

Nightly “SLEEP” Checklist

Mount Bigelow Schmidt

ver. 4.0 - Last Update: 09/01/2019

This is for a NIGHTLY Shut Down from an OPERATIONAL Condition.

NOTE: THIS CHECKLIST DESCRIBES THE CORRECT PROCESS, IN THE PROPER ORDER, TO PUT THE TELESCOPE TO “SLEEP”.

Initial Shut Down Steps

1. Location: “**Observer's Position**”
 1. At the end of the night, after the last field has been validated, Click on “**ARCHIVE**” to begin that process.
 2. **Pause** and then **Abort** the queue in the Acquisition window.
 3. **STOP** the Telemetry in the Acquisition window.
 4. When the archiving is complete the file transfer window will open and you will be given the option to build a flat from that night's data. It is recommended flats are regularly built from each night's data, unless the conditions were poor. (I.E. Partly to Mostly Cloudy for much of the night.)
 5. **DO NOT Clean Up and Quit Control!** Leaving Control running is required to ensure that the camera stays cold during the day!
 6. Proceed with burning the Blu-ray archival disc for the night.
 7. Send an Observing Report for the night. Sending the report at the end of night is recommended so any issues reported can be addressed by the rest of crew during the day.
 8. Using the TCS-NG GUI, send the telescope and dome to their STOW positions.
2. Location: “**The Dome**”
 1. On the TCS computer box, turn “**OFF**” the RA Drive, DEC Drive and Focus Drive toggle switches. Leave the TCS Main Power switch turned ON.

2. When the telescope has reached its stow position, climb the short staircase and attach the dust cover over the end of the telescope.
3. Cross over to the west wall and rotate the Dome Power switch to the **OFF** position.
4. On the east wall, turn **OFF** the fan.
5. Climb the short step ladder and press the Down button on the shutter control box to start closing the dome shutters.
6. In the warmer months, when the daytime temperature will be higher than 65F degrees, turn **ON** the wall air conditioner.
7. When the shutters are fully closed, return downstairs after turning **OFF** the lights and closing the entry door behind you.

“Securing” the Computers

3. Location: “Observer's Position”

1. **DO NOT Clean Up and Quit Control!** Leaving Control running is required to ensure that the camera stays cold during the day!
2. **Disconnect the TCS-NG GUI** from the TCS-NG computer and **shut the program down**.
3. **Shut down** any other programs and terminal windows that are running, but no longer needed.
4. When the remainder of your work is complete, turn **“OFF”** all of the computer monitors.
5. **BEFORE** leaving for the night turn **“OFF” the wall heater**, if it was turned on.
6. **Confirm** any food has been secured in sealed containers or in the refrigerator.
7. When you leave be sure to turn **“OFF”** all lights and **SECURE** the outer doors, **CONFIRMING** the outer door(s) are locked.

The telescope is now put to “Sleep” for the day.