**Major Event Schedule**

* 3 hours prior:
  + Final weight of payloads and flight line established (no more than 10.8 pounds or 4898.799 grams)
  + Set-up Ground Station and connect to power and internet
* 2.5 Hours prior:
  + Payloads ready to go for testing
  + Vent, Cutdown test, Video test, RFD 900 test, and then Spot Trace (<https://www.findmespot.com/en-ca/products-services/spot-trace>) wvbear
* 2 hours prior:
  + Establish time to start filling balloon (based on weight, weather, flight path)
    - Fill team begin prepping to start filling the balloon. Brief everyone helping with inflation on what will need to be done
  + Troubleshoot issues with ground station or payloads.
* 1 hour prior
  + Setup flight line and connect payloads
  + Configure parachute
* 30 Minutes prior:
  + INFLATE
* 15 Minutes prior:
  + Turn on/ connect batteries on payloads and do final tests.
* 10 Minutes prior:
  + Close balloon and rig up the flight line.
  + Go through safety and quality checklist
  + Go through launch release procedure and no new members handling critical payloads
  + Ground Station over radios start countdown
* Launch

**Quality Checklist**

Payloads:

* Turned on/ Batteries connected
* Vent, Cutdown, RFD900, Pterodactyl, and Video Test with Ground Station
* Spot Tracker check on its website

Tie-On/ Inflation:

* Check how much Helium we are using from tanks, we typically use 1.5 tanks
* All payloads are secure on the line. Double check every knot/ connection
* Lift is sufficient for desired ascent rate
* Balloon is securely closed and no air is escaping
* No knots are used for connection (all connections should be made with a quick link or carabiner)

Ground Station:

* Connected to wifi and power
* All systems tested and functioning
* Flight path looks good



**Supplies Checklist**

Inflation

* Regulator
* Inflation Hose
* Brass/Plastic Inflation Attachments
* Teflon Tape
* Wrench
* Screwdrivers
* Zip Ties
* Luggage Scale
* Cotton Gloves
* Scissors
* Scale to measure payload weight
* Scissors/ Wire Strippers/ Pliers
* Duct Tape
* Balloons x2
* Shovel
* Sandbags

Launch

* Tables
* Tarp
* Nano Chord
* Quick Links/ Carabiners
* Lighter
* Hot glue gun/ glue sticks
* Zip tie tensioner

String and Things

* Luggage scale string
* Flight Line (Parachord)
* Parachute
* Guiding line
* Semi-Rigid Tubing

Recovery

* High-Visibility Vest
* Rope
* First Aid
* Extension Pole
* Bag for kids
* Radios

Payloads

* Cutdown
* SPOT
* Iridium and OCCAMS
* Video
* Radar Reflector
* RFD900
* Seeds
* APRS
* Pterodactyl
* Insta360
* Fisher Camera