

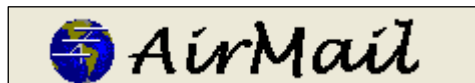
AIRMAIL PACKET COMMUNICATIONS



VHF AND UHF PACKET FOR EVERYDAY AND EMERGENCY COMMUNICATIONS

“Three minutes before the party is not the time to learn how to dance.”

Alan Isaachsen, KB2WF
Brad Wilcox, KJ7NO



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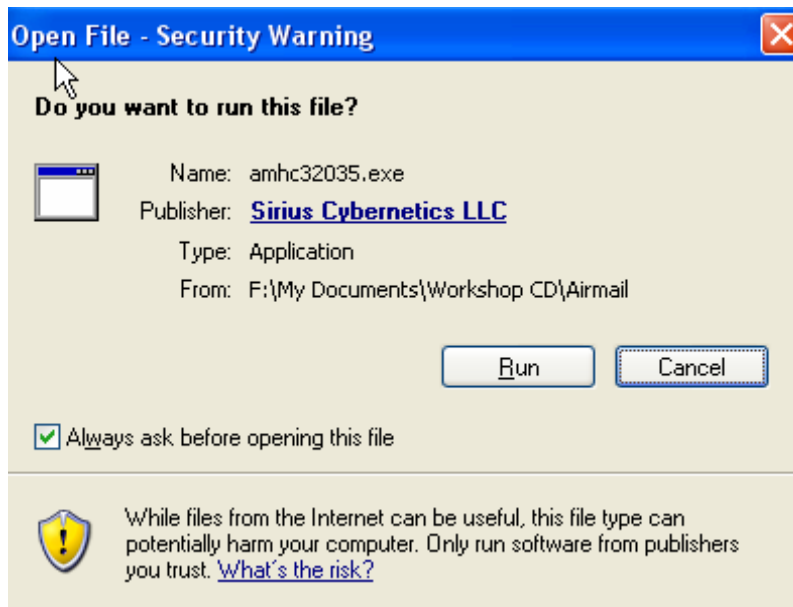
Installing the Airmail program

Download:

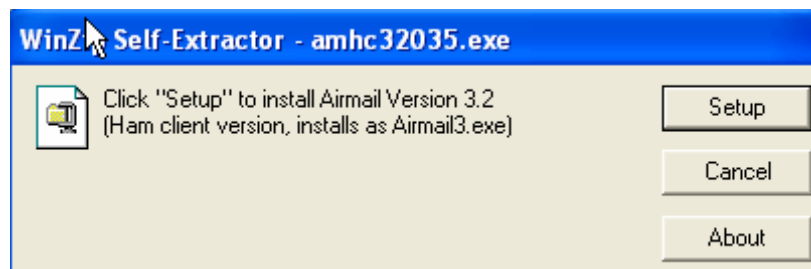
1. Download the Airmail program from <http://www.siriuscyber.net/ham/> which is about 4.1 MB.
 - a. You will not need to download any other program for packet Airmail (for HF, you should download ICEPAC, the propagation program)
2. Make a note of the folder name where you place it.

Install:

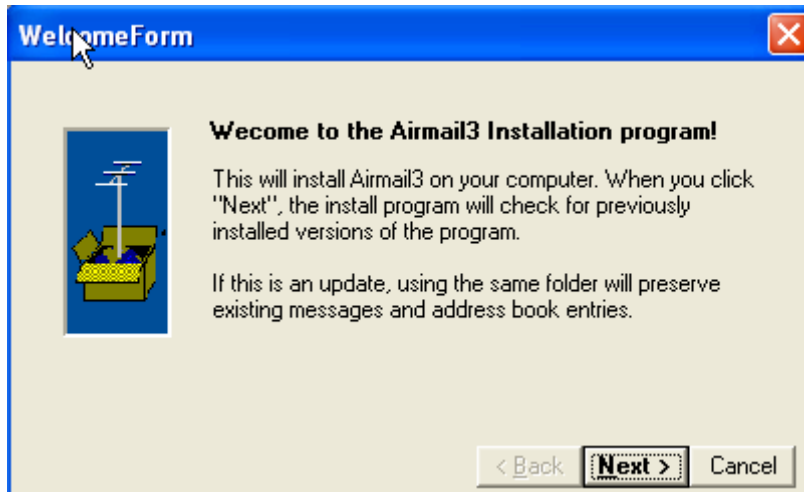
1. Close all programs.
2. Go to 'Start', then 'Run'.
3. Browse to find your file which is called something like 'amc32081.exe'.
4. Click on 'OK'.
5. Then you will see this (if you are on XP)....click on 'Run'.



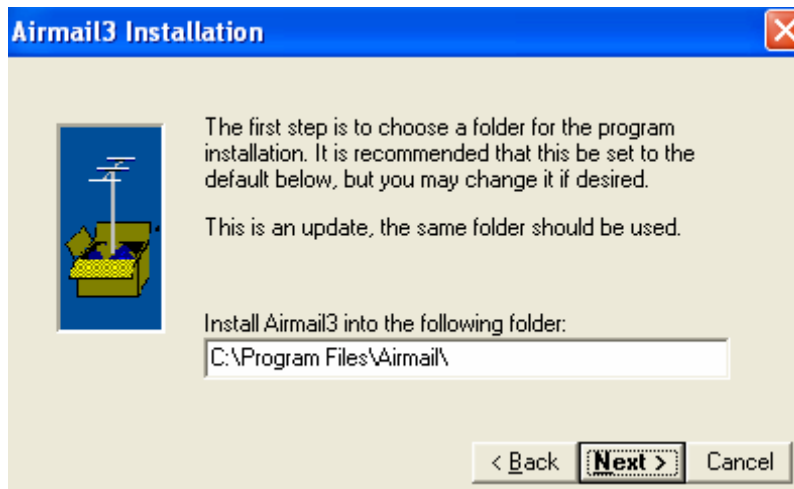
6. Then this page.....click 'Setup'.



7. Then this page.....click 'Next'.



8. Do not change the folder.....click 'Next'.



9. Click the rest of the screens which are straightforward.

Configuring Airmail – initial setup

Configuring Airmail for packet only operation is very simple (In HF, there are many more steps)

Pre-commissioning:

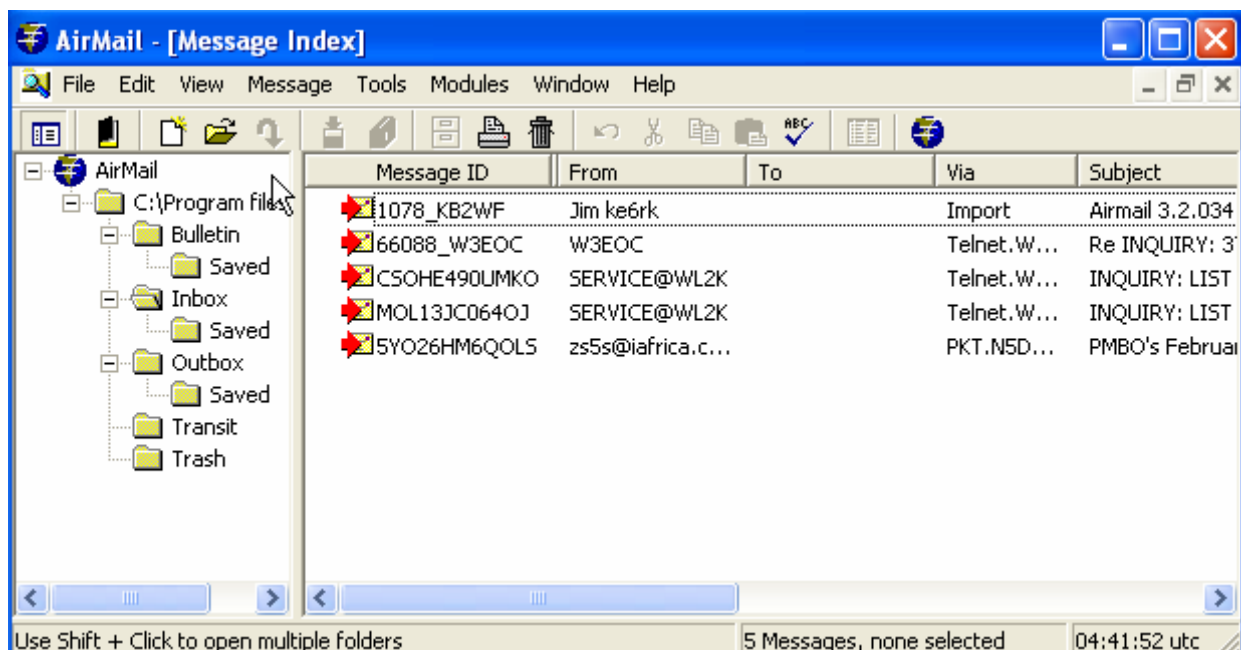
But before configuring the Airmail program and expecting it to work, there are some pre-commissioning steps to carry out:

- Check your transceiver frequency. It should be within 200 Hz of the correct frequency.
- You will probably need to set your deviation. Some of the older TNCs have a manual adjustment for deviation and must be set before you use Airmail.
 - Do not try and guess the deviation by listening to it.
 - If at all possible, use a deviation meter.
- Check the operation of your TNC with Hyperterm or Airmail's Dumb Terminal program - (Tools/Dumb Terminal).
 - Set the PC-TNC baud rate to at least 9600 and preferably 19,200 baud.
 - Make a note of your COM port number (COM 1 or 2?).
 - Set your carrier detect to software (for Kantronics).

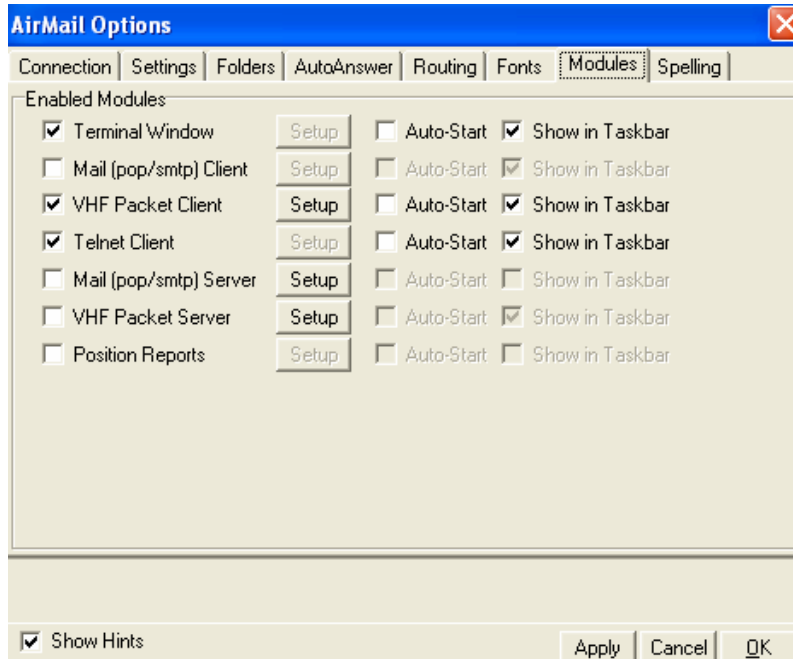
Remember: if your TNC does not work with Dumb Terminal, it won't work with anything more complicated.

Configuring:

When you open Airmail, you will see this screen:

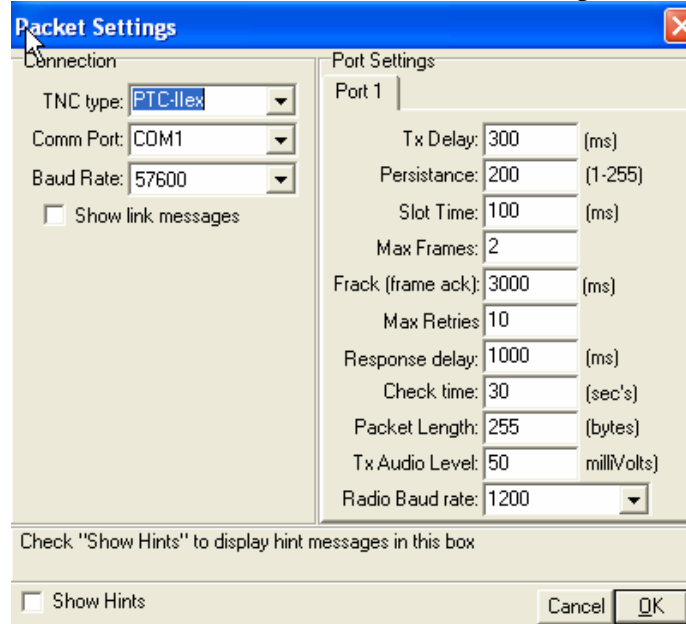


1. Open 'Tools', then 'Options', then 'Modules'. You will see this:



VHF Packet Client

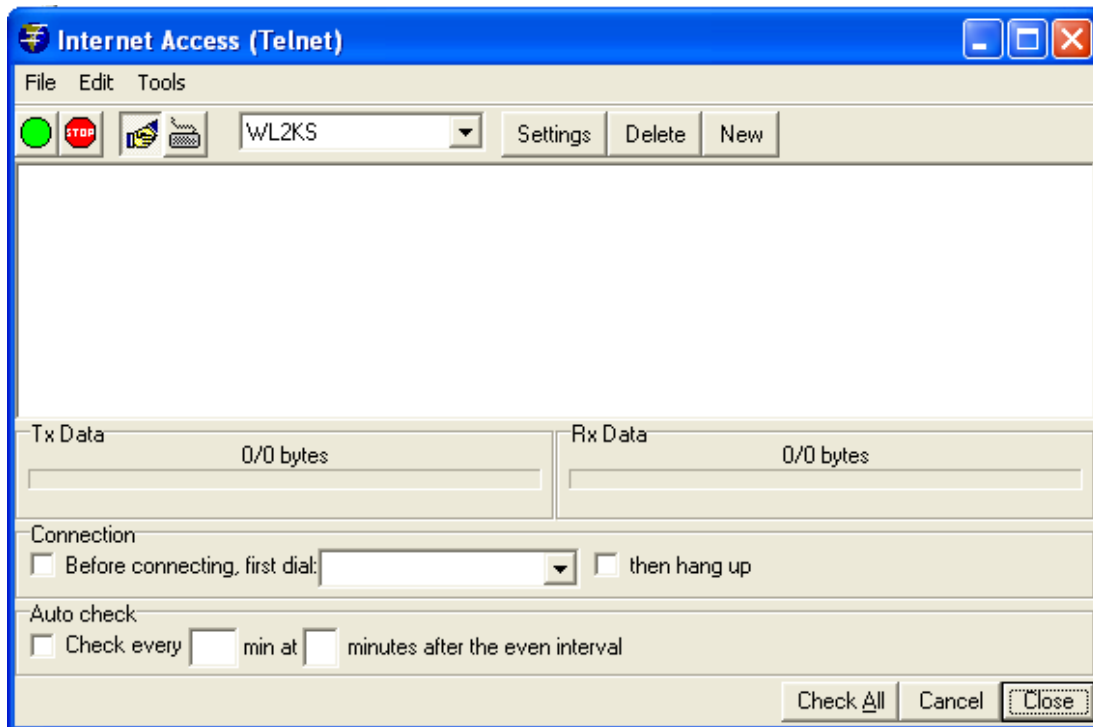
2. Click on the box next to 'VHF Packet Client'. Then click 'Setup'. You will see this screen



3. Enter the details for your particular TNC:
 - a. The model number for your TNC. Your exact model number may not be there.
 - i. For example, a KPC3+ is not there, so use the KPC3 setting.
 - ii. For a KPC9612, use the KAM XL setting.
 - b. Your COM port number that you noted.
 - c. The baud rate for the PC-TNC that you set in your TNC check.
 - d. Do not change any of the default port settings. These are perfectly OK for getting you started. Changing them is an advanced topic and should not be attempted by a beginner.
 - e. Click OK.

