

MPG-6 SUPPORT GUIDANCE, W3YVQ MPG6A3V14AIEIM, 3/14

WINLINK CLASSIC BATCH FILE IMPORTING AND EXPORTING
with SCREEN IMAGES

On this page:

1. INTRODUCTION	1
2. WINLINK CLASSIC BATCH FILE EXPORT/ATTACHMENTS/IMPORT	1
2.1 EXPORTING SORTED CLASSIC MESSAGES TO DISK	2
2.2 SENDING THE BATCH FILE IN AN AIRMAIL WL2K MESSAGE	6
2.3 RECEIVING THE BATCH FILE IN AN AIRMAIL WL2K MESSAGE	9
2.4 IMPORTING THE RECEIVED BATCH FILE INTO CLASSIC.....	10

1. INTRODUCTION

This document presents the detailed presentation with screen images of how to

- Export **Batch Files** of NTS Class traffic from Winlink Classic MBO software;
- Transfer those **Batch Files** using the WL2K AirMail client software;
- Recover those **Batch Files** from a received email attachment; and
- Import email attached **Batch Files** into the Winlink Classic MBO software.
- The **Batch File format** is presented in support document MPG6A8, Batch File and Plain Text Guidance, provided with the updated MPG Chapter 6.

This is an expanded presentation with screen shots added of MPG6A2, the text version of Import/Export Guidance.

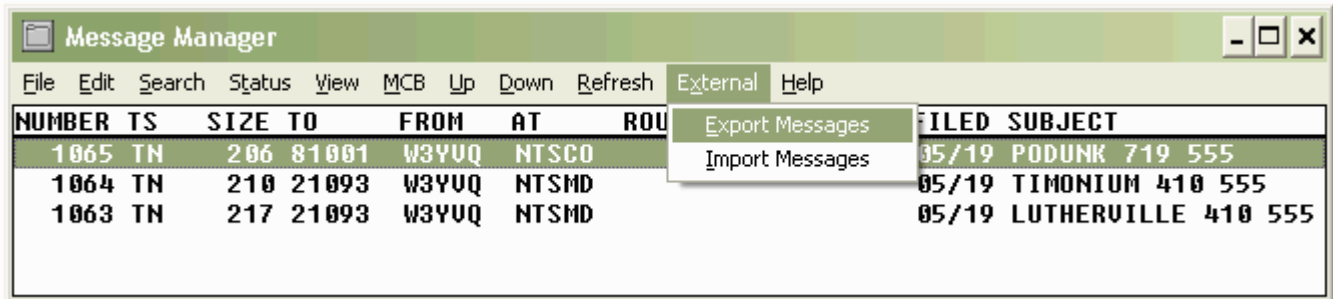
Radio-email, using any WL2K client, may be used to send attached Batch Files of Radiograms to any WL2K client and/or internet addressee. The AirMail and RMS-Express client software may also be used to transfer *Radio-email*, station-to-station, including Batch Files of NTS Radiogram traffic in attachments.

2. WINLINK CLASSIC BATCH FILE EXPORT/ATTACHMENTS/IMPORT

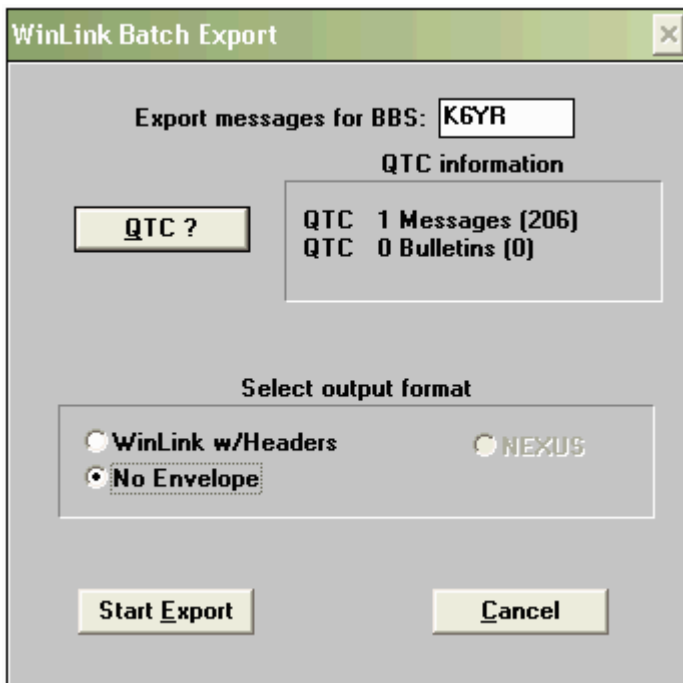
- It will be assumed that readers of this document are familiar with the basic operation of the Winlink Classic MBO application and its radio modules, and with basic operation of the WL2K network and its AirMail client software package.
- Winlink Classic and AirMail windows shown here are reduced in size for presentation and contain information created for this document only.
- In this example sequence only a small number of messages are involved for simplicity. Numerous messages may be transferred in like fashion.

