



AEP Report Customizing

First rule of report customizing

Before you begin customizing a report layout, see if you can find an existing report template that most closely matches the end product your customer wants to achieve both in terms of fields/components that are included and layout.

Second rule of report customizing

It is generally easier to delete fields from a report template rather than adding them. So when choosing the starting template for editing, choose one that has most of the fields you want even if it has many that will have to be deleted.

Third rule of report customizing

Print out the template that most closely matches the desired report and have the customer make a list of other desired fields, tables, components.

Also have the customer indicate approximately where in the template the new components should appear.

Third rule of report customizing

Have the customer decide whether some existing fields should be deleted or moved to a different location on the report.

Fourth rule of report customizing

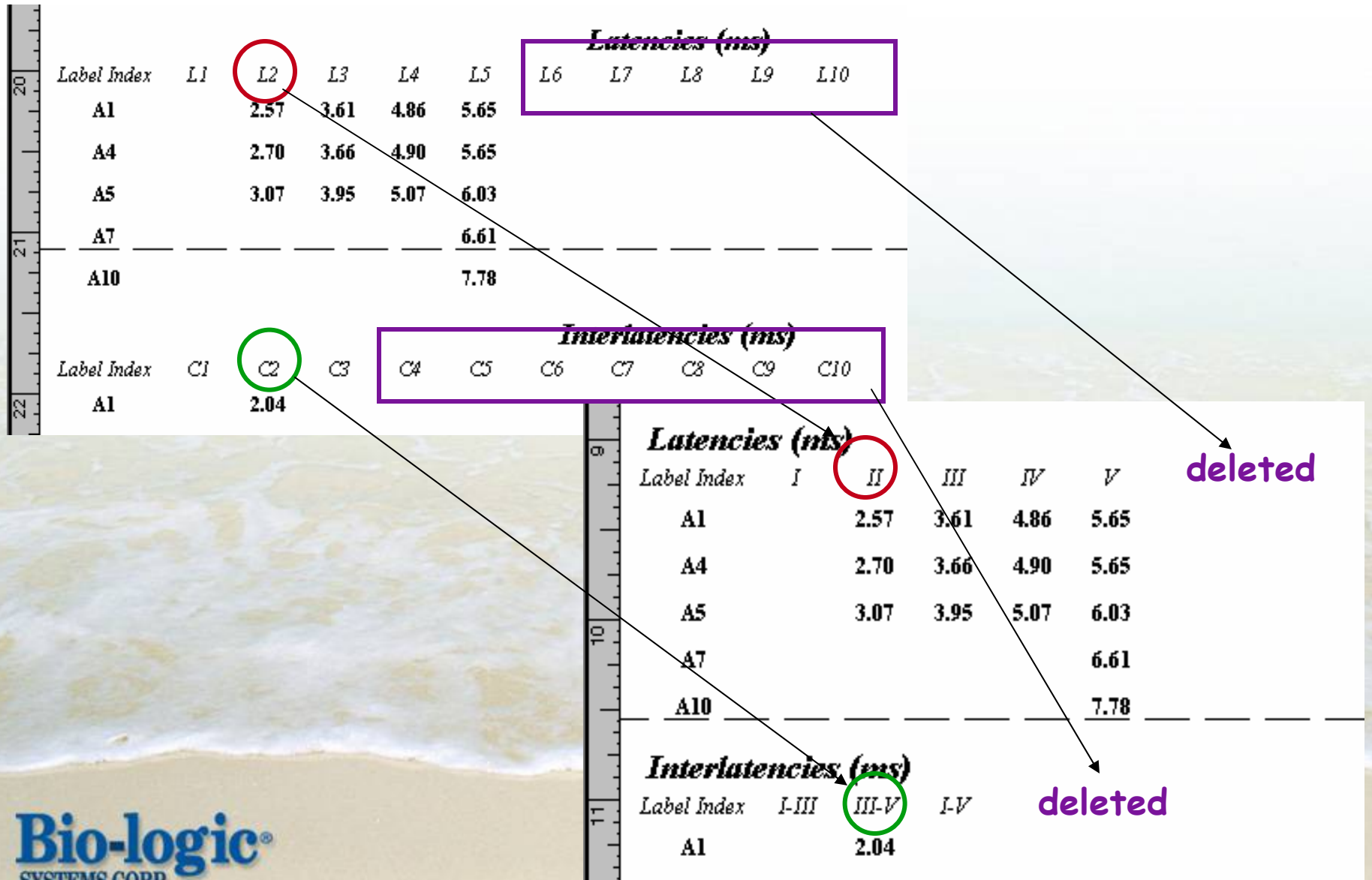
A report template should be created to be used only with waveforms that will be marked with a specific label set and only one label set per report template.

WHY....you wonder???

Fourth rule of report customizing

.....because the column headers for the tables that show latency and amplitude data are most useful when they are customized for a specific label set.

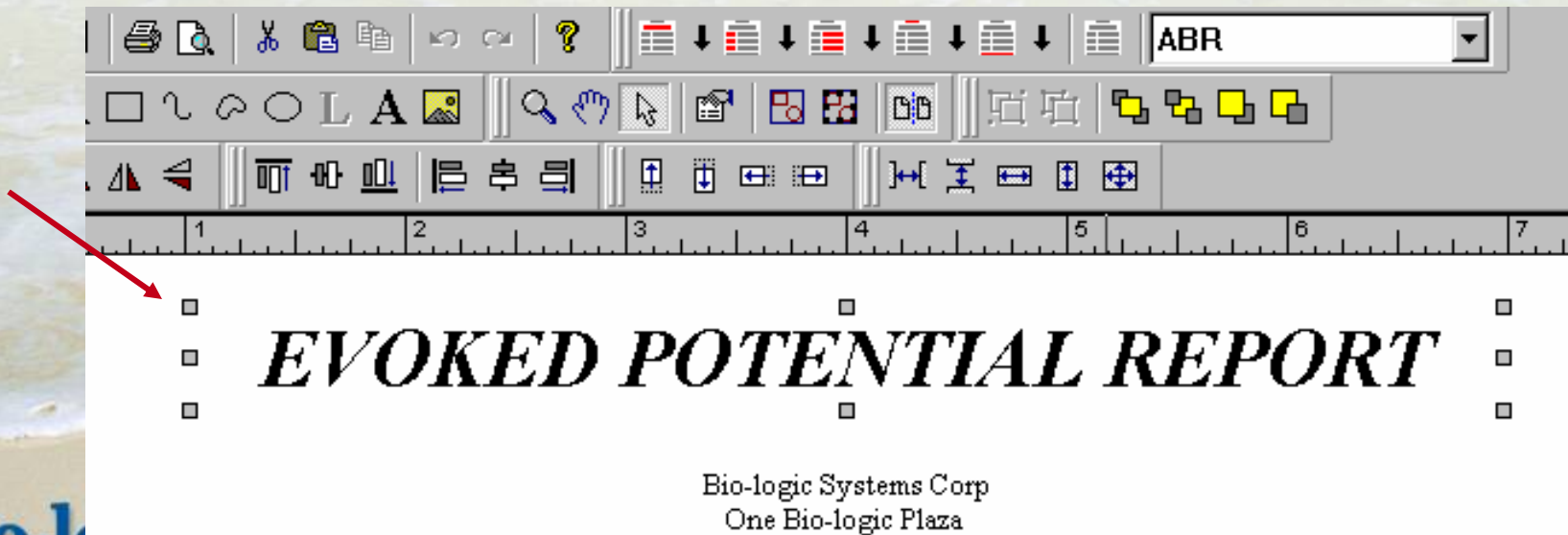
Fourth rule of report customizing



Deleting a field or component

To delete a field or component, click on it with the mouse.

Note that small boxes appear around the perimeter of the selected field/component.



Deleting a field or component

What if 2 items are selected by mistake?

□	□	□
□	<i>EVOKED POTENTIAL REPORT</i>	□
□	□	□
	□ Bio-logic Systems Corp □	OOPS! I don't want to delete the facility name!
	□ One Bio-logic Plaza □	
	□ Mundelein, IL 60060 □	
	□ 847-949-5200 □	
	□ □ □	

Hold down the SHIFT key and click on the component you want to "deselect".

Deleting a field or component

EVOKED POTENTIAL REPORT

Bio-logic Systems Corp
One Bio-logic Plaza
Mundelein, IL 60060
847-949-5200

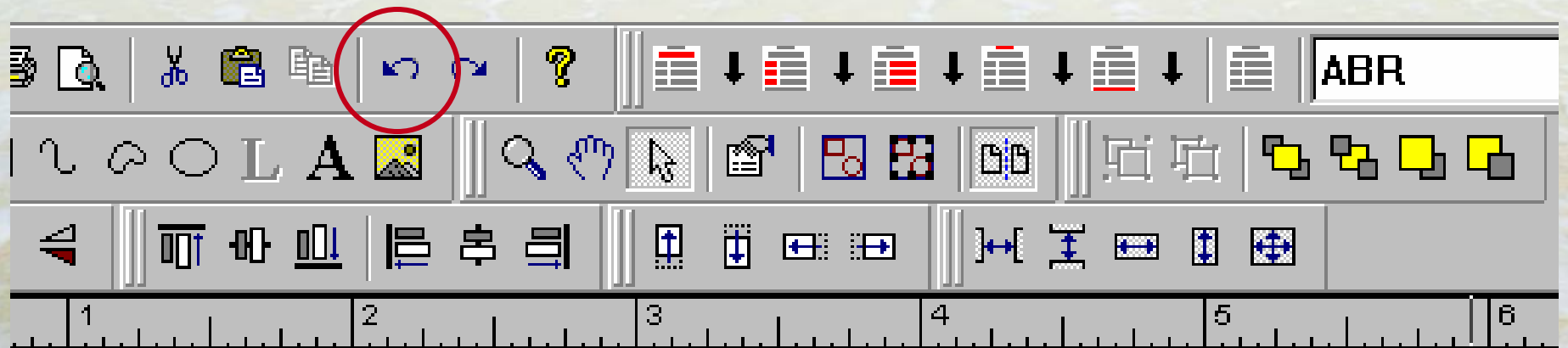
Now that's better!

Bio-logic®
SYSTEMS CORP

Deleting a field or component

What if I mess up and delete something incorrectly?

Let me orient you to the wonderful "undo" icon!



Deleting a field or component

What if I want to delete a whole group of items or a complete table?

There are a few ways to easily accomplish this.

