

## Note from the NETLOGGER Administrator

The NETLOGGER program is an online program used by the YLSYSTEM for keeping an online log. It is uniquely designed for net use. The program is a free download and is listed on the YLSYSTEM Website. Other help or related questions are available by phone call to the NETLOGGER Administrator, W7TOA. Phone (520) 508-3052. Email: w7toa@aol.com. The Assistant Administrator, KM4TTT is also available by phone (850) 544-9535. Email: exbusdr@embarqmail.com. All 40 meter entries and changes are the responsibility of the Assistant Administrator. Sunrise, 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup>, Moonbeam, 17 meters and the Young hams Periods are updated by the NETLOGGER Administrator. Updates are done several times daily. **All Controls should download the Club Profile at the opening of each period.**

A new Log is initiated each period of the YLSYSTEM. On opening the log, The Control initiating the period should enter the YLSYSTEM Preamble and Monthly Award information in the AIM window. Please keep in mind these are temporary logs and are only available for a short period of time online. We do maintain a Club Profile that contains all the pertinent information originally entered in the log. This information is kept up to date and will appear on the current online log when the callsign is entered by our Controls. The Club Profile is a permanent record of Members and Guests. **It very helpful to the NETLOGGER Administrator to enter a double asterisk “\*\*” in the remarks when a new guest or other changes is entered or a change to other information is requested because it draws attention to the entry.**

**It is important that by using a double asterisk “\*\*”, the NETLOGGER Administrator will see any corrections of callsign, address changes, or other important information.** The NETLOGGER Administrator will pass this information on to those who require it. Should a station indicate that they have relocated, please inform the station that the change must be updated with the FCC to be changed in the Club Profile.

New Members are entered with full information each week into the Club Profile by the **Netlogger Administrator**. As new members join, “NEW MEMBER TBA MONDAY” is placed in the “Remarks” field in NETLOGGER. Changes to Remarks and other information are entered as requested as well. We do rely on our Controls to obtain information to be recorded for our new Guest check ins. Controls are requested to pass on to these Guests the following information: to look at our Website, explaining the Guest Info and History tabs and explain the NETLOGGER free download. Controls should enter the guest’s Preferred Name on the log. All three items (Preferred name, website address and Netlogger download) must be confirmed by the Guest for this to be considered a contact that will be entered in the Club Profile.