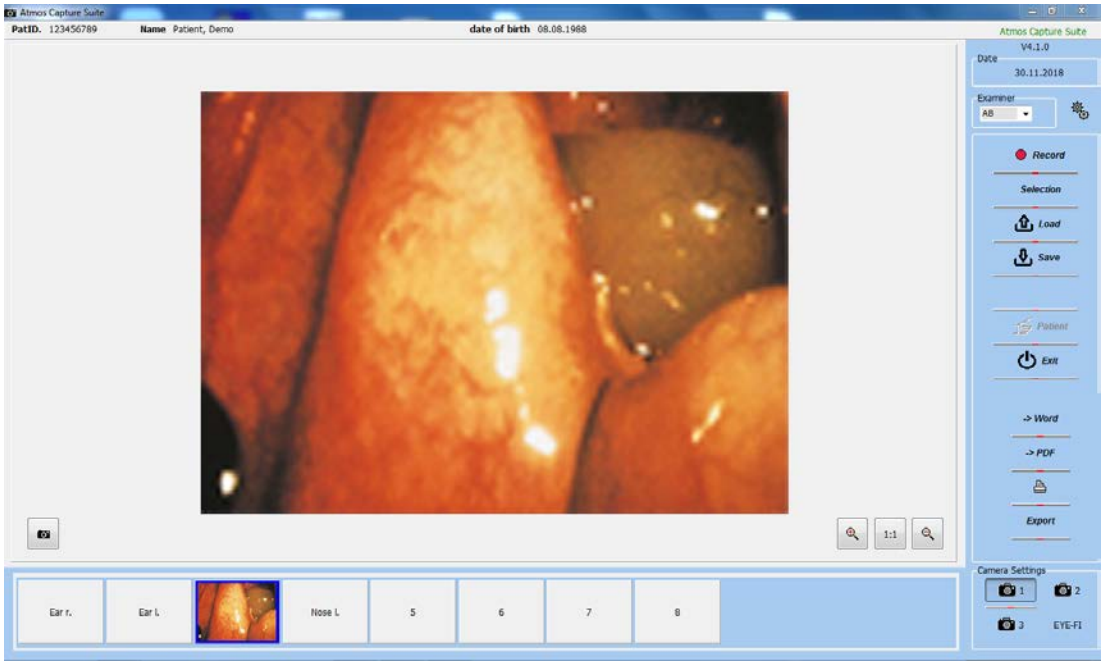
ATMOS MedizinTechnik

Operating Instructions

ATMOS® Capture Suite

English



These operating instructions are valid from software version 4.0.

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1 Introduction

1.1 Notes on operating instructions

These operating instructions contain important instructions on how to operate your product safely, correctly and effectively.

These operating instructions are designed for training and instructing new operating personnel in the use of the system, and also for use as a reference manual. This document may only be reprinted, either in part or in whole, with written permission from ATMOS.

These operating instructions must always be kept to hand near the device.

§

Read chapter “2 Notices for your safety” on page 6 before using the product for the first time. This will help you to avoid potentially dangerous situations.

The declaration of conformity and our general standard terms and conditions can be obtained on our website at www.atmosmed.com.

The quality management system at ATMOS has been certified according to international standard EN ISO 13485.

These operating instructions are valid for the following products:

- ATMOS® Capture Suite lite 700.0045.0
- ATMOS® Capture Suite 700.0046.0
- ATMOS® Capture Suite HD 700.0047.0

1.2 Explanation of pictures and symbols

In the operating instructions

⚠ DANGER

Warning of a danger that will result in immediate fatal or serious injury. Observe the necessary measures.

⚠ WARNING

Warning of a danger that can cause fatal or serious injury. Observe the necessary measures.

⚠ CAUTION

Warning of a danger that can cause minor injury. Observe the necessary measures.

ATTENTION

Notice of a danger that can damage the product or other objects. Observe the necessary measures.

⚠ Warning of a danger that can cause fatal or serious injury.

ⓘ Notice of potential material damage.

☞ Useful information on the handling of the device.

1. Action. Proceed step by step.
» Result of an action.
→ Move/plug in this direction.
click Engage, check correct fit.

1.3 Function

Software for visualisation and archiving

Name: ATMOS® Capture Suite lite, ATMOS® Capture Suite, ATMOS® Capture Suite HD

Main function: Visualisation and documentation of the diagnosis results

Specification of the main function:

- Saving and editing individual images (JPG format)
- Saving and cutting video sequences
- Saving and amplifying audio signals
- Allows HD recording (ATMOS® Capture Suite HD only)
- GDT port
- Optimising the video signal (brightness, definition, contrast)

Performance features

Software for the display of video signals on the PC. Up to 8 single frames can be temporarily frozen as individual images and saved in a PDF or Word document (patient letter).

Function

	Capture Suite lite	Capture Suite	Capture Suite HD
Saving individual images (JPG format)	x	x	x
GDT port	x	x	x
Optimising the video signal (brightness, definition, contrast)	x	x	x
Video storage		x	x
Display of HD video signals			x

1.4 Scope of delivery

ATMOS software (USB flashdrive)

ATMOS® Capture Suite dongle

ATMOS® Capture Suite remote (optional)

2 Notices for your safety

2.1 General safety instructions

As a user of the software, you are responsible for backing up your own data.

Never alter the camera settings or any other system settings yourself. Incorrect settings can impair smooth operation. ATMOS recommends: Contact an authorised ATMOS Service partner to arrange installation, configuration and troubleshooting.

2.2 Danger for users, patients and third parties

Avoid incorrect use or diagnosis.

Such action may result in injury to the patient.

- If you save your data manually, make sure that the pictures are assigned to the correct patient.

3 Setting up and starting up

3.1 Minimum requirements for the hardware

☞ As a user of the software, you are responsible for backing up your own data.

