



USER MANUAL



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1. Indications and intended use

1.1. Indications

The purpose of this device is the acquisition of pressure information on the gait and running of the examined subject, inside the footwear. It is suitable for any patient with autonomous walking ability. Its use is intended for all those professionals involved in the biomechanical analysis of running and gait.

1.2. Contraindications

The use of FlexInFit is not recommended for people with serious walking problems or lower limb amputation.

2. General information

2.1. Cleaning and sanitation

The direct-contact use of the insoles with the patient is not recommended, especially in the case of skin lesions. It is therefore recommended to wear disposable socks before inserting FlexInFit inside the footwear. The sensorized insoles may be reused after cleaning with a medical surgical device that is compatible with the system.

It is recommended to keep to the following indications:

- Do not use abrasive detergents;
- Do not use aggressive solvents;
- The use of detergents not compatible with the surface of the sensorized insoles may cause structural and/or surface damages;
- Do not use sharp tools to remove deposits or stains.

If it is necessary to send the device to the manufacturer support service it is mandatory to provide for the sanitisation of the surfaces.

2.2. Periodic inspection

The sensorized insoles FlexInFit undergo a calibration procedure at the time of manufacturing, in order to optimise the performance of the device itself. In a normal situation, there is no need for further calibration and/or adjustment procedures.

Always check the condition of the components of the device, before and during each use, in order to ensure its correct functioning.

Should you encounter problems of any kind, loss of sensitivity, altered and/or deformed images, contact Sensor Medica immediately, in order to assess the condition and wear of the sensors.

2.3. Warranty

1. The term "warranty" refers to the replacement or to the free repair of the parts recognised as being faulty due to manufacturing or assembly defects, including the labour required for replacement or repair. The costs for shipping the device to and from the service centre are excluded.
2. Sensor Medica guarantees its products against any defect in material and manufacturing.
3. Duration of warranty is of 12 months from the date of purchase of the equipment (the date of application shall be as per transport document or viewing document, which will assume the beginning of use in case the equipment has been delivered before the purchase).
4. The warranty strictly excludes aesthetic parts and all removable accessories, as well as all other parts subject to wear and tear in normal use (sensorized insoles).
5. Warranty does not cover faults or malfunctions deriving from negligence, tampering, wrong or improper use or installation, not in accordance with the instructions and warnings contained in the use and maintenance manual or in any case from phenomena unrelated to the intended use of the appliance and faults caused by sudden surges or changes in the supply voltage.
6. The replacement of the appliance is also excluded from the warranty.
7. The parts replaced with a non-warranty intervention are guaranteed for 12 months excluding those indicated in point 5. The warranty shall be invalidated: if the appliance has been inspected, tampered or repaired by unauthorized personnel and/or non-original spare parts or accessories have been used, if the plaque (showing model, serial number, brand, etc.) is unreadable or has been removed.
8. In addition, compensation for direct or indirect damage of any kind to persons or property caused by the use or suspension of the use of the appliance is excluded.
9. Possible faults or defects found in the appliance or parts thereof shall be communicated in writing to SENSOR MEDICA by sending an email or the form in chapter 5 "Technical support request", to the address helpdesk@sensormedica.com.

2.4. Technical support

Should the appliance require technical support, before sending it to our centres, it is necessary to have an authorisation. Therefore, please contact our offices or the closest authorised centre at the email address helpdesk@sensormedica.com specifying the problem or send the technical support request form (chapter 5 "Technical support request").

Unless otherwise stated by the company itself, Sensor Medica is the only exclusive support provider for its products, for the sake of safety and in order to maintain the products' characteristics even after support works.

Technical documentation concerning repairable parts may be provided, but only with prior company authorisation and only after giving proper training to the maintenance personnel.

Assistance services are carried out only at the Sensor Medica laboratories or at the closest authorised service centre. Any request for technical intervention at the user's address, if accepted, including interventions under warranty, will be charged for all technicians' travel expenses.

3. Hardware

3.1. Content of the kit

Contents of the package:

- 10 x pairs of sensorized insoles
- 2 x supports for electronics
- 2 x electronics
- FreeStep installation CD
- Bluetooth dongle + installation CD
- 2 x Micro-USB cables
- 2 x 4GB Micro SD
- 1 x micro to macro USB adapter
- EC certification

3.2. Device switching on

After cutting the insoles to size, connect the electronics with the insoles and switch them on by pressing and holding the power button. If necessary, insert them into the supports and place them on the shoes. For connection, see chapter 4.6.

3.3. Power supply

The two electronics are equipped with an internal battery, with an operating time up to 4 hours. Simply use the supplied micro-USB cables to charge them.

3.4. Spare parts

Inside there are no pieces on which the user can make repairs. For repairs, please contact only qualified personnel. The manufacturer makes the original spare parts for the appliance available at any time.

For the purpose of maintaining warranty, functionality and safety of the product it is recommended to use only original spare parts supplied by the manufacturer.

For any communication regarding faults and/or spare parts, please contact us at the email address helpdesk@sensormedica.com.

3.5. Transportation and storage

TRANSPORT PRECAUTIONS

There is no particular care to be used during transport because the appliance is a portable (non-mobile) device.

STORAGE PRECAUTIONS

The equipment is protected up to the following environmental conditions:

Without the supplied packaging

- | | |
|----------------------|--------------------------|
| 1. room temperature | between -5 and +40° C |
| 2. relative humidity | between 15 and 93% |
| 3. pressure | between 700 and 1060 hPa |

With the supplied packaging

- | | |
|----------------------|--------------------------|
| 1. room temperature | between -5 and +40 °C |
| 2. relative humidity | up to 93% |
| 3. pressure | between 700 and 1060 hPa |

3.6. Recycling information

This electronic product must not be disposed of together with municipal waste. For the purpose of environmental conservation, this product must be recycled at the end of its use, in accordance with the procedures established by law.

Contact the appropriate local recycling facilities authorized to collect this type of waste. This contributes to the preservation of natural resources and to the improvement of European environmental protection standards.

In case further information on safe and correct methods for disposal are needed, contact the local office or the company from which this product has been purchased.



4. Software

freeStep® is an innovative state-of-the-art software for the biomechanical investigation of posture and movement, that integrates all required functions to support the clinical investigation of the patient.

freestep® allows full storage, management, sharing and printing of all static, dynamic, stabilometric, videographic, and podoscopic pressure investigations.

Through an intuitive interface, the user can activate all its functions extremely quickly, optimizing examination time.

Furthermore, its full compatibility with multiple baropodometric platforms, camcorders, 2D and 3D scanners, makes it a unique all-in-one instrument.

4.1. Compatibility and minimum requirements

The freeStep® program is compatible with most personal computers and notebooks with the following minimum requirements:

- IBM compatible Personal Computer
- AMD or Intel processor
- Hard drive with at least 250 MB available
- 512 MB RAM memory
- CD or DVD player
- Video card with 256Mb memory (even shared)
- Operating system Microsoft Windows XP, Vista, Windows 7, Windows 8/8.1, Windows 10, both 32 and 64 bit
- DirectX 9.0c
- B/w or colour printer
- Internet connection

FreeStep® is also fully compatible with the last generation AppleMac® computers using a Windows® emulator (for example Parallel®) or in dual boot mode by installing a Microsoft® operating system.

Should you experience any incompatibility between the software and the personal computer it is still possible, in most cases, to solve the problem using the advanced settings of your video card and decreasing the default hardware acceleration.

For each decrease of hardware acceleration, the freeStep® software should be tested in order to check its proper functioning.

4.2. Installing the program

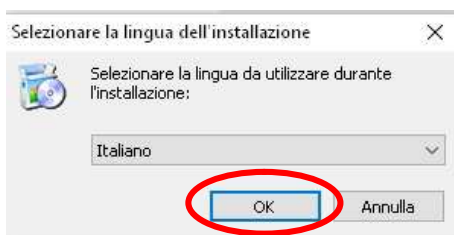
To launch the freeStep® installer, just double-click SetupfreeStep.exe in the CD-ROM main directory. To access this folder, you can use Windows Explorer or My Computer.

NOTE:

For the operating systems Windows 7, Windows 8, Windows 10 and above, it is recommended to start the installation as administrator in order to properly install the program.

To run a program as administrator, right click on the file SetupfreeStep.exe and click "Run as administrator".

Once started the installation, you will see a dialogue box suggesting the installation language. Choose your language and click "OK" to continue.



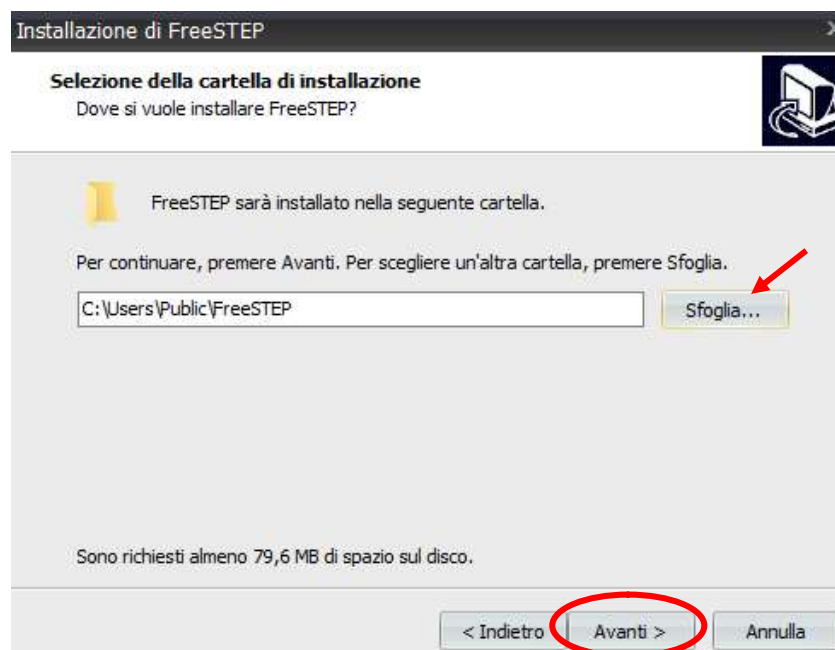
By carefully reading the instructions on installation options, the automatic installation process will take you step-by-step throughout the product installation. The first screen is a welcome one where you can safely click Next.



Then a screen will appear, indicating the General License Terms of Use. Only after a careful reading, select the appropriate choice and click Next. If you select "I do not accept" the software installation process will terminate.



In the following dialogue box you can specify the installation path.



