

Subject: Houston Marathon - Registration Request Email for 2017 Amateur Radio Registration

October 25, 2016

Dear FN LN,

Thank you in advance for volunteering for the Amateur Radio Service activities for the 2017 Houston Marathon or the ABB 5K Race as an Amateur Radio Operator and Communications volunteer.

The **2017 Houston Marathon (SUNDAY)** needs the participation of **150 Amateur Radio Operators** and other volunteers to provide public service communications and related support. This is the 45th consecutive year for this event. Last year over 100 communications volunteers helped assure the safety and welfare of the runners and uncounted number of spectators watching the race. This year, 33,000 participants, 7,500 volunteers, and 250,000 spectators are expected.

<p>The <b>ABB 5K</b> will be held <b>Saturday, January 14, 2017</b>. Hams participating need to arrive at 5:00 a.m. and will be released between 10 am to 2 pm depending on assignment.</p>	<p><b>Categories of Amateur Radio Support Needed</b></p> <p><b>Saturday – 5K (5:00 am until noon)</b></p> <ul style="list-style-type: none"><li>• <b>Amateur Radio Operator - Course</b></li><li>• <b>Amateur Radio Operator - Net Control Operator/ Logging</b></li><li>• <b>Amateur Radio Operator – Race Official Shadow</b></li></ul>
<p>The <b>Chevron Houston Marathon</b> and <b>Aramco Houston Half Marathon</b> will be held <b>Sunday, January 15, 2017</b>. Hams volunteers need to arrive at 4:30 a.m. and will be released between noon to 4:00 pm depending on assignment.</p>	<p><b>Sunday – Half and Full Marathon (4:30 am – 4:00 pm)</b></p> <ul style="list-style-type: none"><li>• <b>Amateur Radio Operator - Course</b></li><li>• <b>Amateur Radio Operator - Net Control Operator/ Logging</b></li><li>• <b>Amateur Radio Operator - SAG Vehicle</b></li><li>• <b>Amateur Radio Operator - TIMING and PACE Vehicles</b></li><li>• <b>Amateur Radio Operator – Race Official Shadow</b></li></ul>

Amateur Radio Operators provide:

- tactical communications for race status and operational information using 2 m and 70 cm voice and data communications and tracking via APRS ;
- status information for public safety agencies and request to public safety agencies on behalf and at the direction of race officials;
- logistics coordination and support for SAG and race operations;
- course observation and information as part of the safety operations for race participants, volunteers, and general public;
- Communications facilitator and personal assistance for race officials (Shadow)

Amateur Radio Operator volunteers must register on the both the **Houston Marathon's Volunteer web site** to complete required legal paperwork for the event, and to facilitate marathon interfaces for credentials and other matters and the **Houston Marathon Hams Website** [www.hmhams.org](http://www.hmhams.org) web site to provide pertinent information for Amateur Radio Operator roles.

**NOTE:** The Ham Registration Details on the Chevron **Houston Marathon's Volunteer web page** are private and can be accessed via the following link which contains an embedded code and automatically gets you to the correct page. *Ham volunteer pages cannot be found without this link or the assignment code **RADIOPS** in the general signup page.*

**NOTE:** You may receive a warning about IE – either used alternate browser or click through; Internet Explorer 10 or 11 worked fine when I did the Ham Registration process.

## Volunteer Registration for 2017 Chevron Houston Marathon

### Houston Marathon Registration Preferred Access Method

1. If you are already registered into system last year, you can update your profile by requesting login link (which will be sent to the email address you submitted during registration process)

<https://cloud.emos1.com/hou/volunteer/VolunteerHome.aspx?eid=9>

If you receive a link with an imbedded “RADIOPS” in it, you are ready to complete the registration process described below.

- Click the link if you need to update your profile once you have completed the registration process, such as uploading a picture
- Next, enter your email and you will receive a link via email for your profile
- Enter the 2017 **RADIOPS** code to access the assignment list for changes/ updates.
- Select your **desired 2017 choices** on the assignment list.
- Complete all the required information and waivers and push the “register” button.

