

Annual Unit Extended Team Championships

Sanctioning and Reporting Guide

January, 2017

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1) General Principles

In order to foster International Matchpoint (IMP) play, ACBL grants each unit the right to hold a maximum of three annual sectional-rated, extended round-robin or knockout team-of-four events. These three games are included in the allotment of twenty-four unit games that each unit is allocated per calendar year. The events must run for three or more sessions.

I. Masterpoint Awards

An IMP event awards sectional-rated black points when the event is truly extended (no fewer than three sessions of 24 or more boards each). Otherwise, the event carries only unit championship rating.

II. Sanction Application and Fees

To apply for a sanction for an annual IMP game, the unit must complete and submit the online application for an extended team game at least 45 days in advance of the event.

There is a per table per session sanction fee which must be remitted with the event report. In using ACBLscore to track the event, this fee and the masterpoint awards will be included in the club monthly report of the sponsoring club at the conclusion of the event.

III. Conditions of Contest

Units must submit proposed conditions of contest to ACBL for approval together with the sanction application. The conditions of contest must be submitted every time a sanction is requested. Submit the conditions of contest to ACBL Headquarters via email to unit.sanctions@acbl.org .

2) General Conditions of Contest

It is expected that the Conditions of Contest proposed by the Unit will conform in essentials to the ACBL General Conditions of Contest for all events as well as to the specific ACBL General Conditions of Contest for the event type chosen by the Unit, either Swiss/Round Robin or Knockout Teams.

http://cdn.acbl.org/assets/documents/play/Conditions-of-Contest/General-AllEvents.pdf http://cdn.acbl.org/wp-content/uploads/2014/02/Swiss-Teams.pdf http://cdn.acbl.org/wp-content/uploads/2014/02/KO-Teams1.pdf

Certain specific conditions should be specifically addressed, and discussed with the players prior to the beginning of the event, to insure no misunderstandings concerning their commitments and obligations in competing in the event.

I. Team Size, Substitutions & Replacements

Teams can have four, five or six members. Substitutes and Replacements are allowed at the discretion of the Event Coordinator or his/her designee, or of the DIC of the event where one exists, but should not appreciably strengthen a team. In teams with more than four members, a substitute should come from within the team. Team members, by entering the event, are committing to participate throughout the event. As this event takes place over multiple sessions,

they should be aware of the scheduled play dates and times, and make plans to attend. If they are aware of a scheduling conflict, they should notify both their team captain and the director to see what accommodations can be made. This includes arranging a substitute or replacement or arranging an alternate play date. Replacements may earn overall awards if they meet (ACBL) play requirements. Substitutes may receive only match awards. Up to two substitutes per match may be permitted even if the team already has six members, subject to the aforementioned provisions.

II. Session Scheduling

Unit Extended Team Championships are defined as three or more sessions in length. As such, the coordinator/director should prepare a calendar in advance, showing the expected schedule of play, as well as alternate play dates that will be available in case of scheduling conflicts. Some units elect to make every play session a specific date and time, while others elect to assign a time period for each round, with the teams playing when convenient for them within that period. The decision of which format is used is left to the Unit, but must be included in the Conditions of Contest and explained to the teams in advance.

One other aspect the coordinator should consider is the time frame in which the Championship will occur. While most Units schedule these championships to be played out over a period of weeks and months, there is no rule that this format must be used. The "extended" in the name of this event pertains to the number of sessions, not the time frame used. Extended Championships are three sessions or more, while a Team Championship that was only one or two sessions would be a regular Unit Championship. If a Unit wished to schedule all of the sessions of the Championship to occur within one week, as a Friday-Saturday-Sunday weekend event for example, that is perfectly allowable. This shorter time frame may be more enticing to some players than the greater duration events, resulting in increased participation. There would also be less need for replacements and substitution in the shorter event, as well as the opportunity to hold all three championships the unit is allowed without players feeling burdened by the time frame commitment.