ATMOS® Capture Suite lite, ATMOS® Capture Suite

Operating system	Windows 7, Windows 8, Windows 10 (32/64 bit)
Free hard drive capacity	20 MB for program installation Recommended: 1 TB Min. 200 GB for video storage
CPU performance	i3, min. 2 GHz
Main memory	Min. 4 GB dual channel (2 x 2 GB) Recommended: 2 x 8 GB
Graphic resolution	1024 x 768
Video input	Terratec Grabster AV350
Audio input	MIC in or LINE in for use with stroboscope
Audio output	Loudspeaker without headphones
USB port	2 x USB 2.0/USB 3.0

ATMOS® Capture Suite HD

Operating system	Windows 7, Windows 10 (64 bit)
Free hard drive capacity	20 MB for program installation Recommended: 1 TB Min. 200 GB for video storage
CPU performance	i7, min. 4 core, min. 2,2 GHz
Main memory	Min. 8 GB dual channel (2 x 4 GB) Recommended: 2 x 8 GB
Graphic resolution	1920 x 1080
Video input	HDMI Grabber Full HD: Magewell XI100DUSB-HDMI HDMI to USB 3.0
Audio input	MIC in or LINE in for use with stroboscope
Audio output	Loudspeaker without headphones
USB port	1 x USB 2.0, 1 x USB 3.0 (for HDMI Grabber)

3.2 Installing the software

Only persons who possess the necessary knowledge and are familiar with the product are permitted to install and configure the ATMOS software. A detailed installation plan is available on request. ATMOS recommends: Work should be carried out by an authorised ATMOS service partner. This will ensure that the software is installed and configured properly.

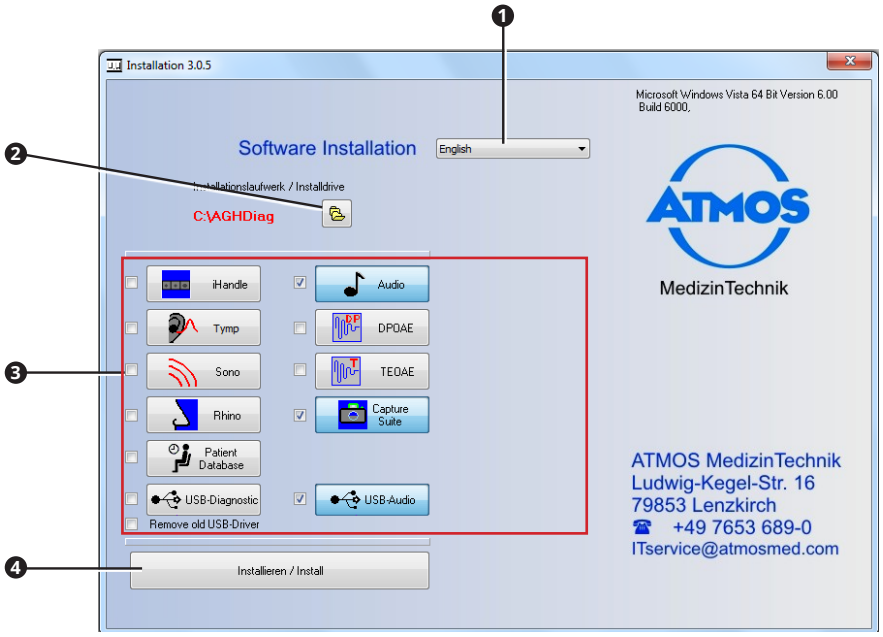
☞ You will require administration rights in order to install the software on your computer.

☞ The hardware must not be connected.

1. Check whether your computer meets the system requirements.

2. Connect the supplied USB flashdrive to the PC.
3. Right-click on the INSTALL.EXE file and select the RUN AS ADMINISTRATOR menu item.
4. If you are requested to do so, enter your administrator login details.

» The software will launch.



5. Enter the following settings:
   - Language ❶
   - Installation path ❷ (important for network installation)
   - The software you want to install ❸

☞ Depending on what software you select, the program will automatically select any additional software components (drivers) required.

6. Click on the INSTALLIEREN/INSTALL button ❹.

» The software will be installed. The current status is displayed in the bottom left corner.

» As soon as the installation is complete, the message INSTALLATION COMPLETE appears in the bottom left corner.

Potential problems during installation

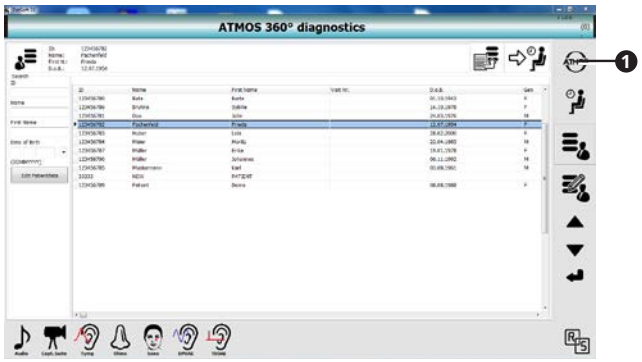
Problem	Possible cause	Remedy
START AS ADMINISTRATOR message appears.	You did not launch the software as an administrator.	1. Close the software. 2. Right-click on the INSTALL.EXE file and select the RUN AS ADMINISTRATOR menu item. 3. Enter your administrator login details.
INSTALLIEREN/ INSTALL button not available.	No software selected.	1. Select the software you want to install.
	You did not launch the software as an administrator.	1. Close the software. 2. Right-click on the INSTALL.EXE file and select the RUN AS ADMINISTRATOR menu item. 3. Enter your administrator login details.

3.3 Setting up patient management in ATMOS® 360° diagnostics

☞ As soon as you exit the Options section, you will be asked if you want to save the settings. Click the Yes button to save the settings, or the No button to discard them.

3.3.1 Opening the Options section

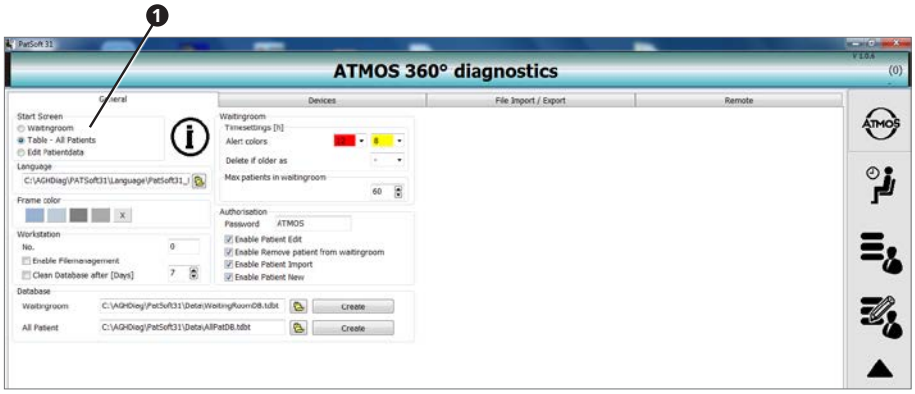
1. Launch the patient management function in ATMOS® 360° diagnostics.
2. Click the ATMOS button ❶ in the top right corner.



