#### Welcome

Thank you for your interest in the PhysioVideo Exercise Browser. The Browser allows you to quickly and easily build home exercise programs for your patients to follow. Some of the browsers' features include:

- Medium and large-size printouts.
- Integrated Image Editing program to add your own exercises.
- Hundreds of exercises to choose from.
- Stores frequently used exercise protocols.
- Uses three real photographs per exercises.

We suggest you review Configuring Your Computer for optimal browser performance and printed report quality.

Please call us at 781-255-2053 with any questions.

Thank you,

The employees of PhysioVideo, Inc.

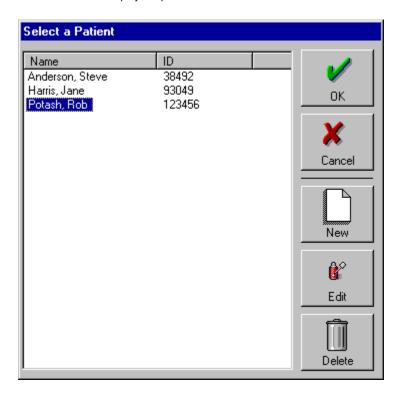
# **Configuring Your Computer**

The browser utilizes high-resolution color images for the patient sheets. For the best program operation, please review the following two topics.

Speeding Up the Program Improving the Print Quality

## Selecting a Patient

The first step in creating an exercise program is to select a patient. From the main Browser screen, push the PATIENT button. The Browser will display the patient selection screen.



To select the patient, highlight their name and press OK.

#### How Do I

Enter a New Patient

Edit a Patient's Name and ID

Delete a Patient

## Tips

- When selecting a patient, you can begin typing the patient's last name and the browser will automatically search the patient list for a match.
- To sort the list of patients by ID, simply click on the ID column header.

# **Enter a New Patient**

- 1. From the PVI main window, press the PATIENT button.
- 2. The Browser will display the Select a Patient Screen.
- 3. Press the NEW button.
- 4. The Browser will display the Patient Information Screen.
- 5. Enter the patient's information and press OK.

#### Edit a Patient's Name and ID

Note the Browser saves a single copy of the patient name and ID. Any changes to their name and ID will appear on all of the stored exercise programs for that patient.

- 1. From the PVI main window, press the PATIENT button.
- 2. The Browser will display the Select a Patient Screen.
- 3. Select the desired patient.
- 4. Press the Edit button.
- 5. The Browser will display the Patient Information Screen.
- 6. Edit the patient's information and press OK.

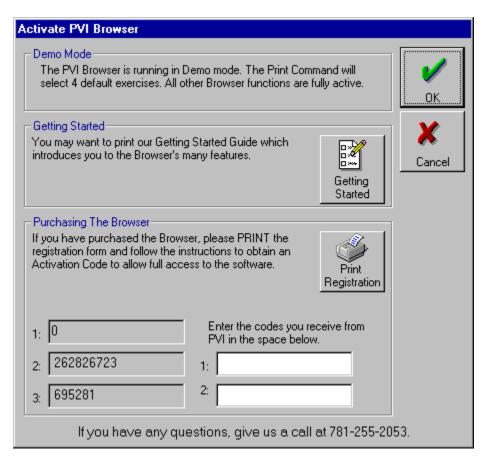
#### **Delete a Patient**

Note the Browser saves a single copy of the patient name and ID. Any changes to their name and ID will appear on all of the stored exercise programs for that patient.

- 1. From the PVI main window, press the PATIENT button.
- 2. The Browser will display the Select a Patient Screen.
- 3. Select the desired patient.
- 4. Press the Delete button.
- 5. The Browser will ask you to confirm deletion of the patient.
- 6. Press Yes to delete the patient and all of their stored exercise programs.

