Quantity	Where do I find it?
OPS Menu (Do this 1 st , or check that all the menus described here are displayed)	 Run <i>NewTools</i> in a terminal on the EPICS computer. A small box which says <i>OPS Menu</i> is displayed. From here, you will open <i>Hall A General Tools</i>. To do this, select <i>EDM(HLA)</i>. Then, select <i>JTABS (HLA)</i>. You will then see a menu (with tabs: Hall A, Operations, System Expert). From this select <i>Hall A</i> and then <i>Tools Display</i>. Another important menu is the <i>JTABS</i> menu. You get this from the <i>OPS Menu</i>. When you select <i>JTABS</i>, you will see a menu (with tabs: Operations, Injector, System Expert, etc).
Beam Energy (GeV)	This information can be found in the <i>Hall A General Tools</i> . It is in the <i>Beamline</i> box.
Beam energy lock on? Yes/No	This information can be found in the <i>Hall A General Tools</i> . It is in the <i>Beamline</i> box below <i>BPMB X</i> .
Beam current (µA)	From the JTABS (HLA) menu, select Hall A and then select BCM . Finally, select Current Monitor .
Raster on? Yes/No	Look through the window beneath the bookshelf and check the scope on <i>CH01B05</i> . If the raster is on, there should be a box on the screen. Otherwise, the raster is off.
Fast feedback on? Yes/No	Go to the <i>Hall A General Tools</i> on the EPICS computer and find <i>Beamline</i> . The information is contained directly below the <i>BPMB</i> Y box. It will either show RF on or RF off.

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	Α	Go to the <i>Hall A General Tools</i> on the EPICS computer and find <i>Beamline</i> . The information contained in <i>BPMA</i> for X and Y is what is needed here.
Beam Position Monitor X/Y (mm)	В	Go to the Hall A General Tools on the EPICS computer and find <i>Beamline</i> . The information contained in <i>BPMB</i> for X and Y is what is needed here.
BCM temperature (K)		Look through the windows below the book shelf at crate CH01B06 . This information is in the uppermost panel. Record the temperature controller values (PV, PS) and the thermocouple feedback value.
Half wave plate in/out		Go to JTABS menu and find Injector . Find Parity and then Parity Controls . Look at Insertable Waveplate
Wien angle		Go to JTABS menu and find Injector . Find Spin and then Spin Controls . Look at the bottom of the screen for HwienAngle .
Target/Loop		On the target computer, find all the labels marked <i>Target</i> and write down what information is given.
Target temperature (K)		Look directly below the <i>Target</i> label and you will see the target temperature in kelvins. Do this for each loop.
Target pressure (psi)		Look directly below the temperature information for the target in each loop and you will find the pressure information in psi.
DVCS Calorimeter HV on?		Open the DVCS Calorimeter HV (go to <u>https://hallaweb.jlab.org/wiki/index.p</u> <u>hp/How to HRS / DVCS#DVCS : Hi</u>

Left arm Q1 current (A)	Go to Hall A General Tools. Find
Left arm NMR locked? Yes/no	Check the upper of the two scopes (labelled <i>Left</i>) in the <i>CH01A02</i> crate. If you see triangle waves, then NMR is locked. Otherwise, it is not locked.
Left arm cryo flow level OK? Yes/no He>60%, N>25%	Go to the <i>Hall A General Tools</i> and find <i>Left</i> and then go to <i>Helium</i> . Look in the top box which is marked <i>Left Spectrometer</i> .
Left arm collimator	Go to the <i>Hall A General Tools</i> and find <i>Collimators</i> .
Left arm momentum regulator	On the Hall A General Tools , find the Left HRS section. Then, find p0 set and select the green box to the right of GeV/c .
Left arm momentum (GeV)	Go to the <i>Hall A General Tools</i> and find <i>Left</i> and then <i>PO Set</i>
Left arm angle (deg)	Look at the <i>left screen</i> in the crate <i>CH01A06</i> . Check for the number at the bottom of the screen.
CO2 pressure (psi)	Go to the Hall A General Tools and find Gas Shed
Ethane pressure (psi)	Go to the Hall A General Tools and find Gas Shed
Argon pressure (psi)	Go to the Hall A General Tools and find Gas Shed
DVCS Cosmic paddles HV on?	In the DVCS Calorimeter HVGUI , The cosmic paddles are L7.4 , L7.5 , L7.10 and L7.11 . Read the measured values.
Max. DVCS Calorimeter anode currents (mA)	The anode currents are posted in the beginning and end of run in the halog. Write down the largest value here.
	<u>gh_Voltage_controls</u> for instructions to do this) and look at the middle box between the on and off buttons.

