## HOW TO POST STEPBRIDGE RESULTS ONTO BRIDGEWEBS

The facility now exists to post online StepBridge results onto an appropriate BridgeWebs site (for other websites, users will need to interrogate the StepBridge results file manually). Furthermore the facility enables the StepBridge monikers to be translated into 'real names'.

Essentially this is a two stage process:

## Set-Up Names In Bridgewebs

- in Bridgewebs Admin - select the 'Membership' tab.

- click on the 'three bars' at the top, to the left of the 'First Name'. This will enable you to select which columns to display and edit. Ensure 'BCL Username' is selected (if your club also runs BBO sessions, you can also tick 'BBO' Username'). Re-click the 'three bars' to return to the main names display.

- click on each name in turn, and on the display, fill in their BCL (StepBridge) moniker (and also possibly their BBO moniker). (You can also take this opportunity to update any other personal details (but ensure you have the appropriate permission))

- 'Save' the member profile

- return to 'List Membership'
- repeat for all member names.

This will enable translated names to appear on the results ranking screen (but not on other screens).

## **Extract The Event Details**

- ensure you are using the latest version of Bridgewebs v **2.190** (it will not work on earlier versions). This can be updated via the Administration section.

- you need to partially create a normal club Calendar events, but at this stage do not fill-in the 'Online Bridge' section.

- **after the event has completed,** return to the calendar administration, and amend the 'Online Section' with 'StepBridge', and input the three digit event number (this is obtained off the 'info' screen during the event, or afterwards it is the last three digits of the URL used for showing the event within StepBridge).

The results will now be displayed in the normal way (by selecting the appropriate Bridgewebs 'Results').

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