



CViConnect PRO Quick Guide

Welcome to the CViConnect PRO Quick Guide. This guide contains instructional videos and steps to help you get started with the app. We are excited to have you onboard! If you have questions, please visit our [Contact Us page](#) to get in touch.



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COMING SOON

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What are CViConnect and CViConnect PRO

The CViConnect Professional Edition is designed to allow a student's educational team to work collaboratively in order to provide a consistent approach at school and home. The application runs on an iPad, although many features can be accessed through a standard web browser.

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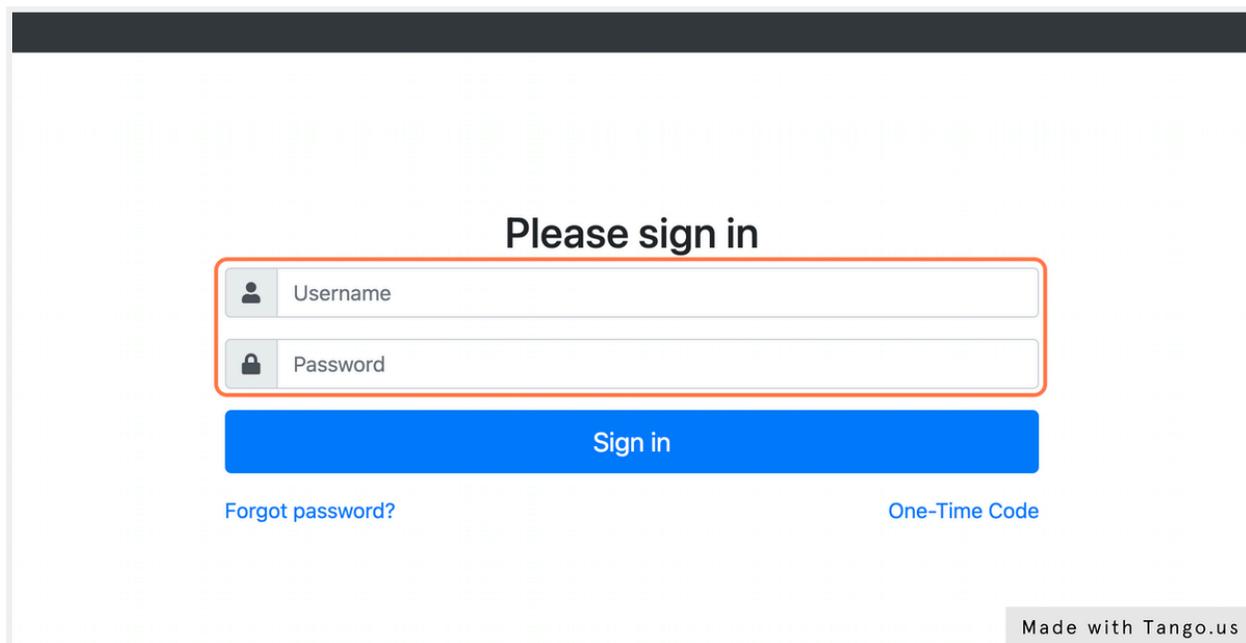




Student Enrollment (watch video)

The CViConnect Professional provides professionals a secure dashboard to collect each of their student's data. To begin their unique CVI experience, begin by enrolling them in your educational agency's CViConnect PRO department.

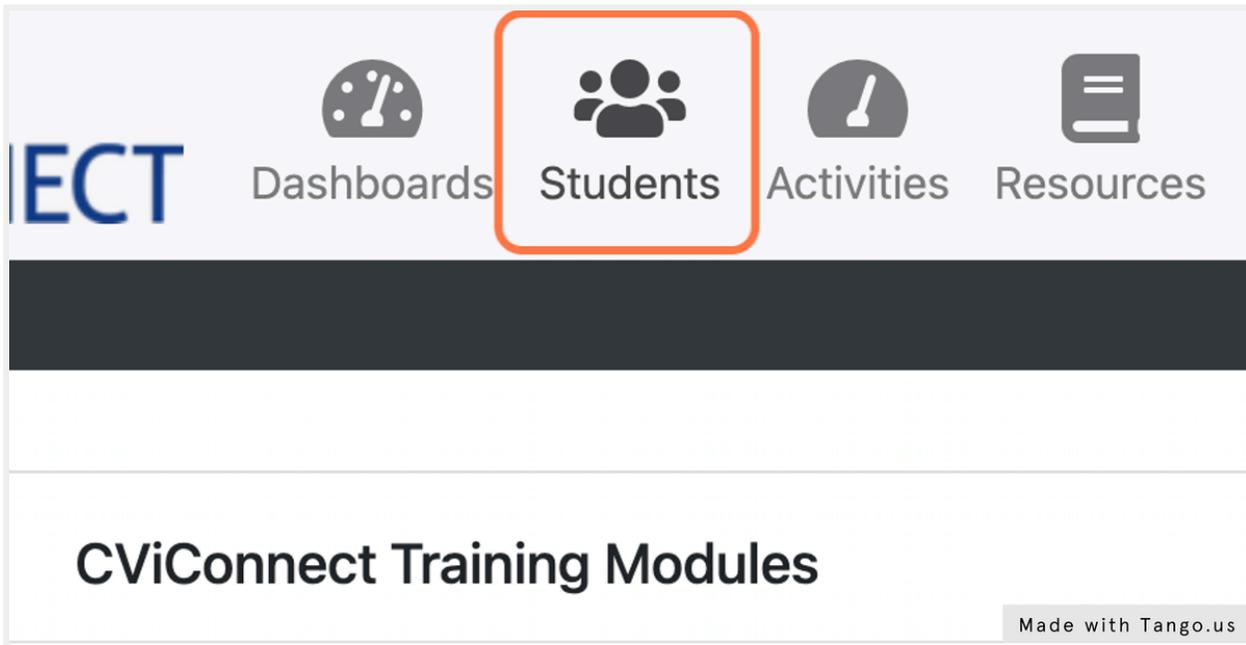
- 1. Go to CViConnect PRO Dashboard**
- 2. Login using your unique ID and password**



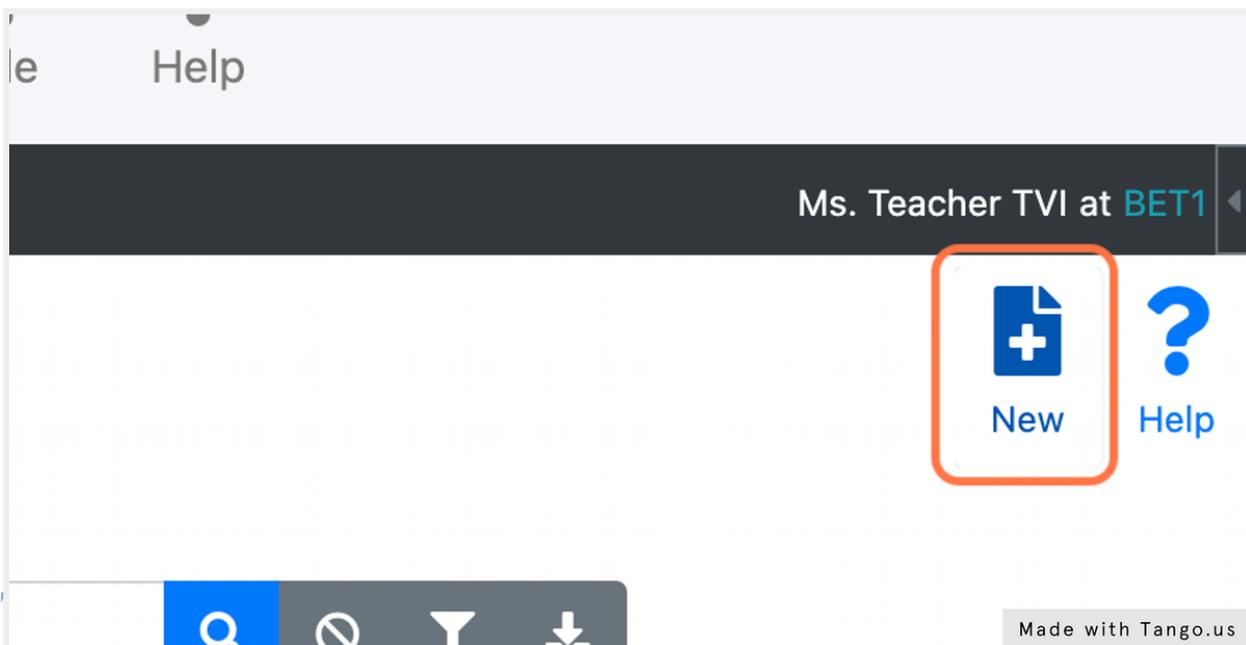
The screenshot shows a login interface with the following elements:

- A black header bar at the top.
- The text "Please sign in" centered above the input fields.
- A "Username" input field with a person icon on the left.
- A "Password" input field with a lock icon on the left.
- A blue "Sign in" button below the input fields.
- Links for "Forgot password?" and "One-Time Code" below the sign in button.
- A "Made with Tango.us" watermark in the bottom right corner.

3. Click on Students



4. Click on New



5. Fill in the student demographic information.

This is the Enroll a Student page. When you enroll a Student, a user ID and password are created for the student.

Name

Title Middle

Gender Male Female Unknown

Date Of Birth

User ID Student ID

Made with Tango.us

6. Click on Save

Profile Help

Ms. Teacher TVI at BET1

the Student so that they can access the system via m.Care.

Made with Tango.us



FAQ: Student Enrollment

1. What if my student does not have an email address?

If the family would like, you can use a parent's email. If the student and family do not have an email address, click the 'Generate Fake Email Address' that looks like a pencil.

This fake email address should be written somewhere secure for the family to utilize when signing in to the CViConnect Home application.

Eng

Generate Fake Email Address

Student ID

by clicking the pencil.

ST5009

Made with Tango.us

2. Can I use my own email to enroll a student?

No. Do **not** use your teacher or personal email addresses to enroll a student. Each student's email and Student ID are their unique identifiers. Each user (teacher and student) needs their own unique user ID.

3. Can I use a parent email to enroll a student?

If you have permission from the family, you are welcome to use a parent or guardian email to enroll a student. Alternatively, you can also use our generate fake email address option if the student does not have an email address.

4. What is the Student ID?

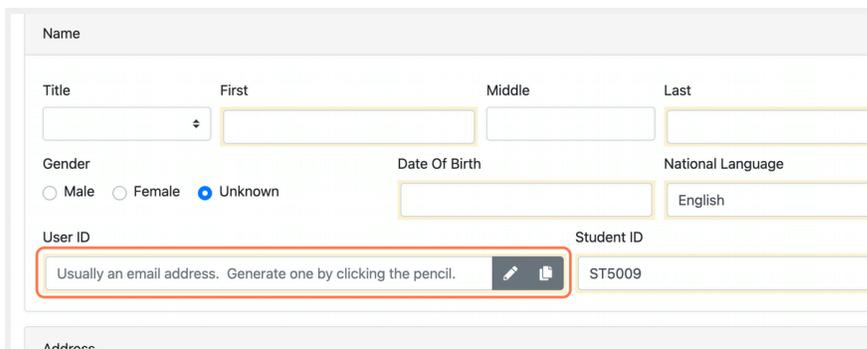
As part of maintaining our HIPAA compliant, each user has a User ID and a Student ID. These can be ID's the school already has assigned or a randomly assigned ID from the CViConnect system.



5. Why does my student need a user ID?

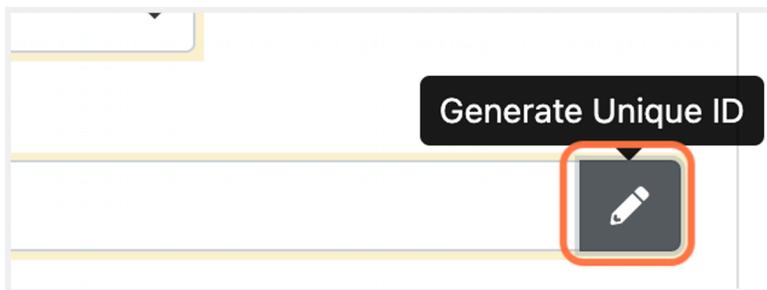
As part of maintaining our HIPAA compliant, each user has a User ID and a Student ID. These can be ID's the school already has assigned or a randomly assigned ID from the CViConnect system

A student's user ID is utilized for login to the CViConnect Home iPad application. Most commonly, this is the student's or a family member's email address. email address.



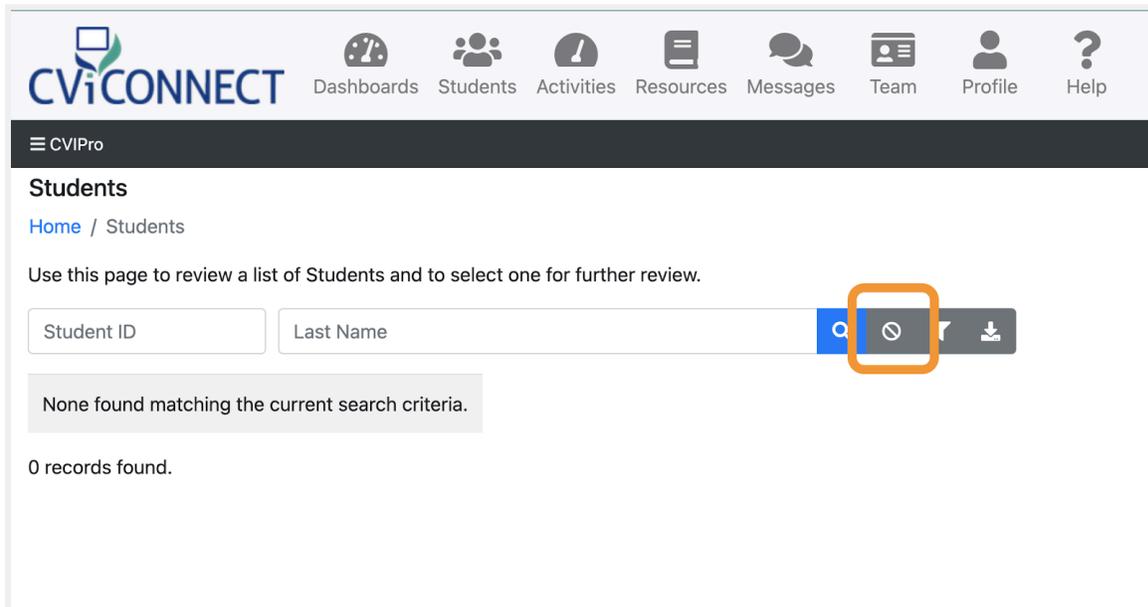
6. What can I do if my student does not have a Student ID?

If your student does not have a Student ID or your school does not want to use their assigned ID, you can click the 'Generate Unique ID' icon to the right of the text box. (The icon looks like a pencil.)



7. I added a new student, but I do not see them listed

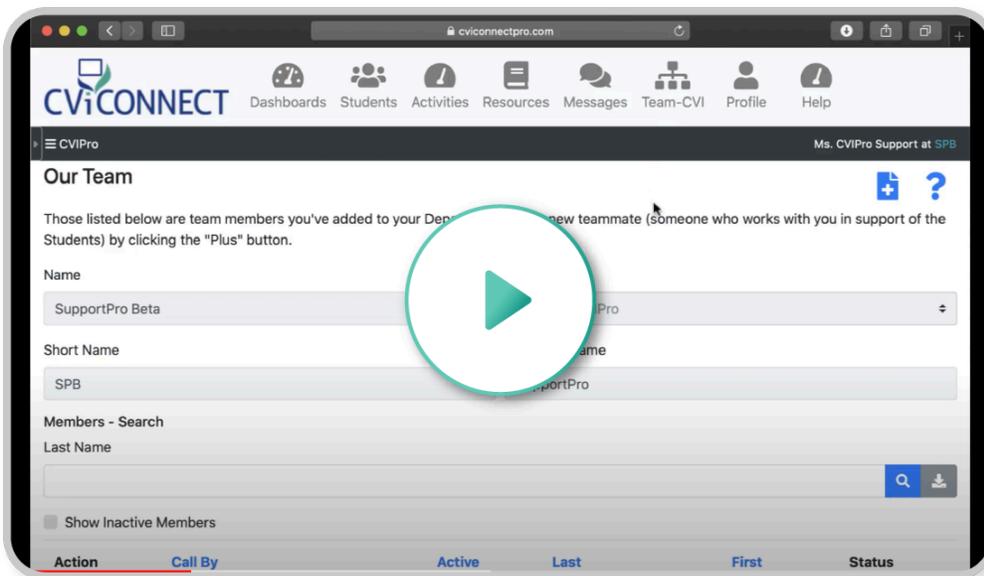
To the right of the search bar, click the cancel icon. This will set the search criteria back to default. Follow this by clicking the blue search icon. You should now be able to view all of your students.





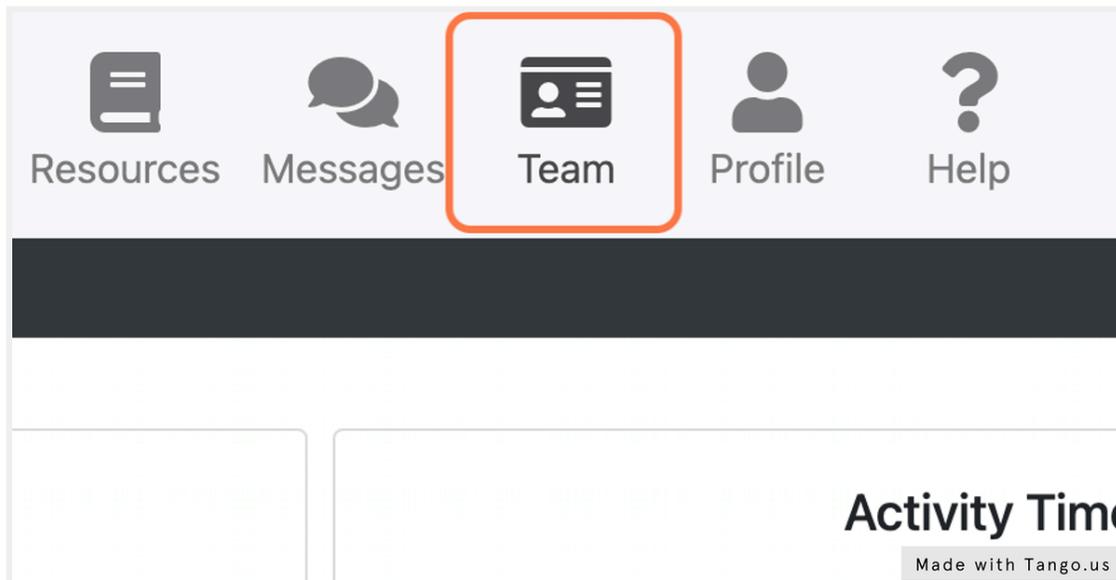
Team Enrollment

The CViConnect Professional Edition supports interdisciplinary collaboration to provide a consistent approach at school and home. Each subscription supports an unlimited number of professionals who service the learner with CVI.

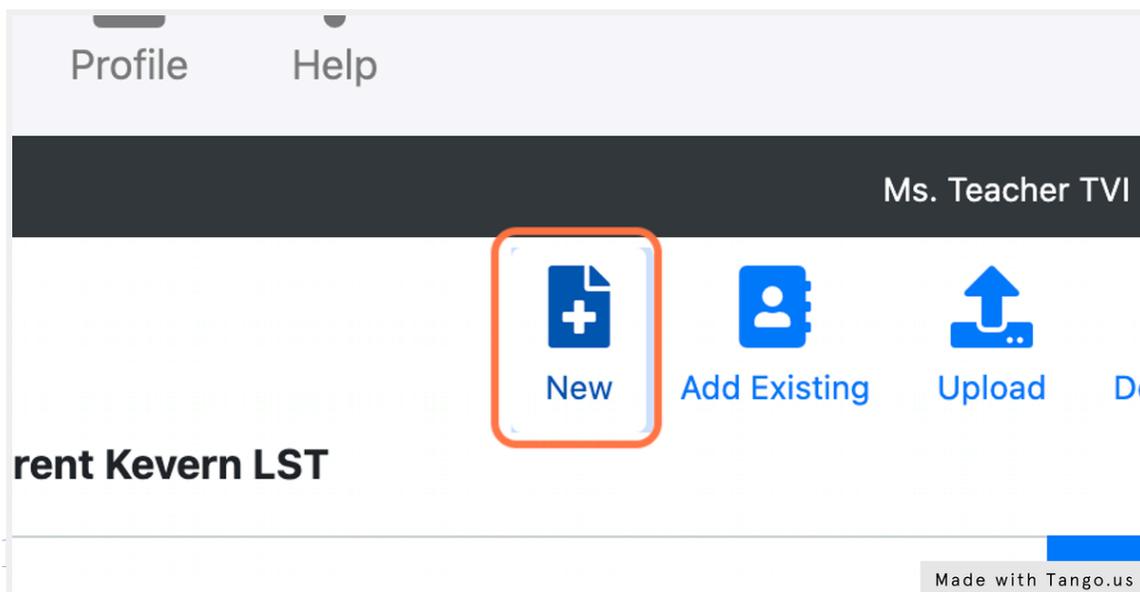


1. Login To CViConnect PRO Dashboard

2. Click on Team



3. Click on Add New



4. Fill in demographics form

CViCONNECT Dashboards Students Activities Resources Messages Team Profile Help

CViPro Ms. Teacher TVI at BETI

Create Teammate

Home / Team Members / Member Save New

This page allows you to create a new account for a teammate who has never had an account with the system. Fill in the information about the teammate below and click save to add the account.

