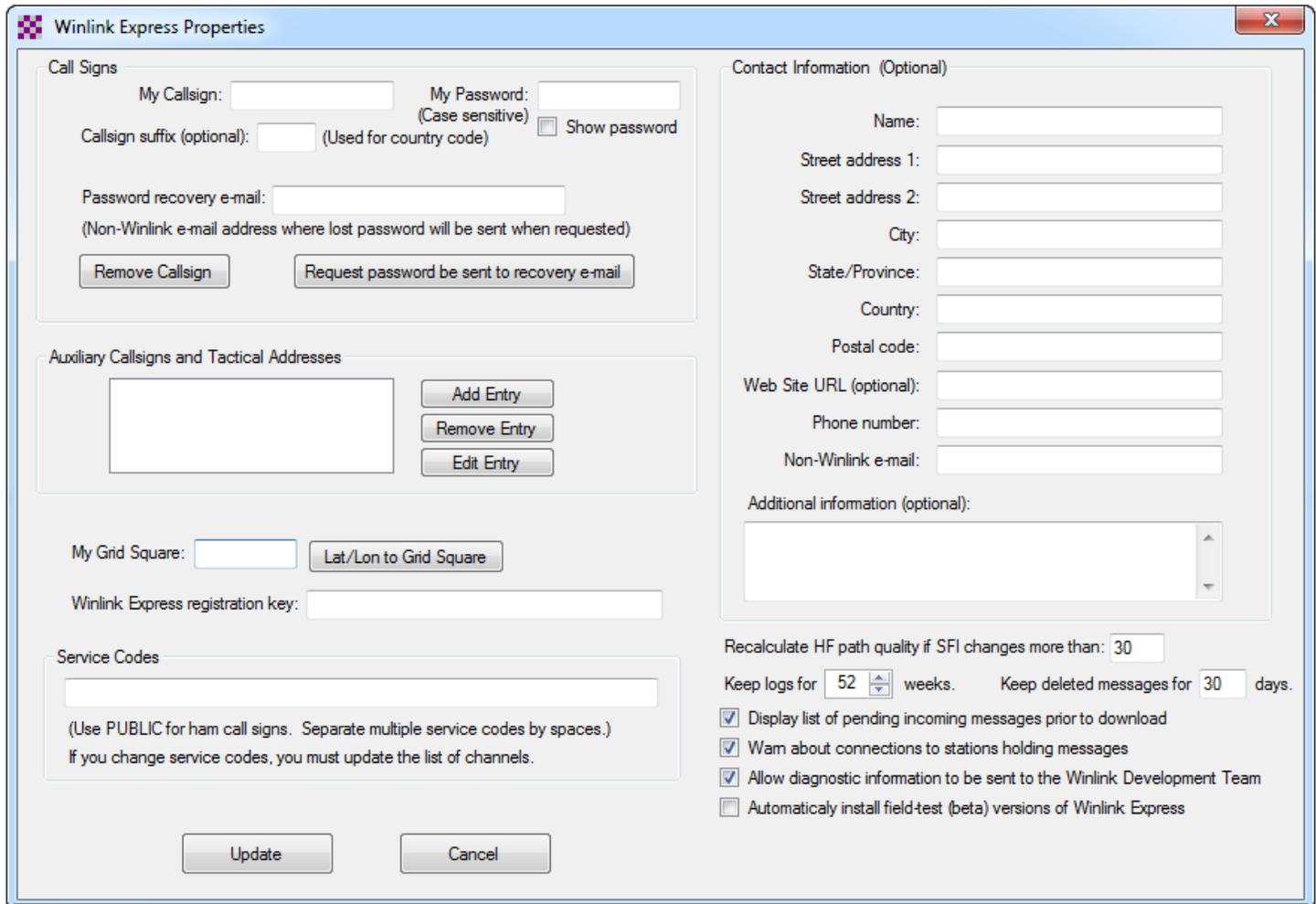


WinLink Express using TelNet Tutorial

(Created on 09/24/19)

Download WinLink Express [Here](#).