#### **Purchasing the Browser**

When you first install the PVI Browser it runs in <u>demo mode</u>. Each time the program is started in demo mode it displays the Activation Screen. To purchase the program, press the Print Registration button. The Browser will print an activation form which you should FAX to PhysioVideo. We will FAX you back the activation codes for the Browser. When you receive the activation codes you will enter them in the two spaces on the Activation form.



## **Building an Exercise Program**

Once you have selected a patient you can enter an exercise program for them. From the main Browser Screen, press the Exercises button. The Exercise Selection Screen is divided into four major sections, the Exercise Library, the Patient's Exercise Program, the View Lists and the Command Buttons.



#### How do I

Add an Exercise to the Patient's Program

Delete an Exercise from the Patient's Program

View Specific Exercises in the Library

## Adding an Exercise to the Patient's Program

There are two ways to add an exercise to the patient's program.

- 1. Click on an exercise in the Exercise Library.
- 2. While you are holding the mouse button down, drag and drop the exercise into the Patient's Exercise Program.

Or

- 1. Double-click on an exercise in the Exercise Library.
- 2. From the Exercise Parameters Window, set the number of repetitions, hold time, and sets for the patient to perform.
- 3. Press OK to add the exercise to the Patient's Exercise Program.

# Deleting an Exercise from the Patient's Program

There are two ways to add an exercise to the patient's program.

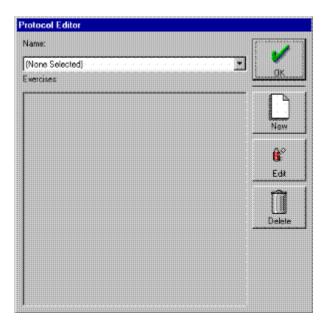
- 1. Click on an exercise in the Patient's Exercise Program.
- 2. Press the Delete key.

Or

- 1. Click on an exercise in the Patient's Exercise Program.
- 2. While you are holding the mouse button down, drag and drop the exercise into the Exercise Library.

#### **Protocols**

Protocols are stored collections of exercises which can be quickly recalled for patients. Typically providers create protocols for specific pathologies, e.g. ACL Phase I or Low Back Strengthening. You can Add, Edit, and Delete protocols from the Protocol Editor. To start the Editor, select Tools, Protocol Editor from the Browser Menu Bar.



# How Do I Add a New Protocol Edit an Existing Protocol Delete an Existing Protocol

## **Edit an Existing Protocol**

When you edit a protocol, the browser edits the protocol in the protocol database. All previous patient records which used that protocol will remain unchanged.

- 1. Select Tools, Protocol Editor for the Browser Menu Bar. The Browser display the Protocol Editor screen.
- 2. Use the pull-down Name list to select the protocol you want to edit.
- 3. Press the Edit button. The Browser will display the protocol in the exercise selection screen.
- 4. Select the desired exercises and press OK from the Exercise Selection Screen.
- 5. The Browser update the protocol with the new list of exercises.

## Add a New Protocol

- 1. Select Tools, Protocol Editor for the Browser Menu Bar. The Browser display the Protocol Editor screen.
- 2. Press the New button to add a new protocol. The Browser will display the exercise selection screen.
- 3. Select the desired exercises and press OK from the Exercise Selection Screen.
- 4. The Browser will ask for a name for the new protocol. Enter the name and press OK.

## **Delete an Existing Protocol**

When you delete a protocol, the browser deletes the protocol from the protocol database. All previous patient records which used that protocol will remain unchanged.

- 1. Select Tools, Protocol Editor for the Browser Menu Bar. The Browser displays the Protocol Editor screen.
- 2. Use the pull-down Name list to select the protocol you want to delete.
- 3. Press the Delete button. The Browser will delete the protocol.

# Improving the Print Quality

We've found the best speed and print quality performance is obtained by using a premium InkJet quality paper (not the more expensive glossy photo paper) and setting your printer to 720 DPI.

## See Also

Epson Printer Setup HP Printer Setup

## **Epson Printer Setup**

The following procedure describes how to set the paper and printer quality for the Epson 640 Color-Inkjet printer. The procedure for other Epson inkjet printers should be similar.