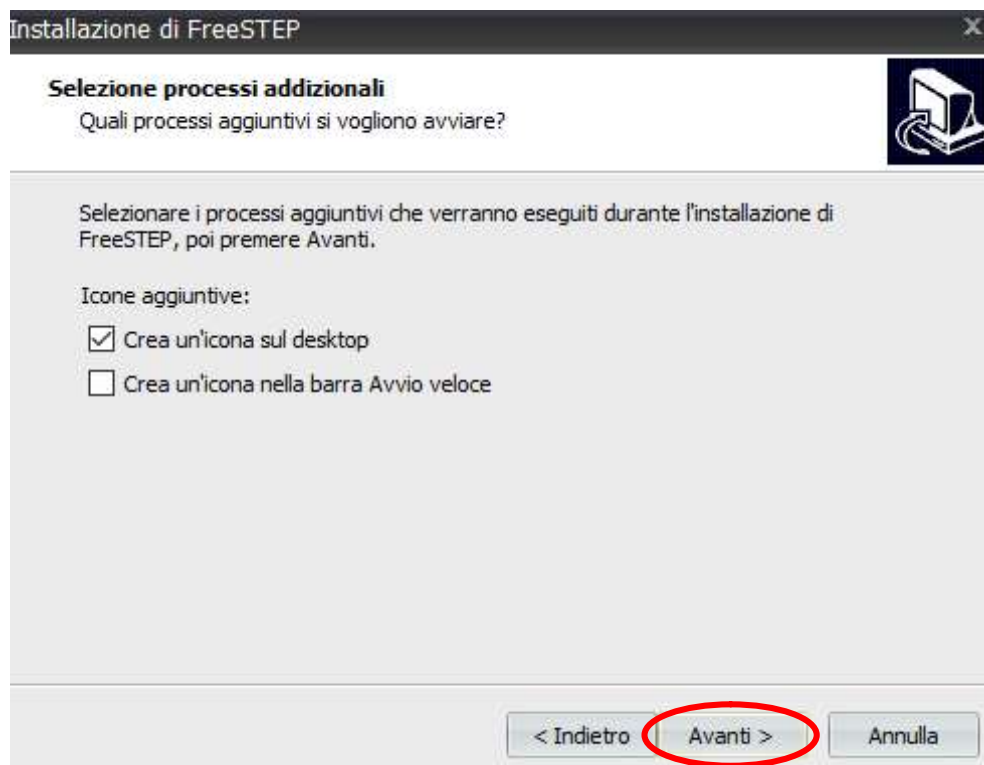
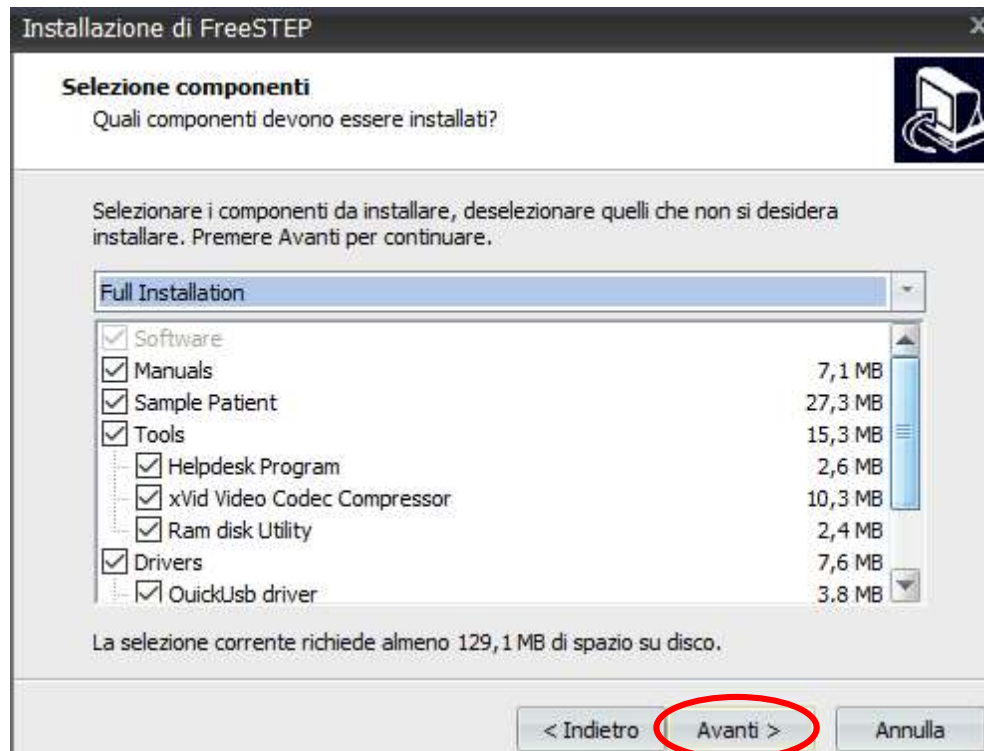
NOTE:

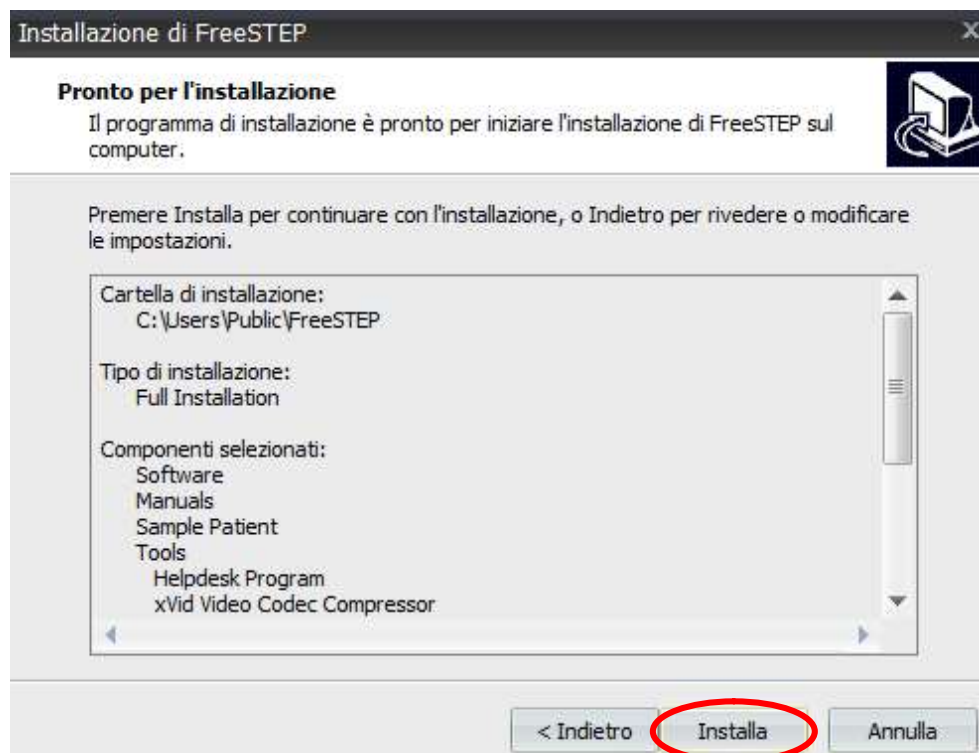
For the operating systems Windows 7, Windows 8, Windows 10 and above, it is recommended to install freeStep in your user directory. Typically the user directory is located under:

C:\Users\<User_Name>\freeStep\

This resolves many problems associated with permissions that may arise with the new versions of Windows, that are extremely restrictive.

By clicking again on "Next", all selectable options are displayed. Unless you have specific needs, it is recommended to install all options because the various components are necessary for the proper functioning of the software.





Clicking "Next" the installation is performed.

Depending on the speed of your system, this operation can last from one to several minutes.

After installation, you may have to restart the computer, an option that, if necessary, will be displayed automatically by the system.

After installation is complete, you can run the program directly from the freeStep® icon, automatically installed on your computer Desktop or discoverable within the Windows programs.



NOTE: Should you experience problems when starting the program, it is recommended to check your anti-virus settings, putting freeStep® on the exclusions list. Many anti-virus systems wrongly recognize the software as a "false positive", interfering with the proper running of the software itself.

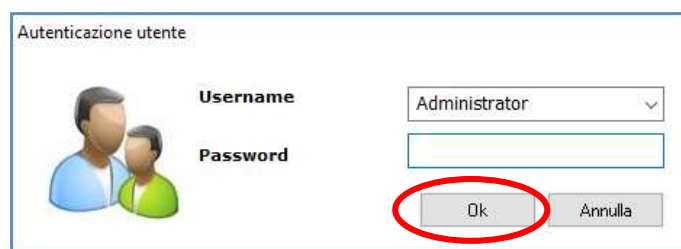
4.3. First run of the program

At the first run of the program, if you have an internet connection, regardless of the freeStep® version installed, the system will check if new versions are available.

After verification or new version installation, the software can be started and it will start in demo mode.

As soon as the software is started, a dialogue box will appear. This box will ask which user to start the software with.

If it is the first time you start the software, simply click the "OK" button, because the *Administrator* user at the beginning is a user who does not possess any password.



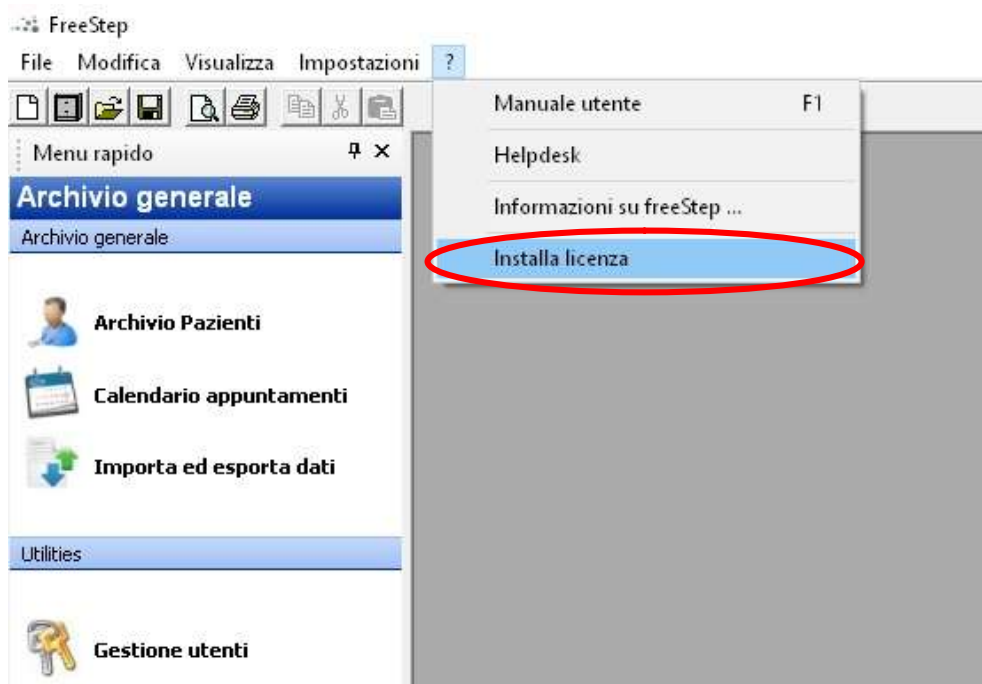
4.4. Product Registration

NOTE:

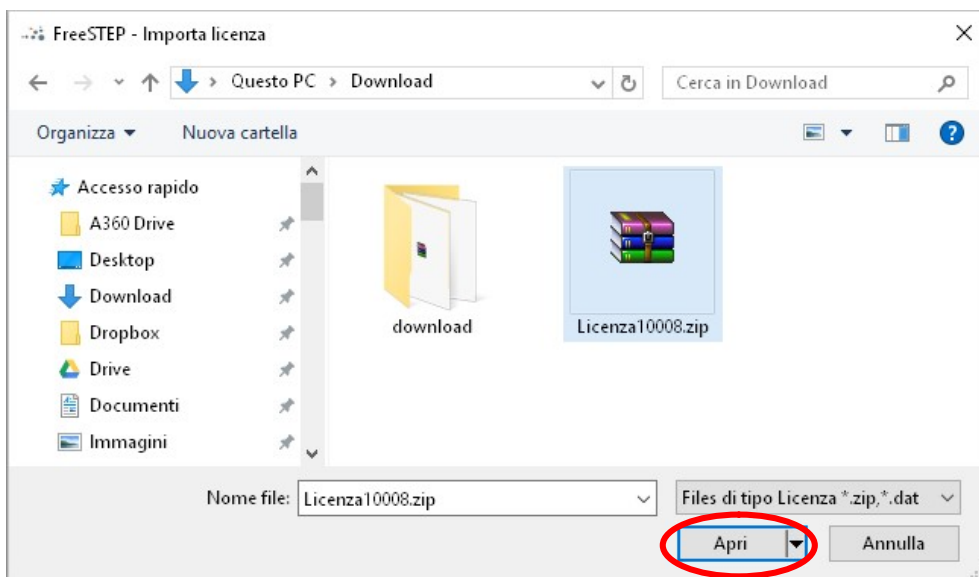
In demo mode, the software has no limitations. The only restriction of the software in demo mode is connected to the number of users.

The maximum number of users in demo mode is 5.

To use all the functionalities of the software you must install a new license. In order to obtain a valid license please contact your product vendor.



The license is a ".dat" file, but you can also find it as a ".zip" file. Once downloaded and saved the file, you must start freeStep® and install the license within the software. To do that you have to open the software and click on "?" And select "Install license".



Select the license and click "Open".

By closing and opening the software, an activation code will be required. To obtain this code, please report the displayed codes in a mail addressed to helpdesk@sensormedica.com together with your contact details, company data and the model of the platform to activate. It will be care of the producer to send as soon as possible the activation counter code.

Your license is valid only for one computer.

Subsequent running of the program will not require the activation code.

After starting the program, you will see the user authentication screen.

The first start can be made by choosing the user "Administrator": at the beginning, this user has no password, then simply click "OK". For this reason, it is recommended to immediately set a password or to create a user profile (username and password) in order to ensure a safe data management.

