

## Installation Guide

CONGRATULATIONS on taking the first step towards promoting cognitive health in your health care setting.

This guide contains information that describes the installation and setup of the Cognivue Clarity<sup>®</sup> device. Also included; frequently asked questions.

# Let's Get Started!

Cognivue support personnel can be reached 9am-5pm EST at 585-433-2992 or support@cognivue.com. Additional information can be found at www.cognivue.com.





### Complete the following steps before the installation of your Cognivue Clarity<sup>®</sup> device.



### Set up the keyboard

Slide the power switch on the back side of the keyboard to the green 'on' position. The keyboard automatically connects to the Cognivue Clarity<sup>®</sup> device via USB. You will use the keyboard and the built-in touch pad during the installation process.



#### Power Outlet

### Plug in the Cognivue Clarity<sup>®</sup> device

Plug the adapter cord into the power outlet located in the back of the Cognivue Clarity<sup>®</sup> device, then plug the AC power cord for the adapter into a standard 120v outlet.



### Open the lid of the Cognivue Clarity<sup>®</sup> device

Slide the latch lock on the lid to the right and open the lid.

### **RECOMMENDED:** Contact your internal network support team for a static IP address, subnet mask and default gateway.

If you do not have this information, no problem! Your network will automatically assign an IP address to the Cognivue Clarity<sup>®</sup> device. Keep in mind, your internal network may be set up to periodically reassign IP addresses. If the IP address is reassigned, you will need to repeat the steps to map your Cognivue Clarity<sup>®</sup> device to your PC or MacOS.





#### Setup the CogniCover®

1. Pull up the top panel of the CogniCover.

2. Swing open the left and right panel.

### Set up the CogniWheel®

To set up the CogniWheel, using the tab, flip open the knob of the CogniWheel.

#### Turn on the Cognivue Clarity® device

The power button is a small round black button, located at the top right corner on the main surface. Press the power button and the screen will light up within a few seconds.

#### **Overnight - Leave Cognivue Clarity® plugged in, turned on, and secure**

The Cognivue Clarity<sup>®</sup> device needs to be left on, plugged into an AC outlet, and connected to the internet overnight to ensure it is available to receive software updates. A wire cord and lock can be used around the handle to secure the device when not in use. You can close the lid; the Cognivue Clarity<sup>®</sup> screen will go to sleep and it will stay powered on.

#### **Built-in rechargeable battery**

Cognivue Clarity<sup>®</sup> can also be operated using the built-in rechargeable battery, which requires approximately 4 hours to fully charge. The battery will last up to 4 hours of continuous usage or up to 8 hours of intermittent usage.

#### Screen sleep mode

The screen on the Cognivue Clarity<sup>®</sup> device goes into sleep mode after 5 minutes of inactivity. To wake up the screen, simply press or swipe the touchpad on the keyboard. Make sure the keyboard is turned on.

#### **Powering off**

There are 2 ways to power off the Cognivue Clarity<sup>®</sup> device. The recommended method is to choose 'Shutdown' from the Login Screen (to get to the Login Screen, click 'Exit' from the Main Screen). The alternative method is to press and hold down the power button for 5-10 seconds, until the screen turns off.

### You are ready to install the Cognivue Clarity<sup>®</sup> device!





### Follow the on-screen Configuration Wizard to complete the installation process.

If the Configuration Wizard does not start automatically when the device is first powered on, contact Cognivue support at support@cognivue.com or call 585-433-2992 between 9am and 5pm ET, Monday through Friday.

For additional resources that can assist you with the setup process, refer to the User Manual.

The on-screen instructions will guide you through the following steps:

Configuration Wizard	
Welcome to clarity	
This setup wizard will walk you through the steps to configure the Clarity device to your location. It is very important to fill in the required information accurately.	- 1
	- 1
	- 1
	Next

Throughout the wizard, when it is enabled, click the Next button to go on.

### **STEP 1** Connect to the Network

	Network Configuration
Network	Configuration 🚺
To quickly setup a basic wir in the top left corner of the name of the wireless netwo clicking More Networks), en pops up and click the Conni populate the connection prr Configuration button to con wired network, setup a stat adjustments, please click th	eless connection, please click the the or display. From the drop-down menu, select the rk to which you wish to connect (if not shown, try ter the network password in the dialog box that ect button. Once done, click the Refresh button to operty values shown below and then click the Test firm connectivity. Should you need to configure a ic connection or make other less-common the Advanced Configuration button.
Network:	Refresh
IP Address:	Test Connection
Netmask:	Advanced Configuration
Gateway:	
MAC Address:	
	Next

#### Helpful Hint:

In the top left corner of the device screen, you will see one or the other of the following icons:



Indicates your device is connected to a WiFi network.



Indicates your device is NOT connected to a network. Click it to view available networks.



**Step 2 will begin automatically once you click the Next button on the Network Configuration screen.** 

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B. As each item completes, a green check mark will be displayed to its left. There is no user input needed during this step.



C. Your device has been pre-configured with your customer account information. You will be prompted to verify the account. To continue, press "Yes" if the presented account is correct.



