

S P A N I S H  
BASIC COURSE  
SUPPLEMENT

Module 10  
Radio Procedures  
Volume I  
Lessons 1 - 6

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DEFENSE LANGUAGE INSTITUTE  
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## PREFACE

### COURSE OBJECTIVES

This is an introductory course, the objectives of which are to acquaint you with basic radio communications procedures and terminology and refine your skills in gisting, transcribing, and translating. The material is presented as a series of hypothetical military situations in which various radio stations communicate with each other. The skills which you have learned in previous Listening Comprehension Exercises will be applied here.

### COURSE DESIGN AND ORGANIZATION

This supplementary course fits into the "specialized needs" portion of the 28-week Spanish Basic Course. It has been developed specifically for those students who belong to NCTS related services. The course was designed to be used either in conjunction with the Level 3 materials or after, in the Enrichment/Specialized Needs portion of the course.

There are 6 lessons in this volume. The components of each lesson are:

1. Text
2. Standard Abbreviations
3. Vocabulary
4. Samples
5. Exercises

1. Text.

The texts of each lesson are introductions to a particular phase in radio communications. They follow the real-life sequence of events which occur in military radio communications. When you finish this course, you will be familiar with all the major procedures used by military radio operators.

2. Standard Abbreviations.

These are abbreviations of English words which should be overlearned to the point that they become automatic. While you may develop abbreviations for other words you hear, these standardized items will help you develop skill in rapid gisting.

3. Vocabulary.

The vocabulary listings found in each lesson are words which are peculiar to radio communications. They may have different meanings in usages other than radio. Here, however, the definitions given are solely in radio communications context.

4. Samples.

For each lesson there is a taped sample of vocabulary usage which conforms to the subject of the text. The format is that of a simulated radio broadcast. In your book you will find three samples which correspond to the sample on the tape. First you will find the Sample Gist. This shows you how to use the Standard Abbreviations for each lesson.

Second you will find a Sample Transcription. This is an exact transcription of what you heard on the tape. This shows

you how the vocabulary of each lesson is used in context.

Third you will find the Sample Translation. This clarifies the meaning of the taped sample and will acquaint you with radio communications procedure and terminology.

#### 5. Exercises.

There are two types of taped exercises in each lesson, enabling exercises and self-evaluation exercises.

The enabling exercises will give you practice in gisting, transcribing, and translating vocabulary in isolation and in context. They are designed to prepare you to meet the objectives for each lesson.

The self-evaluation exercises are divided into three parts and are in the form of simulated radio broadcasts very similar to the taped sample.

The first task is to gist what you hear using the communication logs found in the back portion of the text. For this you should use the standard abbreviations as much as possible. You may also abbreviate other words as desired but make sure that your abbreviations are clear and can be understood easily. For the gisting portion of the exercise, your final objective should be an accurate gist after playing the tape only once with no stops. If you have trouble keeping up with the tape, continue to practice with the exercise and also go back and work with the sample until you can gist with both speed and accuracy. This is a very important skill for your military job.

The second task in this exercise is the transcription of taped broadcasts. For this you may play the tape as many times as you need. It is suggested that you have a dictionary available for this part of the exercise to ensure a correct transcription with accuracy in spelling and use of accent marks. One hundred percent accuracy is the objective for this part of the exercise.

The third and final task in the exercise is translation of what you have transcribed. This is why a perfect transcription is necessary. For if you make an error in your transcription, you will also err in your translation.

This is a self-study course and you will find the answers to each exercise in the key at the end of the text. Follow the instructions for each exercise carefully and use the key only as it is intended. Glancing at the answers while doing the exercise will not help you acquire the skills you will need for your job.

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BASIC COURSE

SUPPLEMENT

RADIO PROCEDURES

LESSON 1

CALL-UPS

MODULE 10

## INTRODUCTION TO CALL-UPS

In a call-up, one radio station calls up one or more other radio stations to check communications or pass messages.

Callsigns. Each station is assigned a callsign. For convenience, callsigns are usually placenames (Bogota), numbers (tres--3), placenames and numbers (Bogota 3), or digital (03, 421, 6042, 84503, etc.). Callsigns don't necessarily correspond to geographical locations. The call-sign 'Bogota' could be assigned to a radio station anywhere in Latin America.

Call-up Format. Several different call-up formats are used. Usually, the station being called is named first. This procedure lets other stations know the call isn't for them. For example, "Bogota, this is Havana calling." Havana (the station making the call) names Bogotā first. However, the station making the call-up may occasionally reverse this procedure by giving his own callsign first. For example, "This is Havana calling Bogota."

Repeated Callsigns. In any call-up, the callsigns may be repeated several times. For example, "Bogota, Bogota, Bogota, this is Havana calling, this is Havana calling you."

Dropped Callsigns. After the first call or two, the station making the call-up may drop his own callsign. For example,

Havana says "Bogota, please answer," instead of "Bogota, this is Havana. Please answer." After a number of exchanges between the same people, operators sometimes drop both call-signs.

Multiple Station Call-ups. In the examples you've seen so far, one station was calling one other station. A station can also call up several stations at the same time. The format is the same as for a single callup. For example, "Bogota, Havana, Colon; this is Trinidad." Trinidad is calling up three stations at one time.

All Station Call-ups. If a station wants to talk to only one other station, he makes a single station call-up; if he wants to talk to several other stations, he makes a multiple station call-up, and if he wants to talk to every station, he makes an all station call-up. Example: "All stations, this is Florida calling."

Communications Log. Communication exchanges between radio stations are entered on a communications log. This log form has three columns labeled TO, FM (FROM), and TEXT. The TO and FM columns are used for callsigns, and the TEXT column is used for whatever is said. TO callsigns (the station being called) are entered in the TO column. FM callsigns (the station doing the calling) are entered in the FM column.

Abbreviated Call Signs. It takes too much time to write out callsigns in the TO and FM columns each time they are mentioned, so they are abbreviated by using the first letter of the first few syllables. For example, "Bogota" is abbreviated as BG, "Hayana" as HV, etc. Sometimes more than two letters are necessary to prevent confusion. For example, "Bogota" as BG and "Bigote" as BGT. Callsigns involving number series are also handled the same way. "Bogota tres" would be entered as BG3.

It is extremely important to remember that once you have abbreviated a callsign, you must always abbreviate it the same way.

Callsign Legend. While abbreviations are used as a time-saving device in the TO and FM columns, it is essential to write out each callsign in full in the callsign legend (marked C/S) at the top of the Communications Log. The legend shows whether BG stands for "Bogota," "Bigote," etc. For example, the transmission "Darlen, this is Carmen cinco, answer please" would be entered on the Communication Log as follows:

## COMMUNICATIONS LOG

C/S

DarlenDRCarmen cincoCM5TOFMTEXT

DR

CM5

Cl, Pls ans.

Reduced Callsigns. Full callsigns are used during initial call-ups. Later, operators may use only part of the callsign. For example, "Caribe cuatro" may be shortened to simply "cuatro."

Implied Call-ups and Answers. In some call-ups, both TO and FM callsigns are given, but there is no mention of the word "calling." For example, "Bogota, I'm Yucatan." There is a TO callsign (Bogota) and a FM callsign (Yucatan), but Yucatan doesn't actually say that he is calling Bogota; the call is implied. It is not necessary to distinguish between an actual or implied callup. However, it is necessary to indicate on your gist that some type of callup was made. For this, notate an implied callup as if it were actually made. The same applies to answers. Very seldom will a station say "I am answering you."

Abbreviations. You'll find that as the exercises get longer, faster, and more difficult, you'll have to use as many abbreviations as possible. You should learn and use the standard abbreviations given with the vocabulary as soon as possible, even though you may be able to cope with the early exercises without using them. If you can't remember certain abbreviations automatically, don't waste time trying to recall them. You may abbreviate other words, so long as the original words are readily apparent from your abbreviations.

SUMMARY

1. Callsigns are usually placenames, numbers, placenames and numbers, or digital.
2. The station being called is usually named first.
3. A call-up may involve a single station, several stations, or all stations.
4. Callsigns are written in full in the C/S legend of the Communications Log. They are abbreviated in the TO and FM columns.
5. Use standard abbreviations where they exist. Your abbreviations for other words should clearly represent the original words.

## STANDARD ABBREVIATIONS

The following abbreviations will be useful in gisting. These are standard abbreviations and are the ones to be used during exercises and tests.

|           |                   |
|-----------|-------------------|
| 1. agn    | 1. again          |
| 2. all    | 2. all (stations) |
| 3. allsta | 3. all stations   |
| 4. ans    | 4. answer         |
| 5. cl     | 5. call           |
| 6. in seq | 6. in sequence    |
| 7. pls    | 7. please         |
| 8. rd     | 8. read           |
| 9. u, ur  | 9. you, your      |
| 10. #     | 10. number        |

NOTE: It is also useful to abbreviate prefixes and suffixes. Examples: calling - clng; called - cld; calls - cls.

## VOCABULARY

- |                 |  |
|-----------------|--|
| 1. cambio       | 1. over  |
| 2. contestar    | 2. to answer   |
| 3. en secuencia | 3. in sequence                                       |
| 4. la llamada   | 4. call-up   |
| 5. llamar       | 5. to call   |
| 6. número       | 6. number (#) in a series, as<br>in #1, #2, #3, etc. |
| 7. oír          | 7. to read (a signal)                                |
| 8. la red       | 8. all stations (network)                            |



## SAMPLE

## GIST

## COMMUNICATIONS LOG

|     |                    |                       |
|-----|--------------------|-----------------------|
| C/S | Bogotá - BG        | Número Uno - #1       |
|     | Trinidad - TN      | Número Dos - #2       |
|     | Azul - AZ          | Número Tres - #3      |
|     | All stations - ALL | Número Cuarenta - #40 |

|     | TO  | FM  | TEXT                     |
|-----|-----|-----|--------------------------|
| 1.  | #1  | #2  | cl.                      |
| 2.  | BG  | TN  | cl.                      |
| 3.  | --  | --  | Pls cl me agn.           |
| 4.  | --  | --  | I cld quite a few times. |
| 5.  | ALL | AZ  | cl.                      |
| 6.  | #1  | #2  | cl, pls ans me.          |
| 7.  | --  | --  | Can u rd me?             |
| 8.  | --  | --  | I didn't rd #40s cl-up.  |
| 9.  | --  | --  | Do u rd? Ans.            |
| 10. | #1  | BG  | Cl. Allsta ans in seq.   |
|     | #2  |     |                          |
|     | #3  |     |                          |
| 11. | BG  | #1  | ans.                     |
| 12. | BG  | #2  | ans.                     |
| 13. | BG  | #3  | ans.                     |
| 14. | BG  | #40 | cl.                      |

SAMPLE  
TRANSCRIPTION

1. Número 1, número 2.
2. Bogotá, llama Trinidad.
3. Llámeme otra vez, por favor.
4. Lo llamé varias veces.
5. Red, llama Azul.
6. Número 1, llama número 2, contésteme, por favor.
7. ¿Puede usted oírme?
8. No oí la llamada del número 40.
9. Contésteme si me oye.
10. Número 1, número 2, número 3, llama Bogotá. Todos contesten en secuencia.
11. Bogotá, llama número 1.
12. Bogotá, aquí número 2.
13. Bogotá, aquí número 3.
14. Bogotá, número 40.

NOTE: Although the word "cambio" follows most utterances, it is not placed in the transcription. "Cambio" is only used by a radio operator to let others know that he has finished talking.

SAMPLE  
TRANSLATION

1. Number 1, number 2.
2. Bogota, Trinidad calling.
3. Call me again, please.
4. I called you several times.
5. All stations, Azul calling.
6. Number 1, number 2 calling, answer me, please.
7. Can you read me?
8. I didn't read number 40s call-up.
9. Answer me if you read me.
10. Number 1, number 2, number 3, Bogota calling. All (stations) reply in sequence.
11. Bogota, number 1 calling.
12. Bogota, this is number 2.
13. Bogota, this is number 3.
14. Bogota, number 40.

## EXERCISE 1

Abbreviate the following callsigns by using the first letter of the first two syllables. The first one has been done for you.

