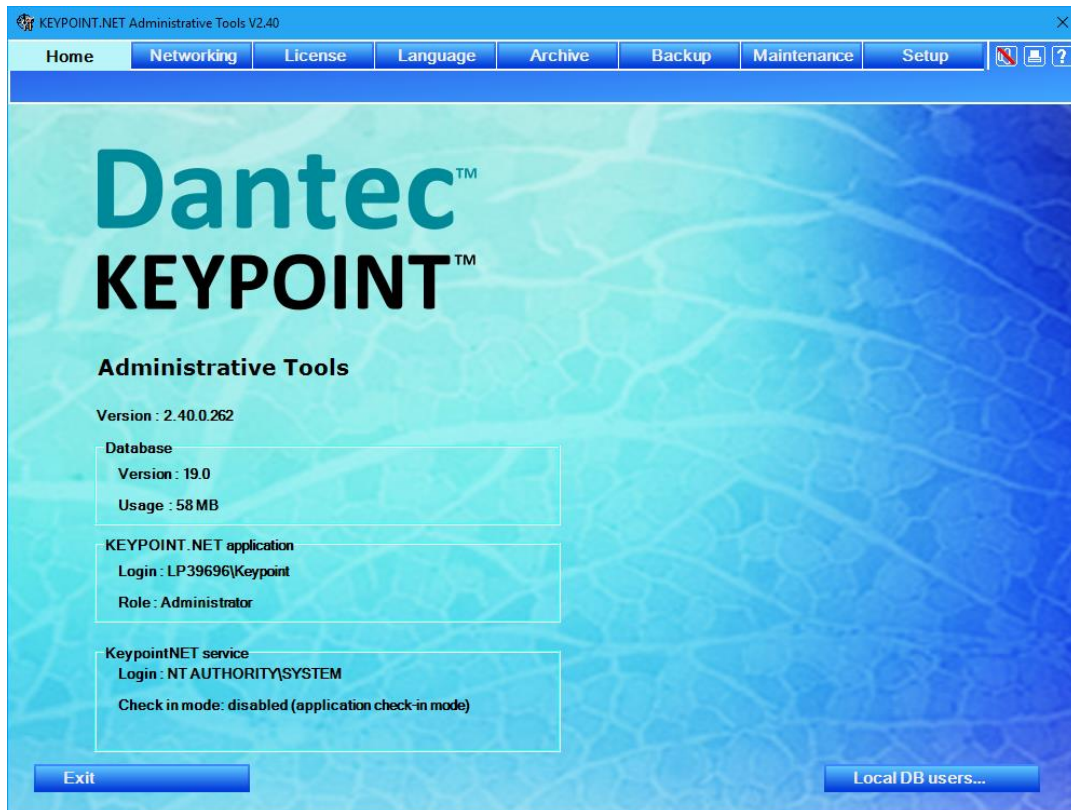


Dantec™ KEYPOINT®



AdminTools Reference Manual

Rx only

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At the time of printing / transfer to the CD-ROM, this manual correctly described the device and its functions. However, as modifications may have been carried out since the production of this manual, the system package may contain one or more addenda to the manual. This manual including any such addenda must be thoroughly read, before using the device.

The following situations void any guarantee(s) and obligations for Natus Manufacturing Limited:

- The device is not used according to the enclosed manuals and other accompanying documentation
- The device is installed or modified by persons other than Natus Manufacturing Limited service technicians

This system is CE marked in conformity with the requirements in the Medical Device Directive 93/42/EEC.

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Introduction

The *Admin Tool* is used to administer the KEYPOINT®.NET application allowing you to control the networking setup, the licenses, the application language, the auto-archiving and the database backup.

