	Customer: NP-HS	Project: CPRact
	Document: UserManual	Version: 1.1

User Manual for CPRact

This document describes the work flow for the day to day operation on the CPRact application.



	Customer: NP-HS	Project: CPRact
	Document: UserManual	Version: 1.1

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CPRact Installation

On SQL Server

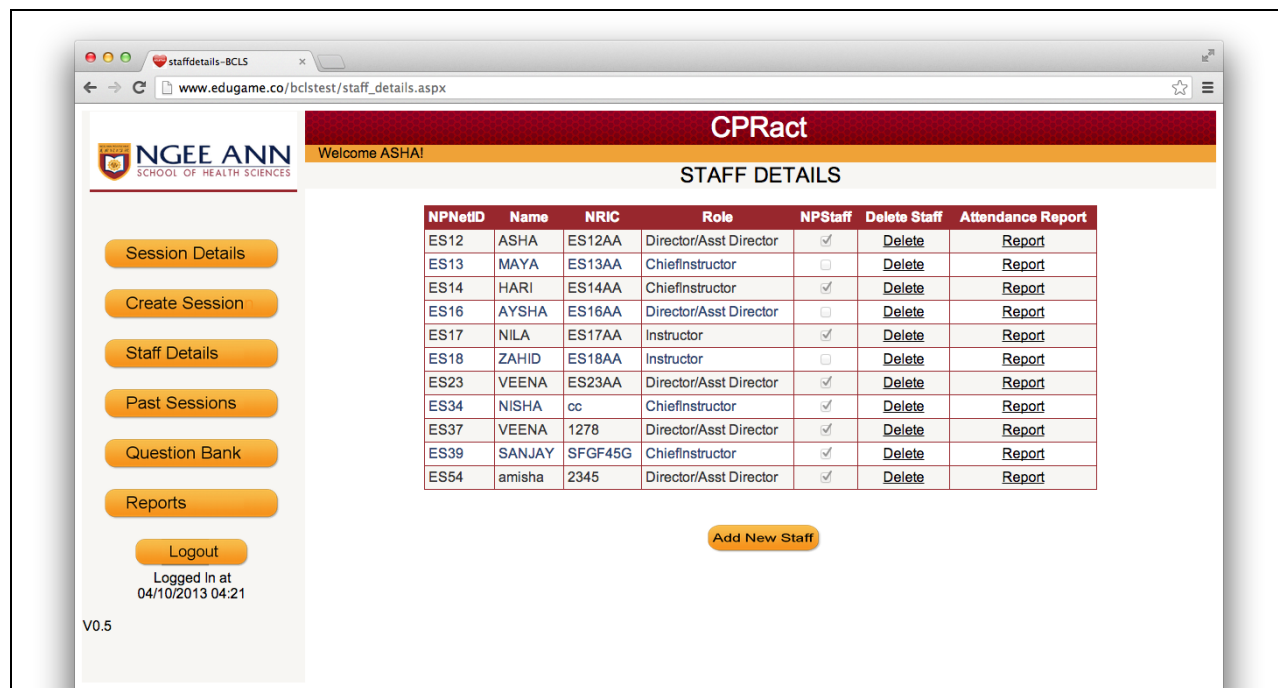
- Create a database with name 'bclstest'.
- Copy the contents from 'bcls_database_script' file into the 'bclstest' database and execute it.
- It will create 6 tables of CPRact on the database 'bclstest'.
- Import the table contents from corresponding .CSV file, that we have send you along with this mail.
- Tables named question_bank_details, staff_details, and student_details should be filled before for the proper execution of project.

On bcls_Test file

- Extract the files from bcls_Test.zip file
- Open web.config file
- Change the Data Source, User ID and Password of sql connection string and save it.
- After that Upload all the files to server
- Run the CPRact with exact URL ,end with Login.aspx for ex:
www.edugame.co/bclstest/Login.aspx
- Login- staff_user name = ES12, password=ABCD

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1. View Staff List (CPRact Users)