2.1 EXPORTING SORTED CLASSIC MESSAGES TO DISK

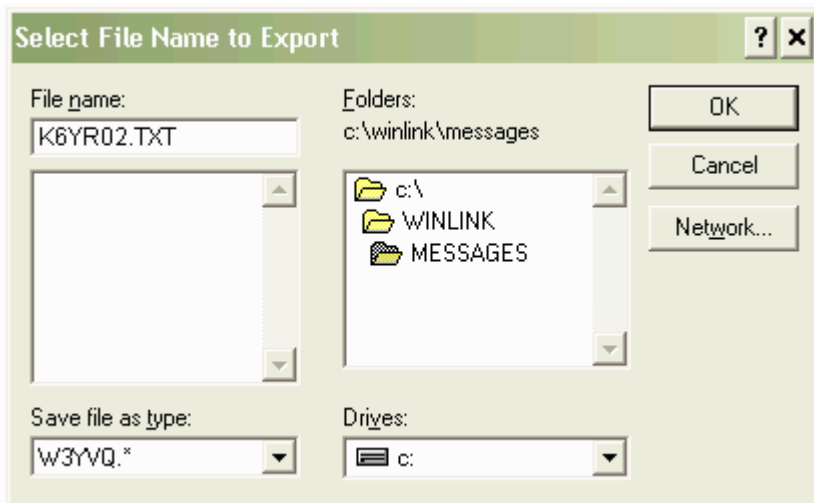
- **Step 1:** Open the Winlink Classic **Message Manager** and display the posted messages. (The Search menu function may be used to qualify the type of viewed messages based on a variety of criteria for convenience. Include NTS messages as a default.)
- **Step 2:** On the **Message Manager** menu click **External** then **Export Messages** as shown below.



The Winlink Batch Export window below will open.



- **Step 3:** The **Winlink Batch Export** window is used to define the sort of messages to export. In the **Export message for BBS** window enter the call sign of the station to which the desired batch of messages would be forwarded as stipulated in the Classic FORWARD.APS file routing. (This file may be set up to sort messages for specific MBO call signs by zip code, state, and other criteria.)
- **Step 4:** If there is a valid sort of posted messages for the entered MBO call sign, pressing the **QTC?** button will reveal non-zero data in the box to the right (the [206] value shown is the number of bytes in the quantity of messages shown).
- **Step 5:** The **Select output format** choice may be left as defaulted, but the export and subsequent import later will work either way. The **WinLink w/Headers** button frames the batch of messages with your MBO information. The **No Envelope** button format saves only the ST and /EX frames for each of the messages in the batch without other annotation in the file - the simpler format.
- **Step 6:** If there is a valid quantity of messages shown in the **QTC?** box the **Start Export** button will be active. Click the **Start Export** button. The **Select File Name to Export** window shown below will open.



- Step 7:** Enter the desired file name in the **File name** box to save the exported **Batch File** to disk. This is normally a call sign used as a file name with a variable extender after the decimal to distinguish different files, such as K6YR.001 or K6YR.002, etc. Here the name K6YR02.TXT is shown entered to indicate that you may also use other characters in the name (not to exceed 8 characters + extender) to distinguish files thus keeping the extender as “.TXT” to make it more convenient for the recipient to open the email attachment later.

Leave the **Save file as type** as shown - call sign dot wild card (the alternatives are different types of formats for other applications).

The file save path (folder) shown is typical for Winlink Classic installations, i.e., c:\winlink\messages. Note that other files in this folder have numeric names. Avoid using a file name for your export which might conflict with those numeric files.

Click the **OK** button. A small **Export** choice window will open as shown below.



- Step 8:** Click **Yes** to save the file and mark all the messages in the batch in the **Message Manager** as forwarded (TY). Clicking **No** will export the batch to file but leave the messages posted as available in the Message Manager (used primarily for tests).

For this example a batch of 1 message was exported to file (the CO message to zip 81001 shown below) and it is now marked TY as forwarded. A batch of any number of messages would be treated likewise.

The image shows a screenshot of the "Message Manager" window. The window has a menu bar with options: File, Edit, Search, Status, View, MCB, Up, Down, Refresh, External, and Help. Below the menu bar is a table of messages. The table has the following columns: NUMBER, TS, SIZE, TO, FROM, AT, ROUTE, FILED, and SUBJECT. The data in the table is as follows:

NUMBER	TS	SIZE	TO	FROM	AT	ROUTE	FILED	SUBJECT
1057	TY	206	81001	W3YVQ	NTSCO		05/19	PODUNK 719 555
1056	TN	210	21093	W3YVQ	NTSMD		05/19	TIMONIUM 410 555
1055	TN	217	21093	W3YVQ	NTSMD		05/19	LUTHERVILLE 410 555

PSCM, APP. B, NTS MPG-6, W3YVQ MPG6A3V14AIEIM - IMAGES 6A3 - 5

There is now, in this example, a file named **K6YR02.TXT** in c:\winlink\messages containing the saved batch (one message saved with **No envelope**). This is what the file should look like in Notepad(tm):

```
ST 81001 @ NTSCO < W3YVQ  
PODUNK 719 555  
R:060519/1611z @:W3YVQ.#TIMMD.MD.USA.NA [Auto Import] #:1057
```

BLANK LINE

```
3 R W3YVQ ARL 3 BALTIMORE MD AUG 3  
JOHN C SMITH  
103 OAK LANE  
PODUNK CO 81001  
719 555 0003  
BT  
ARL FORTY SIX  
BT  
GEORGE
```