» The Options section will be opened.

3.3.2 Selecting the start screen

You can select which section you want to have displayed automatically when you open the patient management system.

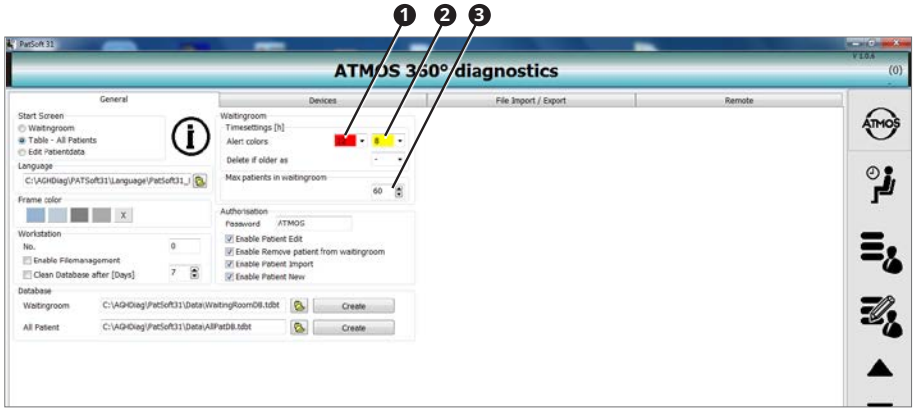


1. Go to the Options section.
2. Click on the General tab.
3. In this section, select your preferred start screen using the Start Screen selection box ❶.

ATMOS recommends that you select one of the following start screens as best suits the situation in your workplace:

Reception	• Table - All Patients
Treatment room	• Waiting room

3.3.3 Setting the Waiting room section



1. Go to the Options section.
2. Click on the General tab.

Using colours to highlight patient data

1. Use the selection box on the left ❶ of the Table colours section to define how many hours should elapse before the patient data in the Waiting Room section is highlighted in red.
2. Use the selection box on the right ❷ of the Table colours section to define how many hours should elapse before the patient data in the Waiting Room section is highlighted in yellow.

Maximum amount of patient data

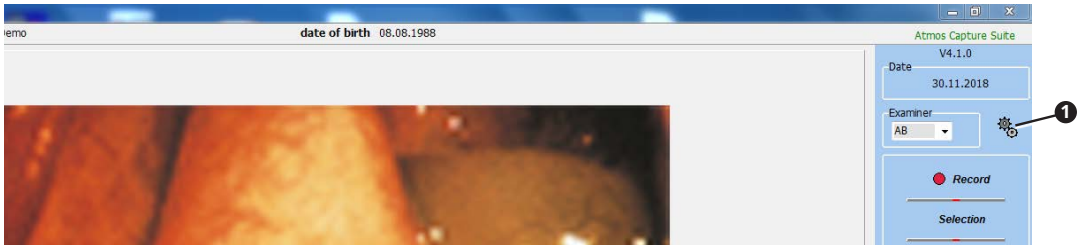
1. In the Max patients in waiting room ❸ text box, enter the maximum amount of patient data permitted in the Waiting Room section.

3.4 Setting up ATMOS® Capture Suite

3.4.1 Opening the Settings window

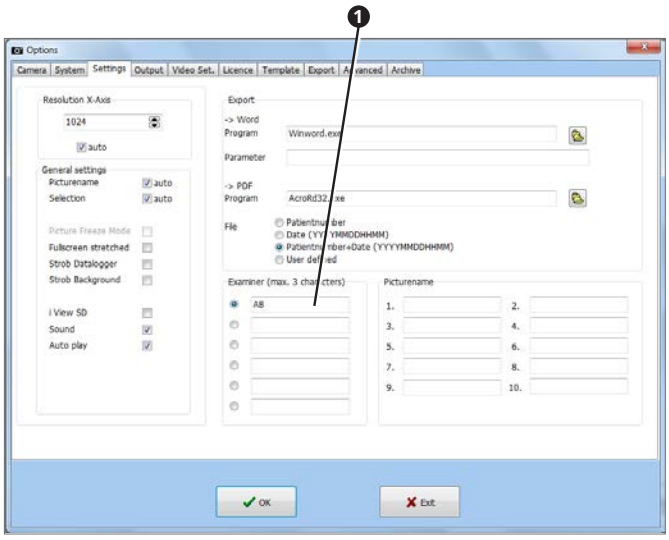
1. Click on the Settings button ❶ in the main window.

» The Settings window opens.



3.4.2 User and practice data

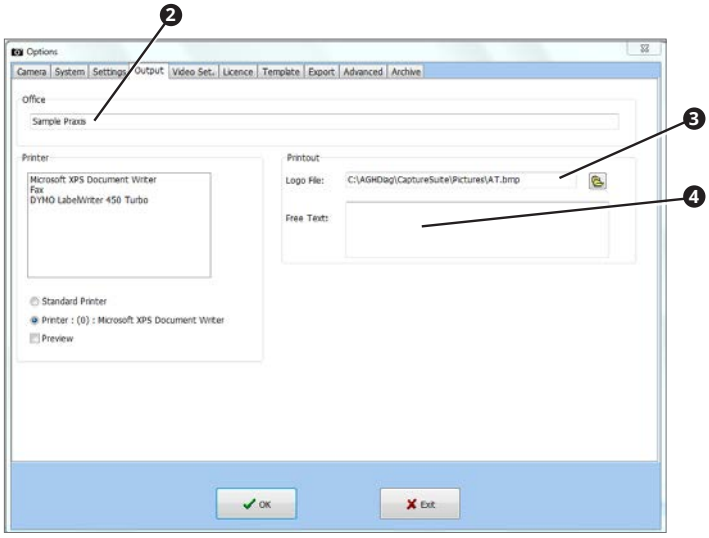
1. Click on the Settings button in the main window.
2. Select the Settings tab.



