

How to use the



A Comprehensive Training Guide

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A. The eClinic Interface

1. Navigation Links

The screenshot shows the eClinic IM-Home interface. At the top, there is a logo with a house and a tree, and the text "eClinic IM-Home". Below the logo, there is a navigation bar with "Home" and "Provider" options. The main content area is divided into two sections: "Provider Home" and "My Members".

Provider Home

- [Create Member](#)
- [Member Training Plans](#)
- [Message Center](#)
- [Training Reports](#)
- [Training Templates](#)
- [Manage Accounts](#)
- [Software Updates](#)

My Members (Switch To [Memb](#))

Member Name	Message
Test123, Test	No Message
Tester, Tester	No Message

Callouts and their descriptions:

- Allows Specialist to create a new member (points to [Create Member](#))
- View all members, create and change training plans (points to [Member Training Plans](#))
- Create and send messages to and from members (points to [Message Center](#))
- View member training reports and session data (points to [Training Reports](#))
- View pre-set and created training templates (points to [Training Templates](#))
- Enable/disable accounts, edit member information (points to [Manage Accounts](#))
- Look here for upgrades to software (points to [Software Updates](#))

1a. Create Member

The screenshot displays the eClinic IM-Home website interface. At the top left is the eClinic logo with a house icon. The top right shows a user greeting: "Welcome! Jennifer" and a "Logout" button, along with the last login time: "Last Login: 08/19/2011 09:29 AM ET". A navigation bar includes "Home", "Provider", "IM Website", and "Contact Us". The main content area is titled "Provider Home > Training Plan Wizard" and features three buttons: "Add Member" (highlighted in red), "Add Training Plan", and "Finish Up".

The "Add a New Member Account" form contains the following fields:

- Family Name: My Members (dropdown)
- First Name: * Sample
- Middle Name: Sample
- Last Name: * Sample (*) Denote required field
- Email Address: * Sample@sample.com Why we ask for it?
- Confirm Email Address: * Sample@sample.com
- Birth Date: * 01/01/1901 (mm/dd/yyyy) Why we ask for it?
- IM-Home Trainee User Id: * Sample What's this?
- IM-Home Trainee Password: * Sample
- Provider Clinic Name: * Jennifer Pitts What's this?
- Gender: Why we ask for it?
- Preferred Hand: Unknown What's this?
- Street Address:

On the right side of the form, there is a graphic with the text "Focus. Coordinate. Achieve." and a section for "TUTORIAL VIDEOS" with a link to "Provider Videos" and a note: "*Note- Triggers will not work properly unless they are inserted and removed properly! Please watch the videos by clicking".

CREATE MEMBER allows you to enter all of the pertinent information for your client. You can add a training plan from this window as well. Please note, if your client orders online, you do not need to enter their information, you just need to accept him/her from the home screen.

1b. Member Training Plans

Provider Home > Training Plans

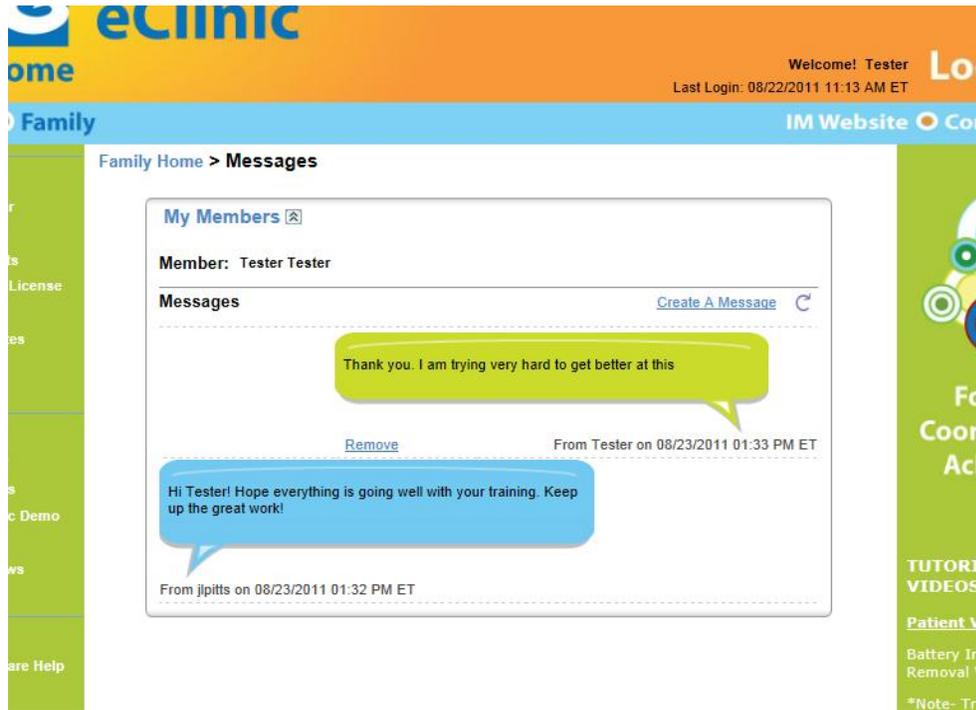
Member: [Show All Training Plans](#)

My Members

- Cheez-it Crackers** [History](#)
Current Training Plan: training [Change](#) [Delete](#)
Last Updated on: 01/06/2012 10:16 AM ET
- Dora TheExplorer** [History](#)
Current Training Plan: Template E- Intensive- (60 minute sessions) Movements Coordinated (LFA <100 ms) Visual to Auditory f [Change](#) [Delete](#)
Last Updated on: 01/16/2012 01:31 PM ET
- Garfield Thecat** [History](#)
Current Training Plan: Template C- Movements Uncoordinated (LFA> 200 ms) Auditory Only Mode for Garfield [Change](#) [Delete](#)
Last Updated on: 02/21/2012 11:53 AM ET
- Gilbert Goldfish** [History](#)
Current Training Plan: To Be Created [Add New](#)
 Select Template as New Training Plan: -- Select a Template as Training Plan --
 Use Template to Create Training Plan: -- Select Template to Create Training Plan --
 Create a NEW Training Plan:

MEMBER TRAINING PLAN allows you to view and change the training plan for your members. Simply select the member to get started.

1c. Message Center



The MESSAGE CENTER allows you to send messages to your and vice-versa. Both the specialist and the member receive an email to alert him/her that there is a message waiting. The member will also receive a pop-up message alerting him/her of the message when the lo in to do training and the specialist will have an icon on the home screen of the eClinic next to the patients name:

Sample, Sample	(Me), 08/23/2011	No Data	young child	Not Started
Test123, Test	No Messages	10/27/2011	Test	1
Tester, Tester	Tester, 02/29/2012 1	02/21/2012	Virtual Training	10

1d: Training Reports

Member:

Shows data on a day-by-day basis

Shows data over a span of time

Shows points on a graph of the tasks best averages for the day

Shows calculations from a LFA on a specific date

Shows a comparative view of multiple LFAs

Compares the latest sessions scores with the previous sessions scores

Compares latest sessions scores with the first LFA

Graphs data for the highest IAR per day

Graphs data for the highest burst count per day

Graphs data for the highest SRO% per day

Graphs the best task average per day

Graphs the best variability average per day

Training Reports

General Reports

[Session Calendar](#)

[Session Data](#) From: To:

Short Form Testing

[Short Form Testing Performance Analysis](#) Compares Short Form Tests from 2 different dates

[Short Form Testing Task Average Graph](#)

[Short Form Testing SRO% Graph](#) A graph of the Super-Right-On percentage for both tasks

Long Form Assessment

[LFA Calculations](#) Select Date:

[LFA Comparison](#)

Regular Training

Session Performance Analysis

[Comparison with Previous Session](#)

[Comparison with Best Scores in File](#) Compares the latest sessions scores with the best score on file

[Comparison with First LFA in File](#)

Session IAR Graph

Select an Exercise:

Session Burst Graph

Select an Exercise:

Session SRO% Graph

Select an Exercise:

Best Task Average Graph

Select an Exercise:

Variability Average Graph

Select an Exercise:

1e. Training Templates

Create or edit custom exercises to be inserted into templates

Provider Home > Training Templates

Add/Edit Custom Exercise (Explain this)

