

REALBRIDGE OPERATOR INSTRUCTIONS

LOGGING IN

To log in to RealBridge, click on the link on the web page that should be open on your Chromebook or computer when you wake it up. The log in link will change each segment of play, so don't expect it to work again; you have to refresh it to get each segment. If there isn't a web page open, it will be bookmarked, on the bookmark bar, called "Operator Start Page for <event>."

When you get to the RealBridge log in page, enter your name in the Name box. **This is important**, do not leave whatever was there (unless it's your name) in the box, put your name in.

NEW: Don't click on "login" - that will take you to an unnecessary page. Instead, click on "Join Session" in the middle of the page. If when you do that, you are told you can't because someone else is already logged in with that name, please call me and I will find them and ask them to log out and log back in with the right name.

REALBRIDGE LOBBY

After you have logged in, you will be in the RealBridge lobby. It will look like this:

The screenshot shows the RealBridge lobby interface for the 2024 WBT FINAL - segment 1 of 4. The interface is divided into several sections:

- Header:** "Jan Martel" (operator name), "2024 WBT FINAL - segment 1 of 4", and buttons for "USEBIO", "Advanced", and "Scores".
- Table Grid:** A grid of 8 tables, each with a table number (1-8) and player names. The players are: Giovanni Donati, Marty Fleisher, Antonio Sementa, Alfredo Versace, John Hurd, Kevin Bathurst, Giacomo Percario, Chip Martel, Leonardo Cima, Mikael Rimstedt, Richard Plackett, Espen Erichsen, Brad Moss, Joe Grue, Giorgio Duboin, Ola Rimstedt, Krzysztof Buras, Nabil Edgtton, Vassilis Vroustis, Nikos Delimpaltadakis, Andy Hung, Sartaj Hans, Jacek Pszczola, Michael Whibley, Przemyslaw Janiszewski, Jérôme Rombaut, Rajath Shourie, Gavin Wolpert, Roy Welland, Sabine Auken, Wojciech Strzemecki, and Léo Rombaut.
- Right Panel:** "IMP pairs (Howell)", "8 tables", "15 boards (15 rounds x 1 boards)", "VuGraph, self-alerts", "Session settings", "Start round 1", "Enter chat message here", "Send chat", "ANNOUNCE", "Lobby (1)", "Director", and "Jan Martel".
- Footer:** "RealBridge: +44 (0) 794 232 2209 support@realbridge.online".

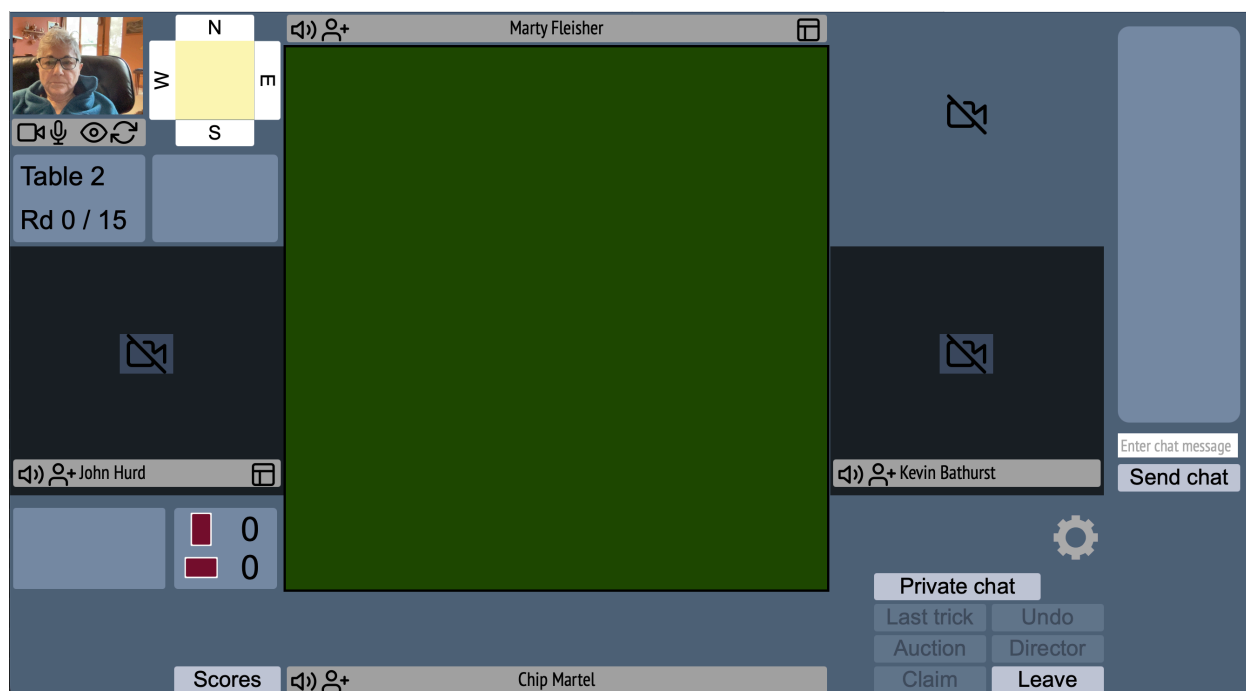
Your name will be in the upper left hand corner - if it's someone else's name, you forgot to change the name when you logged in, and you need to close the window and log in again with your name.