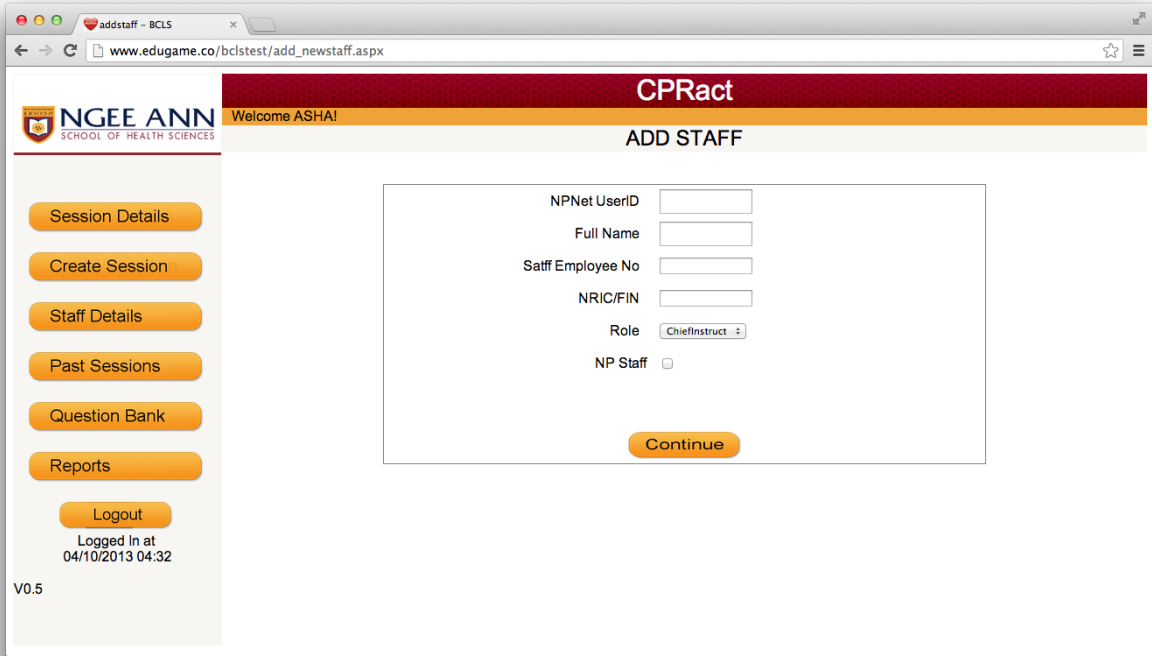
Screen 1

- Click on “Staff Details” on the left panel to view the screen above
- Director can “Delete” the staff from this screen
- “Report” link shows the attendance report for the staff (not available in Version 1.0)
- In order to assign a different role for a staff, delete the current entry and create a new entry. (This will not affect the reporting as it is tied up to the Staff ID)
- Click on “Add New Staff” button to add a new staff to this list (Screen 2)

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2. Add New staff



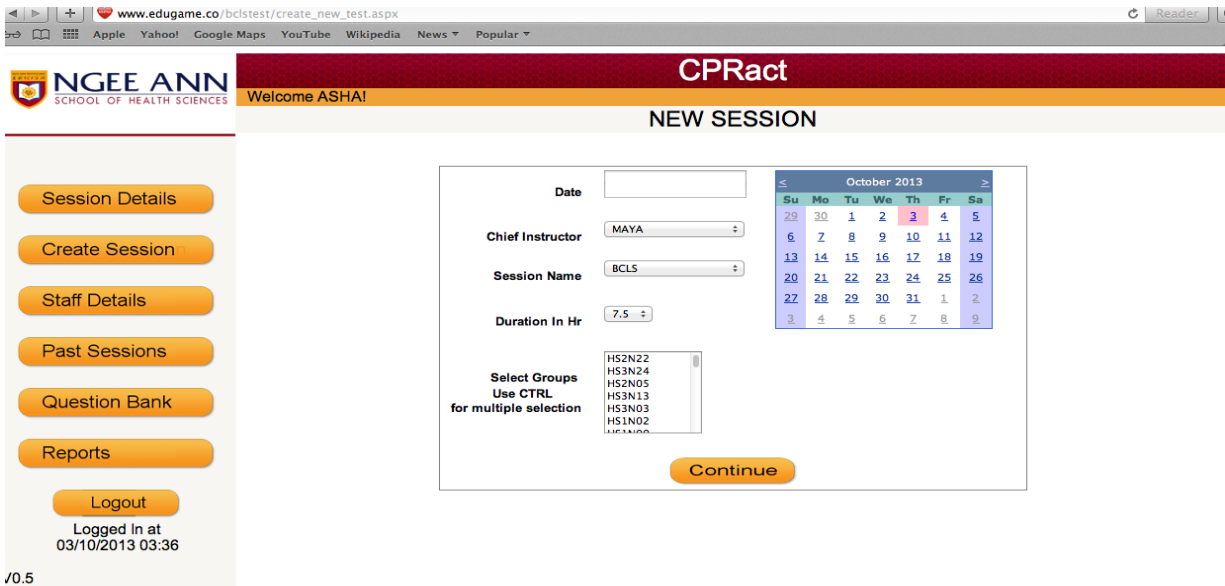
Screen 2

- “Add New Staff” button on Staff Details page (screen1) opens up this screen
- If the staff is not NP Staff, uncheck the check box
- “Continue” button will show a confirmation page, once confirmed the new staff account is ready to use CPRact.

