Version 2 Logbook User Guide

Introduction

The QRZ Logbook, available to all QRZ registered users, is a feature that enables users to log their on-air contacts (QSO's) with worked stations into QRZ's Cloud Database. The advantages of QRZ's database include the ability to access your logs from any internet connected computer, anywhere in the world. In addition, millions of other QSO's reside in the same database providing for easy match-up and operating award verification. Either or both of the parties of a QSO may enter a record into the QRZ database for awards credit.

Records may be manually entered or imported from ADIF files. The user has full control over what appears in its logbook and may add, delete, or edit any unconfirmed record at will. Periodically the system will compare the user's records with all others in the QRZ Cloud Database and automatically indicate confirmed status when matching records agree with sender/receiver callsigns, band, mode and date/time within a 30 minute window. Confirmed records are automatically applied to operating awards. Lacking a confirmation, a user may choose to forward a confirmation request to another QRZ Logbook user.

While any QRZ member may maintain a logbook on the site, additional benefits are provided for paid subscribers including the ability to create and maintain multiple logbooks for multiple callsigns, ADIF export capabilities, as well as the ability to designate "guest" operators who can assist with logging in multi-operator scenarios. So-called "guest" operators enjoy a subset of the subscriber's privileges and are generally limited to adding and editing QSO's in a given logbook.

For example, a subscriber may create a separate, new logbook for a special event callsign and designate which operators are allowed to contribute (e.g. input new QSO's) to it. Or, separate logbooks may be created for a specific callsign by date range to accommodate a change of location.

Every logbook has a profile that the user may modify to suit the needs of the current activity in order to pre-fill those QSO record details that the user wishes to continue in series, for example information pertinent to a particular location or contest, etc.. In particular, each log profile has a Callsign field and date range that advertises its existence for the purposes of matching QSO's, These profiles belong to the user and persist on the site even after a permanent callsign change or other similar event.

All users have the ability to import ADIF files. Note that Duplicate checking will take place during data movement unless it is specifically overridden by the user. A typical duplicate override choice might be

made, for example, if the user wanted to log a rapid succession of QSO's with the same party, on the same band and mode, occurring within minutes of each other.

Features

Subscriber Benefits:

Multiple Logbooks - Subscribers can create multiple logbooks in their account. Each logbook is separate and may be uploaded to and downloaded individually. Each logbook has a target callsign and date range that is set and used to match with incoming QSO's. This feature also includes the ability to designate "guest" operators who can assist in multi-operator scenarios.

ADIF File Export Subsystem - Enables a user to produce backup copies of logbooks for storage to preserve data in the event of unexpected loss. Note that while QRZ's Cloud Database is highly reliable, it is not guaranteed. Users are wholly responsible for maintaining their own, separate backups of all log data via the ADIF Export feature. This is especially important for non-subscribers to be aware of. Non-subscribers may not use the ADIF Export feature and therefore are subject to data loss in the event of a system failure.

Differences between QRZ Logbook Version 1 and Version 2

The Version 1 system possessed only one entry record per QSO in the database that was shared between the parties in their logbooks and any change to the record affected both parties. In addition, there was only one logbook per callsign and that callsign had to exist in the QRZ Callsign Database; if the worked station did not exist in the QRZ Callsign Database, the record could not be entered. In Version 2, the database has been extended such that each user now maintains its own private copy of the QSO log entry and without any Callsign Database dependency. Thus a user is no longer bound by the other user or what is done with their copy; the user now has full control over what appears in its logbook.

Version 1 logs were fixed to a callsign (but not a user) such than when a user's callsign (and username) changed, the former log was either lost or required administrator assistance to recover. Version 2 logs are now assigned to a user's system ID (userid) such that even if the callsign and username is changed that the past logs still belong and are available to the user. Users are cautioned, however, that if they should change their callsign at some point that they MUST NOT create a new QRZ user account. Instead, it is vital that their existing account showing the old callsign/username be updated to reflect the new callsign/username. In many cases, this happens automatically however in others, it requires administrator assistance. Such requests are typically processed in less than 24 hours.

