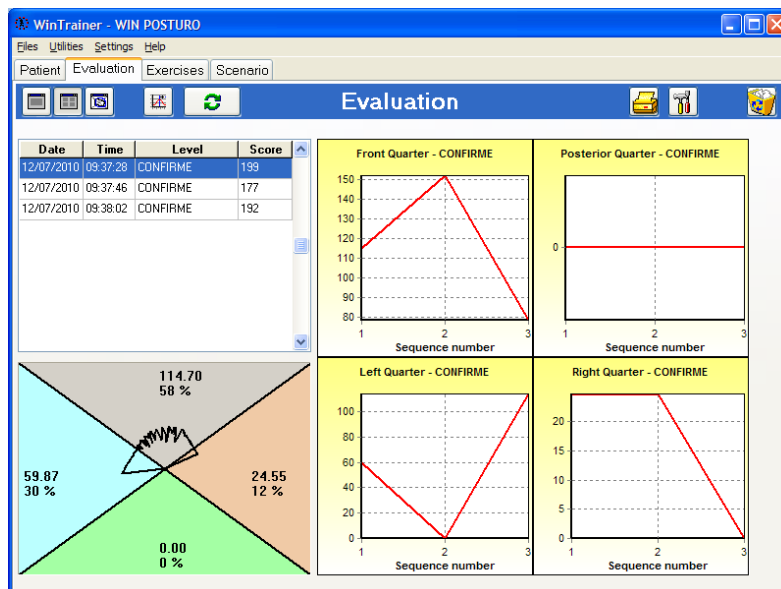


WinTrainer Nv



Software User's Manual

MEDICAPTEURS
 "Les Espaces de Balma"
 18 av. Charles de Gaulle – Bât.34
 31130 BALMA- FRANCE
 Tél : 33 (0) 562 571 571
www.medicapteurs.fr

Foreword

We appreciate your confidence in the MEDICAPTEURS Company and we would like to thank you for choosing our technology.

The "WINTRAINER NV Software" has been designed to be user friendly and only requires basic computer skills.

The friendliness of the software however, does not replace **the necessity of reading this manual** to guide you step by step through the procedures to properly use the "WINTRAINER NV Software", and it will also help you save valuable time.

In addition to this manual, you will find the following documents on your "WINTRAINER NV Software" CD :

- The **Installation Guide** for the platform and the "WINTRAINER Software".

Enjoy your reading and welcome to the "WINPOSTURE" platform users' Club.

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Warranty

For a period ending on the date of the twelfth month anniversary of the date of delivery (such period being the “Warranty Period”), the equipment, used under normal operating conditions and not subject to misuse or abuse, shall be free from defects in material, workmanship and design and shall operate and conform to the performance capabilities, specifications, functions and other descriptions and standards as described in the specifications.

During the Warranty Period and subject to the exclusions below, Manufacturer at its option and expense, shall promptly repair or replace equipment that does not conform to the warranty. The procedure for effecting warranty replacement or repair will be as specified by Manufacturer. Purchaser shall ship Equipment for warranty replacement or repair to Manufacturer at Purchaser's expense, and Manufacturer shall ship repaired or replaced equipment to Purchaser at Manufacturer's expense.

For proper shipping of the equipment to MEDICAPTEURS for repair or maintenance, Purchaser shall include complete sender's information, the equipment serial number and a brief description of the problem.

Purchaser shall use preferably the original shipping package. If it is not available, Purchaser shall contact a professional shipping service company which will assist Purchaser with proper packaging instructions and materiel.

Limitations of warranty and disclaimer

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The Software is and shall remain the exclusive property of Manufacturer. This license confers no title or ownership in the Software and is not a sale of any rights in the Software. No license other than that specifically stated herein is granted to Purchaser, and Purchaser shall have neither right to sublicense the Software nor any right under any patent, trademark, copyright, trade secret or other intellectual property of Manufacturer other than that granted by this Agreement.

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Except for the express limited Software warranty for the Software, Manufacturer and seller expressly disclaim and exclude all other warranties, whether express, implied in law or otherwise to the fullest extent permitted by law, and the above limited Software warranty is in lieu of all obligations and liabilities on the part of the Manufacturer for damages arising out of or in connection with the Software, including without limitation any warranty of merchantability, satisfactory quality or fitness for a particular purpose.

Exclusions: Seller and Manufacturer shall have no obligations with respect to any defects, damage, or non-conformances of Equipment that result from: improper installation, operation or maintenance; unauthorized repair; tampering; any use of the Equipment not in conformance with the relevant Equipment specifications or from accidents, or "acts of God"; or other such occurrences after delivery. If any Equipment returned by Purchaser for repair or replacement is not defective or nonconforming or contains a defect or nonconformance caused by a factor outside the scope of Manufacturer's warranty, Manufacturer shall bill Purchaser at Manufacturer's normal service rate for services performed with respect to such defective returned Equipment or for "no fault found" with respect to returned Equipment which is not defective.

LIMITATION ON WARRANTY

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Limitation of Liability : In no event shall Manufacturer or its Affiliates, Seller or suppliers be liable for indirect, special, incidental, consequential, punitive or other damages (including lost revenue, lost profit, lost data, downtime costs,) arising out of the use, inability to use, or the result of the use of the Equipment whether based on warranty, breach of warranty, contract, tort, or other legal theory, and whether or not advised of the possibility of such damages. In no event shall Manufacturer or its Affiliates, Seller or suppliers be liable to Purchaser for any damages, however based, in excess of the amount paid by the Purchaser to Seller for the Equipment.

IMPORTANT NOTICE

Your "WINTRAINER NV Software" integrates a patient database (**patient files**) which contains private health information related to the patients and their specific measurements.

In order to avoid losing the studies performed with your software, it is **necessary** to perform a **BACK UP** to save the "WINTRAINER NV" patient database on a regular basis; in fact any technical problem on your computer may affect and destroy such valuable data.

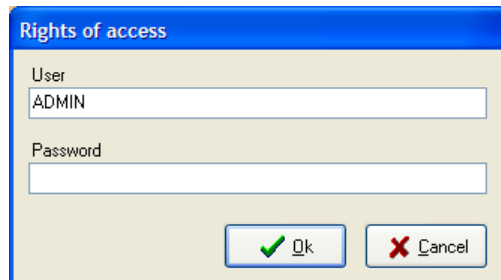
We highly recommend a minimum of one **Back Up on a weekly basis** on an external drive, CD RW, etc. (see page 41).

Launching WINTRAINER NV software

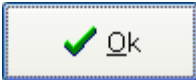
- ✓ Launch the "WINTRAINER NV" software, by double-clicking on the following icon :



- ✓ A window will open asking for the user's password :
Note : this security option is now mandatory for software utilizing confidential patient information.


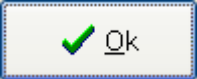


The default user in the software is : "ADMIN" which does not require a password. To create your own user's name and password please refer to page 17.

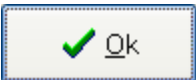
- ✓ Click  to start the program

Exiting WINTRAINER NV software

With the « Exit » Key

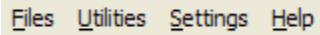
- ✓ Click on the  located in the upper right corner of the screen.
- ✓ Confirm your action by clicking on .

With the "File Menu"

- ✓ Click on "File".
- ✓ Select "Quit".
- ✓ Confirm by clicking on .

WINTRAINER NV software navigation

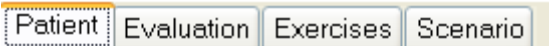
Menu Bar



Files Utilities Settings Help

It contains the menu : **Files – Utilities - Setting - Help.**

Selection Bar



Patient Evaluation Exercises Scenario

It allows access to all the options of the software.

Tool Bar



It includes the icons for quick access to the software functions.

Several tool bars are available according to the displayed screens.

Menu bar


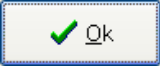
“File” menu

The Professions menu allows generating or modifying a pre-established listing of available professions for the patient file information section.



Adding data to the list



For example : For the above mentioned lists, perform the following operations :

- ✓ Click on .
- ✓ Insert the text (Start with an upper case !)
- ✓ Click on .

Deleting data from the list

- ✓ Click on the item to erase.
- ✓ Select .
- ✓ Confirm by clicking on .

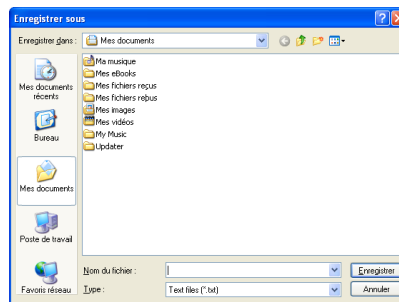
Menu bar

“Utilities” menu

Mass mailing

The "Mass mailing" function allows establishing a listing in the patient database.

- ✓ Click on "**Mass mailing**" and the following window appears :



- ✓ Save your data as a text document.

To open the selected listing in a table format :

- ✓ Open a table (Excel for example).
- ✓ Load the table in a text format ".txt".

The lines and columns will be created automatically in your publishing.

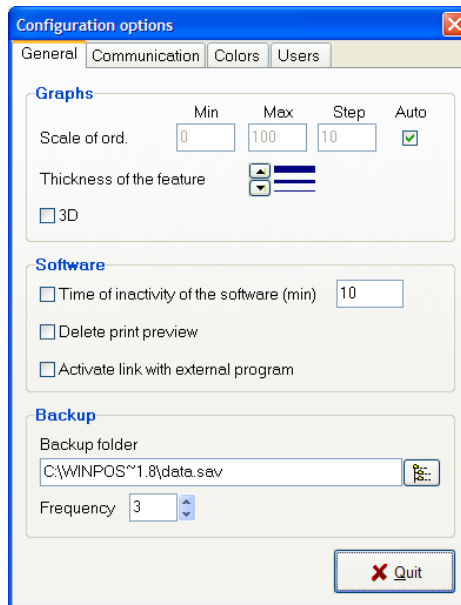
Menu bar

“Configuration” menu

Parameters

The Parameters window displays multiple tabs :

- The "**General**" tab allows you to modify the following parameters :



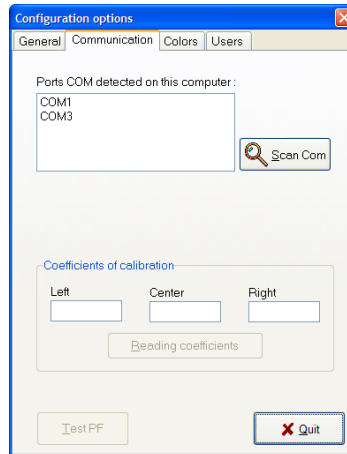
- **Graphs** : allows to set up the parameters of the software graphics.
- **Software standby mode** : Setting the timing for software to run on the standby mode. The password is required to reenter the software.
- **Print preview** : activated or not.
- **Activation of links with external software** : Allowing exchange of patient data and recordings between "WIN-POD Software" users and other software (example : RM informatics).
- **Backup** : allows to select the folder to save patient database and the frequency of savings (based on the number of times the user has closed the software).