BLANK LINE

```
/EX
```

BLANK LINE

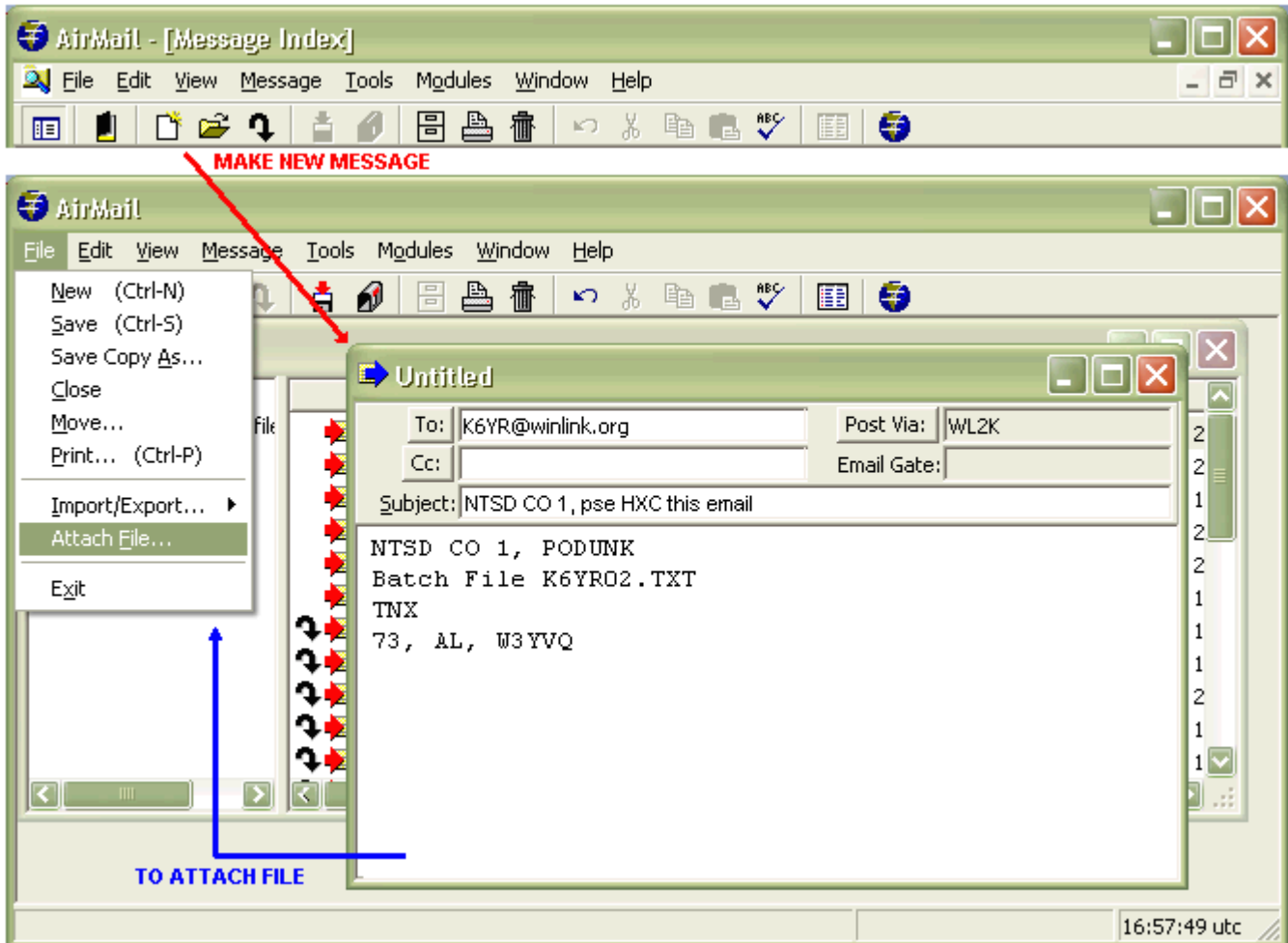
Notes:

- The first line of the message frame, and the file, is the standard NTSD BBS "To" line entry beginning with "ST [zip] @ NTS[st]", where [zip] is the addressee's zip code and [st] is the addressee's state two letter abbreviation. The "< W3YVQ" entry indicates the source of the message. A space follows ST. A space may follow [zip] and @ for readability. The NTS[st] must be one group, as in NTSCO or NTSMD.
- The second line is "[flag] [town] [area code] [prefix]." The prefix is often omitted in the NTS but can be very useful in Sections with large numbers of prefixes, some toll free and others not, for downloading stations to consider. The Flag is created by the originator to indicate the special handling which might be required. No Flag is used for Routine messages unless they are SVC and/or HXD marked. See the Batch File detail section.
- The text is framed by the break (BT) on a separate line each.
- The Radiogram message ends with the "/EX" entry on the last line by itself. *

*** For each additional message included, the next message's "ST" line must follow on the next line immediately after the /EX of the previous message, without a blank line between (mandatory). The /EX following the last message in the Batch File must be followed by a blank line, otherwise the import function will ignore that last message. Check exported files for this blank line after the last /EX, and repair as necessary.**

[Return to top of page.](#)

2.2 SENDING THE BATCH FILE IN AN AIRMAIL WL2K MESSAGE



Step 1: To send the saved export file to another NTSD MBO station, open AirMail and click on the new message icon (shown with the red arrow above, or use the menu File - New method).

The AirMail message editor and address book will open. Either select an address for the “To” line from the address book or use the Esc key to close the address book and enter the “To” line address manually.

