



Digital Signage Functionality Checklist (Daily/Weekly)

Power & Connectivity

Ensures the core infrastructure is operational.

Power Supply Voltage (V)

Power Status

- ☐ On
- ☐ Off
- ☐ Error

Network Signal Strength (%)

Network Connection Status

- ☐ Connected
- ☐ Disconnected
- ☐ Limited

HDMI Cable Status (1-10, 1=Loose, 10=Secure)

Enter a number...

Power Cable Integrity

- ☐ Intact
- ☐ Damaged

Notes on power or connectivity issues

Write something...

Content Playback & Scheduling

Verifies scheduled content is playing correctly and adhering to the schedule.

Scheduled Start Time of First Playlist

Scheduled End Time of Last Playlist

Playlist Playing Correctly?

- ☐ Yes
- ☐ No
- ☐ N/A

Playlist Loop Count (if applicable)

Enter a number...

Content Sequence Correct?

☐ Yes

☐ No

☐ N/A

Notes on Playback Issues (if any)

Write something...

Date of Last Content Update

Enter date...

Display Health & Brightness

Checks for display issues and optimal brightness levels.

Brightness Level (%), check against target setting

Enter a number...

Contrast Level (%), check against target setting

Enter a number...

Display Status

- ☐ Operating Normally
- ☐ Dim/Flickering
- ☐ Lines/Distortion
- ☐ Black Screen
- ☐ Color Distortion

Describe any observed display issues (if any)

Write something...

Screen Uniformity

- ☐ Uniform
- ☐ Uneven Brightness
- ☐ Color Variation

Ambient Light Sensor Reading (if applicable)

Enter a number...

Screen Cleanliness

- ☐ Clean
- ☐ Slightly Dusty
- ☐ Dirty

Network Performance

Evaluates network connectivity and data transmission speed.

Network Upload Speed (Mbps)

Enter a number...

Network Download Speed (Mbps)

Enter a number...

Latency/Ping Time (ms)

Enter a number...

Network Connection Status

- ☐ Connected
- ☐ Disconnected
- ☐ Intermittent

Firewall Status

- ☐ Active
- ☐ Inactive
- ☐ Unknown

Notes/Observations (e.g., any dropped connections, slow loading times)

Write something...

Audio Functionality (If Applicable)

Confirms audio is playing correctly and at appropriate levels.

Audio Playback Status

- ☐ Playing Correctly
- ☐ Not Playing
- ☐ Distorted Audio
- ☐ Low Volume
- ☐ High Volume

Audio Volume Level (dB)

Enter a number...

Audio Source Correct?

- ☐ Yes
- ☐ No

Describe any Audio Issues (If Applicable)

Write something...

Audio Sync with Video?

- ☐ Synchronized
- ☐ Out of Sync
- ☐ N/A - No Video

Interactive Elements (If Applicable)

Tests functionality of any interactive features, such as touchscreens or sensors.

Touch Response Time (ms)

Enter a number...

Touch Accuracy: Is the touch registering correctly?

- ☐ Yes
- ☐ No
- ☐ Partially

Kiosk/Interactive Screen Cleanliness

- ☐ Clean
- ☐ Needs Cleaning

Describe any touch functionality issues observed (e.g., ghosting, lag)

Write something...

Number of Users Interacting (Estimate)

Enter a number...

Interactive Content Loading Speed

- ☐ Fast
- ☐ Acceptable
- ☐ Slow

Content Updates & Storage

Monitors storage space and confirms content updates are successful.

Current Storage Space Used (GB)

Enter a number...

Total Storage Capacity (GB)

Enter a number...

Available Storage Space (GB)

Enter a number...

Content Update Status

- ☐ Successful
- ☐ Failed
- ☐ In Progress

Content Update Error Message (If Applicable)

Write something...

Date of Last Content Update

Enter date...

Time of Last Content Update

Content Source

- ☐ Local
- ☐ Network Drive
- ☐ Cloud Service