



JOTA-JOTI AUSTRALIA

Setting Up for JOTA



This document provides important information to help you set up and operate a JOTA activity. To run a successful JOTA activity for a group, you will need an Amateur Radio Operator, Standard or Advanced level.

There is no assumption made that you, the Scout/Guide Leader, will know anything about using or setting up any of the equipment mentioned. The assumption is that you, the Scout/Guide Leader will be able to utilise the skills and resources of people around you.

Safety and Risk Management

You must consider the risks involved when setting up a JOTA activity. These are outlined briefly here, and a sample Risk Assessment is appended at the end of this document.

- Electrical safety. There will be extension cables, extension plugboxes etc. Consider RCD protection and reducing trip hazards, and circuit load capacity
- Cables everywhere. Give thought to how tables are located so that cables are out of the way and not causing trip hazards.
- Lighting should be adequate
- Tables must be stable and strong enough to support the equipment safely.
- Masts and antennas must be safely erected and drop zones adequately marked out.
- There may be some risk of injury from RF – the Amateur will advise where this risk exists, and will advise how to prevent injury.

Location

The best location for a JOTA station is alongside a whopping great tower with all the antennas you need. Failing this, you'll need "skyhooks" to hang antennas from. Tall trees are great, or use portable masts. Use pioneering skills to build a mast.

Don't use the electricity supply poles for any purpose.

It's a great problem solving activity for Scouts. "How do we get this rope over that 40m high tree". Keep a fishing rod and heavy sinker close by for when all else fails.

Equipment

The Amateur Radio Operator will usually supply the radio equipment. You will need to ensure a good electricity supply, and provide extension cables, power boards, tables, chairs, lighting etc.

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Special Callsign

The ACMA has set aside two blocks of callsigns for Scouts and Guides. It's good fun to have your own special callsign. The series set aside are VK\$SAA-SDZ (Scouts) VK\$GGA-GGZ (Guides).

Go to this link <http://www.wia.org.au/licenses/licensing/publiclist/> to see if a callsign is available. Your Amateur Operator can help you get the callsign.

Operational Needs

The radio operation area (it's called "the shack") needs to be where the noise of other activities doesn't interfere with operation of the radios. It needs to have a window or some means of cable entry from the outside for antenna cables.

Keep up the supply of coffee and/or tea to the Amateur Radio Operators. In other words, look after them. Keep them feed and watered, and make sure they have the necessary breaks.

Internet Connection

If using an Internet connection, refer to the "Setting Up for JOTI" document for tips on setting up, also the section on content filtering.

Software

Various software and online utilities are available to assist in radio operation. Discuss these with your Amateur Operator.

Echolink can save your bacon if propagation lets you down.

- Make sure your callsign is validated with Echolink well before October.
- Check that Echolink works on the computer AND internet connection that you'll be using for JOTA.
- If you are unable to configure the ports for Echolink, use a public proxy, or better still a non-public one if you can set it up beforehand (see echolink.org for information on how to do this).

DX Clusters are useful means of seeing where the propagation is. There are several available free.

Slow Scan Tv (SSTV) – most common software used is MMSSTV

PSK31 – DIGIPAN is easy to set up and use

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There is also other software for RTTY, listening to Morse Code, predicting propagation, tracking satellites etc.

JOTA Information Online

The Scouts Australia has JOTA information that's important to radio operators. Before JOTA, visit <http://www.international.scouts.com.au> and look at the JOTA-JOTI section. Print out the technical information for Radio Operators, and give it to your operator well before JOTA.

Visit this site yourself frequently for updated information.

JOTA-JOTI Badges

Obtain these BEFORE the JOTA weekend so you can give them out on the weekend. Contact your local Guide or Scout Shop.

Registration

Registration at www.jotajoti.org has many benefits for you. Registrations open in September, and the database is closed off a month or two after JOTA-JOTI. What registration can do for your group?

- Groups can create their own online WEBLOG to show the world what you did for JOTA-JOTI
- Groups and individuals are given a free, temporary email address for JOTA-JOTI so that you can make contact with other Scouts and Guides without revealing your permanent email address to the world. The address will be yournickname@jotajoti.org. You will need to supply a valid email address when registering. Your JOTAJOTI email address will forward your email to your personal email address. Each person or group registering must have a unique email address. You may have to set some up with Hotmail etc.
- The nickname you register at jotajoti.org will also become your registered nickname for chatting on ScoutLink
- You can search the database for someone to link up to during JOTA-JOTI
- You can send someone a contact validation card electronically

It's best to set up the registration for your Group before JOTA-JOTI, and write a bit about your group in the BLOG, including some photos. You can fill in the rest after JOTA-JOTI.

Radio Conduct

Young people are often naïve about the dangers of revealing too much about themselves on the Radio or internet. With some preparation and good

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supervision on the day, youth members will be able to engage in JOTA productively and safely.

Some things to remember about conduct:

- We are Scouts and Guides. We promised to behave in a manner fitting the Scout / Guide Law.
- You should not reveal too much about yourself. Don't go to such ridiculous lengths that a conversation cannot occur, however keep the detail a little vague. "Hello, my name is Fred. I'm a Cub Scout in Perth, Western Australia." No surname, no home address, not even a suburb (unless they are talking to a person in the same city, there's little point in naming a suburb). Coach the young folk to talk about what they do, which activities they enjoy most, etc, rather than their personal details.
- Smutty remarks, sexual innuendo and swearing are not to be tolerated, and any Scout/Guide doing these should be taken off air for a time-out, and told the reasons why.



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Sample Risk Assessment

ISSUE	LIKE-LIHOOD	CONSEQUENCE	RI SK	CONTROL ACTIONS	RESPONSIBILITY
Electrical supply Electrocution	Unlikely	Injury, Burns or Death	L	<ul style="list-style-type: none"> ▪ Use portable RCD devices if not fitted to the circuits in the buildings ▪ Ensure all cables are sound and kept safe from mechanical damage ▪ Keep junction boxes etc out of the way to avoid kicking etc 	Leader in charge
Electrocution from overhead Power lines	Possible	Injury, Burns or Death	M	<ul style="list-style-type: none"> ▪ Erect masts a safe distance from power lines so that contact with power lines is impossible under any circumstances ▪ Erect wire antennas in a manner so as to prevent any possible contact with power lines 	Leader in charge
Tripping	Possible	Physical injuries requiring 1 st aid and/or medical treatment	M	<ul style="list-style-type: none"> ▪ All cables to be kept neat and out of walkways ▪ Divert through traffic away from the computer area 	Leader in charge
Fire Burns etc.	Possible	Physical injuries requiring 1 st aid and/or medical treatment	L	<ul style="list-style-type: none"> ▪ Adequate supply of fire extinguishers and blankets ▪ Maintain the room free of litter 	<ul style="list-style-type: none"> ▪ Leader in charge ▪ All adults to supervise litter control
Structures/Tents Falling or collapsing	Possible	Physical injuries requiring 1 st aid and/or medical treatment	L	<ul style="list-style-type: none"> ▪ Erection supervised by suitable adults ▪ Inspected daily for obvious faults ▪ Temporary masts have drop zone roped off ▪ Rope off any areas where RF burn hazards exist 	<ul style="list-style-type: none"> ▪ All adults
Collapse of Furniture	Possible	Physical injuries requiring 1 st aid and/or medical treatment	M	<ul style="list-style-type: none"> ▪ Leaders to supervise activity. ▪ Sitting or leaning on tables is not to be permitted ▪ Regular inspection of tables 	All adults