TheraSense®
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System Installation Guide

For use with the
Handspring™ Visor™
Handheld Computer

FreeStyle
TRACKER™
Diabetes Management System

FREESTYLE TRACKER™ DIABETES MANAGEMENT SYSTEM

SYSTEM INSTALLATION GUIDE

This System Installation Guide describes how to set up the FreeStyle Tracker™ System for its first use.

The electronic *User's Guide* and the printed *Blood Glucose Testing Guide* explain how to use the System.

This Guide takes you through the process of setting up your System for its first use. You should also refer to this Installation Guide if:

➤ You are installing the FreeStyle Tracker System for the first time.

➤ You want to install the FreeStyle Tracker System on a different PC (see page 28).

➤ You want to install the FreeStyle Tracker System on a different Handspring™ Visor™ handheld computer (also called a PDA) (see page 28).

If you are familiar with using a windows based PC and a PDA, you may find the Quick Start (see page 30) sufficient to guide you through the process of installing the software and setting preferences.

Gathering Your Diabetes Information

Consult your healthcare professional to help gather the information in the table at the end of this Guide (pages 31-32). This information will be used when you set up your Preferences in the FreeStyle Tracker System according to your unique needs. This step is optional; however, it will make setup easier. It will also be helpful in getting the greatest benefit from your FreeStyle Tracker System.

The following lists describe the **minimum** levels of equipment and software needed to use the FreeStyle Tracker System.

NOTE:You must utilize the PC-related equipment listed below for setup of the FreeStyle Tracker System, even if you do not plan to use FreeStyle Tracker's PC-based features (called the FreeStyle Tracker™ Data Management System).

Windows® Based PC Minimum Requirements

➤ Windows® 95 or Windows® NT 4.0 Operating System (OS)

  • Windows NT 4.0 requires Service Pack 6 to be installed*

➤ 8 MB memory (16 MB recommended)

➤ 30 MB available hard disk space

➤ 800 x 600 resolution VGA monitor

➤ CD drive

➤ Mouse or other pointing device

➤ USB or serial port

➤ Printer (if hard copies of reports are desired)

* Contact Microsoft Corporation or TheraSense Customer Service 1-888-522-5226 for help.

FreeStyle Tracker™ Module and Software Requirements

FreeStyle Tracker Module

FreeStyle Tracker CD:
• FreeStyle Tracker Diabetes Management Software (for the PDA)
• FreeStyle Tracker Data Management Software (for the PC)
• FreeStyle Tracker Installation Program (for the PC and PDA)
• FreeStyle Tracker User's Guide
• Blood Glucose Testing Guide
• System Installation Guide

Handspring™ Visor™ Handheld Computer Requirements

➤ Handspring Visor handheld computer, with at least 8MB of internal memory (Deluxe, Edge, Neo, Platinum, Prism, or Pro model)

➤ Visor **free** memory, at least 600 KB (for details see Troubleshooting section on page 28)

➤ Palm Operating System (OS) Software (pre-installed), version 3.1 or higher (for details see Troubleshooting section on page 29)

➤ Handspring CD – contains Visor handheld software and documents

➤ HotSync Cradle (USB or serial, depending on PC ports)

➤ Handspring installation documents and quick reference guide

Getting Started with your Visor PDA

If you purchased your FreeStyle Tracker™ Diabetes Management System with a new Visor handheld computer (also called a PDA) or if you are setting up your PDA for the first time, do the following:

1. Complete all the steps in the Handspring installation instructions (packaged with your Handspring Visor PDA). Make sure the following steps are performed:

➤ Installing batteries or charging your PDA

➤ Plugging your Cradle into your PC

➤ Installing the software from the Handspring CD

➤ Synchronizing the data (using the HotSync function)

