

# Director's Resources

Years ago when a person wanted to become a Tournament Assistant he had to watch a training video then complete a test. One question stumped me. "Name five things a director should carry with him at all time." Four answers stood out in the video: a Lawbook, a set of hand records, a pen and notepaper. Rewinding and replaying the VHS tape multiple times (yes, that's how many years ago this was...) just did not reveal the fifth thing. I hypothesized and finally narrowed it down to two choices: clean underwear or a sense of humor. Today I realize there may be a much simpler answer: a smartphone or the equivalent.

There are many resources a director needs available at his fingertips each and every time he directs. Becoming not only familiar but an expert at navigating and interpreting these resources is critical to a director's success. In any given day a director will be asked about alerts, legal conventions, masterpoint rules, and score correction policies. Memorizing answers will come, but knowing the source of answers is much more important. Being able to accurately interpret those resources is a life-long pursuit.

Each of these resources should be readily available to you whether by loading them to a file on your laptop or hand-held device, or by actually having them printed and saved to a file you carry with you. What follows is the location of those resources and a brief description of their importance.

[http://www.acbl.org/tournaments\\_page/charts-rules-and-regulations/](http://www.acbl.org/tournaments_page/charts-rules-and-regulations/)

<http://www.acbl.org/helpfuldocuments/>

Two pages on the ACBL website will lead you to almost all of the resources you'll ever need. Most are in pdf format and can easily be downloaded and/or printed. PDF formats allow for easier searching for key concepts or important phrases than having to turn pages in a frenzy!

## CHARTS, RULES AND REGULATIONS

The success of any game depends on players following universally accepted rules and protocols. Here, you can research rules and regulations for different games and tournaments and become better acquainted with our ethics and disciplinary code.

### Basic Laws and Regulations

Convention Charts

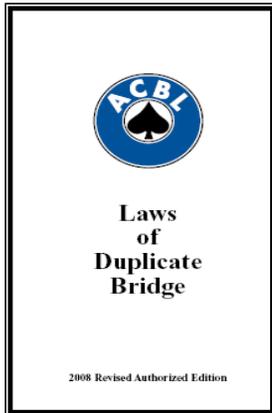
Bidding Box Regulations

Laws of Duplicate Bridge

Laws of Contract Bridge

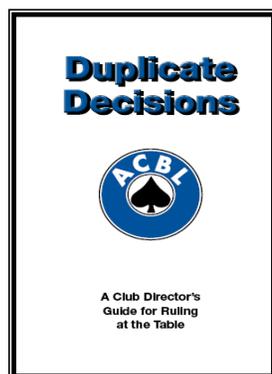
Duplicate Decisions

Rulings FAQ



Every director should have a physical copy of the Laws with him every time he works. Players will ask you to read the specific Law to them; rulings will come up that you don't know off the top of your head. Having to stop mid-ruling to return to the desk or seek out a colleague's copy is unprofessional, wastes time, and significantly lowers a director's credibility.

Know the layout of the Lawbook; know how to search through it; make colored tabs to help you find critical references; make notes in margins where you can find supporting materials.



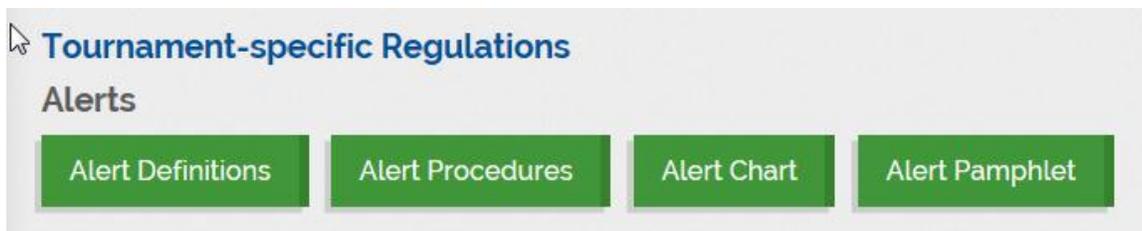
Duplicate Decisions has an unfortunate subtitle: "A Club Director's Guide for Ruling at the Table." In reality Duplicate Decisions (DD) can be of great help to directors of all levels. Many Laws have been interpreted by the Laws Commission with those interpretations found only in DD. Law 45.C.4(b), for instance, has several examples given that may help you better explain a ruling to a player. Advice and examples on dealing with claims is well-written and helpful. Clear interpretations of convention card regulations are here.

## Rulings: FAQ

Another resource for making better rulings and providing additional documentation to a player who argues with or doesn't understand your ruling is the Rulings: FAQ section on the website. This list will continue to grow and develop. Especially helpful is the process-oriented document on dealing with Hesitations, Failures to Alert, and Misinformation.

