QUICK GUIDE

COMPASS GPS

THE COMPASS GPS STAND-ALONE DATABASE

The COMPASS GPS Stand-alone database is a small database that allows you to create and select your client before you enter the fitting software. The database lets you keep track of demographic and audiological information about your clients and all fitting and audiogram sessions, even if you do not have access to a full business system. If you are running COMPASS GPS under a Noah or Noah Business system, COMPASS GPS uses the Noah database instead of the COMPASS GPS Stand-alone database.

In the *Latest audiogram section*, you can enter measured HTL, BCL and UCL values. The database lets you view all audiograms you have entered for your client, and you can edit the latest audiogram. The latest audiogram serves as the basis for the calculations and estimates made by COMPASS GPS.

The database shows a list of fitting and audiogram sessions you have made with your client. Both the latest and any earlier fitting sessions can be viewed from the client *Sessions* list. The model and serial number of the most current hearing instrument programmed for the client can also be viewed.

Opening COMPASS GPS

Depending on your setup, COMPASS GPS opens in different ways.

COMPASS GPS without Noah

If you have no Noah installation, and you open COMPASS GPS, you are taken directly to the COMPASS GPS Stand-alone database:

1. Double-click the COMPASS GPS (Stand-alone database) icon on your desktop, or click the icon in the *Start* menu. A prompt will appear, asking you to log in to COMPASS GPS.

2. Enter your *Initials* and your *Password* that was created in COMPASS GPS Console, and select *Log in*. The COMPASS GPS Stand-alone database opens. If this is the first time you log in to COMPASS Stand-Alone database, you can use the initials *ADM* and the password *GPS*.

3. Select or create a client, and you are ready to enter COMPASS GPS and make a fitting. A client must be selected before you can open COMPASS GPS. If this is the first time you have opened the program, you must create a client before you can continue.

COMPASS GPS and Noah 4

If you have Noah 4 installed, and you open COMPASS GPS without having opened Noah first, COMPASS GPS opens under Noah transparently.

1. Double-click the COMPASS GPS icon on your desktop, or click the COMPASS GPS icon in the *Start* menu. You will be asked to log in to Noah 4.

2. Enter your user name and password, and select *OK*. This opens the Noah 4 Patient Browser. The Patient Browser works in the same way as it does under Noah 4. You can create, edit and delete patients. The browser shows the columns that you have defined in your Noah 4 software.

3. Select a patient and now you can open an existing session or create a new session with the client that was saved previously in Noah 4. You can also edit or create an audiogram for your client.

4. Select the desired session *and double click* to open COMPASS GPS.

If you have Noah 4 installed, and you open COMPASS GPS from within Noah, you are taken directly into the COMPASS program using the data for the client you selected in Noah. If you did not select a client in Noah, the Noah 4 Patient Browser opens so that you can select a client before you open COMPASS GPS.

Note: If Noah 4 is installed on your computer and you wish to use a stand-alone database (data not saved in NOAH 4), you can search the programs on your computer for COMPASS GPS Stand-Alone database. Once located, double click on COMPASS GPS Stand-Alone database and it will launch outside of Noah 4.

The COMPASS GPS Stand-alone database window

When you open COMPASS GPS in Stand-Alone mode, you are automatically taken to the COMPASS GPS Stand-alone database window showing a list of your clients. You must select a client before you can enter COMPASS GPS.

When you have selected a client, the various fields in the browser show information about the client. You have a number of options:

- **Clients**: This is a list of the clients you have created. The list is sorted according to the clients' last names. Double-click a client to open a session with the client. If fitting sessions already exist for the client, the latest session opens.

- **Select client**: This button is displayed instead of the Clients list if you have already selected a client in the Noah 4 Patient Browser. Click the button if you need to return to the Patient Browser and select another client.

- **Sessions**: As soon as you select a client from the Clients list, the Sessions list shows all the fitting sessions and audiograms you have made for the client. If you hold your mouse pointer over a fitting

session, you can see the comments made for the session. Double-click a fitting session to open it. If you want to see an older audiogram, select the session, and click the *View* button.

- **Latest audiogram**: This field always shows the latest audiogram information. If you want to edit the audiogram, click the *Edit audiogram* button. You cannot edit earlier audiograms, but you can view them. If you have not yet made an audiogram, click the *Enter audiogram* button to open the audiogram window.

