

# **RMS Express**

**Background Message Processing  
Using Contacts to Designate Mail Servers  
Incoming Message Notification  
Automatic Message Forwarding  
Message Processing During Incidents**

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# Background Message Sending and Polling

- RMS Express has options to turn on background tasks to send messages in the Outbox and check for incoming messages.
- Other operations (such as radio sessions) can be done with the background tasks run.
- Outgoing messages are cleared from the Outbox, and incoming messages appear in the Inbox.
- Can be used with (1) Telnet CMS connections, (2) Network Post Office servers, (3) peer-to-peer Telnet connections.

# Enabling Background CMS Telnet Operation

- Open “Settings” on Telnet session screen:

**Telnet Properties**

**Telnet Connection**  
Telnet by default always connects to the first available CMS site. This is normally all that is required and no telnet properties need to be set.

If you have a need to connect to an RMS Relay site then check the box below and enter a path name to the site. If RMS Relay is running on the same machine as this program use the path name 127.0.0.1.

Use RMS Relay

TCP/IP path to the RMS Relay site:

Local IP address:

Port to connect to:  (Default is 8772)

**Telnet Session AutoConnect Time**

**Automatic Background Monitoring**  
Polling time:   
Disabled  
1 Hour  
2 Hours  
4 Hours  
6 Hours  
8 Hours  
12 Hours  
24 Hours

Send all messages in Outbox

Enable background message processing

# Background CMS Telnet Setup

- Select the connection time from 1 hour to 24 hours.
- Optionally check the option “Send all messages in Outbox”.
- If the send-all messages option is enabled, then all messages in the Outbox will be uploaded to a CMS when a background connection is made. If you want to be able to send messages via other means (e.g., radio), do *not* check this option. It should be used only in specialized situations.

# Enabling Background Post Office Operation

- A network post office server is provided by RMS Relay.
- Edit a P.O. server entry on the Post Office session screen

**Add Post Office Server**

Callsign:

Password:

IP Address:

Port number:

**Automatic Background Monitoring**

Polling time:

Send all messages in Outbox

# Enabling Background P2P Telnet Operation

- Edit a Peer-to-Peer entry on the Telnet P2P screen

**Add P2P Station**

Callsign:

Password:

IP Address:

Port number:

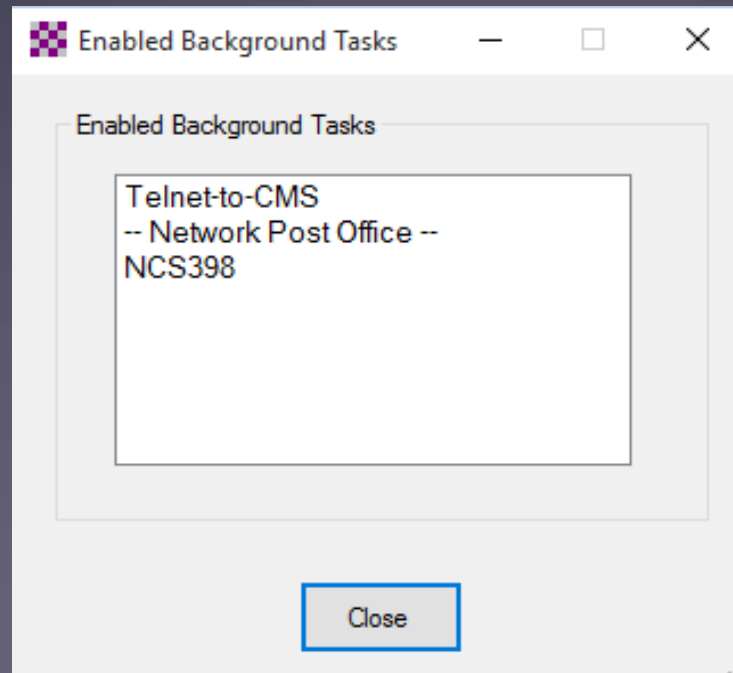
(Leave password blank if not needed by station)

Automatic Background Monitoring

Polling time:

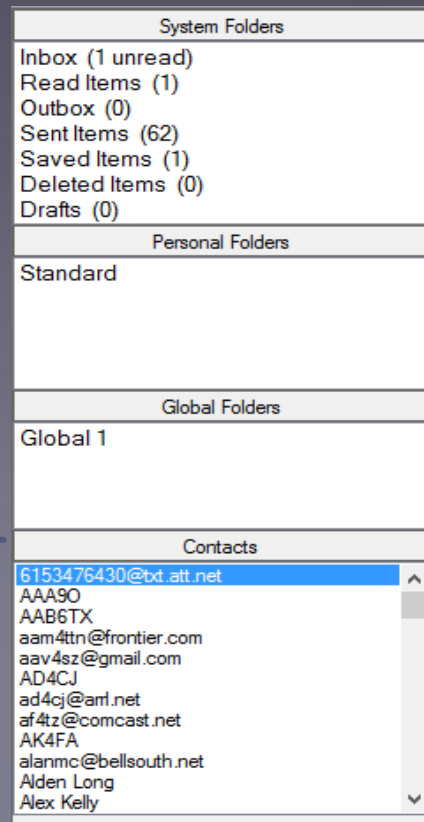
# Viewing Enabled Background Tasks

- Click Files/View Background Tasks



# Designating Servers with Contacts

- RMS Express includes an address book with contacts.
- Click the “Contacts” bar to open the list.



Click “Contacts” to open the address book.



# Adding a Contact Entry

- The “Name” is how messages are addressed to it.
- Open the list of mail servers, and select (CMS), a network post office server or a Telnet P2P connection.

Name of the contact. Use as a To address to send messages to this contact.

Actual e-mail address or callsign

Optionally, select mail server where messages are to be sent.

The screenshot shows the 'Add contact' dialog box. The 'Name' field contains 'ICC'. The 'E-mail' field contains 'W4PHS'. The 'Notes' field contains 'Incident Communication Coordinator'. The 'Mail Server' dropdown menu is open, showing a list of options: '(none)', '(CMS)', '-- Post Office Servers --', 'K1KY', 'W4PHS HOME', 'W4PHS OFFICE', '-- Telnet P2P --', 'W4PHS', and 'XE2BNC'. A 'Cancel' button is located on the right side of the dialog.

# Sending Messages to a Contact

- Specify the contact name as the recipient
- Message will be sent to the callsign/address at the designated server using a background task.

Use name of contact as To address.

Enter a new message

Close Select Template Radiogram Attachments Post to Outbox Save in Drafts Folder Spell Check

From: W4PHS  Winlink Message  Peer-to-Peer Message  Request read receipt

To: ICC

Cc:

Subject: Incident report

Attach:

This is a sample incident report that needs attention.

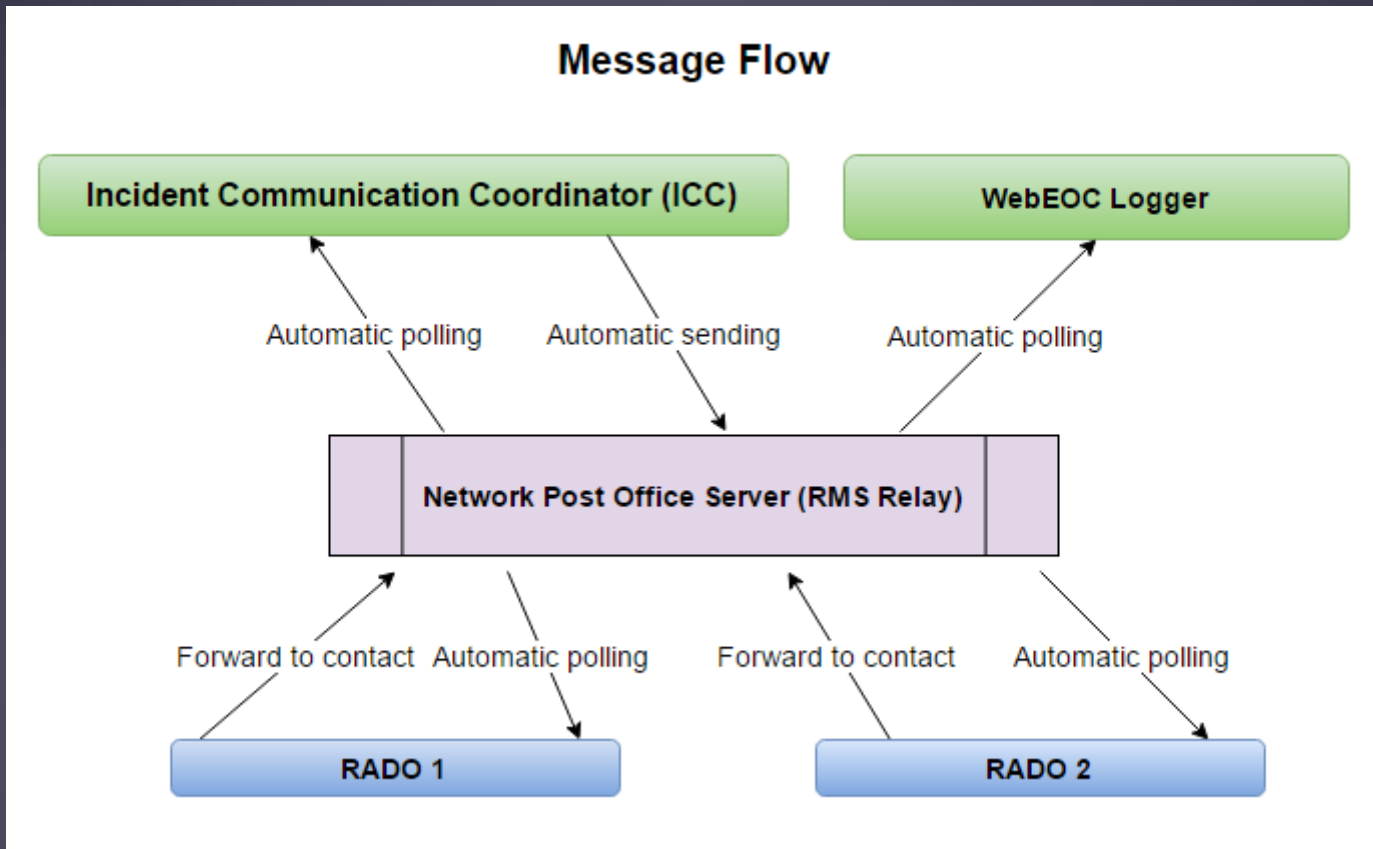
# Using Contacts and Background Tasks for Incident Message Management

