

Santa Clara County ARES®/RACES Standard Outpost Configuration Instructions

Updated for SCC Packet Installer v31

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Overview

The configuration process involves 4 initial steps

1. Set/Verify the station ID
2. Set/Verify your TNC setup
3. Set/Verify the BBS
4. Verify your configuration

The last step is to verify all other Outpost parameters to ensure that they are set according to the county standard. The combined Outpost/PacFORMS installer sets all of these options for you. The details of each configuration parameter are listed in Step 5 of this document.

Installing Outpost: If you have not yet installed Outpost, instructions for doing so can be found in Appendix A.

Technical Support: If you have any difficulty with this procedure or need to ask questions, you can do so on the scc-packet Yahoo user group. Visit: <http://groups.yahoo.com/group/scc-packet>

Preparation

In preparation for configuring Outpost, you need two pieces of information:

1. Your station ID
2. The type of TNC you will be using
3. The call sign of the BBS you will connect to

To determine your station ID:

- You need your FCC call sign
- If you are configuring the Outpost station for your agency's EOC or other agency location, you also need a tactical call. If you do not know the correct tactical call to use, consult your EC.

To determine the call sign of the BBS you will connect to:

- Visit <http://www.scc-ares-races.org/freqs/packet-freqs.html>
- Look for your agency or city name and find the call sign of the primary BBS assigned to you.

Step 1: Set/Verify your Station ID

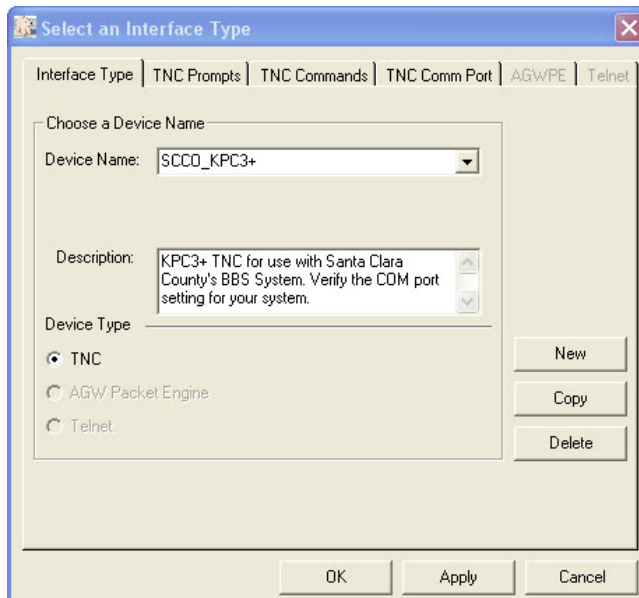
1. Run Outpost.
2. Enter your Call Sign and User Name. This can be changed any time.
3. **IF** you are configuring Outpost for your agency's EOC or other location which has been assigned a tactical call, then also:
 - a. Check the box titled [] **Use Tactical Call for all BBS interaction**
 - b. Enter your 6 character Tactical Call sign. If you do not know your city's tactical call, consult your EC.
 - c. Optional: Enter an ID text. This is used as part of the Station Identification packet burst at the end of a Send/Receive Session.
4. Press OK when done

The screenshot shows a 'Station Identification' dialog box with the following fields and options:

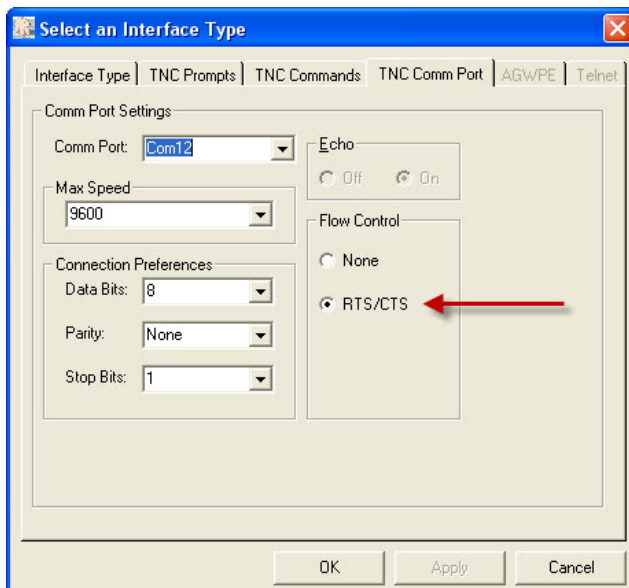
- Legal Section:**
 - User Call Sign:
 - User Name:
- Tactical Section:**
 - Use Tactical Call for all BBS interaction
 - Tactical Call Sign: (6 Characters max)
 - Additional ID Text:
- Buttons:** OK, Cancel, Apply