Version 2 has a new layout format which makes more use of available screen space. This layout also emphasizes log fields which user feedback has indicated is more important to their needs.

Version 2 also provides a 'flagging' mechanism which provides the ability to flag or 'bookmark' any given QSO(s) for future reference.   Once flags are added to QSO's of interest, it's a simple matter to list only the flagged contents.

Version 2 has an extensive filtering mechanism that provides the user with the ability to produce filtered views within a logbook such as only those records in a given date range or country or worked party callsign, etc., or combinations thereof. Each result may also be exported as separate ADIF file.

Version 2 has real-time ADIF import/exports.   Under Version 1, your uploaded (import) file was placed in a queue and was processed in sequential order over a period that could take up to an hour.   In Version 2, the queues are gone and the server starts working on your import immediately. It may still take a few minutes, especially if your file is very large or contains a lot of DUPS (duplicates), but there is no longer a wait. In addition, a new Import/Export history panel is presented that shows what and when your files were processed, and gives direct links to retrieve them. Export files are stored on the server for 7 days, after which they are subject to deletion.

Version 2 introduces the concept of a valid date in each logbook profile. This aids temporary callsigns, which may be issued for short periods of time, to be logged by different parties.   For example, US 1x1 callsigns are valid for 2 weeks and may be reassigned at any time thereafter. Under Version 1, the log for 1X1 callsigns was indeterminate, and could well be clouded in confusion. Under V.2, there is a Valid-From and Valid-To date that lets the user specify the period for which QSO's for the particular callsign are accepted.

Version 2 also keeps a running tally of the number of various data in a logbook such as DXCC Countries, US States, Grid Squares, Continents, etc. that might apply to awards.

QRZ Logbook - Version 2

Logbook Owner

Logbooks belong to the owner and are fixed to a user's system ID (userid) that is created the first time a user registers as a QRZ Member such that even if the callsign and username is changed the past logs still belong and are available to the user. Users are cautioned, however, that should they change their callsign at some point that they MUST NOT create a new QRZ user account. Instead, it is vital that their existing account showing the old callsign/username be updated to reflect the new callsign/username. In many cases, this happens automatically however in others, it requires administrator assistance. All that is required is that the user file a support ticket at https://ssl.qrz.com/support and request that the log from its previous callsign be moved over to the new callsign.   Such requests are typically processed in less than 24 hours.

Accessing the Logbook

The logbook can be viewed in its entirety and managed by first opening it. Only the logbook's owner/user and owner pre-authorized guest users have access to the logbook; the guest user privileges are limited, as described later in this document.

A Logbook Summary View containing the most recent 15 entries in the logbook may be provided on your Callsign page for public viewing. QRZ Logbook choices are enabled by default; to modify their status:

Click on "FORUMS" and launch the Forum Home Page on the pull down menu
Click on Forum Actions and select General Settings on the pull down menu
Scroll down the page to Miscellaneous Settings
Locate the Logbook choices and enable or disabled as desired.
Click on "Save Changes"

To enter a logbook, click on the pull-down menu selection "My Logbook", as shown below.