3. Enter the user name ❶. This will then be available for selection in the main window.

☞ By default, the selected user is displayed in the main window as an examiner.

4. Select the Output tab.



5. Enter the name of the practice ❷.
6. If required, select the practice logo in *.bmp or *.jpg format ❸.
7. Enter the practice address ❹.

☞ The practice information appears on the printout.

8. Click the OK button.

» The entries are saved.

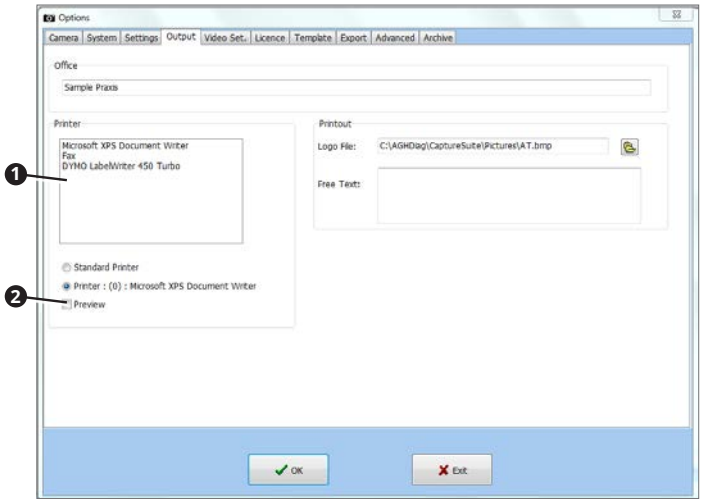
» The window is closed.

3.4.3 Setting up the printer

1. Click on the Settings button in the main window.

» The Settings window opens.

2. Select the Output tab.



3. In the PRINTER ❶ section, select the printer you want to use: Select the default Windows printer or the printer you have chosen above.
4. If you want to see a print preview prior to every time you print, activate the PREVIEW check box ❷.

4 Operation

4.1 Patient management in ATMOS® 360° diagnostics

4.1.1 Launching patient management

☞ The patient management system in ATMOS® 360° diagnostics launches automatically when the software is booted up. If necessary, you can also launch the patient management system using an icon on the desktop.

1. Launch the patient management system from the Windows menu START - ALL PROGRAMS - PATSOFT31.

» The patient management system will start up.

4.1.2 Exiting patient management

1. Click on the EXIT button in the top right corner (red X).

» The patient management system will close.

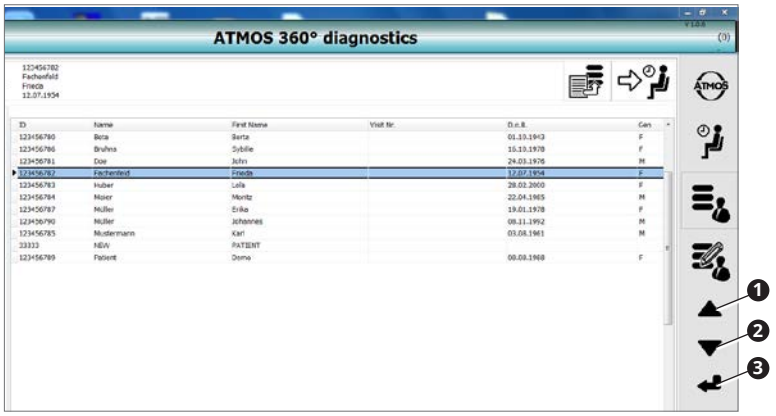
4.1.3 Recommended procedure at workplaces

ATMOS recommends importing, creating, editing and searching for patient data in the reception workplace and sending it from there to the waiting room.

In the treatment room workplace, the patient data should be retrieved from the waiting room and the diagnostic software launched. Once treatment is complete, the patient data can be removed from the waiting room.

4.1.4 Navigating using the touch screen

You can also operate the software using a touch screen. If the way the list entries is displayed is too small, you can use larger buttons to navigate within the list.



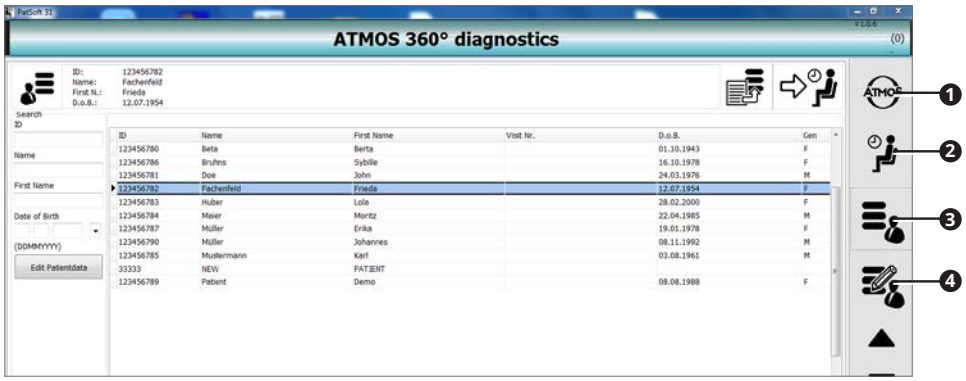
❶ Move up one entry
❷ Move down one entry
❸ Select entry (double-click)

4.1.5 Moving to a section

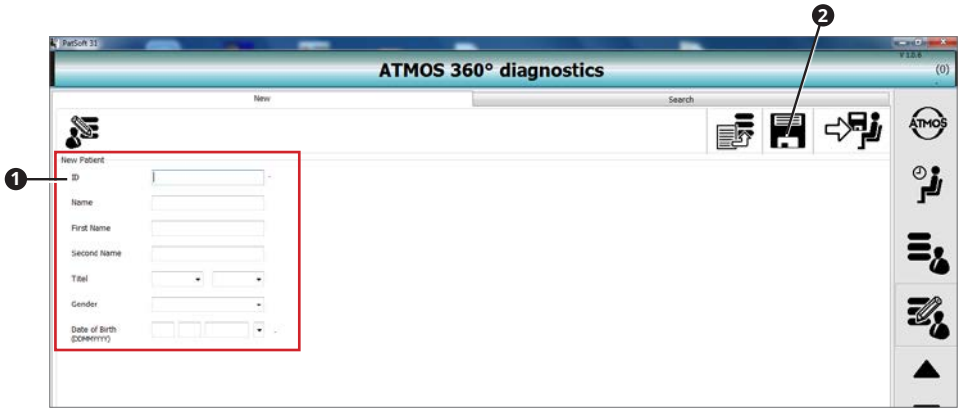
The software is divided into four sections:

- Options ❶: Settings
- Waiting room ❷: Waiting area for patient data
- Table - All Patients ❸: All patient data
- Patient data - Edit ❹: Editing the patient data

1. Click on the corresponding button to go to a section.

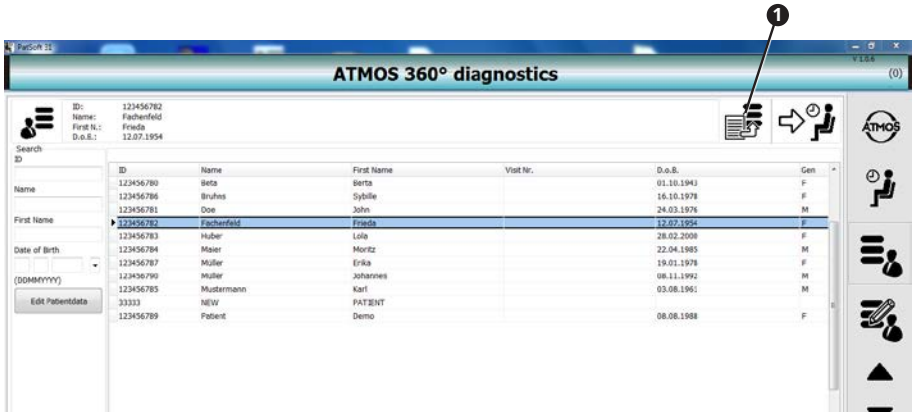


4.1.6 Creating a new patient



1. Go to the Edit patient data section.
2. Go to the New tab.
3. Go to the New Patient section ❶ and enter the patient data.
4. Save the data by clicking on the Save button ❷.

4.1.7 Importing patient data manually

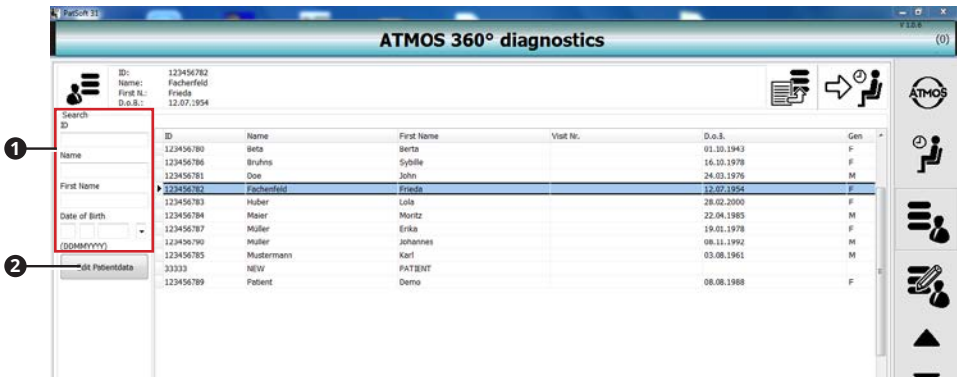


1. Go to the TABLE - ALL PATIENTS or EDIT PATIENT DATA section.
2. Click the IMPORT button ❶.

» The patient data will be updated.

4.1.8 Searching for patient data

In the TABLE - ALL PATIENTS section

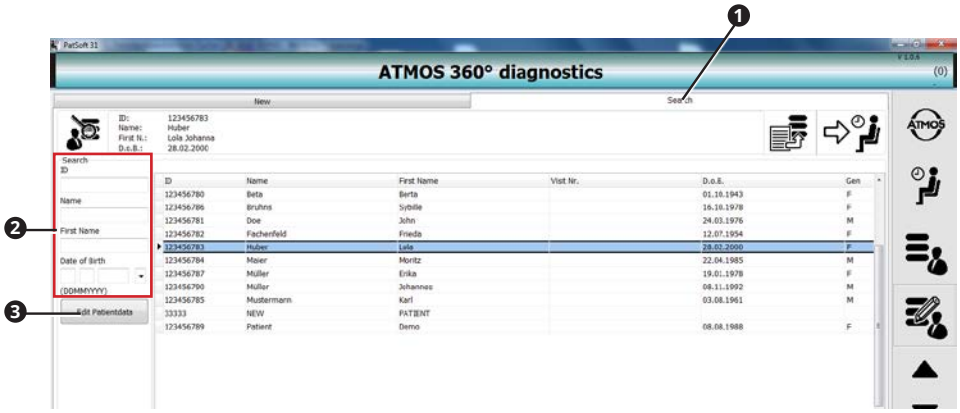


1. Go to the TABLE - ALL PATIENTS section.
2. In the SEARCH section ❶, enter the patient data you want to find.

» As soon as you enter the first character, a corresponding hit will be highlighted in the table.

☞ If you want to edit the patient data, click on the EDIT PATIENT DATA button ❷.

In the EDIT PATIENT DATA section



1. Go to the Edit patient data section.
2. Go to the Search tab ❶.
3. In the Search section ❷, enter the patient data you want to find.

