

**Kitsap County ARES/RACES/ACS  
Outpost Packet Message Manager Procedures**

## **Outpost Packet Message Manager**

Outpost is a Windows-based program that automates sending and receiving packet messages on almost any Amateur Radio Bulletin Board System (BBS) or TNC Personal Mail Box. Kitsap County ARES/RACES/ACS uses Outpost to facilitate relaying messages between emergency response agencies.

The Kitsap County ARES/RACES/ACS packet BBS is available on 145.63 MHz and 223.58 MHz. Anyone with a packet station on either of these frequencies can send and receive packet messages through the county BBS.

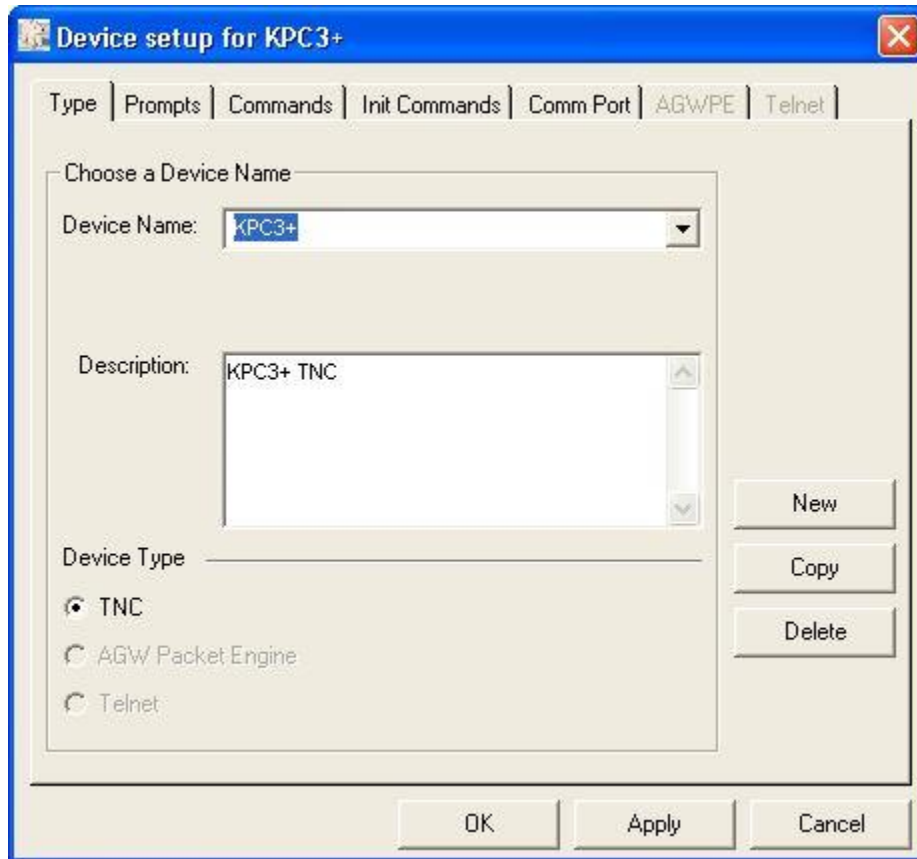
No knowledge about packet operations is needed. Using Outpost to send a message only requires clicking the New button to open the new message composition window, entering the address and message text, clicking the Send button to place the message into the Out Tray folder, and then clicking on the Send/Receive button to initiate an automatic connection and upload to the BBS. While connected, Outpost will download all bulletins and messages addressed to your station.

This document describes how to set up the packet stations located at served agency Alternate Communications System stations. For your personal packet station, you may want different settings.

Outpost Packet Message Manager is downloadable from this web site: <http://outpostpm.org/>