- |                   |       |                    |       |
|-------------------|-------|--------------------|-------|
| 1. <u>B</u> ogotá | BG    | 11. México Cinco   | _____ |
| 2. Colón          | _____ | 12. Caribe Dos     | _____ |
| 3. Rojo           | _____ | 13. Mayo Ocho      | _____ |
| 4. Pirata         | _____ | 14. Cuarenta y dos | _____ |
| 5. Centro         | _____ | 15. Jota Trece     | _____ |
| 6. Trinidad       | _____ | 16. Bravo Uno      | _____ |
| 7. Balsa          | _____ | 17. Víctor         | _____ |
| 8. Azul           | _____ | 18. Culebra Siete  | _____ |
| 9. Carmen         | _____ | 19. Tomás          | _____ |
| 10. Golfo         | _____ | 20. Diablo         | _____ |

## EXERCISE 2

Instructions: You will hear a series of words and phrases in Spanish. In the spaces provided, gist, transcribe, and translate whatever you hear on the tape. The first one has been done for you.

|     | Gist | Transcription | Translation |
|-----|------|---------------|-------------|
| 1.  | u    | Usted         | you         |
| 2.  |      |               |             |
| 3.  |      |               |             |
| 4.  |      |               |             |
| 5.  |      |               |             |
| 6.  |      |               |             |
| 7.  |      |               |             |
| 8.  |      |               |             |
| 9.  |      |               |             |
| 10. |      |               |             |

## EXERCISE 3

Instructions: You will hear a recorded passage of simulated radio procedures.

Part A - Gist

Using one of the Communications Logs provided by your instructor, gist what you hear on the tape. You are to record callsigns and write in abbreviated English the context of what you hear. For the gisting part of this exercise, play the tape only once.

Part B - Transcription

When you have finished gisting, rewind the tape and transcribe verbatim the Spanish passages, using your gist as a guideline. For this, you may play the tape as many times as you wish.

Part C - Translation

After transcribing the tape your next step is translating. Translate your transcription into English.

BASIC COURSE

SUPPLEMENT

RADIO PROCEDURES

LESSON 2

SIGNAL READABILITY

MODULE 10

17 / 18

## INTRODUCTION TO SIGNAL READABILITY

After the call-up, the stations determine the readability of each other's radio signals. Readability involves strength and clarity. A loud signal that isn't clear enough is unreadable. Loud and clear signals facilitate radio communications.

Checking Readability. Readability checks begin with the question "How do you read?" Read means to receive and understand a radio message. This basic question is often expanded, and may be given as "How do you read me?" or "How do you read my signal?" Responses to this question indicate the degree of readability.

Degree of Readability. When precision is desired, signal strength and clarity are measured on a scale of 1 to 5. A signal readability of 5 means perfectly clear, 1 means completely unintelligible. However, stations seldom get this technical. Signal readability is more often described in terms of 'good' or 'bad,' 'clear' or 'unclear,' 'strong' or 'weak,' etc.



## STANDARD ABBREVIATIONS

The following abbreviations will be useful in gisting. These are standard abbreviations and are the ones to be used during exercises and tests.

- |           |                    |
|-----------|--------------------|
| 1. bd     | 1. bad             |
| 2. clr    | 2. clear           |
| 3. cont   | 3. contact         |
| 4. estab  | 4. establish       |
| 5. gd     | 5. good            |
| 6. interm | 6. intermittent    |
| 7. l/c    | 7. loud and clear  |
| 8. OK     | 8. okay, very well |
| 9. sig    | 9. signal          |
| 10. tdy   | 10. today          |
| 11. tmw   | 11. tomorrow       |
| 12. vol   | 12. volume         |
| 13. vy    | 13. very           |
| 14. wk    | 14. weak           |
| 15. ydy   | 15. yesterday      |

NOTE: It is useful to abbreviate prefixes and suffixes.  
Examples: clearly - clrly; unclear - unclr.

## VOCABULARY

- |                             |                               |
|-----------------------------|-------------------------------|
| 1. claridad                 | 1. clarity (readability)      |
| 2. claro                    | 2. clear                      |
| 3. contacto                 | 3. contact                    |
| 4. débil                    | 4. weak                       |
| 5. establecer               | 5. to establish (contact)     |
| 6. fuerte                   | 6. strong                     |
| 7. intermitente             | 7. intermittent               |
| 8. señal                    | 8. signal                     |
| 9. el volumen               | 9. volume                     |
| 10. ¿Cómo me oye?           | 10. How do you read me?       |
| 11. Hacer contacto con      | 11. To make contact with      |
| 12. Alto y claro            | 12. Loud and clear            |
| 13. Ponerse en contacto con | 13. To be put in contact with |

SAMPLE  
GIST  
COMMUNICATIONS LOG

C/S

|     | TO | FM | TEXT                                      |
|-----|----|----|---|
| 1.  | -- | -- | Pls cont me.                              |
| 2.  | -- | -- | Ur sig is clr.                            |
| 3.  | -- | -- | I rd u l/c.                               |
| 4.  | -- | -- | I don't rd u well, ur sign is bd.         |
| 5.  | -- | -- | How do you read my signal?                |
| 6.  | -- | -- | I receive ur sig with clrty.              |
| 7.  | -- | -- | How do u rd me?                           |
| 8.  | -- | -- | I rd u bd. Ur sig is wk.                  |
| 9.  | -- | -- | Urs is wk too.                            |
| 10. | -- | -- | How do u rd me now?                       |
| 11. | -- | -- | Ur sig is unclr.                          |
| 12. | -- | -- | Now ur sig is interm.                     |
| 13. | -- | -- | Ur sig is 5.                              |
| 14. | -- | -- | Now I rd u as 5.                          |
| 15. | -- | -- | I rd u as 2, because u have too much vol. |
| 16. | -- | -- | The clrty of ur sig is ok.                |
| 17. | -- | -- | Tmw, make cont with me.                   |
| 18. | -- | -- | I have to estab cont with u.              |
| 19. | -- | -- | Ydy ur sig was better.                    |
| 20. | -- | -- | Cont BG.                                  |

SAMPLE  
TRANSCRIPTION

1. Por favor, póngase usted en contacto con esta estación.
2. Su señal es clara.
3. Lo oigo alto y claro.
4. No lo oigo bien, su señal es muy mala.
5. ¿Cómo oye mi señal?
6. Recibo su señal con claridad.
7. ¿Cómo me oye?
8. Lo oigo mal. Su señal es débil.
9. La suya es débil también.
10. ¿Cómo me oye ahora?
11. Su señal no es clara.
12. Ahora su señal es intermitente.
13. Su señal es 5.
14. Ahora lo oigo como 3.
15. Lo oigo como 2, porque tiene demasiado volumen.
16. La claridad de su señal está bien.
17. Mañana, haga contacto con esta estación.
18. Tengo que establecer contacto con usted.
19. Ayer su señal era mejor.
20. Póngase usted en contacto con Bogotá.

SAMPLE  
TRANSLATION

1. Please, put yourself in contact with this station.
2. Your signal is clear.
3. I read you loud and clear.
4. I don't read you well, your signal is very bad.
5. How do you read my signal?
6. I receive your signal with clarity.
7. How do you read me?
8. I read you bad. Your signal is weak.
9. Yours is weak, too.
10. How do you read me now?
11. Your signal is not clear (unclear).
12. Now your signal is intermittent.
13. Your signal is 5.
14. Now I read you as 5.
15. I read you as 2, because you have too much volume.
16. The clarity (readability) of your signal is good (okay).
17. Tomorrow, make contact with this station.
18. I have to establish contact with you.
19. Yesterday your signal was better.
20. Put yourself in contact with Bogota.

EXERCISE 1

Instructions: You will hear a series of words or phrases in Spanish. In the spaces provided, gist, transcribe, and translate whatever you hear on the tape. The first one has been done for you.

|     | GIST | TRANSCRIPTION | TRANSLATION |
|-----|------|---------------|-------------|
| 1.  | tmw  | mañana        | tomorrow    |
| 2.  |      |               |             |
| 3.  |      |               |             |
| 4.  |      |               |             |
| 5.  |      |               |             |
| 6.  |      |               |             |
| 7.  |      |               |             |
| 8.  |      |               |             |
| 9.  |      |               |             |
| 10. |      |               |             |
| 11. |      |               |             |
| 12. |      |               |             |
| 13. |      |               |             |
| 14. |      |               |             |
| 15. |      |               |             |

## EXERCISE 2

Instructions: You will hear a recorded passage of simulated radio procedures.

Part A - Gist

Using one of the Communications Logs provided by your instructor, gist what you hear on the tape. You are to record callsigns and write in abbreviated English the context of what you hear. For the gisting part of this exercise, play the tape only once.

Part B - Transcription

When you have finished gisting, rewind the tape and transcribe verbatim the Spanish passages, using your gist as a guideline. For this you may play the tape as many times as you wish.

Part C - Translation

After transcribing the tape, your next step is translating. Translate your transcription into English.

**BASIC COURSE**

**SUPPLEMENT**

**RADIO PROCEDURES**

**LESSON 3**

**TUNING**

**MODULE 10**



## INTRODUCTION TO TUNING

Transmitters are set to transmit on predetermined frequencies. Radio receivers must be properly tuned to these frequencies to give the best reception.

TUNING COUNTS. If a receiving station can't read the sending station's signal properly during readability checks, the receiving station will request a tuning count so he can adjust his receiver for optimum reception.

SHORT COUNT. If the receiving station requests a tuning count, the sending station will count from one to five and back again, e.g., "1-2-3-4-5, 5-4-3-2-1." While the sending station is counting, the receiving station tunes his receiver until he reads the numbers "loud and clear." A SHORT COUNT is used only if the receiving station's readability problem is small, and calls for only minor adjustment of his receiver.

LONG COUNT. If the signal is very bad, the receiving station may request a LONG COUNT so he will have more time to tune, or adjust, his radio receiver. For a long count, the sending station counts from one to zero and back again, e.g., "1-2-3-4-5-6-7-8-9-0, 0-9-8-7-6-5-4-3-2-1."

VARIATIONS. Sometimes stations count up by odd numbers and back by even or vice versa, to break up the monotony. If a receiving station is having severe tuning problems, the

### LESSON 3

sending station may extend his LONG COUNT to twenty, twenty-five or even fifty numbers instead of repeating several one to zero counts.

## STANDARD ABBREVIATIONS

The following abbreviations will be useful in gisting. These are standard abbreviations and are the ones to be used during exercises and tests.

- |         |                      |
|---------|----------------------|
| 1. adj  | 1. adjust            |
| 2. int  | 2. interference      |
| 3. lcl  | 3. long call         |
| 4. lnc  | 4. long number count |
| 5. nc   | 5. number count      |
| 6. rad  | 6. radio             |
| 7. rec  | 7. receive           |
| 8. rd   | 8. copy              |
| 9. stat | 9. static            |

## VOCABULARY

- |                    |                            |
|--------------------|----------------------------|
| 1. ajustar         | 1. to adjust               |
| 2. conteo (contar) | 2. number count (to count) |
| 3. copiar          | 3. to copy or read         |
| 4. fijo            | 4. stable                  |
| 5. interferencia   | 5. interference            |
| 6. llamada larga   | 6. long call               |
| 7. el radio        | 7. radio                   |
| 8. ruido           | 8. static                  |
| 9. sintonizar      | 9. to tune                 |

SAMPLE  
GIST  
COMMUNICATION LOG

C/S

|     | TO | FM | TEXT   |
|-----|----|----|--|
| 1.  | -- | -- | Give me a nc pls.  |
| 2.  | -- | -- | Give me a lnc agn.                                       |
| 3.  | -- | -- | Ur sig is wk. Give me a lcl.                             |
| 4.  | -- | -- | Give me a lcl. I am going to adj my rad.                 |
| 5.  | -- | -- | I don't rd ur sig gd. Tune ur rad.                       |
| 6.  | -- | -- | Give me a lnc. I will tune my rad.                       |
| 7.  | -- | -- | There is stat. I don't rd ur sig clrly.                  |
| 8.  | -- | -- | The int is heavy. I rd u as 2.                           |
| 9.  | -- | -- | There is too much stat, I don't rd u well.<br>Make a nc. |
| 10. | -- | -- | I'll give u a nc. (gives count) How do u<br>rd me now?   |
| 11. | -- | -- | Ur sig is clr but adj ur rad a little.                   |
| 12. | -- | -- | Ur sig is stable and clr.                                |

SAMPLE  
TRANSCRIPTION

1. Déme un conteo, por favor.
2. Déme un conteo largo otra vez.
3. Su señal es débil. Déme una llamada larga.
4. Déme una llamada larga. Voy a ajustar el radio.
5. No copio bien su señal. Sintónice su radio.
6. Déme un conteo largo, sintonizaré el radio.
7. Hay ruido. No lo oigo claro.
8. La interferencia es muy fuerte. Lo copio como 2.
9. Hay demasiado ruido, no lo copio bien. Haga un conteo.
10. Le doy un conteo, 1, 2, 3, 4, 5, 5, 4, 3, 2, 1.  
¿Cómo me oye ahora?
11. Su señal es clara, pero ajuste su radio un poco.
12. Se señal está fija y clara.

