

Tri-City Museum Ships Weekend 2012 Action List

Status as of 5/19/2012

Task	Responsible	Due	Status	Comments
Identify/procure Special Events Call sign	Harry N1FAM	3/25/2012	Complete	N1S special call sign requested and granted for NAUTILUS Site, W1QV (Tri-City callsign) will be used for WWII Memorial Site.
Register NAUTILUS participation with New Jersey Amateur Radio Club	Harry N1FAM	4/1/2012	Complete	Registered and listed on event website.
QRZ.com N1S listing	Harry N1FAM	4/8/2012	Complete	Once N1S listed on qrz.com create simple biography.
Identify what bands will be supported	Darryl WA1DD	4/20/2012	Complete	Will try to set up to work bands identified on event website plus digital if any operator is so inclined.
Arrange for computer(s) for use during event	Darryl WA1DD	4/22/2012	Complete	Darryl WA1DD will supply one computer for the Memorial. Larry KB1QPM will supply the other computer for NAUTILUS. Thanks Darryl and Larry. Should have one dedicated to each radio.
Identify gear that will be used	Darryl WA1DD	4/22/2012	Complete	Club gear, Omni C (2), Omni 6; Field Day Trap Dipole, Red Cross Vertical, Tom WA2RYV 4BTV, Darryl WA1DD Rotatable Dipole.
Register WWII SUBVET Memorial participation with New Jersey Amateur Radio Club	Harry N1FAM	4/26/2012	Complete	Registered and listed on event website. Will use Club callsign W1QV.
Identify Operating Hours	Darryl WA1DD	4/30/2012	Complete	For NAUTILUS permissible hours/access will be from shortly before Museum opening until 7:00 or 8:00 PM. For WWII SUBVET Memorial hours will be 8:00 PM local 1 June until 8:00 PM local 3 June.
Publicize/List event on Museum website	Meng	5/5/2012	Complete	Email request sent to SHIP (MC Meng) 5/17 along with an update on the event.
Publicize/List event on USSVI website	Webmaster	5/5/2012	Complete	Request made to SUBVETS. Notices will go out as Commander broadcast emails.
Working with K1RJV (Bob Veth) determine if K1SSN station is available for operation when Museum is not accessible	Harry N1FAM	5/5/2012	Complete	K1SSN station and gear is not available.
Design QSL Card(s)	Harry N1FAM	5/8/2012	IP	Two draft cards (one for each site) completed. Will use separate card for each site. Could be improved with

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				design help and final polishing of cards. Drafts of cards with CheapQSL.com (Hal K6RF)
Establish guidelines and process for handling QSL requests.	Darryl WA1DD Harry N1FAM	5/8/2012	IP	Still looking for online process. Sent email to some clubs who do this but have received no response yet. Default will be request for Contact information and a SASE for a QSL card
Identify Operating Space(s)	Meng	5/10/2012	Complete	NAUTILUS; Currently assigned the south end of pier in front of Ship. WWII Memorial; will set up in front of Circle Auto bay doors.
Determine if any portable operation could be done on board	Meng	5/11/2012	Complete	Supports some of the past NAUTILUS crewmembers/Hams who would like to do a QSO from on board. No on board Operations will be requested.
Identify Control Operators	Darryl WA1DD	5/15/2012		Should have someone responsible for overall operations and a "go to guy" at each site when more than one operator is on station.
Publicize/List event on Tri-City website	Tom W3TMC	5/15/2012	Complete	Website updated with info on event. Planning Listing and Operating Schedule posted. Key links to event organizers provided.
Reach out to Newspaper contacts for some pre-event publicity and real time event coverage.	Larry KB1QQM	5/15/2012	IP	Draft release prepared and will be released as planned by KB1QQM. Should try to get some a staff photographer to come by during the event.
Establish Operators List	Darryl WA1DD Harry N1FAM	5/20/2012	IP	Need to publicize so qualified Hams can sign up. Will need to differentiate between the two locations. List is on website. Contact Harry N1FAM with desires/plans or questions.
Perform a site survey at both sites	Darryl WA1DD Tom WA2YRV Larry KB1QQM	5/20/2012		Purpose would be to do a simple check, perhaps with a portable operation, to insure operations will work and that there is no major interference or other hindrance to acceptable operation.
Provide electronic logging file to WA1DD and KB1QQM	Michael KA1NXH	5/25/2012		Same program on all computers being used during event will enhance submission of logs to Battle Ship New Jersey ARC after the event.
QRZ.com N1S listing	Harry N1FAM	5/25/2012		Up-date N1S listing, especially handling of QSL cards.
QRZ.com W1QV listing	Darryl WA1DD	5/25/2012		Need to add some particulars on the event to the