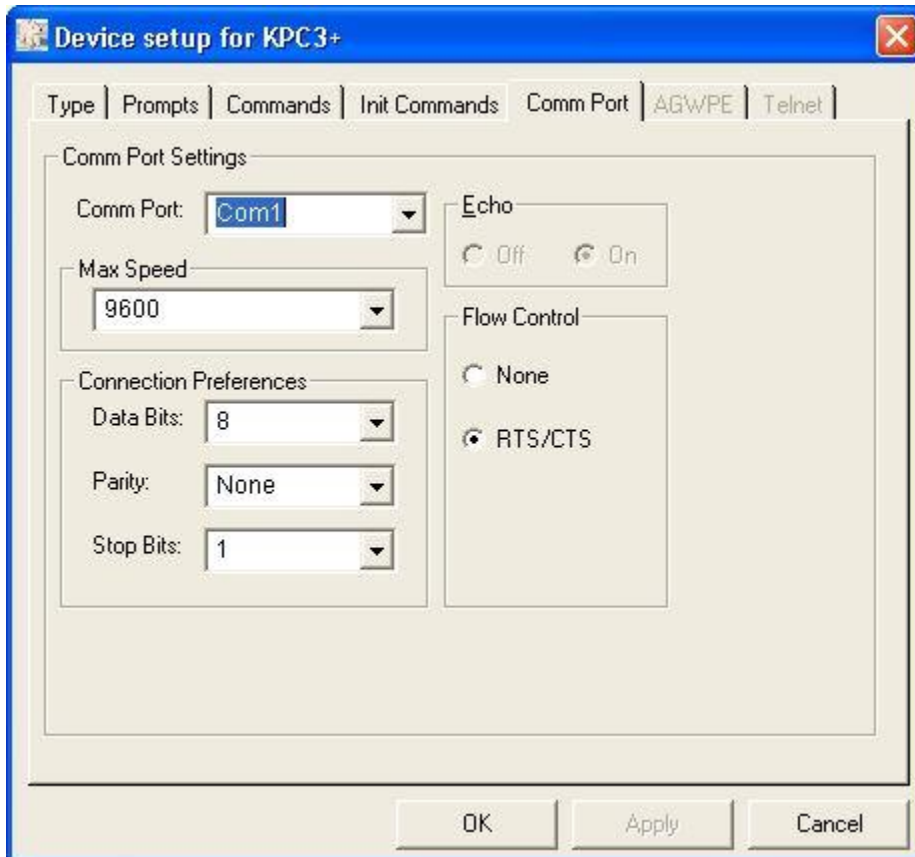
## Outpost Setup

On the Outpost program's menu: Setup > TNC > Type tab



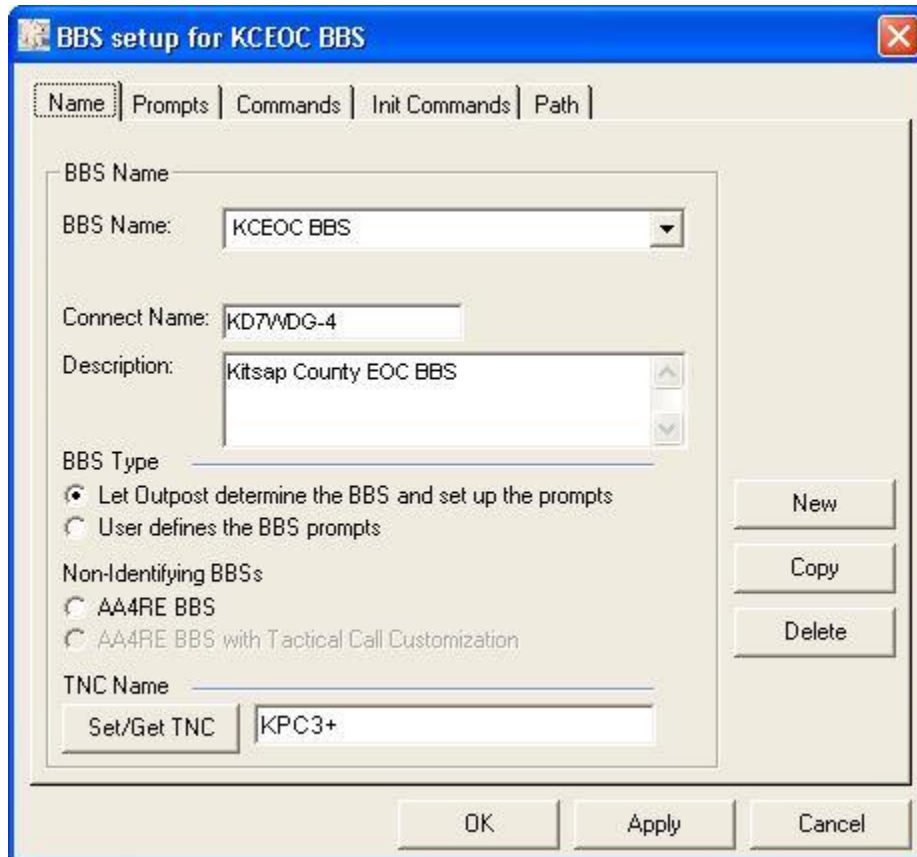
Click on New and enter the Device Name for you TNC. This document assumes a Kantronics KPC3+.

On the Outpost program's menu: Setup > TNC > Comm Port tab



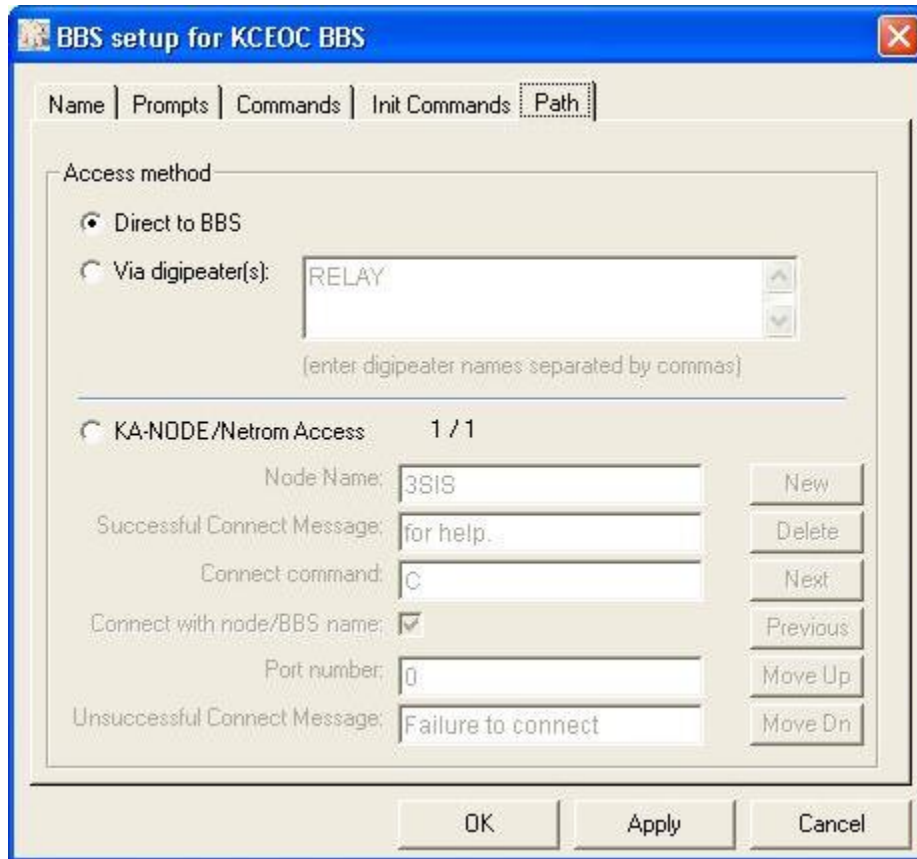
Select the Comm Port to which your TNC is connected. Typically, this is Com1, but it may be different depending on your computer hardware. The TNC's Speed typically defaults to 9600.

On the Outpost program's menu: Setup > BBS > Name tab



Enter for BBS Name: KCEOC BBS  
For Connect Name: KD7WDG-4  
For Description: Kitsap County EOC BBS  
Click on Set/Get TNC and select your TNC.

On the Outpost program's menu: Setup > BBS > Path tab



Access method Direct to BBS should work for most stations.

If you find that you cannot directly connect to the county BBS, a Via digipeater path can be set.

All of the 223.58 MHz packet stations have their aliases set to RELAY. If you are operating on 223.58 MHz and RELAY is entered and selected in the Via Digipeater field, every station that can hear you will relay your signal. This means you do not need to spend time figuring out what digipeaters are on the air and reachable when you need to get a message through. Any available 223.58 MHz packet station will respond.

On 145.63 MHz, connecting via a node can be done by selecting the KA-Node/Netrom Access option. The example in the screen print shows the set up for the 3SIS node.

On the Outpost program's menu: Setup > Identification

The screenshot shows a dialog box titled "Station Identification". At the top, it says "Current Profile:" followed by a text box containing "Outpost". Below this is a section labeled "Legal" which contains three text boxes: "User Call Sign:", "User Name:", and "Message ID Prefix:" with "(3 Characters max)" to its right. Below the "Legal" section is a section labeled "Tactical" which contains a checked checkbox "Use Tactical Call for all BBS interaction", a text box "Tactical Call Sign:" with "(6 Characters max)" to its right, a text box "Additional ID Text:", and a text box "Message ID Prefix:" with "(3 Characters max)" to its right. At the bottom of the dialog, there is a checked checkbox "Show this form on startup" and two buttons: "OK" and "Cancel".

