Robot demo preflight checklist

Fill this out with the demo owner, operator, and production lead before call time. Record the robot build, the task, and what counts as a pass.

DEMO DETAILS

Robot / build

Site / date

Demo owner

Task to prove

Pass threshold

Fallback plan

CHECKLIST — 12 CHECKS

01 Define the proof

- [ ] Name the audience and the one task the footage has to prove.
- [ ] Agree on the start state, end state, and a measurable pass threshold, such as cycle time or accuracy.
- [ ] Rehearse a full run. Set the number of successful repeats and allow time for resets, charging, and swaps.

02 Clear the site

- [ ] Name the qualified operator and site safety lead. Confirm who can call a stop and who can restart.
- [ ] Confirm approved camera positions, exclusion zones, PPE, escorts, and permitted lights or wireless gear.
- [ ] Get permission to show people, equipment, and screens. Mark restricted or embargoed material.

03 Capture the evidence

- [ ] Film one complete successful cycle in an uninterrupted wide shot before collecting close-ups.
- [ ] Show the input, operator interaction, and result. Record the test conditions and any limits on the claim.
- [ ] Check status lights and screens for flicker. Capture a readable result or metric if it is cleared.

04 Plan the fallback and review

- [ ] Agree when to pause, retry, or use a backup. Label backup footage with the conditions under which it was filmed.
- [ ] Assign an engineering reviewer for claims and a communications lead for disclosure and final release.
- [ ] Save the continuous master take and test notes before editing clips for launch, investor, or customer use.

Sign-off: demo owner

Sign-off: operator

Sign-off: production lead

Run notes