- 1. Select Start, Setting, Printers.
- 2. Right-click on your InkJet printer and select Properties.
- 3. Select the Main tab.
- 4. Set the **Media Type** to Photo Quality Ink Jet Paper.
- 5. Set the Speed to 720dpi.



## **HP Printer Setup**

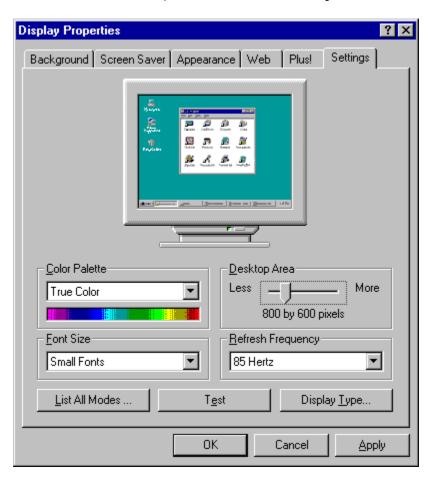
The following procedure describes how to set the paper and printer quality for the HP 600C Color-Inkjet printer. The procedure for other HP inkjet printers should be similar.

- 1. Select Start, Setting, Printers.
- 2. Right-click on your InkJet printer and select **Properties**.
- 3. Select the **Details** tab.
- 4. Set the **Paper Type** to Photo Quality Ink Jet Paper.
- 5. Set the **Print Quality** to Best.

## Speeding Up the Program

The Exercise Browser runs best when the computer display is set to greater than 256 colors.

- 1. Select Start, Settings, Control Panel.
- 2. Select the Display Icon.
- 3. Select the **Settings** Tab.
- 4. Select the Color Palette pull-down list and choose an item greater than 256 colors.



# Contacting PhysioVideo

Our office hours are 8:30AM to 5:00PM East Coast Time Monday through Friday.

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Web: <u>www.physiovideo.com</u> e-mail: <u>info@physiovideo.com</u>

#### **Demo Mode**

When you first install the PhysioVideo browser it will run in demo mode. In demo mode all features of the program are active for you to evaluate. The only difference is that in demo mode when you print an exercise program the browser will print a single sheet with four pre-selected exercises. When you purchase and activate the program, the browser will print all of the exercises you select.

# Print a Standard Patient Handout

The standard patient handout contains medium size pictures with four exercises per page. To print the handout.

1. Select File, Print, Exercises 4/page.

Or

1. Press the Print button.

# Print a Large Format Patient Handout

The large format standard patient handout contains large size pictures with two exercises per page. To print the handout.

1. Select File, Print, Exercises 2/page.

#### **Standard Patient Handout**

The PhysioVideo Browser standard patient handout shows three pictures of each exercise along with a description of each step below the photographs. The handout contains four exercises per page.

# 1. (102) Illio-tibial Band Stretch: 2 reps, 30 sec hold, 1 set



Stand with involved side next to wall



Cross un-involved leg in front



Lean hip into the wall

#### How Do I

Print a Standard Patient Handout
Print an Exercise Instruction Cover Sheet

## **Large Format Patient Handout**

The PhysioVideo Browser standard patient handout shows three large-size pictures of each exercise along with a description of each step below the photographs. The handout contains two exercises per page.

## 1. (102) Illio-tibial Band Stretch: 2 reps, 30 sec hold, 1 set



Stand with involved side next to wall



Cross un-involved leg in front



Lean hip into the wall

#### How Do I

Print a Large Format Patient Handout
Print an Exercise Instruction Cover Sheet

## **Exercise Instruction Cover Sheet**

The PhysioVideo browser can print a cover sheet with each exercise program. The cover sheet provides basic guidelines for the patient to follow while exercising.

