**Ninewells Scenario**

*All directions used here are referring to when the experimenter is facing away from the door and towards the back wall*

*General Set Up*

1. Take equipment to TIA room in Ward 33 (acute stroke unit)
2. Place equipment in a convenient place (ideally not on the table) and begin to clear room
   1. The shelf by the door needs to be cleared as much as possible
   2. Any moveable equipment that is cluttering the room can be put in an unused patient room opposite the TIA room
   3. If the shelf by the door isn’t at-least half clear, move some of the items onto a floor space
   4. Unplug the computer (both plugs in socket) and the Ethernet cable connecting to the computer (best to unplug from PC not the wall)
   5. Move the computer, keyboard and label printer onto the shelf by the door, keeping it compact as possible
   6. It is important that enough space is left at the end of the shelf for polhemus
   7. Clear anything else that’s left on the table off of it
   8. Place the phone on the floor underneath the table
3. Move the table
   1. The drawers behind the table need to be cleared, and moved backwards
   2. Move the table away from the wall
   3. The experimenter(s) need to be able to walk (and sit) inbetween the right wall and the table edge
   4. Push the table back a little (not against the wall completely but so the patient has more space at the other end)

*Setting up Midline experiment*

1. Setting up LED array
   1. Go and get array from the office
   2. Place black fabric along the end of the table (so back and right edge are covered over) before setting up array
   3. Take array out of box and CAREFULLY unwrap bubble-wrap, taking care that array is right way around
   4. Place back of array so it’s aligned with the back of the table
   5. Align right hand side of array with right hand side of table Get out patient laptop and relevant LED cables from the Danish Crown box
   6. Plug in EU->UK adaptor and connect LED array, making sure plug socket is switched on
   7. Plug USB connection into LED array and the USB end into the patient laptop
   8. Make sure patient laptop is running off of the mains and not battery (plug into other plug socket)
   9. Change ‘polhemus = 0’ on the OPMidline script and check LED array is working by running the script – if not, work fast to find out what is wrong
2. Setting up Polhemus
   1. Polhemus should sit on the table to left of the door, at the end closest to the door
   2. Connect the power-chord and plug it into the Polhemus box
   3. Get the receiver (small part that will be attached to patients forehead) and transmitter (larger black cube that is bubble wrapped) out of the Danish Crown box
   4. Plug the receiver into the first receiver port, and the transmitter into the only available transmitter port
   5. Leave both parts there for now, will need to move transmitter once the patient has arrived (gets in the way of the door)
   6. Connect the USB cable to the polhemus box, and then plug USB into the port on the LHS of the patient laptop (HAS to be this one!)
   7. Make sure USB cable isn’t in the way (tripping hazard)
   8. Now change ‘polhemus = 1’ on the OPMidline script to check that both LED array and polhemus run – if not, work efficiently to fix this
   9. Take both the LED and polhemus USB connections out of the patient laptop (this was to check that everything works, we will be running the attention experiment first)
3. The chin-rest
   1. Should be attached to the other end of the table, facing the array
   2. Should be exactly 50cm away from right-hand edge of the table (facing exact centre of array)
   3. Measure distance from array to chin-rest: viewing distance
   4. Make sure there is tissue paper covering the cheek-rests (black affects eye-tracking)

*Setting up Attention experiment*

1. Setting up SMI
   1. Everything required for SMI iViewX eye-tracking should be in the silver case
   2. Take the iViewX laptop and power chord out and plug chord into the UK->EU extension lead
   3. Turn on laptop and place somewhere on the table facing the left of the room (where experimenter will be)
   4. Connect iViewX laptop to Patient laptop with the yellow Ethernet cable in the silver case
   5. Take out the iViewX camera from the small silver box inside the case
   6. Inside this box there should be a rectangular black slab that you can balance in the crook of the patient laptop – attach the camera to this using the magnets and balance it on the laptop (it’s magnetic so should stay upright)
   7. Plug the camera into the iViewX laptop in the REDm USB port top left
   8. Double click on the ‘iViewX’ icon located on the top left of the desktop of the iViewX laptop
   9. Make sure that profile is set to ‘BI laptop’ and that the camera is connected (icon should be green)
   10. Connect external keyboard to patient laptop
2. Place patient laptop 57cm away from the chinrest, on top of the silver SMI case (otherwise camera does not detect eyes
3. You may need to move the laptop so it’s facing the left wall if the patient is in a wheelchair
   1. In this instance, someone may need to hold the patient’s head

*Seeing the patient*

*Ideally would be set up before patient is ready to see us, so as to not waste their time, therefore set up needs to be as streamlined as possible*

1. When patient is ready to see you, Kelly/Hari will introduce you, explain a little about who you are and what you will be doing
2. Find out a little about them/why they are there
3. Test for Neglect
   1. Extinction task: first central vision, then peripheral, then only on right side
   2. Bells task
   3. Letter search
   4. Bisection task
4. If they are presenting with neglect, ask if they are willing to participate in study to help patients with Neglect in the future
5. If yes, give them information sheet, explain aspects of task
   1. Three different – attention, LED and head-alignment
   2. Explain that they are short, they can take as many breaks as possible
   3. That they are welcome to withdraw at any point in time, with no ramifications
6. Then give them consent form (you may need to help them with the text)
7. Once they have signed the consent form, tell them you will be back in under 10 minutes to get them for the experiment
8. Go back into TIA room and make sure set up is suitable for the patient (e.g. wheelchair compensations, other complications that there may be etc)

*Attention experiment*

1. Once you are ready go and get participant
   1. Try to not keep