGSLEY, Tony	<input type="checkbox"/>	1068083	BROPHY, Michael
<input type="checkbox"/>	1089706	ALLEN, Vicki	<input type="checkbox"/>	032882	BILLINGSLEY, Brenda	<input type="checkbox"/>	7228	BROWN, Terry
<input type="checkbox"/>	1009400	AMALAN, Rajni	<input type="checkbox"/>	242663	BILSKI, George	<input type="checkbox"/>	695221	BROWN, Vanessa
<input type="checkbox"/>	1009809	ANDREW, Jake	<input type="checkbox"/>	221134	BISCOE, Jane	<input type="checkbox"/>	282708	BROWN, Phyllis
<input type="checkbox"/>	1085488	ANDREWS, Gavin	<input type="checkbox"/>	1093827	BISHOP, Ngarta	<input type="checkbox"/>	1067334	BROWN, Rebecca
<input type="checkbox"/>	1333	ANZEAR, Arthur	<input type="checkbox"/>	103248	BISSAKER, Anne	<input type="checkbox"/>	79545	BROWNE, Derrick
<input type="checkbox"/>	775150	ARCHER, Anne	<input type="checkbox"/>	290545	BIZYS, Ru	<input type="checkbox"/>	810430	BRUCE, Pamela
<input type="checkbox"/>	603024	ARMSTRONG, Elizabeth	<input type="checkbox"/>	603428	BLACK, Tony	<input type="checkbox"/>	910449	BRUCE, Robert
<input type="checkbox"/>	679970	ARONEY, Christine	<input type="checkbox"/>	705345	BLACK, Jane	<input type="checkbox"/>	1080112	BURBA, Victor
<input type="checkbox"/>	1058851	ASHIE, John	<input type="checkbox"/>	1687951	BLACK, Bill	<input type="checkbox"/>	7705	BUCHEN, Peter
<input type="checkbox"/>	711470	ASHTON, Sophie	<input type="checkbox"/>	880107	BLACKADDER, Dianne	<input type="checkbox"/>	822408	BURCHMORE, Jimmy
<input type="checkbox"/>	000868	ATKINSON, Ann	<input type="checkbox"/>	191311	BLACKMAN, Dena	<input type="checkbox"/>	84501	BURR, Roy
<input type="checkbox"/>	587188	BAKER, Aeri	<input type="checkbox"/>	148826	BLANEY, Lally	<input type="checkbox"/>	54720	BURTENSHAW, Martin

Figure F-7

## Beginner's Guide to Masterpointing

You may need the help of your club's secretary or treasurer for the next bit, especially as it's best accomplished as a 2-person job. Compare this printout to the local database of your membership. Local database here means the method your club uses to store membership information; it could be Pianola or ASE, it could be some other database management program, or it may simply be an Excel spreadsheet on your club computer. Your membership list does not need to be printed, but it does need to be sorted in alphabetical order and identify your Home Club Members. On the pdf printout, put a cross in the box next to those Home Club Members who have not yet renewed their membership. You now need to reconcile the two lists.

If a member is not on the Home Club Membership pdf list, this may be because:

- The player joined another club and selected it to be their Home Club.
- The player joined your club as a Home Club Member after 1 April of the previous year and you neglected to notify the MPC by doing a **Transfer In**, **Reactivate** or **Add New Player**.
- The player is a recent new member and you've yet to notify the MPC.

Find the player in the MPC system via **Masterpoints Lookup** under **Players**. The results of that search should give you enough information to know how to resolve the problem.

If a player is on the Home Club Membership pdf printout, but is not on your membership list.....

- The most likely reason is that the player has not yet paid their annual subscription to rejoin the club. It's less work for everyone to chase them now rather than after 1 April.
- Your local membership records may not be up-to-date. Talk to the club secretary and/or treasurer.

Once you've reconciled the two lists and marked up the Home Club Membership pdf printout, you're ready to cancel the memberships on the ABF Masterpoints Centre. Do this sometime towards the end of March, but **do not forget. It must be done before April 1** or you will get invoiced for Capitation Fees you may never collect. Click on **Player Cancellations**. An interactive list of all your Home Club Members will appear, as shown in Figure F-8. It's a different format, but it's the same list as your hand-marked pdf printout. Guided by your marked printout, click on "Request Cancellation" for those who have not renewed with your club as their Home Club.