NOTE:

A new license is required for each platform. In particular cases, it is possible to use the same license, solely to allow the "view" of the data on a support notebook.

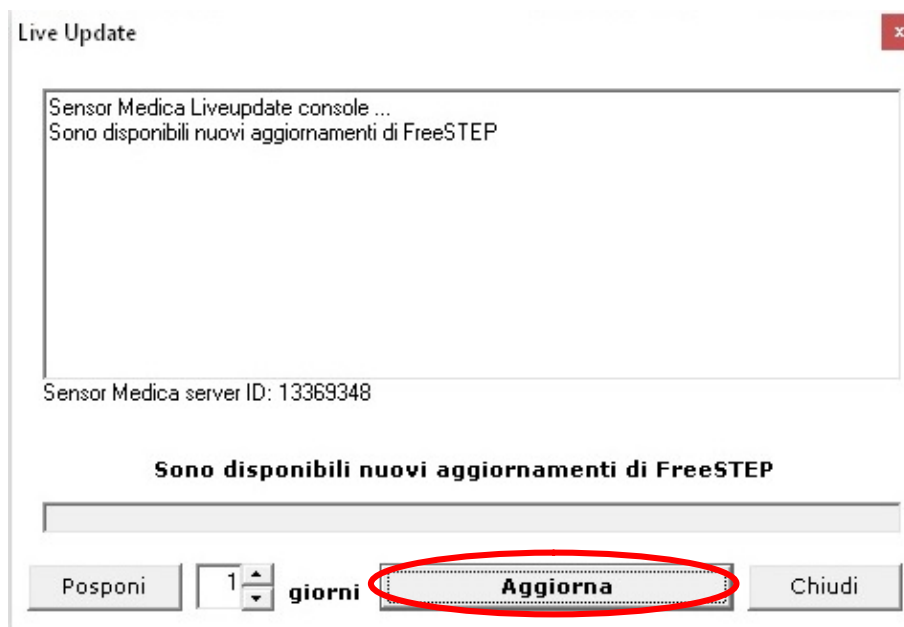
You can not use the same license for two PCs with two different platforms.

4.5. LiveUpdate

The LiveUpdate mechanism, i.e. the real-time automatic update, makes the product reliable and always in line with all the new developments and innovative features of the software. This ensures that you always get the most from your freeStep® and never need to contact the technical support centre to get the latest program version.

LiveUpdate runs automatically every time you run the program, sending only the license number to check for new versions of the software. To ensure proper functioning it is essential to check your system settings in order for the program to run in system administrator mode.

It is also essential to check your firewall and anti-virus configuration to ensure its proper functioning. If necessary, create exception rules in both the firewall and the anti-virus, allowing LiveUpdate and freeStep® to directly access the internet and in particular, where required, on ports 80 and 21 (TCP/IP Protocol). For more details on firewall and anti-virus configuration, please refer to the manuals of the respective software houses.



When LiveUpdate detects a new version of the software available, it will notify the user with a simple dialogue box.

By clicking on the "Update" option, the system will start the download of the new program that will be automatically installed, without any user intervention. This may take several minutes, depending on the size of the upgrade and on the speed of your internet connection.

Do not turn off the computer nor interrupt the download process during the upgrading, it may cause a malfunction of the whole application.

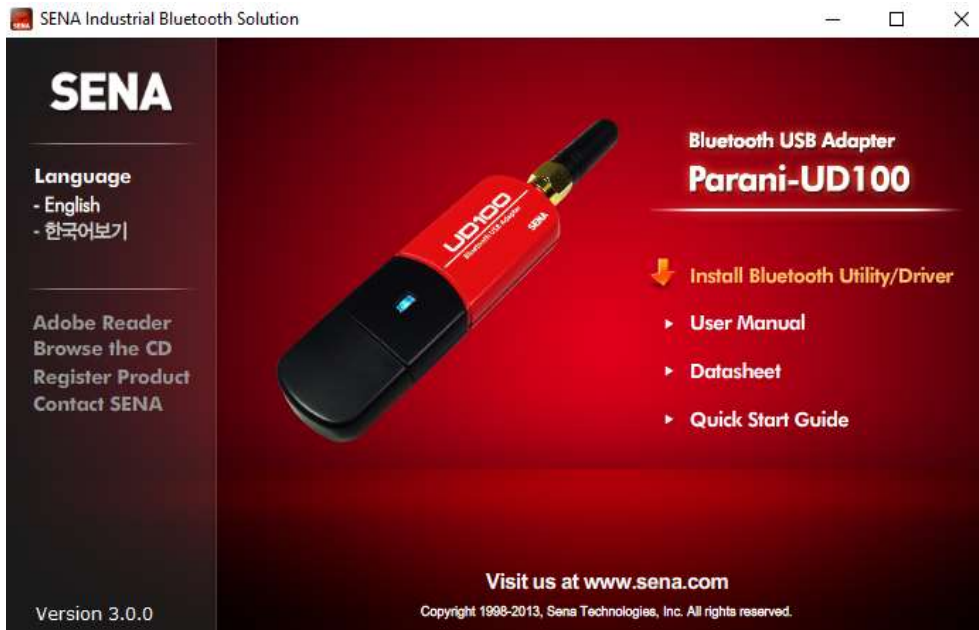
During the upgrade process, however, backup copies of the previous software version are created. If necessary, these copies can be quickly restored.

After the automatic upgrade, freeStep® will be automatically started and a summary screen will show all the new features introduced in the newly installed version. It is recommended to print these notes prior to saving, this will allow you to check the new product features in the future.

4.6. Bluetooth Installation and Configuration

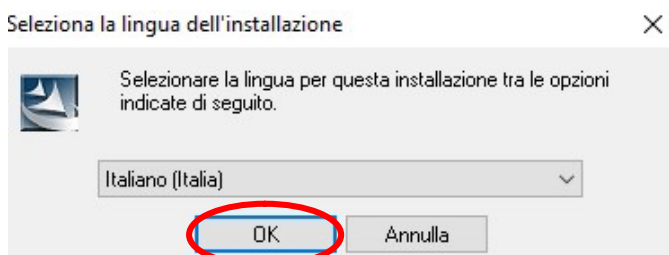
Insert the Bluetooth USB Adapter installation CD.

The following window will appear:

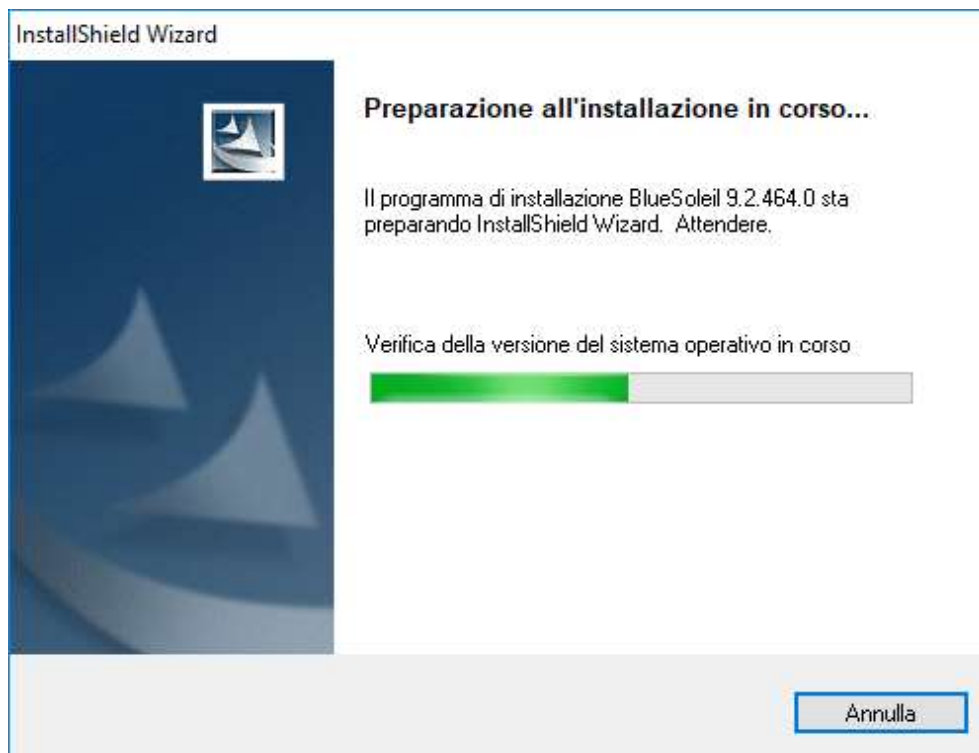


For installation, keep to the following procedures:

- Click on "Install Bluetooth Utility Driver";
- Select your language;



- Wait until the installation is ready;



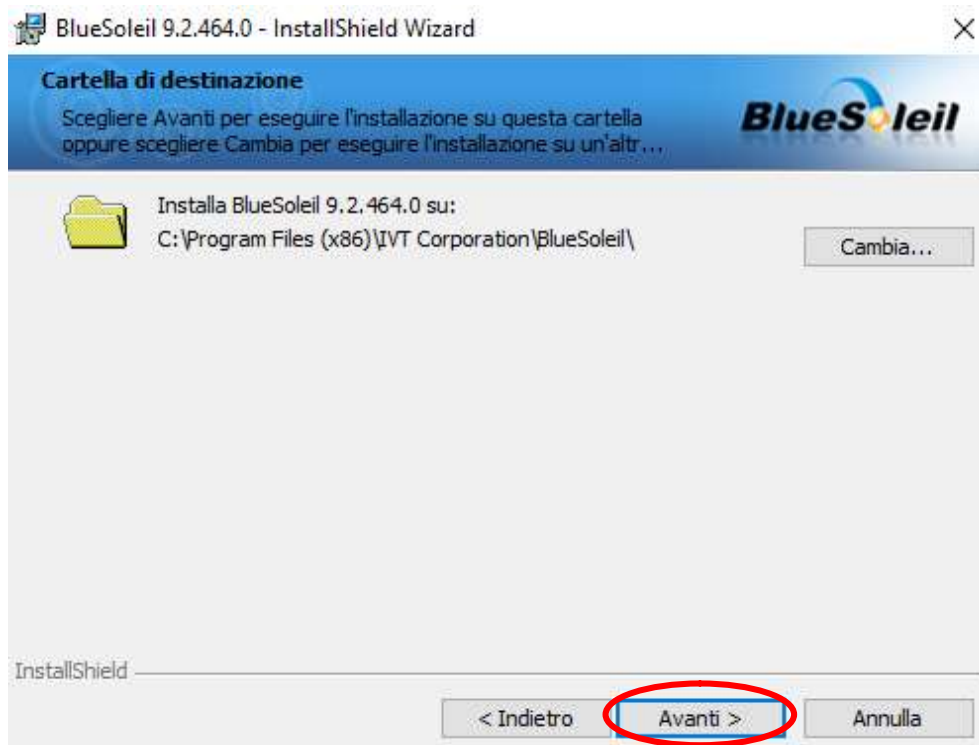
- Click on "Next" to continue;