Menu bar

“Configuration” menu

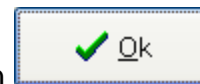
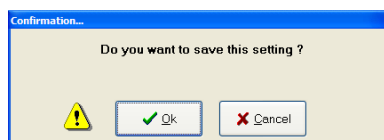
Parameters

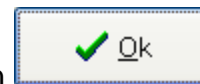
- "Communication" tab



Verify that the platform is properly connected to the computer and powered.

- **Scan Com** : allows registering the connection parameters between the computer and the platform.
If the following error message appears : “platform not connected or connection problem” upon starting the software, click on "**Scan Com**" to establish the connection between the computer and the platform.



Save your connection set-up by clicking on .

IMPORTANT : You will have to launch the "Scan Com" function each time there is a change in the connections between the platform and the computer.

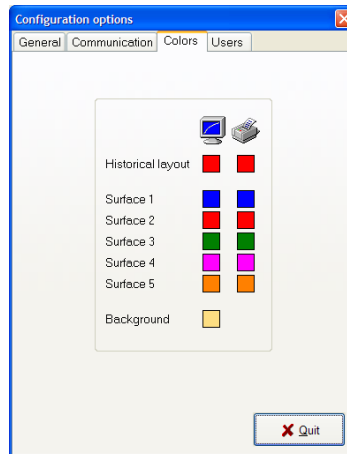
- **Calibration** : the captors' automatic calibration is performed upon initialization of the platform.
If your platform has been returned to you from our lab for repair, you must perform the resetting of the calibration by clicking on “Calibration Setting”.
- **Load free test** : allows top test the platform without load (to be performed during maintenance).

Menu bar

“Configuration” menu

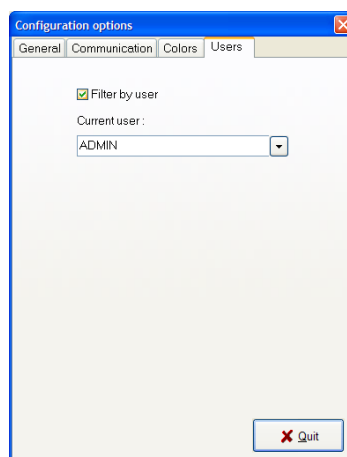
Parameters

- The "**Colors**" tab allows to change almost all the colors used in the software on the screen as well as for printing :



To modify a color, click on the color to modify. A range of colors appear on the screen. Click on the selected color and validate.

- The "**Users**" tab allow displaying the patients listing according to the user (clinic, assistant, etc.) : check the box if you would like to only see the patients related to the selected user.



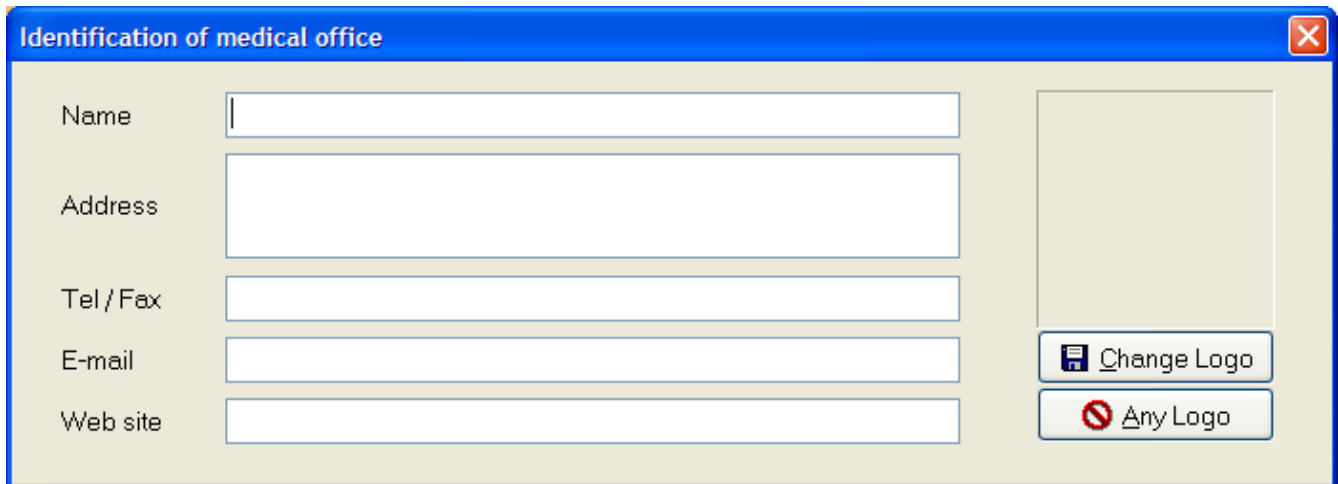
Menu bar

“Configuration” menu

Medical Office

Enter your office contact information and logo to be displayed at the top of printed documents.

Please perform this procedure when using the software for the first time.



Identification of medical office

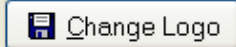
Name

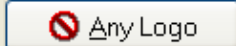
Address

Tel / Fax

E-mail

Web site

 Change Logo

 Any Logo

Right of Access

The Software Administrator is the only person allowed to access this function. This function allows the administrator to set up other practitioners/users of the platform and their respective passwords.

More than one user can work on the same platform (clinic setting). This function needs to be performed when using the software for the first time or when changes in users are necessary.

Language

Select the language you want and the software will translate automatically.

"Patient" tab

WinTrainer - WIN POSTURO

Files Utilities Settings Help

Patient Evaluation Exercises Scenario

Patient

Patient

Folder Created on By

Last Name First name

Sex Birth date Birth place

Foot size Height cm Weight kg Profession

Stability limits

Front Back Left Right

Address

Zip code City

Phone

Private

Office

Note

Tools bar



New : Creating a new patient file.



Search : Search the database for an existing patient file.



Modify : Modify an existing patient file.



Validate.



Cancel.



Stability limits (used only with the WinTrainer 3D option – for further information, please contact us – and refer to the appropriate manual).



Print a patient file.






Print the entire patients listing.




Permanently delete a patient file and all measurements.

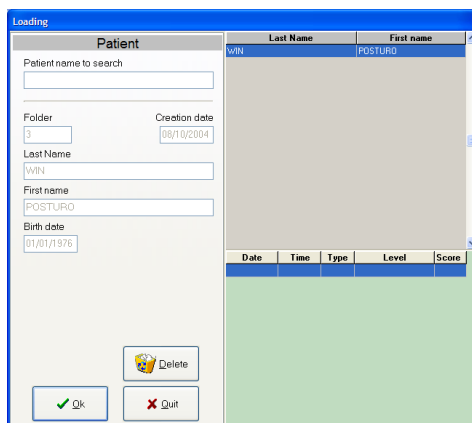
"Patient" tab

Creating a new patient file

- ✓ Click on .
- ✓ Fill out the categories.
The **mandatory categories** are listed in blue: Last name, First name, Date of birth, Foot size and Height.
- ✓ Use predefined listings  (see "Files" menu) for the fields "Gender" and "Profession".
- ✓ When patient's file is completed, click on .

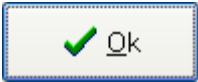
Retrieving an existing patient

- ✓ Click on  to access your patient database :





Last Name	First name
WIN	POSTURO

Date	Time	Type	Level	Score
------	------	------	-------	-------

- ✓ Type the first letters of the patient's name in the field : "Name of patient to search for".
- ✓ Click on  or double-click directly on the patient's name to load the patient's data.