III. Results Reporting

The preferred method of tracking and reporting the results of the Team Championship is by using ACBLscore. Instructions for using ACBLscore to score and report the results follow in Section 3. Hand written reports are allowed, but involve additional work by ACBL Headquarters Staff. ACBLscore allows more accurate results tracking and masterpoint tabulation, and is deemed by ACBL Headquarters to be the more player friendly alternative. Using ACBLscore, the results and fees for the event are included in a regular club monthly report that can are submitted online. The Unit can elect to use a Unit club reporting number, or a host club can include the games in their regular report for the month the last session of the Championship was played.

3) ACBLscore Game Setup, Entry & Reporting

In general, there are two primary considerations in the setup of an Extended Team Championship: Method of Competition (Round Robin or Knockout) and Field Size. For smaller fields of participants, Round Robin is typically the better method. Knockout events require a minimum of five teams for the issuing of overall awards, while Round Robin events will award overalls with as few as three teams. With bracketing and flighting of larger field sizes, these minimum field size numbers should be remembered for the lower masterpoint level events, as their masterpoint awards are based upon the field size and masterpoint level of their bracket or flight. Only the top flight or bracket is allowed to count the lower levels' table count towards their masterpoint award.

In selecting the method of competition, the coordinator should take into consideration field size and experience, expected duration of the event, and how difficult they want to make things for the director. Straight Round Robin/Swiss events or Single Elimination Knockouts are standard formats in ACBLscore, and therefore easy to handle. Double Elimination Knockouts, or Two Stage Events (Round Robin Qualifying stage leading to a seeded Knockout stage) are more complex and require a different approach. These latter event types are legal choices, and instructions for submitting these results are include in this document, but they do involve more paperwork for the director as they cannot be set up directly in ACBLscore. Two Stage Events also use two of the three Extended Team Championship sanctions a Unit is allotted.

In Swiss/Round Robin Events where a Victory Point scale will be in use for determining final overall placements, be aware that the scales vary depending upon the number of boards in play for each match. ACBLscore automatically uses the correct scale based upon the number of boards per match you enter during the game file creation. The VP scales printed on the ACBL Convention Card and the ACBL Team Match Record are for matches of less than eight boards. Since most Extended Team Championship matches are between 12 and 24 boards, a different scale is used, which may confuse your players. Here is the complete Victory Point Table, for both 20 and 30 Victory Point scales, based upon the various match lengths, for both your and their reference.

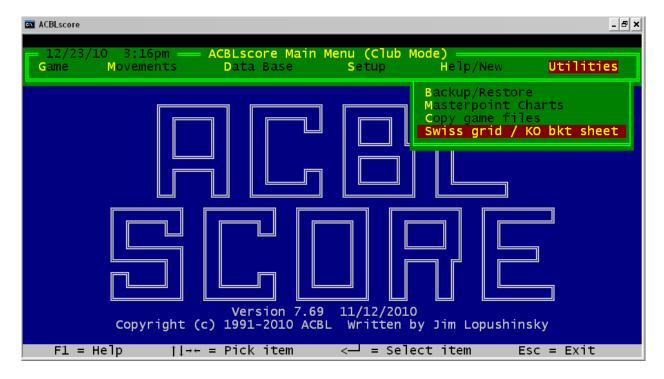
30 Victory Point Scale

Boards	1-8	9-11	12-15	16-20	21-27	28-36
VP Split	IMP	IMP	IMP	IMP	IMP	IMP
	Difference	Difference	Difference	Difference	Difference	Difference
15-15	0	0	0	0-1	0-2	0-2
18-12	1	1	1-2	2-3	3-5	3-6
19-11	2	2	3-4	4-6	6-8	7-10
20-10	3	3-4	5-6	7-9	9-12	11-15
21-9	4	5-6	7-8	10-12	13-16	16-20
22-8	5-6	7-8	9-11	13-16	17-21	21-26
23-7	7-8	9-11	12-14	17-20	22-26	27-33
24-6	9-10	12-14	15-18	21-24	27-31	34-41
25-5	11-13	15-17	19-22	25-29	32-37	42-50
26-4	14-16	18-21	23-26	30-34	38-44	51-60
27-3	17-19	22-25	27-31	35-40	45-52	61-71
28-2	20-23	26-30	32-36	41-47	53-61	72-83
29-1	24-27	31-35	37-41	48-55	62-71	84-95
30-0	28+	36+	42+	56+	72+	96+

