

SET 2020 Winlink Telnet Setup Guide

(Updated on 09/19/20)

Click [here](#) for Updates

Download Winlink Express its free [here](#).

(you don't have to buy it just wait several seconds for the donation screen to disappear but feel free to gift them)

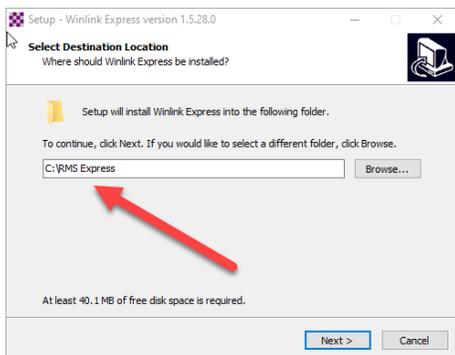
 Winlink_Express_install_1-5-28-0	5/8/2020 8:23 PM	Compressed (zipp...	22,264 KB
 Winlink_Express_install_1-5-28-0	5/8/2020 8:29 PM	File folder	

Once you have downloaded Winlink you need to unzip it (windows OS right click)

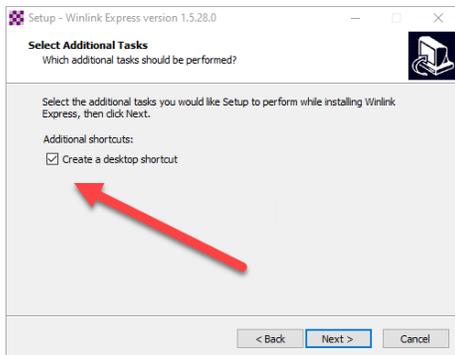
Go in to the "File folder" and double click the Application to install it.

Name	Date modified	Type	Size
 Winlink_Express_install	4/29/2020 2:29 AM	Application	22,283 KB

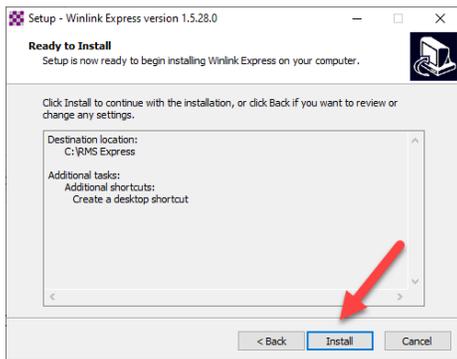
The default path is C:\RMS Express.



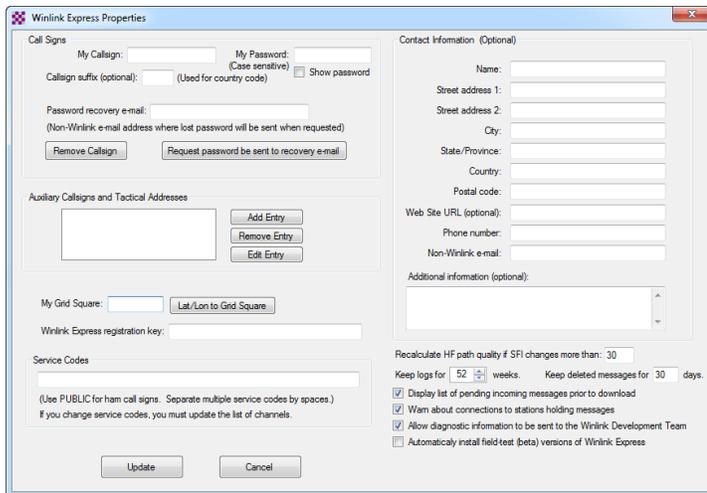
Next create a desktop short cut.



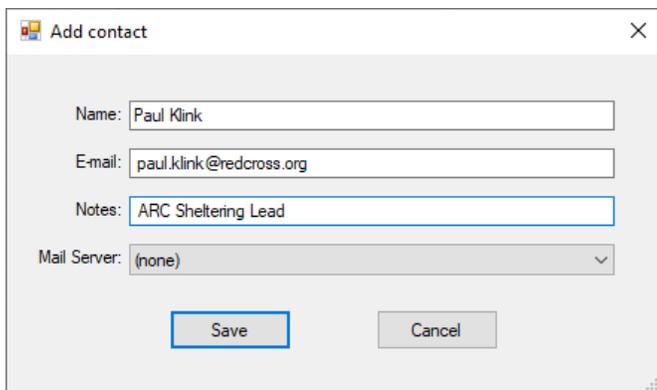
Click on the "Install" button.