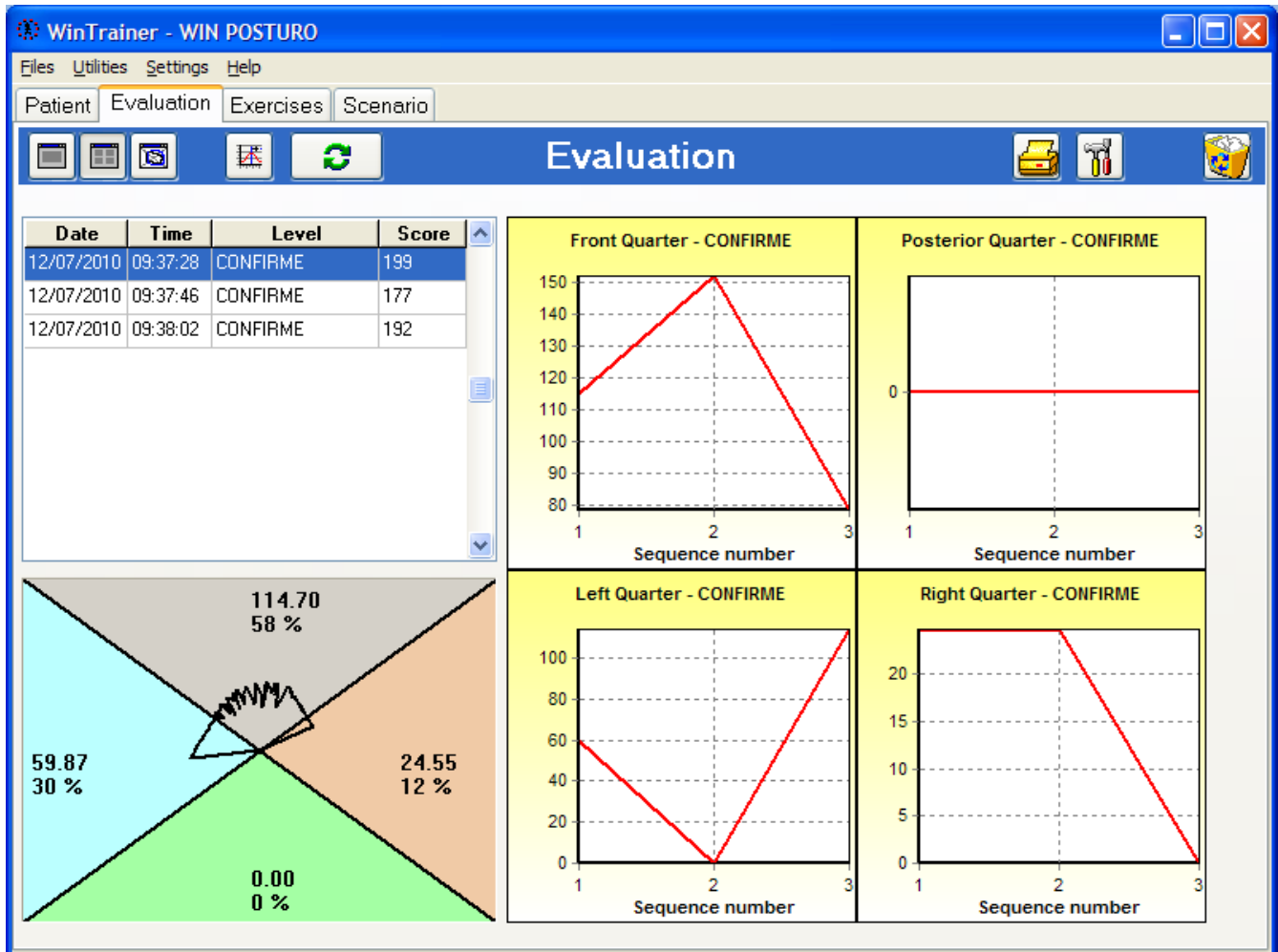
Modifying an existing patient's file

- ✓ Click on .
- ✓ Modify each field you select.
- ✓ Click on  to validate your changes.

"Evaluation" tab









The "**Evaluation**" tab allows defining the posture "profile" of a patient during the first examination and determining his / her deficiencies.

The clinician can view in such a way the improvements of patient's balance during treatment.




"Evaluation" tab

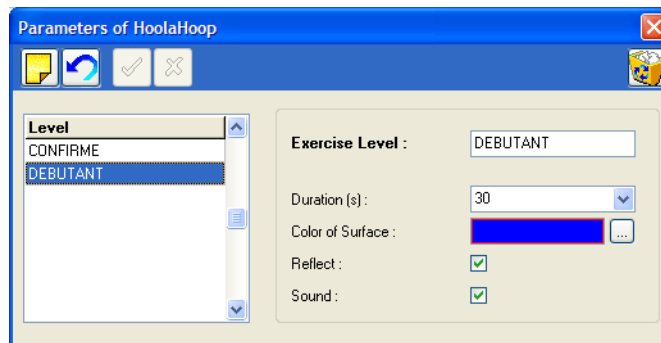
Tools bar




-  View the global posture graph.
-  View the posture assessment graph per quadrant.
-  View the display of the surface assessment.
-  Access to the settings of exercises' difficulty levels.
-  Launch an exam.
-  Print.
-  Platform calibration.
-  Deletion of a selected exercise.

Setting levels of difficulty

Each exercise level can be customized by modifying the length of the exercise as well as the display settings.

- ✓ Click on  to open the parameters window :



- ✓ To create a new level of difficulty, click on  otherwise click on  to modify an existing level.
- ✓ Type in the different categories.
- ✓ Validate by clicking on .

"Evaluation" tab

Multiple views

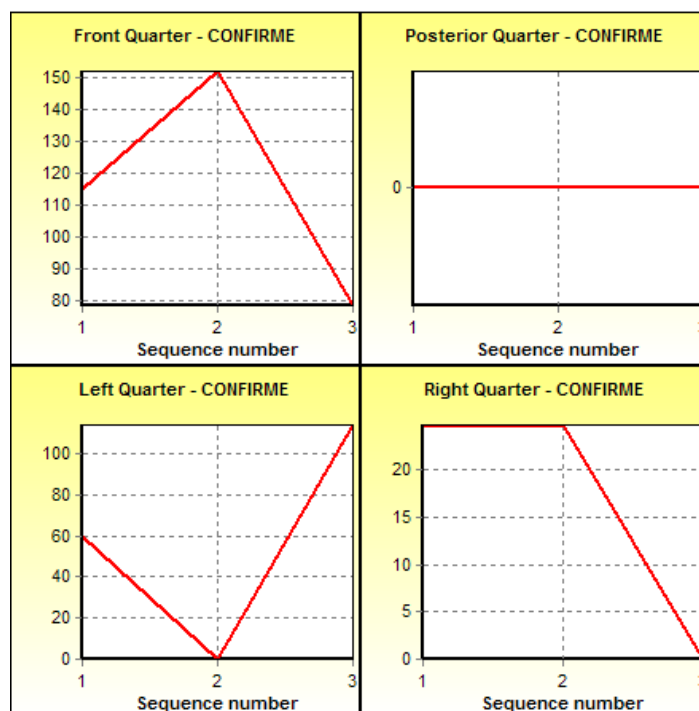
The assessment graphs are displayed according to exercise's difficulty levels (a "beginner" assessment cannot be compared to an "advanced" level evaluation).



Display of the global assessment graph. This graph represents the progression of the global surface thrust performed by the patient.



Display of the posture assessment graphs per quadrant; the quadrants represent the 4 regions : Anterior, Posterior, Left and Right.



"Evaluation" tab

Multiple views options



View the evaluation of the surface's representation. This option allows viewing a superimposition of the last 5 surfaces' evaluations. By selecting the boxes 1 on the right side of the screen, you can select the view(s) to be displayed.

Date	Time	Level	Score
12/07/2010	09:37:28	CONFIRME	199
12/07/2010	09:37:46	CONFIRME	177
12/07/2010	09:38:02	CONFIRME	192

114.70
58 %

59.87
30 %

24.55
12 %

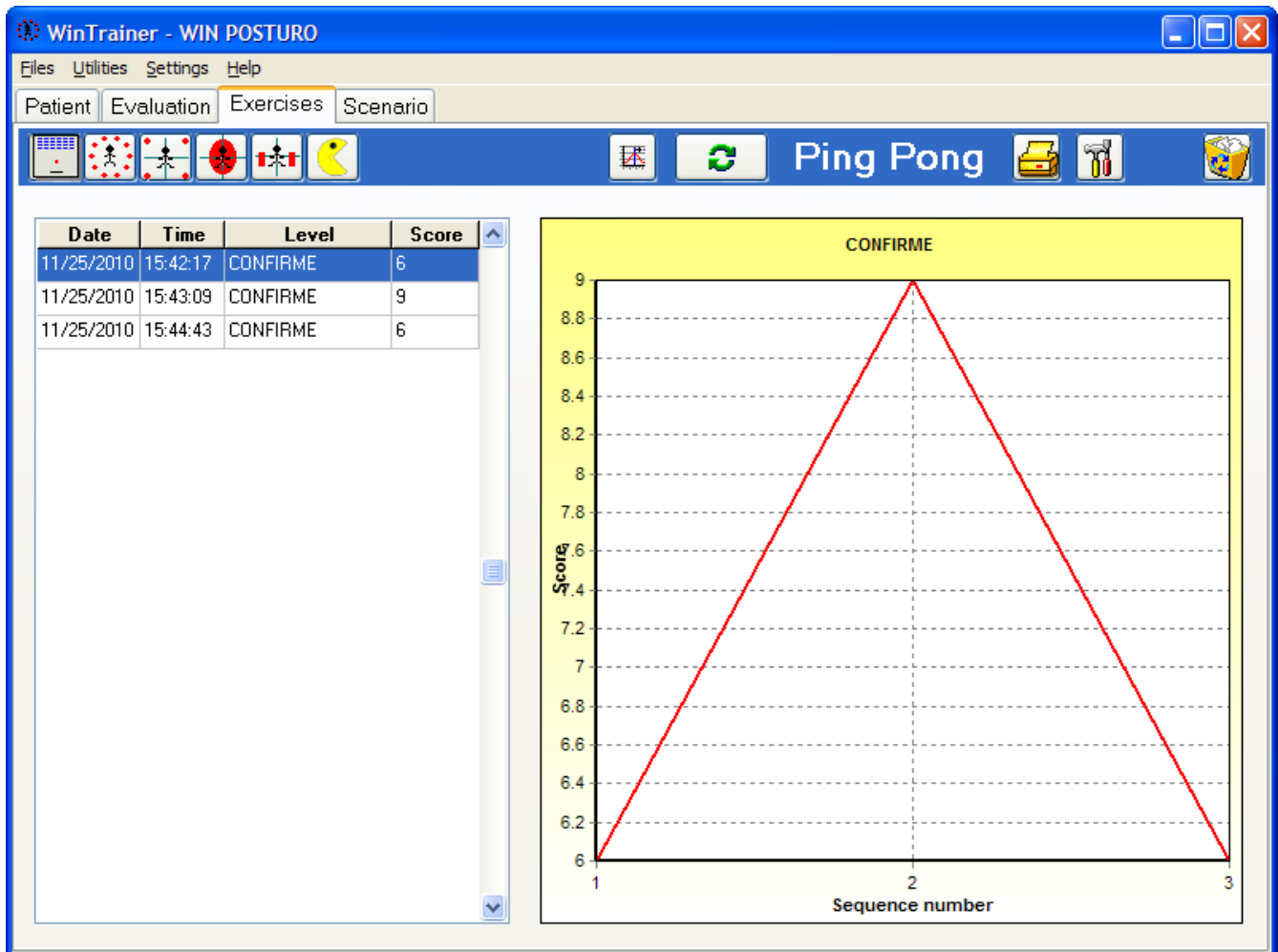
0.00
0 %

12/07/2010 - 09:37:28 - 199
12/07/2010 - 09:37:46 - 177
12/07/2010 - 09:38:02 - 192

Note : when you click on an exercise in the results table, the associated surface is listed on the lower left corner of the screen.

