Table 1: ____/____/200__

	DAY ACTIVITIES
☐	`Check remedy tickets from night crew.`
☐	`Check Night Log.` Check time used equals length of night, and check that spaces between the execution of OBs are explained in the comment field.
☐	`Check completeness of calibrations.` bias frames for all binnings, domeflats for all filters and binnings, skyflats for all filters and binnings. Use the calibration form in this checklist. Cross check with $INS_ROOT/WFI/SYSTEM/DETDATA
☐	`Inform Day TIO that calibrations are done.`
☐	`If night was PHO check that zp were monitored.` If not, reduce the data using tmag. Instructions in the WFI site of the sciops web pages.
☐	`Restart OT, and p2pp if in visitor mode.` Open Calibration queues for FEROS and WFI and place at corresponding workspaces. Open all SMTS queues for WFI and FEROS.
☐	`Clean w2p2off machine.` Make sure that there is at least 70% free space in /data: %
☐	`Check MTS for time critical observations.` Check the Time Critical Observations folder for the schedule of time critical observations and load OBs accordingly.
☐	`Restart Night Log tool.` Do a remote login to lasilla@kila.ls.eso.org abd run `aruser&`. From the `File` pull-down menu choose `Begin a task` and from the pop-up window choose `NSNL:Main Form New`. Enter the telescope and other info. Log all calibrations as they are been taken. Create a terminal in w2p2oh:0.1: `xterm -sb -sl 1000 -bg white -fg blue &`. From the terminal do a remote login to wfi@w2p2ins, change to directory DET-DATA and do `tail -100 -f LogFile_WFI.txt`. Open another terminal in wfi@w2p2ins in directory DETDATA and use it to run wfmtooObsReport to cut-and-paste each OB execution summary.
☐	`TIO: Execute DHC.` The DHC can be executed together with the FEROS StandardCal-Norm OB provided that the WFI protective shutter is closed. So, close the protective shutter before executing DHC. Make sure that lights are off and telescope is at the zenith. Archive the printed report in the DHC section of health check folder. Observed variation: % Number of days since fiducial beta light:
☐	`TIO: Execute WHC.` Check in the Health Check folder whether it is time to execute the weekly health check.
☐	`TIO: Prepare system for WFI calibrations:` ☐ Make sure M3 is in WFI position—from INS panel in wferos check the M3 radio button, and the click on setup. ☐ Make sure that the dome lights are off for the biases. ☐ Open WFI protective shutter.
☐	`TIO: Execute WFI Calibration plan Daily:` 10 bias OB, and Dome flat field OBs.
☐	`TIO: Execute WFI Calibration plan Other:` As per schedule in folder.
☐	`Prepare queue for beginning of night.` Check the missing sky flats from the output of CALOB, which were skipped, and load them in the execution queue.
☐	`Check quality of day calibrations.` Run mefpp script to create master bias and flatfield in U/50 and one other filter. See instructions in next section. If larger than 2% re-schedule the calibrations.
☐	`Plan night.` In w2p2ins run program laSillaNight -d yyyy mm dd -18. Write the output: Sun set: : CT E.Twi: : CT M.Twi: : CT rise: : CT FLI: Moon set/rise: : CT Moon RA: : Moon Dec: : Night length: Hours dark: :

● DAY CREW MEMBER:

<table>
<tr><td colspan="2" align="center">NIGHT ACTIVITIES</td></tr>
</table>

☐	`Check remedy for messages from day activities.` Pay particular attention to messages about time critical observations.
☐	`Check queue and execute TW flats`
☐	`In w2p2off reduce twilight and dome flats and calculate ratio with reference flat.`

☐ In directory /data/reduced/WFI create subdirectory yyyy-mm-dd and cd to it.

☐ Make a list of the calibration files in the directory /data/raw/yyyy-mm-dd:

`dfits /data/raw/yyyy-mm-dd/WFI*.fits | fitsort OBJECT INS.FILT1.NAME DPR.CATG | grep CALIB`

☐ Using the above list create ascii files bias.list, domeff_<filter>.list, skyff_<filter>.list with the name of the files to be used for the data reduction. These names should contain the full path to the raw data directory: /data/raw/yyyy-mm-dd/WFI_<something>.fits.

☐ Reduce the data one filter at a time issuing the command:

`mefpp --verbose --bias bias.list --biassave --dome domeff_<filter>.list --domesave --sky skyff_<filter>.list --skysave`

Once you have run the above for one filter you can replace bias.list by WFI_MB_1x1.fits for other runs in the same date.

☐ Create local links to the reference frames: `ln -s /data/E2P2OPS/WFI-DRS/ReferenceFrames/*`

☐ Start IRAF by issuing the command `cl`. In the xterminal that pops out cd to /data/reduced/WFI/yyyy-mm-dd, and then type `esowfi`. Then calculate the ratio between the flats just determined and the fiducial flat by issuing the command:

`mscarith newflat_<filter> / fiducial_<filter> ratio_<filter>.fits`

☐ Display the file ratio_<filter>.fits using `skycat`. Adjust cuts to 0.98,1.02. From the `View` pull-down menu choose `Cuts` and use the cursor to display a cut through the data. Move the line around to determine the peak-to-valley variation of this ratio image:

dome	U/50:	%	sky	U/50:	%	Date of reference:
dome	____:	%	sky	____:	%	Date of reference:
dome	____:	%	sky	____:	%	Date of reference:
dome	____:	%	sky	____:	%	Date of reference:
dome	____:	%	sky	____:	%	Date of reference:

☐	`If PHO follow zp monitoring as you obtain standards.`
☐	`Execute OBs according to priorities:` ToOs and Time critical A, Large Programmes, Chilean Programs, other Rank A programs, Rank B programs, Rank C programs.
☐	`Log OBs as they are obtained.` To obtain file list use `wfmtooObsReport OBID` or `wfmtooObsReport -all OBID` if OB was aborted and restarted sometime during the execution. It is important to write the weather conditions under which they were executed. **write a comment in each and every science OB**. Any jump in the smooth execution of OBs should be explained in the Comment field of the Night Log with the UT at which occurred as first characters. E.g.: 02:00UT: lost 5 minutes because could not find appropriate guide star (U filter observation near the galactic pole).
☐	`Update Time Critical observation folder.`
☐	`Run calobBuild WFI*.fits and leave running the bias frames, if any.` Skip other that will be executed during the afternoon.
☐	`Complete the Night Log and submit it.` Make sure that the general weather is reported in the comment field of the `General` tab. Reports weather hourly in the comments of the `Setup/Comments` tab. To submit go to lasilla@kila.ls.eso.org, to directory ~/220/wfi/WFIServiceObserving/LOGS_all_periods and run the script `../service.pl yyyy mm dd epupassword`
☐	`Update missing flat info in Calibration folder.`
☐	`Write any requests for day crew using Remedy.`

SCIENCE OBs AIRMASSES

U50 1.05-1.15						

STANDARD STAR OBSERVATIONS

Star	Filter		Airmass	Q.C.	
				flat$_\checkmark$	ZP$_\checkmark$
Standard of the month	U/50	(22.22)			
	B/123	(25.10)			
	V/89	(24.23)			
	Rc/162	(24.55)			
	I/203	(23.54)			

SKY FLATS

Filter	Variation against fiducial

Missing sky flats:

- NIGHT OBSERVER: