

Users Guide to Treatment Guidelines, Handheld Edition

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1. Installing Treatment Guidelines, Windows

Run TGHandheldEditionWin.exe choosing the "Typical" install option. This will install the Autoupdate feature on your desktop computer and will also install the Treatment Guidelines application on the handheld at the next hot sync. (Presumably you have done this since you are reading this document.)

Next, hot sync your PDA. Then, launch the Program from your handheld and enter registration code (see Chapter 3).

2. Installing Treatment Guidelines, Macintosh

After downloading TGHandheldEditionMac.sit, your Mac will automatically extract the downloaded files and place them in a folder on your desktop. If you have an older Mac that is unable to expand the ".sit" file, please obtain the free StuffIt(TM) Expander program from Alladin Systems at <http://www.aladdinsys.com>.

Next, open the folder (TGHandheldEditionMac) on your desktop that contains the program files you extracted in the previous step.

The folder should contain 7 files:

A User's Guide (UsersGuide.pdf)

A Read Me file (ReadMe.txt)

Six program files (ABBR-TML2.pdb; ARTL-TML2.pdb, KEYW-TML2.pdb; MedLettRx.prc; TOC-TML2.pdb, ZLib.prc).

Double click on the six program files. This will launch the Hot Sync Manager which, in turn, will add the files to the queue for installation during the next HotSync.

HotSync your PDA.

3. Installing to an Expansion Card

Treatment Guidelines Handheld Edition offers LIMITED support for expansion cards.

Typically, one places an application on the expansion card to conserve main memory.

The trade off in doing so is that the handheld has to move data from the expansion card to main memory for the application to run. This results in a slow launch. It also requires a

sufficient amount of main memory to import necessary data from the card. A general rule of thumb is that if there is not enough memory to install to main memory, then running off the expansion card will NOT work.

Windows Users

The windows installer (TGHandheldEditionWin.exe) has a “Custom” install option that allows you to install to an expansion card. If you have already installed to main memory, and would like to transfer the application to the expansion card, we offer the following suggestion: move the ARTL-TML2.pdb file to the expansion card while leaving all other files to main memory. This results in significant memory savings while reducing the time lag that attends launching the application. However, with any combination of files in main memory versus expansion card, the palm application will work. The Autoupdate feature does require that the file MedLettRx.prc be located in main memory.

On Sony Clie devices, you can use the built in Data Management tool to move selected files to the memory stick. On Palm branded devices, you can use a free third party file utility such as FileZ to move selected files to the card.

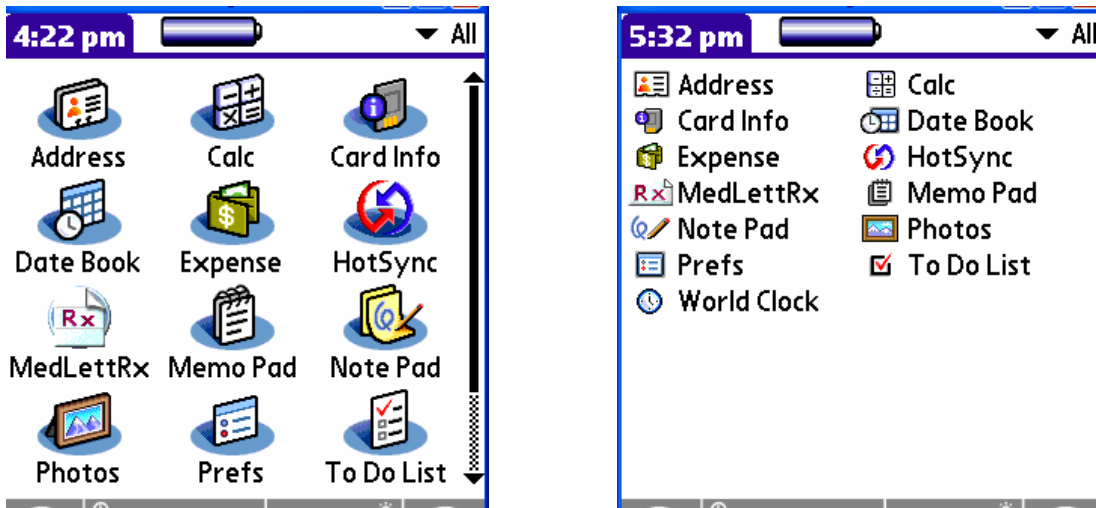
The “Custom” install option does not support Sony Clie devices with OS 3.5.x, so for these handhelds, one must manually install to the expansion card. Be sure to install to the Memory Stick default directory, which is /PALM/Launcher on OS 5.x, and /PALM/PROGRAMS/Msfiles for OS 3.5.x. Treatment Guidelines Handheld Edition expansion card use is NOT compatible with the independent application "Launcher X". There may be incompatibilities with other independent applications.

Mac Users

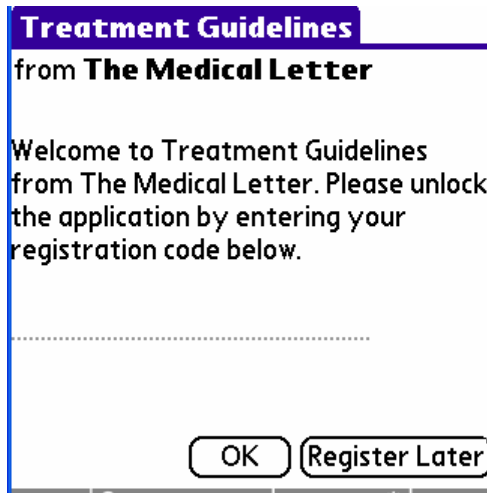
Use the Palm Install Tool to install ARTL-TML2.pdb to the expansion card, while leaving other install files in main memory. This results in significant memory savings while reducing the time lag that attends launching the application. However, any combination of files in main memory versus expansion card will work.

