



# **Field Day**

## **June 24 – 25, 2017**

**Start: 1800 UTC Saturday**  
**End 2100 UTC Sunday**

*Always the fourth full weekend in June*

For information contact:

Field Day Information  
ARRL  
225 Main St.  
Newington, CT 06111  
[fdinfo@arrl.org](mailto:fdinfo@arrl.org)

(860) 594-0232

## ARRL Field Day 2017 Rules

**1. Eligibility:** Field Day is open to all amateurs in the areas covered by the ARRL/RAC Field Organizations and countries within IARU Region 2. DX stations residing in other regions may be contacted for credit, and may submit entries as check-logs.

**2. Object:** To work as many stations as possible on any and all amateur bands (excluding the 60, 30, 17, and 12-meter bands) and in doing so to learn to operate in abnormal situations in less than optimal conditions. A premium is placed on developing skills to meet the challenges of emergency preparedness as well as to acquaint the general public with the capabilities of Amateur Radio.



**3. Date and Time Period:** Field Day is **always the fourth full weekend**, beginning at 1800 UTC Saturday and ending at 2100 UTC Sunday. **Field Day 2017 will be held June 24-25, 2016.**

3.1. Class A and B (see below) stations that do not begin setting up until 1800 UTC on Saturday may operate the entire 27-hour Field Day period.

3.2. Stations who begin setting up before 1800 UTC Saturday may work only 24 consecutive hours, commencing when on-the-air operations begin.

3.3. No class A or B station may begin its set-up earlier than 0000 UTC on the Friday (Thursday afternoon or evening local time) preceding the Field Day period. Cumulative set-up time shall not exceed a total of 24 hours.

**4. Entry Categories:** Field Day entries are classified according to the maximum number of *simultaneously* transmitted signals, followed by a designator indicating the nature of their individual or group participation. The minimum number of transmitters that must be claimed is one (1). Twenty (20) transmitters maximum are eligible for the purpose of calculating bonus points (2,000 points maximum). However, additional transmitters which may legitimately be used simultaneously will determine your entry category classification, but will not earn additional bonus points (i.e. 22 transmitters = 22A). The use of switching systems that allow for lock-outs in order to use multiple transmitters (i.e., an “octopus”) in an attempt to enter a lower-number-of-transmitters class are prohibited (i.e. using 2 transmitters that can transmit simultaneously, with two operators, and a lock-out system and entering class 1A). The use of simulcasting devices which allow a single operator to key and transmit on more than one transmitter at a time, is prohibited. **Bonus stations, such as the GOTA station and satellite station do not count towards determining the number of transmitters for the class and do not qualify for transmitter bonus points.**

**4.1. (Class A) Club / non-club portable:** Club or a non-club group of three or more persons set up specifically for Field Day. Such stations must be located in places that are not regular station locations and must not use facilities installed for permanent station use, or use any structure installed permanently for Field Day. A single licensee or trustee for the entry is responsible for the group entry. All equipment (including antennas) must lie within a circle whose diameter does not exceed 300 meters (1000 feet). To be listed as Class A, all contacts must be made with transmitter(s) and receiver(s) operating independent of commercial power mains. Entrants whom for any reason operate a transmitter or receiver from a commercial main for one or more contacts will be listed separately as Class A-Commercial.

**4.1.1. Get-On-The-Air (GOTA) Station.** Any Class A (or F) entry whose transmitter classification is two or more transmitters may also operate one additional station without changing its base entry category, known as the GET-ON-THE-AIR (GOTA) station. **This GOTA station may operate on any Field Day band, HF or VHF, but is limited to one GOTA station transmitted signal at any time.**

4.1.1.1. This station **must use** a different callsign from the primary Field Day station. The GOTA station must use the same callsign for the duration of the event regardless if operators change. **The GOTA station uses the same exchange as its parent.**

4.1.1.2. **The GOTA station may be operated by any person licensed since the previous year’s Field Day, regardless of license class. It may also be operated by a generally inactive licensee. Non-licensed persons may participate under the direct supervision of an appropriate control operator. A list of operators and participants must be included on the required summary sheet to ARRL HQ.**

4.1.1.3. **As per FCC rules, this station must have a valid control operator present at the control point if operating beyond the license privileges of the participant using the station.**

4.1.1.4. The maximum transmitter output power for the GOTA station shall be **150 watts**. If the primary Field Day group is claiming the QRP multiplier level of 5, the maximum transmitter output power of the GOTA station may not exceed 5 watts.

**4.1.1.5. A maximum of 500 QSOs made by this station may be claimed for credit by its primary Field Day operation. In addition, bonus points may be earned by this station under rule 7.3.13.**

**4.1.1.6. The GOTA station may operate on any Field Day band. Only one transmitted signal is allowed from the GOTA station at any time.**

4.1.1.7. The GOTA station does not affect the additional VHF/UHF station provided for under Field Day Rule 4.1.2. for Class A stations.

4.1.1.8. Participants are reminded that non-licensed participants working under the direction of a valid control operator may only communicate with other W/VE stations or with stations in countries with which the US has entered a third-party agreement.

4.1.1.9. The GOTA station does not qualify as an additional transmitter when determining the number of transmitters eligible for the 100-point emergency power bonus under Rule 7.3.1.

**4.1.2. Free VHF Station: All Class A entries may also operate one additional transmitter if it operates exclusively on any band or combination of bands above 50 MHz (VHF/UHF) without changing its basic entry classification. This station does not qualify for a 100-point bonus as an additional transmitter. This station may be operated for the clubs Field Day period and all contacts count for QSO credit. It is operated using the primary callsign and exchange of the main Field Day group and is separate and distinct from the GOTA station.**

**4.2. (Class A - Battery) Club / non-club portable:** Club or non-club group of three or more persons set up specifically for Field Day. All contacts must be made using an output power of 5 Watts or less **and** the power source must be something other than commercial power mains or motor-driven generator (e.g.: batteries, solar cells, water-driven generator). Other provisions are the same for regular Class A. Class AB is eligible for a GOTA station if GOTA requirements are met; however if a GOTA station is used in this class it must meet the 5-Watt or less power requirement of this category.

**4.3. (Class B) One or two person portable:** A Field Day station set up and operated by no more than two persons. Other provisions are the same for Class A except it is not eligible for a GOTA or free VHF station. One and two person Class B entries will be listed separately.

**4.4. (Class B - Battery) One or two person portable:** A Field Day station set up and operated by no more than two persons. All contacts must be made using an output power of 5 Watts or less **and** the power source must be something other than commercial mains or motor-driven generator. Other provisions are the same for Class A except it is not eligible for a GOTA or free VHF station. One and two person Class B - Battery entries will be listed separately.

**4.5. (Class C) Mobile:** Stations in vehicles capable of operating while in motion and normally operated in this manner. This includes maritime and aeronautical mobile. If the Class C station is being powered from a car battery or alternator, it qualifies for emergency power but does not qualify for the multiplier of 5, as the alternator/battery system constitutes a motor-driven generating system.

**4.6. (Class D) Home stations:** Stations operating from permanent or licensed station locations using commercial power. Class D stations may only count contacts made with Class A, B, C, E and F Field Day stations.

**4.7. (Class E) Home stations - Emergency power:** Same as Class D, but using emergency power for transmitters and receivers. Class E may work all Field Day stations.

**4.8. (Class F) Emergency Operations Centers (EOC):** An amateur radio station at an established EOC activated by a club or non-club group. Class F operation must take place at an established EOC site. Stations may utilize equipment and antennas temporarily or permanently installed at the EOC for the event. Entries will be reported according to number of transmitters in simultaneous operation. Class F stations are eligible for a free VHF station. At Class 2F they are also eligible for a GOTA station.

4.8.1. For Field Day purposes, an Emergency Operations Center (EOC) is defined as a facility established by:

- a) a Federal, State, County, City or other Civil Government, agency or administrative entity; or,
  - b) a Chapter of a national or international served agency (such as American Red Cross or Salvation Army) with which your local group has an established operating arrangement;
- 4.8.1.1. A private company EOC does not qualify for Class F status unless approved by the ARRL Field Day Manager.

- 4.8.2. Planning of a Class F operation must take place in conjunction and cooperation with the staff of the EOC being activated.
- 4.8.3. Other provisions not covered are the same as Class A.
- 4.8.4. A Class F station may claim the emergency power bonus if emergency power is available at the EOC site.

**4.8.4.1. The emergency power source must be tested during the Field Day period but you are not required to run the Class F operation under emergency power.**

**5. Exchange:** Stations in ARRL / RAC sections will exchange their Field Day operating Class and ARRL / RAC section. Example: a three transmitter class A station in Connecticut which also has a GOTA station and the extra VHF station would send "3A CT" on CW or "3 Alpha Connecticut" on Phone. DX stations send operating class and the term DX (i.e. 2A DX).

#### **6. Miscellaneous Rules:**

- 6.1. A person may not contact for QSO credit any station from which they also participate.
- 6.2. A transmitter/receiver/transceiver used to contact one or more Field Day stations may not subsequently be used under any other callsign to participate in Field Day. Family stations are exempt provided the subsequent callsign used is issued to and used by a different family member.
- 6.3. Phone, CW and Digital (non-CW) modes on a band are considered as separate bands. A station may be worked only once per band under this rule.
- 6.4. All voice contacts are equivalent.
- 6.5. All non-CW digital contacts are equivalent.
- 6.6. Cross-band contacts are not permitted (Satellite QSOs cross-band contacts are exempted).
- 6.7. The use of more than one transmitter at the same time on a single band-mode is prohibited. Exception: a dedicated GOTA station may operate as prescribed in Rule 4.1.
- 6.8. No repeater contacts are allowed.
- 6.9. Batteries may be charged while in use. Except for Class D stations, the batteries must be charged from a power source other than commercial power mains. To claim the power multiplier of five, the batteries must be charged from something other than a motor driven generator or commercial mains.
- 6.10. All stations for a single entry must be operated under one callsign, except when a dedicated GOTA station is operated as provided under Field Day Rule 4.1.1. it uses a single, separate callsign.

**7. Scoring:** Scores are based on the total number of QSO points times the power multiplier corresponding to the highest power level under which any contact was made during the Field Day period plus the bonus points.

#### **7.1. QSO Points:**

- 7.1.1. Phone contacts count one point each.
- 7.1.2. CW contacts count two points each.
- 7.1.3. Digital contacts count two points each.

**7.2. Power multipliers:** The power multiplier that applies is determined by the highest power output of any of the transmitters used during the Field Day operation.

- 7.2.1. If all contacts are made using a power of 5 Watts or less **and** if a power source other than commercial mains or motor-driven generator is used (batteries, solar cells, water-driven generator), the power multiplier is 5 (five).
- 7.2.2. If all contacts are made using a power of 5 Watts or less, but the power source is from a commercial main or from a motor-driven generator, the power multiplier is 2. If batteries are charged during the Field Day period using commercial mains or a motor-driven generator the power multiplier is 2 (two).
- 7.2.3. If any or all contacts are made using an output power up to 150 Watts or less, the power multiplier is 2 (two).
- 7.2.4. If any or all contacts are made using an output power greater than 150 Watts, the power multiplier is 1 (one).
- 7.2.5. The power multiplier for an entry is determined by the maximum output power used by any transmitter used to complete any contact during the event. (Example: a group has one QRP station running 3 Watts and a second station running 100 Watts, the power multiplier of 2 applies to all contacts made by the entire operation).

**7.3. Bonus Points: All stations are eligible for certain bonus points, depending on their entry class.**

The following bonus points will be added to the score, after the multiplier is applied, to determine the final

Field Day score. Bonus points will be applied only when the claim is made on the summary sheet and any proof required accompanies the entry or is received via email or normal mail delivery.

**7.3.1. 100% Emergency Power:** 100 points per transmitter classification if all contacts are made only using an emergency power source up to a total of 20 transmitters (**maximum 2,000 points.**) **GOTA station and free VHF Station for Class A and F entries do not qualify for bonus point credit and should not be included in the club's transmitter total.** All transmitting equipment at the site must operate from a power source completely independent of the commercial power mains to qualify. (Example: a club operating 3 transmitters plus a GOTA station and using 100% emergency power receives 300 bonus points.) **Available to Classes A, B, C, E, and F.**

**7.3.2. Media Publicity:** 100 bonus points may be earned for attempting to obtain publicity from the local media. A copy of the press release, or a copy of the actual media publicity received (newspaper article, etc.) must be submitted to claim the points. **Available to all Classes.**

**7.3.3. Public Location:** 100 bonus points for physically locating the Field Day operation in a public place (i.e. shopping center, park, school campus, etc). The intent is for amateur radio to be on display to the public. **Available to Classes A, B and F.**

**7.3.4. Public Information Table:** 100 bonus points for a Public Information Table at the Field Day site. The purpose is to make appropriate handouts and information available to the visiting public at the site. A copy of a visitor's log, copies of club handouts or photos is sufficient evidence for claiming this bonus. **Available to Classes A, B and F.**

**7.3.5. Message Origination to Section Manager:** 100 bonus points for origination of a formal message to the ARRL Section Manager or Section Emergency Coordinator by your group from its site. You should include the club name, number of participants, Field Day location, and number of ARES operators involved with your station. **The message must be transmitted during the Field Day period and a copy of it must be included in your submission in standard ARRL radiogram or no credit will be given. The message must leave or enter the Field Day operation via amateur radio RF.**

The Section Manager message is separate from the messages handled in Rule 7.3.6. and may not be claimed for bonus points under that rule. **Available to all Classes.**

**7.3.6. Message Handling: 10 points for each formal message originated, relayed or received and delivered during the Field Day period, up to a maximum of 100 points (ten messages). Copies of each message must be included with the Field Day report. The message to the ARRL SM or SEC under Rule 7.3.5. does not count towards the total of 10 for this bonus. Available to all Classes. All messages claimed for bonus points must leave or enter the Field Day operation via amateur radio RF.**

**7.3.7. Satellite QSO:** 100 bonus points for successfully completing at least one QSO via an amateur radio satellite during the Field Day period. "General Rules for All ARRL Contests" (Rule 3.7.2.), (the no-repeater QSO stipulation) is waived for satellite QSOs. Groups are allowed one dedicated satellite transmitter station without increasing their entry category. Satellite QSOs also count for regular QSO credit. Show them listed separately on the summary sheet as a separate "band." You do not receive an additional bonus for contacting different satellites, though the additional QSOs may be counted for QSO credit unless prohibited under Rule 7.3.7.1. The QSO must be between two Earth stations through a satellite. **Available to Classes A, B, and F.**

7.3.7.1 Stations are limited to one (1) completed QSO on any single channel FM satellite.

**7.3.8. Alternate Power:** 100 bonus points for Field Day groups making a minimum of five QSOs without using power from commercial mains or petroleum driven generator. This means an "alternate" energy source of power, such as solar, wind, methane or water. This includes batteries charged by natural means (not dry cells). The natural power transmitter counts as an additional transmitter. If you do not wish to increase your operating category, you should take one of your other transmitters off the air while the natural power transmitter is in operation. A separate list of natural power QSOs should be submitted with your entry. **Available to Classes A, B, E, and F.**

**7.3.9. W1AW Bulletin:** 100 bonus points for copying the special Field Day bulletin transmitted by W1AW (or K6KPH) during its operating schedule during the Field Day weekend (listed in this rules announcement). An accurate copy of the message is required to be included in your Field Day submission. (Note: The Field Day bulletin must be copied via amateur radio. It will not be included in Internet bulletins sent out from Headquarters and will not be posted to Internet BBS sites.) **Available to all Classes.**

**7.3.10. Educational activity bonus:** One (1) 100-point bonus may be claimed if your Field Day operation includes a specific educational-related activity. The activity can be diverse and must be

related to amateur radio. It must be some type of formal activity. It can be repeated during the Field Day period but only one bonus is earned. For more information consult the FAQ in the complete Field Day packet. **Available to Classes A & F entries and available clubs or groups operating from a club station in class D and E with 3 or more participants.**

**7.3.11. Site Visitation by an elected governmental official:** One (1) 100-point bonus may be claimed if your Field Day site is visited by an elected government official as the result of an invitation issued by your group. **Available to all Classes.**

**7.3.12. Site Visitation by a representative of an agency:** One (1) 100-point bonus may be claimed if your Field Day site is visited by a representative of an agency served by ARES in your local community (American Red Cross, Salvation Army, local Emergency Management, law enforcement, etc.) as the result of an invitation issued by your group. ARRL officials (SM, SEC, DEC, EC, etc) do not qualify for this bonus. **Available to all Classes.**

**7.3.13. GOTA Bonus.** Class A and F stations operating a GOTA station may earn the following bonus points:

7.3.13.1. When a GOTA operator successfully completes 20 QSOs, they receive 20 bonus points. Upon reaching an additional 20 QSOs the same operator receives a second 20 bonus points, up to a maximum of 100 Bonus points per GOTA operator. An operator may make more than 100 QSOs but the QSOs over 100 do not qualify for an additional bonus.