SAMPLE  
TRANSLATION

1. Give me a number count, please.
2. Give me a long number count again.
3. Your signal is weak. Give me a long call.
4. Give me a long call. I am going to adjust my radio.
5. I don't copy your signal well. Tune your radio.
6. Give me a long number count. I will tune my radio.
7. There is static. I don't read you clearly.
8. The interference is very heavy. I copy you as 2.
9. There is too much static, I don't read you well. Make a number count.
10. I'll give you a number count. 1, 2, 3, 4, 5, 5, 4, 3, 2, 1. How do you read me now?
11. Your signal is clear but adjust your radio a little.
12. Your signal is stable and clear.

EXERCISE 1

Instructions: You will hear a series of sentences in Spanish. In the spaces provided, gist, transcribe, and translate whatever you hear on the tape.

|    | GIST  | TRANSCRIPTION | TRANSLATION |
|----|-------|---------------|-------------|
| 1. | <hr/> | <hr/>         | <hr/>       |
| 2. | <hr/> | <hr/>         | <hr/>       |
| 3. | <hr/> | <hr/>         | <hr/>       |
| 4. | <hr/> | <hr/>         | <hr/>       |
| 5. | <hr/> | <hr/>         | <hr/>       |
| 6. | <hr/> | <hr/>         | <hr/>       |
| 7. | <hr/> | <hr/>         | <hr/>       |
| 8. | <hr/> | <hr/>         | <hr/>       |



## EXERCISE 2

Instructions: You will hear a recorded passage of simulated radio procedures.

Part A - Gist

Using one of the Communications Logs provided by your instructor, gist what you hear on the tape. You are to record callsigns and write in abbreviated English the context of what you hear. For the gisting part of this exercise, play the tape only once.

Part B - Transcription

When you have finished gisting, rewind the tape and transcribe verbatim the Spanish passages, using your gist as a guideline. For this, you may play the tape as many times as you wish.

Part C - Translation

After transcribing the tape your next step is translating. Translate your transcription into English.

## REVIEW EXERCISE A

You will hear a simulated radio conversation. As you listen to the tape, transcribe the Spanish. You may play it as many times as needed.

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BASIC COURSE  
SUPPLEMENT

RADIO PROCEDURES  
LESSON 4  
CHANGING FREQUENCY

MODULE 10

## INTRODUCTION TO CHANGING FREQUENCY

Radio stations are assigned a primary frequency and one or more alternate frequencies. If communications are poor on the primary frequency and tuning doesn't help, stations will by mutual agreement change to the alternate frequency.

Radio Frequency. A frequency is the number of complete oscillations per second of an electromagnetic wave. Frequencies were formerly expressed in 'cycles'. A kilocycle was one thousand cycles per second, and a megacycle was one million cycles per second. The word 'cycle' has now been replaced by 'Hertz' (in deference to the German physicist). A kilocycle is now called a kilohertz (kHz), and a megacycle is called a megahertz (mHz). A gigahertz (GHz) is one thousand megahertz (mHz).

Radio Frequency Spectrum. Communications equipment is designed to operate in different parts of the radio frequency spectrum. Most is either high frequency (HF) or very high frequency (VHF). The entire spectrum is given below.

|                          |     |                  |
|--------------------------|-----|------------------|
| very low frequency       | VLF | 3 kHz - 30 kHz   |
| low frequency            | LF  | 30 kHz - 300 kHz |
| medium frequency         | MF  | 300 kHz - 3 mHz  |
| high frequency           | HF  | 3 mHz - 30 mHz   |
| very high frequency      | VHF | 30 mHz - 300 mHz |
| ultrahigh frequency      | UHF | 300 mHz - 3 GHz  |
| superhigh frequency      | SHF | 3 GHz - 30 GHz   |
| extremely high frequency | EHF | 30 GHz - 300 GHz |

Wavelength. Radio waves are measured in two ways. When expressed as a frequency, radio waves are measured in cycles per second, a time measurement. When expressed as a wavelength, radio waves are measured in meters, a distance measurement. These two measurements--time and distance--are closely related. A wavelength is the distance covered from the point where the cycle begins to where it ends and the second cycle starts. Thus, the more cycles per second the shorter the wavelength, and the fewer cycles per second the longer the wavelength.

Wave Bands. The radio frequency spectrum is divided into a number of segments called frequency bands. Each band is reserved for a specific use or uses. For example, in the U.S. the band 535 - 1605 kHz is known as the standard broadcast band. Some typical broadcast bands are given below.

| WAVELENGTH<br>Meter Band | FREQUENCY |               |
|--------------------------|-----------|---------------|
|                          | mHz Band  | kHz Band      |
| 49                       | 6         | 5950 - 6200   |
| 41                       | 7         | 7100 - 7300   |
| 31                       | 9         | 9500 - 9775   |
| 25                       | 11        | 11700 - 11975 |
| 19                       | 15        | 15100 - 15450 |
| 16                       | 17        | 17700 - 17900 |
| 13                       | 21        | 21450 - 21750 |

Channels. Wave bands can be further divided into channels. For example, the U.S. standard broadcast band 535 - 1650 kHz is divided into 106 channels, each of which is 10 kHz wide. Each

## LESSON 4

channel is designated by its center frequency. The channel designated 540 kHz extends from 535 - 545 kHz. On certain communications equipment, the channels are preset to designated frequencies, and are referred to by number, e.g., Channel 1, Channel 2, etc.

## STANDARD ABBREVIATIONS

The following abbreviations will be useful in gisting. These are standard abbreviations and are the ones to be used during exercises and tests.

|           |                  |
|-----------|------------------|
| 1. chng   | 1. change        |
| 2. chnl   | 2. channel       |
| 3. dec    | 3. decrease      |
| 4. freq   | 4. frequency     |
| 5. inc    | 5. increase      |
| 6. kc     | 6. kilocycle     |
| 7. m      | 7. meter         |
| 8. mc     | 8. megacycle     |
| 9. sta    | 9. station       |
| a. radsta | a. radio station |
| b. thista | b. this station  |
| c. ursta  | c. your station  |
| 10. w/b   | 10. wave band    |
| 11. w/l   | 11. wavelength   |



## VOCABULARY

|                     |                       |
|---------------------|-----------------------|
| 1. aumentar         | 1. to increase        |
| 2. banda de onda    | 2. wave band          |
| 3. canal            | 3. channel            |
| 4. disminuir        | 4. to decrease        |
| 5. estación         | 5. station            |
| 6. frecuencia       | 6. frequency          |
| 7. kilociclo        | 7. kilocycle          |
| 8. longitud de onda | 8. wavelength         |
| 9. megaciclo        | 9. megacycle          |
| 10. metro           | 10. meter             |
| 11. punto           | 11. decimal point (.) |

## SAMPLE

## GIST

## COMMUNICATIONS LOG

C/S

|     | TO | FM | TEXT                                    |
|-----|----|----|---|
| 1.  | -- | -- | There is stat on this freq.             |
| 2.  | -- | -- | Inc freq to 22450 kc.                   |
| 3.  | -- | -- | Pls dec freq to 21450 kc.               |
| 4.  | -- | -- | The w/l is 31 m.                        |
| 5.  | -- | -- | What freq is the other radsta using?    |
| 6.  | -- | -- | Ursta shd use this freq.                |
| 7.  | -- | -- | Pls use chnl 3 tmw.                     |
| 8.  | -- | -- | Chnl 4 is 23 mc.                        |
| 9.  | -- | -- | The w/l for tmw will be 13 m.           |
| 10. | -- | -- | Chnl 1 is 16.01 mc.                     |
| 11. | -- | -- | Chng to the alt freq.                   |
| 12. | -- | -- | Thissta is chngng to chnl 2.            |
| 13. | -- | -- | Ursta is going to use the alt freq tmw. |
| 14. | -- | -- | There are too many radstas on this w/b. |

SAMPLE  
TRANSCRIPTION

1. Hay ruido en esta frecuencia.
2. Aumente la frecuencia a 22450 kilociclos.
3. Tenga la bondad de disminuir la frecuencia a 21450 kilociclos.
4. La longitud de onda es 31 metros.
5. ¿Qué banda usa la otra estación de radio?
6. Su estación debe usar esta frecuencia.
7. Por favor, mañana use el canal 3.
8. El canal 4 es 23 megaciclos.
9. La longitud de onda para mañana será 13 metros.
10. El canal 1 es 16.01 megaciclos.
11. Cambie a la otra frecuencia.
12. Esta estación cambiará al canal 2.
13. Su estación va a usar la otra frecuencia mañana.
14. Hay demasiadas estaciones de radio en esta banda de onda.

SAMPLE  
TRANSLATION

1. There is static on this frequency.
2. Increase the frequency to 22450 kilocycles.
3. Please decrease the frequency to 21450 kilocycles.
4. The wavelength is 31 meters.
5. What band is the other station using?
6. Your station should use this frequency.
7. Tomorrow, please use channel 3.
8. Channel 4 is 23 megacycles.
9. The wavelength for tomorrow will be 13 meters.
10. Channel 1 is 16.01 megacycles.
11. Change to the alternate (other) frequency.
12. This station is changing to channel 2.
13. Your station is going to use the alternate (other) frequency tomorrow.
14. There are too many radio stations on this wave band.

EXERCISE 1

Instructions: You will hear 8 sentences in Spanish. As you listen to each sentence, write the gist on line A, transcribe the sentence on line B and translate it on line C. You may play each sentence as many times as you need.

- 1. A. \_\_\_\_\_  
B. \_\_\_\_\_  
C. \_\_\_\_\_
- 2. A. \_\_\_\_\_  
B. \_\_\_\_\_  
C. \_\_\_\_\_
- 3. A. \_\_\_\_\_  
B. \_\_\_\_\_  
C. \_\_\_\_\_
- 4. A. \_\_\_\_\_  
B. \_\_\_\_\_  
C. \_\_\_\_\_
- 5. A. \_\_\_\_\_  
B. \_\_\_\_\_  
C. \_\_\_\_\_
- 6. A. \_\_\_\_\_  
B. \_\_\_\_\_  
C. \_\_\_\_\_
- 7. A. \_\_\_\_\_  
B. \_\_\_\_\_  
C. \_\_\_\_\_
- 8. A. \_\_\_\_\_  
B. \_\_\_\_\_  
C. \_\_\_\_\_

## EXERCISE 2

Instructions: You will hear a recorded passage of simulated radio procedures.

Part A - Gist

Using one of the Communications Logs provided by your instructor, gist what you hear on the tape. You are to record callsigns and write in abbreviated English the context of what you hear. For the gisting part of this exercise, play the tape only once.

Part B - Transcription

When you have finished gisting, rewind the tape and transcribe verbatim the Spanish passages, using your gist as a guideline. For this, you may play the tape as many times as you wish.

Part C - Translation

After transcribing the tape, your next step is translating. Translate your transcription into English.