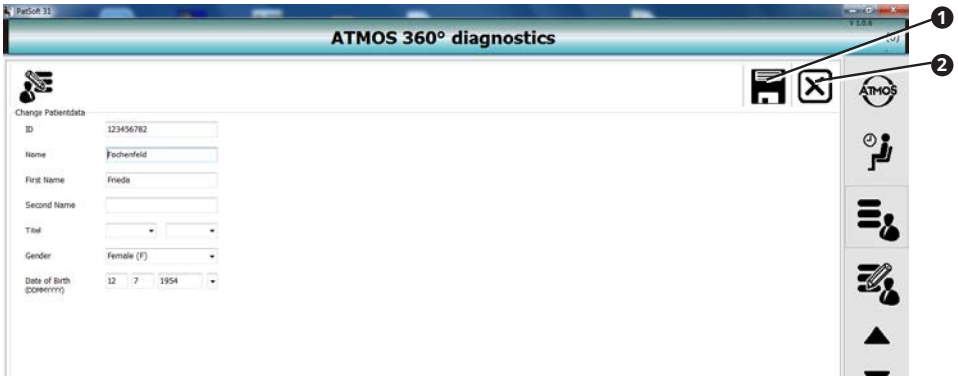
» As soon as you enter the first character, a corresponding hit will be highlighted in the table.

☞ If you want to edit the patient data, click on the Edit Patient data button ❸.

4.1.9 Editing the patient data

1. Go to the Table - All Patients or Edit Patient data section.
2. Click on the Edit Patient data button.

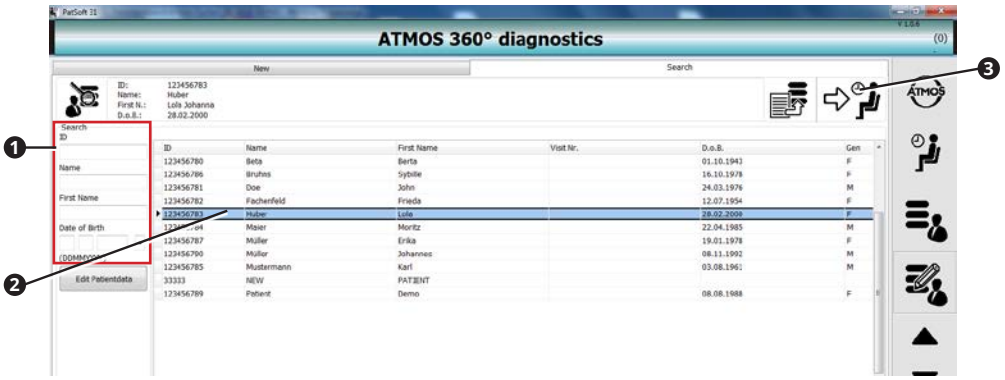
» The Change Patient data view will be displayed.



3. Change the patient data.
4. Click on the Save button ❶ to save your changes.

☞ If you do not wish to save the data, click on the Abort button ❷.

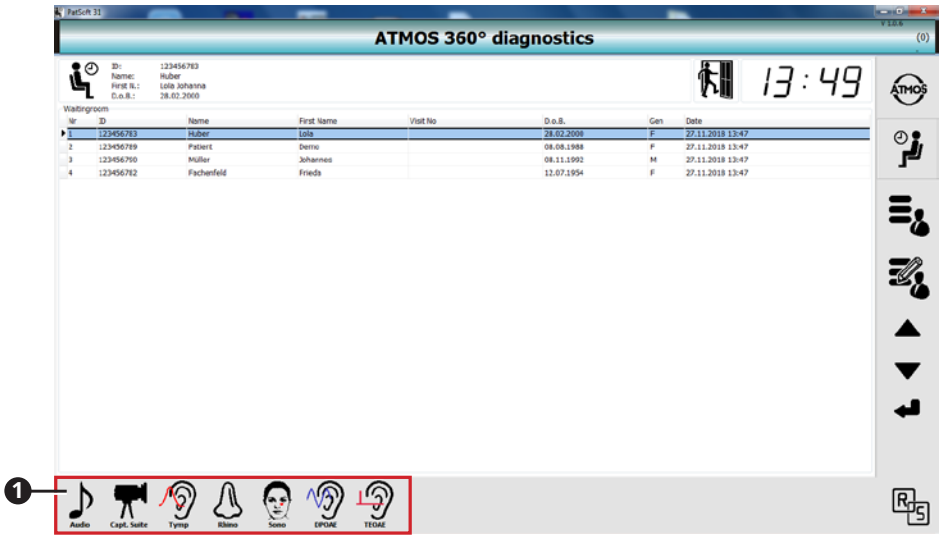
4.1.10 Placing the patient data in the Waiting Room section



1. Go to the Table - All Patients or Edit patient data section.
2. Search for the patient data in the search ❶ section.
3. Double-click on the patient data you require ❷.
4. Click on the Add to waiting room ❸ button.

» The patient data will now be available in the Waiting room section.

4.1.11 Opening the diagnostic software



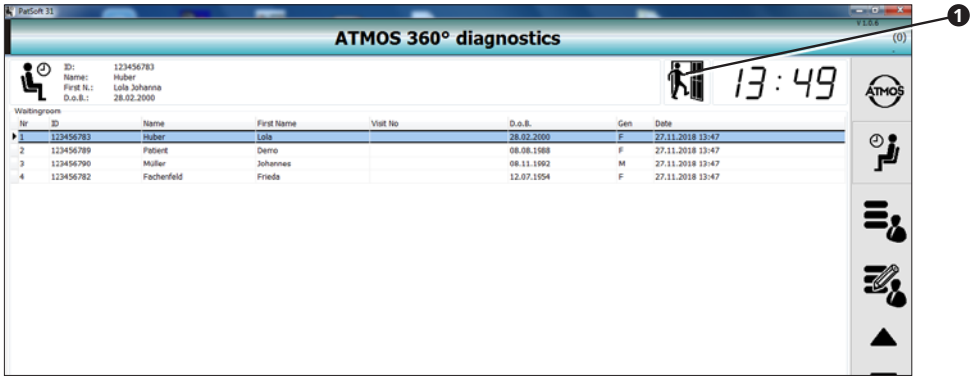
☞ You can open the diagnostic software from any section. For the examination, we recommend launching the diagnostic software from the WAITING ROOM section.

1. Go to the WAITING ROOM section.
2. Double-click on the patient data for the current patient.
3. Click on the button for the diagnostic software ❶ which you want to use.

» The diagnostic software will launch.

☞ The patient data will be adopted automatically.

4.1.12 Removing the patient data from the waiting room



1. Double-click on the patient data you require.
2. Click on the REMOVE FROM WAITING ROOM button.

» The patient data will be deleted from the WAITING ROOM section.