## How Do I

Print an Exercise Instruction Cover Sheet Edit the Exercise Instruction Cover Sheet

# **Print an Exercise Instruction Cover Sheet**

The SportsWare browser can automatically print an exercise instruction cover sheet with each patient handout. To enable printing of the cover sheet:

- 1. Select File, Preferences.
- 2. Select the Print Patient's Cover Sheet option.

## **Edit the Exercise Instruction Cover Sheet**

- 1. Select File, Preferences.
- 2. Select the Edit button..
- 3. The browser will start the notepad editor.
- 4. Make any changes to the cover sheet and select File, Save then File, Exit.

# Video Tape Order Form

Many of the exercises included with the PhysioVideo browser are available on video tape. The video tape order form contains the billing and shipping information along with the items ordered.

## How Do I

Print a Video Tape Order Form

# Print a Video Tape Order Form

- 1. Press the Video button to enter the shipping and billing information for the video tape order.
- 2. Select File, Print, Video Order.
- 3. FAX the video tape order to PhysioVideo. The FAX number printed at the bottom of the video tape order page.

# **Patient Record Report**

PhysioVideo Exercise Browser, (781) 255-2053

Site #: 0

 Patient:
 Potash, Rob
 Provider:
 Sample Provider

 Usage:
 M, W, F
 Date:
 05/24/1999

EXERCISE PROGRAM				
Code	Description	Reps	Hold	Sets
9	Standing Bi-lateral Heel Raise	10	0s	1
7	Ankle Pump	10	0s	1
6	Active Ankle Plantarflexion	10	0s	1
9	Standing Bi-lateral Heel Raise	10	0s	1
10	Seated Bi-lateral Heel Raise	10	0s	1
3	Active Ankle Dorsiflexion	10	0s	1

The patient record report contains the:

- Patient name.
- Provider name
- Date of exercise prescription
- Frequency the exercises are to be performed.
- List of exercises prescribed.

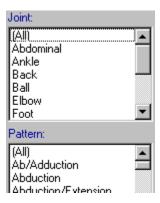
This provides a convenient report to be placed in the patient's chart.

#### How do I

Print a Patient Record Report

#### Viewing Specific Exercises in the Library

The Browser view lists allow you to view a sub-set of the exercises in the library. This is helpful when searching for exercises for a specific joint, pattern, or type.



#### **Examples**

- If you select Shoulder the Exercise Library will only display Shoulder Exercises.
- If you select Shoulder and Extension the Exercise Library will only display Shoulder Extension Exercises.
- If you select Shoulder and Extension and Resisted the Exercise Library will only display Resisted Shoulder Extension
  Exercises.

#### Tips

- You can multi-select the view lists. If you click on Ankle and then hold the Ctrl key while you select knee, the Exercise Library will show both Ankle and Knee exercises.
- When you Select a Joint, the Pattern and Type view lists only show exercises for that joint. When you select a Pattern, the Type view list only shows Types for that Joint.

## **Clinic Information**

The clinic information page contains:

- Name and phone number to be printed at the top of each handout.
- Default Shipping and Billing information used for Video Tape orders.

## How Do I

Set the Clinic Information

# **Setting the Clinic Information**

1. Select File, Clinic Information.

Note: The Shipping and Billing information are limited to 5 lines.

# Report Heading

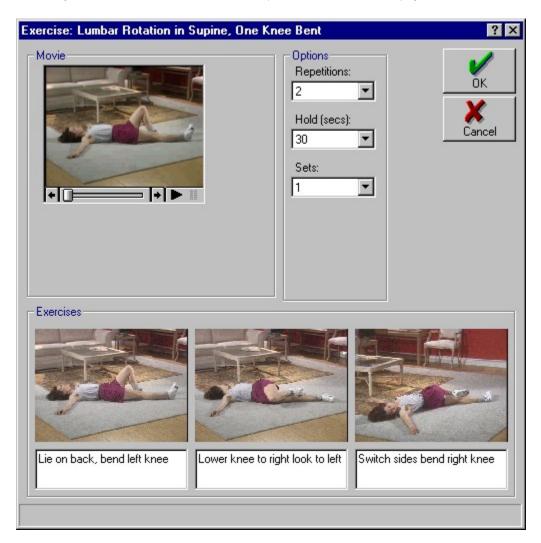
The Report Heading is set from the Clinic Information page.