BASIC COURSE

SUPPLEMENT

RADIO PROCEDURES

LESSON 5

MAJFUNCTIONS

MODULE 10

53 / 54

## INTRODUCTION TO MALFUNCTIONS

Radios, like any other machinery, are apt to malfunction after continuous use. This tends to upset communications as well as radio operators.

There are usually three things that can malfunction. The transmitter, the receiver, or the auxiliary equipment (headsets, microphones, connecting cables, antennas, etc.).

If a radio operator believes that some equipment is malfunctioning, he usually has a communications plan to follow. A communications plan is an SOP that is to be followed in cases of emergency or a malfunction. Usually it contains a procedure for isolating malfunctions and correcting minor problems.

It also contains alternate forms of communications to be used during problem or emergency situations. Alternates may be a different voice transmitter, changing to morse operations, use of landlines, telephones or carrier pigeons.

Before a radio operator can use an alternate form of communications system he should first try to isolate the problem by checking all his equipment to see where the problem lies, if he can. Above all, he must keep two things in mind:

1. Do not panic.
2. Do not kick the radio.



## STANDARD ABBREVIATIONS

The following abbreviations will be useful in gisting. These are standard abbreviations and are the ones to be used during exercises and tests.

- |                |                              |
|----------------|------------------------------|
| 1. comms       | 1. communications            |
| 2. comms dept  | 2. communications department |
| 3. comms equip | 3. communications equipment  |
| 4. comms plan  | 4. communications plan       |
| 5. h/s         | 5. headset                   |
| 6. l/l         | 6. landline                  |
| 7. malf        | 7. malfunction               |
| 8. mike        | 8. microphone                |
| 9. Mxmtr       | 9. Morse transmitter         |
| 10. prob       | 10. problem                  |
| 11. rcvr       | 11. receiver                 |
| 12. Vxmtr      | 12. Voice transmitter        |
| 13. xmtr       | 13. transmitter              |

## VOCABULARY

- |                                   |                               |
|-----------------------------------|-------------------------------|
| 1. audífonos                      | 1. headsets (earphones)       |
| 2. comunicación                   | 2. communications             |
| a. departamento de comunicaciones | a. communications department  |
| b. equipo de comunicaciones       | b. communications equipment   |
| c. plan de comunicaciones         | c. communications plan        |
| 3. encender                       | 3. to key (to turn on)        |
| 4. falla mecánica                 | 4. malfunction                |
| 5. línea terrestre                | 5. landline                   |
| 6. micrófono                      | 6. microphone                 |
| 7. pasarle algo a                 | 7. something going wrong with |
| 8. el problema                    | 8. problem                    |
| 9. el receptor                    | 9. receiver                   |
| 10. el transmisor                 | 10. transmitter               |
| a. transmisor de voz              | a. voice transmitter          |
| b. transmisor Morse               | b. Morse transmitter          |
| 11. revisar                       | 11. to check                  |

SAMPLE  
GIST  
COMMUNICATIONS LOG

C/S

|     | TO | FM | TEXT   |
|-----|----|----|--|
| 1.  | -- | -- | Comms are bd. Let's chng to chnl 4.                        |
| 2.  | -- | -- | We'll chng freq and see if comms equip is OK.              |
| 3.  | -- | -- | Due to bd weather, pls use 1/1 to make cont.               |
| 4.  | -- | -- | The stat is because there is a prob with ur mike.          |
| 5.  | -- | -- | I am having probs with my h/s. Say agn, pls.               |
| 6.  | -- | -- | Something is wrong with ur xmtr. Ur sig is interm.         |
| 7.  | -- | -- | The comms plan dictates that we should chng freqs now.     |
| 8.  | -- | -- | Pls chng to Mxmtr.   |
| 9.  | -- | -- | Pls say agn, I have a malf in my rcvr.                     |
| 10. | -- | -- | Something went wrong with ur Vxmtr. I hear a lot of stat.  |
| 11. | -- | -- | Make sure u are keying the mike, because ur sig is interm. |
| 12. | -- | -- | The comms dept will be replacing my xmtr tmw.              |

## SAMPLE

## TRANSCRIPTION

1. La comunicación es muy mala. Vamos a cambiar al canal 4.
2. Vamos a cambiar de frecuencia para ver si el equipo de comunicaciones está bien.
3. Debido al mal tiempo, por favor póngase en contacto conmigo con la línea terrestre.
4. El ruido es porque usted tiene algún problema con su micrófono.
5. Tengo problemas con mis audífonos. Repita, por favor.
6. Algo le pasa a su transmisor. Su señal es intermitente.
7. El plan de comunicaciones requiere que cambiemos de frecuencia ahora.
8. Por favor, cambie al transmisor Morse.
9. Repita, por favor, mi receptor tiene una falla mecánica.
10. Algo le pasó a su transmisor de voz. Oigo mucho ruido.
11. Asegúrese de encender el micrófono porque su señal es intermitente.
12. El departamento de comunicaciones va a reemplazar mi transmisor mañana.

SAMPLE  
TRANSLATION

1. Communications are bad. Let's change to channel 4.
2. We'll change frequency and see if communications equipment is okay.
3. Due to bad weather, please use landline to make contact.
4. The static is because there is a problem with your microphone.
5. I am having problems with my headset. Say again, please.
6. Something is wrong with your transmitter. Your signal is intermittent.
7. The communications plan dictates that we should change frequencies now.
8. Please change to Morse transmitter.
9. Please say again, I have a malfunction in my receiver.
10. Something went wrong with your voice transmitter. I hear a lot of static.
11. Make sure you're keying the microphone, because your signal is intermittent.
12. The communications department will be replacing my transmitter tomorrow.

## EXERCISE 1

Instructions: You will hear 8 sentences in Spanish. As you listen to each sentence, write the gist on line A, transcribe the sentence on line B and translate it on line C. You may play each sentence as many times as you need.

1. A. \_\_\_\_\_  
B. \_\_\_\_\_  
C. \_\_\_\_\_
2. A. \_\_\_\_\_  
B. \_\_\_\_\_  
C. \_\_\_\_\_
3. A. \_\_\_\_\_  
B. \_\_\_\_\_  
C. \_\_\_\_\_
4. A. \_\_\_\_\_  
B. \_\_\_\_\_  
C. \_\_\_\_\_
5. A. \_\_\_\_\_  
B. \_\_\_\_\_  
C. \_\_\_\_\_
6. A. \_\_\_\_\_  
B. \_\_\_\_\_  
C. \_\_\_\_\_
7. A. \_\_\_\_\_  
B. \_\_\_\_\_  
C. \_\_\_\_\_
8. A. \_\_\_\_\_  
B. \_\_\_\_\_  
C. \_\_\_\_\_

## EXERCISE 2

Instructions: You will hear a recorded passage of simulated radio procedures.

Part A - Gist

Using one of the Communications Logs provided by your instructor, gist what you hear on the tape. You are to record callsigns and write in abbreviated English the context of what you hear. For the gisting part of this exercise, play the tape only once.

Part B - Transcription

When you have finished gisting, rewind the tape and transcribe verbatim the Spanish passages, using your gist as a guideline. For this, you may play the tape as many times as you wish.

Part C - Translation

After transcribing the tape, your next step is translating. Translate your transcription into English.

**BASIC COURSE**

**SUPPLEMENT**

**RADIO PROCEDURES**

**LESSON 6**

**ANTENNAS**

**MODULE 10**

63 / 64



## INTRODUCTION TO ANTENNAS

Some form of antenna is necessary for radio transmitters and receivers to operate properly. An antenna can both transmit radio frequency energy and receive it. For maximum efficiency, an antenna must be properly cut, polarized, and oriented.

Length. Antennas can't function properly unless they are cut to the proper length. A certain mathematical relationship must exist between the antenna and radio signals of a given frequency. In the case of the common quarter-wave antenna, the length is calculated by determining the wavelength of a given frequency and dividing it by four.

Polarization. Radio waves can be either vertically or horizontally polarized. A vertical antenna transmits or receives vertically polarized waves. If the transmitting antenna is vertical, the receiving antenna should also be vertical. Similarly, radio waves transmitted by a horizontal antenna can be received most clearly if the receiving antenna is also horizontal.

Directional vs. Nondirectional. All antennas are either directional or nondirectional. Directional antennas respond well only in one or two directions, off the front or back. Nondirectional antennas respond equally well in all directions. Generally, horizontal antennas will be directional and vertical

## LESSON 6

antennas will be nondirectional, unless modified. When using directional antennas for transmitting and receiving, the antennas must be properly oriented towards each other.

## STANDARD ABBREVIATIONS

The following abbreviations will be useful in gisting. These are standard abbreviations and are the ones to be used on exercises and tests.

- |                |                            |
|----------------|----------------------------|
| 1. alt rad     | 1. alternate radio         |
| 2. ant         | 2. antenna                 |
| a. rad ant     | a. radio antenna           |
| b. horiz ant   | b. horizontal antenna      |
| c. vert ant    | c. vertical antenna        |
| d. lg type ant | d. large type antenna      |
| e. sm type ant | e. small type antenna      |
| 3. bbi         | 3. blocked by interference |
| 4. blk         | 4. block                   |
| 5. def         | 5. defect                  |
| 6. dir         | 6. direction               |
| a. N           | a. north                   |
| b. S           | b. south                   |
| c. E           | c. east                    |
| d. W           | d. west                    |
| 7. op          | 7. operator                |
| 8. req         | 8. request                 |
| 9. tn          | 9. turn, rotate            |
| 10. xcvr       | 10. transceiver            |

## VOCABULARY

- |                                     |   |
|-------------------------------------|---|
| 1. alinear                          | 1. align                                |
| 2. antena                           | 2. antenna                              |
| a. antena de radio                  | a. radio antenna                        |
| b. antena horizontal                | b. horizontal antenna                   |
| c. antena vertical                  | c. vertical antenna                     |
| d. antena de tipo grande            | d. large type antenna                   |
| e. antena de tipo pequeño           | e. small type antenna                   |
| 3. bloquear                         | 3. to block                             |
| a. bloqueado por inter-<br>ferencia | a. blocked by interference              |
| 4. de baja                          | 4. non-operational, out-of-ser-<br>vice |
| 5. defecto                          | 5. defect                               |
| 6. dirección                        | 6. direction                            |
| 7. extensión                        | 7. extension (length)                   |
| 8. girar                            | 8. to rotate, to turn                   |
| 9. montar                           | 9. to mount, to set up                  |
| 10. operador                        | 10. operator                            |
| 11. pedir                           | 11. to request                          |
| 12. radio alterno                   | 12. alternate radio                     |
| a. radio de reserva                 | a. spare radio                          |
| 13. transceptor                     | 13. transceiver                         |

SAMPLE  
GIST  
COMMUNICATIONS LOG

C/S

|     | TO | FM | TEXT  |
|-----|----|----|---|
| 1.  | -- | -- | Thista has 2 vert ant.                          |
| 2.  | -- | -- | He is now using a horiz ant.                    |
| 3.  | -- | -- | Pls tell me what is the length of ur ant.       |
| 4.  | -- | -- | Pls tn ur ant a little more to the E.           |
| 5.  | -- | -- | Align ur ant with thista.                       |
| 6.  | -- | -- | Tn ur ant to the SW.                            |
| 7.  | -- | -- | Are u using a lg or sm type ant?                |
| 8.  | -- | -- | Ur sig is bbi.                                  |
| 9.  | -- | -- | Do u have an alt rad?                           |
| 10. | -- | -- | I am using my spare rad now.                    |
| 11. | -- | -- | Pls chng to xcvr.                               |
| 12. | -- | -- | There are no M ops at thista.                   |
| 13. | -- | -- | I have a def in my ant.                         |
| 14. | -- | -- | The new xcvr that u reqd has arrived at thista. |
| 15. | -- | -- | Pls chng the dir of ur ant to NE.               |
| 16. | -- | -- | My xcvr is out of service.                      |

SAMPLE  
TRANSCRIPTION

1. Esta estación tiene 2 antenas verticales.
2. Él está usando ahora una antena horizontal.
3. Por favor, dígame cuál es la extensión de su antena.
4. Por favor, gire su antena un poco más hacia el este.
5. Alinee su antena con esta estación.
6. Gire su antena hacia el suroeste.
7. ¿Está usted usando una antena de tipo grande o pequeño?
8. Su señal está bloqueada por interferencia.
9. ¿Tiene usted un radio alterno?
10. Estoy usando mi radio alterno ahora.
11. Por favor, cambie al transceptor.
12. No hay operadores Morse en esta estación.
13. Tengo un defecto en mi antena.
14. El nuevo transceptor que usted pidió ha llegado a esta estación.
15. Por favor, cambie la dirección de la antena de su radio hacia el noreste.
16. Mi transceptor está de baja.