- **Current devices**: This field shows the hearing aids and DEX units selected during the latest fitting session. You can see the type names and the serial numbers of the devices.

- **Client comments**: This is a text field that you can use for general comments about your client, the fitting, or other things. This field is not connected to a special session. It shows any text you entered, either in the COMPASS GPS Stand-alone database window or in the Client editor.

At the top of the COMPASS GPS Stand-alone database window you can search for and work with clients:

Create client. Create a new client. See below for more information about creating clients.

Edit client. Edit the information about the selected client.

Delete client. Remove the selected client from your database. When you click this icon, you are asked whether you are sure that you want to delete the client. Answer *Yes* to permanently delete the client from your database.

Search. Write a name (first name, middle name or last name) or a birth date in the field. Press Enter, or click the icon to start the search. The icon changes to an 'X'. If you have made a search and want to show the entire list of clients again, click the 'X' icon.

Sort clients by. Use the drop-down list to choose how to sort your client list. You can sort by first name or last name, ascending or descending, and you can choose to show the clients with the newest sessions at the top of the list.

When you have finished working with the COMPASS GPS Stand-alone database window, you can move on:

- Click *New session* to create a new session with the selected client.

- Select an existing session from the *Sessions* list, and click *Open session* to work with the session.

- Click *Close GPS* to close the browser and COMPASS GPS.

- Note: Noah 4 transparency remembers your client selection. If you open COMPASS GPS again, through the desktop icon, within 5 minutes, the same client is automatically selected, and COMPASS GPS opens directly.

Client editor

The Client editor opens when you create or edit a client. It is the same dialogue box that opens whether you select the *Create client* or the *Edit client* icon in the COMPASS GPS Stand-alone database window. Use the dialogue box to enter demographic information about your client.

You can fill in as many fields in the dialogue box as you need. You must, however, enter a first name and a last name for your client.

Use the *More fields* icon to expand the dialogue box and display all the information about your client.

Besides the demographic information about your client, you can also enter comments related to the client. Any text you enter in the Client comments field is displayed in the COMPASS GPS Stand-alone database window when you select the client. In this way, you always have easy access to any important information about the client.

While working in the Client editor, you can use your mouse and click the fields to move to them, or you can use the Tab key on your keyboard to move to the next field.

When you have filled in or changed the various fields in the Client editor, select the *OK* button to save the information and close the dialogue box.

Audiogram

You can open the Audiogram editor by selecting the *Enter audiogram* or *Edit audiogram* button in the field *Latest audiogram*. This opens an empty Audiogram editor, or the latest audiogram entered for the selected client. If you want to view a previous audiogram, select it in the *Sessions* list, and click the *View* button, or double-click the entry in the Sessions list.

The audiogram data you enter serves as the basis for the calculations made by COMPASS GPS.

To enter the hearing threshold level of a client, move the cursor to the audiogram, and click the audiogram to insert markers of the measured values. To help you find the right marker position, a numeric position guide is shown next to the cursor.

To insert another curve type, choose the type from the curve selection field.

- Use the HTL (Hearing Threshold Level) option to enter HTL air conduction data.
- Use the BCL (Bone Conduction Level) option to enter bone conduction data.
- Use the UCL (UnComfortable Level) option to enter UCL data.

All markers of the same type are automatically connected when they are placed in the audiogram area. If you misplace a marker, for instance at the 1000 Hz position, you can change it by clicking elsewhere on the 1000 Hz line. If you want to erase the inserted marker, click it once with the right mouse button.

Select *OK* to close the audiogram module when you have finished your audiogram.

If you want to remove all data, use the *Delete audiogram* button at the bottom left corner of the window. When you click this button, you are asked whether you are sure that you want to delete the audiogram. Answer *Yes* to permanently delete the audiogram from your database.

If you want to close the Audiogram window without making any changes, click the *Cancel* button.

Close COMPASS GPS

When you have made a fitting session, select *End session* in the upper right corner of the COMPASS GPS window to close and save the data.

In the dialogue box displayed, you have three options:

- Select *End session* to save the session. You are then taken back to the COMPASS GPS Stand-alone database.
- Select *Close COMPASS* to save the data and close both the COMPASS GPS window and the COMPASS GPS Stand-alone database.
- Select *Cancel* to return to the COMPASS GPS window.

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Document version: 4.0. Issued: 2020-05