20 Victory Point Scale

Boards	1-8	9-11	12-15	16-20	21-27	28-36
VP Split	IMP	IMP	IMP	IMP	IMP	IMP
	Difference	Difference	Difference	Difference	Difference	Difference
10-10	0	0	0	0-1	0-2	0-3
11-9	1-2	1-2	1-3	2-4	3-6	4-8
12-8	3-4	3-5	4-6	5-8	7-11	9-14
13-7	5-7	6-9	7-10	9-13	12-17	15-21
14-6	8-10	10-13	11-14	14-18	18-24	22-29
15-5	11-13	14-17	15-19	19-24	25-32	30-38
16-4	14-16	18-21	20-24	25-31	33-41	39-48
17-3	17-19	22-25	25-29	32-38	42-50	49-59
18-2	20-23	26-30	30-35	39-46	51-60	60-71
19-1	24-27	31-35	36-41	47-55	61-71	72-84
20-0	28+	36+	42+	56+	72+	85+

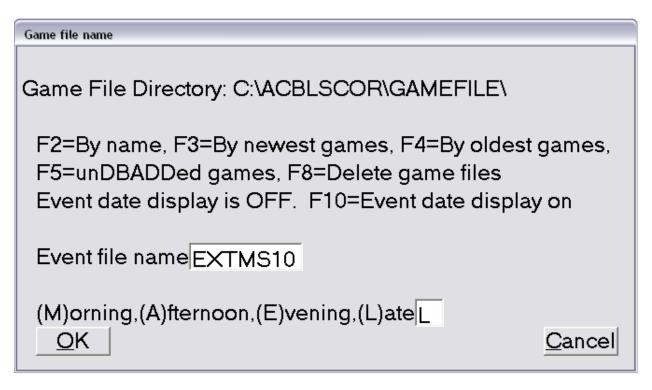
Finally, as these are multiple session events, the players will usually want to know the standings after each session. For Straight Knockouts and Round Robin/Swiss events, you can print off Swiss Grid or Knockout Bracket sheets using the feature under the Utilities Menu in ACBLscore.

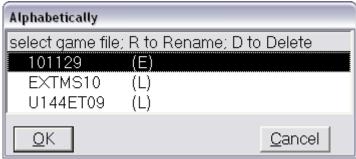


These can be configured to the number of teams participating in each part of your event. For something more esoteric like a Double Elimination Knockout Bracket, check the internet for websites that have prepared bracket sheets for general use. One such site is http://www.printyourbrackets.com/.

I. Common Game Setup Steps in ACBLscore

In ACBLscore, you will set up your game based upon the last scheduled play date of the Championship. Since you may be keeping track of results over an extended period, the ACBL recommends giving the game file a distinctive name from the regular date based game file name used in ACBLscore. Something like EXTMS10, designated as a Late game file, is sufficiently distinct to always be quickly found on the game file list. When using a name not associated with the date, the program will ask later in the setup process for the date with which to associate the game.

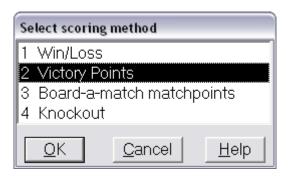




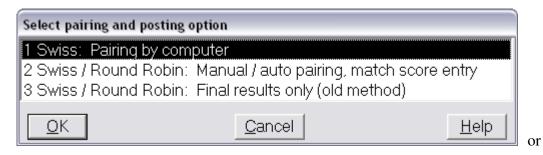


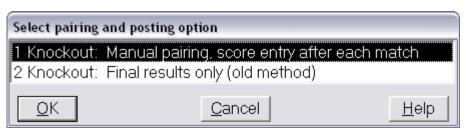
In the game file, the program will ask for the type game (option 2 – Teams), and then for the section letter and color for your first section. It is probably a good idea to use either multiple letter section designations (AA or BBB) or other letters that are not commonly used at your club (Q, K or S for example).

The next question will designate the type event: either Swiss, Board-A-Match or Knockout. Both Win-Loss and Victory Point are for Swiss Teams.



The next screen identifies the manner in which the scores and pairings of each match will be posted and determined.