# How Do I

Set the Clinic Information

## Modifying an Exercise

The Exercise Browser allows you to modify the number of repetitions, hold time, number of sets, and text under each exercise. To modify an exercise, double-click on the exercise picture. The Browser will display the Exercise Parameters form.



#### How Do I

Edit the Exercise Text
Edit the Default Exercise Values
Play a Movie of the Exercise

# **Editing the Exercise Text**

The exercise text appears below each picture. When entering the exercise text do not press the Enter key at the end of the line. The browser will automatically word-wrap the text at the end of each line and adjust the text placement based on whether you are printing a standard or large format patient report.

#### **Edit the Default Exercise Values**

When you change an exercise in the Exercise Selection form the new values are saved with the current patient's exercise program. Use the Tools, Library Editor command to change the default exercise selection so the new values appear with every patient.

#### Play a Move of the Exercise

PhysioVideo allows you to order video tapes of the patient's exercise program. The movie player control panel allows you to play a sample one-repetition movie of the exercise.



Left Arrow Move back one frame.

Right Arrow Move forward one frame.

Play Button Play to the end of the movie.

Pause Button Pause the movie.

Slider Move forward and backward through the movie.

# Print a Patient Record Report

1. Select File, Print, Patient Record.

# **Exercise Library**

The PhysioVideo Exercise Library contains hundreds of exercises for you to choose from. You can add new exercises to the library, edit the existing exercises, or delete exercises.

# **Exercise Editor**

The Exercise Editor allows you to specify all of the parameters associated with an exercise. It is divided into four major sections:  $\underline{\text{Description}}, \underline{\text{View}}, \underline{\text{Options}}, \text{ and } \underline{\text{Pictures and Text}}.$ 

# **Short Description**

The Short Description appears under the exercise icons in the Exercise Selection form. The Short Description is limited to 15 characters.

# **Long Description**

The Long Description appears on the printed patient exercise hand-outs. The Long Description is also displayed on the status bar when you move the mouse over an exercise in the Exercise Selection form. The Long Description can be up to 50 characters.

#### **Exercise Editor Joint View**

Select the appropriate joints from the Joint view list. You can enter an exercise under multiple joints by multi-selecting the Joint list. For example, you might add Hip Flexion in Supine under Knee and Hip. When selecting exercises for the patient if you select Knee or Hip the Hip Flexion exercise would be displayed in the Exercise Choices window. To add a new Joint to the list of options press the Add button. After adding a new joint to the list you must still highlight the joint to associate it with the current exercise.

# **Exercise Editor Pattern View**

Select the appropriate pattern from the Pattern pull-down list. To add a new Pattern to the list of options, simply type it into the pull-down list.

# **Exercise Editor Type View**

Select the appropriate Type from the Type pull-down list. To add a new Type to the list of options, simply type it into the pull-down list.

# Specify the Exercise Icon

The Exercise Library displays a small picture for each exercise. The Used Selected Icon button allows you to specify which picture will be displayed in the Exercise Selection window.

#### **Exercise Editor Picture**

The exercise editor Picture allows you to select the picture which appears on the patient hand-out. To select a picture, double-click on the picture and switch to the Image Editor Program.

# Image Editor

The PhysioVideo Image Editor is a full-feature graphic import and image editing program.

# How Do I

Import an Existing Image File
Import an Image from a Scanner or Camera

#### Add a Picture to the Exercise Handout

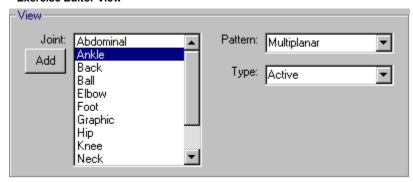
- 1. From the Exercise Editor, double-click in the box for the picture you want to add. This tells the Image Editor where to save the new picture.
- 2. Switch to the Image Editor program.
- 3. Use the Image Editor File, Open command to open a picture from your Hard Disk or CD-ROM. Use the Twain command to import a picture directly from a digital camera or scanner.
- 4. Edit the picture using the Image Editor.
- 5. Use the File, Update Library command to save the picture in the Exercise Library.

# **Exercise Editor Description**

Description	
Short: Alphabet	
Long: Ankle Alphabet	

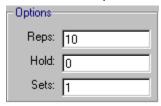
The Description section allows you to specify the  $\underline{\text{short description}}$  and the  $\underline{\text{long description}}$  .

#### **Exercise Editor View**



The Views are used by the Exercise Selection form. When you select a specific Joint, Pattern, or Type the Exercise Selection window only displays exercises for the selected type. This aids in searching through the database when creating an exercise program. The View section allows you to set the <u>Joint</u>, <u>Pattern</u> Pattern, and <u>Type</u> values for the exercise.

# **Exercise Editor Options**



The Options section allows you to set the default number of Repetitions, Hold Time, and Sets for the exercise.

#### **Exercise Editor Pictures and Text**



The Pictures and Text appear on the patient handout. You can specify the <u>lcon</u>, <u>Picture</u>, and <u>Text</u>.

#### How Do I

Add a Picture to the Exercise Handout

# Import an Existing Image File

The Image Editor can accept files in a number of different graphics formats, including, BMP, TIFF, PCD, and FPX.

- 1. From the Image Editor select File, Open.
- 2. Use the Open dialog box to search for the desired file.

#### Import an Image from a Scanner or Camera

The Image Editor supports the TWAIN protocol for image interchange. To import an image:

- 1. Select File, Select TWAIN Select Source.
- 2. The program will display a list of TWAIN devices registered on your system. Select the device you want to use.
- 3. Select TWAIN acquire.
- 4. Use the application software from your TWAIN source to select and transfer the image.

Closes this dialog and saves any changes you have made.

Click this button to make your choice.

Closes this dialog and saves any changes you have made.

Closes this dialog without saving any changes you have made.

Click this button to make your choice.

Click this button to make your choice.

Closes this dialog and saves any changes you have made.

Click this button to make your choice.

Choose an item from the list.

Click this button to make your choice.

Click this button to make your choice.

Click this button to make your choice.

Closes this dialog without saving any changes you have made.

Click this button to make your choice.

Closes this dialog without saving any changes you have made.

Closes this dialog and saves any changes you have made.

Click this button to make your choice.

Closes this dialog and saves any changes you have made.

Closes this dialog without saving any changes you have made.

Click this button to make your choice.

Select your preferred option.

Select your preferred option.

Select your preferred option.

Closes this dialog without saving any changes you have made.

Closes this dialog and saves any changes you have made.

Closes this dialog without saving any changes you have made.

Closes this dialog and saves any changes you have made.

Select your preferred option.

Select your preferred option.

Closes this dialog and saves any changes you have made.

Closes this dialog without saving any changes you have made.

Closes this dialog without saving any changes you have made.

Closes this dialog and saves any changes you have made.

Check your desired options.

Choose an item from the list.

Choose an item from the list.

Choose an item from the list.

Closes this dialog and saves any changes you have made.

Closes this dialog and saves any changes you have made.

Closes this dialog without saving any changes you have made.

Choose an item from the list.

Closes this dialog and saves any changes you have made.

Closes this dialog without saving any changes you have made.

Closes this dialog without saving any changes you have made.

Closes this dialog and saves any changes you have made.

Choose an item from the list.

Choose an item from the list.

Choose an item from the list.

Closes this dialog without saving any changes you have made.

Choose an item from the list.

Choose an item from the list.

Closes this dialog without saving any changes you have made.

Check your desired options.