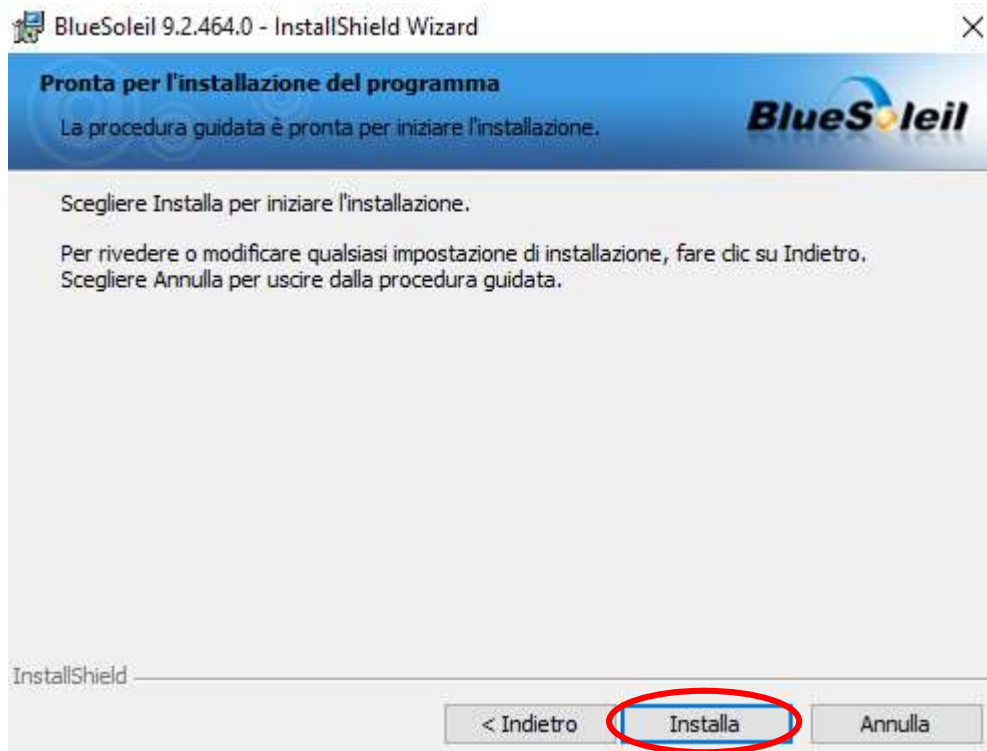
- Accept the terms of the license agreement and click on "Next";



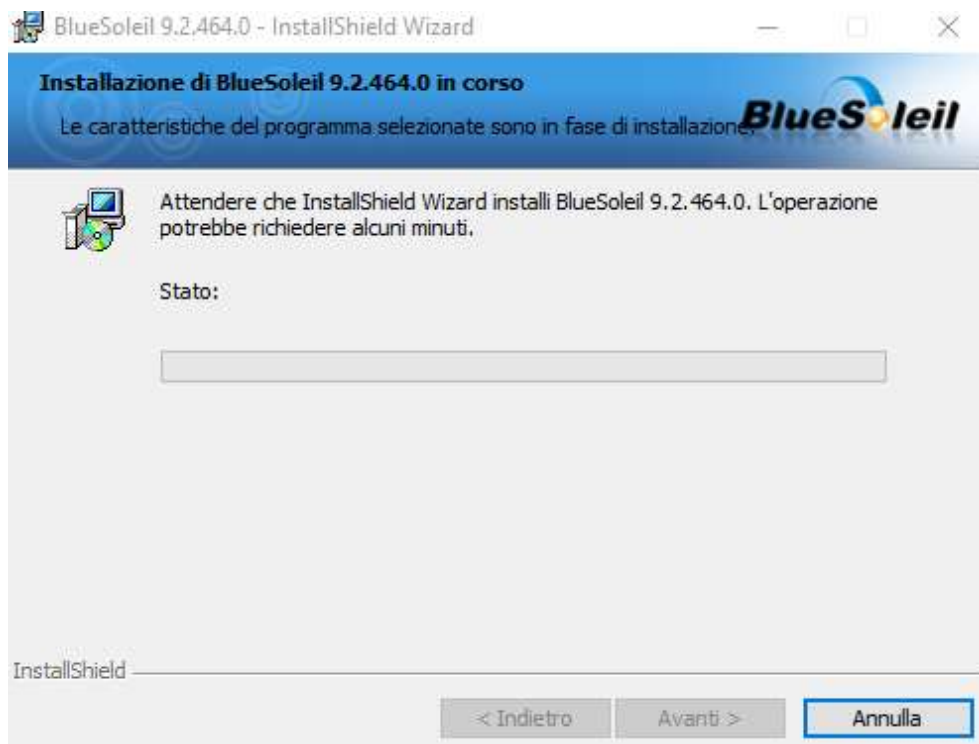
- Choose the destination folder and click on "Next" to continue;



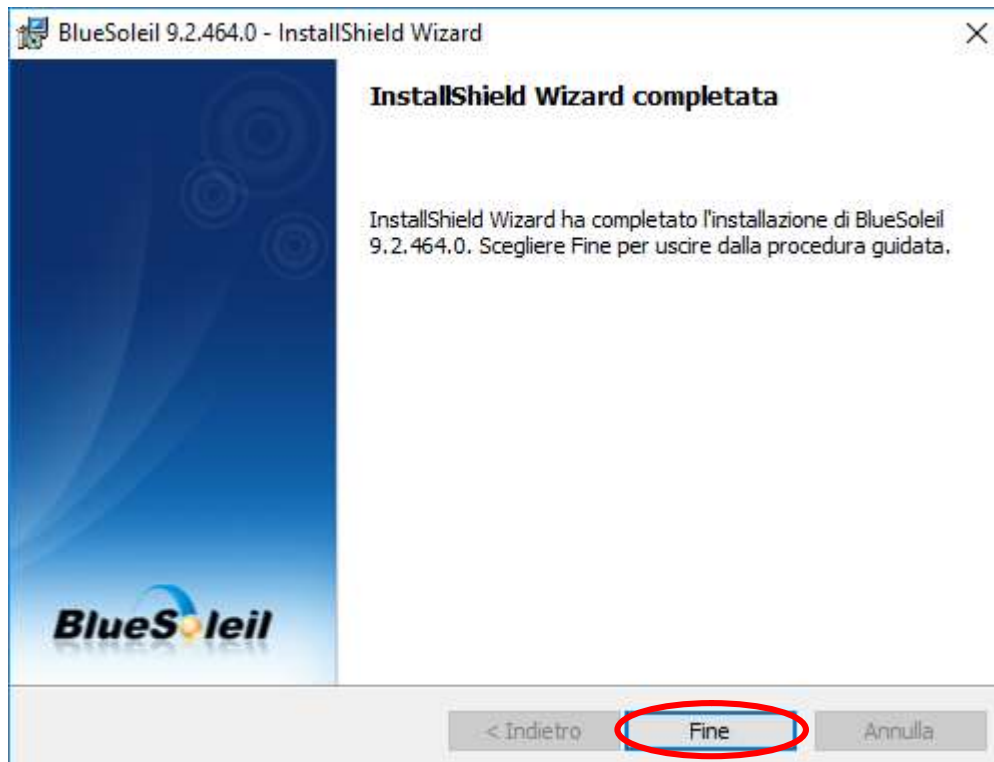
- Click on "Install" to start installation;



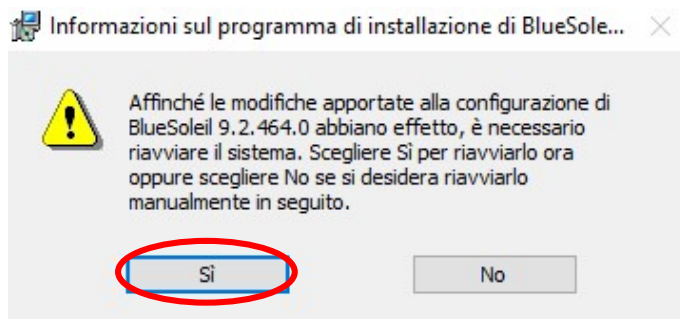
- Wait until the installation is complete;



- Click on finish to complete installation;

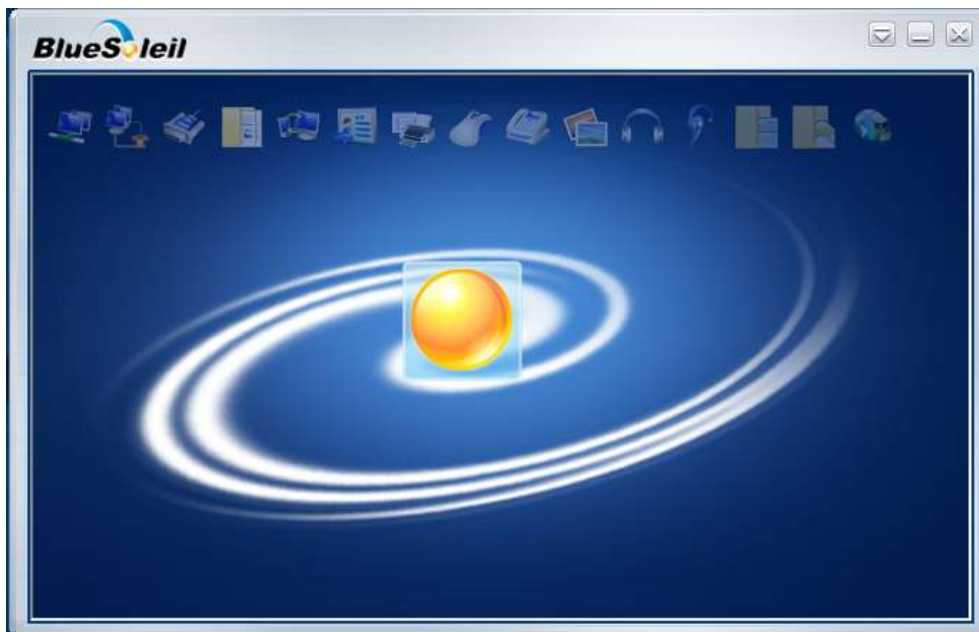


- At this point, it will be necessary to reboot the system, choose "Yes" to reboot.

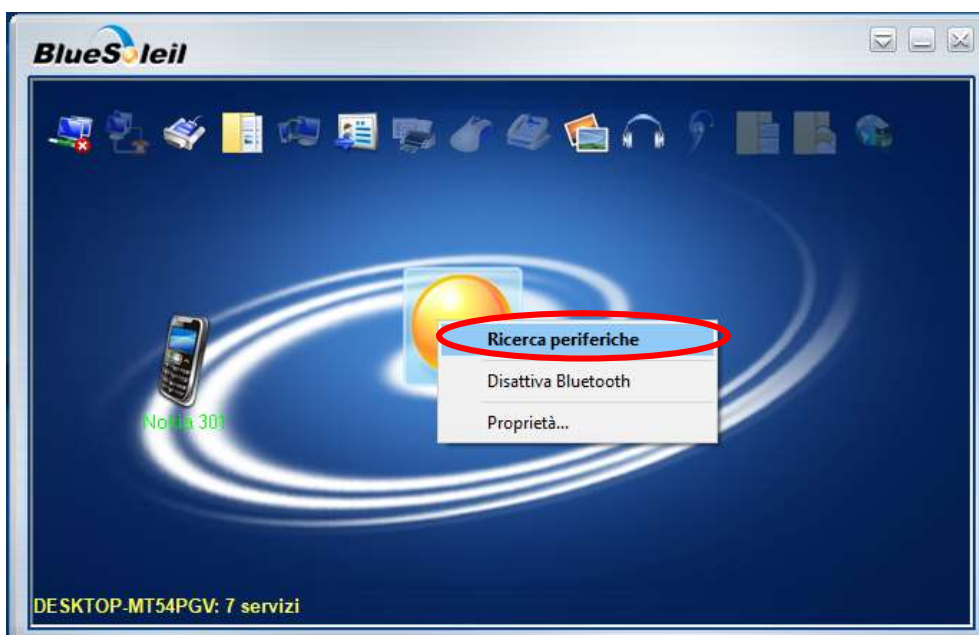


Once the computer has been rebooted, open the software "BlueSoleil Space", double-clicking on the icon