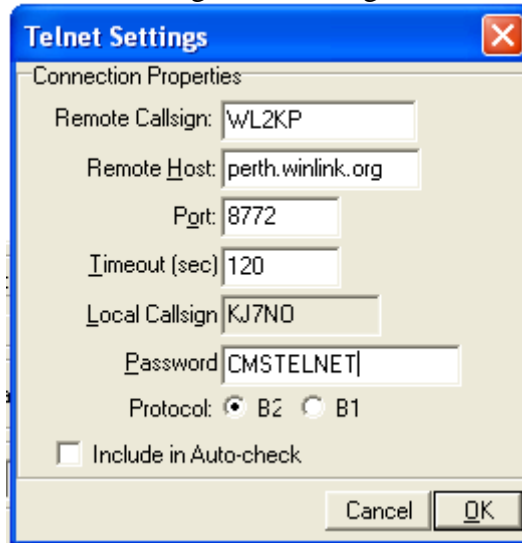
Internet Access (Telnet) Client

4. You should be back at the ‘Airmail Options’ screen. Click on the box next to ‘Internet Access (Telnet)’. Then click OK which will exit you back to the main screen.
 - a. On the top menu, click ‘Modules’.
 - b. Click on ‘Internet Access’ You will see something like this:



- c. Click on ‘New’.
 - Fill in the data for WL2KP as shown below (but replace KJ7NO with your own callsign).
 - Click ‘OK’ when complete.
 - d. Then repeat the process two more times, as follows:
 - i. Fill in the data for WL2KH, and WL2KS as shown below.
 - ii. Use the following for each ‘Remote Host’:

1. WL2KH: Halifax.winlink.org
2. WL2KS: San Diego.winlink.org



- e. Click 'OK' which will take you back to the main menu.
- f. As a preferred alternate, you can now enter only one remote host that will give you a 'round robin' selection of CMS sites. If the first random CMS site selected is unavailable, the next available site is selected.
 - i. Use Remote Callsign: WL2K
 - ii. Remote Host: server.winlink.org
 - iii. Port: 8772
 - iv. Password: CMSTELNET

As of December 2008, there are 5 active CMS sites worldwide.

San Diego
Halifax
Washington
Wien
Perth

Your configuring is complete!! You are ready to try out the Airmail packet program.

(There will be some advanced configuring that you can do later, but it is not necessary right now. What you have configured will get you started)

Operating Airmail – basic skills

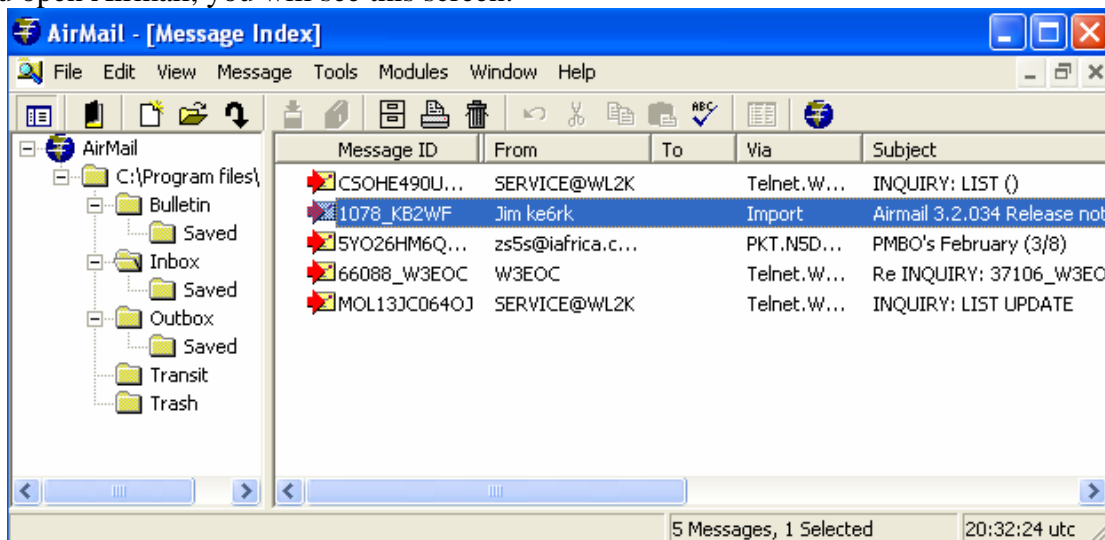
In basic operating, you will need to be able to:

- o Create and post a new message
- o Connect to a RMS Packet station
- o Connect to the internet using Telnet
- o Reply to and forward messages

This will get you started. If you wish, you can then move to the next level which will give you more flexibility.

Create and post a new message

When you open Airmail, you will see this screen:

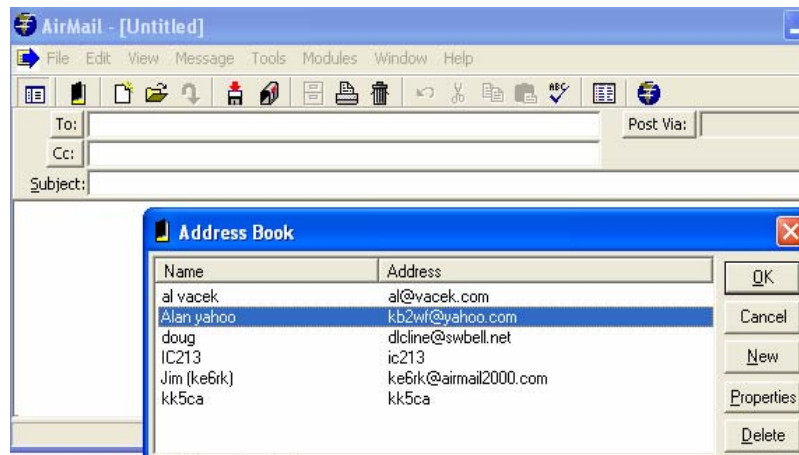


Then:

1. Click on the third icon from the left, which will say 'Format a new Message' as your mouse hovers over it.

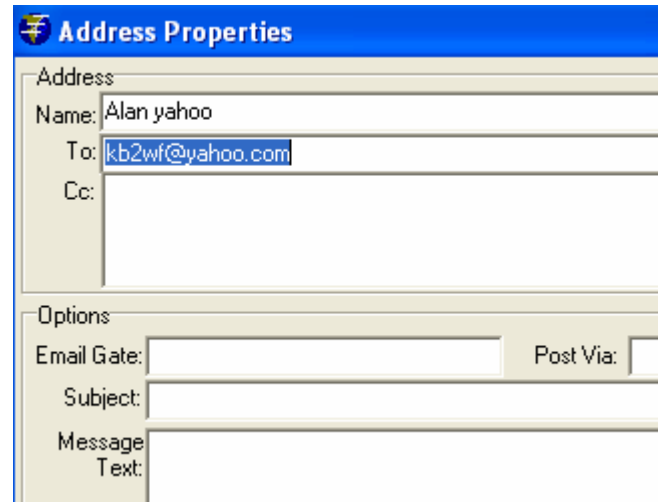


2. You will see these screens.



3. Address book:

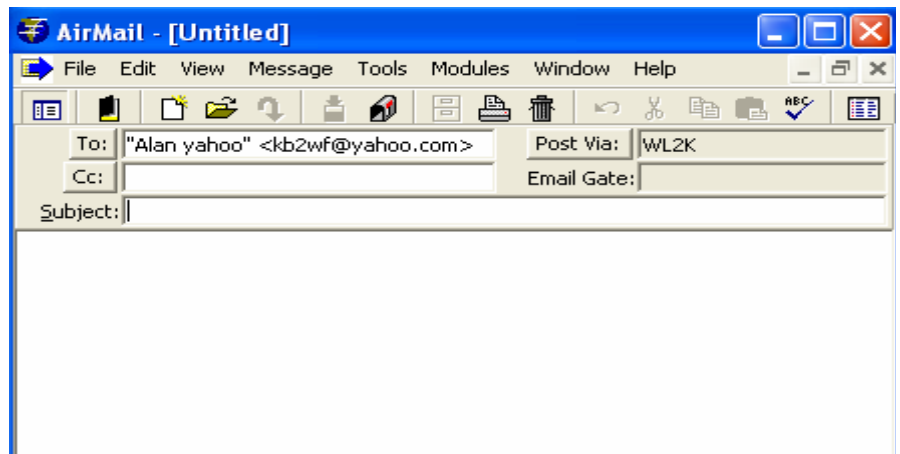
- To add a name, click 'New'.
- Add the name you wish to identify the person.
- Add the email address. If the person has a Winlink email account (e.g. kb2wf@winlink.org), this entry can be abbreviated to the callsign only (e.g. kb2wf).
- Add cc if you wish.
- Options are not required to be filled.
- Click OK twice.



If the name is already in the address book, then select the name and click OK.
If you don't want to use the address book at all, click 'Cancel' or use the Escape key.

4. Complete the message box

- Add the cc, subject and text of the message just like a normal email.
- The 'Post via:' box:
 - a. it will default to 'WL2K' which is what you want for sending a message to the internet via a RMS Packet or Telnet
 - b. if you wish to connect directly with another station, you would add the callsign of that station

**5. Attachments** can be added as follows:

- Go to 'File' then 'Attach File'
- Browse to locate your attachment and click 'Open'

Be careful with attachments when you use Winlink! Make them small!

Winlink is not designed to transfer large graphics files as it takes too long. On Airmail packet, you can expect a transfer rate of about 3.5Kb/minute.