HXC: It is suggested that when using *Radio-email* to send live NTS traffic the originator should request confirmation of delivery of the *Radio-email* from the addressee, here shown with the HXC note in the Subject line (this is separate from any HXC in any of the NTS messages). See the MPG6A8, Batch File and Plain Text Guidance, for Subject line guidance.

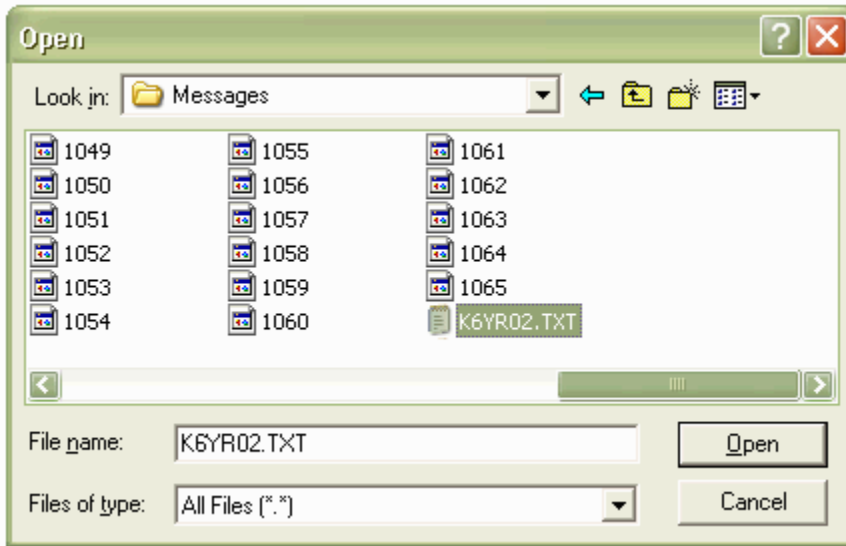
Indicating the quantity of messages and other information helpful to the recipient may be entered in the body text of the email. The exported file containing the message(s) will be attached to this *Radio-email* but could have been copied and pasted into the body text for small quantities of traffic. The recipient would then have to copy and paste the message(s) into Notepad(tm) and save the file for import into Classic; hence the export file attachment method makes the job easier. When copying and pasting, remember to make sure that there

is a blank line after the last /EX in the Batch File, critical for proper importing.

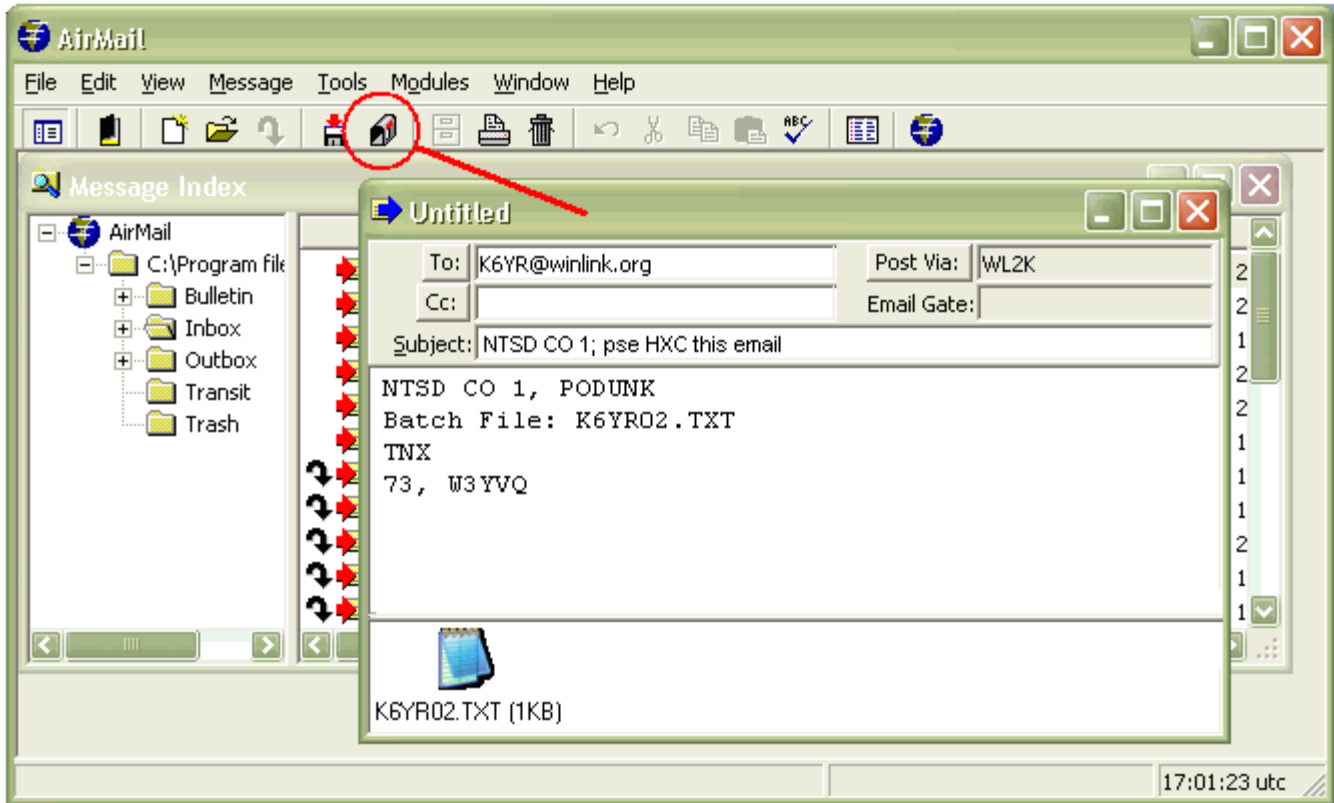
(Any ARES® or NTS station may, however, send small quantities of NTS messages in the *Radio-email* body text to NTSD MBO or NTS stations if desired. It would be helpful to include the ST, Town and /EX lines to avoid any ambiguity at the receiving end and to save the operator the trouble of creating them from the message information.)