For these values, refer to the Outpost Packet Message Manager Settings list at the end of this document. Select the data specified for your station.

User Call Sign: <Callsign for FCC ID on Packet on settings list>

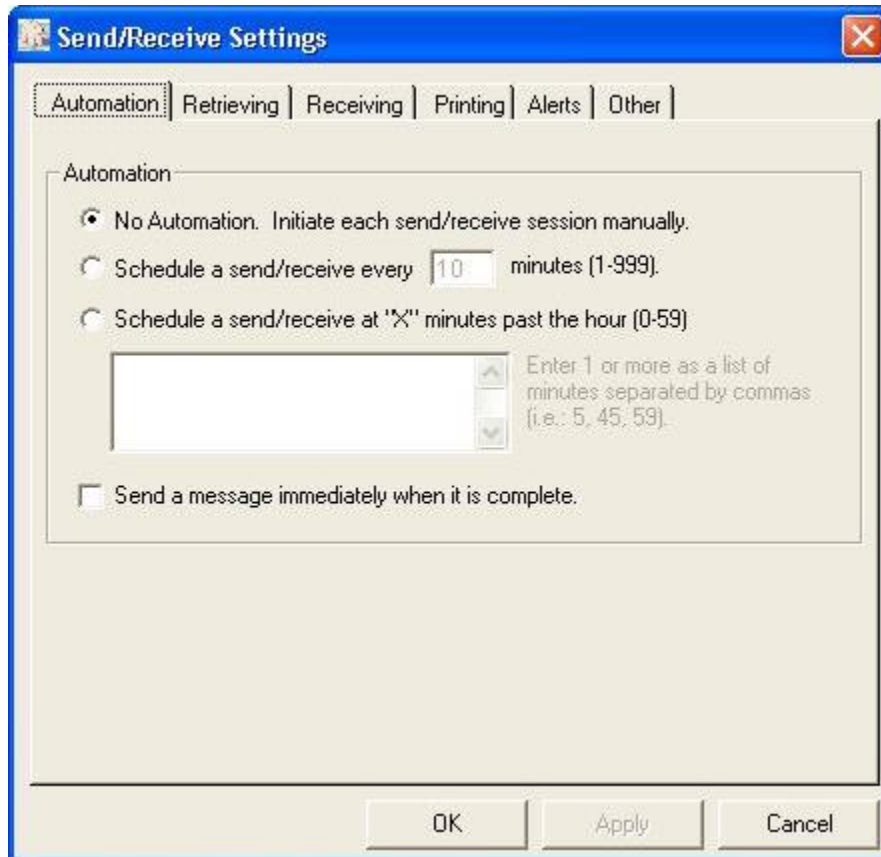
User Name: <Tactical Callsign for Plain Language Voice on settings list>

Check the Use Tactical Call for all BBS interaction check box

Tactical Call Sign: <Tactical Callsign on Packet on settings list>

Additional ID Text: <Tactical Callsign for Plain Language Voice on settings list>

On the Outpost program's menu: Tools > Send Receive Settings > Automation tab



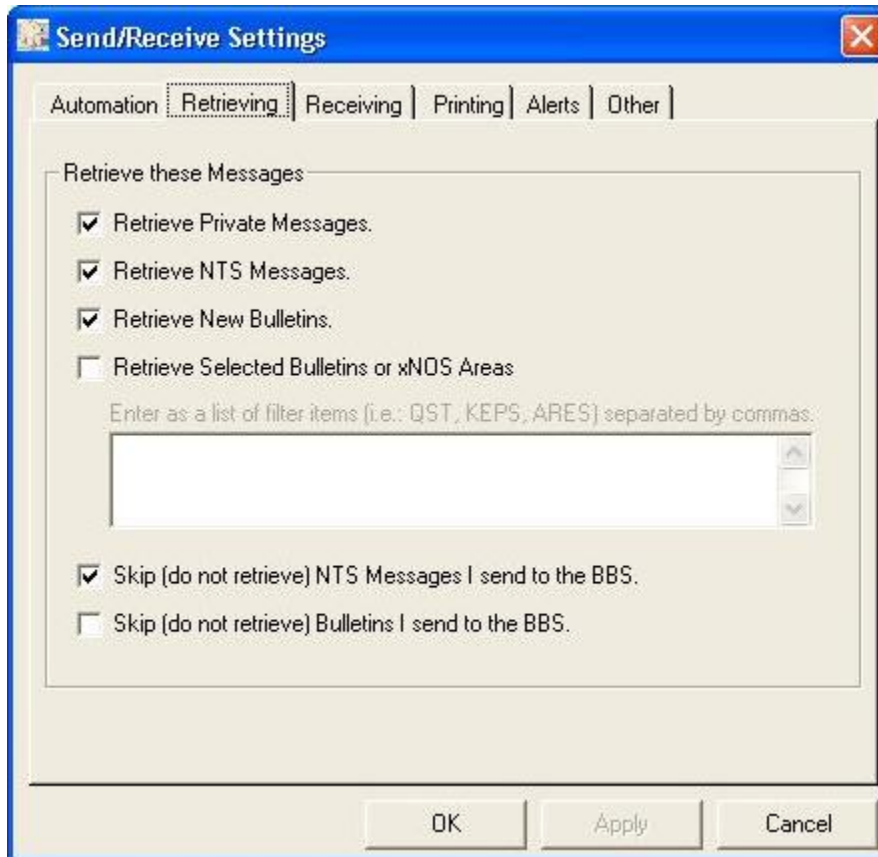
Leave the Automation as No Automation.

While the concept of automatic Send/Receive sessions sounds good, trying to coordinate an unpredictable number of active stations is not manageable and could result in excessive wait times between sessions.

When messages are posted for your station, you will be notified on the primary voice net to perform a Send/Receive to download the messages.



On the Outpost program's menu: Tools > Send Receive Settings > Retrieving tab



On the Retrieving tab, check the following.