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

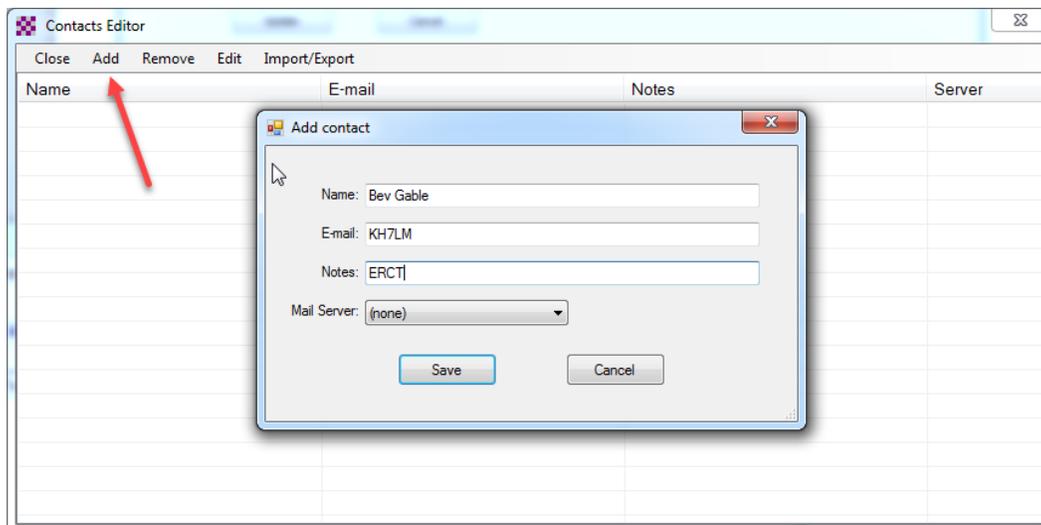


The image shows the "Winlink Express Properties" dialog box. It is divided into several sections:

- Call Signs:** Includes fields for "My Callsign", "My Password (Case sensitive)", "Callsign suffix (optional)", and "Password recovery e-mail". There are buttons for "Remove Callsign" and "Request password be sent to recovery e-mail".
- Auxiliary Callsigns and Tactical Addresses:** A list box with "Add Entry", "Remove Entry", and "Edit Entry" buttons.
- My Grid Square:** A text field and a "Lat/Lon to Grid Square" button.
- Winlink Express registration key:** A text field.
- Service Codes:** A text field with instructions: "(Use PUBLIC for ham call signs. Separate multiple service codes by spaces.) If you change service codes, you must update the list of channels."
- Contact Information (Optional):** Fields for "Name", "Street address 1", "Street address 2", "City", "State/Province", "Country", "Postal code", "Web Site URL (optional)", "Phone number", and "Non-Winlink e-mail".
- Additional information (optional):** A scrollable text area.
- Recalculate HF path quality if SFI changes more than:** A spin box set to 30.
- Keep logs for:** A spin box set to 52 weeks.
- Keep deleted messages for:** A spin box set to 30 days.
- Checkboxes:** "Display list of pending incoming messages prior to download", "Warn about connections to stations holding messages", "Allow diagnostic information to be sent to the Winlink Development Team", and "Automatically install field-test (beta) versions of Winlink Express".

