

KDBC Website Find a Partner Tool Instructions

You must be a paid-up member of KDBC in order to access the Member Area of the website. Memberships are \$20 per calendar year.

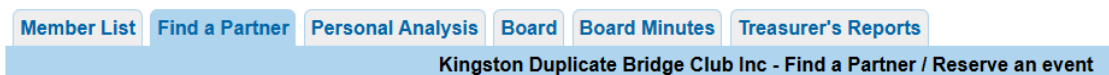
To join:

- Please send an etransfer to kdbctreasurer@gmail.com and
- Please send a separate email to both kdbctreasurer@gmail.com and bridgecentrekingston@gmail.com with your name, phone, email, ACBL number, BBO username, and permission to share your info in with other members.

You must already be a member of KDBC and already have set up your account on the KDBC Website. To set up your account, follow the instructions in the KDBC Website Member Account Set-Up document.

How to use the Find a Partner Tool

1. Go to the KDBC website at <https://www.bridgewebs.com/kdbc/>
2. Click on **Member Area** in the menu on the left and log in.
3. Find the tabs across the top and select the Find a Partner tab.



4. Click on the **Find a Partner** tab.

The screenshot shows the 'Find a Partner' tool interface. At the top, there are navigation tabs and a banner. Below this, a 'Confirm' button is visible. The member's name is 'Kathy McDonald'. A message states: 'This option allows you to request a partner, indicate not playing or Reserve an event (if requested by the Club).' There are checkboxes for 'My Email' (checked), 'My Phone', and 'My Mobile'. To the right, there are three options: '(PR) Partner Required - Need a Partner - "Shown in Red"', '(NP) Not Playing - Unavailable - "Shown as Strike through"', and '(PL) Playing - Will play in the Event. Enter Partner or Team Members'. Below this is a table with columns for 'PR', 'NP', 'PL', 'Partner/Note/System/Direction', and 'Request'. The table is divided into sections for 'July 2025' and 'August 2025'. For July 2025, there are rows for 'Tuesday Afternoon Op ...', 'Wednesday Afternoon ...', and 'Wednesday Evening Op ...'. For August 2025, there is a row for 'Friday Afternoon Ope ...'. Each row has checkboxes for PR, NP, and PL, and a text input field for the partner name. A dropdown menu is also present for the 'Wednesday Evening Op ...' row. To the right of the table, there is contact information for 'Arnold Lawrence' and 'Wilfrid Menninga'.



5. Now you can see all the options

Member List Find a Partner Personal Analysis Board Board Minutes Treasurer's Reports

Kingston Duplicate Bridge Club Inc - Find a Partner / Reserve an event

Confirm

Member:- Katy McDonald

This option allows you to request a partner, indicate not playing or Reserve an event (if requested by the Club).

Show: ☒ My Email ☐ My Phone ☐ My Mobile

- (PR) Partner Required - Need a Partner - "Shown in Red"
- (NP) Not Playing - Unavailable - "Shown as Strike through"
- (PL) Playing - Will play in the Event. Enter Partner or Team Members

Find a Partner / Reserve an event					
	PR	NP	PL	Partner/Note/System/Direction	Request
July 2025					
29 Tue Tuesday Afternoon Op ...	<input type="checkbox"/>	-	-		
30 Wed Wednesday Afternoon	<input type="checkbox"/>	-	-		Arnold Lawrence arnold.lawrence@hotmail.com
Wednesday Evening Op	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Arnold	
August 2025					
1 Fri Friday Afternoon Ope	<input type="checkbox"/>	-	-		Wilfrid Menninga (09:30)

6. You can check the boxes for how you would want someone to contact you to ask you to play, email, phone or mobile.
7. Notice that PR means Partner Required, NP means you can't play, PL means you're playing and you can say with whom (for example when we are signing up teams for a team game).
8. Go down to the day when you need a partner (say Tues Jul 29) and click the PR box. Once you see a check mark in the box, click on CONFIRM.
9. Then your name will appear in purple to the right on that day.
10. Keep calling people and maybe someone will call you. All members can see that you are available if they log in to look.
11. Once you have found a partner, repeat the process to uncheck the box and confirm again.

You can use this tool to request partners several weeks into the future or mark yourself as NP Not Playing while you are off travelling the world!