7.3.13.1.1. Additional GOTA operators may earn the GOTA bonus points under this rule, up to the maximum of 500 bonus points. (Remember that there is a 500-QSO limit for the GOTA station. But no single GOTA operator may earn more than 100 of the GOTA bonus points except as provided in 7.3.13.2.)

7.3.13.1.2. A single GOTA operator must complete all 20 QSOs required before the bonus is earned. There is no “partial credit” for making only a portion of the 20 QSOs or “pooling” QSOs between operators.

7.3.13.2. If a GOTA station is supervised full-time by a GOTA Coach, the bonus points earned for each 20 QSOs completed under Rule 7.3.13.1. will be doubled.

7.3.13.2.1. The GOTA Coach supervises the operator of the station, doing such things as answering questions and talking them through contacts, but may not make QSOs or perform logging functions.

7.3.13.2.2. To qualify for this bonus, there must be a designated GOTA Coach present and supervising the GOTA station at all times it is being operated.

**7.3.14. Web submission:** A 50-point bonus may be claimed by a group submitting their Field Day entry via the [www.b4h.net/cabforms](http://www.b4h.net/cabforms) web site. **Available to all Classes.**

**7.3.15. Field Day Youth Participation:**

7.3.15.1. A 20-point bonus (maximum of 100) may be earned by any Class A, C, D, E, or F group for each participant age 18 or younger at your Field Day operation that completes at least one QSO.

7.3.15.2. For a 1-person Class B station, a 20-point bonus is earned if the operator is age 18 or younger. For a 2-person Class B station, a 20-point bonus is earned for each operator age 18 or younger (maximum of 40 points.) Keep in mind that Class B is only a 1 or 2 person operation. This bonus does not allow the total number of participants in Class B to exceed 1 or 2.

**7.3.16 Social Media: 100 points for promoting your Field Day activation to the general public via an active, recognized and utilized social media platform (Facebook, Twitter, Instagram, etc). This bonus is available to bona fide Amateur Radio clubs and Field Day groups that welcome visitors to their operation. Individual participants do not qualify for this bonus. Club websites do not qualify for this bonus. Available to all classes.**

**7.3.17 Safety Officer Bonus:** A 100-point bonus may be earned by having a person serving as a Safety Officer for those groups setting up Class A stations. This person must verify that all safety concerns on the Safety Check List (found in the ARRL Field Day Packet) have been adequately met. This is an active bonus – simply designating someone as Safety Officer does not automatically earn this bonus. A statement verifying the completion of the Safety Check List must be included in the supporting documentation sent to ARRL HQ in order to claim this bonus.

## 8. Reporting:

### 8.1. Entries may be submitted to the ARRL in one of three ways:

8.1.1. Via Field Day Web Submission Applet site at [www.b4h.net/cabforms/](http://www.b4h.net/cabforms/);

8.1.2. Via email to [fieldday@arrl.org](mailto:fieldday@arrl.org); or

8.1.3. Via land postal or delivery service to Field Day Entries, 225 Main St, Newington, CT 06111.

### 8.2. Entries must be postmarked, emailed or submitted by Tuesday July 25, 2016. Late entries cannot be accepted.

#### 8.3. A complete Field Day Web Applet Submission site entry consists of:

8.3.1. An official ARRL summary sheet which is completed on the site;

8.3.2. Supporting information must be emailed to [fieldday@arrl.org](mailto:fieldday@arrl.org) or submitted by land service.

Supporting information must include:

8.3.2.1. An attached list of stations worked by band/mode during the Field Day period (dupe sheet or an alpha/numeric list sorted by band and mode); and

8.3.2.2. Proof of all bonus points claimed (copies of visitor logs, press releases, NTS messages handled, photographs, etc).

#### 8.4. A complete non-applet email submission consists of:

8.4.1. An electronic copy of an ARRL summary sheet completely and accurately filled out;

8.4.2. An attached list of stations worked by band/mode during the Field Day period (dupe sheet or an alpha/numeric list sorted by band and mode); and

8.4.3. Proofs of bonus points claimed (copies of visitor logs, press releases, NTS messages handled, photographs, etc).

#### 8.5. A complete land postal or delivery non-electronic submission consists of:

8.5.1. A complete and accurate ARRL summary sheet;

8.5.2. An accompanying list of stations worked by band/mode during the Field Day period (dupe sheet or an alpha/numeric list sorted by band and mode); and

8.5.3. Proofs of bonus points claimed (copies of visitor logs, press releases, NTS messages handled, photographs, etc).

### 8.6. Complete station logs are not required for submission. The club should maintain log files for one year in case they are requested by ARRL HQ.

### 8.7. Cabrillo format log files are not required for Field Day entries. They will be accepted in lieu of the dupe sheets but do not constitute an entry unless a corresponding summary sheet is also submitted.

8.8. Digital images of proof of bonus points are acceptable.

8.9. Electronic submissions are considered signed when submitted.

## 9. Miscellaneous:

9.1. The schedule of bulletin times for W1AW is included in this announcement. While W1AW does not have regular bulletins on weekends, the Field Day message will be sent according to the schedule included with this announcement. The W1AW bulletins will be transmitted on the regular W1AW frequencies listed in *QST*. The PSK31 bulletin will be transmitted on the W1AW teleprinter frequencies. The special Field Day bulletin will be transmitted from station K6KPH on the West Coast as included in the bulletin schedule.

9.2. See "General Rules for All ARRL Contests," "General Rules for All ARRL Contests on Bands Below 30 MHz," and "General Rules for All ARRL Contests on Bands Above 50 MHz" for additional rules ([www.arrl.org/contest-rules](http://www.arrl.org/contest-rules)) that may cover situations not covered in these Field Day rules. Decisions of the ARRL Awards Committee are final in adjudicating Field Day problems.

9.3. The complete Field Day information package may be obtained by:

9.3.1. Sending a SASE with 5 units of postage to: Field Day Information Package, ARRL, 225 Main St., Newington, CT 06111; or

9.3.2. By downloading from the Contest Branch home page at: [www.arrl.org/field-day](http://www.arrl.org/field-day)

9.4. For more Field Day information/questions contact: [fdinfo@arrl.org](mailto:fdinfo@arrl.org) or phone (860) 594-0232.

(revised: January 2017)



# Field Day

Please write legibly. Make certain you have filled out this form completely and have enclosed any required dupe sheets, photographs and bonus claims.

Entries must be postmarked within 30 days of the end of the event and mailed to:

Field Day Entries  
ARRL  
225 Main St.  
Newington, CT 06111 USA

1. Field Day Call Used \_\_\_\_\_ GOTA Station Call \_\_\_\_\_

2. Club or Group name (Class A or F only) \_\_\_\_\_

3. Number of Participants \_\_\_\_\_ 4. Number of Transmitters in Simultaneous Operation \_\_\_\_\_

5. Entry Class: Check only one.

- |   |   |
|---|---|
| <input type="checkbox"/> A. Club or non-club group portable       | <input type="checkbox"/> D. Home station commercial power |
| <input type="checkbox"/> B. 1 or 2 person non-club Group portable | <input type="checkbox"/> E. Home station emergency power  |
| List call of 2 <sup>nd</sup> operator: _____                      | <input type="checkbox"/> F. EOC Station                   |
| <input type="checkbox"/> C. Mobile                                |   |

6. Power Source: Check all that apply

- Generator     Commercial mains     Battery     Solar     Other (list) :

7. ARRL / RAC Section \_\_\_\_\_

8. Total CW QSOs \_\_\_\_\_ x 2 =      Total CW QSO points \_\_\_\_\_

9. Total Digital QSOs \_\_\_\_\_ x 2 =      Total Digital QSO points \_\_\_\_\_

10. Total Phone QSOs \_\_\_\_\_ x 1 =      Total Phone QSO points \_\_\_\_\_

12. Power Multiplier (select only one)

- 5 Watts or less and Battery powered = 5  
 150 Watts or less = 2  
 Over 150 Watts = 1  
    (transfer to line 13)

11. Total QSO points \_\_\_\_\_

13. Power Multiplier \_\_\_\_\_

14. Claimed QSO Score \_\_\_\_\_  
    (line 11 x line 13)  
    (excluding bonus points)

15. Bonus points claimed: Check each block as appropriate and include required proof of points with your submission. All bonus points will be verified at ARRL HQ and added to your score.

- 100% Emergency power (Max. 20 transmitters)
- Media Publicity
- Set-up in Public Place
- Information Booth
- Message to ARRL SM/SEC
- WIAW Field Day Message
- NTS/ICS-213 messages handled (# \_\_\_\_\_)
- Satellite QSO completed
- Natural power QSOs completed
- Site Visit by invited elected official
- Site Visit by invited served agency official
- Educational Activity Bonus
- Youth Element achieved
- GOTA Bonus (total bonus points: \_\_\_\_\_)
- Submitted using the b4h.net applet
- Safety Officer Bonus
- Social Media Bonus

Total Bonus Points Claimed: \_\_\_\_\_

16.  Check here if Summary was submitted via the web applet at: [www.b4h.net/cabforms](http://www.b4h.net/cabforms)

17. I/We have observed all competition rules as well as all regulations for amateur radio in my/our country. My/Our report is correct and true to the best of my/our knowledge. I/We agree to be bound by the decisions of the ARRL Awards Committee.

Date: \_\_\_\_\_

Call: \_\_\_\_\_

Signature: \_\_\_\_\_  
    (signature/call of club president or authorized club representative)

Address: \_\_\_\_\_

Address: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

You must complete the Band/Mode and GOTA QSO breakdown box on page 2 of this form.

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18. Field Day Call Used: \_\_\_\_\_

	CW		Digital		Phone	
	QSO	POWER	QSO	POWER	QSO	Power
160 M						
80 M						
40 M						
20 M						
15 M						
10 M						
6 M						
2 M						
1.25 M						
70 CM						
Other						
Satellite						
GOTA						
<b>TOTALS</b>		<b>CW</b>		<b>Digital</b>		<b>Phone</b>
	Enter on <b>Line 8</b> of Summary		Enter on <b>Line 9</b> of Summary		Enter on <b>Line 10</b> of Summary	

19. GOTA BONUS: List names/calls of GOTA operators, number of QSOs completed by each, and the 20 to 100 point basic GOTA Bonus earned by each if applicable:

Name / CALL	# of QSOs	Bonus Points Earned

Check if claiming double bonus for GOTA Coach

20. Did your Field Day Group claim the Youth Element Bonus: \_\_\_\_\_ Yes \_\_\_\_\_ No

If so, how many participants 18 or younger completed at least one QSO? \_\_\_\_\_

Total number of attendees in group age 18 or younger \_\_\_\_\_

## Field Day Entry Submission Instructions:

Please make certain that your required summary sheet is complete with the following fields filled in:

1. **Field Day Call Used:** The callsign used by your club/group/entry. If your group used a GOTA station please list that callsign in the space provided.
2. **Club or Group Name:** If your group entered as a Class A or F entry, please give us the name of the Club or Group.
3. **Number of Participants:** Give the number of persons who participated in your Field Day operation. Include operators, loggers, set-up crew, and visitors.
4. **Number of Transmitters in Simultaneous Operation:** The maximum number of transmitters that were transmitting at a given moment.
5. **Entry Class:** Refer to the Field Day rules for definitions.
6. **Check all power sources used:** If you used more than one source, check all that apply.
7. **Your ARRL / RAC section:** This is usually your State or Province, but if you live in one of the 8 US states that have multiple ARRL sections (California, Florida, Massachusetts, New Jersey, New York, Pennsylvania, Texas and Washington) refer to the ARRL section list. DX stations use the term "DX".
8. **Total number of CW QSOs:** In the first blank list the number of raw non-dupe CW QSOs. Multiply the CW QSO total by 2 and enter the CW QSO point total in the second blank. Do not add the power multiplier in this field.
9. **Total number of Digital QSOs:** On the first blank list the number of raw non-dupe Digital QSOs. Multiply the Digital QSO total by 2 and enter the QSO point total in the second blank. Do not add the power multiplier in this field.
10. **Total number of Phone QSOs:** In the first blank list the number of raw non-dupe Phone QSOs. Multiply the Phone QSO total by 1 and enter the Phone QSO point total in the second blank. Do not add the power multiplier in this field.
11. **Total QSO Points:** Add the CW, Digital and Phone QSO points and enter here.
12. **Power Multiplier:** Select the category that corresponds with your power multiplier. **(Remember that to use the multiplier of 5, you must be using 5 watts or less AND running battery or solar power.)**
13. **Enter the power multiplier** from Item 12 onto this line.
14. **Multiply line 11 times line 13 to calculate your claimed score**, exclusive of bonus points.
15. **Bonus Points Claimed:** All categories now qualify for certain bonus points. Check each box for which you are claiming the earned Field Day bonus points. You must submit proof of all bonus points claimed or they will be disallowed. Proof for each may be in the form of photographs, copies of visitor logs, copies of press releases issued or newspaper articles printed, marked log excerpts showing Satellite and Natural power QSOs. A written statement signed by a club or group official will suffice for the Emergency Power, Public Place, Information Booth, Social Media and Site Visit bonuses. A written statement from the Safety Officer is required to claim that bonus. You must provide serviced copies of any messages claimed for bonus credit. A copy of the WIAW bulletin must be included with the entry submission.  
**Special notations:**
  - A. If the Field Day operation was 100% emergency powered, you receive 100 points for each transmitter up to 20.
  - B. The Field Day message to the SM or SEC does not also qualify as a 10-point message bonus.
  - C. The Educational Bonus must be some formal activity in order to qualify for the 100-Point bonus.
  - D. If you submitted your entry via the web application at [www.b4h.net/cabforms](http://www.b4h.net/cabforms), you may claim an additional 50 bonus points.
  - E. Youth Element – you must fill in information for question 20 page 2 of the summary if you claim this bonus.
16. **Check this space if you have also submitted the entry via the Web Applet.**
17. **A club officer, authorized club representative or individual must date, and sign the Summary Sheet.** Please provide a mailing address and e-Mail address (if available) in case questions arise with the entry.
18. **You must include a band and mode breakdown of QSOs on the reverse side of the summary sheet form. GOTA station contacts should be indicated on a single line.**
19. **The list of GOTA station operators/participants must be shown and the number of QSOs each made must be listed in order to claim the GOTA bonus. Also you must check the box if you are claiming the double bonus for using a designated GOTA coach/mentor.**
20. **If your group claims the Youth Element bonus, give the number of youth participants (18 years old or younger) who completed a QSO and the total number of youth attendees.**

After completing the Summary Sheet, please enclose it, copies of Dupe Sheets (by band and mode), all proofs of bonus points claimed and mail to:

**Field Day Entry  
ARRL  
225 Main Street  
Newington, CT 06111**

All Field Day entries must be postmarked or e-mailed within 30 days after the contest or they will be ineligible for inclusion in the Field Day results.

## 2017 W1AW FIELD DAY BULLETIN SCHEDULE

Day	Mode	Pacific	Mountain	Central	Eastern	UTC
FRIDAY	CW	5:00 PM	6:00 PM	7:00 PM	8:00 PM	0000 (Sat)
	Digital	6:00 PM	7:00 PM	8:00 PM	9:00 PM	0100
	Phone	6:45 PM	7:45 PM	8:45 PM	9:45 PM	0145
	CW	8:00 PM	9:00 PM	10:00 PM	11:00 PM	0300
SATURDAY	CW	7:00 AM	8:00 AM	9:00 AM	10:00 AM	1400
	Phone	8:00 AM	9:00 AM	10:00 AM	11:00 AM	1500
	CW	5:00 PM	6:00 PM	7:00 PM	8:00 PM	0000 (Sun)
	Digital	6:00 PM	7:00 PM	8:00 PM	9:00 PM	0100
	Phone	6:45 PM	7:45 PM	8:45 PM	9:45 PM	0145
SUNDAY	CW	7:00 AM	8:00 AM	9:00 AM	10:00 AM	1400
	Phone	8:00 AM	9:00 AM	10:00 AM	11:00 AM	1500
	Digital	9:00 AM	10:00 AM	11:00 AM	12:00 PM	1600

### K6KPH Field Day Bulletin Schedule

SATURDAY	CW	7:30 AM	8:30 AM	9:30 AM	10:30 AM	1430
	CW	5:30 PM	6:30 PM	7:30 PM	8:30 PM	0030 (Sun)
	Digital	6:30 PM	7:30 PM	8:30 PM	9:30 PM	0130
SUNDAY	CW	7:30 AM	8:30 AM	9:30 AM	10:30 AM	1430
	Digital	9:30 AM	10:30 AM	11:30 AM	12:30 PM	1630

W1AW will operate on the regularly published frequencies. The special PSK31 bulletin will be transmitted on the regular W1AW frequencies.