Aim to minimize the file size. If you send photos:

- Send them as jpgs
- crop them in Microsoft Photo Editor or similar
- reduce the resolution and image size

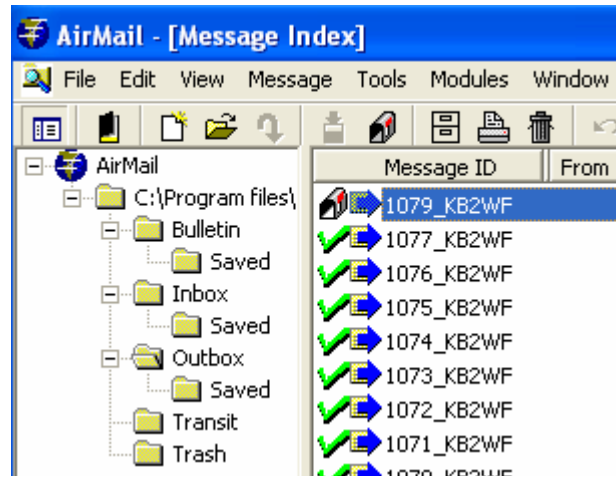
A file size of 10-15Kb can give an effective picture with much information

6. **Post** the message once you have checked the content of the email. This is done by clicking on the icon at the top with a mailbox.

The message is now sitting and waiting for the ‘mailman’ to come and pick it up.



If you click on the Outbox in the folder window, you will see the message waiting in the message list with the same mailbox icon next to it. The other messages have a check mark next to them showing that they have been sent.



The new message will be sent when you connect:

- to the internet via a RMS Packet station
- or via Internet Telnet if you chose to post via WL2K
- to the other station if you added that station callsign to the ‘Post via’ box

7. Note:

By sending an email to an address via telnet or packet client (or HF), that address is now registered and qualified to send you email at your callsign@winlink.org

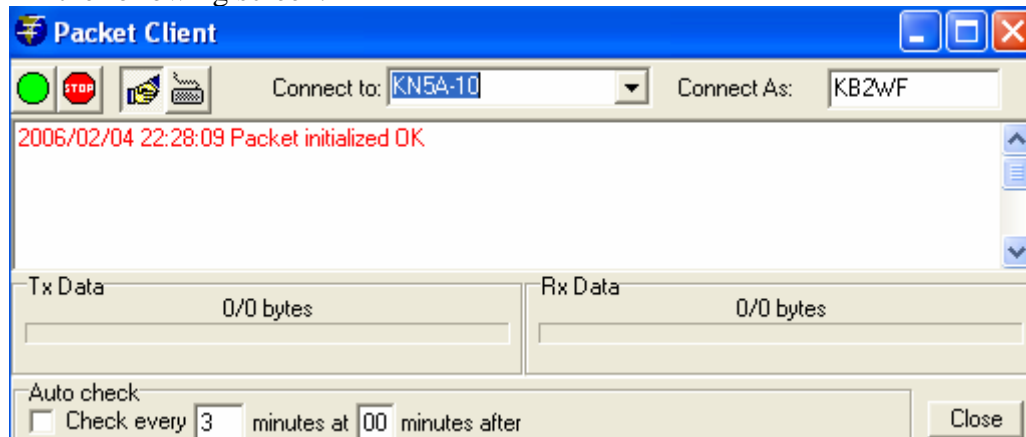
Without this, the Winlink system will block emails coming to you. So there is no point in giving your Winlink.org address to many people.




Connect to a RMS Packet Station

You will need to know the callsign of a RMS Packet station that is close enough to you and also its operating frequency. This can be obtained from a map on the Winlink site which shows the relevant details. (<http://www.winlink.org/RMSpacketStatus>)

At the main screen of Airmail:

1. Click on 'Modules', then 'Packet Client'. If your TNC is ready, it will initialize and you will see the following screen.




2. In the 'Connect to' box, insert the call sign of the RMS Packet station you are contacting. Most RMS Packet stations have a suffix of "-10", but sometimes you will find a suffix of "-11" or "-12".
3. In the 'Connect As' box, check that your callsign is correct. Note that there is no security in Airmail as you can connect using someone else's callsign and conversely, they can connect with your callsign.
4. Click on the automatic handshake icon. This is the easiest way to connect. This enables Airmail to do all the connections and instruction to start, send posted messages, pick up waiting messages and disconnect when finished. This is much quicker than the keyboard mode which is only used for special purposes. 
5. Click the green "transmit" icon. 
6. You should see the red transmit light on your TNC blink. Then you should see your receive light blink if a reply is sent. Both lights will alternate on and off.
7. If the other station cannot be contacted, the TNC will time out after a fixed number of tries.
8. You will see codes being sent and also the file transfer rate, either transmit or receive, if an attachment is being sent.
9. Finally, you will see an 'FQ' and then a disconnect. Your posted messages should now have a check mark. Any new messages received will be in your inbox with an  icon.

Well done! That's it! Your first connect to a RMS Packet station!

Connect to the internet using Internet Telnet

Use internet access when you can as it is quicker and can handle large attachments. Don't overlook that you can access Internet from wireless connections around the city!



When you are at the main Airmail screen:

1. Click on 'Modules' and then 'Internet Access'.
2. Select one of the stations that you entered in the Internet Access (Telnet) configuration.
3. Click on the automatic handshake icon. 
4. Watch it complete. It will finish with an FQ and then disconnect.


Reply to and forward messages

When you reply to a message, the original message will not be included. This minimizes the size of the email, which is always important in Winlink. If you want to retain the original message, use the 'Forward message' function.

Reply

1. At the main screen, click on the Inbox and select the message to reply to.
2. Then click on the reply icon. 
3. Add your comments and cc's.
4. Check carefully that the path in the 'Post Via' box is correct. The default value is determined by the route that was used when the message came to you. This may not be appropriate for your station.
5. Click on the 'Post' icon. 
6. Connect to the internet or station as described previously.

Forward

1. Go to the top menu bar and select 'Message' and then 'Forward'.
2. Select the email address from your address book, or add it manually.
3. Complete the 'Post Via' box.
4. Add your comments and cc's.
5. Click on the 'Post' icon. 
6. Connect to the internet or station as described previously.

Operating Airmail – intermediate level skills

Here are some extra skills that are useful to learn

1. Using a digipeater to send messages.
2. Using a KA node to send messages.
3. Using a node to check stations heard at that node.
4. Using the Winlink website for email.
5. Controlling which messages are downloaded.

Using a digipeater to send messages

A digipeater (digital repeater) can be used to extend your range, but be careful as it has disadvantages too!

When to use a digipeater

If you can contact a station direct, you should do so. A digipeater can extend the range by repeating everything but will slow down the process. If you have strong signal strengths in your connections and short messages, a digi will work OK.

Potential problems with using a digipeater/s

How it works: When you send a data burst to a digi to forward on, it will send it on to the target station which will then check that it was received correctly. It will do end-to-end checks and if there is an error, it loops the whole way around until it gets the data correct.

Problems: Speed is certainly a problem with a digipeater. It is possible to forward messages through more than one digipeater but the problems will grow, particularly if errors occur (for example, under weak signal conditions). The best practice is to go direct and not use a digi unless you really have to. Often, it is not worthwhile using a second digi particularly if data bursts need to be repeated.

How to send through a digipeater in Airmail

Airmail will allow you to use one digi only. To use a digi:

1. Prepare your message and post it as normal.
2. When you open your packet client, you will enter:
 - a. The call sign of your target station.
 - b. Followed by a space and the callsign of the digi.

Note that it will not work if you use a 'via' or 'v' in between the two callsigns.

Using a KA node to send messages

A KA node will relay a message similar to a digi but using a different method.

When to use a KA node

1. If you can contact a station direct, you should do so.
2. A KA node can extend the range by repeating everything but will slow down the process.
3. If you have strong signal strengths in your connections and short messages, a KA node will work OK.
4. If you have a lot of traffic to send, a KA node is better than a digi. But a digi is simpler to use.

Potential problems with using a KA node




How it works: When you send a data burst to a KA node to forward on, it will check it and retransmit it. Each leg checks that it was received correctly. This is a little quicker than the digi if one leg introduces errors.

Problems: Speed is certainly a problem with a KA node. It is possible to forward messages through more than one KA node but the problems will grow.