- A network post office server on a LAN or MESH network is an excellent way to transfer messages from radio operators (RADOs) to one or more incident communication coordinators (ICC).
- RADOs forward messages without change to the ICC using a contact entry with the network post office server selected.
- The ICC uses a background task to poll for incoming messages from the post office server.
- Message replies from the ICC are sent to the post office server for the RADOs to forward to the original sender.

## Incident Message Flow

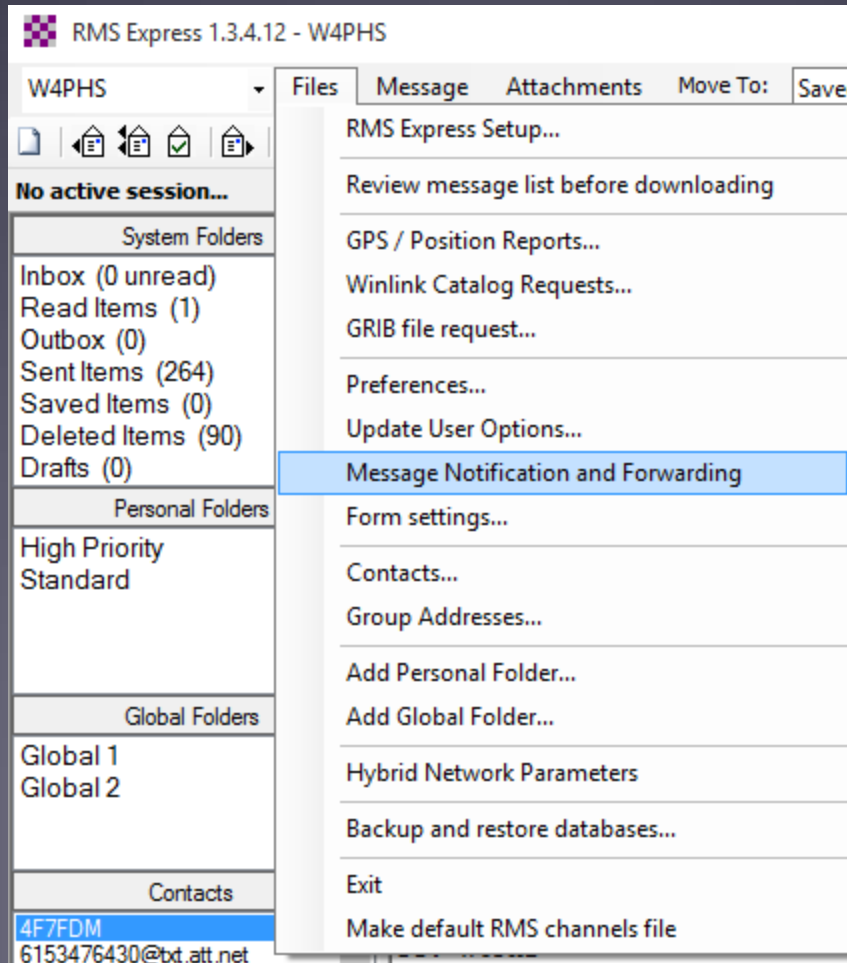
- RADO receives a message via radio.
- RADO queues a message acknowledgement to go via radio.
- RADO forwards the message to the ICC using a contact that directs the message to a network post office server.
- The ICC configures RMS Express to poll the post office server to get incoming messages automatically.
- The ICC turns on the background task option to “Send all message in Outbox”. When the ICC replies to a message, the message is sent to the post office server automatically.
- The RADO does background polling of the post office server to receive replies from the ICC as they are posted.
- The RADO forwards the replies via radio to the original sender.