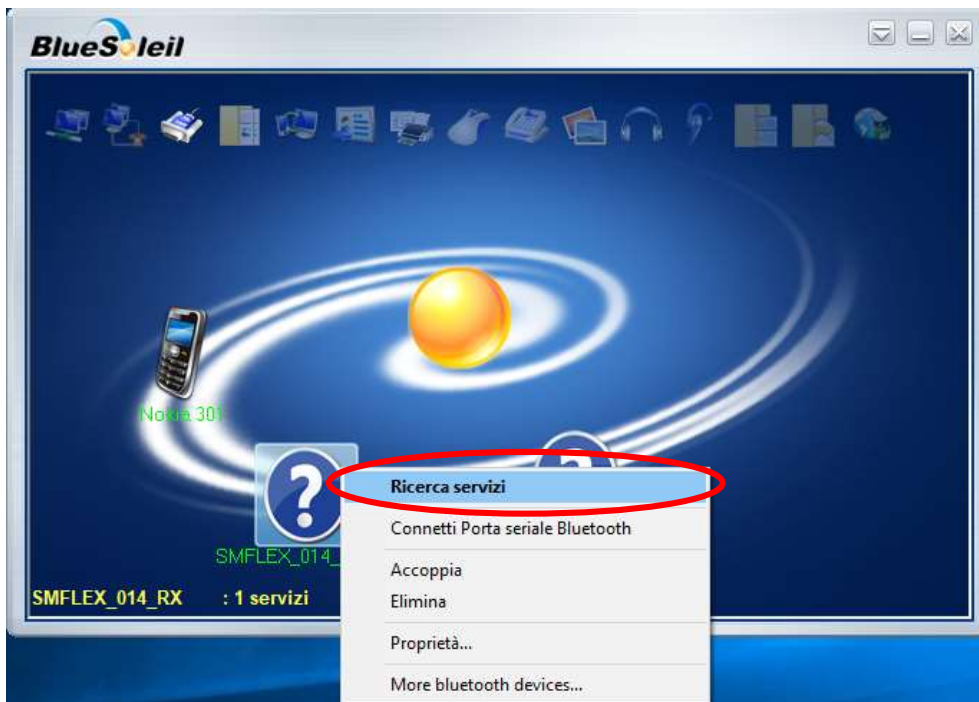




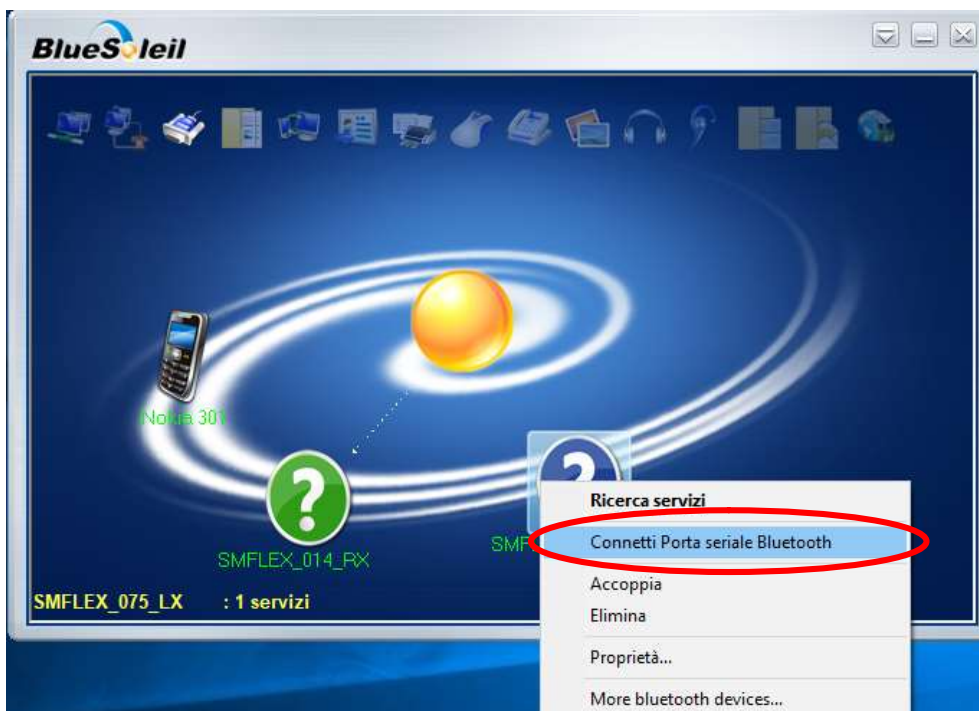
Right-click on the yellow symbol and choose "Search for devices".



The screen will show the available devices, right-clicking on the device, click on "Search for Services":

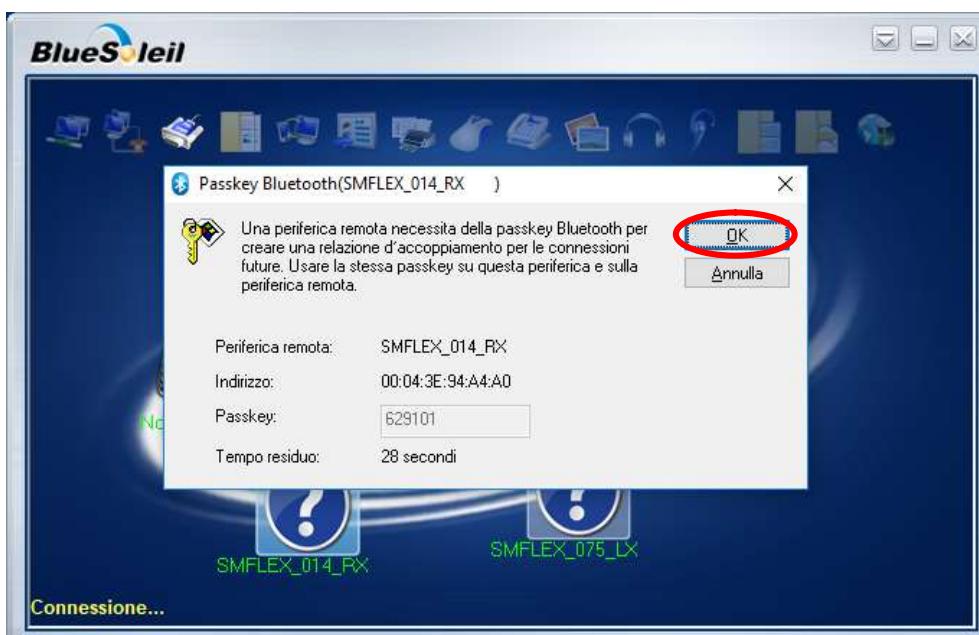


Afterwards, by right-clicking again, choose "Connect Bluetooth Serial Port".





Now the device will be connected.

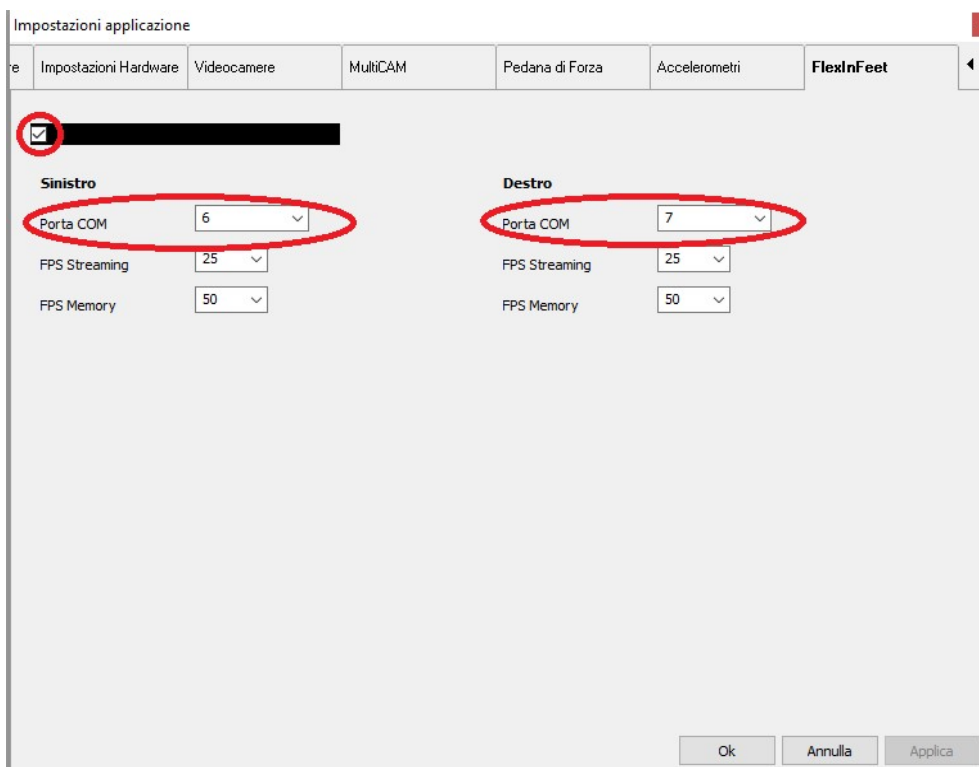


Repeat this process for the second device too.

IMPORTANT: After pairing the devices, display the COM port number both for the right feet and for the left foot device. These numbers will be essential in the initialization of the device in freeStep.



At this point access freeStep, go to "Settings" → "Setup Application" → "FlexInFit" and insert the correct COM ports numbers.



Click on "Apply", then on "Ok". The device will be correctly configured and ready for use.

The exam performed with FlexInFit may be associated with a video analysis, by correctly configuring the camcorder in the "Application Setup".

4.7. Patients Database

By accessing the Patients Database, the complete list of the patients in the program is displayed. The list of the patients can be organised by registration date, name, date of birth, etc. simply by clicking on the headers of the list itself. The search engine allows you to filter the list by registration date, operator, or centre of origin.

The screenshot displays the 'FreeStep - [Archivio Pazienti]' application interface. The left sidebar contains navigation options: 'Archivio generale', 'Archivio Pazienti', 'Calendario appuntamenti', 'Importa ed esporta dati', 'Utiles', 'Gestione utenti', and 'Backup e Restore dati'. The main area is titled 'Lista Pazienti' and includes a search bar and filters. Below this, a table shows patient data for 'Paziente Modella'.

Data Registrazione/ Nominativo	Sesso	Data di nascita	Altezza	Peso	Calzatura
24/06/2010 Paziente Modella	Femile	19/12/1981	170	59	39

Below the patient list, there is a section for 'Esami Eseguiti' (Examinations Performed) with a table showing examination details.

Tipo Esame	Data e ora	Note	Età	Altezza	Peso	Calzatura
Podocan 3D	25/07/2010 10.06		28	170	59	39
Dinamica	24/06/2010 10.23	senza calzature	28	170	59	39
Posturografia	16/08/2010 10.36	Sway Test	28	170	59	39
Dinamica con filmato	26/04/2011 11.16	senza calzature	29	170	59	39
TreadMil con filmato	25/07/2010 10.06	senza calzature	28	170	59	39

At the bottom, there are buttons for 'Stampa', 'Crea Nuovo Paziente', and 'Chiudi'. The status bar at the bottom shows patient details: 'Paziente Modella', '19/12/1981', 'Altezza (cm): 170', 'Peso (kg): 59', 'Calzatura n°: 39', and 'FreeStep v.1.3.30'.

To insert a new patient, just click on the button "New Patient".

The screenshot displays the 'FreeStep - [Archivio Pazienti]' application interface, specifically the 'Nuovo Paziente' (New Patient) form. The left sidebar is the same as in the previous screenshot. The main area is titled 'Nuovo Paziente' and contains various input fields for patient information.

Nominativo: [Text field]
Codice: [Text field]
Data registrazione: [Text field]

Indirizzo: [Text field]
Città: [Text field]
Cap: [Text field]
Provincia: [Text field]

Telefono: [Text field]
Cellulare: [Text field]
Fax: [Text field]
Email: [Text field]

Data di Nascita: [Text field]
Sesso: [Dropdown menu]
Altezza: [Text field] cm
Peso: [Text field] Kg
Calzatura n°: [Text field]

Codice fiscale: [Text field]
Tessera sanitaria: [Text field]
Medico curante: [Text field]
ASL di appartenenza: [Text field]

Prescrizione: [Text area]
Patologia: [Text area]
Note: [Text area]

Esami Eseguiti: [Table with columns: Tipo Esame, Data e ora, Nota, Età, Altezza, Peso, Calza...]

Buttons at the bottom: 'Nuovo', 'Modifica', 'Salva', 'Annulla', 'Cancella', 'Stampa', 'Chiudi'.

The system will automatically display the personal record of the patient. It is not necessary to fill all fields: the mandatory ones are highlighted in yellow.

After filling in the fields, by clicking on "Save", the data are entered inside the Database.

On the right side of the screen, the list of performed exams is shown and, at the bottom, the commands "Open", "New" and "Delete".

To run a new instrumental acquisition click "New". To view a previously made analysis, select the wanted record from the list and click the "Open" button. Repeat the last operation, but clicking the "Delete" button to delete a specific Analysis.

In addition to the list of the Examinations Performed, the list of the patient's Appointments is available. While viewing the list of Appointments, using the appropriate buttons "Open", "New" and "Delete" you will have access to the respective operations.

In addition to the basic information about the patient, you can still fill in the clinical history evaluation sheet and the clinical diary.

