



## Creating a Convention Card in BBO

Fall 2020

Advanced Beginner or Low Intermediates may need to create a Convention Card in BBO.

A Convention Card is a list of the bidding agreements you have with your partner.

Now, you might be saying to yourself,  
“My partner already knows what we play.”

You might even be saying,  
“Hmmm...I’m not I will remember what our agreement are!”

All true.

However, the Convention Card is only partially for your personal use.

### **Here’s how a Convention Card is used in the brick-and-mortar Club**

1. Partners create a paper Convention Card for their pair’s agreements.  
You will see players meeting before games to sit and go over their paper Convention Card.

They are discussing things like

- \* What do they use as their Responding Point Ranges?
- \* How do they Open hands with fewer than 12 hcp?
- \* What kind of bidding do they agree to after a Partner’s 2C Mega Opener?

The more experienced the player, the more they must discuss and agree to.

2. During the actual game, the players keep their completed Convention Card with them.  
They may refer to it between hands, but NEVER while bidding.  
They are supposed to remember their agreements (HAHAHAHAHAHAHA)



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### Here's how a Convention Card is used in the brick-and-mortar Club

3. An Opponent at a table might ask you to see your Convention Card during the auction if they are confused about a bid.

They can ask you a question or ask to see your card when it's their turn in the auction.

Many times, an Opponent doesn't want to ask you a question because the answer might give information to your partner.

An Opponent doesn't want to put your partner on notice – to remind you partner what she's supposed to bid.

Asking to see your Card will help an Opponent understand your bid without giving away information to your own partner.

- 4 A Director might stop by and ask to see your Card if there's been a Director call at your table. Looking at your Card can help a Director understand what happened during the auction if there has been any confusion.

### **IMPORTANT:**

Advanced Beginners and Low Intermediates are almost never asked for their card by an Opponent or a Director!

I have not seen it in our 99er games or 199er games.

It is usually needed in a 499 or higher game on BBO or even in a brick-and-mortar Club.

We are going to help you create a Convention Card because I want you to know how to do it as you move through your Bridge career.

It would be a good thing if you created one on BBO in case a Director asks to see it, though.

There will be many parts of the Convention Card that we will NOT fill in.

Go to our [www.essexbridgecenter.com](http://www.essexbridgecenter.com) website to watch the video that goes along with this handout.



## Creating a Convention Card in BBO

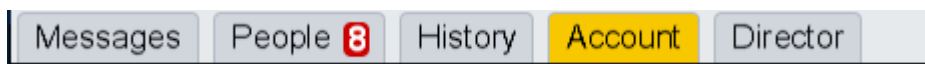
Fall 2020

**Step One: Log into BBO**

**Step Two: Find your Account Tab on the far right.**

It is a vertical list of helpers for you.

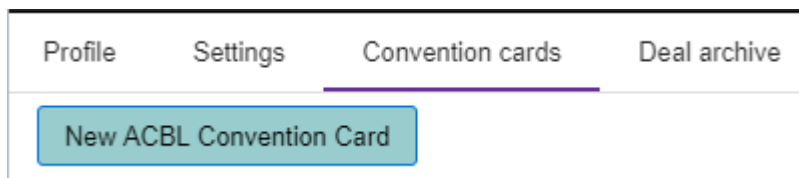
I've turned it horizontal here so that you can see it.



**Step Three: Click on ACCOUNT** to go into your personal area of BBO.

**Step Four: Choose CONVENTION CARD** from the small Black Headers.

**Step Five: Click on the blue button for NEW ACBL CONVENTION CARD**





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**Step Six:** You will see the setup area at the top of the Card.

The screenshot shows a blue header bar with the following elements from left to right: a 'Back' button, a 'Save changes' button, and a 'My Favorite' checkbox. Below this bar are two input fields: 'Partner' (empty) and 'Title' (containing 'Untitled Convention Card'). Below the input fields is a 'NAMES' field (empty).

