

Using the Cheat Sheet:

The top boxes are used when stations are sent off frequency. Enter the suffix of their call one after another. When they return to the net, cross them off. When a station will either send to multiple receiving stations or a station will receive messages from multiple sending stations, put their call first. Send a 3rd station to their frequency to receive traffic (or send traffic) after the 2nd has finished.

For example, if W5TFB is from RN5 and has messages for Dallas and San Antonio, and K6JT checks in as "DFW" while AC5XK checks in as "CTTN", send W5TFB off frequency with the station who will receive the FEWEST messages first. Assume there are 2 DFW and only 1 San Antonio. First call W5TFB using his suffix "TFB". He should send a dit or something, then call AC5XK using his suffix "XK". He should also send something to acknowledge. Then send "QNY up 3 San Antonio". Each station should send "G" or "GG" for "going". Enter the suffixes in the "up 3" box of the cheat sheet, listing TFB first. Then call K6JT using his suffix "JT". He should acknowledge. Then send "QNY up 3 DFW from TFB after XK". Alternatively, you may say "QNR W5TFB up 3 after XK". He should send "GG". Then continue with the net. When XK returns, cross his call off in the "up 3" box. Excuse him (QNX) if there is nothing more for him.

Stations will usually check in with their call in response to a QNA along with their traffic list or QRU. In response to a "TEX QNI K" general call, a station will send something, usually a letter of his call. You should repeat that letter back as an invitation to transmit. He will then send his call and list of traffic, if any.

When a station checks in, enter the call in the second table. Write in the name if you wish (makes remembering under pressure easier) and the liaison (e.g., RN5, TTN, etc.). Write in the list of traffic – use multiple lines if needed for the QTC list. When the station is excused, check the "QNX" box. Cross off each traffic item as the station is sent off frequency to handle it (or it is handled on net frequency). That way, you always know at a glance what is left to handle and whether or not a station has been excused.

After there are no responses to "TEX QNI K" for 2 or 3 tries, start excusing stations who have no traffic to send or receive. For example, if N5EL checked in but there is nothing for him, send, "N5EL" to get his attention. He should send something to acknowledge. Then send something like QRU QNX 73 de _____ K. He will then say 73 or some other acknowledgement and his call. Check the QNX box in the second table while he is doing that.

If it seems complicated, take heart that very seldom is there enough traffic or check-ins to warrant actually having to "pile up" stations off frequency to handle the messages. Using the cheat sheet will help get over the nerves and "blank moments" that can easily occur when first learning something new under pressure. After a bit of practice, you can dispense with the sheet and just write down calls, etc. as they occur. By that time, everything will be second nature to you. Yes it will. Believe me. But it does take time and practice.