

USING YOUR WISCOM TYPE II RADIO

Type II WISCOM radios are controlled through a desktop computer. Through the computer, users can:

- Change who the hospital is speaking to
- Activate the radio to begin communicating
- Adjust the radio volume

The computer should be located in a central location and remain on at all times with the microphone and speakers connected.

The speaker volume should be loud enough that hospital personnel can hear incoming calls directed to their facility.



GETTING READY TO TALK

When logged in correctly, this is the main WISCOM page

- 1 Find the small window that says "WHEPP" at the top.
- 2 Click on it. It will turn orange, as pictured. This means it is ready to use.



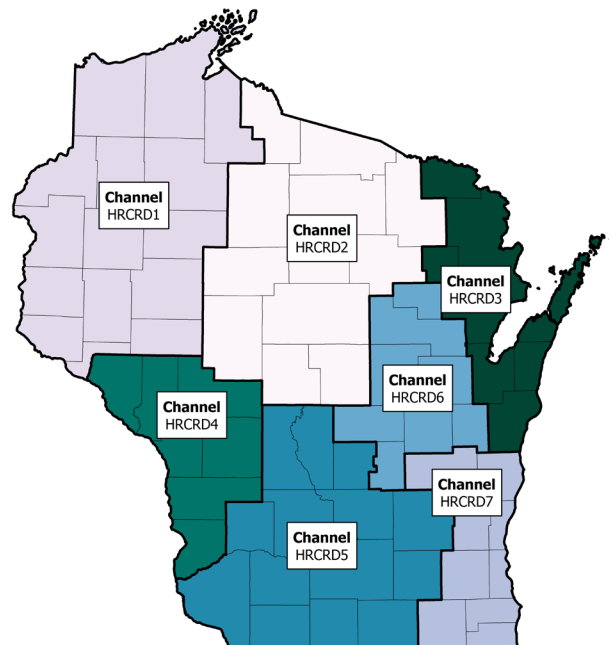
Under the WHEPP label, you will see a mix of letters and numbers. This is called a **"talkgroup."** It determines who hears your message.



- 3 Decide what talkgroup you want to use:

To talk to hospitals statewide or the WI Department of Health Services: **HSCRD1**

To talk to hospitals in a certain region use the map to the right:



WISCOM TYPE II: HOW TO USE YOUR RADIO

4 If the talkgroup shown in the WHEPP window is the one you want to use, go to step 6.

5 If the talkgroup shown in the WHEPP window is different than the one you want to use, follow the steps below.



a. Click on "option." The WHEPP window should now display "Zone" with arrows above and below



b. Next, click on the "Zone" button. Do NOT click on the arrows. The word zone should be replaced by "Chan."



c. Click on the arrows above or below "Chan" to scroll through talkgroups until you see the one identified in step 3.



d. Click on "option" to exit. The talkgroup shown in the WHEPP window should now be the one you chose in step 3.



e. You have now changed the talkgroup on the WISCOM radio.

TALKING ON THE RADIO

6 To start communicating, press and hold down the red button on the base of the microphone attached to the computer. The PTT button at the bottom of the WHEPP window will turn red. You must continue to hold down the button while speaking.

7 State the name of your facility as you begin communicating.

Example: "This is County Memorial Hospital in Greenburg in Meyer County calling Allonsy Hospital in Elroy County."

8 To hear responses, take your cursor off the red button. When someone answers, the WHEPP window will turn **green**.

During this time, you should hear audio coming from your speakers.

If you don't hear anything, check to make sure your speakers are plugged in, turned on, and turned up. The number shown in the WHEPP window shows the volume level. Change the volume by clicking on the arrows to the right and left of that number.

9 Repeat steps 6-8 as needed.

10 When you are finished using the radio, make sure the talkgroup in the WHEPP window is set to the region your facility is in, using steps 3-5, if needed.