- You should enter your Partner's **BBO ID** in PARTNER field.  
Do not worry if you play with more than one Partner.  
At the end of this document, you will see how to assign this same Convention Card to more than one person
- You need a TITLE.  
Call it anything you want.  
I used **Meagan's Convention Card**
- It is nice to enter your actual Name and your regular Partner's actual Name under NAMES.  
This way you can see just who this card is assigned to.  
*Sometimes, you cannot remember whose BBO ID is whose in your group!*

***THIS IS WHAT MY COMPLETED TOP SECTION LOOKS LIKE NOW:***

The screenshot shows the same blue header bar as the previous image, but with the following changes: the 'Partner' field now contains 'kumunui', the 'Title' field contains 'Meagan's Convention Card', and the 'NAMES' field contains 'Meagan and Kim'.



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### Step Seven: Top area of the Card – let us start with GENERAL APPROACH

The only thing you need to fill in on this area is the FORCING OPENING area.

Put a check to the right of **2♣** on the FORCING OPENING line.

Nothing else needs to be completed in this area.

GENERAL APPROACH	
Two Over One: Game Forcing <input type="checkbox"/>	Game Forcing Except When Suit Rebid <input type="checkbox"/>
VERY LIGHT: Openings <input type="checkbox"/>	3rd Hand <input type="checkbox"/> Overcalls <input type="checkbox"/> Preempts <input type="checkbox"/>
FORCING OPENING: 1♠ <input type="checkbox"/>	2♣ <input checked="" type="checkbox"/> Natural 2 Bids <input type="checkbox"/> Other <input type="checkbox"/>

*If you studied Two-Over-One with Alan, they you should select  
GAME FORCING*

*But most of you are not playing 2-Over-1. Do not worry about it.*



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## Step Eight: Let's work on the NOTRUMP OPENING BIDS section.

I have filled in this card in the areas you need to complete.  
Compare to the blank areas of the online card

NOTRUMP OPENING BIDS	
1NT 15 to 17 to	3♠ _____ 3♦ _____ 3♥ _____ 3♣ _____
5-Card Major Common <input type="checkbox"/>	
System On Over Double	
2♣ Stayman <input checked="" type="checkbox"/> Puppet <input type="checkbox"/>	
2♦ Transfer to ♥ <input checked="" type="checkbox"/>	4♦, 4♥ Transfer <input checked="" type="checkbox"/>
Forcing Stayman <input type="checkbox"/>	Smolen <input type="checkbox"/>
2♥ Transfer to ♠ <input checked="" type="checkbox"/>	Lebensohl <input type="checkbox"/> ( ___ denies)
2♠ Relay to Minors	Negative Double <input type="checkbox"/> _____
2NT 8 - 9 hcp	
	2NT 20 to 21 Puppet Stayman <input type="checkbox"/> Transfer Responses: Jacoby <input checked="" type="checkbox"/> Texas <input checked="" type="checkbox"/> 3♠ _____ 3NT ___ to ___ Conventional NT Opening

LEFT SIDE	
a. 1NT: 15 to 17	Your usual point count to Open 1NT
b. System on Over Double	If Opponent Doubles Partner's 1NT Opener, you (Responder) will continue to bid a regular Stayman (2C) or a regular Jacoby (2D or 2H) since Opponent's Double did not take up any room on the Bidding Ladder.
c. 2♣ Stayman	Your 2C over Partner's 1NT Opening is a regular Stayman bid showing 8+ hcp and at least one 4-card Major
d. 2♦ Transfer to ♥	Your 2D over Partner's 1NT Opening is a regular Jacoby Transfer to Hearts with 0+ hcp and 5+ Hearts
e. 2♥ Transfer to ♠	Your 2H over Partner's 1NT Opening is a regular Jacoby Transfer to Spades with 0+ hcp and 5+ Spades
f. 2♠ Relay to Minors	Your 2S over Partner's 1NT Opening is a Relay to the Minors with 0-4 hcp and 6+ cards in one of the Minors
g. 2NT 8-9 hcp	Your 2NT response over Partner's 1NT Opening shows a balanced hand without a 4+-card Major suit and 8-9 hcp.



