



Registering & Playing in our Monthly Tournaments Step-by-Step Instructions

You must be a <u>USBGF member</u> to play in our free tournaments. To view all Women of Backgammon events, visit <u>usbgf.org/women</u>.

Tournament Ready Checklist:

- Current USBGF Membership
- Sign up to receive Women of Backgammon email invites
- Register for the tournament you want to play in
- Sign up for a Backgammon Studio Heroes account

Day of the Tournament

- Log into the video conference. You will find the link in your email invitation. Be sure to be on time or risk being removed from the tournament. The tournament director will provide instructions prior to play.
- Log onto Heroes to play your matches.
- Winners report to the director

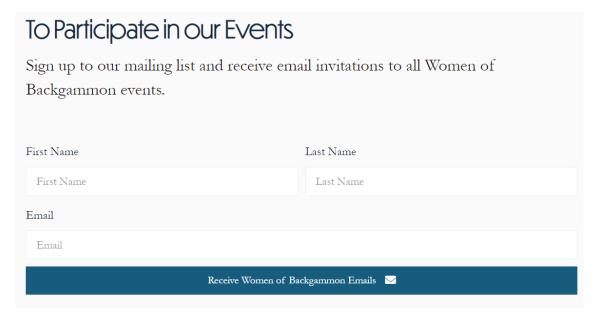
SIGN UP FOR OUR EMAILS

By signing up, you will receive invitation emails that include tournament registration and video conference links.

- 1. In your web browser (Chrome, Edge, or browser of choice) go to the web address: <u>usbgf.org/women</u>
- 2. At the top of the screen log in if you are not already logged in.



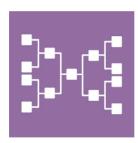
3. Toward the center of the page is a form to complete called To Participate in our Events. Fill out the form (your first name, last name, email), then click the blue button Receive Women of Backgammon Emails – Skip this step if you already receive emails.



Register for a Tournament

Visit <u>usbgf.org/women</u> to register for an upcoming tournament. You must register before the start time to play in any of the tournaments.

 Scroll down toward the bottom of the page to the section called Monthly Tournament.



Monthly Tournament

Play in our online tournaments on the first Tuesday of every month at 7 p.m. Eastern.

To participate:

- 1. Register for Free: Must be a USBGF member
- 2. Sign up for a Backgammon Heroes account
- 3. Attend the zoom call: Sign up for our email list to receive a link

Register and View Events

- 2. Click on the "Register and View Events" button
- 3. On the **Accepting Entries** tab, click on the tournament you would like to register for and click **Register**

Sign up for a Heroes Account

Women of Backgammon tournaments are played online at Heroes.BackgammonStudio.com. You must set up a free Heroes account with a screen name and a password. It can take a day or so for Heroes to approve your account, so please plan ahead.

On Tournament Day

When playing at a Women of Backgammon tournament, you will have two things open on your computer:

- Zoom (this might be open on your phone rather than on your computer) connecting you to the group
- And Heroes.BackgammonStudio.com (where the tournament is played)

Zoom

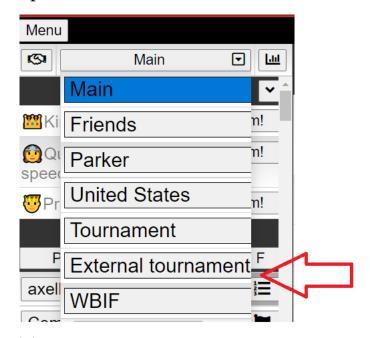
Join the video conference (Zoom) prior to the posted start time. Anyone arriving late risks being taken out of the tournament. A roll call will be taken, and tournament pairings will be determined. A "breakout room" will be assigned for each pairing where you will communicate with your opponent.

To Play your Matches

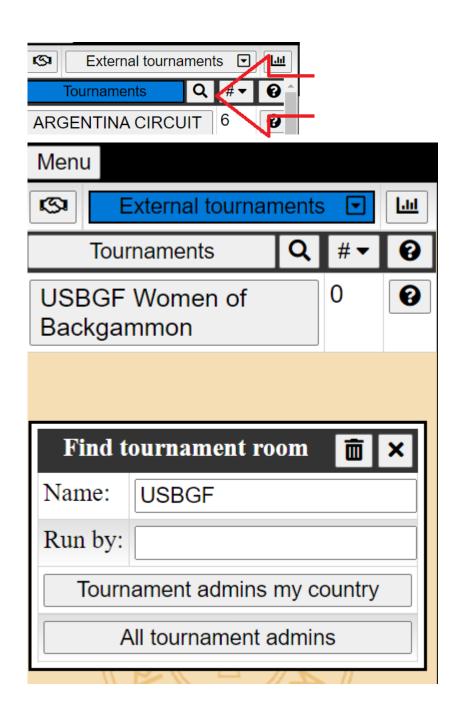
All matches are played on <u>heroes.backgammonstudio.com</u>

- 1. Log in to Heroes
- 2. Find the USBGF Women of Backgammon room
- 3. In the upper left corner of your screen, you will see a box called **Main** room. Click on that box to access a drop-down menu of other

options. Select External tournaments.



4. Then find the USBGF Women of Backgammon room. Since there are many rooms on that list, using the search can help you find our room quickly. In the Search Box type: USBGF, and the room will appear, click on USBGF Women of Backgammon.



Order of Play

Our group leader (Goldie) establishes the pairings for the tournament and assigns each player to a "breakout room" in Zoom where you will be audio/video connected with your opponent during play. Match length and clock settings are preestablished in the Women of Backgammon room on Heroes. One of the players will create an invitation/challenge to the other player to join them for their match. Select **Join** and your screen will automatically take you to the match between you and your opponent. Your audio must be on at all times. We prefer your video to be on too as this is intended to be a social event, but it is not required. Out of courtesy for your opponent, please create a quiet environment as background noise can be distracting. Also please turn your sounds off on Heroes if your opponent requests it.

When the match is completed, the winner returns to the main room and reports their result to Goldie.

Have fun and thanks for playing!