D. The Next button at the bottom right of the screen will now be enabled. Click it to go on to the next step.





A. Fill in the form to create an Administrator User Account for the device

Jsername:		
assword:	password	
Confirm Password:	confirm password	
irst Name:	first name	
ast Name:	last name	
mail:	email	
Confirm Email:	confirm email	
	Save	

**B.** Once completed, Save and Confirm the information.

Username:	example		
	Save Changes		
Password: Col	nfirmation		
Confirm Pass			
Are	you sure you would like to save	your changes?	
First Name:	Yes	No	
Last Name:	Doe		
Email:	johndoe@test.com		
Confirm Email:	johndoe@test.com		
	Save		





### Click the Finish button to complete the wizard.

Idmin Account		
summ Account		
Username:	admin5	
First Name:	John	
Last Name:	Doe	
egistration		
Account Name:	Cognivue Engineering	
Network:	Cognivue	
Ip Address:	192.168.1.102	
Netmask:		
Gateway:	192.168.1.1	
Mac Address	B8-81-98-53-33-EC	
	Username: First Name: Last Name: egistration Account Name: etwork Configuu Network: Ip Address: Netmask: Gateway:	Username: admin5 First Name: John Last Name: Doe egistration Account Name: Cognivue Engineering Network: Cognivue Ip Address: 192.168.1.102 Netmask: Gateway: 192.168.1.1

You can now log in using your new Administrator User account and start using your Cognivue Clarity<sup>®</sup> device.

Username:	
Password:	
Login	Shutdown

### **Clarity** by cognivue INSTALLATION FAO'S

# Frequently asked questions when installing a Cognivue Clarity® device.

For additional questions, contact Cognivue support at support@cognivue.com or call 585-433-2992 between 9am-5pm EST, Monday through Friday.

### How do I print reports?

For both Windows 10 and Mac OS, you must map your device and access the network share via your Windows or Mac machine. To print directly from the device, please refer to section 12.0 of the Cognivue Clarity<sup>®</sup> User Manual.

### How do I map to Cognivue Clarity<sup>®</sup> shared drives on Windows 10?

To begin, retrieve the device's IP address and follow

- these steps:
- 1. Login
- 2. Click on "Device administration"
- 3. Click on "Settings"
- 4. Click on the "Network" tab
- See the IP address field
  \*if the IP address is not listed, click "configure" to select your wireless network
- 6. For instructions on how to map to Mac OS, please contact support@cognivue.com

### Once you have the IP address, follow these steps on your Windows 10 computer:

\*Please note that you will need the IP address to complete step 5

- 1. Open file "Explorer" by clicking the folder in the lower
- left corner of the screen
- 2. Right click on "This PC"
- 3. Left click on "Map network drive"
- 4. There is no need to rename the drive letter
- 5. For Folder, type in the following using the device's IP address and the corresponding share name:
- \* To connect to the Reports share:
- \\ IPaddress\Reports
- \* To connect to the Csv share:
- \\ IPaddress\Csv

\* for example, to connect to the Reports share at the IP address is 192.168.1.225:

- \\192.168.1.225\Reports
- 6. Check "Re-connect at sign-in"
- 7. Check "Connect using different credentials"
- 8. Click finish

9. Click on "More choices" at the lower left of the window then click "Use a different account" and continue

Option 2: If "More Choices" is not seen, continue

- 10. For "Email Address" type in cogaccess
- 11. For "Password" type in cogaccess
- 12. Check "Remember the credentials"
- 13. Click "OK"

A window will pop up showing the share.

Please note a network share is now seen in File Manager.

### How do I connect Cognivue Clarity<sup>®</sup> to WiFi at a different location?

Click on the WiFi icon located in the top left corner of the screen, then click on the WiFi network to which you want to connect, and enter the password, if required.

### The keyboard doesn't seem to be working, how do I fix it?

The batteries may need to be replaced. Also, be sure the power switch, located on the top right side of the keyboard, is in the green 'on' position. If they keyboard still isn't working, contact support@ cognivue.com.

### Should I leave the device on at night?

Yes, you should leave the device plugged in, turned on and connected to the internet every night to ensure it is available to

receive software updates. If you close the lid, the Cognivue Clarity  $^{(\!R\!)}$  screen will go to sleep and the device will stay powered-on.

If the device is not connected online for 30 days, it will not receive updates and will have to be re-activated by Cognivue support.

### Can reports generate without connecting to the WiFi?

Yes, reports will generate without connecting to the WiFi, but your device will not be able to receive updates and you will not be able to print the reports.

### How do I change the volume?

The keyboard controls the volume of the device. We recommend using noise-canceling headphones that plug into the headphone jack located on the right side of the device. On the top row of the keyboard, you will find the volume control buttons indicated by the following icons:



Increase the volume of the device



Decrease the volume of the device



Set the volume to 0%

Please note that there is no volume indicator on the screen. Cognivue recommends keeping the volume at a low setting, then slowly increasing the sound until it can be heard comfortably without distortion, or discomfort.