Showing Templates 1 - 7 of 7

Template Name	# Sessions	Last Updated	Active
Add New Training Template (Explain this)			
Template Name: <input type="text"/> <input type="button" value="Add"/>			
 Template A- Movements Coordinated (LFA <100 ms)	30	05/25/2011 04:27 AM ET	<input checked="" type="checkbox"/> 
 Template B- Movements Coordinated to Mildly Uncoordinated (LFA 100 - 200 ms)	30	05/24/2011 04:51 AM ET	<input checked="" type="checkbox"/> 
 Template C- Movements Uncoordinated (LFA > 200 ms) Auditory Only Mode	48	05/24/2011 05:49 AM ET	<input checked="" type="checkbox"/> 
 Template D- Movements Uncoordinated (LFA > 200 ms) Visual Only Mode	48	05/25/2011 04:20 AM ET	<input checked="" type="checkbox"/> 
 Template E- Intensive- (60 minute sessions) Movements Coordinated (LFA <100 ms) Visual to Auditory	14	05/24/2011 02:58 AM ET	<input checked="" type="checkbox"/> 
 Template F- Intensive- (60 minute sessions) Movements Coordinated (LFA <100 ms) Visual Mode	14	05/24/2011 03:37 AM ET	<input checked="" type="checkbox"/> 
 SAMPLE	1	08/22/2011 09:57 AM ET	<input checked="" type="checkbox"/> 

Makes a copy of the template so it can be edited as desired

View each template in full as a PDF file

Delete created templates

Section 1f. Manage Accounts

Provider Home > Manage Family & Member Accounts See picture on following page for more settings

Manage Family & Member Accounts

[More Account Settings...](#)

Family Name	Member First Name	Member Last Name	User Id Password	Payment Status	Active	
My Members					Yes	
<input type="checkbox"/>	Sample	Sample	Sample123 / Sample		Yes	
<input type="checkbox"/>	Test	Test123	test123 / test123		Yes	
<input type="checkbox"/>	Tester	Tester	tester / tester		Yes	
1						

Total Member Count: 3

[More Account Settings...](#)

Add Family

Create Member

Assign Members to Family

Create a group for members to fall under

Create a new member

Assign members to desired group

- Send payment reminder email
- Edit member account
- Email member password
- Disable member account
- Delete member account

Section 1f. Manage Accounts (cont.)

[Provider Home](#) > [Manage Accounts](#) > [More Account Settings](#)

[Back to Account List View >>](#)

Manage Member Account:

-- Select a Member --

Things you do with Member Accounts

- [Create a New Member](#)
- [Edit Member Account](#)
- [Change Trainee Account Status](#)
- [Delete Member Account \(Not Recommended\)](#)

Manage all aspects of a member's account

Manage Family Account:

-- Select a Family --

Things you do with Family Accounts

- [Add a New Family Account](#)
- [Edit Family Account](#)
- [Change Family Account Status](#)
- [Delete Family Account \(Not Recommended\)](#)

Creating a Family Account allows you to group people together so you can manage and find them easier

Manage My Account Settings:

- [Change My Account Password](#)
- [Change Email Preference and Settings](#)

Manage your personal settings

Section 1g. Software Updates

The screenshot shows the IM-Home eClinic interface. At the top left is the logo with a house and tree icon, and the text "eClinic IM-Home". On the right, it says "Welcome" and "Last Login: 08/24/2011 1". Below the logo is a navigation bar with "Home" and "Provider" (selected). A left sidebar contains a menu with "Provider Home" (selected), "Create Member", "Member Training Plans", "Message Center" (with a red notification icon), "Training Reports", "Training Templates", "Manage Accounts", "Software Updates", "IM Explorer", "Education/CEUs", "IM-Home eClinic Demo", "Online Deals", and "Research & News". The main content area is titled "Provider Home > Hostware Updates" and contains two sections: "IM-Home Software Installation" with a link "IM-Home Software Version 2.0.1.7 Installation (08/10/2011)", and "IM-Home Software Upgrade" with a link "IM-Home Software Version 2.0.1.7 Upgrade (08/10/2011)".

The software updates page shows updates to the IM Home software. Check the link periodically to make sure your software is the latest software available.

B. Training Planner Interface

2a. Icons

The screenshot shows the 'Training Plan' tab for a member named 'Sample Sample'. It features a table with one session, 'Session 1', and an 'Add New Session' button. The table has columns for 'Tasks: 0', 'Reps: 0', and 'Mins: 0'. Below the table, there are buttons for 'Change Member Training Plan', 'Save Member Training Plan', and 'Email Member Training Plan'. The interface also includes a 'Name' field with 'sample' and a 'Save Revised Name' button, and a 'Print Training Plan' button.

-  -Edit Session Settings
-  -Move Task Up and Down
-  -Add New Task
-  -Insert a New Session
-  -Copy This Session
-  -Print Session Tasks
-  -Session Task Details
-  -Delete Session

The diagram highlights the 'Tasks: 0', 'Reps: 0', and 'Mins: 0' cells in the session table. Callouts explain their functions:

- Tasks: 0**: Shows number of tasks in session
- Reps: 0**: Shows number of reps in session
- Mins: 0**: Shows amount of time to complete tasks (in minutes)

Below the table, there are buttons for 'Change Member Training Plan', 'Save Member Training Plan', and 'Email Member Train'. The 'Total # of Reps: 0' and 'Last Updated on: 8/25/2011 9:42:39 AM' are also visible.

2b. Settings & Controls

Session 1 >> Task 1 (New)

New Task Location: (Add to the End of Task List)

Task Settings

Training Form Type: Short Form Testing Count In 4

Exercise Name: Add Both Short Form Exercises

Repetition: 54 Duration: 1 Min. Tempo: 54 (30 to 130)

Difficulty: 100 (50 to 300) Guide Sound: ON OFF

Auto Difficulty

SRO: 15 Burst Threshold: 4

Task Visual Training Screen

Training Background Scene: Default [Show Background Scene Images](#)

Training Visual Indicator: Auditory

[Description](#) two Tasks (Both Hands & Both Hands w/Guide Sounds). It is ideally suited for briefly assessing the patient at the beginning and/or end of each treatment session in the areas of motor, attention, and sensory processing skills. The SF may also be used as a screening tool.

[Hide Volume Control Settings](#) [Reset Default Settings](#)

Task Volume Control

Master Volume 60 SRO Volume 85 RO Volume 60

Reference Volume 60 Guide Volume 80 (Volume from 0 to 127)

Save Save & Close Close

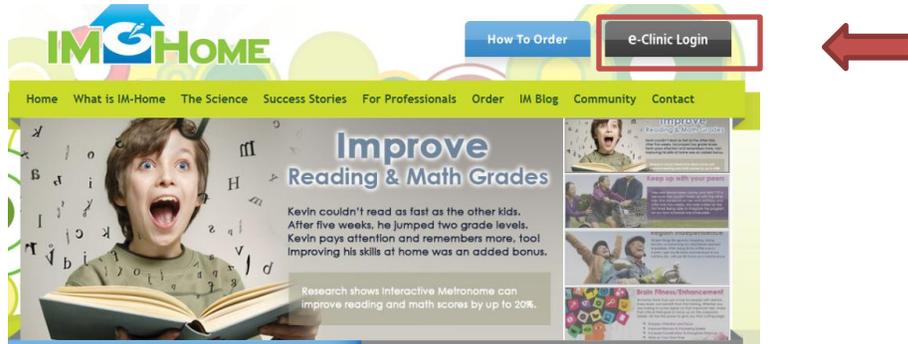
- **New Task Location:** selects where you want the new task to be placed in the session
- **Training form type:** Choose from Short Form Testing, Long Form Assessment, Regular Training, Gait Mate, and Attend Over Time.
- **Count In:** Puts desired number of beats in front of the training to get the member accustomed to the beat before they are scored.
- **Exercise Name:** Allows you to choose specific exercises to complete from each training type.
- **Repetition:** the number of “hits” on the trigger within one exercise
- **Duration:** The length of the exercise in minutes
- **Tempo:** The speed of the reference tone in beats per minute
- **Difficulty:** Indicates the millisecond range within the member will hear only the Super-Right-On, Early and Late guide sounds
- **Guide sound:** Additional sounds used to help guide the member back to the reference tone
- **Auto Difficulty:** Continuously change the “difficulty” setting during a tasked based on the member’s most recent trigger hits

- **SRO:** Super-Right-On; between 0 and 15 milliseconds
- **Burst Threshold:** The goal of SRO hits a member makes
- **Training Background Scene:** Allows you to change the background to 1 of 25 different scenes
- **Show Background Scene Images:** Click on this link to preview the background image
- **Training Visual Indicator:** Change between Auditory, Enriched Score Visual Screen, Enriched Score Without Center Flash, and Flash Reference Beat Only
- **Description:** Allows you to alter the description of the task to better fit your members.
- **Show/Hide Volume Control Settings:**
 - **Master Volume:** Controls the overall level of all tones and sounds
 - **Reference Volume:** Controls the volume of just the reference tone
 - **SRO Volume:** Controls the volume of the SRO sound when the guide sounds are turned on
 - **Guide Volume:** Controls the volume of the guide sounds independently of the SRO
 - **RO Volume:** Controls the volume of the RO sound when guide sounds are turned on