**Annual Player Cancellations**

Clubs should use this page to tell the Masterpoint Centre which members are no longer home members of their club. This must be done prior to 31 March each year. [Click here for more information on Membership and Capitation Fees.](#)

Sydney Bridge Centre (2006)		Cancellations requested: 149	
ABF Number	Name	Action	Status
94	Abel, Julian	<a href="#">Request Cancellation</a>	Active
995053	Acheison, April	<a href="#">Request Cancellation</a>	Active
971766	Acton, Isabella	<a href="#">Request Cancellation</a>	Active
971774	Acton, Peter	<a href="#">Request Cancellation</a>	Active
189502	Adams, Liz	<a href="#">Request Cancellation</a>	Active
1072144	Adison, Virginia	<a href="#">Request Cancellation</a>	Active
1067975	Ahern, Maureen	<a href="#">Request Cancellation</a>	Active
960189	Ainsworth, Clare	<a href="#">Request Cancellation</a>	Active
1035823	Aitch, Bryan	<a href="#">Withdraw Request</a>	<del>Cancellation Requested</del>
989213	Aldridge, Shame	<a href="#">Request Cancellation</a>	Active
942159	Allen, Lynne	<a href="#">Request Cancellation</a>	Active
1065706	Allen, Vicki	<a href="#">Request Cancellation</a>	Active
1009400	Amalan, Rajni	<a href="#">Withdraw Request</a>	<del>Cancellation Requested</del>
1099868	Andrew, Jake	<a href="#">Request Cancellation</a>	Active
1085468	Andrew, Gavin	<a href="#">Request Cancellation</a>	Active
1333	Arlezark, Arthur	<a href="#">Request Cancellation</a>	Active
775150	Archer, Anne	<a href="#">Request Cancellation</a>	Active
953024	Armstrong, Elizabeth	<a href="#">Request Cancellation</a>	Active
875976	Arony, Orsolina	<a href="#">Request Cancellation</a>	Active
1098851	Ashie, John	<a href="#">Request Cancellation</a>	Active
711470	Ahton, Sophie	<a href="#">Request Cancellation</a>	Active
950868	Atkinson, Ann	<a href="#">Request Cancellation</a>	Active
567168	Baker, Ann	<a href="#">Request Cancellation</a>	Active
422967	Baker, Colin	<a href="#">Request Cancellation</a>	Active
813543	Baker, Judy	<a href="#">Request Cancellation</a>	Active
961353	Bannatyne, Susie	<a href="#">Request Cancellation</a>	Active
986988	Barnard, Jay	<a href="#">Request Cancellation</a>	Active
943863	Barnes, Diane	<a href="#">Request Cancellation</a>	Active
705045	Barnes, Helen	<a href="#">Request Cancellation</a>	Active
944444	Barnett, Paul	<a href="#">Request Cancellation</a>	Active

Figure F-8

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If you accidentally click on the wrong line, you can always reverse the cancellation by clicking **“Withdraw Request”** (Figure F-9).

Annual Player Cancellations

Clubs should use this page to tell the Masterpoint Centre which members are no longer home members of their club. This must be done prior to 31 March each year. [Click here for more information on Membership and Capitation Fees](#)