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3. Create New Test Session




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Screen 3

- Click on “Create Session” on the left panel to view the screen above (Screen 3)
- Click on “Continue” button to create new session of exam (Screen 4)

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4. Select students for the session and confirm the list



Session Details

Create Session

Staff Details

Past Sessions

Question Bank

Reports

Logout

Logged In at 03/10/2013 22:35

CPRact

Welcome ASHA!

Chief Instructor: ES14 Date: 17-10-2013

Select Students for Session

Student List

Serial No	Student ID	Student Name	Student NRIC	Student Group	Theory Test	Practical Test
1	10132836A	AMSYAR HAKIM BIN AHMAD JAMAL		HS2N05	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
2	10124034F	CYNTHIA WONG SHER LI		HS2N05	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
3	10124362K	GOH SHI EN		HS2N05	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
4	10124603D	LIM LI XUAN		HS2N05	<input type="checkbox"/>	<input checked="" type="checkbox"/>
5	10134712F	LIM VI THENG		HS2N05	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
6	10136208K	NURUL KHALIFAH BTE MOHAMED K		HS2N05	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
7	10129638C	PEI YAXIN		HS2N05	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
8	10129615K	SU HUAJIE		HS2N05	<input type="checkbox"/>	<input type="checkbox"/>
9	10136330H	TAN SHI NI		HS2N05	<input type="checkbox"/>	<input checked="" type="checkbox"/>
10	10134714D	TAN YIWEN		HS2N05	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
11	10132429A	TOH XINNI VALERIE		HS2N05	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
12	10133237C	YEO YI HONG		HS2N05	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
13	10133618K	ZHU JING		HS2N05	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Add another groups (Select the group) HS2N22 HS3N24 HS3N13 HS3N03 Add

Add new student StudentID Add


Add External Students StudentNRIC StudentName Add

Confirm Student List

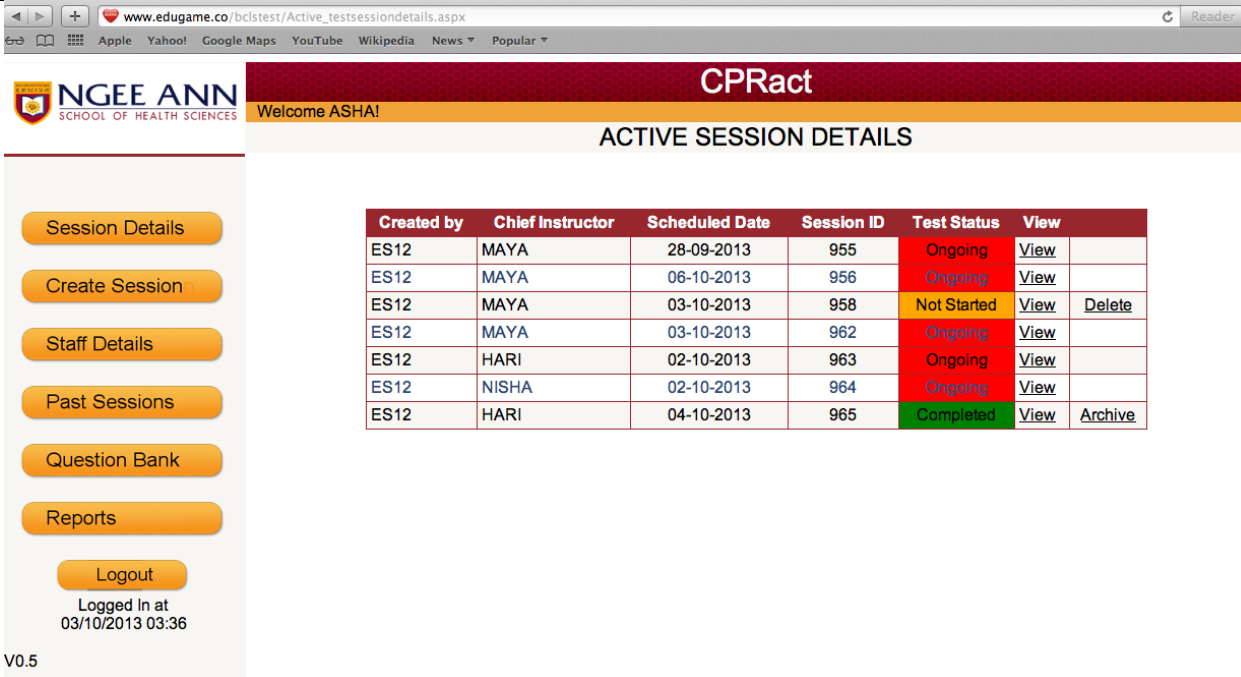
Screen 4

- “Continue” button on Create Session page (screen 3) opens up this screen (Screen 4)
- Click on appropriate ‘Add’ link to add another group, add new student or add external students.
- If any Student not taking the Theory/Practical test, uncheck the corresponding check box
- “Confirm student list” shows the student list in the subsequent screen
- To view the created session, click on the “Session Details” button on the left panel