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More on Step Eight:

NOTRUMP OPENING BIDS	
1NT 15 to 17 to	3♣ _____ 3♦ _____ 3♥ _____ 3♠ _____
5-Card Major Common <input type="checkbox"/>	
System On Over Double	
2♣ Stayman <input checked="" type="checkbox"/> Puppet <input type="checkbox"/>	
2♦ Transfer to ♥ <input checked="" type="checkbox"/> Forcing Stayman <input type="checkbox"/>	4♦, 4♥ Transfer <input checked="" type="checkbox"/> Smolen <input type="checkbox"/>
2♥ Transfer to ♠ <input checked="" type="checkbox"/>	Lebensohl <input type="checkbox"/> ( ___ denies)
2♠ Relay to Minors _____	Negative Double <input type="checkbox"/> _____
2NT 8 - 9 hcp	
	2NT 20 to 21 Puppet Stayman <input type="checkbox"/> Transfer Responses: Jacoby <input checked="" type="checkbox"/> Texas <input checked="" type="checkbox"/> 3♣ _____ 3NT ___ to ___ <b>Conventional NT Opening</b>

MIDDLE	
h. 4♦, 4♥ Transfer	This is a Texas Transfer. You have 10-17ish points with a 6+-card Major suit.

RIGHT SIDE	
i. 2NT : 20 to 21	If you OPEN 2NT, you are showing 20-21 hcp and a Balanced Hand.
j. Jacoby Texas	You play the regular Jacoby Transfer bids and Texas Transfer bids over a 2NT Opener just like you would over a 1NT Opener (Jacoby – one level higher)



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**Step Nine: Complete the MAJOR OPENING BOX on left.**

MAJOR OPENING	
Expected Min. Length	4    5
1st/2nd	<input type="checkbox"/> <input checked="" type="checkbox"/>
3rd/4th	<input type="checkbox"/> <input checked="" type="checkbox"/>
RESPONSES	
Double Raise: Force	<input type="checkbox"/> Inv. <input checked="" type="checkbox"/> <b>Weak</b> <input type="checkbox"/>
After Overcall: Force	<input type="checkbox"/> Inv. <input type="checkbox"/> Weak <input type="checkbox"/>
Conv. Raise: <b>2NT</b>	<input type="checkbox"/> <b>3NT</b> <input type="checkbox"/> <b>Splinter</b> <input type="checkbox"/>
<b>Other:</b> _____	
<b>1NT: Forcing</b>	<input type="checkbox"/> <b>Semi-forcing</b> <input type="checkbox"/>
2NT: Forcing	<input type="checkbox"/> Inv. <input checked="" type="checkbox"/> <b>11</b> to <b>12</b>
3NT: <b>13</b> to <b>16</b>	
<b>Drury</b>	<input type="checkbox"/> : <b>Reverse</b> <input type="checkbox"/> <b>2-Way</b> <input type="checkbox"/> <b>Fit</b> <input type="checkbox"/>
<b>Other:</b> _____	

a. Expected Min. Length: 5	You should check 5 in both the 1 <sup>st</sup> /2 <sup>nd</sup> box and the 3 <sup>rd</sup> /4 <sup>th</sup> box. This means that when you Open 1H or 1S, you are promising 5 cards minimum in your Opening Major suit.
b. RESPONSES Double Raise: INV	Partner opens 1H or 1S. You are Responder. If you jump a level, you are inviting Partner to game. Example: Partner opens 1H. You jump to 3H <i>This is a Double Raise</i> <i>A Single Raise would be 2H</i>
c. 2NT: INV 11 to 12	Partner opens 1H or 1S. You are the Responder. If you respond 2NT, you are denying a Fit in Partner's Major Suit opening, denying your own longish suit, promising a Balanced hand, and promising 11-12 hcp.
d. 3NT: 13 to 16	Partner opens 1H or 1S. You are the Responder. If you respond 3NT, you are denying a Fit in Partner's Major Suit opening, denying your own longish suit, promising a Balanced hand, and promising 13 to 16 hcp. <i>Not enough for a Slam.</i>





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**Step Ten: Complete the MINOR OPENING BOX on left.**