CW frequencies are 1.8025, 3.5815, 7.0475, 14.0475, 18.0975, 21.0675, 28.0675 and 147.555 MHz.

Digital frequencies are 3597.5, 7.095, 14.095, 18.1025, 21.095, 28.095 and 147.555 MHz. (Note: PSK31 and MFSK16 are now included in the regular Digital runs.)

Phone frequencies are 1.855, 3.990, 7.290, 14.290, 18.160, 21.390, 28.590 and 147.555 MHz.

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The Maritime Radio Historical Society's station K6KPH will transmit the "W1AW" Field Day message for the benefit of West Coast stations on 3.5815, 7.0475, 14.0475, 18.0975 and 21.0675 MHz. The frequencies for K6KPH Teleprinter (RTTY, PSK31 and MFSK16.) will be 7.095 and 14.095 MHz.

At the time of publishing this packet but be sure to check the ARRL Main News page ([www.arrl.org](http://www.arrl.org)) if case of any last-minute changes.

Revised: 1/2017



## **2017 ARRL Field Day Site Locator**

To help your club or group “spread the word” about its 2017 Field Day operations, the ARRL is pleased to offer its FIELD DAY Site Locator.

### **If you are a club wishing to post your information:**

Have a designated club official visit the online site at <http://www.arrl.org/field-day-locator>

Enter the location and club information (select “Add a station”). This will get your Field Day operation added to a Google Map tool, which will provide potential visitors with your club’s location and contact data.

### **If you are looking for a Field Day site to visit or join:**

Visit the Field Day Locator site at

<http://www.arrl.org/field-day-locator>

and find listings by state. Once you find an entry in your area, click on the name shown on the right and the information will pop into the information box as well as display as a “push pin” on the map screen.

# What is ARRL Field Day?

ARRL Field Day is the single most popular on-the-air event held annually in the US and Canada. On the fourth weekend of June of each year, more than 35,000 radio amateurs gather with their clubs, groups or simply with friends to operate from remote locations.

Field Day is a picnic, a campout, practice for emergencies, an informal contest and, most of all, FUN!

It is a time where many aspects of Amateur Radio come together to highlight our many roles. While some will treat it as a contest, other groups use the opportunity to practice their emergency response capabilities. It is an excellent opportunity to demonstrate Amateur Radio to the organizations that Amateur Radio might serve in an emergency, as well as the general public. For many clubs, ARRL Field Day is one of the highlights of their annual calendar.

The contest part is simply to contact as many other stations as possible and to learn to operate our radio gear in abnormal situations and less than optimal conditions.

We use these same skills when we help with events such as marathons and bike-a-thons; fund-raisers such as walk-a-thons; celebrations such as parades; and exhibits at fairs, malls and museums — these are all large, preplanned, non-emergency activities.

But despite the development of very complex, modern communications systems — or maybe because they ARE so complex — ham radio has been called into action again and again to provide communications in crises when it really matters. Amateur Radio people (also called “hams”) are well known for our communications support in real disaster and post-disaster situations.

## What is the ARRL?

The American Radio Relay League is the national association for Amateur Radio in the USA, representing over 171,000 FCC-licensed Amateurs. The ARRL is the primary source of information about what is going on in ham radio. It provides books, news, support and information for individuals and clubs, special events, continuing education classes and other benefits for its members.

## What is Amateur Radio

Often called “ham radio,” the Amateur Radio Service has been around for a century. In that time, it’s grown into a worldwide community of licensed operators using the airwaves with every conceivable means of communications technology. Its people range in age from youngsters to grandparents. Even rocket scientists and a rock star or two are in the ham ranks. Most, however, are just normal folks like you and me who enjoy learning and being able to transmit voice, data and pictures through the air to unusual places, both near and far, without depending on commercial systems.

The Amateur Radio frequencies are the last remaining place in the usable radio spectrum where you as an individual can develop and experiment with wireless communications. Hams not only can make and modify their equipment, but can create whole new ways to do things.

**For More Information visit: [www.arrl.org](http://www.arrl.org)**



Updated: 1/2017

## Field Day Frequently Asked Questions:

**Q. My group wants to start setting up in the field before the official start time on Friday. We don't want to have to rush in the heat. What do we do?**

A. The rules allows groups to start setting up at 0000 UTC on Friday (8:00 PM EDT, 7:00 PM CDT, 6:00 PM MDT, 5:00 PDT Thursday). Groups may begin set-up, stop for the night, and return the next day. However you must be aware that you only have a cumulative total of 24-hours from when you start to finish your set-up.

**Q. I am going to operate my transmitter at the club's Field Day using solar panels and 2 watts. The rest of the club will be using 100 watts and power from the generator. May we score my QSOs with the bonus multiplier of 5 and combine it with the rest of the group's multiplier of 2?**

A. The Power multiplier is determined by the **highest power output of any transmitter in use at the station, including the GOTA and free VHF station.** To claim the multiplier of 5, ALL stations must be running QRP **and** must be running off of a power source other than the commercial mains or a generator. The multiplier for all QSOs from the setup described is 2.

**Q. Can I help with the group Field Day effort during the day and still operate from home overnight?**

A. Yes, but you may not make a contact for QSO credit with any Field Day group or station from which you participate. For example, if you operate one of the W1AW station transmitters during Field Day, you may not also work W1AW from home.

**Q. We have some great Field Day photos we would like published in QST. How do we submit them?**

A. You may submit photos several ways. Digital photos may be sent via email to [contests@arrl.org](mailto:contests@arrl.org) (be sure to include captions that identify the activity and all identifiable persons in the picture and the contact information for the photographer, and when images include youth under 18 years of age please send in a [Youth Photo Release](#) for each young person in image.) You may also upload your photos and Field Day story to the Contest Soapbox on the ARRL Website. Regular photos may be sent to Field Day, ARRL, 225 Main St., Newington CT 06111 along with your Field Day entry. **Make sure to include captions, photographer credit and that your photos are as high resolution as possible. We can not use photos with time/date stamps included in the image.** Please note that we receive thousands of pictures every year for Field Day, and space in *QST* is very limited. We cannot guarantee the publication of any specific photo submission. However, you are encouraged to post them to the ARRL Online Soapbox at [www.arrl.org/contests/soapbox](http://www.arrl.org/contests/soapbox) where they can be viewed and shared by the thousands of visitors to the site.

**Q. We sent a press release to the local TV station, but they didn't send a crew out to cover our operation. May we still claim the Media bonus?**

A. Yes. In order to claim the media bonus, **you must only attempt to obtain publicity with the media.**

**Q. How do we indicate our bonus points in the Cabrillo log file?**

A. While we accept the Cabrillo log file in lieu of the required dupe sheets, it does not accommodate all of the information required for reporting a Field Day entry. **All entries must either complete the required summary sheet on-line at [www.b4h.net/cabforms](http://www.b4h.net/cabforms) or submit a paper summary sheet for their entry.** Entries submitted via the b4h.net website may submit their required supporting documentation as an attachment to an email sent to [fieldday@arrl.org](mailto:fieldday@arrl.org) or send it via the regular US Mail. **Any submission without a completed summary sheet (either paper or electronic) will be classified as a checklog.**

**Q. My club mailed its Field Day entry last week. Our president phoned this morning to see if it had arrived but you couldn't tell him. What's going on?**

A. If your entry was submitted via the Field Day Web Submission Applet at [www.b4h.net/cabforms/](http://www.b4h.net/cabforms/), it will appear on the Logs Received list that is generally updated once daily Monday thru Friday.

If you submitted as a regular e-log or paper submission, it takes a considerable amount of time to open and process these entries into the master database (they are all done manually.) All incoming mail is opened in the mailroom before being sent downstairs to the Contest office for processing. Because of the large volume of mail at that time of year, and because of other duties by staff in the department, it takes several weeks for mail to be opened, sorted and entered into the database after it is received. We cannot locate a specific entry without literally searching through hundreds of entries waiting to be processed by hand. Thanks for your patience and understanding.

Many groups include an self-addressed stamped postcard with their entry, asking us to please return it when their entry arrives. Others will send their entry using one of the US Postal Service's options for a receipt upon delivery. If you do submit via email, please remember that you must still include a reasonable facsimile of the required Summary Sheet completely filled out. You may also attach the various required dupe sheets and proofs of bonus point as attachments (JPG, ASCII text files, Word documents, etc) to the email. **Send all of the entry attached to a single message, if you are sending via e-mail. For the subject of your email submission ONLY use the callsign of the entry.**

Once all non-web applet e-logs and paper entries are processed into the database, they will be added to the list of Logs Received via the web applet and posted on the ARRL Contest Web pages at [www.arrl.org/logs-received](http://www.arrl.org/logs-received)

**Q. How do I determine my ARRL section?**

A. For most states, there is only one ARRL section that encompasses the entire state. Eight states – California, Washington, Texas, Florida, New Jersey, Pennsylvania, New York and Massachusetts – and the Canadian province of Ontario have multiple ARRL sections. A list of the US sections is found monthly in *QST* and in this packet. It is also found on-line at <http://www.arrl.org/contests/>

**Q. I will be driving on vacation during Field Day and going through several sections. What section do I give in my exchange? When I change sections, do I count as a new station and am I able to re-work people?**

A. Give the section in which you are currently located. You may work a station only once per band/mode, regardless if you change sections while mobile.

**Q. I will be using battery power but running my station at 100 watts. What is my power multiplier?**

**Q. I will be running QRP using my emergency generator at home. What is my power multiplier?**

A. To claim the power multiplier of 5, you must be operating QRP (5 watts or less) **AND** running on a power source other than commercial mains or a motor-driven generator. **In both of these cases, the power multiplier is 2.**

**Q. What equipment at our Field Day site must be operated off of the emergency power in order to claim the 100-point per transmitter bonus?**

A. You must operate all transmitting and receiving equipment from emergency power. If you use a computer for digital modes, and/or to control or operate the radio, it also must use emergency power. If the computer is used only for logging and is not keying the transmitter, it does not need to be emergency powered.

**Q. I am going to be a home station using emergency power. What bonus points may I claim?**

A. All entry classes now are able to claim certain bonus points. Refer to Field Day Rule 7.3. for specifics.

**Q. We will be running a generator to power our stations, but will be using commercial power for the lights, coffee pot, etc. What power source should we check?**

A. Only check the power source which is used to operate the transmitting/receiving equipment.

**Q. My buddy and I will be going to the campground with our families for Field Day. Only he and I will be setting up the station and operating. Are we Class A or B? In this instance, the entry class is B.**

**Q. I will be camping with my family during Field Day. My three kids will help me set up the antennas and station, but will be busy doing other things while I operate. Am I still Class B?**

A. A Class B station may only have *1 or 2 persons involved in its set-up and operation*. In this instance, the entry class is A.

**Q. How do we sign forms that we send in via email?**

A. Electronic submissions are considered signed when submitted.

**Q. What kind of “proofs of bonus points” do we need to send?**

A. It depends on which bonuses you claim. For emergency power, public location, public information table, satellite QSO, alternate power, and non-traditional modes, a signed statement from a club official attesting to the fact is sufficient. Copies of the message to the Section Manager, any messages sent or received, the W1AW message, and any press releases (or copies of the story if your local media actually runs a story) must be included to claim those bonuses. If an official from a served agency and government official visits the site, a copy of your invitation as well as a statement that they did visit the site (signed by a club official) is sufficient (some clubs have a guestbook that they ask all operators or attendees to sign, for overall attendance and to meet this bonus requirement). The Safety Officer must sign a statement attesting that the checklist was completed. A statement stating the Social Media/s used will suffice for that bonus.

**Q. What about the 60-meter band? May we use it in Field Day?**

A. Because of the limited scope of the 60-meter band, it is not included in bands eligible for Field Day use. In addition the 30, 17 and 12 meter bands are NOT eligible for use in Field Day.

**Q. Can we claim the GOTA station for a 100-point emergency power bonus? What about the free VHF station?**

A. Neither the GOTA station or the free VHF station are eligible for the per station 100-point emergency power bonus.

**Q. I sent the Section Manager (SM) a participation message. Do I also get 10 points for sending it under the NTS bonus?**

A. Sorry, you can't “double dip.” The SM participation message is not eligible for the formal message bonus.

**Q. Why doesn't our contact with the International Space Station count for the satellite bonus?**

A. While the ISS is by definition a satellite, the purpose of the satellite QSO bonus is to complete an Earth to Earth contact via an amateur radio satellite. Since the ISS contact doesn't relay back to Earth, it doesn't meet that requirement, though it does count for regular QSO credit (and is sure to generate excitement at your site)!

**Q. I am a member of two clubs. Can I participate in Field Day with more than one group?**

**Q. I will be participating with my club Saturday during the day. Can I get on from home and make some Field Day contacts afterwards?**

A. The answer in both cases is YES. The only limitation is that you cannot make contacts for score with any group or station from which you participate during Field Day. For example, you can't call the club FD 2-meter station while driving to or from the site or from home in order for them to "put you in the log" for QSO point credit.

Revised 1/2017



## ARRL Field Day On-Line Soapbox

[www.arrl.org/soapbox/](http://www.arrl.org/soapbox/)



Each year the ARRL receives thousands of photos and items related to Field Day. We are only able to include a very few of the items in *QST* or on the *ARRL Web* results for Field Day. Since 2002, we have been providing a website where individuals and groups could post their photos and stories to share with their fellow participants as soon as Field Day was over.

At the *ARRL Contest Soapbox* ([www.arrl.org/soapbox/](http://www.arrl.org/soapbox/)) you can browse through the shared fun from other groups' Field Day (and other operating) activities. Many groups have reported they read about a unique idea in the *Soapbox* and implemented it at their next Field Day. So, be creative. Share your special techniques and ideas. Here are a few guidelines to keep in mind when posting your story and photos:

1. This site is for participants in ARRL contests to post their comments and impressions on the most recent contest. This may include extended soapbox comments, photographs or a narrative of the contest from the perspective of you, the participant.
2. Please keep your comments focused on your involvement in the event. There are other more appropriate forums for extended discussions between participants. This forum is open to both members and non-members of the ARRL. It is available for those who might be learning about contesting or new to amateur radio. Keep in mind that the potential audience that may be reviewing your posts is broad, so we encourage you to exercise decorum in your postings.
3. The ARRL reserves the right to edit or decline posts that may be inappropriate to this forum.
4. Responsibility for content of all posted material rests exclusively with the item author. ARRL staff assumes no responsibility for errors, omissions, and accuracy of items appearing on this page. All questions and comments should be directed to the item author.

If you have questions or comments about this addition to our Field Day coverage, please contact the ARRL at [fdinfo@arrl.org](mailto:fdinfo@arrl.org)

# ARRL Field Day Overview – The Big Picture

**Question:** What is the most popular amateur radio event in the US and Canada?  
**Answer:** The ARRL Field Day



During the **fourth full weekend in June**, the eyes of the amateur radio community turn towards the annual Field Day operating event. From its beginning back in the 1930's as an event to test the field preparedness and emergency communications abilities of the burgeoning amateur radio community, Field Day has evolved into the largest on-the-air operation during the year. In 2016, contest logs were submitted by over **2,500 clubs**, groups and individuals across the US and Canada to the ARRL Contest Branch. These logs showed participation by over 35,000 individuals and almost over 1.30 million QSOs were reported during the brief 24-hours of the event.

**Field Day is officially an operating event not a contest.** The purpose remains today as it did in the beginning: **to demonstrate the communications ability of the amateur radio community in simulated emergency situations.** Groups across the continent use Field Day as a literal “show and tell” exhibition. At sites from the tundra of Alaska to the sandy beaches of Puerto Rico, amateur radio brings together its resources to show officials in government and various agencies what “amateur radio can do.”

Many clubs use Field Day as the focus of their annual calendar. Many hams that are not otherwise interested in contesting or DXing find themselves meeting various challenges to help their club run a successful Field Day operation. It is the thrill of the “**non-contest contest**” that brings out the best in thousands of amateurs who under most circumstances choose not to participate in the various sponsored contests.