4. Registering Treatment Guidelines on the Handheld

After you have installed Treatment Guidelines on your handheld, launch the application by tapping on the MedLettRx icon, shown below in standard and in list form:



If you have numerous applications, you may have to scroll down to find MedLettRx. If you are having trouble finding the icon, check the upper right hand corner to make sure that “All” is selected.

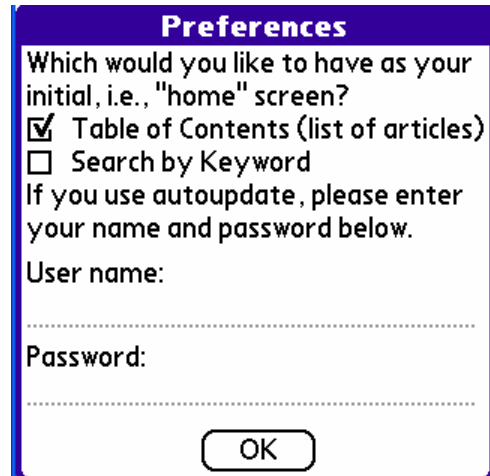


When you launch MedLettRx for the first time you will be prompted to enter your registration code.

The registration code can be found in your online receipt or in the email confirmation of your purchase. Call Customer service at 800-211-2769, Monday through Friday, if you cannot locate your code.

After entering your code and tapping “OK”, you will see a Preferences screen.

If you sync your handheld to a windows computer, and would like to use the Autoupdate feature, enter your user name and password. This information may be entered at a later time if you so choose. Next tap "OK". Tap "OK" one more time to dismiss the registration screen and to go to the Table of Contents.



Preferences

Which would you like to have as your initial, i.e., "home" screen?

Table of Contents (list of articles)

Search by Keyword

If you use autoupdate, please enter your name and password below.

User name:
.....

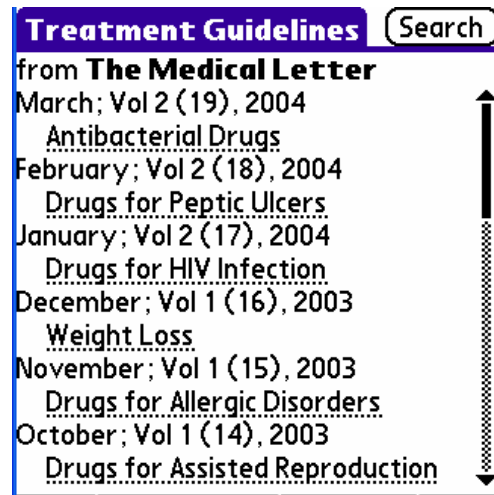
Password:
.....

OK

5. General Use and Navigation

The Table of Contents lists articles in reverse chronological order. One can scroll by tapping or dragging the scroll bar, or by using the up-down buttons on the device. When you return to the Table of Contents the title of the last article viewed will be visible and highlighted.

To view an article, tap on its title.



Treatment Guidelines Search

from **The Medical Letter**

March; Vol 2 (19), 2004
Antibacterial Drugs

February; Vol 2 (18), 2004
Drugs for Peptic Ulcers

January; Vol 2 (17), 2004
Drugs for HIV Infection

December; Vol 1 (16), 2003
Weight Loss

November; Vol 1 (15), 2003
Drugs for Allergic Disorders

October; Vol 1 (14), 2003
Drugs for Assisted Reproduction

You will be taken to the article's introduction. Tap on the popup to see the article's sections.

Let's look at Antibacterial Drugs. You may move through the article by using the popup, or by pressing the up-down buttons on the device.

Antibacterial Drugs (Home)

March 2004

▼ **Introduction**

- New drugs for bacterial infections and new information about older drugs continue to become available.
- Empirical Rx of some common bacterial infections is discussed below.
- Tables that follow list the drugs of choice and alternatives for each pathogen.
- These recommendations are based on results of susceptibility studies,

Antibacterial Drugs (Home)

Introduction

- Cellulitis »
- Bone & Joint »
- Meningitis »
- Pneumonia »
- Urinary Tract Infection »
- Prostatitis »
- Intra-abdominal Infection »
- Sepsis Syndrome »
- Neutropenic Fever »
- Antibacterial Resistance »
- Tables »
- References

Note that some sections have additional subsections. When this is the case, the section title has a ">>" symbol, as in the example of the Pneumonia section. Tapping on "Pneumonia" pops up a list of subheadings for Pneumonia.

Antibacterial Drugs (Home)

March 2004

Pneumonia, Pathogens

- Initial Rx Ambulatory CAP
- Initial Rx Hospitalized CAP
- Initial Rx Nosocomial
- « Back to main menu

bacterial infections is discussed below.

- Tables that follow list the drugs of choice and alternatives for each pathogen.
- These recommendations are based on results of susceptibility studies,

Tapping on the "<< Back to main menu" item returns you to the main list of article sections.

Some article sections have underlined text, which indicates a link to further information. Tap on underlined text to show footnotes or additional content. For example, in the section on corticosteroid use in the treatment of meningitis, a link to a reference appears, as shown below. Tapping on the underlined text pops up the following:

Antibacterial Drugs (Home)

March 2004

▼ **Use of Steroids**

- Corticosteroids, usually dexamethasone (Decadron, and others), given before or at the same time as the first dose of antibiotics have been reported to decr the incidence of hearing loss and other neurological complications in children w/ meningitis (REF 7, 8).
- In addition, a recent study in 301 adults w/ bacterial meningitis found

Antibacterial Drugs (Home)

March 2004

▼ **Use of Steroids**

- Corticosteroids, usually dexamethasone (Decadron, and others), given before or at the same time as the first dose of

Reference

PK Coyle, Arch Neurol 1999; 56:796.
T Duke et al, Expert Opin Pharmacother 2003; 4:1227.

OK

In addition to text, articles may features tables and lookups.

Here is an example of a table from the Antibacterial Drugs article: Again, underlined text indicates a link to more information.

