



Dear SurgiSurvey Customer:

Here are your pre-configured iPads for patient registration. Each iPad has been pre-loaded with your registration form and is ready to start enrolling patients immediately. I recommend the following tips to ensure that your registration goes smoothly:

*The default PASSCODE is 0000. This will allow you to unlock your iPad.

*Your iPad is NOT registered with an iTunes account or email address. You may add one if you wish (but not required). If your iPad chooses to "auto update" you can CANCEL any request for an email/password.

- 1) Turn on the iPad and connect to your office WiFi network. If you have a secure/encrypted network, that is preferred. You will find the "Settings" icon if you "swipe right" from the home screen grouped with the other default apps.
- 2) Display the iPad in a prominent and convenient location in your office.
 - a. Most practices choose to place it near the registration desk
 - b. Most practices will utilize the security cords (attached) to ensure it does not "walk away"
 - c. I suggest a location with access to power so the iPad can be left plugged in
- 3) Start asking patients to enroll by selecting the "Register" icon. Patients can use the included stylus pen or their fingers.
- 4) After enrollment, patients are instructed to push the "home" button (the circular button) to reset the iPad for the next patient.

You may want to adjust some of the following preferences in Settings based on your office setup:

- No sound with keyboard clicks
- Rotation lock so it remains in landscape mode
- Auto-lock is deactivated so the iPad remains "on" at all times

Please let me know if you have any difficulty.

Congratulations on starting with SurgiSurvey!

Orrin Franko, MD
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