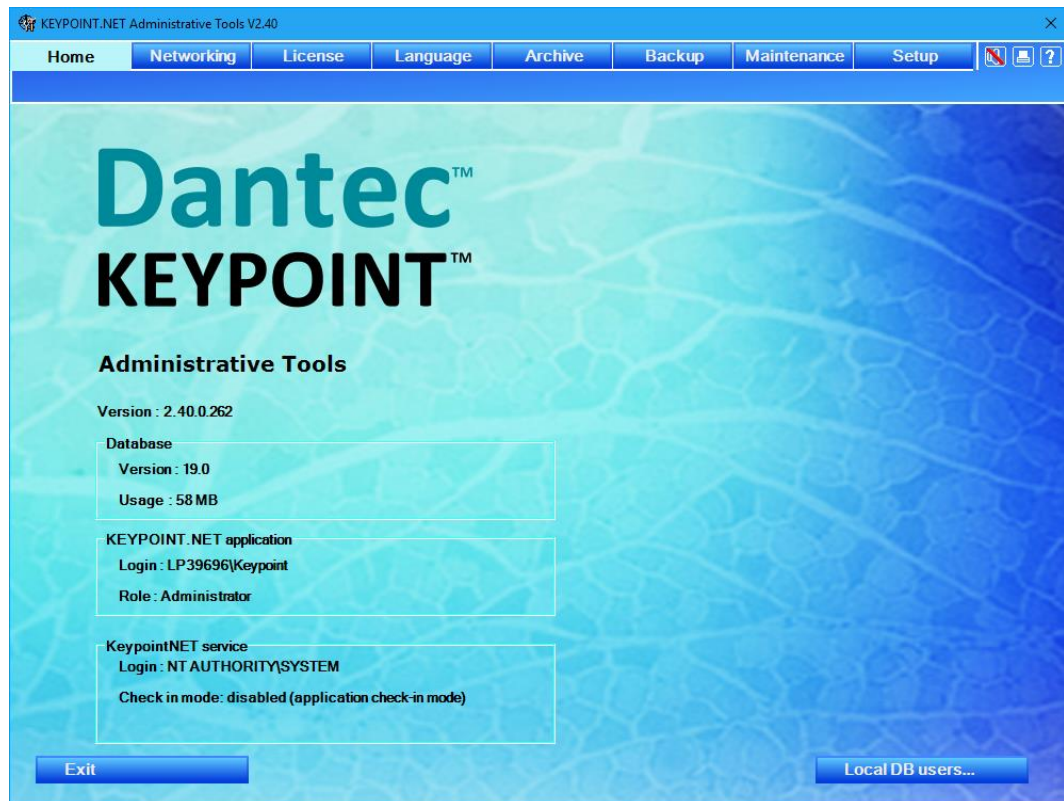
Starting the Admin Tool



The *Admin Tool* is started from either the desktop, or from the KEYPOINT®.NET program group.

Home

The *Home* page indicates the detailed program version. The page also displays the section with database information; the section with the user name, and the role of the user running the application; and the section showing the user running the KeypointNET service running background tasks like service check-in and maintenance tasks and its runtime status. It is also possible to manage the local database users.