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5. List of Active Test Sessions



Session Details

Create Session

Staff Details

Past Sessions

Question Bank

Reports

Logout

Logged In at
03/10/2013 03:36


V0.5

Created by	Chief Instructor	Scheduled Date	Session ID	Test Status	View
ES12	MAYA	28-09-2013	955	Ongoing	View
ES12	MAYA	06-10-2013	956	Ongoing	View
ES12	MAYA	03-10-2013	958	Not Started	View Delete
ES12	MAYA	03-10-2013	962	Ongoing	View
ES12	HARI	02-10-2013	963	Ongoing	View
ES12	NISHA	02-10-2013	964	Ongoing	View
ES12	HARI	04-10-2013	965	Completed	View Archive


Screen 5

- Click on “Session Details” on the left panel to view the screen above (Screen 5)
- All Active Session for the user will be listed in this page
- ‘Test Status’ changes from ‘Not Started’ to ‘Ongoing’ ,when Chief Instructor starts the Theory test (Screen 8)
- ‘Test Status’ changes from ‘Ongoing’ to ‘Completed’ when Chief Instructor clicks “Session Completes” in Screen 6
- Click on “View “link to view the details about the test session (Screen 7)
- Click on “Delete” link to delete the test session after a confirmation message
- “Delete” link is only available for sessions which have not been started.
- “Archive” column is visible only to Director/Assistant Director
- “Archive” link will be available for completed session, Director/Assistant Director can Archive the session

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6. View Details of a single Test session



Welcome ASHA!

CPRact

ASSESSMENT STATUS

Chief Instructor: devika Date: 31-01-2014 Test Session ID: 1025

No	Student ID	Student Name	Student Group	Theory Status	Theory Score	Theory Result	Practical Status
1	123456	krishna	EXT2013	Not logged-in			Start Practical Test
2	10150281A	FADILAH BINTE ISHAK	HS1N01	In Progress			Start Practical Test
3	10138972B	HSIEH PEI YUN	HS1N01	Failed	,13	Result	Start Practical Test
4	10150095H	JUSTYNE WON YAN NI	HS1N01	Passed		Result	Start Practical Test
5	10148174J	KANG ANN LUN GABRIEL	HS1N01	In Progress			Start Practical Test
6	10140905C	KUMARESWARI D/O BALAKRISHNAN	HS1N01	In Progress			Passed
7	10142939F	LIANG BEICHEN	HS1N01	Failed	,1	Result	Start Practical Test
8	10143916B	LIM JIA MIN JASMINE	HS1N01	Passed	0,29	Result	Passed
9	10142925G	LIU GUIYU	HS1N01	Failed	0,5,14	Result	Start Practical Test
10	10150842D	LYE JIA LE SHIRLEY	HS1N01	Not logged-in			Start Practical Test
11	10144818H	NUR 'ATIKAH BTE ABDUL RAZAK	HS1N01	Not logged-in			Start Practical Test
12	10140716C	NURUL RUSYDA BTE JUMARI	HS1N01	Not logged-in			Start Practical Test
13	10145969B	SHAVEENA RAMESH	HS1N01	Not logged-in			Start Practical Test
14	10148725J	SITI KHAIRUNNISA BTE MOHD R	HS1N01	Not logged-in			Start Practical Test
15	10142949J	YANG SICHUN	HS1N01	Logged_In			Start Practical Test

Theory Test


[Edit Session Details](#)
[Activation Code](#)
[End Theory Test](#)
[Reports](#)