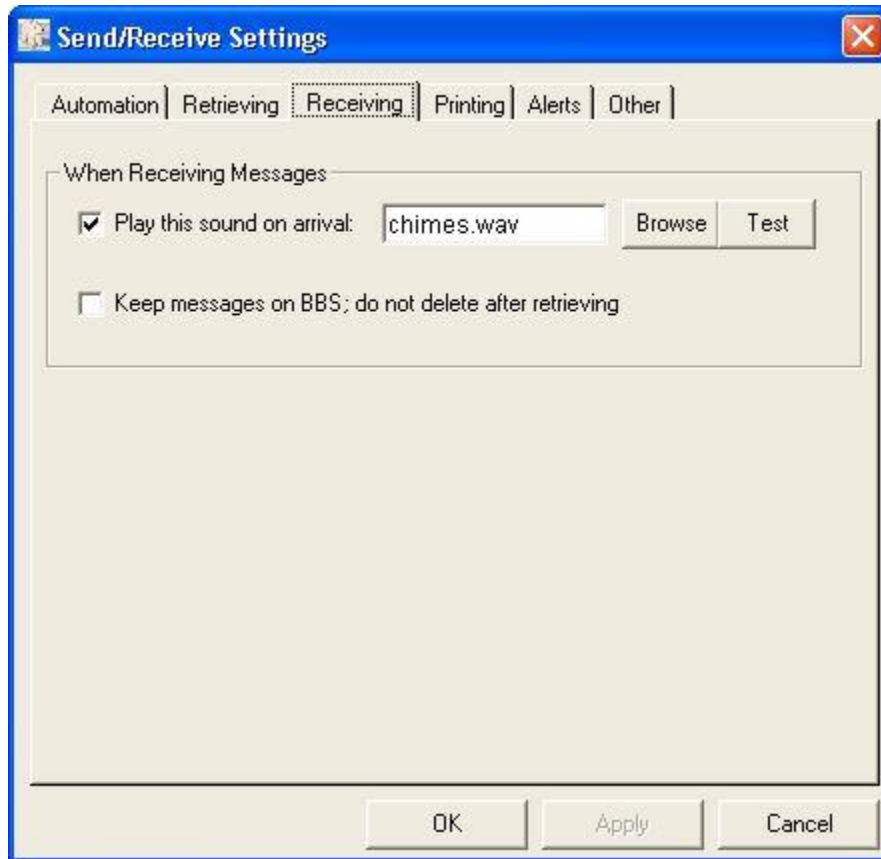
Retrieve Private messages

Retrieve NTS Messages

Retrieve New Bulletins

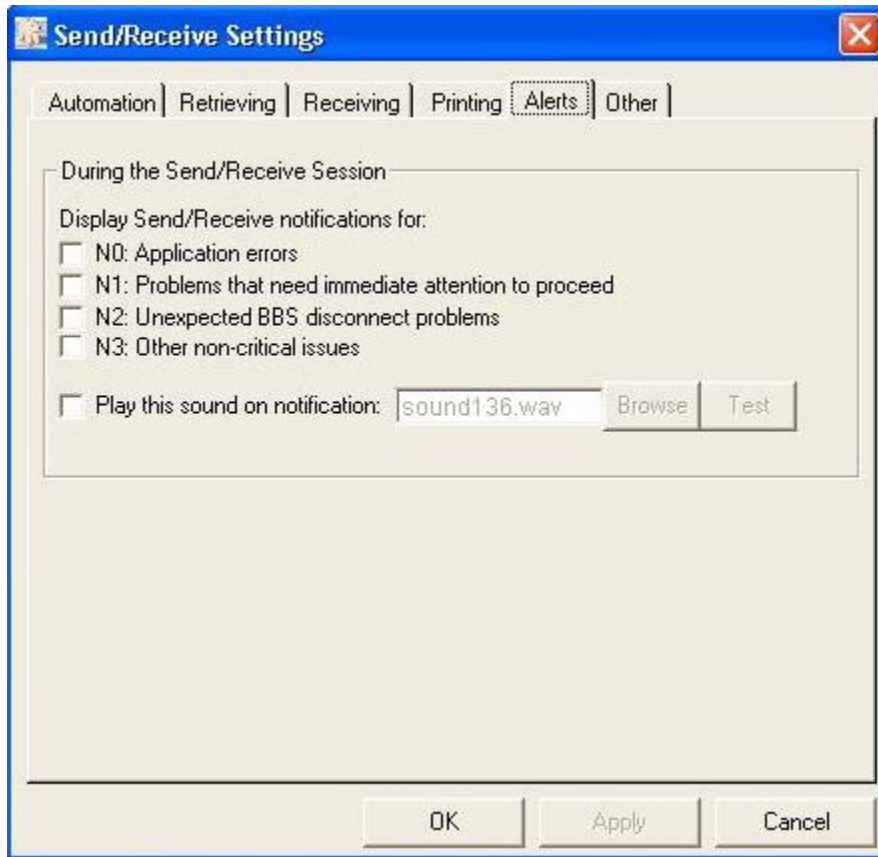
When we create messages, we will not use the NTS option. That option adds a level of complexity not needed for county operations. Nonetheless, check the retrieve option just in case an NTS message is posted on the BBS.

On the Outpost program's menu: Tools > Send Receive Settings > Receiving tab



If you wish to hear a sound when a message is received, check this option.

On the Outpost program's menu: Tools - Send Receive Settings - Alerts tab



Uncheck all of the Display Send/Receive notification options. This prevents unwanted error messages from crashing your Send/Receive session.

## TNC Command Settings

The following commands must be entered directly into the TNC using a terminal program. Outpost comes with a serial terminal program that can be used for this purpose.

On the Outpost program's menu: Tools > Interactive Packet > Serial / Comm Port

Or use the Ipserial application whose icon is on the Desktop.

In the Ipserial program, the File > Comm Port Settings need to be set to access the TNC.

Use the serial interface to enter the following commands into the TNC.

For these values, refer to the Outpost Packet Message Manager Settings list at the end of this document. Select the data specified for your station.

```
BEACON EVERY 30
BTEXT <BTEXT on settings list>
CD Software
CMMSG ON
CTEXT <CTEXT on settings list>
DIGIPEAT ON
MYALIAS RELAY
MYCALL <Callsign for FCC ID on Packet on the settings list>
PBBS 0
USERS 0
```

The latitude and longitude values in the BTEXT string are:

DDmm.mmN/DDDmm.mmW

DD is degrees

mm.mm is minutes and seconds as decimal minutes.