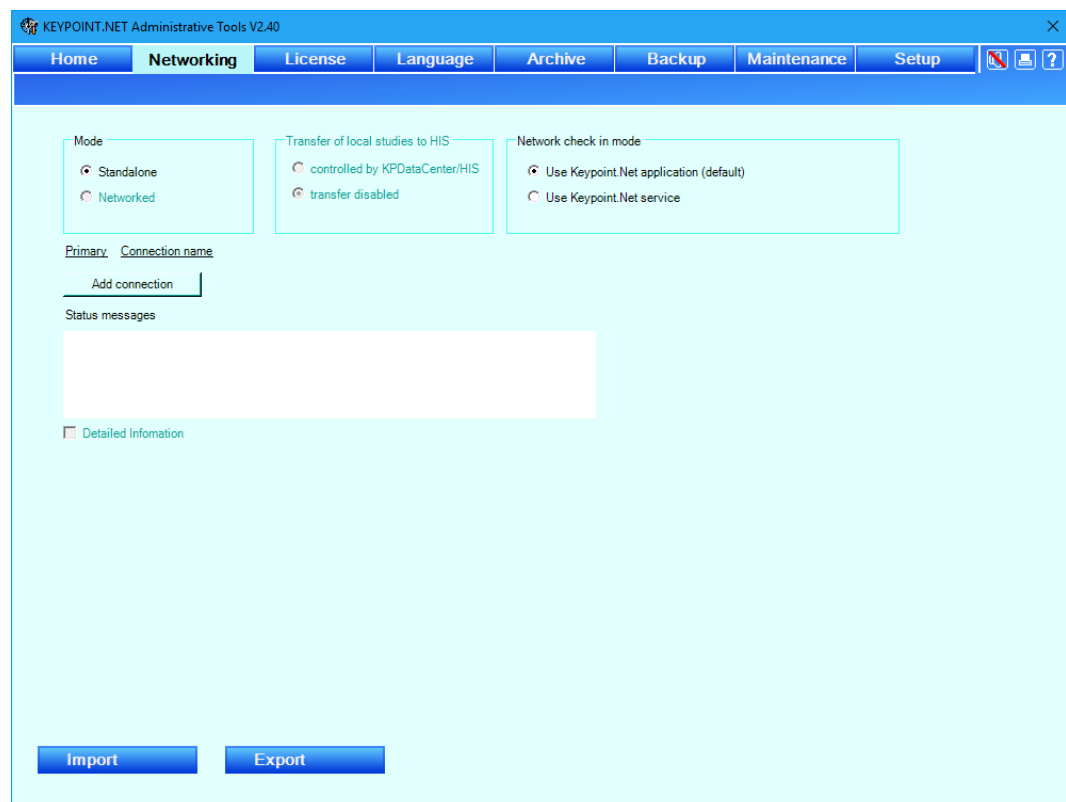


If a non-administrative user starts the Admin Tool, the Home, License, Language and Setup pages will be available.

Networking

With the *networking setup*, you can do the following:

- Manage the KPDataCenter connections.
 - Add and remove a server.
 - Change the active server.
 - Check the connection towards the server.
- Change the application mode to be either “networked”, or “stand alone”.
- Change the application network check in mode with selection between application and service based mode.



Managing the KPDataCenter connections

The system allows managing a single or multiple KPDataCenters. A primary data server is dedicated to storing all new patient studies. The secondary data servers are used for reviewing already recorded data. A secondary data server can act as primary server for another clinic and vice versa. Data stored on a server belong to this server and the system will automatically upload the data to this server when editing is finished.

The screenshot displays a web interface for managing KPDataCenter connections. At the top, there are two radio buttons: 'Primary KPDataCenter' (selected) and 'Secondary KPDataCenter'. To the right of each radio button is a green square icon. Below each radio button are three buttons: 'Check connection', 'Edit connection', and 'Remove connection'. At the bottom right, there is an 'Add connection' button. Below the buttons is a 'Status messages' section with a text box containing the message: 'Trying to connect to 'Primary KPDataCenter' - succes!'. At the bottom left, there is a checkbox labeled 'Detailed Information'.

- A new server connection is created by clicking on “Add connection” button. The KPDataCenter software must be installed prior making connection to it.
- Changing the server to primary is done by clicking on the radio button.
- The connection to the server can be checked by using the “Check connection” button. The connection details are shown in the “Status messages” field. If a connection fails a detailed information can be shown by enabling the “Detailed Information” check box.
- A connection can be removed by using the “Remove Connection” button.
- A connection details can be edited by using the “Edit Connection” button.

Editing the KPDataCenter server connection

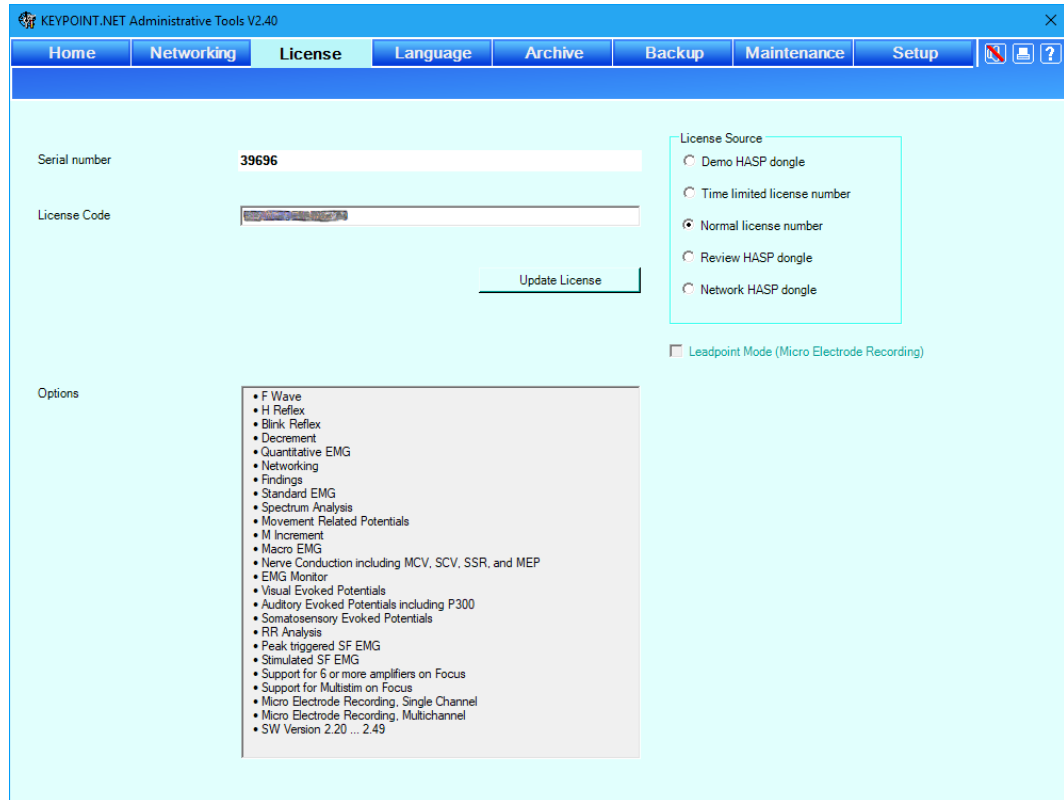
When creating new or editing existing KPDataCenter connection following dialog box will be shown:

- Type is always KPDataCenter (v2).
- Connection name is a user friendly name for this connection.
- Server name is a network name for the SQL server hosting the KPDataCenter.
- Database Instance Name specify the SQL database instance name hosting the KPDataCenter.
- Database name is the SQL database name. In majority cases it will be KPManagement.
- Primary allows to select this connection as a primary connection. Any other connection will be marked as secondary.
- Authentication specify the authentication method for accessing the SQL database.
- Synchronization of data specify download and upload of the study data. It is automatic.
- Synchronization of settings allows the user to specify the synchronization mode for the particular setting. The mode is “Auto” for automatic download, “Manual” for manual upload/download by using a right click in the application and “None” for no synchronization.

Licenses

With the *license setup*, you can do the following:

- Enter a new license code.
- View the current license options.
- Check availability and validity of HASP dongles.



NOTE The RR Analysis application is subject to availability

Entering a New License Code

- Type in the license code from the license sheet, and click the “*Update License*” button.

Viewing the Current Options

The current options are listed here. The system shows the options based on the license source. If further options are needed, make a note of the *Serial number*, and contact your Natus distributor.

Checking HASP dongles

Attach the dongle and start the Admin Tools program. Open the License tab and observe the status.

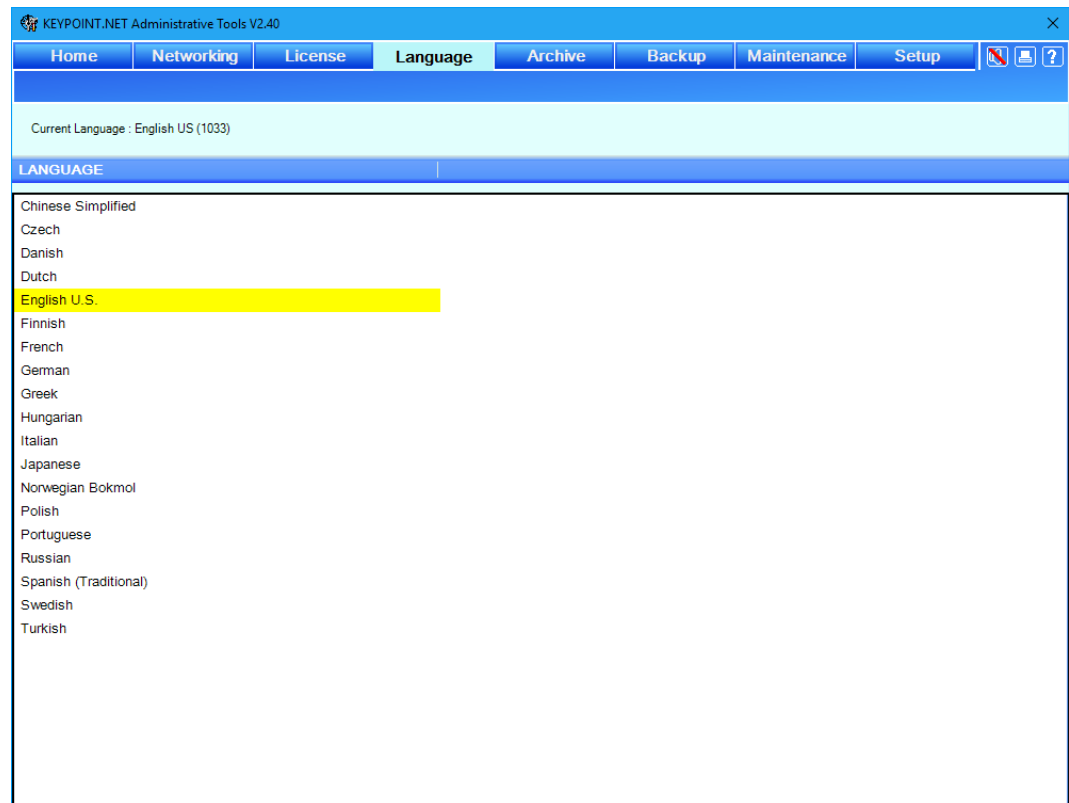
Background information

The serial number is read from the attached main interface board connecting the PC to the measurement electronics. The serial number is used to decrypt the license number. In office PC's no front end board is installed. In these configurations a local Review HASP dongle or network HASP dongle are used to open the licenses. (HASP dongles are small USB or printer port devices). For equipments, where licenses need to be temporarily enabled (demonstration or service) a Demo HASP dongle can be used. Demo dongles allow measurements. Demo dongles have a programmed timeout. If the timeout is reached, please request a new license from the Natus service organization. It is not possible with Keypoint.NET to field program the HASP dongles. Please use the Keypoint Classic software.

Language

With the *language setup*, you can do the following:

- Change the language of the KEYPOINT®.NET application.



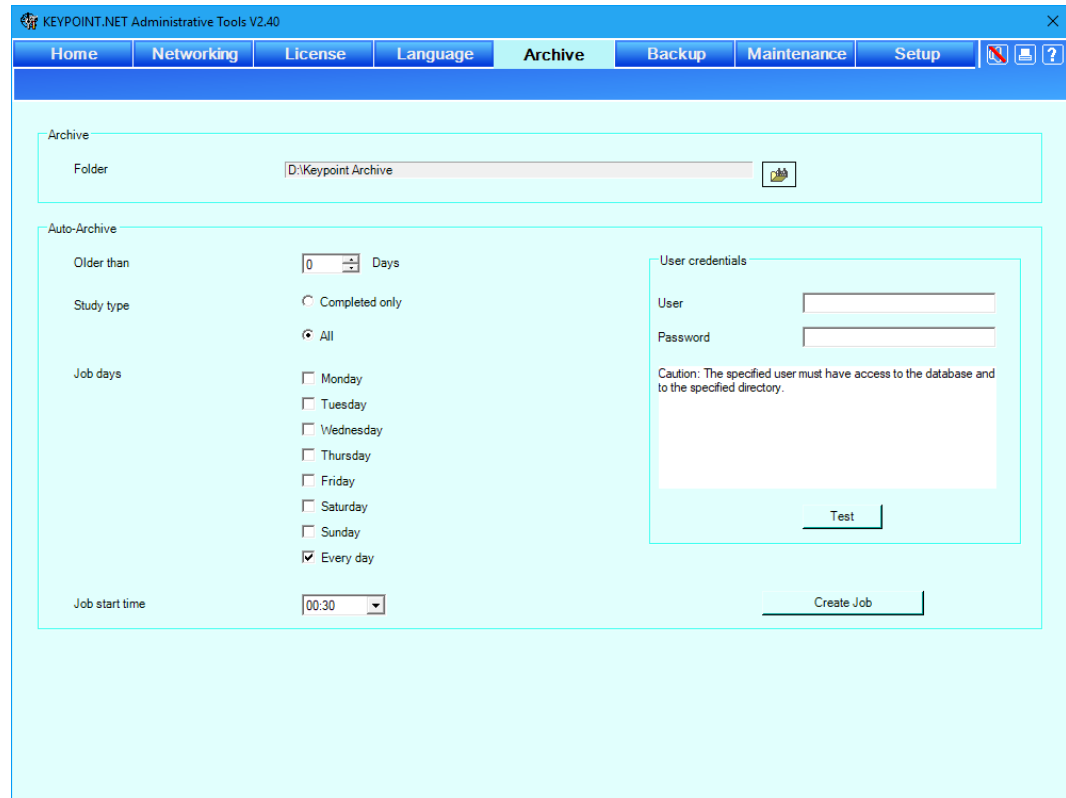
Changing the Language

- To change the language, double-click on the language of your choice in the list.

Archive

With the *archive setup*, you can do the following:

- Create a new archive job, i.e. set up a job, which automatically archives you studies to free up space in the database. In a Keypoint Network installation this should normally be done on the business server.
- Change the folder where studies are archived.



Creating a New Archive Job

By creating a new archive job the application will create a windows scheduled task for the archiving. The job is executed by the KeypointNET service.

