

Power Point Manual

**Get On The
BUS**



**BrainMaster
Universe
Simplified**

**Creating a
New Client
Folder**

Studies

- Now, that we are getting started lets define some terms.
- The first term is “Study”. This is the term BrainMaster Technologies uses to describe a client’s folder.
- The folder cover page will hold the client’s HIPPA compliant name, the age, the handedness, the eye condition and so forth.

All protocols are for demo and research purposes only. Clinicians must determine protocol choices. All protocols must be used within scope of practice and scope of competence.

Studies

- Items stored in the client's folder on your computer will be:
 - a. Recordings of EDF files for each session administered
 - b. Data summaries for each session
 - c. The "Settings" for the last session run
 - d. And other session markers
- The above are all created automatically when sessions are run. Future BUS modules will explain their use.

All protocols are for demo and research purposes only. Clinicians must determine protocol choices. All protocols must be used within scope of practice and scope of competence.

Settings

- The second term we use is “Setting”. By definition the term “Protocol” must include
 - a. the locations to be trained (pertinent 10-20 sites, i.e. Cz)
 - b. plus the “Setting” to be run (What we are doing to the site/s).

All protocols are for demo and research purposes only. Clinicians must determine protocol choices. All protocols must be used within scope of practice and scope of competence.

Settings

- All Studies are contained in the Studies Folder on your computer (Typically, c:/ProgramData/Brainmaster/Studies).
- All Settings are contained in the Settings Folder on your computer (Typically c:/ProgramData/Brainmaster/Settings).
- All BUS Settings are contained in c:/ProgramData/Brainmaster/Settings/BUS.
- There should be shortcuts on your Windows Desktop pointing to these locations.

All protocols are for demo and research purposes only. Clinicians must determine protocol choices. All protocols must be used within scope of practice and scope of competence.

Study

Lets Begin by setting up a Study

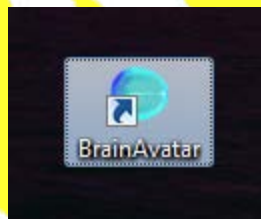
- Make Sure the Atlantis Amplifier is plugged in.



All protocols are for demo and research purposes only. Clinicians must determine protocol choices. All protocols must be used within scope of practice and scope of competence.