Swiss: Pairing by computer is a valid selection if you have a large field (16+ teams) and elect to just stratify the results rather than break the field into smaller flights or brackets. A Swiss

match with six matches of twelve boards each, held over three sessions, would be a very manageable event, as would one with four matches of twenty-four boards over four sessions. But for most Extended Championships, we will be dealing with either manual pairing for straight Round Robin or Knockout events, or Final Results only for double elimination or dual stage events.

After this, the next questions deal with the number of boards per match, the number of matches, the number of maximum wins and the number of teams. You can have the program pair your initial round, or enter the pairings yourself. Following these movement questions, you will come to the masterpoint rating screens. Annual Unit Extended Team Championships are under option 4 – District/Unit Games (all) and then option 3.





As you go through the rest of the masterpoint questions, you will set any masterpoint restrictions, stratifications and the number of sessions played. If there is going to be more than one Flight or Bracket (assuming that you are creating the top section first), you will answer yes to the question regarding lower sections and enter the total number of tables in those lower sections. Following this, the tournament data screen will come up, and you can enter the name of the event, the reporting club number and sanction number for the event.

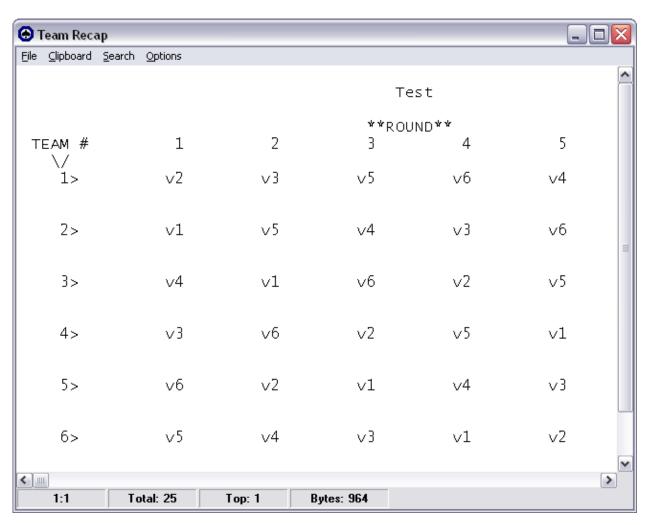
Tournament data for event number 1
Event name U250 Extended Teams
Session Thurs Eve
Date 12/23/2010
Director
Club No.
Sanction
Club name
ESC or F9 = done OK Cancel

After you finish setting up the first section, you can then ADD any other sections that are part of the total event.

II. Round Robin/Swiss Event Specific Steps

In Swiss/Round Robin events, ACBLscore will determine the winner of event based upon the top Victory Point total or the greatest number of wins, depending upon the method selected during setup.

In a round robin event, all teams will play matches against the other teams entered in the event. On the pairing/posting screen, you should select option 2 – Swiss/Round Robin: Manual/Auto pairing, match score entry. With luck, all of your sections will have an even number of teams, which will allow all head-to-head matches in every session. You can allow the program to pair all the matches, and then use the F5 (Recap) command to print out a list of all the matches for your players for every round. Here is an example for a six team event.



If you have an odd number of teams, you are faced with some choices as to how to structure your matches. There are primarily two methods the ACBL recommends – Bye Sessions or the Clock Movement.

Bye Sessions are very simple to coordinate and schedule; one team will not have a match during each session. Take the example movement above. Suppose there were only five teams instead of six. Each team that was scheduled to compete against team 6 in a session would instead have a bye that session. The difficulty is in entering the scoring, as your actual event does not correspond to your match timetable.

You would prepare a movement chart like the one above for the teams using ACBLscore, but then delete that section to prepare the actual section you would use for reporting the results. In that section, you would have five teams, four rounds, with four matches, but would select the American Whist League Movement to compare after all rounds played. You would enter the

match IMP results (or the Wins if using Win/Loss) starting with defined first round pairings, but it will go through all the rounds played. These results will need to be entered after all the matches are over, as the pairings by round will not match the order played from your movement grid. Keep track of the results by using a Swiss grid that is five by five boxes, with the teams listed both across the top and down the side, with the intersections showing the matches. The rows should represent either the IMP difference the team had in the match with the corresponding team listed across the top or a Win/Loss record.



