

2025 Shakeout Exercise

Exercise Message Submission Window

- October 13 00:00 UTC - October 17 15:00 UTC

Difficulty Level: **Basic**

Purpose: This exercise is designed around the International ShakeOut Day, which is always the third Thursday in October. For 2025 that is 10/16/2025. The purpose is to familiarize users with the USGS event and the built-in “Did You Feel It” (DYFI) form in Winlink. The basic exercise scenario is a major earthquake that occurs near your location at 10:16 AM local time on Thursday, October 16, 2025.

In this scenario, you definitely feel the earthquake and after taking proper safety precautions (Drop, Cover, and Hold) and checking on the safety of your family and structure, you then report what you’ve (virtually) experienced using the DYFI form.

Objectives:

- Use Winlink Express to create and send a USGS/Did You Feel It (DYFI) form
- Participate in the [2025 Shakeout Event](#) as part of a joint exercise collaboration with the ARES LAX Northeast District and the Winlink Development Team.
- Create a Winlink “Did You Feel It” (DYFI) message. You will be describing a **fictitious**, major earthquake that occurred at 10:16 AM local time. You will want your responses to describe an earthquake intensity of at least V (5), so be extravagant with your damage reports!
- Send the message to ***dyfi_reports_automated@usgs.gov*** and CC to SHAKEOUT, your ETO Clearinghouse and ETO-BK

Resources:

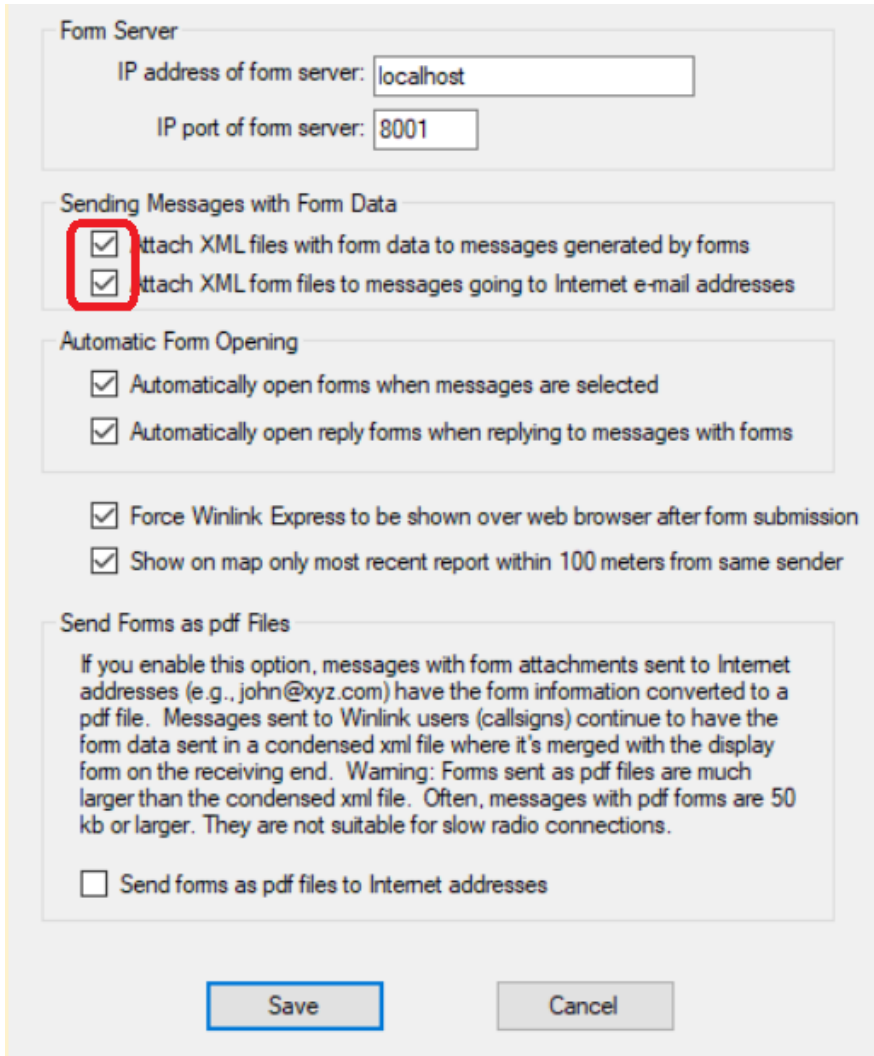
- General Notes on Frequently-Seen Mistakes:
https://emcomm-training.org/Winlink_Thursdays.html
- Finding your ETO clearinghouse: <https://emcomm-training.org/General-Drill-Info.html>