2. Remove the Handspring CD from the CD drive, but leave the PC running when you complete these steps.
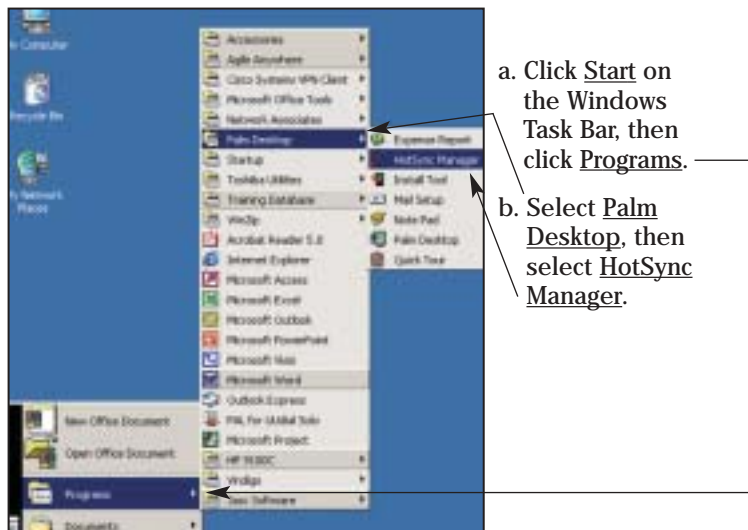
3. Remove the PDA from the Cradle.

Additional Help for Getting Started with your Visor PDA

If you are not familiar with using the Visor PDA, see Appendix A in the electronic *FreeStyle Tracker™ System User's Guide* located on the FreeStyle Tracker CD. It gives you instructions on using the PDA features required for the FreeStyle Tracker System.

If you are not familiar with using Windows 95 OS or later versions, see Appendix B in the electronic *FreeStyle Tracker™ System User's Guide* located on the FreeStyle Tracker CD.

NOTE: You **must** be able to perform a HotSync operation to load the FreeStyle Tracker System software on to your PDA.

1. Check that the HotSync utility is running on your PC. Do this by moving the Mouse pointer over the Task Bar. **Only if the ⟡ (HotSync Manager) icon is NOT shown, do steps 1a and 1b:**

a. Click <u>Start</u> on the Windows Task Bar, then click <u>Programs</u>.

b. Select <u>Palm Desktop</u>, then select <u>HotSync Manager</u>.

2. Close all programs running on your PC with the exception of the HotSync Manager.

3. Remove the PDA from the Cradle.

4. Place the CD supplied with the FreeStyle Tracker System into the CD drive of the PC. (If the installation program on the CD does not start automatically see the Trouble Shooting section on page 29.)

5. When the FreeStyle Tracker System installation starts, the "Preparing to Install . . . " screen is displayed. No user action is needed for this step. Just wait for the next screen. This may take a few minutes.

No user action is needed for this step

6. When the "Welcome to the InstallShield Wizard" screen is displayed, click on <u>Next</u>.
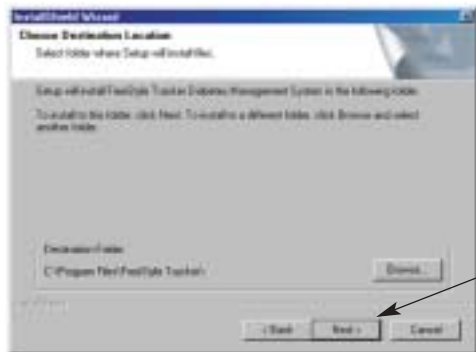

Click <u>Next</u> to continue

7. Next, the "License Agreement" screen is displayed. Scroll down to review the entire agreement. Then click I Agree if you agree to all the terms and conditions. (If you do not agree and click Do Not Agree, you cannot install the FreeStyle Tracker System.)


Scroll or page down to read the full agreement

Click I Agree to accept the terms and continue

8. The "Choose Destination Location" screen is displayed next. Click Next to accept the default installation location. (Accepting the default location will be helpful if you need to call for support).

Click Next to continue

9. For a first time installation, click the Next button to accept the highlighted (default) "Complete" selection, which will perform a complete software installation for your PC and PDA. (See page 28 for other options.)
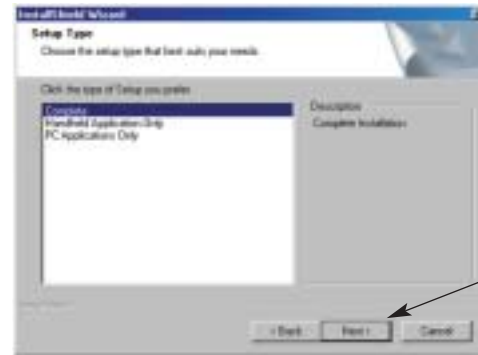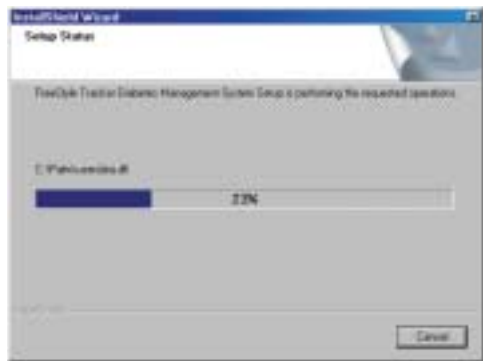