NOTE When updating an archive job settings, the current archive job needs to be removed first and then recreated as a new job to become active.


Auto-archive

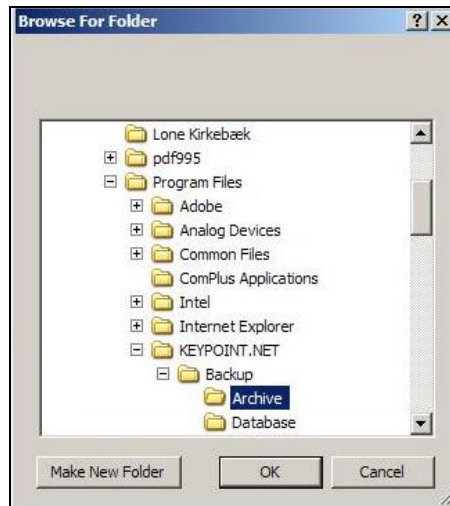
NOTE The computer needs to be turned on for the scheduled auto-archive to run.

- **Older than.** Here you select how old the study should be, before it is archived automatically. 0 days means all studies.
- **Study type.** Select either ‘Completed only’, or ‘All’.
- **Job days.** Select the day of the week, when the automatic archive should run.

- **Job start time.** Use the drop-down list to select the start time of the automatic archive.
- Finally, click the “**Create Job**” button. Note that the button text now changes into “Remove job”.
- Click the button again to remove the job.

Archiving a Study in a New Folder

Clicking the folder icon , the “browse for folder dialog box” appears allowing you to browse the file system as shown in the figure below:



- Choose and click the relevant folder in the tree structure in which you wish to archive your study.
- Click the OK button when finished, and the dialog box disappears. The studies you archive will now be stored in this folder.

CAUTION Changing the archive directory will not affect the location of the existing archives. Only the new archives will be placed into the new destination. The old archives remains registered to the old destination(s). If the archive files is going to be moved to another destination, they must be reregistered to the new destination by using the “Check Database Tool” provided in the installation.

Archiving User Credentials

NOTE The specified user credentials are used for the windows scheduling task only. The actual archiving will be performed by the KeypointNET service user.

NOTE Archiving on a network share is not supported. For storing the archive on the network it's recommended to archive locally and then make a backup to a network share.

- ***In LAN configurations using domain access control:*** Specify a domain user name in the *User* field in the form *domain\username*.
 - ***In LAN configurations using workgroup access control:*** Specify a user name having access to the workgroup. The directory used for archiving must in general be on the same PC as the archiving is performed from.
 - ***Both:*** Write this users password in the Password field. This user shall have read/write access to both the database and to the directory selected for archiving. Use the Test button to validate that the user name and password are functional.
-

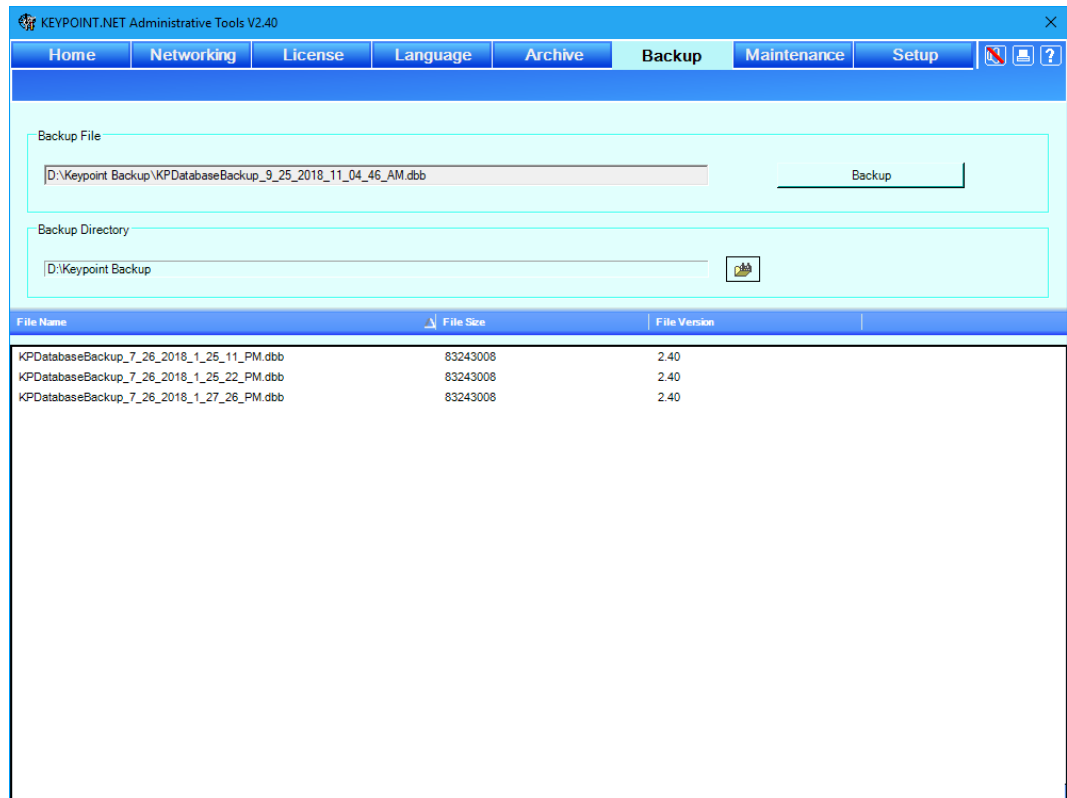
NOTE If the user's password is changed at a later time, remember to change this setting too.

