

# End of Normal Night of Observing Checklist

- Turn off autoguiding on bigguider (if guiding was enabled)
- Home the autoguider pickoff mirror in the gerard fw gui
- Stow the telescope (under GoTo Functions in XEphem Telemetry module).
- Zero out any bias rates that are enabled.
- Stow the dome (in XEphem Dome module), aligning arrows on east wall if needed.
- Disable the telescope, dome and focus (in XEphem Telemetry module)
- Close mirror covers on telescope (in XEphem Mirror Covers module, or manually in the dome) and any finder scopes used.
- Close dome shutter (or use Close All in XEphem Dome module to close shutter and windscreens).
- Raise the lower windscreen all the way up until it's fully extended.
- Lower the upper windscreen until it stops, overlapping the lower windscreen by one panel
- Lower the observing platform all the way down
- Fill the dewar if needed.
- Close and bolt catwalk door.
- Verify flat field lamps are turned off.
- Turn off dome lights unless dome humidity is above 90%.
- Close the door at the top of the stairs.
- Fill out and send trouble report.
- Check NWS Mount Bigelow Weather forecast for the next day. If ANY chance of thunderstorms/lightning put observatory in lightning shutdown.
- Make sure stove/oven are off and fridge is fully closed.
- Wash all your dishes/cups/utensils.
- Make sure recliner in control room is not directly in front of the heater and several inches to the side.
- In the winter, make sure heater is on and set to 3.5.
- Turn off all control room, restroom and hallway lights.
- Make sure control room and restroom doors are closed.
- Make sure front door is locked.
- Set dome alarm and verify it is beeping before leaving.
- Double check front door is locked after walking out.
- Look up at the dome slit to verify the dome shutter really is closed.

## M4K Users

- If not putting the telescope in lightning shutdown, please leave the AZcam program up and running! Shutting down the AZCam gui prevents the camera temperature from stabilizing and decreases data quality for the next observer.

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