

Region 9 Army MARS Training Topics for “phone bridge” use

TRAINING TOPIC – Receiving Messages by Voice

LESSON INTENT – Part 3- Introduction to the procedure of receiving by voice – Remember the things that were learned in Part 1.

REFERENCES – ACP-125 Radio Telephone Procedures
AM-6 Annex J

EXPECTED TIME TO DELIVER – 45 Min.

GENERAL REVIEW OF SENDING MESSAGES

1. To use net time more efficiently, all messages or their substance should be written down prior to transmission. Those messages which must be delivered by the receiving operator to another person, or which are preceded by the proword MESSAGE, shall be written down.
2. Transmissions by radiotelephone shall be as short and concise as practicable, consistent with clarity. The use of standard phraseology enhances brevity.
3. Radiotelephone transmissions should be clear, with natural emphasis on each word except the prescribed pronunciation of a numeral, and should be spoken in natural phrases, not word by word.
 4. If it is technically practical, the operator shall, during the transmission of a message, pause after each natural phrase and interrupt his transmission (carrier) momentarily, to allow another station to break in if necessary.
5. Remember to slow down!

Proword's To Help When Receiving Messages

Message Follows – At the beginning of the message

SAY AGAIN - Repeat a portion of you last transmission (when used in conjunction with ALL AFTER, ALL BEFORE, WORD AFTER, WORD BEFORE , FROM or TO, or specific direction where appropriate)

I SAY AGAIN I am repeating transmission or portion indicated ((text) TO (text)

I SPELL - I shall spell the next word phonetically (will be used when appropriate)

MORE TO FOLLOW - Transmitting station has further traffic for the receiving station. (used if transmitting multiple messages.

NEGATIVE - No

RELAY (TO) Transmit this message to all addressees (or addressees immediately following this proword) The address component is mandatory when this proword is used.

SPEAK SLOWER

WORD AFTER - The word to which I am referring follows.....

WORD BEFORE - The word to which I am referring precedes.....

READ BACK - Repeat this entire transmission back to me exactly as received

I READ BACK - The following is my response to your instructions to read back (usually ant reading speed.)

WHEN RECEIVEING A MESSAGE

1. leave a blank __ _ is text so you can go back and fill in.
2. If a word has a double meaning ask sender to spell the word if it was not done so at the time of transmission.
3. If you are missing any part of the message, the heading or body, as for fills and if you still feel that you have not received a complete message you can ask for a read back of the entire message a reading seed.
4. Do not **Roger** for a message until you feel that you have gotten all of the information included in the message
5. Receiving messages by voice takes practice so take your time and use fills to get a complete message, as some day some ones life may depend on your ability to get it correctly copied

SAMPLE OF A MESSAGE THAT MIGHT NEED FILLS

THE QUICK BROWN FOX JUMPED OVER THE LAZY DOG TO GET 2 CHIC!\$#@ THAT WERE HIDDEN IN THE WOOD COUPE. AND FOR HIS EF*^#\$@ HE GOT 4 HENS. PSE RSVP IS THIS MAKES YOU UNDERSTAND.