Deleting a field or component

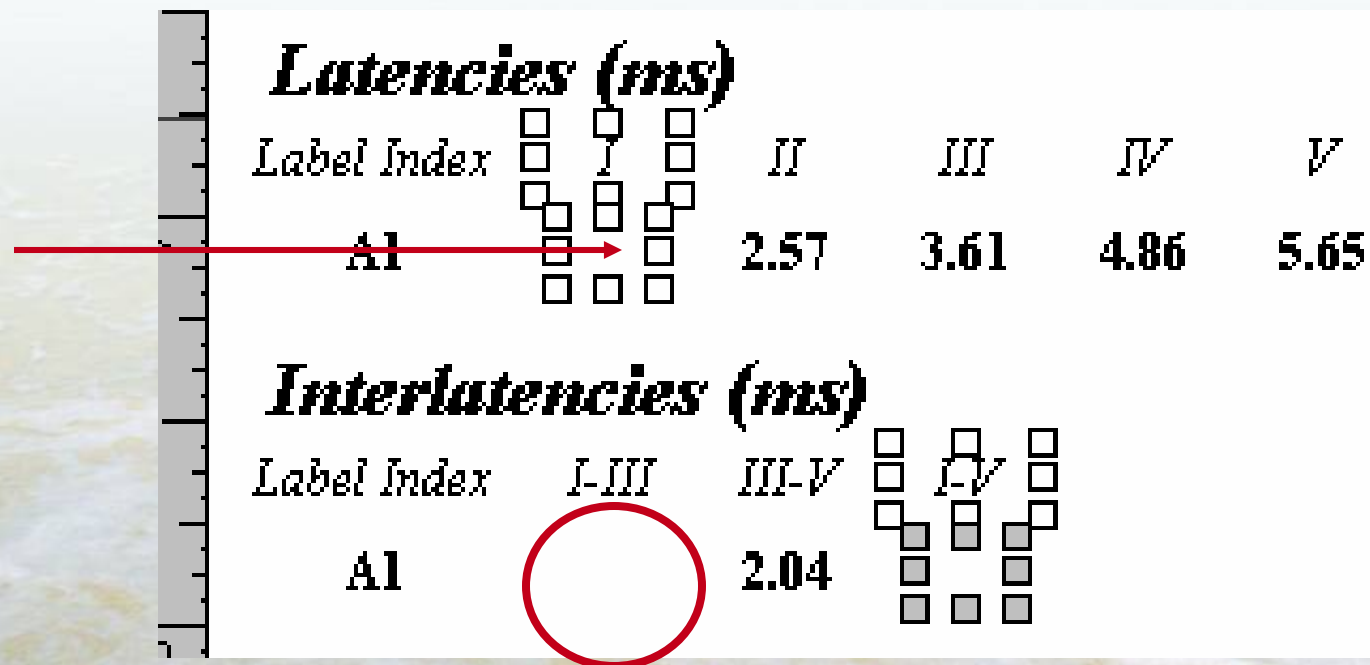
Hold down the SHIFT key as you select each individual item you want to delete.

Make sure that the selected item has the small boxes around it.

Be sure if you are deleting a field, that you select not only the field label, but also the place holder that represents the actual field entry. In many cases this field will be blank in the report layout.

Deleting a field or component

Here is what I mean.



If you fail to delete the place holder for the actual data, it will appear in the report, probably in a weird place!


Deleting a field or component

Another way to select several fields or an entire table:

Use your mouse cursor. Hold the left mouse button down as you draw a box around the fields or components you want to select.


Release the mouse button and note that each of the fields is surrounded by the small boxes.

Deleting a field or component



<i>Stimulus</i>											
<i>Label Index</i>	<i>Intensity</i>	<i>Ear</i>	<i>Transducer</i>	<i>Insert Delay</i>	<i>Type</i>	<i>Frequency</i>	<i>Polarity</i>	<i>Ramp</i>	<i>Rise/Fall Plateau</i>	<i>Rate</i>	
A1	80dB nHL	Left	Insert Earphones	0.80	Click	N/A	Alternating	N/A	N/A	N/A	13.30

<i>Recording</i>										
<i>Label Index</i>	<i>Epoch</i>	<i>Points</i>	<i>Pre/Post</i>	<i>Blocking</i>	<i>Odd/Even Averaging</i>	<i>Bayesian Weighting</i>	<i>Noise Stopping</i>	<i>Averages</i>	<i>Artifacts</i>	
A1	10.66	256	0.00	1.29	No	No	No	1384	0	



<i>Stimulus</i>											
<i>Label Index</i>	<i>Intensity</i>	<i>Ear</i>	<i>Transducer</i>	<i>Insert Delay</i>	<i>Type</i>	<i>Frequency</i>	<i>Polarity</i>	<i>Ramp</i>	<i>Rise/Fall Plateau</i>	<i>Rate</i>	
A1	80dB nHL	Left	Insert Earphones	0.80	Click	N/A	Alternating	N/A	N/A	N/A	13.30

<i>Recording</i>										
<i>Label Index</i>	<i>Epoch</i>	<i>Points</i>	<i>Pre/Post</i>	<i>Blocking</i>	<i>Odd/Even Averaging</i>	<i>Bayesian Weighting</i>	<i>Noise Stopping</i>	<i>Averages</i>	<i>Artifacts</i>	
A1	10.66	256	0.00	1.29	No	No	No	1384	0	

Adding a field or component

Find the component you want to add in the field tree.

The screenshot displays a software interface for data analysis. On the left, a waveform plot shows a stimulus with a duration of 10.0 ms. Below the plot is a table of parameters for Stimulus, Recording, Amplifier, Latencies, and Interlatencies. On the right, a field tree is visible, listing various data components and parameters.

Stimulus						
Insert Delay	Type	Frequency	Polarity	Ramp	Rise/Fall Plateau	
0.80	Click	N/A	Alternating	N/A	N/A	N/A

Recording						
Locking	Odd/Even Averaging	Bayesian Weighting	Noise Stopping	Averages	A	
1.29	No	No	No	1384		

Amplifier						
Low Filter	High Filter	Notch Filter	Artifact Rejection	Input 1	Input 2	Input 3
100	1500	No	47.50	CZ		

Latencies (ms)						
L5	L6	L7	L8	L9	L10	
.65						

Interlatencies (ms)						
C5	C6	C7	C8	C9	C10	

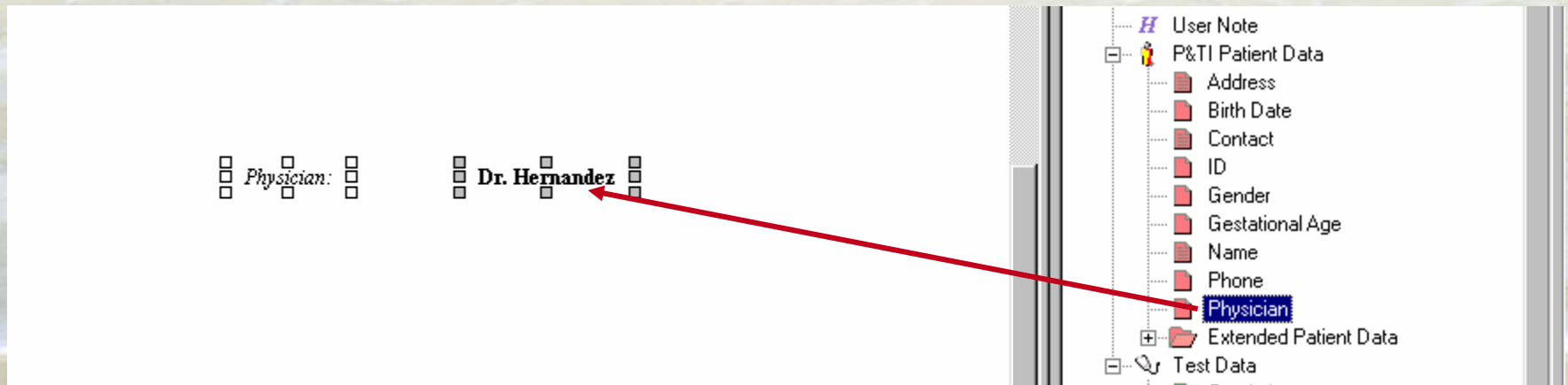
Field Tree:

- P&TI Patient Data
 - Address
 - Birth Date
 - Contact
 - ID
 - Gender
 - Gestational Age
 - Name
 - Phone
 - Physician
 - Extended Patient Data
- Test Data
 - Graph 1
 - Graph 2
 - Graph 3
 - Graph 4
 - Panels
- Wave Tables
 - Amplifier
 - Amplitudes for Calculations and R
 - Amplitudes for Labels
 - BioMAP Parameters
 - Fsp Parameters
 - Index Legend
 - Interaural Amplitude Differences
 - Interaural Interamplitude Differenc
 - Interaural Interlatency Differences
 - Interaural Latency Differences
 - Interaural Ratio Differences
 - Latencies for Calculations
 - Latencies for Labels
 - Miscellaneous Parameters
 - P300 Parameters
 - Recording

Adding a field or component

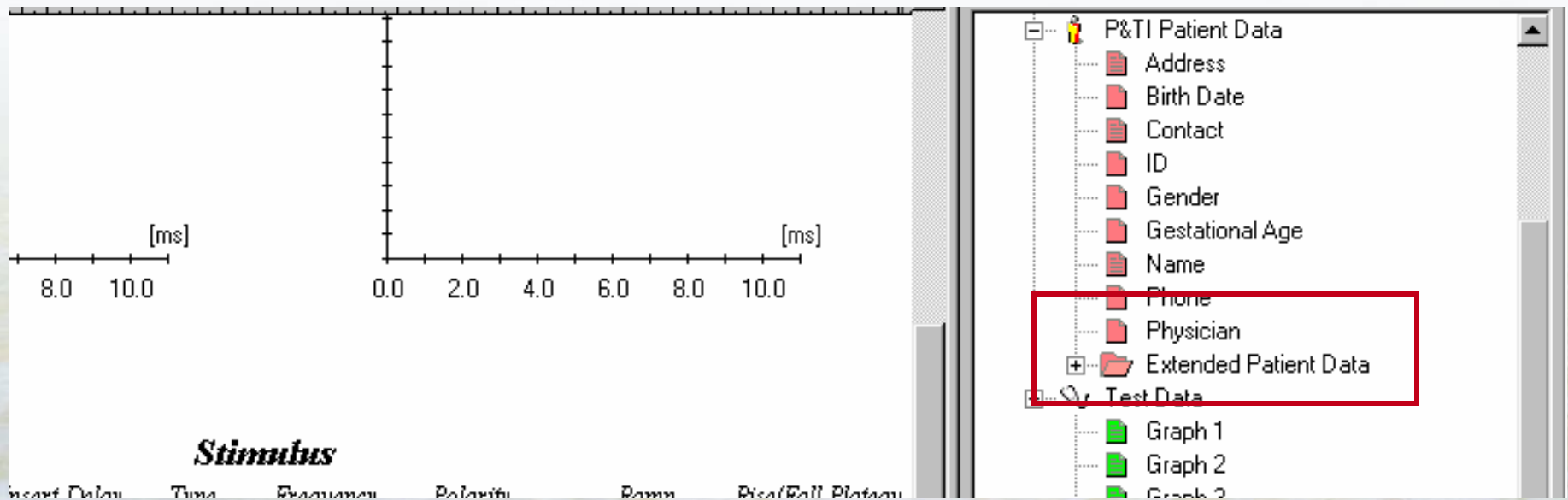
For this example, let's use Physician

Click the desired field with the mouse, hold down the mouse button and drag it onto the report template page where you want it to appear and release the mouse.



Adding a field or component

Note that some patient database fields may be found within the "Extended Patient Data".