When the To, Subject and Text entries are complete, with the mouse in the text area, check that the Post Via box shows "WL2K."

Step 2: To attach the export file saved from Classic with the batched messages, click **File** then **Attach File** as shown by the blue arrow above. The **Open** window shown below will appear.



- **Step 3:** Locate the export file saved to the c:\winlink\messages folder (K6YR02.TXT in the examples above) and highlight the file name (or you may type it into the File name box). Click **Open**. This will attach the file to your email message. An icon will appear at the bottom of the message editor window below the text (in AirMail) indicating the attachment (as shown below).

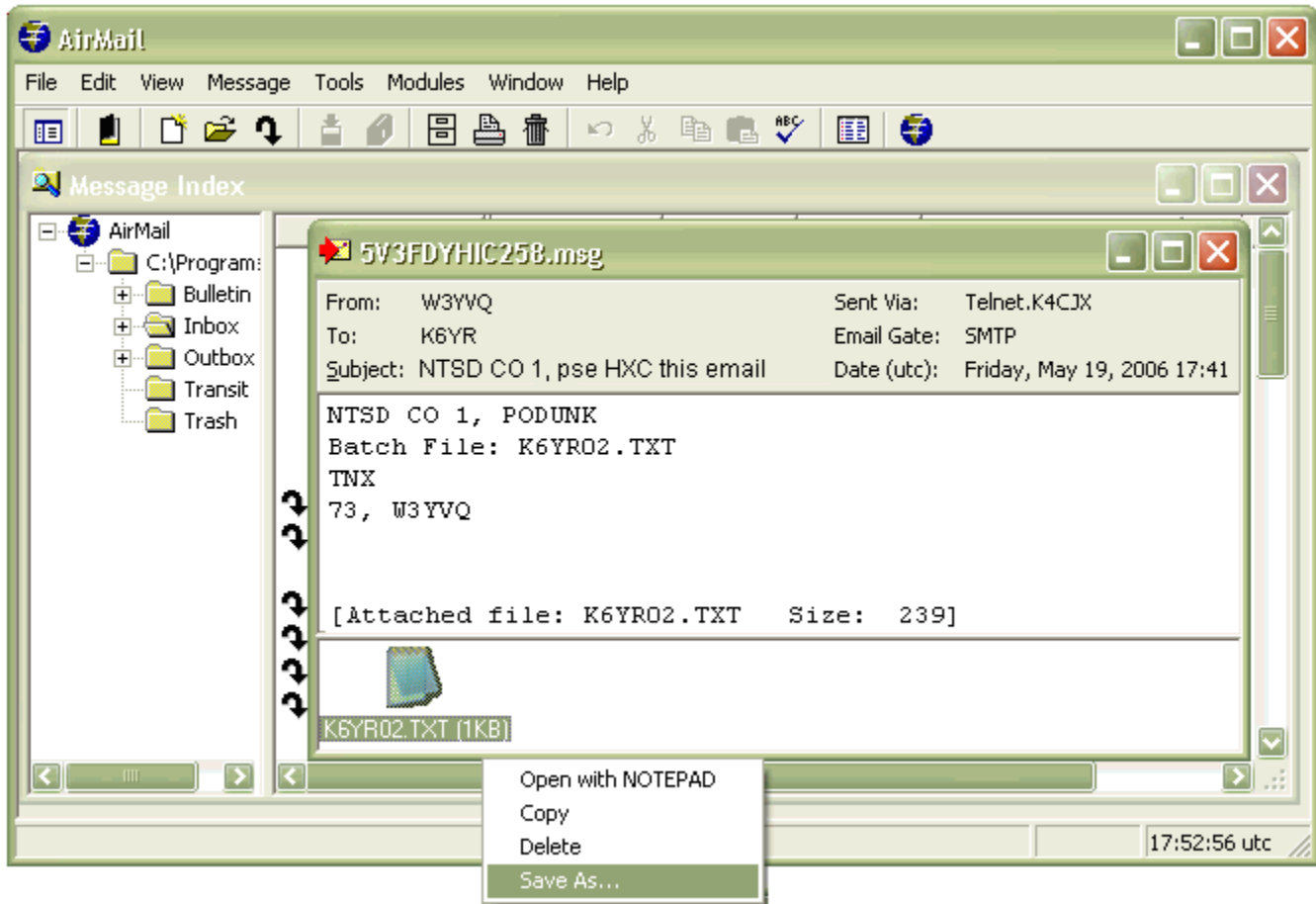


- **Step 4:** Your email is now complete. Click the **Post** icon on the AirMail menu (red circle) to post the email in the outbox to be sent when AirMail makes a connection to the WL2K network. The message editor will close.
- **Step 5:** Click **Modules** on the AirMail menu to select either the telnet, packet or HF module to make a connection to the network (of course the internet connection must be open to initiate a telnet connection). Initiate the connection and the email with the export file attachment will enter the WL2K network and be delivered to the addressed station when it checks for mail. (Connections are automatic. Pending mail will be uploaded and waiting mail downloaded followed by an automatic disconnect.)