To launch a latest-15 log entry window, click on the "Logbook" tab, as shown below.
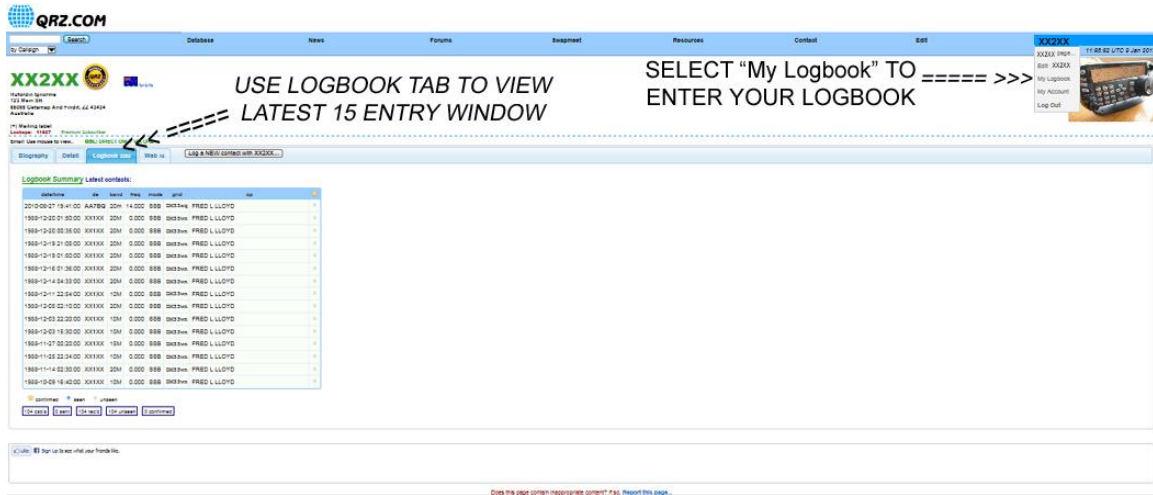
About QSO Records

Each QSO record contains four categories of information:

1. QSO Info - information pertaining to the QSO itself
2. Receiver Info - information pertaining to the worked party
3. Sender Info - information pertaining to your operating conditions
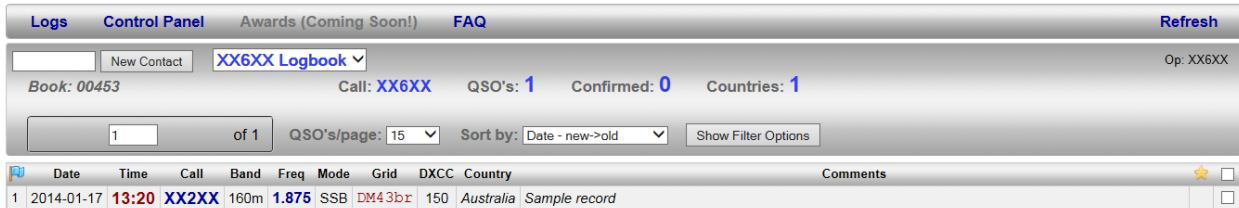4. QSL Info - information pertaining to QSL activity, method, send/receive dates, etc.

A multi-tab QSO record panel facilitates manual data entry/editing. Certain fields are pre-filled with data derived from a previously established Log Profile and from the QRZ Callsign Database. These fields can be overwritten.

Alternately, Subscribers may directly upload existing records from externally-produced ADIF files.

Creating a Log Profile

Each Logbook has its own Log Profile, which includes the log's target callsign with start and ending validity dates, that the user may modify to suit the needs of current activity. The Log Profile serves to pre-fill those QSO details that the user wishes to continue in a series, such as information pertinent to a particular location or contest or QSO party, etc.

1. Open your Logbook using the "My Logbook" selection, as described above.

2. Click on the Control Panel to launch it.

3. Click on the "Settings" button to launch the profile Logbook Settings, as shown below.
4. Set default values.
5. Click SAVE button.

Creating a Logbook Entry

Launch the QSO entry panel in either of two ways:

1. Directly from a worked party's QRZ Callsign page - click on the "Log a NEW contact with..." button.

2. Directly from your open logbook - enter the worked party's call in the box to the left of the "New Contact" button, then click the button.

QSO Entries

Note: Ensure that the data on all four tabs is to your satisfaction prior to clicking the "Save" button to accept the record, else delete or edit the record to correct errors.
In the event of a cross-band and/or cross-mode QSO, enter the received band/mode on the QSO Info tab and your transmitted band/mode on the Sender Info tab.

1. Verify, enter or adjust QSO Info data, see below:

2. Verify, enter or adjust Receiver Info (worked party info), see below:

3. Verify, enter or adjust Sender Info (your operating conditions), see below:

4. Verify, enter or adjust QSL Info, see below.

5. When entries are correct, click on SAVE button to enter QSO record into logbook.

Viewing the Logbook

General

An open Logbook view follows.