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Check that the name of the event in the yellow box at the top of the page is correct (and the round ## or segment # in the white box if there is one). Then look back at the web page where you got your log in link and see which table you are assigned to (make sure the real table you are sitting at matches what's on the list) and click on that table. If there is already a Vugraph operator or director at the table you are supposed to go to, please call me and we'll straighten it out.

AT THE TABLE

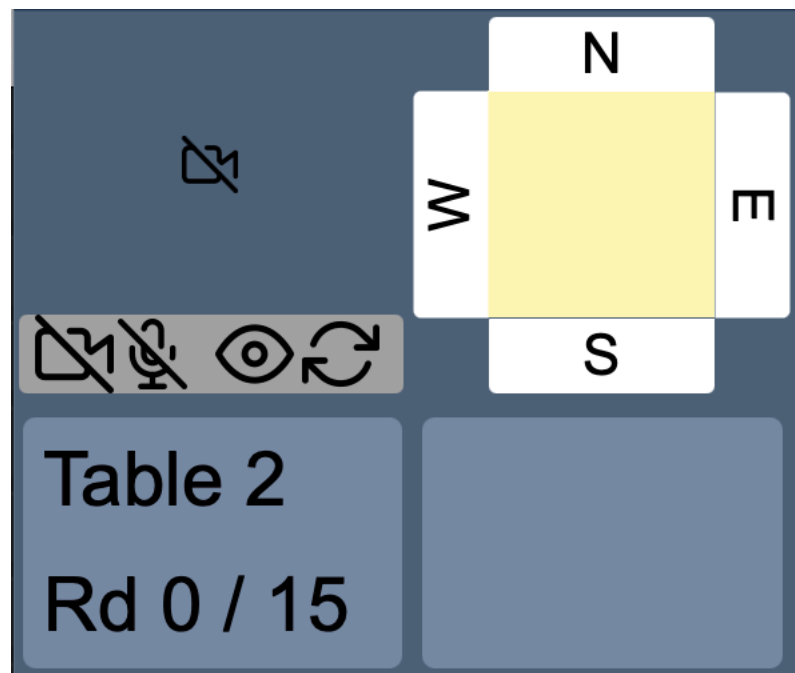
When you first get to the table, it will look like this:



If you said “no” to allowing your camera and microphone to work, there won't be a picture in the upper left and that section will look like this:

Please turn the microphone off by clicking on it if there isn't a line through it.

This is a good time to check that you're at the right table. Until RealBridge puts team names at the tables, you can tell who's assigned to your table by clicking on “Scores.” If not, click on Leave and re-join the correct table.