"Exercises" tab

The "**Exercises**" tab allows accessing the main WinTrainer NV exercise screen. There are 6 entirely different exercises categories which can be programmed to meet the specific patients' needs. The progression of the patient's posture performance can be viewed instantly on the progression graph.



"Exercises" tab

Tools bar



Selecting the « Ping-Pong » exercise category.



Selecting the « Clock » exercise category.



Selecting the « Target » exercise category.



Selecting the « Stabilization » exercise category.



Selecting the « Introduction to steps » exercise category.



Selecting the « Pacman » exercise category.



Accessing exercises' difficulty levels programming.



Launching an exercise.



Print.




Platform calibration.




Deleting the selected exercise.

Performing an assessment (Acquisition)

- ✓ Select an exercise by clicking on the corresponding button.
- ✓ Position the patient on the platform (refer to installation manual).
- ✓ Click on  to launch the exercise.
- ✓ For each exercise you can then :
 - Select the exercise level.
 - **Launch the exercise.**
 - **Pause** the activity.
 - **Stop** the exercise and to not register performance.
 - **Quit** exercise.

All patient's performances are automatically saved under the name, date and time of the exercise.

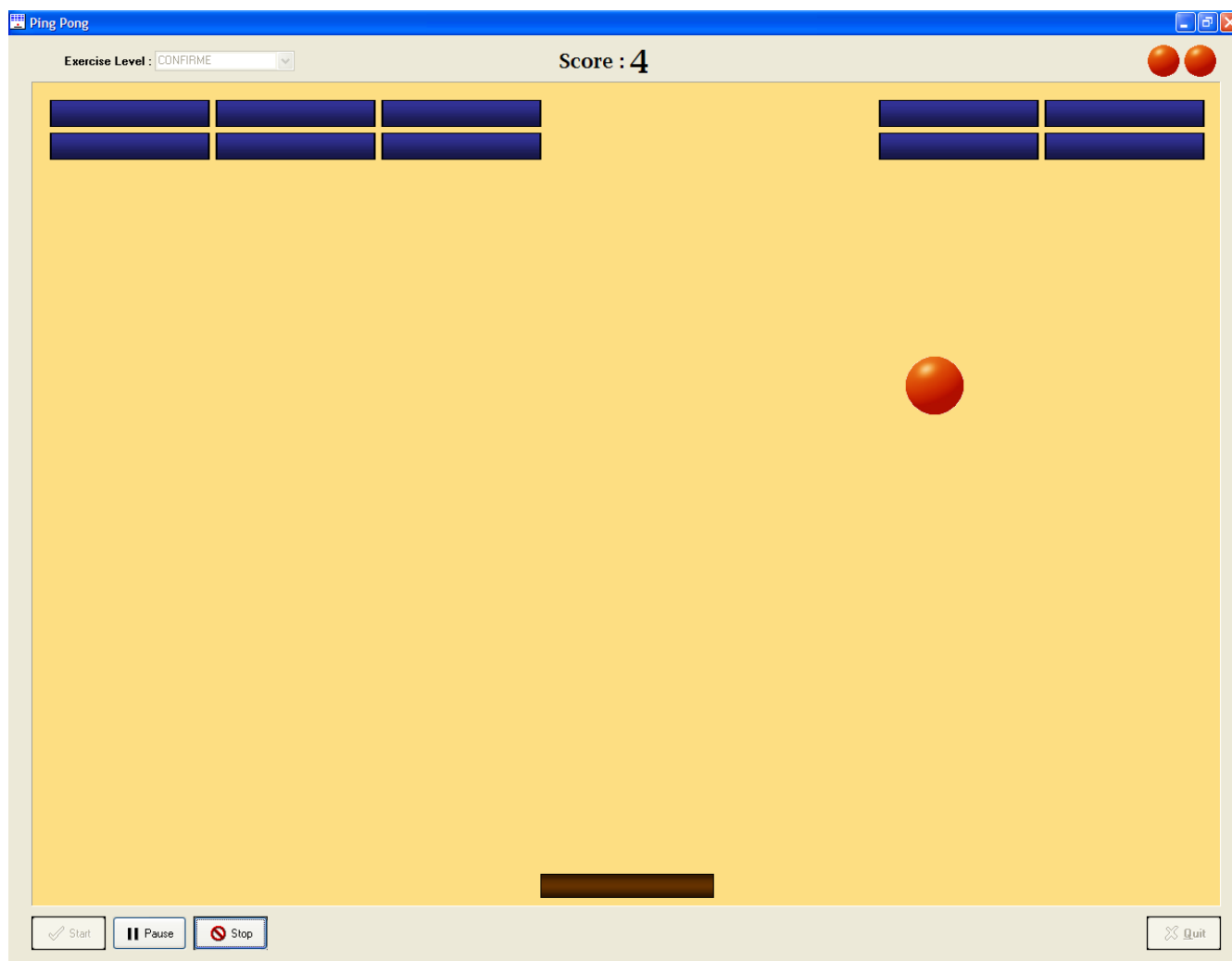
Important : if you use a dynamic board, click on, click on  for proper software calibration with or without the board between each new acquisition.

"Exercises" tab

Ping Pong


Ping-Pong is an exercise which easily detects postural dysfunctions by isolating the side to side movements and the antero-posterior (front to back) movements.

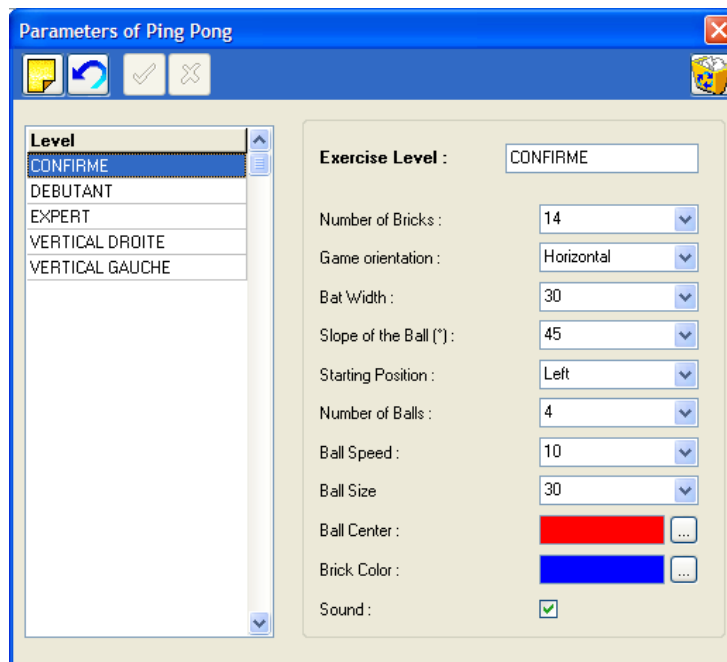
The system is based on the “bricks” game which is very easy to use : the patient should reach the maximum points by aiming at and touching the bricks with the ball controlled by the racquet which follows the movements of the patient on the platform.



"Exercises" tab

Ping Pong

In case the exercise levels appear incomplete, you can create your own level of difficulty by clicking on .



You can then modify :

- The **number** of bricks.
- The **direction** of the game.
- The **width** of the racquet.
- The **slope** of the ball.
- The **starting** position.
- The **number** of balls.
- The **speed** of the ball.
- The **size** of the ball.
- The **color** of the balls and bricks.

"Exercises" tab

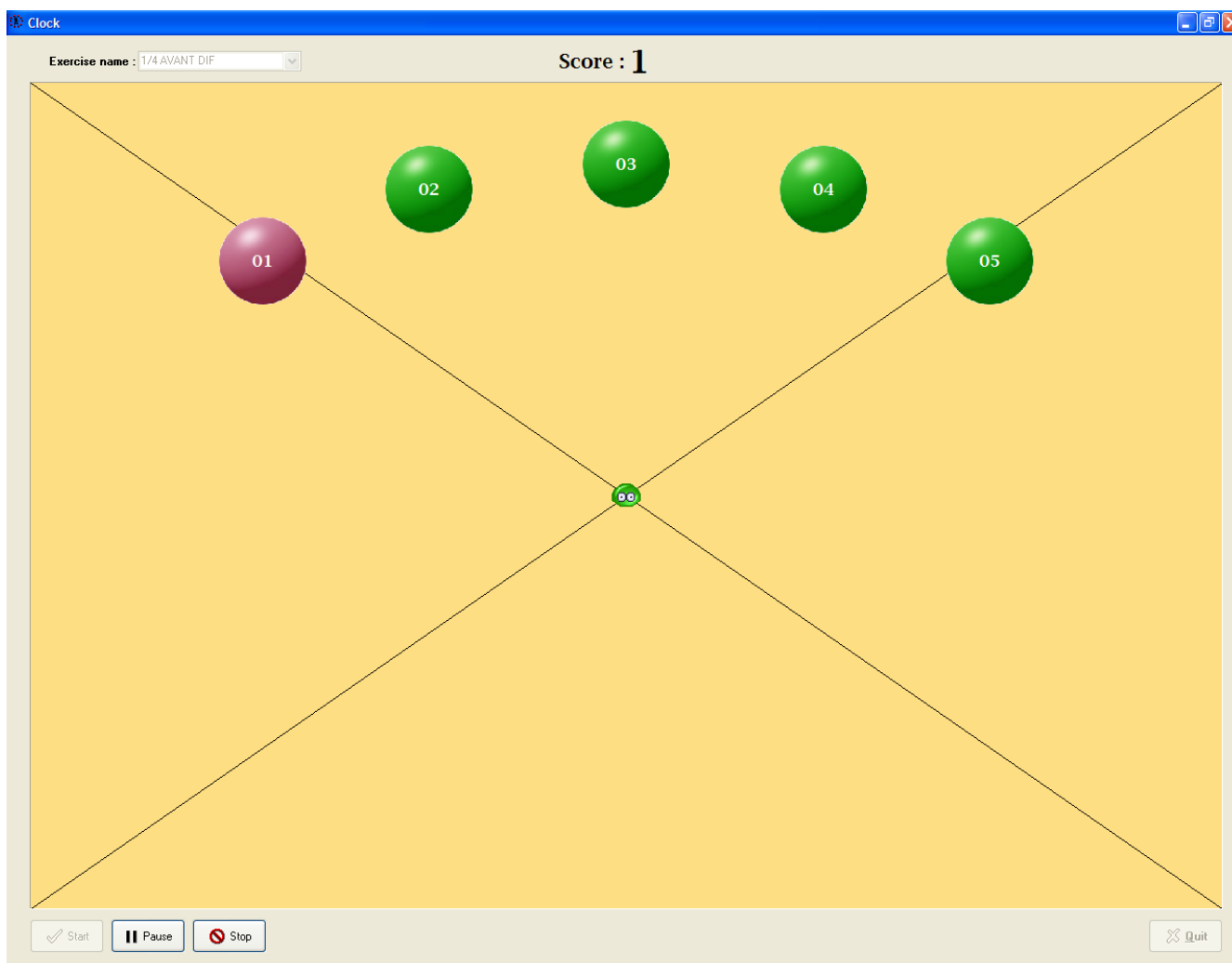
Clock

With the results from the postural assessment, you can focus on working on the postural deficiencies.

