Drill Traffic Preface (Message Tips)

Tonight's drill message will be in (*specify format)* format. Please prepare to copy. Blank message forms are available on the CCAR website.

While you are getting ready to copy, I'll pass along some tips for sending formal message traffic by voice.

- Be sure to send the message slowly enough to allow the receiving operator to copy accurately by hand.
- To help slow down, try copying along while sending the message or spell the words in your head after speaking them.
- Send the message text in short phrases. Pause between phrases long enough for someone to spell the words in each group. Resist the urge to send the text one word at a time.
- If the sending speed feels awkward and uncomfortably slow, you are probably sending at the right speed.

Always remember, when sending messages, accuracy is more important than speed.

All stations, please standby.

(Transmit the message...)

Stations requiring fills, please call now.

(Service any fill requests received.)

All stations – please acknowledge receipt of the message during the checkout procedure.

(Return control to the NCS station.)

GENERAL MESSAGE (ICS 213)

1. Incident Name (Optional): THIS IS A DRILL	

2. To (Name and Position): All Net Stations

3. From (Name and Position): Craig WB3GCK, Net Manager

4. Subject: Directed Nets	**5. Date:** November 3	**6. Time** 1929

7. Message:

In a directed net, the NCS controls all net operations. Check-ins may not transmit unless specifically instructed to do so by the NCS, or unless they have an emergency message. The NCS will determine who uses the frequency and which traffic will be passed first.

8. Approved by: Name: Craig WB3GCK   Signature: _____ Position/Title: CCAR Net Manager

9. Reply:

10. Replied by: Name: ____ Position/Title: ____ Signature: _____

ICS 213   Date/Time: [ ]

ICS 213

Here's an example of how this message would be transmitted over the air:

ICS213 MESSAGE FOLLOWS…

THIS IS A DRILL

To … Net Stations

From … Craig [AMATEUR_CALL] WHISKEY BRAVO THREE GOLF CHARLIE KILO

Position … [LETTER_GROUP] CHARLIE CHARLIE ALPHA ROMEO Net Manager

Subject … Directed Nets

Date … November THREE

Time … ONE NINE TWO NINE

[MESSAGE TEXT FOLLOWS]

In a directed net [COMMA] the [LETTER GROUP] NOVEMBER CHARLIE SIERRA controls all net operations [PERIOD]   Check [HYPHEN] ins may not transmit unless specifically instructed to do so by the LETTER GROUP] NOVEMBER CHARLIE SIERRA [COMMA] or unless they have an emergency message [PERIOD]   The LETTER GROUP] NOVEMBER CHARLIE SIERRA will determine who uses the frequency and which traffic will be passed first [PERIOD]

[END OF MESSAGE TEXT]

Signature … Craig [AMATEUR_CALL] WHISKEY BRAVO THREE GOLF CHARLIE KILO

Position … [LETTER_GROUP] CHARLIE CHARLIE ALPHA ROMEO Net Manager

END OF MESSAGE

NO MORE

THIS IS A DRILL