

## Instructions for using the Spreadsheet for Manual Logging

If you intend to contribute to our field day score, but don't want to use the N1MM logging software, then you could use this spreadsheet. It is relatively easy to fill out. It is leaning on the Cabrillo formatted output of a logging program, and therefore can be easily converted into a Cabrillo for sending in to ARRL HQ.

Bernhard AE6YN offers to send in your results if you don't want to do the conversions yourself. In that case, please share the spreadsheet which you filled with your log entries with him. Be aware that the results must be sent in to ARRL within 30 days; therefore Bernhard needs your logs by July 15.

How to fill out:

- For each contact, add this information:
  - Frequency in kHz, no commas or decimal points, no fractions. For 7.0475 MHz, enter "7048".
  - Mode: enter PH for phone, CW for Morse code, and RY for any digital mode.
  - Date and time: fill out either the local time or the UTC (Z) time. Date and time will be converted to UTC when we submit.
    - Enter the date in the format "2020-06-2x" with x being 7 for Saturday or 8 for Sunday .
    - Enter the time in the military 24 hr format, no colon. 1:01 pm would be "1301".
  - Operator: fill in your call sign.
  - Class: fill in your class, which would be 1E if you run on batteries or generator, or 1D otherwise.
  - Section: this is always "EB".
  - "Other station" fill in the call sign of the station you are having the contact with.
  - Class and section are part of the exchange you receive from that other station.

If you wish to send the log in yourself, then we encourage you to do so. Export the spreadsheet into CSV, with tabs as separating characters. **Add header and footer as in the example below**, which has just two entries (extracted from 2018 field day):

Alternatively, you can send your log to Bernhard AE6YN, and he will convert it for you and send it in. Please don't send paper logs or logs not using the spreadsheet we've prepared for you. Please send it in as soon as possible, July 15 at the latest.

## Sample Header and Footer of a Cabrillo Log

```
START-OF-LOG: 3.0
LOCATION: EB
CALLSIGN: AE6YN <-- your call sign
CLUB: South Bay Amateur Radio Association <-- THIS MUST BE EXACT!
CONTEST: ARRL-FIELD-DAY
CATEGORY-OPERATOR: SINGLE-OP
CATEGORY-ASSISTED: NON-ASSISTED
CATEGORY-BAND: ALL
CATEGORY-MODE: MIXED
CATEGORY-POWER: HIGH
CATEGORY-STATION: FIXED
CATEGORY-TIME: 24-HOURS
CATEGORY-TRANSMITTER: UNLIMITED
CLAIMED-SCORE: 2 <-- Calculate score and fill in
OPERATORS: AE6YN <-- your call sign
NAME: SBARA
ADDRESS: P.O.Box 8401
ADDRESS-CITY: Fremont
ADDRESS-STATE-PROVINCE: CA
ADDRESS-POSTALCODE: 94537-8401
ADDRESS-COUNTRY: UNITED STATES
CREATED-BY: MANUALLY
QSO: 14174 PH 2018-06-23 1826 KU6S 5A EB N0SZ 4A CO
QSO: 14260 PH 2018-06-23 1848 KU6S 5A EB KB6UNC 1D UT
END-OF-LOG:
```