Manual Scoring

Although Bridge Gem was initially designed for Duplicate Events that are run with Tabletop Terminals that report the results of hands played (eg Bridgemate Terminals and Smartphone apps such as TabScore 2), Bridge Gem also supports Duplicate Events that are **Scored Manually**.

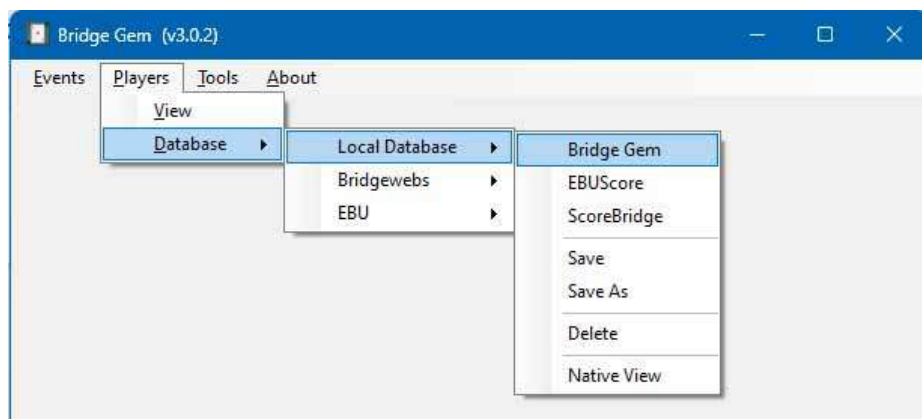This user guide describes how to set up Bridge Gem for Manual Scoring.

This user guide assumes that the reporting of results to Bridgewebs and/or the EBU is not required. If either of them are, consult the user guide [Setting Up Bridge Gem for the First Time](#).

Initial Set-up

Set up the Player Database

It is recommended that a Player Database is created. It's not essential, but it will save much duplicated effort each time an Event is run. This can be created by one of the following methods:

- **Longhand**, by creating each Player individually using the **New Player** form.
  To create a Player Database the longhand, use the **Main** form's **Players→View→Players→New** menus. The **New Player** form is displayed. Player details can be added. Players can be inserted into the Player Database one-by-one.

- The second method of importing Player information in bulk is to import the information from any existing Bridge Gem, ScoreBridge, or EBUScore player files, using the **Main** form's **Players→Database→Local Database** menus, as shown below:
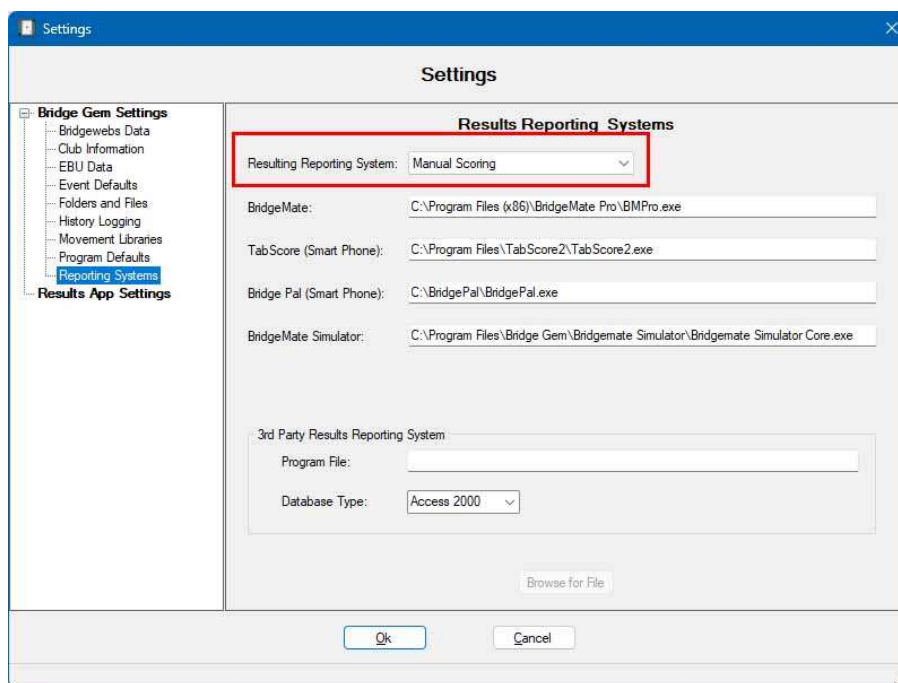