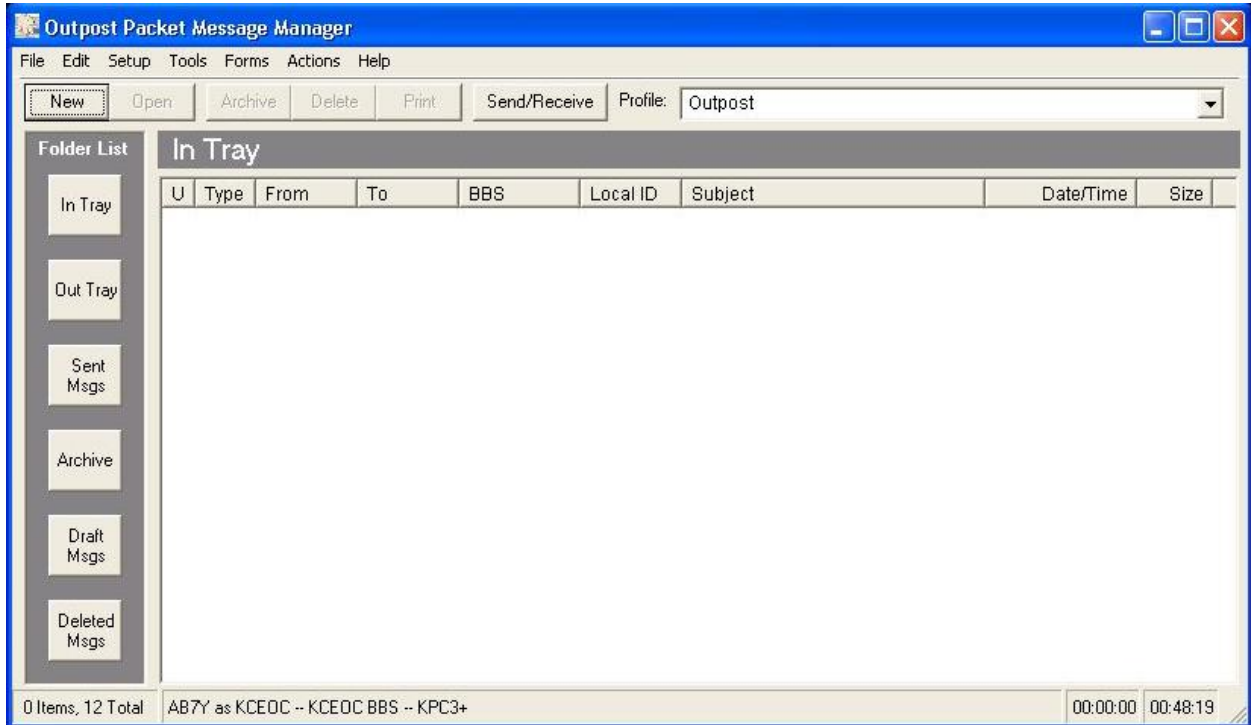
To calculate the decimal for the seconds, divide the seconds by 60.

This allows knowing which stations are active by using an APRS program.

The CD Software command allows the TNC to work with the radio's squelch set wide open. To take advantage of this feature, the radio's receive audio is set to normal listening level and the squelch is turn all the way off.

## Sending and Receiving Messages

To create a message, on the Outpost screen, click on the New button. This will open a window in which you compose your message.



## Kitsap County ARES/RACES/ACS Outpost Packet Message Manager Procedures

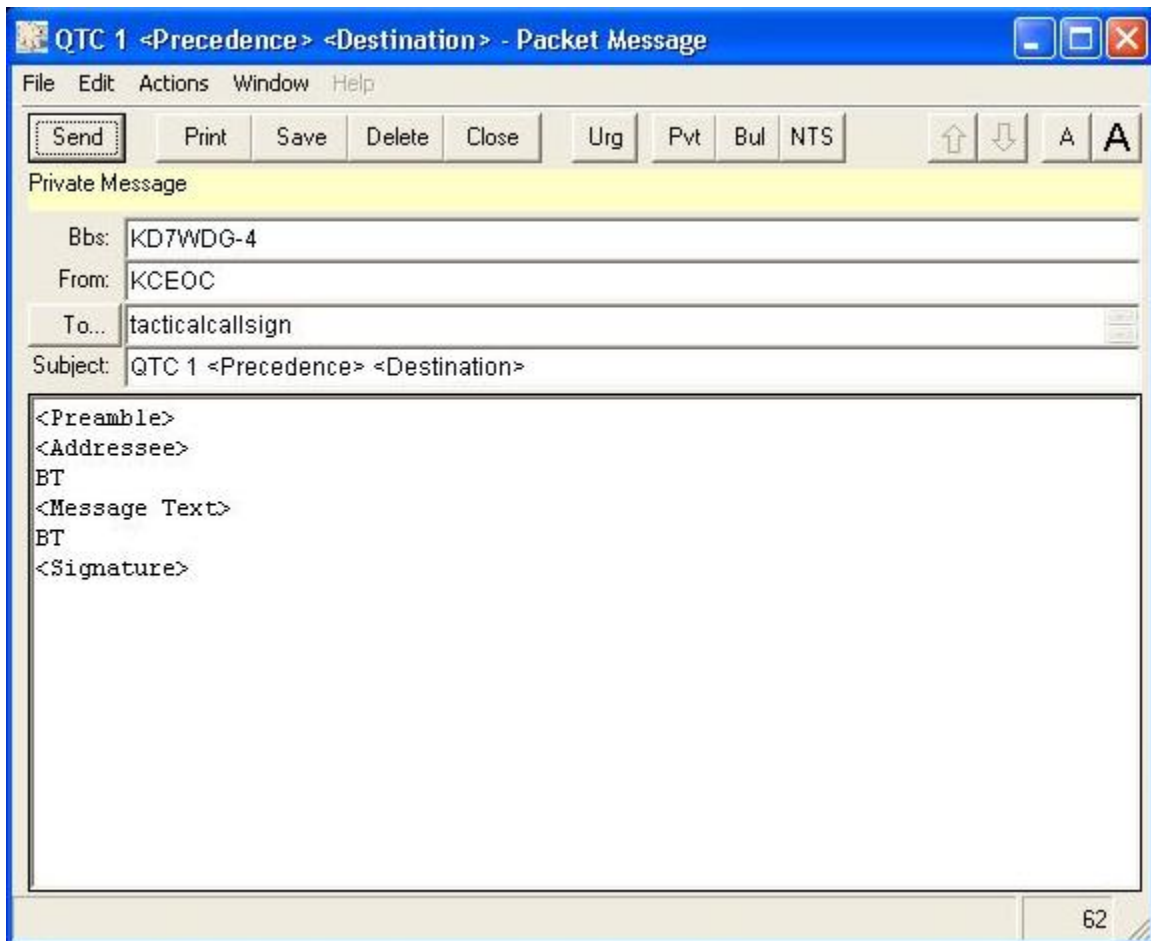
In the To field, enter the callsign to which to send the message.

The message will be sent as a private message that only the station entered in the To field will be able to download it. To post a message everyone can read, click on the Bul button to make the message a bulletin.

For Subject, use QTC 1 < message preamble's precedence> <addressee location>

It is suggested not to use the NTS button. This will open a window to enter formal traffic, but the information the window requires is more than what we need for county operations. All traffic should be in NTS format, but it is easier to simply enter the NTS message in the normal message composition window.