You have now sorted out a batch of NTS messages from Winlink Classic and sent the exported file to another MBO or station via WL2K.

[Return to top of page.](#)

2.3 RECEIVING THE BATCH FILE IN AN AIRMAIL WL2K MESSAGE

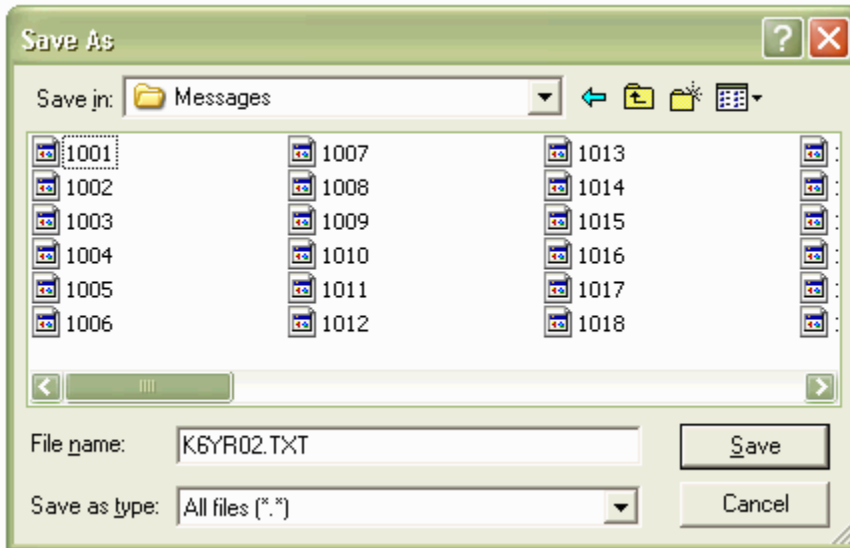


- **Step 1:** To receive and save the export file, open AirMail and connect to WL2K via telnet, packet or HF. In the AirMail **Message Index** window double click the message in the inbox containing the attachment. The message reader will open as shown above with the attachment icon showing at the bottom of the message.

(Tip: The Message Index is maximized within the AirMail window at boot-up. For easier viewing of opened messages click the middle double-page button at the right end of the Message Index title bar. This will reduce the Message Index to a smaller adjustable window and allow viewing multiple message reader windows as messages are opened. If you do not do this an opened message will also be maximized and it will cover up the Message Index. The Escape key will close a message reader to return to the Message Index in this case.)

NOTE: If a station sends single or batched NTS messages within the body text of the *Radio-email* you may select all that text and copy it to Notepad(tm). Make sure the ST and town lines and the ending /EX along with the following blank line are included in the Notepad(tm) file. (Add a blank line after the last /EX in Notepad(tm) if there was not one copied over from the *Radio-email* body text. This is required for proper importing.) The Notepad(tm) file may then be saved to c:\winlink\messages with an appropriate file name of choice (skip steps 2 and 3 here).

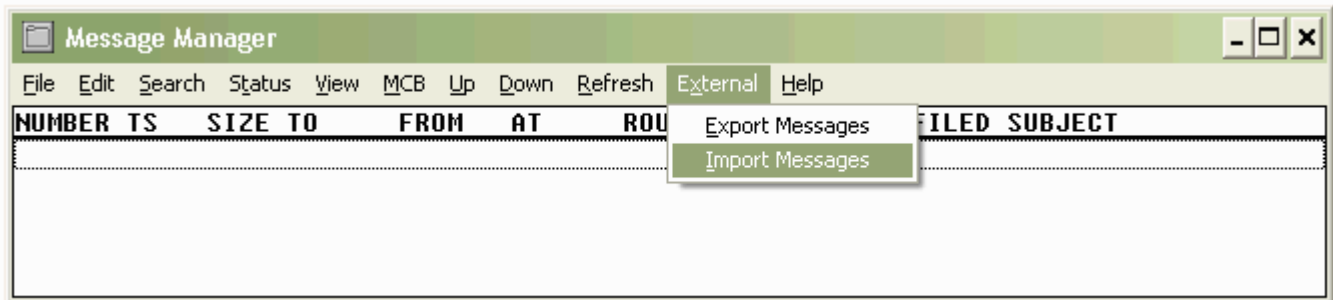
- **Step 2:** Right click the attachment icon, and then click **Save As** in the option box (shown above). The Save As window below will open. (Alternatively, double clicking the attachment icon will open the attachment in a windows application suitable for the content; Notepad(tm) in the case of a ".TXT" file.)