Click Next to continue

10. Read the instructions on the "Special Instructions" screen. If the PDA is in its Cradle, remove it from it's Cradle.

Remove the PDA from it's Cradle

Click OK to continue

11. When the "Setup Status" dialog box is displayed no user action is required. It may take a few minutes for the next screen to appear.

No user action is needed for this step

12. Read all the instructions on the "Special Instructions" screen. Then click OK.

**READ ALL THESE INSTRUCTIONS. Then click OK to continue.**

13. Click No in the "Confirmation" screen if you do not want to make the Pilot Install program the default installer. (If this screen does not appear, skip to the next step.)

Click No to continue

14. The "Pilot Install" screen is displayed next.

   a. Select either the USB or COM1 port depending on which type of PDA Cradle you are using

   b. DO NOT CLICK Cancel

   c. Go to step 15 on the next page to continue
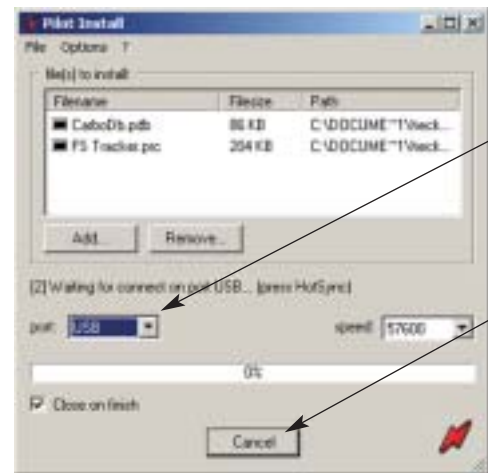

Select the USB or COM1 port connected to your PDA Cradle

DO NOT CLICK Cancel

15. Place the PDA into its Cradle, then press the HotSync button on the Cradle.


Press the HotSync button to begin transfer of the FreeStyle Tracker software to the PDA

16. When the synchronization is working, the progress bar on the PC screen will gradually advance to 100 %. This may take several minutes.
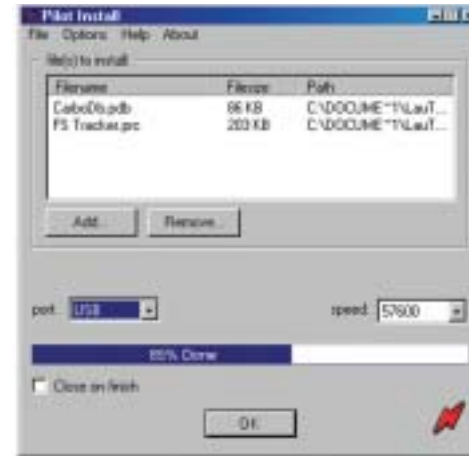
No user action is needed for this step

17. When synchronization is finished, this screen may be shown. Verify that no errors were reported (on the text line below the Add and Remove buttons). (If this screen does not appear or is closed, skip to the next step.)
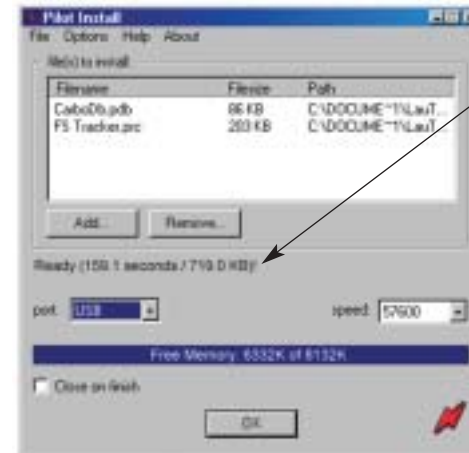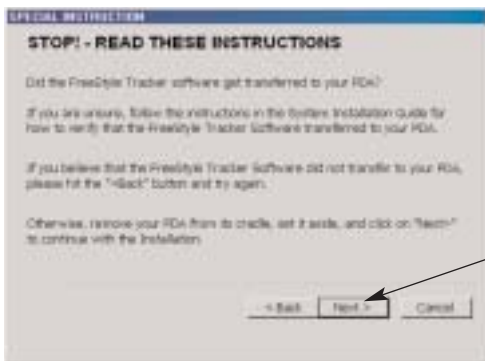