4.2 ATMOS® Capture Suite

4.2.1 Launching ATMOS® Capture Suite

The software can be started in a number of ways, depending on whether the diagnostic software is connected to existing patient software or the ATMOS® Scope is connected to your PC via an ATMOS® Capture Suite remote.

1. Launch the software in one of the following ways:
   - Using the icon in the patient management function
   - By pressing one of the buttons on the ATMOS® Scope (with ATMOS® Capture Suite remote only)

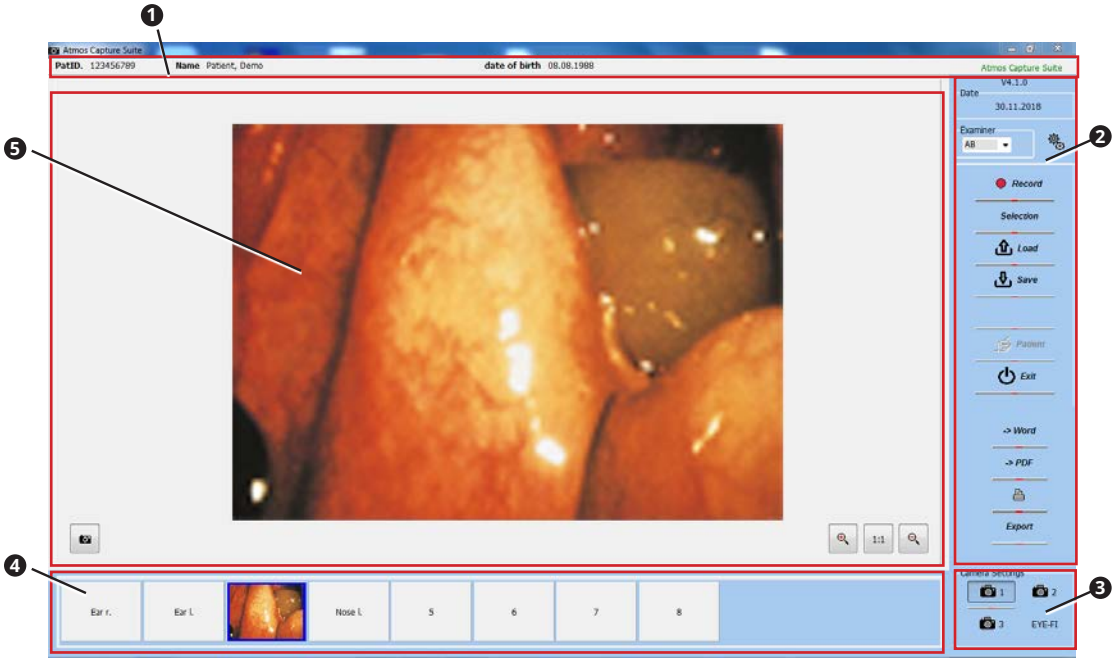
4.2.2 Exiting ATMOS® Capture Suite

1. Click on the EXIT button in the top right corner (red X).

» The diagnostic software will be closed.

☞ You can also use the CLOSE button.

4.2.3 Software overview



1. Patient data
2. Operation
3. Select camera
4. Navigation through recordings
5. LIVE IMAGE/RECORD display

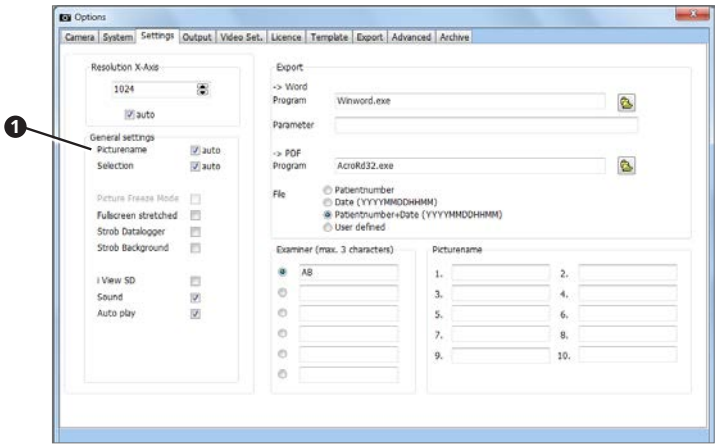
	Software setup.	Record	Start recording.
Stop	Stop recording.	Pause	Pause recording.
Selection	Go to next recording.	Load	Load recording.
Save	Save recording.	Exit	Close program.
->Word	Create Word document.	->PDF	Create PDF document.
	Print document template with pictures.	Export	Save recording on an external storage medium.
EYE-FI	Select Eye-FI Wi-Fi module.	2	Select camera.

1:1	Display ratio between ATMOS® Capture Suite display and original camera image.		Modify display ratio between ATMOS® Capture Suite display and original camera image.
	Toggle Photo/Video mode.		

4.2.4 Setting the picture name

Activating and deactivating the automatic picture name

1. Open the SETTINGS window.
2. Select the SETTINGS tab.



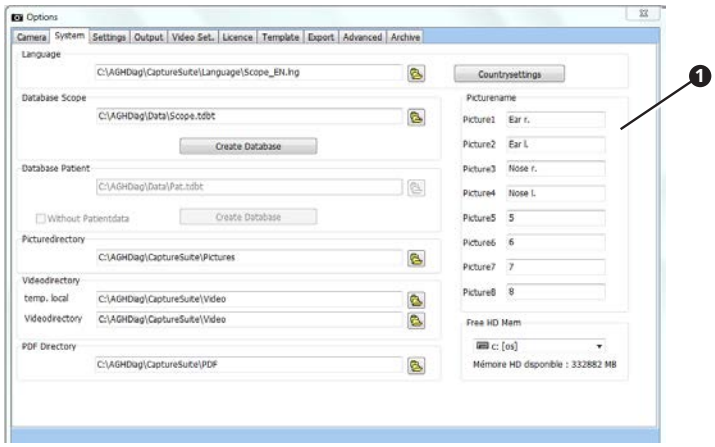
3. In order to use automatic picture names, put a check mark in the PICTURE NAME AUTO check box ❶.
4. In order to use manual picture names, remove the check mark in the PICTURE NAME AUTO check box ❶.

Defining automatic picture names

You can give the storage spaces for photographs a preset picture name using the automatic picture name.