Backup

CAUTION The backup function described here covers only the database. Archived files shall be backed up using conventional Microsoft Windows backup tools.

With the *backup setup*, you can do the following:

- Create a backup of the local database.
- Restore a database, which was backed up earlier.



Creating a Database Backup

- Click the “*Backup*” button to create the backup. The new backup file will appear in the list.

The backup directory is fixed. The backup file is named:

“KPDatabasebackup_’date’_ ’time’.dbb

Restoring a Database

The database is restored by selecting a database backup file and selecting the “Restore“ right click option.

NOTE The system restores a database with a compatible database version only. It is not possible to restore databases from an earlier/incompatible Keypoint.NET version.

CAUTION When restoring a database, the current database will be overwritten, and you will lose all current data.

- Double-click the file in the list of backups. A confirmation dialog box appears.
- Click ***OK*** to continue restoring, or ***Cancel*** to abort.

Maintenance

The *Maintenance* tab allows the system to optimize the access to the database.

- Optimization of indexes at application exit
- Scheduled optimization of database including indexes.

The screenshot shows the 'Maintenance' tab in the KEYPOINT.NET Administrative Tools V2.40 application. The interface is divided into several sections:

- Services:** Contains two checkboxes: 'Optimize DB indexes at application exit' (unchecked) and 'Schedule optimization of database' (checked).
- Schedule:**
 - Job days:** A list of days from Monday to Sunday, each with an unchecked checkbox. 'Every day' is checked.
 - User credentials:** Two input fields labeled 'User' and 'Password', with 'Test' and 'Run now' buttons below them.
 - Job start time:** A dropdown menu currently showing '00:30' and a 'Create Job' button.

Optimize DB indexes at application exit

Activating the option will instruct the Keypoint.NET application to run an index optimization when exiting the application. This can prolong the application shut down considerably. It is only recommended when the users are experiencing timeout issues when accessing the data.

Creating a New Maintenance Job

By creating a new maintenance job the application will create a windows scheduled task for optimization of the database. Please make sure that the “Schedule optimization of database is enabled”. The job is executed by the KeypointNET service.

NOTE When updating a maintenance job settings, the current maintenance job needs to be removed first and then recreated as a new job to become active.

NOTE The computer needs to be turned on for the scheduled auto-archive to run.

User Credentials

NOTE The specified user credentials are used for the windows scheduling task only. The actual optimization will be performed by the KeypointNET service user.