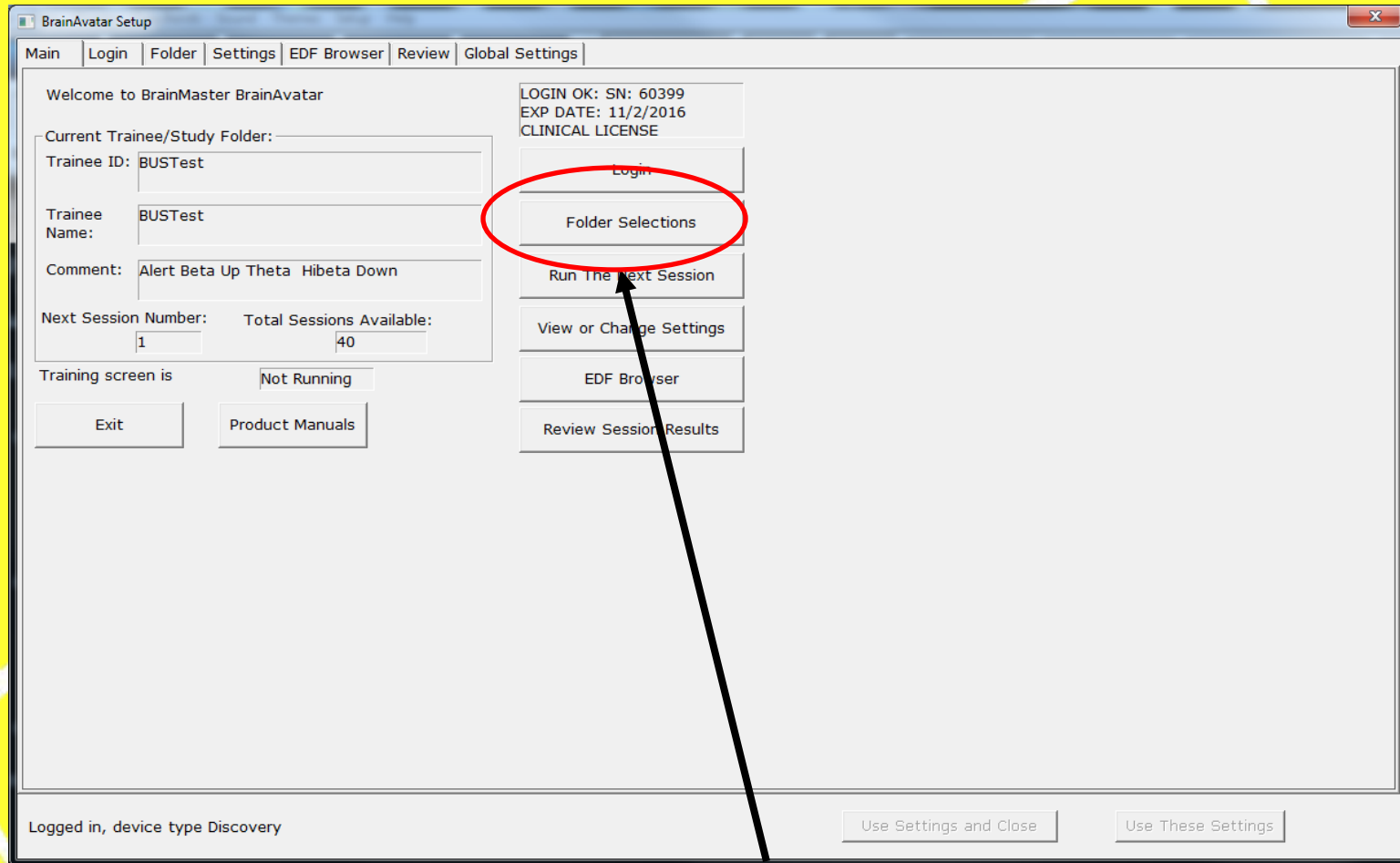
Study

- Open BrainAvatar by double-clicking the BrainAvatar Icon on your Desktop



All protocols are for demo and research purposes only. Clinicians must determine protocol choices. All protocols must be used within scope of practice and scope of competence.

- The BrainAvatar Setup Window will Appear



- Click “Folder Selections”

All protocols are for demo and research purposes only. Clinicians must determine protocol choices. All protocols must be used within scope of practice and scope of competence.

- Click – “Create New Folder”

BrainAvatar Setup

Main | Login | Folder | Settings | EDF Browser | Review | Global Settings

Select Folder | Create Folder | Folder Notes | Session Librarian | Edit Folder Info.

Select Folder: (you may double-click to select)

Study Name	Birth Date	Sess	Max	Comment	Technician	Physician	Trainee Name	Created	Modified
..									
BUSTest	2000-7-4	40		Alert Beta Up T...	EEG tech		BUSTest	2016-8-3	2016-8-3

Study Name (Trainee ID): BroJad4chPZOKP3P4O1O2

Trainee Name: BroJad4chPZOKP3P4O1O2

Comment: comment

Sessions Used: 4

Max Sessions: 40

Session Librarian

Administer Session Genie | Push Current Study to Server and Delete | Archive Current Study | Archive Current Study and Delete

Create New Folder | Folder Notes | Edit Folder Info. | Select And Run

Logged in, device type Discovery

Use Settings and Close | Use These Settings

All protocols are for demo and research purposes only. Clinicians must determine protocol choices. All protocols must be used within scope of practice and scope of competence.

- The Create New Folder Screen will appear.

BrainAvatar Setup

Main | Login | Folder | Settings | EDF Browser | Review | Global Settings

Select Folder | Create Folder | Folder Notes | Session Librarian | Edit Folder Info.

Text

Name:

File ID:

Use Name for File ID

A comment will be added later, that you can edit

Cancel OK

- Type in a HIPAA Compliant Name for the client.

All protocols are for demo and research purposes only. Clinicians must determine protocol choices. All protocols must be used within scope of practice and scope of competence.

Examples of Naming Conventions

A simple HIPAA Compliant naming convention would be

1. The first three letters of the client's last name
2. Followed by the first three letters of the client's first name
3. Followed by the client's birthdate in year/month/day format
4. Followed by the name of the protocol.