When the message is ready, click on Send button to place the message into the Out Tray folder.



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This example demonstrates how a message is entered into the message composition window. (The message does not have to be all uppercase. Mixed case is acceptable.)

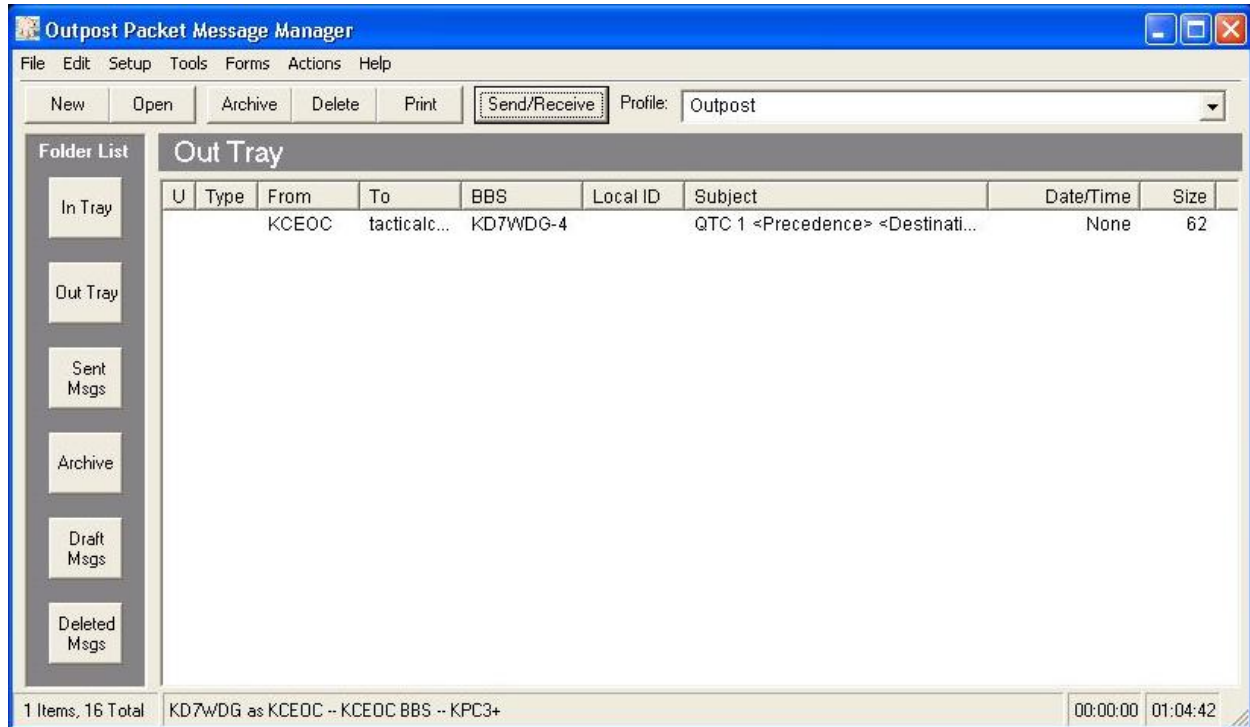
Subject is: QTC 1 EMERGENCY POULSBO WA

012 EMERGENCY KCEOC 20 BREMERTON WA 0815L MAR 19  
INCIDENT COMMANDER  
POULSBO FIRE DEPARTMENT ACC  
POULSBO WA  
BT  
THIS IS AN EXERCISE OVERTURNED  
VEHICLE WITH ENTRAPMENT BLOCKING NE  
LINCOLN ROAD AT WIDME ROAD  
NE THIS IS AN EXERCISE  
BT  
KITSAP COUNTY EOC  
INCIDENT COMMANDER

## Kitsap County ARES/RACES/ACS Outpost Packet Message Manager Procedures

The message is now in the Out Tray folder. Normally, you will leave the screen view on the In Tray folder, but you can see the new, not yet sent message by selecting the Out Tray folder.

Click on the Send/Receive button to initiate a communications session. Outpost will connect to the BBS, upload the new message, and then download bulletins and any messages addressed to your station. Newly received messages will be listed in the In Tray folder.





Kitsap County ARES/RACES/ACS Outpost Packet Message Manager Procedures

| <b>Site</b>  | <b>Tactical Callsign<br/>for Plain Language Voice</b> | <b>Callsign for FCC ID<br/>on Packet</b> | <b>Tactical Callsign<br/>on Packet</b> |
|--|---|--|--|
| Kitsap County EOC                                    | Kitsap County EOC                                     | KD7WDG                                   | KCEOC                                  |
| Kitsap County Alternate EOC                          | Kitsap County Alternate EOC                           | KD7WDG                                   | KCAEOC                                 |
| Kitsap County Emergency Communications Vehicle       | Kitsap County Emergency Communications Vehicle        | KD7WDG                                   | KCECV                                  |
| Poulsbo Fire Department ACC                          | Poulsbo Fire ACC                                      | KD7WDH                                   | PFDACC                                 |
| Poulsbo Fire Department Station 71                   | Poulsbo Fire Station 71                               | KD7WDH                                   | PFD71                                  |
| City of Poulsbo EOC                                  | Poulsbo EOC   | KD7WDH                                   | PBOEOC                                 |
| North Kitsap Fire and Rescue ACC                     | North Kitsap Fire ACC                                 | KD7WDH                                   | NKFACC                                 |
| North Kitsap Fire and Rescue Station 81              | North Kitsap Fire Station 81                          | KD7WDH                                   | NKFR81                                 |
| North Kitsap School District                         | North Kitsap School District                          | KD7WDH                                   | NKSD                                   |
| Central Kitsap Fire and Rescue ACC                   | Central Kitsap Fire ACC                               | KD7WDI                                   | CKFACC                                 |
| Central Kitsap Fire and Rescue Station 51            | Central Kitsap Fire Station 51                        | KD7WDI                                   | CKF51                                  |
| Central Kitsap Fire and Rescue Station 41            | Central Kitsap Fire Station 41                        | KD7WDI                                   | CKF41                                  |
| Central Kitsap Fire and Rescue Station 56            | Central Kitsap Fire Station 56                        | KD7WDI                                   | CKF56                                  |
| Central Kitsap Fire and Rescue Administration Office | Central Kitsap Fire Administration                    | KD7WDI                                   | CKFA                                   |
| Central Kitsap School District                       | Central Kitsap School District                        | KD7WDI                                   | CKSD                                   |
| South Kitsap Fire and Rescue ACC                     | South Kitsap Fire ACC                                 | KD7WDJ                                   | SKFACC                                 |
| South Kitsap Fire and Rescue Station 8               | South Kitsap Fire Station 8                           | KD7WDJ                                   | SKF8                                   |
| City of Port Orchard EOC                             | Port Orchard EOC                                      | KD7WDJ                                   | POEOC                                  |
| West Sound Utility District                          | West Sound Utility                                    | KD7WDJ                                   | WSUD                                   |
| South Kitsap School District                         | South Kitsap School District                          | KD7WDJ                                   | SKSD                                   |
| City of Bremerton EOC                                | Bremerton EOC   | KD7WDK                                   | BRMEOC                                 |
| Puget Sound Naval Shipyard                           | Puget Sound Naval Shipyard                            | KD7WDK                                   | PSNS                                   |
| Bremerton School District                            | Bremerton School District                             | KD7WDK                                   | BRMSD                                  |
| Bainbridge Island Fire ACC                           | Bainbridge Island Fire ACC                            | KD7WDL                                   | BIFACC                                 |
| Bainbridge Island Fire Station 21                    | Bainbridge Island Fire Station 21                     | KD7WDL                                   | BIF21                                  |
| Bainbridge Island Fire Station 22                    | Bainbridge Island Fire Station 22                     | KD7WDL                                   | BIF22                                  |
| Bainbridge Island Fire Station 23                    | Bainbridge Island Fire Station 23                     | KD7WDL                                   | BIF23                                  |
| City of Bainbridge Island EOC                        | Bainbridge Island EOC                                 | KD7WDL                                   | BIEOC                                  |
| Bainbridge Island School District                    | Bainbridge Island School District                     | KD7WDL                                   | BISD                                   |
| Harrison Medical Center Bremerton                    | Harrison Medical Center Bremerton                     | KD7WDM                                   | HMCB                                   |
| Harrison Medical Center Silverdale                   | Harrison Medical Center Silverdale                    | KD7WDM                                   | HMCS                                   |
| Harrison Medical Center South Kitsap Campus          | Harrison Medical Center South Kitsap                  | KD7WDM                                   | HMCSK                                  |
| Naval Hospital Bremerton                             | Naval Hospital  | KD7WDM                                   | NAVHB                                  |

