

Hardware Setup Checklist

MetaQuest VR Headset

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Purpose:
This checklist is intended for faculty members, lab coordinators, and IT administrators to ensure that every Meta Quest 3S headset is configured correctly before classroom deployment.

✓ Pre-Setup Requirements

Status Check

- □ ***Headset is fully charged (minimum 80% recommended).***
- □ ***Controllers are paired and functioning correctly.***
- □ ***Stable Wi-Fi connection is available.***
- □ ***Smartphone with the* Meta Horizon *app installed.***
- □ ***Safe, obstacle-free setup area is available.***

✓ Dedicated Email ID Creation

Status Check

- □ ***Create a* dedicated email ID *for this headset/device (e.g., vrlab01@institution.edu).***
- □ ***Do* not *use a personal faculty or student email address.***
- □ ***Record the email credentials securely in the institution's credentials register.***
- □ ***Ensure the account holder's* Date of Birth is 18 years or older.**

✓ Meta Account Setup

Status Check

- □ ***Create or sign in to the Meta Account using the dedicated email ID.***

- ☐ ***Verify that the Meta Account is registered with an* age of 18 years or above.**
- ☐ ***Complete email verification.***
- ☐ ***Store Meta Account credentials securely.***
- ☐ ***Do not share account credentials with students or unauthorized users.***

✓ Headset Configuration

Status Check

- ☐ ***Pair the headset using the Meta Horizon mobile app.***
- ☐ ***Connect the headset to the institutional Wi-Fi network.***
- ☐ ***Install available system updates.***
- ☐ ***Configure Guardian/Boundary.***
- ☐ ***Test both controllers.***
- ☐ ***Verify headset audio output.***
- ☐ ***Launch an iXRLabs module successfully.***
- ☐ ***Confirm device is ready for classroom use.***

✓ Before Classroom Deployment

Status Check

- ☐ ***Headset and facial interface cleaned.***
- ☐ ***Wrist straps attached to both controllers.***
- ☐ ***Play area is clear of obstacles.***
- ☐ ***Faculty/Lab Coordinator available for supervision.***
- ☐ ***Casting tested (if required).***

✓ After Initial Setup

Status Check

- □ ***Device information recorded (Asset ID/Serial Number).***
- □ ***Meta Account credentials documented securely.***
- □ ***Charging accessories stored correctly.***
- □ ***Headset stored in designated storage location.***

Important Notes

- ***Use*** **one dedicated Meta Account per headset** ***wherever possible.***
- ***The Meta Account*** **must be created using a Date of Birth indicating the account holder is 18 years of age or older.**
- ***Do not modify account settings, perform a factory reset, or install unauthorized applications without approval from the institution or iXRLabs Support.***
- ***Store all login credentials securely and restrict access to authorized personnel only.***

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