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- ETO Location Instructions — With or Without a GPS Receiver for your Computer [PDF]
 - <https://emcomm-training.org/Santa-2023/ETO-Location-Notes.pdf>
- How a GIS map-capable form's default position is determined:
 - From within Winlink Express Click on Help ⇒ Help Contents..., expand Operation, click on GIS Mapping Forms & Catalog Items
- Learn more about earthquake hazards at the [USGS Earthquake Hazards Website](#)
- Learn more about the [USGS DYFI program](#)
- Shakeout.org resources: <https://www.shakeout.org/>
- ARES LAX Northeast resources: <https://www.laxnortheast.org/exercises/shakeout>

Special Configurations:

- Recent configurations of Winlink have provided options on whether transmission of Form Data XML file for the current form are transmitted with each document. If not transmitted, the HTML form will not display. The ETO Feedback process uses this form data XML to parse the data in the exercise, so it should be provided. Ensure that the Form Data settings are as configured for ETO Exercises submissions.
- This dialog can be found under **Settings** ⇒ **Form Settings...**



The image shows the 'Form Settings' dialog box in Winlink. It contains several sections with checkboxes and text input fields. The 'Form Server' section has fields for 'IP address of form server' (localhost) and 'IP port of form server' (8001). The 'Sending Messages with Form Data' section has two checked checkboxes: 'Attach XML files with form data to messages generated by forms' and 'Attach XML form files to messages going to Internet e-mail addresses'. The 'Automatic Form Opening' section has two checked checkboxes: 'Automatically open forms when messages are selected' and 'Automatically open reply forms when replying to messages with forms'. Below these are two more checked checkboxes: 'Force Winlink Express to be shown over web browser after form submission' and 'Show on map only most recent report within 100 meters from same sender'. The 'Send Forms as pdf Files' section contains a warning text and an unchecked checkbox 'Send forms as pdf files to Internet addresses'. At the bottom are 'Save' and 'Cancel' buttons.

Form Server

IP address of form server: localhost

IP port of form server: 8001

Sending Messages with Form Data

- ☒ Attach XML files with form data to messages generated by forms
- ☒ Attach XML form files to messages going to Internet e-mail addresses

Automatic Form Opening

- ☒ Automatically open forms when messages are selected
- ☒ Automatically open reply forms when replying to messages with forms

- ☒ Force Winlink Express to be shown over web browser after form submission
- ☒ Show on map only most recent report within 100 meters from same sender

Send Forms as pdf Files

If you enable this option, messages with form attachments sent to Internet addresses (e.g., john@xyz.com) have the form information converted to a pdf file. Messages sent to Winlink users (callsigns) continue to have the form data sent in a condensed xml file where it's merged with the display form on the receiving end. Warning: Forms sent as pdf files are much larger than the condensed xml file. Often, messages with pdf forms are 50 kb or larger. They are not suitable for slow radio connections.

☐ Send forms as pdf files to Internet addresses

Save Cancel

Continue To the Next Page for Instructions

Exercise Instructions:**Open and select the form.**

1. Open or restart the Winlink Express application.
2. Allow any updates to occur if prompted to do so..
3. Remove any Automatic Message Forwarding and/or Message Notification set within the Message Notification and Forwarding Window access via the same named menu item under the Settings menu.
4. Click on the *Message \ New Message* menu item.
5. Verify that *Send As* is set to **Winlink Message**.
6. **Optional:** Check the check box for *Request message receipt*.
7. Click on *Select Template* and then double click on *Standard Templates*.
8. Scroll down and Double Click on *USGS*.
9. Select *USGS/DYFI* and double click on it to open it.
 - The Earthquake: Did You Feel It? form will open in your default browser.

