

ECats Scoring Program Details and User Notes

Welcome to the ECats scoring program for Simultaneous Pairs. Please read this document carefully and keep it with you for reference should you need it while you are scoring and when you go to upload your results to the server.

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1. Installing the Program

You start off by installing the program onto your hard disc.

You will need Windows 95/98 or NT with between 15 & 50 M of spare hard disc space on your main drive - normally your c: drive. (It takes 15 M if you have Microsoft Office installed, and nearer to 50 if you have no other programs, only Windows 95). You will need 16M RAM. Please note that this program is NOT currently supported under Windows 2000.

The install routine should start automatically when you put the CD in, but if it doesn't, go to Windows Explorer or My Computer, find your CD drive and double click on setup.exe to get it going. You may be asked to re-boot your computer at one stage - please **remove the CD** and do so.

By default the program will install in c:\program files\sims.

Once the program is installed you do not need to replace the CD for it to run - everything you need is now on your hard disc.

You will need to have a printer **installed** on your computer. It doesn't actually have to be attached but since you will need to print the reports, it probably will be.

Once the program is installed, you will have a new button with the ECats logo on your desk top. Just double click it to start the program.

2. What you See

When you open the program, you will see a bar with buttons on. Some will be greyed out, as you cannot use them until you have filled in the earlier forms.

3. The First Button: Club Details

It is necessary to complete all the fields in this form except fax number. **Please be sure to put in a contact email address so that we can contact you in the case of any queries with the scores.**

PLEASE BE SURE TO FILL IN YOUR PHONE NUMBER CORRECTLY WITH THE FULL INTERNATIONAL CODE (this is used to identify your club's results).

3.1. *Session No.*

At the top of this box, it asks you what session you are playing. Please refer to the documentation in the organiser pack which will give you this information. It is very important that you use the correct session number

3.2. *Number of Boards in play*

You won't be able to fill in the rest until you have completed this section. Please make sure you fill in the maximum number of **competition boards *actually in play*** at your heat (24, 27, 30, 32 or whatever) because that will ensure you are presented with a sufficient number of "travellers" in the scoring bit.

If you need extra boards to make up the movement, please do NOT include them when you are scoring.

The scoring is factored on the frequencies to take account of boards being played a different number of times.

3.3. *The trailing 0 (top left hand corner of this screen)*

We hate scoring without typing the trailing "0" (i.e. the full score as in 450 or 650 etc.) but we know many of you prefer not to type it. By default you have to put the "0" in - there is a check box that says "type scores in full" and you will notice that it is checked. **If you prefer to type scores as 45 or 65 etc. then uncheck that box.** The program will then put in the Zeros as you go along.

3.4. *The Rest of the details*

These are very obvious ... club name, address, country (this is a drop down list and your NBO should be listed. If not, please click the Not Listed section); your name, telephone number and a contact email address (absolutely ESSENTIAL - see above), fax if available.

When you have finished filling all the details on the first screen, you press the save and exit button. Once you have done this, the next button (Players) will light up and you can continue.

If you want to amend the details, just click the button again to open it up, make the changes and save and exit.

IT IS VERY IMPORTANT THAT YOU DO NOT AMEND THE CLUB DETAILS AFTER YOU HAVE UPLOADED YOUR RESULTS. IF YOU NEED THEM CHANGED PLEASE EMAIL anna@ecats.co.uk WITH ANY CHANGES TO BE MADE.

You can make changes to the scores or players names and re-upload results but any changes made to the club details will result in your club results appearing twice in the overall ranking.

4. The Second Button: Movements

You can, of course, use any Movement you want. If you use a movement other than a standard Mitchell, then you should skip this section. Just go straight to the entry form for the players.

VERY IMPORTANT: You must put in your movement BEFORE typing the pair names, as if you change the movement it clears all the information.

If you have used a basic, straight Mitchell movement you will find movements in this section for up to 16 tables, including both share and relay or skip movements for even numbers of tables. If you have more than 16 tables, you will need to key the results manually, but you can still use the program, of course.

If you arrow-switched, you should enter the basic movement and then change the pair numbers on the travellers when you enter the scores. You can do that if something goes wrong as well. If you have a half table, please do NOT use a share-and-relay movement if you make the boards up at the table. As these movements are hard coded, you do not have the facility of changing the number of boards per round - they are absolutely standard movements and follow these rules:

Pair numbers: N/S take their table number

 E/W take the table number where they start plus the number of tables

They assume the number of boards in play will generally be the nearest possible to 24, so that the 7 table will assume 28 boards, the 8 table 24 boards etc. The 11 table movement has a choice of 22 or 33 boards. Have a look to see what is there before you go to the club on the night, and then you will know what you can and can't do.

When you have decided which movement you need, you should click the "**Insert Movement**" and then when it has finished doing that, click the exit. If you get it wrong, there is a "movement" in the list called "clear all movement data" and clicking that will clear all the information on the travellers. If you find there isn't a suitable movement, then simply click the exit button and you will be able to enter the pair numbers manually in the Players List and on the Travellers.