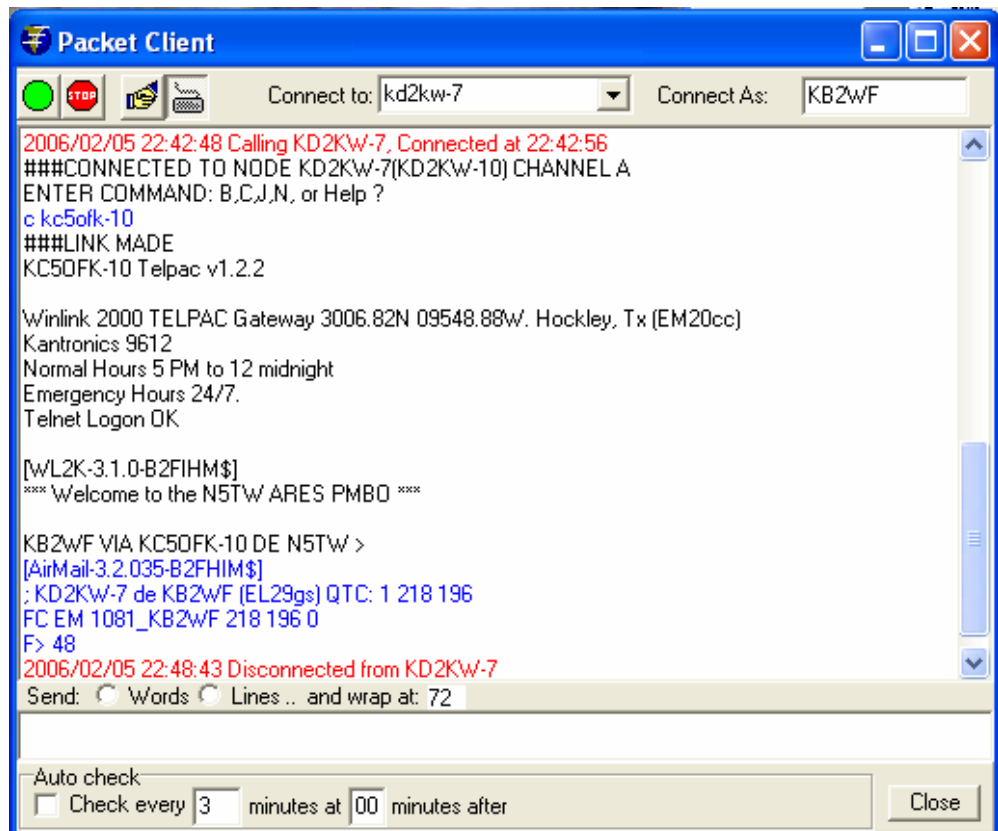
The best practice is to go direct and not use a KA node unless you really have to. Often, it is not worthwhile using a second KA node, particularly if data bursts need to be repeated.

How to send to through a KA node in Airmail

Airmail will allow you to use more than one KA node. To use a KA node:

1. Prepare your message and post it as normal.
2. When you open your packet client, you need to:
 - a. Click on the keyboard icon.  An extra window opens at the bottom.
 - b. Enter the call sign of KA node station in the 'Connect to' box at the top.
 - c. In the extra window at the bottom, enter 'c (callsign of target station).
 - d. Click on the green icon. 
 - e. A connection should now be made with the KA node.
 - f. When the connection is shown, click on the auto handshake icon. 
 - g. The process is now on auto pilot and will complete by itself.


As an example, if KB2WF connects to KC50FK-10 via KD2KW-10, you will see this box:



Using a node to check stations heard at that node

You can connect to a node and look at the stations that have connected or have been heard!!

This can be very useful for finding new stations.

1. Open your packet client, then:
2. Click on the keyboard icon.  An extra window opens at the bottom.
3. Enter the call sign of KA node station in the 'Connect to' box at the top.

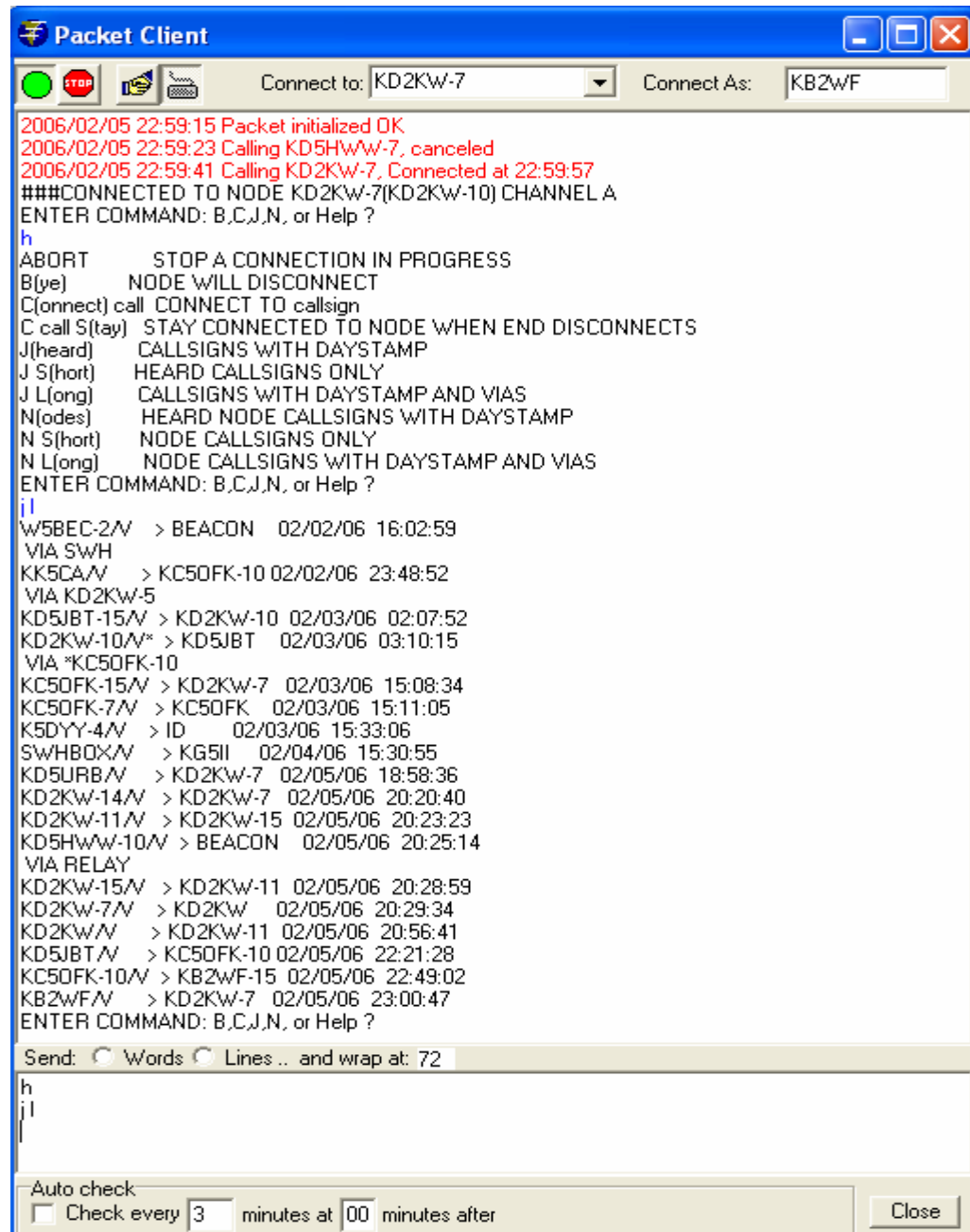
Here, I entered 'h' for help.

All the possible commands were given

I entered 'j l' to get all details

All the callsigns appear

Now, I will sign off with a 'b'



Using the Winlink website for email

If you have access to the Winlink website, you can send and receive email from there if you use MS Internet Explorer Go to Message Access at <http://www.winlink.org/MailAccess.htm>


NOTES:

- You must have already logged into Winlink using radio.
- You will need to register.
- You are not able to use attachments with this method.