The Clock or Pendulum Movement is represented by the "compare after two rounds" movement from the American Whist League. In this movement, teams compare after competing against two other teams, in a variation of a classic three team round robin. In the first session, each team plays two matches (or half matches if using twenty four boards per match), first against the team that is the next number higher, then against the next number lower. So Team 2's E/W pair would go to Team 3's home table and play twelve boards. They would then take those boards back to their home table, and then play the twelve boards their teammates played against Team 1's N/S pair. The next session, they would do a plus two/minus two movement, playing first against Team 4, and then Team 5. The results from this type movement can be entered immediately after each session into ACBLscore if using twelve board matches. If you are using twenty four board matches, it will require two sessions to complete each full round.

One thing you will notice while entering results for your event is a column on the match result screen with a series of asterisks. These asterisks will be beside any team with more than four members, and represent teams where you have to list the rounds or segments each team member sat out of any particular match. To enter the sitouts, you hit F2, which brings up a list of the team members. You enter a one to mark a round or segment where the player sat out.

#	CAPTAIN		Team	IMPs	Opp	VPs	Total
1	Hideous Hog	*	1	999	2	! !	
2	Themosticles Papadopolous	*	2	999	1		
3	The Abbot	*	3	999	4		
4	Charles Goren	*	4	999	3		
5	Paul Soloway		5	999	6		
6	Eli Culbertson	*	6	999	5		~
F7=	Print F6=Begin Sequential Ent	ry	F9=D	one			

When you have entered all the sitouts for all rounds, the asterisk will disappear for that team.

#	CAPTAIN		Team	IMPs	Opp	VPs	Total
1	Hideous Hog		1	999	2		
2	Themosticles Papadopolous	*	2	999	1		
3	The Abbot	*	3	999	4		
4	Charles Goren	*	4	999	3		
5	Paul Soloway		5	999	6		
6	Eli Culbertson	*	6	999	5	 	v
F7=	Print F6=Begin Sequential Ent	:ry	F9=D	one			

Sitouts for Team 1 (Hideous Hog)	
Enter number of segments sat out f Matches are 2 segments of 12 boar	
	Round 1 2 3 4 5
Hog, Hideous	0 0 0 0
Corgi, Colin	1 0 1 0 0
Rabbit, Rueful	0 1 0 1 1
Toucan, Timothy	0 1 0 1 1
Mollo, Victor	1 0 1 0 0
Sitout Totals * = Sitouts do not balance Press F9 when done, F7 to print	2 2 2 2 2
<u>O</u> K	<u>C</u> ancel

3) Knockout Specific Setup Steps

Knockout events require the minimum of five teams because of the number of rounds to determine the bracket winner. Four teams can be resolved in two rounds, which is insufficient for an Extended Team Championship. With five teams, a three round result becomes feasible, as you do a three team round robin (two teams advance) along with one head to head match (one team advances) in the first round. The second round is a three team round robin, with two teams advancing to the final round. So, with five to eight teams, you have a three round knockout; with nine to sixteen you have a four round knockout, and seventeen to thirty-two is a five round knockout. The bracket sheets that ACBLscore provides will detail the proper round matchups for the number of teams you have competing.

In a knockout, there are no bye rounds. Every team is expected to play in every round. Seeding can be used to determine opponents each round or you can do random "luck of the draw" match pairing.

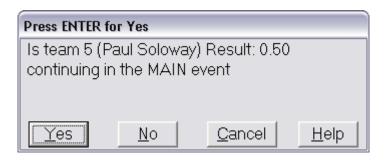
Knockout result entry is straight Win/Loss. You enter a win as a 1, a loss as a zero. ACBLscore will show the round a team is eliminated in the sitout designator column,

#	CAPTAIN		Team	Wins	Орр	Total	Table
1	Hideous Hog		1	1.00	2	1.00	
2	Themosticles Papadopolous	1	2	0.00	1	0.00	
3	The Abbot	*	3	999.00	4		
4	Charles Goren	*	4	999.00	3		
5	Paul Soloway		5	999.00	6		
6	Eli Culbertson	*	6	999.00	5	 - -	
	Print F6=Begin Sequential Ent Pairing Screen F2=Sitouts F4=				is Tea Ol	i	F10=G€ /

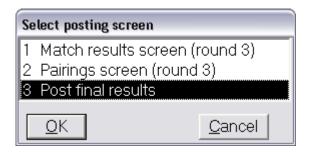
When entering the results for a round robin match in a knockout, the program will ask for specific results.

