

Before the contest perform the following

1. Use **QPTools | Plan Route** to develop the sequence of counties defining the route.
2. If desired use **QPTools | Post Route Plans** to connect to the County Hunter website to post your route and any comments.
3. Use **Keyer | Edit Message Template** to define the format of your messages. Insert embedded symbols in the messages by first positioning the cursor at the desired point of insertion and right-clicking and selecting the desired symbol from the pop-up menu. Once you are satisfied with your messages Apply the template. The messages are now ready to be changed as you advance through the counties and work stations. **Note: It is important to perform this step even if you plan to operate only SSB since the program obtains logging information from these messages.**
4. Use **Keyer | Assign Function Keys** to assign tasks to the function keys.
5. If you wish to have strip maps available for viewing within the program use a mapping tool and a screen capture tool to capture images and save them as bmp files. Then use **QPTools | Associate Maps** to associate each image file with a county. You can also use **Options | Configure User-Supplied Help** which will allow you to place the strip maps as a sub-menu under Help.
6. Use **Radio | Connect/Disconnect** or **Keyer | Connect/Disconnect** to assign the radio and keyer to their respective ports. Be sure to connect and test each device. The next time you close the application be sure to answer Yes to the question “Save New Port Assignments” so that you can easily reconnect all devices to their proper ports.
7. If your radio is not supported or for any other reason (e.g. insufficient number of ports) you do not wish to automatically track the radio use **Radio | Track Radio Manually** to specify frequency and mode.

On Startup/Restart of the program

1. Make sure that you have selected the desired contest and, as appropriate have selected to either continue the previous contest or start a new one.
2. Use the wizard to walk through the remaining startup steps which should at least include the following:
3. Use **QPTools | Plan Route** to review the sequence of counties and to specify the starting county.
4. Use **QPTools | Associate Maps** to review the map associations and make any desired changes. Use **QP Tools | View Maps** to select a map for viewing and dock the map if it is desired for it to remain in view. If you have used the Options | Configure User-Supplied Help make sure the strip maps are accessible as a sub-menu of **Help | User-Supplied Help**.
5. Use **Radio | Connect/Disconnect** to connect devices to their respective ports. If you have saved your port assignments you can use the button labeled “Restore from Previous Session” to restore all devices and then use Connect All to connect all of the devices.

During the contest

1. Send CQ (in CW mode using the key you assigned to the CQ message)
2. Enter call of responder and press Enter to send your exchange info

3. Enter received exchange information separated by spaces in any order, referring to the Check grid, if desired, to insure proper interpretation
4. Press Enter to log the contact and send the CQT message. If the contact won't log refer to the Check grid to see what might be missing.

After the contest

1. Before finalizing the log it is a good idea to close and restart the program to ensure that all changes are recorded correctly in the scoring.
2. Use **File | Finalize Logs** to convert the internal log to Cabrillo format. Enter any soapbox comments including statistical results and then use the Browse button to specify the file where the final log is to be kept.
3. Use **QPTools | Prepare Summary Sheet** and the Browse button to specify the file where it is to be saved. It is good idea to create a separate directory in which to save all results from each contest.
4. If desired, or required by the contest, use **QPTools | Prepare County Logs** to prepare these logs.
5. Use **File | Post to 3830 Reflector** to connect to the site to file your 3830 report.
6. Of course, don't forget to also submit your log to the sponsor!

After after the contest

1. It would be greatly appreciated if you would provide feedback regarding your experience (good or bad) using the program including any suggestions for improvements. Provide comments to no5w@consolidated.net.
2. If you are interested in using this program but find that your state QSO Party is not supported in the version you are using, contact NO5W to see if that support is available in the latest version or to find out how you can participate in the development of the necessary files to add that support. Also refer to the "How to Contribute" item under Help.
3. Consider adding a GPS to your next outing.

Have a safe trip and enjoy the party,

73/Chuck/NO5W