

Voice Tech Setup Checklist for Short-Term Rentals

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Voice Tech Setup Checklist for Short-Term Rentals

1. Choose Your Device

- Select a current smart speaker (e.g., Amazon Echo Pop, Google Nest Audio)
- Consider devices with a screen (e.g., Amazon Echo Show 8, Google Nest Hub)
- Check compatibility with Matter or other smart home standards for futureproofing

2. Set Up the Device

- Create a separate account for your rental property
- · Connect to your property's Wi-Fi
- Update software to the latest version
- Turn on multilingual support (if needed)

3. Configure Basic Settings

- Set your property address as the device location
- · Adjust volume and audio preferences
- Enable Do Not Disturb mode during quiet hours
- Activate Guest Mode (if available) for privacy and control

4. Customize for Your Rental

- Use a custom wake word (if supported)
- Set up a "Welcome" Routine with key info (check-out time, Wi-Fi password, etc.)
- Include links or instructions to local dining and attractions
- Add a fun or branded greeting to surprise and delight guests

5. Install Relevant Skills / Actions

- Add a virtual concierge skill (e.g., Vacation Rental Concierge by [Provider])
- · Enable local guide or tourism info skills
- Connect to music or white noise streaming services
- Provide helpful travel info like weather or airport updates

6. Integrate with Smart Home Devices

- · Link smart lights, thermostats, locks, and entertainment systems
- Check compatibility with Matter, Google Home, or Amazon Alexa ecosystems
- Test all integrations to ensure seamless control via voice commands

7. Create Guest Instructions

- · Print easy-to-follow instructions and leave them next to the device
- List useful voice commands (e.g., "What's the Wi-Fi password?")
- · Explain how to mute, disable the mic, or adjust privacy settings
- Include a QR code linking to a digital help guide or your property app

8. Prioritize Security & Guest Privacy

- Place devices in shared spaces only (avoid bedrooms and bathrooms)
- Inform guests about the device in your listing and at check-in
- Regularly delete voice recordings or turn off voice history
- Comply with privacy laws (e.g., GDPR, CCPA)
- Encourage guests to mute the mic if they prefer

9. Test the Setup

- Run through all guest-facing routines and commands
- Ensure smart devices respond consistently
- · Test device responsiveness from different areas of the property

10. Ongoing Management

- · Update device software and skills regularly
- Rotate content (e.g., seasonal greetings or activity tips)
- · Monitor guest feedback and adjust as needed
- Stay up to date on new features and capabilities

11. Accessibility & Troubleshooting

- Enable screen reader or voice feedback for visually impaired guests
- Include a link or QR code to a troubleshooting guide
- Offer quick tips:
 - o Restart device if unresponsive
 - o Check Wi-Fi connection if commands fail
 - Use app support from Amazon/Google for error codes

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