A legend is provided at the bottom of the screen depicting icons used to identify a record's status.

Selecting the Logbook

Subscribers that have multiple logbooks can select the logbook to view; click on the Logbook pull down menu and select a logbook. Single logbook users can omit this step.

Selecting the Number of Lines per Page

Click on the QSO's/Page pull down menu and select number.

Sorting the Logbook View

Click on the Sort-by pull down menu and select choice from list:

Filtering the Logbook View

Click the "Show Filter Options" button from the panel, and enter any filters you wish in the "Filter Options" pane.

You can create filters from an easy to use drop down menu that will appear and save groups of filter rules and recall them later at any time once you have your first saved filter set.

Refreshing the Logbook View

Click on Refresh to refresh the logbook view in the event of a question (apparently missing record, etc.)

Managing the Logbook - Questions and Answers:

Q: How do I add a new QSO?

A: On the left hand side of the grey menu panel, there is a text box where you can enter the callsign and click the "New Contact" button.

After entering your QSO data, you can click "Save" to add the QSO to your logbook.

Q: How do I delete a QSO?

A: There are two ways to accomplish this:

1) In your logbook, click on the QSO that you wish to delete and click the "Delete" button from the "Actions" menu bar.

2) In your logbook, check the box for each QSO you would like to delete, then click the "Actions" button which appears in the bottom bar.

From there you can select to "Delete the selected records" and Continue.

Q: How do I import my ADIF log file?

A: From the logbook, select "Control Panel" and then click the "Import" button under the "ADIF Import/Export" heading.

The instructions there will walk you through the rest of the process.

Q: How do I export my QSOs to an ADIF log file?

A: ONLY QRZ SUBSCRIBERS HAVE THIS CAPABILITY.

If you have a QRZ Subscription, There are two ways to accomplish this:

1) To export all QSOs in this logbook: From the logbook, select "Control Panel" and then select the "Export" button under the "ADIF Import/Export" heading.

The instructions there will walk you through the rest the rest of the process.

2) To export a filtered set of QSOs: From the logbook, click "Show Filter Options." After applying the filter parameters you wish to apply, select "Export Results" from the "Menu" dropdown at the top of the "Filter Options" pane.

Q: I've moved to a new QTH. Why do my outgoing logs still show my old address?

A: This is because each logbook is associated with a given callsign, location, and date range. If any one of these changes, you should create a new logbook.

With your existing logbook open, select "Control Panel" then click the "Settings" button beside the "Current Logbook" heading.

Now change the "End Date" for your logbook to the date that your operation halted at your old QTH and click "Save".

From here you can now select "New Logbook" from the dropdown menu and create a new logbook for your callsign with the new QTH details, and a "Start Date" of the day your operation began at the new QTH.

Note: the "Start Date" of your new logbook must be at least one (1) day after the "End Date" of your old logbook.

Q: My callsign has changed. Why does my logbook still show my old callsign?

A: This is because each logbook is associated with a given callsign, location, and date range. If any one of these changes, you should create a new logbook.

With your existing logbook open, select "Control Panel" then click the "Settings" button beside the "Current Logbook" heading.

Now change the "End Date" for your logbook to the date that your operation halted for your old callsign and click "Save".

From here, you can now select "New Logbook" from the dropdown menu and create a new logbook for your new callsign, with a "Start Date" of the day your operation began with the new callsign.

Note: the "Start Date" of your new logbook must be at least one (1) day after the "End Date" of your old logbook.

Q: I manage another callsign, how can I add log entries for that callsign?

A: Once you have permission to manage the callsign, it will show up in the logbook dropdown menu. From there you can select it and set up the logbook.

Once the logbook is created, you can add the log entries.

Q: How do I allow club members to add QSOs to a club logbook?

A: From the logbook, select "Control Panel" and then click the "Settings" button beside the "Current Logbook" heading.
Here you can add a list of other users who are authorized to add log entries to your logbook.

