Greet the user in a friendly manner, this is where you gauge their abilities and interest
1. Ask if they have tried VR before
2. Ask what experience they’d like to try
3. Ask if they would like a chair

Show them how to use and hold the controllers
1. Show which buttons will be used for interaction and what moves they need to make, e.g. slashing for Beat Saber
2. Don’t give them the controllers yet, as they will need their hands for adjusting their headset.

Help them put on the headset
1. Loosen all the straps and pull it fully open.
2. If they have glasses, the glasses might not fit, in which case they will need to take them off
3. Hand them the headset and let them put it on. If they need help, place it on their head gently
4. If they are wearing glasses, have them put it over the glasses first, then put the back strap on.

Once the headset is on
1. Let them adjust the focus by moving it up and down
2. When it is focused, help them tighten the straps as they hold the headset
3. Ask if it is tight enough
4. Ask if it is blurry at all. If it is, they can further adjust the up/down position to focus it better.
5. If it is still blurry, they can change the lens spacing with the knob on the bottom right of the headset
Hand them the controllers one at a time.
1. Ask them to make a fist with their hand.
2. Put the lanyard over their wrist and tighten it.
3. Have them open their hand and place the controller in it.
4. Make sure their fingers are on the correct buttons

Have them point to the game they want to play, and pull the trigger.
1. Help them navigate any in-game menus continue to provide instructions as needed

Keep an eye on the user as they are playing
1. Hold the cord for them so it doesn’t trip or get wrapped around them
2. Be ready to steady them with a hand if needed
3. If they start walking too far away, guide them back by asking them to take a few steps in the desired direction.

When their time is up, take the controllers first.
1. Loosen the lanyards
2. Take the controllers
3. Let them take off the controllers
4. Thank them for coming by
5. Wipe down the headset and controllers with a sanitizing wipe