Adding a field or component

Expanded "Extended Patient Data" field tree

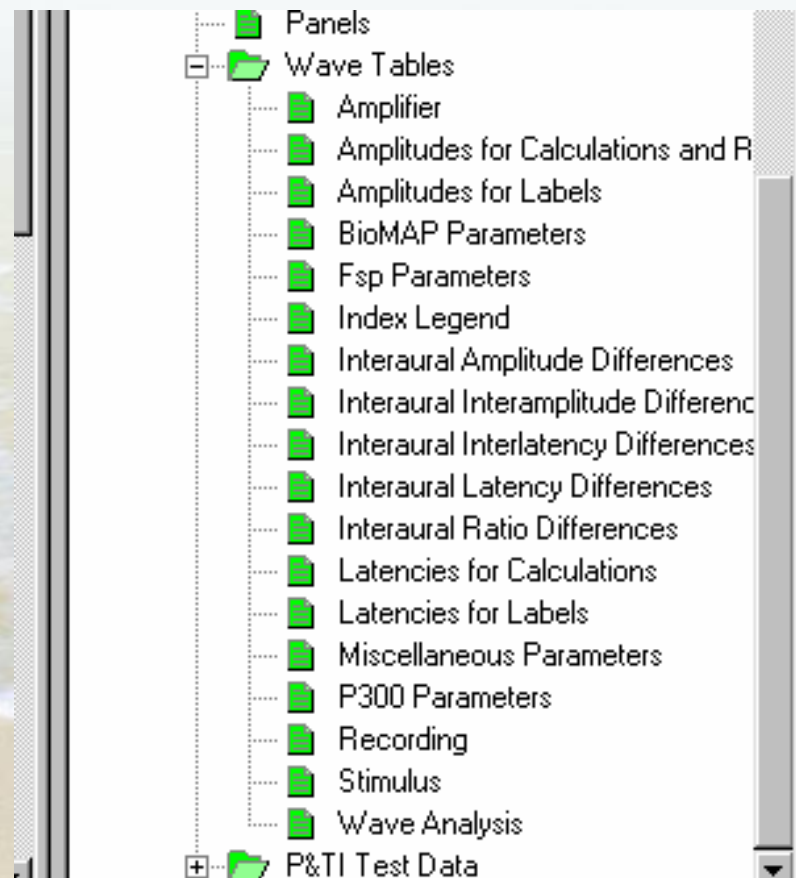
The screenshot displays a software interface with a data table on the left and a field tree on the right. The data table includes columns for 'ise/Fall Plateau', 'Averages', and 'Inpt', with values like 'N/A', '1384', and 'A'. The field tree on the right is expanded to show 'Extended Patient Data' with sub-items such as 'Appointment Date', 'Comment', 'Country', 'Discharge Date', 'First Name', 'Height', 'Handedness', 'History', 'Last Name', 'Memo Combo 1', 'Memo Combo 2', 'Middle Initial', 'Risk Factors', 'Status', 'Text Combo 1', 'Text Combo 2', 'User Date', 'User Logical', 'User Memo', 'User Number', 'User Text 1', 'User Text 2', 'User Text 3', and 'Weight'. Other items in the tree include 'Phone', 'Physician', 'Test Data', and 'Graph 1'. A vertical scrollbar is visible on the right side of the field tree.

ise/Fall Plateau	Averages	Inpt
N/A	1384	A

- Phone
- Physician
- Extended Patient Data
 - Appointment Date
 - Comment
 - Country
 - Discharge Date
 - First Name
 - Height
 - Handedness
 - History
 - Last Name
 - Memo Combo 1
 - Memo Combo 2
 - Middle Initial
 - Risk Factors
 - Status
 - Text Combo 1
 - Text Combo 2
 - User Date
 - User Logical
 - User Memo
 - User Number
 - User Text 1
 - User Text 2
 - User Text 3
 - Weight
- Test Data
 - Graph 1

Adding a field or component

Be aware that each "Wave Table" contains many fields.



Adding a field or component

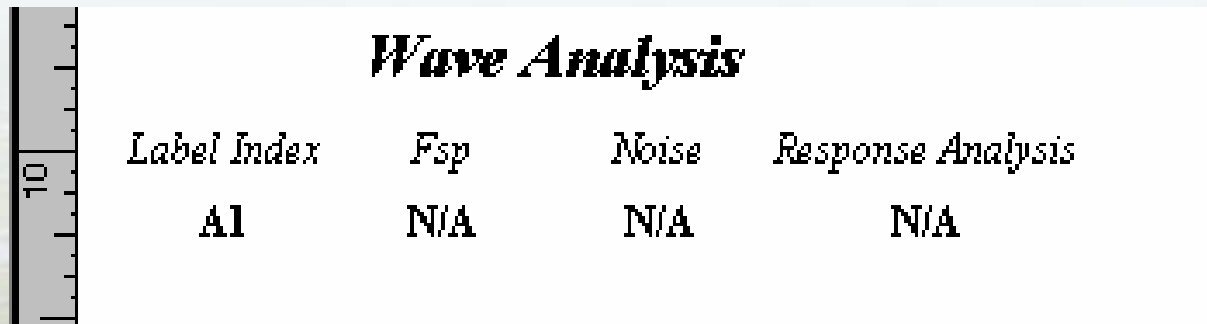
For example: The "Miscellaneous Parameters" table contains all of the following fields.

Miscellaneous parameters

<i>Label Index</i>	<i>Elec. Switch</i>	<i>Noise Calc.</i>	<i>Custom stim. file</i>	<i>Masking type</i>	<i>Masking intensity</i>	<i>SmartTag</i>
A1	No	No	N/A	None	N/A	Li 80 nHL

Adding a field or component

For example: The "Wave Analysis" table contains all of the following fields.



The screenshot shows a software interface with a vertical ruler on the left side, marked with the number 10. To the right of the ruler is a table titled "Wave Analysis". The table has four columns: "Label Index", "Fsp", "Noise", and "Response Analysis". The first row of data shows "A1" under "Label Index", "N/A" under "Fsp", "N/A" under "Noise", and "N/A" under "Response Analysis".

<i>Label Index</i>	<i>Fsp</i>	<i>Noise</i>	<i>Response Analysis</i>
A1	N/A	N/A	N/A

You may have to add tables to the report to find the specific fields you want to add.

If the table doesn't have the field you want, just "UNDO" to get rid of it!

Adding a field or component

You can create your own table containing only the parameters desired by the customer.

To do this you will have to piece together a single table by moving individual fields from various wave tables into a single table.

And deleting the excess, unwanted fields.

Adding a field or component

You can create your own table containing only the fields desired by the customer.

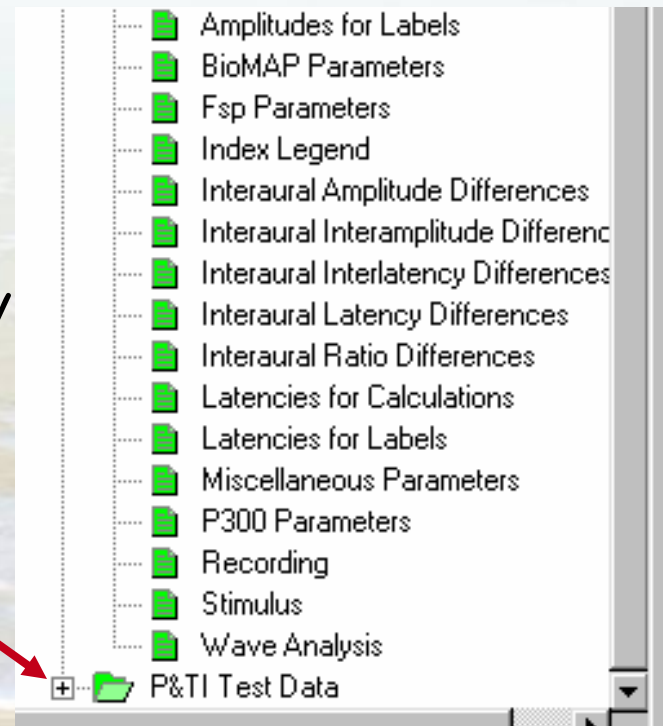
From Stimulus Parameters table						From Latencies table					From Interlatencies table		
<i>Collection Parameters</i>						<i>Latencies (ms)</i>					<i>Interlatencies (ms)</i>		
<i>Wave</i>	<i>Transducer</i>	<i>Ear</i>	<i>Intensity</i>	<i>Type</i>	<i>Frequency</i>	<i>I</i>	<i>II</i>	<i>III</i>	<i>IV</i>	<i>V</i>	<i>I-III</i>	<i>III-V</i>	<i>I-V</i>
A1	N/A	N/A	N/A	N/A	N/A								

The template called ABR_1, that some people like, was created this way.....by mixing fields from different tables into one table and deleting the unwanted fields.

Adding a field or component

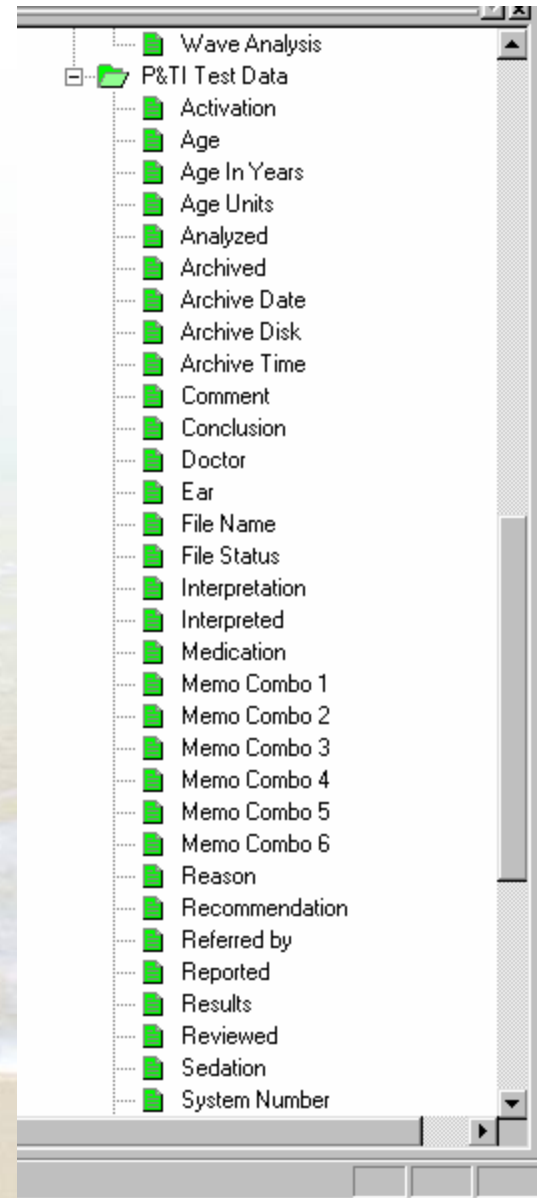
Be aware that below the wave tables is an item in the field tree called "P&TI Test Data".

You can expand this field tree item by clicking on the box in front of it, just like in Windows Explorer.



Adding a field or component

It will expand to show all fields that are part of the test database.



