FreeGeek Thrift Store Opening Checklist

- Set up Laptops *(Lock, Power-on and accept Wi-Fi terms)*
- Turn on Research Computers *(Accept Wi-Fi terms)*
- Turn on Game System
- Turn on Xbmc System
- Turn on Staff research laptop
- Set up Registers *(Log into Database. Load Sales, Return and Store Prices pages)*
- Turn on front facing monitor *(Launch slide show)*
- Count Till *(Remember Date and Initials)*
- Stock Monitors
- Stock Desktop System
- Flip Open/Close sign

FreeGeek Thrift Store Closing Checklist

- Count Till *(Remember Date, TS or FD? and Name of closers)*
- Put away laptops
- Turn off Research Computers
- Turn off Game System
- Turn off Xbmc System
- Turn off Front Facing Monitor
- Turn off Staff research laptop
- Clean all countertops
- Put away basket items
- Sweep *(as needed)*
- Empty garbage and recycling *(as needed)*
- Flip Open/Close sign