Below is an example of a lookup list from the same article:

To lookup, say, Q fever, enter a “q” in the lookup field. The list will scroll to the first item that starts with a “q”:

Antibacterial Drugs (Home)	
March 2004	
▼ Table: Dose/Cost	
<u>Drug/Class/Dose</u>	<u>Cost</u>
CEPHALOSPORINS	
Cefaclor	
avg generic	
<u>500mg q8h</u>	89.40
Ceclor	
<u>500mg q8h</u>	131.40
avg generic (ext-release)	
<u>500mg q12h</u>	71.40
Ceclor CD	
<u>500mg q12h</u>	83.20

Antibacterial Drugs (Home)	
March 2004	
▼ Infecting Organisms	
<u>Acinetobacter*</u>	
<u>Actinomyces israelii</u>	
<u>Actinomycosis</u>	
<u>Aeromonas*</u>	
<u>Anaplasma phagocytophilum</u>	
<u>Anthrax</u>	
<u>Bacillary angiomatosis</u>	
<u>Bacillus anthracis*</u>	
<u>Bacillus cereus</u>	
<u>Bacillus subtilis</u>	
Lookup:	

Antibacterial Drugs (Home)	
March 2004	
▼ Infecting Organisms	
Q fever	
<u>Rat bite fever</u>	
<u>Relapsing fever</u>	
<u>Rhodococcus equi*</u>	
<u>Rickettsia prowazekii</u>	
<u>Rickettsia rickettsii</u>	
<u>Rickettsia typhi</u>	
<u>Rocky Mountain spotted fever</u>	
<u>Salmonella non typhi spp.</u>	
<u>Salmonella typhi*</u>	
Lookup: q.....	

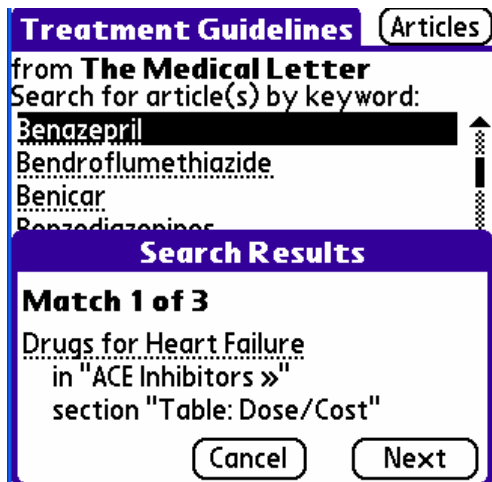
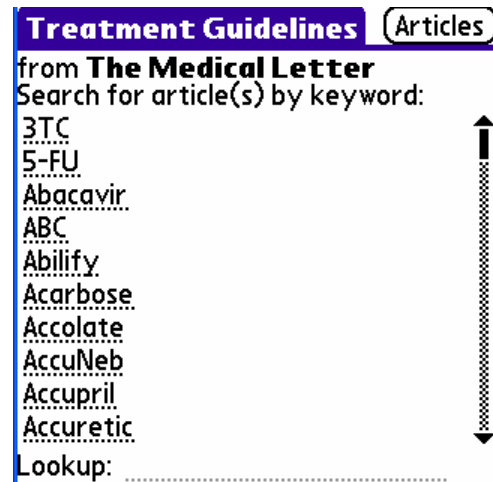
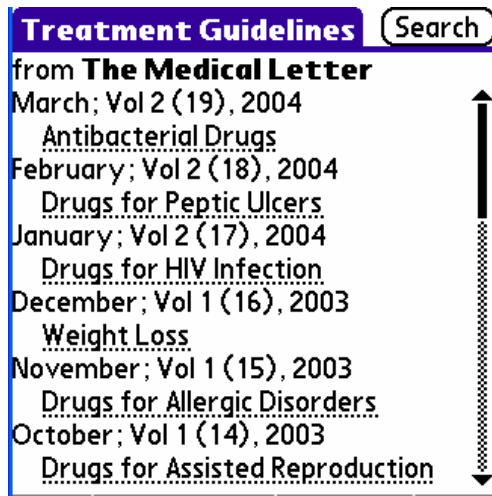
Tap on “Q fever”. A screen appears with drugs of choice and alternatives.

Antibacterial Drugs (Back)	
March 2004	
Coxiella burnetii	
(Q fever)	
Drugs of Choice	
<u>doxycycline</u>	
Alternate/Additional Drugs	
<u>chloramphenicol; a fluoroquinolone</u>	

Tap on “Back” to return to the previous screen. Then, to return to the Table of Contents, tap the “Home” button.

6. Searching

To go to the Search screen, tap on the search button in the upper right corner of the Table of Contents.

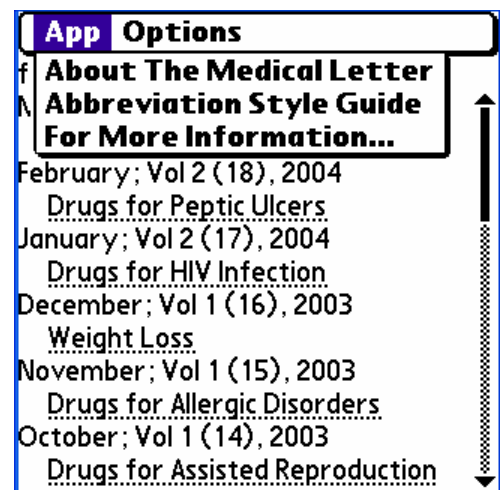


Note that the search is based on keywords, which are essentially index terms. Move quickly to the desired keyword by entering graffiti characters in the lookup field. Tap the keyword to display the articles that match. Tap the underlined article to go to that article (and section) where the keyword resides. Or tap "Next" to view the subsequent match.

7. Menus

The silk screen menu icon is found in the lower left, below the home icon. Tap on the menu icon to get information about the application, to see abbreviations, to change preferences (described in the next section), or to delete articles (section 6). Note that the menu items change based on whether you are viewing the Table of Contents or an article.