C. How to...

3. Login

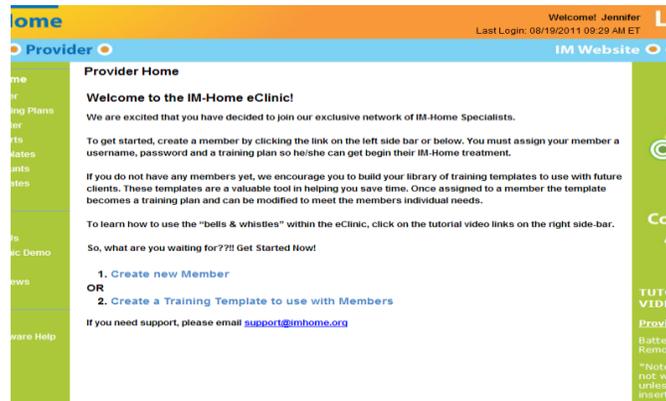
-Go to the IM Home website (www.imhome.org)



-Click eClinic Login



-Type login information *assigned by Interactive Metronome* in Provider/Member Login box



Once logged in you should see a Welcome Screen. Welcome to the IM-Home eClinic!

4. Accept/reject member

Provider Home

My Prospective Members [What do I do?](#)

Action	Member Name	Address	Phone	Created Date
Accept Reject	Metronome, Interactive	13794 NW 4th Street Suite 204 Sunrise, FL 33325 USA	(H) 9543854660	09/12/2011
Accept Reject	Mouse, Mickey	789 NW 4th Street marysville, WA 78945 USA	(H) 7418529630	11/01/2011
Accept Reject	test, test	789 Walker lane new york, NY 10048 USA	(H) 7894561230	02/17/2012

[Provider Home](#) > [Manage Accounts](#) > [Member Account](#)

Edit Member Account

This Member Account is currently disabled

Family Name: ▼

Parent/Guardian First Name:

Parent/Guardian Last Name:

Parent/Guardian Email Address: [Why we ask for it?](#)

Parent/Guardian Home Phone:

First Name:

Middle Name:

Last Name: (*) Denote required field

Email Address: [Why we ask for it?](#)

Confirm Email Address:

Birth Date: (mm/dd/yyyy) [Why we ask for it?](#)

IM-Home Trainee User ID: [What's this?](#)

IM-Home Trainee Password:

Provider Clinic Name: ▼ [What's this?](#)

Gender: ▼ [Why we ask for it?](#)

Preferred Hand: ▼ [What's this?](#)

Street Address:

City:

Country: ▼

State: ▼

Zip Code:

Home Phone:

Cell Phone:

Work Phone:

Other Email Address:

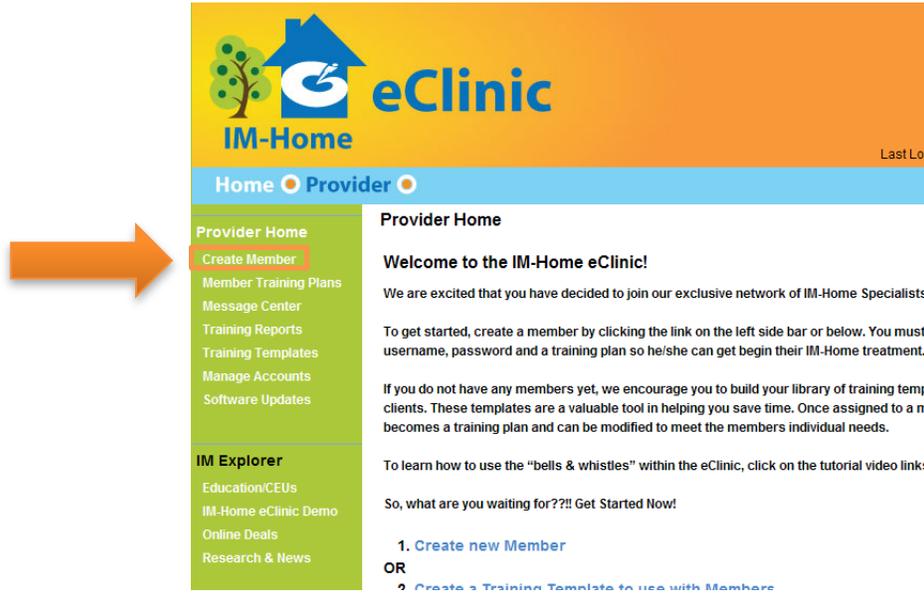
Is Training Completed:

Notes:

5. Create a member

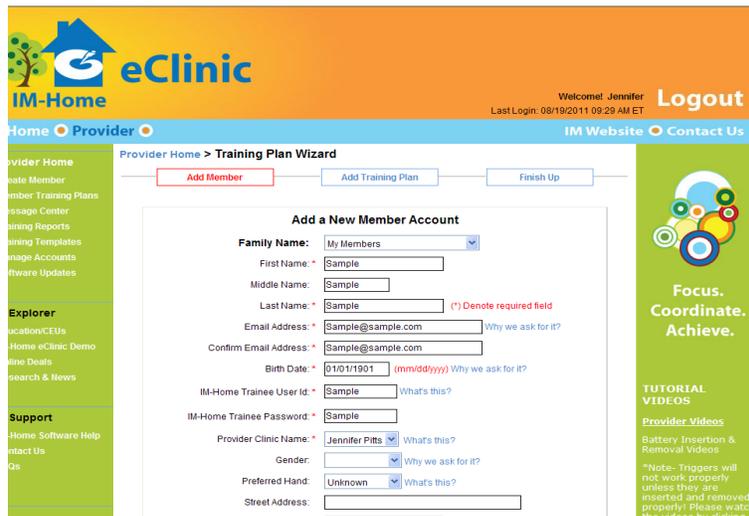
***Please note if a member places his/her order online, you will not need to do this step**

-Once logged in, click on Create Member (located on the left side of the screen)



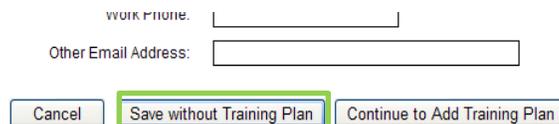
The screenshot shows the IM-Home eClinic Provider Home interface. The top navigation bar includes 'Home' and 'Provider'. The left sidebar menu has 'Create Member' highlighted with an orange arrow. The main content area displays a welcome message and two options: '1. Create new Member' and '2. Create a Training Template to use with Members'.

-Enter client information and create client's username and password



The screenshot shows the 'Add a New Member Account' form. The form includes fields for Family Name (My Members), First Name (Sample), Middle Name (Sample), Last Name (Sample), Email Address (Sample@sample.com), Confirm Email Address (Sample@sample.com), Birth Date (01/01/1901), IM-Home Trainee User Id (Sample), IM-Home Trainee Password (Sample), Provider Clinic Name (Jennifer Pitts), Gender, Preferred Hand (Unknown), and Street Address. The form is part of a 'Training Plan Wizard' with steps: Add Member, Add Training Plan, and Finish Up.

