

## CCAR Winlink Net Check-in Form Instructions

This document assumes you have VARA FM installed and working.

1. Open Winlink Express
2. Select "Message" then "New Message"
3. Select "Select Template"
4. Click the + sign in front of "Standard Templates"
5. Click the + sign in front of "General Forms"
6. Double Click on "Winlink Check-in.txt" (Your Browser should open w/form)
7. Fill out the form as required. The TO: Box, when using for the CCAR Winlink Net add both W3EOC, WB3GCK (callsigns separated with a coma)
8. Click the "Submit" button, this should now load into your New Message window.
9. Now click "Post To Outbox"
10. Click on "Open Session" then select "VARA FM" if you are set up correctly this should open your VARA FM Modem.
11. Select either Direct or Digipeater in the drop-down box if you select Direct enter the station you would like to connect to (W3EOC-10). If you select Digipeater then the station you want to connect to (W3EOC-10) then in the Digipeater Box enter (W3EOC-6) (or others) then click "Start"

For a full video of the process described above click the link below:

[CCAR Winlink Check-in Form Video](#)