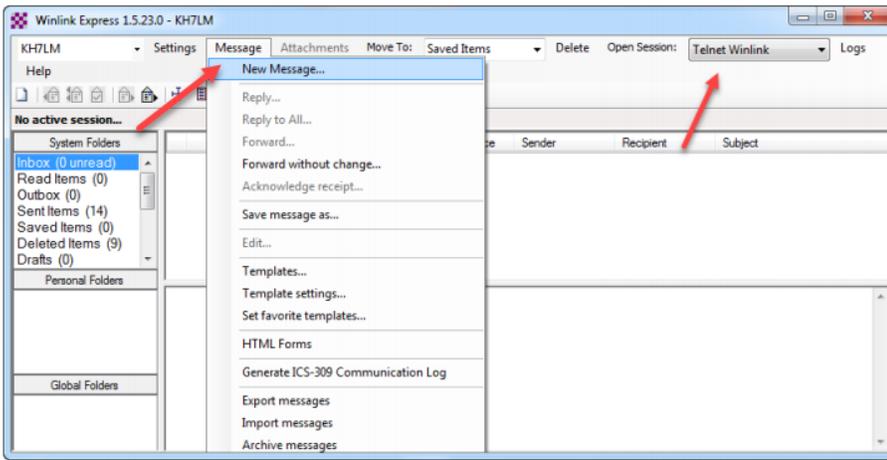
After installation, go in to “Settings” and “Winlink Express Setup” and fill out your information and click “Update”.



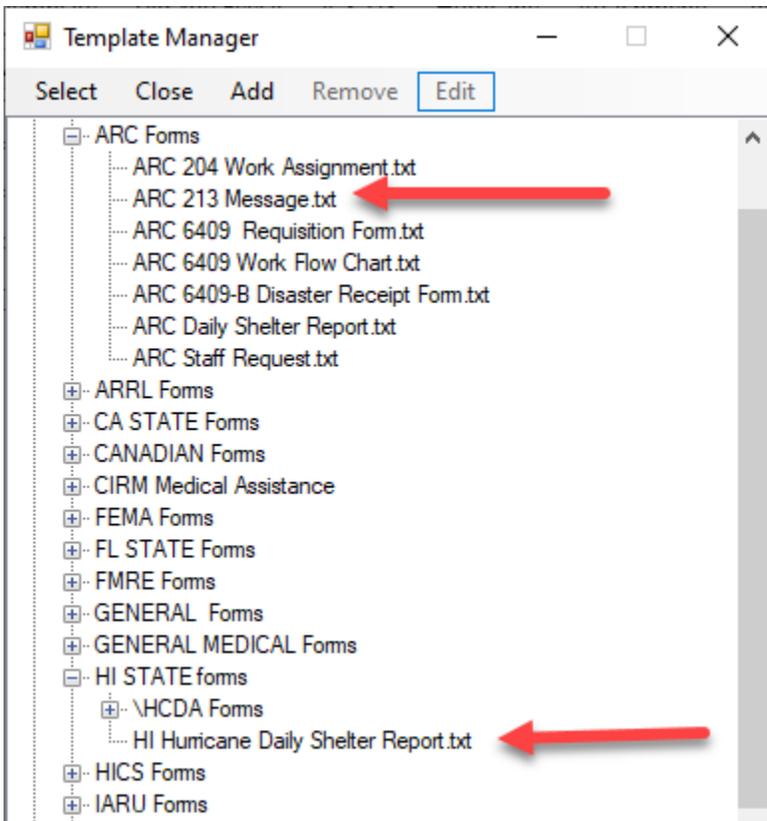
Click “Settings” select “Contacts” click “Add” then type “Name” then “Email” use their Callsign (i.e. KH6FHI) if they are registered with Winlink or use a personal email address e.g. paul.klink@redcross.org. You can add “Notes” and click “Save”.



Make sure “Open Session:” is set to “Telnet Winlink”.



Click on “Message” “New Message” “Select a Template” “ARC Forms” or “HI STATE Forms” double click on “ARC 213 Message.txt” or “HI Hurricane Daily Shelter Report.txt”.



A browser will pop open and you can start filling out your ARC form.

 **American Red Cross** ARC 213 General Message

[Load ARC 213 INITIAL Data](#) [Form Instructions](#)

Red Cross DR#: Incident Name: Message#:

Precedence:

To (Name/Position):

From (Name/Position):

Subject: Date: Time:

Message:

THIS IS AN EXERCISE MESSAGE.

Keonepoko Elementary School shelter has been activated at 9 a.m. HST. Shelter Manager is Puna Pupule, cell phone (808) 911-0911.

ARC - 2;
 C&C of Honolulu - 2
 NG - 2
 MRC - 1
 Humane Society - 1
 Shelter radio operator - 1

THIS IS AN EXERCISE MESSAGE.

Approved by: Position / Title:

 Version ARC 213 1.3

Once you have completed filling out the form click on the "Submit" button.