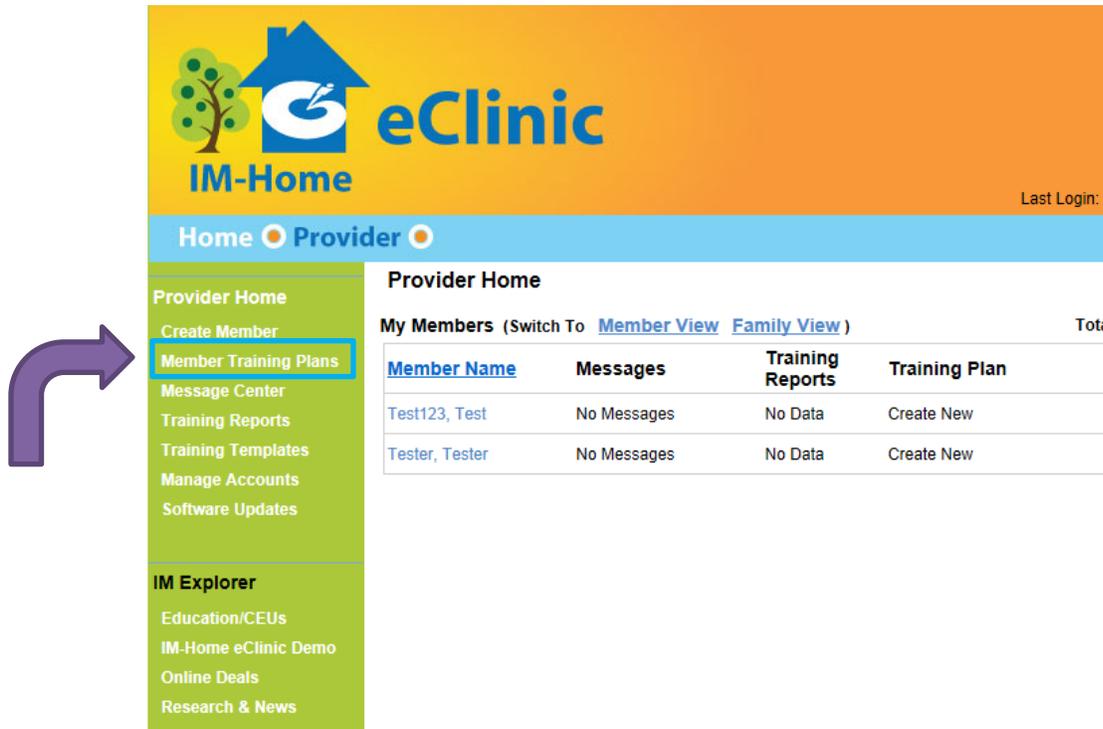
-Save without training plan



The screenshot shows the 'Save without training plan' options. It includes a 'WORK PHONE' field, an 'Other Email Address' field, and three buttons: 'Cancel', 'Save without Training Plan' (highlighted with a green box), and 'Continue to Add Training Plan'.

6. Assign a training plan to a member

-Click on Member Training Plans

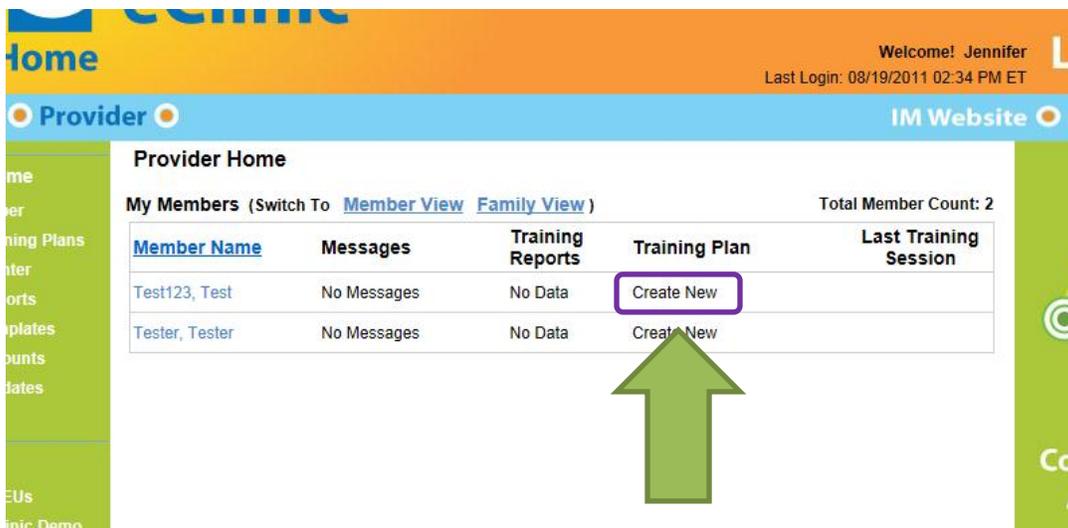


The screenshot shows the eClinic IM-Home interface. The top navigation bar includes 'Home' and 'Provider'. The left sidebar menu is expanded, and a purple arrow points to the 'Member Training Plans' option. The main content area displays the 'Provider Home' section with a table of members.

Member Name	Messages	Training Reports	Training Plan
Test123, Test	No Messages	No Data	Create New
Tester, Tester	No Messages	No Data	Create New

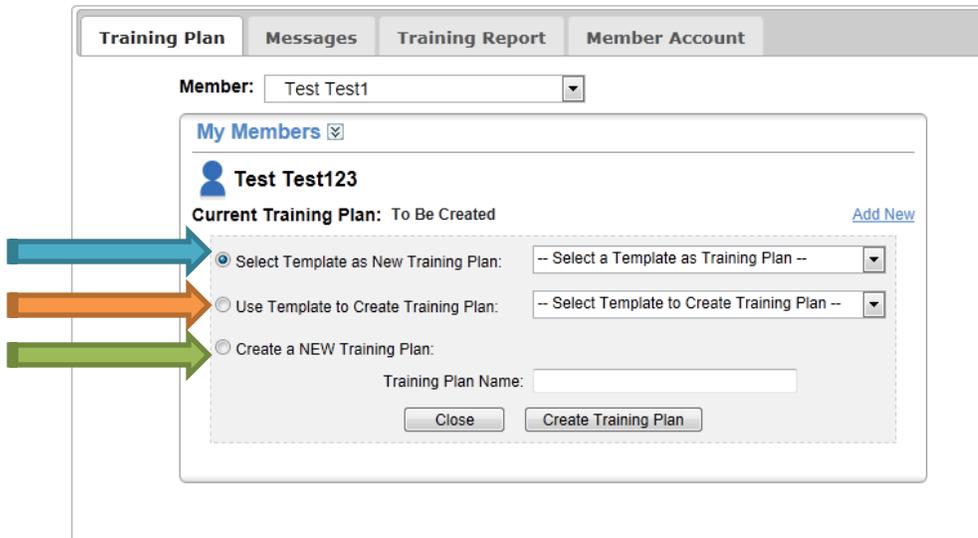
-Choose Member from list

-Click Create New



The screenshot shows the eClinic IM-Home interface. The top navigation bar includes 'Provider' and 'IM Website'. The left sidebar menu is expanded. The main content area displays the 'Provider Home' section with a table of members. A green arrow points to the 'Create New' button in the 'Training Plan' column of the member list table.

Member Name	Messages	Training Reports	Training Plan	Last Training Session
Test123, Test	No Messages	No Data	Create New	
Tester, Tester	No Messages	No Data	Create New	



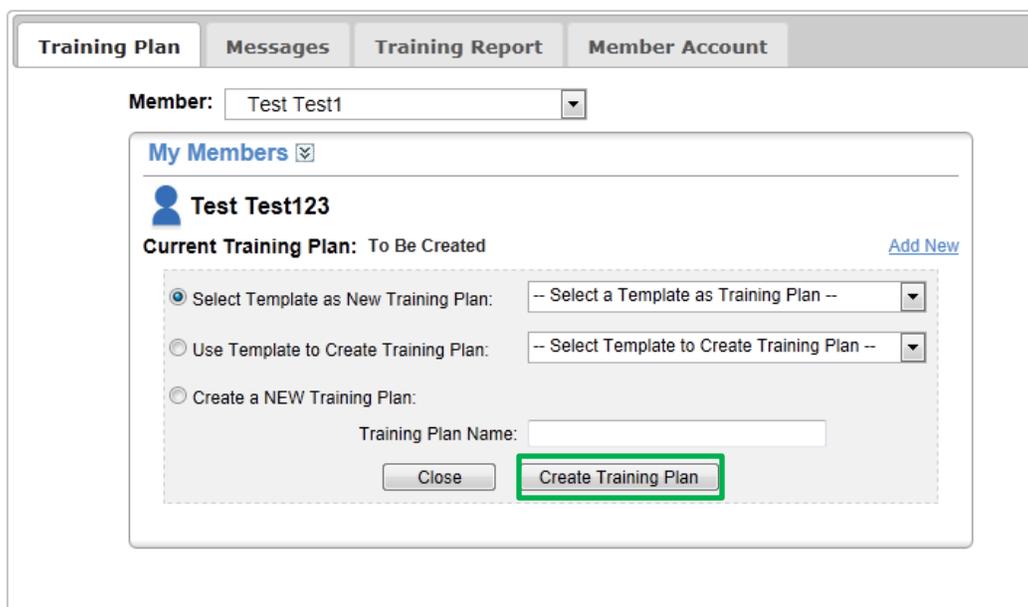
-Choose your option:

"Select Template as New Training Plan" - Allows Provider to use provided template as training plan instead of creating their own. To view these in detail, click on the Training Templates link on the left hand side of your screen. Click on the icon on the right hand side to view the template as a PDF (the icon looks like this ).

"Use Template to Create Training Plan" - Allows Provider to use a template as a reference in creating their own plan.