The screenshot displays the 'FreeStep - [Archivio Pazienti]' application window. The interface includes a menu bar (File, Modifica, Visualizza, Impostazioni), a toolbar, and a sidebar with navigation options like 'Archivio generale', 'Archivio Pazienti', 'Calendario appuntamenti', 'Importa ed esporta dati', 'Utiles', 'Gestione utenti', and 'Backup e Restore dati'. The main area is divided into several sections: 'Anamnesi generale' (General Anamnesis) with fields for various medical conditions (e.g., MALATTIE CARDIACHE, IPERTENSIONE, DIABETE, PROBLEMI NEUROLOGICI, ALTRE MALATTIE, INTERVENTI CHIRURGICI, APPARATO STOMATOLOGICO); 'Anamnesi ortopedica' (Orthopedic Anamnesis) with fields for injuries (INFORTUNE), fractures (FRATTURE), dislocations (LUSAZIONI), and other conditions; and 'Altre informazioni' (Other Information) including profession, physical activity, smoking status, alcohol consumption, and current medications. At the bottom, there are buttons for 'Nuovo', 'Modifica', 'Salva', 'Annulla', 'Cancella', navigation arrows, 'Stampa', and 'Chiudi'. The status bar at the very bottom shows patient details like 'Altezza (cm):', 'Peso (kg):', 'Calatura n°:', and the version 'FreeStep v.1.3.30'.

After clicking on "Save", all until now editable fields will be locked to prevent accidental changes. To reactivate the feature of the fields and therefore the possibility of altering or adding their content, you will need to click the "Modify" button. After input, use the "Save" button again, or the "Cancel" button, to validate or cancel the changes.

To permanently delete a patient, select from the list the name you want to delete, enter into the personal record and check carefully that you have selected the correct name, now click on the "Delete" button. The program will ask you twice the confirmation of cancellation. Please use extra caution during this procedure, since it is irreversible.

In the clinical diary, in addition to the possibility to insert a history of the activities carried out by/on the patient, in the lower part of the screen you can add and associate attachments of any kind (images, texts, videos, prescriptions, etc.).

In the clinical diary, in addition to the possibility to insert a history of the activities carried out by/on the patient, in the lower part of the screen you can add and associate attachments of any kind (images, texts, videos, prescriptions, etc.).

Inside the general archive, after selecting a patient, you can access the Global Report page.

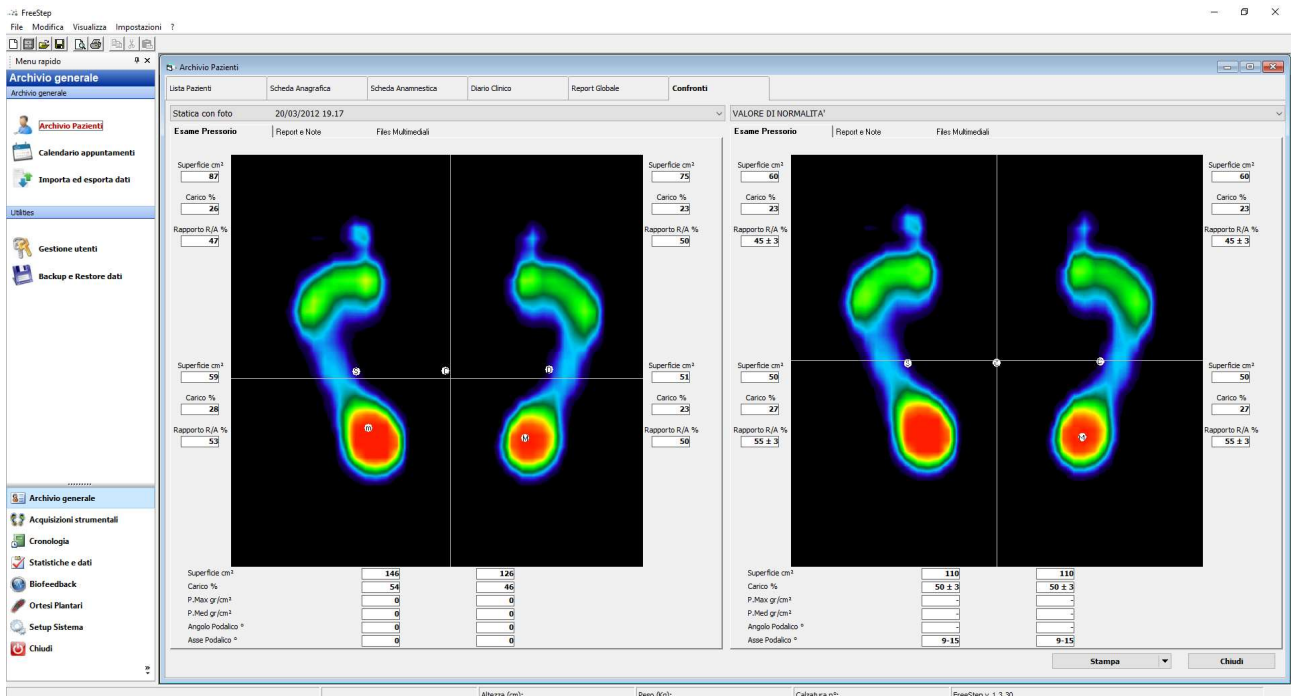
In this section, you can print a summary report containing the basic data of the baropodometric analysis. From the first drop-down menu, select the type of cover page to print; the available options are:

- Nothing

- Cover + Personal Record
- Personal Record only.

The analytic report, showing several numerical information related to the exams, will be accompanied by a normality table and related tolerance ranges. **All normality values are indicative only, drawn from important scientific works carried out on pressure platform systems.** Should you find inconsistencies, it is your right not to use the feature and inform us about your observations, in order to optimize the software product.

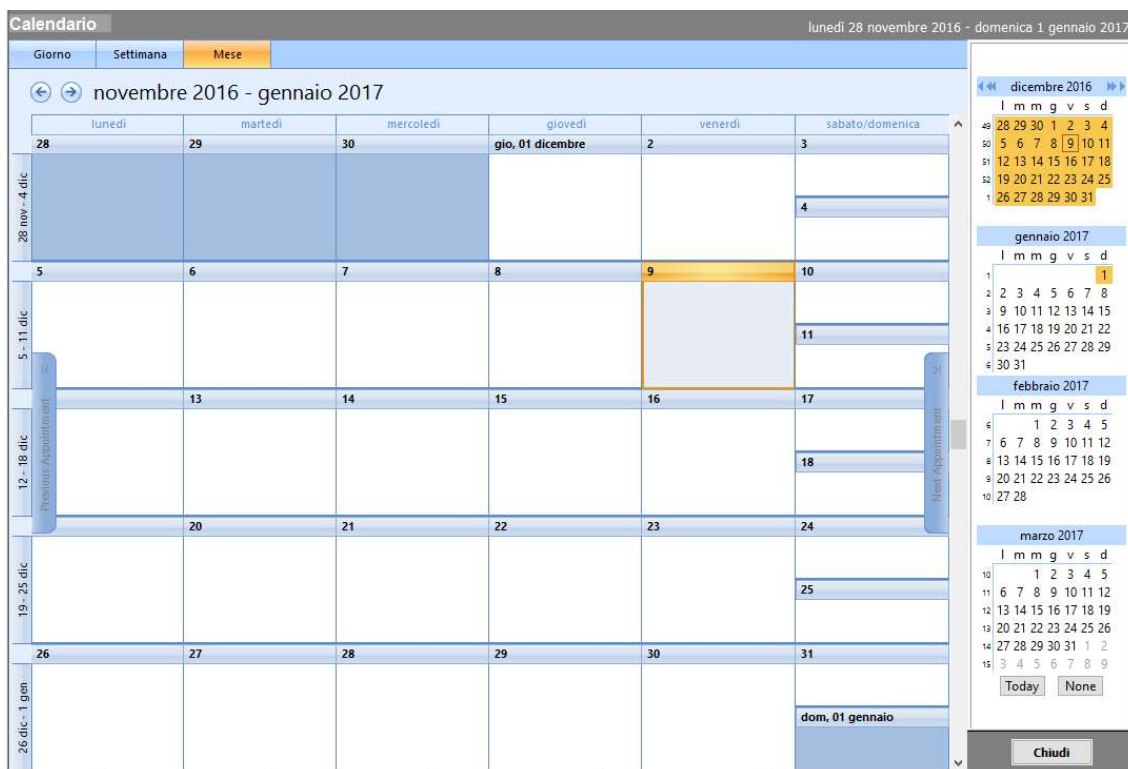
Also, there is the possibility to compare two exams to evaluate the patient's progress.



By clicking on the two drop-down menus at the top, it is possible to choose the acquisitions you wish to compare: you will see in parallel the two pressure footprints, reports, notes and multi-media files if any.

4.8. Events Calendar

By clicking on "Events Calendar" on the main menu on the left, or through the Appointment list placed inside the personal record of each patient, the graphic calendar will be activated.



Inside the calendar, it is possible to select the preferred view by clicking on "Day", "Week", or "Month", on the top of the calendar itself.

Through the scroll arrows or by direct selection on the perpetual panel (right side of the screen), you can easily browse between days and months until you find the dates of your interest.

Both to enlist and to edit an appointment, simply double click on the date or on the appointment itself. A selection window will appear and allow you to quickly manage the parameters of the appointment.

The screenshot shows a dialog box titled 'Untitled - Event'. It contains the following fields and controls:

- Descrizione:** A text field containing 'Appuntamento'.
- Persona:** A text field with a dropdown arrow.
- Inizio:** A date picker set to '15/12/2016'.
- Fine:** A date picker set to '15/12/2016'.
- Contrassegno:** A dropdown menu set to 'Normale'.
- Visualizza come:** A dropdown menu set to 'Libero'.
- Note:** A large text area for additional notes.
- Tutto il giorno:** A checked checkbox.
- Buttons:** 'Ok' and 'Annulla' buttons at the bottom.

To edit the date or the duration of an appointment, simply drag it directly from the old to the new day in the calendar. The change will be automatically stored in the main archive and in the patient's record too.

4.9. Import and Export Data

The "Import/export data" function allows you to extract data from the freeStep® software and to save them in a protected and compressed archive. Then, these data can be sent to other computers. This feature makes data saving easier. Furthermore, it is a powerful tool for sharing information with other specialists. Each patient, whether imported or exported, in order to maintain its identity, brings the entire set of information that identifies the originating centre of the specialist who sent the file (traceability).

4.9.1. Export

The export feature is a wizard consisting of three steps:

1. Select the patient to export

Importazione ed Esportazione dati

Esportazione Dati | Importazione dati | Ricostruzione archivi

Cerca:

Selezionare i pazienti da esportare

<input type="checkbox"/>	Nominativo	Nato il	Sesso
<input checked="" type="checkbox"/>	Paziente Modella	19/12/1981	Female

Step 1

Selezionare i pazienti da esportare

<< Indietro | Avanti >>

Chiudi

2. Select the exam for each patient

Importazione ed Esportazione dati

Esportazione Dati | Importazione dati | Ricostruzione archivi

Cerca:

Selezionare i pazienti da esportare

<input type="checkbox"/>	Nominativo
<input checked="" type="checkbox"/>	Paziente Modella

Step 2

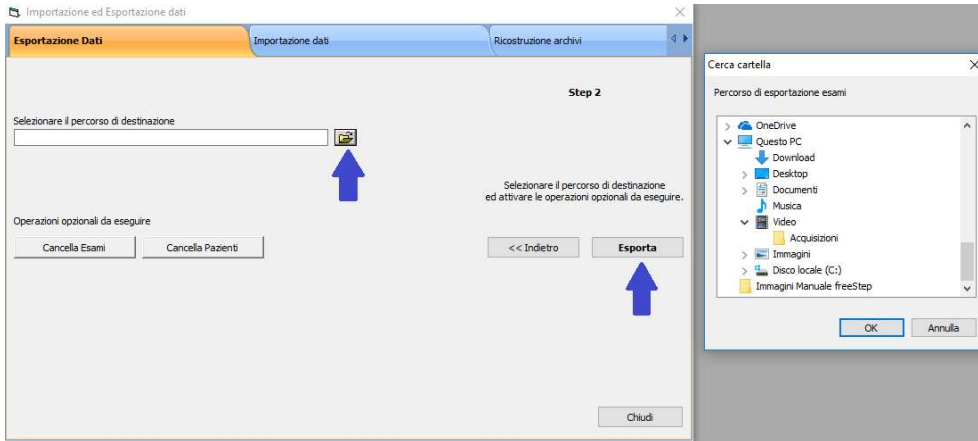
Selezionare gli esami da esportare

<input type="checkbox"/>	Tipo Esame	Data
<input checked="" type="checkbox"/>	Podoscan 2D	25/07/2010
<input type="checkbox"/>	Dinamica	24/06/2010
<input type="checkbox"/>	Posturografica	16/08/2010
<input checked="" type="checkbox"/>	Dinamica con filmato	26/04/2011
<input checked="" type="checkbox"/>	TreadMill con filmato	25/07/2010
<input checked="" type="checkbox"/>	Videografia	09/03/2011
<input checked="" type="checkbox"/>	Statica con foto	20/03/2012