V0.5

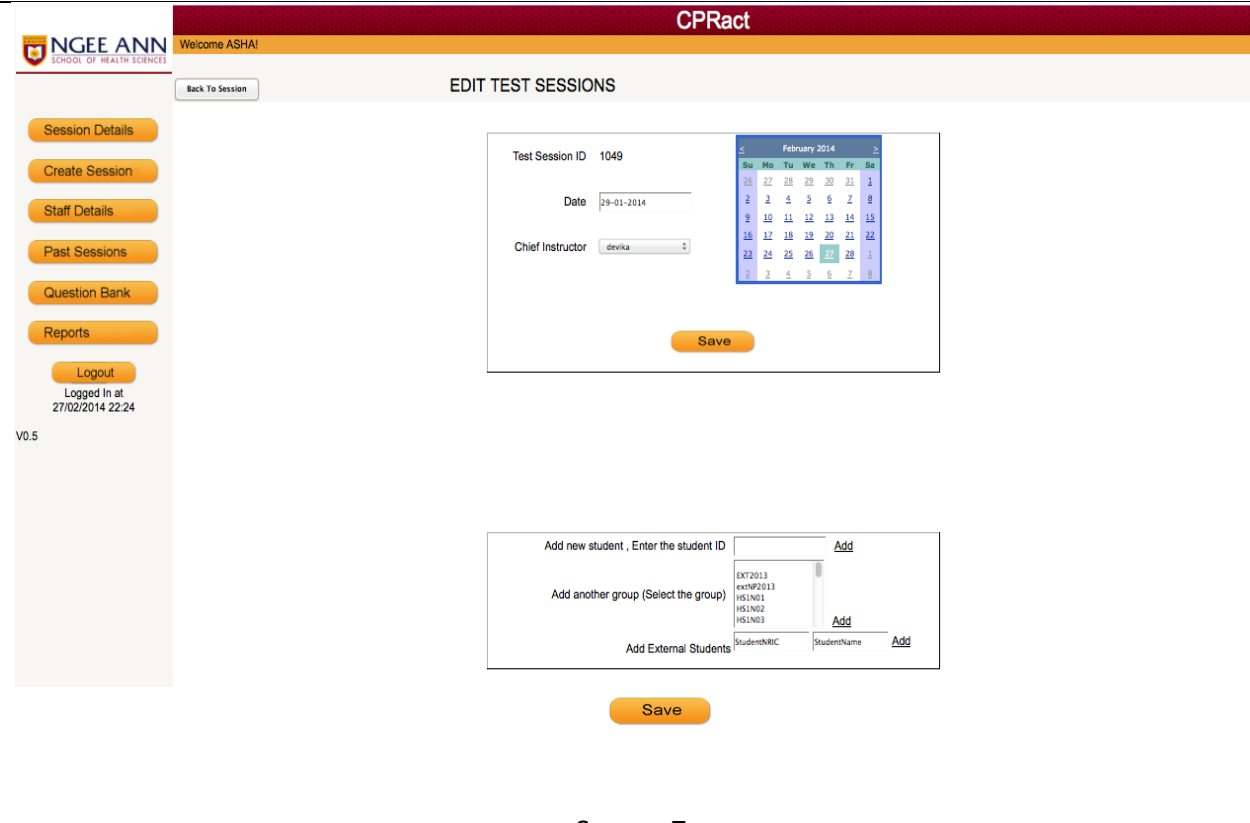
Screen 6

- “View” link on “Session Details” page (Screen 5) opens up this screen(Screen 6)
- “Theory Status” will be ‘Logged_in’ when the student logged in
- “Theory Status” will be ‘In progress’ when the student start answering the question
- “Theory Status” will be ‘Passed’ or ‘Failed’ when the student submits the answers
- Once the student submits the answer, his/her score will be available on the screen
- “Result” link will show the student’s questions and answers
- Click on “Edit Session Details” button make changes to test session including addition/deletion (Screen 8)
- Invigilators will not see the buttons at the bottom of the screen (Screen6)
- Click on “Activation Code” button to start the Theory Exam (Screen 9)
- Click on “End Theory Test” button to end the Theory Exam
- Click on “Reports” will show Chief Instructor’s Report
- Click on “Start Practical Test” link to start practical test (Screen 10)
- Chief Instructor clicks the ‘Session Complete’ button when both Theory and Practical are over

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7. Edit an Existing Test session



CPRact

Welcome ASHA!