Q: How do I filter my logbook results?

A: Click the "Show Filter Options" button from the panel, and enter any filters you wish in the "Filter Options" pane.

Note: You can save groups of filter options as filter Rules and recall them later at any time from an easy to use drop down menu that will appear once you have your first saved filter set.

Q: How do I confirm a QSO?

A: You just enter your QSO, and when a matching QSO is entered by the other party, a confirmation will automatically be given to both of you!

Q: I am being told I cannot create or edit a logbook with the given dates.

A: Every logbook is associated with one callsign, one location, and one date range. There are a few reasons why you may be seeing this message:

1) Either there is already a logbook for that callsign and your entered date range overlaps

2) You are not the current holder of that callsign, or it's QRZ manager, and you entered a date range that overlaps the member's license effective and expiration dates issued by their government.

Q: When another station adds a QSO with me, the QTH information is wrong.

A: QTH information is taken from your logbook first. If no logbook exists, it takes the data from the callsign record in our database.

Edit your logbook, or create a new logbook for the callsign to control the displayed QTH data.

Q: I want people to be able to log contacts with my slashed callsign. (IE: N0AMT/M, N0AMT/P, VE2/N0AMT)

A: For each and every callsign variant, you must create a new logbook in order for the other station to receive the proper QTH data, and for both parties to achieve QSO confirmations. (IE: I will have 2 logbooks, "N0AMT" as well as "N0AMT/M")

Managing the Logbook - Other Considerations

Duplicate QSO Records

Unless one chooses to accept duplicates,the "Accept Duplicates" check box is marked, duplicate checking automatically takes place whenever QSO records are uploaded to a logbook. A duplicate exists when the records are in agreement with sender/receiver callsigns, date/time within a +/- 30 minute window, band and mode. When duplicates are removed only the most recent record entered is retained.

Confirmation of QSO Records

QSO records are automatically marked confirmed when a worked party's matching QSO record is entered or already exists in the QRZ Logbook Database.   Confirmation requires that the two records be in agreement with sender/receiver callsigns, band. mode and date/time within a +/- 30 minute window. It is not possible to confirm a QSO record in the absence of a matching worked

party QSO record; however, it is possible to indicate the existence of an independently received confirmation at any time by entering that information in the QSL Info tab section of that QSO's record.

Resolving QSO Records that Lack Confirmation

If a worked party's matching QSO record is not in the QSO Database, the record will remain unconfirmed. This can be a result the failure of the worked party to be a QRZ registered user or as a result of a registered user not using the QRZ Logbook feature. Should a matching record later appear, both QSO records will automatically be marked confirmed at that time.

If a worked party is also a registered QRZ user, it is possible to send that party a confirmation request by selecting (check box) the QSO record and then click on the ACTION button and select "request confirmation". A Private Message will then be placed in that QRZ registered user's inbox. (The number of such requests is limited during a period of time so as to not inundate the system with requests.) Remaining problems may then be resolved through the interchange of private messages.

Flagging QSO Records

QSO records may be flagged (marked) for any reason in order to so identify them. Flagged records may then be viewed and operated on as a sub-set grouping. To add or remove a flag:

1. Open your logbook for viewing.
2. To add a flag, click on the record number in the left most column (flag column).
3. To remove a flag, click on the flag in the left most column (flag column).
4. To view and operate on flagged records as a sub-set of your logbook, set the filter to QSO Status - Flagged.

Tracking QSLs Externally Received

The QRZ logbook provides automatic confirmation of matching QSOs when both parties record their respective entry. However it is also possible that a QSL for that QSO might be received from an external source. This information may be added to your record of the QSO as follows:

1. Open your logbook for viewing.
2. Click on the callsign of the QSO record you wish to change.
3. Select Edit and select the QSL-Info tab.
4. Make edits as desired.
5. Click Save to complete the edit operation

Managing Multiple Logbooks

Subscribers can create multiple logbooks in their account. Each logbook is separate and may be managed individually. This feature also includes the ability to designate "guest" operators who can assist in multi-operator scenarios.