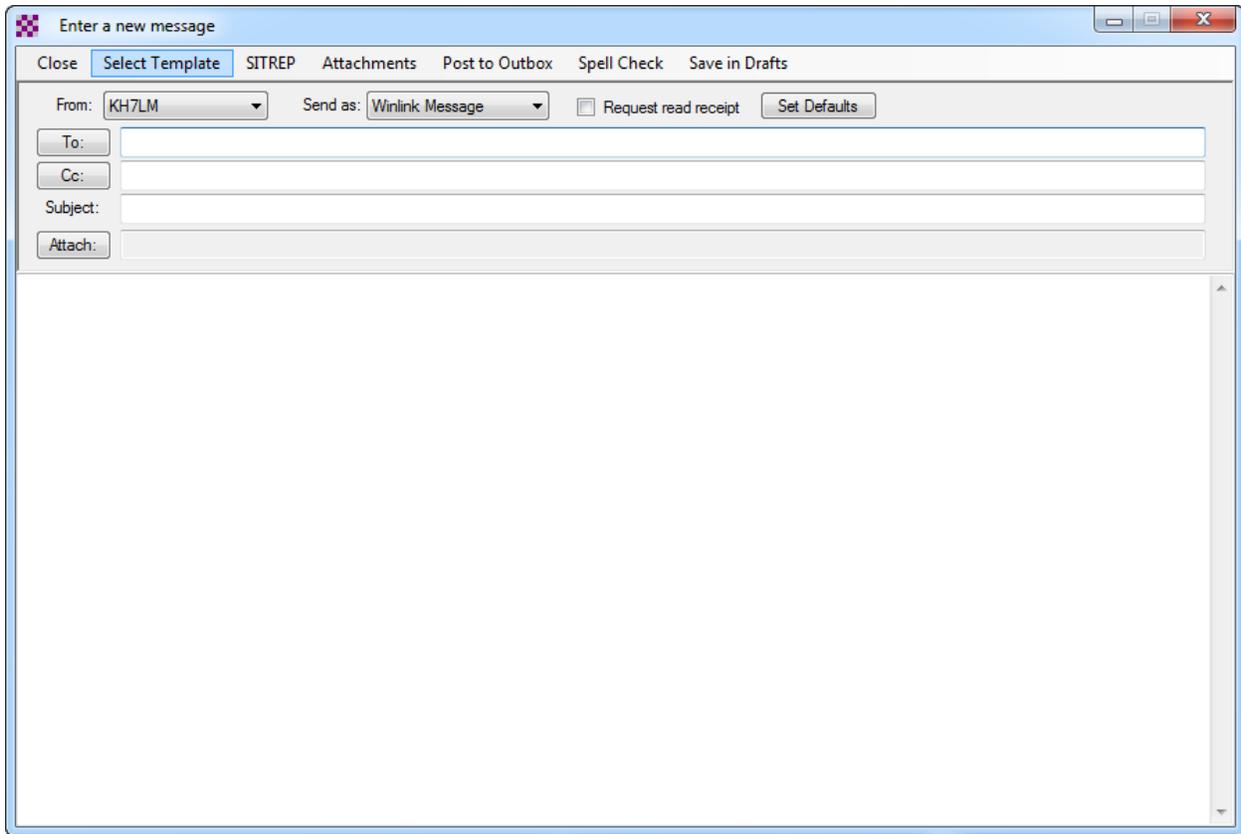
At the bottom are "Update" and "Cancel" buttons.

Click “Settings” select “Contacts” and click “Add” then type “Name” then “Email” use Callsign only ex KH7LM if they are registered with WinLink or use personal email address . You can add “Notes” then click “Save”.