<< Indietro | Avanti >>

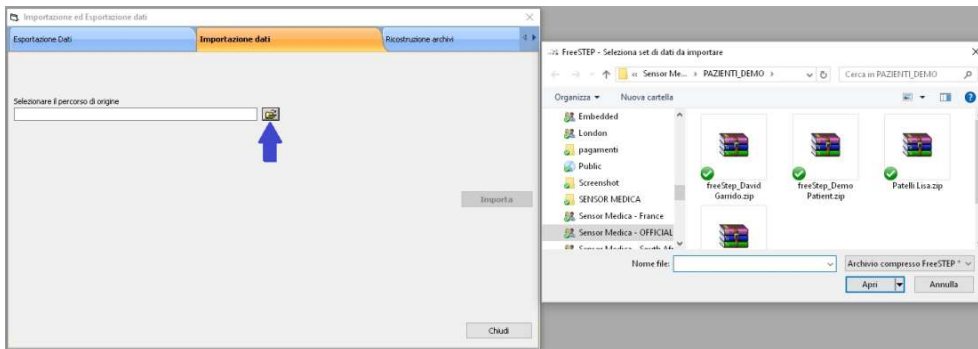
Chiudi

3. Select the destination where you will copy the data.



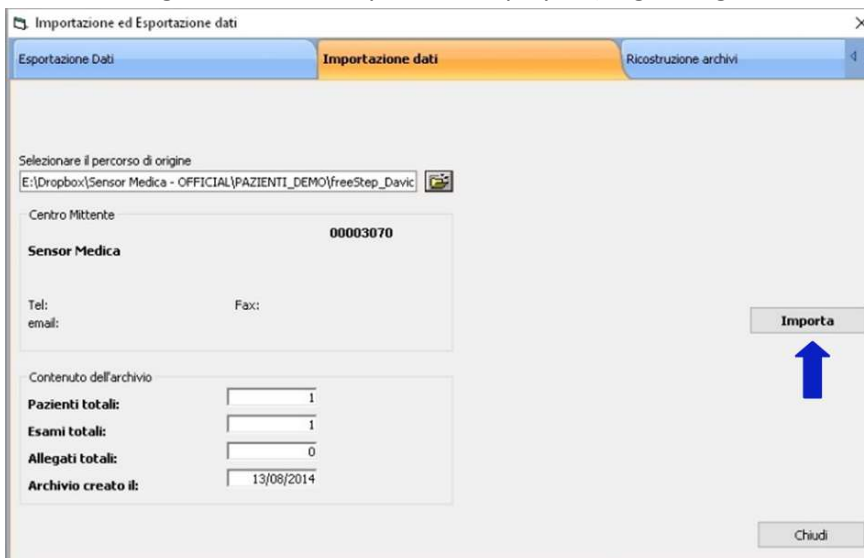
At the end of the procedure a single compressed file will be produced, that can be later sent to the target computer and can only be opened by importing it into another freeStep.

4.9.2. Import



The import procedure is extremely simple. It let us select a zipped file coming from another freeStep® application.

After selecting, a data summary will be displayed (originating centre, included exams, patients).



By clicking on "Import" the whole compressed file will be copied in your database, including traceability information.

4.10. Users Management

UsedID	Livello	Nominativo	Disattivato
Administrator	0	Administrator	<input checked="" type="checkbox"/>

Nominativo
Administrator

UserID
Administrator

Password

Conferma Password

Tipo di utente
Administrator

Parametri opzionali

- ☐ Pazienti Privati
- ☐ Cambio Password al prossimo login
- ☒ Nessuna scadenza password
- ☐ Modifica Password non consentita
- ☐ Account disattivato

Nuovo Modifica Salva Annulla Cancella Chiudi

User Management lets you configure freeStep® as an all-in-one software platform while letting you customize it for each user accessing the system.

Separate management of users, with their own identities and password, allows maximum patients' privacy and extreme flexibility in the use of the program.

Each user can be inserted by the system Administrator (user with the highest level of access and features) and can privately handle or share their patients.

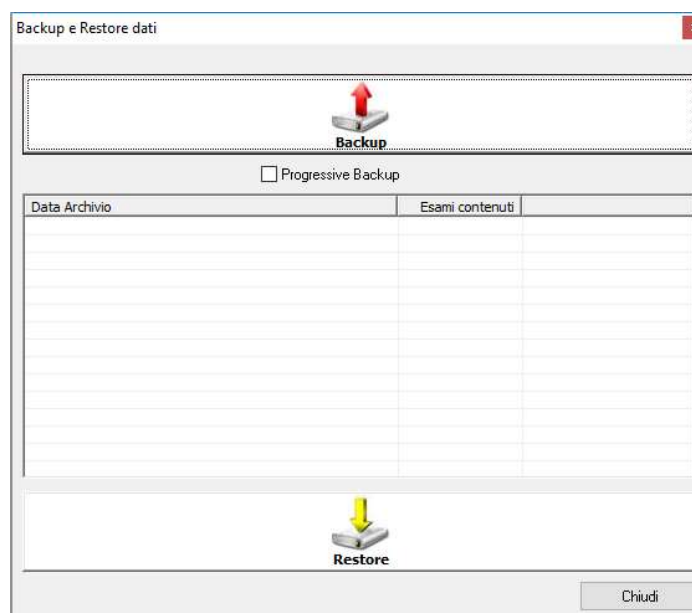
Depending on the access level set by the Administrator, each user may not be able to access some areas of the program as for example the System Setup, the data Backup area, etc.

To enter, edit or delete software users, you will have to directly operate on the function bar showing the commands "New", "Modify", "Save", "Cancel", "Delete".

It is recommended, for obvious security reasons, to set each user with a different password and, in any case, with an access level lower than the Administrator's.

4.11. Backup and Restore Data

The page about data Backup and Restore automatically runs a backup of all the database and of all the instrumental exams contained.



A frequent and correct use of the Backup tool secures your data against possible malfunctioning of the personal computer.

Sensor Medica is not responsible for data maintenance and conservation. For this reason, it is strongly recommended to back up all software on a daily basis, using the appropriate feature within the freeStep® software.

To run a backup, after you have correctly configured the target drive in the System Setup, it is sufficient to click on the "Backup" button. This operation may take several minutes depending on the amount of data to be copied and the speed of your computer.

When finished, you will see a new entry in the backup list, showing the date and time of the backup and the data it contains.

To restore a previously saved archive, select the desired data set from the list and click on "Restore".

Please pay full attention during the Restore procedure because it is irreversible and may result in data loss. Always perform a precautionary backup before attempting to restore to a previous situation. During the Restore process, do not turn off your computer until the procedure is complete.

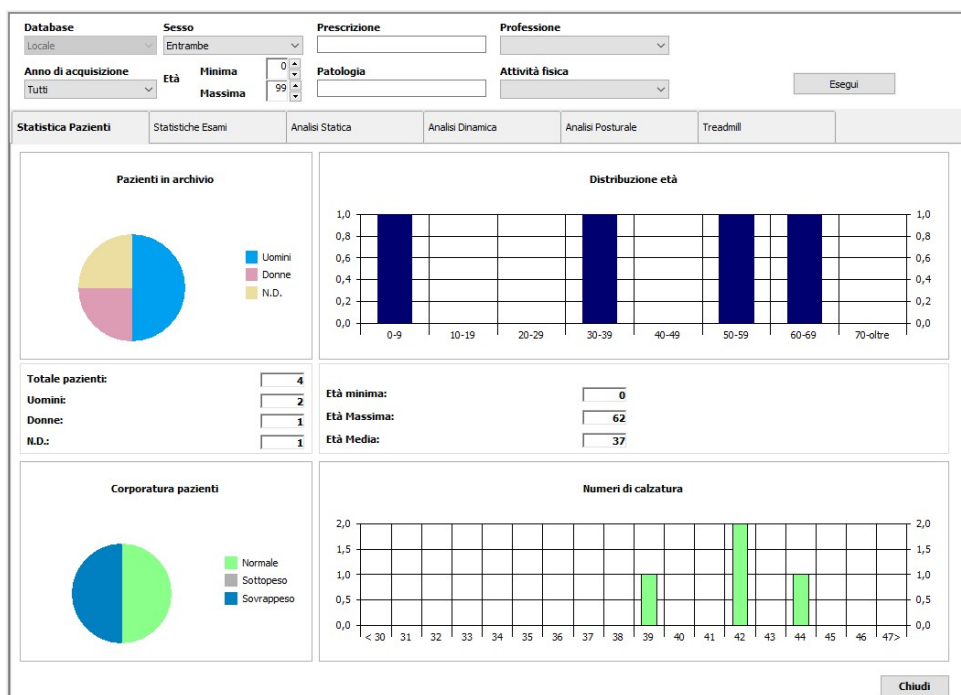
4.12. History

The history menu simply lists the last ten exams, executed or displayed. Using the history menu allows to quickly switch from one view to another, keeping memory of our activities and making search operations easier.

To clear your history, from the upper textual menu, click on Settings - Clear History.

4.13. Statistics and Data

The page "Statistics and Graphs" shows the results (both local and global as applicable) for all tests. You can export the data in a .csv format file.



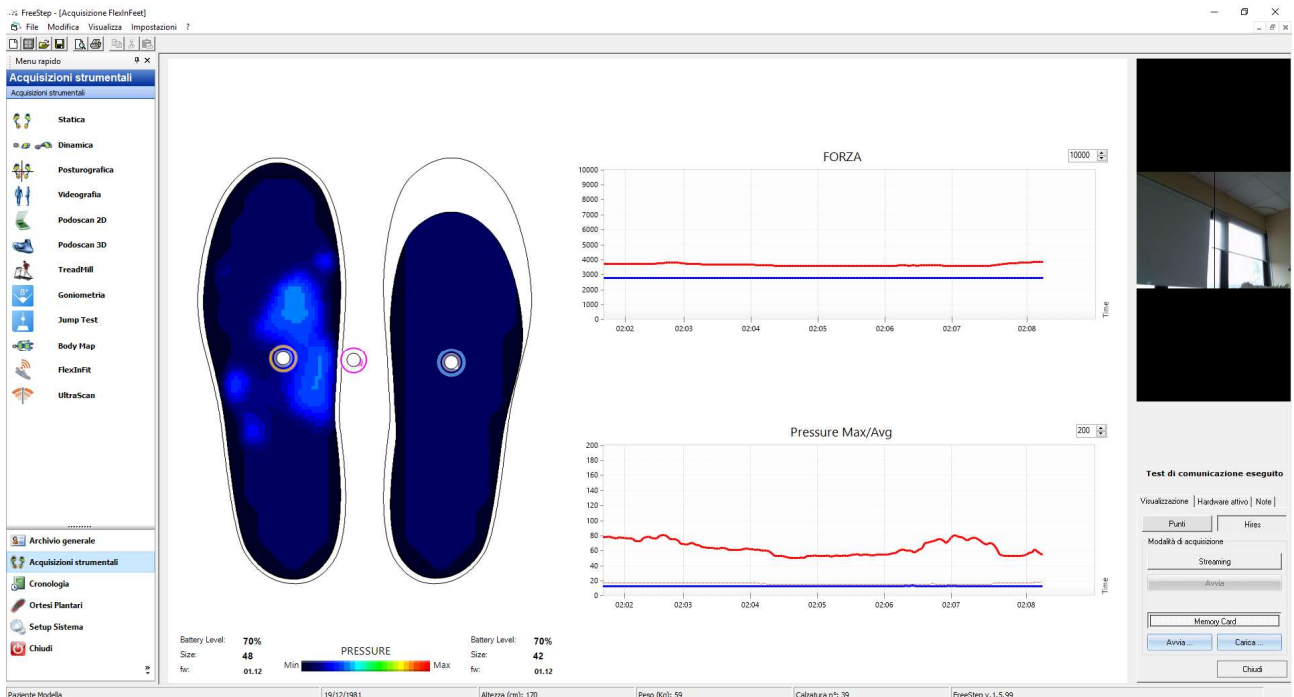
The interface is subdivided by categories and shows the average and median values, the standard deviation, and a whole series of numeric information to a greater understanding of the scientific data found within the software itself.

4.14. Clear data

It allows resetting all the statistics calculated so far (local, remote, or both). This procedure does not delete the exams nor patients from the database, it only generates a new zero-point from which it will calculate the statistics.

4.15. FlexInFit acquisition

To start the acquisition, after selecting the patient, click on "Instrumental acquisitions" in the left menu, then select "FlexInFit".



At the bottom of the acquisition screen are showed the device information, both for the right and the left foot.

On the right side of the screen, force and pressure graphs are showed and, if the camcorder is on, a box with the video.

The bottom right menu contains three menus:

- View
- Active hardware
- Notes

In the section "View" it is possible to choose the type of view of the pressure footprints (dots or hires) and the type of acquisition:

- To capture in streaming mode click "Start" to begin the exam;
- To capture from memory card, choose "Memory card" and click:
 - o "Start" to start the acquisition saved in the memory card;
 - o "Load" to import the exams of the right and left electronic.



In the section "Active hardware" it is possible to set up the active tools connected to the sensorized insoles.

Test di comunicazione eseguito

Visualizzazione | Hardware attivo | Note

☒ Telecamera 1

☐ EMG ☐ Pedana di Forza

Finally, in the section "Notes" it is possible to insert comments on the current patient's analysis.

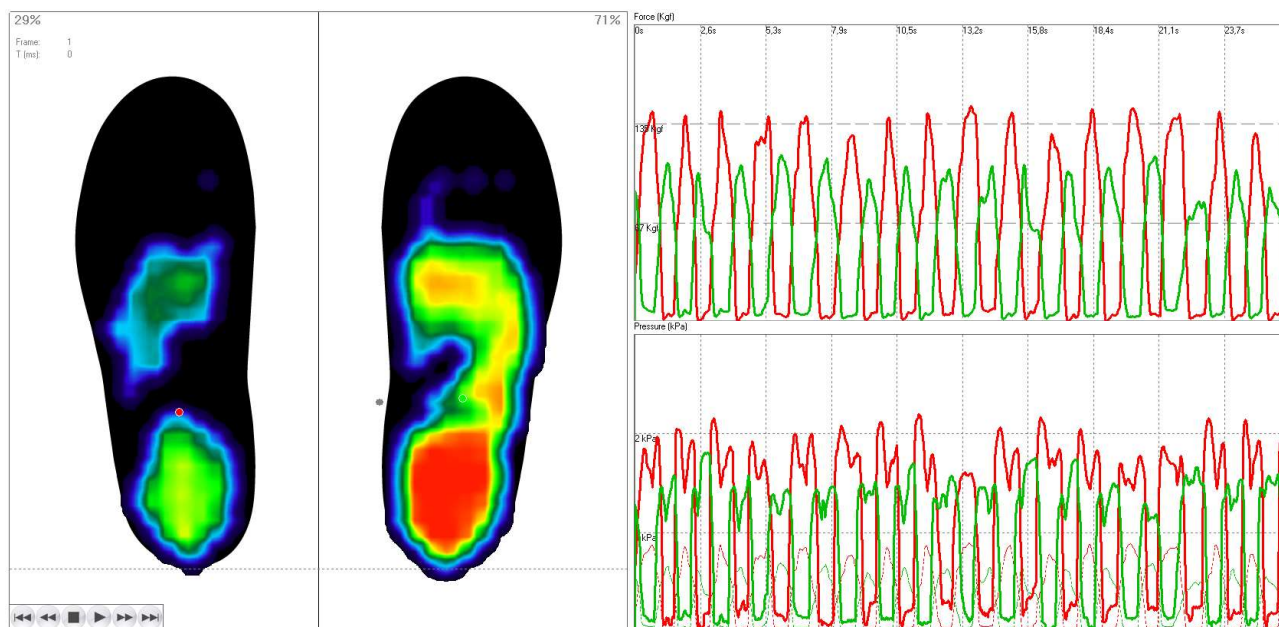
Test di comunicazione eseguito

Visualizzazione | Hardware attivo | Note

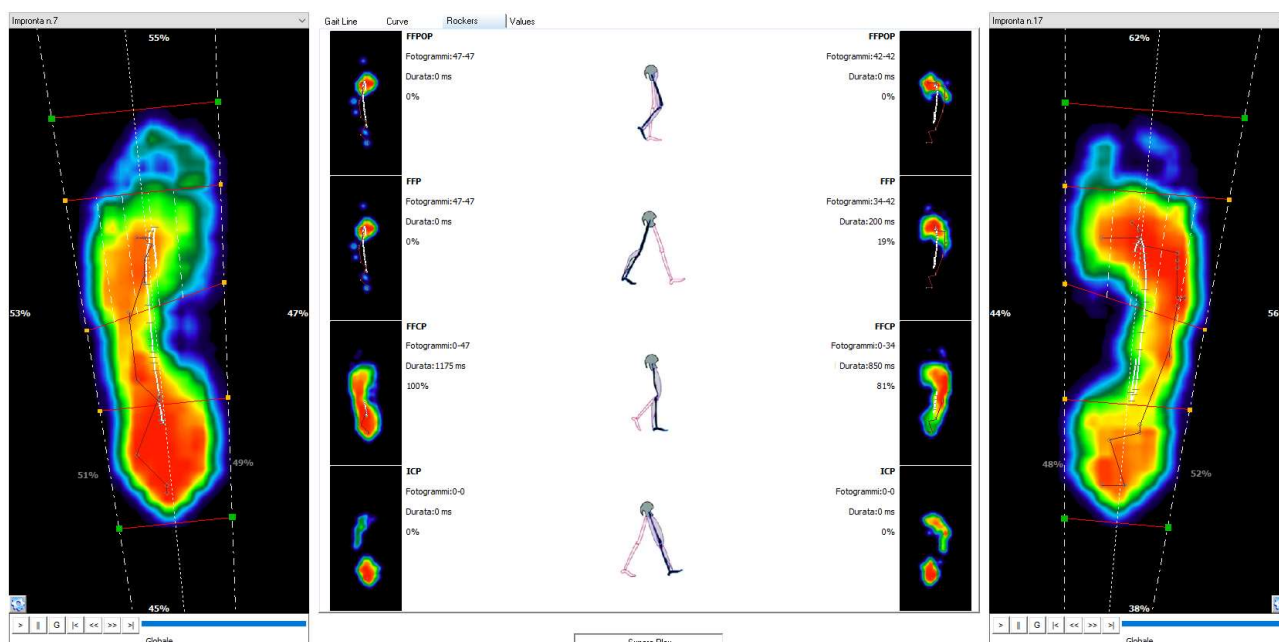
4.16. FlexInFit visualisation

After performing and saving the exam, it is possible to click on a particular exam and to view it from the patients' database.

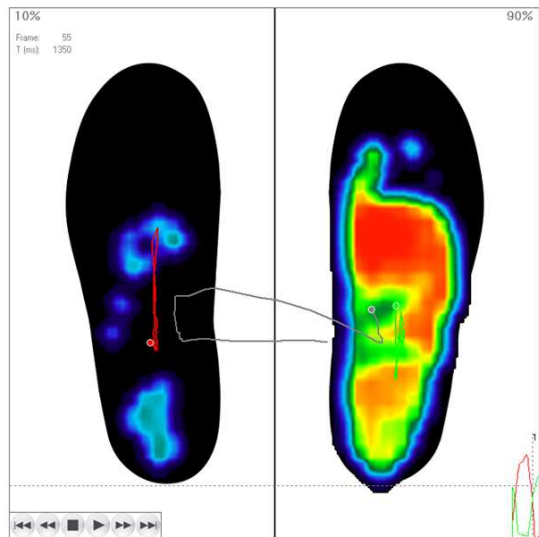
In the home page of the visualisation of a FlexInFit exam, the force and pressure trends of the steps taken and the video of the pressure trend are shown.



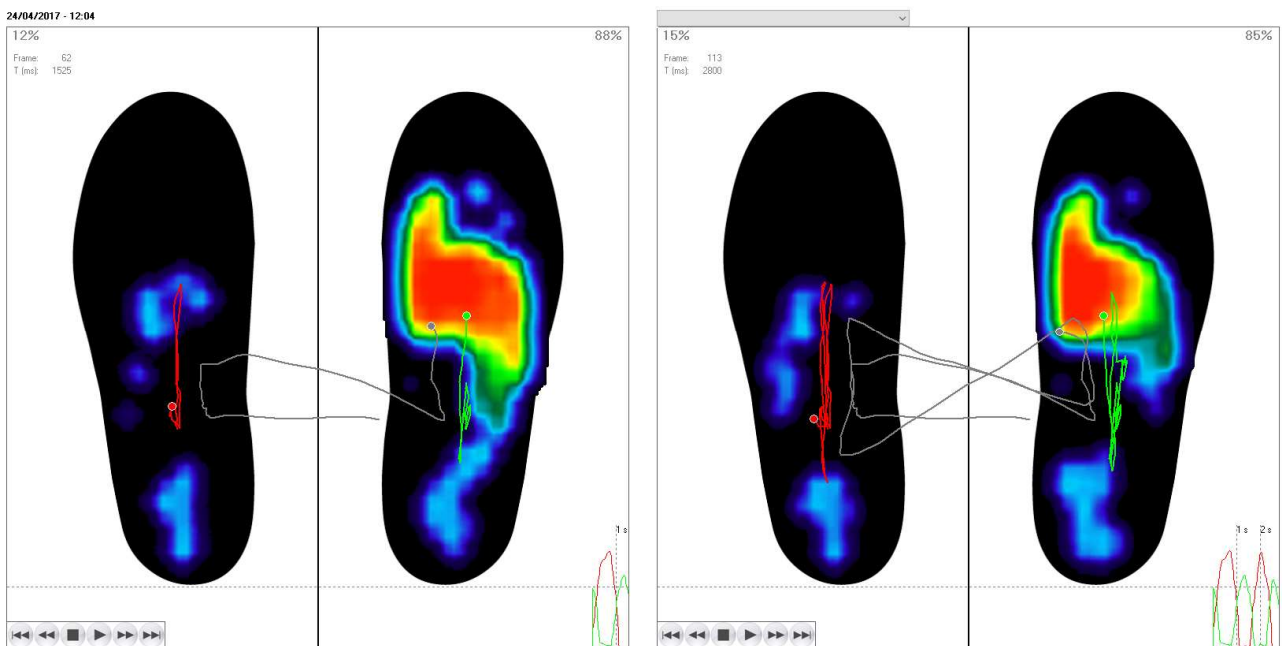
In the section "Biomechanical Analysis" the rockers and numerical values corresponding to the various phases of the step are shown.



If a camcorder has been used, it is possible to analyse the videos and to perform measurements on the pictures in the section "Videography".



Finally, in the section "Comparisons" it is possible to display the pressure footprints of two different steps at the same time.



It will be possible to print the examination by clicking on "Print" at the bottom of the page.

5. Technical support request

IRREGULARITY/INCIDENT WARNING TO MANUFACTURER

With this communication, we inform that the Sensor Medica device:

REF

specify the model in the label

SN

specify the serial number in the label

<input type="checkbox"/>	Shows a malfunction. We therefore request the authorisation to send the product for repair. Problem description is provided below.
<input type="checkbox"/>	Has been involved in a quasi-accident situation
<input type="checkbox"/>	Has caused an accident

Description of the fault / situation that caused the problem:

User of the medical device _____

Owner of the medical device _____

Contact information

Name (if different from the user's) _____

Telephone / mobile _____

E-mail _____

Address _____

Date

Name, Surname and legible signature

Send to SENSOR MEDICA

mail: helpdesk@sensormedica.com