As you will see, it asks you if you have a "missing pair" so that you can use it for half tables, and it also asks for the number of rounds played. This means the number ACTUALLY played and **does not** include the round on which boards may have been made up.

If you make the boards up at the table, then you should check the box that asks you ... just click in the box and it will put a tick in. That makes sure that the round on which the boards were made up is not included on the travellers.

5. The Third Button: Players

You need to type in the pair numbers and pair names here. **Do not do this before you put in the movement if you are using our movement engine.** If you have inserted a movement, it will present you with all the pair numbers already in place - just add the players names in the second column.

If you are not using one of our movements, please remember that all pair numbers **must be unique**. If you type the same pair number as a previous one, it will beep at you and not permit it. Just a long list of players and their numbers is required. You

can allocate numbers in any way you like; they do not have to be consecutive, just unique.

5.1. Half Tables

If you have a half table, and therefore a “non-existent pair”, DO NOT ENTER THAT PAIR NUMBER AT ALL. They do not exist, so just skip over that pair number and enter the next real pair on the next line. The same when you enter the results ... **do not enter any sitouts. If you do their score will appear as a “Pass” and they will probably win the event !!**

When you have input all the pair names, you have an option to print that list so that you / your players can check it if they wish.

Please try and instil into your players the idea that it is very important that they remember their pair number and get it right on the traveller – this will save a lot of problems.

The exit button saves it all and closes that bit and then the next button (Enter Results) will light up.

6. The Fourth Button: Enter Results

The screen here is a simple tab / grid. It should show the correct number of boards for all the **COMPETITION BOARDS** *actually in play* - i.e. a maximum of 32. This is the number you put in on the first screen.

If you are using a standard Mitchell movement from our set, then the pair numbers will all be in place ready and waiting for you. If you switched any of the rounds, you will need to click in the relevant column and change them over.

If you used any other movement, then you need to put in the pair numbers for each board. You cannot have a Pair 0, and there is, of course, no Board 0!

The program will not permit you to enter a pair number if that pair does not exist in the players table.

If you enter a duplicate pair number, when you try to move onto the next board, or if you hit the "save and exit" button, you will be warned that you have done so, and the program will tell you which pair number (or numbers) you have entered twice and what line it is on.

You can navigate the grid by using the "enter" key or the tab or the cursor keys.

Please enter 0 for a Pass (that is a Zero, not a capital o).

Normal entry of scores is in the relevant columns. However if you type a minus sign (-) before the score, it will go automatically into the NS- column. Your cursor will not enter the adjustments column - you have to use the mouse if you want to put an adjustment in.

Basically, you just fill in the grid as the traveller looks.

6.1. Impossible scores

The program will warn you of impossible scores (i.e. scores that don't exist or scores that don't exist at the vulnerability). This can be over-ridden if absolutely necessary, but it shouldn't be necessary. Please try and make sure that you key the data accurately. It makes all the difference!

You can move to the next board by using pageup/pagedown or by clicking on the tab with the next board number on top of the grid.

When you have finished entering all the scores you want to do at the time (you can always go back and enter more later), you press the "Save and Exit" button. You don't have to do the save and exit between boards as the program will do this automatically.

If you find you have put in an incorrect result, just go back to that board and correct it.

7. Adjustments (i.e. Averages)

If you want to enter an adjustment, you should leave the NS+ and NS- columns blank and use the mouse to get to the adjustment column. Type adjustments as:

A4040, A4060 or A5050 or whatever %age it should be.

The first number is NS, the second EW so A4060 would be 40% NS and 60% EW and so forth.

Then just use the mouse (NOT the enter key) to click back into the main part of the traveller.

8. Button Five: Score and Display

Click on this and the scores are calculated (it is at this stage that the adjustments are made for any boards that have been sat out so do not have as many scores on them). They are displayed in the window alongside.

Another set of buttons will now light up, and these are the ones you click to print the various reports.

8.1. The Print Outs

You have a number of options here regarding printing - you can have a look at the reports first, zoom in, zoom out etc., then you have a choice about printing them - you can print current page or the whole report. The reports you can print are:

- a) The ranking list
- b) The match point chart
- c) The travellers - either in the order you put them in or in N/S pair number order
- d) The frequencies
- e) The personal score cards - you can choose whether you want to print all of these (it is quite a long report), or just click through until you find the one you want and print only that one.

We have included a "print personal score cards" facility so that your players can have a copy of their score card to compare with the one they kept at the table, for easy checking of their scores.

9. Button Six: Send Results

Please DO NOT send the results until you have double checked that everything is correct *and* you have actually scored the event. If you have not scored it locally then the server can't score it either!

There are two methods of sending the results that have been scored with the Sims Scoring Program

9.1. *With an Internet Connection*

The first is if you are connected to Internet. You simply log on to the Internet using your normal connection and then press the Send Files button. The four files will be sent immediately by ftp automatically to our server to be merged in with the rest of the results. If you are not properly logged on you will get an error message - please log on and try again.