SAMPLE  
TRANSLATION

1. This station has 2 vertical antennas.
2. He is now using a horizontal antenna.
3. Please tell me what is the length of your antenna.
4. Please turn your antenna a little more to the East.
5. Align your antenna with this station.
6. Rotate your antenna to the Southwest.
7. Are you using a large or small type antenna?
8. Your signal is being blocked by interference.
9. Do you have an alternate radio?
10. I am using my spare radio now.
11. Please change to transceiver.
12. There are no Morse operators at this station.
13. I have a defect in my antenna.
14. The new transceiver that you requested has arrived at this station.
15. Please change the direction of your radio antenna to the Northeast.
16. My transceiver is out of service.

## EXERCISE 1

Instructions: You will hear 10 sentences in Spanish. As you listen to each sentence, write the gist on line A, transcribe the sentence on line B and translate it on line C. You may play each sentence as many times as needed.

1. A. \_\_\_\_\_  
\_\_\_\_\_
- B. \_\_\_\_\_  
\_\_\_\_\_
- C. \_\_\_\_\_  
\_\_\_\_\_
  
2. A. \_\_\_\_\_  
\_\_\_\_\_
- B. \_\_\_\_\_  
\_\_\_\_\_
- C. \_\_\_\_\_  
\_\_\_\_\_
  
3. A. \_\_\_\_\_  
\_\_\_\_\_
- B. \_\_\_\_\_  
\_\_\_\_\_
- C. \_\_\_\_\_  
\_\_\_\_\_
  
4. A. \_\_\_\_\_  
\_\_\_\_\_
- B. \_\_\_\_\_  
\_\_\_\_\_
- C. \_\_\_\_\_  
\_\_\_\_\_



5. A. \_\_\_\_\_  
\_\_\_\_\_
- B. \_\_\_\_\_  
\_\_\_\_\_
- C. \_\_\_\_\_  
\_\_\_\_\_
6. A. \_\_\_\_\_  
\_\_\_\_\_
- B. \_\_\_\_\_  
\_\_\_\_\_
- C. \_\_\_\_\_  
\_\_\_\_\_
7. A. \_\_\_\_\_  
\_\_\_\_\_
- B. \_\_\_\_\_  
\_\_\_\_\_
- C. \_\_\_\_\_  
\_\_\_\_\_
8. A. \_\_\_\_\_  
\_\_\_\_\_
- B. \_\_\_\_\_  
\_\_\_\_\_
- C. \_\_\_\_\_  
\_\_\_\_\_
9. A. \_\_\_\_\_  
\_\_\_\_\_
- B. \_\_\_\_\_  
\_\_\_\_\_
- C. \_\_\_\_\_  
\_\_\_\_\_
10. A. \_\_\_\_\_  
\_\_\_\_\_
- B. \_\_\_\_\_  
\_\_\_\_\_
- C. \_\_\_\_\_  
\_\_\_\_\_

## EXERCISE 2

Instructions: You will hear a recorded passage of simulated radio procedures.

Part A - Gist

Using one of the Communications Logs provided by your instructor, gist what you hear on the tape. You are to record callsigns and write in abbreviated English the context of what you hear. For the gisting part of this exercise, play the tape only once.

Part B - Transcription

When you have finished gisting, rewind the tape and transcribe verbatim the Spanish passages, using your gist as a guideline. For this, you may play the tape as many times as you wish.

Part C - Translation

After transcribing the tape, your next step is translating. Translate your transcription into English.





BASIC COURSE SUPPLEMENT

RADIO PROCEDURES

VOLUME I

KEY

MODULE 10

## EXERCISE 1

|             |           |                    |             |
|-------------|-----------|--------------------|-------------|
| 1. Bogotá   | <u>BG</u> | 11. México Cinco   | <u>MX5</u>  |
| 2. Colón    | <u>CL</u> | 12. Caribe Dos     | <u>CR2</u>  |
| 3. Rojo     | <u>RJ</u> | 13. Mayo Ocho      | <u>MY8</u>  |
| 4. Pirata   | <u>PR</u> | 14. Cuarenta y Dos | <u>42</u>   |
| 5. Centro   | <u>CT</u> | 15. Jota Trece     | <u>JT13</u> |
| 6. Trinidad | <u>TN</u> | 16. Bravo Uno      | <u>BV1</u>  |
| 7. Balsa    | <u>BS</u> | 17. Víctor         | <u>VT</u>   |
| 8. Azul     | <u>AZ</u> | 18. Culebra Siete  | <u>CL7</u>  |
| 9. Carmen   | <u>CM</u> | 19. Tomás          | <u>TM</u>   |
| 10. Golfo   | <u>GF</u> | 20. Diablo         | <u>DB</u>   |

## EXERCISE 2

| GIST             | TRANSCRIPTION       | TRANSLATION         |
|------------------|---------------------|---------------------|
| 1. u             | usted               | you                 |
| 2. pls           | por favor           | please              |
| 3. agn           | otra vez            | again               |
| 4. #2            | número dos          | number two          |
| 5. in seq        | en secuencia        | in sequence         |
| 6. he cld        | él llamó            | he called           |
| 7. allsta or all | red                 | all stations        |
| 8. ans me        | contésteme          | answer me           |
| 9. I rd u        | lo oigo             | I read you          |
| 10. #2 ansd      | número dos contestó | number two answered |

## EXERCISE 3 - PART A

## GIST

## COMMUNICATIONS LOG

|     |                 |                    |
|-----|-----------------|--------------------|
| C/S | Cataño - CT     | Número Dos - #2    |
|     | España - EP     | Número Tres - #3   |
|     | Santo - ST      | Número Cuatro - #4 |
|     | Número Uno - #1 | Número Cinco - #5  |

|     | TO  | FM | TEXT  |
|-----|-----|----|---|
| 1.  | CT  | EP | cl.   |
| 2.  | CT  | EP | cl, if rd, pls ans.                                       |
| 3.  | CT  | EP | cl, ans pls!  |
| 4.  | EP  | CT | ans.  |
| 5.  | CT  | EP | I cld u several times, why didn't u ans me?               |
| 6.  | EP  | CT | I was eating breakfast.                                   |
| 7.  | ALL | ST | cls. ans in seq.  |
| 8.  | ST  | #1 | ans.  |
| 9.  | ST  | #2 | ans.  |
| 10. | ST  | #3 | ans.  |
| 11. | ST  | #4 | ans.  |
| 12. | #5  | ST | cl.   |
| 13. | #5  | ST | ans me, I am clng.  |
| 14. | EP  | ST | cl.   |
| 15. | ST  | EP | ans.  |
| 16. | EP  | ST | Station #5 didn't ans my cl-up, but the rest of them did. |
| 17. | EP  | ST | Very well, I receive ur information.                      |
| 18. | CT  | EP | cl.   |
| 19. | EP  | CT | ans.  |
| 20. | CT  | EP | cl #5. He didn't ans ST's cl.                             |
| 21. | EP  | CT | cl affirmative.   |



## EXERCISE 3 - PART B

## TRANSCRIPTION

1. Cataño, llama España.
2. Cataño, llama España, si oye contésteme, por favor.
3. España llamando a Cataño. ¡Contésteme, por favor!
4. España, aquí Cataño.
5. Cataño, lo llamé varias veces, ¿por qué no me contestó?
6. Estaba tomando el desayuno.
7. Red, llama Santo. Santo llamando a la red. Contésteme en secuencia, por favor.
8. Santo, llama número 1.
9. Santo, aquí número 2.
10. Santo, número 3.
11. Santo, contesta número 4.
12. Número 5, llama Santo.
13. Contésteme, número 5, Santo está llamando.
14. España, llama Santo.
15. Santo, contesta España.
16. España, la estación número 5 no contestó la llamada, pero las otras ya contestaron.
17. Muy bien, Santo, recibo su información.
18. Cataño, llama España.
19. España, aquí Cataño.
20. Cataño, llame a número 5. Él no contestó la llamada de Santo.
21. España, aquí Cataño, afirmativo.

## EXERCISE 3 - PART C

## TRANSLATION

1. Catano, Espana calling.
2. Catano, Espana calling, if you read, please answer me.
3. Espana calling Catano. Answer me, please!
4. Espana, this is Catano.
5. Catano, I called you several times. Why didn't you answer me?
6. I was eating breakfast.
7. All stations, Santo calling. Santo calling all stations (the network). Answer me in sequence.
8. Santo, number 1 calling.
9. Santo, this is number 2.
10. Santo, number 3.
11. Santo, number 4.
12. Number 5, Santo calling.
13. Answer me, number 5, Santo is calling.
14. Espana, Santo calling.
15. Santo, Espana answering.
16. Espana, station number 5 didn't answer the call-up, but the others answered.
17. Very well, Santo, I receive your information.
18. Catano, Espana calling.
19. Espana, this is Catano.
20. Catano, call number 5. He didn't answer Santo's call-up.
21. Espana, this is Catano, affirmative.

## LESSON 2

## EXERCISE 1

| GIST                       | TRANSCRIPTION                      | TRANSLATION                                       |
|----------------------------|------------------------------------|---|
| 1. tmw                     | mañana                             | tomorrow  |
| 2. sig                     | señal                              | signal  |
| 3. interm                  | intermitente                       | intermittent                                      |
| 4. wk                      | débil                              | weak  |
| 5. l/c                     | alto y claro                       | loud and clear                                    |
| 6. ydy                     | ayer                               | yesterday   |
| 7. estab                   | establecer                         | establish   |
| 8. vol                     | volumen                            | volume  |
| 9. vy bd                   | muy mal                            | very bad  |
| 10. How do u rd me?        | ¿Cómo me oye?                      | How do you read me?                               |
| 11. Make cont with #2.     | Haga contacto con número 2.        | Make contact with number 2.                       |
| 12. I rd u as 4.           | Lo oigo como 4.                    | I read you as 4.                                  |
| 13. ur sig is interm.      | Su señal es intermitente.          | Your signal is intermittent.                      |
| 14. Cont BB                | Póngase en contacto con Balboa.    | Put yourself in contact with Balboa.              |
| 15. Clrty of ur sig is OK. | La claridad de su señal está bien. | The clarity (readability) of your signal is okay. |

## EXERCISE 2 - PART A

## GIST

## COMMUNICATIONS LOG

C/S Colón - CL  
 Tomás - TM  
 Carmen - CM

|     | TO | FM | TEXT  |
|-----|----|----|---|
| 1.  | CL | TM | cl.   |
| 2.  | TM | CL | ans. how do u rd me?                                |
| 3.  | CL | TM | ur sig is vy clr.                                   |
| 4.  | TM | CL | OK TM, but, ur sig is a little interm.              |
| 5.  | CL | TM | cls. how do u rd me now?                            |
| 6.  | TM | CL | now I rd u as 4.                                    |
| 7.  | CL | TM | OK CL. pls cont CM.                                 |
| 8.  | CM | CL | cl.   |
| 9.  | CL | CM | ans.  |
| 10. | CM | CL | how do u rd me, CM?                                 |
| 11. | CL | CM | I rd u vy wk.                                       |
| 12. | CM | CL | I am going to try more vol. CM, CL, how do u rd me? |
| 13. | CL | CM | better, ur clrty is perfect.                        |
| 14. | CM | CL | OK CM. U have to estab cont with TM.                |
| 15. | TM | CM | cl.   |
| 16. | CM | TM | ans.  |
| 17. | TM | CM | CL told me to cl u.                                 |
| 18. | CM | TM | u are correct CM. How do u receive me?              |
| 19. | TM | CM | I rd u l/c.   |
| 20. | CM | TM | OK. Ur sig is also vy clr. Until the next cl-up.    |

## EXERCISE 2 - PART B

## TRANSCRIPTION

1. Colón, llama Tomás.
2. Tomás, aquí Colón. ¿Cómo me oye?
3. Su señal es muy clara.
4. Muy bien, Tomás, pero, su señal es un poco intermitente.
5. Tomás a Colón, Tomás a Colón, ¿cómo me oye ahora?
6. Ahora lo oigo como 5.
7. Muy bien, Colón. Por favor, póngase Ud. en contacto con Carmen.
8. Carmen, llama Colón.
9. Colón, contesta Carmen.
10. ¿Cómo me oye, Carmen?
11. Lo recibo muy débil.
12. Voy a aumentar volumen. Carmen, aquí Colón, ¿cómo me oye?
13. Mejor. Su claridad está perfecta.
14. Muy bien, Carmen. Usted tiene que establecer contacto con Tomás.
15. Tomás, llama Carmen.
16. Carmen, Tomás.
17. Colón me dijo que lo llamara.
18. Tiene razón, Carmen. ¿Cómo me recibe?
19. Lo oigo alto y claro.
20. Muy bien. Su señal es muy clara también. Hasta la próxima llamada.