MINOR OPENING				
Expected Min. Length	4	3	NF 0-2	Corr
1♣	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1♦	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
RESPONSES				
Double Raise: Force	<input type="checkbox"/>	Inv.	<input checked="" type="checkbox"/>	Weak <input type="checkbox"/>
After Overcall: Force	<input type="checkbox"/>	Inv.	<input type="checkbox"/>	Weak <input type="checkbox"/>
Forcing Raise:	J/S in other minor <input type="checkbox"/>			
Single raise	<input type="checkbox"/>	Other: _____		
Frequently bypass 4+♦	<input type="checkbox"/>			
1NT/1♣:	6 to 10			
2NT: Forcing	<input type="checkbox"/>	Inv.	<input checked="" type="checkbox"/>	11 to 12
3NT:	13 to 16			
Other:	_____			

a. Expected Min. Length: 3	You should check 3 in both the 1C and 1D boxes. This means that when you Open 1C or 1D, you are promising 3 cards minimum in your Opening Minor suit.
b. RESPONSES Double Raise: INV	Partner opens 1C or 1D You are Responder. If you jump a level, you are inviting Partner to game. Example: Partner opens 1C. You jump to 3C <i>This is a Double Raise</i> <i>A Single Raise would be 2C</i>
c. 1NT/1C: 5 to 10 <i>Note: Read this line as Responding 1NT over Opener's 1C bid.</i> <i>It also implies over Opener's 1D bid but they couldn't fit 1D with the 1C for some reason</i>	Partner opens 1C or 1D You are Responder. If you respond 1NT after Opener's Minor suit, you are denying a 4-card Major, and you are offering 6-9 or 6-10 hcp.
c. 2NT: INV 11 to 12 d. 3NT: 13 to 16	Partner opens 1C or 1D. You are the Responder. If you respond 2NT, you are denying a Fit in Partner's Major Suit opening, denying your own longish suit, promising a Balanced hand, and promising 11-12 hcp.  If you respond 3NT, you are denying and promising the same things as responding 2NT but now you have 13-16 hcp.



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**Step Eleven: Complete the Mega Hand and Preemptive boxes.**

DESCRIBE	RESPONSES/REBIDS
2♣ 21 to + HCP Strong <input type="checkbox"/> Other <input type="checkbox"/> 2♦ Response: Neg <input type="checkbox"/> Waiting <input checked="" type="checkbox"/>	
2♦ 5 to 9 HCP Natural: Weak <input checked="" type="checkbox"/> Intermediate <input type="checkbox"/> Strong <input type="checkbox"/> Conv <input type="checkbox"/>	2NT Force <input checked="" type="checkbox"/> New Suit NF
2♥ 5 to 9 HCP Natural: Weak <input checked="" type="checkbox"/> Intermediate <input type="checkbox"/> Strong <input type="checkbox"/> Conv <input type="checkbox"/>	Feature 2NT Force <input type="checkbox"/> New Suit NF
2♠ 5 to 9 HCP Natural: Weak <input checked="" type="checkbox"/> Intermediate <input type="checkbox"/> Strong <input type="checkbox"/> Conv <input type="checkbox"/>	2NT Force <input type="checkbox"/> New Suit NF

a. 2♣ 21 to +	Your 2C Opening bid shows 21+ hcp
b. 2♦ Response <i>Very tiny under 2C</i>  <b><u>Check the WAITING box</u></b>	Partner opens 2C. You are the Responder, and you use the Waiting system. You will almost always bid 2D – “Waiting”
c. 2♦ d. 2♥ e. 2♠	These are your Opening Weak Two selections  Enter 5 to 9 hcp for each Check WEAK for each  To the far right, check the 2NT FORCE box Type directly underneath FEATURE  <i>You can do it just once or for all 3</i>  <b>FEATURE:</b> <i>Partner opens 2D, 2H, or 2S.            You are the Responder and bid 2NT.            You are asking for a FEATURE – asking your Weak Two Partner if he/she has an Ace or a King outside of their long, Weak Two suit.            You are thinking about bidding 3NT and you need some extra help in one of the suits.</i>



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### Step Twelve: The OTHER CONV CALLS box

OTHER CONV CALLS: New Minor Forcing <input type="checkbox"/> 2-Way NMF <input type="checkbox"/>	_____
Weak jump shifts: In Comp. <input type="checkbox"/> Not In Comp. <input type="checkbox"/>	_____
4th Suit Forcing: 1 Round <input type="checkbox"/> To Game <input type="checkbox"/>	_____
_____	

Good news! You don't play any other CONV CALLS yet.  
Probably the next higher-level bidding you will learn is New Minor Forcing.