2. If you are **not registered or do not now have access to that email account**, complete the Marathon Volunteer Registration Form using the link with the imbedded ham link code. **Amateur Radio signup for Houston Marathon's Volunteer** is

<https://cloud.emos1.com/hou/volunteer/RegisterVolunteer.aspx?code=RADIOPS&eid=9>

Note “Amateur Radio Operator” positions do not show on the Houston Marathon Volunteer public site and require a special access code of RADIOPS on the regular volunteer page.

- a) Enter your personal data in the Volunteer Application

- **NOTE: THE SYSTEM MAY DETECT THAT YOU ALREADY HAVE A PROFILE BASED ON A PREVIOUS YEAR'S REGISTRATION.** Please receive the email and click the embedded link that should pull up your Houston Marathon profile and this year's Amateur Radio

registration page.

b) **Click the Expand All tab if necessary**

- The **ABB 5K** will be held **Saturday, January 14, 2017** Hams need to arrive at 5:00 am and will be released between 10 am to 2 pm depending on assignment.
- The **Chevron Houston Marathon** and **Aramco Houston Half Marathon** will be held **Sunday, January 15, 2017**. Hams need to arrive at 4:30 am and will be released between noon to 4:00 pm depending on assignment.

3. **Click boxes corresponding to your desired assignment:**

- **Saturday (ABB 5K) – 5K (5:00 am until noon)**
  - **Course Assignment**
  - **Net Control Operator/ Logging Assignment**
  - **Race Official Shadow Assignment**
- **Sunday – Half and Full Marathon (4:30 am – 4:00 pm)**
  - **Course Assignment**
  - **Net Control Operator/ Logging Assignment**
  - **SAG Vehicle (BUS or VAN) Assignment**
  - **Timing and Pace Vehicle Assignment**
  - **Race Official Shadow Assignment**
  -
- **Click an assignment for both days if you want to work each day.**

4. **Read and Accept the Waiver**

5. **Review and Submit the Registration using either the “Submit” or “Save” button on the bottom of the form.**

6. **Remember to enter the value in the “Image to Text” into the Security code box.**

If you successfully register will get on the web page:

**SUCCESS**

Thank you for your registration. You will receive an email with further information as soon as we confirm your data.

You will then receive an email from the Houston Marathon Race Crew mailbox {[Houston Marathon Race Crew \[event@emos1.com\]](mailto:Houston Marathon Race Crew [event@emos1.com])} confirming your successful registration thanking you for volunteering similar to the one below.

**Hello Your Name,**

Thank you for volunteering for the 2017 Chevron Houston Marathon, Aramco Houston Half Marathon, ABB 5K and Memorial Hermann IRONMAN Sports Medicine Institute EXPO. We appreciate your support! You are now registered for the following event:

**Amateur Radio Operator / Saturday, January 14, 2017 5:00 AM-12:00 PM xxxx  
Assignment**

**Amateur Radio Operator / Sunday, January 15, 2017 4:30 AM-4:00 PM xxxx Assignment**

You can update your details on

<https://cloud.emos1.com/hou/volunteer/account/VolunteerProfile.aspx?zzzzzz&eid=9>.

#### **CPR Awareness**

The Houston Marathon Committee is dedicated to the advancement of race medicine and to the safety of all participants. We encourage you to [watch this short instructional video on hands-only CPR](#) to assist in our efforts.

You will be contacted by your captain within a month from your scheduled shift. He/She will provide you with further instruction on parking, meeting locations and more. Please contact [volunteers@houstonmarathon.com](mailto:volunteers@houstonmarathon.com) if you have any questions.

Thank you,  
*Houston Marathon Committee, Inc.*

#### **Race Crew perks include:**

- Race Crew T-shirt
- Race Crew Jacket\*
- Volunteer Certificate
- Virtual Event Bag
- Entry into RunFest festivities upon completion of volunteering
- Free parking provided to Race Crew

\*\*Available for shifts that take place on Sunday only. Limited quantities available, on a first come, first serve basis. Size not guaranteed **December 30, 2016**.