Verify that no errors were reported here

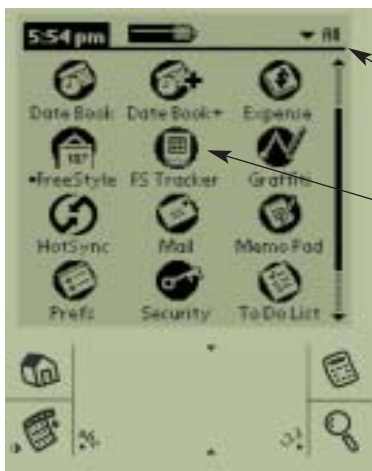**NOTE: File sizes and paths may be different than shown here**

Go to next step to continue

18. Read the directions in the "Special Instructions" screen.

**Remove the PDA from its cradle**

Click Next to con-tinue

To verify that the FreeStyle Tracker software was downloaded to your PDA:

a. Tap the ⌂ (Home) icon

b. Ensure "All" is displayed in the upper right cor-ner

c. Locate the ▦ (FS Tracker) icon (this confirms the software was loaded)

19. The "Setup Status" screen will resume. The progress bar will move towards 100%. No user action is required.
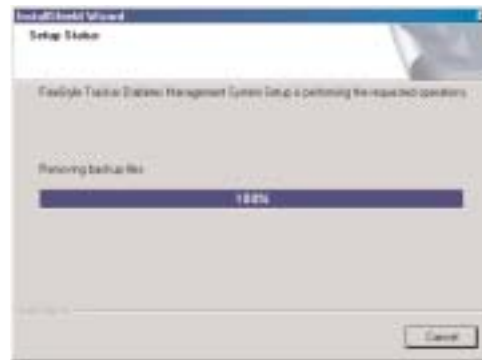
No user action is needed for this step

20. When the installation has successfully completed, the "InstallShield Wizard Complete" screen is displayed, as shown below. Click the Finish button to complete the software installation.

Click Finish to complete the software installa-tion

You have now successfully completed the software installation. Continue on to the next section to input your personal prefer-ences in your PDA.

The FreeStyle Tracker™ System is designed to track your unique diabetes management needs easily and efficiently. It remembers the settings that you have entered as Preferences. This is for your convenience, so that you do not have to enter an item type or value each time you enter a new event.

For example, exercise of **30 minutes** of **Walking** at a **Medium intensity** can be saved as your Exercise Preference Settings so that, each time you input an Exercise event, these settings are preloaded. You can change any of these items (in this example, to **20 minutes** of **Walking** at a **High intensity**) when they differ from the typical values you set in your Preferences.

To Access all Preferences Settings

1. Tap the (FS Tracker) icon to start the FreeStyle Tracker System. (Your screen may look different from the one shown here).

Tap the (FS Tracker) icon

(The (FreeStyle) icon is tapped to start a glucose measurement.)

Ensure All is selected and scroll up or down if necessary to find the (FS Tracker) icon

2. Tap the (Menu) icon, then tap Preferences to access all the Preferences settings.

Tap the (Menu) icon, then tap the Preferences menu heading

(These steps are used to access each item in the Preferences menu)
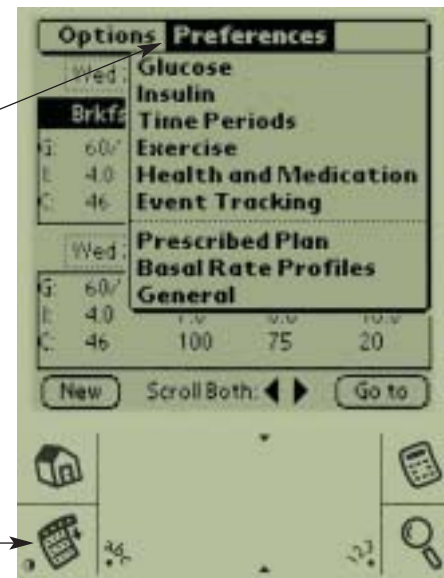
For more information on these Preferences, see the referenced pages:

NOTE: If you have filled out the "Your Diabetes Information" table at the end of this Guide (see pages 31-32), you can use it during the following steps.
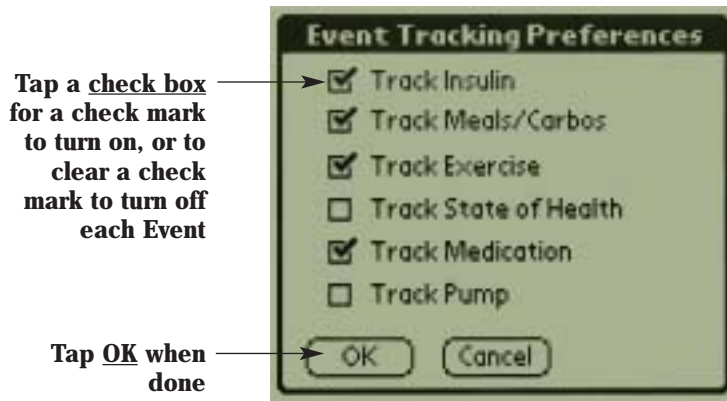
Selecting Events and Activities to Track

The Event Tracking setting allows you to specify items you would like to track with the FreeStyle Tracker System—insulin, carbohydrate intake, exercise, state of health, medications, and pump information.

NOTE: Items that are turned off will not appear on the New Event screen for selection.

In the Preferences menu, tap Event Tracking.

Tap a check box for a check mark to turn on, or to clear a check mark to turn off each Event

Tap OK when done

Setting your Glucose Limits and Units Preferences

These settings specify what unit of measure will be used when your blood glucose is displayed, and specify the glucose target range used in graphs, charts and for statistical calculations.

In the Preferences menu, tap Glucose.

Tap the Units down arrow to view and select mg/dL or mmol/L. (mg/dL is the standard unit of measure in the U.S.)

Tap the up-down arrows to adjust the High and Low Limits of your Glucose Target Range

Tap OK when done
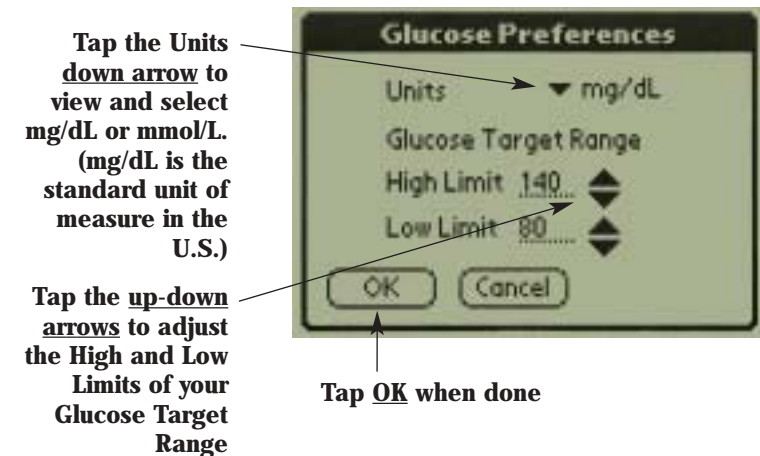
Setting Insulin Type and Dose Preferences

These settings allow you to enter the dosage and type of insulin that you typically use.

NOTE: If you use more than one type of insulin, you may want to choose the insulin that has the most constant dose.

In the Preferences menu, tap Insulin.
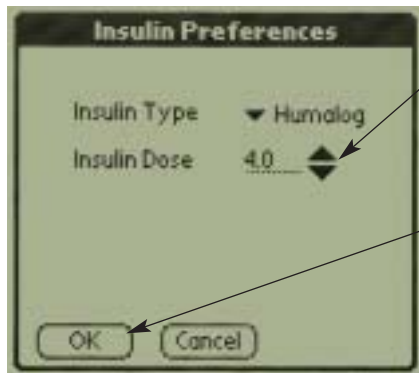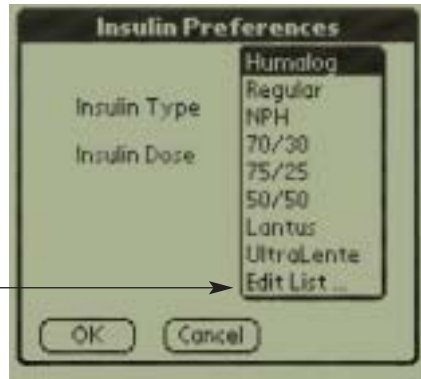
Tap the Insulin Type down arrow to view and select the desired insulin type from the pick list

If desired entry is not shown, select Edit List (see page 21)

Tap the Insulin Dose up-down arrow to set your dose as directed by your healthcare professional

Tap OK when done

Adding Items to the Pick List:

If the type of insulin (or exercise or medication) you use is not listed:

Tap Edit List at the bottom of the Insulin (or Exercise or Medication) Type listing (see previous page).