This exercise requires touching the balls in the chronological order with or without the requirement of returning to the initial position of reference.


Like the other WinTrainer Nv exercises, the Clock exercise can be entirely programmed to address the particular patient's clinical presentation and/or pathology in order to improve the patient's postural dysfunctions.

The score corresponds to the necessary time to catch all the balls.



"Exercises" tab

Clock

By clicking on , you can modify :

- The type of **movement** :
 - ✓ *Absolute* : the movement which is generated on the screen is exactly the same as the movement performed on the platform.
 - ✓ *Differential* : you give the direction to the cursor through your “postural” impulse. The cursor on the screen will only change direction when the patient gives another impulse.
 - ✓ *Absolute with dragging effect* : same movement as absolute with a dragging effect following the cursor.
 - ✓ *Differential with dragging effect* : same movement as differential with a dragging effect following the cursor.In you choose the differential set up, do not forget to select the speed.
- The **visual** landmarks :
 - ✓ Adding a target or not.
 - ✓ Display diagonal lines in the frame of reference.
- The **sound**.
- To return or not to the center position of reference by clicking on “**centered**”.
- Display the balls number randomly (click on “**random**”).
- The **speed** of the ball.
- The predefined **type** of postural work.
- The **distance** between the balls to the center of the screen.
- The **size** of the balls.
- The **number** of balls.
- The **size** of the cursor or figure.
- The **figures** (you can insert other graphics).
- The **colors** (of the numbers, balls, and target).

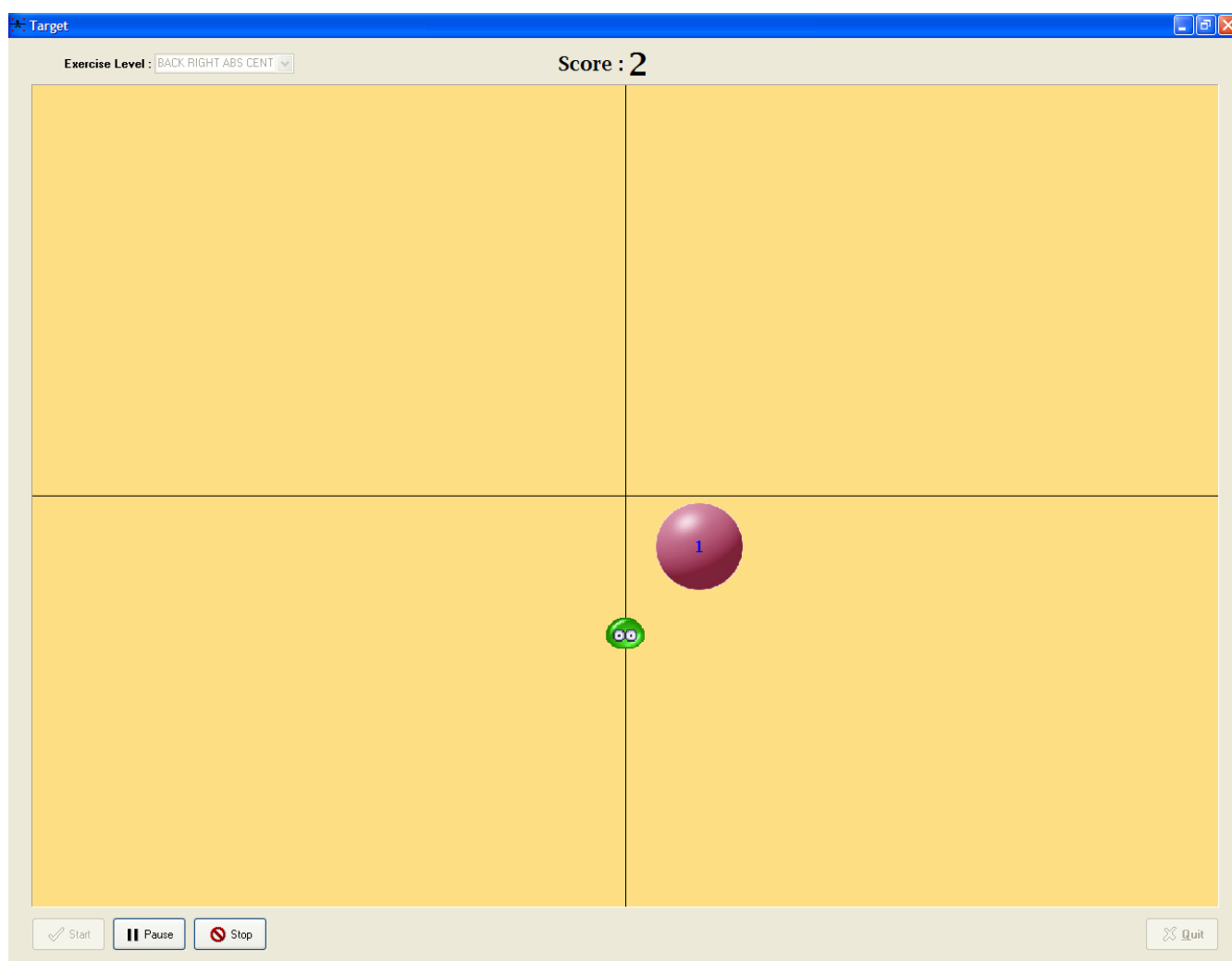
"Exercises" tab

Target

This exercise has the same concept as the Clock functions however the patient cannot anticipate the movement to be performed because each ball appears after the other on a different part of the screen.

This exercise improves the patient's reaction involved in postural balance.

The score correspond to the necessary time to complete touching all the balls.



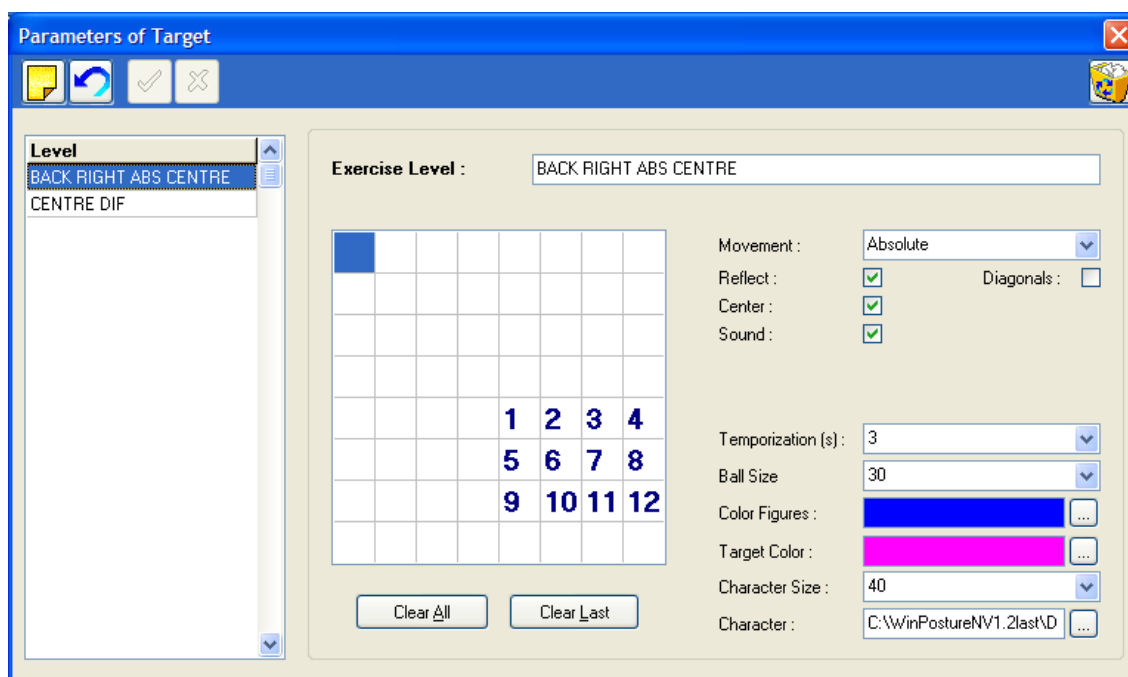
"Exercises" tab

Target

The factors of the exercise which can be modified are similar to those in the "Clock" exercises (refer to page 29).

The only difference is in the choice of the position where the balls appear on the screen. The screen is divided in 64 boxes. You can display up to 18 balls by clicking on the boxes on the screen.

The order in which the balls will appear on the screen is determined by the order of the numbers assigned during the selection of the boxes.