Creating Separate Logbooks

Every logbook is associated with one callsign, one location, and one date range. The callsign and date becomes the target that will be used to match with incoming QSO's.

Each individual callsign and date range requires a separate logbook. That date range shold correspond with the period that you held the license for that callsign.

A variant of a callsign requires a separate logbook. (IE: N0AMT and N0AMT/M are two distinct logbooks).

Although the creation of logbooks for callsigns which you do not currently manage is allowed, the purpose is to provide for entry of QSOs for short duration Special Event stations (e.g. 1 x 1 callsigns) or previous callsigns. Creating logbooks for callsigns that include date periods in which you do not have authorization may result in your logbook and all associated logs being deleted without recovery.

To create a new logbook:

1. Open your logbook for viewing.
2. Click on the Logbook name pull down menu and select New Logbook.
3. Adjust options, permissions and default values for all new QSO records.
4. Click on the SAVE button to accept entries.

Deleting a Logbook

1. Open the selected logbook for viewing.
2. Click on Control Panel to launch the Logbook Control Panel.
3. Click on the "Delete this Logbook..." button.
4. Click OK to delete the logbook; all records will be lost.

Managing Guest Operators

Subscribers have the capability of designating other QRZ Logbook users as "guest" operators who can assist with logging in multi-operator scenarios.

Adding / Removing Guest Operators

1. Open your Logbook for viewing.
2. Click on Control Panel to launch the Logbook Control Panel.
3. Click on the Book Options button to launch the Logbook Settings panel.
4. Click on Settings button.
5. To add, enter callsigns of all authorized QRZ users separated by spaces in the "Other Users" box.
6. To remove, delete unwanted callsigns from list ensuring remaining callsigns are separated by spaces.
7. Click on the SAVE button to accept changes.

Guest Operator Privileges

Guest operators enjoy a subset of the subscriber/owner's privileges and are generally limited to adding and editing QSO's in a given logbook.

Guest User's Access to Subscriber's Logbook

Upon designating another QRZ-registered Logbook User as a "guest user", that person is granted access to the Subscriber's associated logbook as follows:

1. The guest user must first open its own logbook for viewing.
2. Click on the Logbook pull down menu and select the associated Subscriber's logbook.
3. Perform guest operator functions.
4. To return to your own logbook, click again on the Logbook pull down menu and select your logbook.

ADIF File Exports and Imports

ADIF Protocol

All users may import (upload) but only Subscribers may export (download) logbook records in the form of text files formatted using ADIF protocol. ADIF (Amateur Data Interchange Format) is an open standard for exchange of data between ham radio software systems of different sources.

For example:
<CALL:5>XX2XX   <BAND:4>160M   <MODE:2>CW   <QSO_DATE:8>20130114   <TIME_ON:6>221500

ADIF File Processing Considerations

When an ADIF file fails to import, a detailed reason will be indicated with the error so that the user can resolve the issue before again attempting to import the file.

Exporting from Logbooks

ONLY QRZ SUBSCRIBERS HAVE THIS CAPABILITY.

If you have a QRZ Subscription, There are two ways to accomplish this:

1) To export all QSOs in this logbook: From the logbook, select "Control Panel" and then select the "Export" button under the "ADIF Import/Export" heading.

The instructions there will walk you through the rest the rest of the process.

2) To export a filtered set of QSOs: From the logbook, click "Show Filter Options." After applying the filter parameters you wish to apply, select "Export Results" from the "Menu" dropdown at the top of the "Filter Options" pane.

Importing to Logbooks

ADIF files containing QSO records may be imported directly into a logbook. Duplicate checking will take place during all phases of data movement unless it is specifically overridden by the user.

1. Open the selected logbook.
2. Click on Control Panel to launch the Logbook Control Panel.
3. Click on the IMPORT button at the bottom of the page.
4. Follow instructions and when processing is complete an e-mail is sent to your QRZ-Registered e-mail address advising the import result.

