System requirements

- Computer, tablet, or laptop with a built-in or USB Camera
- Internet access (Internet speed will impact loading times, but not the quality of user gameplay)
- Google Chrome browser or Safari on iOS tablet devices
 - Disable your pop-up blocker for the UnitusTI website
 - Allow access to camera
- Control environmental factors
 - Ensure that your head and knees are visible in the frame at all times
 - Provide enough natural light, when possible
 - Place the camera in front of a white, clean background

Logging in

- 1. Start by clicking "login" on the <u>www.pointmotioncontrol.com</u> and selecting the appropriate region (US or Canada)
- 2. Enter your credentials into the UnitusTI login page
- If you have not set up your UnitusTI account, or need help accessing it, contact our support technicians at <u>unitustisupport@mundopato.com</u>

Testing the program

- 1. Create a test client
 - a. Select "center" from the left column
 - b. Select "center clients"
 - c. Click the red (+) button to create and save your test client
- 2. Assign programs to test client
 - a. Select "create programs" from the left column
 - b. Select "manage programs"
 - c. Select your test client
 - d. Select "create new program list"
 - e. Under program tags, enter "point motion primer"

- f. Add the desired programs to your test client's program list
- g. Save the program list with a name such as "primer"

3. Run programs

- a. Select "run" from the left column
- b. Select "run program"
- c. Select your test client
- d. Select "run program" list
- e. Select the "primer" program list
- f. Next to each program added to this list, you will see the following
 - i. Program Title
 - ii. Subtitle
 - iii. Actions

g. To run the program, select the blue "play" button (If you have already run this program and stopped mid-program, you will see the rotating arrow option which allows you to re-launch this program)

h. This will show a list of important instructions, and additional information on this particular template. Be sure to read over this information prior to running the program to ensure the best results.

i. Once ready, select the green "run this program" button. (This will launch a separate pop-up window, so be sure to allow pop-ups for the UnitusTI website.)

For a more detailed explanation on best practices while running programs, please read "Running Programs" in Section II of this user guide.

Feel free to test these programs across various test clients and track data over time for various cognitive and motor functions.

Creating a program list

1. Click "create program" and go to manage programs

2. Select the client profile, which you will be adding programs to by using the blue button in the right-hand column

3. In the top row, you will see 4 options

- Back to client list
- Create new program list
- Change program list
- Add to program list

4. We will create a new program list from scratch first

5. Select "create new program list" on the top row

6. On this screen, you will see your entire program catalog

7. Search by using tags

8. From there, you can look into further detail about each program. Once you have found the program you wish to use, click the blue check mark in the left column. You will now be asked to customize that program.

9. Read through the program details to ensure this is the program you wish to use. If it looks right, click next.

10. Click the target you wish to use, then click the single arrow. You can also drag the target into the "targets selected" column. When you are done, press next.

11. Now you're at the customizing parameters page, where you can customize the data acquisition type and the mastery criteria. Each program is set up to collect one of 3 data types:

Data Acquisition Types

- Numeric: good for programs aimed at counting the number of successful and unsuccessful actions
- Label: good for programs aimed at measuring sequential success of actions and overall percentage of success
- Time: good for programs aimed at measuring time of attention or reactions

When using a program with the LABEL DAT, you will have 3 DAT options:

Discrete Trial: only collects data on a specified amount of actions (i.e. success or failure of first 10 action cues)

Natural Environment: will collect data from all action cues, not just a specified amount

In Probe: the number of actions recorded is fixed for each session

*The order of the targets is set in the target editor. Users select the percentage to master, where the percentage is equal to the ratio of correct poses over the total number of poses. Users select how many consecutive sessions a target needs to be achieved in order to be mastered.

The following data acquisition settings are recommended for Social Fly:

- Data acquisition should be set to "natural environment"
- Select 100% via the wheel setting, which means the client needs to score 100% to master each goal

- Input 10 in the consecutive trials section so the client has many opportunities to master each goal
- Keep the "input data manually" toggle off
- The last wheel setting should be set to 5, which is the minimum number of trials the client can attempt. You can add more later if and when you see fit.
- You can also add notes at the end, which are specific to each individual child. For example, if one Social Fly user is a child who is easily distracted, it may benefit you (and them) to add a note indicating they should complete the programs in a private room with no windows and minimal noise.
- Then click "add program to list" to save and return to the general list.
- From here, you can select additional program templates for the child.
- When you are done adding programs, click "finish program list create." This saves all of your changes, and it's recommended to press this button before going back to add more programs.

12. Once you have customized the parameters and selected next, you have the option of putting notes such as preferred time of day, environment to perform this program in, or anything that is relevant to know when running this program. This can be included in any reports that are generated.

13. Once you have selected all the programs you wish to include on this list, select "finish program list creation" in the top right.

14. The final step now will be to name the program list and add any details about this list. Once completed, select "confirm program list setup."

15. If you wish to make changes to this list:

- a. Select "change program list"
- b. Choose the program you want to edit from the dropdown menu
- c. You can restrict access of this list to specific users if you want
- d. Add to the list by selecting "add programs to list" then selecting the list
- e. You can also choose and customize programs. Once complete, press the green "update program list" in the top right corner

*If you don't see a program that fits your needs, let me know and I can create it for you!

Here is a list of various access levels for users who assist children with Social Fly:

- Administrator
- High Level Access
- Medium Level Access
- Low Level Access
- Execute Only

- View Only Client Guardian
- Curriculum ManagerAssessment Manager
- User Manager
- Author
- Paraeducator
- Parent