What makes a good Field Day? Ask that question at any hamfest and you will probably receive a different answer from each person you interview. We offer a few basic ideas to keep in mind as you contemplate a Field Day operation. First, and foremost, is **Field Day should be a fun activity.** Field Day serves as one of the biggest introductory “drawing cards” we offer in trying to expand interest in the hobby. A Field Day that is technical in set-up may well produce a good score. But remember that a Field Day that practices the “**KISS**” principle (**Keep It Simple, Silly**) is more likely to attract interest and participation than one which is run like a hard-core contest.

This doesn't mean you don't do the technical planning and preparation to ensure the operation is a good demonstration of what hams can do. It does mean that you should consider having a wide-range of activities and “jobs” which will encourage participation. Yes, 40-meter CW will probably be a great way to rack up points. **But make certain that there are things for the non-CW inclined members of your group to do.** Standing around watching one or two operators make all the contacts is a sure-fire way to kill enthusiasm among your group.

For example, several years ago our local club put up its highest Field Day score ever. We had first-class stations and used outstanding operators on the “prime bands.” They put in 18-20 hours of hard core contest-style activity. The next year our club score fell approximately in half. But the number of people who actually made a contact using the club call went from eight to thirty-six. This brings us to the second major point: **a successful Field Day is well planned.**

Planning entails a wide range of things when it comes to Field Day. But they all start at a commonsense point: **set realistic goals for your group.** Plan your operation to bring out the best in your club members. If your club is primarily comprised of no-code operators, then set goals which allow their interests to be highlighted. If your club has lots of experience in various modes and operating conditions, plan a more challenging test for your group.

While many people will be important to your Field Day operation, the key person during the entire experience – from selection of the site to the submission of the score – will be the **Field Day Chairman or Coordinator.** This person needs to be a good organizer with the ability to delegate responsibility. The responsibilities are many: site selection, securing “band captains” for each transmitter, how to best utilize the operating site, helping solicit operators,

equipment, computers, generators, assisting in public relations, safety issues, training operator and much more. The Field Day Chairman needs a good working relationship with the club membership and officers. It's also helpful if they have some previous Field Day experience. Many clubs use an experienced Field Day Chairman along with an assistant Chairman who is in "training" to assume the job down the road.

How you organize your group for Field Day will depend on the number of participants and size of the operation you plan. **One helpful hint is to appoint an individual to head up each station /mode/ band.** These "band captains" should be responsible for planning their individual station, working in conjunction with the Field Day Chairman and the other stations planned. Band captains shouldn't be expected to do it all so make certain each has plenty of help for set-up, operating and taking down the site.

There are two criteria that determine your Transmitter class. First, you must be able to transmit a signal on the total number of band/modes that you claim simultaneously. For example, if you claim 10A, you must be able to transmit 10 different signals at the same time (remember that a band/mode counts as a separate band). Changing the band-switch to another band does not count as a "different signal." If you are claiming 10 transmitters, you need 10 stations capable of operating at the same time – remember operating means sending AND receiving. Second, you must actually have them on the air simultaneously at least once during the event.

In 2008 the ARRL added an online **Field Day Station Locator** application on the web. It remains a huge success (over 1500 stations post their information each year). To participate have someone from your club or group log on to the ARRLWeb at [www.arrl.org/field-day-locator](http://www.arrl.org/field-day-locator) and click on the "Add A Station" link to input the required data. You can also visit the same site to search for Field Day locations in your area. **There is no individual preregistration required to participate and clubs are not required to register** their information, but the locator tool is an excellent way to help new or visiting amateurs in your area to find where they can come join in on the Field Day fun!

As you plan Field Day, don't overlook the wide range of bonus points that are available. **Since 2005, all entry classes are eligible for some type of bonus points.** Check the rules to see which bonus points you can earn!

If you are operating in a category that requires emergency power, you may receive a **100-point per transmitter (up to 20)** bonus if your entire operation is emergency powered. If you use commercial power for some of the equipment, sorry, you don't qualify for the emergency power bonus. **GOTA and the free VHF station are not eligible for this bonus.** And all entries must operate at least one transmitter to be classified in the event (no zero-A entries).

Are you operating in a **public place** (mall parking lot, a local park, in front of the fire department)? Don't forget the 100-point bonus. Add in a table, some amateur radio informational handouts, and some volunteers answering questions for visitors and you have another 100 points for an **Information Booth.**

Sometimes there is confusion as to the bonus for media publicity. Prepare a press release about your event and send it to the various local media outlets (television, radio, and newspapers). At that point you qualify for the **100-point media bonus.** While we hope the press will attend your event, their resources may not allow them to cover it. **The bonus is for the attempt to secure media publicity. And don't overlook the newly added 100-point social media bonus for actively engaging on at least one of the standard social media platforms – Facebook, Twitter (#ARRLFD), Instagram (for example). It's another way to reach the community at large in today's media age.**

Educating the state and local government officials and representatives of agencies with which you may work in an emergency is part of the Field Day goal. **You may claim a 100-point bonus if an elected or appointed local or state governmental official visits your site as a direct result of your invitation. A second 100-point bonus may be earned if a representative of one of the agencies which we serve (such as American Red Cross or Salvation Army) visits your site as a result of a direct invitation** from your group. Two things are required to earn this bonus: you must **formally invite** officials to visit the operation **and** one (or more) of them **must visit.** Maximum bonus is 100 points per category (100 for an elected official and 100 for an agency official – not 100 point per official). **ARRL/ARES officials do not qualify your group for this bonus.**

Part of any real emergency will be handling formal traffic for the agencies we serve. Field Day incorporates this into the exercise in two ways. First, 100 points are earned by **sending a formal message from the club to your ARRL Section Manager or Section Emergency Coordinator**. The message must be originated during the Field Day period. Why not have one of your club's experienced traffic-handlers work with someone just learning how to handle traffic involved in this part of Field Day

You should also be ready to garner points **for originating, relaying, or receiving and delivering formal messages** during the Field Day operation. You can gain **up to 100 points (10 points each for 10 messages)** as well as incorporating another segment of your club into the operation. **You can't double dip – so don't include the ARRL SM/SEC message as one of these messages, since it already receives a separate bonus.**

During any actual wide-scale emergency, W1AW will broadcast situation bulletins during the duration of the event. To allow groups to practice using this source of information, a 100-point bonus is awarded **for copying the special W1AW Field Day bulletin. You must copy this special bulletin on the air during the Field Day period.** It won't be sent out as an email or posted to an ARRL web page. It takes some planning on how to accomplish this at your Field Day site, but it is another available bonus category. The W1AW schedule is found in this packet with the rules. **The same Field Day bulletin will be transmitted on the West Coast from K6KPH** (schedule included with the W1AW schedule).

Groups for many years have used alternative power sources rather than commercial or petroleum-derivative powered generators to run part of their Field Day operation. To encourage this, an easy **100-point bonus** may be earned **by making at least five QSOs using a "natural power" source.** Solar, wind, water-power, methane or grain alcohol all qualify here. (Sorry, dry cell batteries are not considered alternative power).

Field Day is a time of experimentation and demonstration for many hams. Two rules encourage groups and individuals to broaden their scope during the weekend. If you **complete at least one QSO via one of the amateur satellites**, you earn a 100-point bonus. **The contact must be directly through the satellite between the two earth bound amateur stations, not relayed through a system that uses a satellite uplink system.** A dedicated satellite station does not count as an additional transmitter towards your group's total. **The total bonus is 100 points – not 100 points for each satellite that you contact. Also note that since 2007 Field Day you are allowed only one QSO on any single channel FM satellite.** A QSO with the ISS does not qualify for the bonus since it is not an Earth-to-Earth contact. However, if the astronauts on the ISS participate in Field Day (as they have during the past few years) I bet the excitement of that contact energizes your whole Field Day operation.

An easy bonus to earn is the **Educational Activity Bonus**. Eligible groups will receive a 100-point bonus for having a **formal educational component** associated with Field Day. It doesn't have to be a formal "classroom" session per se, but it must be a **structured activity** to broaden the knowledge base of participants. Some groups may decide to have a hands-on activity of teaching people the proper way to solder coax connectors while another group may decide to teach about proper grounding techniques and electrical safety. This activity can be broad enough to allow people to learn how to do something new but should have active involvement of participants. **It must be more than a simple demonstration of an activity.** Standing around watching someone send CW won't qualify. But teaching people how to make digital QSOs and then letting them try their hand at it would. **Be creative but keep in mind, this must be more than a passive activity to watch or a static display to read. See the FAQ on this bonus in the FD packet.**

If your Field Day group is operating in the **Class A or F** category, and are at least a two-transmitter entry, you have two more ways of adding operating excitement to your event. Groups at **2A or 2F** or higher may add a dedicated **GET ON THE AIR station (GOTA)**. This station may be **operated by any amateur licensed within the last year** (since Field Day 2013). In addition it may be operated by those holding Novice licenses or by those considered "generally inactive licensees". Non-licensed individuals may participate in this station but only under the direct supervision of a properly licensed control operator. **It may be operated on any Field Day band (HF or VHF) or mode, provided it is under the direct supervision of a control operator that has license privileges that includes that band and mode.** The complete guidelines are found in Field Day Rule 4.1.1. as well as in two FAQs in this packet.

**The number of QSOs permitted for the GOTA station is 500.** A GOTA operator will receive a 20-point bonus for every 20 QSOs they complete at the GOTA station, up to a maximum of 100 bonus points per GOTA operator (i.e. **each GOTA operator can earn a maximum of five 20-point bonuses**). The individual operator may make more than 100 GOTA QSOs but the additional QSOs are not eligible for the bonus. Other GOTA operators **may also earn GOTA bonuses. Remember that each GOTA operator is capped at 100-QSOs counting for the bonus. There is no “partial credit” – an operator must complete the required 20 QSOs to earn their bonus.** (You can’t “pool” GOTA QSOs and share towards a bonus.) Remember, **the maximum number of GOTA QSOs any group may make is capped at 500.**

If there is **an experienced mentor/coach supervising the GOTA station, the GOTA bonus points double** (20 QSOs would garner 40 bonus points if made under the supervision of the Coach and so forth.) There are a couple of guidelines. A mentor/coach **must be present continuously** while the GOTA station is being operated. Also the mentor/coach may advise GOTA operators, but is **not allowed to make the QSOs or perform functions such as logging.** They can talk the operator through the contacts, but can’t make the QSOs for them. You can have different GOTA coaches during the event but any time the GOTA station is in operation there must be a GOTA coach present in order to earn the bonus. Remember that the **GOTA station does not count as an additional transmitter** when calculating your operating class for Field Day and is not used in determining the number of transmitter for that bonus. It also does not affect your dedicated VHF/UHF station if operating at class 2A or higher. The GOTA station gives out the same exchange as its parent station.

For those in your club who are more VHF/UHF-oriented, any group operating as a **Class A (regardless of the number of transmitters) may also include one dedicated VHF/UHF station.** This will allow those licensees to participate fully on their favorite amateur bands above 50 MHz. **This dedicated VHF/UHF station does not count as an additional transmitter towards your group’s total and does not qualify for the 100 points per transmitter bonus.** Your group may operate more than one VHF/UHF station during the event. If you do, the first VHF/UHF transmitter does not count towards your transmitter total but the rest do count to increase your operating classification.

Getting youth involved in amateur radio is always important. Beginning in 2005, we added a new 100-point maximum bonus known as **the Youth Element bonus. For all Classes except B, you earn 20-points for each person (age 18 or younger) who completes at least one QSO. Class B may earn either a 20 or 40 point bonus if their operators are age 18 or younger.**

**Finally, groups participating as Class A may earn an additional 100-point bonus by having an active Safety Officer as part of their operation.** The Safety Officer must certify that a series of safety concerns were addressed and maintained during the Field Day operation. Information on this is found elsewhere in this packet.

After your successful Field Day operation, what happens next? Submitting the required paperwork on time is an absolute must. **Submit your entry** to the ARRL Contest Branch within **30 days of the end of the event.** For 2017 the submission deadline is **midnight Tuesday July 25<sup>th</sup>.** Your entry begins with a **completely and accurately filled out Summary Sheet** which shows all of the required information. Be careful: many of the commercial logging programs provide some basic information on your summary sheet, but leave some important things out. Your best bet is to use an official Summary Sheet. **All paper entries are required to use a completed Summary Sheet. Make certain you use the most current Summary Sheet from the ARRL, since there may have been changes that affect scoring. Make certain you complete all parts of the Summary Sheet.** Without your supplying us complete, accurate information, we can’t print the results accurately.

Consider making your submission via the new **ARRL Field Day Web Applet** that is found at [www.b4h.net/cabforms/](http://www.b4h.net/cabforms/). At this site you can submit your summary sheet information directly to the ARRL and it will show receipt of the information within about 24 hours on the ARRL Web. **Remember that if you use this option you still need to submit your supporting documentation. There it is a 50-point bonus to submit using the Web Applet. Also, we can not accept only a Cabrillo format file as your Field Day entry. While it contains the QSO data, the header does not include everything necessary to completely and accurately report your entry. A Cabrillo-file must either include a completed official Summary Sheet or the entrant must submit the required Summary data at the [www.b4h.net/cabforms](http://www.b4h.net/cabforms) website.**

The logging requirements for Field Day are different from ARRL contests. Instead of standard log files, you are only required to submit a **Dupe Sheet, separated by band and mode**. For Field Day, paper copies of the dupe sheets are acceptable. Keep your logs available, however, in case we need to request you to submit them at a later time for clarification.

The final part of your submission includes the **various “proofs” of your bonus points claimed**. Some of these are easy. Log sheets noted with the specific QSOs made using natural power or your satellite contacts are sufficient for that bonus. A written statement verifying your location in a public place and a copy of your visitor’s log will be fine for claiming those points. Send in a copy of your Press Release, or a copy of any newspaper or media coverage you actually receive. And send in your photographs. **Be creative with your photography**. Sending in a picture of someone in a baseball cap pouring gas into a generator may be proof of use of emergency power, but probably won’t be used in the QST write-up. Creative photos of operators, interesting station set-ups, participation by young people and such are more likely to catch the eyes of QST editors.

**An excellent way to share your group’s Field Day story is via the Online Soapbox on the ARRL Web. Log on to [www.arrl.org/soapbox](http://www.arrl.org/soapbox) and select Field Day. From that site, you may upload a narrative of your group’s Field Day operation as well as photographs. Once these are proofed at ARRL Headquarters, they are posted to the web for thousands to share. In 2016 we had over 7 pages of Field Day Soapbox entries!**

The rules require a couple of specific proofs for some of the bonus points. You need to submit a copy of the fully serviced National Traffic System message sent to your Section Manager or Section Emergency Coordinator as well as any messages relayed from your site. You also need to submit a complete copy of the special Field Day message in your submission. If you submit electronically you should send these proofs as attachments to your email submission.

A couple of hints that might help you make your event even more successful might come in handy. Remember: that **while one of the purposes of the event is to have fun, you need to practice safety** as well. **Having a safety officer for the site is a good idea**. Make certain antennas are away from power lines. Generators should be grounded properly and operated carefully. Guy wires for temporary structures or towers need to be well marked. The safety officer needs to work closely with the Field Day Chairman to ensure everyone has a safe, as well as fun time.

**If you have questions about Field Day after reviewing the rules and packet, drop an email to [fdinfo@arrl.org](mailto:fdinfo@arrl.org) or phone (860) 594-0232 and we will be happy to help you. Field Day is the most popular amateur radio operating event in the US and Canada. Please contact the ARRL Contest Branch if we can assist you in some way to help ensure your Field Day operation this year is the best ever!**

Revised 1/2017

## VHF Operation and Field Day: FAQ's, Tips and Guides for Getting More Field Day QSOs

By: Steve Ford, WB8IMY, Editor, QST & Sean Kutzko, KX9X, ARRL Public Relations Manager



When most hams think of Field Day, they automatically envision a stampede of activity on the HF bands. While this may be true, there is a gold mine of contact points on the bands above 30 MHz. **ALL** “Class A” and “Class F” stations are able to have a free VHF station to make extra QSOs towards their Field Day score. Adding an experienced VHF team to your Field Day effort can pay big dividends. Many efforts to gain points from a VHF station in the past have not succeeded because the operating protocols on VHF are not known to hams who operate mostly HF, and they simply do not know where or when to transmit. This guide attempts to answer some basic questions about VHF operating so your club can utilize their VHF station to its maximum potential.

### Terrestrial VHF Communication

During the summer months, sporadic-E propagation comes into full force, opening the door for possible long-haul QSOs on 6 Meters across the country. During exceptional openings, Sporadic-E is possible on 2 Meters, too. Tropospheric enhancement on 2 meters and 432 can occur as well, allowing communications as far as several hundred miles. Sporadic-E is, by definition, unpredictable; nobody knows when it will occur. While it can occur at any time, it seems to occur most often in the afternoon and evening. Tropospheric conditions are generally best in the early-morning hours, especially on 2 meters and 432 MHz.