Name

Title First Middle Last Suffix

Call By Gender Date Of Birth National Language

Male Female Unknown mm/dd/yyyy English

Email Address User ID

Usually an email address. Generate one by clicking the pencil.

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5. User ID

This user ID will be used for the team member to sign in to the CViConnect PRO Dashboard. This is usually the team member's email address.

If it is the same email previously entered in the 'email' text field, the copy icon can be used. This will automatically copy the email into this User ID field.

If needed, the system can generate a user ID by clicking the pencil icon.

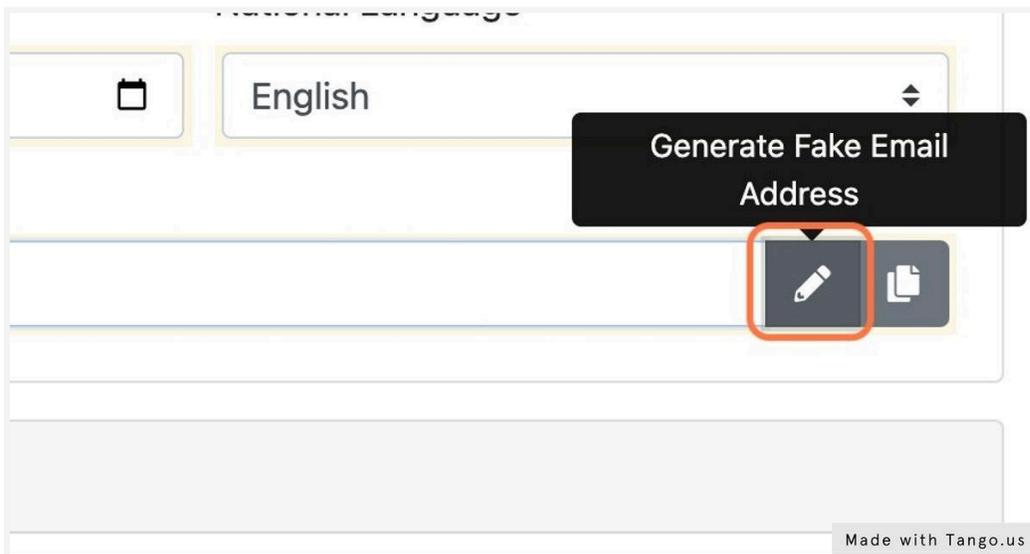
Date Of Birth National Language

mm/dd/yyyy English

User ID

Usually an email address. Generate one by clicking the pencil.

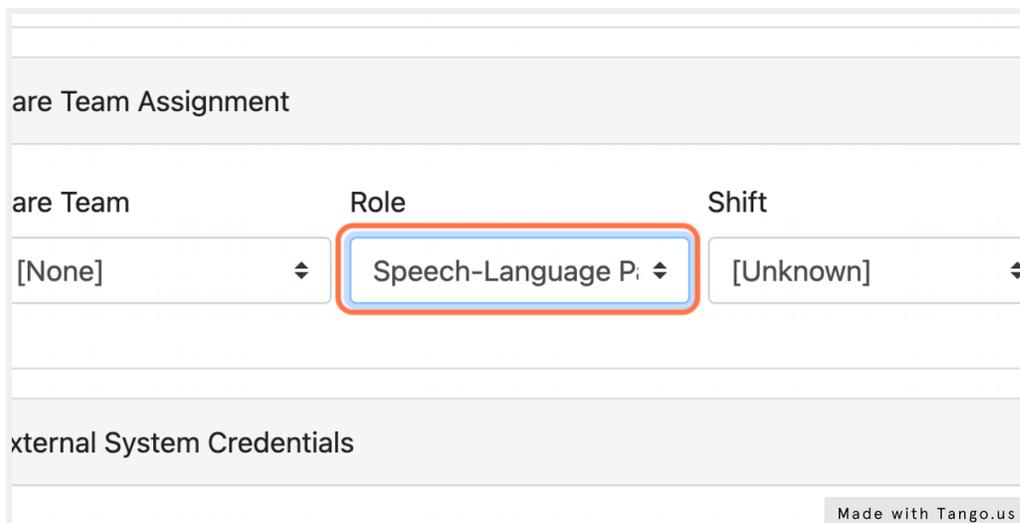
If individual does not have an email address Click on 'Generate Fake Email Address'



The screenshot shows a form section with a dropdown menu set to 'English'. Below the dropdown, there is a button labeled 'Generate Fake Email Address' and a pencil icon, both highlighted with a red box. A tooltip points to the pencil icon. The text 'Made with Tango.us' is visible in the bottom right corner.

6. Select Role

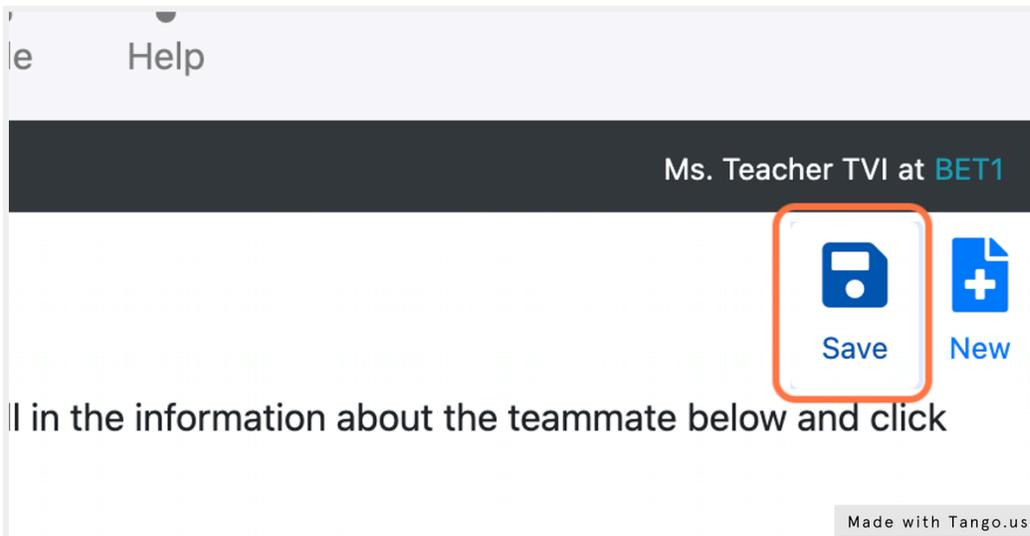
After all demographic information has been entered, scroll to the bottom of the form. Click the 'Role' drop down menu. Select this team member's role with the learner with CVI.



The screenshot shows a form section titled 'are Team Assignment'. Below this, there are three dropdown menus: 'are Team' (set to '[None]'), 'Role' (set to 'Speech-Language P'), and 'Shift' (set to '[Unknown]'). The 'Role' dropdown is highlighted with a red box. The text 'Made with Tango.us' is visible in the bottom right corner.

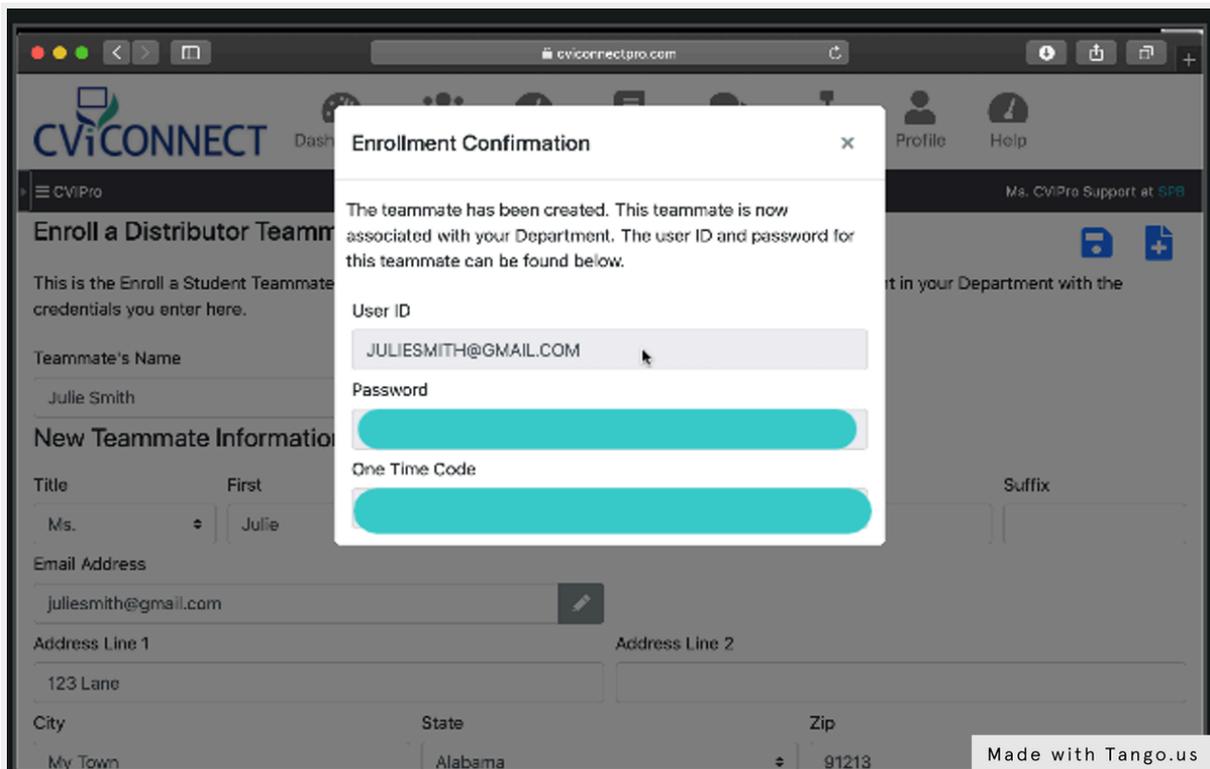
7. Click on Save

Scroll back to the top of the form. Click Save.

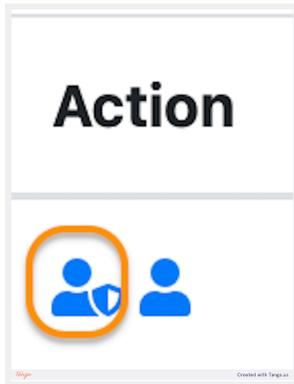


8. Enrollment Confirmation

Upon successfully adding a team member, an enrollment confirmation will pop up on the screen. This pop up contains the new user's ID and password. Additionally, the new team member will receive an email with their unique user ID and password.

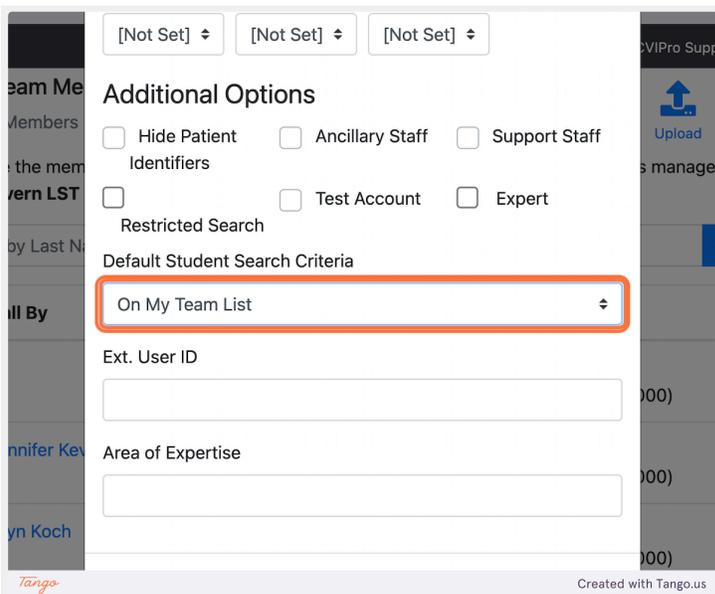


9. Click on Edit Authorizations



10. Select On My Team List from Default Student Search Criteria

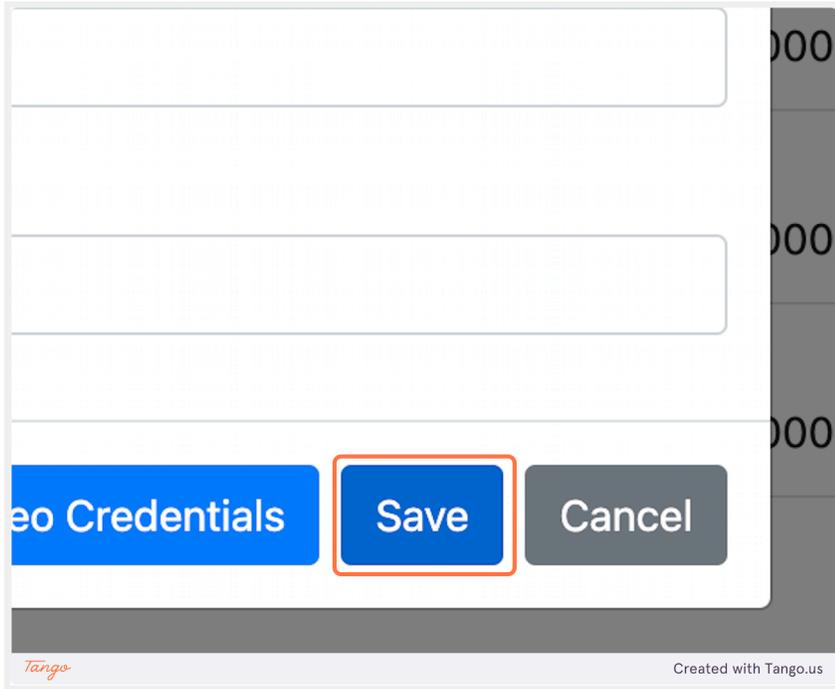
Upon opening this page scroll down to find the box labeled 'Default Search Criteria.' Use this drop down menu to select 'On My Team List.' This option is what ensures your new team member can only view the students on their team, ensuring student data is properly secure. Only account managers should have access to all students within their CViConnect PRO account.



The screenshot shows a user management form with several sections:

- Three dropdown menus at the top, each set to "[Not Set]".
- Additional Options:**
 - Hide Patient Identifiers
 - Ancillary Staff
 - Support Staff
 - Restricted Search
 - Test Account
 - Expert
- Default Student Search Criteria:** A dropdown menu with "On My Team List" selected and highlighted by an orange border.
- Ext. User ID:** An empty text input field.
- Area of Expertise:** An empty text input field.

II. Click on Save

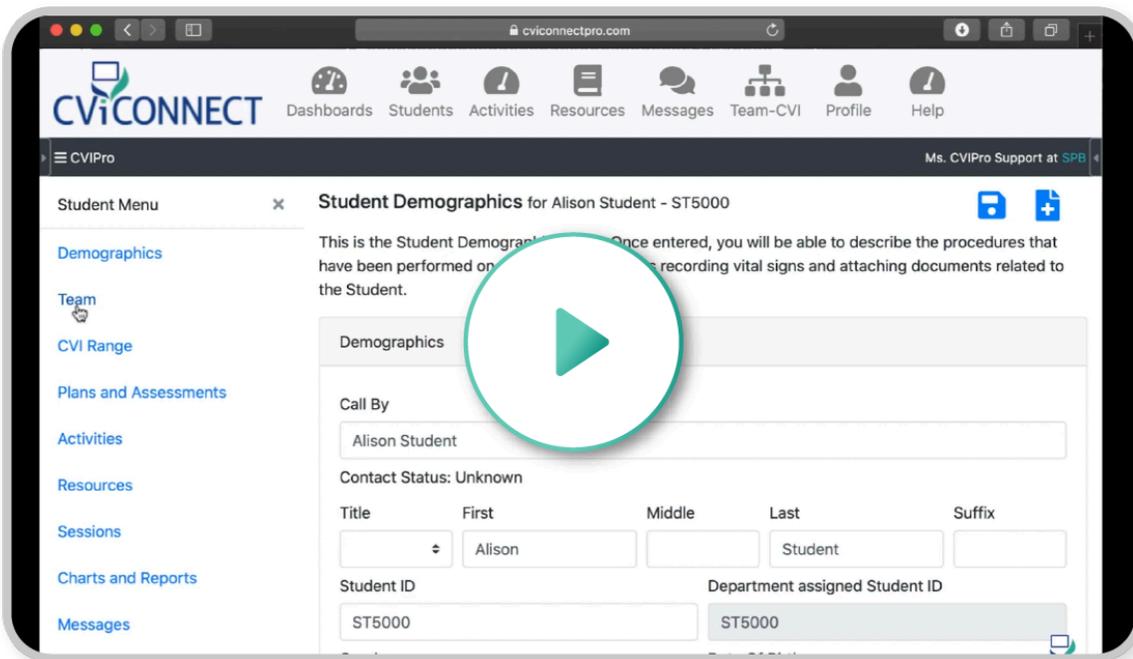


A screenshot of a web form interface. The form contains several empty input fields. At the bottom of the form, there are three buttons: a blue button labeled "Go Credentials", a blue button labeled "Save" which is highlighted with a red rectangular border, and a grey button labeled "Cancel". The background of the form is a light grey grid. On the right side of the form, there are vertical labels "000" repeated three times. At the bottom left of the screenshot, there is a small red logo for "Tango" and at the bottom right, the text "Created with Tango.us".



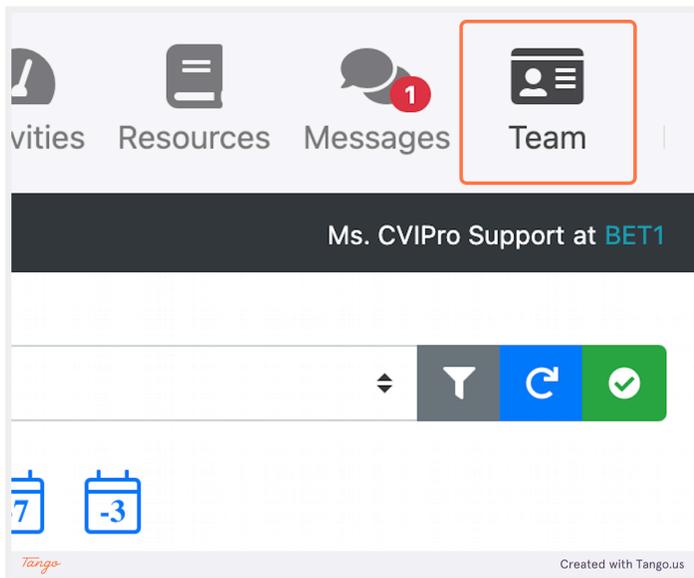
Assign a Team Member

The CViConnect Professional Edition supports interdisciplinary collaboration to provide a consistent approach at school and home. Using their unique user ID and password, each team member will only be able to view the learners they have been assigned to work with. This allows our system to remain HIPAA-Compliant.