Adding a field or component

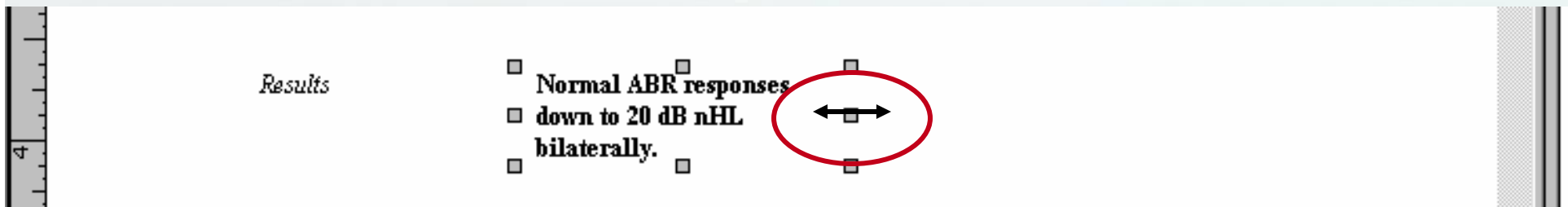
For example, click on and drag over the Results item in the field tree if you want a Results field to show up on the report template.



Drop the field in the location in the report template where you want it to appear.

Changing the size or shape of a field

You may need to change the boundaries of the place-holder field so that it appears the way you want it in the report.



To change the shape of the field, put the mouse cursor over one of the small squares, click, hold and drag the field to the desired size. The direction of the arrow will indicate what dimension can be changed by dragging that particular box.

Changing the size or shape of a field

The field shape changes according to how you set the boundaries of the field.

Results

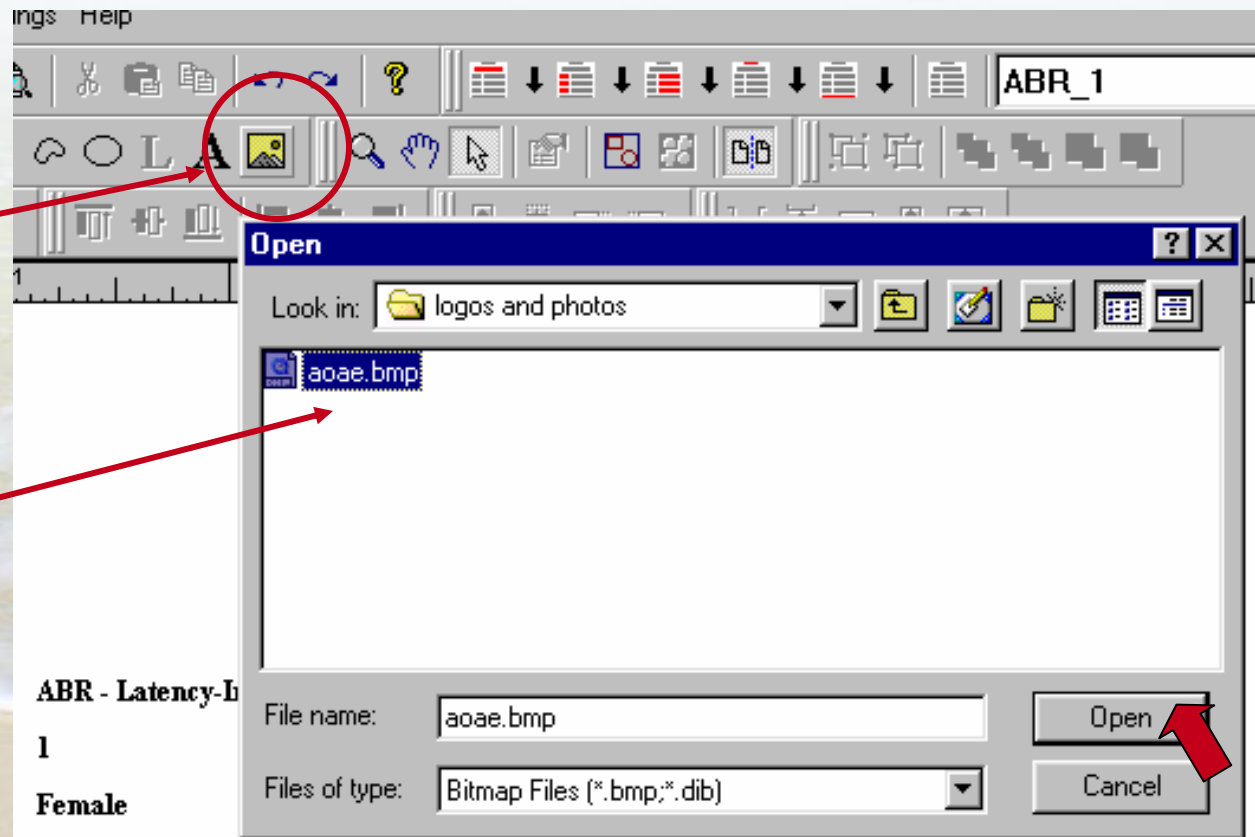
- Normal ABR responses down to 20 dB nHL bilaterally. □
- □
- □ □

Adding a field or component

You can add a bitmap to a report if the customer would like to include their facility's logo.

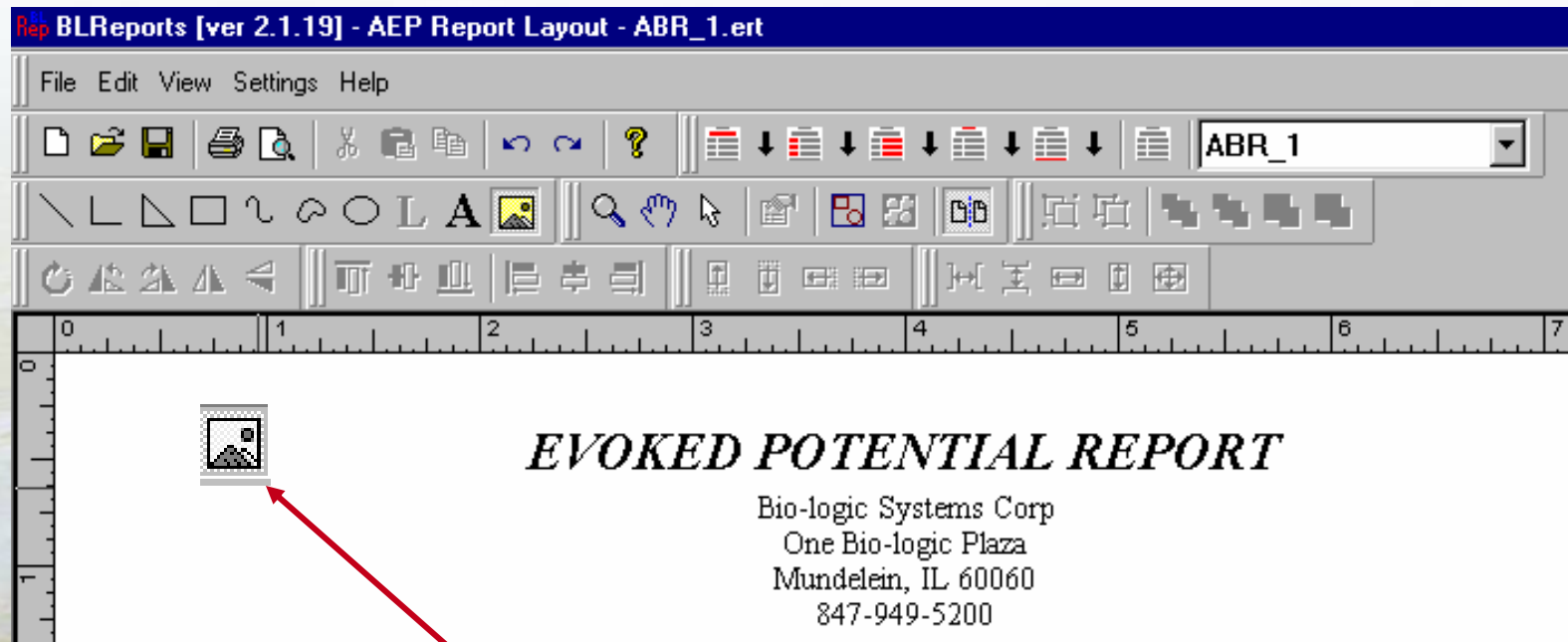
Select the
Bitmap toolbar
icon.

Browse to and
select the
desired bitmap
file.



Adding a field or component

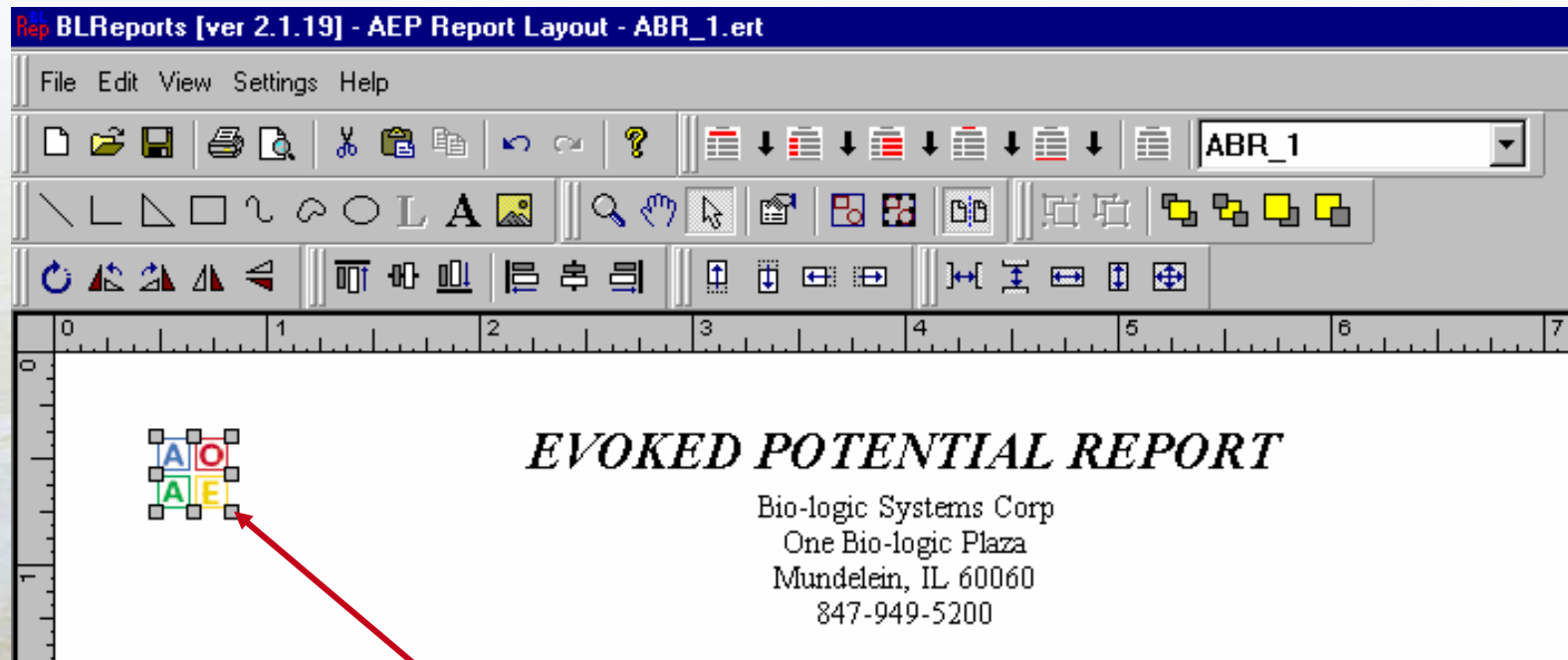
The mouse cursor will change to an image of the bitmap icon.