It is also possible to have VHF bands that are completely dead, or openings that only last a very short period of time. VHF bands generally do not function like HF, and require some enhanced propagation conditions to come to life. Two of the best tools for using the VHF bands are patience and perseverance.

### General VHF Tips

Technician-class licensees have full privileges on 6 meters and up. However, don't make the mistake of leaving an inexperienced Technician (or any class licensee, for that matter) at the VHF station without some guidance; you may end up with a very dissatisfied operator. Recruit an experienced VHF operator to your team and let them provide instruction for those unfamiliar with VHF operating techniques.

Feedline losses are much higher on VHF frequencies than HF. If you're going to set up a VHF station, use high-quality coaxial cable. RG-8 is the bare minimum; do not even bother to use RG-58 or RG-59, as the losses will be substantial. Keep the runs as short as possible; the extra coax from a piece that is much longer than required is wasting your power.

Many VHF operators use Maidenhead grid squares to help identify their location more precisely. Some collect grids, much like HF operators try to work all States or DXCC countries. Know what grid square your Field Day operation is in; while exchanging grids is not required for a Field Day QSO, many VHF'ers you work will want to exchange grids. You can get more information on grid squares here: <http://www.arrl.org/grid-squares>

The VHF bands are generally “line-of-sight” bands, so antenna height is critically important on the VHF bands. “The higher, the better” is definitely true! If possible, set your VHF station at the highest elevation point of your Field Day site. If your Field Day site is in a valley or has high hills surrounding it, your VHF operations may suffer.

The band plans for 6 meters and 2 meters do not follow HF band plans. For example, if you think you will call CQ FD on 6 meter CW at 50.025 MHz because that's near the bottom of the band, you're not going to work a lot of people. Read the next section for tips on where to find the action.

## CW/SSB

Most long-haul communications on the VHF bands take place on USB or CW. Horizontally-polarized yagis or loops are the preferred antenna for SSB/CW VHF communication. Even a dipole on 6 meters will work nicely, and is less than 10 feet long.

Attempting VHF SSB/CW communication with a vertically polarized antenna, especially on 2 meters and higher, will reduce your ability to hear stations and be heard by others by as much as 20 dB. Make sure you use horizontally-polarized antennas when attempting SSB/CW VHF work.

### Important 6 Meter SSB/CW tips:

- 1) 6 meter SSB activity is from 50.125 to 50.200 MHz, and can go up to 50.300 MHz if the band is open and packed with signals.
- 2) 6 meter CW activity will range from 50.080 to 50.100 MHz. from 50.000 to 50.080 MHz, you can listen for CW beacons to help see if the band is open. Remember, per FCC Rules, the range 50.000 to 50.100 MHz is limited to CW only!
- 3) 6 meter Digital activity is generally from 50.250 to 50.300 MHz – with Meteor Scatter FSK/MSK activity from about 50.250 to 50.290 MHz.
- 4) 50.100 to 50.125 MHz is the 6 Meter DX window, which is reserved for stations attempting intercontinental QSOs. **Do not make Field Day QSOs in the DX Window.** There are many non-Field Day operators that focus on 6 meter DX'ing and request the DX window be kept clear. Remember, per FCC Rules, the range 50.000 to 50.100 MHz is limited to CW only!
- 5) The 6 Meter SSB calling frequency is 50.125 MHz. If you spin the dial and don't hear many callers, you can call CQ on the calling frequency. However, do not monopolize the calling frequency; if the band is open, find a clear frequency above 50.125 and call CQ there. Remember, per FCC Rules, the range 50.000 to 50.100 MHz is limited to CW only!
- 6) If 6 meters is open, point your antenna in the direction of the location of stations you're hearing. If there isn't a big opening occurring, rotating your antenna in different directions every 15 minutes or so will increase your chances of being heard in different parts of the country. Under poor conditions, try to aim your antenna toward large population centers.

### 2 Meter SSB/CW Operating Tips

- 1) The 2 meters SSC/CW calling frequency is 144.200 MHz. As with 6 meters, please do not monopolize the calling frequency. Remember, per FCC Rules, the range 144.000 to 144.100 MHz is limited to CW only!
- 2) Activity will range between 144.170 to 144.230 MHz in densely populated areas. If you live in a more rural part of the country, activity will be much more centered around the calling frequency.
- 3) Once again, horizontally-polarized antennas are the custom. A 5 or 6-element Yagi on 2 meters works very well, but larger is generally better. Higher is better, too!
- 4) If you're not working many stations, rotate your antenna about 30 degrees every 5-10 minutes to maximize coverage to all areas.. Point towards high-population areas when possible.



For 222 and 432 MHz, the calling frequencies are 222.100 and 432.100 MHz.

## **FM**

For Field Day operating, FM is probably the easiest VHF mode to implement. You'll have little trouble finding FM rigs to use; even a hand-held transceiver can make a fine Field Day rig. **FM doesn't have the range of CW or SSB**, but it is the most popular communications mode on the VHF and UHF bands. You'll find the greatest amount of FM simplex activity on the 2-meter band, although 6 meter FM may be worth a try as well. **Remember that Field Day rules prohibit the use of repeaters.** This means you'll have to hunt for contacts on the recognized simplex frequencies.

Unlike CW and SSB, most FM operators use vertically polarized antennas. To maximize your signal coverage, you'll want to use vertical polarization, too (though horizontal does work). A small beam antenna mounted in the vertical-polarity position (elements perpendicular to the ground) is one suggestion. An alternative is a simple omnidirectional antenna such as a ground plane. Since most of your contacts will be local, an omnidirectional antenna may be nearly as effective as a beam.

There are many 6 meter FM operators, and if the band is open, 6 Meter FM could yield some long-haul QSOs. Monitor the 6 meter calling frequency at 52.525 MHz; simplex QSOs will be possible around the calling frequency. Open your squelch so weak signals will be heard. As with SSB/CW work, please do not monopolize the calling frequency.

## **SATELLITES**

Satellites are a blast on Field Day! Of course, to use a satellite you have to know when it will be passing across your local sky. One easy way to obtain pass predictions is on the AMSAT Web site at [www.amsat.org/track/index.php](http://www.amsat.org/track/index.php). Just print the predictions for the satellites you intend to use. There are also satellite tracks apps for the iPhone as well as Androids.

### ***FM Birds: SO-50***

Do you have a dual band VHF/UHF FM rig that can receive below 437 MHz? You can try the SO-50 satellite using the frequency table below to program the radio's memories so that you can compensate for Doppler shifting by simply changing memory channels. This will help you keep the satellite properly tuned in from Acquisition of Signal (AOS) to Loss of Signal (LOS).

SO-50

Time	Transmit	Receive
AOS (start)	145.850	436.805
Zenith -3 Minutes	145.850	436.800
Zenith (maximum)	145.850	436.795
Zenith+3 Minutes	145.850	436.790
LOS (end)	145.850	436.785

Just switch the memory channel for the strongest and least distorted signal. No need to change the transmit frequency.

Note that you'll need to use a 67 Hz CTCSS tone on the 2 meter uplink to access SO-50.

Another FM satellite is Fox-1A, known as AO-85. It has a 2 meter downlink and a 70CM uplink. Fox-1A has Automatic Frequency Control (AFC) on the receiver so you may not have to compensate for the Doppler. Set your transmit frequency to 435.172 and receive on 145.978. Use 67.0 Hz PL to keep the satellite from timing out. Narrow Band FM works best on the uplink. **There may be other FM birds active during Field Day, Again, check the [amsat.org/status](http://amsat.org/status) page for up-to-date reception reports.**

One important thing to remember is that the ARRL Field Day rules have changed in regards to these single-channel FM satellites. **Stations participating in ARRL Field Day are limited to one (1) QSO on any “birds” that fall into the single channel FM classification.** This change is to allow more groups the opportunity to experience the thrill of satellite communications. *Once you have made one successful FM Satellite QSO, PLEASE allow other Field Day groups the same opportunity at bonus points that you had. Now that SO-50 is the one of the few functioning FM satellite, usage will be exceptionally high.*

Keep in mind that it will be very difficult to make contacts on the FM birds when the satellites are over populated areas of the United States. There may be tens if not hundreds of operators transmitting at the same time during a pass. The option is to consider making contacts on the linear (analog) satellites which support multiple simultaneous QSO's. There are many linear satellites to choose from and your chances of success can be vastly improved by doing so.

### **SSB/CW Satellites**

Operating on linear birds requires that you operate full duplex in order to determine that you are listening on the correct frequency. You can operate by manually tuning your radios or you can use a computer to control them. Programs such as SatPC32 and Orbitron can control your radios and also predict when passes are in view. There are many functioning linear satellites. Go to [www.amsat.org/status](http://www.amsat.org/status) to see a list of them and their status.

One of the best linear birds is FO-29. It has a 2M uplink and a 70CM downlink along with a very large footprint. The original Funcube satellite AO-73 is another one to try. It has a 70CM uplink and a 2M downlink. There are also several Chinese birds, XW-2A, XW-2B, XW-2C, XW-2D and XW-2F that work very well. Information on all of these satellites, as well as others that may be active, can be found by clicking the satellite name on the [amsat.org/status](http://amsat.org/status) page.

These are excellent SSB/CW birds and you can work it with a fairly minimal setup. The tricky aspect is that these satellites have *inverting transponders*. Transmit using LSB on the uplink, and receive using USB on the downlink. If you transmit at the high end of the passband (see below), the satellites will repeat your signal at the low end of the passband.

	<i>Uplink Passband (LSB)</i>	<i>Downlink Passband (USB)</i>
FO- 29	145.900 – 146.000 MHz	435.800 -- 435.900 MHz
AO-73	435.150 – 435.130 MHz	145.950 – 145.970 MHz
XW-2A	435.030 - 435.050 MHz	145.665 - 145.685 MHz
XW-2B	435.090 - 435.110 MHz	145.730 - 145.750 MHz
XW-2C	435.150 - 435.170 MHz	145.795 - 145.815 MHz
XW-2D	435.210 - 435.230 MHz	145.860 - 145.880 MHz
XW-2F	435.330 - 435.350 MHz	145.980 - 146.000 MHz

The best way to be successful is to practice working the satellites prior to Field Day. Try to find someone in your area who has experience in working the birds. If you have questions and cannot find someone locally, go to [amsat.org](http://amsat.org) and click on 'AMSAT' on the left. Scroll down the list to "Area Coordinators" and find someone in your state. However, anyone on the list will be happy to help you.

Lastly, please be mindful of your transmit power. It is not necessary to transmit with more than 5-10 watts for successful satellite operation; more power than that, and you risk damaging the satellite. IT also can affect satellite receiver performance, which will affect all users of the satellite during the pass. Be considerate of others using the satellite.

Good luck with your satellite Field Day Operation!

For more detailed information about satellite operating, pick up a copy of the ARRL Satellite Handbook. You can order on the Web at [www.arrl.org/catalog/](http://www.arrl.org/catalog/) or call **1-888-277-5289**.

### **Some Final Considerations**

**When it comes to VHF/UHF operating, antenna height is everything** (the only exception is satellite operation). To make the most of your VHF/UHF capability, you'll need to mount your antennas on portable supports or select a hill or mountain for your Field Day site. Feed line loss is substantial at VHF and UHF, so use the best coaxial cable you can find. If you exploit the VHF/UHF bands to their full potential, you'll be surprised at how many points you'll add to your score. And if the HF bands are dead, VHF and UHF may save the day!

**Revised: 1/2017**

## Class F Station FAQs

### **Q. Why an EOC category for Field Day?**

A. Class F encourages ARES, RACES and local radio club groups to develop working relationships with their EOC and to practice their existing emergency plans.

### **Q. What qualifies as an EOC?**

A. To qualify it must be either a) a Federal, State, County, City or other Civil Government agency or administrative entity; or, b) a chapter of a national or international served agency (such as American Red Cross or Salvation Army) with which your local group has an established operating arrangement. Private corporate EOCs generally do not qualify for Class F status.

### **Q. Our county EOC is wired for emergency power but it will not be used during Field Day. May we still claim the emergency power bonus for each transmitter?**

A. We understand that it is costly for an EOC to run their emergency power generators for an extended period to accommodate a Field Day operation. In order to claim the bonus a Class F station must provide a statement from an EOC official showing that a test of the emergency generating equipment was made during the Field Day period. If such documentation is provided, the Class F station may claim the emergency power bonus.

### **Q. We are going to use the county mobile van for Field Day. Does that qualify us as an EOC station?**

A. The intent of the EOC station is to practice what you would do during an EOC-initiated activation. If the county van is simply dropped at your operating location and there is no other EOC-staff or personnel involvement at the site during Field Day, that does not meet the intent of the Class F rules. Unless county staff stays and fully participates in your operation as they would during an emergency this does not qualify. They can't simply drop it for your use in an emergency while they go back to their headquarters to handle the emergency. Using the van does not automatically qualify you as an EOC station.

### **Q. Our group doesn't have a working relationship with the local EOC. We really don't want to bother the folks at the EOC. May we simply set up in the parking lot of their building and enter the category?**

A. In order to enter as Class F, you must have **actively planned and coordinated** the operation with the representatives of the EOC being activated. Simply setting up in the parking lot without maintaining an active liaison to the actual EOC during the duration of Field Day makes you Class A rather than Class F. The point is to build your relationship with the EOC personnel, not simply erect a station close to them.

### **Q. Our EOC is not accessible by the general public. How may we earn the bonus points for setting up in a public place and the information booth?**

A. Set up your non-transmitting exhibits in an area of the EOC with public access. You could incorporate your information table into this set-up and claim the bonus points. You may also set up your information booth in an area away from a secured EOC provided it is in an area with public visibility and access.

### **Q. May Class F stations have a GOTA station and the additional VHF station?**

A. Unless otherwise stated, all provisions of Class A stations apply to the Class F operation. All Class F stations may have a free VHF station and those operating at least as 2F may have a GOTA.

### **Q. Because of space considerations, our established Emergency Operations plan with the County officials is structured such that we utilize staffed VHF/UHF links between the EOC with an off-site HF operating location. Do we qualify as an EOC station?**

A. The key is that this is how your established emergency operating plan would operate. If the operating site at the EOC being served has an established HF presence, the Class F station should be operational from the EOC. If your Emergency Operating plan relies on linking the EOC to a principle off-site operation, the off-site location may operate as a Class F station, provided the link and presence with the EOC is established and maintained during the entire Field Day operation. Doing this simply to avoid setting up a Field Day station at the EOC is not consistent with the intent of the rules.

### **Q. My company has an EOC that we use during an emergency. Does this allow us to operate there and qualify as Class F?**

A. Generally, the answer is No. The EOC of private companies usually do not qualify as Class F stations. An EOC set up for a company's business continuity plan in an emergency might be called an EOC by the company but it doesn't qualify as an EOC under these rules. In some rare circumstances, such as the local utility company that is a direct part of the overall local/town/city/county emergency operating plan, a non-governmental EOC might qualify. But an EOC whose purpose is to support a company's business during an emergency does not qualify for Class F. If you have questions you should contact the ARRL Field Day Manager for clarification or interpretation.

# GOTA Station FAQs



**Q. What is the GOTA station?**

A. It is an opportunity for any Technician or Novice licensees, newly licensed amateurs, other generally inactive licensees, and non-licensed persons to experience first-hand the fun of amateur radio by allowing them to **GET ON THE AIR (GOTA)**.

**Q. How many GOTA stations may a club have on the air?**

A. A club may employ only one GOTA station.

**Q. What are the bands for the GOTA station?**

A. The GOTA station may operate on **any amateur band on which Field Day operation is permitted (HF or VHF) for which the control operator has operating privileges..**

**Q. What modes may the GOTA station use?**

A. **The modes and frequencies are determined by the license class of the control operator of the GOTA station. There must always be a control operator with operating privileges for the frequencies and modes desired present at the control point of the GOTA station any time it is transmitting.**

**Q. May a non-licensed person operate the GOTA station?**

A. **A non-licensed person may never operate an amateur transmitter.** They may *participate* at the GOTA station by speaking into the microphone, sending CW, or making digital contacts **but may do so only under the direct supervision of a properly licensed control operator at the control point of the transmitter.**

**Q. What callsign does the GOTA station use?**

A. **The GOTA station uses a callsign different from the call used by the group's main Field Day operation. The GOTA station must use the same, single callsign for the duration of Field Day.** Remember that you must have permission of the holder of the callsign in order to use it for the GOTA station. Also remember the rules of station ID. A two-by-three call issued to a Technician licensee may be used, but if the call is being used outside of the Technician privileges of the licensee, it must also include the callsign of the control operator (WA4QQN/N1ND for example), who must be present at the control point.