## EXERCISE 2 - PART C

## TRANSLATION

1. Colon, Tomas calling.
2. Tomas, this is Colon. How do you read me?
3. Your signal is very clear.
4. Okay, Tomas, but your signal is a little intermittent.
5. Tomas to Colon, Tomas to Colon. How do you read me now?
6. Now I read you as 5.
7. Okay, Colon. Please put yourself in contact with Carmen.
8. Carmen, Colon calling.
9. Colon, Carmen answering.
10. How do you read me, Carmen?
11. I receive you very weak.
12. I am going to try more volume. Carmen, this is Colon, how do you read me?
13. Better. Your readability is perfect.
14. Okay, Carmen. You have to establish contact with Tomas.
15. Tomas, Carmen calling.
16. Carmen, Tomas.
17. Colon told me to call you.
18. You are right, Carmen. How do you receive me?
19. I read you loud and clear.
20. Okay. Your signal is also very clear. Until the next call-up.

## LESSON 3

## EXERCISE 1

| GIST                     | TRANSCRIPTION                | TRANSLATION                     |
|--------------------------|------------------------------|---------------------------------|
| 1. adj ur rad            | Ajuste su radio.             | Adjust your radio.              |
| 2. give me a lcl         | Déme una llamada larga.      | Give me a long call.            |
| 3. make a nc             | Haga un conteo.              | Make a number count.            |
| 4. there is stat         | Hay ruido.                   | There is static.                |
| 5. give me a lnc         | Déme un conteo largo.        | Give me a long number count.    |
| 6. tune ur rad           | Sintonice su radio.          | Tune your radio.                |
| 7. there is too much int | Hay demasiada interferencia. | There is too much interference. |
| 8. I rd u gd             | Lo copio bien.               | I read you good.                |

## EXERCISE 2 - PART A

## GIST

## COMMUNICATIONS LOG

C/S Panamá - PN  
 México - MX

|     | TO | FM | TEXT   |
|-----|----|----|--|
| 1.  | PN | MX | cl.  |
| 2.  | MX | PN | ans.   |
| 3.  | PN | MX | how do u rd me, PN?  |
| 4.  | MX | PN | ur sig is int. adj ur rad pls.   |
| 5.  | PN | MX | how do u rd my sig now?  |
| 6.  | MX | PN | I rec u clr, as 5.   |
| 7.  | PN | MX | OK, PN. I rd u bd. give me a nc pls.   |
| 8.  | MX | PN | OK. (gives nc) cls.  |
| 9.  | PN | MX | ans. I still rd u bd. make a lcl.  |
| 10. | MX | PN | lcl. how do u rec me?  |
| 11. | PN | MX | ans. I rd u gd now. I had to tune the rad. ur sig is stable but with a little int. |
| 12. | MX | PN | I rd u clrly, MX. I also hear the stat but tdy it doesn't bother cont.             |



## EXERCISE 2 - PART B

## TRANSCRIPTION

1. Panamá, llama México.
2. México, aquí Panamá.
3. ¿Cómo me oye, Panamá?
4. Su señal es intermitente. Ajuste su radio, por favor.
5. ¿Cómo oye mi señal ahora?
6. Lo recibo claro, como 5.
7. Muy bien, Panamá. Lo copio mal. Déme un conteo, por favor.
8. Está bien. 1, 2, 3, 4, 5, 5, 4, 3, 2, 1. México, llama Panamá.
9. Panamá, aquí México. Todavía lo oigo mal. Haga una llamada larga.
10. México, México, México, aquí Panamá, Panamá, Panamá. México, aquí Panamá, ¿cómo me recibe?
11. Panamá, México. Lo copio bien ahora. Tuve que sintonizar el radio. Su señal está fija pero con un poquito de interferencia.
12. Lo copio claramente, México. También oigo el ruido pero hoy no molesta el contacto.

## EXERCISE 2 - PART C

## TRANSLATION

1. Panama, Mexico calling.
2. Mexico, this is Panama.
3. How do you read me, Panama?
4. Your signal is intermittent. Adjust your radio, please.
5. How do you read my signal now?
6. I receive you clear, as 5.
7. Okay, Panama. I read you bad. Give me a number count, please.
8. Okay. 1, 2, 3, 4, 5, 5, 4, 3, 2, 1. Mexico, Panama calling.
9. Panama, this is Mexico. I still read you bad. Make a long call.
10. Mexico, Mexico, Mexico, this is Panama, Panama, Panama.  
Mexico, this is Panama, how do you receive me?
11. Panama, Mexico. I read you good now. I had to tune the radio. Your signal is stable but with a little bit of interference.
12. I read you clearly, Mexico. I also hear the static but today it doesn't bother contact.

## REVIEW EXERCISE A

1. 102, llama 106.
2. Adelante, 106. Aquí 102.
3. ¿Cómo me oye?
4. Déme un conteo porque lo oigo intermitentemente.
5. 1, 2, 3, 4, 5, 5, 4, 3, 2, 1. 102, llama 106.
6. Lo recibo alto y claro ahora.
7. Muy bien. Por favor, establezca contacto con 101. No puedo oírlo.
8. Recibido. 101, aquí 102.
9. 102, 101. Dígale a 106 que recibo su señal muy débil.
10. 101, aquí 102. No comprendo nada de su transmisión. Le voy a dar un conteo largo; sintonice su radio. 1, 2, 3, 4, 5, 6, 7, 8, 9, 0, 0, 9, 8, 7, 6, 5, 4, 3, 2, 1. 101, ¿cómo me oye?
11. 102, llama 101. Lo recibo como 5. ¿Cómo es mi señal?
12. Ahora su señal es clara. Póngase Ud. en contacto con 106.
13. Enterado, 102.

## EXERCISE B

1. 102, 106 calling.
2. Go ahead, 106. This is 102.
3. How do you read me?
4. Give me a number count because I read you intermittently.
5. 1, 2, 3, 4, 5, 5, 4, 3, 2, 1. 102, 106 calling.
6. I receive you loud and clear now.
7. Okay, please establish contact with 101. I can't read him.
8. Roger. 101, this is 102.
9. 102, 101. Tell 106 that I receive his signal very weak.
10. 101, this is 102. I don't understand any of your transmission. I'm going to give you a long number count; tune your radio. 1, 2, 3, 4, 5, 6, 7, 8, 9, 0, 0, 9, 8, 7, 6, 5, 4, 3, 2, 1. 101, how do you read me?
11. 102, 101 calling. I receive you as 5. How is my signal?
12. Your signal is clear now. Put yourself in contact with 106.
13. Roger, 102.

## EXERCISE 1

1. A. Let's chng freq.  
B. Vamos a cambiar la frecuencia.  
C. Let's change the frequency.
2. A. The w/l is 41 m.  
B. La longitud de onda es 41 metros.  
C. The wavelength is 41 meters.
3. A. Ur sta shud chng to chnl 8.  
B. Su estación debe de cambiar al canal 8.  
C. Your station should change to channel 8.
4. A. The freq of the day is 39.02 mc.  
B. La frecuencia del día es 39.02 megaciclos.  
C. The frequency of the day is 39.02 megacycles.
5. A. Inc the freq to 22,922 kc.  
B. Aumente la frecuencia a 22,922 kilociclos.  
C. Increase the frequency to 22,922 kilocycles.
6. A. Dec the freq to 15,100 kc.  
B. Disminuya la frecuencia a 15,100 kilociclos.  
C. Decrease the frequency to 15,100 kilocycles.
7. A. This sta is using a w/l of 49 m.  
B. Esta estación está usando una longitud de onda de 49 metros.  
C. This station is using a wavelength of 49 meters.
8. A. There are many radstas using the w/b between 5950 kc and 6200 kc.  
B. Hay muchas estaciones de radio usando la banda de onda entre 5950 kilociclos y 6200 kilociclos.  
C. There are many radio stations using the wave band between 5950 kilocycles and 6200 kilocycles.

## EXERCISE 2 - PART A

## GIST

## COMMUNICATIONS LOG

C/S 1 - Uno  
2 - Dos

|     | TO | FM | TEXT  |
|-----|----|----|---|
| 1.  | 2  | 1  | cl.   |
| 2.  | 1  | 2  | ans.  |
| 3.  | 2  | 1  | how do u rd me?                                     |
| 4.  | 1  | 2  | I rd u vy bd. There is stat and int.                |
| 5.  | 2  | 1  | inc ur freq to 15365 kc.                            |
| 6.  | 1  | 2  | OK.   |
| 7.  | 2  | 1  | cl.   |
| 8.  | 1  | 2  | ans. How do u rd me?                                |
| 9.  | 2  | 1  | vy bd, as 2. There are too many sta using this w/b. |
| 10. | 1  | 2  | then, lets chng to chnl 5.                          |
| 11. | 2  | 1  | OK, I am going to chng.                             |
| 12. | 2  | 1  | cls.  |
| 13. | 1  | 2  | cl ns. give me a nc.                                |
| 14. | 2  | 1  | I'll give you a nc. (gives a nc) cl.                |
| 15. | 1  | 2  | now I rec ur radsta as 5.                           |
| 16. | 2  | 1  | vy gd, 2. I rec ur sig clr also.                    |
| 17. | 1  | 2  | tmw use chnl 3.                                     |
| 18. | 2  | 1  | what w/l?   |
| 19. | 1  | 2  | 19 m.   |
| 20. | 2  | 1  | OK.   |

## EXERCISE 2 - PART B

## TRANSCRIPTION

1. Uno llamando a Dos.
2. Uno, aquí Dos.
3. ¿Cómo me oye?
4. Lo copio muy mal. Hay ruido e interferencia.
5. Aumente su frecuencia a 15365 kilociclos.
6. Enterado.
7. Dos, llama Uno.
8. Uno, Dos. ¿Cómo me oye?
9. Muy mal, como 2. Hay demasiadas estaciones usando esta banda de onda.
10. Entonces, vamos a cambiar al canal 5.
11. Recibido, voy a cambiar.
12. Dos, llama Uno, Dos, llama Uno.
13. Uno, aquí Dos. Déme un conteo.
14. Le doy un conteo. 1, 2, 3, 4, 5, 5, 4, 3, 2, 1. Dos, llama Uno.
15. Uno, Dos. Ahora recibo su estación como 5.
16. Muy bien, Dos. Oigo claro su señal también.
17. Mañana use el canal 3.
18. ¿Qué longitud de onda?
19. 19 metros.
20. Enterado.

