

# SKCC Canadian Operating Event - 2023

## VC3K Station Operator's Guide

### TIME-SLOT SCHEDULING

Canadian members who wish to operate using the VC3K call sign should contact their Provincial Coordinators in order to reserve operating time. Only one operator per each Province can use the special event call sign at a time.

Coordinators are assigned to each Province and are responsible for scheduling your operating times and processing operator log files. Please contact the Coordinator in the region where you will be operating. The Coordinator email address for each region is shown below:

VO1, VO2, VE1, VY2, VE9, VY9 (VE9DCD)	<a href="mailto:COE-Manager@skccgroup.com">COE-Manager@skccgroup.com</a>
VE2, VE3, VE8, VE0 (VE3KZ)	<a href="mailto:COE-Manager@skccgroup.com">COE-Manager@skccgroup.com</a>
VE4, VE5, VE6, VE7, VY1, VY0 (VE4DL)	<a href="mailto:COE-Manager@skccgroup.com">COE-Manager@skccgroup.com</a>

The operator schedule is maintained on the SKCC Event Calendar at:  
[www.skccgroup.com/cgi-bin/calendar.pl?year=2022&month=9](http://www.skccgroup.com/cgi-bin/calendar.pl?year=2022&month=9)

All times and dates are in UTC/GMT. (For example, Friday 01:00 UTC would be Thursday evening local time in Canada.)

*The schedule displays time slots that have already been assigned. Choose unassigned times in your call area and notify your area Coordinator that you'd like to fill them. The earlier you make a request the better your chances of getting it. If you later find that you cannot keep a scheduled time please notify your Coordinator as soon as possible so the time can be freed for others.*

To facilitate scheduling please be sure to include the following information in your request so that your Coordinator will not have to look it up:  
Callsign, Name, Province, SKCC Nr.

If you upgrade your C/T/S status during the course of the event please be sure to inform your Coordinator.

After you have requested an operating slot you will receive a confirmation email from your Coordinator. Check your time on the calendar for correctness before operating. You must be listed on the Event Calendar in order to operate at the assigned time; if you are not on the schedule you are not permitted to operate with the VC3K callsign!

### SHORT-NOTICE SCHEDULING

Requests for operating time should be made well in advance whenever possible. However, you may be able to grab unassigned time slots within 1-hour of the start time by following the instructions below:

- Include the following items in **every** Short-Notice scheduling request:

Start & End Times UTC  
Your op info: CALL-NAME-PROV-SKCC#. Example: VE6DL-Jim-AB-16520

- Requests should be made **only within 1-hour** of the intended start time;  
- Address your email to [coe-manager@skccgroup.com](mailto:coe-manager@skccgroup.com)

- Do not operate as VC3K unless you receive a confirmation.

## LOGGING

VC3K operators must provide a log of their contacts.

Logs should be in ADIF format and should contain at least the following fields: *Date; Time; Callsign; Band; Mode; Name; RST Sent; RST Rcvd* (The ADIF tags for these fields are QSO\_DATE; TIME\_ON; CALL; BAND; MODE; NAME; RST\_SENT; RST\_RCVD).

There are a number of free logging programs available that are suitable for this purpose. Many members use the *AC2C SKCCLogger*, more info here:

[https://www.skccgroup.com/member\\_services/skcc\\_logger/](https://www.skccgroup.com/member_services/skcc_logger/)

Please send your log file to your area Coordinator as soon as possible, preferably within 24 hours of operating. This will get your contacts into the master log with minimum delay and will reduce the number of inquiries that must be handled by Coordinators from members who are anxious to have their contacts confirmed.

All dates and times must be logged in UTC or GMT.

If you work another VC3K station make sure to obtain and log their personal call sign. This will ensure that they receive personal credit in the master log and stats for their contact with you. They should log you similarly.

If you find you have made a mistake or omission in any of your submitted log entries please advise your area Coordinator.

Please name your log files in the following example format: *VE1-VE1AHX-NS-01.adf*

- "*VE1*" your operating location area;
- "*VE1AHX*" your callsign;
- "*NS*" the province where you are operating from;
- "*01*" sequential number (*01, 02, etc*), different for each of your log files.

Make sure to keep backup copies of your log files.

## ON THE AIR

VC3K operators must use only straight key, bug and cootie keys during their assigned operating times.

As a Canadian special event operator you will use the call sign corresponding to your geographic location: *VE1, VE2,...* etc. and *VY1, VY2, VY0...* etc.

You can respond to general CQs transmitted by any station and log them among your VC3Y contacts.

Please include the following minimum information in your on-air exchange:

RST; QTH; NAME; CALL; SKCC#. For example: *599 NB Ted VE9AQM SKCC 1629S*

Specifically including "*SKCC*" during the exchange helps to advertise the club to non-members who may be listening in.

You can refer non-members to the SKCC and VC3K website by sending "*SEE SKCCGROUP DOT COM FOR INFO*" or "*SEE QRZ DOT COM*".

You are permitted to use the VC3K special event call sign on the WARC bands (12m, 17m, 30m) except when participating in sprints or contests.

Operation with the VC3K call is NOT permitted on 60 meters.

In the interest of providing the widest possible coverage please do not run low power as a VC3K Operator *unless that is the limit of your station capability*. Low power stations are entirely welcomed and desired to be part of VC3K. But restricting your coverage by intentionally reducing output power is counter to the goal of the event. We want to give everyone the best possible chance of hearing and contacting as many VC3K operators as possible.

If possible, please log in to the SKCC Sked Page while operating as VC3K:  
<https://sked.skccgroup.com/>

Then click the *Go Active* button and type your VC3K call into the *Status* box at the top right of the page, like this: =VC3K/VE9. You are not obligated to respond to QSY requests or engage in SkedPage chat while operating. You can choose to disable private messaging by unchecking the *Enable PMs* box at the top.

## **QSL Cards & SKCC Awards**

An official VC3K QSL card will be available to anyone who contacts at least one VC3K station. The card will list one QSO per each Province call district worked

Cards will be distributed automatically to anyone who is a member of the SKCC QSL Bureau. Those who are not bureau members may request a VC3K QSL card by submitting a SASE, indicating their callsign and "VC3K" on the envelope. More info on the SKCC QSL Bureau can be found at:  
[http://www.skccgroup.com/member\\_services/qsl\\_buro/](http://www.skccgroup.com/member_services/qsl_buro/)

The contacts you make as a VC3K Operator are valid for SKCC awards. Check the individual award requirements for specific requirements.

*Thanks for being a VC3K Canadian Straight Key Month Event station.*

73, The Canadian Straight Key Month Event Committee