## Kitsap County ARES/RACES/ACS Outpost Packet Message Manager Procedures

| <b>Site</b>  | <b>BTEXT</b>   |
|--|--|
| Kitsap County EOC                                    | !47???.??N/122???.??WoKCEOC - Kitsap County EOC - Contact kcacs@kcacs.org                              |
| Kitsap County Alternate EOC                          | !47???.??N/122???.??WoKCAEOC - Kitsap County Alternate EOC - Contact kcacs@kcacs.org                   |
| Kitsap County Emergency Communications Vehicle       | !47???.??N/122???.??WoKCECV - Kitsap County Emergency Communications Vehicle - Contact kcacs@kcacs.org |
| Poulsbo Fire Department ACC                          | !47???.??N/122???.??WoPFDACC - Poulsbo Fire ACC - Contact kcacs@kcacs.org                              |
| Poulsbo Fire Department Station 71                   | !47???.??N/122???.??WoPFD71 - Poulsbo Fire Station 71 - Contact kcacs@kcacs.org                        |
| City of Poulsbo EOC                                  | !47???.??N/122???.??WoPBOEOC - Poulsbo EOC - Contact kcacs@kcacs.org                                   |
| North Kitsap Fire and Rescue ACC                     | !47???.??N/122???.??WoNKFACC - North Kitsap Fire ACC - Contact kcacs@kcacs.org                         |
| North Kitsap Fire and Rescue Station 81              | !47???.??N/122???.??WoNKFR81 - North Kitsap Fire Station 81 - Contact kcacs@kcacs.org                  |
| North Kitsap School District                         | !47???.??N/122???.??WoNKSD - North Kitsap School District - Contact kcacs@kcacs.org                    |
| Central Kitsap Fire and Rescue ACC                   | !47???.??N/122???.??WoCKFACC - Central Kitsap Fire ACC - Contact kcacs@kcacs.org                       |
| Central Kitsap Fire and Rescue Station 51            | !47???.??N/122???.??WoCKF51 - Central Kitsap Fire Station 51 - Contact kcacs@kcacs.org                 |
| Central Kitsap Fire and Rescue Station 41            | !47???.??N/122???.??WoCKF41 - Central Kitsap Fire Station 41 - Contact kcacs@kcacs.org                 |
| Central Kitsap Fire and Rescue Station 56            | !47???.??N/122???.??WoCKF56 - Central Kitsap Fire Station 56 - Contact kcacs@kcacs.org                 |
| Central Kitsap Fire and Rescue Administration Office | !47???.??N/122???.??WoCKFA - Central Kitsap Fire Administration - Contact kcacs@kcacs.org              |
| Central Kitsap School District                       | !47???.??N/122???.??WoCKSD - Central Kitsap School District - Contact kcacs@kcacs.org                  |
| South Kitsap Fire and Rescue ACC                     | !47???.??N/122???.??WoSKFACC - South Kitsap Fire ACC - Contact kcacs@kcacs.org                         |
| South Kitsap Fire and Rescue Station 8               | !47???.??N/122???.??WoSKF8 - South Kitsap Fire Station 8 - Contact kcacs@kcacs.org                     |
| City of Port Orchard EOC                             | !47???.??N/122???.??WoPOEOC - Port Orchard EOC - Contact kcacs@kcacs.org                               |
| West Sound Utility District                          | !47???.??N/122???.??WoWSUD - West Sound Utility - Contact kcacs@kcacs.org                              |
| South Kitsap School District                         | !47???.??N/122???.??WoSKSD - South Kitsap School District - Contact kcacs@kcacs.org                    |
| City of Bremerton EOC                                | !47???.??N/122???.??WoBRMEOC - Bremerton EOC - Contact kcacs@kcacs.org                                 |
| Puget Sound Naval Shipyard                           | !47???.??N/122???.??WoPSNS - Puget Sound Naval Shipyard - Contact kcacs@kcacs.org                      |
| Bremerton School District                            | !47???.??N/122???.??WoBRMSD - Bremerton School District - Contact kcacs@kcacs.org                      |
| Bainbridge Island Fire ACC                           | !47???.??N/122???.??WoBIFACC - Bainbridge Island Fire ACC - Contact kcacs@kcacs.org                    |
| Bainbridge Island Fire Station 21                    | !47???.??N/122???.??WoBIF21 - Bainbridge Island Fire Station 21 - Contact kcacs@kcacs.org              |
| Bainbridge Island Fire Station 22                    | !47???.??N/122???.??WoBIF22 - Bainbridge Island Fire Station 22 - Contact kcacs@kcacs.org              |
| Bainbridge Island Fire Station 23                    | !47???.??N/122???.??WoBIF23 - Bainbridge Island Fire Station 23 - Contact kcacs@kcacs.org              |
| City of Bainbridge Island EOC                        | !47???.??N/122???.??WoBIEOC - Bainbridge Island EOC - Contact kcacs@kcacs.org                          |
| Bainbridge Island School District                    | !47???.??N/122???.??WoBISD - Bainbridge Island School District - Contact kcacs@kcacs.org               |
| Harrison Medical Center Bremerton                    | !47???.??N/122???.??WoHMCSB - Harrison Medical Center Bremerton - Contact kcacs@kcacs.org              |
| Harrison Medical Center Silverdale                   | !47???.??N/122???.??WoHMCS - Harrison Medical Center Silverdale - Contact kcacs@kcacs.org              |
| Harrison Medical Center South Kitsap Campus          | !47???.??N/122???.??WoHMCSK - Harrison Medical Center South Kitsap - Contact kcacs@kcacs.org           |
| Naval Hospital Bremerton                             | !47???.??N/122???.??WoNAVHB - Naval Hospital - Contact kcacs@kcacs.org                                 |

