

Closing Procedure for BCC Observatory Dome 24" Telescope

- (1) The lower door of the dome must be fully and snugly shut before lowering the upper panel to avoid bending the edges of the panels. After closing the lower door by using the hand crank, close the main shutter of the dome using the pushbutton switch on the wall panel above the computers. See Figure 1.



Figure 1: Dome shutter control panel with pushbutton switches to open and close the shutter.

- (2) Rotate the dome so that the shutter is positioned to the west (near the shutter ladder). See Figure 2.



Figure 2: Dome motor control switch and ladder. Note the west dome motor in upper right of photo.

- (3) Turn off the TV and DVD player.

- (4) Terminate the link between the PC and the telescope by selecting Telescope -> Link -> Terminate in the menu of The Sky software on the Windows PC.
- (5) Turn off the Windows PC and its monitor.
- (6) On the DOS PC, use the arrow keys to select Motors -> Track On/Off. You will hear the motor stop operating.
- (7) Turn off the motor power supply strip located on the south side of the scope base. See Figure 3.

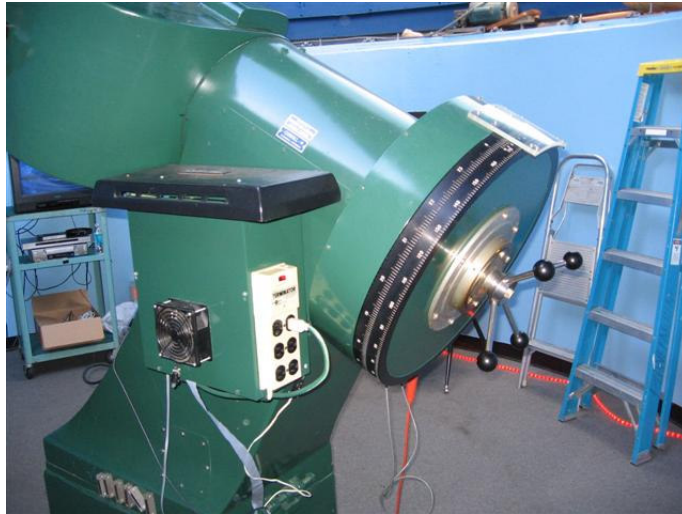


Figure 3: The rear of the 24" telescope. Note the location of the motor power supply and the right ascension clutch.

- (8) On the DOS PC, select File -> Quit -> Yes. Press any key to get past the config.dat and create log file prompts without saving.
- (9) Turn off the DOS PC and its monitor.
- (10) Turn off the power supply to the fan, video camera, and Telrad. This is located on the north side of the scope base. See Figure 4.



Figure 4: The upper part of the 24" telescope base. Note the fan/Telrad power supply and the right ascension bubble level.

- (11) Loosen the right ascension clutch to maneuver the telescope over into a position to place the dust covers on the 24", 6" and 3" scopes. The 24" dust cover is used with the felt side out.

- (12) Park the telescope in its at-rest position. Use the bubble level mounted on the scope base to level the right ascension and lock the right ascension clutch into place. Use the vernier scale on the side of the scope base (above head level) to put the declination at zero and lock declination clutch into place.
- (13) Hang the dew light from the scope hook near the eyepiece and turn it on. This prevents condensation from forming in the telescope.
- (14) Complete the observatory log sheet and place it in the folder for completed logs.
- (15) Turn off the two-way radio. Since the two-way radio charger is not a smart charger, only charge the batteries on Friday night when they are completely dead so that it can be removed from the charger on Saturday night. Do not place the radio in the charger on Saturday nights.
- (16) Turn off all observatory dome lights.
- (17) Close observatory dome door and verify that it is locked.
- (18) Lock the doors to the fire escape stairwell and storage room located on the north side of the roof area.
- (19) Verify that the door to the 12" telescope dome in the southwest corner of the roof area is locked.
- (20) One operator should exit the roof via the elevator and lock the elevator bay door behind him or her. The other operator should exit the roof via the stairwell and lock the stairwell roof door behind him or her.