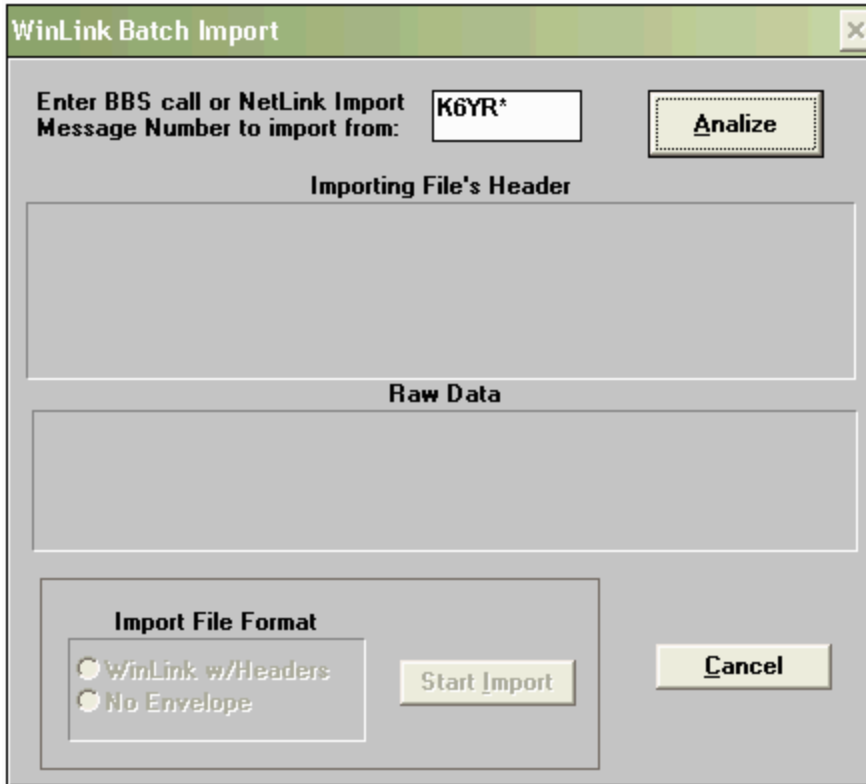
- **Step 3:** The name of the attachment file should appear in the File name line. Check the path for the save is c:\winlink\messages (normal default). Click **Save**. The attachment will be saved to the disk and the Save As window will close.

[Return to top of page.](#)

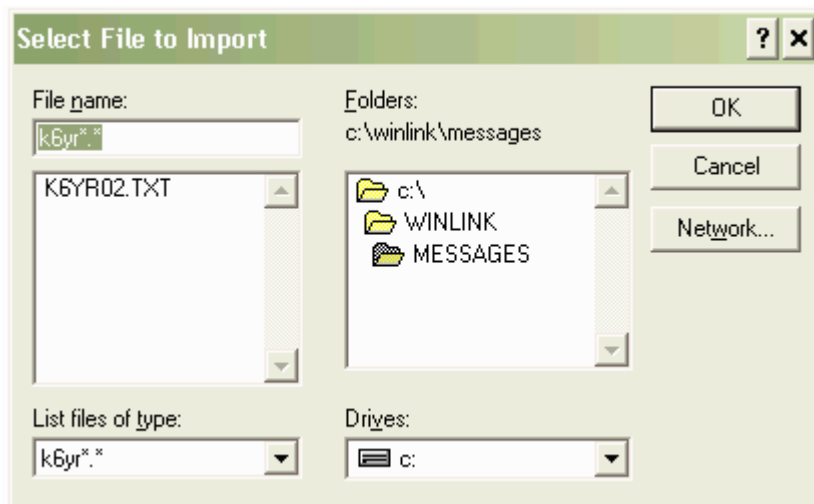
2.4 IMPORTING THE RECEIVED BATCH FILE INTO CLASSIC



- **Step 1:** Open the Winlink Classic **Message Manager**, click **External** then **Import Messages**. The WinLink Batch Import box below will open.

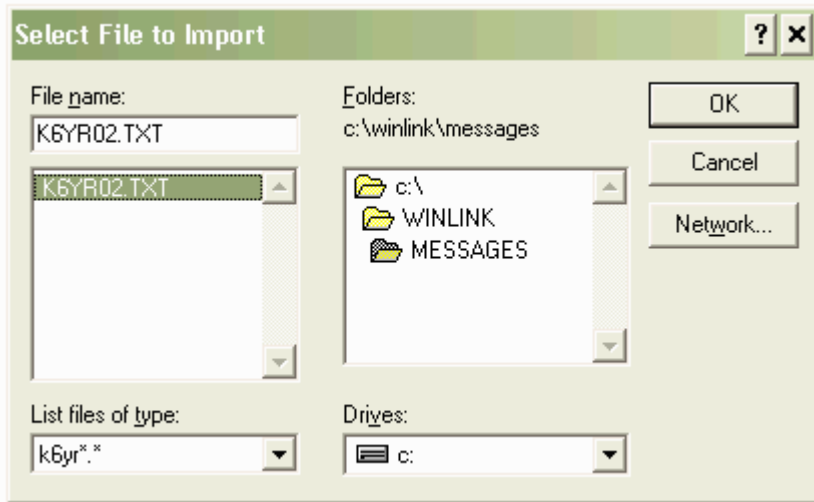


- Step 2:** In the **Enter BBS call...** box type in the call sign portion of the attachment file name plus an asterisk for a wild card. (This entry should enable all the files beginning with "K6YR" to be visible in the next step.) The use of this wildcard before the extender is to enable this attachment file name with a call sign plus numerals to be visible. The choice to use the wild card is based upon the structure of the file name received and saved from AirMail. Click the **Analyze** button. The **Select File to Import** box below will open.