Fill out the top section

1. For >>>> This Earthquake report is a(n), click EXERCISE
2. For Optional Exercise ID, enter SHAKEOUT
3. For Did you feel it? (REQUIRED), click Yes

Fill out the 2nd section

1. For Time of Earthquake Date, enter 10/16/2025
2. For Time of Earthquake Time, enter 10:16

Fill out the 3rd section

1. For Your Location, enter your full street, city and state address.
2. Make sure that the LAT and LON entries correspond to your Location

Fill out the 4th section

You're free to enter whatever values you want for the remainder of the form, subject to the following two requirements

1. For How Did You Respond, check "Dropped and Covered"

2. Make sure that the effects that you describe result in an intensity of at least V (5). You'll see the estimated intensity when you click on the Submit button. But complete section 5 before hitting the submit button.

Fill out the 5th section and submit

1. For the Additional Comments field enter the following:
ETO,Organized Exercise,<YOUR-BAND>,<YOUR-MODE>,<ADDITIONAL COMMENTS>

where:

<YOUR-BAND> could be TELNET, 40 meters, 2m, etc.

<YOUR-MODE> could be TELNET, VARA HF, Packet, etc

<ADDITIONAL-COMMENTS> are any additional comments that you'd like to make

For example:

ETO, Organized Exercise, VARA FM, 2m, Fun exercise with 57 other radio operators!

2. Hit the Submit button

After you submit the DYFI message

1. Confirm the effects that you describe result in an intensity of at least V (5). You'll see the intensity after you click on the Submit button. If the value is below 5, use your browser's **back button** to add more damage effects. Then click on Submit again. Repeat as needed until the estimated intensity is at least V (5). **Don't** hit the Continue button if the Intensity is less than V (5). The pop up below shows an Intensity of VII (7) which is plenty big!

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Did You Feel It - Intensity

Below is an estimate of the intensity you reported from your location.
Click Continue to submit your report.

Intensity	Strength	Description
VII	Very Strong	Damage negligible in buildings of good design and construction; slight to moderate in well-built ordinary structures; considerable damage in poorly built or badly designed structures; some chimneys broken.

To complete your form submission, click Continue and close the open browser window.
You will return to the new message window so you can post your message to the outbox.

Continue

Sending the message

2. Keep dyfi_reports_automated@usgs.gov as the beginning of the To: line
3. Still on the To: line, add a semicolon and then enter your ETO clearinghouse address
4. Still on the To: line, add another semicolon and ETO-BK (our backup clearinghouse)
5. Still on the To: line, add yet another semicolon and SHAKEOUT
6. **Optional:** Enter your internet email address in the CC: line.
7. Click on *Post to Outbox* on the menu bar.
8. Check the Outbox folder to verify your message is in the Outbox.
9. Select your session type from the drop-down list to the right of the *Open Session* button.
10. Click the *Open Session* button.
11. The Open Session Window will open.
12. If applicable, pick an appropriate *Channel Selection*
13. Click Start to send your message.
14. Close the Session window.
15. Close the Winlink Express window.

End of Exercise Instructions

See the next page for example of a completed DYFI Form that would receive the maximum score for the exercise. Note that some of the questions have not been answered.

Example of Completed DYFI Report

Earthquake: Did You Feel it?

Did You Feel It? (DYFI) collects information from people who felt an earthquake and helps create maps that show what people experienced and the extent of damage.

The USGS email address is filled when clicking SUBMIT below.
Send the DYFI report to USGS via Winlink Telnet or via RF through any internet connected RMS.

Use this Winlink form to submit **EXERCISE and REAL EVENT earthquake reports** to USGS.

Learn more about earthquake hazards at the [USGS Earthquake Hazards Website](#) (available online only).

