

Provincial Centre DARTS Portable – Hardware & Software Check List

Take Note: Circuiting Officer (CO) before going out on Circuit must setup the DARTS Portable System and run tests themselves. If any issues encountered during tests CO must inform TQCRO immediately

No	Items	Quantity	Before Circuit		After Circuit		Remarks (if a problem arises with any item then give brief description.)
			TQCRO	CO	TQCRO	CO	
1	USB Cable - Laptop to Mixer	1	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2	Audio Lead - Marantz to Mixer	1	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3	Audio Leads	5	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4	Audio Input Splitter	1	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5	UPS Power Lead	1	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
6	Power Lead - Marantz & Mixer	1	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
7	Voicebox	1	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
8	Laptop Power Lead	1	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
9	Laptop	1	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
10	Headset	1	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
11	Mixer	1	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
12	Marantz	1	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
13	UPS	1	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
14	Microphones	5	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
15	Microphone Stands	5	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
16	Flash Drive	1	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
17	Lock - Laptop	1	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
18	Lock - Portable	1	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
19	Extension Power Cord	1	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
20	Power Board	1	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
21	Surge Protector	1	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
TQCRO Use Only							
22	FTR Reporter	1	<input type="checkbox"/>		<input type="checkbox"/>		
23	Mixer Driver	1	<input type="checkbox"/>		<input type="checkbox"/>		
24	Archiving Configurations	1	<input type="checkbox"/>		<input type="checkbox"/>		
25	Antivirus Update	1	<input type="checkbox"/>		<input type="checkbox"/>		
26	UPS Testing	1	<input type="checkbox"/>		<input type="checkbox"/>		
27	Portable Sound Reinforcement	Speaker	<input type="checkbox"/>		<input type="checkbox"/>		
		Speaker Cable	<input type="checkbox"/>		<input type="checkbox"/>		
		RCA Cable	<input type="checkbox"/>		<input type="checkbox"/>		
28	Marantz Time & Date	1	<input type="checkbox"/>		<input type="checkbox"/>		
29	Marantz SD Card Storage Space Check	1	<input type="checkbox"/>		<input type="checkbox"/>		
30	Marantz & FTR Recorder Naming Convention (eg: POMDPR01, etc...)	1	<input type="checkbox"/>		<input type="checkbox"/>		
31	Circuit recordings archived to the server (after circuit)?	Yes <input type="checkbox"/>	No <input type="checkbox"/>				Comment:

CO Name: _____ Circuit Location: _____ Portable ID: _____

CO Signature: _____ Date (Before Circuit): __/__/2026 Date (After Circuit): __/__/2026

TQCRO Use Only

TQCRO (Before Circuit)

I certify that the information contained in this form *Before* the Circuit is correct.

Name: _____ Signature: _____

TQCRO (After Circuit)

I certify that the information contained in this form *After* the Circuit is correct.

Name: _____ Signature: _____