As well as importing Bridge Gem player files, Bridge Gem can also import native ScoreBridge player files (*.txt) and native EBUScore Player files (*.dat). Using any of these options **overwrites** any existing Bridge Gem player file with those in the imported file.

A confirmation windows is displayed. This allows confirmation, or otherwise, that the existing Player details are to be overwritten.

Configure Bridge Gem for Manual Scoring

To set up Bridge Gem for Manual Scoring, in the **Main** window select **Tools→Settings**. The **Settings** window is displayed.

In the left-hand pane select **Reporting Systems**, to display the **Results Reporting Systems** pane.

From the dropdown list of Reporting Systems, select **Manual Scoring**.
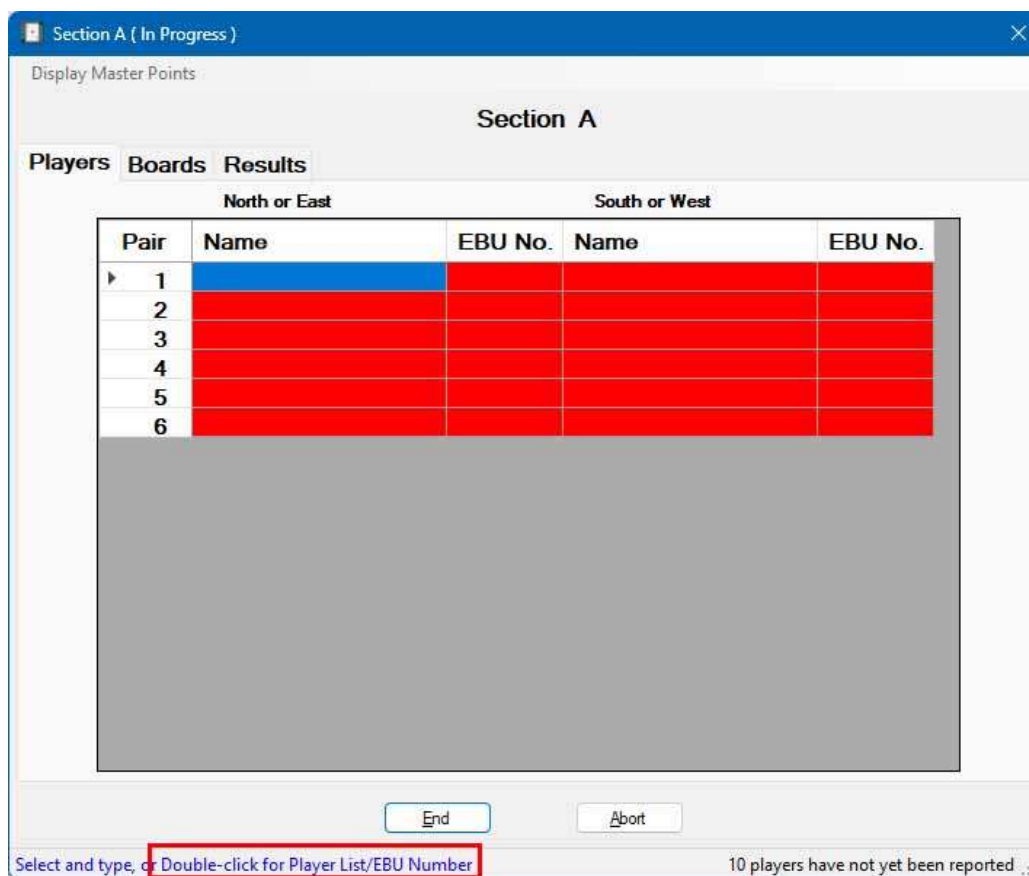
Running the Event

See the user guide Running an Event for general information about running an event.

