

Up to Me User's Manual

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1 Step 1: Getting Started

1.1 What You'll Need

You will need to download the following applications on your mobile device. Click the link that corresponds with the operating system of your device (i.e., iOS (Apple) or Android).

1. Sensor Logger App
 - (a) [iOS Sensor Logger App](#)
 - (b) [Android Sensor Logger App](#)
2. Box
 - (a) [iOS Box App](#)
 - (b) [Android Box App](#)
3. Slack
 - (a) [iOS Slack App](#)
 - (b) [Android Slack App](#)

2 Step 2: Configuring the Sensor Tracking App

For the purpose of this research project, the Sensor Logger app requires a specific configuration. Please set the settings of the Sensor Logging app as detailed below.

1. Open the app and set the following sensors to ON
 - (a) Accelerometer
 - (b) Gravity
 - (c) Gyroscope
 - (d) Orientation
 - (e) Magnetometer
 - (f) Barometer
 - (g) Location
 - (h) Microphone
 - (i) Light (available on Android devices only)

2. Select the settings icon:



Figure 1: Settings icon

3. Set **Confirm Before Ending** to ON
4. Set **Uncalibrated Data** to ON
5. Scroll to the **Adjust Sampling Frequency** section
 - (a) For Accelerometer, Gravity, Gyroscope, Orientation and Magnetometer select **Sample up to 100Hz**
 - (b) For Barometer select **Sample once every 15 minutes**
 - (c) For Location select **Sample once every 15 minutes**
 - (d) For Microphone select **Audio Loudness Only**

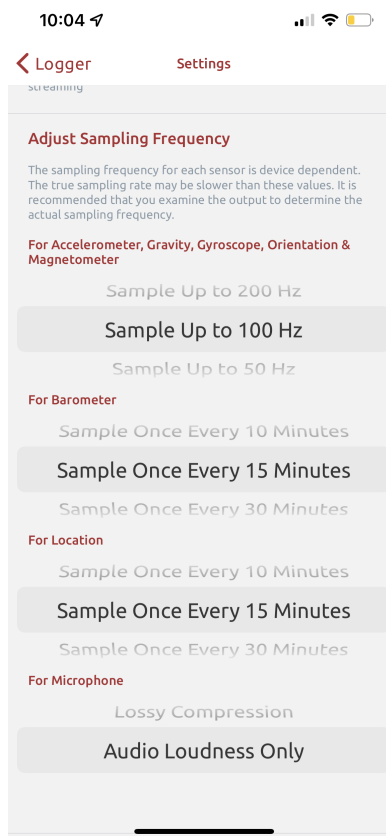
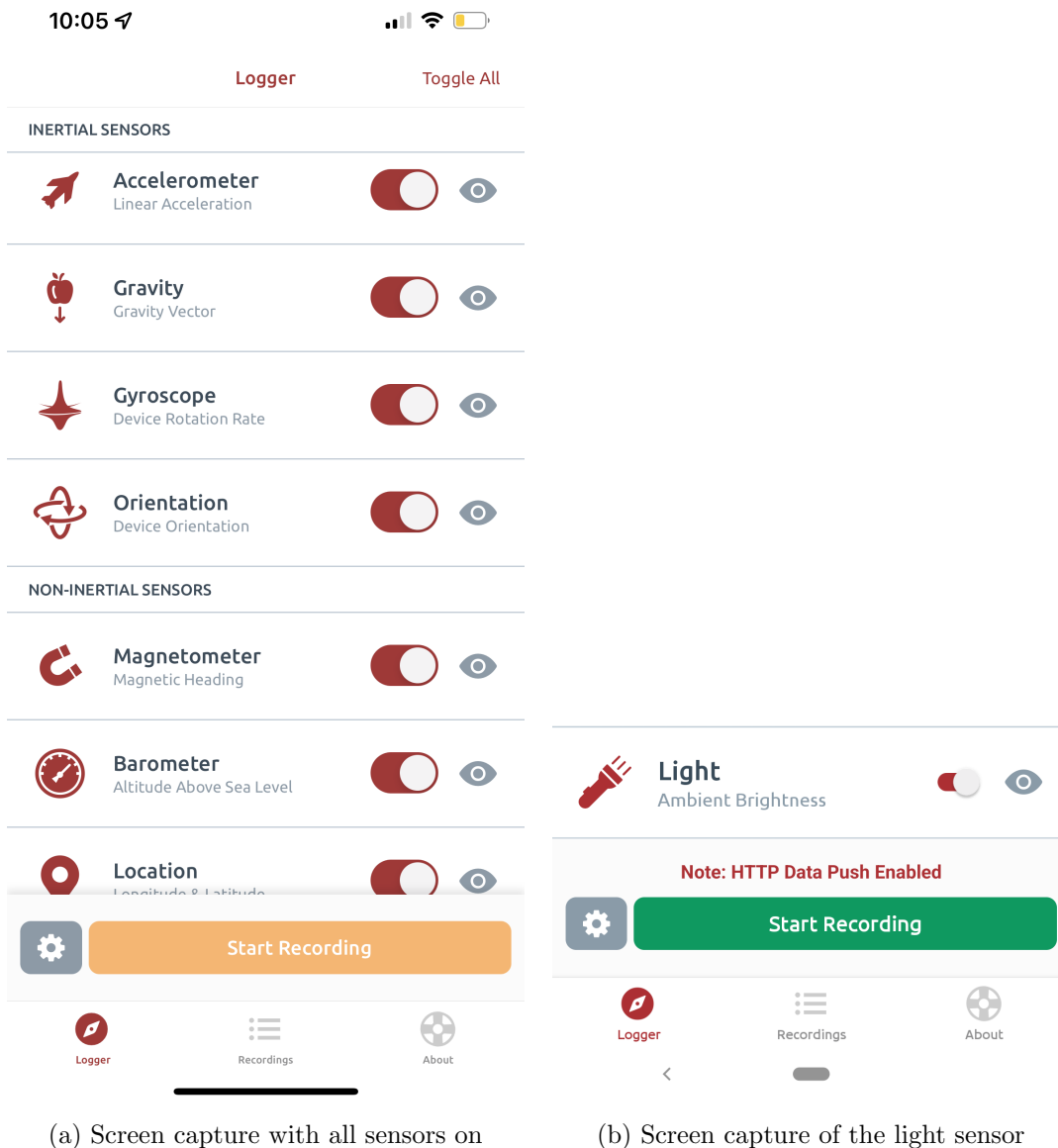