Click the mouse in the location where you want the bitmap to appear.

Adding a field or component

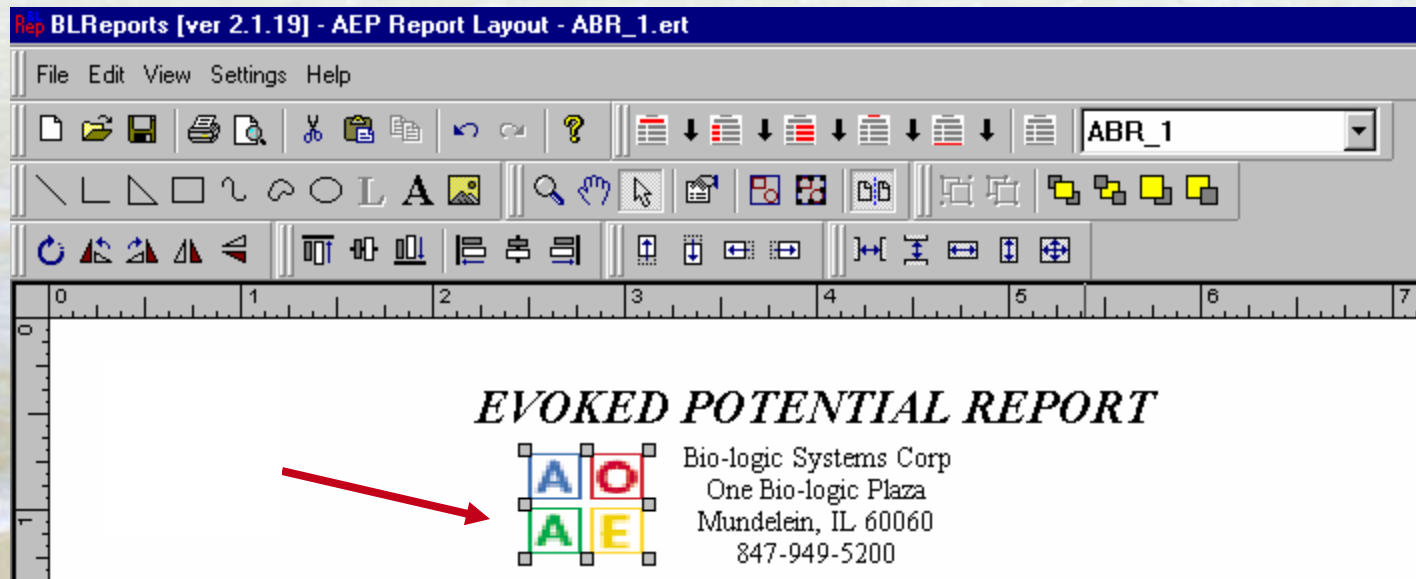
Bitmap appears.



Resize the bitmap by clicking and holding a corner perimeter box and dragging it to the desired size.

Adding a field or component

Reposition the logo into the correct location by clicking and holding the mouse til the cross-hatch arrow control appears and drag and drop it in the desired location.



Moving fields or adjusting their position

You can move an individual field by selecting it with the mouse and holding the mouse button down until the cross-hatch arrow control appears.

<i>Patient:</i>	ABR - Latency-Intensity,	<i>Birth date:</i>	2/13/70	<i>Physician:</i>	Dr. Hernandez
<i>ID#:</i>	1	<i>Test date:</i>	5/22/03 9:57:23 AM	<i>Tested by:</i>	T. Schultz

Moving fields or adjusting their position

While still holding down the mouse button, drag the field to the new desired location.

<i>Patient:</i>	ABR - Latency-Intensity,	<i>Birth date:</i>	2/13/70	<i>Physician:</i>	Dr. Hernandez
<i>ID#:</i>	1	<i>Test date:</i>	5/22/03 9:57:23 AM	<i>Tested by:</i>	T. Schultz

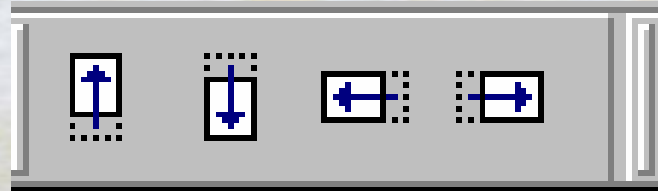
Release the mouse button.

Moving fields or adjusting their position

Or, if the field is close to the correct location but you just want to move it a small amount.

Patient: ABR - Latency-Intensity, *Birth date: 2/13/70 Physician: Dr. Hernandez
ID#: 1 Test date: 5/22/03 9:57:23 AM Tested by: T. Schultz

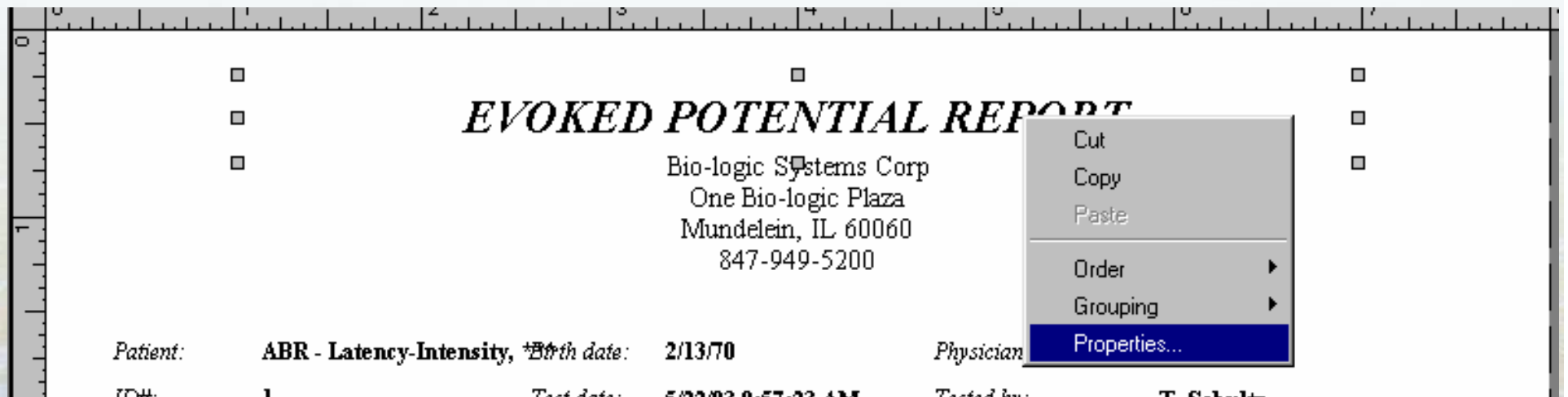
Select the field with the mouse.



Use the handy "nudge" toolbar icons.

Editing the text/font of a field label

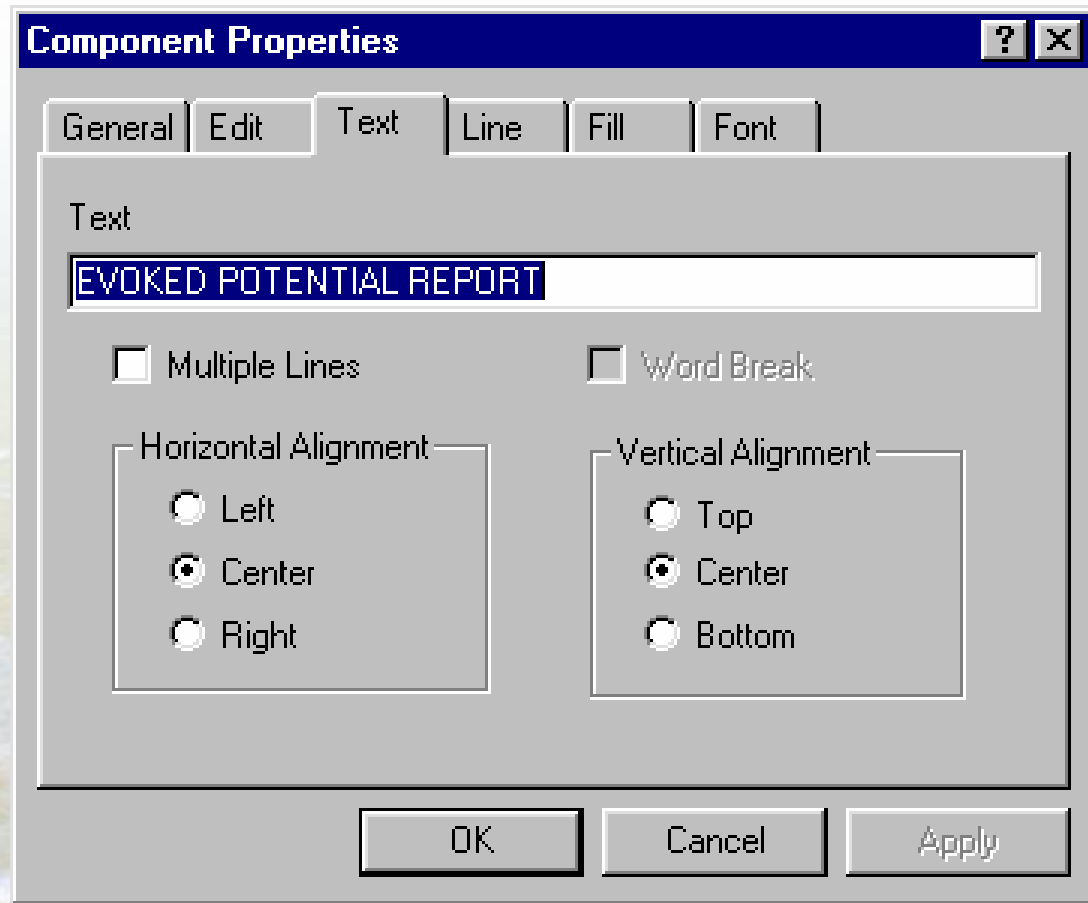
Right-click the mouse over the text you want to modify.



Select the "Properties" menu item.