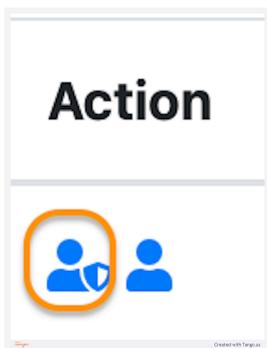


1. Go to cviconnectpro.com and log in

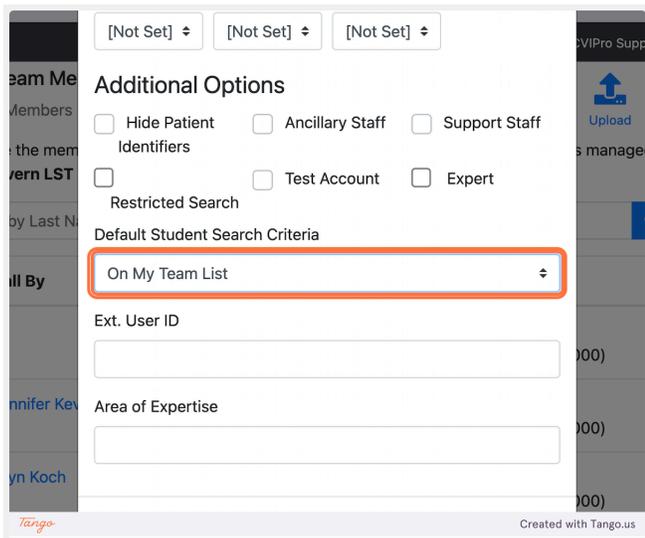
2. Click on Team



3. Click on Edit Authorizations



4. Select On My Team List from Default Student Search Criteria



[Not Set] [Not Set] [Not Set]

Additional Options

Hide Patient Identifiers Ancillary Staff Support Staff

Restricted Search Test Account Expert

Default Student Search Criteria

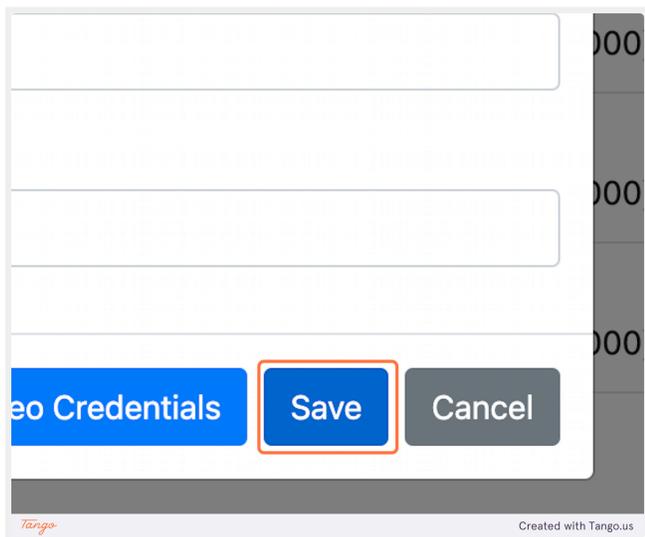
On My Team List

Ext. User ID

Area of Expertise

Created with Tango.us

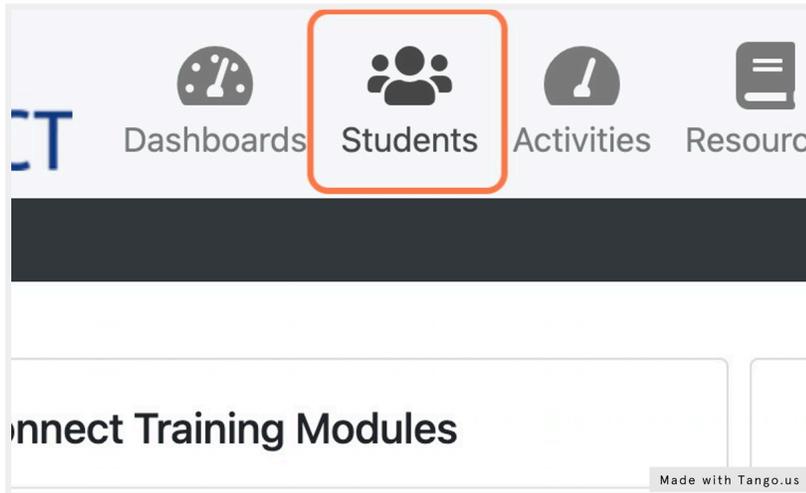
5. Click on Save



Geo Credentials **Save** Cancel

Created with Tango.us

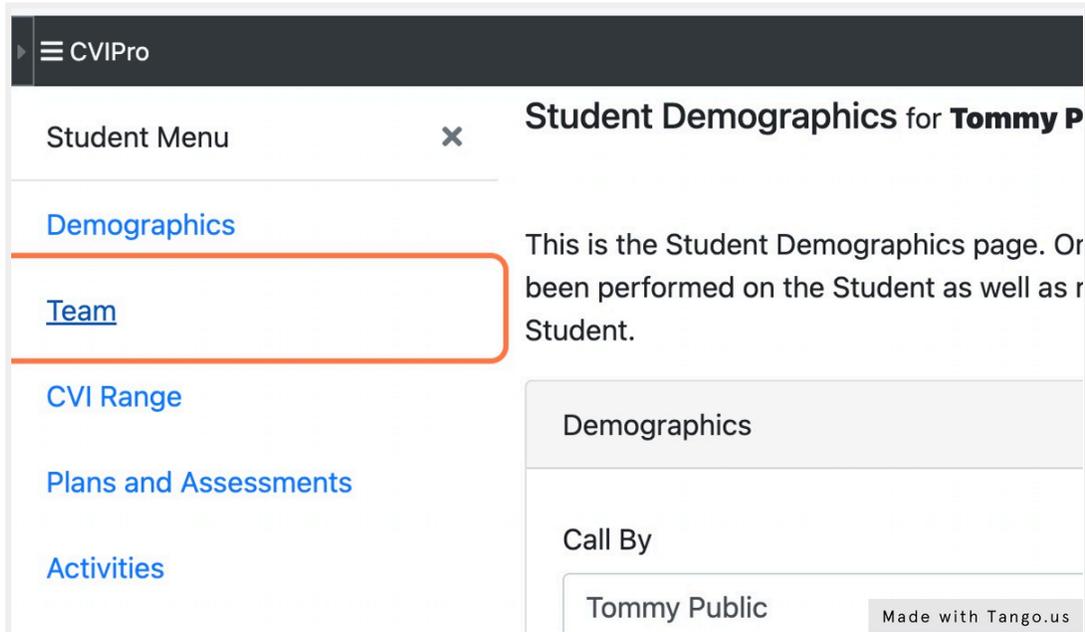
6. Click Students



7. Select the student you wish to work with

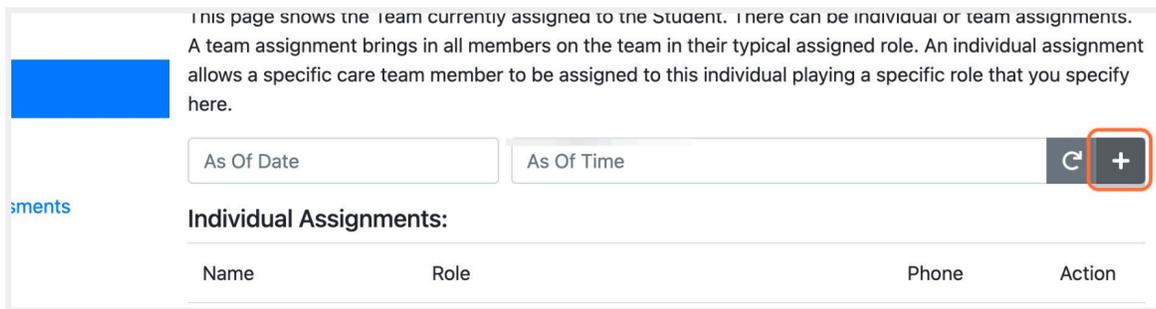
	Priority	Record Number	Name	
		<u>ST5006</u>	Tommy Public	T
		ST5008	Fake Student	F
		TEST1	Test Stu	

8. From the Student Menu, select Team



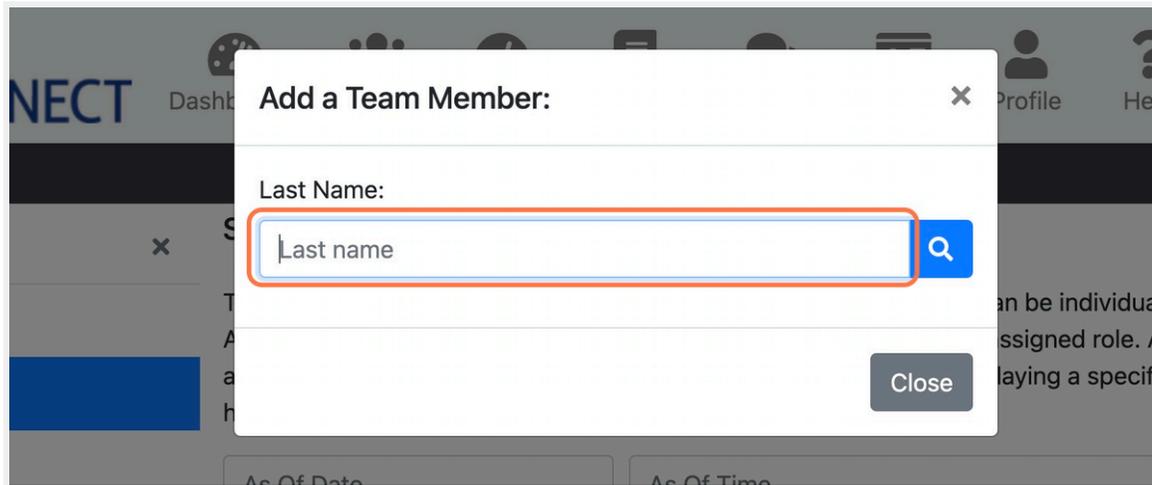
The screenshot shows the CViPro interface. On the left, there is a 'Student Menu' sidebar with several options: 'Demographics', 'Team', 'CVI Range', 'Plans and Assessments', and 'Activities'. The 'Team' option is highlighted with an orange border. The main content area is titled 'Student Demographics for Tommy P'. Below the title, there is a text block: 'This is the Student Demographics page. Or been performed on the Student as well as r Student.' Below this text, there is a 'Demographics' section with a 'Call By' field containing the name 'Tommy Public'. A small watermark 'Made with Tango.us' is visible in the bottom right corner of the screenshot.

9. Click on Add New Individual Assignment

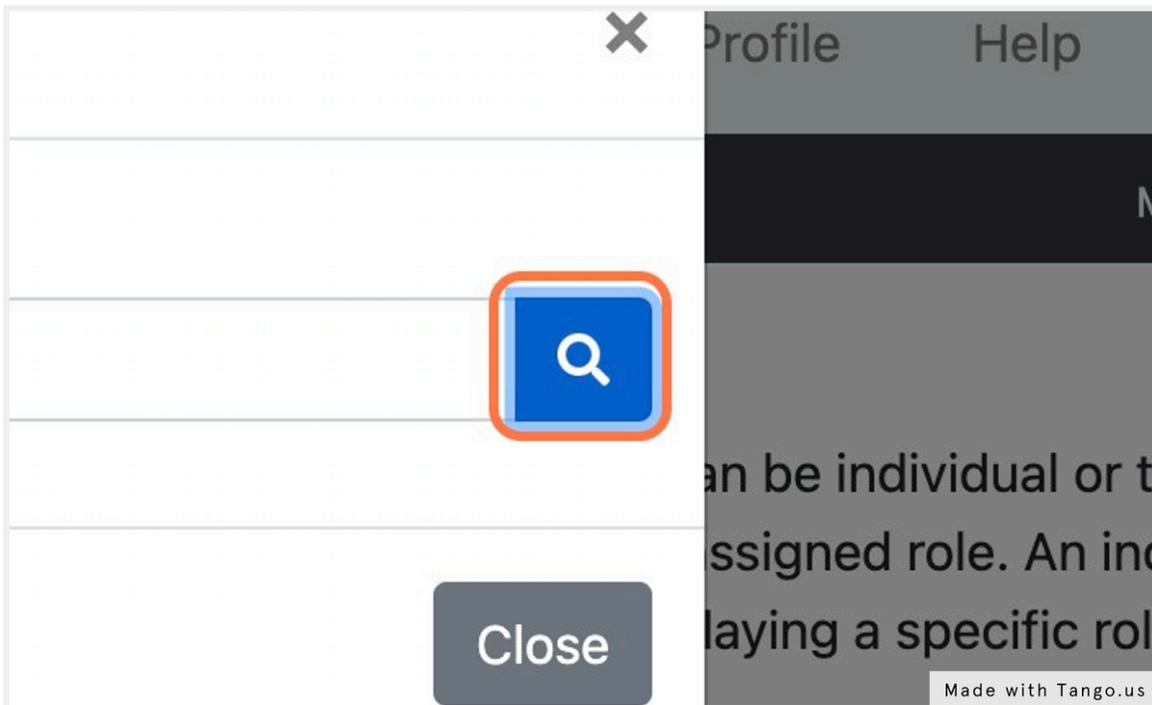


The screenshot shows the 'Individual Assignments' page. At the top, there is a text block: 'This page shows the team currently assigned to the student. There can be individual or team assignments. A team assignment brings in all members on the team in their typical assigned role. An individual assignment allows a specific care team member to be assigned to this individual playing a specific role that you specify here.' Below the text, there are two input fields: 'As Of Date' and 'As Of Time'. To the right of the 'As Of Time' field, there is a refresh icon and a plus sign button, which is highlighted with an orange border. Below the input fields, there is a section titled 'Individual Assignments:' followed by a table with the following columns: 'Name', 'Role', 'Phone', and 'Action'.

10. Enter the team member's Last Name

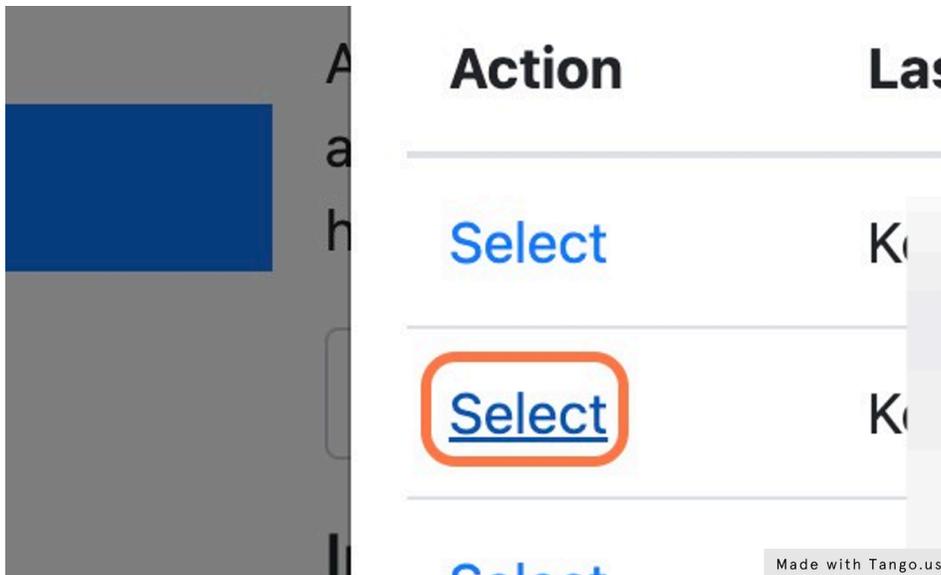


11. Click on Search

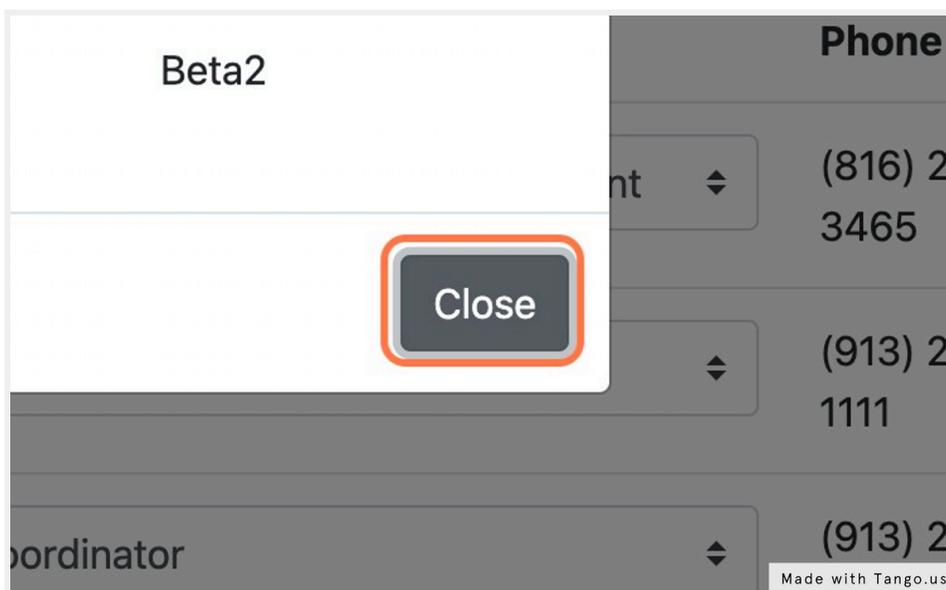


12. Click on Select

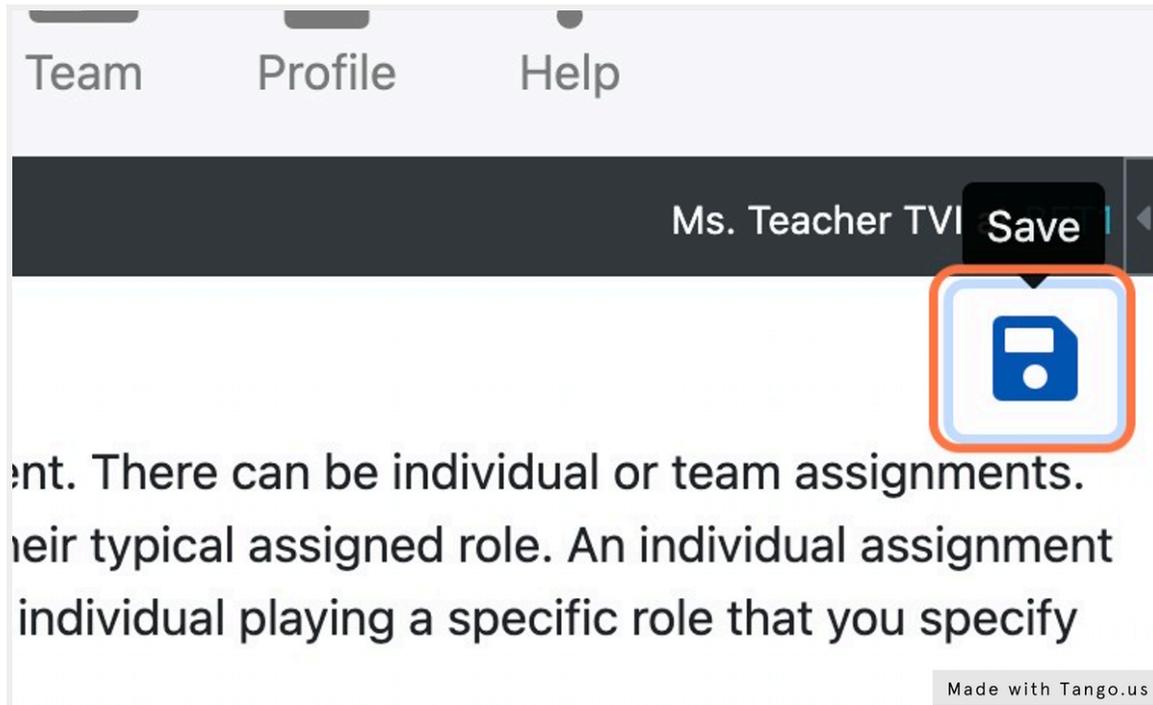
To the left of each team member's name, select the desired team members that should have access to the student's account.



13. After selecting all necessary team members, click close.



14. Click on Save



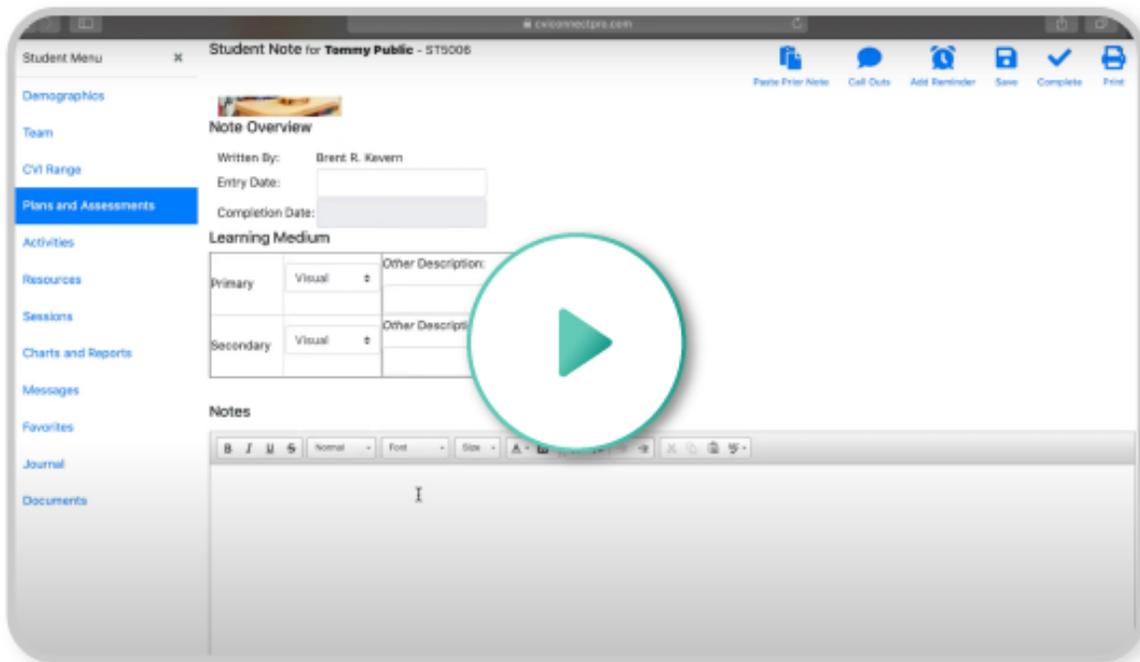


Entering Baseline Data

(Functional Vision Evaluation, Learning Media Assessment, etc.)