## EXERCISE 2 - PART C

## TRANSLATION

1. One calling Two.
2. One, this is Two.
3. How do you read me?
4. I copy you very bad. There is static and interference.
5. Increase your frequency to 15365 kilocycles.
6. Roger.
7. One, calling Two.
8. One, Two. How do you read me?
9. Very bad, as 2. There are too many stations using this wave band.
10. Then, let's change to channel 5.
11. Okay, I am going to change.
12. One calling Two, One calling Two.
13. One, this is Two, give me a number count.
14. I give you a count. 1, 2, 3, 4, 5, 5, 4, 3, 2, 1.  
One calling Two.
15. One, Two. Now I receive your radio station as 5.
16. Very good, Two. I receive your signal clear also.
17. Tomorrow use channel 3.
18. What wavelength?
19. 19 meters.
20. Roger.



## EXERCISE 1

1. A. My rcvr has a malf.  
B. Mi receptor tiene una falla mecánica.  
C. My receiver has a malfunction.
2. A. Are u having probs with ur Mxmtr?  
B. ¿Tiene Ud. problemas con su transmisor Morse?  
C. Are you having problems with your Morse transmitter?
3. A. Let's use the l/l.  
B. Vamos a usar la línea terrestre.  
C. Let's use the landline.
4. A. What's wrong with ur h/s?  
B. ¿Qué les pasa a sus audífonos?  
C. What's wrong with your headsets?
5. A. The new comms equip is coming tmw.  
B. El nuevo equipo de comunicaciones viene mañana.  
C. The new communications equipment is coming tomorrow.
6. A. Key ur mike, pls.  
B. Encienda su micrófono, por favor.  
C. Key your mike, please.
7. A. We will not use the Vxmtrs tmw.  
B. No vamos a usar los transmisores de voz mañana.  
C. We will not use the voice transmitters tomorrow.
8. A. What does the comms plan say?  
B. ¿Qué dice el plan de comunicaciones?  
C. What does the communications plan say?

## EXERCISE 2 - PART A

## GIST

## COMMUNICATIONS LOG

C/S PC9 - Ponce 9  
CG4 - Caguas 4

|     | TO  | FM  | TEXT  |
|-----|-----|-----|---|
| 1.  | PC9 | CG4 | Cl.   |
| 2.  | CG4 | PC9 | Ans.  |
| 3.  | PC9 | CG4 | How do u rd me, 9?  |
| 4.  | CG4 | PC9 | I rd u vy poor. Pls give me a nc and I will adj my rcvr.  |
| 5.  | PC9 | CG4 | OK. (gives nc). Cl.   |
| 6.  | CG4 | PC9 | Ans. I still don't rd u well. Do u have a malf in ur Vxmtr?   |
| 7.  | PC9 | CG4 | No, I don't have any malfs at thista. The comms dept installed a new xmtr, so the prob may be in ur rcvr. |
| 8.  | CG4 | PC9 | OK, CG. I'll chng to another rcvr and see if it is better.  |
| 9.  | PC9 | CG4 | Cl. How do u rd me now?   |
| 10. | CG4 | PC9 | Ans. I rd u same as before. Vy poor. Pls check ur mike. Are u keying it properly?                         |
| 11. | PC9 | CG4 | I am keying my mike. A while ago PC7 rd me clrly, so there is no malf with it either.                     |
| 12. | CG4 | PC9 | What else could be wrong? What does the comms plan say?   |
| 13. | PC9 | CG4 | According to the comms plan, the next thing that should be done is to check h/s. Do u have any new ones?  |
| 14. | CG4 | PC9 | Affirmative. I am putting on the new h/s. Pls give me a lcl.  |

(Cont'd)

|     | TO  | FM  | TEXT  |
|-----|-----|-----|---|
| 15. | PC9 | CG4 | Roger. (gives lcl). How do u rd me now?               |
| 16. | CG4 | PC9 | Ans. I rd u 5. That was the prob. My h/s were malfng. |
| 17. | PC9 | CG4 | Roger, PC9.   |

## EXERCISE 2 - PART B

## TRANSCRIPTION

1. Ponce 9, llama Caguas 4.
2. Caguas 4, aquí Ponce 9.
3. ¿Cómo me oye, 9?
4. Lo oigo muy mal. Por favor, déme un conteo y ajustaré mi receptor.
5. Está bien. 1, 2, 3, 4, 5, 5, 4, 3, 2, 1. Ponce 9, llama Caguas 4.
6. Caguas 4, aquí Ponce 9. Todavía no oigo muy bien. ¿Tiene Ud. una falla mecánica en su transmisor de voz?
7. No, no tengo ninguna falla mecánica en esta estación. El departamento de comunicaciones instaló un transmisor nuevo, así es que el problema debe de estar en su receptor.
8. Está bien, Caguas. Voy a cambiar de receptor para ver si es mejor.
9. Ponce 9, llama Caguas 4. ¿Cómo me oye ahora?
10. Caguas 4, aquí Ponce 9. Lo oigo como antes, muy mal. Por favor, revise su micrófono. ¿Lo está encendiendo correctamente?
11. Estoy encendiendo el micrófono. Hace un rato Ponce 7 me oyó claramente, así es que no tiene ninguna falla mecánica tampoco.
12. ¿Qué más estará mal? ¿Qué dice el plan de comunicaciones?
13. De acuerdo con el plan de comunicaciones, lo próximo que se debe hacer es revisar los audífonos. ¿Tiene Ud. unos nuevos?
14. Afirmativo. Me estoy poniendo los audífonos nuevos. Déme un conteo largo, por favor.
15. Enterado, Ponce 9. Ponce 9, Ponce 9, Ponce 9, llama Caguas 4, Caguas 4, Caguas 4. Ponce 9, aquí Caguas 4. ¿Cómo me oye ahora?
16. Caguas 4, aquí Ponce 9. Lo oigo como 5. Ése era el problema. Mis audífonos no estaban funcionando bien.

17. Recibido, Ponce 9.

## EXERCISE 2 - PART C

## TRANSLATION

1. Ponce 9, Caguas 4 calling.
2. Caguas 4, this is Ponce 9.
3. How do you read me, 9?
4. I read you very poor. Please give me a number count and I will adjust my receiver.
5. Okay. 1, 2, 3, 4, 5, 5, 4, 3, 2, 1. Ponce 9, Caguas 4 calling.
6. Caguas 4, this is Ponce 9. I still don't read you very well. Do you have a malfunction in your voice transmitter?
7. No, I don't have any malfunctions at this station. The communications department installed a new transmitter, so the problem may be in your receiver.
8. Okay, Caguas. I'll change to another receiver and see if it is better.
9. Ponce 9, Caguas 4 calling. How do you read me now?
10. Caguas 4, this is Ponce 9. I read you the same as before. Very poor. Please check your microphone. Are you keying it properly?
11. I am keying my microphone. A while ago Ponce 7 read me clearly, so there is no malfunction with it either.
12. What else could be wrong? What does the communications plan say?
13. According to the communications plan, the next thing that should be done is to check headsets. Do you have any new ones?
14. Affirmative. I am putting on the new headsets. Please give me a long call.
15. Roger, Ponce 9. Ponce 9, Ponce 9, Ponce 9, Caguas 4, Caguas 4, Caguas 4 calling. Ponce 9, this is Caguas 4. How do you read me now?

LESSON 5

16. Caguas 4, this is Ponce 9. I read you 5. That was the problem. My headsets were malfunctioning.
17. Roger, Ponce 9.

## EXERCISE 1

1. A. You are going to have to align your antenna.  
B. Usted va a tener que alinear su antena otra vez.  
C. You will have to align your antenna again.
2. A. The length of my antenna is 3.8 m.  
B. La extensión de mi antena es 3.8 metros.  
C. The length of my antenna is 3.8 meters.
3. A. The storm blocked our comms.  
B. La tormenta bloqueó nuestra comunicación.  
C. The storm blocked our communications.
4. A. Are you using a vertical antenna?  
B. ¿Está usted usando una antena vertical?  
C. Are you using a vertical antenna?
5. A. What defect does your small type antenna have?  
B. ¿Qué defecto tiene su antena de tipo pequeño?  
C. What defect does your small type antenna have?
6. A. Turn your radio antenna to the N.  
B. Gire su antena de radio hacia el norte.  
C. Rotate your radio antenna to the North.
7. A. We don't have a spare radio here.  
B. No tenemos un radio de reserva aquí.  
C. We don't have a spare radio here.
8. A. In what direction is your horizontal antenna aligned?  
B. ¿En qué dirección está alineada su antena horizontal?  
C. In what direction is your horizontal antenna aligned?
9. A. We set up the antenna for the radio, but don't have an operator.  
B. Montamos la antena para el radio, pero no tenemos un operador.  
C. We set up the antenna for the radio, but don't have an operator.
10. A. Have you requested an alternate transceiver?  
B. ¿Ha pedido un transceptor alternativo?  
C. Have you requested an alternate transceiver?



## EXERCISE 2 - PART A

## GIST

## COMMUNICATIONS LOG

C/S BV26 - Bravo Víctor 26  
 BV27 - Bravo Víctor 27

|     | TO   | FM   | TEXT  |
|-----|------|------|---|
| 1.  | BV27 | BV26 | Cl.   |
| 2.  | BV26 | BV27 | Ans. How do u rd me?  |
| 3.  | BV27 | BV26 | I rd u intermly and wk.   |
| 4.  | BV26 | BV27 | OK. I will adj vol and give u a lnc for tng.  |
| 5.  | BV27 | BV26 | I am ready for lnc.   |
| 6.  | BV26 | BV27 | (gives lnc) Cl. How do u rd me now?   |
| 7.  | BV27 | BV26 | Ans. I still rd u intermly and wk. Do u have a malf in ur xmtr?                       |
| 8.  | BV26 | BV27 | I am now using my alt rad, which is a new xcvr. My regular xmtr is out of service.    |
| 9.  | BV27 | BV26 | Neg. Thista can rd other radstas clrly. What type of ant are u using?                 |
| 10. | BV26 | BV27 | I am using a sm type vert ant.  |
| 11. | BV27 | BV26 | Do u have a lg type horiz ant?  |
| 12. | BV26 | BV27 | Afirm. It has a length of 5 m and is set up on a hill.                                |
| 13. | BV27 | BV26 | Gd. Maybe there is a def in ur vert ant. Chng to ur horiz ant and align it to the NW. |
| 14. | BV26 | BV27 | OK. I have chnged to my other rad ant and am aligning it in ur dir. Do u req a nc?    |
| 15. | BV27 | BV26 | Neg. I rd u much better now. Ur sig is no longer interm and is quite strong.          |
| 16. | BV26 | BV27 | Vy gd. I rd u fairly well, too, but u are occasionally being bbi.                     |
| 17. | BV27 | BV26 | Chng to chnl 2 and inform the next op of the int on this freq.                        |
| 18. | BV26 | BV27 | Roger.  |

## EXERCISE 2 - PART B

## TRANSCRIPTION

1. Bravo Víctor 27, llama Bravo Víctor 26.
2. Bravo Víctor 26, Bravo Víctor 27. ¿Cómo me oye?
3. Lo oigo intermitentemente y débil.
4. Está bien. Ajustaré el volumen y le daré un conteo largo para sintonizar.
5. Estoy listo para el conteo largo.
6. 1, 2, 3, 4, 5, 6, 7, 8, 9, 0, 0, 9, 8, 7, 6, 5, 4, 3, 2, 1. Bravo Víctor 26, aquí Bravo Víctor 27. ¿Cómo me oye ahora?
7. Bravo Víctor 27, aquí Bravo Víctor 26. Todavía lo copio intermitentemente y débil. ¿Tiene su transmisor una falla mecánica?
8. Estoy usando ahora mi radio alterno, que es un nuevo receptor. Mi transmisor ordinario está de baja. ¿Tiene su receptor una falla mecánica?
9. Negativo. Esta estación puede copiar otras estaciones claramente. ¿Qué tipo de antena está usando?
10. Estoy usando una antena vertical de tipo pequeño.
11. ¿Tiene Ud. una antena horizontal de tipo grande?
12. Afirmativo. Tiene una extensión de 5 metros y está montada en una colina.
13. Bien. Puede que haya un defecto en su antena vertical. Cambie a su antena horizontal y alinéela hacia el noroeste.
14. Bien. He cambiado a mi otra antena de radio y la estoy alineando hacia su dirección. ¿Pide usted un conteo?
15. Negativo. Lo copio mucho mejor ahora. Su señal ya no es intermitente y es bastante fuerte.
16. Muy bien. Lo oigo bastante bien también, pero de vez en cuando usted es bloqueado por interferencia.
17. Cambie al canal 2 e infórmele al próximo operador sobre la interferencia que hay en esta frecuencia.
18. Recibido.

