# Commissioning Record

TELECIS ACADEMY · FIELD DOCUMENT
TCR-01 · REV 1.0
Reproduce within your organisation for project use

The boardroom commissioning sequence as a signed record — ordered so each step depends only on the steps before it. Complete in order; a fault found this way has exactly one cause. The method is taught in TCE and documented in the Knowledge Base at telecis.com.

| | | | |
|---|---|---|---|
| Project | | Room | |
| Date | | Commissioning engineer | |
| TCE credential ID | | Integrator | |

## A · BEFORE POWER — PHYSICAL VERIFICATION

- ☐ A1 Every cable is the cable specified, terminated to standard, labelled at both ends
- ☐ A2 Active optical cables run source-end to source-end (AOC is directional)
- ☐ A3 CAT runs inside distance budget; shield bonded as designed
- ☐ A4 Rack ventilation clear; power distribution verified
- ☐ A5 Firmware versions recorded for every device (table overleaf)

## B · SIGNAL PATH — ONE ELEMENT AT A TIME

- ☐ B1 Matrix powered with no sources; web interface reachable
- ☐ B2 First source connected — appears, negotiates, routes to one display
- ☐ B3 Sources added one at a time; each verified before the next
- ☐ B4 Displays added one at a time; each verified before the next

## C · EDID, THEN HDCP

- ☐ C1 EDID strategy set per input and recorded below, before protected content
- ☐ C2 Each source offered the format the room requires (verified from the matrix)
- ☐ C3 Protected source authenticates on every output — recorder included
- ☐ C4 Cold-boot: full system re-authenticates unaided

| | | | |
|---|---|---|---|
| EDID mode — inputs 1–4 | | EDID mode — inputs 5–8 | |

## D · CONTROL, AUDIO, HANDOVER

- ☐ D1 Every control surface performs every documented function (power, input, volume)
- ☐ D2 Dante subscriptions persist across a power cycle; clock master designated and recorded
- ☐ D3 Room recovers unaided from full power loss
- ☐ D4 Handover pack complete: EDID per input, control addresses, Dante names, firmware, serials
- ☐ D5 Warranty registered

> The room is commissioned when someone who has never seen it can support it.

ENGINEER — SIGNATURE / DATE

CLIENT — SIGNATURE / DATE