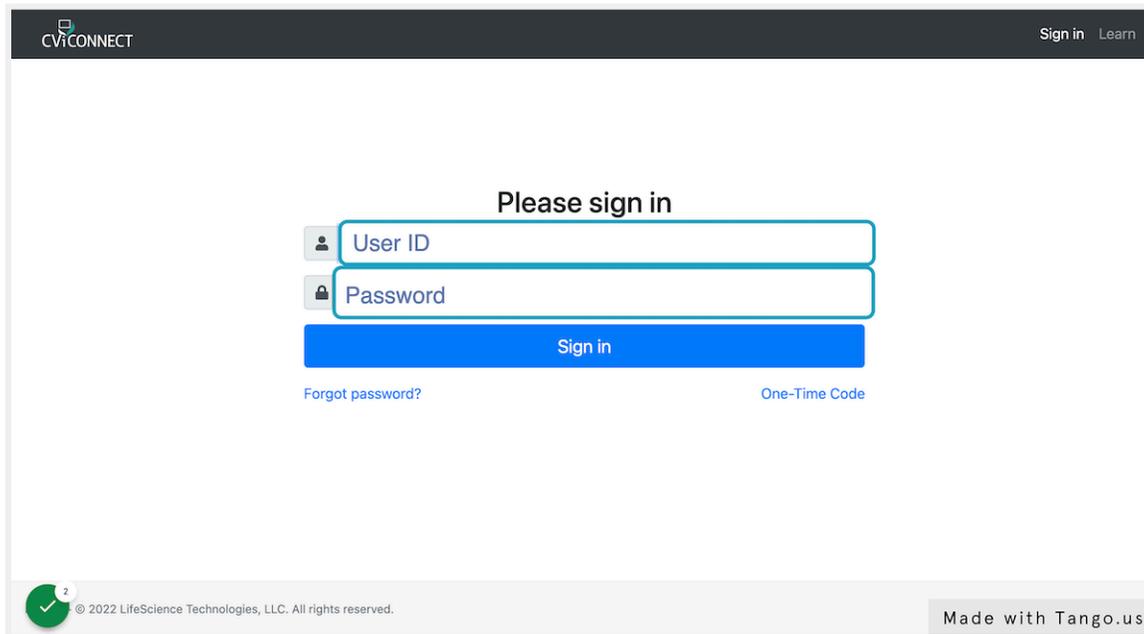
CViConnect PRO: Plans and Assessments

CViConnect's Plans and Assessments tab is located within the student notebook. Here you have the option to create Activity notes and store your student's assessment records. For example, an 'Activity Note' could be utilized to save student data when alternate lesson plans are completed.



1. [Go to CViConnect PRO Login](#)

2. Enter you unique user ID and password



CViCONNECT Sign in Learn

Please sign in

User ID

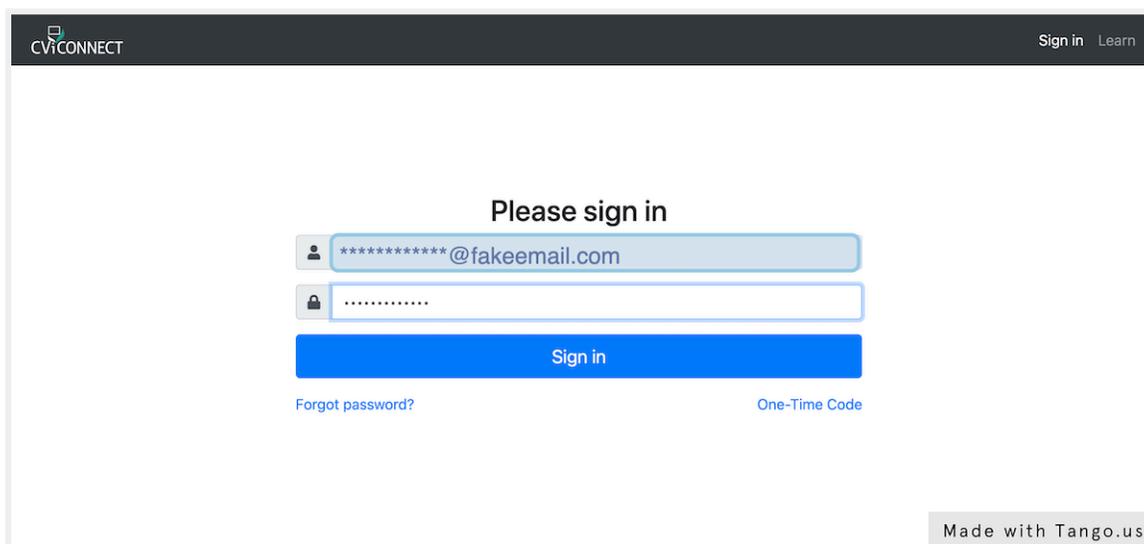
Password

Sign in

[Forgot password?](#) [One-Time Code](#)

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3. Click the 'Sign In' button



CViCONNECT Sign in Learn

Please sign in

*****@fakeemail.com

.....

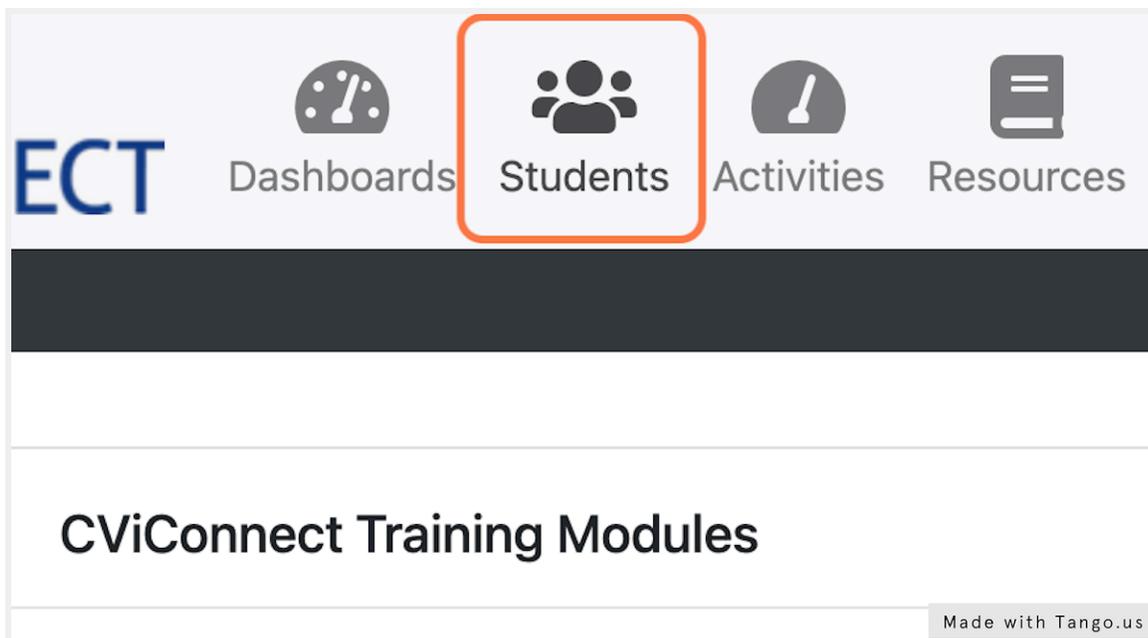
Sign in

[Forgot password?](#) [One-Time Code](#)

Made with Tango.us

4. Click on 'Students'

From the main menu across the top of the page, select the 'Students' menu.



5. Select your student

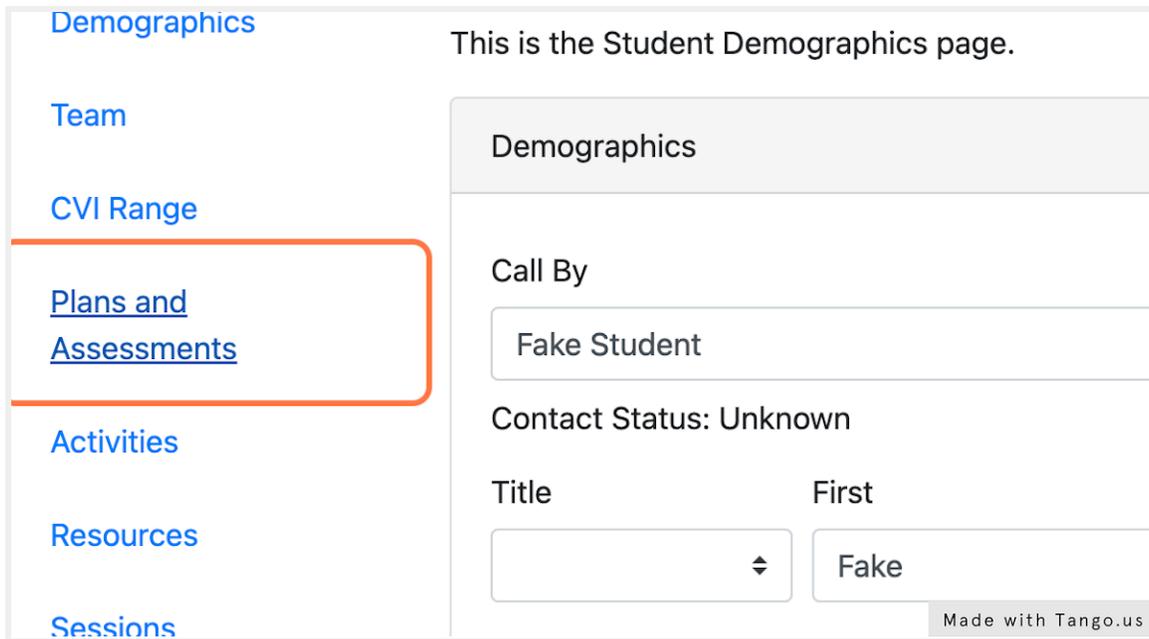
From your list of students, select a student.

	Priority	Number	Name	First	L
		ST5006	Tommy Public	Tommy	F
		<u>ST5008</u>	Fake Student	Fake	S
		TEST1	Test Student	Test	S
		Test2	Test Tudent		

Made with Tango.us

6. Click on Plans and Assessments

Using the 'Student Menu' on the left hand side of your screen, select 'Plans and Assessments'.



This is the Student Demographics page.

Demographics

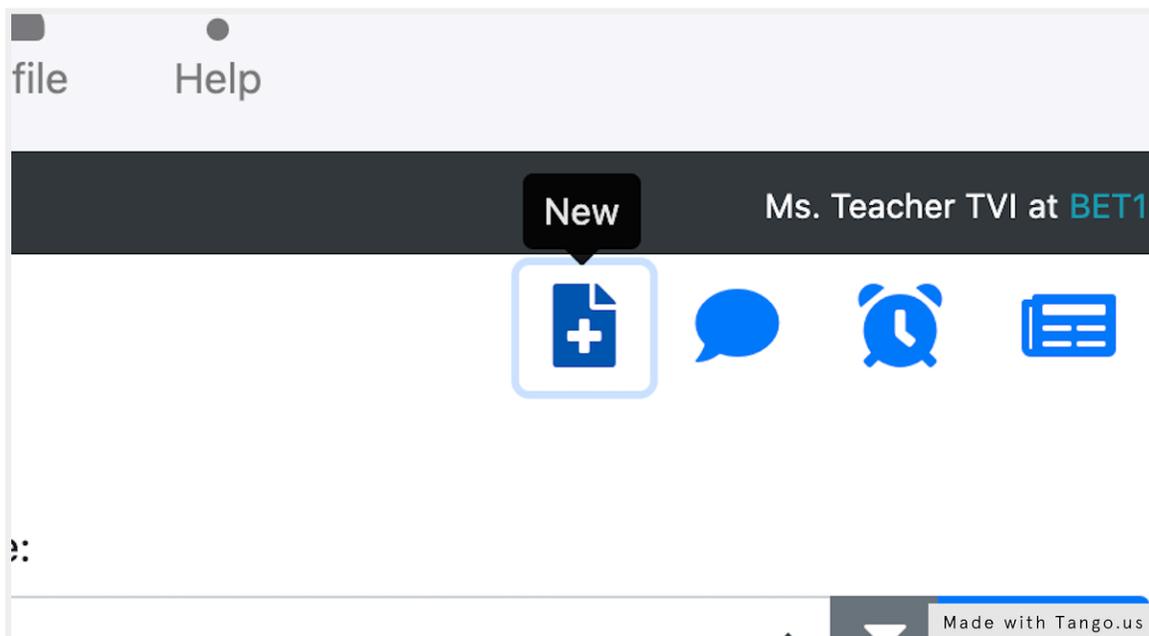
Call By
Fake Student

Contact Status: Unknown

Title First
Fake

Made with Tango.us

7. Click 'Add New'



file Help

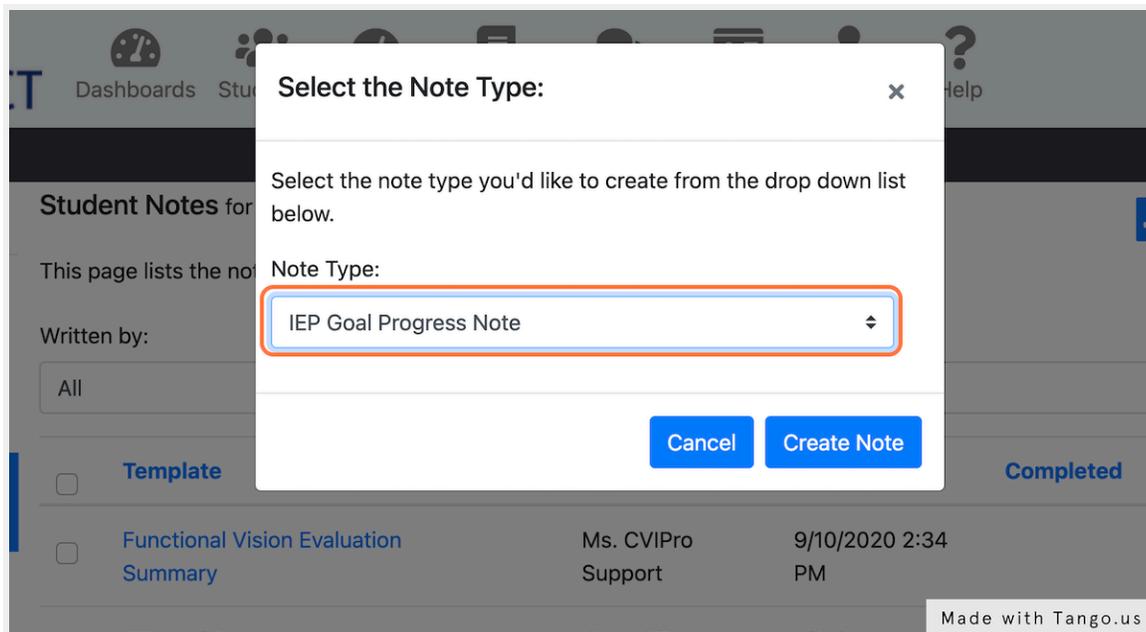
New Ms. Teacher TVI at BET1

+

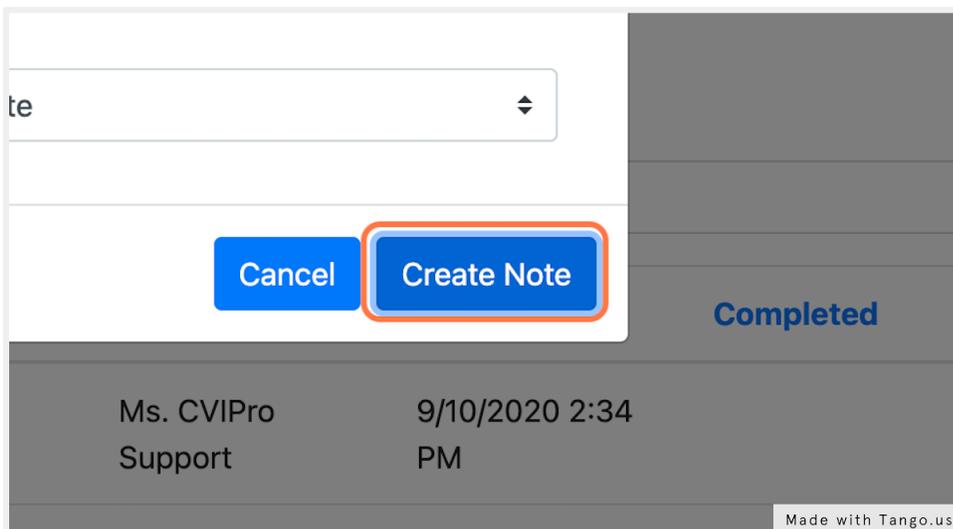
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8. Select the Note Type

A pop-box will appear. Select the desired Note Type from the drop down menu provided.



9. Click the 'Create Note' button



10. Add notes to the template provided

Each note type will provide you with various text fields. Fill out the information accordingly for your student.

(No picture on file.) Name: Fake Student
 Work Phone: (555) 555-5555
 Cell Phone: (777) 777-7777
 Home Phone: (666) 666-6666
 Secondary Contact:
 Secondary Phone:

Note Overview

Written By: Brent R. Kevern
 Entry Date:
 Completion Date:

Description of Activity

B I U S
Normal
Font
Size
A A
☰ ☰
☰ ☰
✂ 📄 📄 ABC

|

Made with Tango.us

11. Click on 'Complete'

Once the note is complete, scroll back to the top of the page and click the 'Complete' icon.


 Note


 Call Outs


 Add Reminder


 Save


 Complete


 Print

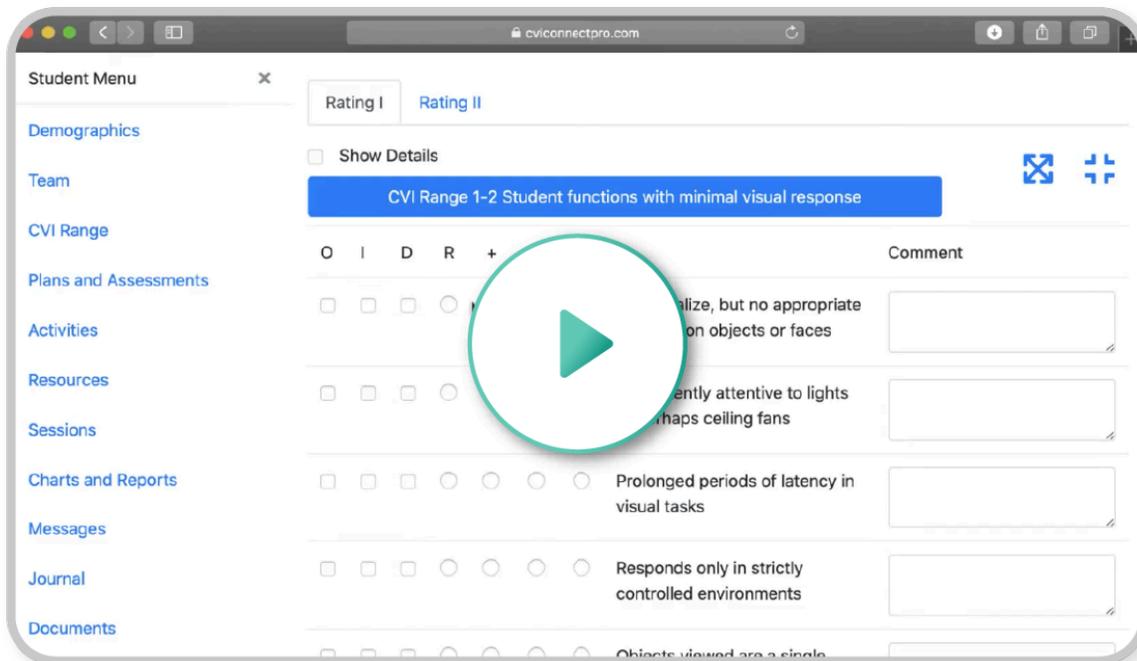
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Made with Tango.us



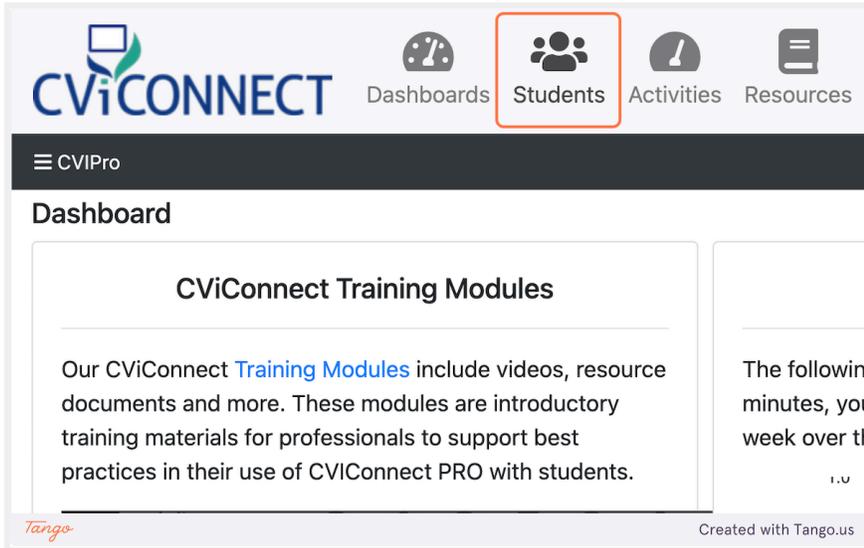
Inputting the CVI Range (watch video)

Dr. Christine Roman-Lantzy's CVI Range tool is available in your CViConnect PRO dashboard. The following steps explain how to complete the CVI Range online.



