

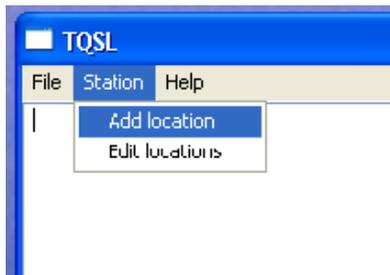
ADDENDUM TO HOW TO ADD A 1x1 CALL SIGN TO YOUR LoTW ACCOUNT

In the first set of instructions I gave you, I showed you how to request a certificate for a 1x1 call sign (although the process generally applies to any additional call signs you may want to add), but I didn't tell you what to do with it once you saved the certificate! The following are instructions on how to add a location (your 1x1 call sign) within the TQSL program, and how to use that location when signing your 1x1 call sign's log to upload to LoTW.

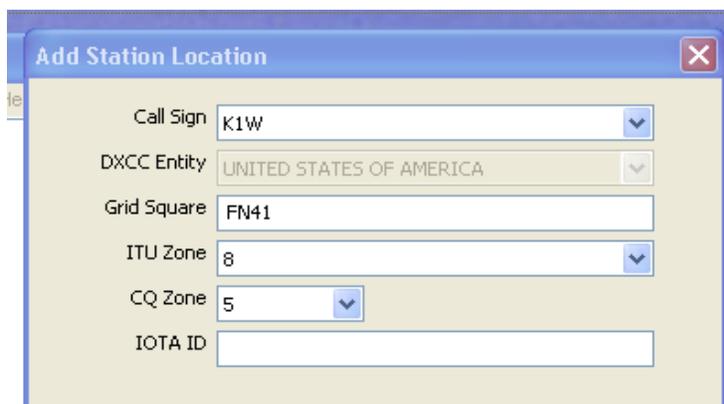
These instructions assume you have already applied for, and received and saved, your 1x1 call sign's certificate. If you have not already done so, these instructions will not only be very confusing, they will be impossible to apply. If you have not already accomplished this, please refer to my instructions on "HOW TO ADD A 1x1 CALL SIGN TO YOUR LoTW ACCOUNT", then come back here. It's okay, I'll wait.

ADD A LOCATION

1. Start the TQSL program. This is the program you have been using to sign .adi files already. In the "Station" menu, select "Add location".



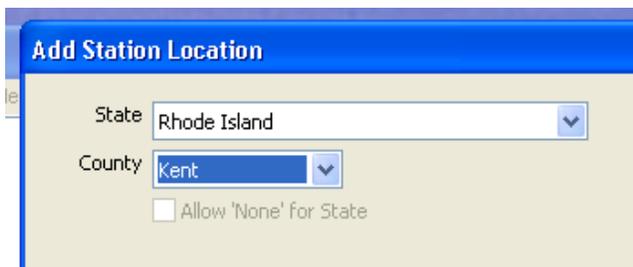
2. Next, you will see a drop down box listing your current certificates. One of them will be for the 1x1 call sign. Select that one, and then enter the appropriate information for grid square, zones (please, oh, please, enter them correctly – we are in ITU Zone 8 and CQ Zone 5), and IOTA, if applicable.

A screenshot of the "Add Station Location" dialog box in the TQSL program. The dialog has a title bar with "Add Station Location" and a close button. It contains several input fields:

- Call Sign: K1W (dropdown menu)
- DXCC Entity: UNITED STATES OF AMERICA (dropdown menu)
- Grid Square: FN41 (text field)
- ITU Zone: 8 (dropdown menu)
- CQ Zone: 5 (dropdown menu)
- IOTA ID: (empty text field)

Select "Next".

3. Select your state and county.



The screenshot shows a dialog box titled "Add Station Location". It has two dropdown menus: "State" with "Rhode Island" selected and "County" with "Kent" selected. Below the dropdowns is a checkbox labeled "Allow 'None' for State" which is currently unchecked.

Select "Next".

4. Give your station location a name. **Caveat:** Do not name your location the same as any others you have listed, otherwise the TQSL program will delete the previous location with that name, causing you to have to enter that location again. I learned this the hard way. One way around this would be to name the location (as in my case) "Warwick (K1W)". That way it won't conflict with the location named "Warwick" for my NG1G call sign.