Sydney Bridge Centre (2006) Cancellations requested: 149

ABS Number	Name	Action	Status
94	Abel, Julian	<a href="#">Request Cancellation</a>	Active
995053	Acheson, April	<a href="#">Request Cancellation</a>	Active
971766	Arton, Joanne	<a href="#">Request Cancellation</a>	Active
971774	Arton, Peter	<a href="#">Request Cancellation</a>	Active
189502	Adams, Liz	<a href="#">Request Cancellation</a>	Active
1052144	Addison, Virginia	<a href="#">Request Cancellation</a>	Active
1087975	Ahern, Maureen	<a href="#">Request Cancellation</a>	Active
989189	Ainsworth, Clare	<a href="#">Request Cancellation</a>	Active
1034823	Aidin, Bryan	<a href="#">Request Cancellation</a>	Active
989193	Aldridge, Sharnie	<a href="#">Request Cancellation</a>	Active
942150	Allen, Lynne	<a href="#">Request Cancellation</a>	Active
1055706	Allen, Vicki	<a href="#">Request Cancellation</a>	Active
1009400	Amalan, Rajni	<a href="#">Request Cancellation</a>	Active
1099868	Andrew, Jake	<a href="#">Request Cancellation</a>	Active
1085468	Andrew, Gavin	<a href="#">Request Cancellation</a>	Active
1333	Andrew, Arthur	<a href="#">Request Cancellation</a>	Active
773150	Archer, Anne	<a href="#">Request Cancellation</a>	Active
953024	Armstrong, Elizabeth	<a href="#">Request Cancellation</a>	Active
875976	Aronay, Orsolina	<a href="#">Request Cancellation</a>	Active
1058851	Ashe, John	<a href="#">Request Cancellation</a>	Active
711470	Ashton, Sophie	<a href="#">Request Cancellation</a>	Active
990908	Atkinson, Ann	<a href="#">Request Cancellation</a>	Active
107158	Baker, Ann	<a href="#">Request Cancellation</a>	Active
422947	Baker, Colin	<a href="#">Request Cancellation</a>	Active
813543	Baker, Judy	<a href="#">Request Cancellation</a>	Active
961353	Bannatyne, Susie	<a href="#">Request Cancellation</a>	Active
998988	Barnard, Jay	<a href="#">Request Cancellation</a>	Active
943983	Barnis, Diane	<a href="#">Request Cancellation</a>	Active

Figure F-9

The Cancellation of Membership page doesn't require you to save the changes, it automatically records your request. So, once you have done "Request Cancellation" on all the Home Club Members who chose not to renew, you have completed the task. The cancellations take effect with the Masterpoints Centre's 1 April update. The MPC will then proceed to invoice you for the number of Home Club Members that you have. Any players who have been cancelled become inactive in the Masterpoint Scheme. If they subsequently rejoin, their Home Club, whether that be your club or somewhere else, will be charged the reactivation fee.

## F7 Sending Awards

The process for sending awards to the Masterpoint Centre is very clearly explained in the Centre's [Guide for Club Masterpoint Secretaries](#). (See Section F1 on page 19 of this Guide.)

The most efficient and least error prone method is to upload a file generated by the computer scoring program via the **Upload Awards File** link. If the scoring program has been set up properly with the correct parameters input for the event, errors are very unlikely. (Uploadable files can also be produced using the NAT4WIN program, available from the MPC via **Downloads**.)

The next best is to use the **Enter Awards CPAR** link. A list of all your Home Club Members and Alternates is presented and you manually enter the awards for each player. This involves a lot of typing of written data so transcription errors are almost inevitable. If any non-HCM's or Alternates won masterpoints you will also need to use the **Enter Awards Sundry** link.

If your club does not have internet access, you can request the MPC to send you hard copy versions of the CPAR and Sundry Awards forms. These can be filled in and mailed back to the MPC for manual processing. This method of submission involves two lots of transcribing and involves a service where physical mail may get lost. Best avoided if at all possible.

No other methods of submitting awards are possible.

## SECTION G SETTING THE EVENT WEIGHTING IN SCORING PROGRAMS

### G1 Introduction

The following sections describe in detail, with screen shots, how to set the event weighting for the State Mixed Pairs Championship. The weighting for this event is  $W = 3.75$ . The normal State Championship weighting of 5.0 is factored down by 75% as this event is a Grade B restricted by gender [Section 4.4.10]. The correct setup is shown for ASE, CompScore and ScoreBridge, the three major scoring programs used in NSW.

### G2 Using ASE

- 1) Set up individual sessions as normal except choose "B State championship" for Masterpoint grade (Figure G-1).

