**HOW TO OPERATE VA7PWT PACKET MAIL**

**Open the Packet Mail Program**

1. Start the Packet Mail Program
2. Find the entry screen and select the appropriate button. If you have already configured the program, select “ENTER.”
3. Perform the mandatory test (the gray button)
4. Read the message and hit EXIT.

**Starting and setting your Modem and Packet Program**

1. On the Main Menu click on the Communication Button (Purple Button Top Left)
2. On this you will find all the MODEMS and COMMUNICATION PROGRAMS
3. Ensure the buttons are not greyed out. If they are hit the reset button below each that are greyed out. Once reset click on the Modem and the Communication Program, they will either load or say they are already running. NOTE If you are running a Kantronic style TNC, not a sound Modem, just start your Packet program as you would have set up your COM ports and settings already.
4. To check to see if all running by hitting the Green Button to Open Packet Program. You should see the packet program you opened (Example WINTNC) do a test to ensure working IE connect to VA7QBB-8 or which ever node is close to you. If it connects that means all good. Hit Control “c” space D to disconnect. Click on the – top right corner to shrink it down.
5. Hit the EXIT (RED) button. This will bring you back to the Main Menu Screen

**How to send a Packet Mail**

1. Click on the Packet Mail Button
2. On the next screen Decide either send just a Packet Mail or Packet Mail with an Attachment
3. Either Mail Forms will show
4. Fill out the To, From, Subject, your message, ( if the Attachment form add your Attachment by clicking on the add Attachment button)
5. Then hit the “Post to Outbox button on the bottom of the page
6. The screen should change to the one with headers “Modem Center” and “Communication Center”
7. Here you should see your message file in the File to send box
8. Click on Green Button which again will open your Packet Program
9. CONNECT to a recipient on the WinTNC page. TYPE C space and the callsign
10. Once you are connected to a station Press the F5
11. You will see a narrow red screen select file JUST HIT ENTER
12. A BLUE SCREEN should show up, (use arrow keys to navigate)
13. Scroll down to the two dots and hit ENTER
14. Keep doing this until you can see C:\\*\*
15. Then use arrow keys to scroll to MAIL SEND
16. Hit ENTER
17. Scroll down to the file name of the message that is to be sent and hit ENTER
18. The message transmit should begin A RED BOX will appear sending the message
19. Do not take any action until the message is fully sent (this may take time)
20. As soon as the Red Box Disappears Disconnect from Station
21. To SHUTDOWN the connection type CTRL-C followed by a space and then D
22. Hit ENTER
23. Shrink down your Packet Program and Exit the Communication Form
24. IF a “Lock-up” occurs press the ALT TAB and when the screen opens, scroll over to the screen you want with the arrow keys. DO NOT USE THE ENTER KEY Use the ALT key on the Keyboard to make your selection.
25. If caught in an endless loop go to the Task Manager and find the program and end it there. Close the Task Manager and return to the program.