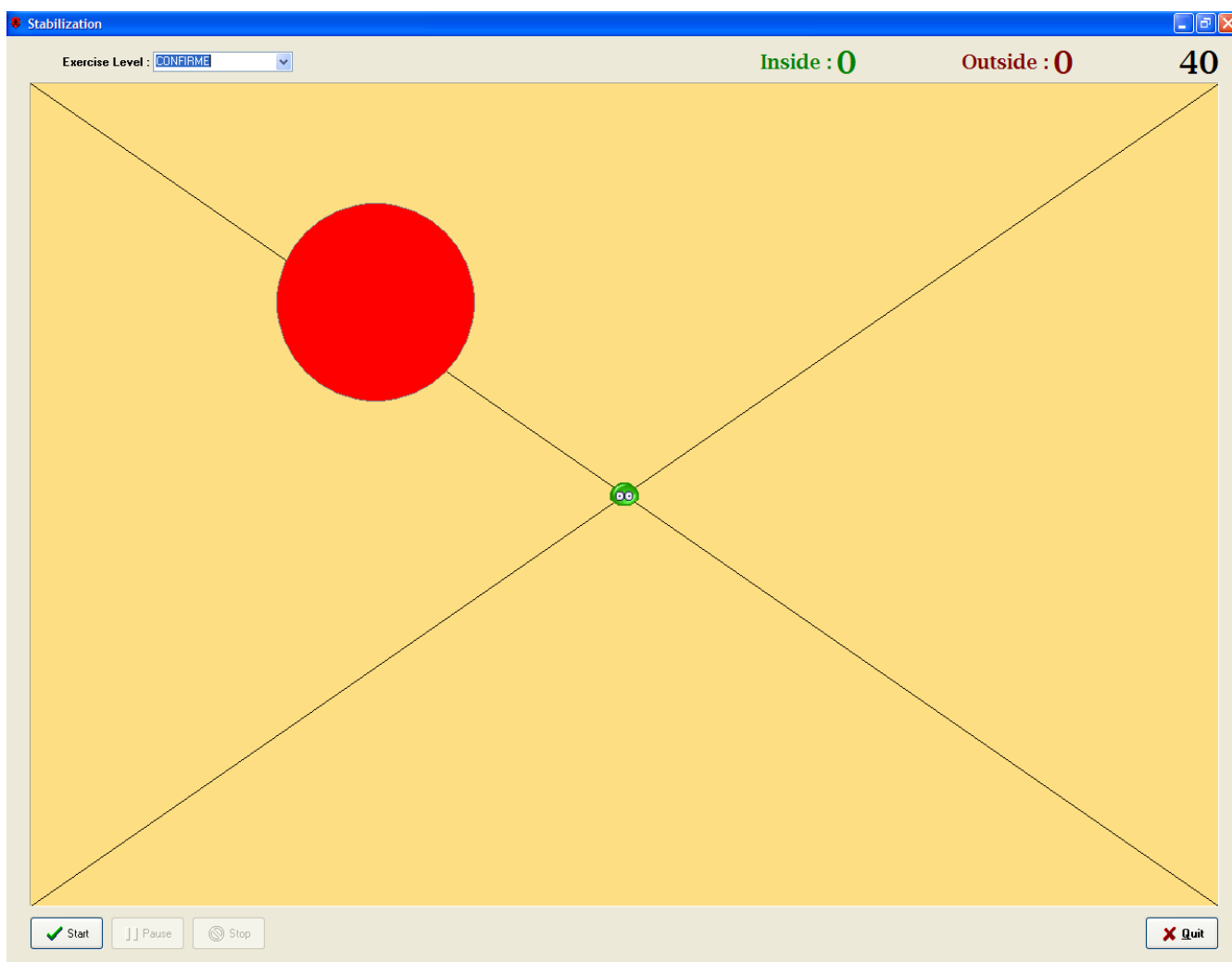
"Exercises" tab

Stabilization

This biofeedback visuo-postural exercise allows detecting and improving postural stability dysfunctions.


In fact, the patient has to stabilize for the longest time possible the figure displayed on the screen in the surface (displayed in red in the example below).

The score is displayed in duration of the time spent within the surface (green score) and the time spent outside the surface (in red).

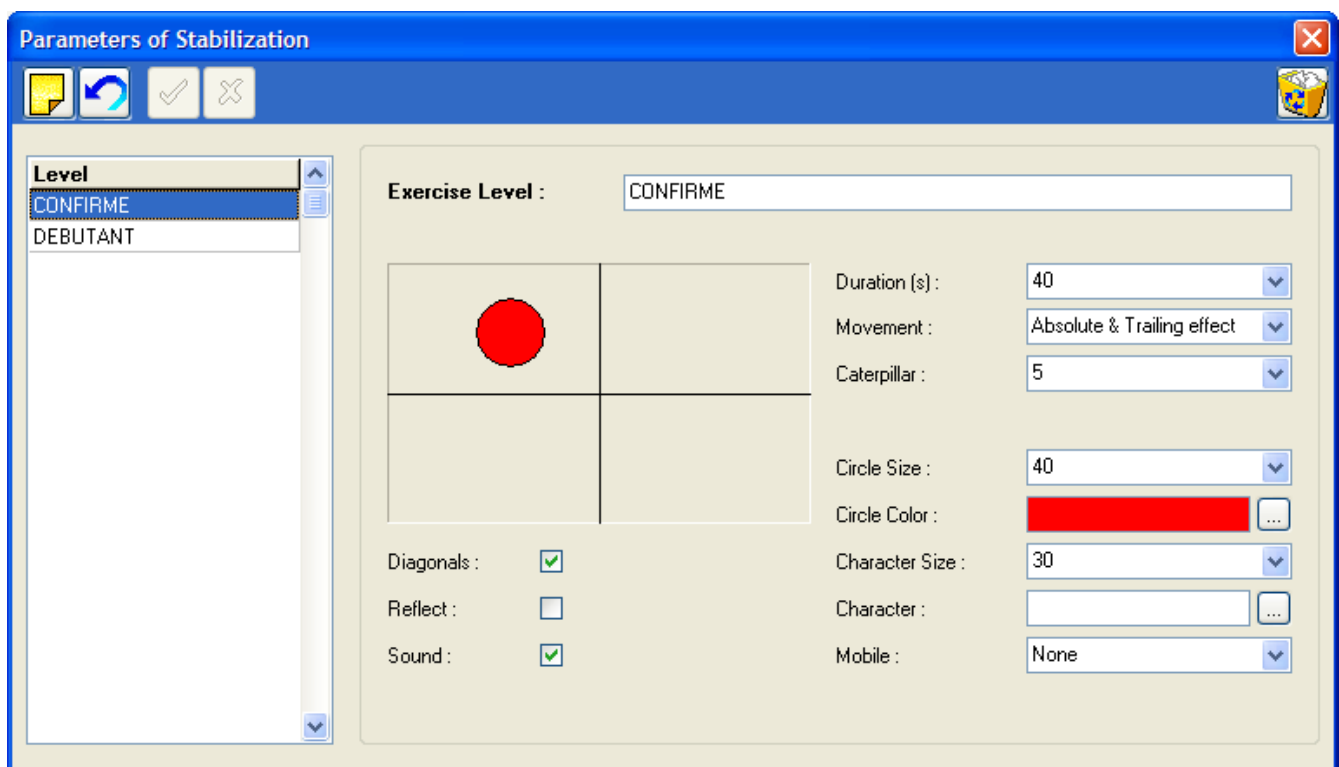


"Exercises" tab

Stabilization

By clicking on , you can modify :

- The type of **movement** : differential or not, with or without tracking effect (refer to page 29). The tracking effect and speed are directly related to this option.
- Exercise **duration**.
- The **size** of the circle.
- The **color** of the circle.
- The view of the **target** and **diagonal** lines on the screen.
- Adding **sound**.
- Le **type and size** of figure.
- The **position** of the surface in the rectangle (click on the desired position to move the circle).



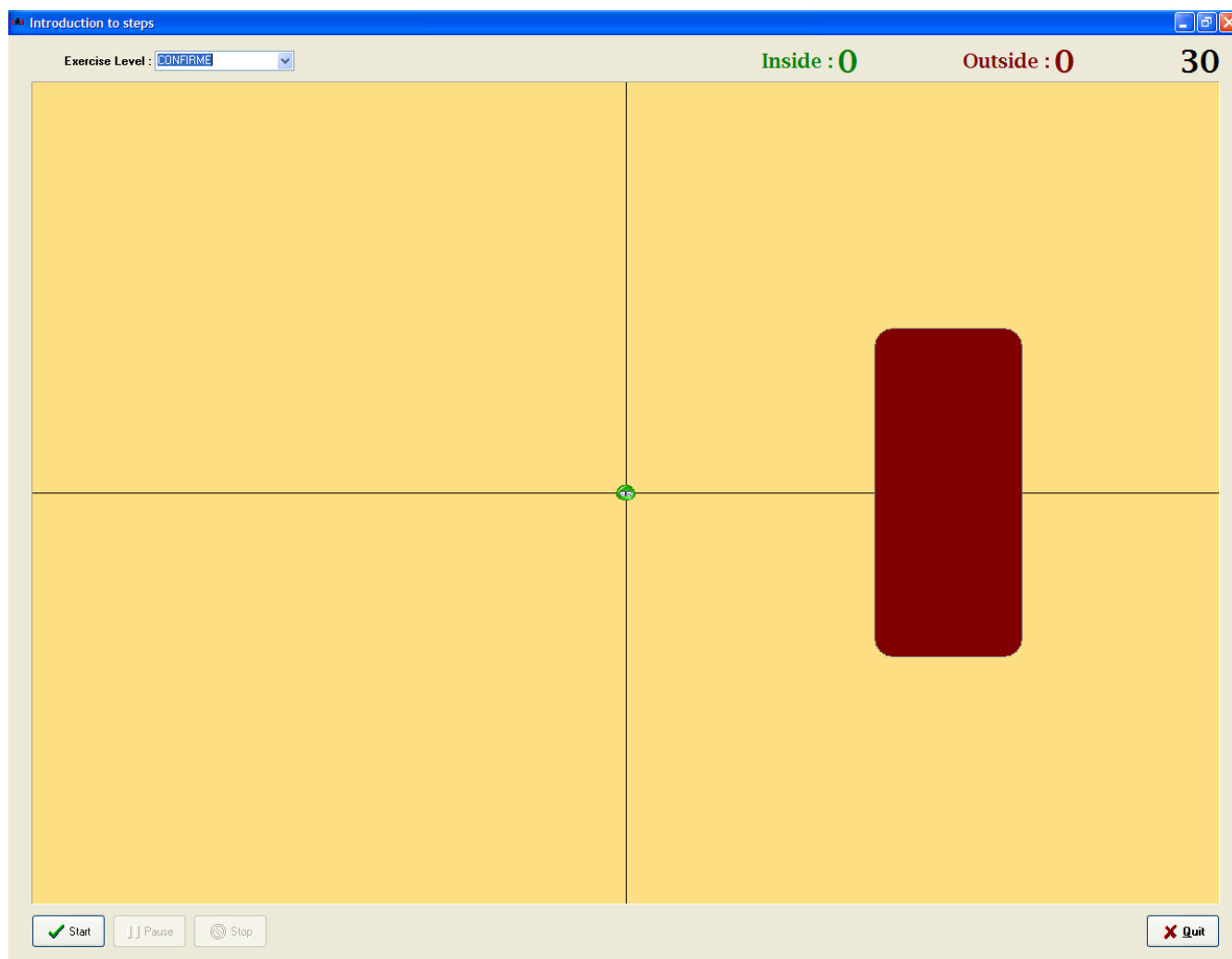
"Exercises" tab

Introduction to steps

Gait training is a basic walking exercise based upon the « Stabilization » exercise. The particular focus of the work is the latero-lateral (left-right) stabilization by requiring the patient to shift his/her balance from one surface to the other.