Editing the text/font of a field label

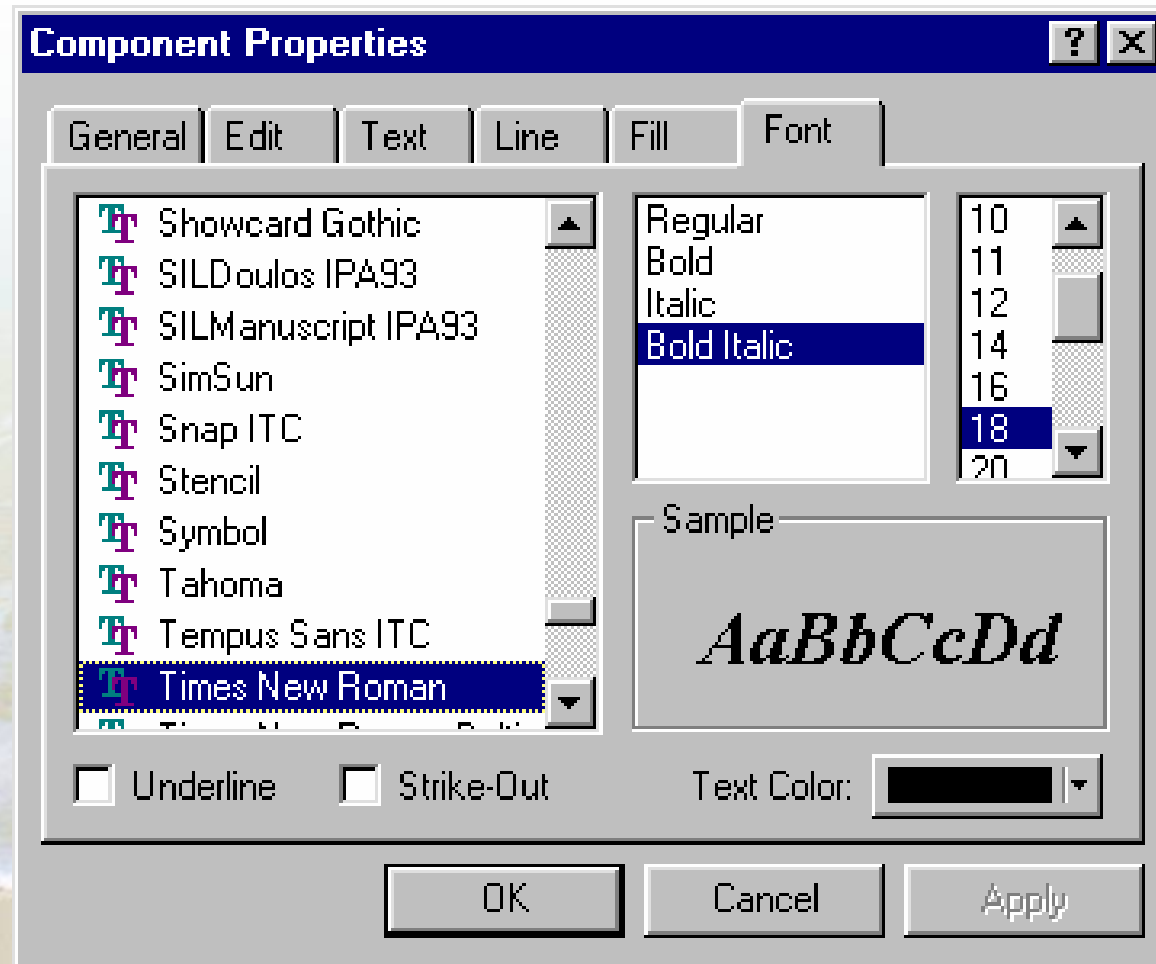
Select the "Text" tab.



Type in the modified text.

Editing the text/font of a field label

Select the "Font" tab.



Edit the font as desired.

Helpful tools for the anal-retentive

You have moved fields to the approximate location but they are not quite in a perfect row.

Patient: **ABR - Latency-Intensity, *Birth date:** **2/13/70** *Physician:* **Dr. Hernandez**
ID#: **1** *Test date:* **5/22/03 9:57:23 AM** *Tested by:* **T. Schultz**
Gender: **Female**

What is an anal-retentive to do?

Helpful tools for the anal-retentive

You have moved fields to the approximate location but they are not quite in perfect columns.

<i>Patient:</i>	ABR - Latency-Intensity, ***
<i>ID#:</i>	1
<i>Birth date:</i>	2/13/70
<i>Gender:</i>	Female
<i>Contact:</i>	***, ***
<i>Phone number:</i>	***
<i>Physician:</i>	Dr. Hernandez
<i>Gestational age:</i>	***
<i>Address:</i>	***

Helpful tools for the anal-retentive

Select all of the fields in the messy, uneven column.

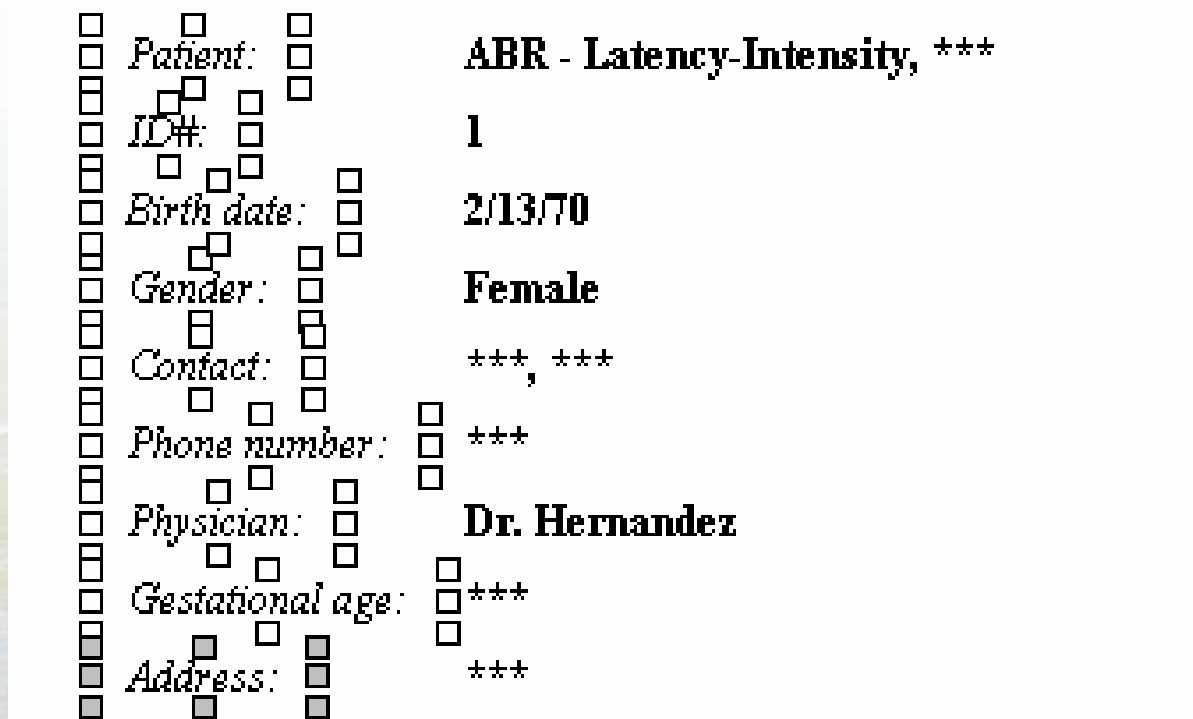
<input type="checkbox"/> Patient:	<input type="checkbox"/> ABR - Latency-Intensity, ***
<input type="checkbox"/> ID#:	<input type="checkbox"/> 1
<input type="checkbox"/> Birth date:	<input type="checkbox"/> 2/13/70
<input type="checkbox"/> Gender:	<input type="checkbox"/> Female
<input type="checkbox"/> Contact:	<input type="checkbox"/> ***, ***
<input type="checkbox"/> Phone number:	<input type="checkbox"/> **
<input type="checkbox"/> Physician:	<input type="checkbox"/> Dr. Hernandez
<input type="checkbox"/> Gestational age:	<input type="checkbox"/> ***
<input type="checkbox"/> Address:	<input type="checkbox"/> ***

Use one of these handy "Align" toolbar icons



Helpful tools for the anal-retentive

Select all of the fields in the messy, uneven column.



To align all of the fields in a perfect column!

A few other handy “tips”

Customer complaining about the pagination?

You cannot pre-set the pagination in a template because of variable numbers of waveforms on the panels and variable numbers of rows in the tables.

The report auto-adjusts the pagination based on these factors.

A few other handy “tips”

However, you can try a few tips to keep reports as concise as possible.

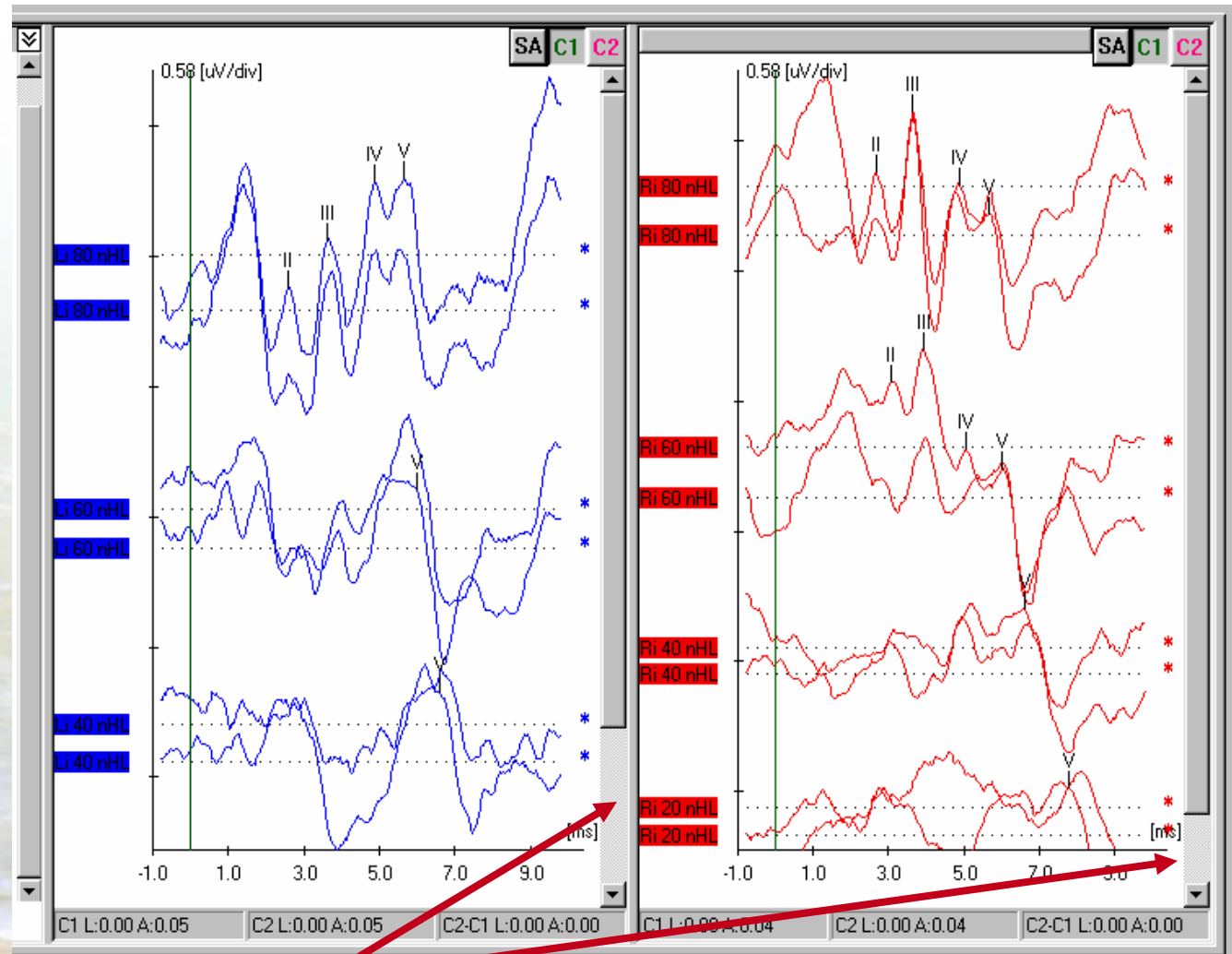
Tip #1

Waveform panels that are scaled so that they do not scroll, will take up the least amount of room on the report.