All protocols are for demo and research purposes only. Clinicians must determine protocol choices. All protocols must be used within scope of practice and scope of competence.

Examples of Naming Conventions

An example of a naming convention for John Smith born on July 4, 2000 and performing the Alert Protocol would be:

1. SMI
2. JOH
3. 000704
4. C3ALERT

Or SMIJOH000704C3ALERT

All protocols are for demo and research purposes only. Clinicians must determine protocol choices. All protocols must be used within scope of practice and scope of competence.

Examples of Naming Conventions

- Some practitioners use naming conventions that mirror their client files.
- Some practitioners use initial starting date rather than birthdate or no date at all. (The birthdate is used in this example because it is constantly referred to later when using z-score training).

All protocols are for demo and research purposes only. Clinicians must determine protocol choices. All protocols must be used within scope of practice and scope of competence.

One Setting per Folder

- In the BrainMaster System it is best to only use one setting file per folder.
- This is true even if one client uses many different protocols.
- The reason for this is the data files for each protocol will be appropriate only to a single protocol, therefore, it is best to keep “Apples with Apples and Oranges...well...you know”
- We will cover how to recall data files and analyze them in a module called “Review”

All protocols are for demo and research purposes only. Clinicians must determine protocol choices. All protocols must be used within scope of practice and scope of competence.

- The Completed File Name

BrainAvatar Setup

Main | Login | Folder | Settings | EDF Browser | Review | Global Settings |

Select Folder | Create Folder | Folder Notes | Session Librarian | Edit Folder Info. |

Text

Name:
SMIJOH000704C3ALERT

File ID:
SMIJOH000704C3ALERT

Use Name for File ID

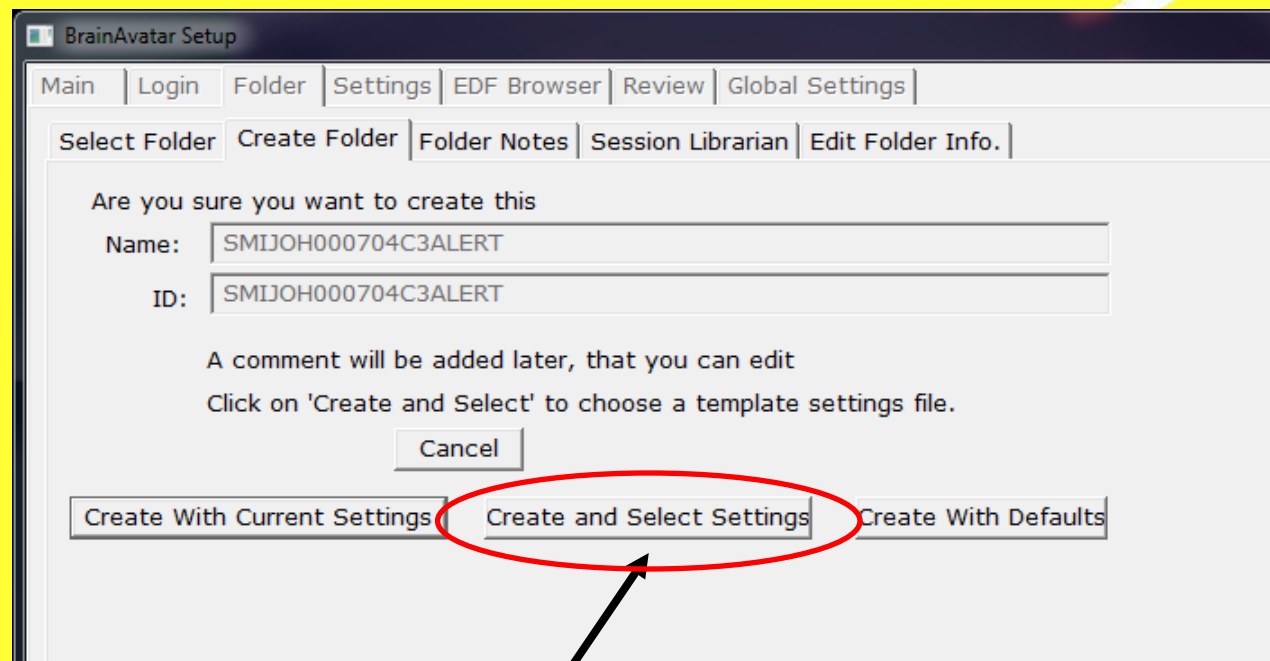
A comment will be added later, that you can edit

Cancel OK

- Click “OK” when complete.