Step 2: Set/Verify your TNC Setup

1. From the Outpost main form, select **Setup > TNC**
2. The choice of TNC is specific to your situation. Verify that the correct TNC type is selected.

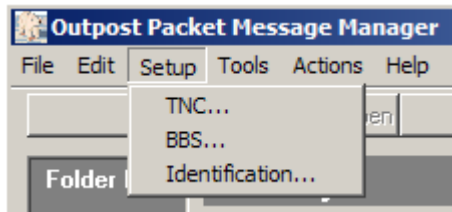


3. Verify that the correct COM port, speed and connection preferences are selected, and that RTS/CTS flow control is selected



Step 3: Set/Verify the BBS

1. From the Outpost main form, select **Setup > BBS**



2. Select the BBS assigned to your city or agency. For information on which BBS to use, visit the packet page of the Santa Clara County web site: <http://www.scc-ares-races.org/packet.html>. Click on the "Packet Frequencies and BBS Information" link.



3. If you will always use the same TNC to connect to this BBS, you can use the Set/Get TNC button to associate that TNC with this BBS. Doing so will automatically select the TNC when the BBS is selected.

Step 4: [Optional] Set/Verify Message Numbering

Outpost can automatically number both outgoing and incoming messages. The message numbers that Outpost automatically generates will include a "P" suffix to insure that they do not conflict with any pre-printed or manually assigned message numbers in your EOC.

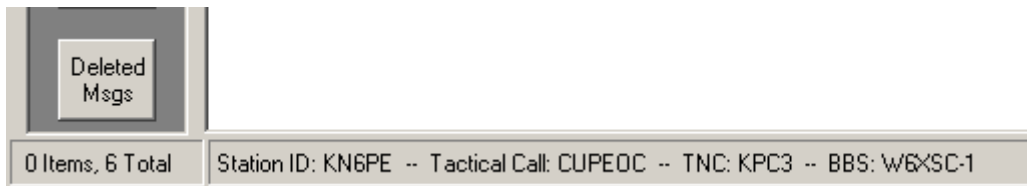
By default, automated message numbering is turned on for both outgoing and incoming messages.

This is configured in: Tools > Message Settings > Msg Numbering > Inbound Message Identification

The message number prefix and starting number is configured in: Tools > Report Settings > Variables

Step 5: Verify Your Configuration

1. Look at the bottom of the Outpost main form and confirm you see your Station ID, Tactical Call, TNC, and BBS listed as you have just set up.



That completes the initial configuration and verification.

Appendix A: Standard Outpost Settings

All users of the Santa Clara County packet network are expected to install Outpost and PacFORMS with the integrated installer. The integrated installer sets all of the defaults to optimize the usage of the shared radio channel for all users. You can use the information in this appendix to better understand these settings and to verify that all of your Outpost settings are set according to the county standard.

A-1. Tools > Send/Receive Settings

Santa Clara County RACES requires the following settings be in place:

1. From the Outpost main form, select **Tools > Send/Receive Settings**

Tab 1 Automation	Check: No Automation
Tab 2 Retrieving	Check: Retrieve Private Messages Check: Retrieve Selected Bulletins or xNOS Areas Enter as a list of filter items: “PERM,30DAYS” with no spaces or quotes Check: Skip (do not retrieve NTS Messages I send to the BBS)
Tab 3 Receiving	No recommendation
Tab 4 Other	Check: Show the TNC session Window Check: Auto-print with message Headers Check: Display Send/Receive Notifications (check all boxes)

2. Press **OK** when done.

A-2. Tools > Report Settings

Santa Clara County RACES requires the following settings be in place:

1. From the Outpost main form, select **Tools > Report Settings**

Tab 1 Variables	Next Message Nbr: Set to your preferred next message number. Most people start with 100. Tactical ID (3 char): Set to your agency’s assigned 3-letter tactical call prefix. Ask your EC if you are not sure. Tactical TX Text: Set to your tactical location, for example, “<agency name> EOC” All other fields are your discretion.
Tab 2 Reports	No recommendation
Tab 3 ICS 309	Select: No Automation (initially) We recommend that you experiment with the ICS 309 functionality before turning on automation. Once you’re comfortable with configuring the ICS 309, automation can help ensure that you always have a recent printed copy of the log, even if your PC crashes.

2. Press **OK** when done.

A-3. Tools > Message Settings

Santa Clara County RACES requires the following settings be in place:

1. From the Outpost main form, select **Tools > Message Settings**

<p>Tab 1 New Messages</p>	<p>Select: Set default to Private</p> <p>Uncheck: Create and send NTS messages as Private messages</p> <p>Uncheck: Default Destination (this usually results in the user forgetting to check the To: field and sending messages to the wrong person)</p> <p>Uncheck: Insert a signature ... (signature files are not recommended for Santa Clara County message traffic.)</p>
<p>Tab 2 Msg Numbering</p>	<p><u>Outbound Message Identification:</u></p> <p>Check: Add Message Number to Subject Line (Outpost now copies the message number from PacFORMS release v3.2 or greater)</p> <p>Select: without hyphenation</p> <p><u>Inbound Message Identification:</u></p> <p>Check: Assign a local message number ...</p> <p>This depends on your EOC procedures. If your EOC does NOT assign local message numbers to incoming messages, then uncheck this box. Prefix and number are set up in Tools > Report Settings</p>
<p>Tab 3 Replies/Forwards</p>	<p>Select: Set default to PRIVATE for replies or forwards</p> <p>Check: Close original message on reply or forward</p>
<p>Tab 4 Tracking</p>	<p>Uncheck: Always request a Delivery Receipt</p> <p>Uncheck: Always request a Read Receipt</p> <p>Check: Auto-Delivery Receipt</p> <p>Uncheck: Auto-Read Receipt</p>
<p>Tab 5 Deleting</p>	<p>Check: Prompt before permanently deleting a message</p>
<p>Tab 6 Advanced</p>	<p>Check: Automatically Start Opdirect MCS</p> <p><u>When opening a locally originated PacFORMS message:</u></p> <p>Select: Never open in its native program</p> <p><u>When opening a received PacFORMS message:</u></p> <p>Select: Prompt before opening in its native program</p>

2. Press **OK** when done.
3. Exit and Restart Outpost to allow the Opdirect MCS setting to take effect.

A-4. Tools > Log Settings

Santa Clara County RACES recommends the following settings be in place:

1. From the Outpost main form, select **Tools > Log Settings**
2. Check: L1: Send/Receive Session Window logging
3. Press **OK** when done.

A-5. Tools > General Setup

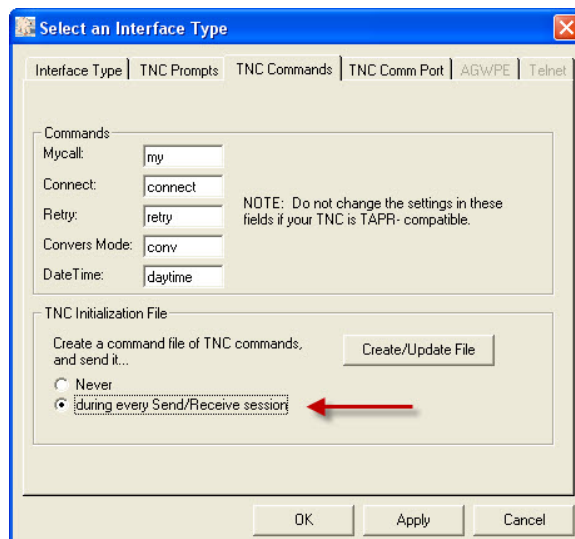
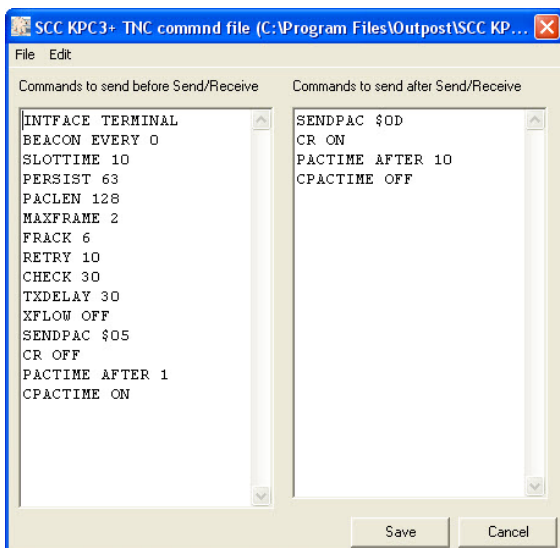
Santa Clara County RACES recommends the following settings be in place:

1. From the Outpost main form, select **Tools > General Setup**
2. Check: Show Station ID form on startup
3. Check: Auto-print with message headers

A-6. Setup > TNC > TNC Commands

4. Verify that the TNC Initialization File is set up properly by clicking on **Create/Update File**
 - a. Do not make any changes. The file has been preconfigured to match your TNC to the network parameters.
5. Verify that **“during every Send/Receive session”** is selected

The combined Outpost/PacFORMS installer contains initialization files for several popular TNCs. These files are important for optimizing the performance of the network and improving your response time. For more information on this file, and for an explanation of all of the TNC commands shown, see the “Standard TNC Parameter Settings” document on the county web site: <http://www.scc-ares-races.org/packet.html>

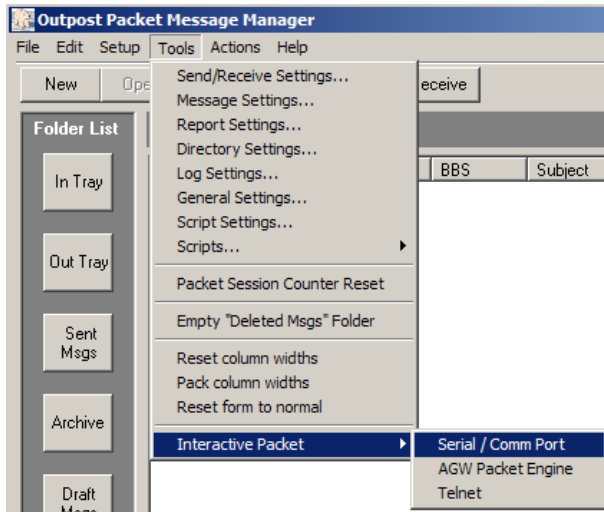


6. Press **OK** when done.

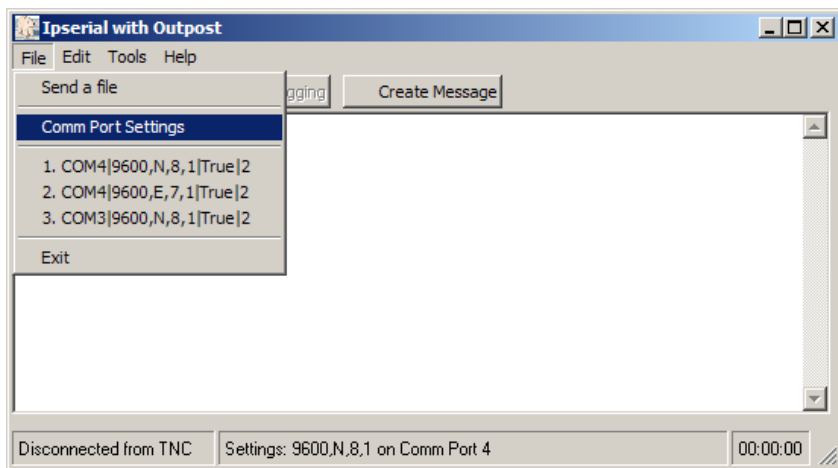
A-7. Connect Check

Prior to operational use, it is strongly advised that you confirm the operational nature of the system prior to the any county drill or event. Do the following:

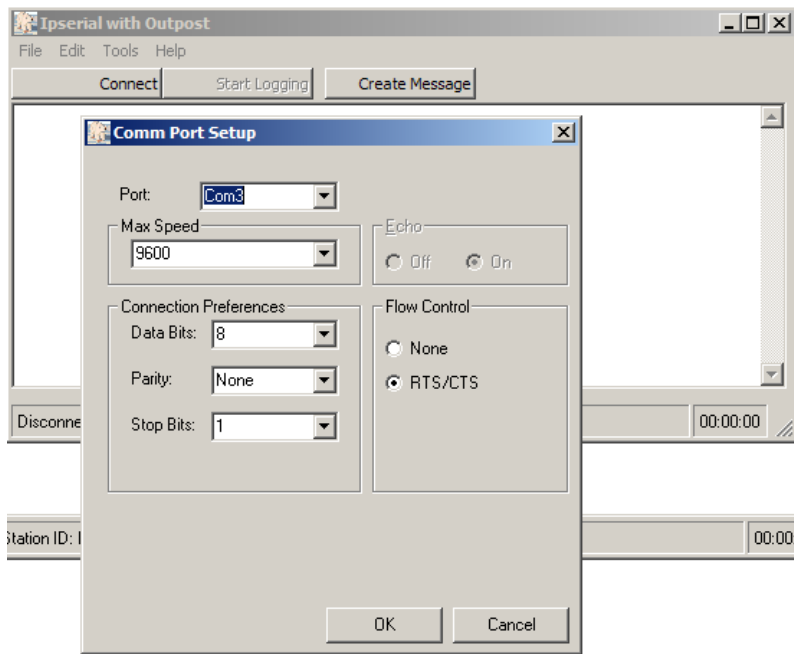
1. Turn on the transceiver connected to your packet system.
2. Look up the frequency for your assigned Node and set your radio accordingly.
3. Turn on the TNC.
4. From Outpost, select **Tools > Interactive Packet**. Select **Serial/Comm Port**. If using AGWPE, select **AGWPE**.



5. Verify the Iserial.exe program starts.
6. From Iserial.exe, select **File > Comm Port Settings**



7. Configure the Comm Port to which the TNC is connected.



8. Press **OK** when done.
9. From Ipserial.exe main form, press **Connect**. Verify the TNC prompt is displayed.
10. If successful, exit Ipserial.exe
11. From Outpost, press Send/Receive. Verify Outpost connects to the BBS, sends any outgoing messages (if created), retrieves any incoming messages, and exits.

That's it. Thanks for helping to keep the network operating smoothly!

Appendix B: Installing Outpost & PacFORMS

Santa Clara County makes available a combined installer for Outpost and PacFORMS. This program will install both Outpost and PacFORMS and includes optimized configuration files for the county BBSs and several popular TNC types. The installer places Outpost in a separate directory (SCCo Packet) so that it does not conflict with a previous installation of Outpost.

All users of the Santa Clara County packet network are expected to install with the combined installer. This optimizes the usage of the shared radio channel for all users and eliminates configuration errors by ensuring that everyone is using the proper BBS and TNC parameters. If you want to connect to other packet stations, you can still download a separate copy of Outpost directly from the Outpost site. The two installations can coexist on the same computer.

To get the combined Outpost/PacFORMS installer:

1. Go to the packet page of the county website <http://www.scc-ares-races.org/packet.html>
2. Scroll down to Client Software for Santa Clara County Users, and click on the link to download the installer.
3. Save the installer to a convenient location of your choice on your hard disk
4. The installer file will be named sccsetup##pub.exe (where ## is the latest release)

To install Outpost and PacFORMS

1. Double click on the installer program to run it
2. Click "Next" for the various options.
 - a. Windows XP and earlier users: We recommend against changing the installation location or shortcut name. It is best if your installation is consistent with other installations across the county.
 - b. Windows Vista and Windows 7 users: Windows Vista and Windows 7 users have reported problems when installing Outpost in the usual "C:\Program Files\SCCo Packet" directory. This is because these versions of the operating system impose new restrictions on the way files can be used in the Program Files directory. The best approach for now is to change the installation directory to: "C:\SCCo Packet".
3. Click "Install" when prompted. The installer will run.