**Q, What Field Day exchange does the GOTA station send?**

A. GOTA stations use the same exchange as its "parent" station.

**Q. Who may the GOTA station contact?**

A. The GOTA station may contact any other amateur radio station, with a couple of exceptions. The GOTA station may not work its "parent" Field Day station. It may not contact any station operated by a person who was involved with their group's Field Day operation. **Remember that if a DX station is involved, the FCC rules involving Third Party traffic apply.** A station worked by the group's main Field Day set-up may be worked again by the GOTA station and not considered a dupe.

**Q. What is considered a generally inactive licensee?**

A. The GOTA station is not for everyone. The generally inactive licensee provisions pertain to someone who holds a General or higher class license but has been inactive. The intent and the spirit of this station is to provide an opportunity for persons to gain on-the-air experience and progress to operating the regular club stations in the future. The intent is not to develop a group of "permanent GOTA Field Day operators". This is also not a station that a club "ringer" operates in order to rack up points. **The list of operators of this station must be submitted with the Field Day entry.** For example, a "seasoned" operator who has been away at college and off the air for a couple of years really is not considered a generally, inactive amateur.

In order to claim the GOTA bonus, the club/group must provide a list of operators and the number of QSOs each operator makes at the GOTA station. **Clubs should use their best judgment in determining the operators of the GOTA station.**

**Q. May someone operate both the GOTA and the main Field Day stations?**

A. It is permissible for someone to operate both GOTA and the main stations. However, remember that to use the GOTA station, you must meet the requirements of license class and be generally inactive. It is not permissible for a seasoned operator to operate the GOTA station.

**Q. I am an active Novice licensee. May I operate the GOTA station?**

A. Yes. The GOTA station may be operated by any Novice or Technician licensee, under the terms of their license privileges, or under the supervision of a control operator.

**Q. How do I calculate the GOTA bonus points?**

A: Please refer to the separate GOTA Scoring FAQ in this packet.

## GOTA Scoring FAQ



In addition to the regular QSO points earned, the individual operator of a GOTA station can earn points as follows:

- The individual operator of a GOTA station can earn 20 bonus points when they complete 20 QSOs.
- The individual operator of a GOTA station can then earn an additional 20 bonus points for each additional 20 QSOs completed up to 100 QSOs (each individual GOTA operator can earn points). Each individual operator may make additional contacts for credit beyond the 100-QSO level, but only the first 100 qualify for the bonus points.
- Additional operators may also earn the 100-point bonuses for a GOTA station, up to the maximum of 500 QSOs allowed for the GOTA station.
- If the GOTA station is supervised full-time by a designated GOTA Coach, the earned bonus points doubles (the 20 points for 20 QSOs becomes 40 points, 100 points for 100 QSOs become 200 points, etc).

### **Q. Do you have to be a licensed amateur to operate the GOTA station?**

A. An unlicensed person may never operate an amateur station. As per the FCC rules, they may *participate* by speaking the message but there must always be a licensee at the control point of the GOTA station with an operator's license class that allows them to use the band and mode being used.

### **Q: What is the maximum number of QSOs that may be completed and claimed by operators of the GOTA station?**

A: 500.

### **Q: How do you earn GOTA bonus points?**

A: The operator of the GOTA station earns a 20-point bonus for completing 20-QSOs at the GOTA station. In addition, they earn an additional 20-point bonus for every 20 QSOs they complete up to 100 QSOs per operator. These QSOs do not have to be made all at once – they can be a cumulative total for operation at the GOTA station during Field Day by the operator.

### **Q. May an operator make more than 100 QSOs at the GOTA station?**

A: Yes, but they only receive bonus points for each 20 QSOs up to 100 QSOs. Any additional QSOs beyond the 100 do count towards the 500-QSO limit for the entire GOTA operation. You still receive the regular QSO credit for QSOs over 100 made by an operator, but the maximum bonus points for any individual operator is 100 (excluding the double bonus described below).

### **Q: I completed 85 QSOs at the GOTA station. How many bonus points do I receive?**

A: Since you completed at least 80 QSOs you receive an 80-point bonus, 20 points for reaching the 20, 40, 60 and 80 QSO levels.

### **Q: I completed 85 QSOs at the GOTA station and my friend completed 75. That's a total of 160 QSOs. Can we combine our efforts for 160 bonus points?**

A: The bonus points are given for the effort of each individual operator. You would qualify for four -20-point bonuses (80 points) and your friend qualifies for 60 bonus points for completing reaching the 60 QSO level for a total of 140 bonus points. You cannot "pool" the additional QSOs to reach another 20-point bonus level.

### **Q: How do I earn the "GOTA Double Bonus"?**

A: In order for the bonus points for the GOTA station to be doubled, there must be a designated GOTA "Coach" or "Mentor" working and present with the GOTA station whenever it is in operation.

### **Q: Our designated GOTA Coach will be operating the 15-meter CW station in the next tent, with the instructions that if we need them we know where to go get them. Does this affect our double bonus?**

A: The GOTA Coach must be physically present at the GOTA operating position and monitoring/teaching the GOTA operators any time it is being used to be eligible for the double bonus points. The double bonus is to compensate for the GOTA Coach not being at other stations operating, so they may not be involved in any other station while they are serving as the GOTA station coach.

### **Q: Some of our GOTA operators are comfortable making QSOs without a Coach while others need the Coach. How does this affect the scoring of the GOTA bonus points?**

A: In order to qualify for the double GOTA Bonus, the GOTA Coach must be present at any time the GOTA station is being operated. If the double bonus does not apply to all QSOs for the GOTA station, it cannot be applied to any.

### **Q: Our GOTA Coach wants to go home to sleep. Does this mean we lose the double bonus?**

A: You don't have to have only one person serving as the GOTA Coach. Several experienced operators may serve as GOTA Coaches. As long as at least one of them is present while the GOTA station is operating, you can still claim the double bonus.

### **Q: How do we claim the GOTA Bonus?**

A: First, mark the appropriate area in Item 15 on the Summary Sheet. Then in Item 19 on the Summary Sheet, you must list the name and/or callsign of each operator of the GOTA station for which you are claiming the bonus, the number of QSOs completed by that operator, and the number of bonus points you are claiming earned by that operator. If you do not complete Item 19, the GOTA bonus may be disallowed.

# Public Relations Strategies for Field Day

Sean Kutzko, KX9X ARRL Media and Public Relations Manager



Field Day is Amateur Radio's open house. Showing the public who we are and what assets we bring to our communities helps keep Amateur Radio visible, which is important to the long-term sustainability of our service and hobby.

By the time your club is setting up the antennas, your PR and outreach strategy should have been in operation for quite some time. Experience has taught us that promoting your Field Day effort is a task that should be assigned to a specific person, just as you would have a person responsible for the generator or captain of a specific station. If your club has a Public Information Officer, or *PIO*, this task is right up their alley. If you don't have one, find a club member who is articulate, outgoing and comfortable talking with strangers to be your club's spokesperson. Depending on the size of your Field Day effort, it may be helpful to have additional PR volunteers, who agree to be on hand to talk with visitors. Reach out to schools, churches, other civic groups (Scouts, 4-H, etc) and invite them to come visit and learn.

ARRL has given clubs a way to promote Field Day to your community and earn your club up to 600 additional points for your club's score. Take advantage of these bonus points!

- 1) Set up in a public location: Lots of clubs like to set up away from high-traffic areas, like a hilltop or a campground. By setting up in a parking lot of a shopping mall or community center, you increase Amateur radio's visibility to your community. Reward: 100 points.
- 2) Spread the word: Advise your local newspapers and TV and radio stations of your plans. Your club's Public Information Officer (PIO) should have a list of media contacts in your area already developed. Issuing a press release to professional media draws the public to your Field Day site and keeps Amateur Radio in the public eye. A sample press release and tips for press release success are included. Reward: 100 points/
- 3) Don't forget social media! Keep your club's FaceBook page active with updates, photos and information on how your Field Day is going. Use Twitter to tweet your experiences to your followers and include the hash tag #ARRLFD to keep your club visible on the national level. And be sure to build your social media network with local media outlets, reporters, bloggers, and other community VIPs. Reward: 100 points.
- 4) Create and staff a welcome table: A formal welcome table complete with an engaging greeter and brochures about Amateur Radio helps visitors to your site feel more involved. Provide tour guides to help steer your visitors through your site and explain what your visitors will see and hear. Include a signup sheet for visitors to provide contact information, so your club can follow up with those who want to learn more about Amateur Radio. Reward: 100 points.
- 5) Get your local elected officials to visit: Making our state, county and local elected officials aware of how Amateur Radio can benefit your community is a critical outreach goal. Extend the invitation to all your elected governmental representatives; if you invite them and they show up, everybody benefits! Reward: 100 points.
- 6) Build relationships with served agencies: Most ham radio clubs involved with public service either want to build relationships with their local served agencies or maintain them. Instead of going to their office and giving a lecture about what Amateur Radio is, invite them to come see and experience your group in action. Reward: 100 points.

Your efforts to promote Field Day could have a much greater effect than merely boosting your score by 600 points. If done properly, you can raise awareness about Amateur Radio within your community, which could have an impact on relationships with your local first responders, open minds of city council members on issues of antenna restrictions, and a host of other benefits. Do your best to showcase Amateur Radio; it can make a world of difference!

## PUBLICITY TIP SHEET

### *-Ideas to help you promote Amateur Radio Week and Field Day-*

1. Retype the enclosed news release onto your club letterhead. Be sure to fill in your club's name and contact in the appropriate blanks. Feel free to lift any text from this release and add it to one you've already created.
2. Mail, email or fax the news releases to the city editor of your local paper, radio and television stations. Follow up with a telephone call within a few days to see that it was received and offer any additional information. When making follow-up calls, first ask the reporter if he or she is on deadline and if there would be a better time to call back.
3. Field Day may be a training exercise that the media will enjoy, but talk about all aspects of what Amateur Radio is: Public Service, a hands-on way to learn science, and a great time.
4. Avoid Amateur Radio jargon in any press materials and in conversations or interviews with media representatives.
5. Designate someone who will be able to greet media, talk about Amateur Radio and explain what is happening at your Field Day event. Be sure the person you pick is your most articulate spokesperson and is appropriately dressed. Remember that appearance is credibility.
6. Utilize all that social media has to offer. If your club doesn't have a Facebook page or Twitter account, get one now. Find a club member to be your social media content developer. "Friend" or "follow" as many local media representatives as you can. Provide regular content to your social media pages, so your club doesn't appear to be stagnant. Push your press release via your social media outlets, and invite local journalists via social media to visit your Field Day site. Remember that the ARRL has added a 100-point bonus for active use of established social media outlets to promote Field Day.
6. Take a lot of good *action photos* of your Field Day event. If you are interested in submitting your pictures for possible use in *QST* or elsewhere, be sure to use a good camera and use high resolution .jpg. Avoid taking shots of people just standing about or backshots of people on a radio. Get faces. Get smiles! Get pictures that show movement and action in them. Post your story and photos to the Field Day Soapbox at [www.arrl.org/soapbox](http://www.arrl.org/soapbox). Email pictures to [contests@arrl.org](mailto:contests@arrl.org) with Youth Photo Release if any young persons depicted are under 18 years old.
7. Give the enclosed backgrounders to reporters looking for more information or use them to help you write up your own publicity materials.
8. Post colorful, easy-to-read fliers in prominent places: libraries, supermarkets, schools, etc.
9. Invite your mayor or other local official to your Field Day site. Get photos!
10. Write a letter to the editor of your local paper and invite readers to visit your Field Day site and learn more about Amateur Radio.
11. Order brochures for non-hams to learn more at your Field Day site. Brochures from ARRL are free, but you must cover shipping charges. [www.arrl.org/shop/Brochures-Handouts-and-Exhibit-Supplies](http://www.arrl.org/shop/Brochures-Handouts-and-Exhibit-Supplies)



Contact:

[LOCAL CONTACT's NAME] [LOCAL CONTACT's TITLE, if any]

[EMAIL]

[AREA CODE & PHONE]

Amateur Radio "Field Day" June 24 – 25 Demonstrates Science, Skill, and Service

[date, 2017]

Members of the \_\_\_\_\_ [club name] \_\_\_\_\_ will be participating in the national Amateur Radio Field Day exercise, June 24 – 25 at \_\_\_\_\_ [Location] \_\_\_\_\_. Since 1933, ham radio operators across North America have established temporary ham radio stations in public locations during Field Day to showcase the science and skill of Amateur Radio. This event is open to the public and all are encouraged to attend.

For over 100 years, Amateur Radio — sometimes called ham radio — has allowed people from all walks of life to experiment with electronics and communications techniques, as well as provide a free public service to their communities during a disaster, all without needing a cell phone or the Internet. Field Day demonstrates ham radio's ability to work reliably under any conditions from almost any location and create an independent communications network. Over 35,000 people from thousands of locations participated in Field Day in 2016.

"It's easy for anyone to pick up a computer or smartphone, connect to the Internet and communicate, with no knowledge of how the devices function or connect to each other," said Sean Kutzko of the American Radio Relay League, the national association for Amateur Radio. "But if there's an interruption of service or you're out of range of a cell tower, you have no way to communicate. Ham radio functions completely independent of the Internet or cell phone infrastructure, can interface with tablets or smartphones, and can be set up almost anywhere in minutes. That's the beauty of Amateur Radio during a communications outage."

"Hams can literally throw a wire in a tree for an antenna, connect it to a battery-powered transmitter and communicate halfway around the world," Kutzko added. "Hams do this by using a layer of Earth's atmosphere as a sort of mirror for radio waves. In today's electronic do-it-yourself (DIY) environment, ham radio remains one of the best ways for people to learn about electronics, physics, meteorology, and numerous other scientific disciplines, and is a huge asset to any community during disasters if the standard communication infrastructure goes down."

Anyone may become a licensed Amateur Radio operator. There are over 725,000 licensed hams in the United States, as young as 5 and as old as 100. And with clubs such as \_\_\_\_\_ [name of your club] \_\_\_\_\_, it's easy for anybody to get involved right here in \_\_\_\_\_ [name of your community] \_\_\_\_\_.

For more information about Field Day, contact \_\_\_\_\_ [your club's Field Day contact info] \_\_\_\_\_ or visit [www.arrl.org/what-is-ham-radio](http://www.arrl.org/what-is-ham-radio).

###

# The Four Steps Toward Successful Field Day News Releases

By Jim Mulvey, KS1A

When last year's local club's Field Day publicity didn't make it into the newspaper, the Publicity Chairman couldn't understand why! After all, he wrote a news release and mailed it with plenty of time to spare. Still, it was passed by. Why? Because there are very specific steps you must follow to ensure that:

1.The right person actually reads your release. (Most are thrown out after a quick look.)

2.They print it.

Step 1. Know what you're up against.

First, the old days of the Spartan "just the facts" news release are over. At one time, all you needed to do was a straightforward "who, what, where, when and why" in the first paragraph with no editorializing. It's still being taught that way in journalism school, but it's not the way it's done in the real world!

Step 2. Understand that the biggest problem is having your release tossed in the trash.

At every media outlet (newspapers, television, and radio stations) there is one person who opens the news release mail. They can get a ton of releases every week; they are gathered up and opened by hand one-by-one, and unfortunately, the person must make a quick decision as to the importance of each one.

You must make sure the release is of interest to the readers. **If your town paper is the Billerica News, then make sure that "Billerica Radio Amateurs" are mentioned prominently!** You must catch the person's attention with the first couple of lines in your release or out it goes! Worse, the person who opens the release may make a decision based upon what your envelope looks like. If it's very amateurish-looking, you may not even get a serious first glance. When writing the release, walk the fine line between making it exciting and keeping it factual.

Step 3. Delivering your release to its target.

We've included a sample news release for you to "customize" for local consumption. A good way to get it thrown away is to just drop it in an envelope and mail to your media outlet. That's not enough! Call the station or newspaper and ask for the city editor or assignment editor (for radio and TV). Get a name. Then, ask for the fax number or direct email address.

Fax it to them! The fax is the fastest way to cut through the protective layers a company uses against their telephone and mail.

While each outlet has their own preferences for receiving things, a fax will generally get through more often than an email. Send your release a week in advance.

Step 4. The Closer.

Include a contact telephone number. We've actually had newspapers call us back and ask to do a full story on the club! Getting publicity is more of an art than a science. It's important to remember that just writing and sending it isn't enough. Follow the steps, sound friendly but confident, don't try to come off as if you're promoting something as important as a medical breakthrough. Be sure to mention that the site looks great for cameras and photographers. Give them the name of a contact person and best time to show up. Follow through and you just may score with every release you send.

