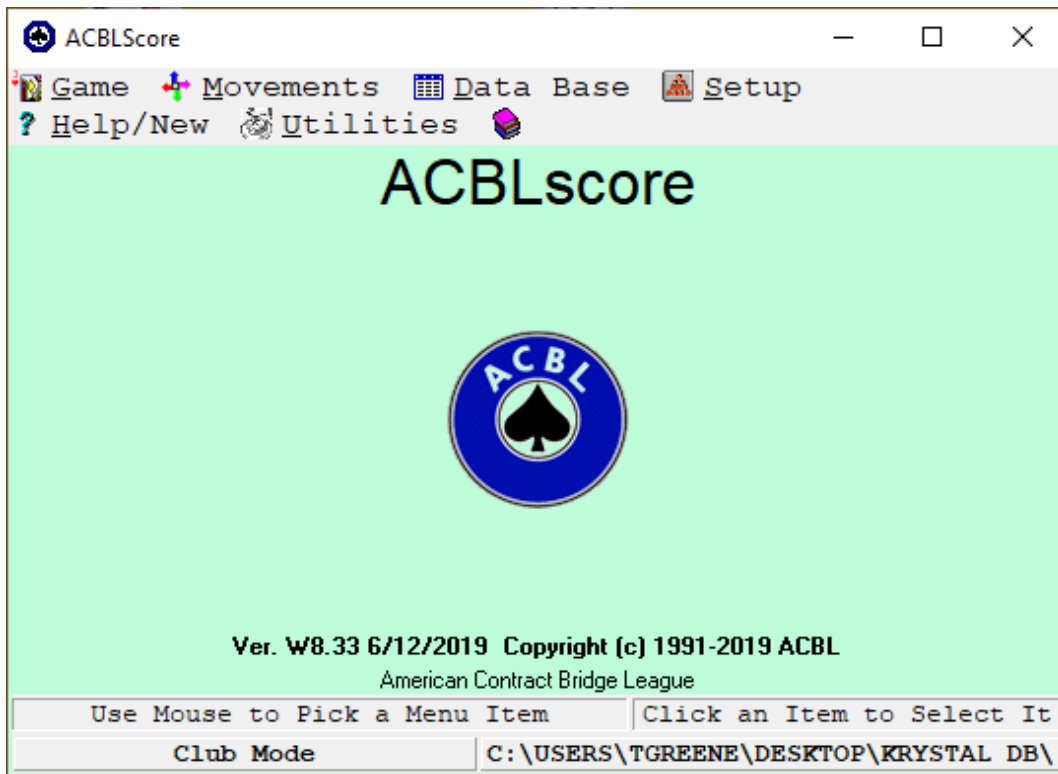


Cruise Club Reporting Instructions

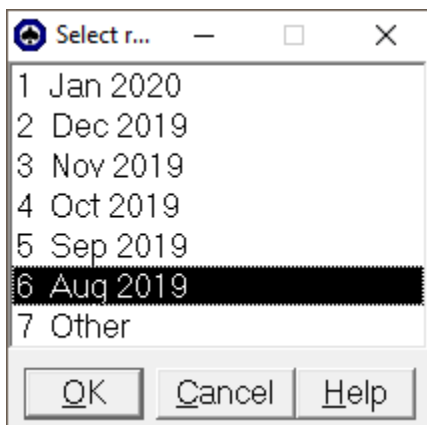
Make sure you DBADD all your games before you start the report.