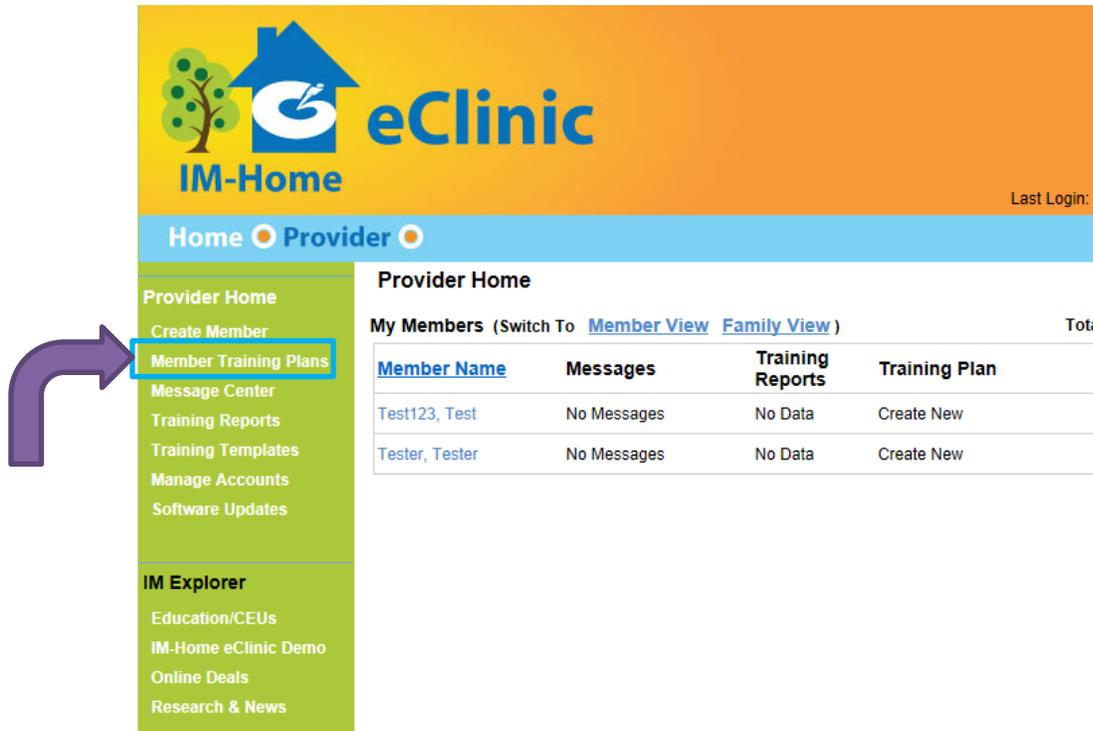
"Create NEW Training Plan" - Allows Provider to create brand new sessions *exactly* the way they want them

-Click Create Training Plan



7. Create a NEW training plan

-Click on Member Training Plans

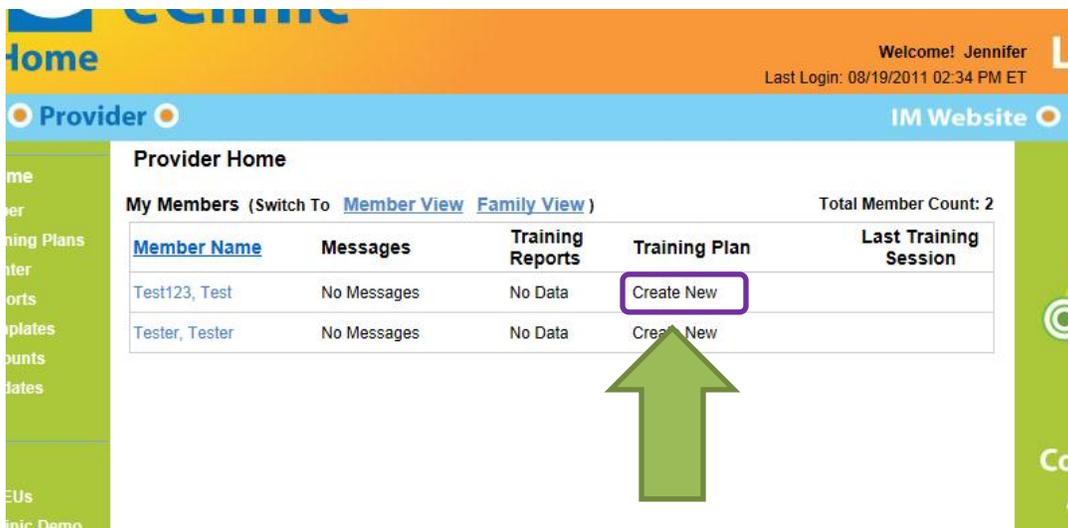


The screenshot shows the eClinic IM-Home interface. The top navigation bar includes 'Home' and 'Provider'. A left sidebar menu is visible, with 'Member Training Plans' highlighted by a purple arrow. The main content area displays 'Provider Home' and a table of 'My Members'.

Member Name	Messages	Training Reports	Training Plan
Test123, Test	No Messages	No Data	Create New
Tester, Tester	No Messages	No Data	Create New

-Choose Member from list

-Click Create New



The screenshot shows the eClinic IM-Home interface with the 'Create New' button in the 'Training Plan' column highlighted by a green arrow. The table shows two members, each with a 'Create New' link.

Member Name	Messages	Training Reports	Training Plan	Last Training Session
Test123, Test	No Messages	No Data	Create New	
Tester, Tester	No Messages	No Data	Create New	

-Click Create a NEW Training Plan and name your plan

Training Plan Messages Training Report Member Account

Member: Test Test1

My Members

Test Test123

Current Training Plan: To Be Created [Add New](#)

Select Template as New Training Plan: -- Select a Template as Training Plan --

Use Template to Create Training Plan: -- Select Template to Create Training Plan --

Create a NEW Training Plan:

Training Plan Name: Test Plan

Close Create Training Plan



-Click Add Session

Training Plan Messages Training Report Member Account

Name: Test Plan [Save Revised Name](#)

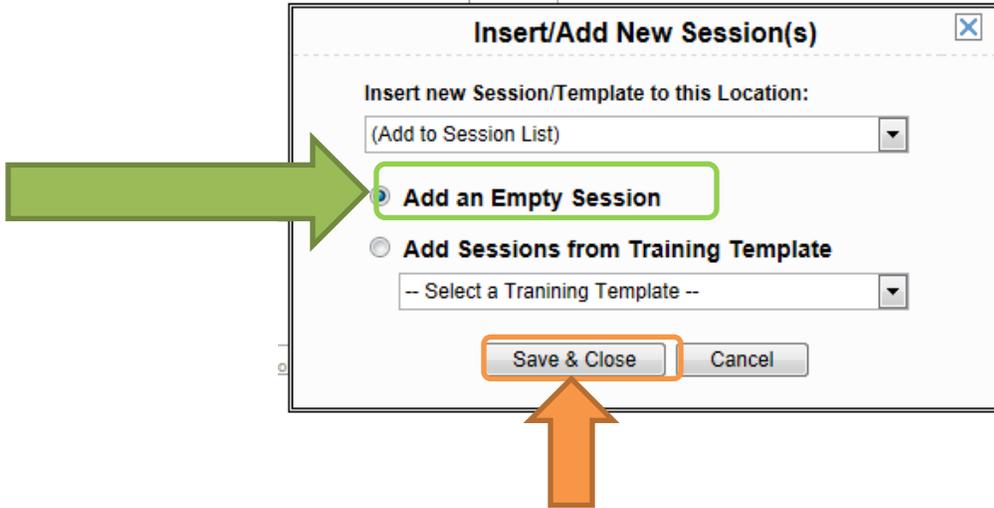
Member: **Test Test123** [Print Training Plan](#)

[Add New Session](#) 

