For today's exercise, I am going to voice, over the air, a radiogram that is addressed to me.

Each of you will act as the receiver of this message.

You can deliver it to me by e-mail with a request that I confirm receipt.

Delivery of a radiogram without confirmation is discouraged.

Unless you speak directly to the addressee, or get a written acknowledgement, you cannot be sure that the message was received.

This exercise differs from the normal flow of radiogram traffic in several ways.

First, radiograms are usually passed directly from one radio operator to another, not to a group.

Second, instead of using pauses and breaks only for the purpose of ensuring message accuracy, we will also address any questions that come up regarding message format or voicing practices. This may mean that the message transmission will take longer, but our goal today is learning and practice, not speed.

Third, because we are receiving this message as a group, when I ask "Ready to Copy?", you do not need to respond unless you are NOT ready to copy. If you are not ready, key up, give your call sign, and we will resolve your issue.

As is standard practice, I will say "Break" at the end of each of the four sections of the radiogram. The preamble, the address, the text and the signature.

After I say "Break", I will unkey and listen for any requests to fill in missing information, or to clarify anything that you are not sure about. Key up and give your call sign. I will acknowledge one station at a time and address the question.

At this point, you can also ask any procedural questions that you may have.

Don't be shy about asking about anything that is unfamiliar to you, or anything that I do that is different from the way you may have been trained. We will all benefit from these discussions.

Before we start the message, does anyone have any questions about the exercise?

Does everyone have a blank radiogram or fillable .pdf form ready to copy the message?

Note that it is common practice to fill in a radiogram form in all capital letters.

Ready to copy? Nothing heard, pencils up, here we go!