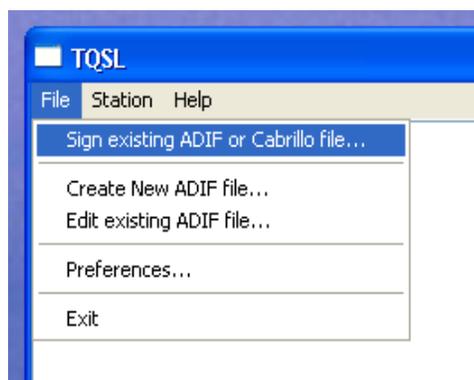
Select "Finish".

Congratulations, you have added a location for your 1x1 call sign! Grab a beer and celebrate! But don't drink too many, because you still haven't signed your .adi file yet!

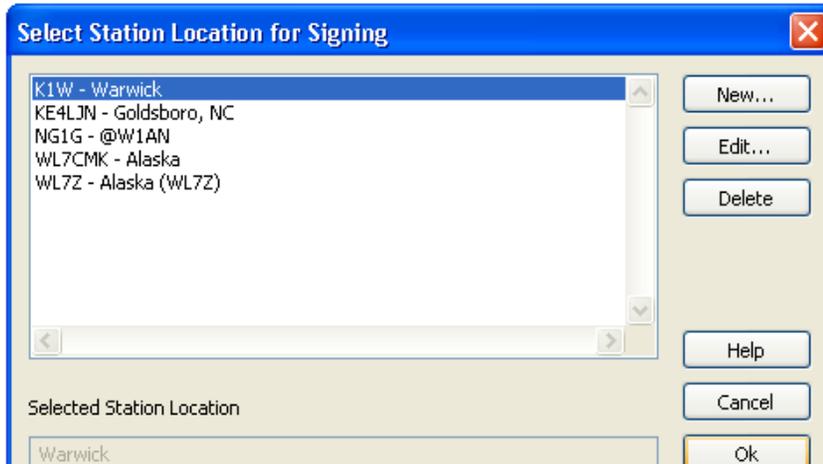
SIGN YOUR 1X1 CALL SIGN'S .ADI OR CABRILLO FILE

1. If you have not already done so, using your logging program, create and save a .adi file from your 1x1 call sign's log. Remember where you saved it. Or, you could just sign the Cabrillo file you created if it's your NEQP contest log you're signing.

2. If, in your excitement, you exited the TQSL program, restart the program. Under the "File" menu, select "Sign existing ADIF or Cabrillo File..."

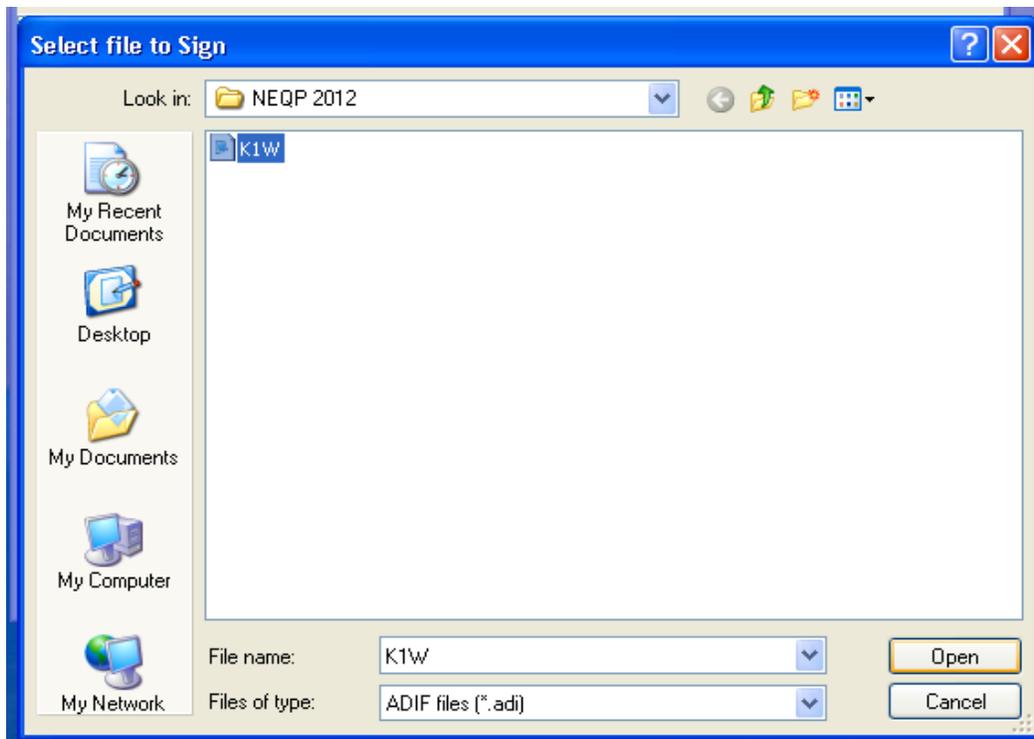


3. Select (by a single click) the station location you will use to sign the .adi file. (If you double click on the location name it will take you to the “Edit Location” process, which is not what you want. So don't do that unless that's what you want to do.) This will be the 1x1 call sign's location you just created. You may notice that there is no location for my NG1G call sign in Warwick. That is because 1. You are very observant, and 2. It got deleted when I tried to create a location with the same name (“Warwick”) for my 1x1 call sign. See step #4 under the directions for “Add a Location” above.