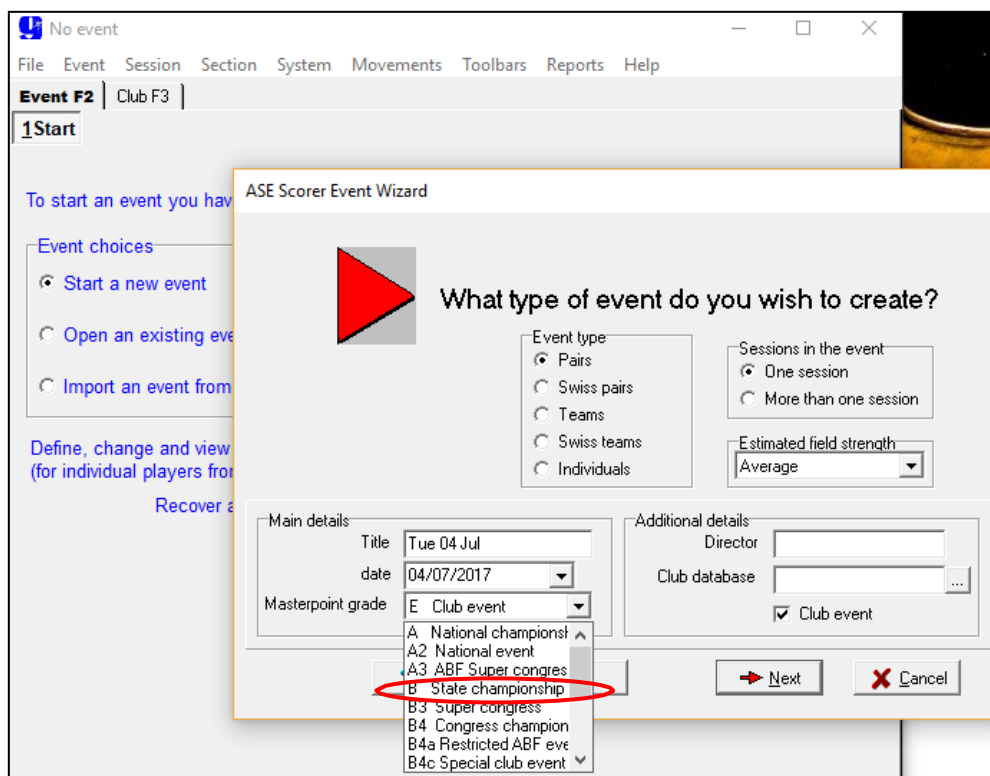


Figure G-1 Setting up

- 2) Run the sessions normally.
- 3) When it's time to score up, proceed normally until the Masterpoint Awards windows is reached (Figure G-2). Check the Masterpoint tournament grade is "B State championship". Under Master factor grade, click the down arrow and choose "Custom".

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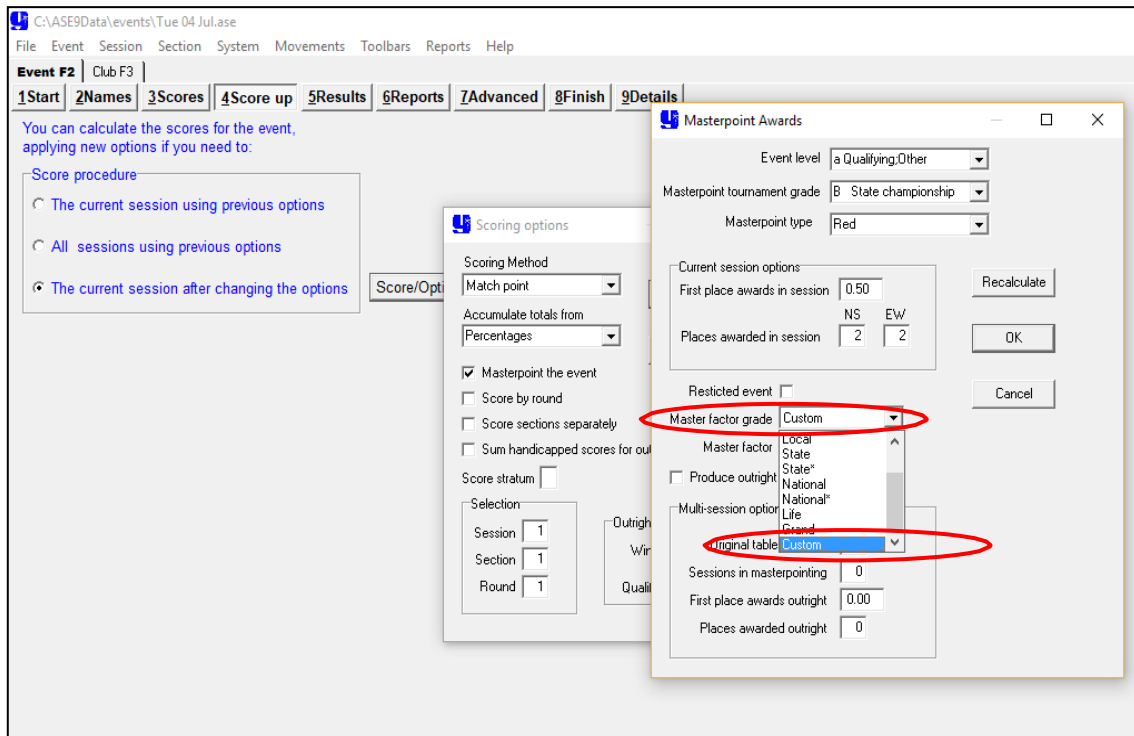


Figure G-2 Master factor grade

- 4) In the Master factor box, remove the default “1.000” and type “0.750” to reflect the fact that this event is restricted by gender (Figure G-3). Click “Recalculate”, then click “OK”.