A few other handy "tips"

Tip #1

Change the scale in both panels so that the scroll bar fills up the entire vertical span of the panel.

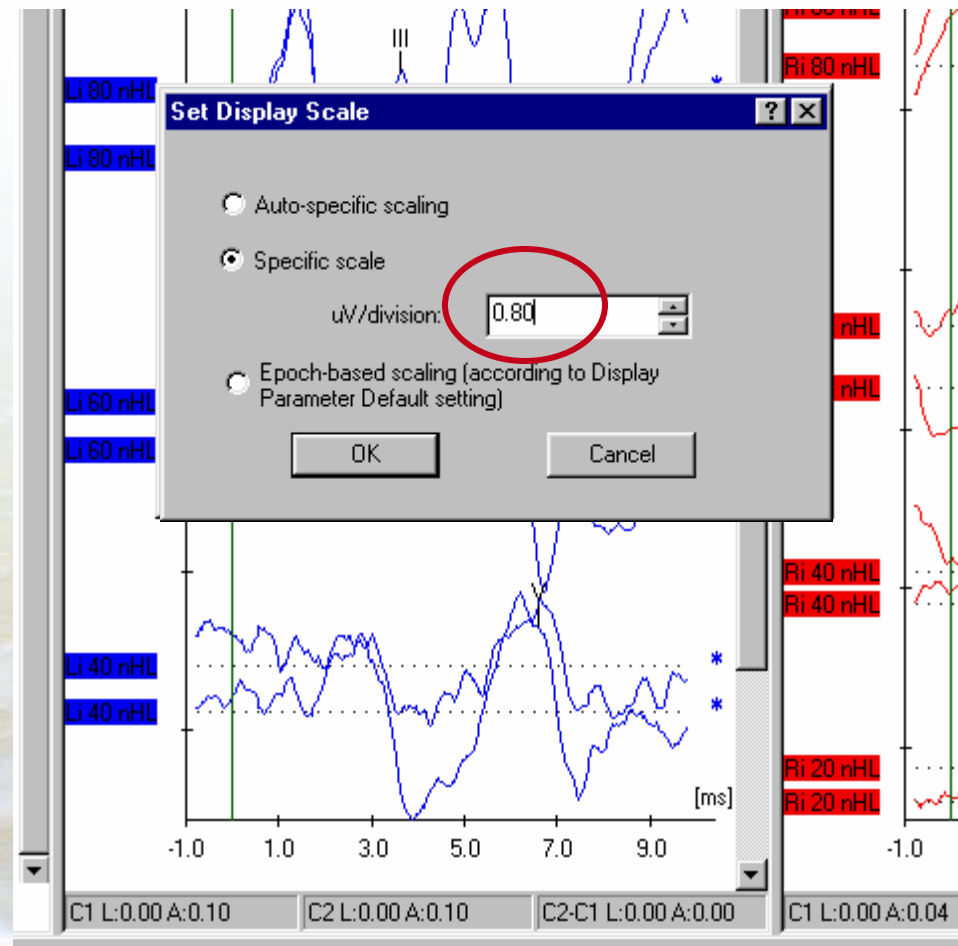


See here that the display scale of the waveforms is still set so that the panels will scroll.

A few other handy "tips"

Tip #1

Select All waves on each panel and use the "Set Display Scale" dialog to change the scale to a bigger number.

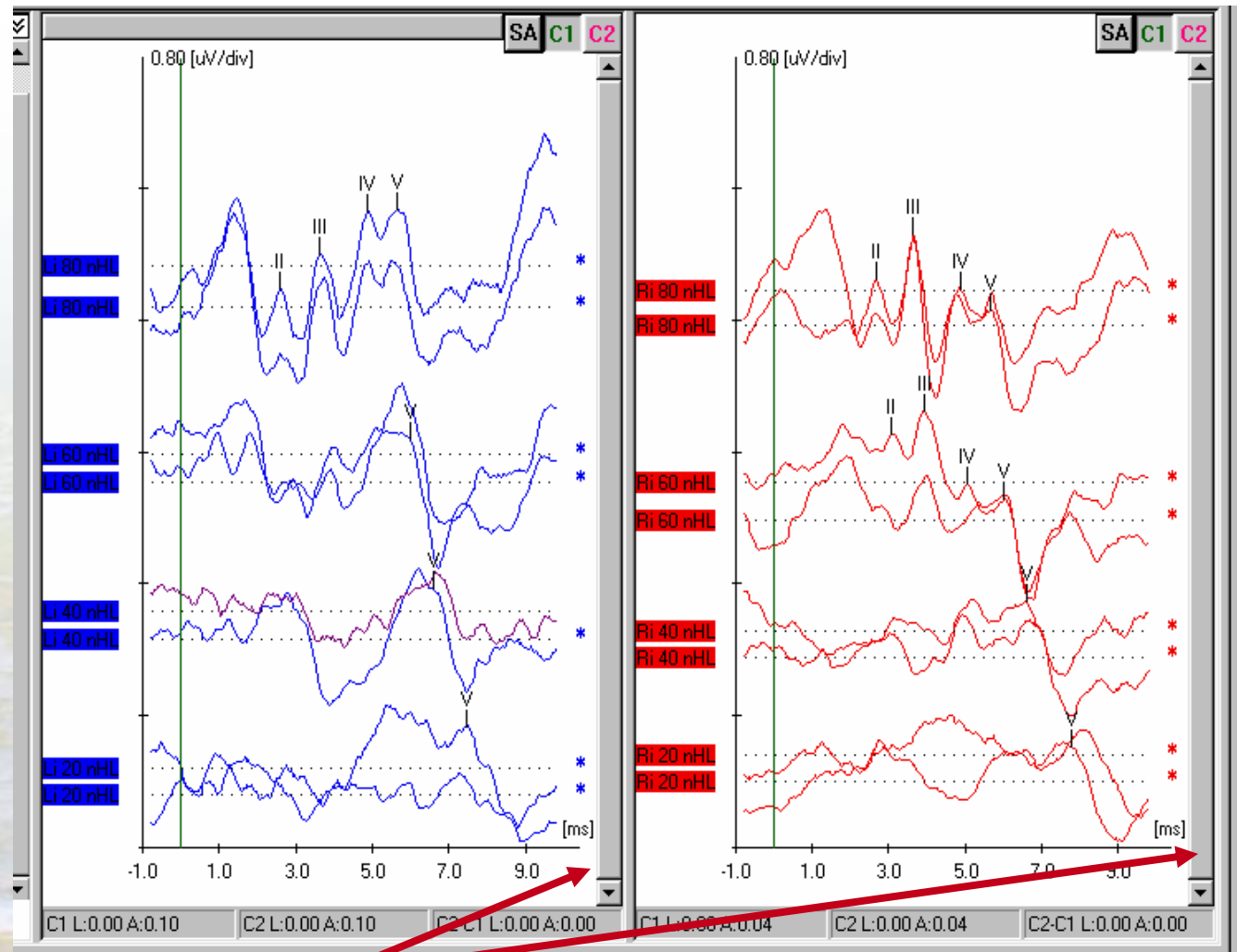


Side note: It is best to set the scale the same on each panel.

A few other handy "tips"

Tip #1

Panels that show all the waves without scrolling will take up the least space in the report.



See here that the scale of the waveforms is still set so that the panels will NOT scroll.

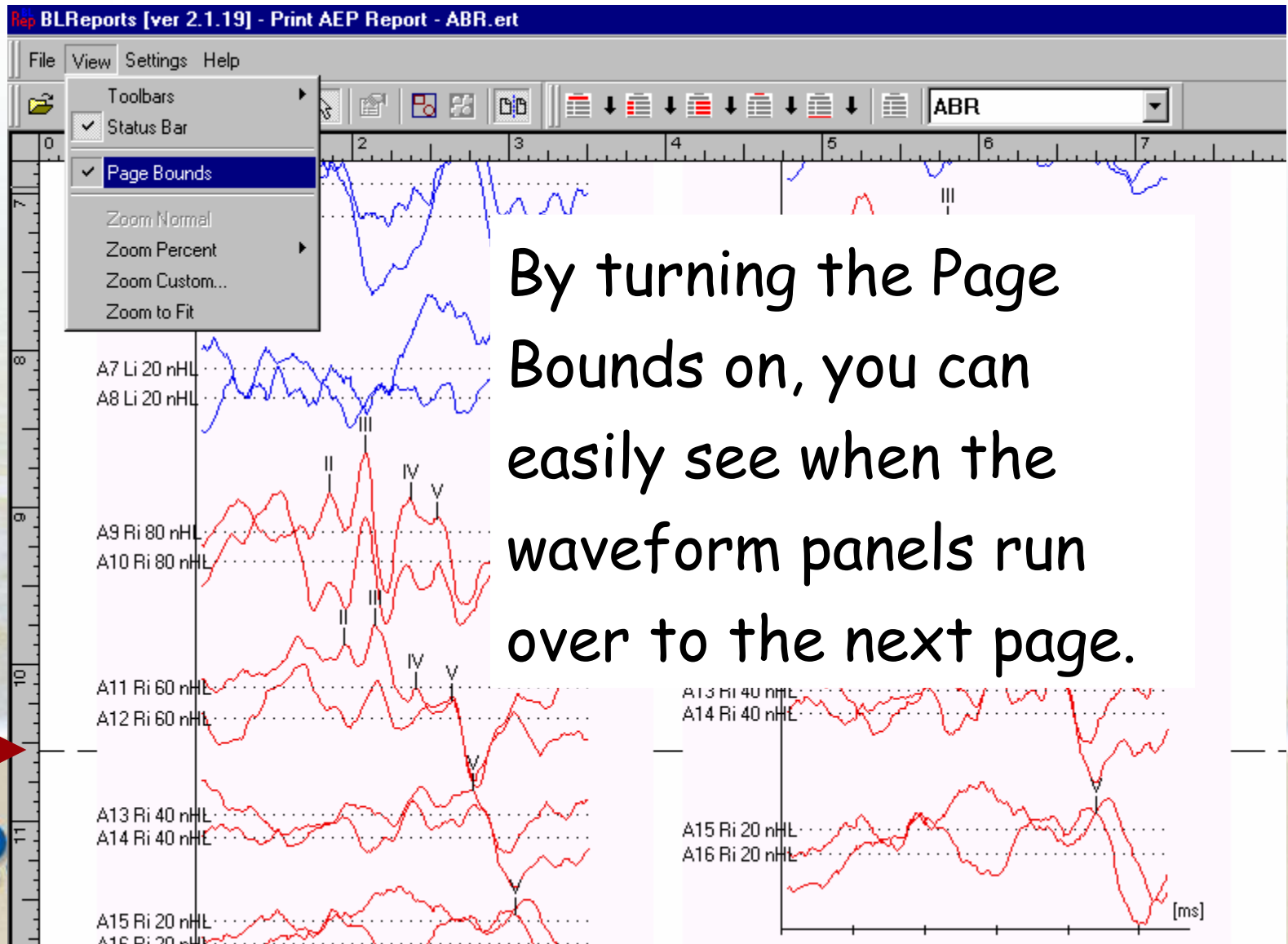
A few other handy “tips”

Tip #2

When viewing the Print Preview or the report, if the waveform area is so large that it goes onto a second page, try using the Panel's Scale feature.