1. [Sign in to your CViConnect PRO dashboard at cviconnectpro.com](https://cviconnectpro.com)

2. Click on Students



The screenshot shows the CViCONNECT dashboard interface. At the top, there is a navigation bar with the CViCONNECT logo on the left and four menu items: Dashboards, Students, Activities, and Resources. The 'Students' menu item is highlighted with a red rectangular box. Below the navigation bar, the main content area is titled 'Dashboard' and contains a section for 'CViConnect Training Modules' with descriptive text and a 'Tango' watermark at the bottom.

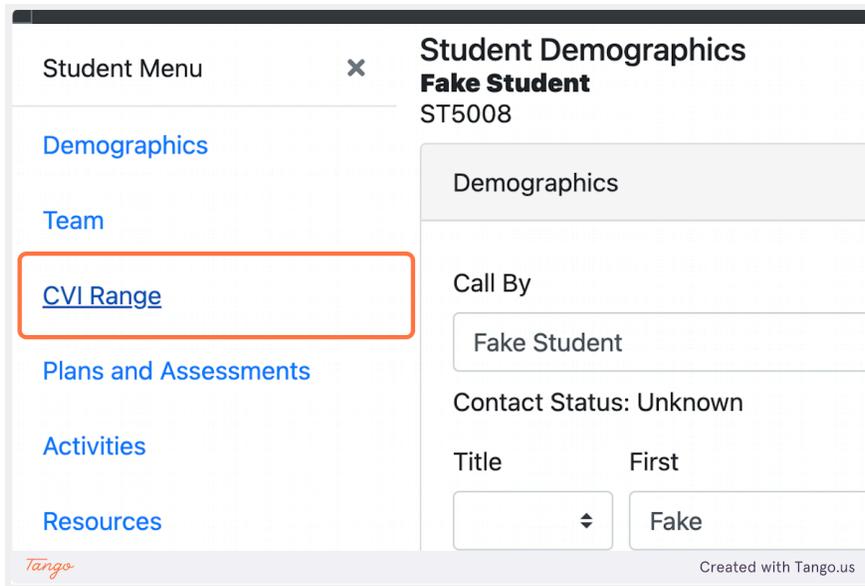
3. Select the student you plan to work with.

	Number	First	Last
	ST5006	Tommy	Public
	<u>ST5008</u>	Fake	Student
	Test3	John	Public

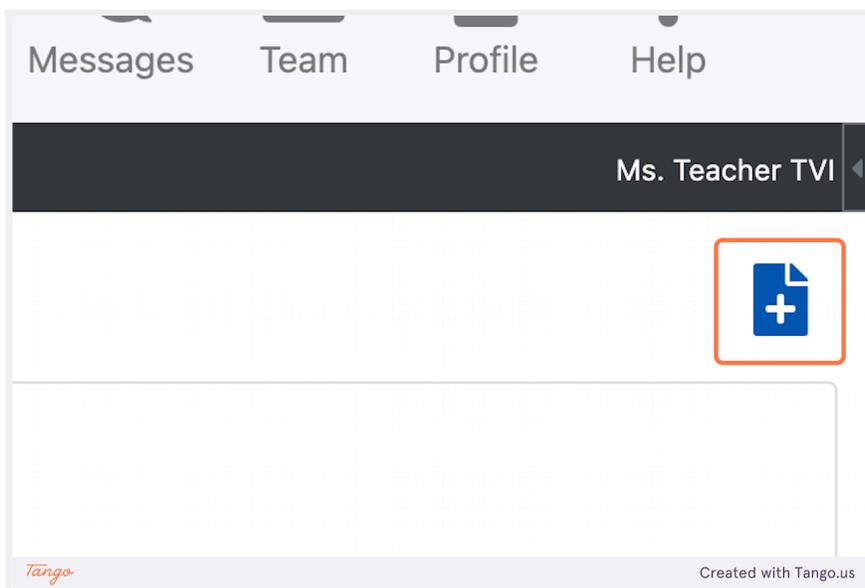
The screenshot shows a table of student records. The 'Number' column contains 'ST5006', 'ST5008', and 'Test3'. The 'First' column contains 'Tommy', 'Fake', and 'John'. The 'Last' column contains 'Public', 'Student', and 'Public'. The 'ST5008' entry in the 'Number' column is highlighted with a red rectangular box. A 'Tango' watermark is visible at the bottom left, and 'Created with Tango.us' is at the bottom right.

4. Click on CVI Range

From the 'Student Menu' on the left-hand side, select the 'CVI Range'

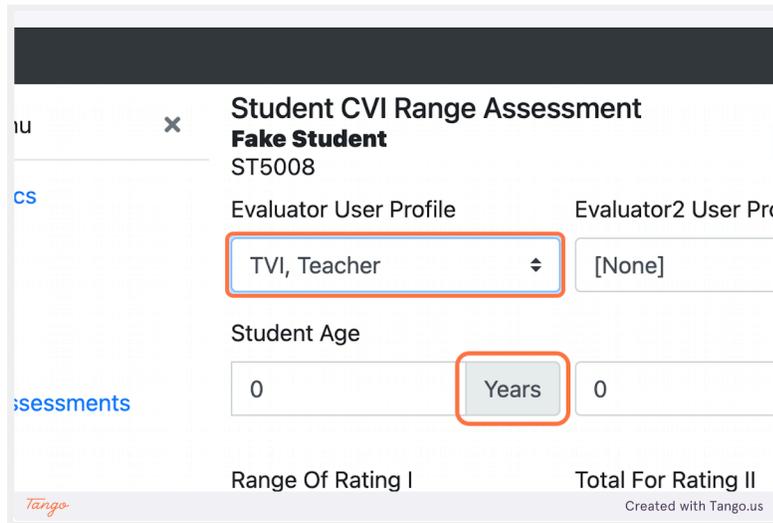


5. Click add new

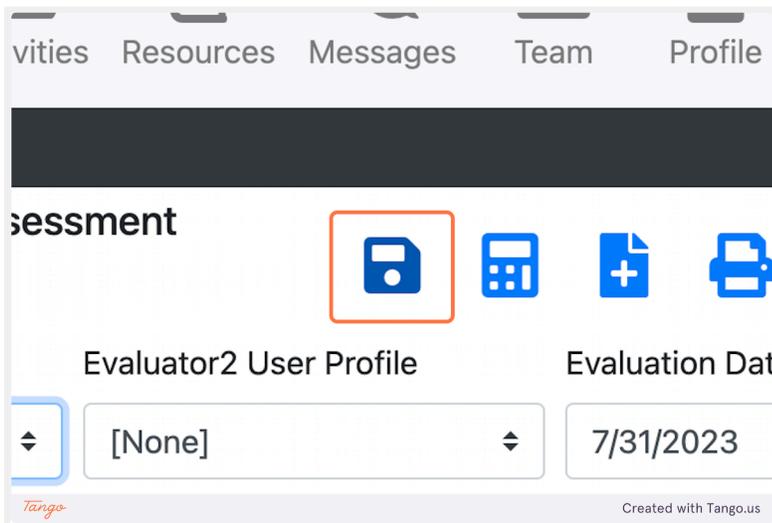


6. Edit assessment information

Record the name of the evaluator, the student's age, date, and even comment where the assessment was completed.

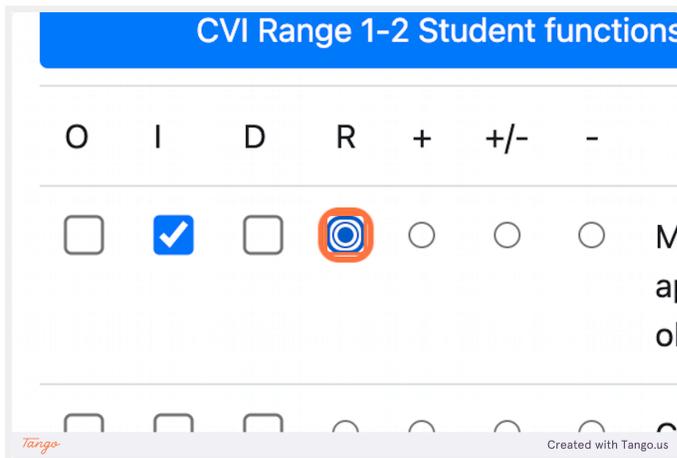


7. Click Save



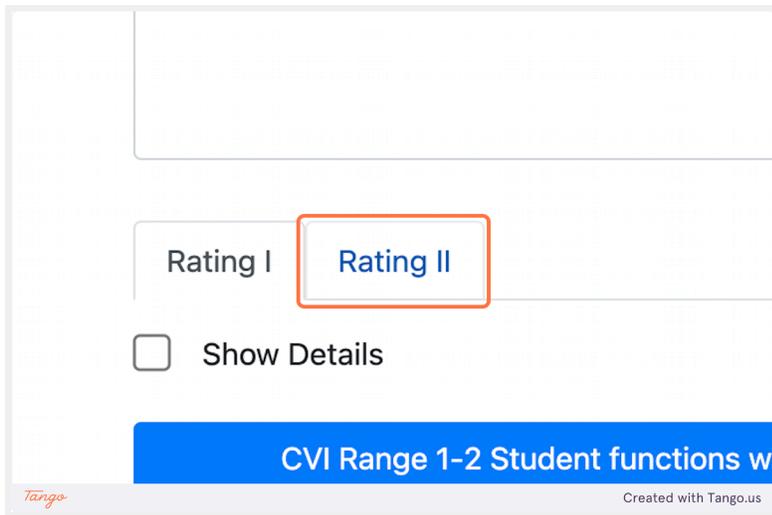
8. Complete Rating I scoring. Check the O (Observation), I (Indirect), and D (Direct) assessments to score each statement accordingly with either R, +, +/-, or -.

For more information on scoring the CVI Range, hear from Dr. Christine Roman-Lantzy PH.D herself. <https://bit.ly/49nWwj4>

9. Click on Rating II

When complete, move on to scoring Rating II.

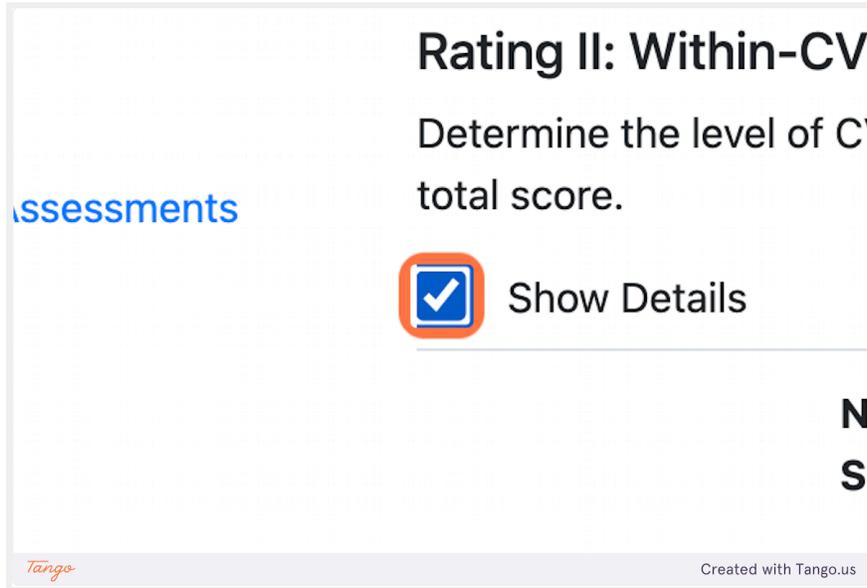


10. Select the Rating Score (0.0, 0.25, 0.5, 0.75, or 1.0)

Not Resolved 0.0	0.25	Resolving 0.5	0.75	R 1.0
<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Tango Created with Tango.us

11. If you need scoring criteria, check the Show Details box.



assessments

Rating II: Within-CV

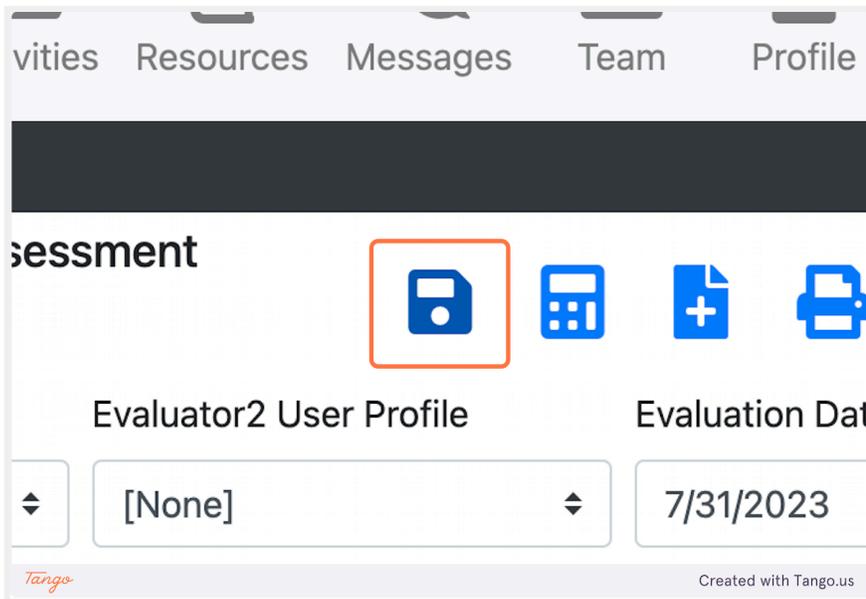
Determine the level of CV total score.

Show Details

N
S

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12. Save your work



Activities Resources Messages Team Profile

Assessment

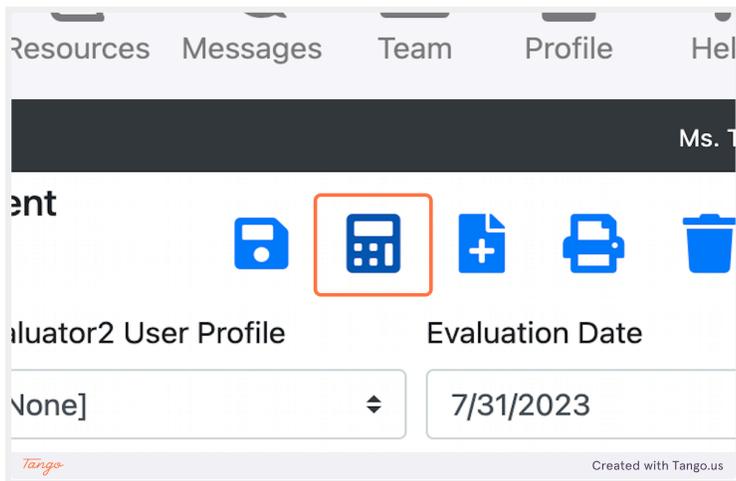
Evaluator2 User Profile Evaluation Date

◆ [None] ◆ 7/31/2023

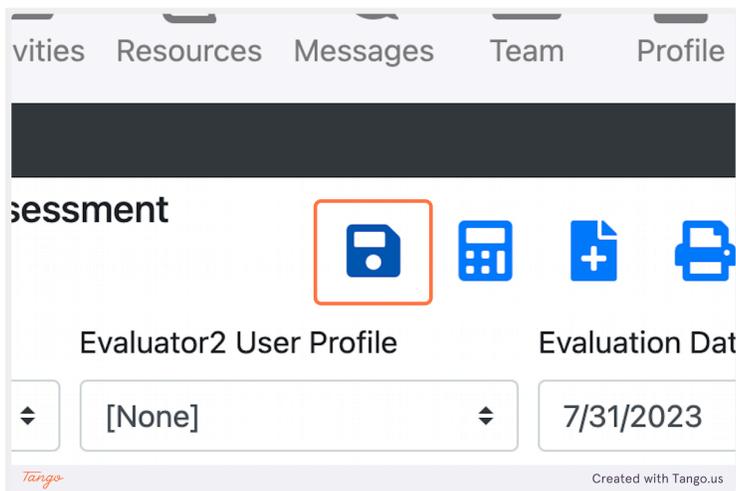
Tango Created with Tango.us

13. Click the 'Calculate' button

You can score on your own, or allow the computer to calculate the student's CVI Range score based on your input below. Please note that during testing we found this feature to be accurate and helpful. It is highly encouraged all evaluators double check the score given and confirm it matches your expectations based on the child you are evaluating.

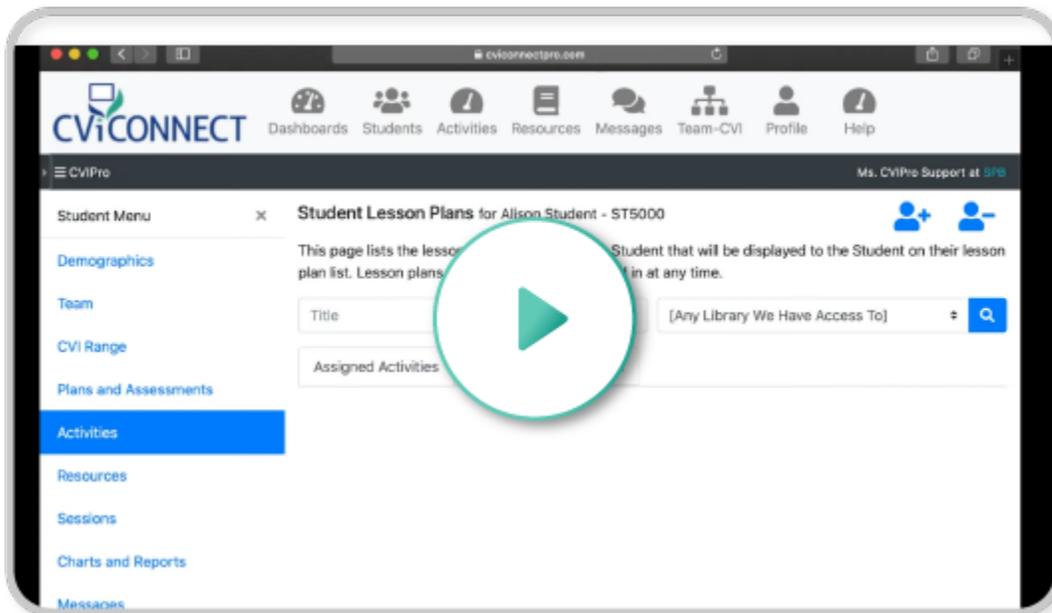


14. Click on Save





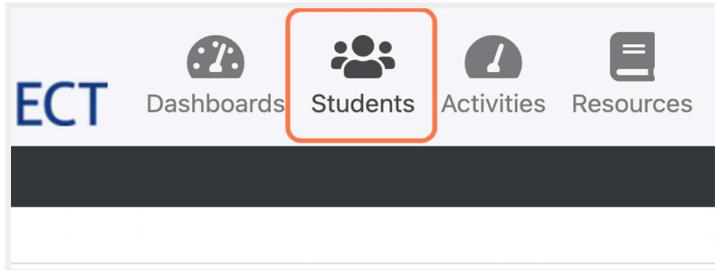
Assigning Activities (watch video)



1. Go to Dashboard

Sign in to the CViConnect PRO Dashboard with your unique user ID and password.

