

Winlink Training Bulletin #5

Good afternoon everyone! The next Pinellas ACS Winlink Training Net is scheduled for Wednesday September 15th, 2021, at 1930-hrs local. The Net control station will be WA1RYQ. This will be a mixed mode net with voice traffic taking place on the W4ACS repeater and digital exchanges taking place via Winlink.

During our last training net on September 1st, we practiced creating and sending the Winlink Express Check-in and Winlink Express Check-out forms. By in large, the messages were formatted correctly with only a few minor issues. Please pay close attention to these areas during this week's net.

- a. Request Message Receipt
- b. Missing GPS Coordinates
- c. Missing Message content (e.g., Station Description, weather, etc.)

This week we will practice creating and sending the ICS General Message form ICS 213. This form is used to send messages between served agency personnel that require a written record of transmission and therefore cannot be transmitted orally.

Net Objectives:

- a. Create and send four Winlink messages; a Winlink Express Check-in message, two ICS 213 general messages, and a Winlink Express Check-out message.
- b. Create an ICS 213 message using the data supplied by this bulletin. Save the message data for later use. Address the message to WA1RYQ and save the message in the Winlink DRAFT folder until you are requested to send.
- c. Load the saved ICS 213 message data into a second ICS213 message. Address the message to PACS-ADMIN and save the message in the Winlink DRAFT folder until you are requested to send.

- d. Save a copy of each ICS 213 as a PDF to a folder on the desktop of the Winlink computer. At the conclusion of the net, email the PDF files to the Net Control Station (NCS).

The basic outline for the net is listed below.

1. The NCS will establish the net at 1930 hrs local using the W4ACS repeater.
2. The NCS will request check-ins. The NCS will include Echolink in the call for check-ins.
3. The NCS will field comments and questions from net participants.
4. Once everyone has checked-in via the voice net, the NCS will use a rollcall to direct each station in turn to send a Winlink Express Check-In message. The message can be sent using any RF protocol or, if the net member does not yet have an RF Winlink capability, via Telnet.

Note: The Winlink Express Check-in, ICS 213, and Check-out forms should be completed before the net begins. Net participants should also ensure that the REQUEST MESSAGE RECEIPT box is checked on the message.

5. After the rollcall is complete, the NCS will direct each station to send the ICS 213 messages.
6. The NCS will field comments and questions from net participants.
7. The NCS will close the net by using a rollcall to direct each station in turn to send a Winlink Express Check Out message.

Winlink Express Check-in form:

- a. Setup: Add the Group Name: PACS Winlink Training to the Check-in message
- b. Date/Time: Enter Date and time
- c. Select Status: Net

- d. Band: Select the band being used to send the Check-in Message. Note if sending via Telnet, enter -N/A-
- e. Mode: Select the Winlink mode used to send the Check-in Message.
- f. Send to: Send the message to Net Control, WA1RYQ, and Pinellas ACS Admin officer, PACS-ADMIN
- g. Call Signs of Initial On-Site Operator(s): Enter the call sign of each ACS operator currently at your location.
- h. Location: Enter your operating location – Home QTH, Hotel room in Atlanta, GA, etc.
- i. Decimal GPS Coordinates: Enter the GPS coordinates of your operating location. Note: MGRS and Grid will be updated automatically.
- j. Comments: Enter a description of your activities during the Labor Day Weekend.
- k. Bonus: Also enter What3Words for your location in the comments field.

Winlink ICS 213 forms:

- a. Create an ICS 213 template-based message. Enter the following information into the message.
 - 1. Incident Name: EXERCISE - PACS WTN 9/15/2021
 - 2. To (Name/Position): MIKE DRAKE / NCU
 - 3. From (Name/Position): JAMES T. KIRK / LEALMAN EXCHANGE SHELTER ADMINISTRATOR
 - 4. Subject: EXERCISE - STATUS REPORT
 - 5. Date: Enter the date
 - 6. Time: Enter the time
 - 7. Message:
EXERCISE
247 EVACUEES ON SITE. SUPPLIES OF FOOD, WATER, COTS, AND BLANKETS
SUFFICIENT FOR NOW. SHORE POWER, INTERNET, AND CELL SERVICE

OPERATIONAL. BACK-UP POWER GENERATOR TESTED AND IS
OPERATIONAL. FUEL SUPPLY SUFFICIENT FOR 3 DAYS.

EXERCISE

8. Approved by: JOHNATHAN ARCHER SHELTER MANAGER

- b. Save the ICS 213 message text using the SAVE ICS213 INITIAL data button.
- c. SUBMIT the message and address it to WA1RYQ. Then save the message to the drafts folder using the SAVE IN DRAFT button.
- d. Create a second ICS 213 template-based message and reload the text from the previous message into the new ICS 213 by using the LOAD ICS213 INITIAL data button.
- e. SUBMIT the message and address it to PACS-ADMIN. Then save the message to the drafts folder using the SAVE IN DRAFT button.
- f. When directed by NCS to send your ICS 213 messages, move the two ICS 213 messages from the draft folder to the outbox.
- g. Save a copy of each ICS 213 as a PDF to a folder on the desktop of the Winlink computer. Email the two ICS 213 PDF files to the NCS at WA1RYQ@ARRL.NET.

Winlink Express Check-Out form:

- a. Setup: Add the Group Name: PACS Winlink Training to the Check Out message
- b. Date/Time: Enter Date and time
- c. Select Status: "Net"
- d. Send to: Send the message to Net Control, WA1RYQ, and Pinellas ACS Admin officer, PACS-ADMIN
- e. Call Signs of On-Site Operator(s): Enter the call sign of each ACS operator
- f. Location: Enter your operating location

- g. Decimal GPS Coordinates: Enter the GPS coordinates of your operating location.
Note: MGRS and Grid will be updated automatically.
- h. Comments: Current phase of the moon.