Figure 2: Application configuration

Be sure to accept the necessary permissions to allow microphone/sound and location tracking.

6. See Section 4 to begin recording
7. Once finished, see Section 5 for how to upload your data

The setting configurations are illustrated below.



(a) Screen capture with all sensors on

(b) Screen capture of the light sensor

Figure 3: Sensors set to ON

If you wish to end your recording prematurely, you can do so at any time by manually closing the app as you would any other app.

3 Step 3: Enroll for Text Messaging Reminders

We will send you text message reminders to submit reports in the morning, evening, and throughout the day. To subscribe to these text messages, text “enroll” to (866) 984-3128. Be sure to save this number as a contact in your phones since you will receive all reminder text messages from this number. Standard text messaging rates as priced by your mobile carrier may apply to all messages received from us.

3.1 Start-of-Day Message

You will receive the start of day message at 8:00 AM EST. This message will prompt you to complete a survey that asks you about your plans for the day and the restfulness of your sleep. We encourage you to complete this survey at the natural start of your day, even if this comes after 8:00AM.

3.2 End-of-Day Message

You will receive the end of day message at 8:00PM EST. This message will prompt you to complete a survey that asks you to reflect on your day. We encourage you to complete this survey at the natural end of your day, perhaps while winding down, even if this comes after 8:00PM.

3.3 Periodic Messages

You will also receive messages at several time points throughout the day (i.e., 2-hr increments from 12AM to 10PM). These messages will prompt you to complete a survey that asks you about how you've spent most of your time since the last survey time point. This data will be used to supplement the data collected with the Sensor Logger app. The messages will also prompt you to upload your data to our secure cloud storage using Box.

3.4 How to Withdraw Message Consent

You are free to unsubscribe from these messages at any point in time by texting "stop" to (866) 984-3128. By doing so, you will automatically be removed from our sending list.

4 Step 4: Recording with the Sensor Tracking App

To record sensor data using the Sensor Logger app,

1. Open the Sensor Logger app and press **Start Recording**. Ensure that Step 1 is completed before starting.
2. At this point, the app is collecting data from the sensors embedded in your device. Feel free to navigate to other apps; the Sensor Logger app will continue to collect data in the background as long as the app is not closed.
3. You will receive periodic texts (see Section 3) throughout the day. Follow the directions in these messages to fill out the survey linked in the message, stop the current recording in the Sensor Logger app, upload that recording to your Box folder (see Section 5), and start a new recording in the Sensor Logger app. You can stop a current recording by pressing **Stop Recording** in the Sensor Logger app.

If you wish to end your recording prematurely, you can do so at any time by manually closing the app as you would any other app.

4. See Section 5 for uploading your new recording.

5 Step 5: Uploading Your Data

You should upload your data in 2 hour increments as prompted by the reminder text messages described in Section 3. You will upload your data to a Box folder that you will create for the purposes of this study. Box is a secure cloud storage service. **We strongly suggest uploading**

data over a secure **WiFi** connection to minimize use of cellular data and for faster upload times.

To create your Box folder,

1. Open the Box app and sign in using your USF credentials.
2. Press “+” and select “Create New Folder”
3. Name your folder using the following naming convention: **U2M-netid**, e.g., if your USF e-mail address is **abcdefg@usf.edu**, then you should name your folder **U2M-abcdefg** and press “Save”.
4. In the “All Files” section, press the three dots on the right-hand side of your newly created folder and select “Share”.
5. Press “+” in the top right hand corner and add the email address **saydeking@usf.edu**.
6. Press “Access” and select “Co-Owner”. Press “Continue”
7. Press invite in the top right-hand corner. At this point, you should see yourself as the owner and Sayde King as a Co-Owner.

