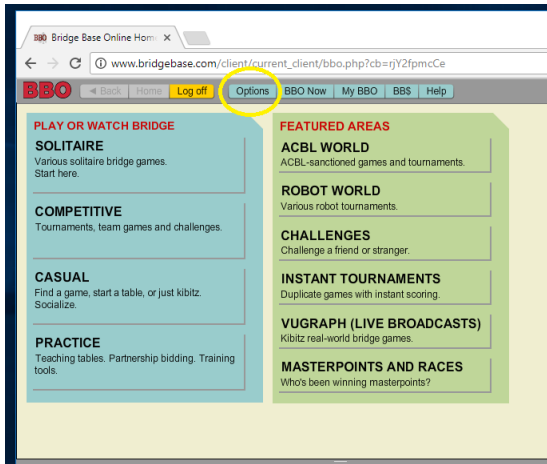
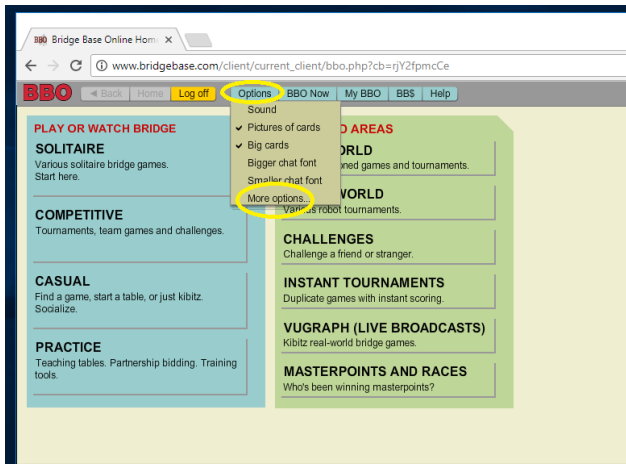


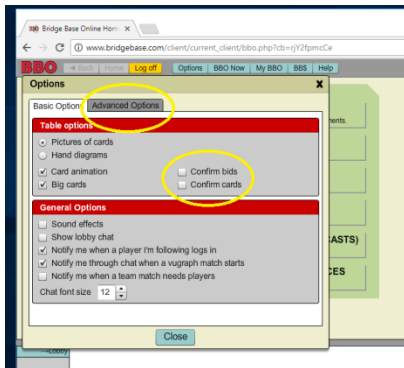
Welcome to BBO!



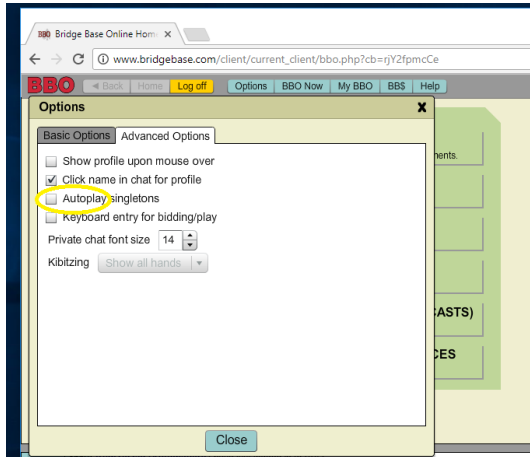
Once you've logged in, locate the "options" tab and click it.



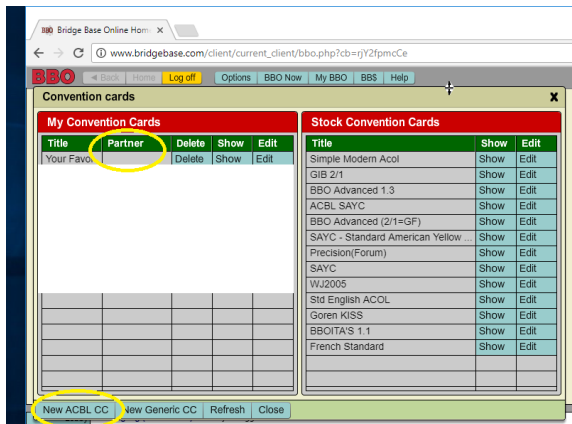
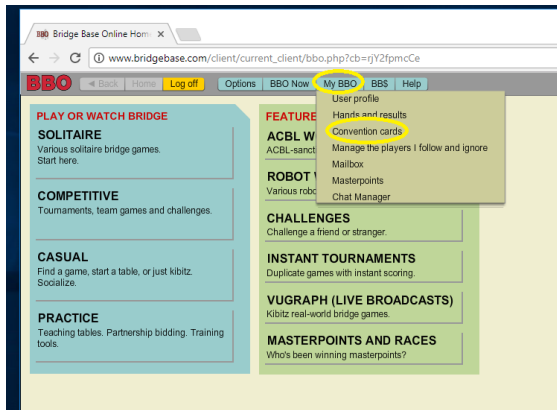
A drop-down menu will appear, select "more options" and click it. Note there is no check mark next to "sound," that means sound is turned off (required.)



Here you can select “confirm bids/cards” by clicking the box so that a check mark appears. It is recommended that you select these features as it reduces the amount of inadvertent actions. You must also select “advanced options” to deselect autoplay singletons (required) and other options.



Now you are ready for the “My BBO” tab. Select “convention cards.”