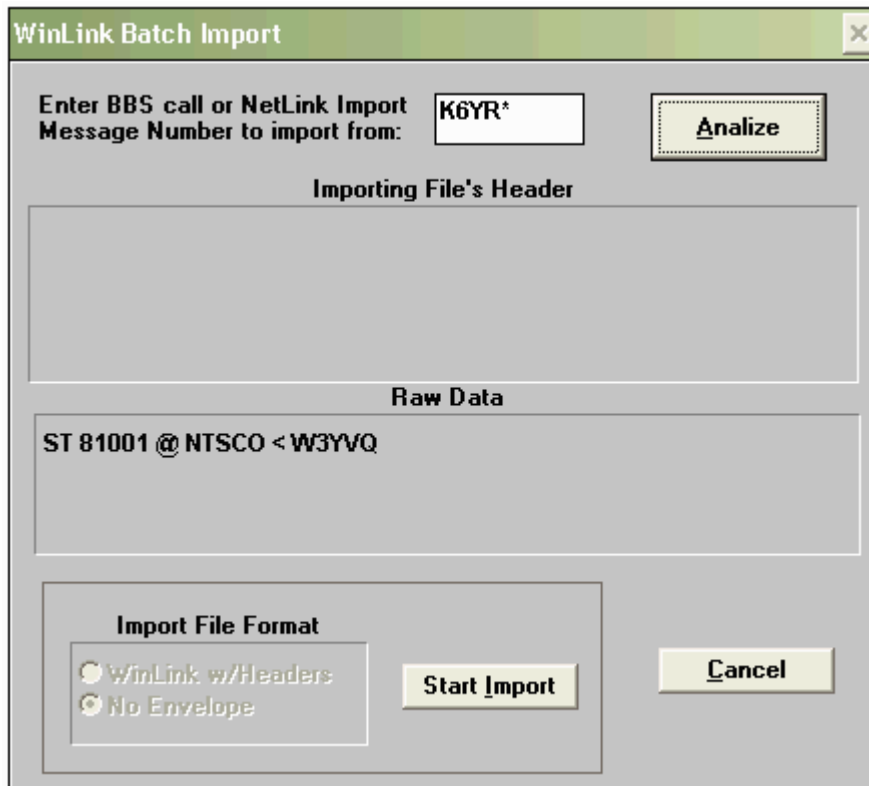


Step 3: Check the folder path is the default where the attachment was saved. The attachment file name should appear in the selection box below the **File name**, as in this example with K6YR02.TXT shown. (Leave the List files of type window as shown. Other options are formats

for other applications.) **Click over the file name to highlight it** as shown below.

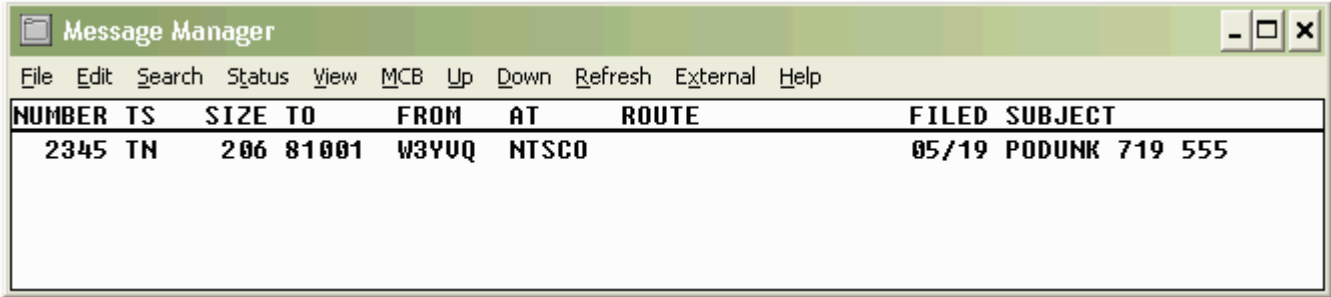


- **Step 4:** Click **OK**. This window will close. The **WinLink Batch Import** window will show the first line of the file in the **Raw Data** window and the **Start Import** button will change from gray to black (active).



- **Step 5:** Click **Start Import**. The **Batch File** attachment message(s) will be loaded into the **Message Manger** with a status of TN as shown below. The message(s) are now available for connecting station downloading or for sorting for forwarding or exporting. Only one message is shown in this example but a large number of messages may be

transferred via a single email attachment and imported in this fashion.



You have now received an email containing a Batch File of NTS class messages, saved the attachment to disk, and then imported it into your NTSD MBO for delivery or forwarding.

Using this method your MBO may receive large volumes of NTS and agency Radiograms using the WL2K system for automatic transfer. This relieves the need for any intermediate relaying manpower in “last mile” disaster areas. Both the originating station and your station may use any convenient WL2K access port and either telnet/internet, packet, or HF to make the transfer through the global WL2K network.

NTS/NTSD stations equipped to operate WL2K may use call sign addresses (as in k6yr@winlink.org) for AirMail users anywhere, and with Paclink client software, may register a Tactical Address for their stations as well (as in NTSPAD@winlink.org).

[Return to top of page.](#)

Page last updated MAR 28, 2014

“Windows” operating system and Word references are trademarks of Microsoft Corp.

ARES® is a trademark of the ARRL, Newington, CT

W3YVQ MAY 06