EDIT TEST SESSIONS

Back To Session

Test Session ID 1049

Date 29-01-2014

Chief Instructor devika

Save

Add new student , Enter the student ID Add

Add another group (Select the group)


Add External Students

Save

Screen 7

- “Edit Session Details” button on “View” link page of “Session Details” (Screen 6) opens up this screen(Screen7)
- Student list for the Theory and Practical Test can be updated by clicking the appropriate “Remove” link or by clicking Proper “Add” link.
- Date and Chief Instructor for the test session can be updated
- Click on “Save “ button to make the changes about the test session on server
- Click on “Back To Session” button to go to previous page (Screen 6)

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8. Conducting the Theory Test

CPRact


Test Session ID

Test Activation Code **LZPESQ2U**

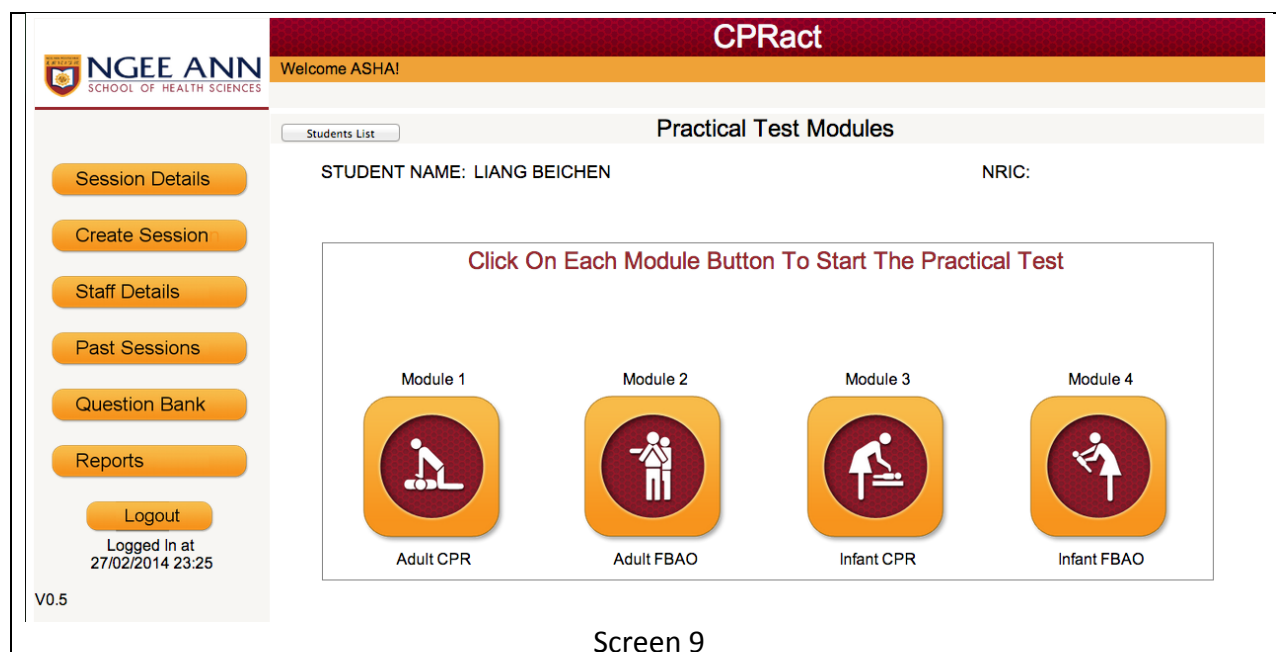
Screen 8

- “Start Theory Test” button on the “View” link of “Session Details ” (Screen 6) opens up this screen (Screen8)
- This page opens up in a new window, this is to conveniently project the Activation Code
- This is the Activation code , Students have to enter on their device

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9. Conducting the Practical Test




- “Start Practical Test” link on the “View” link of “Session Details” page (Screen 6) opens up this screen(Screen 9)
- Click on each module button to open up the corresponding module checklist
- Once the student passed in any module of practical test, a tick mark will come under that module
- If the students pass four modules of practical test, then only they will pass in Practical test.
- Clicking on “Module1” button load all the scenarios of module 1(Screen 11)
- Click on the “Students List” button to go to previous page (Screen 6)

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10. Practical Modules


Welcome ASHA!

CPRact
Module 1: One-Man Adult CPR

STUDENT NAME: ZHU JING NRIC:


SN	Assessment Criteria	Tick if steps performed correctly		
		1st attempt	2nd attempt	3rd attempt
1	Ensure the environment is safe and remove the casualty from danger.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2	Assess unresponsiveness: Call, gently tap victim's shoulders. Shout: "Hello! Hello! Are you OK?"	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3	If victim is unresponsive, call for ambulance 995. Get AED.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4	Position victim supine. Open the airway. Perform head tilt-chin lift manoeuvre.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5	Assess breathing: Check for normal breathing: Look, listen and feel for breathing. Assess pulse: Locate carotid pulse.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6	Perform mouth-to-mouth breathing. Give 2 breaths (1 sec/breath).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7	Perform 30 compressions followed by 2 breaths (repeat steps 6-9 for a total of 5 cycles).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8	Assess pulse after 5 cycles. If no pulse, repeat steps 6-9.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9	If pulse is present, assess breathing. If no breathing, perform rescue breathing.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10	If breathing is present, place victim in the recovery position and wait till help arrives.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11	Rhythm Strip Verified:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12	Correct Ventilations(10):	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
13	Correct Compressions(150):	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Total time for 5 cycles (sec):	<input type="text"/>	<input type="text"/>	<input type="text"/>
	Result:	Referred	Referred	Referred
	Date of assessment:	4/15/2014		
	Instructor:	ES12		
	Remarks:	<input type="text"/>	<input type="text"/>	<input type="text"/>

Rhythm Strip File : No file selected.