You can modify the exercise factors entirely so it can be adapted to the level of patient's postural dysfunction.

The score is displayed in term of duration of time spend inside the surface (green numbers) and the duration of time spent outside the surface (in red).

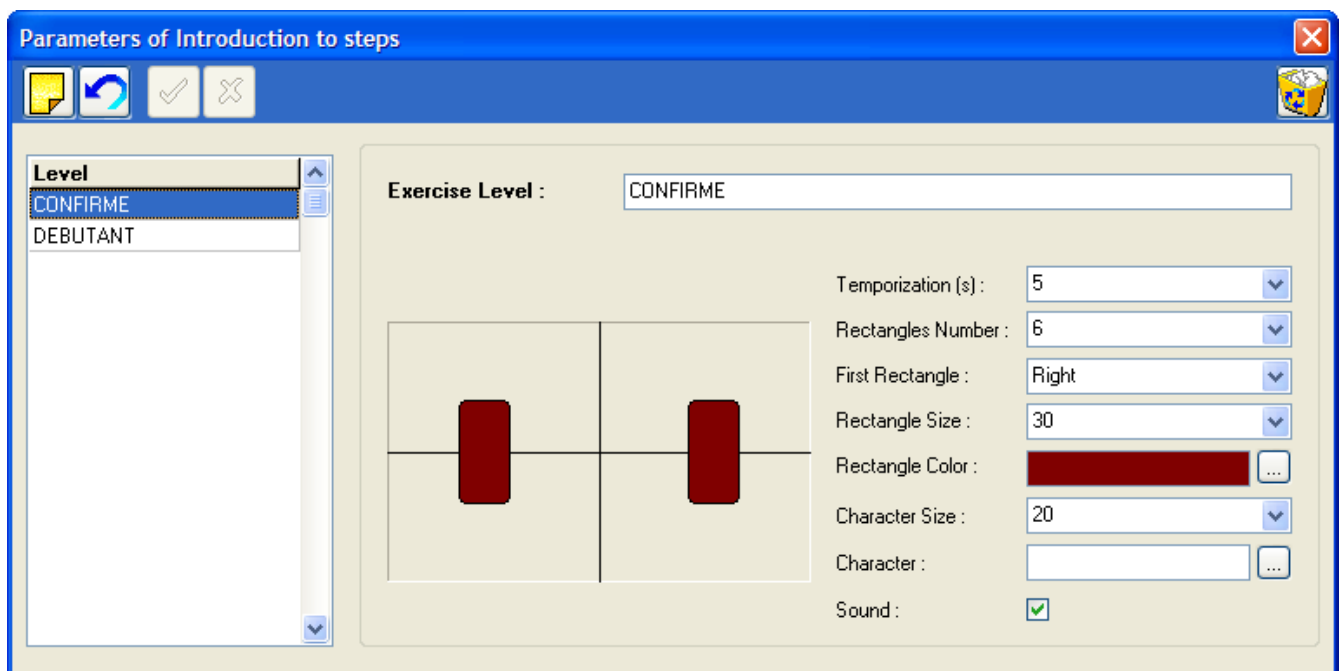


"Exercises" tab

Introduction to steps

By clicking on , you can modify :

- The **frequency** of alternation left rectangle/ right rectangle.
- The **number** of rectangles displayed during the exercise.
- The **order** of rectangle's display (first rectangle on the left or on the right).
- The **size** of the rectangle.
- The **type** and size of the figure.
- Adding **sound**.
- The **spread** between 2 rectangles by clicking on the target sign.



"Exercises" tab

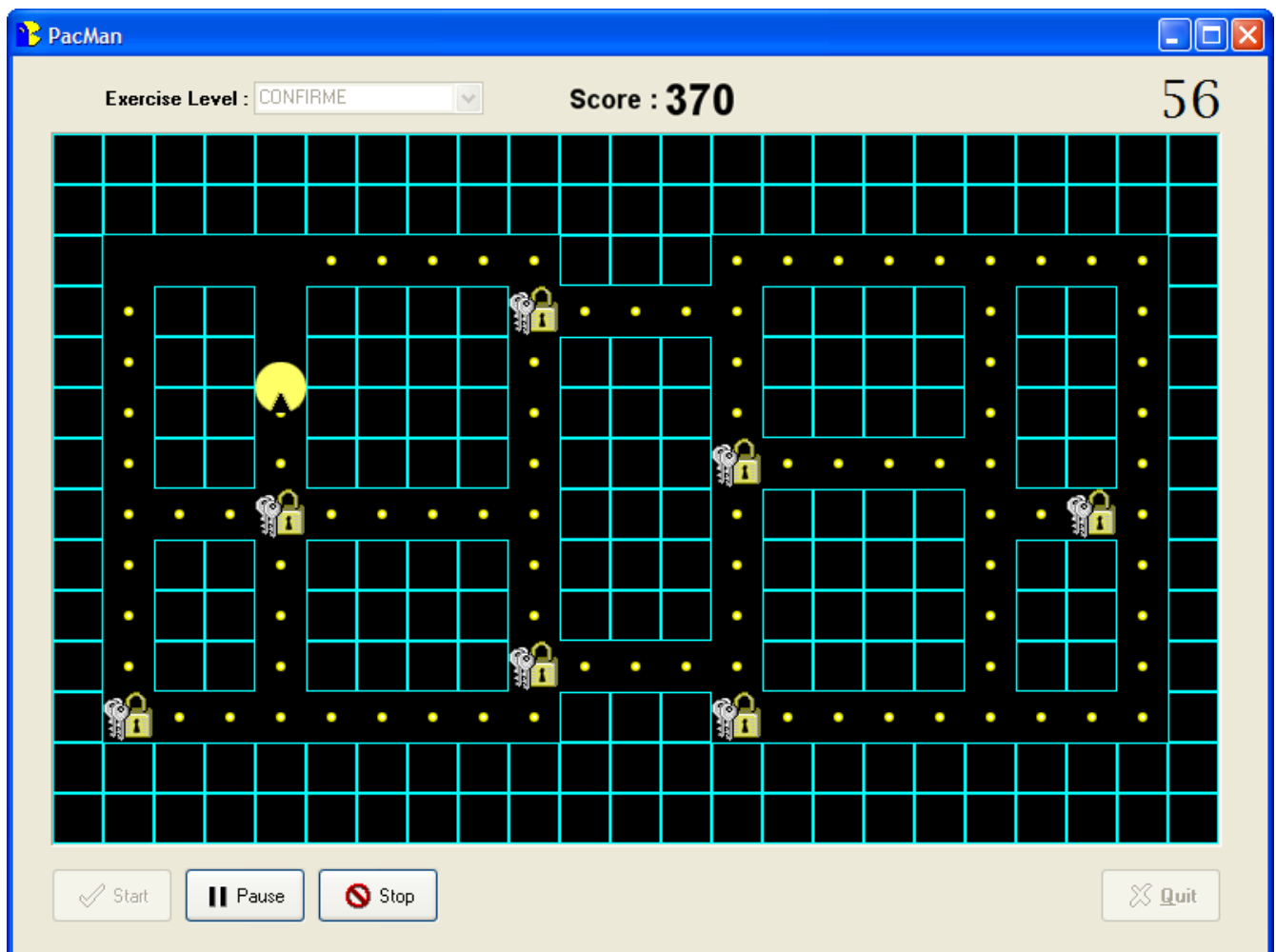
Pacman

Pacman is an exercise which focuses on working specific displacements in the right-left and antero-posterior directions.

The goal of the exercise is to "eat" all the coins and the locks to obtain the maximum number of points, each coin is worth 1 point and each lock 100 points.


When you eat all the points on the screen, you access to the next level.

A time limit is set to complete the exercise during which you have to collect the maximum amount of points.