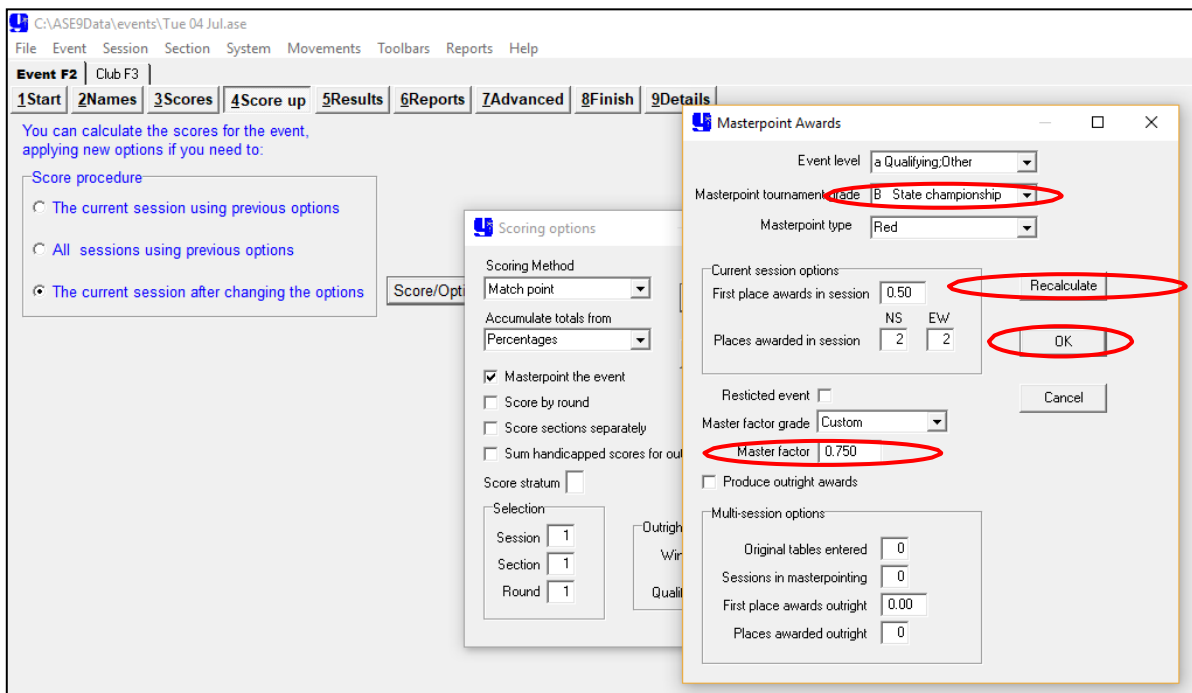


Figure G-3 Master factor

- 5) The masterpoints will be calculated correctly. Generate the required red point file using normal procedures.



### G3 Using CompScore2

- 1) Set up individual sessions as normal except choose "Red" for Masterpoints and "5.00" for Basic Weighting as it is a state championship event (Figure G-4).

