

# Pre-Deployment

- ☐ All components tested individually
- ☐ WiFi credentials verified
- ☐ Google Sheets API enabled
- ☐ Service account configured
- ☐ Spreadsheet shared properly

# Hardware Verification

- ☐ Power supply stable
- ☐ All connections secure
- ☐ RFID reader positioned correctly
- ☐ LED indicator visible
- ☐ Enclosure properly assembled

# Software Checks

- ☐ Latest code uploaded
- ☐ Credentials properly set
- ☐ Error handling tested
- ☐ Card detection reliable
- ☐ Sheet updates verified

# System Testing

- ☐ Full power cycle test
- ☐ Multiple card read test
- ☐ Network failover test
- ☐ Sheet update verification
- ☐ LED indicator check

# Documentation

- ☐ System diagram archived
- ☐ Credentials backed up
- ☐ Maintenance schedule set
- ☐ Contact information updated
- ☐ User guide completed