Opening Procedures

### **Monday, —/—/—**

#### **Opening associate(s) —————**

* Turn on lights and A/C or heat
* Start computer
* Launch POS
* Clock-in
* Count cash and log totals
* Start music
* Update front display(s)

### **Tuesday, —/—/—**

#### **Opening associate(s) —————**

* Turn on lights and A/C or heat
* Start computer
* Launch POS
* Clock-in
* Count cash and log totals
* Start music
* Update back display(s)

### **Wednesday, —/—/—**

#### **Opening associate(s) —————**

* Turn on lights and A/C or heat
* Start computer
* Launch POS
* Clock-in
* Count cash and log totals
* Start music
* Update front display(s)

### **Thursday, —/—/—**

#### **Opening associate(s) —————**

* Turn on lights and A/C or heat
* Start computer
* Launch POS
* Clock-in
* Count cash and log totals
* Start music
* Update back display(s)

### **Friday, —/—/—**

#### **Opening associate(s) —————**

* Turn on lights and A/C or heat
* Start computer
* Launch POS
* Clock-in
* Count cash and log totals
* Start music
* Update front display(s)

### **Saturday, —/—/—**

#### **Opening associate(s) —————**

* Turn on lights and A/C or heat
* Start computer
* Launch POS
* Clock-in
* Count cash and log totals
* Start music
* Update back display(s)

### **Sunday, —/—/—**

#### **Opening associate(s) —————**

* Turn on lights and A/C or heat
* Start computer
* Launch POS
* Clock-in
* Count cash and log totals
* Start music