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PLAYER NAMES

If there are players at your live table, check that their team names match the ones shown at your RealBridge table. If they don't, first ask them if they think this is their starting table (some may be just sitting with friends before the round starts). If they think they should be at this table, make sure you went to the real and RealBridge tables shown on the starting web page. If you are at the wrong RealBridge table, just click on "Leave" at the lower right which will take you back to the lobby and then on the correct table. Before play starts, you can enter the North & South player names in the RealBridge table. **You can't enter EW until play starts**, because RealBridge puts the home team player names in all 4 seats until it magically moves the EW players to the other table.

YOUR PERSONAL SETTINGS

Settings

Display style

Detailed cards

Simplified cards

As defender, see dummy

Facing declarer

Facing me

As declarer, see dummy as

Vertical suits (facing declarer)

Horizontal hand

Input style

One click or tap

Two taps (tablet)

Double click (mouse)

Alerted calls

Yellow border around alerted calls

Deal animation

Slide ▾

Animation duration

—————●—————

Director settings

Undo notifications

None

Message

Message & bell

Move notifications

None

Message

Message & bell

Bell volume

—————●—————

Explanations

OK Cancel

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In addition to checking names, if this is your first time being an operator on RealBridge or if you want to change a setting from the last time you did it, you can click on the gear wheel at the lower left to get to your settings: You can change these settings any time during the session and what you end up with will be saved for your next session. So set them the way you want and then if you don't like something (the choices for dummy for example), try changing it. Please leave the settings under "Director Settings" on "none" so no bells will ring. By clicking on "explanations" you can promote some common explanations to the top 10, and will then be able to make them by clicking on the explanation library and then the explanation you want to make during this and future sessions.

STARTING TO REPORT ON PLAY

Other than player names and your own settings, you can't do anything until the round is started, at which time, this will appear at the top of the "table"



This is your control center, where you can do things (notice that things you might want to do that are listed at the lower right of the screen are gray - that's because you don't use those buttons, except the LEAVE button).

To show the first board (after it is placed on the real table), click on the icon that is circled in red. It will change to an empty box, which you can click on later to hide the cards shown.

While you're looking at the control center, please note the "Skip deal" button - you should only click on that one if it has been played but you didn't enter information about it. That can happen when we are slow to start so you miss a board or two but the players play them, or because for some reason you were unable to follow the bidding and play.

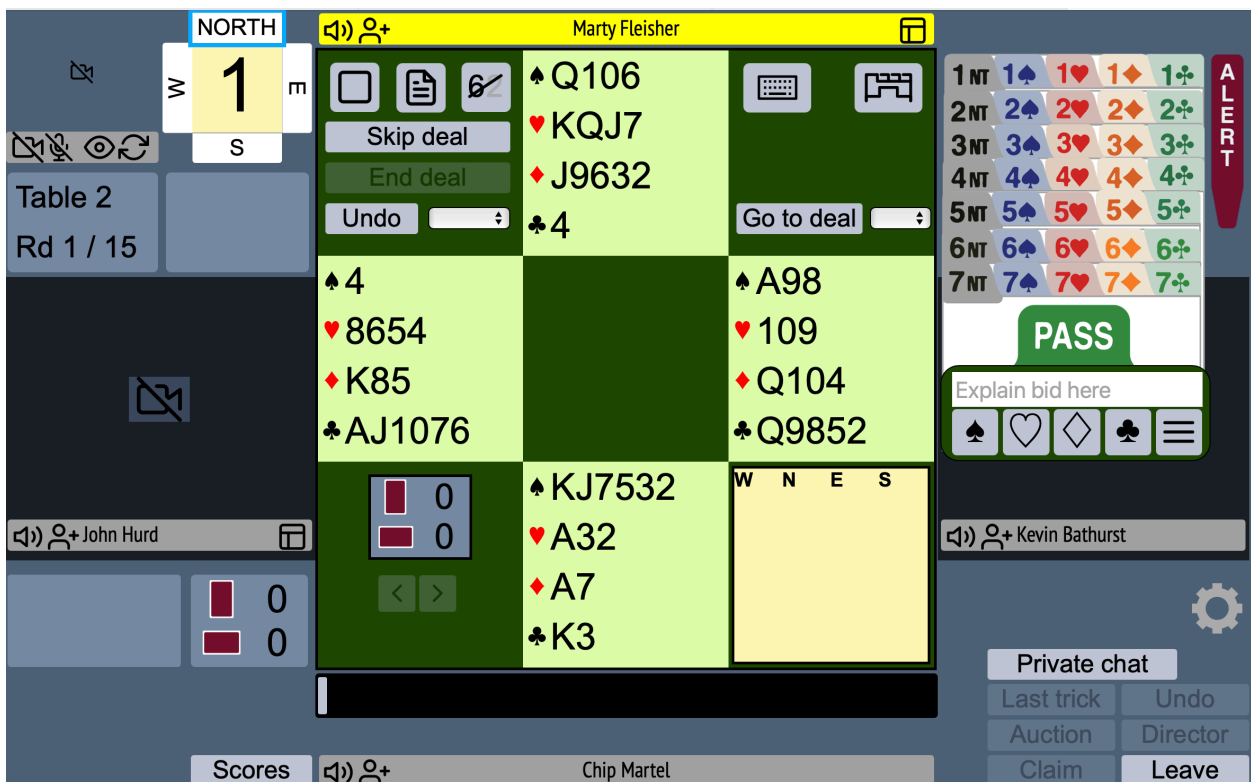
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After you click on the box with the 4 diamonds, you will see all the cards, and your table will look like this, but without the red circle or blue & green arrows that I added to the screenshot:



Click on the keyboard icon if you want to use the keyboard for entry; click on the bidding box icon to make the bidding box live. Click on the button circled to show played cards.

Here's what the table looks like if you have clicked on both keyboard and bidding box:



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BIDDING & ALERTING

You can make a bid (after the player does of course) by either clicking on the appropriate bidding box card, or entering the bid on the keyboard (keys are what you would expect, # key followed by suit letter either upper or lower case; no trump is n, P is pass, X is either Double or Redouble, whichever is appropriate). Clicking on the Alert strip will cause the bid to be shown as alerted. In addition, if you're using the keyboard to do bidding, you can enter an "r" before making a bid, and the bid will be shown as alerted.

EXPLANATIONS

If by some miracle, you are able to see the explanation a player has made, type it into the "explain bid here" box **before** making the bid, or double click on the bid later and enter the explanation in the box, & then make the bid. You can also enter an "e" on the keyboard before making a bid, which will move your cursor to the explanation box and show that bid was explained and alerted. You can then type in the explanation and make the bid, either by using the bidding box or typing the bid. You can put a suit symbol in the explanation by clicking on the buttons immediately below the white box. You can also use !S/H/D/C or !s/h/d/c to enter the symbol. If you click on the "hamburger" button to the right of the club symbol, you will get a list of explanations you have previously entered or promoted to the "library" before you started, and can just click on one of them.

CORRECTING ERRORS

If you mis-enter a bid, you can change it any time during the auction by double clicking on it and entering the correct bid.

If you miss a pass, or enter an extra pass, you will have to UNDO to correct it. There are several ways to undo: easiest, if you have the keyboard enabled, is to type a "u", delete, or backspace, any of which will undo the last action taken; if you don't have the keyboard enabled, you undo by going to your control center and first clicking on the box next to "undo" and then on "1 action" to undo just the last bid or play you entered, or on "Play" to get back to the end of the bidding if you need to fix something in the bidding or start the play over, or on "All" to get back to the beginning of the auction if you want to start the whole auction over. Then click on "undo" to do what you wanted.

CHATTING

If you enter something in the chat box, the spectators will see it at the same time they see the bid or play that was happening, so you should send them information they might want (director call, someone gone, revoke, etc).