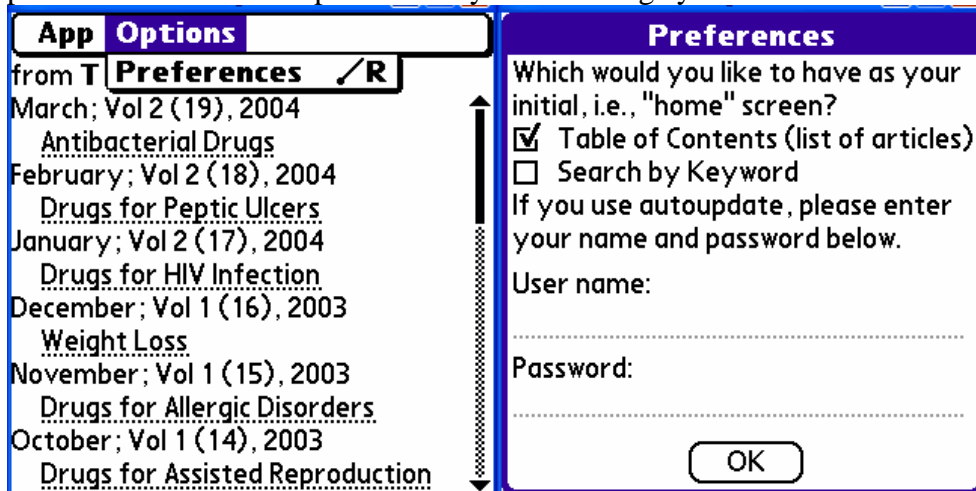
"About The Medical Letter" provides application version and copyright information. The "Abbreviation Style Guide" lists all of the used



abbreviations in a scrolling lookup list. "For More Information" provides the link to our web site for additional products featuring TML content.

8. Changing Preferences

Having articles at your immediate beck and call makes it possible to use the TG knowledge base in novel situations. If you use Treatment Guidelines Handheld Edition as a quick reference in the midst of patient care, you may want to change your home screen to the search screen. To do so, tap the silk screen menu icon, and then tap options, then preferences. Within the preferences you can change your home screen.



You can also enter or change user name and password In the Preferences screen (for those who use the Autoupdate feature- see chapter 6, "Adding Articles with the Autoupdate").

9. Adding Articles Manually WINDOWS:

As new issues appear monthly, we will make downloads available from our web site, and will notify subscribers by an email containing a link to the update web page. The updates are individual articles, not the entire collection, and as a result, they make for easy and fast download.

Note to Expansion Card Users:

Do not install the update or archive files onto the expansion card. The files must be installed to Main Memory. The downloads are small, temporary files which are deleted when you launch MedLettRx, and so they will not significantly impact handheld built in memory.

Using Internet Explorer

Click on the update/archive file link.

Enter your user name and password.



Connect to www.medicalletter.org

Medical Letter Handheld Edition users only

User name:

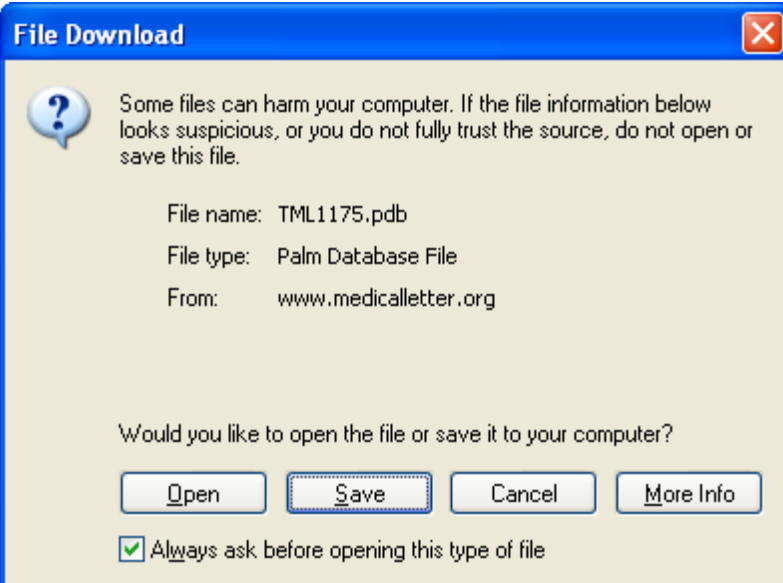
Password:

Remember my password

OK Cancel

Detailed description: This is a Windows-style dialog box with a blue title bar containing the text "Connect to www.medicalletter.org" and standard help and close icons. The main area has a light beige background. At the top left is an icon of two keys. Below it, the text "Medical Letter Handheld Edition users only" is displayed. There are two input fields: "User name:" followed by a text box with a small user icon and a dropdown arrow, and "Password:" followed by a standard password text box. Below the password field is a checkbox labeled "Remember my password". At the bottom right are two buttons: "OK" and "Cancel".

Choose "open" in the File Download box.



File Download

Some files can harm your computer. If the file information below looks suspicious, or you do not fully trust the source, do not open or save this file.