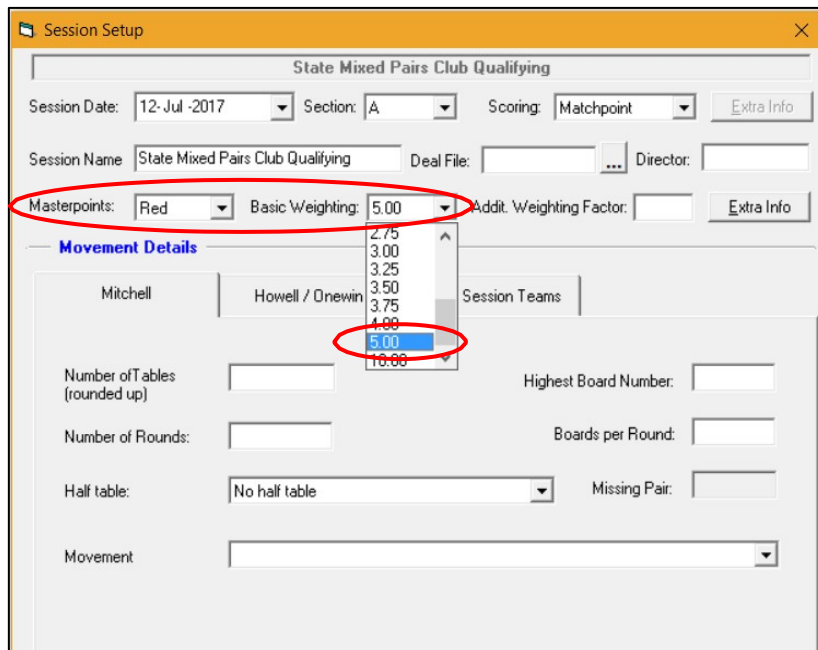


Figure G-4 Session Setup

- 2) In the Addit. Weighting Factor box, type "0.75" to reflect the fact that this event is restricted by gender (Figure G-5).

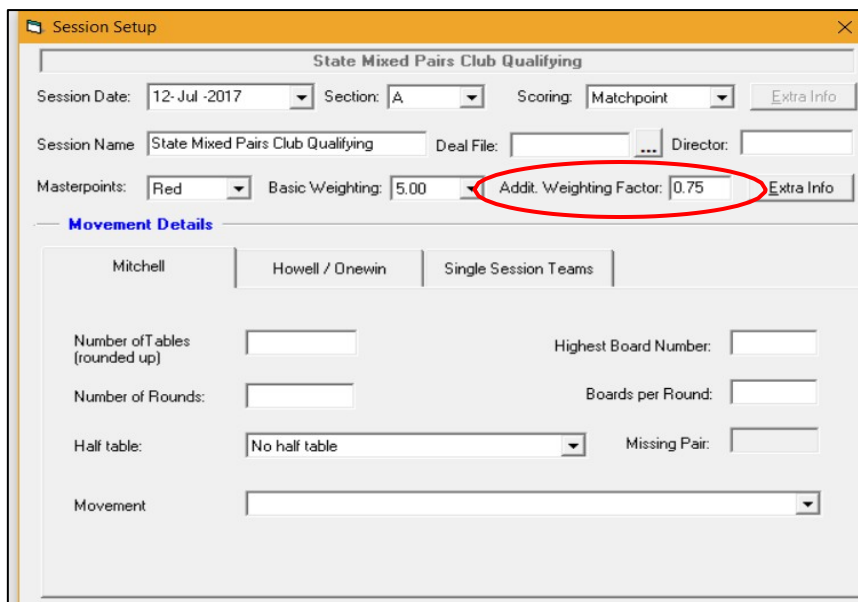


Figure G-5 Additional Weighting Factor

- 3) Insert the Movement details and score normally. The masterpoints will be calculated correctly. Generate the required red point file using normal procedures.

## G4 Using ScoreBridge

- 1) Enter the results and score up normally until the **Results and Outputs** window is reached (Figure G-6). Choose "Options" and "Master Point Options FOR THIS EVENT".