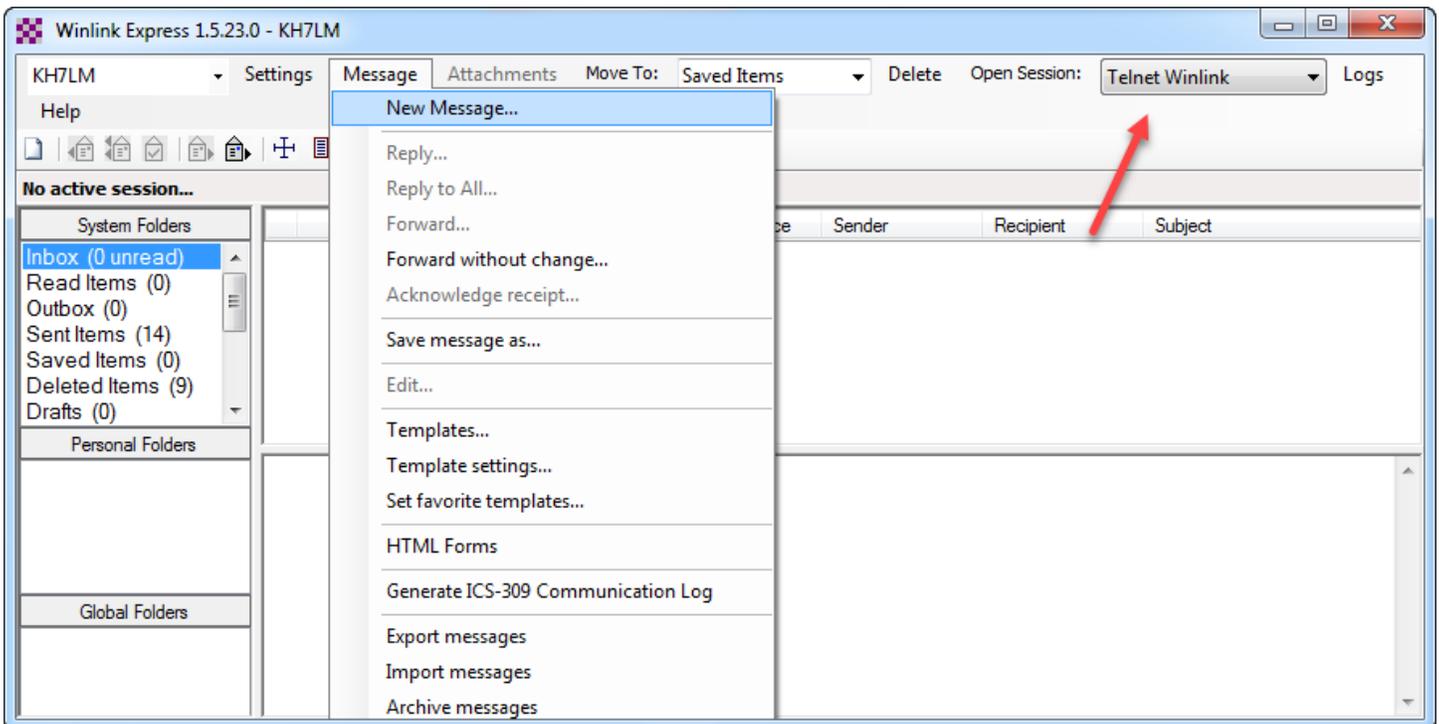


The image shows the "Contacts Editor" dialog box. It has a menu bar with "Close", "Add", "Remove", "Edit", and "Import/Export". Below the menu is a table with columns for "Name", "E-mail", "Notes", and "Server". A red arrow points to the "Add" button. An "Add contact" dialog box is open over the table, containing fields for "Name" (Bev Gable), "E-mail" (KH7LM), "Notes" (ERCT), and "Mail Server" (none). There are "Save" and "Cancel" buttons at the bottom of the "Add contact" dialog.