The sections below provide specific advice about running a **Manually Scored** event.

Selecting Players

Players may be manually typed into the **Players** tab in the **Section in Progress** window, or selected as follows:-

Double-click on a Player's Name or EBU No cell in the **Players** tab of the **Section In Progress** window.

The **Select Player** window is displayed.

Double-click on a player to select. The **Select Player** window is closed and control returns to the **Players** tab with the player selected.

Entering Results

Results are manually entered into the **Boards** tab in the **Section In Progress** window.

The **Pairs** columns are set up by Bridge Gem to reflect the movement that was chosen by the user in the **Event** window. If the correct movement has been chosen, editing of these columns is unnecessary. However it permitted by Bridge Gem.

Results are entered by the user into the **Bid**, **By**, **Lead** and **Tricks** columns. The **Lead** column may be left blank (it is optional).

The **Score** and **Match Points** columns are maintained by Bridge Gem and are not modifiable by the user.

The **Status** column is maintained by Bridge Gem, but may be edited by the user to declare a *Foul* result: type '**Fouled'** or '**f**' (case insensitive) into the **Status** column.

Using the Mouse to Enter Results

Single (left) Click on a cell (eg the **Bid** cell). The cell is **selected** and turns **blue**. Then just type into the cell.

If you Double Click on a cell, the **Advanced Result Editing** window will be displayed, see the User Guide '**Correcting Results**'. You can enter Results by using the Advanced Result Editing window, but it is a slower and more cumbersome process designed to handle special cases such as **Adjusted Scores** and **Weighted and Split** scores. It is not recommended for entering simple results.

If you Single Click twice (ie slower than a Double Click), the cell will remain red, but a blinking cursor (a '|' character) will appear in the selected cell. The cell is in 'Edit' mode, you can type into the cell.

Using the Keyboard to Enter Results

When scoring manually, the easiest way to enter Results is to use the **keyboard** rather than the mouse and keyboard.

In the **Boards** tab of the **Section In Progress** window the following keyboard keys allow navigation between cells:-
- **Tab** and **Shift+Tab** navigate to adjacent cells and wrap onto the next row
- **Left** and **Right Arrow** keys perform a similar function to the **Tab** keys
- **Enter** navigates to the row below the current row and wraps at the last row
- **Up** and **Down Arrow** keys perform a similar function to the **Enter** key

Thus, the easiest way to enter Results is as follows:-
- Navigate to a **Bid** cell by using the **Tab** (or **Shift+Tab)** key to select a cell
- Type <**Bid**><tab><**By**><tab><**Lead**><tab><**Tricks**><tab> using the keyboard only

This avoids alternatively clicking with the Mouse and then typing with the keyboard, which is very non-ergonomic.

The Score is automatically displayed.

Result Copy & Paste Facility

There is also a **Context Menu** (**Right-click** on a cell) available on cells in the following columns in the **Boards** tab of the **Section In Progress** window:-
- Bid
- By
- Lead
- Tricks

which allows whole Results to be **Copied**, **Cut**, and **Pasted** from one pair to another.

If there are several identical (or very similar) Results for a Board (which often happens):-
- Right-**click** any of the editable cells in the Result to be copied
  - Select **Copy Result** from the Context Menu
- Then **Right-click** on the target Result and select **Paste Result** from the Context Menu
- If the target Result is similar, but not quite the same, it can then be edited

Improving this Document

If you find this document difficult to understand, or you think more detail can/should be added, you can make these amendments yourself.

The .pdf version of this document was produced by Microsoft Word and can be read by Microsoft Word into a .docx document, which you can then edit and amend as required.