2. Click on Students



3. Select the student you wish to work with

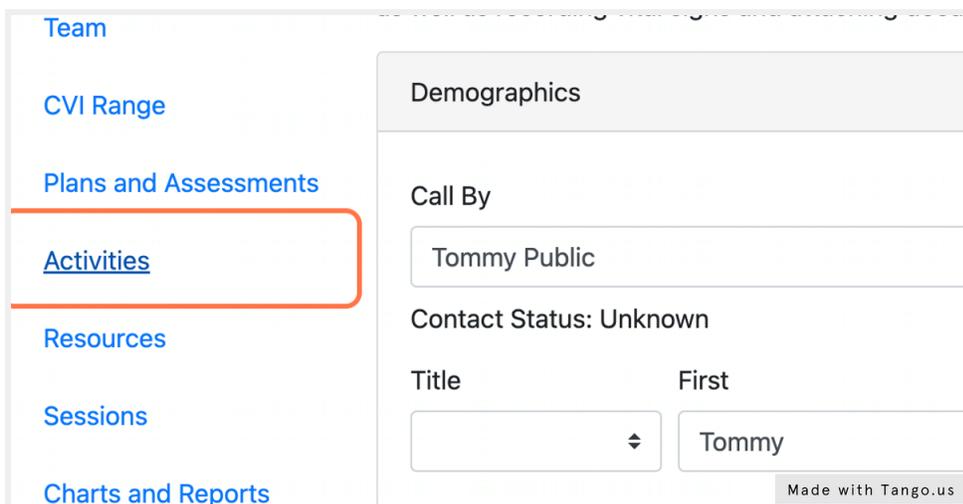
Click the link associated with the your student's account

	Record Number	Name	First
	ST5006	Tommy Public	Tommy
	ST5008	Fake Student	Fake
	TEST1	Test Student	

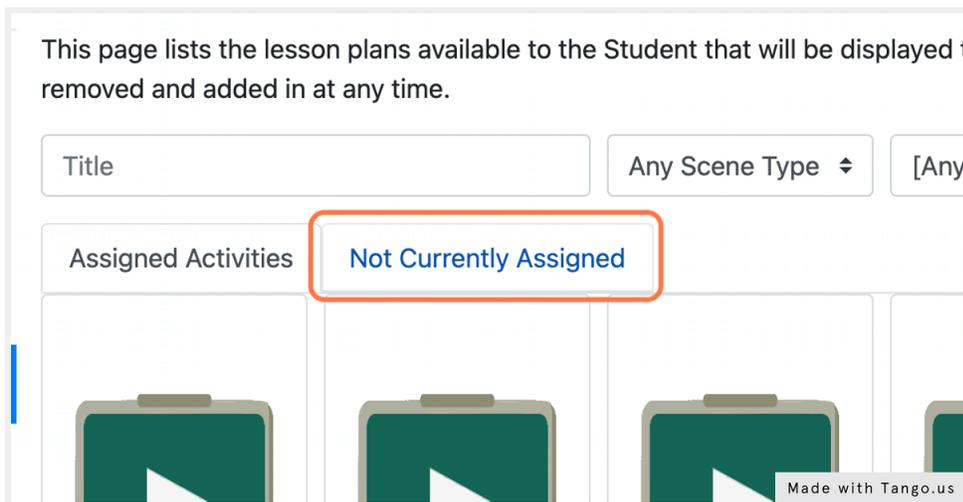
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4. Click on Activities

Located in the Student Menu on the left side of your dashboard.

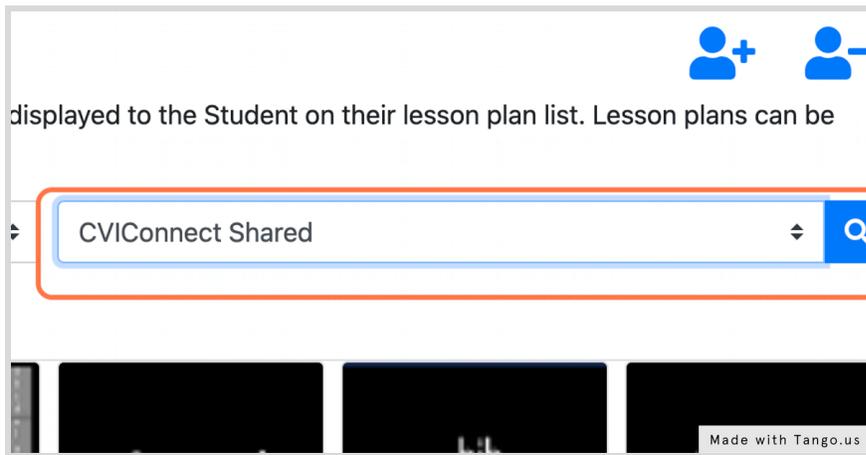


5. Click on Not Currently Assigned



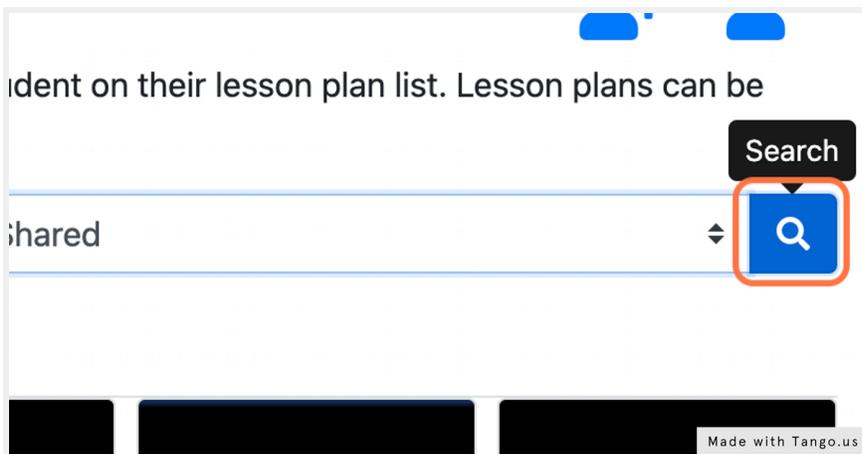
6. Select the Activity library

Using the dropdown menu, select the library. With your CViConnect Subscription, you have access to our CViConnect Shared Activity Library. If you or another member of your subscription has created the Activity, it will be saved in your subscription owner's library.



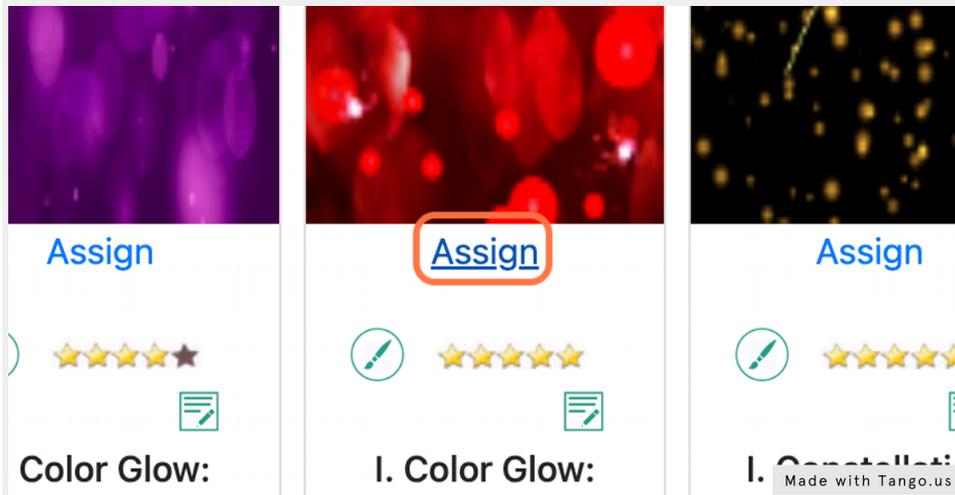
7. Search

Search for Activities within the library you selected. For a more specific search, you can add keywords in the text box provided to the left prior to clicking the search icon.



8. Click on Assign

Find the Activity most suitable for your learner. Click the 'Assign' link for each Activity you wish to assign for your learner.

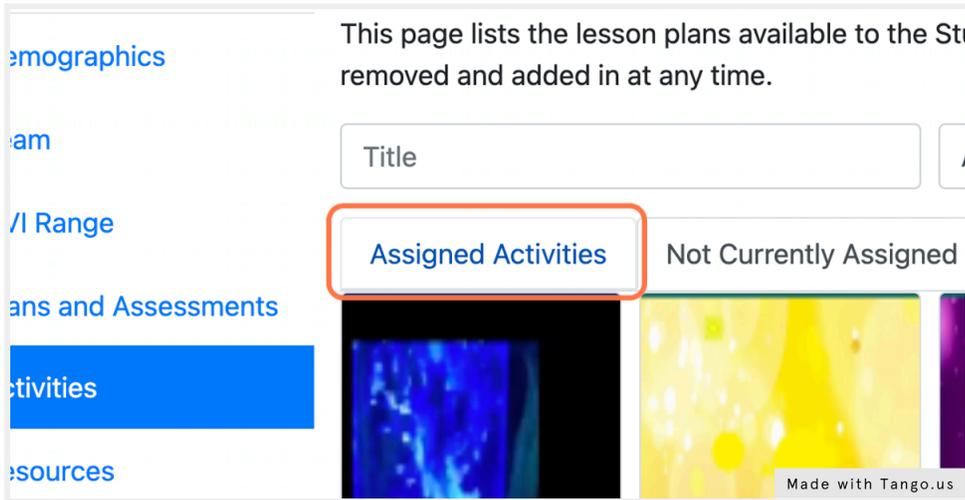


Remove Activities

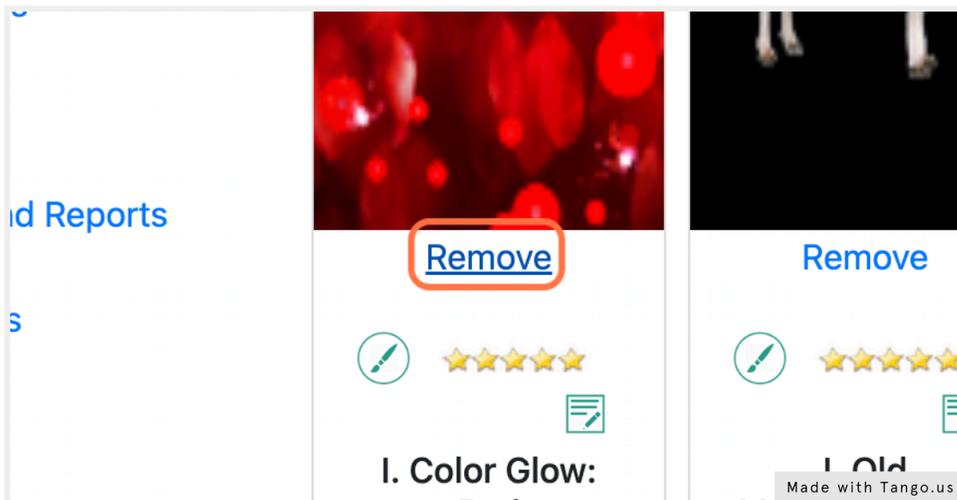
If you assigned the wrong Activity or no longer need one, you can remove the Activities from their account.

9. Click on Assigned Activities

Use this tab to view the Activities you have assigned for your learner.



10. Click on Remove





Sharing Resources (watch video)

1. Go to CViConnect PRO Dashboard Login

2. Sign in

Use your assigned user ID and password to sign in to your account.

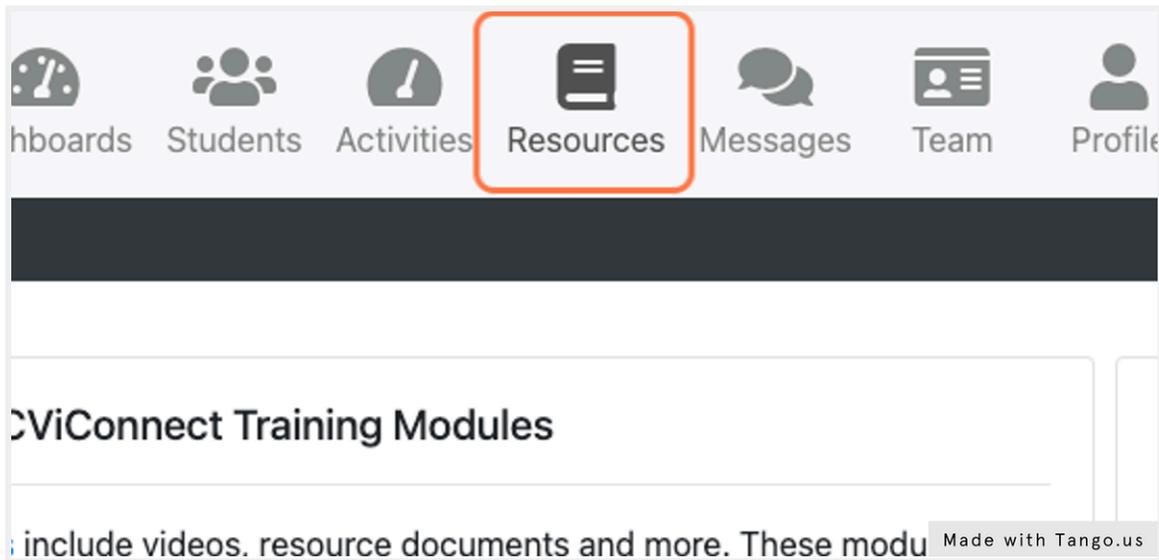
Please sign in

[Sign in](#)

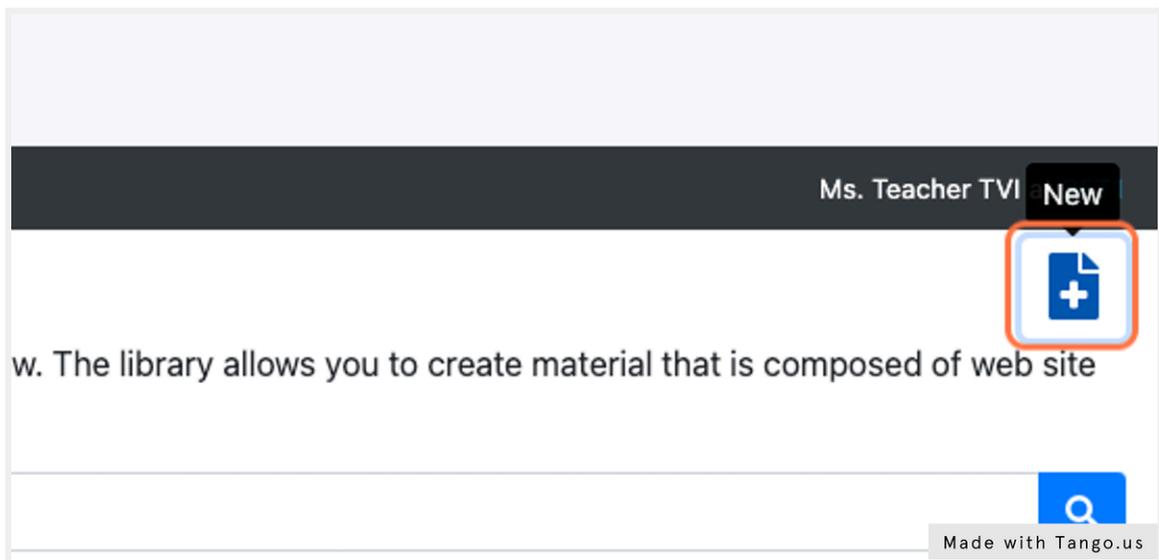
[Forgot password?](#) [One-Time Code](#)

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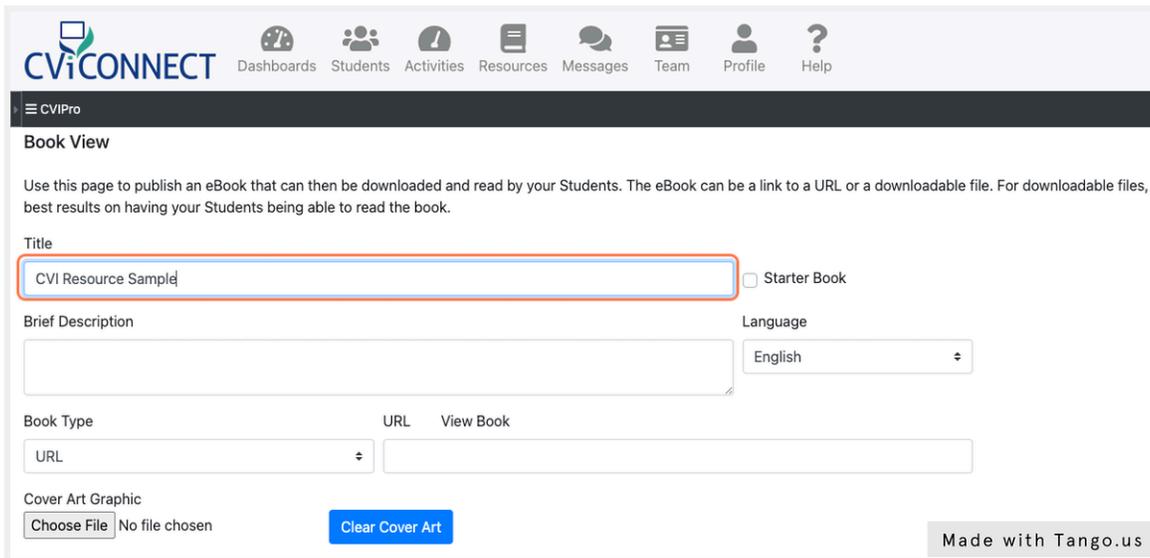
3. Click on Resources



4. Click on Add New



5. Fill in the resource form provided beginning with the Title



CViCONNECT Dashboards Students Activities Resources Messages Team Profile Help

CViPro

Book View

Use this page to publish an eBook that can then be downloaded and read by your Students. The eBook can be a link to a URL or a downloadable file. For downloadable files, the best results on having your Students being able to read the book.

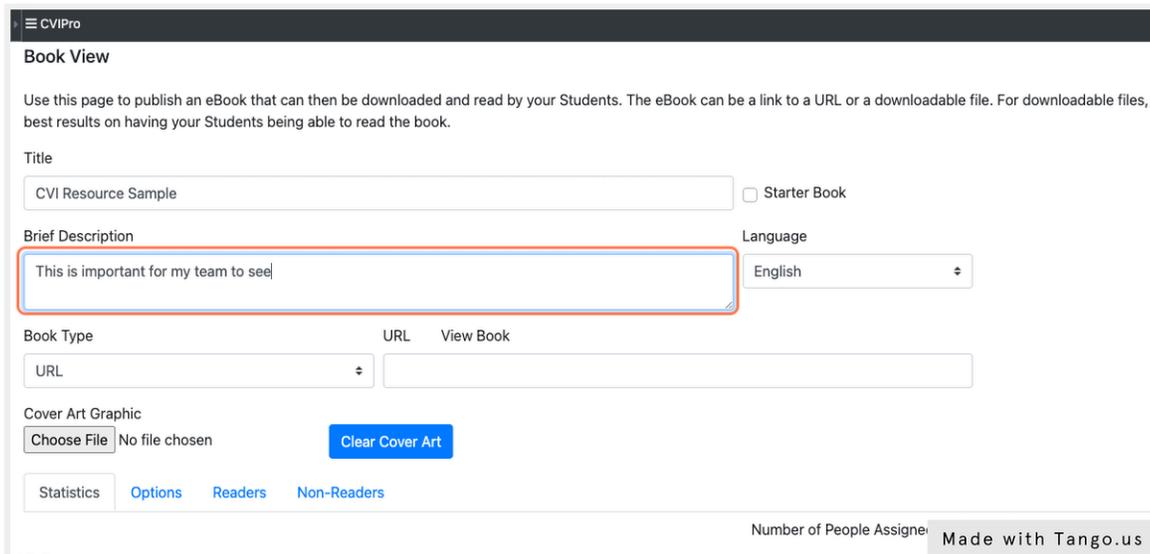
Title
 Starter Book

Brief Description Language
 English ▾

Book Type URL View Book

Cover Art Graphic
 No file chosen Made with Tango.us

6. This is important for my team to see



CViCONNECT Dashboards Students Activities Resources Messages Team Profile Help

CViPro

Book View

Use this page to publish an eBook that can then be downloaded and read by your Students. The eBook can be a link to a URL or a downloadable file. For downloadable files, the best results on having your Students being able to read the book.

Title
 Starter Book

Brief Description Language
 English ▾

Book Type URL View Book

Cover Art Graphic
 No file chosen

Number of People Assigned Made with Tango.us

7. Use the drop down menu labeled 'Book Type' to select either URL or Downloadable File

The field to the right will automatically update to match your selection. After you select the 'Book Type' either add the URL or choose the file to upload.