You don't need to select anything in this box.



## Step Thirteen: SPECIAL DOUBLES, SIMPLE OVERCALLS, JUMP OVERCALLS, OPENING PREEMPTS, and DIRECT CUEBID

<b>SPECIAL DOUBLES</b>			
After Overcall: <b>Penalty</b> <input type="checkbox"/> _____			
Negative <input type="checkbox"/> thru _____			
Responsive: <input type="checkbox"/> thru _____		Maximal <input type="checkbox"/>	
<b>Support: Dbl</b> <input type="checkbox"/> thru _____		<b>Rdbl</b> <input type="checkbox"/>	
Card-showing <input type="checkbox"/> Min. Offshape T/O <input type="checkbox"/>			
<b>SIMPLE OVERCALL</b>			
1-level <u>8</u> to <u>16</u> HCP (usually)			
Often 4 cards <input type="checkbox"/> Very light style <input type="checkbox"/>			
<b>Responses</b>			
New Suit: Forcing <input checked="" type="checkbox"/> NFConst <input type="checkbox"/> NF <input type="checkbox"/>			
Jump Raise: Forcing <input type="checkbox"/> Inv. <input checked="" type="checkbox"/> Weak <input type="checkbox"/>			
<b>JUMP OVERCALL</b>			
<b>Strong</b> <input type="checkbox"/> <b>Intermediate</b> <input type="checkbox"/> <b>Weak</b> <input checked="" type="checkbox"/>			
<b>OPENING PREEMPTS</b>			
	Sound	Light	Very Light
3/4-bids	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>Conv./Resp.</b> _____			
<b>DIRECT CUEBID</b>			
	Over:	Minor	Major
<b>Natural</b>		<input type="checkbox"/>	<input type="checkbox"/>
Strong T/O		<input type="checkbox"/>	<input type="checkbox"/>
Michaels		<input type="checkbox"/>	<input type="checkbox"/>

Good News!!

There isn't much to fill in for these 4 boxes at this point in your Bridge career.

### SPECIAL DOUBLES

*If you have learned Negative Doubles from Roz this summer AND you are using them, you should check the NEGATIVE box and enter thru **3S***

### SIMPLE OVERCALLS

*Enter 8 to 16 in the first line.  
This is your Simple Overcall point range.*

*Under RESPONSES*

*a. Check the NEW SUIT FORCING  
This means that if Advancer bids a new suit after Partner's Overcall, Advancer needs 12+ points and a good 5+-card suit. It IS FORCING for Overcaller*

*b. Check JUMP RAISE INV  
This means that if Advancer bids on the 3-level in Partner's Overcall suit, it is Invitational to Game.*

### JUMP OVERCALLS: LIGHT

*Enter 8 to 16 in the first line.*

*When you Overcall with a Weak point count on the 3-level or 4-level, you are WEAK*

### OPENING PREEMPTS

*When you Open a weak 3-level or 4-level bid, you have a LIGHT hand.*

### DIRECT CUEBID

*You have learned something about Cuebids, but not the ones they are talking about in this box.*

*IF you learned Michaels with Roz this summer, then you might select the boxes next to Michaels.*