## **Field Day PR - Before, During and After**

### **Before:**

- 1) Create a list of media contacts in your area. Include phone numbers and email addresses. Connect with them on Facebook and Twitter and other social media accounts.
- 2) Bring up the need for PR at your club's Field Day planning meeting. Begin recruiting volunteers for the info booth at your site.
- 3) Send out initial press releases and invitations to officials no later than May 15; earlier if possible. Begin sending out regular updates via your social media accounts.
- 4) Create a schedule of who will man your information table and list what their duties are.
- 5) Follow up with press releases one week after you send them.
- 6) If you don't receive any replies to invitations by June 1, make a second inquiry.

### **During:**

- 1) Make one more call to the media if time allows.
- 2) Keep your social media stream active with photos, posts and invitations for the public to come visit.
- 2) Greet media representative(s). Get their business card.
- 3) Have printed fact sheets or backgrounders available for media to take with them.
- 4) Don't interrupt or interject during media interaction unless absolutely necessary.
- 5) Be sure media representative has accurate spellings of names, titles and call signs.

### **After :**

- 1) Thank media representative(s) if appropriate.
- 2) Be sure to get ample copies of coverage.
- 3) Share coverage with participants, club members and the ARRL. Post on your club's Facebook page.
- 4) Look for "secondary exposure" opportunities.

**2017 - Sample Field Day invitation letter to elected representatives or officials from served agencies**

**(copy this on your club letterhead, if you have some)**

[Name of invitee]

[Title of invitee]

[Address]

[City, State, Zip]

[Date, 2017]

Dear [Name of invitee],

As **your title** of **your club's name**, I would like to extend an invitation for you to meet with the Amateur Radio operators of your community as we participate in the national Field Day event, **date/time** at **location**.

Amateur Radio operators provide a critical public service for our community; during times of disaster, we are able to provide reliable communications when the normal infrastructure is offline. Licensed by the Federal Communications Commission and trained in the art and science of radio communication and basic electronics theory, we own and maintain our own communications equipment and are prohibited by federal law from receiving payment for our services. ARRL, our national organization, has built relationships with several served agencies including FEMA, the Red Cross, the Salvation Army and many others.

This public service is easily extended during non-emergency civic events, such as parades, marathons, and street festivals.

Field Day is our chance to show the science, service and skill we can offer to our community free of charge. We would love the opportunity to show you our capabilities in person.

I look forward to hearing from you soon.

Regards,

**Your Name**

**Your Title**

## 2017 - Sample Proclamation

While there is no bonus for having an official proclamation issued by state or local authorities, it is always a good way to stir up interest and public awareness.

On occasion clubs will seek to have the local town or city mayor/officials proclaim an "Amateur Radio Week.." While there is no bonus for such a proclamation, it is good recognition for the club and amateur radio. *The following is a rough draft of language for a proclamation. Modify it to fit your local city or regional leadership.*

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**Whereas**, Amateur Radio operators are celebrating over a century of the miracle of the human voice broadcast over the airwaves; and

**Whereas**, Amateur Radio has continued to provide a bridge between peoples, societies and countries by creating friendships and the sharing of ideas; and

**Whereas**, Amateur Radio Operators have also provided countless hours of community services both in emergencies and to other local organizations throughout these decades; and

**Whereas**, these Amateur Radio services are provided wholly uncompensated; and

**Whereas**, the State also recognizes the services Amateur Radio's people also provide to our many Emergency Response organizations, including add local and gov't served agencies; and

**Whereas**, these same individuals have further demonstrated their value in public assistance by providing free radio communications for local parades, bike-a-thons, walk-a-thons, fairs and other charitable public events; and

**Whereas**, the state/city of \_\_\_\_\_ recognizes and appreciates the diligence of these "hams" who also serve as weather spotters in the Skywarn program of the US Government Weather Bureau; and

**Whereas**, the ARRL is the leading organization for Amateur Radio in the USA; and

**Whereas**, the ARRL Amateur Radio Field Day exercise will take place on June 24-25, 2017 and is a 24 hour emergency preparedness exercise and demonstration of the Radio Amateurs' skills and readiness to provide self-supporting communications without further infrastructure being required; now

**Therefore**, I name, title of the place, do hereby officially recognize and designate June 19-25 as

**Amateur Radio Week**

In the place

Signed \_\_\_\_\_

Title \_\_\_\_\_

Seal

(Updated 1/2017)

## SOCIAL MEDIA & ARRL FIELD

### #ARRLFD

Promoting your club's Field Day effort just got even more rewarding! Using social media such as Facebook, Twitter, Instagram, Google+ and others can earn you a quick 100 points toward your Field Day score.



You can use social media to announce your Field Day site, invite the public, interact with elected officials or your local served agencies, post photos or video of activities, blog about the Saturday night potluck, and much more. To qualify for this bonus you must be using this contact method frequently during your Field Day operation. Simply posting a single tweet on Twitter (something like “come join our Field Day event”) does not qualify. The intent is to have an ongoing, active presence on your chosen social media platform/s during your entire operation.

Social media plays an increasingly important role in how the world communicates, so it's important we use these tools to communicate what ham radio is up to during our largest on-air event of the season. Help promote Amateur Radio and your club or group to the general public; you'll find it very rewarding, in many ways.

***Note that this bonus only applies to recognized social media. Simply having something on your club's website about Field Day doesn't qualify.***

For more information on utilizing social media for ARRL Field Day, contact the ARRL Media & Public Relations Manager at [KX9X@arrl.org](mailto:KX9X@arrl.org) or at 860-594-0328.

## **ARRL Field Day Safety Officer Checklist**

To qualify for the 100-point Safety Officer bonus (for Class A stations), a group must appoint a qualified person/s who are present at their site from the beginning of set-up until the end of break-down.

This form is not intended to be all inclusive.

The Safety Officer/s certify by submitting this form that due diligence was made to provide a safe operation.

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- Safety Officer or a qualified designated assistant/s was on site for the duration of the event.
- Fuel for generator properly stored.
- Fire extinguisher on hand and appropriately located.
- First Aid kit on hand.
- First Aid, CPR and AED trained participant/s on site for full Field Day period.
- Access to NWS alerts to monitor for inclement weather
- Tent stakes properly installed and marked.
- Temporary antenna structures properly secured and marked.
- Site secured from tripping hazards.
- Site is set up in a neat and orderly manner to reduce hazards.
- Stations and equipment properly grounded.
- Access to a means to contact police/fire/rescue if needed.
- Safety Officer is designated point of contact for public safety officials.
- Minimize risks and control hazards to ensure no injuries to public.
- As necessary, monitoring participants for hydration and ensures an adequate water supply is available.

## Educational Activity Bonus FAQ

*FD rule 7.3.10. Educational activity bonus: One (1) 100-point bonus may be claimed if your Field Day operation includes a specific educational-related activity. The activity can be diverse and must be related to amateur radio. It must be some type of formal activity. It can be repeated during the Field Day period but only one bonus is earned. For more information consult the FAQ in the complete Field Day packet. This bonus is available to Classes A & F entries and available clubs or groups operating from a club station in class D and E with 3 or more participants.*



For the **Educational Activity Bonus**, a group will receive a 100-point bonus for having a **formal educational component** associated with Field Day. It doesn't have to be a formal "classroom" session per se, but it must be a **structured activity** to broaden the knowledge base of participants. Some groups may decide to have a hands-on activity of teaching people the proper way to solder coax connectors while another group may decide to teach about proper grounding techniques and electrical safety. This activity can be broad enough to allow people to learn how to do something new but should have active involvement of participants. **It must be more than a demonstration of an activity.** Standing around watching someone send CW doesn't qualify; but teaching (instead of just showing) people how to make digital QSOs and then letting them try their hand at it would. **Be creative but keep in mind, this must be an active not a passive event AND must be done within the context of Part 97 rules if it involves making actual transmissions over the radio. Get People Involved!!!**

### Q. What is the intent of the Educational Activity Bonus?

A. Field Day is many things to many people – to some it is a giant "learning exercise." The bonus is designed to encourage clubs and groups to **emphasize "continuing education" in the hobby** as a key component in their FD operation. The opportunity to actively engage newcomers and visitors to your Field Day operation – making them more than just observers – is an important component. It should help develop the skills of each person involved.

### Q. During Field Day we are often working with someone new, teaching them in a one-on-one manner. Does this qualify since it is educational?

A. While almost all of Field Day has an educational component to some degree, the intent is for a **specific, formal activity** designed to broaden the background of the entire group or club. Teaching one individual how to use a radio or features with which they are not familiar is not the intent of this bonus.

### Q. What Field Day categories are eligible for this bonus?

A. **Classes A, D, E, and F are eligible** for this bonus, since it is intended to a larger group. This allows clubs and groups who are operating either at their main club locations, portable in the field or at EOCs to include this activity as part of their Field Day operation.

### Q. What kind of activities would qualify?

A. Each group is encouraged to develop their own program/activity. **Be Creative!** Many of the activities from the old Demonstration Mode bonus would probably qualify provided they have an active component. Listening to an old-timer make CW contacts or talk about propagation may be interesting, but would not qualify as this is an "activity" bonus. It might be a special "how to" activity such as proper grounding techniques or how to measure, cut, assemble and erect a dipole and feedline. **Hands-on type activities are encouraged.**

### Q. We want to put up "how to posters" instead of doing a formal presentation. Does this qualify?

A. While posters will certainly add to the activity, there needs to be more than just a display table during the event. There needs to be **formal interactive session between "presenter" and "participants"** in this activity.

### Q. How many times do we have to do this activity in order to qualify? Does this have to be available at all times during the Field Day activity?

A. While you are encouraged to consider having this activity available several times throughout the FD period, you are only required to do the formal activity once in order to earn the 100-point bonus. **This is a one-time 100-point bonus.** You do not get additional bonuses for repeating the same or additional educational activities during the Field Day period.

### Q. Can we teach a Field Day class a couple of weeks before the event to qualify for the bonus?

A. While you can do pre-event training, **the Activity must take place during the Saturday or Sunday of Field Day.**

### Q. Is there a minimum number of participants that must participate in the activity?

A. You need to make a good-faith effort to maximize participation. Doing the activity once for 1 person to "get it over with" is not in the spirit or intent of the rule.



## Field Day Message / Message Handling – 300 Points There for the Taking –



Each year, hundreds of Field Day operations try and find every advantage to earn as many points as possible. But many overlook bonus point categories that can add a reliable 300 points to your group score: the group participation message to the ARRL Section Manager, the W1AW Field Day bulletin, and the message handling bonus.

**Each Field Day group should generate a formal message to their ARRL Section Manager or Section Emergency Coordinator.** This message should include the group's name, their location for Field Day, and the number of ARES members participating in the event. Most Section Managers make special provisions to have these messages handled during the regularly scheduled section traffic or ARES nets. Since it may mean that your group may have to take one of your stations away from operating normal Field Day contacts, your group is awarded the 100-point bonus for taking the time to pass this message. To claim this bonus, you must submit a copy of the formal message with your Field Day entry. **Note: The Section Manager message does not count as one of the 10 messages for bonus points.**

During a real emergency, there are often special bulletins transmitted by W1AW that will provide updates and important information. During Field Day, an official Field Day message is transmitted from W1AW twelve times on various bands and modes (Phone, CW, RTTY, and PSK31). The schedule of times for these bulletins is found in this packet with the list of rules. The W1AW frequencies are found each month in *QST*. The special Field Day bulletin is only available on-the-air during the Field Day period (it is not sent via the internet). **Your group will earn a 100-point bonus for including a copy of the W1AW bulletin with its Field Day submission. Also, stations will once again have the chance to copy the bulletin when K6KPH transmits the bulletins. Their schedule is also included in this packet.**

The formal message-handling bonus is an excellent method of demonstrating Amateur Radio's formal communication ability. **All you have to do is have your Field Day team handle 10 formal messages during the Field Day period. This involves 10 messages other than the Section Manager message noted above.**

**Your group will earn its 100-bonus points by Originating, Relaying or Delivering ten different messages during the Field Day period (ten points per message, up to ten messages handled). These messages must be handled during the Field Day period. You may pass them on local, state or regional HF or VHF traffic nets, via the packet network, when in contact with other amateurs willing to assist you in handling the traffic, or with point-to-point communications. All messages must enter or leave the Field Day operation over Amateur Radio RF in order to qualify. Messages claimed under this bonus must be in either standard NTS or ICS-213 format.**

Many local groups assign one of their HF stations to check-in to the state or local traffic or emergency net at the appropriate time during the Field Day period, as that provides a central clearing house for routing messages, just as would occur during an actual emergency.

The messages generated during the Field Day for bonus credit do not have to be addressed to a state or local official (though in doing so you may help them become more aware of our message-handling network). Some groups will address formal traffic to other clubs or have visitors prepare messages to their friends and families.

You say you have never handled formal traffic before? Ask around your club. We bet it won't take too long to locate a member with traffic handling experience. Or contact Steve Ewald, WV1X, Field Organization Specialist at the ARRL at [wv1x@arrl.org](mailto:wv1x@arrl.org) if you need specific questions answered.

The Amateur Radio messaging capability – through ARES or the NTS – can play a big role during an actual emergency. Use this bonus to help your club achieve additional points for the Field Day efforts as well as to hone your skills for this key part of emergency communications.

# Who's in Control of Your Field Day Station?



The ARRL is always answering questions about FCC rules as they apply to Field Day. Of course, every station must have a control operator (97.103). On Field Day, you often operate using someone else's or a club callsign. The station licensee or club call trustee is ultimately responsible for all transmissions from their station. During Field Day, many amateurs often use a single call sign, so the station licensee must designate a control operator(s) who is responsible for the operation of that station when the licensee is not in direct control. **Both the station licensee and the control operator are equally responsible for all transmissions** (97.103(a) and (b)). When the station licensee designates others as control operators, they should make a note in the log. You are no longer required to carry a photocopy of your license whenever you are the control operator of a station, but it's still a good idea. **A third-party is defined as anyone who does not have operating privileges on the frequency and mode being used.**

**Q. Are there any exceptions to the FCC rules for Field Day?**

**A. No, FCC Part 97 rules apply 24/7 every day of the year – no exceptions.**

**Q. The trustee of our club callsign is an Extra. Does this mean our station can operate on any frequency?**

A. No. Many people mistakenly believe that a club callsign automatically carries the operating privileges of the callsign trustee. That is not true. **A club callsign comes from a station license and carries no operating privileges. A station may only operate according to the privileges of the Control Operator at the control point for that station.** Example, if a control operator is a General, that transmitter may only operate using General class privileges.

**Q. My call is being used for Field Day, but I can't be at the station for the duration of the contest. (I like sleeping in my air-conditioned house, even during Field Day.) Do we have to take the transmitter off the air when I am not present?**

A. No, you may designate a control operator or operators who should fulfill your duties as the station licensee. In fact, you don't have to be there at all, but you are responsible for making sure that the appointed control operator(s) is capable of carrying out your wishes (97.103(b) and 97.105). After all, if there is a problem the FCC is going to contact you as the licensee or trustee of a club call.

**Q. Can KB1ZDZ, a General class licensee, operate at the station of N1ND, an Extra Class licensee, during Field Day? Can he operate in the Extra Class segment even though he only holds a General class license?**

A. The answer to the first question is "yes" – he may operate using his license privileges from N1ND's station. However if he wishes to participate on frequencies other than those his license allows, there must be a control operator with privileges for the desired operating frequencies continuously monitoring and supervising the operation at the control point of the transmitter. FCC rules state that **"A control operator must ensure the immediate proper operation of the station."** (97.105(a)). The rules go on to say, "A station may only be operated in the manner and to the extent permitted by the privileges authorized for the class of operator license held by the control operator" (97.105(b)).

**Q. I am an Extra Class licensee, but I am going to use a Technician class operator's station and call sign during Field Day. Can I legally operate her station and use her call outside the Technician subbands?**

A. You, the Extra, can be designated as the control operator. If you are authorized by the licensee, you may use the call sign of the Technician class licensee and operate within the Technician class privileges. However, if an Extra Class control operator wants to operate outside the Technician class operator privileges, they may do so, but must identify by appending their call to that of the Technician, such as signing "KB1ZDZ / N1ND" on CW or separating the calls by the word "stroke" on Phone (97.105(a) and (b), 97.119(d)). True, this is a long identification procedure, but it is the only way to identify in this case. Why would an Extra want to use a Technician call? Well, that may not always be the case, but it clearly illustrates the point.