Tap New to add a new item to the pick list

The Modify/Add List Item box is displayed

Use Graffiti or tap the "a b c" icon to display the on-screen Keyboard to enter the new item

If using the Keyboard, type the new item's name, then tap Done

Tap OK in the Modify/Add List Item screen above and then tap OK in the Edit List screen (top)

(Graffiti and on-screen Keyboard use is explained in the electronic *FreeStyle Tracker System User's Guide*)

Setting Time Periods for your Daily Schedule

These settings establish Time Periods to show when a glucose reading was taken relative to a meal, snack or bedtime. You can always alter the pre-loaded setting by going to the Details screen for this event. The Time Periods segment a twenty-four hour interval (that does not necessarily end at midnight). Time Periods can not total more than twenty-four hours.

In the Preferences menu, tap <u>Time Periods</u>.

Tap the Start Time in the <u>left</u> column to change its value

The Time Setting box will be displayed

Tap the value to be changed, then use the <u>up-down arrows</u> to change that value

Repeat as needed for each value

Tap <u>OK</u> when done

End Times set by the system. (They are one minute prior to the next Start Time.)

For a more detailed description of Time Periods and their usage, see the electronic *FreeStyle Tracker*™ *System User's Guide.*

Setting Typical Exercise Routine Preferences

These settings allow you to enter your typical exercise type, duration, and intensity.

In the Preferences menu, tap <u>Exercise</u>.

Tap the <u>down arrows</u> to the right of Type, Duration and Intensity to view the choices, then tap your selections

Tap <u>OK</u> when done

NOTE: If the type of exercise you do is not listed, tap <u>Edit List</u> at the bottom of the Exercise Type pick list to add other exercise types. (See "Adding Items to the Pick List" on page 21 if you need detailed instructions on adding pick list items).

## Setting Typical State of Health and Medication Preferences

These settings allow you to enter your typical state of health and medication.

NOTE: If you use more than one type of medication, you may want to chose the medication that has the most comstant dose (number of pills)

In the Preferences menu, tap Health and Medication.

Tap the down arrows next to Health Condition and Medication to view the choices, then tap your selections

Tap OK when done
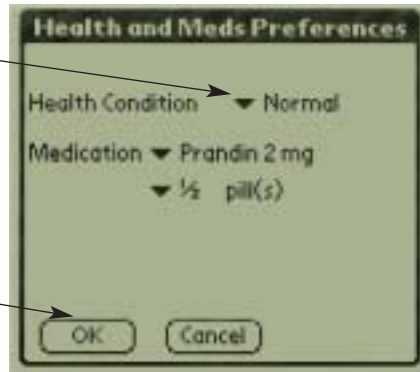
NOTE: If your State of Health or Medication is not listed, tap Edit List at the bottom of the pick list to add other types. (See "Adding Items to the Pick List" on page 21 if you need detailed instructions on adding pick list items).

## Entering Prescribed Plan Information

The Prescribed Plan table allows you to store, and then view your current prescribed regimen for insulin medication, insulin sensitivity, oral medication, carbohydrate grams per meal and insulin-to-carbohydrate ratio for each meal.

In the Preferences menu, tap Prescribed Plan.

B=Breakfast   **Med1-3** = Insulin doses
L=Lunch   **Sens**=Insulin Sensitivity
D=Dinner   **Med4-6** = Oral medications
Bd=Bed   **Carbs**=Carbohydrates in grams
Snk= Snack   **Ratio** = Insulin-to-carbohydrate ratio

Tap any numerical value to open the related entry screen (example below)
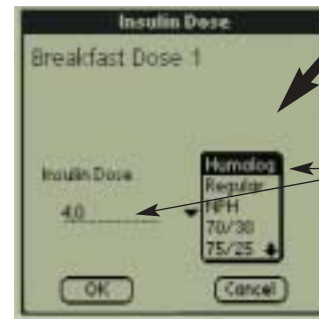
Enter requested information and make selections from the pick lists

Repeat for each numerical value in the table as needed

Tap OK when done

NOTE: If the type of insulin or medication you use is not listed, see the instructions on page 21 for adding new items to the pick list.