## STEP FOURTEEN: Competitive Bidding

NOTRUMP OVERCALLS			
Direct:	15	to	18
Systems on	<input checked="" type="checkbox"/>		
Conv.	_____		
Balance:	_____	to	_____
Jump to 2NT:	Minors	<input type="checkbox"/>	2 Lowest <input type="checkbox"/>
Conv.	_____		
DEFENSE VS NOTRUMP			
vs:	NATURAL		
2♠	_____	_____	_____
2♦	_____	_____	_____
2♥	_____	_____	_____
2♣	_____	_____	_____
Dbf	PENALTY		
Other:	_____		
OVER OPP'S T/O DOUBLE			
New Suit Forcing:	1-level	<input type="checkbox"/>	2-level <input type="checkbox"/>
Redouble implies no fit	<input type="checkbox"/>		
2NT Over	Limit +	Limit	Wea
Majors	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Minors	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other:	_____		
VS OPENING PREEMPT DOUBLE IS			
Takeout	<input checked="" type="checkbox"/>	thru	3S
			Penalty
Conv. Takeout:	_____		
Lebensohl 2NT Response	<input type="checkbox"/>		
Other:	_____		

Good News!!

There isn't much to fill in for these 4 boxes at this point in your Bridge career.

### NOTRUMP OVERCALLS

Direct 15 to 18 Systems on

*This means that if you are in 2<sup>nd</sup> seat immediately after an Opening suit bid, your 1NT Overcall shows a Balanced Hand and 15-18 hcp.*

*Systems are On means that your own Partner (Advancer) may use Stayman or Jacoby if the Opponent in between you (Responder to Opener) passes.*

### DEFENSE VS NOTRUMP

vs NATURAL

Dbf PENALTY

*This means that if you make a 2-level suit Overcall after your RHO's 1NT Opener, you have a NATURAL bid. IF you bid 2H, you have Hearts.*

*If you Double after RHO's 1NT Opener, you are intending it to be a Penalty Double. You have the same strength as the 1NT Opener, and you don't think RHO can make a 1NT contract.*

### OVER OPP'S T/O Double

Ignore

### VS OPENING PREEMPT DOUBLE IS

RHO makes a Preemptive 3-level or 4-level Opening bid.

You DOUBLE. It means TAKEOUT up to and including RHO's 3S Preemptive Opener



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### STEP FIFTEEN: Bidding Slam

SLAM CONVENTIONS Gerber <input checked="" type="checkbox"/> 4NT: Blackwood <input checked="" type="checkbox"/> RKC <input type="checkbox"/> 1430 <input type="checkbox"/> <i>Directly over NT Opening</i>
vs. Interference: DOPI <input type="checkbox"/> DEPO <input type="checkbox"/> Level: _____ ROPI <input type="checkbox"/>

**Click the GERBER BOX**

*Underneath the Gerber selection, type DIRECTING OVER NT OPENING*

*This means that you use Gerber immediately after Partner's 1NT or 2NT Opening.*

*You don't use Gerber once one of you has introduced suits into the auction (Stayman, Jacoby)*

**Click the 4NT: BLACKWOOD BOX**

*There are many selections here, but you use regular Blackwood*



## STEP SIXTEEN: LEADS and CARDING SYSTEM

This section describes the kind of Opening Leads you make.  
It also describes the kind of Discards you make when you are void in a suit and are not trumping.

There's a lot here, but you only need a little notation

LEADS (click card led, if not in bold)				DEFENSIVE CARDING	
versus Suits		versus Notrump		vs Suits vs NT	
<b>x x</b>	x x x x	<b>x x</b>	x x x x	Standard:	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/>
x x <b>x</b>	x x x x x	x <b>x</b>	x x x x x	Except <input type="checkbox"/>	_____
<b>A</b> K x	10 9 x	<b>A</b> K J x	A Q J x	Upside-Down Count	<input type="checkbox"/> <input type="checkbox"/>
K Q x	K J 10 x	A J 10 9	A 10 9 8	Upside-Down Attitude	<input type="checkbox"/> <input type="checkbox"/>
Q J x	K 10 9 x	K Q J x	K Q 10 9	<b>FIRST DISCARD</b>	
J 10 x	Q 10 9 x	Q J 10 x	Q 10 9 8	Lavinthal	<input type="checkbox"/> <input type="checkbox"/>
K Q 10 9		J 10 9 x	10 9 8 x	Odd/Even	<input type="checkbox"/> <input type="checkbox"/>
<b>Length Leads:</b> 4th Best vs Suits <input checked="" type="checkbox"/> vs NT <input checked="" type="checkbox"/> 3rd/5th Best vs Suits <input type="checkbox"/> vs NT <input type="checkbox"/> Attitude vs NT <input type="checkbox"/>					
<b>Primary signal to partner's leads</b> Attitude <input checked="" type="checkbox"/> Count <input type="checkbox"/> Suit Preference <input type="checkbox"/>				<b>OTHER CARDING</b> Smith Echo <input type="checkbox"/> <input type="checkbox"/> Trump Suit Pref. <input type="checkbox"/> <input type="checkbox"/> Foster Echo <input type="checkbox"/> <input type="checkbox"/>	