Post Round Robin results							
Enter number of wins for recording purposes. 0.50 for each match won. Maximum = 1.00.							
Total of all 3 results should be 1.50							
Hog, Hideous	1 vs 4+5 1.00						
Goren, Charles	4 vs 5+1 0.00						
Soloway, Paul	5 vs 1+4 0.50						
Press F9 when done OK	<u>C</u> ancel						

It will also ask if a team that only won one match in the round robin is advancing to the next round.



In addition to the regular match result entry, the director will have one additional task at the conclusion of all the matches, posting the final results.



ACBLscore will assign the winner and overall places in a knockout, but the director should still confirm the results.

Score	Entry			
#	CAPTAIN	#	WINS	RANK
1	Hideous Hog	1	3.00	1.00
2	Themosticles Papadopolous	2	0.00	0.00
3	The Abbot	3	0.00	0.00
4	Charles Goren	4	1.00	0.00
5	Paul Soloway	5	1.50	2.00
6	Eli Culbertson	6	0.00	0.00
Che	eck Total:	5.5	0	
F7=	Print F8=Show on Screen F6=Begin	Sequential	Entry F9	=Done
			<u>O</u> k	1

As with a Round Robin/Swiss event, directors must keep track of the segments and rounds a player does not play, as this determines what match and overall masterpoint awards the player is eligible for, as detailed in the ACBL Conditions of Contest. If the team is eliminated in the first round, the program does not need sitouts, but after any wins, it needs this information.

Sitouts for Team 4 (Charles Goren)							
Enter number of segments sat out for each match. Matches are 2 segments of 12 boards.							
	Round 1 2						
Goren, Charles	0 0						
Sobel-Smith, Helen	0 0						
Truscott, Alan	1 1						
Truscott, Dorothy	1 1						
Kaplan, Edgar	1 1						
Sheinwold, Alfred	1 1						
Sitout Totals * = Sitouts do not balance Press F9 when done, F7 to print	4 4						
<u>O</u> K	<u>C</u> ancel						

4) Unusual Event Setup

If your Unit has elected to hold a multi-phase/two stage event or a double elimination knockout, ACBLscore is not set up to directly handle those type processes. But the program can still be used to report the results. As the director, you will be required to keep more paperwork detailing the actual play results, as you will be entering the results into ACBLscore using the final results only method.

In a two stage event with a qualifying round robin/Swiss leading into a knockout final, the director should set up the event file as for a knockout event. The wins in the qualifying stage should be measured based upon the number of boards played. A qualifying stage win using six board matches would correspond to a quarter win in a knockout of twenty-four boards. The wins for each team involved is kept track of, and then the total wins are entered for each team after all play is completed.

For an example, let's take a nine team field, where there is a two session qualifying round robin leading to the top four teams moving on to a two stage knockout. We will also have a playoff for third place between the losers of the first knockout matches. In the qualifying round, each team plays a six board match against all of the other teams. While Victory Points are used to determine the top four teams, each match won is worth a quarter match win during the qualifying phase. The matches in the knockout phase are worth full wins. Once all the matches are played out, the director will total up the number of wins for each team to enter into the ACBLscore program.

Score I	intry			
#	CAPTAIN	#	WINS	RANK
1	Speedy Gonzalez	1	-1.00	0.00
2	Yakky Doodle	2	-1.00	0.00
3	Hideous Hog	3	-1.00	0.00
4	Themosticles Papadopolous	4	-1.00	0.00
5	The Abbot	5	-1.00	0.00
6	Eli Culbertson	6	-1.00	0.00
7	Charles Goren	7	-1.00	0.00
8	Paul Soloway	8	-1.00	0.00
9	Nick Nickell	9	-1.00	0.00
Che	ck Total:	0.00		//
F7=	Print F8=Show on Screen F6=Begin Seque	ential Ent	ry F9=D	one /
				//
			<u>O</u> k	

As you begin sequential entry of the wins, the program will prompt for information connected to any team with more than four members. It will also ask for information for the rank the team placed for the entire event. The program will want to know the number of matches that each team member was involved in winning, not the matches they sat out, so the director has to be aware of the team composition in each match.