	<i>Left</i> and then Q1. Look for column I(A).
Left arm Q2 current (A)	Go to Hall A General Tools . Find Left and then Q2. Look for column I(A).
Left arm D current (A)	Go to <i>Hall A General Tools</i> . Find <i>Left</i> and then D. Look for column I(A).
Left arm Q3 current (A)	Go to Hall A General Tools . Find Left and then Q3. Look for column I(A).
Left s0/s2m HV on?	Open the <i>HVGUI</i> (check how to do this by visiting https://hallaweb.jlab.org/wiki/index.p hp/How_to_HRS_/_DVCS#DVCS_: Hi gh_Voltage_controls) and go to <i>map</i> . Select <i>s0</i> and <i>s2</i> if they are not already present. When they are open, you should see a set of grey boxes labelled <i>S0:Channel Status</i> and <i>S2:Channel Status</i> . There will be 3 columns. In the last two columns (counting from the left), check that all boxes have a green button inside. If this is the case for all channels, then the answer to this question is yes . If otherwise (i.e., at least one channel does not have a green object inside), then put no and write a short note with the following questions in mind: Are all channels off or is it that some channels are off?
Left Cerenkov HV on?	Open the HVGUI (check how to do this by visiting <u>https://hallaweb.jlab.org/wiki/index.p</u> <u>hp/How_to_HRS_/_DVCS#DVCS_:_Hi</u> <u>gh_Voltage_controls</u>) for the left arm and go to map . Select Cerenkov if it is not already present. When it is open, you should see a set of grey boxes labelled Cerenkov:Channel

	Status . There will be 3 columns. In the last two columns (counting from the left), check that all boxes have a green button inside. If this is the case for all channels, then the answer to this question is yes . If otherwise (i.e., at least one channel does not have a green button inside), then put no and write a short note with the following questions in mind: Are all channels off or is it that some channels are off?
Left Pion rejector HV on?	Open the <i>HVGUI</i> for the left arm and go to <i>map</i> . Select <i>PRL1</i> and <i>PRL2</i> if thay are not already present. When it is open, you should see a set of grey boxes labelled <i>PRL1:Channel Status</i> . There will be 3 columns. In the last two columns (counting from the left), check that all boxes have a green button inside. If this is the case for all channels, then the answer to this question is yes . If otherwise (i.e., at least one channel does not have a green button inside), then put no and write a short note with the following questions in mind: Are all channels are off?
Left VDC gas flow (top/bottom)	Go to the Hall A General Tools and find Gas Flow . Look in the bottom region and find T_VDC for top VDC gas flow and B_VDC
Left Dead time (%)	Check the <i>LHRS Dead time</i> <i>monitor</i> on the DAQ computer. To do this, time <i>datamon</i> on the adaq machine. Then, type <i>datamonL</i> .
EDTM	Log into <u>dvcs@intelha3</u> . Type the following in the terminal: ps aux