**Q. What is the identification procedure for a club station license during Field Day?**

A. **A club station license carries no operator privileges.** The person designated as control operator for the station must use his or her own privileges. If operation takes place in the Extra class part of the band, there must be an Extra class control operator present at the control point monitoring and supervising the operation. This does not necessitate the use of the supplementary station ID as mentioned in Section 97.119(e).

**Q. During Field Day, members of the public wander through as we operate. Many times, these unlicensed individuals want to operate. Can they legally operate our Field Day station?**

A. Only a licensed amateur is eligible to be the control operator, and obviously an unlicensed person can't be the control operator of an amateur station. So, an unlicensed person cannot legally operate the Field Day station. However **they may participate under the immediate supervision and direction of a control operator present at the control point.** Third parties may only communicate directly with other US stations or with countries with which the US has signed third-party agreements (97.115(a) and (b)). **Part 97 rules are always in effect.** There is no "special exception" for Field Day. It is the hope of the ARRL that everyone will do lots of operating during Field Day, demonstrate Amateur Radio to the public, practice our emergency communications capabilities, eat lots of good Field Day cooking and most of all, have a good time while doing it. However, it all must take place in the context of the FCC rules.

**Q. During Field Day, there may be DX stations on the air. May they be worked?**

A. In most cases, yes. However, if a person is participating as a third party under the supervision of a control operator, there must be a third-party agreement between the DX country's government and the US. The complete list of countries with which the US has Third Party agreements may be found at: [www.arrl.org/third-party-operating-agreements](http://www.arrl.org/third-party-operating-agreements)

**Q. We will be using a special 1 by 1 callsign for Field Day. Is there anything special we must do?**

A. Yes, at least once per hour each station using the special call must also ID with the FCC-issued station call. (97.119(d))

## Field Day's Over... Now What? Tips for Submitting Your Field Day Entry

The last QSO has been logged. The antennas have come down. The generator and tents have been cleaned and stored until needed again. So, now what do you do with all of the paper and files created during your Field Day exercise? Here is a guide to making sure your Field Day entry is correct and included in the results. **Remember that all entries must be postmarked or emailed by July 25, 2017.**

**The easiest way to send your information to the ARRL is to use the web application found at [www.b4h.net/cabforms](http://www.b4h.net/cabforms)** This excellent web applet allows you to electronically submit your Summary Sheet information to the ARRL, getting your information directly into a database for inclusion. The form follows the information on the official ARRL Field Day Summary Sheet. Just fill in all the blanks. The application will prompt you if there is invalid or incomplete information. Once that is done, simply **click <SUBMIT ENTRY>** at the bottom and your Field Day summary information will be on its way to the ARRL, and emailed back to you for your records. **There is a 50 point bonus for submitting via the web applet.**



**If you use the web application, you must still either email or land mail any supporting documents to the ARRL.** You may email dupe sheets and proofs of bonus points as attachments to a message sent to [FIELD DAY@arrl.org](mailto:FIELD DAY@arrl.org) **In the subject line, please ONLY include the callsign under which the summary was submitted FIRST and then words "Supporting Documentation", such as:**

**SUBJECT: W1AW SUPPORTING DOCUMENTS**

Photos, copies of letters, sign-in sheets, dupe sheets, etc can be in almost any format (jpg, tif, gif, doc files, etc). If you decide to use the regular mail to send the supporting documents, you may send them to: **Field Day, ARRL, 225 Main St, Newington, CT 06111. Please mark the callsign of the entry on the outside of the envelope.**

**When emailing support materials, please include ONLY the callsign and the words SUPPORTING DOCUMENTS in the SUBJECT line of the email. When you add extraneous text or don't include the callsign it complicates the processing of entries by the staff as they have to deal with several thousand emails to match up with entries entered from the web applet. Thanks for your help!**

**If you choose to email all of your information but not to use the web application, you must send a completed summary sheet** (or reasonable facsimile thereof) and all files supporting the entry to [FIELD DAY@arrl.org](mailto:FIELD DAY@arrl.org) **Note that while we will accept the Cabrillo log file in lieu of the dupe sheets, the Cabrillo format does not include all of the required reporting information, so you must still include a completed Field Day Summary Sheet. In the subject line of your email please put your callsign first.**

**If you decide to send the entry via the regular mail, there are a few items that you should pay special attention to:**

- A) **Must include a required summary sheet. Please be sure that it is legible.** The biggest problem with paper entries results from HQ staff not being able to read the information on the form.
- B) Make sure you **complete all information on the form.** Leaving information blank results in delaying the processing of your submission.
- C) **Verify all of the information** before you mail the entry. For example, the ARRL section should be the section you used as your exchange during Field Day. A check of the information on your summary helps eliminate inputting bad data into the ARRL database.
- D) Don't forget your **required** dupe sheets. A CD with them is fine, or you may send printed copies. We also will accept the Cabrillo file from a computer logging program in lieu of the dupe sheet.
- E) Make sure you **enclose verification of your bonus points** – copy of the W1AW message, visitor sign-in sheet, copy of the NTS message to the section manager, etc, copy of the press release or of the article from the newspaper, safety officer certification, etc.

Once your packet is assembled, mail it to: **Field Day Submission, ARRL, 225 Main St, Newington CT 06111** (Consider using a method of mailing that will provide you with a tracking number to verify your documents were delivered).

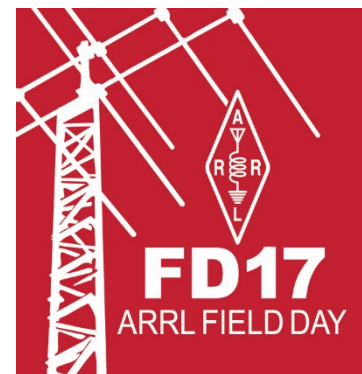
**Revised: 1/2017**

## How to Succeed in Field Day By Really, REALLY Trying! Helpful Field Day Tips

Here are some helpful hints that ought to help you plan and set up for your Field Day operation. Although every Field Day setup is different, and everyone has a different way of doing things, these tips should at least point you in the right direction.

### Safety Tips

**Safety First!** Follow the ARRL safety code as you set up. Appoint a "safety officer" and charge them with making sure no accidents happen. See elsewhere in this packet for information on the 100-point bonus for a Safety Officer for Class A stations.



**More people are killed by contact with regular 120-V line service than by any other voltage. The voltages in many power supplies can be lethal! Don't take any chances! Ground anything and everything. Never use "three-prong" adapters to connect your equipment to your power source. Remember, the power coming out of your generator is as lethal as the AC plugs at home!**

**Have someone always on hand that is qualified in First Aid and CPR.** This is a good idea for any club project. Contact your local American Red Cross chapter for more information on learning these valuable skills.

**Always kill all power circuits completely before opening up a piece of equipment and trying to troubleshoot it.** Never allow anyone else to switch the power on and off for you while you're working on something. Never try to fix something while you're tired or sleepy. If you're working on older tube-type gear, or an amplifier, always unplug the unit from the AC mains and wait at least 5 minutes before you begin. When troubleshooting this kind of equipment, always keep one hand in your pocket, as a precaution against accidental shock. Never wear watches or jewelry when you're working on gear.

**NEVER climb any tower without the proper equipment: a hard hat and a climbing belt are musts. NEVER climb an un-guyed tower. NEVER work on a tower alone. Always have someone on the ground to watch you. Always make certain that all mechanical connections are tight and secure before erecting a tower or an antenna. What may be easy to fix on the ground could be dangerous in the air. When erecting a tower, take your time and be safe! It's far too easy for someone to get caught on something, or have fingers or toes in the wrong place at the wrong time. Make certain any "spectators" are a safe distance away should something happen. Always make sure your guys are securely anchored, and that the guys themselves are sufficiently taut. Tying flags to guy wires in strategic spots will help prevent people from walking into them (especially visitors!). Make certain that the tower bases are secure and unlikely to shift in high winds.**

**Alcohol and towers do not mix! If you drink, don't climb! If you climb, don't drink!**

**Watch out for overhead power lines!** Make certain they are at least twice the height of any antenna's height in distance away: an antenna 50' high should be at least 100' from any overhead line, for example.

Make certain that your group has enough fire extinguishers, and that everyone knows where they are. **Always keep a multipurpose fire extinguisher by the generator. Never fuel a running generator.** Never smoke around a generator. Keep the fuel in a separate place away from the hot generator. Charge one or two people with the responsibility of monitoring the generators. **Generators should always be kept outdoors in an area with good air circulation.** This will prevent the possibility of exhaust and gas fumes building up.

**Check all your extension cords** prior to setup for signs of wear or fraying. Discard any that show even the slightest wear. Guard all outlets from any water. Make sure the wire sizes are adequate enough to handle the load.

**Watch out for lightning!** Storms can develop and move quickly. At the first sign of a storm, disconnect all antennas from the rigs, shut down the generators, and head for shelter. You don't have to take a direct hit in order to sustain damage, or electrical shock. Summer thunderstorms are accompanied by high winds and rain. **Play it safe!** Consider having someone designated to monitor weather conditions with the authority to take appropriate actions should dangerous weather threaten your Field Day set-up.

During an overnight operation, **make sure that there is adequate security for those involved, including adequate lighting.** More than one Field Day operation has discovered too late that equipment has been permanently "borrowed" from an operating position left unattended during the wee-hours of the morning.

### Setup

**Check out your operating site ahead of time. Avoid confusion on Field Day by preparing a work plan.** You'll want to determine where antenna, power sources, and operating positions should be placed. Coordinate in advance the order for each task. Make sure that all essential items will be on hand when they are needed. Don't forget the essential creature comforts, such as trash cans, toilet paper, flashlights, bug spray, first aid kit, etc.

Nothing can kill the Field Day enthusiasm faster than not having sufficient help to set-up and tear-down the site. **Sign up your volunteers early. Be proactive in soliciting volunteers. Don't just say "we need help." Personally invite individuals to participate (i.e. "Pete I could really use your help as the 10meter Phone band captain.)**

**Always have designated "tour guides"**, that is, persons ready to guide any visitors who might happen by your site and show an interest in ham radio. This is also a good way to drum up interest in a class. Not only is this a chance to show off your hobby in a favorable light, but it is also worth some bonus points! Set up a table with some handouts about ham radio, your club, and Field Day. Type up a sheet that describes your club, the operation, and include a person to contact for more information. When giving a tour, make sure not to lapse into "ham speak": try to explain what people doing in easy-to-understand language. **Avoid Jargon!**

If the media comes by, **make certain that something is going on**. TV, radio and print journalists will be much more impressed to see antennas going up and people making contacts than they will by a group of people sitting around drinking beer. Make sure you have someone designated to be the guide for any visiting news media or VIPs.

Many clubs "turn out the operators" by combining Field Day with family activities, such as a picnic. Others send a mailing to all their area hams with a map to the FD site along with some information. **Be creative!** In your community there are always those who would love the chance to come and participate. Consider organizing volunteers who would pick up older hams who may not drive at night or might not have a ride. Telephone "lapsed" club members with a personal invitation. What ham can ignore a good covered dish supper?

**Give everyone something to do**. Newer hams can do 2-meter talk-ins, help operate a GOTA station, or help assemble antennas – *but also spend time with them, Elmering them through some on-the-air contacts at the main station*. The more people are involved, the better time you will all have. This is a great chance to give some of your newer hams some practical experience. **Do what it takes to get the new hams ON THE AIR** - after all, Field Day is a great opportunity for new hams to learn how to operate!

**Keep a handy list of ARRL section abbreviations at every operating position**. This will eliminate possible confusion later on. If everyone uses the same abbreviations, you'll save yourself some headaches when it comes time to check over the logs. The full list is included in this packet.

Make sure everyone keeps up the dupe sheets or logging duties. If you have operators who have never used one, sit them down with someone beforehand to show them how it's done. **Consider a club program before Field Day to familiarize your members with logging, duping and operating**. There are numerous free computer logging programs for Field Day. **Find one, learn it and use it. Trust me, it will simplify your life**. Finally, before the actual start of operating, have a final "participant briefing" so that all involved know the necessary safety and operational information. It's a great way to officially kick off the weekend!

### Operating

**Keep an ever-constant eye on 10 and 6 meters**. If those bands open up, you should have lots of stations to work. If the band is quiet, don't assume that it's dead. Throw out a CQ or try to stir up interest. Everyone else could be listening, too! Remember: all licensed amateurs have some type of HF-operating privileges on 10-meters and almost all have 6-meter privileges..

**Listen around on the bands the week before the contest**. This gives you a good idea of what to expect in the way of propagation during Field Day. Check your logs from previous years and see if you can spot any trends, i.e. hours when certain bands were open, or had a high level of activity. Certain bands in certain areas can be extremely important in working up a good score. For example, 40 meters on the East Coast is a bread and butter band for Field Day while 6-meters almost always has great openings in late June. Decide which bands are going to be the most important to your score and try to maximize your effort on them by using the best antennas possible combined with your best gear and best operators.

**Don't ignore one mode for another**. Many groups have concentrated on CW only to miss out on some easy Phone contacts, and vice versa. **Digital modes are the fastest growing area of Field Day contacts**. Always keep in mind that every contact counts, no matter what the mode.

**Read the rules very carefully**. Look over the bonus points available. A number of these could be relatively easy to earn. If your club has any traffic handlers, they could easily help you earn the message bonus. Copy the W1AW bulletin! This is an easy 100 points. W1AW and K6KPH come on the air several times each day to give you an extra chance to copy the message. Remember! Every 100 bonus points you earn are that many QSOs you wouldn't need to make to have the same score.

### On Using Computers and Logging

**Check out your software ahead of time**. Make certain that it works on all the computers you'll be using. If you're using a software package that allows networking stations (i.e. more than one computer tied together) make sure that they can communicate with each other before Field Day starts. Have a sheet available with the most commonly used commands. Consider a meeting where everyone can sit down and become familiar with the computer and software before Field Day. Also, have a sheet available at each station with a list of the ARRL/RAC Sections for easy reference. And don't forget to have some "emergency" logging and dupe sheets in case of computer failure. **Make sure your computer has the proper date and time set** before operating. This will save you many problems in the long run. And remember, for your submission to ARRL you just submit a list of stations worked by band and mode, not a complete log, so Cabrillo is not required.

**ARRL / RAC Section Abbreviation List**

<b><u>1</u></b>			
Connecticut	CT	Rhode Island	RI
Eastern Massachusetts	EMA	Vermont	VT
Maine	ME	Western Massachusetts	WMA
New Hampshire	NH		
<b><u>2</u></b>			
Eastern New York	ENY	Northern New York	NNY
NYC / Long Island	NLI	Southern New Jersey	SNJ
Northern New Jersey	NNJ	Western New York	WNY
<b><u>3</u></b>			
Delaware	DE	Maryland – DC	MDC
Eastern Pennsylvania	EPA	Western Pennsylvania	WPA
<b><u>4</u></b>			
Alabama	AL	Southern Florida	SFL
Georgia	GA	Tennessee	TN
Kentucky	KY	Virginia	VA
North Carolina	NC	West Central Florida	WCF
Northern Florida	NFL	Puerto Rico	PR
South Carolina	SC	US Virgin Islands	VI
<b><u>5</u></b>			
Arkansas	AR	North Texas	NTX
Louisiana	LA	Oklahoma	OK
Mississippi	MS	South Texas	STX
New Mexico	NM	West Texas	WTX
<b><u>6</u></b>			
East Bay	EB	San Diego	SDG
Los Angeles	LAX	San Francisco	SF
Orange	ORG	San Joaquin Valley	SJV
Santa Barbara	SB	Sacramento Valley	SV
Santa Clara Valley	SCV	Pacific	PAC
<b><u>7</u></b>			
Alaska	AK	Nevada	NV
Arizona	AZ	Oregon	OR
Eastern Washington	EWA	Utah	UT
Idaho	ID	Western Washington	WWA
Montana	MT	Wyoming	WY
<b><u>8</u></b>			
Michigan	MI	West Virginia	WV
Ohio	OH		
<b><u>9</u></b>			
Illinois	IL	Wisconsin	WI
Indiana	IN		
<b><u>Ø</u></b>			
Colorado	CO	Missouri	MO
Iowa	IA	Nebraska	NE
Kansas	KS	North Dakota	ND
Minnesota	MN	South Dakota	SD
<b><u>Canada</u></b>			
Maritime	MAR	Saskatchewan	SK
Newfoundland/Labrador	NL	Alberta	AB
Quebec	QC	British Columbia	BC
Ontario East	ONE	Manitoba	MB
Ontario North	ONN	Northern Territories	NT
Ontario South	ONS	Greater Toronto Area	GTA.

**Non US / Canadian stations should be logged as DX**

**Revised: 1/2017**