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				biography. Also will have to post QSL instructions.
Load and maintain electronic logging file on laptop computer	Darryl WA1DD Larry KB1QQM	5/28/2012		Same program on all computers being used during event will enhance submission of logs to Battle Ship New Jersey ARC after the event.
Create watch bill	Darryl WA1DD	5/30/2012	IP	This may not be necessary. All depends on number of operators present and operating stations established.
Erect Antenna(s)	Darryl WA1DD Crew Present	6/1/2012*		Should consider if can be erected earlier than June 1.
Get Tri-City Banner for hanging on table or above or at operating station.	Tom WA2YRV	6/1/2012*		This is the new banner Tom WA2YRV procured. Plan is to use a banner at both the WWII SUBVET Memorial and at NAUTILUS.
Obtain/Set up some self standing canopies for sun and foul weather protection.	Crew Present	6/1/2012*		Probably will only need to do this at the WWII SUBVET Memorial. Can shut down NAUTILUS Site if there is foul weather or move inside Museum. Larry, WR1B has offered will provide 12 x 12 canopy. Tom WA2YRV will provide a 10 x 10 canopy. Thanks Guys!
Picture/Video coverage		6/1/2012*		Need someone to take some pictures and/or video of the events.
Provide ARRL brochures, literature, ETC. for distribution to interested parties.	Larry KB1QQM	6/1/2012*		Should have a supply at both the NAUTILUS and the WWII SUBVET Memorial.
Provide tables and chairs for WWII Memorial site	Harry N1FAM	6/1/2012	Complete	Requested and received permission to use tables and chairs from SUBVETS. Harry N1FAM will pick up on June 1 st .
Provide transportation for any Operator who cannot or does not drive.		6/1/2012		Some older Hams might like to participate but cannot get to site on their own.
Provide wireless network connection at both the NAUTILUS Site and the WWII SUBVET Memorial Site	Michael KA1NXH	6/1/2012*		A wireless network connection will be set up that will allow real time internet look up and logging. Speed will not support streaming, ETC. A dongle will be provided for one computer at each site.
Set up computer for each radio operating	Darryl WA1DD Crew Present	6/1/2012*		To support logging, ETC. Will need a laptop for each radio set up.
Set up Gear	Darryl WA1DD	6/1/2012*		Will need a crew for this. All help is encouraged and

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	Crew Present			appreciated.
Snacks/Refreshments	Each Individual responsible for Their own	6/1/2012*		Bring your own. May be a collection and run made depending on preference of those present at any given time.
Stage "SCRAMS for HAMS" cards and Tri-City business cards for distribution to interested parties.	Larry KB1QQM	6/1/2012*		Should have a supply at both the NAUTILUS and the WWII SUBVET Memorial.
Provide transportation for any Operator who cannot or does not drive.		6/2/2012		Some older Hams might like to participate but cannot get to site on their own.
Provide transportation for any Operator who cannot or does not drive.		6/3/2012		Some older Hams might like to participate but cannot get to site on their own.
Tear down all gear and antennas returning them to owners or storage	Darryl WA1DD Crew Present	6/3/2012		Will need a crew for this. All help is encouraged and appreciated.
Provide competed logs from event to KA1NXH for forwarding	Darryl WA1DD Larry KB1QQM	6/5/2012		
Post event discussion/lessons learned session	All	6/12/2012		Put on June Tri-City meeting agenda.
Request budgeted amount from Tri-City for event	Darryl WA1DD Harry N1FAM	6/12/2012		Major funds required would be expense of printing QSL cards. Request at June Tri-City meeting
Print QSL Cards		6/20/2012		Will hold printing in abeyance until after event?
Compile/combine and submit event log to Battle Ship New Jersey ARC	Michael KA1NXH	7/1/2012		Deadline for submission is 7/30/2012. Logs can be emailed to museum@nj2bb.org in the adif format, Log-Eqf or Win-EQF format, as an Excel file, or text file.

* Identifies first time/date item is needed but that item will be needed each day of operation.