Notes:
- Imported duplicates will replace existing records unless **Accept Dups** (not reommended) is selected.

- Imported duplicates are ignored if the existing record has already been confirmed.
- Duplicates are defined as records with matching callsigns, mode, band, and date/time within a +/-30 minutes window.
- All time and date fields are assumed to be UTC.

Reconstructing a Former Logbook

User Created Logbooks

Once a user created logbook is deleted, it cannot be recovered, therefore take care when deleting a logbook.

Primary Callsign Logbook

In the event of loss of your primary callsign's logbook or to start all over, file a support ticket at https://ssl.qrz.com/support and request that the log be reconstructed. Such requests are typically processed in less than 24 hours.

Previously Assigned Callsign Logbook

File a support ticket at https://ssl.qrz.com/support and request that the log from a previous callsign and date range be moved over to your logbook select page.   Such requests are typically processed in less than 24 hours.

Awards (not yet active)

QRZ awards are achieved when an award's QSO Confirmation level is reached. Details of the QRZ Awards System are found in the QRZ Award System Guide.

FREQENTLY ASKED QUESTIONS

1. **How do I obtain technical assistance support?**
   Follow the instructions and read these Frequently Asked Question responses. When this is insufficient or unclear, post your request for assistance to the QRZ Logbook Support Forum

2. **How do I make suggestions for improvement?**
   Post your suggestion to the QRZ Logbook Suggestions and New Feature Requests Forum

3. **Is false data tolerated?**
   The system depends on the integrity of the users. Other than fellow operators, few have any interest in claimed accomplishments. Bogus claims are often apparent to those in the know. Cheating reflects back poorly on the cheater who looses respect in the community.

   Also note that under this system, cheating requires either an accomplice or the falsification of a user login account. User account falsification is grounds for the immediate suspension of QRZ privileges, whether or not they involve the QRZ Logbook.

   Suspected cheaters may be reported to: https://secure.qrz.com/help

4. **What if another party was assigned this callsign in the past (or future)?**
   A callsign is assigned to a specific person at a specific location for a specific period of time. The date of the QSO determines the specifics that apply to that record. One should only manage those QSOs that are validly made using that callsign. Subscribers may set up multiple logbooks each having a different target callsign and validity-date period in order to manage their own.

5. **Under Version 1, my previous callsign's logbook was lost as a result of a callsign change; can it be retrieved?**
   All that is required is that the user file a support ticket at https://ssl.qrz.com/support and request that the log from a previous callsign be moved over to the new callsign.   Such requests are typically processed in less than 24 hours.

6. **What accommodations are provided for roaming stations?**
   Provisions have been made for the entry of roaming location detail on an individual QSO basis.

7. **Does the Logbook Program issue QSL cards?**
   No, the program issues a QSL confirmation credit when a QSO record is confirmed. This credit will apply to associated QRZ Awards when such are instituted.

8. **Is confirmation achieved automatically?**
   Confirmations are automatically attained provided the worked party is also a registered QRZ user and has entered a matching QSO record in its logbook.

9. **What constitutes a confirmation match?**
   All QSO records received exist in the QRZ Logbook Database. When two records are in agreement with callsigns, date/time within a +/- 30 minute window, band and mode each logbook record is automatically marked as confirmed.

10. **How are confirmation disagreements resolved?**
    Lacking a confirmation, a user may initiate a confirmation request to a worked party that is a QRZ registered user. A Private Message is the placed in that party's inbox. The parties may interchange private messages in order to resolve the disagreement.

11. Can duplicate QSO records be eliminated?
Unless over-ridden, duplicate QSO records are automatically eliminated. A duplicate exists when the records are in agreement with callsigns, date/time within a +/- 30 minute window, band and mode. Duplicates also can be manually eliminated, one by one.

12. How does a QSL manager deal with the logbooks of those represented?
A Subscribed user may add the QSL Manager to the target callsign logbook as a "guest user".

13. Does the QRZ Logbook accommodate SWLs?
No, the Logbook QSO records only accommodate the two parties engaged in a QSO.