All protocols are for demo and research purposes only. Clinicians must determine protocol choices. All protocols must be used within scope of practice and scope of competence.

- The Following will appear



- Click “Create and Select Settings”
- For example click “Alert”.

Name	Date modified	Type	Size
Alert.bdb2	11/4/2015 1:29 PM	BDB2 File	135 KB

All protocols are for demo and research purposes only. Clinicians must determine protocol choices. All protocols must be used within scope of practice and scope of competence.

- The Following “Edit Folder Info.” Page will appear.

BrainAvatar Setup

Main | Login | Folder | Settings | EDF Browser | Review | Global Settings

Select Folder | Create Folder | Folder Notes | Session Librarian | Edit Folder Info.

Editing Demographics for Trainee/Study:

folder name

Name:
SMIJOH000704C3ALERT

Comment:
Alert Beta Up Theta & Hibeta Down

Birthdate: 04- Jul -2000 Age: 15 Gender: M M or F

Compute Age

Recording Conditions

☒ Eyes Open ☐ Eyes Closed ☐ Task Task ID Number

Sensor: electrode e.g. "gold disk electrode" or "tin electro-cap",

Investigator / EEG tech

Edit contents then press "Save and Continue"

Save and Continue

Logged in, device type Discovery Use Settings and Close Use These Settings Exit

- A comment may be entered in the comment line
- or simply leave the default “Alert Beta Up Theta & Hibeta Down” statement.

All protocols are for demo and research purposes only. Clinicians must determine protocol choices. All protocols must be used within scope of practice and scope of competence.

Edit Folder Info. Page cont.

BrainAvatar Setup

Main | Login | Folder | Settings | EDF Browser | Review | Global Settings |

Select Folder | Create Folder | Folder Notes | Session Librarian | Edit Folder Info. |

Editing Demographics for Trainee/Study:

folder name

Name:
SMIOH000704C3ALERT

Comment:
Alert Beta Up Theta & Hibeta Down

Birthdate: 04- Jul -2000 Age: 15 Gender: M M or F

Compute Age

Recording Conditions
☒ Eyes Open ☐ Eyes Closed ☐ Task Task ID Number

Sensor: electrode e.g. "gold disk electrode" or "tin electro-cap",

Investigator / EEG tech

Edit contents then press "Save and

Save and Continue

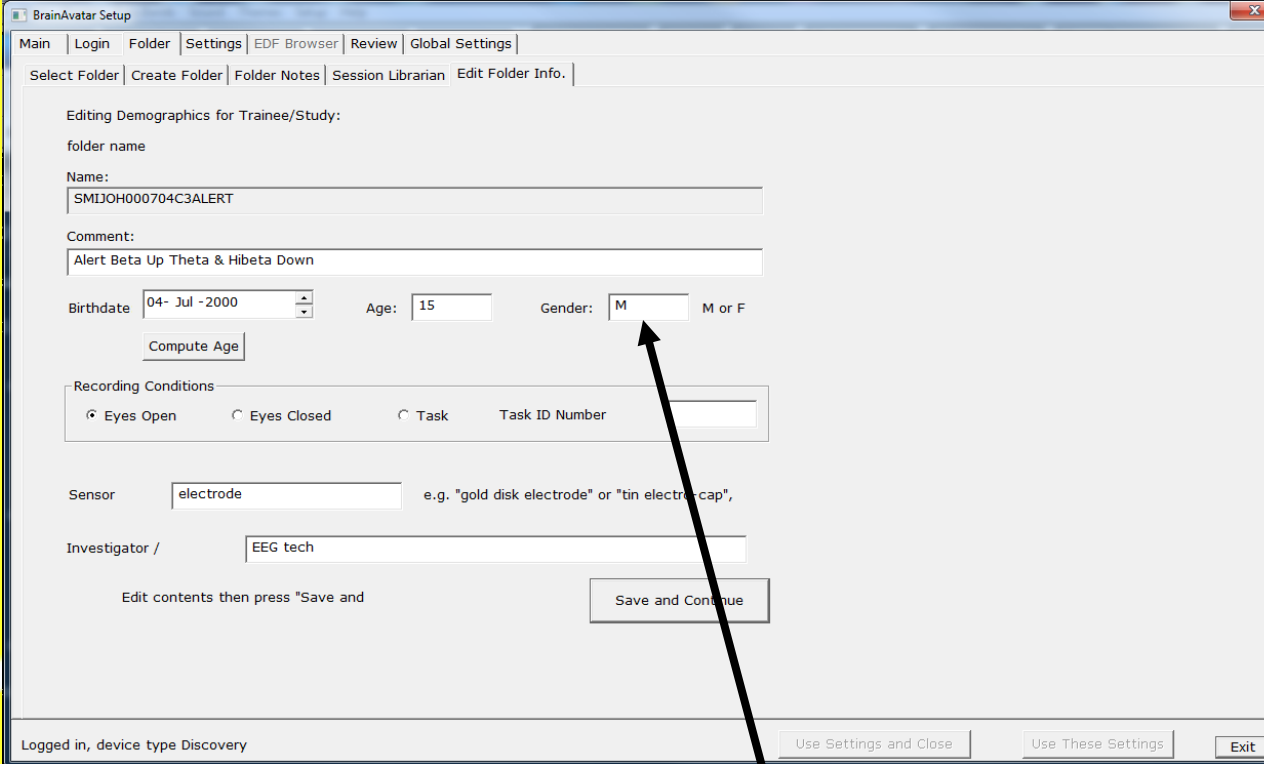
Logged in, device type Discovery

Use Settings and Close Use These Settings Exit

- Enter the client's Birthdate (This is only imperative when referring to a birthdate sensitive database when accessing qEEG information). Notice the age changes automatically upon entering the birthdate.

All protocols are for demo and research purposes only. Clinicians must determine protocol choices. All protocols must be used within scope of practice and scope of competence.

Edit Folder Info. Page cont.



BrainAvatar Setup

Main | Login | Folder | Settings | EDF Browser | Review | Global Settings |

Select Folder | Create Folder | Folder Notes | Session Librarian | Edit Folder Info. |

Editing Demographics for Trainee/Study:

folder name

Name:
SMIOH000704C3ALERT

Comment:
Alert Beta Up Theta & Hibeta Down

Birthdate: 04- Jul -2000 Age: 15 Gender: M M or F

Compute Age

Recording Conditions

☒ Eyes Open ☐ Eyes Closed ☐ Task Task ID Number

Sensor: electrode e.g. "gold disk electrode" or "tin electrode-cap",

Investigator / EEG tech

Edit contents then press "Save and

Save and Continue

Logged in, device type Discovery

Use Settings and Close Use These Settings Exit

- Enter the client's Gender (This is not imperative information because databases are not gender specific. However, this may be important for your office to make sure the records are complete).

All protocols are for demo and research purposes only. Clinicians must determine protocol choices. All protocols must be used within scope of practice and scope of competence.

Edit Folder Info. Page cont.

BrainAvatar Setup

Main | Login | Folder | Settings | EDF Browser | Review | Global Settings |

Select Folder | Create Folder | Folder Notes | Session Librarian | Edit Folder Info. |

Editing Demographics for Trainee/Study:

folder name

Name:
SMIJOH000704C3ALERT

Comment:
Alert Beta Up Theta & Hibeta Down

Birthdate: 04- Jul -2000 Age: 15 Gender: M M or F

Compute Age

Recording Conditions

☒ Eyes Open ☐ Eyes Closed ☐ Task Task ID Number

Sensor: electrode e.g. "gold disk electrode" or "tin electro-cap",

Investigator / EEG tech

Edit contents then press "Save and

Save and Continue

Logged in, device type Discovery

Use Settings and Close Use These Settings Exit

- Enter the Recording Condition (This is an imperative step when a database is accessed for ZScore training or assessments).

All protocols are for demo and research purposes only. Clinicians must determine protocol choices. All protocols must be used within scope of practice and scope of competence.

Edit Folder Info. Page cont.