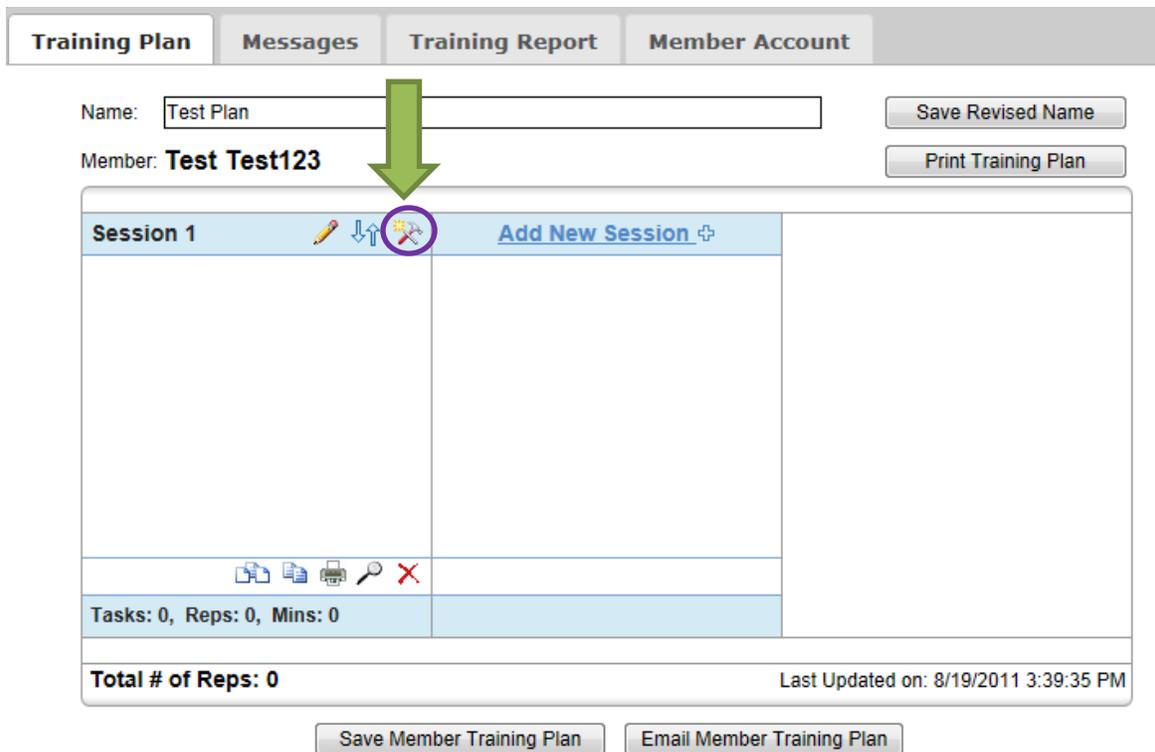
Total # of Reps: 0 Last Updated on: 8/19/2011 3:39:35 PM

[Save Member Training Plan](#) [Email Member Training Plan](#)

-Click Add an Empty Session and Save & Close



-Click on the hammer icon to insert a new task



-Choose desired task settings and click Save & Close

Session 1 >> Task 1 (New)

New Task Location: (Add to the End of Task List)

Task Settings

Training Form Type: Short Form Testing Count In 4

Exercise Name: Add Both Short Form Exercises

Repetition: 54
 Duration: 1 Min.
 Tempo: 54 (30 to 130)

Difficulty: 100 (50 to 300)
 Guide Sound: ON OFF

Auto Difficulty

SRO: 15 Burst Threshold: 4

Task Visual Training Screen

Training Background Scene: Default [Show Background Scene Images](#)

Training Visual Indicator: Auditory

[Description](#)

[Show Volume Control Settings](#) Reset Default Settings



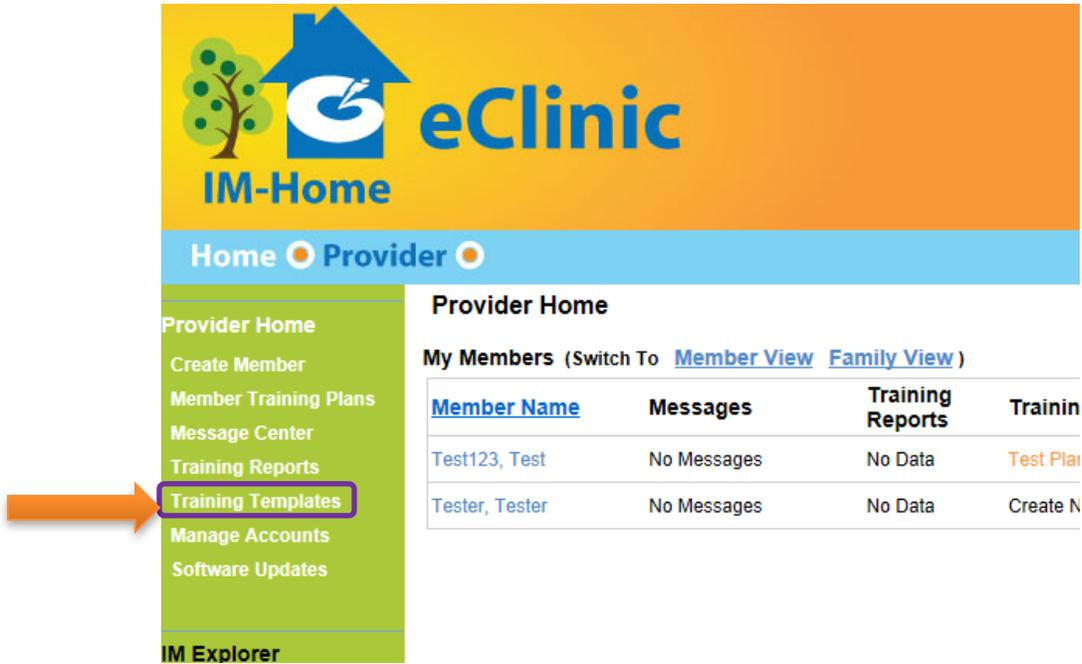
-Repeat steps above (Click on hammer icon to add new session and choose desired settings) until you have as many tasks as you would like for Session 1. Don't forget to click **Save Training Plan** or **Save as Template**!

Training Plan	Messages	Training Report	Member Account
Name: <input type="text" value="Test"/>		<input type="button" value="Save Revised Name"/>	
Member: Test Test123		<input type="button" value="Print Training Plan"/>	
<div style="border: 1px solid gray; padding: 2px;"> <p>Session 1 ✎ ↓ ↑ 🛠</p> <p>LF Both Hands 54 Reps No</p> <p>I1: Guide Sound; Scene: Default; Visual: Auditory ✕</p> <p>LF Right Hand 30 Reps No</p> <p>I2: Guide Sound; Scene: Default; Visual: Auditory ✕</p> <p>LF Left Hand 30 Reps No</p> <p>I3: Guide Sound; Scene: Default; Visual: Auditory ✕</p> <p>LF Both Toes 30 Reps No</p> <p>I4: Guide Sound; Scene: Default; Visual: Auditory ✕</p> <p>LF Right Toe 30 Reps No</p> <p style="font-size: small;">🖨 📄 🔍 ✕</p> <p>Tasks: 28, Reps: 936, Mins: 18.4</p> </div>	<div style="border: 1px solid gray; padding: 2px;"> <p>Session 2 ✎ ↓ ↑ 🛠</p> <p>LF Both Hands 54 Reps No</p> <p>I1: Guide Sound; Scene: Default; Visual: Auditory ✕</p> <p>LF Right Hand 30 Reps No</p> <p>I2: Guide Sound; Scene: Default; Visual: Auditory ✕</p> <p>LF Left Hand 30 Reps No</p> <p>I3: Guide Sound; Scene: Default; Visual: Auditory ✕</p> <p>LF Both Toes 30 Reps No</p> <p>I4: Guide Sound; Scene: Default; Visual: Auditory ✕</p> <p>LF Right Toe 30 Reps No</p> <p style="font-size: small;">🖨 📄 🔍 ✕</p> <p>Tasks: 14, Reps: 468, Mins: 9.2</p> </div>	<p style="text-align: center; color: blue;">Add New Session +</p>	
Total # of Reps: 1404		Last Updated on: 3/7/2012 9:40:08 AM	
<input type="button" value="Change Training Plan"/>		<input style="border: 2px solid purple;" type="button" value="Save as Template"/>	<input style="border: 2px solid green;" type="button" value="Save Training Plan"/>
<input type="button" value="Email Training Plan"/>			

8. Create a training template for your library

-Login to eClinic

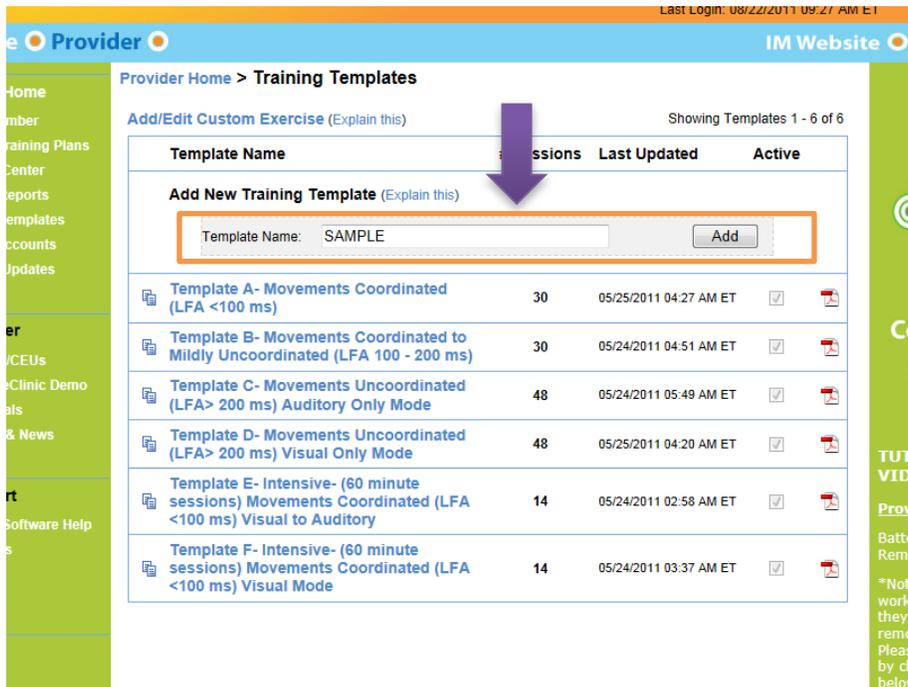
-Click on Training Template



The screenshot shows the eClinic IM-Home interface. The top navigation bar includes 'Home' and 'Provider'. A left sidebar menu lists various options, with 'Training Templates' highlighted by an orange arrow. The main content area displays 'Provider Home' and a table of 'My Members'.