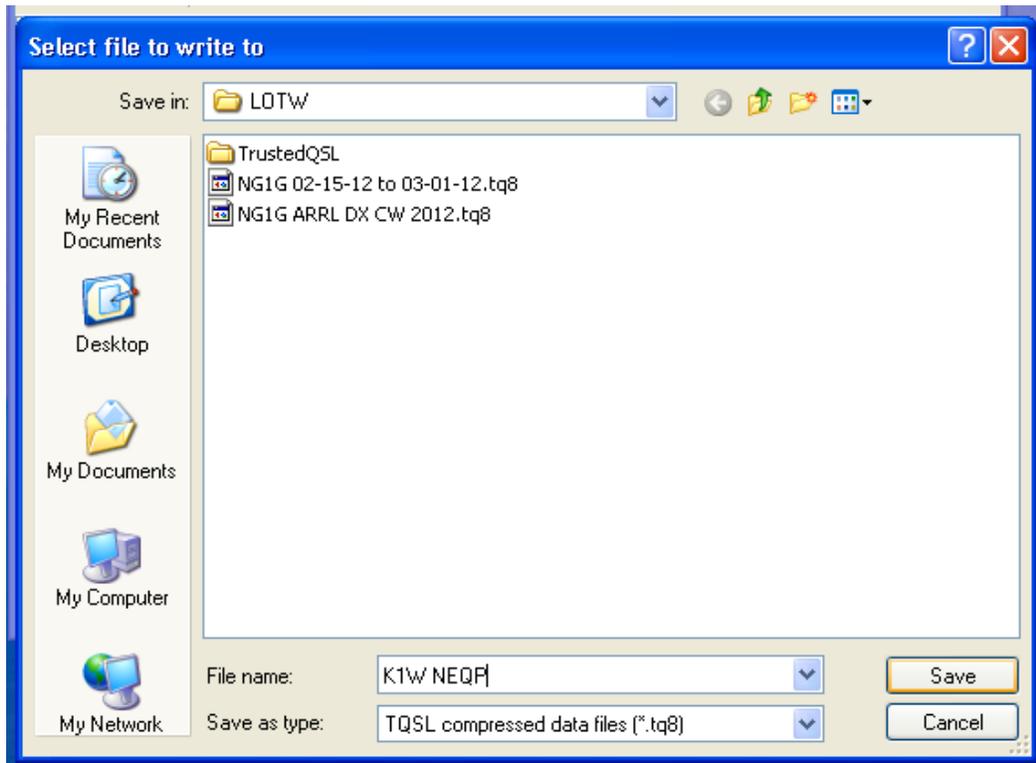


Select “Ok”.

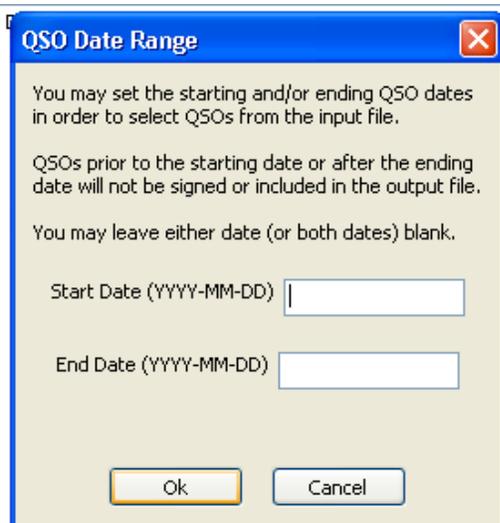
4. Navigate through the folders until you find the .adi or Cabrillo file you want to sign. Select the file and select “Open”.



