



MY ABF FOR CLUBS

What does My ABF do?

- Players** My ABF gives players a personal ABF account they can login to. Over time this will grow to be their main online interaction for all bridge activities and allow them to:
- Manage personal details
 - View masterpoints
 - Maintain a “Bridge credits” account with the ABF which they can put money onto in advance if they wish to make paying for bridge events easier
 - View, enter, and pay for bridge events
 - See announcements from the ABF, States and Clubs.
 - Participate in bridge discussion forums
 - View results
- Clubs** My ABF gives clubs the ability to:
- List a congress
 - Accept online entries and payments using the ABF’s common online card payment gateway (Stripe) without needing their own merchant facility (other existing payments methods are also still available)
- National events** The existing online entry/payment system originally developed by Peter Busch and used by most National events is no longer being maintained and My ABF will replace it. Major national events will be listed on My ABF and players will need to enter & pay for them in advance just like they have done in the past with eWay.

Over the next couple of years the platform is going to expand to include:

- Wider payments capabilities (e.g. for club duplicate sessions as well as congresses)
- Scoring module (for club duplicates and congress events)
- Masterpoint module (most of the functions currently operated in the separate masterpoint centre website)
- Separate areas for Teachers and Directors

What does it cost?

There is no charge to players or clubs for the system (it is managed and maintained by the ABF and funded through capitation fees) – the only charge is for credit card transaction costs when used for bridge events.

What is the benefit for clubs?

The main one is the ability to list a bridge event you are running (whether face to face or online) and accept online payments from players. The ABF now has a common merchant facility that any club can make use of – there is no need to set up your own facility to accept online payments.

For a bridge event the system allows you to:

- Generate a webpage for your event and list it on the My ABF Congresses page (no, you do not need any website programming skills!)
- Accept and manage online entries from players
- Accept and manage payments from players (a variety of methods are available - online, bank transfer, cash, cheque, etc):
 - Online card payments are made via the ABF “Bridge credits” system which removes the need to set up your own merchant facility. Players pay using the ABF’s online card gateway (Stripe). Entry fees are credited to the club’s own “Bridge Credits” account which are later reimbursed to the club from the ABF (less a 2% charge for card transaction fees/admin costs).
 - Other payment methods (bank transfer, cash, cheque, etc) can be tracked for reconciliation purposes but the money obviously does not go through My ABF.

At present the system is limited to accepting payments for congress style events with a fixed entry fee (it can handle early bird discounts and youth discounts and special discounts can be set up player by player – but it cannot yet handle different rates for members and non-members, hence it is not yet suitable for most club duplicate sessions).

The next major phase of the project is to expand the capability so that clubs will also be able to accept online payment from players for club sessions – allowing you to run bridge without any cash if you want.

Other future developments for clubs will be:

- Administration portal where you can maintain your club details and manage access rights to congresses and payments for your club yourself.
- Ability to manage your membership list.

Do clubs have to use it?

No. We hope in time that most clubs will see the benefit and choose to use it to manage their events but you are perfectly able to keep doing whatever you currently do if you wish. It is possible, however, that some State bodies may switch to using My ABF for their events and this could eventually influence what is available to clubs.

How do we go about listing our congress?

The broad process is:

Preparation:

1. Identify the congress event(s) you want to run (these must adhere to whatever rules your State has for congress dates, types, etc).
2. Contact Julian Foster at julian.foster@abf.com.au.
3. Nominate who you want to have administrative access to be able to set up and run congresses for your club (normally the Tournament Organiser and Director(s)).
4. Nominate who you want to have administrative access for payments (normally Tournament Organiser and club treasurer).
5. We will set up the organisation and underlying “masters” for the congress, provide access to the nominated people, and send a comprehensive Tournament Organiser Guide that covers all the management features for listing and running congresses. There are also YouTube videos for Tournament Organisers as well.
6. Set up the Congress in draft (either yourself or with our assistance – we can help you with all aspects initially - setting up and listing, reviewing drafts, managing entries and payments, etc). This includes information for the webpage, program of events, entry fees, discounts, entry opening/closing dates, etc.

“Live” phase:

7. When ready, “publish” the congress so that it appears on the public congress listing (you can still edit it thereafter).
8. Promote the system to your members (players need to be signed up to My ABF to be able to be included in an entry – it is a lot easier for everyone if players are signed up before they try to enter).
9. Players view, enter and pay for the congress.
10. Track incoming entries – assorted management features allow you to make adjustments, email players, etc.
11. Track incoming payments – including “off system” payments like bank transfers, cheques, etc.
12. Maintain your event webpage (e.g. you can add bulletins, latest news, etc).
13. Just before the event, download the entries for inclusion in scoring software.

Afterwards:

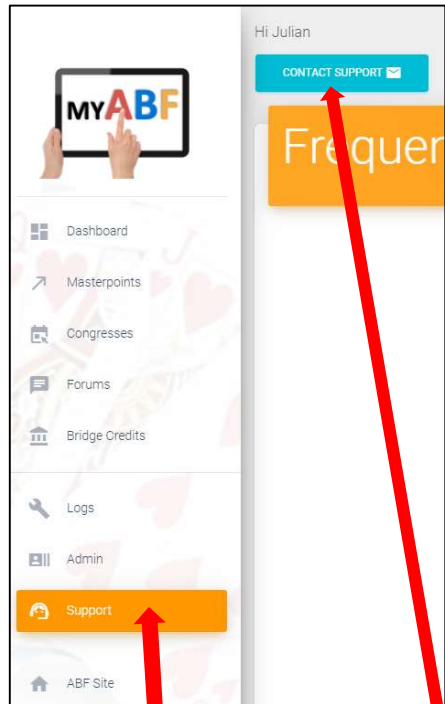
14. Complete financial reconciliations (system provides assorted management reports).
15. ABF makes a “Settlement” payment back to the club for the online payments received (for large congresses interim settlements can be arranged as well).

Where can I get more information?

If you want more information about the system or help with a particular area there are several sources of information you can use:

WHEN LOGGED INTO MY ABF

1. Support screens



Select the Support main menu item and browse through the various sections of Frequently Asked Questions.

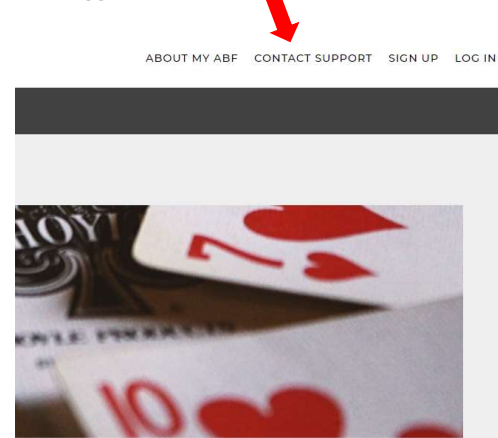
2. Contact My ABF Support

You can email My ABF support directly using the link at the top of the Support screens.

WHEN NOT LOGGED INTO MY ABF

3. Contact My ABF Support

You can email My ABF support directly using the link at the top of the logged out screen



4. Videos

There are assorted videos on this YouTube channel:

<https://www.youtube.com/channel/UCZPuvivkdbzl4kg-cwxQuNQ>

5. My ABF Resources

There are assorted "How to" guides and links available on this page of the ABF website:

<https://www.abf.com.au/member-services/my-abf-resources/>