Member Name	Messages	Training Reports	Trainin
Test123, Test	No Messages	No Data	Test Plan
Tester, Tester	No Messages	No Data	Create N

-Type the template name and click Add. The new template should be added to the list below.



The screenshot shows the 'Add/Edit Custom Exercise' page in the eClinic IM Website. A purple arrow points to the 'Add New Training Template' form, which has a text input field containing 'SAMPLE' and an 'Add' button. Below the form is a table of existing templates.

Template Name	Sessions	Last Updated	Active
Template A- Movements Coordinated (LFA <100 ms)	30	05/25/2011 04:27 AM ET	<input checked="" type="checkbox"/>
Template B- Movements Coordinated to Mildly Uncoordinated (LFA 100 - 200 ms)	30	05/24/2011 04:51 AM ET	<input checked="" type="checkbox"/>
Template C- Movements Uncoordinated (LFA> 200 ms) Auditory Only Mode	48	05/24/2011 05:49 AM ET	<input checked="" type="checkbox"/>
Template D- Movements Uncoordinated (LFA> 200 ms) Visual Only Mode	48	05/25/2011 04:20 AM ET	<input checked="" type="checkbox"/>
Template E- Intensive- (60 minute sessions) Movements Coordinated (LFA <100 ms) Visual to Auditory	14	05/24/2011 02:58 AM ET	<input checked="" type="checkbox"/>
Template F- Intensive- (60 minute sessions) Movements Coordinated (LFA <100 ms) Visual Mode	14	05/24/2011 03:37 AM ET	<input checked="" type="checkbox"/>

Provider Home > Training Templates

Add/Edit Custom Exercise (Explain this) Showing Templates 1 - 7 of 7

Template Name	# Sessions	Last Updated	Active
Add New Training Template (Explain this) Template Name: <input type="text"/> <input type="button" value="Add"/>			
Template A - Movements Coordinated (LFA <100 ms)	30	05/25/2011 04:27 AM ET	<input checked="" type="checkbox"/>
Template B - Movements Coordinated to Mildly Uncoordinated (LFA 100 - 200 ms)	30	05/24/2011 04:51 AM ET	<input checked="" type="checkbox"/>
Template C - Movements Uncoordinated (LFA > 200 ms) Auditory Only Mode	48	05/24/2011 05:49 AM ET	<input checked="" type="checkbox"/>
Template D - Movements Uncoordinated (LFA > 200 ms) Visual Only Mode	48	05/25/2011 04:20 AM ET	<input checked="" type="checkbox"/>
Template E - Intensive - (60 minute sessions) Movements Coordinated (LFA <100 ms) Visual to Auditory	14	05/24/2011 02:58 AM ET	<input checked="" type="checkbox"/>
Template F - Intensive - (60 minute sessions) Movements Coordinated (LFA <100 ms) Visual Mode	14	05/24/2011 03:37 AM ET	<input checked="" type="checkbox"/>
SAMPLE	0	08/22/2011 09:36 AM ET	<input checked="" type="checkbox"/>



-Click on the new template

-Click on Add New Session

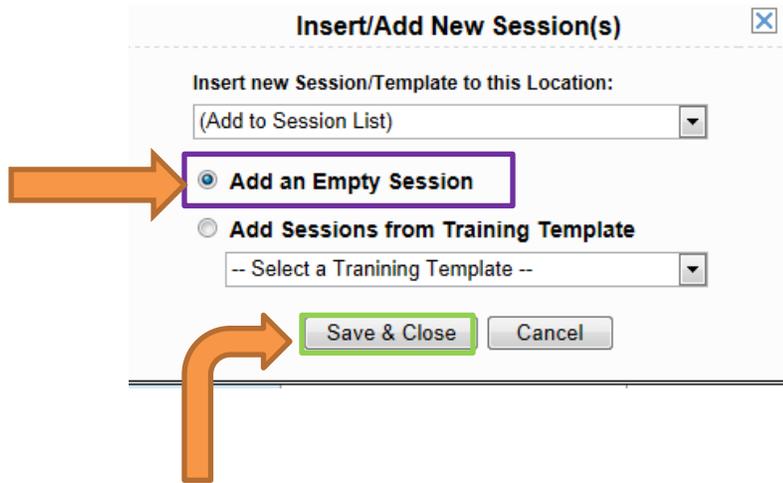
Provider Home > Training Templates > Edit Training Template

Name:

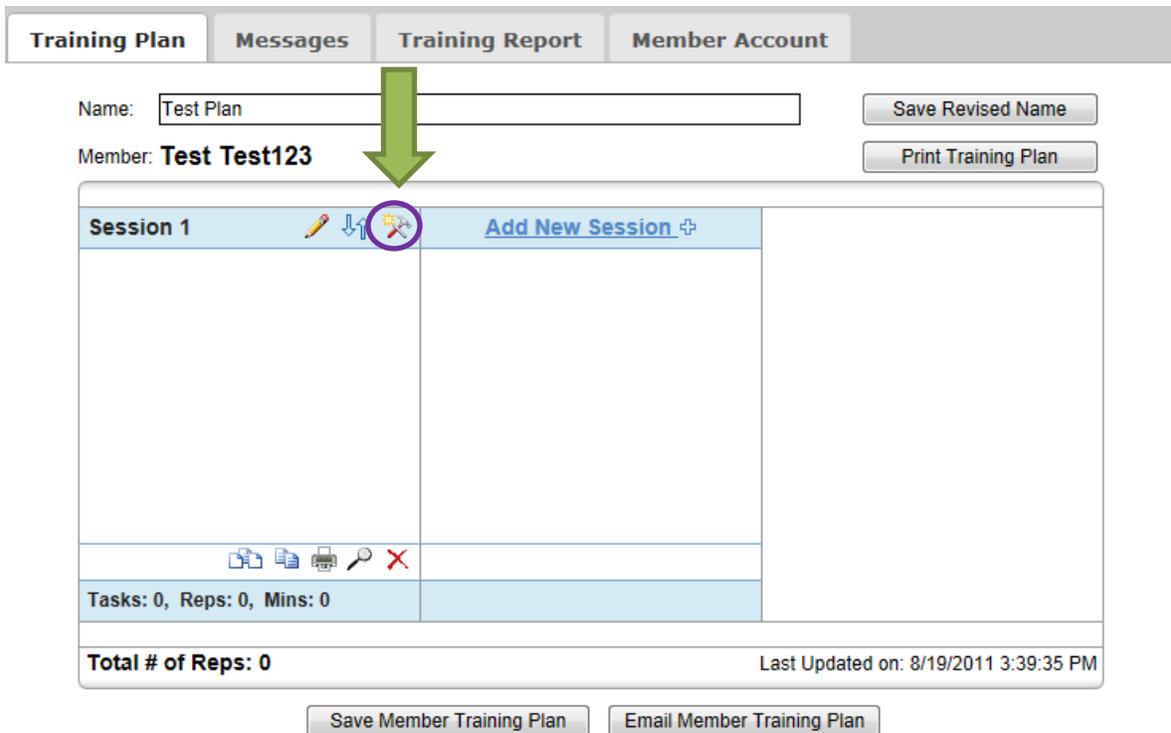
Total # of Reps: 0 Last Updated on: 8/22/2011 9:36:08 AM



-Select Add an Empty Session and click Save & Close



-Click on the hammer icon to insert a new task



-Choose desired task settings and click Save & Close

Session 1 >> Task 1 (New)

New Task Location: (Add to the End of Task List)

Task Settings

Training Form Type: Short Form Testing Count In 4

Exercise Name: Add Both Short Form Exercises

Repetition: 54 Duration: 1 Min. Tempo: 54 (30 to 130)

Difficulty: 100 (50 to 300) Guide Sound: ON OFF

Auto Difficulty

SRO: 15 Burst Threshold: 4

Task Visual Training Screen

Training Background Scene: Default [Show Background Scene Images](#)

Training Visual Indicator: Auditory

[Description](#)

[Show Volume Control Settings](#)

-Repeat steps above (Click on hammer icon to add new session and choose desired settings) until you have as many tasks as you would like for Session 1. Don't forget to click Save Member Training Plan!