Wins for Team 3		
Team Wins: 3.75; Team Rank: 1		1
	MATCHES	PLAYER
	WON	RANK
Hideous Hog	3.75	1.00
Victor Mollo	3.75	1.00
	0.10	1.00
Timothy Toucan	2.25	1.00
Rueful Rabbit	2.25	1.00
	2.20	1.00
Colin Corgi	3.00	1.00
TOTAL		
Change Player Rank for players not eligible for full awards.		
(0.0 = match award (no O/A); 3.04 = 3/4; 5.08 = 5/8; etc.)		
F2 = All team members qualify for full overall awards		-I
T		

Score	Entry				
#	CAPTAIN	#	WINS	RANK	
1	Speedy Gonzalez	1	0.25	0.00	
2	Yakky Doodle	2	0.00	0.00	
3	Hideous Hog	3	3.75	1.00	
4	Themosticles Papadopolous	4	0.50	0.00	
5	The Abbot	5	0.75	0.00	
6	Eli Culbertson	6	1.00	0.00	
7	Charles Goren	7	1.25	0.00	
8	Paul Soloway	8	2.50	3.00	
9	Nick Nickell	9	3.00	2.00	~
Che	Check Total: 13.00				//
F7=	Print F8=Show on Screen F6=Begi	n Sequen	tial Entry	F9=Done	
	_				//
			Ok		

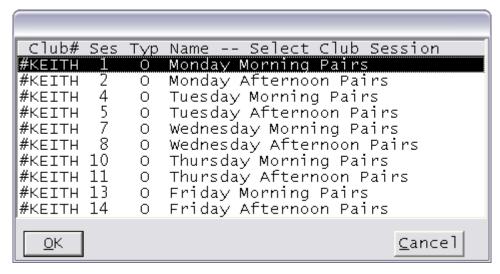
Much of the data entry will be the same for a double elimination knockout except the director has to figure out the maximum matches a team may compete in, and have to use that number in the game file setup. This is one reason to use a prepared bracket sheet as suggested earlier.

5) Reporting the Results

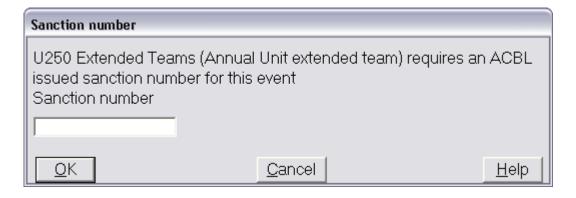
Reporting the Extended Team Championship results is extremely easy using ACBLscore. All you have to do is DBADD the game file. The process will tie the event to your sanctioned club and figure the fees based upon the number of played sessions and matches you tell the program.

When you DBADD the game the program will prompt with the list of available clubs and sessions with which to associate the event.





It will then ask for the sanction number and date.

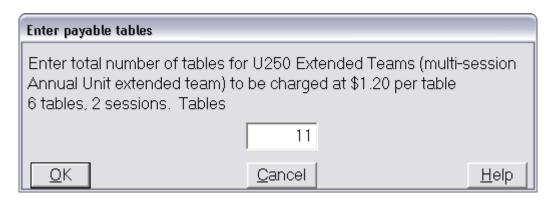


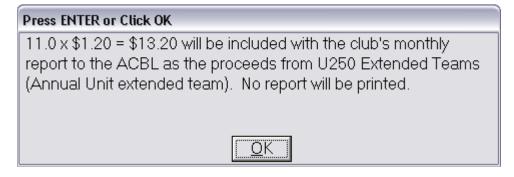


It will ask about attendance records.



It will then ask about the number of tables and sessions for determining fees. It will prompt with a value based upon the movement you have described. If the number is incorrect based upon the actual movement you used, supply the correct number of tables. The program will then confirm the correct fees, and that the fees and masterpoints will be included in the club monthly report.







This part of the process is the same regardless of the method selected for the event. As long as everything is reported in ACBLscore, it is included in the club monthly report.

