



# Winlink Express Tutorial

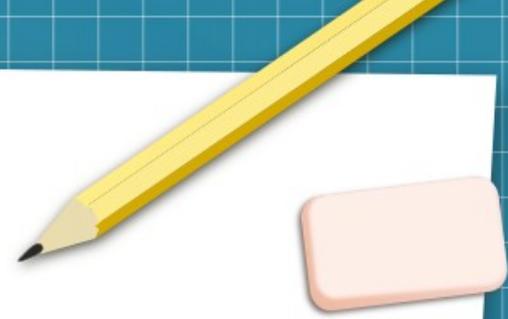
Instructions for Polk ARES Winlink Net

# Why Winlink?



- Email is the most common form of documented communication today.
- It provides a paper trail record of key communications.
- ICS Forms (and other forms) are used for emergency communications.
- Winlink Express is a mail program that has these emergency use forms built in and ready for use.
- Winlink works over ham radio bands or directly over the internet.

# What do I need to run it?



- A valid amateur radio license
- A computer that runs Windows.
- An internet connection for your computer (Telnet Mode) OR
- A radio connected to your Windows Computer.
  - Most HF Radios connect via a USB Connection (Ardop or VARA HF mode)
  - HT's will require a Signalink unit connected with a USB cable to the PC and a cable from the Signalink to your HT. (Packet mode)
- Note: At this time the Winlink Repeater for WC4PEM is not in service and practice nets will be over the internet (Telnet mode) until it is back on line.

# How do I get Winlink?



- Download Winlink Express from this site.  
<https://www.winlink.org/WinlinkExpress>
- Install Winlink Express. You do not have to pay to use Winlink. Just click register later.
- Do I have to use Winlink Express? No. There are other programs that work with the Gateways. This tutorial is just for Winlink Express.
- Do I have to use a Signalink TNC? No. This tutorial will just cover the Signalink. Details will be added later.

# Setup



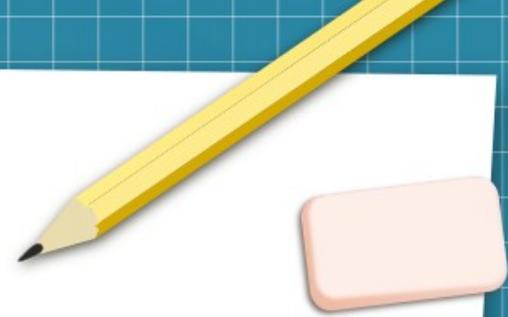
- Click Settings – Winlink Express Settings
- Enter your Callsign.
- Make up a password and type it in.
- Enter the email where you want your password sent if your forget it. Fortunately the program remembers the password for you.
- Input your Grid Square. EL97....
- Your Service Code as a ham is PUBLIC.
- You can fill in the other optional info at your preference.
- Click the Update Button.
- Note that multiple Callsigns can be set up if a workstation is shared.

# Your Winlink email address



- Your Winlink email address is your [callsign@winlink.org](mailto:callsign@winlink.org)
- This is the email your Winlink messages to be from and sent to.
- Contacts can be uploaded just like any other email system.
- Messages sent to a user with Gmail, AOL etc account will see their messages in their regular email account.
- If they reply – the messages go back to your Winlink account.

# OK lets write a message



- Click Message → New Message
- Enter the email address for the recipient.
- You can type text or use a template form. Click Select Template.
- Select Standard Templates → General → Winlink Check In
- Winlink opens a tab on your browser where you fill in the form.
- Fill in the form. Press Submit. Close the tab and go back to Winlink.
- The information from the form is now part of your message.
- Click Post to Outbox. The System Folder box shows your email in the Outbox.

# Message is ready now send it.



- This next part is similar to the old “Dial up” accounts in the 80’s.
- Next to “Open Session” Click Telnet Winlink from the drop down menu.
- Then Click on the Words “Open Session” – a new window opens.
- Click Start and watch the magic happen. Once it says disconnected close that window.
- All messages in the Outbox are sent - Any messages sent to your Winlink email will be in the In Box.

# Winlink Net Process



- To check into a Winlink net simply fill in the Check In form and send it to the address provided by the Winlink Net Controller anytime during the day of the net.
- The Winlink Net Controller will send a report to all of participant's Winlink email address the following day.
- Note that you will need to get back onto Winlink the next day to get the report that was sent to your In Box.
- If you do not get a report from the Winlink Net Controller the following day please contact them through regular email for troubleshooting.

# How do I use my radio?



- If you have an modern HF radio you can use it today. Your best bet is to watch a YouTube video made for your specific radio to ensure proper drivers and menu settings.
- Once the local Winlink repeater is operational this tutorial is a good source on using Winlink with a UHF/VHF radio.
  - [Winlink UHF/VHF](#)

# Reminder



- When using Winlink amateur radio operators are subject to the same rules for use and content that apply to all other modes of amateur radio communications.
- Pay attention regarding
  - 3<sup>rd</sup> party traffic rules.
  - Confidential Information (HIPPA, etc)
  - Not using for a business.
  - No encrypted files



For more information  
Signalink Info:

<http://www.tigertronics.com/>

Also: [Winlink FAQ](#)

K4GHB Gary Bishop