Training Plan Messages Training Report Member Account

Name: Test Plan

Member: Test Test123

Session 1	Add New Session
T1: SF Both Hands 54 Reps No Guide Sound; Scene: Default; Visual: Auditory	X
T2: SF Both Hands 54 Reps with Guide Sounds; Scene: Default; Visual: Auditory	X
T3: Both Heels 375 Reps with Guide Sounds; Scene: Default; Visual: Auditory	X
T4: Balance Right Foot / Tap Left Toe 150 Reps with Guide Sounds; Scene: Default; Visual: Auditory	X
T5: [Task Name]	X

Tasks: 5, Reps: 783, Mins: 11

Total # of Reps: 108 Last Updated on: 8/19/2011 4:21:41 PM

9. Assign a training template to a member

-Click on Member Training Plan

IM-Home Welco
Last Login: 08/22/2011

Home **Provider** IM

Provider Home > Training Templates > **Edit Training Template**

Name:

Session 1	Add New Session +
T1: SF Both Hands 54 Reps No Guide Sound; Scene: Default; Visual: Auditory	
T2: SF Both Hands 54 Reps with Guide Sounds; Scene: Default; Visual: Auditory	
T3: LF Both Hands 54 Reps No Guide Sound; Scene: Default; Visual: Auditory	
T4: LF Right Hand 30 Reps No Guide Sound; Scene: Default; Visual: Auditory	
LF Left Hand 30 Reps No	

Tasks: 16, Reps: 576, Mins: 11.2

Total # of Reps: 576 Last Updated on: 8/22/2011 9:5

-Find desired patient. Click on either Change or Add New (depending on the patient's options)

Provider IM Website

Provider Home > **Training Plans**

Member: [Show All Training Plans](#)

My Members

Test Test123 Current Training Plan: Test Plan Last Updated on: 08/19/2011 04:24 PM ET	History Change Delete
Tester Tester Current Training Plan: To Be Created	History Add New

-Click on Use Template to Create Training Plan. Find desired template and click Save Training Plan/Create Training Plan

My Members

Test Test123 [History](#)

Current Training Plan: [Test Plan](#) [Change](#) [Delete](#)

Change Training Plan: -- Keep Current Training Plan --

Use Template to Create Training Plan: -- Select Template to Create Training Plan -

Create a NEW Training Plan:

Training Plan Name:

Last Updated on: 08/19/2011 04:24 PM ET

Tester Tester [History](#)

Current Training Plan: [To Be Created](#) [Add New](#)

Select Template as New Training Plan: -- Select a Template as Training Plan --

Use Template to Create Training Plan: -- Select Template to Create Training Plan -

Create a NEW Training Plan:

Training Plan Name:

10. Check training reports

-Login to the eClinic

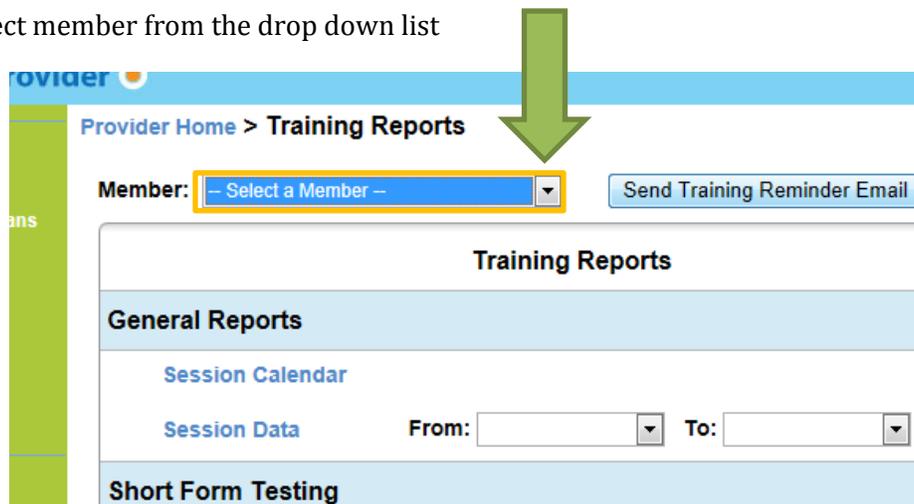
-Click Training Reports



The screenshot shows the eClinic IM-Home interface. The top navigation bar includes 'Home' and 'Provider'. A left sidebar menu lists various options, with 'Training Reports' highlighted by a purple arrow. The main content area displays 'Provider Home' and a table of 'My Members'.

Member Name	Messages	Training Reports	Training Plan	Last Training Session
Test123, Test	No Messages	No Data	Test Plan	Not Started
Tester, Tester	No Messages	No Data	Create New	

-Select member from the drop down list



The screenshot shows the 'Training Reports' page in the eClinic IM-Home interface. A green arrow points to a dropdown menu labeled 'Member:' which currently displays '-- Select a Member --'. Below this, there is a 'Send Training Reminder Email' button and a section titled 'Training Reports' containing 'General Reports', 'Session Calendar', 'Session Data' (with 'From:' and 'To:' dropdowns), and 'Short Form Testing'.

-Click Session Calendar

-Pick a desired day and click on Show Details

IM-Home Training Summary

: jennifer

August, 2011

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday
	1	2	3	4	
7	Show Details Short Form, 47.77 Reg Form, 35.55 Total Rep: 6978	 Show Details Reg Form, 11 Total Rep: 7620	Show Details Short Form, 49.63 Long Form, 28.43 Reg Form, 15.8 Total Rep: 4976	Show Details Short Form, 55.46 Reg Form, 25.95 Total Rep: 1708	
14	15	16	17	18	
21	Show Details Short Form, 20.13 Long Form, 20.61	22	23	24	25

Results will look like this:

IM-Home Training Session Data Detail

Trainee ID: Jennifer

Training Date: 08/09/2011, Total Reps Hit / Assigned: 563 / 7620

Report Date: 08/22/

Training Plan	Session	Task	Mode	Training Type	Exercise	Reps Hit / Assigned	Tempo	Guide Sounds	Difficulty	Visual Indicator	Avg (MS)	Var Avg (MS)	SRO %	Burst	IAR	Early/Late Hits %	Family Comments	
Template A-Movements Coordinated (LFA <...>	4	5	Auto	RT	Left Hand	13 / 200	54	On	100	Enriched without Flash default	56.85	41.00	7.69%	0	1	92.31% / 7.69%	Add Comment	
Template A-Movements Coordinated (LFA <...>	4	6	Auto	RT	Both Hands	1 / 200	54	On	100	Enriched without Flash default	11.00	0.00	100.00%	0	1	100.00% / 0.00%	Add Comment	
Template A-Movements Coordinated (LFA <...>	4	7	Auto	RT	Right Hand	121 / 200	54	On	100	Enriched without Flash default	48.40	77.00	29.75%	0	3	61.98% / 38.02%	Add Comment	
Template A-Movements Coordinated (LFA <...>	4	8	Auto	RT	Left Hand	134 / 200	54	On	100	Enriched without Flash default	50.96	53.00	19.40%	0	3	63.43% / 36.57%	Add Comment	
Template A-Movements Coordinated (LFA <...>	5	3	Auto	RT	Both Hands	11 / 200	54	On	Auto Diff. Normal	Enriched without Flash default	35.45	24.00	18.18%	0	2	36.36% / 63.64%	Add Comment	
Template A-Movements Coordinated (LFA <...>	5	4	Auto	RT	Right Hand	14 / 200	54	On	Auto Diff. Normal	Enriched without Flash dog	63.57	53.00	7.14%	0	1	64.29% / 35.71%	Add Comment	
Template A-Movements Coordinated (LFA <...>	5	5	Auto	RT	Left Hand	2 / 200	54	On	Auto Diff. Normal	Enriched without Flash moon-light	41.00	9.00	0.00%	0	0	0.00% / 100.00%	Add Comment	
Template A-Movements									Auto Diff.	Enriched without Flash							50.00% /	Add Comment

To view other reports, follow the steps above-instead of clicking on Session Calendar, click on the desired report