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REPORTING ON PLAY

When the auction is over, you will see the contract at the lower left of the screen next to the trick piles, and the opening leader will be highlighted in yellow. If the highlighted player isn't the one you think is on lead, check that you didn't add or miss a pass and correct that if necessary. Otherwise, you can make plays either by clicking on the card played, or by entering the card in the keyboard.

KEYBOARD ENTRIES FOR PLAY:

Numbers 2-9, T or 0, A,K,Q,J will play that card in the suit led; if you are leading to a new trick, you'll need to include the suit letter either before or after the number or letter (I recommend before).

Clicking on the space bar will play the lowest card in the suit led; if the hand to play is void in the suit led, it will play what the computer thinks is the lowest card in the hand, which will be first the lowest club, then the lowest diamond, then the lowest heart, then the lowest spade. For example, if the hand has S —, H 432, D 976, C QJT, spades are led and you click on the space bar, the computer will play the ten of clubs, because that is the lowest card in the hand, based on its way of ordering the cards.

As in the bidding, "u" will undo the last card played.

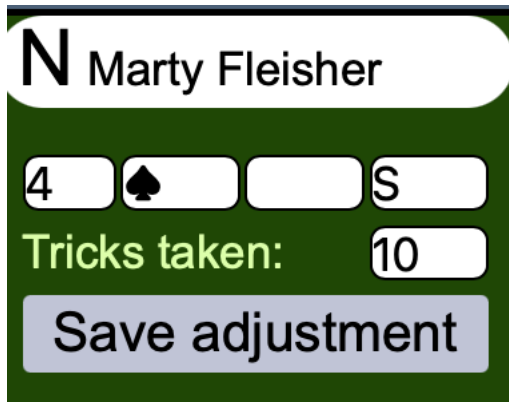
CLAIMING

When there is a claim, you enter it by going to your control center and clicking on "END DEAL" (do not click on "SKIP DEAL"; if you accidentally click on SKIP DEAL, just click on don't accept in yellow at the bottom of the screen). END DEAL will bring up a list of possible final results based on how many tricks declarer is claiming. Be careful to choose the correct result (ask the players if you aren't sure what that is).

CORRECTING A SCORE

If you find out later that you entered the wrong final result, you can correct it by clicking on SCORES at the bottom left of the screen and then on the appropriate board number when the scores come up and then on the box that shows contract and result. That will bring up this box:

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Click on the tricks taken and adjust to the correct number, then click on “Save adjustment.” Or correct the contract if necessary. To return to the table,, click on Scores again twice or on the x’s in the upper left corners of the adjustment page and the scores page, and you will return to the normal screen.

GETTING A NEW BOARD

After you have claimed or played 13 tricks to a hand, you will automatically get the next board in order. Make sure the players have placed the correct board in the correct orientation on the table and carry on.

If the players put the wrong board on the table, or in the wrong direction, and no one has yet looked at their hand, ask them to correct the mistake before playing. If someone has looked at their hand and they put the wrong board on the table, you will have to call me to navigate to the board they have on the table. When you finish the new board, RealBridge will automatically give you the lowest available board. Later, it will skip over the played board to the next one, but if you have any problem getting the right board, call me.

HOW TO CALL FOR HELP

As I’ve been saying “call me” a lot, here’s how - easiest is to raise your hand and wave. I will try to be looking at all of the Vugraph tables and respond. When we are in more than one room, or if I don’t see you, please text me - 530/574-5780. I will try to keep my phone with me and it will vibrate to alert me to a text.

HIDING CARDS IF YOU OR A PLAYER LEAVES THE TABLE DURING THE ROUND

If a player gets up from the table, or you need to leave temporarily, click on the box you used to get the first board, which will now be blank, to hide the cards. When you want the cards back, just click on that button again.

ENDING THE ROUND

When play has finished at your table, but other tables are still playing, you can leave the table until the next round starts. When you do that, minimize your screen so just in case you aren’t back when the next round starts, no one will be able to see the cards for the first deal of the next round, which will automatically appear on your screen.