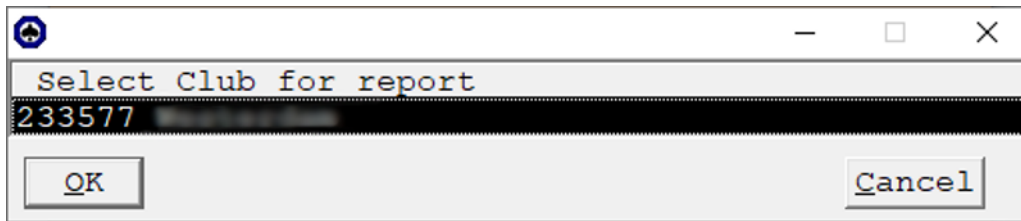
On the main screen select Data Base



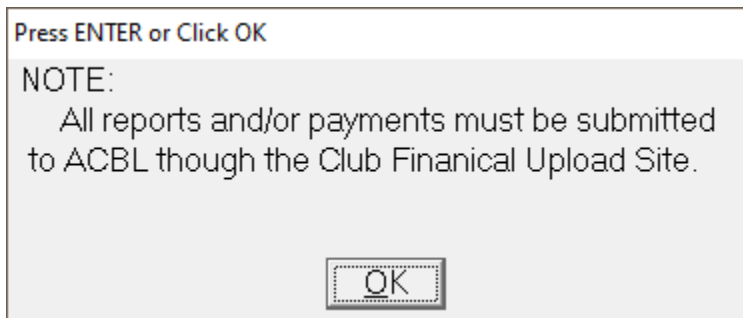
ACBL REPORTS (In this example the cruise was in August)

(IF THE CRUISE IS OVER TWO OR MORE MONTHS SELECT THE MOST RECENT MONTH)

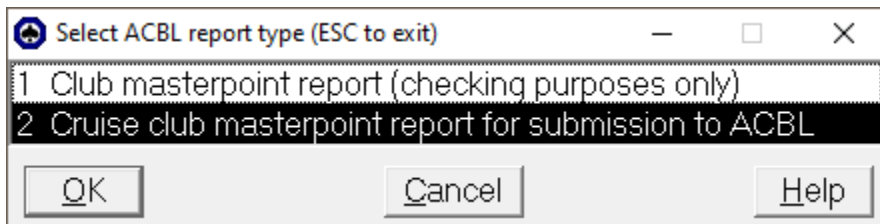




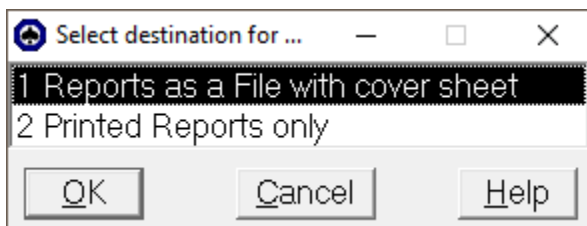
The next screen is informational only. Hit the enter key or click OK.



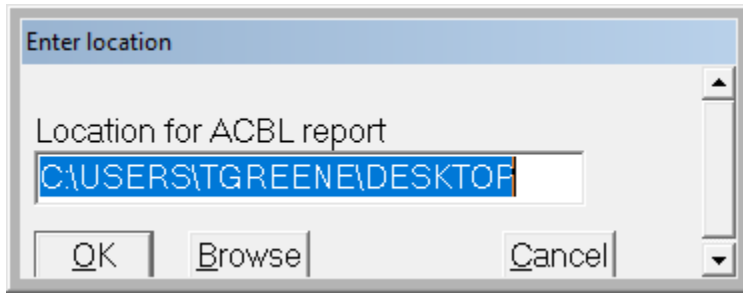
Select Option 2.



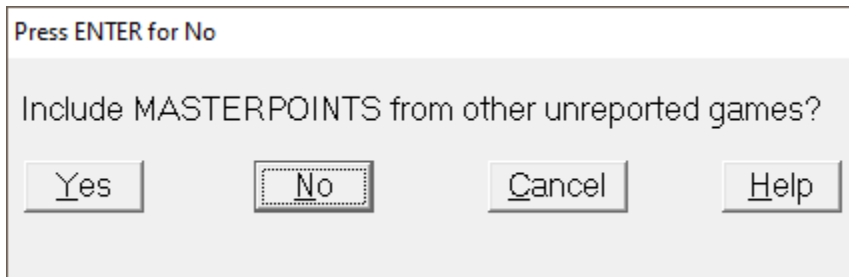
Choose the default Option 1.



Choose where you want to save the files (J,R,I). In this example I chose Desktop.

