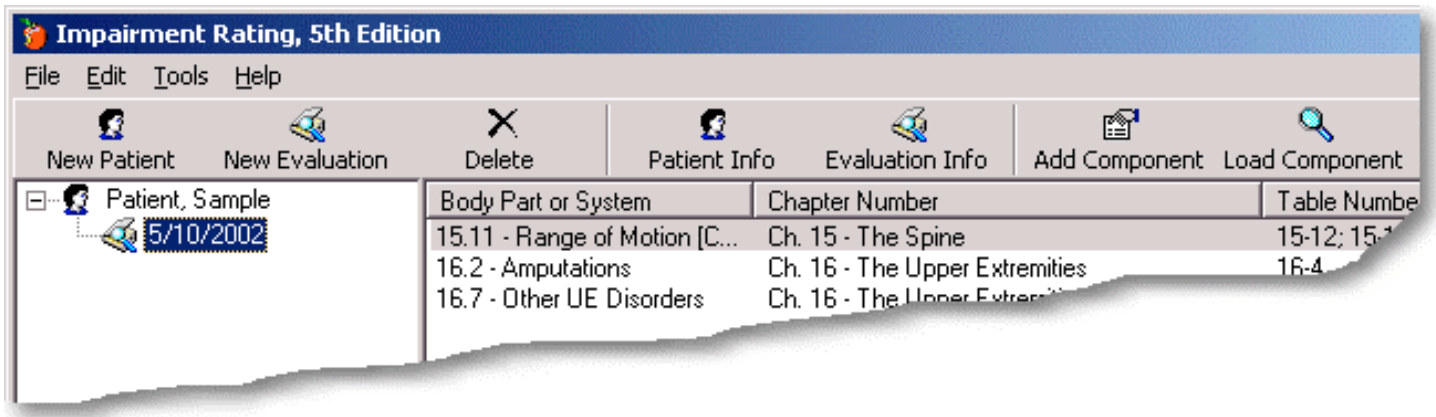


## Getting Started:

Please refer to the following diagram of the main program toolbar for all instructions that follow:



At its most basic, there are three levels of information for any impairment rating. Patients, Evaluations and Evaluation Components. The following steps will walk you through creating your first impairment evaluation.

**Create a Patient** – To create a patient record, click the NEW PATIENT button or, on the menu system, click FILE->New Patient. This will open the New Patient dialog. Enter all pertinent information for your patient and click OK.

**Create an Evaluation** – Your new patient will appear on the *treeview* on the left side of the screen. You must select a patient from this list to create an evaluation record. Select a patient and Click the NEW EVALUATION button. This will open the New Evaluation dialog. Enter any evaluation information and click OK.

**Add Evaluation Components** - All evaluations will appear in a list under each patient in the *treeview*. You must select an evaluation record to start adding Evaluation Components. Once you have selected the appropriate evaluation, any current Evaluation Components will appear in the *listview* on the right side of the screen. Click the ADD COMPONENT button to add an evaluation component to the evaluation. Once your evaluation has an evaluation component, you may double-click it in the *listview* or select it and click the LOAD COMPONENT button to begin evaluating the selected component.

Additionally, you can use the PATIENT INFO and EVALUATION INFO buttons to modify and information for a selected patient or evaluation. Once all Evaluation Components have been completed, a report can be printed by clicking FILE -> PRINT on the menu system.