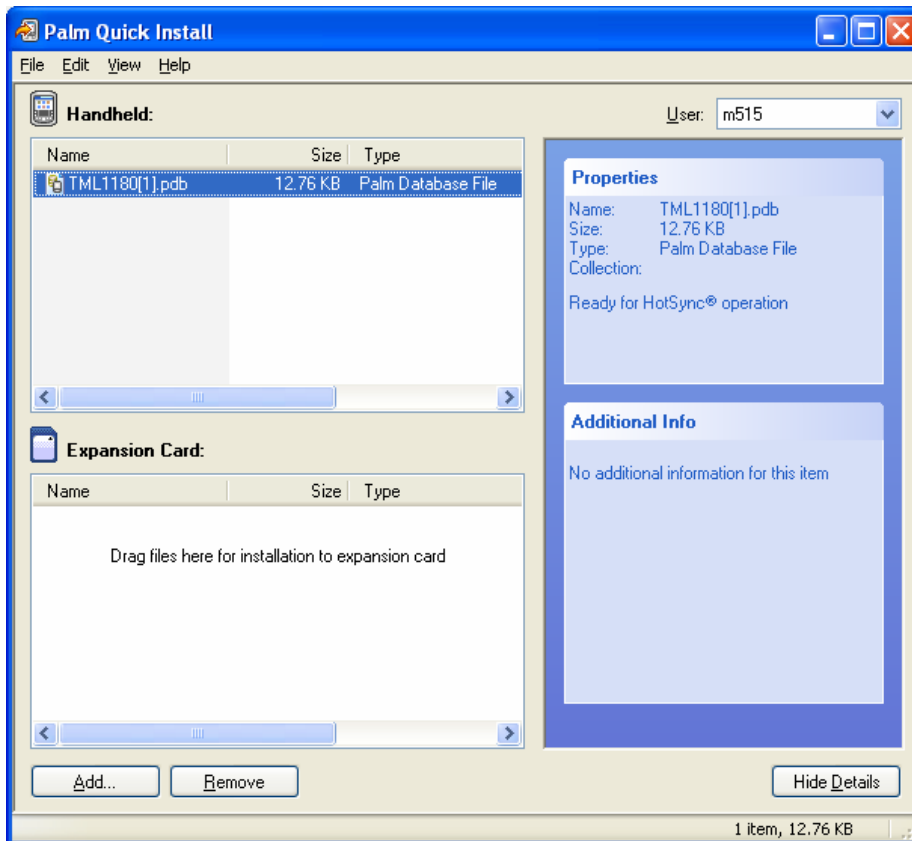
File name: TML1175.pdb
File type: Palm Database File
From: www.medicalletter.org

Would you like to open the file or save it to your computer?

Open Save Cancel More Info

Always ask before opening this type of file

Detailed description: This is a Windows-style dialog box with a blue title bar containing the text "File Download" and a close icon. The main area has a light beige background. At the top left is a question mark icon. Below it is a warning message: "Some files can harm your computer. If the file information below looks suspicious, or you do not fully trust the source, do not open or save this file." Below the message is file information: "File name: TML1175.pdb", "File type: Palm Database File", and "From: www.medicalletter.org". Below the information is the question: "Would you like to open the file or save it to your computer?". At the bottom are four buttons: "Open", "Save", "Cancel", and "More Info". The "Save" button is highlighted with a dashed border. At the very bottom is a checkbox labeled "Always ask before opening this type of file" which is checked.



The Palm Install Tool will be launched which will queue the file for installation during the next HotSync.

HotSync your PDA.

Using Netscape

Click on the update/archive file link. Enter your user name and password. You will receive a prompt asking whether to save the file or open it.

Netscape power users: choose "open file", then choose "advanced". Select the Instapp application to open the file (and all pdb files). Instapp is found:

For Palm handheld users C:\Program Files\Palm\Instapp.exe

For Sony Clie users C:\Program Files\Sony Handheld\Instapp.exe

All others: choose "save" to save the file to your desktop, taking note of the save location. After the file has downloaded, locate and double click on the downloaded file - this will launch the Palm Install Tool which will queue the file for installation during the next HotSync. HotSync your PDA.

10. Adding Articles Manually, Macintosh:

As new issues appear monthly, we will make downloads available from our web site, and will notify subscribers by an email containing a link to the update web page. The updates are individual articles, not the entire collection, and as a result, they make for easy and fast download.

Note to Expansion Card Users:

Do not install the update or archive files onto the expansion card. The files must be installed to Main Memory. The downloads are small, temporary files which are deleted when you launch MedLettRx, and so they will not significantly impact handheld built in memory.

Using Internet Explorer

Click on the update/archive file link. Enter your user name and password. The update/archive will automatically download to your desktop. Locate the downloaded file on your Macintosh desktop. Double click on the downloaded file - this will launch the HotSync Manager and will get the file ready for installation. (Alternatively on OS X, you can drag and drop the update/archive onto the HotSync Manager icon in the dock.) HotSync your PDA.

Using Netscape

Click on the update/archive file link. Enter your user name and password. You will receive a prompt asking whether to save the file or open it.

Netscape power users: choose "open file", then choose "advanced". Select the HotSync Manager application (in the /Applications/Palm directory of your Macintosh) to open the file (and all pdb files).

All others: choose "save" to save the file to your desktop. Then locate the file on your Macintosh desktop. Double click on the downloaded file - this will launch the HotSync Manager and will get the file ready for installation. (Alternatively on OS X, you can drag and drop the update/archive onto the HotSync Manager icon in the dock.) HotSync your PDA.