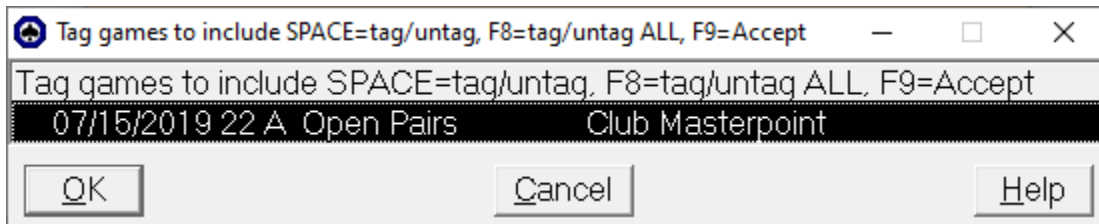


If all the games are within the same month answer no to the following.

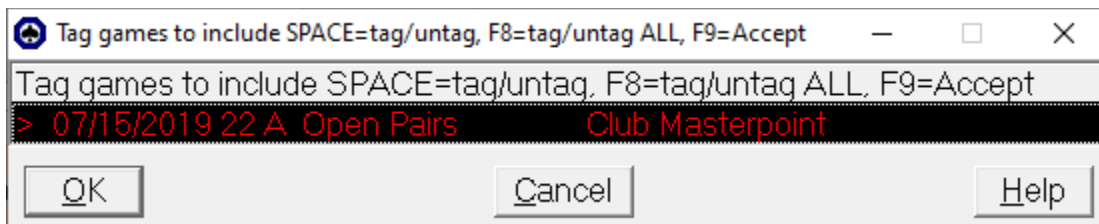


IF THE GAMES CROSS OVER MULTIPLE MONTHS, ANSWER YES AND INCLUDE THEM IN THE REPORT.

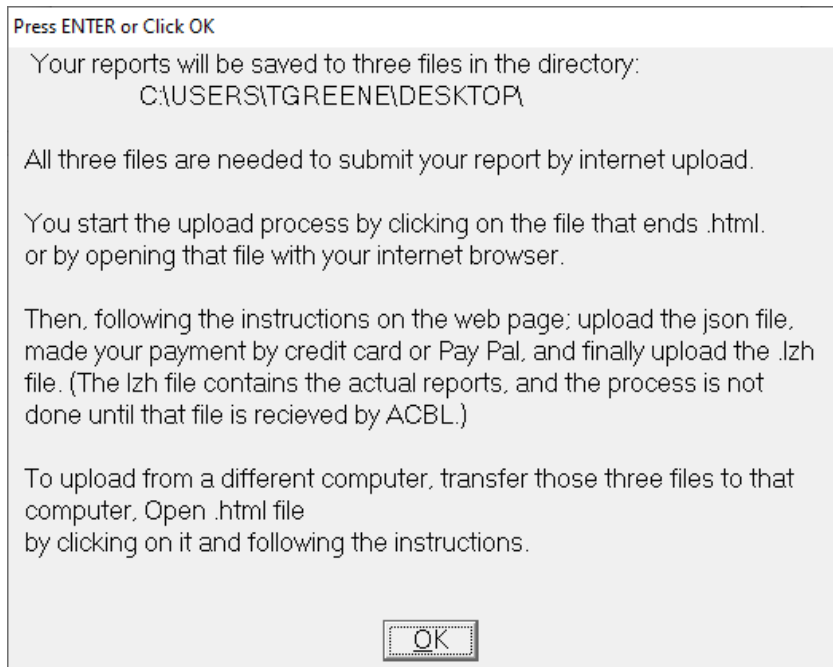
FOR EXAMPLE, IF THERE WAS A GAME IN JULY ON THIS CRUISE AND YOU ANSWERED YES THERE ARE UNREPORTED GAMES, THE FOLLOWING APPEARS.



YOU CAN LEFT CLICK, TAP THE SPACE BAR, OR F8 TO SELECT ALL. BE SURE IT TURNS RED BEFORE USING F9 TO ACCEPT.



The next screen is informational only. Please note, it reminds you where the files are saved.



The J, R, and I files are now created and saved to the desktop. The only file we need, at this point, is the R file. In this example it is named R233577201908.lzh. The first six digits are the club number followed by the year and the month.

It is not necessary to send the J or I file.

Attach the R file to an email and send it to cruisepoints@acbl.org .

Include any additional information you like in the body of the email and include the club sanction number in the subject line.