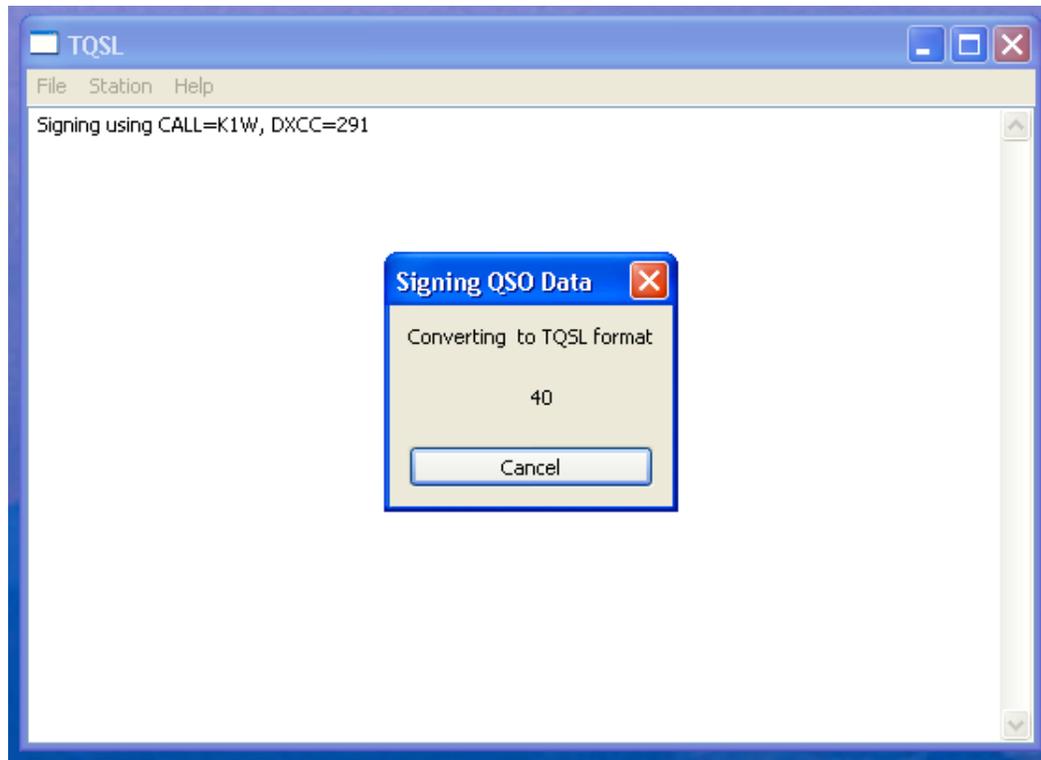
5. Navigate to the folder in which you will want to save the .tq8 file that you will create, and enter the name of the file. Select “Save”. It would be a good idea to remember where you saved the file, as you will need to find it again when you upload it to LoTW.



6. It is unnecessary to enter a date range. If you enter one, the program will ignore all data outside the range. Simply select “Ok”.



7. The program will begin signing the log. Enjoy the show.



8. When the program is finished signing the log, you will see this screen (hopefully with your file name path instead of the one in this example):



You have finished the process of signing the log! But wait! There's more! You have to upload the file!

UPLOAD YOUR .TQ8 FILE TO LoTW

1. Sign in to your LoTW account. This assumes you have an account. Just for fun, take notice of the QSO and QSL records numbers in the upper right of the screen.
2. Select the “Upload File” menu item.
3. Using the “Browse” button, navigate to the .tq8 file on your computer, the location of which I am certain you remember, because I told you to, and select it. Select “Open”. Or you may double-click on the file name.
4. Select the “Upload file” button.
5. Done. You may check on the progress of the file upload in the “Your Account” menu, and then under the “Your Activity” menu located on the left side. You will see a list of previously uploaded files (you have uploaded files before, haven't you?). You can refresh the screen every few minutes until the file you just uploaded shows up on the list. Or you can come back later, as sometimes it takes a while for the files to upload, especially after a major contest. Go mow the lawn or make your sweetie a sandwich.
6. Once the file has been processed (it appears on the list previously mentioned), you will also notice that the QSO and QSL record numbers have incremented. Well, the QSO records definitely will have incremented, but the QSL records will increment if and only if your records match others in LoTW.
7. Now you are truly finished.
8. No, wait. If you go to the “Awards” menu, you will see that a new DXCC Award Account has been automatically created for your 1x1 call sign. “So what?” you might say. So this – you can merge your 1x1 call sign's DXCC Award Account with your home call sign's DXCC Award Account so that you can get DXCC credit for stations you worked with your 1x1 call sign. You can also create a WAS Award Account for your 1x1 call sign. Neato!
9. But that's a process requiring a different set of instructions on another day.