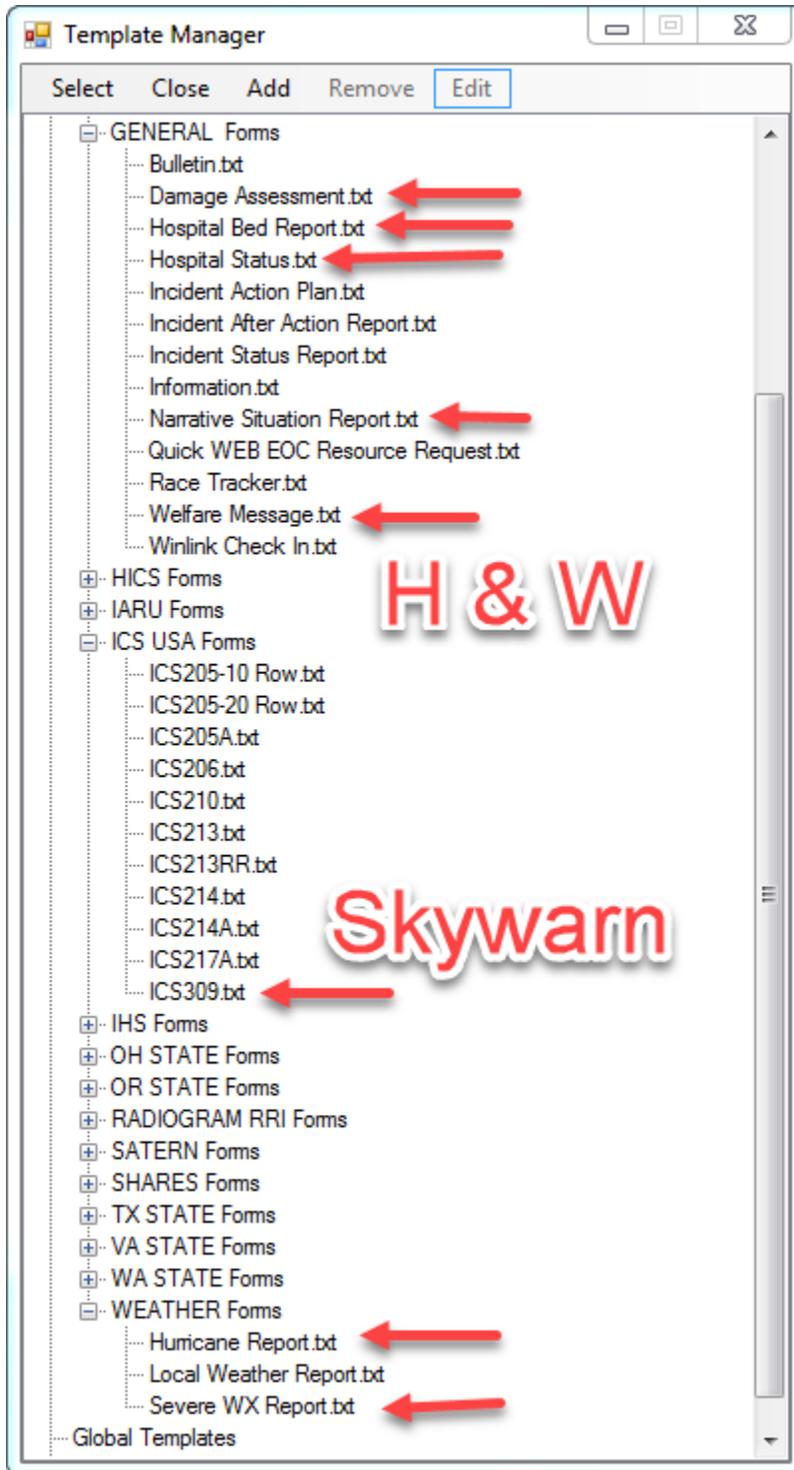
To use the various WinLink Forms follow the images below. Click "Select Template".