## **Houston Marathon Hams Registration Process**

7. Register on [www.hmhams.org](http://www.hmhams.org) **Houston Marathon Hams'** web site to provide pertinent information for Amateur Radio Operator roles. The site enables one to volunteer by providing Amateur Radio specific information required for a "ham" Houston Marathon assignment. You will provide equipment details and to receive explicit instruction on how to register with the Houston Marathon Volunteer web site for Amateur Radio Operators (step two).
  - a. Please complete the Volunteer Information section of the **Houston Marathon Hams** on the right side of the **Welcome** page.

- b. Enter your preferred e-mail address and cell phone numbers, as a cell phone is more helpful during the race event. Indicate the kinds of radios you will use and mark your assignment preference. **In the comment section of Houston Marathon Hams indicate additional equipment and special information, the position you held last year and if you want to be reassigned that position. In most cases, I will ask you to accept the assignment you had last year.** Indeed, many of us have developed friendships with other Marathon volunteers, which we renew annually. If you wish to change, please indicate that in the Comments Section of the “Hams” web page and I will work to accommodate your preference.
- c. Click the “**Register**” button when you have completed filling the information.
- d. You will receive a **confirmation email**. Please **IMMEDIATELY respond to this confirmation email to validate your registration.**
- e. If you have not done so, go to the steps listed above for the Houston Marathon Volunteer web site or follow the details in a subsequent email from [www.hmhams.org](http://www.hmhams.org) site and on-line instructions for completing the “second” web site registration process.

## 8. Amateur Radio Equipment needed

Amateurs Radio Operators must provide their own multi-band radio equipment packages with tone (CTCSS) capability.

We will operate on 2 meters and 70 centimeters, both on simplex and through repeaters using tone access. We will use APRS to track vans and other race vehicles. To enable me to determine the kinds of assignments you might be asked to accept, indicate the kinds of radios you will use by indicating your handheld or mobile equipment when registering on the “Hams” web page. Indicate the band(s) 2m or 70cm (or both), the unit’s APRS capability and other capabilities. Use the comments section for additional information relating to equipment or operational capabilities:

### Houston Marathon Hams Equipment

#### Hand Held Equipment

2 meter / 146 MHz 70 centimeter / 440 MHz

- APRS
- Headset (high noise capable in some assignments)

#### Mobile Equipment

2 meter / 146 MHz 70 centimeter / 440 MHz

- APRS
- Usable in another vehicle?
- Have your own Battery Power?

### Assignment Preferences

- Houston Marathon
- ABB 5K Run
- Early Release
- Late Start
  
- Course Monitor
- SAG

- Sector Captain Shadow
- Shadow an Official
- Aid (Medical) Station
- Water (Refueling) Station
- Lead Pack
- Turtle

**Requirements**

H/H -- A hand-held radio capable of transmitting at 5 watts with sufficient batteries power to operate over 7 hours or more transmitting now-and-then. Indicate if you have headsets or other high noise capable accessories in the comments section.

PORTABLE (stationary mobile unit) -- Any kind of radio that can be quickly set up in a vehicle and that has an externally mounted antenna; may either have self-contained battery pack or draw on vehicle's battery (directly or through 12 VDC power receptacle).

MOBILE -- A radio mounted in a vehicle with an external antenna; capable of 25+ watts output using vehicle supplied power or ham provided battery pack.

APRS—1) Fully integrated into handheld or mobile transceiver; 2) Tracker station— GPS receiver, TNC, & transceiver; 3) Receiving station— TNC, computer, WinAPRS or APRS+

You will receive additional emails in the future with additional/ updated information.

Thank you again for your help in the past. I look forward to working with you again this year.

Sincerely,

Lee Gaspard, WA5QXE { [wa5qxe@arrl.net](mailto:wa5qxe@arrl.net) ; 713-248-8853 cell }

Frank Robichaux, N5EJX { [n5ejx@arrl.net](mailto:n5ejx@arrl.net) }

**Marathon Information:** <http://www.chevronhoustonmarathon.com/>

**Houston Marathon Hams:** [www.hmhams.org](http://www.hmhams.org)