

INSTRUCTIONS TO DIRECTORS

Please read these points very carefully.

1. Players

It should not be necessary to make this point but the high number of repeat competitors in previous years makes it necessary to do so. **No player should be allowed to play in the State Wide Pairs if they have previously played the set at another venue.** Directors please ask!

2. Movements

Any movement which uses at least 24 boards is valid. If you use more than 24 boards (and most clubs do), Boards 1-32 are scored as part of the State Wide Pairs. It is recommended that no more than 36 boards are used in any section. If necessary, divide the field into two sections. Even revenge Mitchells and incomplete movements are acceptable. If you are a small club (less than 5 tables) you must run a movement so that all pairs play each other. A Howell is preferable, but at the very least, run a Mitchell and assign pairs to the NS and EW fields on a random basis each week.

3. Boards

You must play at least 24 boards.

If more than 32 boards are required to facilitate certain movements, add extra boards (preferably no more than numbers 33-36) randomly dealt by the players at the table.

4. Pair Numbers

A basic requirement is that we be able to track the progress of each competing pair through each session. Each pair must be given a unique 1-digit or 2-digit number for each session to facilitate this tracking.

It is not necessary that pairs keep the same number from week to week, but it is essential that we are advised of the starting position and pair number of each competing pair on all three weeks.

If running a Howell, the pair numbers will come from the movement card. If running a Mitchell, NS take their table number, EW pairs add 20 to their table number.

Statistically, a pair which sits NS for the entire event has no advantage or disadvantage compared to an EW pair; however, players are notorious for moaning about poor cards. We recommend that (if running Mitchell movements) you mix the NS and EW fields from week to week.

5. Player Categorisation

Each participant is categorised as a competing, a substitute or a casual, and must be listed on the relevant form. **Make sure you record legibly and accurately the names and ABF numbers for all players.** Even if the player concerned is no longer a member of the masterpoint scheme, their old ABF number is still valid for our purposes and should be submitted.

(i) The **COMPETING PAIRS** form incorporates session details.

- **Please be exact in quoting the number of tables in play (NB: 6½ is not the same as 7).**

- **If there is a half table, note the table number where the pair is missing (not the number of the missing pair) and circle whether NS or EW is missing.**

If necessary, be as explicit as possible in describing the movement used. (eg. 10 tables revenge Mitchell, with skip after the 5th round.) Check that the number of casual pairs plus the number of competing pairs equals the correct number of tables. (If a competing pair is absent they will be awarded 48% for the session but their absence should be carefully noted for this purpose.)

(ii) The **CASUAL PAIRS** form is self-explanatory. As for the competing pairs, give the pair numbers for the appropriate week(s) in the appropriate box(es) and a pair number of 0 for any week that the casual pair does not play. **Names and ABF numbers must be supplied for all casual pairs.**

The concept of the casual pair was introduced so that clubs did not have to send home pairs that either turned up unexpectedly or could not play all three sessions. Casual pairs are allowed so that clubs can keep goodwill with their members and as such we are more than happy to accommodate them in the scoring. However, please do not abuse the concept. Do not run a 14 table movement which is six tables of competing pairs and eight tables of casuals. Set up two separate fields - one for the State-Wide Pairs (possibly with a table or two of casuals if it facilitates the movement) and one for the other club players who are not interested in our event.

There are usually a number of casual pairs that play all three sessions. Such pairs get all the benefits of playing in the event without paying for the privilege and should be approached about entering officially. Last year we received complaints from players who paid up as asked only to find that others played, took advantage of booklets etc. and did not enter the event. Please help to stamp out SWP bludgers!

Late entries can be accommodated merely by adding their names to the list of competing players and including a cheque to pay for them before mailing your final results.

(iii) The **SUBSTITUTES** form. Again self-explanatory. Note that the substitute player is listed first and the regular player second. Each box must be filled in - either with the appropriate pair number for that week, or a pair number of 0 if that substitution did not occur.

6. Recording of results

For the first time this year, we will be accepting results both on the usual paper travellers or, alternatively, electronically for clubs which use table top bridge scorers (Bridgemates, BridgePads or BridgeScorers). Please follow the following directions carefully:

a) Using travellers:

After the players play their first board each week, get them to write their names, pair numbers and ABF numbers on the travelling score sheet. (Don't do this before play, as the hand record is on the score sheet.) **At the end of play of each board in round 1 it is essential that all players check that the hands have been dealt correctly.** Any misboarding should be corrected immediately and a score of 60% for both sides entered for that round. Before the players move for the second round, please remind them to write their names and ABF numbers on the first traveller. If there is a half table, the sit-out pair should also record their names and check the hand records for the set of boards at their table.

The NS pair is responsible for entering the score legibly and the EW pair should check all scoring. Each score sheet should be filled out accurately to show:

- the club name - use the club stamp or get the players to do it after the first round,
- the contract, declarer and the number of tricks declarer made,
- a NS or EW score,
- the correct pair numbers

At the end of the session the Director must check that all scores on all score sheets are legible. Rewrite the scores below if necessary. If an adjusted score has been given state clearly what scores were awarded.

b) Using electronic scorers:

Set up and run the movement as you normally would at your club. Because we don't have the players' names and ABF numbers on the travelling score sheet, we have no way of checking when there is an error on the COMPETING PAIRS form. Therefore, it is vitally important that the movement and player details are correctly completed on the COMPETING PAIRS form. For instance, if there is a half table, make sure that you note this explicitly – ie. 6½ tables is different to 7 tables. Where there is a half table, note the table number where the pair is missing (not the number of the missing pair) and circle whether NS or EW is missing.

If you are using a Howell movement with electronic scorers, you must use the movement cards supplied (or download them from <http://www.nswba.com.au/tourn/state/2012/swp.htm>)

After week 3, the three .bws files for the sessions should be sent to swp@nswba.com.au. However, they first need to be renamed so that we can track them to the club of origin. To do so, locate the relevant .bws file in your scoring program, right-click on the file and choose **Rename**. The file should be renamed as (*yourclubnumber-sessionnumber.bws*). So, for instance, if using Bridgemates, Bathurst Bridge Club's files would be renamed as: 2015-1.bws, 2015-2.bws and 2015-3.bws. Please contact us by email if you need any assistance in relation to this.

8. Fouled Boards

If the players discover a fouled board, they should call the Director immediately. Award 60% to both sides. Then reset the hands so that they correspond with the hand record on the score sheet. If the board is fouled for the entire session (which shouldn't happen), mark it as such, but still submit it with the rest of the score sheets.

9. Local Scoring

It is not necessary to score the event at your club. You may use the match pointing columns on the travelling score sheets to obtain results for the session at your club if you desire. The program which does the scoring across NSW does not use them.

10. Submission of Results

1) Immediately after completion of the first week's session, fill in the CLUB DETAILS form, enclose a cheque payable to the NSWBA (\$30.00 for each competing pair) and return them both to the address below.

2) The COMPETING PAIRS, CASUALS and SUBSTITUTES forms must be accurately completed (whether using travellers or electronic scorers) and should be retained until all three sessions have been played. Then, send them to the address below, together with the three complete sets of travellers (if used). If electronic scorers were used, send the three forms to the address below, and the sessions' .bws files by email as described above.

11. Minor Problems

If you discover an anomaly or problem, please explain it as fully as possible in writing on a separate sheet when submitting results.

12. Major Disasters

If the movement collapses in a heap due to the bye table being in the wrong place or some other Director or player malfunction, we can score whatever remnants you manage to salvage from the wreckage - just do the best you can.

All correspondence should be directed to:

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