Screen 10

- Clicking on "module 1" button of "Start Practical Test" page(Screen 6) opens up this screen (Screen 10)
- Only one attempt is possible at a time
- If the student performs the step correctly, a tick in checkbox
- The student will pass, then all the check boxes are ticked
- 2nd attempts will update the result, if he/she is not passed in 1st attempt
- 3rd attempts is possible only if he/she is not passed in 2nd attempt
- Rhythm Strip File can upload the Rhythm Strip File from the computer, only pdf file less than 1mb can be uploaded here
- Click on "Submit" button to submits the checklist for that attempt
- Number of Ventilations, Number of Compressions and total time for 5 cycles are to be entered. These values are available from the Rhythm Strip File
- Any Remark for that attempt should be entered in the corresponding area
- Date of assessment and Instructor's Id will automatically captured
- Module2,Module3, and Module4 are similar except Rhythm Strip file uploading

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11. Past Sessions



Session Details

Create Session

Staff Details

Past Sessions

Question Bank

Reports

Logout

Logged In at
27/02/2014 20:52

V0.5

CPRact

Welcome ASHA!


PAST SESSION DETAILS

Created by	Chief Instructor	Scheduled Date	Session ID	Test Status	View	Un-Archive
ES12	VDN	25-11-2013	1043	Archived	View	Un-Archive


Screen 11

- Click on “Past Session” on the left panel to view the screen above (Screen 11)
- Click on “View” link to show the details of past test session
- Click on “Un-Archive” link to remove test session from archives and move that to Active Session Details

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12. Question Bank



Welcome ASHA!

QUESTION BANK

Session Details

Create Session

Staff Details

Past Sessions

Question Bank

Reports

Logout

Logged in at 27/02/2014 20:52

V0.5

QNO	Cat	Question	Answer1	Answer2	Answer3	CorrectAns
Q1	2	The universal distress signal for foreign body airway obstruction is when a person clutches the	Chest with both hands	Stomach with both hands	Neck with the thumb and fingers	3
Q10	3	Pulse check for an infant is best done at the	Carotid artery	Branchial artery	Femoral artery	2
Q11	1	Gastric distension is caused by	Low volume of air too fast inspiratory flow rate	High volume of air too fast inspiratory flow rate	Medium volume of air too slow inspiratory flow	2
Q12	0	You have been informed by your neighbour that her aged father has chest pain and shortness of breath your first action will be to	Advise her father to take relief medication	Recognise any early warning signs of heart attack	Advise her to contact her fathers usual GP	2
Q8	1	CPR is discontinued when	It is requested by significant others	It is an order from the police officer	There is return pulse and respiration	3
Q9	4	Post resuscitation the infant is placed in the lateral position to	Promote an open airway	Enhance drainage secretion	All of the above	2

Download

Upload Question Bank


*Attach Excel file No file selected.