A few other handy "tips"

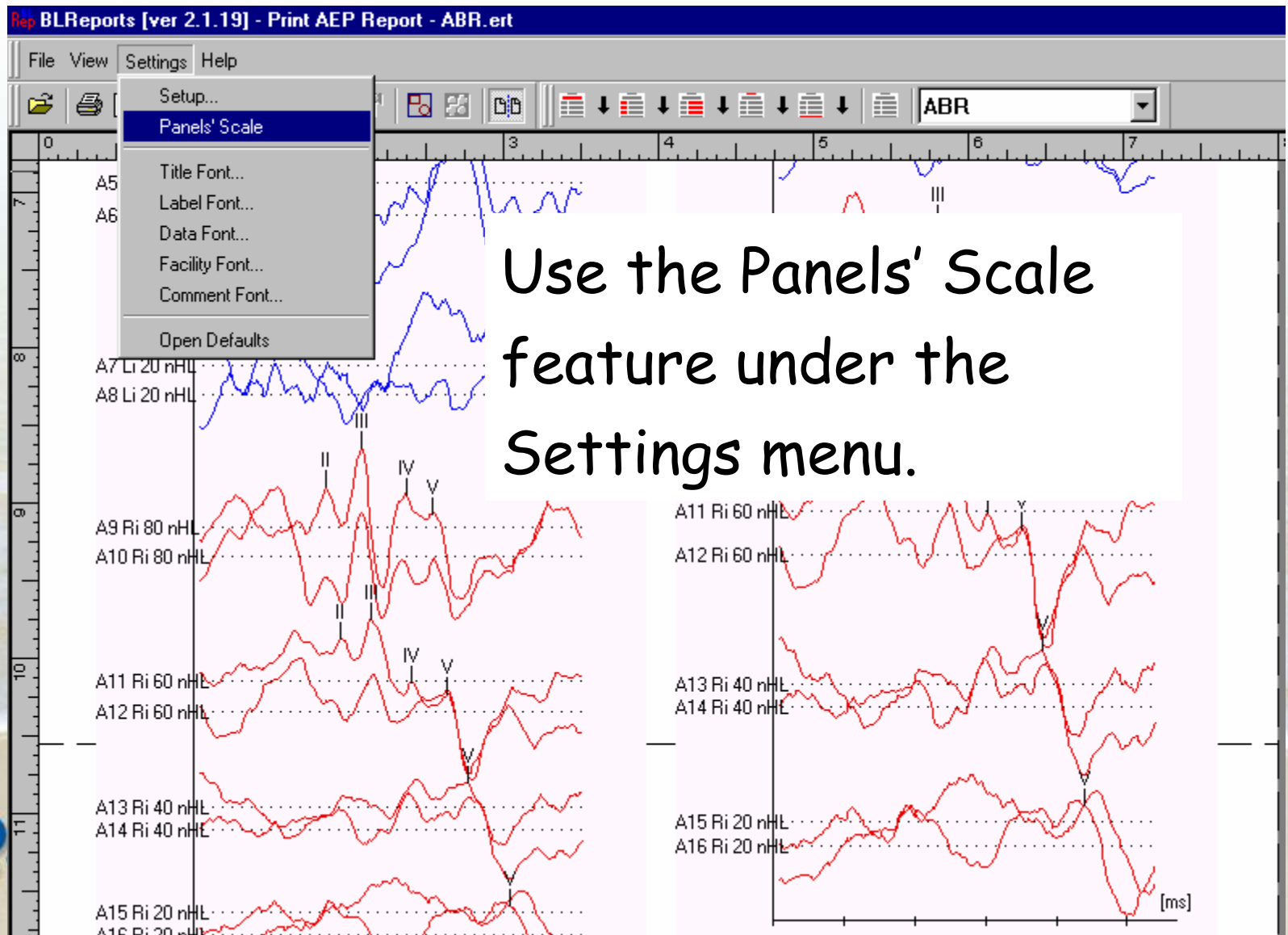
Tip #2



By turning the Page Bounds on, you can easily see when the waveform panels run over to the next page.

A few other handy "tips"

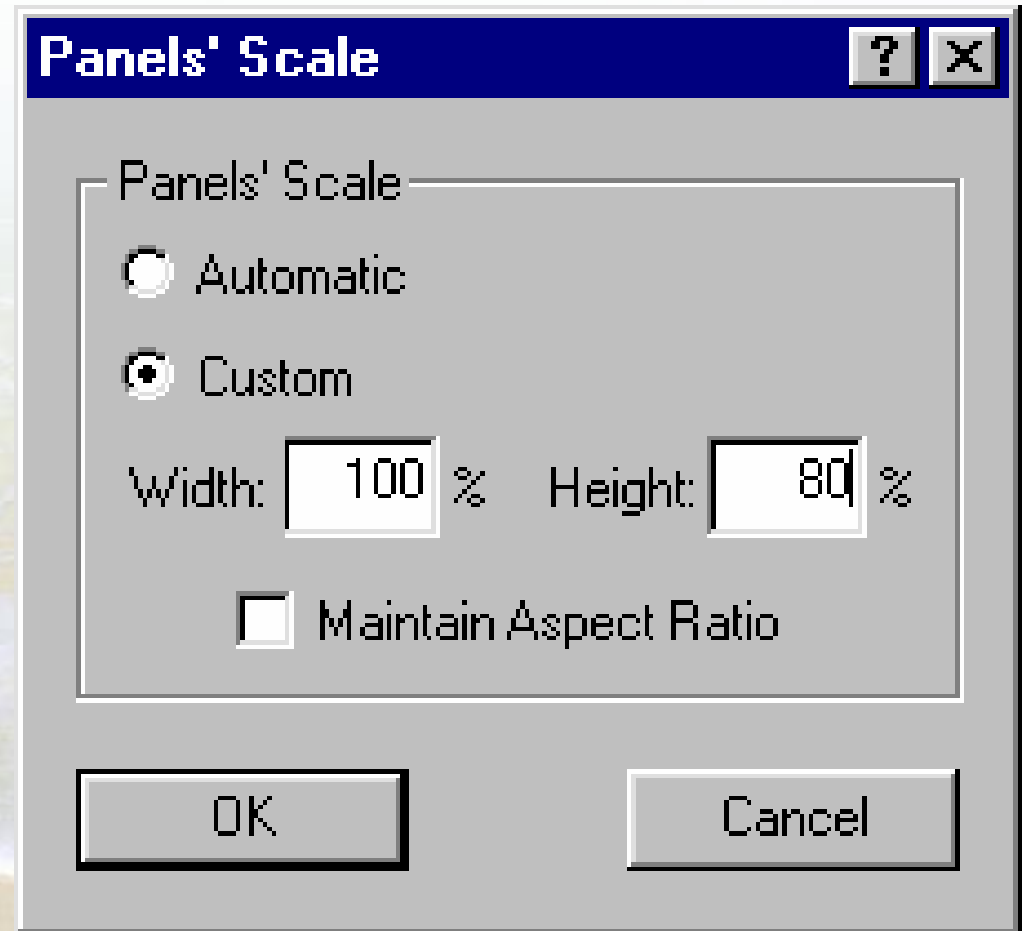
Tip #2



A few other handy "tips"

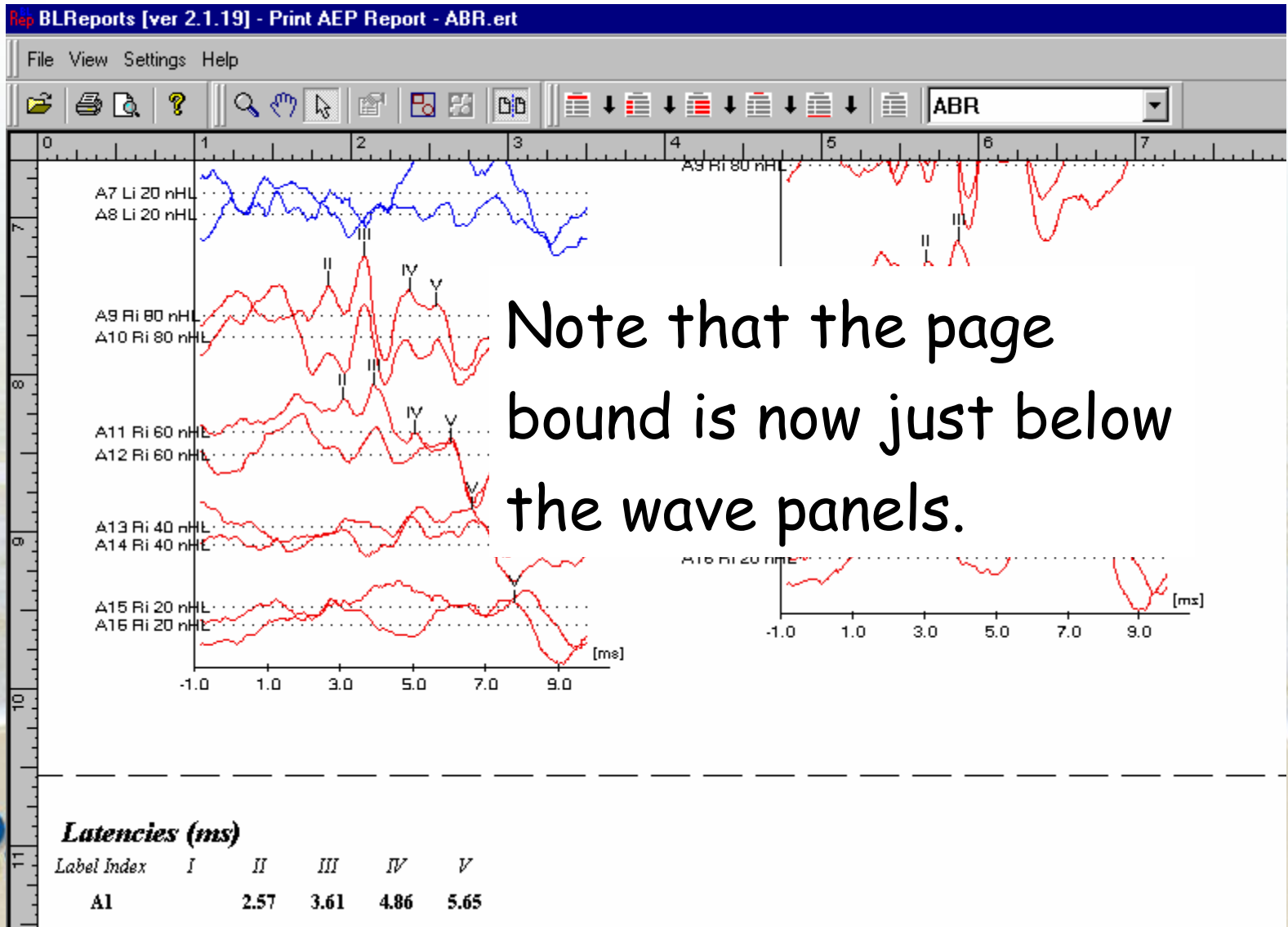
Tip #2

- Set the Panels' Scale to Custom
- Uncheck the "Maintain Aspect Ratio" box
- Set Height lower than 100%.



A few other handy "tips"

Tip #2





Happy Customizing

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SYSTEMS CORP