## EXERCISE 2 - PART C

## TRANSLATION

1. Bravo Victor 27, Bravo Victor 26 calling.
2. Bravo Victor 26, Bravo Victor 27. How do you read me?
3. I read you intermittently and weak.
4. Okay. I will adjust volume and give you a long number count for tuning.
5. I am ready for a long number count.
6. 1, 2, 3, 4, 5, 6, 7, 8, 9, 0, 0, 9, 8, 7, 6, 5, 4, 3, 2, 1. Bravo Victor 26, this is Bravo Victor 27. How do you read me now?
7. Bravo Victor 27, this is Bravo Victor 26. I still read you intermittently and weak. Do you have a malfunction in your transmitter?
8. I am now using my alternate radio which is a new transceiver. My regular transmitter is out of service. Do you have a malfunction in your receiver?
9. Negative. This station can read other radio stations clearly. What type of antenna are you using?
10. I am using a small type vertical antenna.
11. Do you have a large type horizontal antenna?
12. Affirmative. It has a length of 5 meters, and is set up on a hill.
13. Good. Maybe there is a defect in your vertical antenna. Change to your horizontal antenna and align it to the northwest.
14. Okay. I have changed to my other radio antenna and am aligning it in your direction. Do you request a number count?
15. Negative. I read you much better now. Your signal is no longer intermittent and is quite strong.
16. Very good. I read you fairly well, too, but you are occasionally being blocked by interference.

LESSON 6

17. Change to channel 2 and inform the next operator of the interference on this frequency.
18. Roger.

## REVIEW EXERCISE A

1. Bayamón, llama Asunción.
2. Asunción, aquí Bayamón.
3. ¿Cómo me copia, Bayamón?
4. Lo oigo como 3. ¿Qué frecuencia está usando?
5. Estoy usando la frecuencia de 1240 kilociclos.
6. Ésa es la que dicta el plan de comunicaciones. Debe de ser otra cosa. Gire su antena un poco hacia el sur.
7. Está bien. Lo haré.
8. Asunción, Bayamón. ¿Cómo me oye ahora?
9. Lo oigo mejor, pero un poco débil.
10. Yo creo que es su transmisor. ¿Tiene uno de reserva?
11. No, pero tengo un transceptor; voy a cambiar al transceptor. ¿Cómo me oye ahora?
12. Lo oigo alto y claro ahora que está usando su transceptor. Su transmisor debe de tener una falla mecánica.
13. Ud. tenía razón. Revisaré el transmisor.
14. Enterado, Asunción.

## REVIEW EXERCISE B

1. Bayamon, Asuncion calling.
2. Asuncion, this is Bayamon.
3. How do you read me, Bayamon?
4. I read you as 3. What frequency are you using?
5. I am using the frequency of 1240 kilocycles.
6. That's what the communications plan says. It must be something else. Turn your antenna a little towards the south.
7. O.K. I will do so.
8. Asuncion, Bayamon. How do you read me now?
9. I read you better, but a little weak.
10. I think it's your transmitter. Do you have a spare one.
11. No, but I have a transceiver; I am going to change to the transceiver. How do you read me now?
12. I read you loud and clear now that you are using your transceiver. Your transmitter must have a malfunction.
13. You were right. I will check out the transmitter.
14. Roger, Asuncion.

BASIC COURSE SUPPLEMENT

RADIO PROCEDURES  
VOLUME I  
STANDARD ABBREVIATIONS

MODULE 10

## STANDARD ABBREVIATIONS

| ABBREVIATIONS | MEANING                   | LESSON |
|---------------|---------------------------|--------|
| adj           | adjust                    | 3      |
| agn           | again                     | 1      |
| all           | all (stations)            | 1      |
| allsta        | all stations              | 1      |
| alt rad       | alternate radio           | 6      |
| ans           | answer                    | 1      |
| ant           | antenna                   | 6      |
| <br>          |                           |        |
| bbi           | blocked by interference   | 6      |
| bd            | bad                       | 2      |
| blk           | block                     | 6      |
| <br>          |                           |        |
| chnng         | change                    | 4      |
| chnl          | channel                   | 4      |
| cl            | call                      | 1      |
| clr           | clear                     | 2      |
| comms         | communications            | 5      |
| comms dept    | communications department | 5      |
| comms equip   | communications equipment  | 5      |
| comms plan    | communications plan       | 5      |
| cont          | contact                   | 2      |
| <br>          |                           |        |
| dec           | decrease                  | 4      |
| def           | defect                    | 6      |
| <br>          |                           |        |
| E             | east                      | 6      |
| estab         | establish                 | 2      |
| <br>          |                           |        |
| freq          | frequency                 | 4      |
| <br>          |                           |        |
| gd            | good                      | 2      |
| <br>          |                           |        |
| horiz ant     | horizontal antenna        | 6      |
| h/s           | headset                   | 5      |
| <br>          |                           |        |
| inc           | increase                  | 4      |
| in seq        | in sequence               | 1      |
| int           | interference              | 3      |
| interm        | intermittent              | 2      |
| <br>          |                           |        |
| kc            | kilocycle                 | 4      |
| <br>          |                           |        |
| l/c           | loud and clear            | 2      |
| lcl           | long call                 | 3      |
| lg type ant   | large type antenna        | 6      |
| l/l           | landline                  | 5      |
| lnc           | long number count         | 3      |
| <br>          |                           |        |
| m             | meter                     | 4      |



| ABBREVIATIONS | MEANING            | LESSON |
|---------------|--------------------|--------|
| malf          | malfunction        | 5      |
| mc            | megacycle          |        |
| mike          | microphone         | 5      |
| Mxmtr         | Morse transmitter  | 5      |
| N             | north              | 6      |
| nc            | number count       | 3      |
| OK            | okay               | 2      |
| op            | operator           | 6      |
| pls           | please             | 1      |
| prob          | problem            | 5      |
| rad           | radio              | 3      |
| rad ant       | radio antenna      | 6      |
| radsta        | radio station      | 4      |
| rcvr          | receiver           | 5      |
| rd            | read               | 1      |
| rd            | copy               | 3      |
| rec           | receive            | 3      |
| req           | request            | 6      |
| S             | south              | 6      |
| sig           | signal             | 2      |
| sm type ant   | small type antenna | 6      |
| sta           | station            | 4      |
| stat          | static             | 3      |
| tdy           | today              | 2      |
| thista        | this station       | 4      |
| tmw           | tomorrow           | 2      |
| tn            | turn, rotate       | 6      |
| u             | you                | 1      |
| ur            | your               | 1      |
| ursta         | your station       | 4      |
| vert ant      | vertical antenna   | 6      |
| vol           | volume             | 2      |
| Vxmtr         | voice transmitter  | 5      |
| vy            | very               | 2      |
| W             | west               | 6      |
| w/b           | wave band          | 4      |
| wk            | weak               | 2      |
| w/l           | wavelength         | 4      |
| xcvr          | transceiver        | 6      |
| xmtr          | transmitter        | 5      |

| ABBREVIATIONS | MEANING   | LESSON |
|---------------|-----------|--------|
| ydy           | yesterday | 2      |
| #             | number    | 1      |

BASIC COURSE SUPPLEMENT

RADIO PROCEDURES

VOLUME I

GLOSSARY

MODULE 10

## VOCABULARY

| SPANISH                           | ENGLISH                           | LESSON |
|-----------------------------------|-----------------------------------|--------|
| ajustar                           | to adjust                         | 3      |
| alineal                           | to align                          | 6      |
| antena                            | antenna                           | 6      |
| antena de radio                   | radio antenna                     | 6      |
| antena horizontal                 | horizontal antenna                | 6      |
| antena vertical                   | vertical antenna                  | 6      |
| antena de tipo grande             | large type antenna                | 6      |
| antena de tipo pequeño            | small type antenna                | 6      |
| audífonos                         | headsets                          | 5      |
| aumentar                          | to increase                       | 4      |
| <br>                              |                                   |        |
| banda de onda                     | wave band                         | 4      |
| bloqueado por<br>interferencia    | blocked by<br>interference        | 6      |
| bloquear                          | to block                          | 6      |
| <br>                              |                                   |        |
| cambio                            | over                              | 1      |
| canal, el                         | channel                           | 4      |
| claridad                          | clarity (readability)             | 2      |
| claro                             | clear                             | 2      |
| comunicación                      | communications                    | 5      |
| contacto                          | contact                           | 2      |
| contar                            | to count                          | 3      |
| conteo                            | number count                      | 3      |
| contestar                         | to answer, to reply               | 1      |
| copiar                            | to read, to copy                  | 3      |
| <br>                              |                                   |        |
| débil                             | weak                              | 2      |
| de baja                           | out-of-service;<br>nonoperational | 6      |
| defecto                           | defect                            | 6      |
| departamento de<br>comunicaciones | communications<br>department      | 5      |
| dirección                         | direction                         | 6      |
| disminuir                         | to decrease                       | 4      |
| <br>                              |                                   |        |
| encender                          | to key (to turn on)               | 5      |
| en secuencia                      | in sequence                       | 1      |
| equipo de<br>comunicaciones       | communications<br>equipment       | 5      |
| establecer                        | to establish                      | 2      |
| estación                          | station                           | 4      |
| extensión                         | length, extension                 | 6      |
| <br>                              |                                   |        |
| falla mecánica                    | malfunction                       | 5      |
| fijo                              | stable                            | 3      |
| frecuencia                        | frequency                         | 4      |
| fuerte                            | strong                            | 2      |

| SPANISH                | ENGLISH             | LESSON |
|------------------------|---------------------|--------|
| girar                  | to turn, to rotate  | 6      |
| interferencia          | interference        | 3      |
| intermitente           | intermittent        | 2      |
| kilociclo              | kilocycle           | 4      |
| línea terrestre        | landline            | 5      |
| longitud de onda       | wavelength          | 4      |
| llamada                | a call              | 1      |
| llamada larga          | a long call         | 3      |
| llamar                 | to call             | 1      |
| megaciclo              | megacycle           | 4      |
| metro                  | meter               | 4      |
| micrófono              | microphone          | 5      |
| montar                 | to set up, to mount | 6      |
| número                 | number              | 1      |
| oir                    | to read (hear)      | 1      |
| operador               | operator            | 6      |
| pedir                  | to request          | 6      |
| plan de comunicaciones | communications plan | 5      |
| problema, el           | problem             | 5      |
| punto                  | decimal point (.)   | 4      |
| radio, el              | radio               | 3      |
| radio alterno          | alternate radio     | 6      |
| radio de reserva       | spare radio         | 6      |
| receptor, el           | receiver            | 5      |
| red, la                | net; network        | 1      |
| revisar                | to check            | 5      |
| ruido                  | static              | 3      |
| señal                  | signal              | 2      |
| sintonizar             | to tune             | 3      |
| transceptor, el        | transceiver         | 6      |
| transmisor, el         | transmitter         | 5      |
| transmisor de voz      | voice transmitter   | 5      |
| transmisor Morse       | Morse transmitter   | 5      |
| volumen, el            | volume              | 2      |

PHRASES

| SPANISH                       | ENGLISH                            | LESSON |
|-------------------------------|------------------------------------|--------|
| Alto y claro.                 | Loud and clear.                    | 2      |
| ¿Cómo me oye?                 | How do you read me?                | 2      |
| Hacer contacto con...         | Make contact with...               | 2      |
| Pasarle algo...               | Something is wrong with...         | 6      |
| Ponerse en contacto<br>con... | Put yourself in contact<br>with... | 2      |

COMMUNICATIONS LOG

C/S

| TO | FM | TEXT |
|----|----|------|
|    |    |      |

COMMUNICATIONS LOG

C/S

| TO | FM | TEXT |
|----|----|------|
|    |    |      |