Export

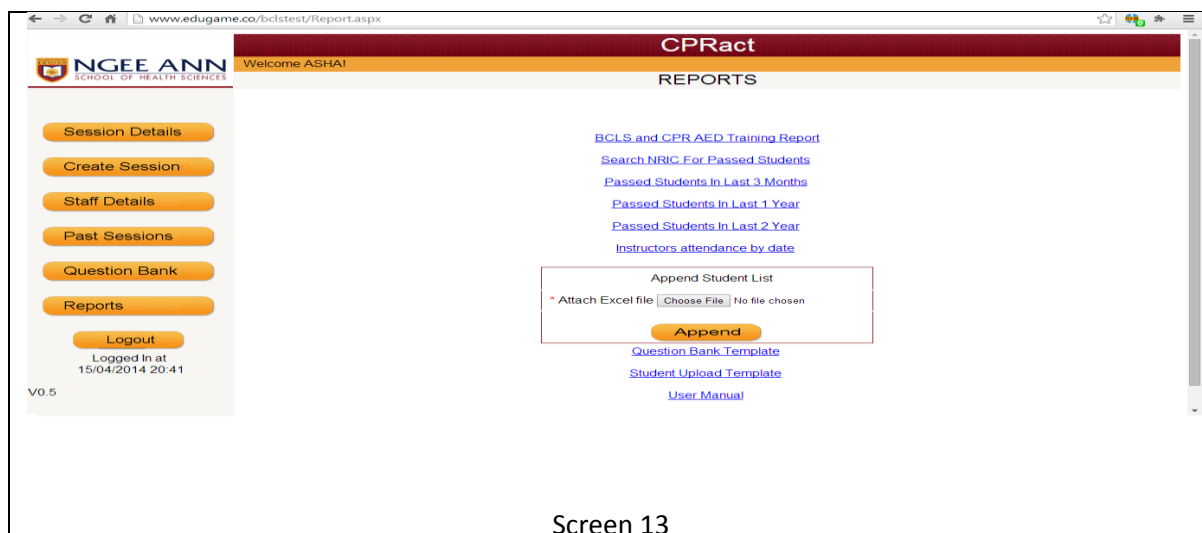
Screen 12

- Click on "Question Bank" on the left panel to view the screen above (Screen 12)
- Click on "Download" button download the question bank
- Click on "Export" button upload a new question bank

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13. Reports




- Click on “Reports” on the left panel to view the screen above (Screen 13)
- Click on “BCLS and CPR AED Training Report” link will show details of failed students
- Click on “ Search NRIC For Passed Students” link will allow to search passed students with their NRIC
- Click on “Passed Students in Last 3 Months” link will show Student details passed in last 3 months
- Click on “Passed Students in Last 1 Year” link will show Student details passed in last 1 year
- Click on “Passed Students in Last 2 Year” link will show Student details passed in last 2 year
- Click on “Instructor’s at attendance by date” link shows a search box for getting instructors details with exam date.
- Click on “Append” button to add student details
- Clicking on links named “Question Bank Template”, “Student Upload Template” and “User Manual” will download templates of question bank, student details, and user manual of CPRact respectively

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14. Certificate



Session Details

Create Session

Staff Details

Past Sessions

Question Bank

Reports

Logout

Logged In at
15/04/2014 22:24

V0.5

CPRact

Welcome ASHA!

Passed Students Details

Passed Students In Last 3 Months


No	StudentName	Student_ID	Student_NRIC	Group	Passed Date	Certificates	Send Mail
1	HSIEH PEI YUN	10138972B		HS1N01	11-06-2013	Certificate	Mail
2	LIM JIA MIN JASMINE	10143916B		HS1N01	02-12-2013	Certificate	Mail
3	LYE JIA LE SHIRLEY	10150842D		HS1N01	11-06-2013	Certificate	Mail
4	FOO MAW SHEN	10145777E		HS1N11	11-06-2013	Certificate	Mail

Approve

Screen 14

- Click on "Passed Students In Last 3 Month" on the screen 13 to view the screen above (Screen 14)
- Clicking on APPROVE button will generate two links 'Certificate' and 'Mail' for each passed students, and also will send a mail with attached certificate to all passed students
- Clicking on it ,certificate for corresponding student will visible as in a pdf format
- When clicks on mail link , a mail will send to the corresponding student with attached certificate

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15. Test Case: Uploading the Rhythm Strip File

8	Perform mouth-to-mouth breathing. Give 2 breaths (1 sec/breath).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9	Perform 30 compressions followed by 2 breaths (repeat steps 6 -9 for a total of 5 cycles).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10	Assess pulse after 5 cycles. If no pulse, repeat steps 6 -9.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11	If pulse is present, assess breathing. If no breathing, perform rescue breathing.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12	If breathing is present, place victim in the recovery position and wait till help arrives.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Rhythm Strip Verified:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Correct Ventilations(10):	<input type="text"/>	<input type="text"/>	<input type="text"/>
13	Correct Compressions(150):	<input type="text"/>	<input type="text"/>	<input type="text"/>
	Total time for 5 cycles (sec):	<input type="text"/>	<input type="text"/>	<input type="text"/>
	Result:	Referred	Referred	Referred
	Date of assessment:	4/15/2014	<input type="text"/>	<input type="text"/>
	Instructor:	ES12	<input type="text"/>	<input type="text"/>
	Remarks:	<input type="text"/>	<input type="text"/>	<input type="text"/>

Rhythm Strip File : No file selected.

Screen 15

- Click on “Browse” button to select Rhythm Strip File from computer
- Click on “Upload” button after selection, to upload Rhythm Strip File along with student’s module 1 checklist
- Uploaded file is not of PDF format will show a message of “file format is not acceptable”
- Click on “Submit” button to save details