Instructions for LoTW QSO matching

To claim a new island group from matched LoTW QSOs, please read the instructions below carefully.

1. Enter your LoTW login credentials (e-mail address, your LoTW password and call-sign). Press "Retrieve QSOs from LoTW" to retrieve your matching records from LoTW. Within 30 minutes you will receive an email listing the QSO matches that have been added to your pending QSOs list. The fields DX callsign, mode and band allow you to retrieve QSO matches for a single callsign or specific mode or band.

2. If submitting an application for the IOTA-CC-100 award and you select less than 100 QSOs, you need to make up the difference by entering additional QSOs through the “Add QSLs”, the “Add QSO matches from Club Log” or the “Add Contest QSOs” facility. You do need at least 100 QSOs in order to access the Award Claim facility in QSOs in IOTA Update and you do need at least one QSO with each of the 7 continents.

3. When you are ready to submit an application for an award, use the “Submit HF application” or “Submit VHF application” facilities. The software will take you through the necessary steps to ensure that your application is complete before you submit it to your Checkpoint. It will indicate the fees required. If you are also submitting QSL cards for credit to your Checkpoint, please add return postage for your cards.

4. Be sure that your land mail and e-mail addresses are correct. No QSOs can be added after you tick the "Send application" button, so press this only when you are satisfied that you have added all possible QSOs and/or selected one or more awards and are ready to send the submission to your Checkpoint and IOTA Centre.

Once IOTA Management has accepted the LoTW matched QSOs and any others in your application that are supported by QSL cards, it will credit the QSOs to your IOTA Award account. It will also issue any awards or certificates for which you have applied and qualified.