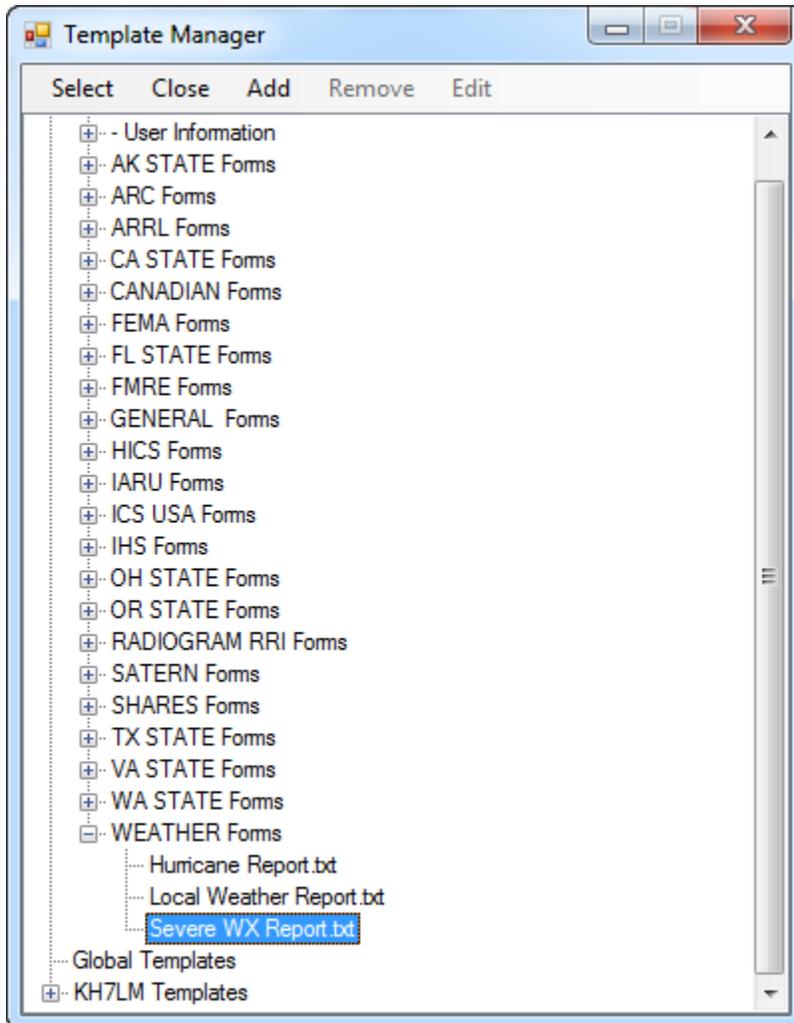
Make sure Open Session is set to "Telnet Winlink" then click Message and then "New Message".



Select the "Type of Form" you want to open.



Double click the "Form.txt" file and it will pop open in a browser.



Once done filling in the form hit the “Submit” button and it will automatically copy and paste the information in to WinLink. If it did successfully, you can close the form browser window. Click “TO” and select the “Name” of party you’re sending this message too. Click “Post to Outbox”.

SEVERE WEATHER REPORT

Sender: KH7LM

Report Date/Time (local): [Click to Add Date/Time](#) Report Version (Select one): Initial Update Final Message

Fill in what you can. This form sends data as plain text to your recipient(s).

Reporting Party Name: _____

Reporting Party Phone Number: _____

Reporting Party Email Address: _____

EVENT AREA

State/Province/Region: _____ County: _____

City: _____ Other: _____

GPS Coordinates if available: _____

OBSERVED EVENT CONDITIONS

Check All That Apply.