CVI Resource Sample Start

Brief Description Language

Book Type URL View Book

Cover Art Graphic No file chosen

Number Made with Tango.us

8. Click Save

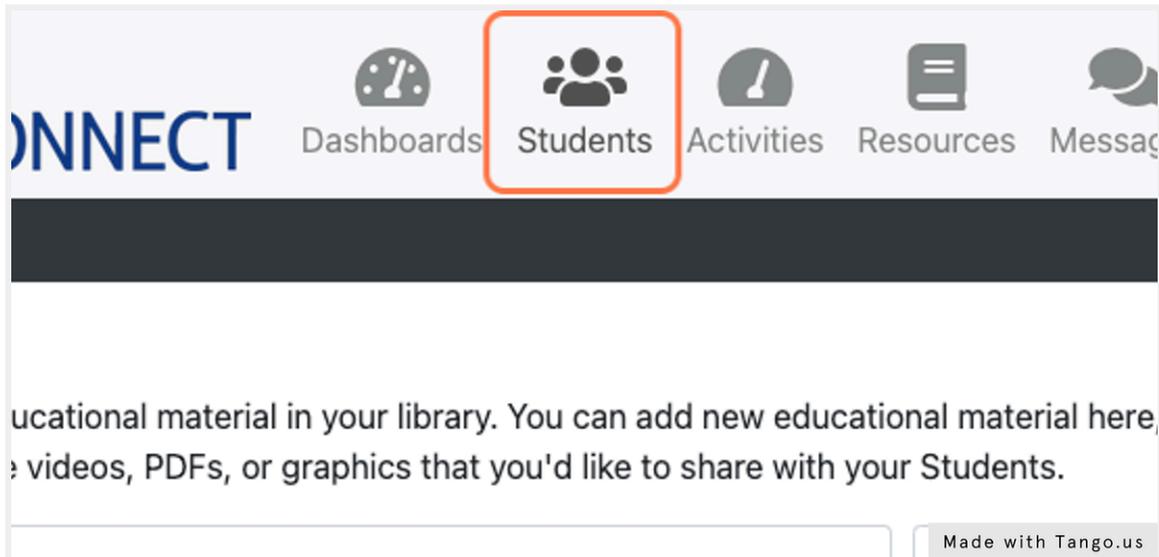
After all the desired information has been added to your resource, use the save icon at the top of the form.

Ms. Teacher TVI at BET

ole file. For downloadable files, make sure the eBook is in EPUB 3 format for

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9. Click on Students



10. Select the student you wish to share your new resource with

	TEST1	Test Student	Test	Student
	Test2	Test Tudent	Test	Tudent
	Test3	John Public	John	Public
	Test4	Taylor Thomas	Taylor	Thomas

11. Click on Resources from the student menu

<p>CVI Range</p> <p>Plans and Assessments</p> <p>Activities</p> <p>Resources</p> <p>Sessions</p> <p>Charts and Reports</p> <p>Messages</p>	<p>Demographics</p> <hr/> <p>Call By</p> <p>John Public</p> <hr/> <p>Contact Status: Unknown</p> <hr/> <p>Title First</p> <p>Ms. John</p> <hr/> <p>Student ID</p> <p>Test3</p>
---	--

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12. Click the checkbox to select your resource

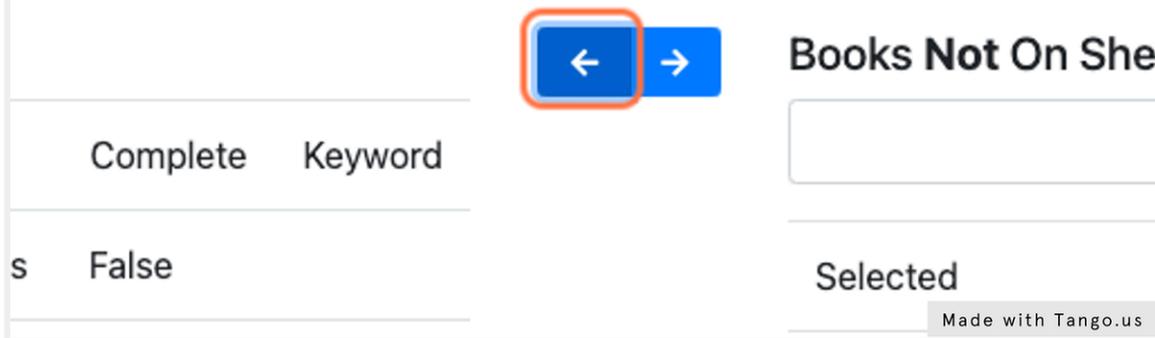
<input type="checkbox"/>	Cortical Visual Im
<input type="checkbox"/>	CVI Hub for Parer
<input checked="" type="checkbox"/>	CVI Resources
<input type="checkbox"/>	Roman on CVI

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13. Click on left arrow

The left arrow moves selected books to the user's bookshelf for their team to view. The right arrow moves selected books off the user's bookshelf.

ent that will be displayed to the Student on their bookshelf. The educat
 Student's bookshelf, check the "Selected" check box in the list labeled
 ks on Shelf" list and click the →button.



The screenshot shows a user interface with two blue arrows, one pointing left and one pointing right. The left arrow is highlighted with an orange border. Below the arrows, there is a section titled "Books Not On Shelf" with a search input field. To the left of the arrows, there are labels "Complete" and "Keyword" above a table. The table has a column labeled "s" and a row with the value "False".

Complete	Keyword
s	False

Books Not On Shelf

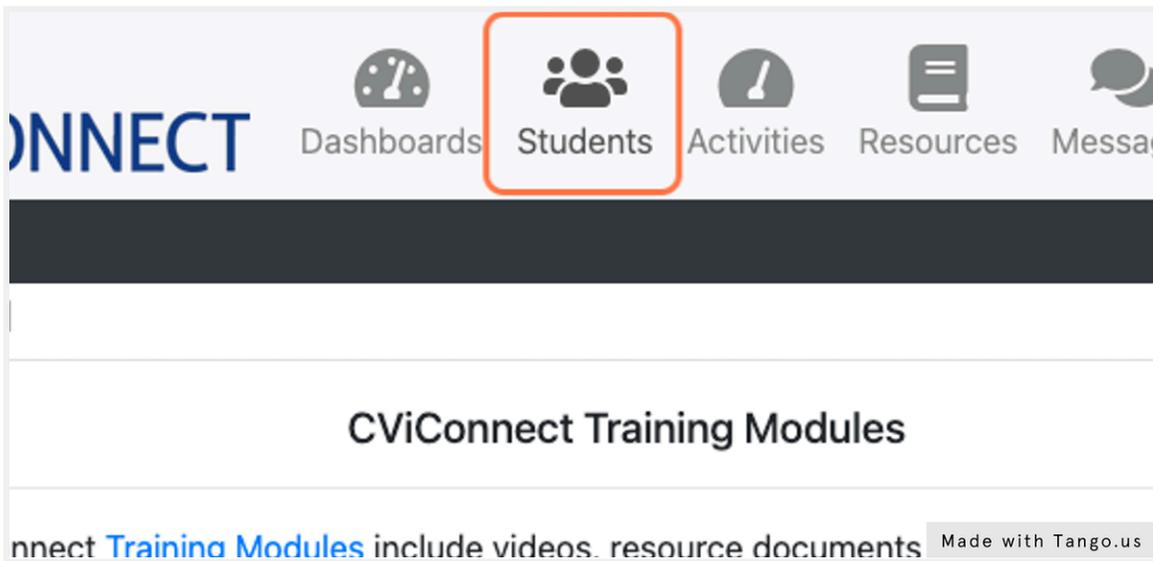
Selected

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Messages (watch video)

1. [Login to the CViConnect PRO Dashboard](#)
2. **Click on Students**



3. Select the student you plan to work with

	TEST1	Test Student	Test	Student
	Test2	Test Tudent	Test	Tudent
	Test3	John Public	John	Public
	Test4	Taylor Thomas	Taylor	Thomas


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4. Click on Messages from the student menu

[Resources](#)

[Sessions](#)

[Charts and Reports](#)

[Messages](#)

[Journal](#)

[Documents](#)

Contact Status: Unknown

Title First

Ms. John

Student ID

Test3

Gender

Male
 Female
 Unknown


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5. Read any existing messages from other team members

This page tracks the messages sent to this Student. You can add a new message or review an old one by clicking on the buttons and links on the page.

Sender: [All] Containing:

Author	Content	Response	Date Sent
 Ms. Teacher TVI	John did an excellent job on the Cat activity today. The environment was highly controlled. Very proud of his hard work!		10/27/2019 8:28:56 PM

1 items found.

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6. Click on New

To write a new note, click new

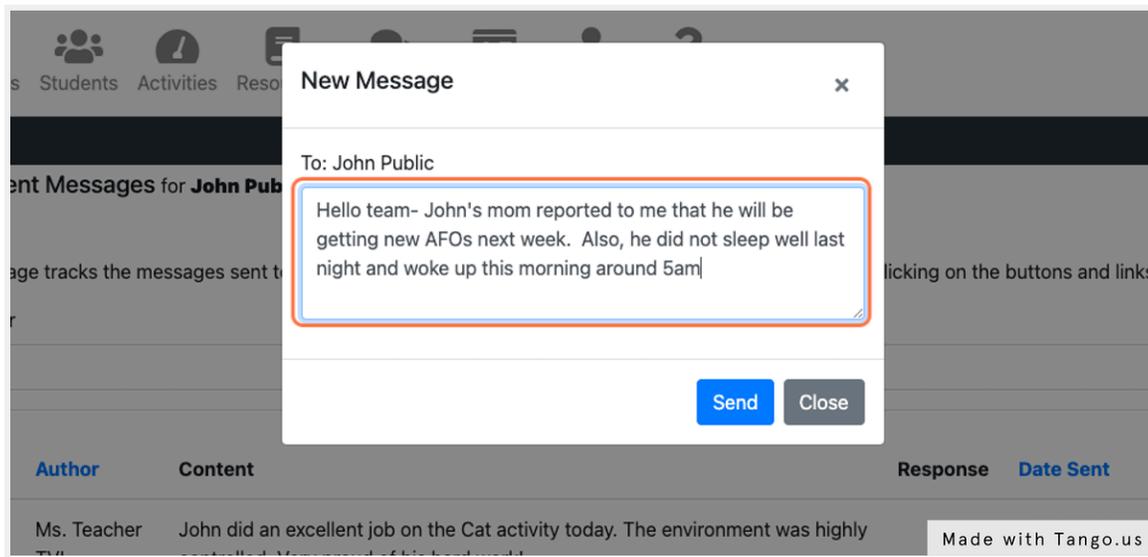
Ms. Teacher TVI at BET1


 Add New With Options
 

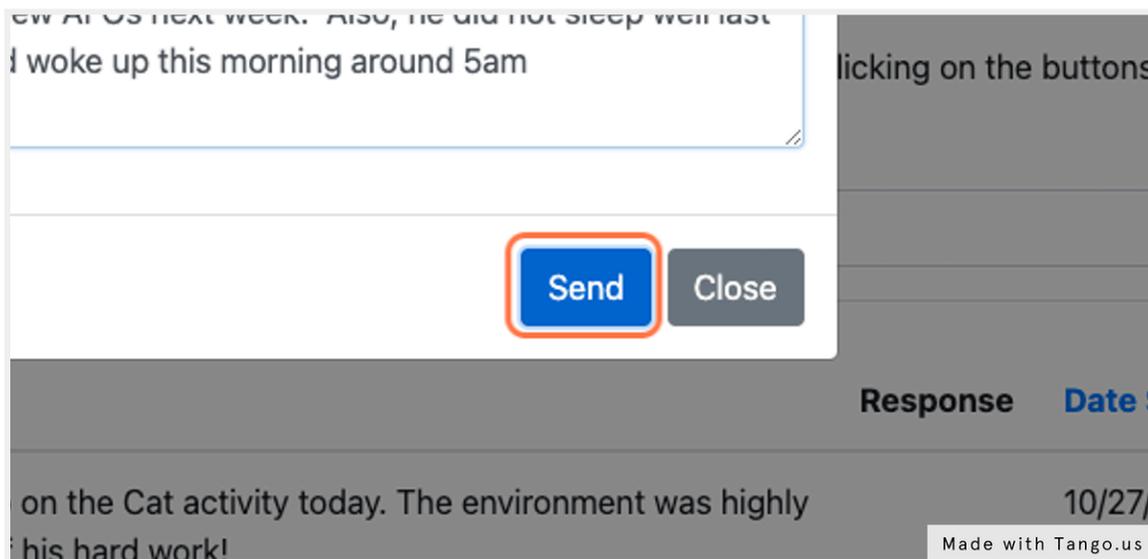
Clicking on the buttons and links on the page.

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7. Type your message to the team



8. Click Send





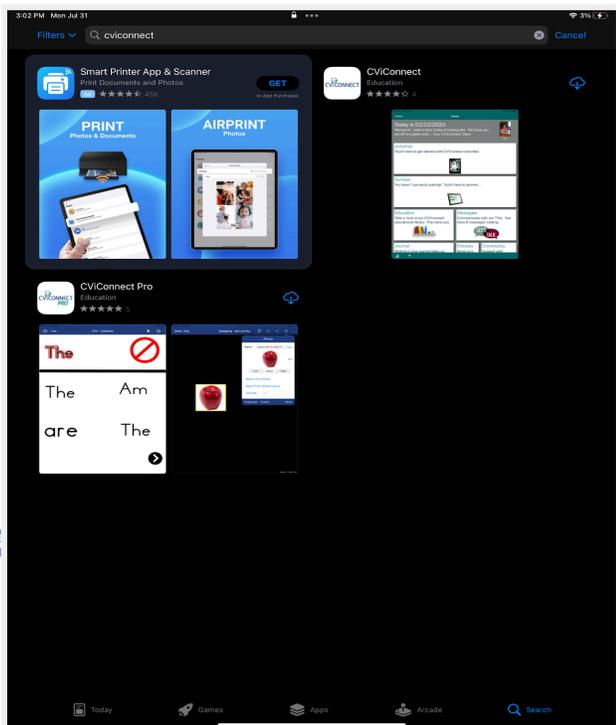
Download CViConnect PRO

1. Open the App store

On your iPad, open the App store

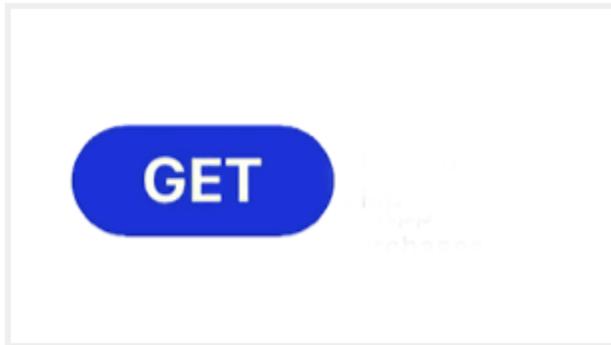


2. Search for CViConnect



3. Touch 'Get'

When you touch 'Get,' the CViConnect PRO app will begin to download.



4. Find the CViConnect PRO App from your home screen

Swipe up or touch the home button to return to the home screen.

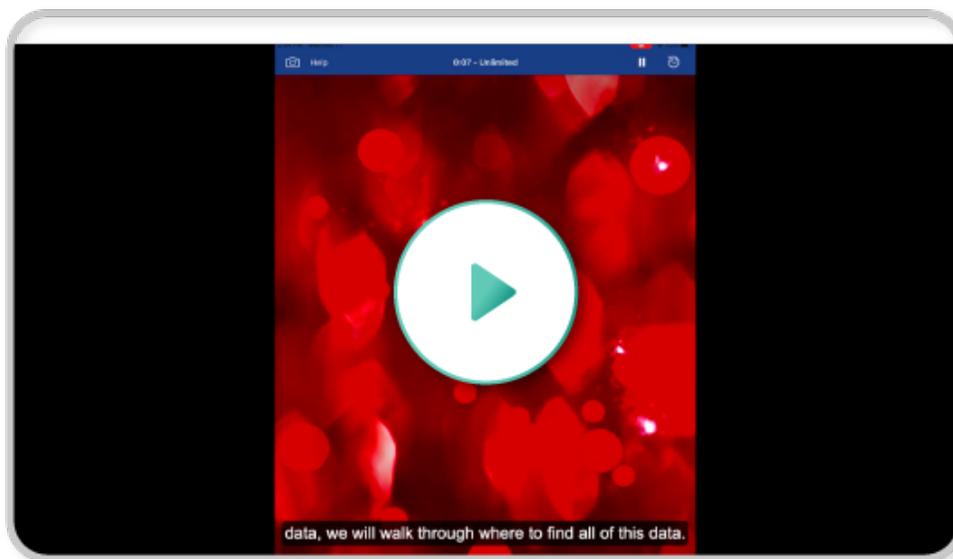
5. Touch the app to open

For further support follow our [Getting Started with CViConnect PRO Resource Guide](#).



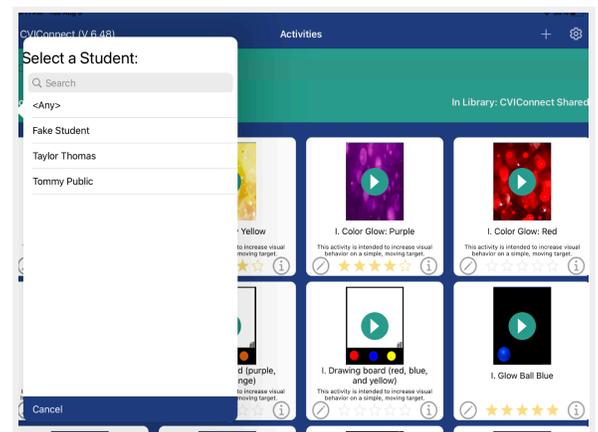
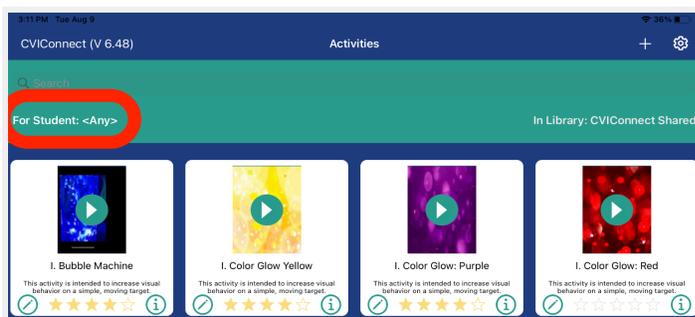


Using the CViConnect PRO iPad Application (watch video)



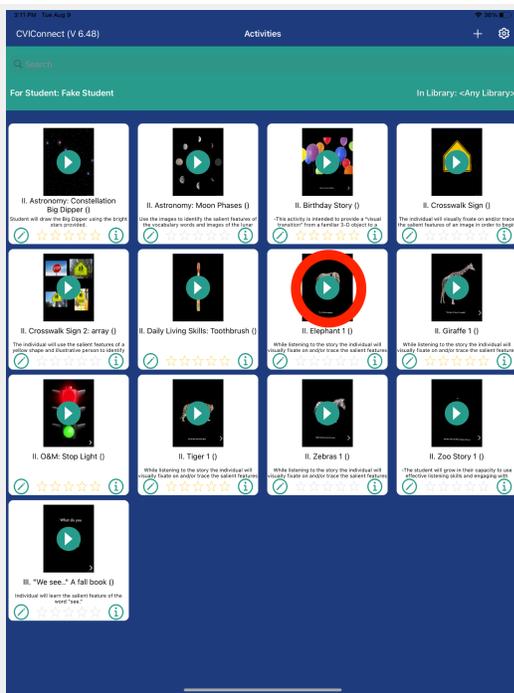
1. Select your student

Touch the menu on the left labeled 'For Student'. A drop down will appear, select the student you plan to work with.



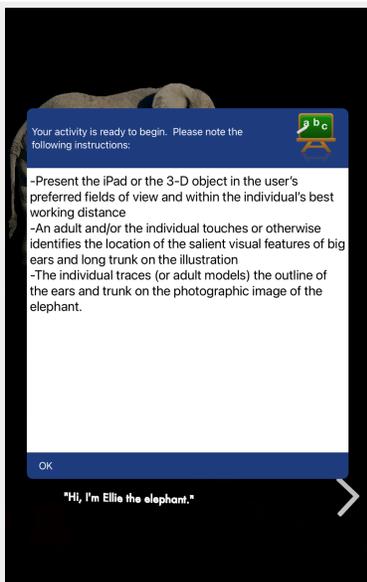
2. Select Activity

After selecting your student, their [assigned Activities](#) will load. From this list, select the play icon from the Activity card you wish to use.



3. Instructions

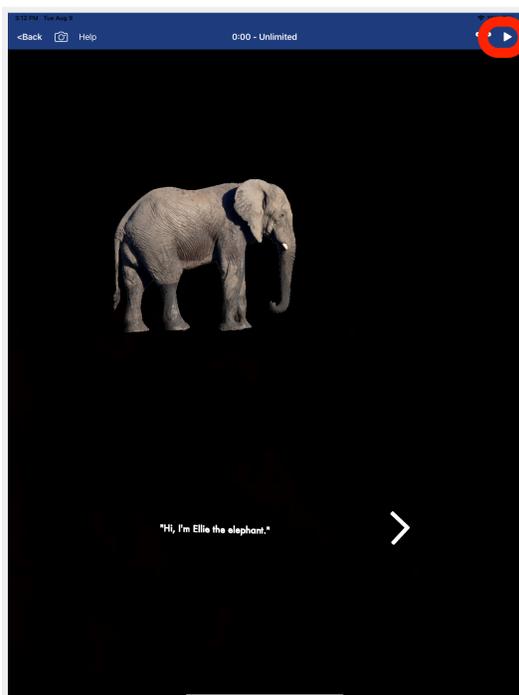
An instruction box will appear. This information can help the CVI moderator support the learner during the Activity. When you have read the information, press Okay.



