## **Player Check-In and Game Join Guide**

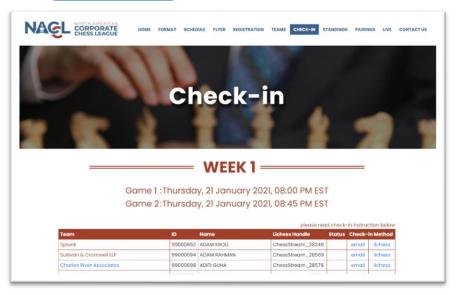
### 1. Log in to your lichess.org account

a. All future steps are easier if you're already logged in.

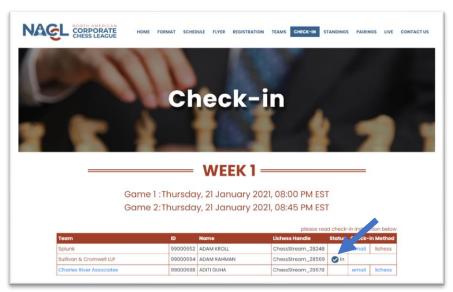
b. Be sure to use the same lichess account you used to enroll

## 2. Check in for the week

a. Go to check-in page on website



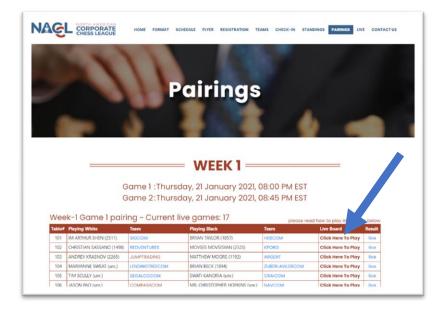
- b. Find your name and authorize using lichess or email
  - Lichess is the easiest and most seamless (especially after step 1)
  - Once you are confirmed for the week you will see a checkmark next to your name



# 3. Find Your Pairing

a. Find your pairing on the pairings page of the website.

- Ctrl+f is going to come in handy here.
- Pairings for the first game will be available around 7:50pm Eastern
- Round 2 and 3 will begin as soon as possible thereafter. The approximate start time for round 2 is 8:30pm Eastern and round 3 9:00pm Eastern.



- b. Click the link that says "click here to play"
- c. You will be automatically deposited to your lichess board

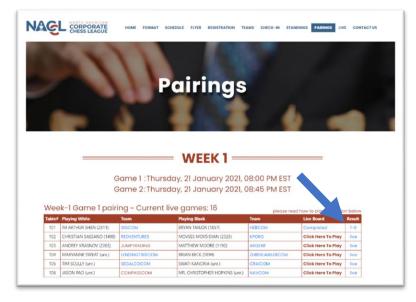


#### ONCE YOU ARE AT YOUR LICHESS BOARD, DO NOT EXIT THE PAGE OR APP

The clocks will start when both players play a move OR at the designated round time, whichever happens first.

## **Miscellaneous Notes**

- Strongly recommended to play from laptop or desktop
- Time Control is G/10+2
  - 10 minutes per player with a 2 second bonus added after each move.
- Players are expected to play both games, win, lose or draw.
  - o Game 1: 8:00pm Eastern
  - Game 2: 8:30pm Eastern
  - Game 3: 9:00pm Eastern
- Rounds will start at the designated round time even if all games are finished.
- Game results are automatically recorded by our system. There is no need to report them to us.



- If you would like to play a particular week, but there are certain rounds you cannot make please email us at <u>info@nacorporatechess.com</u>
  - Ex: Cannot make the 9:00pm round but can make the 8:00pm and 8:30pm rounds.
- If you have checked in but cannot play, notify us ASAP.
- If you cannot play a certain week, simply forgo the check-in process for that week.
- Players who cannot make certain weeks will be automatically assigned half point byes for games missed. There is a max of 12 half point byes.