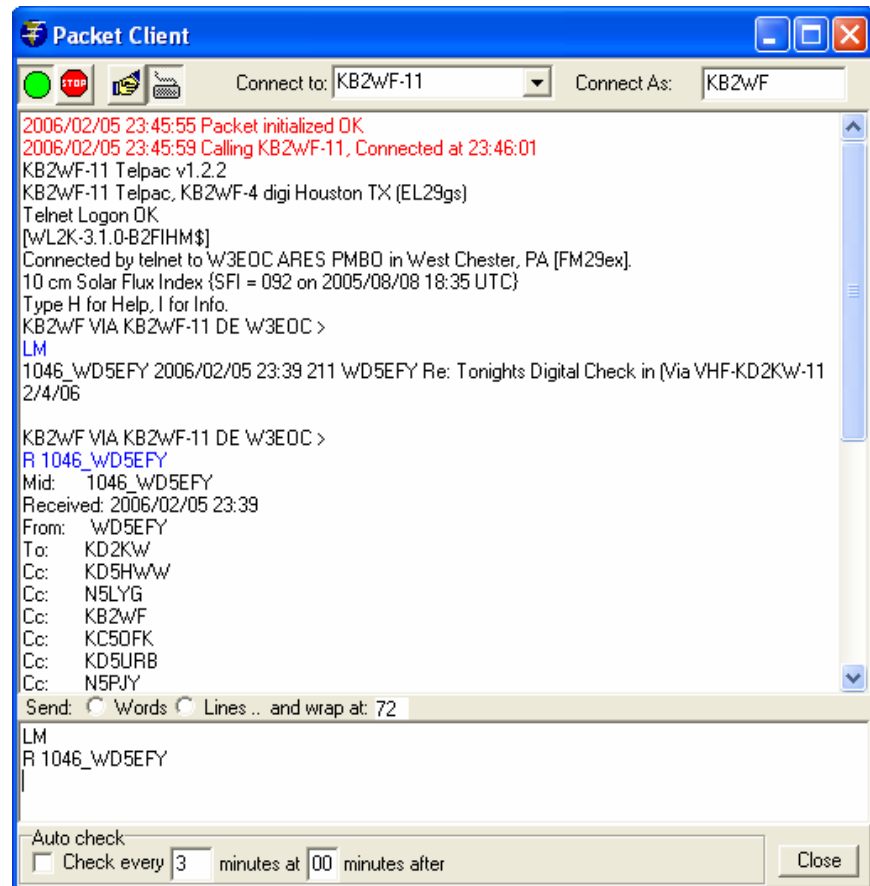
Controlling which messages are downloaded

Sometimes, you want to see what messages are waiting for you before they are automatically downloaded. Otherwise, if you have a slow connection and you have 100Kb of files to download, you could be in trouble!!

To monitor and control messages:

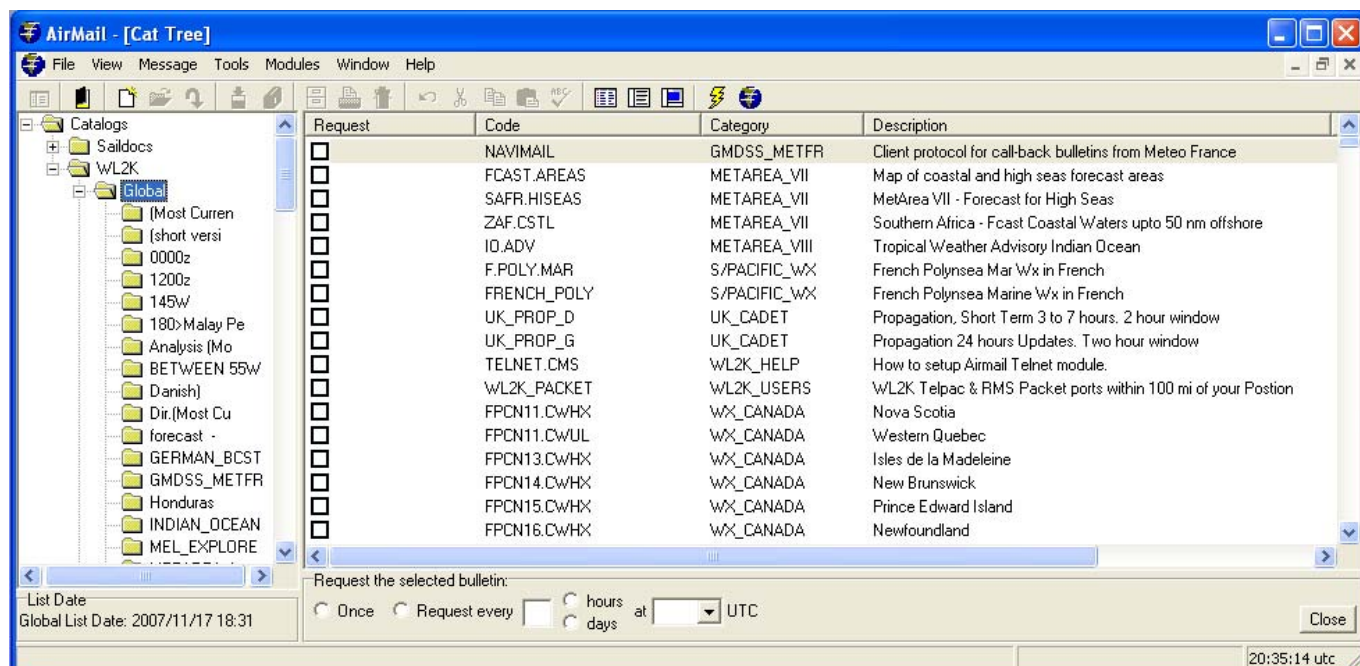
1. Connect to a RMS Packet using keyboard mode. 
2. When connected, enter 'LM' meaning 'List all my Messages'.
3. If you wish to read one particular message, enter 'R (number of message)'.
4. To read all messages, enter 'RM'.
5. If you wish to remove that message, or kill it, enter 'K (number of message)'.
6. If you wish to kill all messages, enter 'KM'.
7. Enter 'B' to say Bye.
8. Note that you can read messages, but they won't be put in the Inbox until you connect on automatic handshake.

In this example, KB2WF was listing and reading messages from RMS Packet KB2WF-11



Airmail Catalog Window

Airmail's "Catalog" window can be used to request weather bulletins and other documents from the Winlink 2000 system for hams. The Airmail catalog is found under the Window menu, Catalog selection. The catalog window is divided into two panels- on the left is a "tree" showing various folders, similar to Airmail's message-index tree or Windows Explorer. These folders represent categories of documents which can be requested.



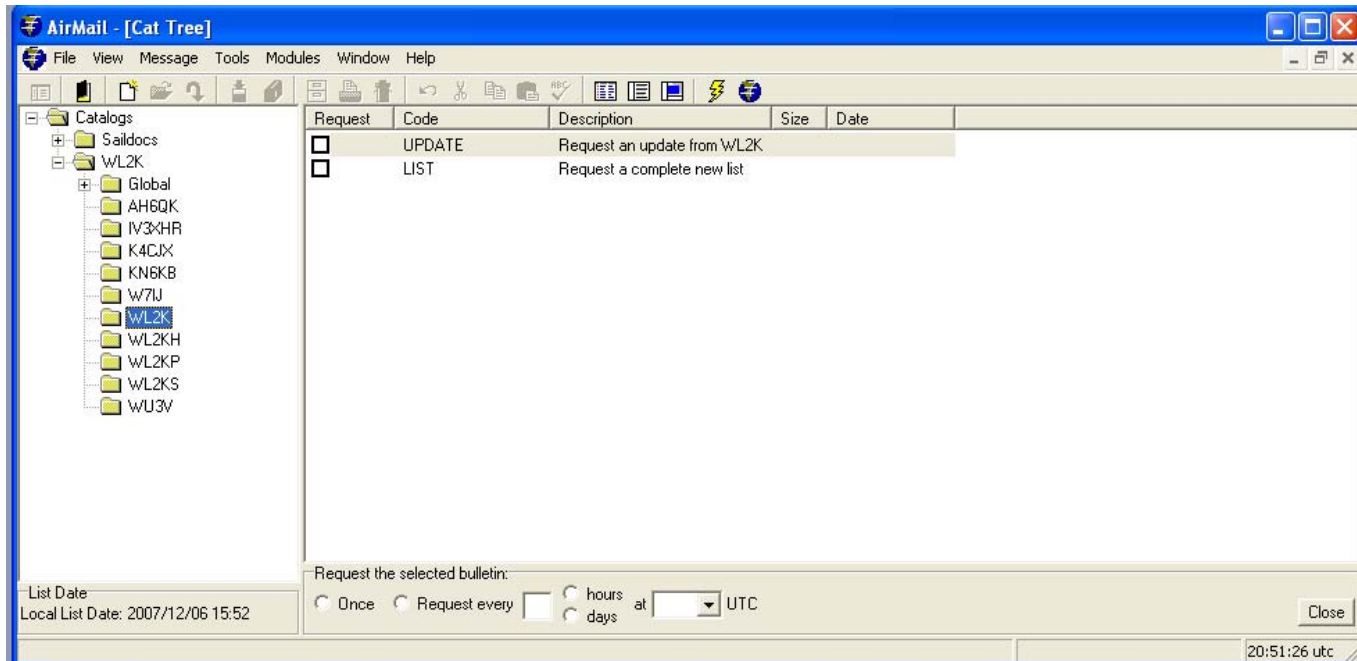
The catalog entries are organized first into sections for "WL2K" and "Saildocs". Clicking the little "+" will expand a selection, clicking a "-" will collapse it (just like Windows Explorer). The right and left-arrow keys can also be used to expand and collapse folders.