Setting General Preferences

These settings determine some general system features for your FreeStyle Tracker System:

➤ The level of sound you will hear from the PDA during a glucose test

➤ The default date range used for graphs, charts, and statistical displays.

In the Preferences menu, tap General.

Tap the down arrow to view the choices (Off, Low, Medium, High), then tap your selection

Tap the down arrow to view the choices (1, 3, 7, 14, 30 Days or All Days), then tap your selection

Tap OK when done
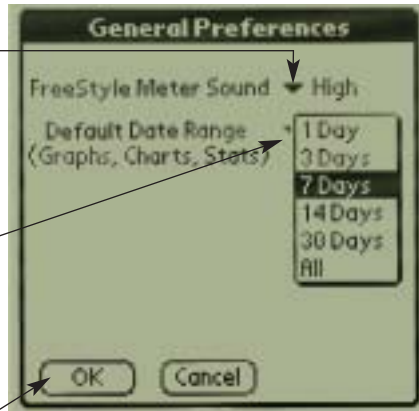
This concludes setup of the FreeStyle Tracker System. We suggest that you do a HotSync (as explained on page 12) to save your settings to your PC as a backup. To restore those settings, see the "Troubleshooting" chapter in the electronic *FreeStyle Tracker™ System User's Guide.*

Your FreeStyle Tracker System on both the PC and the PDA is now ready for use.

> **IMPORTANT**
>
> See the *FreeStyle Tracker™ Blood Glucose Testing Guide* for instructions on doing a test using control solution before measuring blood glucose.

NOTE: There is a FreeStyle Tracker icon on your Windows Desktop that can be used to start the PC-based FreeStyle Tracker Data Management System.

Before using the FreeStyle Tracker Data Management System on your PC, you will need to make glucose measurements and/or event entries on the PDA. Then you will need to perform a HotSync operation to transfer that information to the PC providing data for the PC program to display. Data can only be entered on you PDA. The PC-based FreeStyle Tracker Data Management System is for viewing and printing your data as well as for storing a backup copy of your PDA data.

To only install the FreeStyle Tracker Diabetes Management Software on your PDA (and not on your PC) or on an additional PDA, follow the instructions on pages 3 to 15 with one exception. When you get to step 9 (on page 9,) click the "Handheld Applications Only" selection. This selection will also remove any FreeStyle Tracker software from your PC.

If you need to install only the FreeStyle Tracker Data Management Software on your PC (and not any software on your PDA), or install the software on a different PC, follow all the instructions on pages 3 to 15 with one exception. When you get to step 9 (on page 9), click the "PC Applications Only" selection.

Troubleshooting Tips

To check the PDA free memory available, tap the (Applications) icon (lower left), tap the (Menu) icon, tap Info, then tap Size. "Free Memory" is the **first** of the two values shown at the top of the screen. You will need at least 600 K for setup and operation.
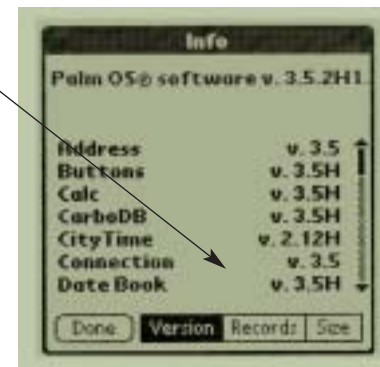
Tap the (Applications) icon, tap the (Menu) icon, tap Info, then tap Size

"Free Memory" is the first value shown at the top of the screen

To check the Palm OS version, while still in the "Info" screen - tap Version. The Palm OS version is shown at the top of the screen.

Tap Version—the Palm OS version is shown at the top of the screen

For other PDA related troubleshooting tips please consult your Handspring documentation or their Technical Support Department, or call TheraSense Customer Service toll free at 1-888-522-5226.