 Enter a new message

Close Select Template Did You Feel It ICS 213 Hurricane Attachments Post to Outbox

From: Send as: Request message receipt Set D

To:

Cc:

Subject:

Attach:

ARC 213 GENERAL MESSAGE

DR#: Incident Name: Hurricane Makani Pahili 2020 Message#:

Precedence: Routine

To (Name and Position): Paul Klink / ARC Sheltering Lead

From (Name and Position): Puna Pupule / Keonepoko Elementary School Shelter Manager

Subject: Shelter Activation

Date: 2020-10-03

Time: 09:05

Message:

THIS IS AN EXERCISE MESSAGE.

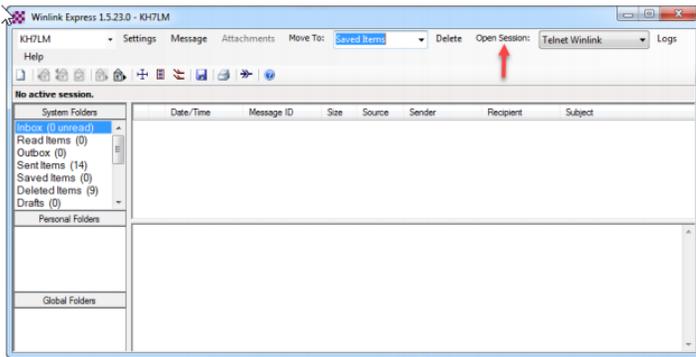
Keonepoko Elementary School shelter has been activated at 9 a.m. HST. Shelter Manager is Puna Pupule, cell phone (808) 911-0911.

ARC - 2;
 C&C of Honolulu - 2
 NG - 2
 MRC - 1
 Humane Society - 1
 Shelter radio operator - 1

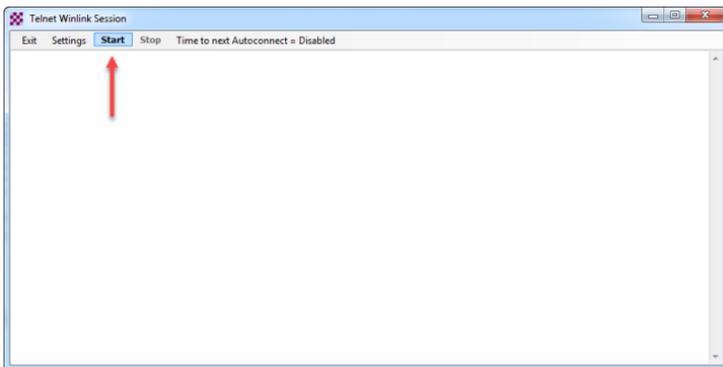
THIS IS AN EXERCISE MESSAGE.

Approved by: Puna Pupule

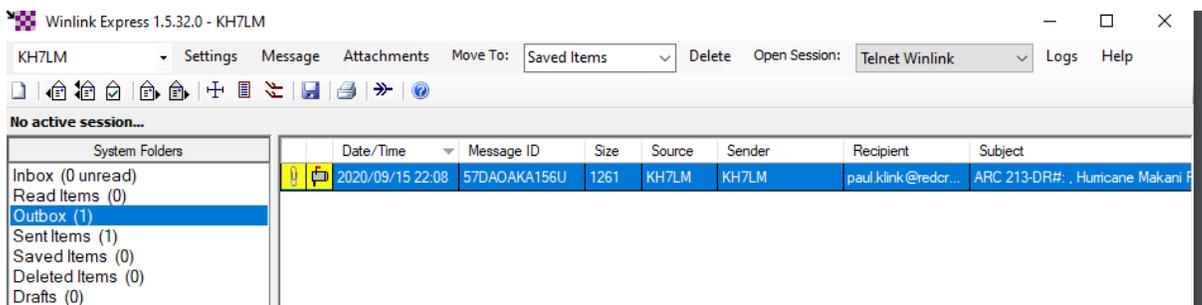
The form will automatically copy and paste the information in to Winlink. If it did successfully, you can close the form browser window. Click "TO" and put in "paul.klink@redcross.org" and Cc to "KH6FHI" (Hawaii & Maui) or "KH7HO" (Oahu & Kauai).



Click "Open Session".



Then click "Start". Once it's done, close that window. You should see your message now in the "Sent Items" box. You can click the "Paper Clip" icon to view your sent message form anytime.



Congratulations your message was sent out via Winlink Telnet!

***Please note - when there is an updated version for your custom templates, make sure you delete any prior versions before installing it.**

Keep your custom templates in your Callsign or Global folder to avoid it getting wiped out during an update. Everything in the "Standard" folder will be removed and replaced with the latest updates

If you find any errors or need more clarification, please let me know by contacting me below.

Bev KH7LM
bev@bevgable@gmail.com