Under "WL2K" are a folder for "global" bulletins, plus a folder for each station which has been seen, containing that stations local bulletins as well as the "update" listings. Under the "global" folder are folders for each bulletin category, click on these (or use the arrow keys) to open that folder and show the contents in the list on the right side. Bulletins or documents are requested by checking the corresponding check-box.

Under "Saildocs" is a series of category-folders. The "Grib files" category is a special folder which brings up a grib-request window with a world map for requesting grib weather-data files. See "Grib Weather Files" for more information on requesting grib data. Saildocs also includes a large number of text weather-bulletin documents which can be requested. These are organized into folders under "Saildocs" for the different ocean regions. Some areas have sub-folders to further divide the selection for easy browsing. Also, many bulletins are listed under more than one heading, for example Atlantic hurricane bulletins are listed under both "Atlantic" and "Tropical".

Updating the Catalog

One of the first things Airmail users should do before using the catalog to download bulletins is to update the catalog.



Here are the steps required:

1. Go to Window/Catalogs/WL2K/
2. Click on the WL2K folder in the left pane (If you have done this in the past, you may have to use the WL2K_USERS update instead of the WL2K)
3. In the right window, click on "Update" and then "Close"
4. You should have a message posted in your Outbox
5. Connect to a CMS and deliver the message
6. 5 minutes later, connect again to the CMS and pick up the new "List Update" message
7. Open this message. Go to Tools and click "Update Catalog". The catalog will update, and you can delete this message
8. Now check again in the WL2K catalog.
9. You should find see a current List Date. Your catalog should be up to date.

List Date
Local List Date: 2008/02/22 21:06

Reporting Your Position to Winlink

Why should you report your position on Winlink? There are several very good reasons.

You can receive information on:

- nearby RMS stations
- nearby Winlink stations

- It also enables a central point, like an EOC, to plot all the Winlink activity on one map very easily!

How to post your position in Airmail

- Go to Window/Position Reports.
- Enter Latitude in the form of 29°46.55'N. [29-46.55N]
- Enter Longitude in the form of 095°25.19'W [95-25.19W] (This can be obtained automatically if you connect a GPS).
- Enter the Date/Time, or click Now.
- Add Comments if you wish.
- Click on Send Now.
- Click on Close.
- You will find a message posted in your Outbox.
- Connect to a CMS via HF, Telnet or Packet to send it.
- Shortly, you will receive a confirmation message to confirm your position.

You can also confirm that your position has been reported by following the link:

<http://www.winlink.org/positions/PosReports.aspx>

Using the Airmail Catalog to Find RMS Packet and Mobile Stations

- Update your WL2K Catalog (see steps from above).
- Go to Window/Catalog/WL2K/Global/WL2K_USERS.
- Click on the WL2K_USERS folder in the left pane.
- In the right window, click on "Update" for WL2K_PACKET, then "Close"
- You can request this "Once" or every hour if you need to.
- Look at the other options!
- The closest 30 WL2K mobiles (WL2K_NEARBY) may be useful, also "PMBO_STATUS".
- You should have a message posted in your Outbox.
- Connect to a station and deliver the message.
- 5-10 minutes later, connect again to the same station and pick up the new message with results.

TYPICAL RESULTS

List of WL2K RMS Packet stations within 100 miles of KB2WF

Position: 29-46.55N 095-25.19W posted at: 6/28/2007 12:08:00 PM

Only Telpac or RMS Packet stations reporting within the past 30 days are included.

(Note: All Dates in UTC, distances in statute miles and bearings true great circle.)

CALL Grid Sq Dist(sm@DegT) FREQUENCY BAUD RATE DATE REPORTED

RMS Packet Sites:

W5OFT-10 EL29HS 3 @ 097 145.050 1200 2007/06/28 23:27
W5OFT-11 EL29HS 3 @ 097 446.150 1200 2007/06/28 23:10
KD5HWW-10 EL29GT 3 @ 318 145.050 1200 2007/06/28 23:00
KD5WHD-10 EL29GR 4 @ 216 145.050 1200 2007/06/28 23:26
KD5WHD-11 EL29GR 4 @ 216 446.150 1200 2007/06/28 23:25
KE5JMA-10 EL29HR 4 @ 140 145.050 1200 2007/06/28 22:57
KB5HCD-11 EL29FU 9 @ 307 446.150 1200 2007/06/20 15:12
KB5HCD-10 EL29FU 9 @ 307 145.090 1200 2007/06/28 23:07
KN5A-10 EL29ES 12 @ 268 145.050 1200 2007/06/28 09:16
N5DCC-10 EL29JP 16 @ 125 145.050 1200 2007/06/28 22:20
W5SI-10 EL29IX 16 @ 029 145.070 1200 2007/06/28 23:30
KD2KW-10 EM20FA 18 @ 337 145.070 1200 2007/06/28 23:32
KD5YOU-10 EL29DP 19 @ 243 145.050 1200 2007/06/28 23:05
KE5TIM-10 EM20LA 28 @ 053 145.070 1200 2007/06/13 13:57
K5RUD-10 EM20GE 28 @ 355 145.030 1200 2007/06/28 22:21
KC5OFK-10 EM20CC 32 @ 316 145.070 1200 2007/06/23 15:32
KA5QDG-10 EL29MM 33 @ 122 145.050 1200 2007/06/24 21:44
N5KWN-10 EM20HH 37 @ 004 145.030 1200 2007/06/28 23:20
W5KAM-10 EM20BE 39 @ 316 145.030 1200 2007/06/28 08:05
KK5XQ-10 EL29PS 43 @ 090 145.010 1200 2007/06/28 22:39
KD5ROC-10 EL29QT 48 @ 087 145.050 1200 2007/06/06 21:35
KE5RON-10 EL29GA 52 @ 183 145.010 1200 2007/06/28 23:14
KD5UAD-10 EM20LR 70 @ 019 145.050 1200 2007/06/25 04:25
KB5N-10 EM10UN 75 @ 316 145.030 1200 2007/06/23 19:30
N5ALE-10 EM20UG 76 @ 063 145.010 1200 2007/06/27 13:18
W5FFP-10 EM10TP 83 @ 317 145.030 1200 2007/06/24 01:15
KE5ISM-10 EM10US 86 @ 323 145.010 1200 2007/06/25 06:38
KC5YSM-10 EL39AU 88 @ 086 145.010 1200 2007/06/28 23:28

RMS Packet Sites:

No WL2K RMS Packet stations found within 100 statute miles

Propagation Forecasts

Propagation Window

Airmail includes a propagation window which will help select an appropriate time and frequency for connecting to an HF station. The propagation window uses the "ICEPAC" propagation program as a prediction engine. This is a program written by NTIA/ITS, Department of Commerce, originally for doing shortwave broadcast prediction. As such it is optimized for finding the most reliable average conditions rather than seeking the rare "DX" openings.

