

Patient Tools, Inc. (PTI) Training Guide

How to launch PTI Office

1. Launch Citrix Receiver on the iPad.



2. Find the PTI Office icon and launch it. (If the icon is not there, use the Receiver search function and search for "PTI Office").



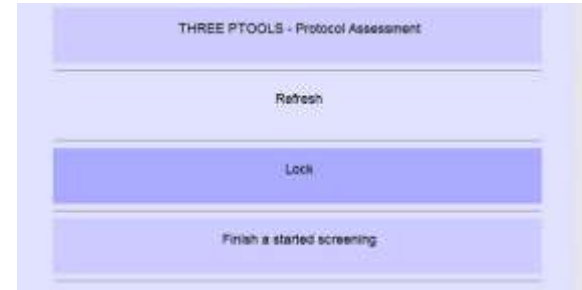
3. If you are not already logged into Citrix Receiver, a login box will pop up and ask for your credentials. The app will now launch; accept any terms and conditions.



4. Log in to the application. Username is "muh_tabletx" ('x' is the tablet number provided). It is important to only log on with the credentials meant for that specific tablet. A password will be provided (subject to change) and the User Group (if asked) is "PTI".
 - To make the keyboard pop up, press the drop-down arrow at the top of the screen and then press "keyboard".
 - If a mouse pointer is on screen, it will interfere with the touch-screen capabilities. To make the mouse pointer go away, press the drop-down arrow then press "pointer".



5. The next screen will ask for an access code. The access code will be provided with the application password.
6. This screen will display the launch list. Select the correct patient from the list.



- You may also "finish a started screening" in the event that a screening was interrupted.
7. On the next screen, select "start now". Then "check" the appropriate questionnaires, and hit "next". At this point you will give the tablet to the patient.
 8. Collect tablet when the patient is done (patient will receive message). You will now be at the launch screen and ready to start another assessment. Please charge tablets during downtime.