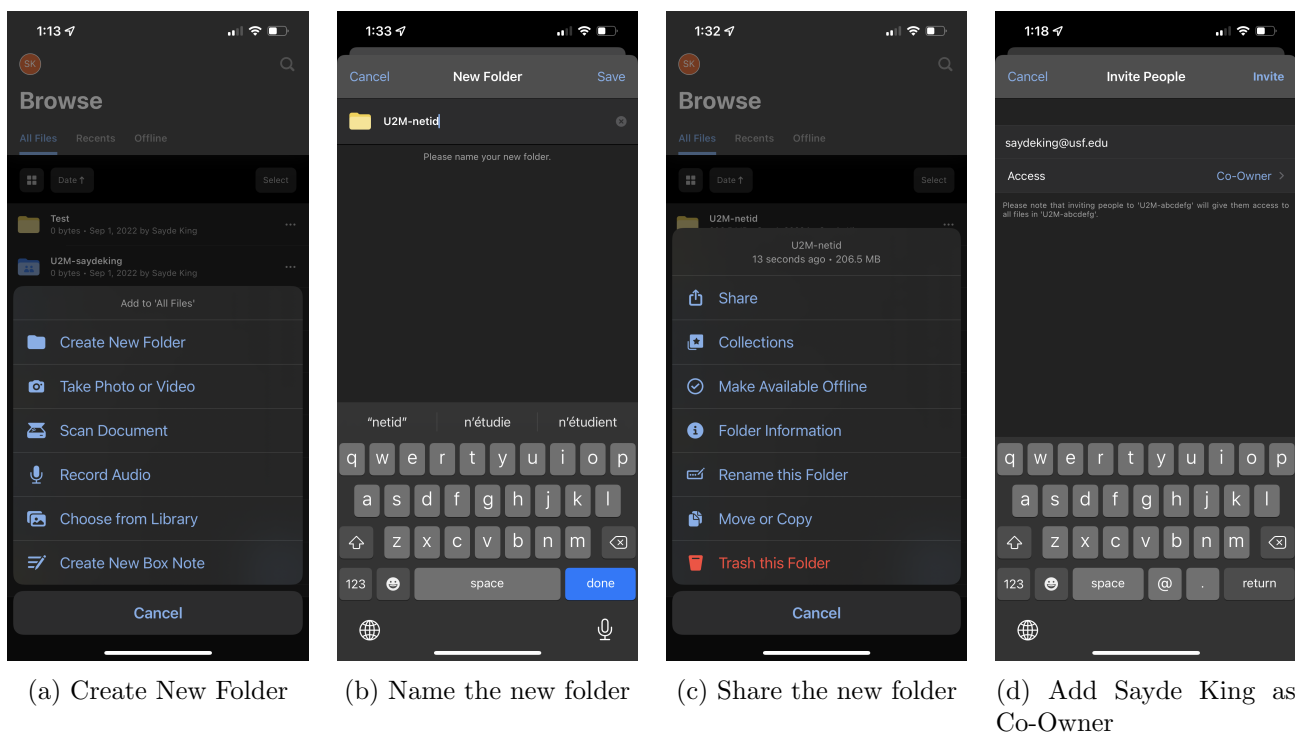


Figure 4: Steps to create a new folder in Box

To upload a recording,

1. In the Sensor Logger app and after ending a recording, navigate to “Recordings” using the options at the bottom of the screen.

2. Click on your latest recording.
3. Press “Export” and select Zipped CSV. This may take 1-2 minutes.
4. Once the file is compressed, your phone’s share options will appear on the screen.
5. Select the Box app and press “All Files”
6. Then select your U2M-**netid** folder and press “Choose this Folder”. Press “Upload”. This may take up to a minute.
7. After uploading, return to the Sensor Logger app, navigate to recordings, select the recording that you uploaded, and press “Delete”.

DO NOT PERFORM THIS STEP UNTIL THE DATA HAS BEEN UPLOADED TO THE BOX FOLDER.

8. Congratulations! You have successfully uploaded your data! Thank you!

6 Troubleshooting

We will use the Slack App for troubleshooting. We have created a workspace that you can join to discuss any issues with the CIBeR Up To Me team in real-time. To access the workspace, follow this link [Up To Me Slack Workspace](#). You will be asked to select an e-mail account that will be used as your Slack login information. Please follow the prompts to complete sign up. The Workspace has two channels **general-comments** and *troubleshooting*. Please leave comments, reactions, and suggestions in the **general-comments** channel. If you are experiencing any problems or facing difficulty with the Sensor Logger app, please visit the **troubleshooting** channel and an Up To Me study team member will assist you as soon as possible.

7 Privacy

Please visit [Sensor Logger App Privacy Policy](#) for privacy information concerning the Sensor Logger application.