In order to use Airmail's propagation window, ICEPAC must be downloaded and installed into its default directory. ICEPAC can be downloaded from the NTIA/ITS website:

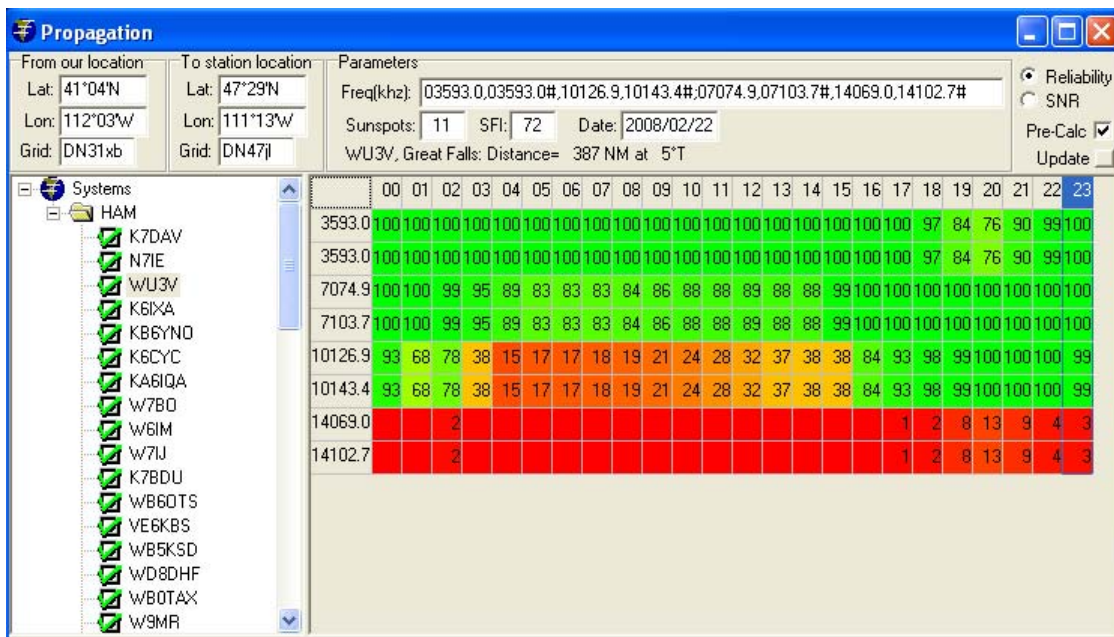
http://elbert.its.bldrdoc.gov/pc_hf/hfwin32.html .

Installation:

1. Run the downloaded file to open the Icepac installer, and install it into the default folder (C:\ITSHFBC).
2. Once installed the pink "ITSHF" icon should be deleted from the desktop-- the ICEPAC program is called internally by Airmail and the Icepac user interface can be a challenge for the uninitiated.

Assessing the Airmail Propagation Window:

1. Propagation window can be accessed via the View menu (Main window or Terminal window), or via the F8 key.
2. In order to check propagation, the location of both stations must be known.
3. Airmail will show your current position if known, either entered from the Pos-Reports window or from Tools|Options. Alternately, the current location can be entered in the propagation window, either as Lat/Lon or as a grid code.
4. The station location is normally stored with the station information, and selecting a station in the "tree" on the left will initialize the station's location box. Alternately, the station location can be entered manually.



The propagation display is computed and updated by double-clicking a station, or clicking the "Update" button will start the computation and update the display when finished. The normal display is "reliability", the percentage probability of achieving an adequate link. Green is good and red is bad, and the higher the percentage, the better. The current UTC time is highlighted.

An alternate "SNR" (Signal-to-noise) display can be selected (buttons on the upper-right). In this case the numbers represent an arbitrary signal/noise index and bigger numbers are better.


The default sunspot setting is 100, the average for a mediocre year. If desired, the current sunspot or solar flux value can be entered, then click "update" to recompute the display. The daily number will often vary greatly, but propagation changes in general follow more slowly and even large changes in sunspot numbers will have relatively little effect- the signals may vary widely in strength, but the best times are still generally the best times.

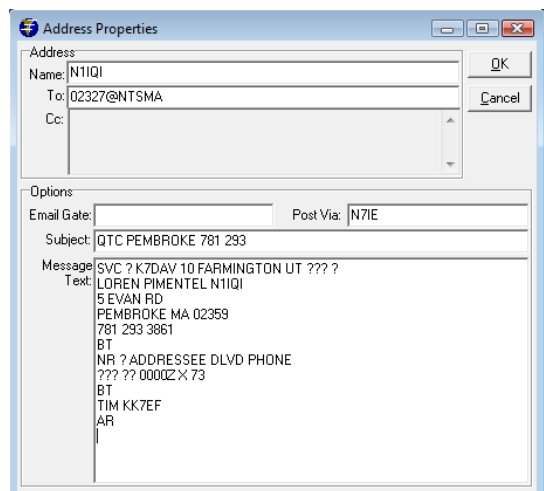
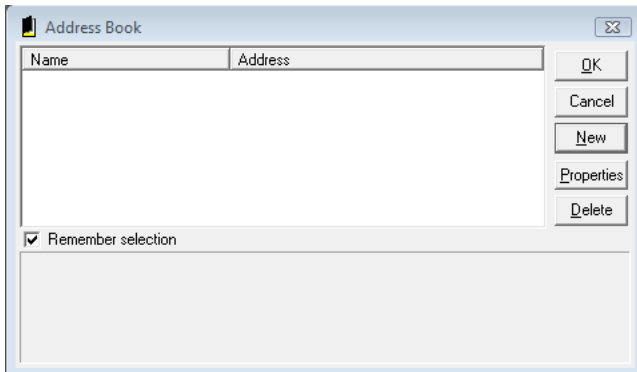
When checking into a RMS Pactor station, the SFI index is automatically attached to the propagation window.

NTS Traffic Forms

You can use Airmail to create forms for whatever reason. One use is to make a form for NTS messages. It is actually a template used for sending NTS style messages, and it can be used for sending frequently used messages to frequently used senders.

Here's an example. If you handle NTSD traffic daily, there are a few senders who regularly send traffic with the HXC handling instruction, (Report date and time of delivery to originating station). This calls for a service message back to the originating station reporting the date and time of delivery. You can easily set up a template that has this sender's information in it.

1. Start a new message. 
2. In Address Book, click New.



3. Fill in the fields of the Address Properties as in the example below. We will send a service message to N1IQI.

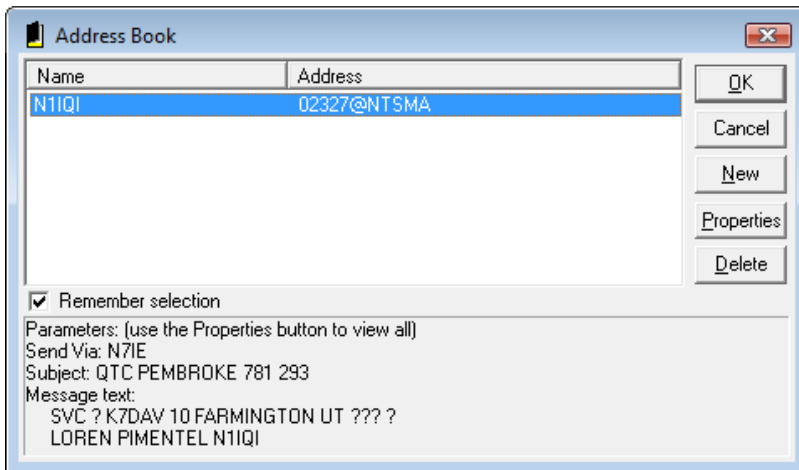
NAME: can be anything, just a friendly reminder of who it is you're sending to.
TO: should contain the destination zip code-at sign (@)-NTS with the two letter state of destination.
POST VIA: should be the first relay station you are directly connecting to.
SUBJECT: will begin with the city, area code, and phone prefix for the destination.

MESSAGE: this is the actual message with the preamble, addressee, message body, and signature.

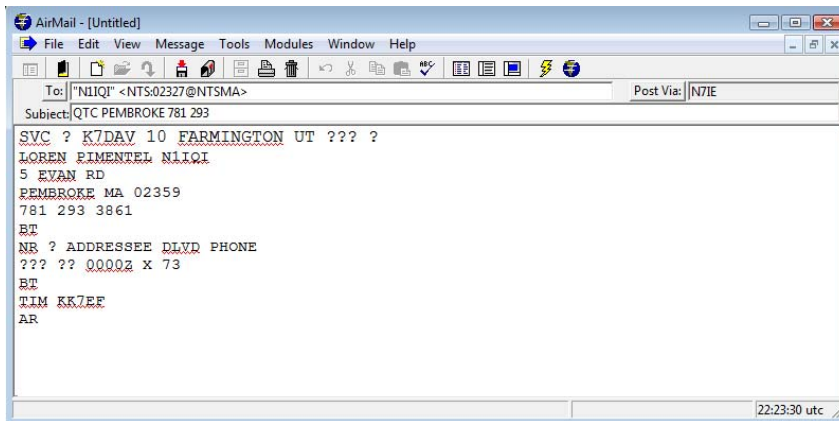
Notice the question marks are variables that can be replaced after the form is selected, prior to being posted.

Further information related to NTSD and sending NTS messages can be obtained from the ARRL's web: <http://www.arrl.org/FandES/field/nts-mpg/pdf/mpg604a.pdf>

4. After finishing, click OK and the form is saved in Airmail's Address Book.



5. Click OK again to fill in a new message.



6. Change the variables (question marks), review, and then post the message.

The form does not need to be an NTS message, you can use any form or template you want, save it, and recall it as you start a new message. The only item required is the send TO. You could put any call sign in, and then change to a different call before you post the message.