## Convention Charts

Almost every time you direct players will approach before the game asking difficult questions about the legality of a convention they want to use. This may also come in the form of a call to a table as a player has alerted a bid and an opponent will ask if it's legal to play "upside-down Swahili NT overcalls." Learning to read and interpret the GCC is important for a club director, especially with players from your club who routinely play in bigger events at tournaments. Post a copy of the GCC at your club. If you choose to add or delete certain conventions, as is the club management's prerogative, be sure to make special note of this along with the chart.

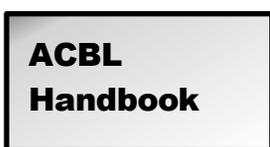
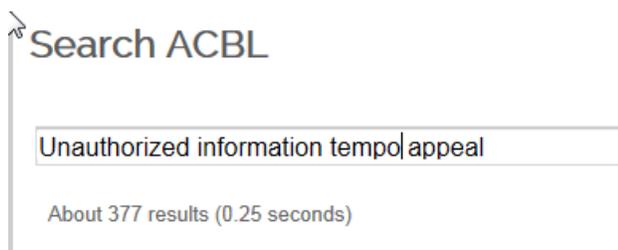


Further down on the same webpage you'll find four resources dedicated to the alert processes. The [Alert Pamphlet](#) pulls together most of the information found in the other three sources but includes numerous examples of very specific bids and related auctions. [Alert Definitions](#) is a foundation document, spelling out the basic concepts of the alert process, helping define alerts, announcements, delayed alerts, cuebids, as well as foundational philosophies and player responsibilities. [Alert Procedures](#) expands upon the Definitions document and covers many basic types of alerts as well as making it clear how alerts are made. Much of the information in the Procedures document is incorporated into the Pamphlet. The [Alert Chart](#) is a handy one page document which is of help to the club director. It helps by sorting into categories of bids and whether they require an Alert or an Announcement or neither. It is wise to have a copy of this posted at the club. Again, like the conventions at a club, club management has the right to require additional alerts or allow for some alerts not to be made. Any deviations at the club should be posted so that players are fully informed.



A wee bit further down on the same webpage you'll find three more resources, the last one, NABC Casebooks, being of most interest to a club director wanting to learn more about handling the difficult rulings of hesitations, unauthorized information, and claims.

The appeal hearings and commentary descriptions are now being compiled and edited by the ACBL. This internet publication is intended to be a tool to help improve the abilities of those serving on appeals committees and tournament directors and to communicate decisions and the process to arrive at those decisions to the membership at large. Appeals come from both NABC+ events as well as those that go through the Review process for regional events. There is a wealth of information contained here with casebooks available beginning in 1996. A club director should consider these a valuable resource to consult during off-hours or slow sessions. When seeking a specific type of case the search tool on ACBL's website can be of great help. 371 of the 377 results below are actual appeals on this very topic:



Also located at the ACBL website are a variety of other resources. Much less used than all of those listed above, these will still be useful at times. Chapter IV focuses on Club Regulations.  
[http://www.acbl.org/clubs\\_page/club-administration/club-managers/acbl-handbook-of-rules-and-regulations/](http://www.acbl.org/clubs_page/club-administration/club-managers/acbl-handbook-of-rules-and-regulations/)



Did you know there is a pdf manual for ACBLscore which explains every single bell and whistle of the program? This is another on-line resource which can be downloaded and kept as part of your desktop file:

<http://www.acbl.org/assets/documents/acblscore/manual.pdf>

# There Is No Excuse

As a director you will be asked a hundred questions, sometimes all one hundred of them in a given session. Knowing your resources means you're better prepared to serve the customer. Accurate answers are better than quick, knee-jerk responses. Being able to show a player where you've gotten the answer adds to your credibility.

Watch experienced directors here. When a player asks a question about a convention you'll see the Convention Chart, usually folded and kept inside the cover of the Law Book, taken out, unfolded and the hunt begins for the right reference. When a player argues about a ruling, pulling a reference from the FAQs or Duplicate Decisions and printing it out may help convince the player that your interpretation is right on the money.

Wikipedia offers some interesting insight as to the definition of "credibility."

***Credibility refers to the objective and components of the believability of a source or message.***

*Traditionally, modern, credibility has two key components: trustworthiness and expertise, which both have objective and subjective components. Trustworthiness is based more on subjective factors, but can include objective measurements such as established reliability. Expertise can be similarly subjectively perceived, but also includes relatively objective characteristics of the source or message (e.g., credentials, certification or information quality). Secondary components of credibility include source dynamism (charisma) and physical attractiveness.*

Of course it is also interesting to note Wikipedia's judgment pertaining to its own credibility!

*As of right now, Wikipedia is not recognized by any academic, scientific, or journalistic institutions as a credible source of information and should not be used as a direct citation method.*