# Pre-flight Checklist


- Sentinel Checks
- Dashboard Checks
  - Hyfe Admin Checks
  - Study Administrator Checks
  - Site Administrator Checks


## Sentinel Checks

### Data Sync Active Issue

1. Setup: pair with phone and ensure some events are synced.
2. Turn off CMC/disable bluetooth/make the phone not able to communicate with the watch.
3. After 12h, check low severity data sync alert exists for the participant (yellow icon visible on alert status)
4. After 36h, check that medium severity data sync alert exists for the participant (orange icon).
5. After 72h, check that a high severity data sync alert exists for the participant (red icon).
6. After 72h sync watch with phone, check that alert disappears.

### Battery Level Active Issue

1. Initial setup: pair with phone, ensure some event battery level events are synced, ensure battery level > 50%.
2. Let the watch discharge below 50%, ensure the phone is able to sync with the watch.
3. High severity (red) battery level icon should show in the alert status for the participant.
4. Charge the watch above 50%, ensure the phone is able to sync with the watch.
5. High severity battery level alert should disappear from the alert status for the participant.

### Site Summary Email with Active Issues

1. Setup: Add desired email as site administrator.
2. Ensure there are users with active issues at 12:30 (site local time, taken from timezone of most recent user)
3. Check email includes all active issues for that site.

### Site Summary Email without Active Issues

1. Setup: Add desired email as site administrator.
2. Ensure there are no users with active issues at 12:30 (site local time, taken from timezone of most recent user)
3. No email should be sent.

### Global Summary Email without Active Issues

Same as “Site Summary Email with Active Issues” but for any user in the study.

### Site Summary Email with Active Issues

Same as “Site Summary Email without Active Issues” but for any user in the study.

### Data Sync phone reminder

1. Setup: pair with phone and ensure some events are synced.
2. Turn off CMC/disable bluetooth/make the phone not able to communicate with the watch.
3. After 12h+ of not syncing, every 4 hours check push notification is sent to the phone.
4. For iOS only, check that force sync silent push notification is sent to the phone.

### Data Backup

Check dump file is created every night at 12pm UTC for the following tables:

1. Events
2. Periods
3. Users
4. Survey
5. Sentinel Issues

## Dashboard Checks

#### Hyfe Admin Checks

### Study Management

1. Create a study admin user (in the main window) and login with that user (in an incognito window).
2. Revoke study admin user (in the main window) and check it is not possible to login with that user  (in an incognito window).

### Dashboard Functionality

1. Search participant ID using search bar
2. Make sure toggle is working for ongoing periods, by sync calendar
3. Use the pagination button to go through each participants

#### Study Administrator Checks

### Data Correction Forms

1. Setup: ensure at least one DCF has been submitted by a Site Admin user.
2. Check that DCF is visible by Study Admin users.
3. Check that you can export the data correction forms (TODO: show column list)

### Equipment Return Forms

1. Setup: ensure at least one equipment has been submitted by a Site Admin user.
2. Check if equipment return forms notifications are being sent to Slack

### Participant Management

1. Check it is not possible to enroll a participant.

### Site Management

1. Create a new site, with format “999999”.
2. Create a new site administrator.
    a. Check it is possible to login with the new user (in an incognito window)
3. Revoke the new site administrator.

    a. Check it is no longer possible to login with the new user (in an incognito window)
4. Check if it is possible to View Site.

### Dashboard Logs

1. Check actions from previous tests are logged in dashboard logs
2. Check that you are able to export the dashboard logs and columns are showing **(TODO: column list)** and data exported is the same with data displayed in dashboard

### Event Exports

1. Check if you can click on the events export and columns are showing **(TODO: column list)**

#### Site Administrator Checks

### Participant Management

1. Enroll a participant
2. Start any period shown in the period dropdown
3. Use QR credentials from *Print Credentials* to sync phone with Coughmonitor Companion
4. Connect a watch your companion app
5. Wait for 5 mins, and check whether your data is available by pressing the plot button from the dashboard.
    a. If the site is blinded, check that only monitoring data is available: time tracked, battery level, wear/nonwear and charging
    b. If the site is not blinded, check that all data is available above + coughs and coughs/hour.
6. Validate plots by checking whether data in hourly aggregation adds up to daily data and adds up to weekly data
7. Repeat process 2-6 with another period to make sure that we are able to run multiple periods
8. Once done, log out from the dashboard

### Data Correction Forms

1. Submit a data correction form of any issues type
2. Check if the submission appears in Slack (TODO: put slack channel here)

### Equipment Return Forms

1. Submit an equipment return forms
2. Check if the submission appears in Slack (TODO: put slack channel here)