BrainAvatar Setup

Main | Login | Folder | Settings | EDF Browser | Review | Global Settings |

Select Folder | Create Folder | Folder Notes | Session Librarian | Edit Folder Info. |

Editing Demographics for Trainee/Study:

folder name

Name:
SMIJOH000704C3ALERT

Comment:
Alert Beta Up Theta & Hibeta Down

Birthdate: 04- Jul -2000 Age: 15 Gender: M M or F

Compute Age

Recording Conditions

☒ Eyes Open ☐ Eyes Closed ☐ Task Task ID Number

Sensor: electrode e.g. "gold disk electrode" or "tin electro-cap",

Investigator / EEG tech

Edit contents then press "Save and

Save and Continue

Logged in, device type Discovery

Use Settings and Close Use These Settings Exit

- Enter the Sensor and Investigator Information (This is not imperative information, however, it may be important for your office to make sure the records are complete).

All protocols are for demo and research purposes only. Clinicians must determine protocol choices. All protocols must be used within scope of practice and scope of competence.

Edit Folder Info. Page cont.

BrainAvatar Setup

Main | Login | Folder | Settings | EDF Browser | Review | Global Settings |

Select Folder | Create Folder | Folder Notes | Session Librarian | Edit Folder Info. |

Editing Demographics for Trainee/Study:

folder name

Name:
SMIJOH000704C3ALERT

Comment:
Alert Beta Up Theta & Hibeta Down

Birthdate: 04- Jul -2000 Age: 15 Gender: M M or F

Compute Age

Recording Conditions

☒ Eyes Open ☐ Eyes Closed ☐ Task Task ID Number

Sensor: electrode e.g. "gold disk electrode" or "tin electro-cap",

Investigator / EEG tech

Edit contents then press "Save and

Save and Continue

Logged in, device type Discovery

Use Settings and Close Use These Settings Exit

- Click “Save and Continue” to save the data in the folder.

All protocols are for demo and research purposes only. Clinicians must determine protocol choices. All protocols must be used within scope of practice and scope of competence.

Edit Folder Info. Page cont.

BrainAvatar Setup

Main | Login | Folder | Settings | EDF Browser | Review | Global Settings |

Select Folder | Create Folder | Folder Notes | Session Librarian | Edit Folder Info. |

Select Folder: (you may double-click to select)

Study Name	Birth Date	Sess	Max	Comment	Technician	Physician	Trainee Name	Created	Modified
SMIOH000704C3ALERT	2001-1-1		80	no comment su...	EEG tech		SMIOH000704C3ALERT	2015-11-4	2015-11-4
SMIOH000706C4FOCUS	2001-1-1		40	Alert Beta Up T...	EEG tech		SMIOH000706C4FOCUS	2015-11-5	2015-11-5

Study Name (Trainee ID): SMIOH000706C4FOCUS

Trainee Name: SMIOH000706C4FOCUS

Comment: Alert Beta Up Theta Hibeta Down

Sessions Used: 0

Max Sessions: 40

Session Genie

Administer Session Genie | Push to Server and Delete Folder | Session Librarian

Create New Folder

Folder Notes

Edit Folder Info.

Select And Run

Logged in, device type Discovery

Use Settings and Close | Use These Settings | Exit

- Click “Exit” to complete the process.

All protocols are for demo and research purposes only. Clinicians must determine protocol choices. All protocols must be used within scope of practice and scope of competence.

Practice

- In order to practice what you have learned in this module, let's set up a folder for a fictitious client named "BUSTest" if it has not already been created .
- You may enter any age, handedness, sex for this client you would like.
- We will use this folder as a "Sandbox" to play with and learn how to modify Setting Files.

All protocols are for demo and research purposes only. Clinicians must determine protocol choices. All protocols must be used within scope of practice and scope of competence.

Moving On

- You may now either proceed to:
 - Learn how to recall a “Study” for an existing client and protocol or,
 - Move on to increasing your knowledge of any of the Protocols in the BUS (BrainMaster Universe Simplified) Program.

All protocols are for demo and research purposes only. Clinicians must determine protocol choices. All protocols must be used within scope of practice and scope of competence.

Power Point Manual

**Get On The
BUS**



**BrainMaster
Universe
Simplified**

**Creating a
New Client
Folder**