## Kitsap County ARES/RACES/ACS Outpost Packet Message Manager Procedures

| <b>Site</b>  | <b>CTEXT</b>  |
|--|---|
| Kitsap County EOC                                    | KCEOC - Kitsap County EOC - Send messages to KCEOC on KD7WDG-4 BBS                              |
| Kitsap County Alternate EOC                          | KCAEOC - Kitsap County Alternate EOC - Send messages to KCAEOC on KD7WDG-4 BBS                  |
| Kitsap County Emergency Communications Vehicle       | KCECV - Kitsap County Emergency Communications Vehicle - Send messages to KCECV on KD7WDG-4 BBS |
| Poulsbo Fire Department ACC                          | PFDACC - Poulsbo Fire ACC - Send messages to PFDACC on KD7WDG-4 BBS                             |
| Poulsbo Fire Department Station 71                   | PFD71 - Poulsbo Fire Station 71 - Send messages to PFD71 on KD7WDG-4 BBS                        |
| City of Poulsbo EOC                                  | PBOEOC - Poulsbo EOC - Send messages to PBOEOC on KD7WDG-4 BBS                                  |
| North Kitsap Fire and Rescue ACC                     | NKFACC - North Kitsap Fire ACC - Send messages to NKFACC on KD7WDG-4 BBS                        |
| North Kitsap Fire and Rescue Station 81              | NKFR81 - North Kitsap Fire Station 81 - Send messages to NKFR81 on KD7WDG-4 BBS                 |
| North Kitsap School District                         | NKSD - North Kitsap School District - Send messages to NKSD on KD7WDG-4 BBS                     |
| Central Kitsap Fire and Rescue ACC                   | CKFACC - Central Kitsap Fire ACC - Send messages to CKFACC on KD7WDG-4 BBS                      |
| Central Kitsap Fire and Rescue Station 51            | CKF51 - Central Kitsap Fire Station 51 - Send messages to CKF51 on KD7WDG-4 BBS                 |
| Central Kitsap Fire and Rescue Station 41            | CKF41 - Central Kitsap Fire Station 41 - Send messages to CKF41 on KD7WDG-4 BBS                 |
| Central Kitsap Fire and Rescue Station 56            | CKF56 - Central Kitsap Fire Station 56 - Send messages to CKF56 on KD7WDG-4 BBS                 |
| Central Kitsap Fire and Rescue Administration Office | CKFA - Central Kitsap Fire Administration - Send messages to CKFA on KD7WDG-4 BBS               |
| Central Kitsap School District                       | CKSD - Central Kitsap School District - Send messages to CKSD on KD7WDG-4 BBS                   |
| South Kitsap Fire and Rescue ACC                     | SKFACC - South Kitsap Fire ACC - Send messages to SKFACC on KD7WDG-4 BBS                        |
| South Kitsap Fire and Rescue Station 8               | SKF8 - South Kitsap Fire Station 8 - Send messages to SKF8 on KD7WDG-4 BBS                      |
| City of Port Orchard EOC                             | POEOC - Port Orchard EOC - Send messages to POEOC on KD7WDG-4 BBS                               |
| West Sound Utility District                          | WSUD - West Sound Utility - Send messages to WSUD on KD7WDG-4 BBS                               |
| South Kitsap School District                         | SKSD - South Kitsap School District - Send messages to SKSD on KD7WDG-4 BBS                     |
| City of Bremerton EOC                                | BRMEOC - Bremerton EOC - Send messages to BRMEOC on KD7WDG-4 BBS                                |
| Puget Sound Naval Shipyard                           | PSNS - Puget Sound Naval Shipyard - Send messages to PSNS on KD7WDG-4 BBS                       |
| Bremerton School District                            | BRMSD - Bremerton School District - Send messages to BRMSD on KD7WDG-4 BBS                      |
| Bainbridge Island Fire ACC                           | BIFACC - Bainbridge Island Fire ACC - Send messages to BIFACC on KD7WDG-4 BBS                   |
| Bainbridge Island Fire Station 21                    | BIF21 - Bainbridge Island Fire Station 21 - Send messages to BIF21 on KD7WDG-4 BBS              |
| Bainbridge Island Fire Station 22                    | BIF22 - Bainbridge Island Fire Station 22 - Send messages to BIF22 on KD7WDG-4 BBS              |
| Bainbridge Island Fire Station 23                    | BIF23 - Bainbridge Island Fire Station 23 - Send messages to BIF23 on KD7WDG-4 BBS              |
| City of Bainbridge Island EOC                        | BIEOC - Bainbridge Island EOC - Send messages to BIEOC on KD7WDG-4 BBS                          |
| Bainbridge Island School District                    | BISD - Bainbridge Island School District - Send messages to BISD on KD7WDG-4 BBS                |
| Harrison Medical Center Bremerton                    | HMCB - Harrison Medical Center Bremerton - Send messages to HMCB on KD7WDG-4 BBS                |
| Harrison Medical Center Silverdale                   | HMCS - Harrison Medical Center Silverdale - Send messages to HMCS on KD7WDG-4 BBS               |
| Harrison Medical Center South Kitsap Campus          | HMCSK - Harrison Medical Center South Kitsap - Send messages to HMCSK on KD7WDG-4 BBS           |
| Naval Hospital Bremerton                             | NAVHB - Naval Hospital - Send messages to NAVHB on KD7WDG-4 BBS                                 |