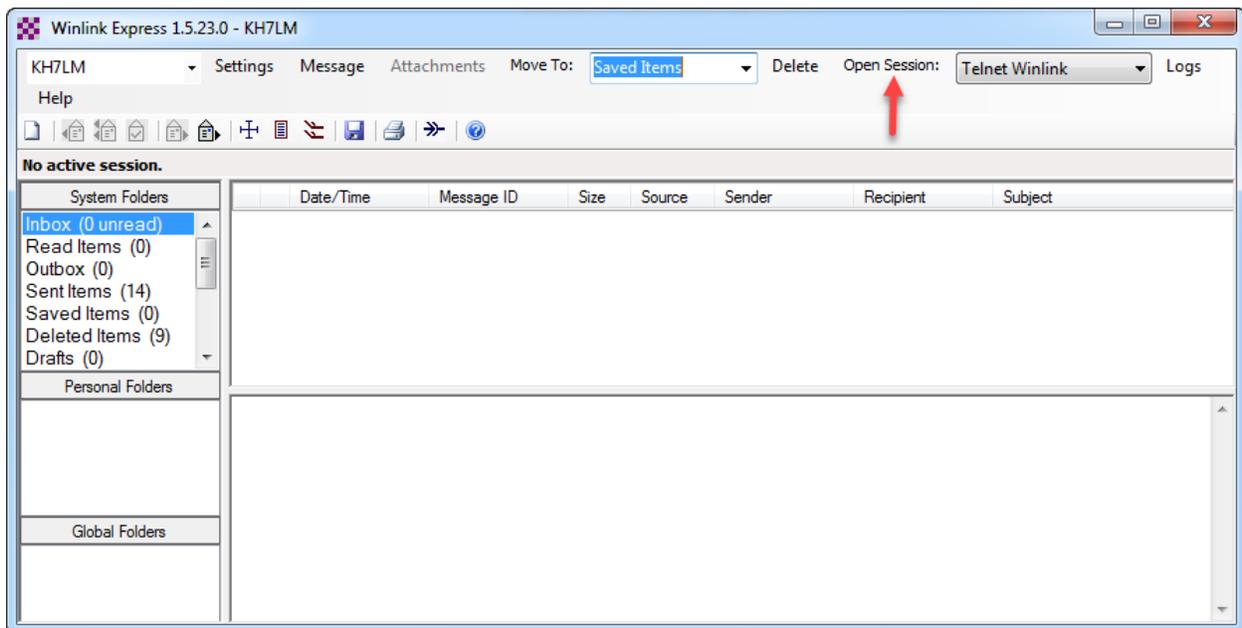
Flood: Choose _____

Hill: Choose _____

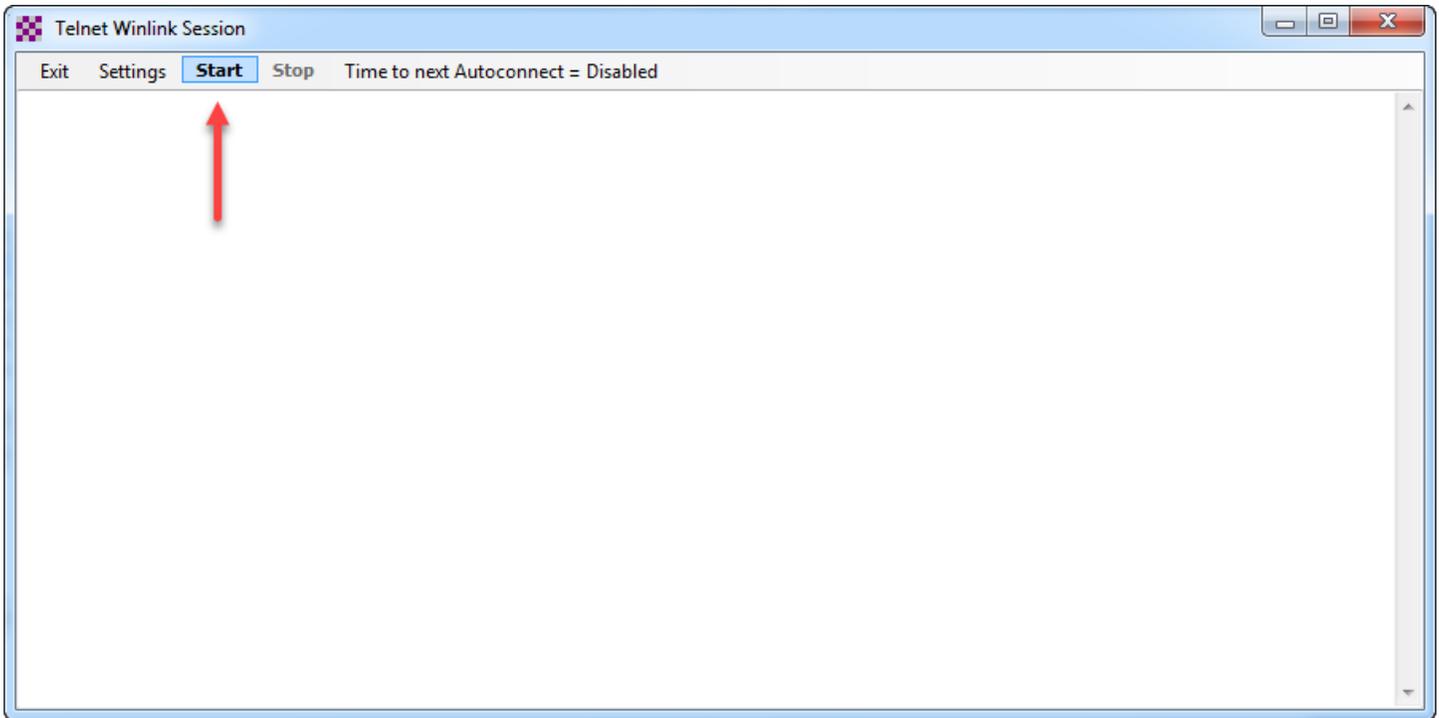
High Wind Speed: Choose _____ [View Wind Speed guidelines](#)