If the PC installation program does NOT start after 20 seconds, do the following:

a. Click Start on the Windows Task Bar (normally located at the bottom of the screen).

b. Click Run in the Start Menu, then click Browse.

c. Click the down arrow to the right of the "Look In" field (at the top of this Dialog Box), then double-click My Computer.

d. If there is a CD in the drive, either a disk or the name of the CD will be shown. Double-click that icon to select the CD drive.

e. A list of programs will be displayed. Double-click Setup (or Setup.exe) to select the installation program, then click OK to start the installation.

If you are familiar with using a Windows based PC and a PDA, you may find the following Quick Start sufficient to guide you through the process of installing the software and setting the preferences. The detailed procedures on pages 3-27 for more information.

1. First open the Handspring Visor package.*

2. Locate the PDA, remove its screen cover and install the batteries or charge the PDA.*

3. Set up the basic configuration of the new PDA (date, time, etc.)*

4. Insert the Handspring CD (supplied in the Visor package) into the PC's CD drive to install the Palm Desktop Software on the PC.*

5. Connect the HotSync Cradle to the PC.*

6. Ensure the HotSync Manager is running on the PC.

7. Put the PDA in its Cradle and press the HotSync button. When the HotSync is finished, remove the PDA from its Cradle.

8. Open the FreeStyle Tracker Module and Software package.

9. Locate the FreeStyle Tracker Software CD and insert the CD into the PC's CD drive to install the software on the PC.

10. During the installation process, a "Pilot Install" dialog box is displayed. Press the HotSync button to install the FreeStyle Tracker software on your PDA.

11. When the HotSync process is finished, remove the PDA from its Cradle.

12. Follow the prompts to complete the software installation.

13. Tap the [icon] (FS Tracker) icon on the PDA, tap the [icon] (Menu) icon and then tap Preferences.

14. Tap each item in the Preferences menu, then make the desired entries. (To make entries in the Prescribed Plan table, tap each numerical value in the table to display its entry screen).

* You may have already performed these steps if you have been using your PDA prior to the FreeStyle Tracker System setup.

Consult with your healthcare professional, then enter your prescribed values for the items in the following table. These will become your preference settings used by the FreeStyle Tracker System. You may want to use a pencil to enter these values into this table as they may change over time.

After you have completed the following table, you can enter those values in the Preference categories on your PDA.

CAUTION

Use care in making entries. The System cannot check your entries for accuracy. Inaccurate information could result in serious health problems.

YOUR DIABETES INFORMATION	
Item	Value
Glucose Units – mg/dl or mmol/L	
Glucose Target – High Limit	
Glucose Target – Low Limit	
Insulin Type (e.g. Humalog)	
Insulin Dose - most frequently taken	
Time when you rise (e.g. 6:00 AM)	
Breakfast time (e.g. 8:00 AM)	
Lunch time (e.g. 12:30 PM)	
Dinner time (e.g. 6:00 PM)	
Bed time (e.g. 11:00 PM)	
Exercise Type (e.g. Walking)	
Exercise Duration (e.g. 30 minutes)	
Exercise Intensity (e.g. Low)	
State of Health (e.g. Normal)	

YOUR DIABETES INFORMATION (Con't)	
Item	Value
Medication 1 type (e.g. Humalog)	
Medication 1 dose	
Medication 2 type (e.g. Regular)	
Medication 2 dose	
Medication 3 type (e.g. Lantus)	
Medication 3 dose	
Medication 4 type (e.g. Actos)	
Medication 4 dose	
Medication 5 type (e.g. Starlix)	
Medication 5 dose	
Medication 6 type (e.g. Glucophage)	
Medication 6 dose	
Insulin sensitivity (e.g. 50)	
Carbohydrate intake recommended for breakfast (grams)	
Carbohydrate intake recommended for lunch (grams)	
Carbohydrate intake recommended for dinner (grams)	
Carbohydrate intake recommended for bedtime (grams)	
Carbohydrate intake recommended for a snack (grams)	
Unit of insulin per grams of carbohydrate at breakfast (insulin/carb ratio)	1 /
Unit of insulin per grams of carbohydrate at lunch (insulin/carb ratio)	1 /
Unit of insulin per grams of carbohydrate at dinner (insulin/carb ratio)	1 /
Unit of insulin per grams of carbohydrate at bedtime (insulin/carb ratio)	1 /
Unit of insulin per grams of carbohydrate at snack time (insulin/carb ratio)	1 /

THERASENSE®
The Technology of Caring™

1360 South Loop Road
Alameda, CA 94502

www.freestyletracker.com
Toll Free 1-888-522-5226