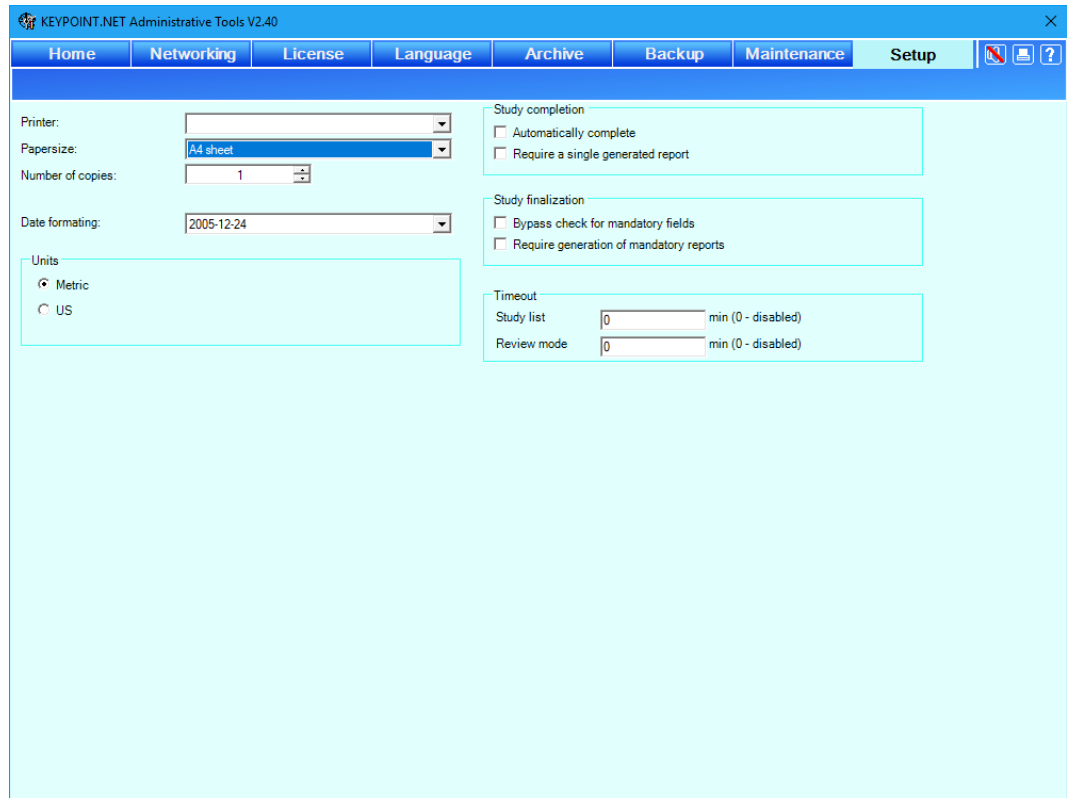
Specify a user name with associated password. This user shall have read/write access to both the database.

NOTE If the user's password is changed, remember to change this setting too.

Setup

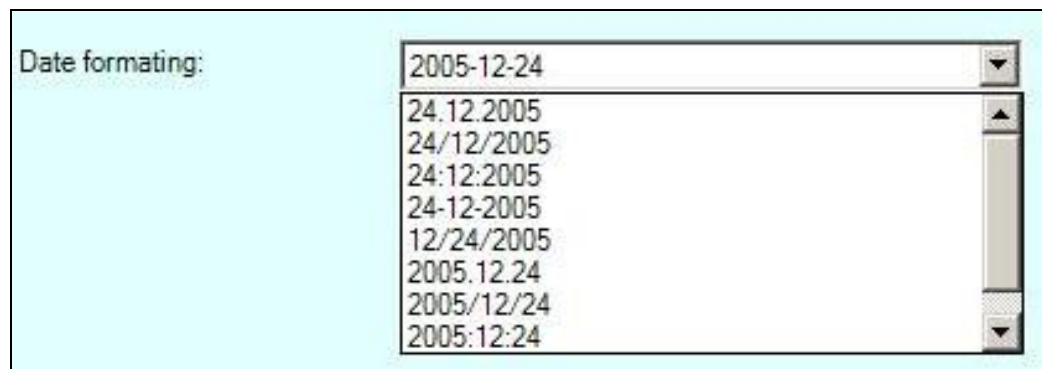
With the *setup*, you can do the following:

- Date formatting in Keypoint.NET
- Selection of metric or imperial units for patient height and weight.
- Study completion requirements
- Study finalization requirements
- Timeout setting in review mode



Date formatting

Select the appropriate date format from the available formats dropdown list.



Metric and imperial units

The selection will switch between using a metric (m, kg) and imperial units (ft., lb.) in the user interface. The reference limits will use a computational model based on the metric values.

Study competition requirements

The study completion indicates that a study is finished with acquired data and optionally a generated report.

- Automatically complete will complete a study after 24 hours.
- Require a single generated report will complete the study automatically if the study contain a generated report.

Study finalization

The study finalization is used to indicate that the study is completed and reviewed. It can be used in connection with interaction to another system receiving the data.

- Bypass check for mandatory fields. The system with upon finalization check that all mandatory fields contains values.
- Require generation of mandatory reports. The system checks the presence of a specific mandatory report. The mandatory report is setup in the report setup in the application.

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