Tornado / Event Cloud: Choose _____

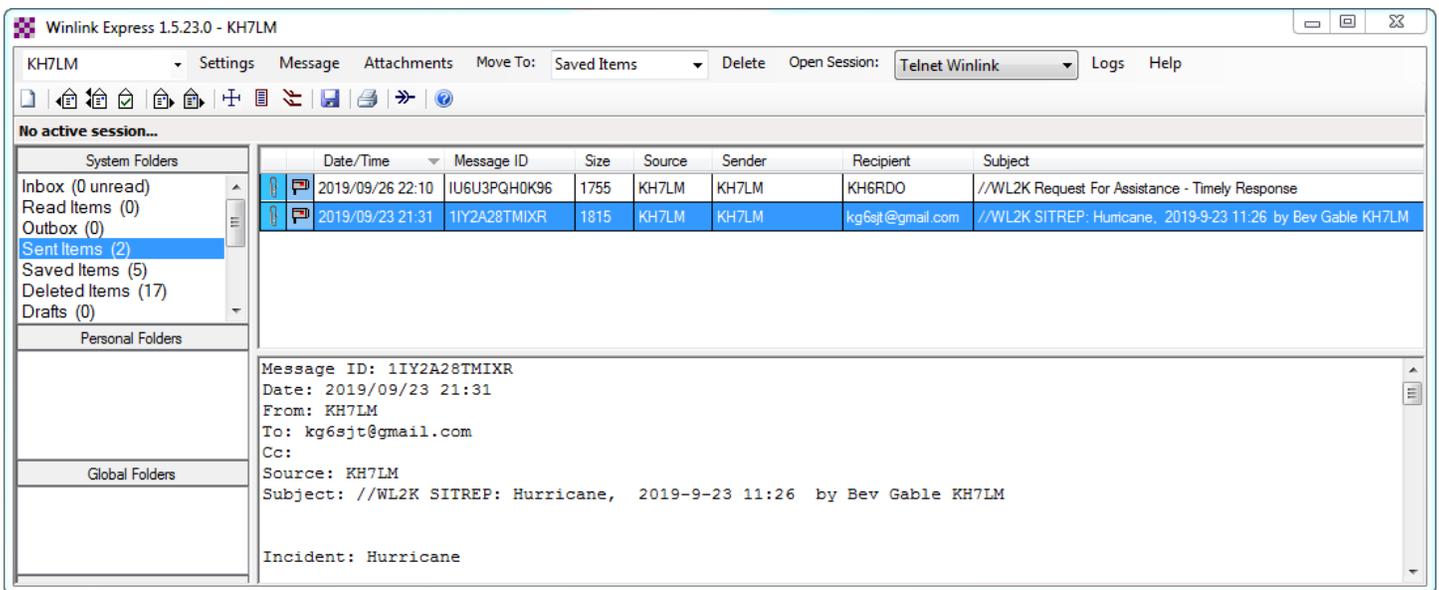
Click “Open Session”.



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 you sent your first WinLink Express message have fun!



To add custom forms go to “C:” drive, “RMS Express” folder, your “Callsign” folder then “Templates” folder and drag & drop or copy & paste form files in there. You will now find the custom forms at the bottom of the “Template Manager” list under your “Callsign Templates”.

Please note - when there is an updated version for your custom templates, make sure you delete any prior versions before installing it (or you will have nightmares for the rest of your life) j/k

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