# Message Flow Between RADO and ICC



# Incoming Message Notification and Forwarding

## Click Files/Message Notification and Forwarding



# Message Notification and Forwarding Screen

Message Notification and Forwarding

New Message Notification

Make sound if message priority is at least this high: Priority

New message notification sound: (none)

Repeat sound until message is read

Stop the sound

Automatic Message Forwarding

Automatically forward messages to the specified addresses

Forward if the message priority is at least this high: Priority

Forward via CMS if Internet is available, otherwise put in Outbox

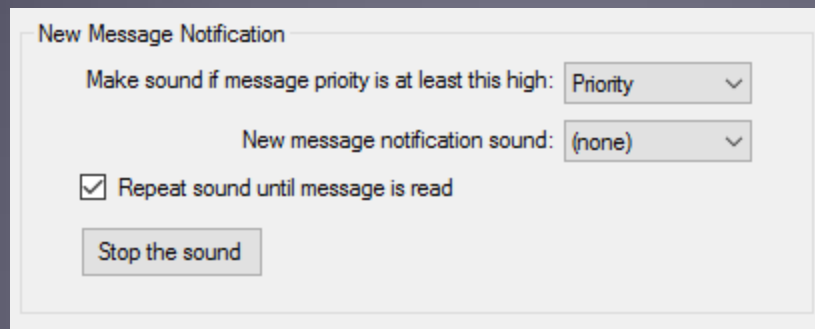
Addresses to forward to (separate with comma or semicolon)

phil@philsherod.com

Save Cancel

# Message Notification

- Makes a sound when an incoming message arrives.
- You can select the minimum priority that triggers a sound.
- You can select which sound to make.
- You can decide if you want the sound repeated



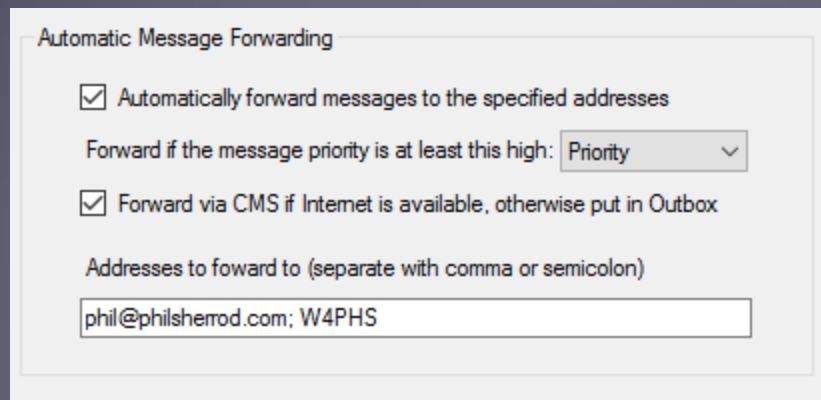
The image shows a screenshot of a software settings dialog box titled "New Message Notification". It contains the following elements:

- A label "Make sound if message priority is at least this high:" followed by a dropdown menu currently set to "Priority".
- A label "New message notification sound:" followed by a dropdown menu currently set to "(none)".
- A checked checkbox labeled "Repeat sound until message is read".
- A button labeled "Stop the sound".



# Automatic Message Forwarding

- Automatically forwards incoming messages to one or more addresses (callsigns, e-mail, contacts, groups).
- Can specify minimum priority to trigger forwarding.
- Allow forwarding to a CMS or force posting to Outbox.



Automatic Message Forwarding

Automatically forward messages to the specified addresses

Forward if the message priority is at least this high: Priority ▾

Forward via CMS if Internet is available, otherwise put in Outbox

Addresses to forward to (separate with comma or semicolon)

phil@philsherod.com; W4PHS

# Specifying Message Priority in the Subject

Put *//WL2K priority/* in front of subject

- *//WL2K R/* = Routine (normal/default) priority
- *//WL2K P/* = Priority message
- *//WL2K O/* = Immediate priority
- *//WL2K Z/* = Flash (highest) priority

*//WL2K P/*This is a priority message



- Questions?
- Information about Winlink can be found at [www.winlink.org](http://www.winlink.org)
- White papers about Winlink can be found at [www.qrz.com/db/W4PHS](http://www.qrz.com/db/W4PHS)