[What is DYFI & More](#)

>>>> This Earthquake report is a(n) ☒ EXERCISE ☐ REAL EVENT

Optional Exercise ID:

Did you feel it? (REQUIRED)

☒ Yes ☐ No

Time of earthquake: (REQUIRED) Local Date and Time Format: 1/31/2020 09:15

Date: Time: Click Date or Time Field to Modify

Your location - street address, city, and state when the earthquake occurred: (REQUIRED)

For accurate mapping of your location enter GPS coordinates in the following format: 32.504892 -116.982466

LAT LON

The latitude & longitude values are approximate based on your grid square. Please enter more exact values if you know them.

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What was your situation during the earthquake?

- ☐ Not specified
 ☒ Inside a building
 ☐ Outside a building
☐ In a stopped vehicle
 ☐ In a moving vehicle
☐ Other Describe:

If you were inside a building, what floor were you on?

- ☐ Not specified
 ☐ Underground
 ☐ Ground floor
☒ 2nd Floor
 ☐ 3rd Floor
☐ Other :

If you were inside a building, how tall was it?

- ☐ Not specified
 ☐ 1 Story
 ☒ 2 Stories
 ☐ 3 Stories
☐ Other :

Were you asleep?

- ☐ Not specified
 ☒ No
 ☐ Slept through it
 ☐ Woke up

Did others nearby feel it?

- ☐ Not specified
 ☐ No others felt it
 ☐ Some felt it, most did not
 ☐ Most felt it
 ☐ Everyone/almost everyone felt it

How would you describe the shaking?

- ☐ Not specified
 ☐ Not felt
 ☐ Weak
 ☐ Mild
☐ Moderate
 ☒ Strong
 ☐ Violent

How did you react?

- ☐ Not specified
 ☐ No reaction/not felt
 ☐ Very little reaction
 ☐ Excitement
☐ Somewhat frightened
 ☒ Very frightened
 ☐ Extremely frightened

How did you respond?

- ☐ Not specified
 ☐ Took no action
 ☐ Moved to doorway
☒ Dropped and covered
 ☐ Ran outside
☐ Other Describe:

Was it difficult to stand and/or walk?

- ☐ Not specified
 ☐ No
 ☒ Yes

Did you notice any swinging of doors or other free-hanging objects?

- ☐ Not specified
 ☐ No
 ☒ Yes, slight swinging
 ☐ Yes, violent swinging

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Did you hear creaking or other noises?

- ☐ Not specified
 ☐ No
 ☒ Yes, slight noise
 ☐ Yes, loud noise

Did objects rattle, topple over, or fall off shelves?

- ☐ Not specified
 ☐ No
 ☐ Rattled slightly
☐ Rattled loudly
 ☐ A few toppled or fell off
☒ Many fell off
☐ Nearly everything fell off

Did pictures on walls move or get knocked askew?

- ☐ Not specified
 ☐ No
☒ Yes, but did not fall
☐ Yes, and some fell

Did any furniture or appliances slide, topple over, or become displaced?

- ☐ Not specified
☐ No
☒ Yes

Was a heavy appliance (like a refrigerator or range) affected?

- ☐ Not specified
☐ No
☐ Yes, some contents fell out
☐ Yes, shifted by inches
☒ Yes, shifted by a foot or more
☐ Yes, overturned

Were free-standing walls or fences damaged?

- ☐ Not specified
☐ No
☐ Yes, some were cracked
☐ Yes, some partially fell
☐ Yes, some fell completely

Was there any damage to the building? (multiple selections OK)

- | | | |
|--|---|--|
| ☐ No damage | ☐ Hairline cracks in walls | ☐ A few large cracks in walls |
| ☐ Many large cracks in walls | ☐ Ceiling tiles or lighting fixtures fell | ☒ Cracks in chimney |
| ☒ One or several cracked windows | ☐ Many windows cracked or some broken out | ☐ Masonry fell from block or brick wall(s) |
| ☐ Old chimney, major damage or fell down | ☐ Modern chimney, major damage or fell down | ☐ Side walls tilted over/collapsed completely |
| ☐ Separation of porch, balcony, or other addition from building | ☐ Building permanently shifted over foundation | |

Additional comments: (Max 400 Characters)

ETO, Organized Exercise, VARA FM, 2m, Fun exercise with 57 other radio operators!