- LEADS**  
 Click the 3<sup>rd</sup> item down in both **VERSUS SUITS** and **VERSUS Notrump**  
 In both cases, you will use the modern leads of top of touching honors.  
 The Convention Cards **STILL** has the older method of leading a King from AK.  
 Hasn't been used by most people in decades.
- Middle Center – Left - LENGTH LEADS**  
 Choose 4<sup>th</sup> BEST VS SUITS and VS NT  
 One of your common leads is 4<sup>th</sup> down in the longest and strongest suit.
- Bottom Left – PRIMARY SIGNAL TO PARTNER'S LEADS**  
 Choose **ATTITUDE**.  
 Even if you don't yet know why.  
 You will in a few months
- Right – DEFENSIVE CARDING**  
 Choose **STANDARD VS SUITS** and **VS NT**  
 You don't do anything fancy

## STEP SEVENTEEN: SAVING YOUR CARD

This is very important.

You must Save your Card!



Back Save changes My Favorite

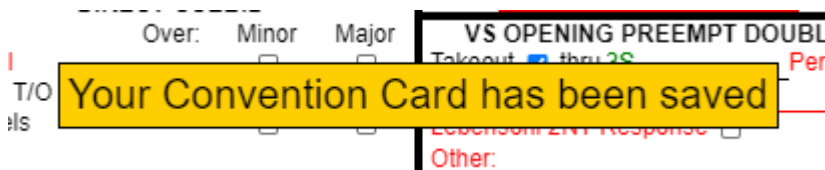
Partner kumunui Title Meagan's Convention Card

NAMES Meagan and Kim

- a. If you have not already,
  - Make sure you have Partner's BBO ID in the Partner field.
  - Make sure you have a title – any title
  - Feel free to enter your actual name and Partner's actual name in the NAMES field.
  - In a minute, we will discuss how you actually assign this card to Partner in BBO.***

b. Click SAVE CHANGES

c. You will see



Over: Minor Major VS OPENING PREEMPT DOUBL  
Takeout thru 2S Per  
Your Convention Card has been saved  
Eubenson's 2NT Response  
Other:

e. Press the BACK button in the upper left of the Card after Saving.



Back Save changes My Favorite

Partner kumunui Title Meagan's Convention Card

NAMES Meagan and Kim





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f. You return to the main Convention Card Screen.

Personal Cards	
Title	Partner
Standard American BASIC	
Untitled Convention Card	
Meagan-Alan SAYC	alanebc
Meagan's Convention Card	kununui

You should see your SAVED card at the bottom of the screen under PERSONAL CARDS

## STEP EIGHTEEN: Assigning this card to your Partner in BBO.

At this point, you have created a card in BBO in your account that you want to use with a partner.

BUT...you have NOT yet assigned this card, formally, in BBO to your partner.  
Your Partner's BBO account does not know about it yet.

1. Under your Convention Card area, you see your list of cards

Personal Cards	
Title	Partner
Standard American BASIC	
Untitled Convention Card	
Meagan-Alan SAYC	alanebc
Meagan's Convention Card	kununui

2. Click on the card you want to assign to your partner.  
You will see this box appear:

3. In the box, type in Partner's BBO ID.

Press USE WITH PARTNER

*This is the step that should link this card to both of you in BBO.*

4. Press that same BACK button at the top of the card.



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### STEP EIGHTEEN: Assigning this card to your Partner in BBO.

5. If you want to check for sure, contact Partner.

Ask Partner to log into BBO.