A text box will open and show you what is happening. Once you have seen that you know that the upload has been successful and you can now log off. BE AWARE that the program does not log you off - you must do this yourself. If you try and upload a second time within a very short period you will receive a message saying "Access denied, please try later". This means that your results are either waiting on the server to be processed or are actually being processed.

If you subsequently discover an error in the scoring or the players names, **please make the correction and send the file up again but wait until you see the original results on the site before you do so.** And please do remember that you MUST NOT make changes to the Club details – if these need changing please email anna@ecats.co.uk and we will do it for you.

9.2. *Using a floppy disc*

If you can't send the files by internet, there is a second option, which saves the files to a floppy disc which you should then send to your NBO as quickly as possible.

When you click the Send Results Button, you will see an option which says "I don't have an Internet Connection. Copy data to a floppy disc" - (make sure there is a disc in the A drive). If there isn't a disc, the program will crash. Just open it up again, put a disc into the drive, and try again!

You can then either take the disc to someone who has an internet connection and email the four files to anna@ecats.co.uk or send the disc (please be sure to label it carefully with your club name and a contact telephone number) to your NBO who should be able to upload it on your behalf.

Please send the disc in as quickly as possible.

10. Scoring two sections

Sadly this is where it gets a bit complicated! The best thing to do is to install the program twice, once in program files/sims which is the default directory, and the second time in program files/sims2 or something. Then you can score each section separately and upload them separately. Please remember to include the section name AS PART OF THE CLUB NAME, so that you have <clubname> Section A or something like that. This is because the club name is part of the way we identify your

players, and if they are both the same, when you upload the second one it will over-write the first one on the server.

Another way is to give all the players unique pair numbers and then score it all as one big section, but if you do this be aware that you will not be able to use a movement, and will need to key all the pair numbers manually onto the travellers.

Finally you could enter one section and upload it, and then use the Admin Program (see section 10 below) to delete everything and enter the second section, but this is quite dangerous, as you have then lost all the data for the first section and cannot therefore make changes. If you do decide to do it this way, make sure that your first section's results have appeared on the server AND copy them to a floppy disc as a backup before you delete them. Then enter the second section, remembering to put the section number in the same field as the club name, and upload that. But do not copy the files onto the same floppy disc, use a different one.

11. Using the Program again - the Administration Program

This Administration is on the start button under ECats Sims - it is the ECats Cat symbol with a red line round and through it.

When you open it, you have two options - one is to repair a damaged database, the other is to clear all the data so that you can use the program for another event. ONLY use this if you are prepared for **all** your data to be deleted.

If you want to save the data from an event you have just scored, you can do one of two things.

Either you can re-install the program into another directory. Although it takes between 15 & 50 M of free disc space to do the original install (depending on what is already on your machine), an additional installs are only an additional 2 M. This will give you a "clean" set of screens, of course, and still leave your original data intact if you want to refer to it again.

Or, if you look in c:\program files\sims you will see a file called sims.mdb. Copy this and paste it back into the directory (or a different directory) giving it a different name (perhaps the name with the date) and you will have it safe. Do not move or delete the sims.mdb file or the program won't run and you will need to reinstall it.

The "**Delete ALL user Data**" does just that ... it deletes everything, and you won't be able to get it back again, so please be very sure before you click that button and press the subsequent "yes" that this is what you want to do.

The "**Repair Database**" is for those occasions when you have had a crash, or a power fail, or someone has pulled the lead out of the computer and it has shut down in a hurry and the database has become corrupted. You will either get an error message or the program itself won't start up. So in this case, please go into this screen and click this option and the subsequent "yes" that will appear.

We suggest that now you have read this you try it out before worrying - We have been using it and testing it for so long, many of the bits are automatic, but we think you will find it simple and easy to use.

WARNING - if you do a reinstall at any time it will over-write any data that you have in the scoring program. If you do need to reinstall for some reason, contact us first and we will tell you how to copy the data out to another area and then get it back.

12. Other scoring programs that work with the system

There are a couple of other scoring programs available for use with the ECats Scoring System – ACBL score works with it, as do two others and details can be found at www.ecatsbridge.com - go to the Sims Section and you will see a link to Scoring Programs which has the details

13. Notes for General Interest

13.1. The Scoring Method

The scoring method is exactly the same as that used by all the Bridge organisations, of course - there is no difference from the methods you have all been used to, but we thought we would have try and explain a bit about it.

The scoring is done using factored frequencies, which means that a specific algorithm, called the Neuberg Formula, is applied to the results to allow for boards with different numbers of results, boards with averages and so forth. The final matchpoints are adjusted with a "sit out" adjustment, to make allowances for clubs playing different numbers of boards. All this should ensure a fair scoring system.

13.2. The Reports

The final ranking list is the only report that shows these factored match points as a total. The other reports only show direct match points, without the factoring being applied.

13.3. Simple program

Please bear in mind that this program is kept simple quite deliberately. This is because for many events we are working with people who do not speak English very well, and we hope that by keeping it very simple, everyone will be able to understand it.

13.4. The Files that are sent to us

These are simple text files which means they are tiny, so the upload is very quick

14. Finally, Finally

We hope you enjoy the event, and using the free scoring program that is supplied.