

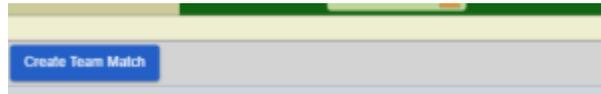
## Setting up a Teams Match on BBO

Sign into BBO

Go to Competitive

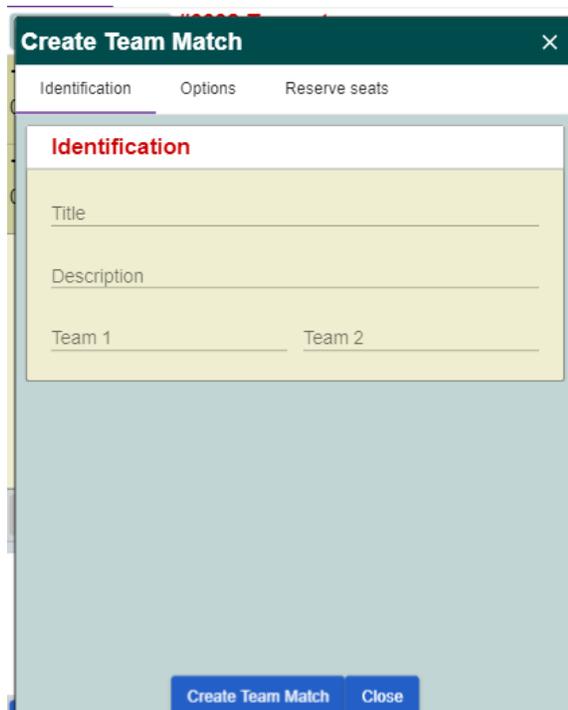
There is a blue bar across the lower third of the page = just below the blue bar you will see Team Matches

**Click on Team Matches**



**Then click on Create Team Match** - at the bottom of the page

The window Create Teams Match will open up.



The screenshot shows a window titled "Create Team Match" with a close button (X) in the top right corner. Below the title bar are three tabs: "Identification", "Options", and "Reserve seats". The "Identification" tab is active and contains the following fields:

- Title
- Description
- Team 1
- Team 2

At the bottom of the window are two buttons: "Create Team Match" and "Close".

**Then click on Options** - there are three Boxes on this page. Form of scoring. Deal Source, Options

In Form of scoring IMPS is ticked - do not change

Change Number of Boards to 16

In Deal Source Random Deals is ticked - do not change

In Options

Allow Kibitzers is ticked - do not change

TOURNAMENTS
ACBL Masterpoint Tournaments
BBO Points Tournaments
Robot Tournaments
Free Tournaments
ACBL Virtual Clubs
All Tournaments

OTHER COMPETITIVE GAMES
Team Matches
Challenges

There are three headings at the top of the page

**Identification Options and Reserve Seats**

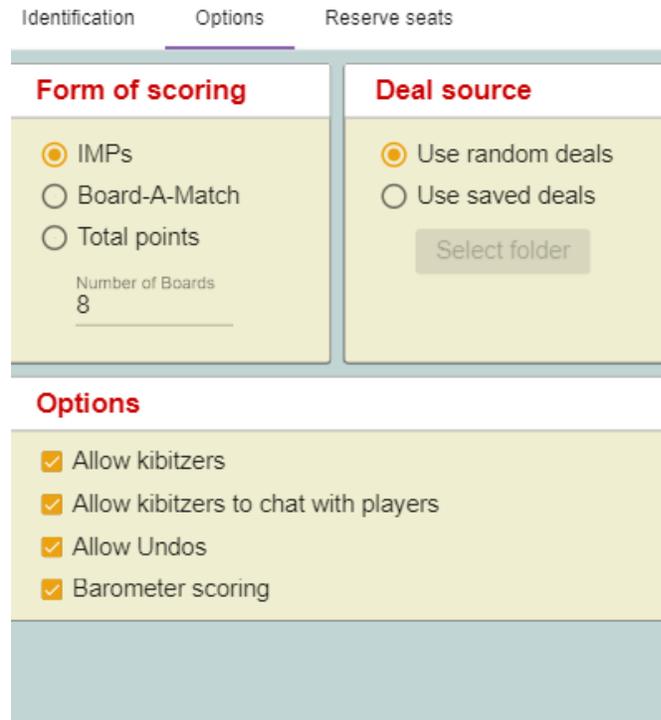
**Identification** will be on your screen

Title - name your match - something like Tops Self Distancing Teams

Description is not important in this series so you can leave that blank

Team Names Name your two teams - I put my team (if I am setting up) in team 1 and

the other team in Team 2



The screenshot shows the "Options" tab of the "Create Team Match" window. It is divided into three sections:

- Form of scoring:** Includes radio buttons for "IMPs" (selected), "Board-A-Match", and "Total points". Below this is a field for "Number of Boards" with the value "8".
- Deal source:** Includes radio buttons for "Use random deals" (selected) and "Use saved deals". Below this is a "Select folder" button.
- Options:** Includes four checked checkboxes: "Allow kibitzers", "Allow kibitzers to chat with players", "Allow Undos", and "Barometer scoring".

Click on Allow Kibitzers to chat with players (the square will be blank after you click it)  
Allow undo's is ticked - do not change  
Barometer scoring is ticked - do not change

Identification    Options    Reserve seats

**Reserve seats (optional)**

**Team 1**

North	
West	East
South	

**Team 2**

North	
West	East
South	

**Click on Reserve seats**  
**Two team boxes will pop up with the name you typed in earlier**

You will need to know everyone's BBO names  
I put the captain of each team in South and their partners in North - then enter East and West of each team in the appropriate place, Note - you will enter your complete team in Team 1 and the other complete team in team 2. BBO will automatically switch the ew into the opposing team  
If all the members are online you can now click on Create Teams Match  
Invitations will be issued to all the players and when they have all accepted the game will start.