*If Partner is already in BBO, ask him/her to log out and log back in*

Ask Partner to go to Account Tab and then Convention Card area.

6. Partner should see the Convention Card you created listed there with YOUR name on it as Partner.

Personal Cards	
Title	Partner
Meagan's Convention Card	powbridge

**This is how you both know that you have been linked together on this Convention Card in BBO.**

**Partner received a copy of the card you created, and it is now linked to both BBO accounts.**

### IMPORTANT NOTE:

Only ONE of you creates this card and then links to a Partner.

Partner does NOT also create a card from scratch to play with you.

ONE of you creates a card and links it to a Partner.

If you both try to create a card and link to each other, they are both likely to be deleted. You will end up with zero cards together.

## STEP NINETEEN: Assigning this card to OTHER Partners in BBO.

Once you set up a basic Convention Card, you can assign it to multiple Partners (assuming you all play exactly the same way).

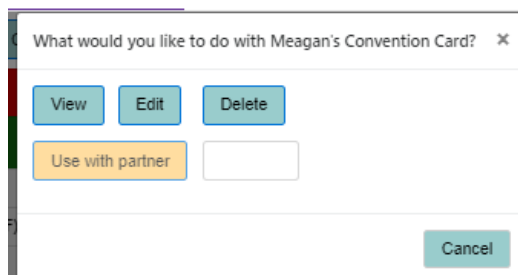
You have already created the basic card.  
Now, you just link it to other partners!

1. Log into BBO. Click on ACCOUNT Tab on right. Select CONVENTION CARD at top.
2. Find the original card you created with your first partner.



Personal Cards	
Title	Partner
Meagan's Convention Card	
Standard American BASIC	
Meagan's Convention Card	kumunui

3. Click on that card.  
You will see this small screen pop up:



What would you like to do with Meagan's Convention Card? ✕

View Edit Delete

Use with partner

Cancel

Type new Partner's name in the box.

Click USE WITH PARTNER.

## STEP NINETEEN: Assigning this card to OTHER Partners in BBO.

- You will return to your Convention Card area and now you will see a new card under Personal Cards:

Personal Cards	
Title	Partner
Meagan's Convention Card	
Standard American BASIC	
Meagan's Convention Card	alanebc
Meagan's Convention Card	kumunui

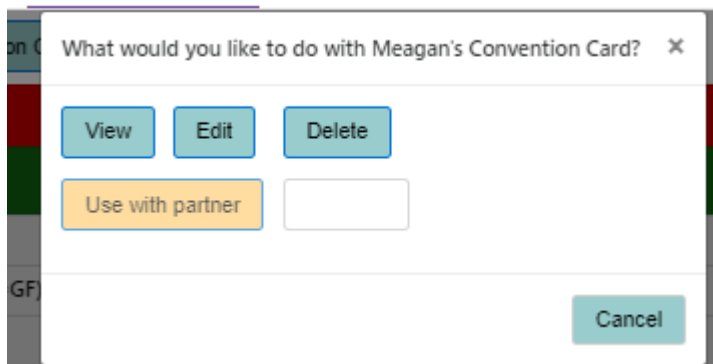
It will have the new Partner's name on it.

You have just made a copy of the original card and linked it to a new Partner.

A few last tweaks:

- Click on that new card with the new Partner

Choose EDIT from this small screen:





## Creating a Convention Card in BBO

Fall 2020

### STEP NINETEEN: Assigning this card to OTHER Partners in BBO.

6. Since you are using this card with a new Partner, perhaps you would like to identify that Partner by name.

Do NOT touch PARTNER – that the BBO ID of the new Partner.

Go to NAMES and correct to new Partner's actual name

Back	Save changes	My Favorite	<input type="checkbox"/>
Partner	alanebc	Title	Meagan's Convention Card
NAMES Meagan and Alan			

Choose SAVE CHANGES.

7. Contact new Partner and ask that person to log into BBO.

The new Convention card should have copied into new Partner's BBO account. Every time you play with new Partner, that card will pop into place for both of you.

*You can repeat this process over and over with each new Partner if that new Partner plays exactly what is already on the card.*