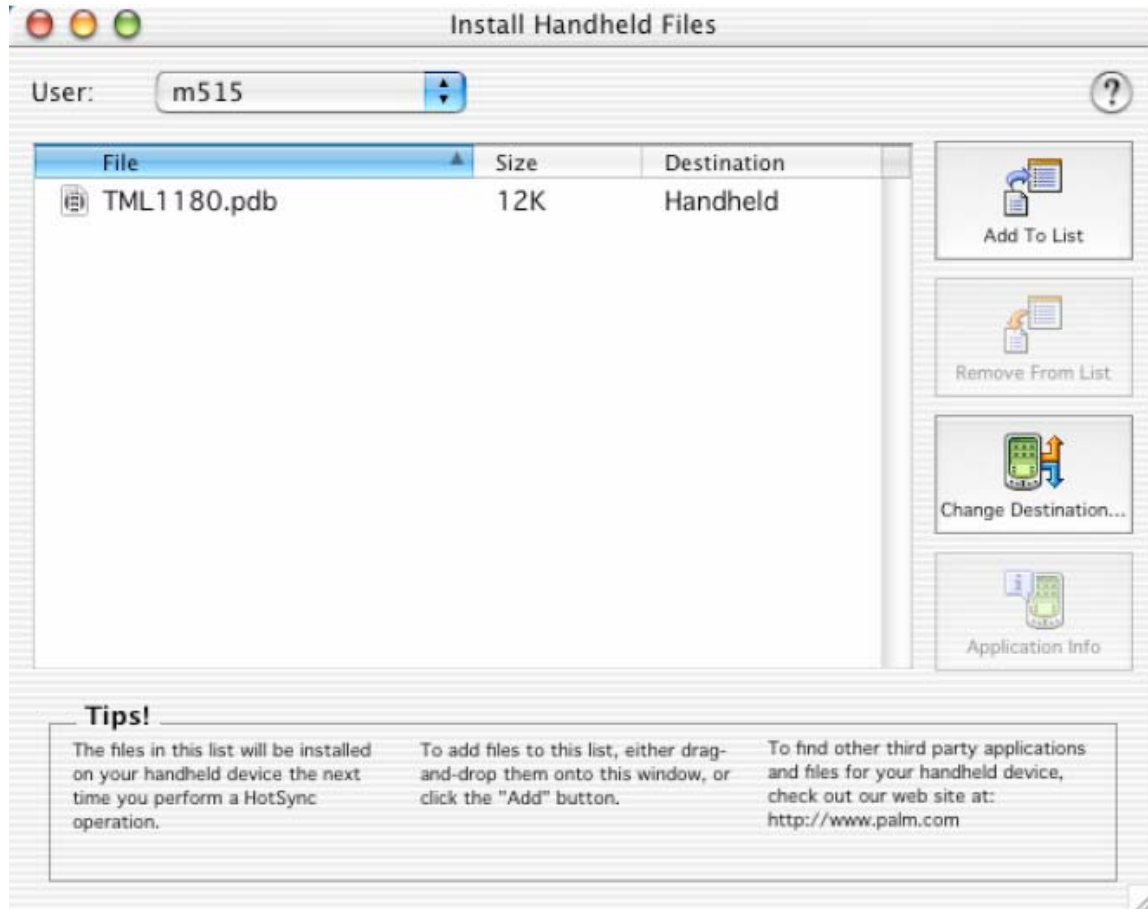
Using Safari

Click on the update/archive file link. Enter your user name and password.



The image shows a Safari browser login dialog box. On the left is a compass icon. The text reads: "To view this page, you need to log in to area 'Medical Letter Handheld Edition users only' on www.medicalletter.org." Below this, it says "Your password will be sent in the clear." There are two input fields: "Name:" and "Password:". Below the "Password:" field is a checkbox labeled "Remember this password". At the bottom right are two buttons: "Cancel" and "Log In".

The update/archive will automatically download to your desktop. Locate the downloaded file on your Macintosh desktop. Double click on the downloaded file - this will launch the HotSync Manager and will get the file ready for installation. (Alternatively on OS X, you can drag and drop the update/archive onto the HotSync Manager icon in the dock.)



Next HotSync your PDA.

Using Opera

Click on the update/archive file link. Enter your user name and password. The Opera "Transfers" window will appear confirming that the file was downloaded. Double click on the downloaded file name in the "Transfers" window - this will launch the HotSync Manager and will get the file ready for installation. (Alternatively on OS X, you can drag and drop the update/archive onto the HotSync Manager icon in the dock.) HotSync your PDA.

11. The Autoupdate feature for Windows

The TMLAutoupdateRx is a plug-in (conduit) for the Hot Sync Manager. When you hot sync, TMLAutoupdateRx connects to The Medical Letter server and looks for new articles to download. If there are new articles, new abbreviations, or a newer version of MedLettRx, these are downloaded and installed to the handheld. The Autoupdate is ideal for subscribers with high speed internet connections. Subscribers with dial up connections may also want to try the Autoupdate. In this situation, the dial up internet connection should be established prior to hot syncing. The Autoupdate is installed for Windows users when the “Typical” install option is selected while running the installer.

Below are some common questions concerning the Autoupdate:

How do I know if the Autoupdate has been installed?

How do I enter my username and password for the Autoupdate?

How do I turn it the Autoupdate off (or on)?

How do I contact TML if I am having trouble with the Autoupdate? Will the Autoupdate work with a network sync?

Will the Autoupdate run if I am using an expansion card?

How do I know if the Autoupdate has been installed?

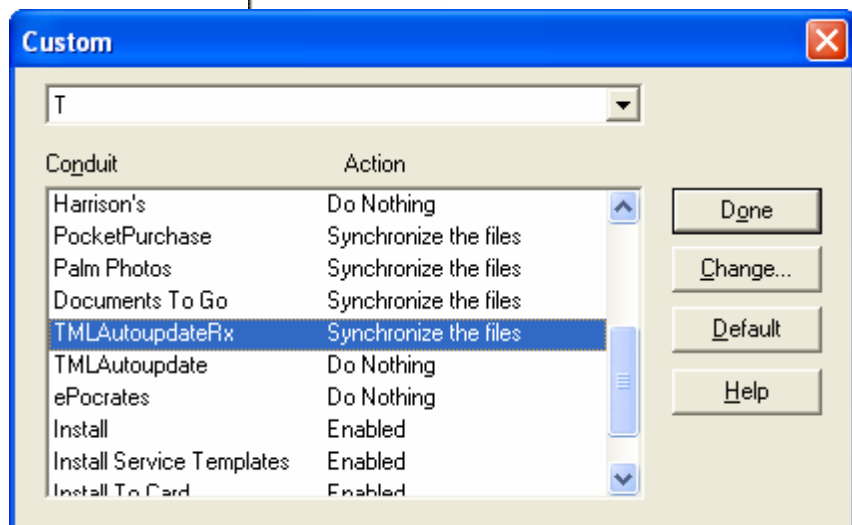
Click on the hot sync icon on the desktop computer toolbar:



Then click “Custom”

You will see a box that lists all the plug-ins (conduits) that run during hot sync:

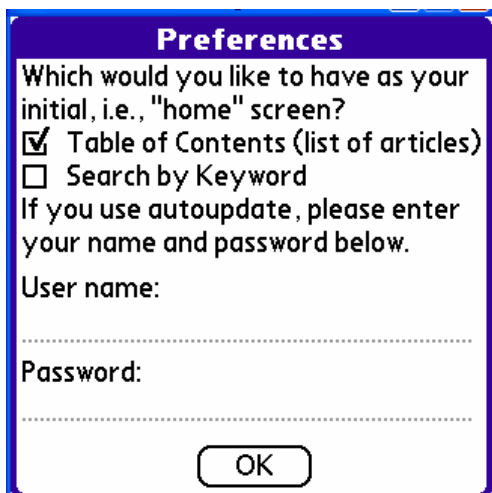
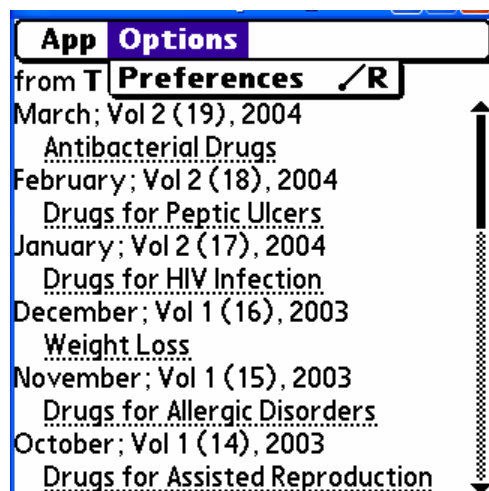
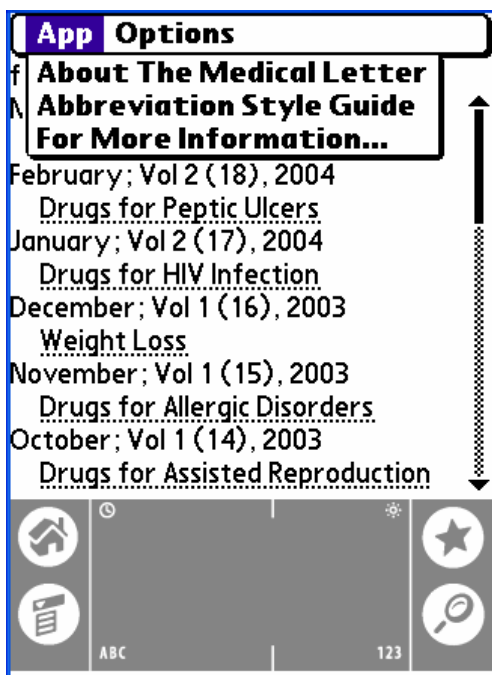
If you see “TMLAutoupdateRx”, then the Autoupdate for Treatment Guidelines has been installed.



How do I enter my username and password for the Autoupdate?

The screen to enter name and password pops up automatically on the palm device the first time you launch Treatment Guidelines. After that, to enter or change user name and/or password, tap the silk screen menu button (the button bellow the Home icon in the lower left hand corner).

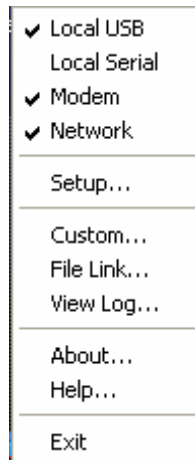
Tap "Options", then tap "Preferences".



You may now enter or change your user name or password. Then tap "OK".

How do I turn it the Autoupdate off (or on)?

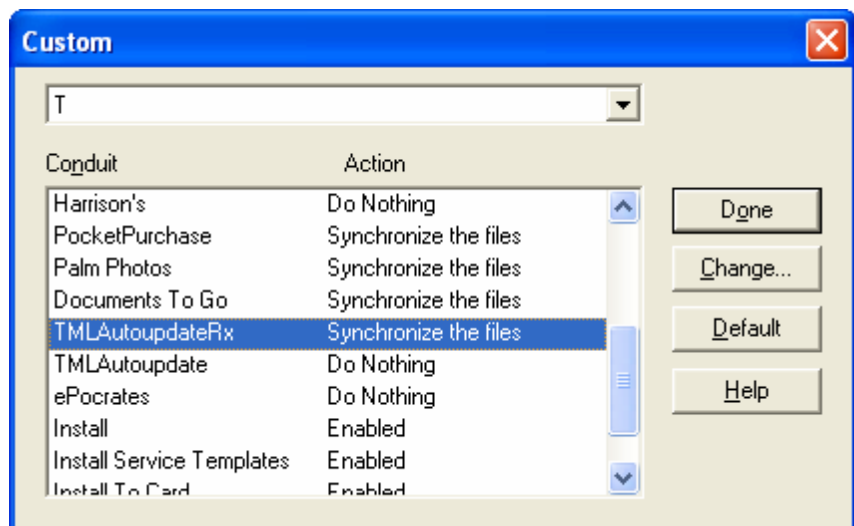
Most subscribers will want to leave the Autoupdate turned on (it is on by default); however, if you need to turn the Autoupdate off, click the hot sync icon on the desktop computer:



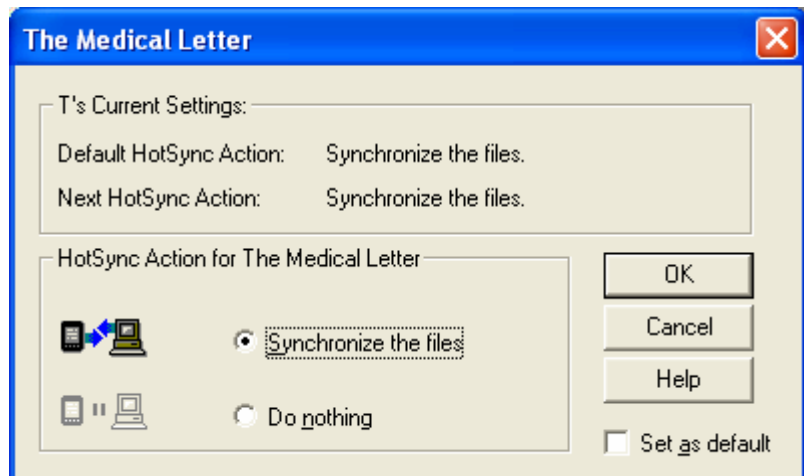
Then click “Custom”

Click
“TMLAutoupdateRx” to
select it:

Click “Change



Click “Do nothing”, then click
“Set as default”, then click
“OK”.



