



# Asian Chess Federation

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## How to Run a Chess Tournament with Swiss Manager



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**Day 1 – Saturday, 18 October 2025**

**Time:** 09:00–12:00 (Dubai Time)

**Topic:** *Basic Functions to Run a Successful Tournament*

### Session Outline:

- How to Run Swiss System Tournaments
- Introduction to Swiss Manager
- Swiss Manager Optimizations
- Setting up a Tournament
  - Swiss System, Round-Robin, & knockouts
- Inputting and Excluding Players
- Pairings and results input
- Uploading tournaments to **chess-results.com**
- How to make appropriate output lists
- How to make name cards
- Basic troubleshooting and FAQs
- Q&A session

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## **Day 2 – Sunday, 19 October 2025**

**Time:** 09:00–12:00 (Dubai Time)

**Topic:** *Advanced Features to Take Your Tournament to the Next Level*

### **Session Outline:**

- How to Create Template for Entering Games by Chessbase
- **New: How to Install Electronic Scoresheets**
- Setting up a Tournament
  - Swiss System with Team Tiebreaks & Team formats
  - Double round robin
  - How to make Team Registration through chess-results.com
  - How to submit team line-up on chess-results.com
  - FIDE World Cup
  - How to enter results online by tablets and mobiles
  - How to show all pairings on big screens
- Managing team tournaments
  - Board order, team compositions, tiebreaks
- Title norm and FIDE-rated event setups
- Multiple sections and merging events
- Game / Match Protocols for Teams
- Advanced uploading and editing on **chess-results.com**
- Tips and Tricks
- Practical Exam