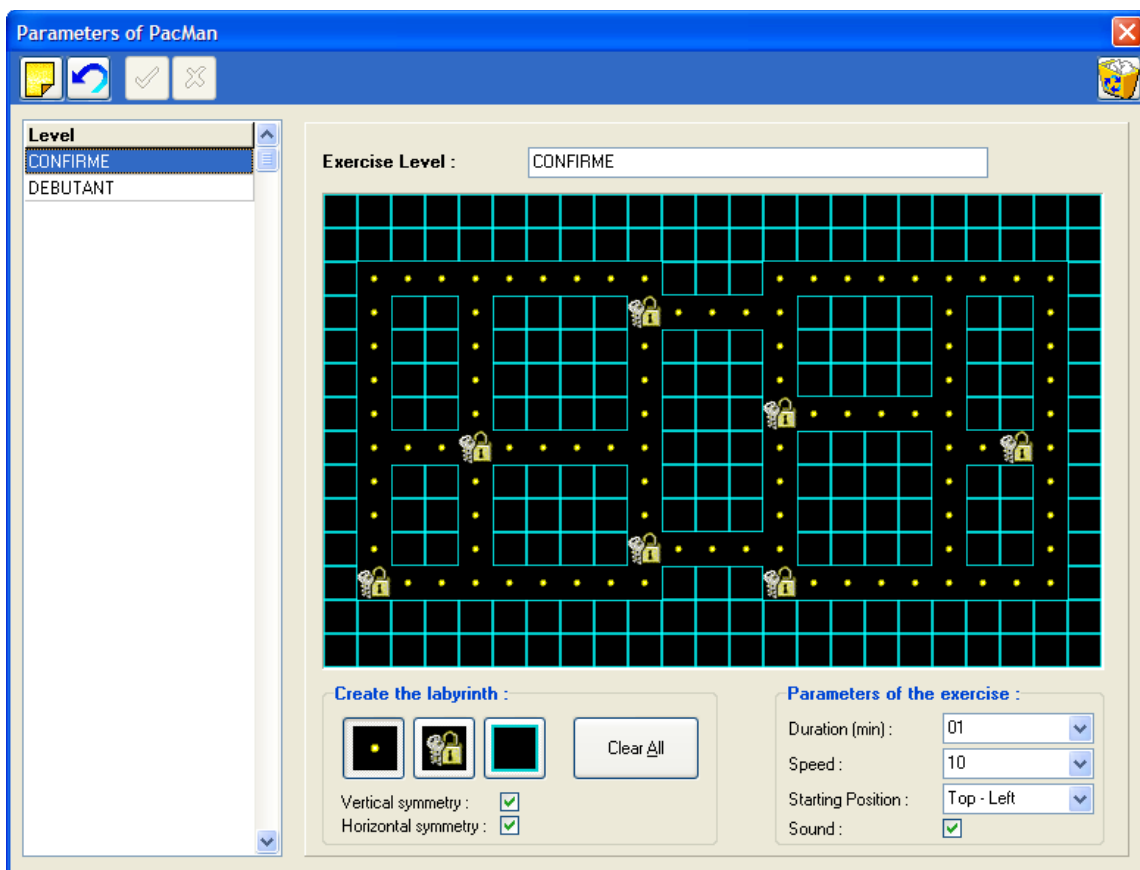


"Exercises" tab

Pacman

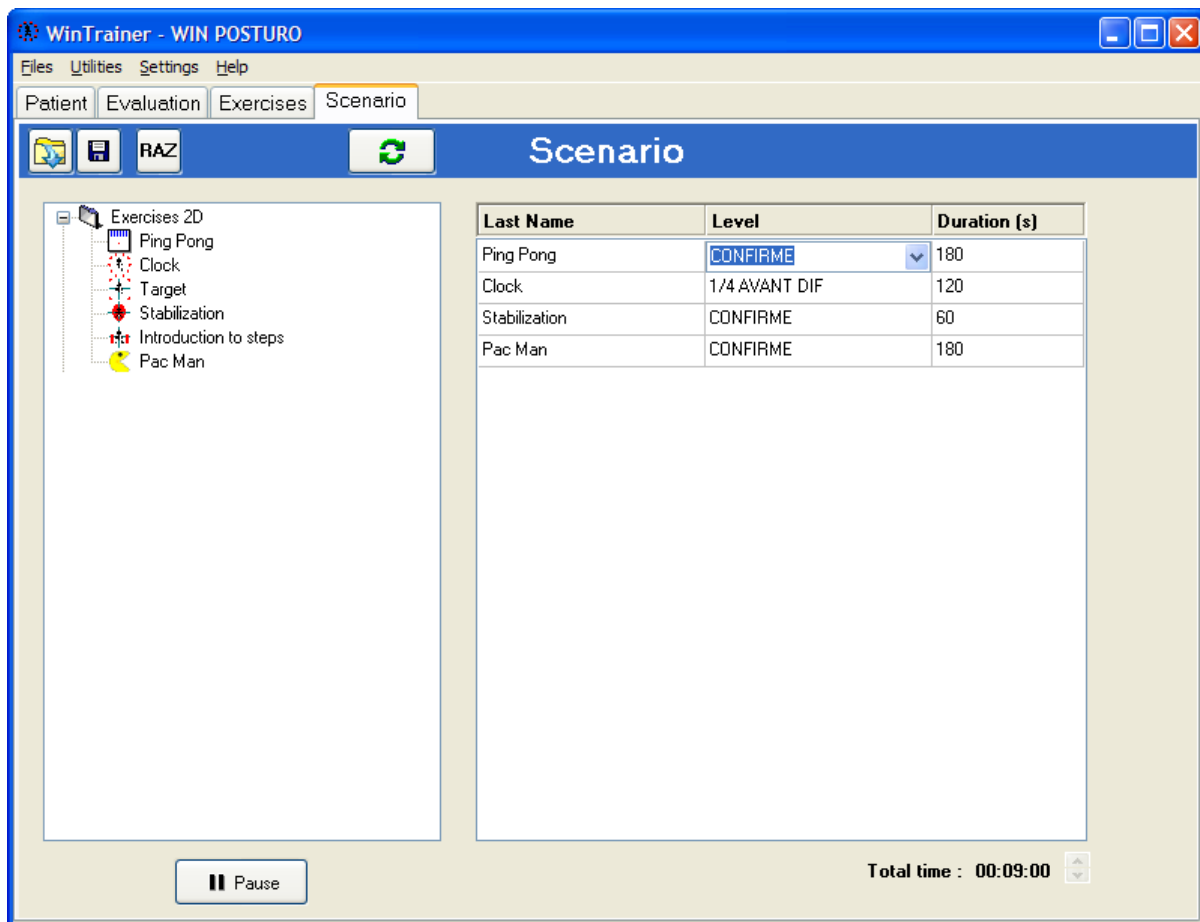
By clicking on , you can modify :


- The **duration** of the exercise.
- The **speed** of the pacman figure.
- Adding **sound**.
- The starting **position**.
- The La **shape** of the labyrinth :
 - ✓ Select the components you desire in the labyrinth (coins, locks or walls).
 - ✓ Click on Vertical or Horizontal symmetry if necessary.
 - ✓ Positions the components on the labyrinth by clicking and holding the mouse while moving it.

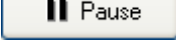


"Scenario" tab





This tab allows programming specific exercises sequences so the patient can complete the entire exercise program without clinician's involvement.



All the available exercises are displayed on the left side of the screen. Double click on the one you are interested to select for the exercise program (right column) then you can modify the difficulty level and duration (if necessary). To launch the exercise program, click on .

Notice : you can create breaks between exercises by clicking on  and you can also modify the duration of the break.

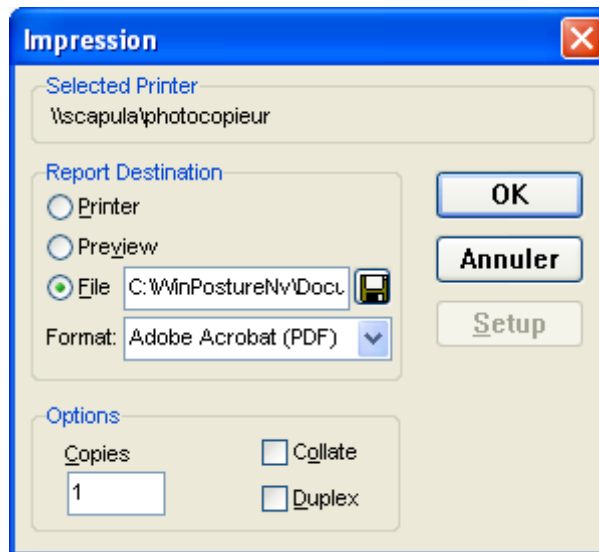
Tools bar

-  Accessing an existing exercises program.
-  Saving the current exercises program.
-  Erasing the current exercises program.
-  Launching the exercises program.

Printing




When clicking on  in the software, the following window opens :



Multiple options are available :

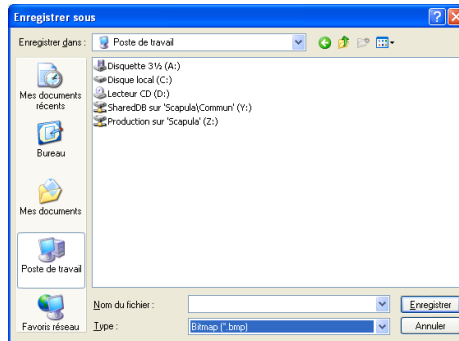
- **"Print"** : directly send to the printer.
- **"Preview"** : Print preview
- **"File"** : to save the file to be printed on the computer's hard drive particularly for PDF format file.

You can also eliminate this screen and printing will be performed in automatic mode when clicking on . Go to Menu *Configuration / Parameters / General* (refer to page 14).

Data Export

By right clicking with the mouse on the “detailed analysis” tab or on a graph in the “graphs” tab, you can :

- **Copy to clipboard** the selected image.
- **Save to file** the selected image on a Bitmap format. A windows appears allowing to name and locate the file which is created :



- **Export the series in Excel** : A new excel file is created, save it on the hard drive.

Backing up the patient database

WARNING !

It is necessary to frequently backup the "WINTRAINER NV Software" patient database which includes all patients. In fact, a technical computer dysfunction may damage, even destroy all your data which then cannot be retrieved. **One back up per week is recommended.**

Saving the patient database

Copy the folder C:\WinPostureNV\DATA to a backup unit, such as :

- CD or DVD writer
- ZIP Drive
- Another Hard drive
- USB Key

Loading a saved patient database

If you are not certain of the procedure, please contact us.

Procedure to follow when installing the backup database on a new computer configuration :

- ✓ Install "WINTRAINER NV Software" following the instruction manual.
- ✓ Launch the DBManager utility function which can be accessed through **Start/All programs/ Medicapteurs**.
- ✓ In the DBManager section :
 - Click on the command "**Import a database**".
 - The following window opens "Assistant for importing a database".
 - Select your back up unit.
 - Double-click on your back up DATA folder.
 - Then click on "**Next**" and then on "**Start**".
- ✓ When the import is completed all the patients are directly integrated in the patient database of the "WINTRAINER NV Software". You can verify that import was successfully completed by opening the "WINTRAINER NV Software" and then by clicking on "search" in the "Patient" tab.

Verify the displayed list and that the associated measurements are present.

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