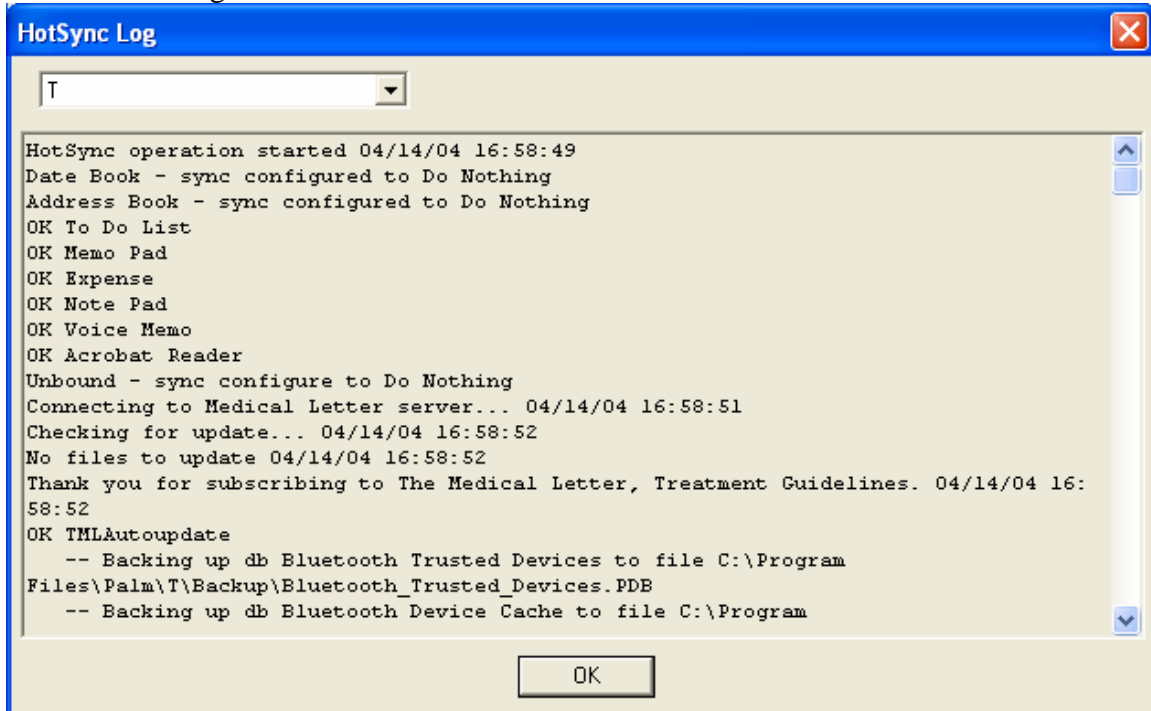
How do I contact TML if I am having trouble with the Autoupdate?

If you are having problems with the Autoupdate, before contacting TML, we ask that you check your Hot Sync log, so that you can provide that information to us when you call or email.

To check the hot sync log, click on the hot sync icon in the toolbar of the desktop computer:



Click “View Log...”



Call Customer service at 800-211-2769, Monday through Friday, or email techsupport@medicalletter.org.

Will the Autoupdate work with a network sync?

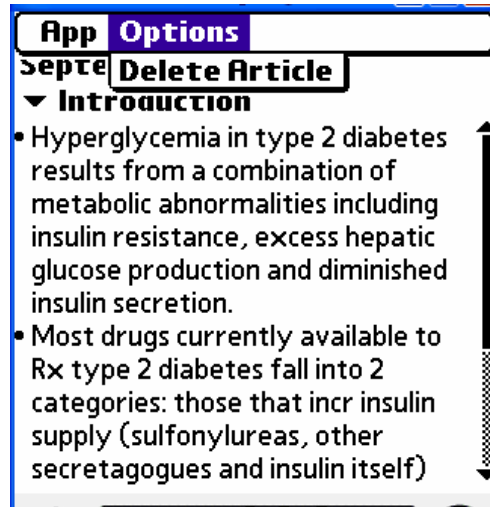
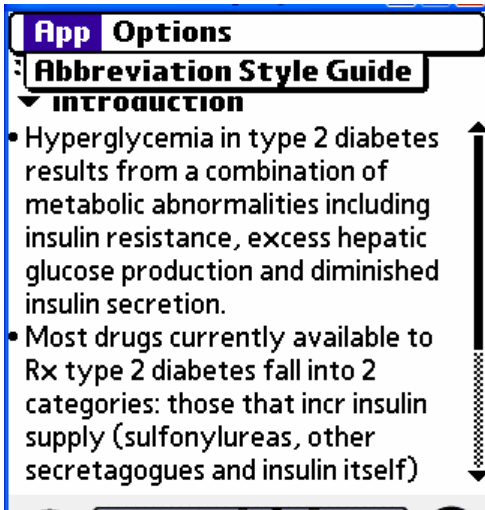
The Autoupdate is not currently compatible with a network hot sync.

Will the Autoupdate run if I am using an expansion card?

The Autoupdate will not run if the entire Treatment Guidelines palm application resides on the expansion card. At least one of the Treatment Guidelines install files must reside in main memory on the handheld. WE recommend that you leave the file MedLettRx.prc in main memory.

12. Deleting Articles

If you like, you may delete articles of your choosing. To do so, go to the introduction of the selected article, then tap the silk screen menu icon, tap options, tap delete article.



A notification screen appears giving the opportunity to delete (or cancel). It is possible to restore a previously deleted article by manually downloading an archive from our web site. When an article is deleted, its title remains (grayed-out if you have a color device) in the Table of Contents. The article's keywords also remain in the scrolling list in the Search screen.



13. Technical Support

If you are experiencing a problem with Treatment Guidelines Handheld Edition, contact Call Customer service at 800-211-2769, Monday through Friday, or email techsupport@medicalletter.org.