4. Play

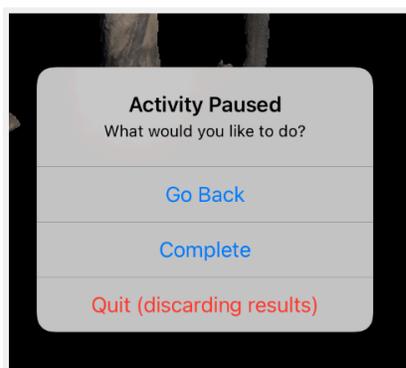
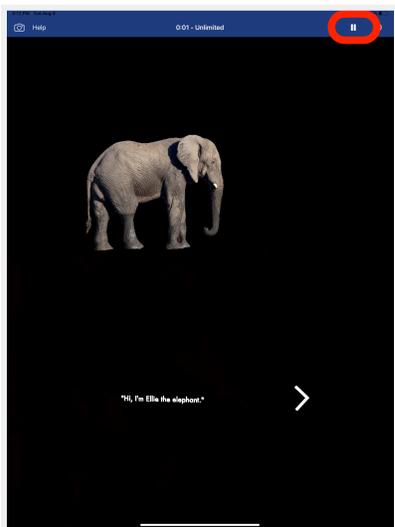
When ready, press play in the upper right hand corner. When you do the Activity will automatically begin collecting look, gaze, and touch detection data. You may be prompted to allow access to recording, camera, and microphone. This is part of the data collection process. For complete data collection, allow all.

Additionally, for the most accurate data collection, we advise the moderator to ensure the student and iPad are set up prior to pressing play. If needed, you can use the [preview eye detection view](#) to ensure the iPad's forward facing camera is set at an angle that can see the learner's face, especially their eyes.



5. Complete

Press the 'Pause' icon from the top menu bar. When you do you will be given three choices.



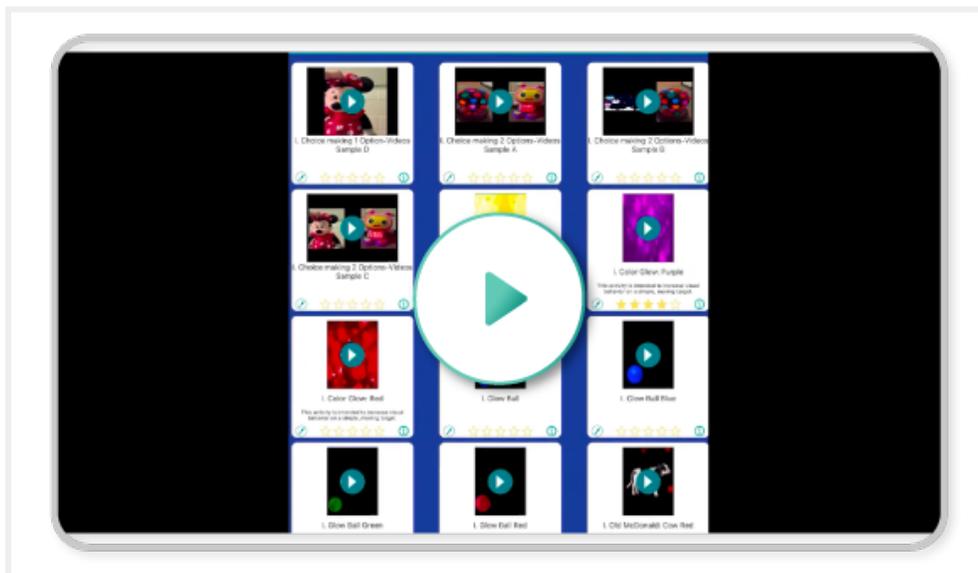
Go Back: This will return to the Activity you were previously running.

Complete: This will complete the Activity and send all data to the student's web-based dashboard. Depending on the length of the Activity session, it may take some time for the data to complete the sending process. Additionally, a pop-up box will appear allowing you to add any relevant notes regarding your learner's session.

Quit (discarding results): This will quit and return to the main Activity list and will **NOT** save any data.



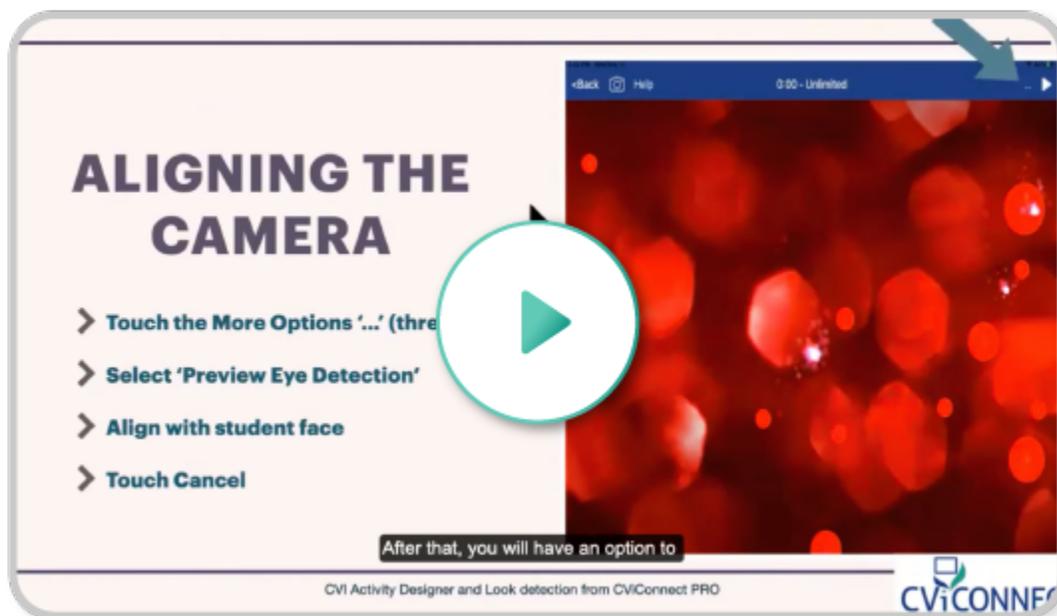
Navigating between the CViConnect PRO web-based Dashboard and the iPad application (watch video)





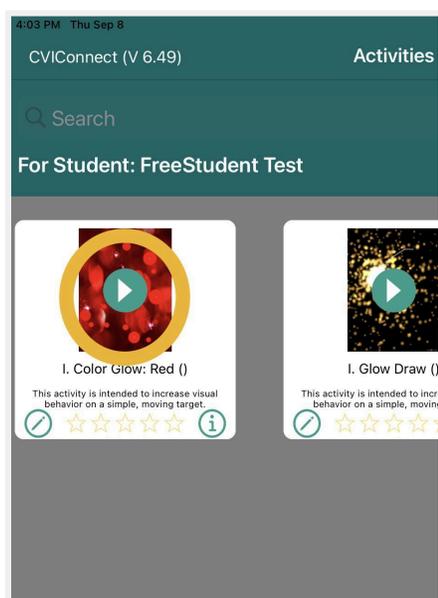
CViConnect PRO iPad Application: Preview Eye Detection (watch video)

The preview eye detection view allows a moderator to ensure the camera is properly aligned with a student's face prior to beginning your Activity Session with a student.

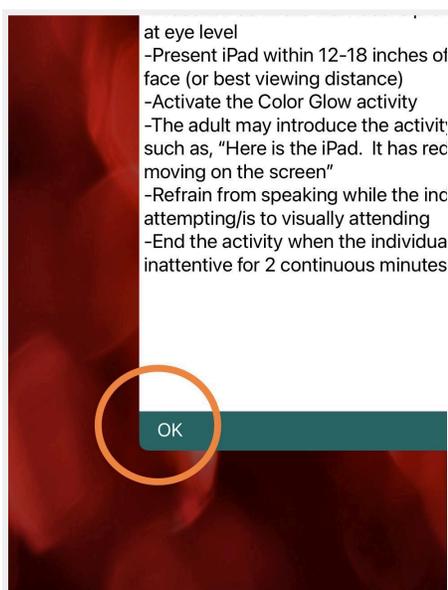


1. Select an Activity to use with your student

Touch the play icon in the center of the desired Activity.



2. Read the Activity instructions and press 'OK'

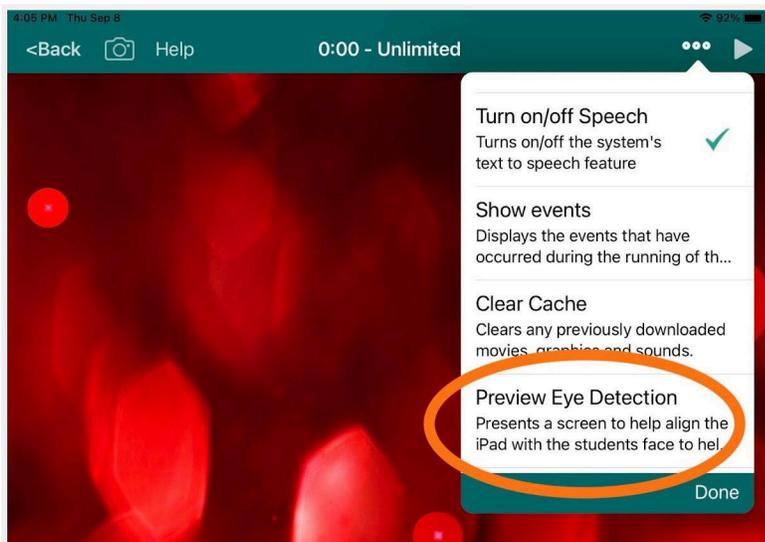


3. Select the 'More Options' icon

In the upper right hand corner, the more options icon looks like three dots.



4. Select 'Preview Eye Detection' from the menu shown



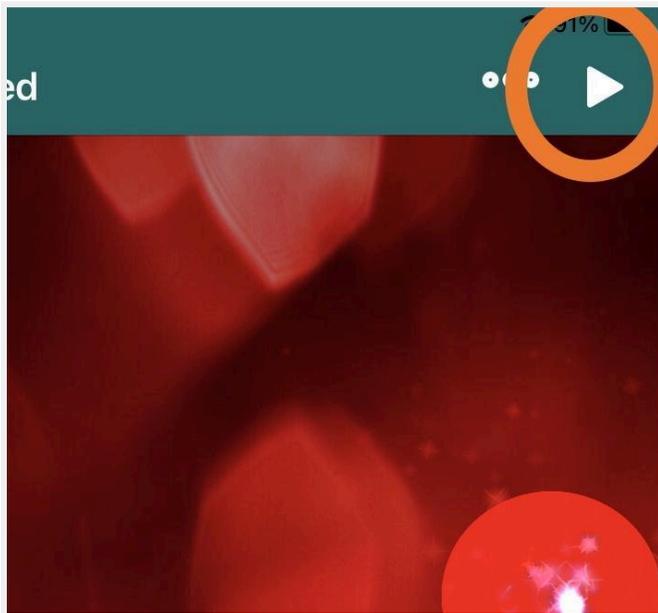
5. Align the student's face within the camera view shown

The iPad's forward facing camera will record more accurate data if the iPad is stabilized through the session. Note, the data collection still works even if the iPad cannot be stabilized.

After you have aligned the camera, be sure to keep the iPad in the same position during the remaining steps.

6. When you are done touch off the screen or touch OK.

7. Press 'Play' to begin the Activity session.





iOS Settings (Microphone and camera access)

In order for CViConnect to collect the data, each iPad needs to give access to the CViConnect iPad applications. There are two things needed to give full access.

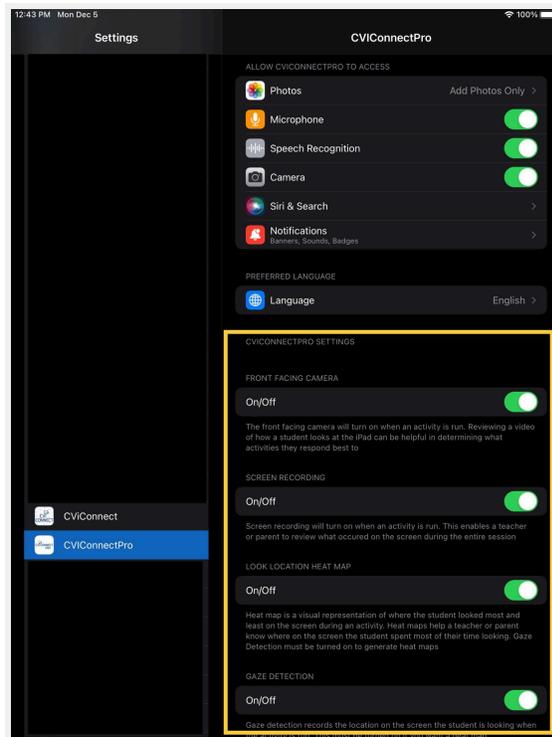
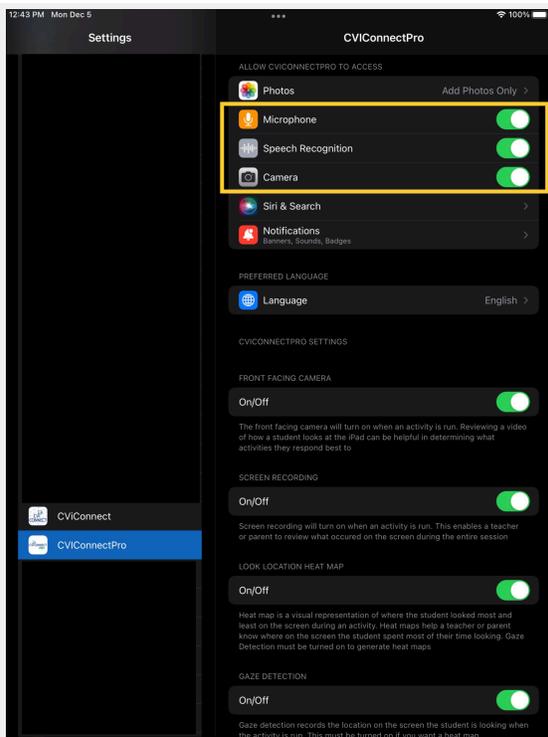
1. Open Settings app

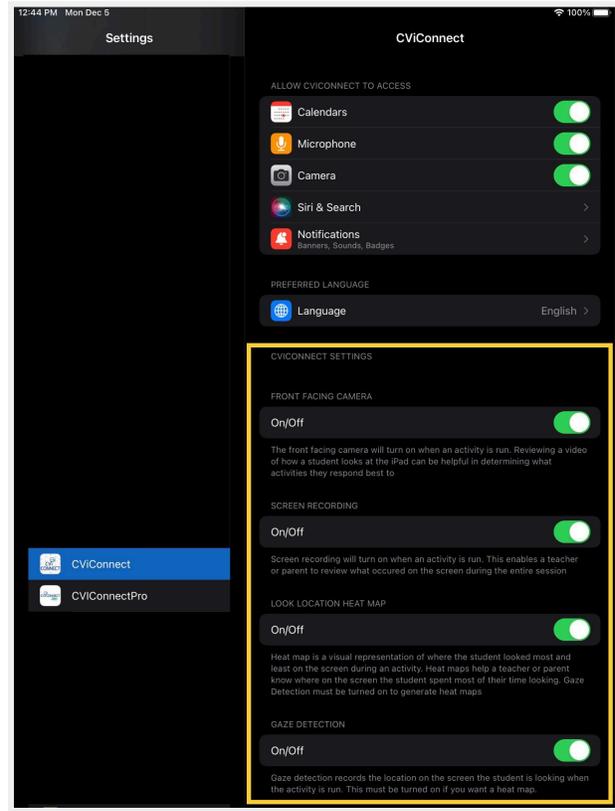
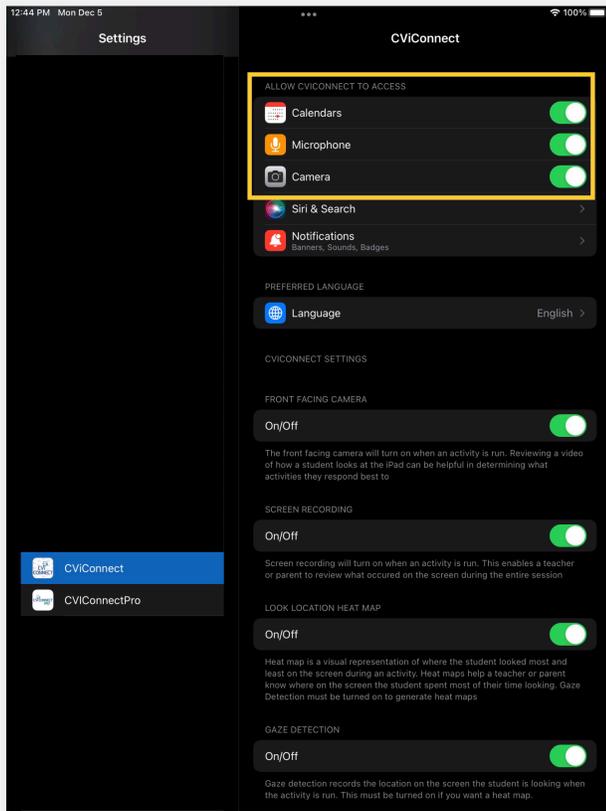
On each iPad running CViConnect or CViConnect PRO, open the iOS settings app.



2. Select CViConnect and/or CViConnect PRO

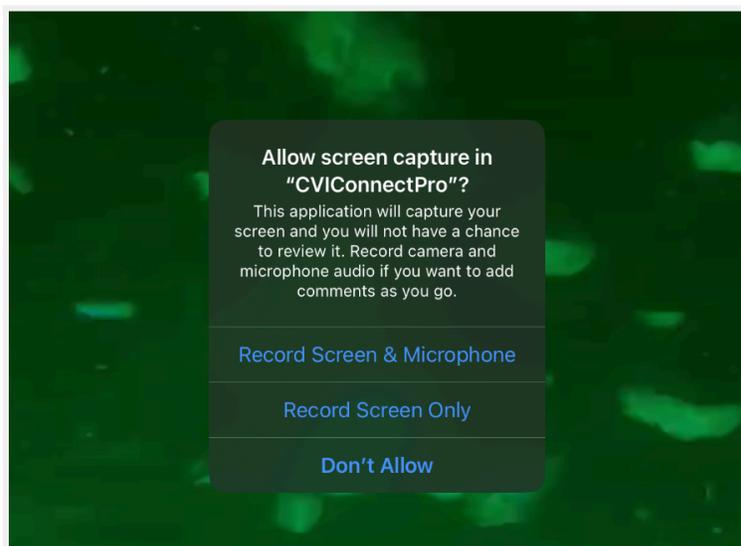
From the left hand side, scroll down and find the CViConnect and CViConnect PRO. Allow the CViConnect app to access the microphone, speech recognition, and camera. Scroll down and toggle on the following CViConnect settings; Front Facing Camera, Screen Recording, Look location heatmap, and Gaze detection. If your iPad has both apps downloaded, both apps need all of these settings toggled on.





3. Allow record Screen & Microphone.

Once in the CViConnect and/or CViConnect PRO you will select an Activity to run. Upon pressing play, a pop-up will appear asking to allow screen capture in CViConnect. This prompt is required by Apple and will re-appear at various intervals set by Apple's security parameters. When this prompt appears, selecting Record Screen and Microphone will give you all of the data on your CViConnect PRO dashboard. By selecting Record Screen Only or Don't Allow, you may be missing your decibel detection, heat maps, and screen recordings.





FAQ: Basic CViConnect PRO iPad application Navigation

1. Which iPad application do I use?

We suggest families utilize the CViConnect App and professionals use the CViConnect PRO app.

2. I have signed in to the application and my screen is blank.

It is possible you have signed into the wrong app. A student or family needs to use their login credentials for the CViConnect app. Team members need to use the CViConnect PRO app. If you are unsure what kind of login credentials you have, please ask your account manager (or the person who gave you your user credentials).

3. When do I use the app vs when do I use the web-based dashboard?

The CViConnect PRO iPad application is primarily used for running and creating Activities. The CViConnect PRO web-based dashboard is used for teams to update student profiles, enter baseline data, assign Activities, and review all data. The CViConnect app (primarily used at home) is used for families to run Activities, communicate with the IEP team, and access resources.

4. How do I know if the iPad is capturing my learner's looks?

First, you can use the [preview eye detection](#) option prior to running an Activity session to ensure the iPad is aligned with your learner's face.

5. Where should I place the iPad?

The iPad should always be placed in the learner's preferred field of vision. If you do not have this information yet, you can determine the learner's preferred field of vision by running the same Activity in various fields (one session per field) and comparing the data.

6. How far away should I put the iPad?

First, the iPad should be set at the learner's preferred visual distance. Secondly, you can use the [preview eye detection](#) option prior to running an Activity session to ensure the iPad is only seeing your learner's face and not any other peers in the room. Lastly, if you do not know your learner's visual distance, you can use the data collected from various distances to find where your learner does best.