Quick reference for remote "ghost" shift

The worker "ghost" shifter responsibilities

1. Support the single shifter in the Counting Room upon receiving a call: Keep the "ghost" (remote) shifter cell phone with you all the time

2. Monitor the logbook posts regularly, check over the data to help look for problems and issues: Access HBLOG at <u>https://logbooks.jlab.org/book/hblog</u>, link from the RG-F run wiki "Shift documentation" tab

3. Review the monitoring plots, should be done every 2-3 hours:

Monitoring histograms for the reference run and for the last five runs can be found at -<u>https://clas12mon.jlab.org/mon12/histograms/?reference=3650729</u>, link can be accessed from the RG-F run wiki "Schedule" tab, Note 7 under "General Instructions"

4. When issues/problems are found contact the shifter in the counting room immediately and if required interact with the detector subsystem expert to resolve the issue:

Phone numbers in the counting room, cell phone number for the shift expert and for system experts are listed on the RG-F run wiki, "Phone numbers" tab -

https://wiki.jlab.org/clas12-run/index.php/Run_Group_F#tab=Phone_Numbers

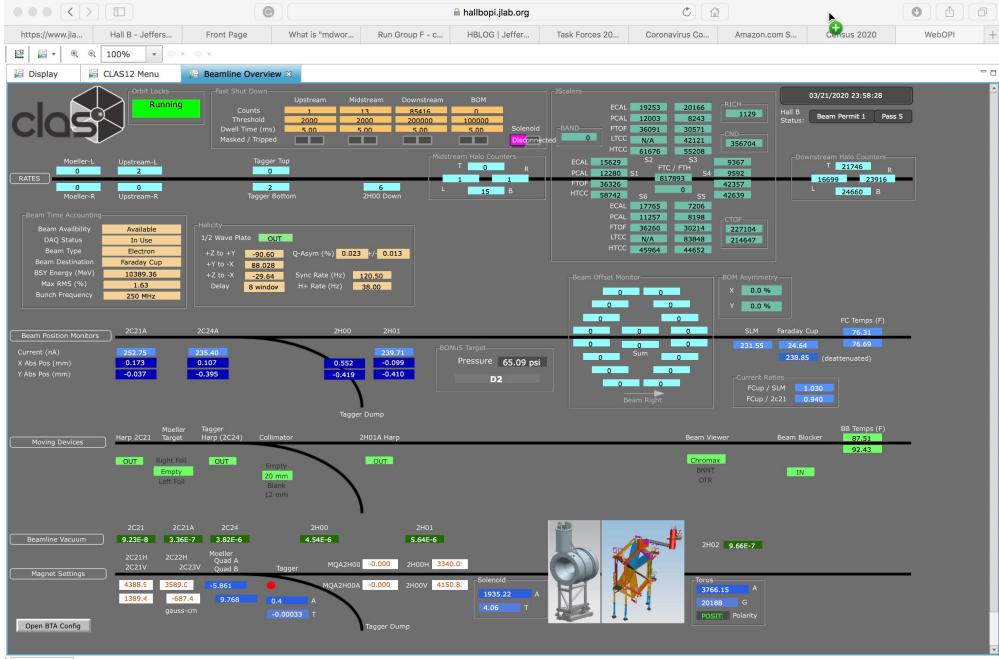
All the monitoring is done with a web browser.

Run wiki can be accessed from Hall-B home page, <u>https://www.jlab.org/physics/hall-b</u>, the "Run info" link from the left will bring to the run page <u>https://www.jlab.org/Hall-B/run-web/</u>, where "Run page" will take you to the run wiki.

Additional monitoring – WEB-EPICS

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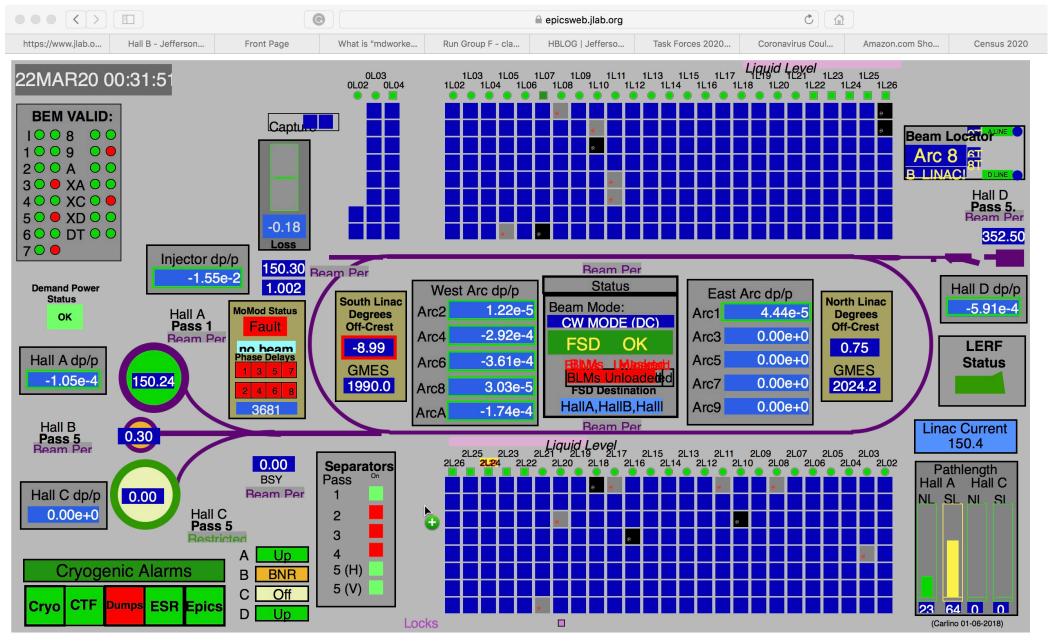
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