

21" Trainer's Checklist for Basic Certification (DRAFT)

Preparing for your observing run

- How to get CatCard entry to lower level door (talk to Michelle)
- How to get a door key to the dome

Site overview

- Building layout (where are bathrooms, tools you may need, eyepieces, hardware—shutter open & close, where people are allowed to be and where they aren't, etc)
- Importance of having your keys, cell phone, and flashlight
- Dome lights off when observing

TCS-NG

- Go through the TCS-NG manual (in binder) having trainee do the steps listed
- How to initialize and why it's important
- MOON Wiki
- How to login/passwords to computers
- Which eyepieces are the best to use, where they're located, basic optics rules (don't put your finger on the lens), how to tighten correctly in the diagonal
- Have trainee get everything up and running, find focus (both with focus adjustment on eyepiece holder, and with hardware paddle)

Telescope Operations General Items

- Mirror covers are the last thing to open at the start of the night/first to close at end
- Know where telescope is in relation to the ladders on platform, will hardware paddle cord snag on anything? Make sure people are out of the way
- No one can move the telescope unless they are certified.
- When you leave for the night, make sure you disable the telescope in TCS.
- Limits-use good judgement!
- Check the weather outside regularly, use good judgement
- Lightning shutdown
- How to close and stow the dome, no autodome, how they'll have to adjust dome slightly to keep scope pointed out the slit.
- How to correctly use finderscopes, especially to center stars in the FOV to initialize using the hand paddle. If star is not visible in the eyepiece, check the finderscopes mounted on the telescope. If the star is in there, center star in that field of view, and then center in the eyepiece's field of view. If the star is not in those finderscopes, use the video finderscope, which has a larger field of view, and center the star using the screen by the monitor running TCS-NG. Once centered, you can then center the star in the finderscopes attached to the telescope, and then you can center the star in the eyepiece.

- Losing pointing and how to recover
- Alcohol and drugs are not allowed on site.
- Animals/Pets are not permitted on site unless it is a service animal as defined by the DRC. Please find more information at the link. [Animals on Campus](#)

Safety

- Rules for safe operation of telescope
 - How mirror covers can run into the dome if you're not careful
 - Watch your step getting on and off platform in the dark
 - Can get locked out on catwalk if not careful
 - Low hanging and rotating upper platform on dome
 - Crush hazards

House keeping

- Trash needs to be thrown in the garbage can
- Personal notes need to leave with the operators
- Desk needs to be kept clean
- If you use the swamp cooler do not leave empty water jugs

Weather

- Weather limits-UA Department of Atmospheric sciences and NOAA websites
- Humidity (90% mirror covers and dome closed), and rain
- Windspeed- use good judgment! Close if 30MPH or higher.
- Close if smoky or dusty (use flashlight—can you see particulates?)
- Check forecast before leaving dome for the night, are thunderstorms predicted before next observer? If so, put it in lightning shutdown

Aux PC/Control Area

- Trouble report
- Relevant weather pages
- How to login
- Call list located on front of binder containing TCS-NG manual if help is needed.

Security

- Make sure dome door locks behind you at the end of the night, as well as lower level door
- Interfacing with the public

Certification

- Certification form?

- Required reading?
- 1 year refresher course requirement?
- Mtn Ops/other's right to decertify

From:
<https://lavinia.as.arizona.edu/~tscopewiki/> - **MOON**

Permanent link:
https://lavinia.as.arizona.edu/~tscopewiki/doku.php?id=public:observer:ray_white_21_telescope_checklist_for_basic_certification

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