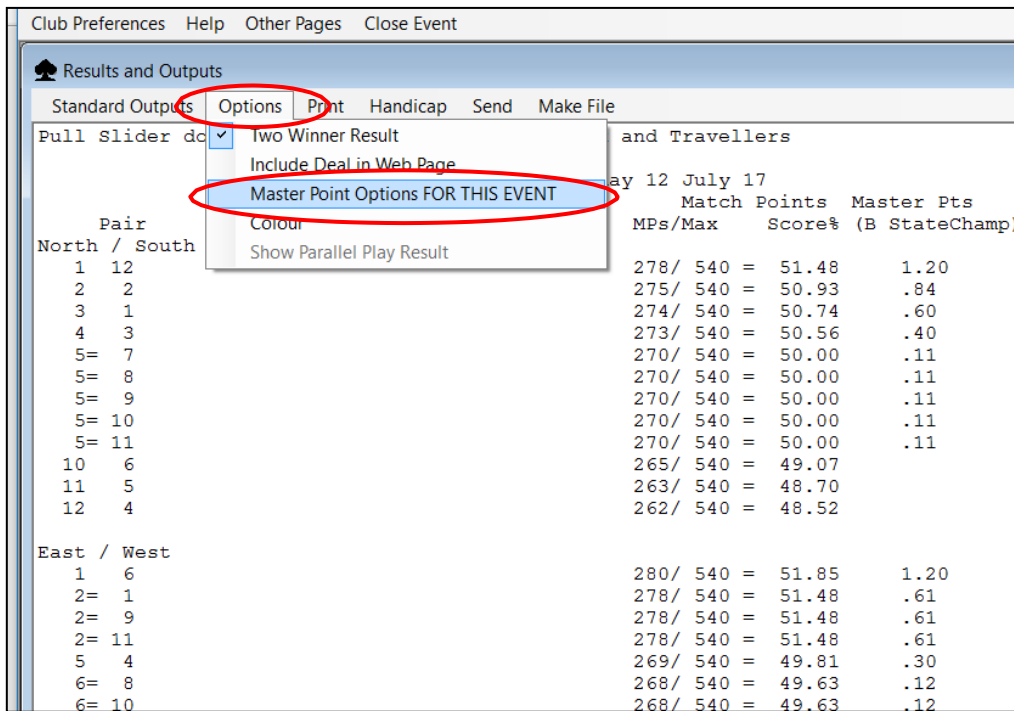


Figure G-6 Master Point Options

- 2) Choose "B StateChamp" through the drop-down menu (Figure G-7).

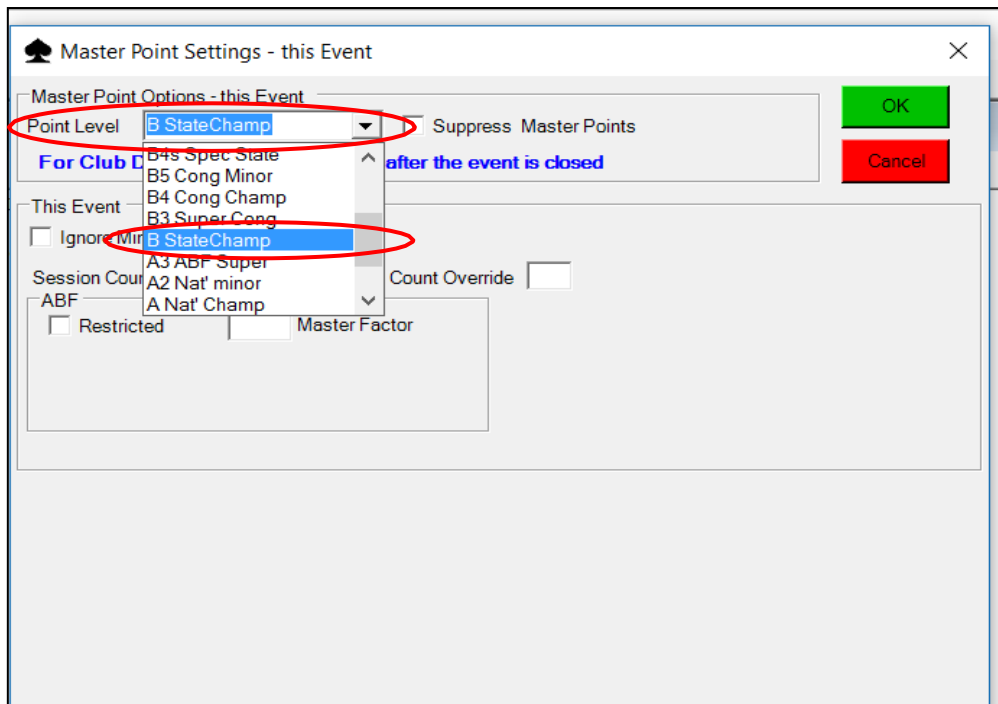


Figure G-7 : Master Point Settings

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- 3) In the Master Factor box, type "0.75" to reflect the fact that this event is restricted by gender (Figure G-8). Click "OK".

Master Point Settings - this Event

Master Point Options - this Event

Point Level: B StateChamp  Suppress Master Points

[For Club Defaults, use Preferences after the event is closed](#)

This Event

Ignore Minimum Boards Rule

Session Count is 1 Session Count Override

ABF

Restricted  Master Factor

OK Cancel

Figure G-8 Master Factor

- 4) The masterpoints will be calculated correctly. Generate the required red point file using normal procedures.