	grep -i edtm. If you see something like: root 7109 100 0.0 1984 588 pts/4 R 11:16 4:21 /root/edtm/flexioctl edtm, then the EDTM is running.
Right arm angle (deg)	Look at the <i>right screen</i> in the crate <i>CH01A06</i> . Check for the number at the bottom of the screen.
Right arm momentum (GeV)	Go to the <i>Hall A General Tools</i> and find <i>Right</i> and then <i>P0 Set</i>
Right arm momentum regulator	On the <i>Hall A General Tools</i> , find the <i>Left HRS</i> section. Then, find <i>p0</i> <i>set</i> and select the green box to the right of <i>GeV/c</i> .
Right arm collimator	Go to the <i>Hall A General Tools</i> and find <i>Collimators</i> . Select the light blue box. A window will open. At the very bottom of the window you will see 3 values for open, 6 msr and sieve. Record all 3 numbers.
Right arm cryo flow level OK? Yes/no He>60%, N>25%	Go to the <i>Hall A General Tools</i> and find <i>Right</i> and then go to <i>Helium</i> . Look in the bottom box which is marked <i>Right Spectrometer</i> .
Right arm NMR locked? Yes/no	Check the lower of the two scopes (labelled <i>Right</i>) in the <i>CH01A02</i> crate. If you see triangle waves, then NMR is locked. Otherwise, it is not locked.
Right arm Q1 current (A) (Not functional)	Go to <i>Hall A General Tools</i> . Find <i>Right</i> and then Q1. Look for column I(A).
Right arm Q2 current (A)	Go to <i>Hall A General Tools</i> . Find <i>Right</i> and then Q2. Look for column I(A).
Right arm D current (A)	Go to <i>Hall A General Tools</i> . Find <i>Right</i> and then D. Look for column I(A).
Right arm Q3 current (A)	Go to <i>Hall A General Tools</i> . Find <i>Right</i> and then Q3. Look for column

nttps://hallaweb.jlab.org/wiki/in	dex.php/Instructions_for_shift_takers
	I(A).
Right s0/s2m HV on?	Open the right <i>HVGUI</i> (check how to do this by visiting <u>https://hallaweb.jlab.org/wiki/index.p</u> <u>hp/How_to_HRS_/_DVCS#DVCS_: Hi</u> <u>gh_Voltage_controls</u>) and go to <i>map</i> . Select <i>s0</i> and <i>s2</i> if they are not already present. When they are open, you should see a set of grey boxes labelled <i>S0:Channel Status</i> and <i>S2:Channel Status</i> . There will be 3 columns. In the last two columns (counting from the left), check that all boxes have a green button inside. If this is the case for all channels, then the answer to this question is yes . If otherwise (i.e., at least one channel does not have a green object inside), then put no and write a short note with the following questions in mind: Are all channels off or is it that some channels are off?
Right Cerenkov HV on?	Open the <i>HVGUI</i> for the right arm and go to <i>map</i> . Select <i>Cerenkov</i> if it is not already present. When it is open, you should see a set of grey boxes labelled <i>Cerenkov:Channel</i> <i>Status</i> . There will be 3 columns. In the last two columns (counting from the left), check that all boxes have a green button inside. If this is the case for all channels, then the answer to this question is yes . If otherwise (i.e., at least one channel does not have a green button inside), then put no and write a short note with the following questions in mind: Are all channels off or is it that some channels are off?
	Open the <i>HVGUI</i> for the right arm and go to <i>map</i> . Select <i>PRL1</i> and <i>PRL2</i> if thay are not already

Right Pion rejector HV on?	present. When it is open, you should see a set of grey boxes labelled PRL1:Channel Status . There will be 3 columns. In the last two columns (counting from the left), check that all boxes have a green button inside. If this is the case for all channels, then the answer to this question is yes . If otherwise (i.e., at least one channel does not have a green button inside), then put no and write a short note with the following questions in mind: Are all channels off or is it that some channels are off?
Right VDC gas flow (top/bottom)	Go to the <i>Hall A General Tools</i> and find <i>Gas Flow</i> . Look in the top region and find <i>T_VDC</i> for top VDC gas flow and <i>B_VDC</i>
Right VDC HV on (top/bottom)?(y/n)	Open the HVGUI for the right arm and go to map . Select VDC if it is not already present. When it is open, you should see a set of grey boxes labelled VDC:Channel Status . There will be 3 columns. In the last two columns (counting from the left), check that all boxes have a green button inside. If this is the case for all channels, then the answer to this question is yes . If otherwise (i.e., at least one channel does not have a green button inside), then put no and write a short note with the following questions in mind: Are all channels off or is it that some channels are off?
Right Dead time (%)	Check the RHRS Dead time monitor on the DAQ computer. To do this, time datamon on the adaq machine. Then, type datamonR .

EDTM	Log into <u>dvcs@intelha3</u> . Type the following in the terminal: ps aux grep -i edtm. If you see something like root 7109 100 0.0 1984 588 pts/4 R 11:16 4:21 /root/edtm/flexioctl edtm, then the EDTM is running.
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