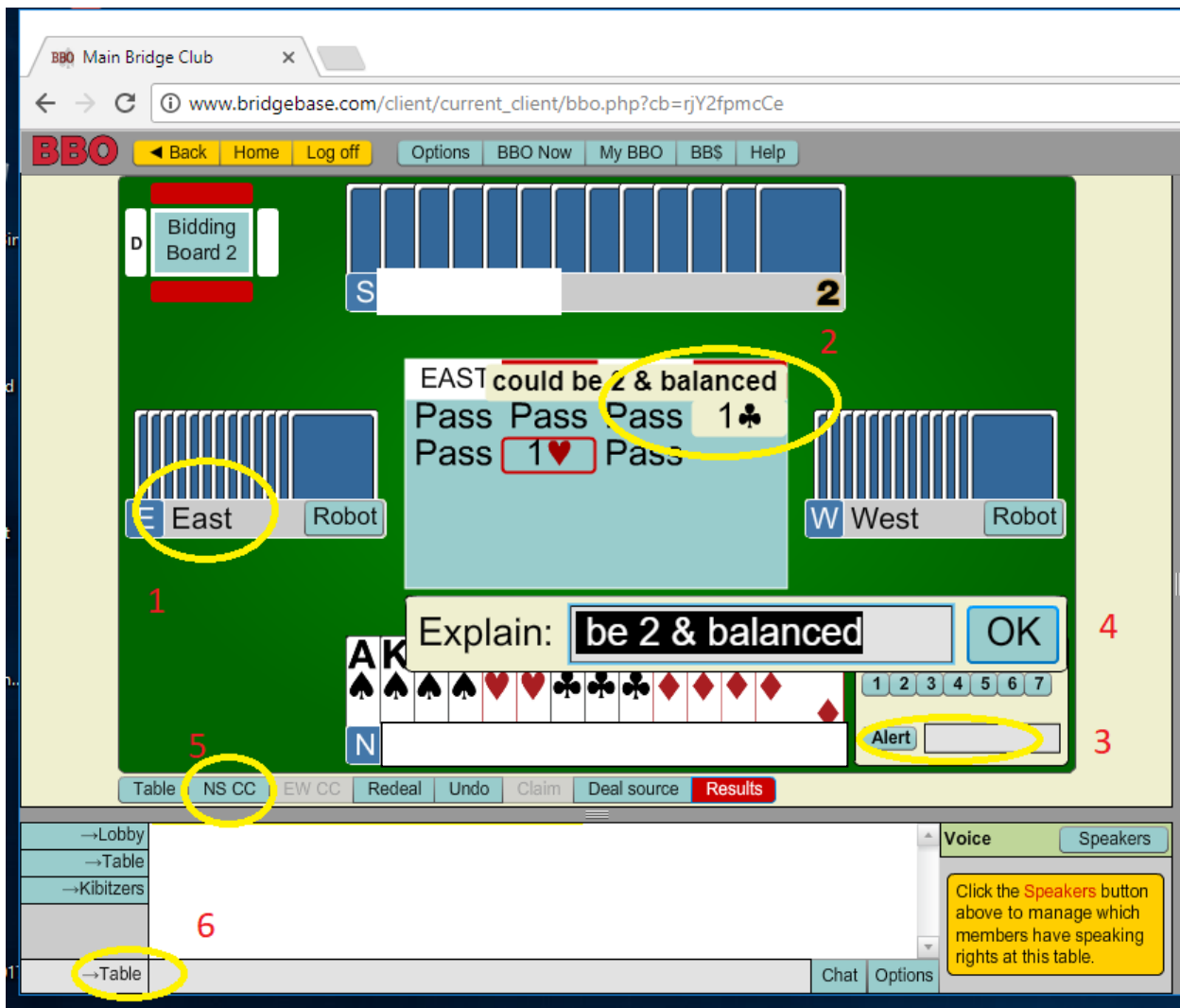
Click on “New ACBL CC” and see next page.

The screenshot shows the BBO website interface. At the top, there's a navigation bar with 'BBO', 'Back', 'Home', 'Log off', 'Options', 'BBO Now', 'My BBO', 'BBS', and 'Help'. Below this is a 'Convention cards' section with a 'My Convention Cards' table. The table has columns for 'Title', 'Partner', 'Delete', and 'Save'. A 'Bridge Base Online' window is open, showing a 'GENERAL APPROACH' section with various bidding options like 'Two Over One', 'VERY LIGHT', and 'FORCING OPENING'. The 'Partner' field and 'Save changes' button are highlighted with yellow circles.

Fill out your card (to enlarge drag box at corner) as you normally would but be sure to put PARTNER'S BBO NAME in the "Partner" box. Hit "save changes."

When you log in to BBO the system should recognize your partner (by BBO name) and automatically load your convention card.

When playing on BBO it is necessary to "self alert" your bids. You do not alert your partner's bids. When you are about to make a bid that in face-to-face bridge your partner would alert, you need to alert it instead. See next page for self-alerting and other features.



1. You may want to chat privately with your opponent to ask about a bid. Click on their name to do so. That way no one else at the table will receive unauthorized information.
2. When a bid is alerted it may be highlighted in yellow or outlined in red. You can mouse over to see the explanation.
3. When self-alerting a bid, click the alert box first, then type a brief explanation, then select the bid.
4. If you just click alert and then the bid you can still explain it by clicking on the bid in the box and then typing in the explanation.
5. Here is where you can view opponents' convention card. The "DIRECTOR" button will be activated for the event.
6. This is the chat bar. Anything you type here is visible to the table. **DO NOT EXPLAIN YOUR ALERTS HERE.** It will be visible to your partner.

This document is a work in progress. Please contact Hal Montgomery at dewitt@imaginata.com with any suggestions.