☞ The automatic picture name must be activated in the settings.

1. Open the SETTINGS window.
2. Select the SYSTEM tab.



3. Enter the name you want to use for your photographs ❶.

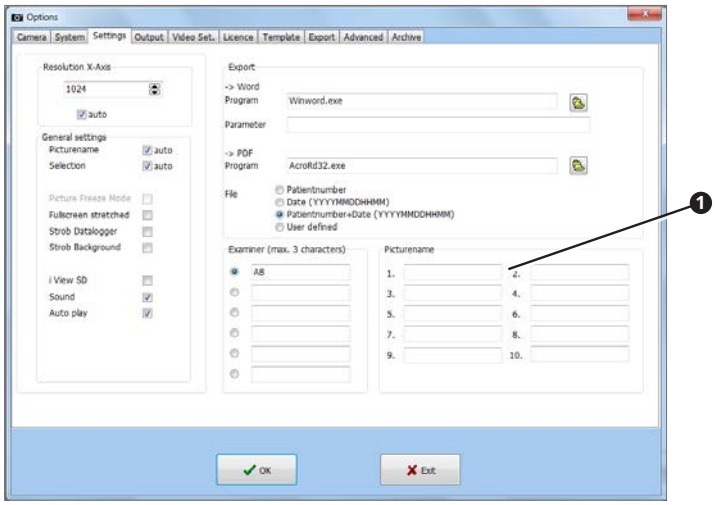
4. Click the OK button.
» The entries are saved.
» The window is closed.
» In Photo mode, the names you have entered will be shown in the navigation bar ❷.

Defining manual picture names

Manual picture names allow you to select a name for your photograph after every recording.

☞ Automatic picture names must be deactivated in the settings.

1. Open the SETTINGS window.
2. Select the SETTINGS tab.



3. Enter the names from which you would like to choose from after taking a photo ❶.
4. Click the OK button.
» The entries are saved.
» The window is closed.

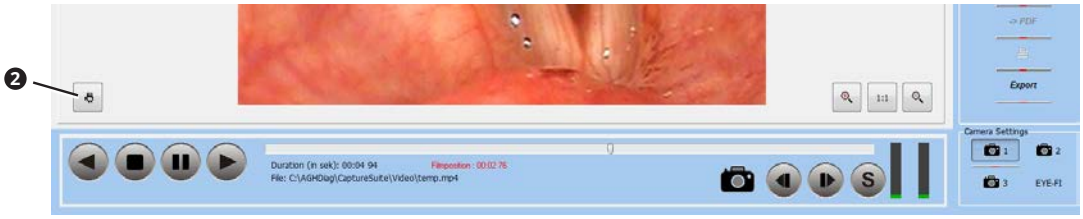
4.2.5 Toggling Photo/Video mode

When it is launched, the software will always return to the mode which was last used.

1. If you are in Photo mode, click on the PHOTO ❶ button to go to Video mode.

☞ The ❶ button always displays the selected mode.

2. If you are in Video mode, click on the VIDEO ❷ button to go to Photo mode.

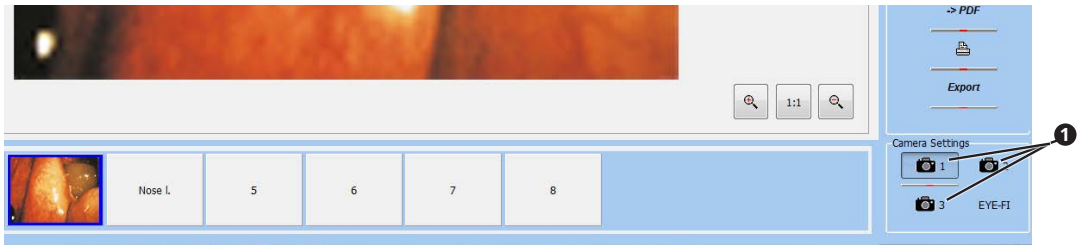


4.2.6 Selecting a camera

You can control up to three cameras.

1. Click on the camera button ❶ to control the selected camera.

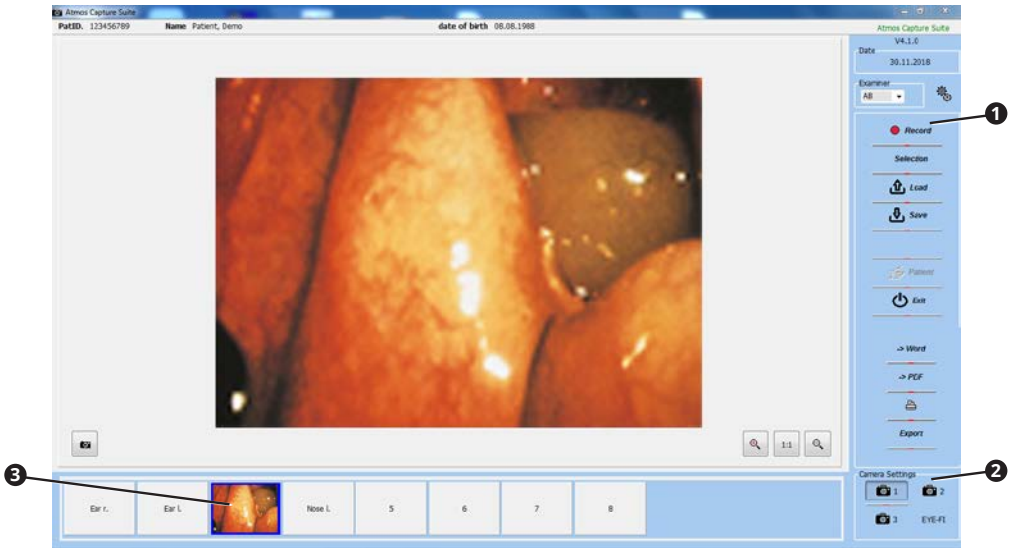
» The software will display the live image from the selected camera.



4.2.7 Taking photos

1. Go to Photo mode.
2. Select the camera you want to use ❷.
3. In the navigation bar, click on the storage space to which you want to save the recording ❸.
4. Click on the RECORD button ❶.

» The recording will be displayed in the selected storage space in the navigation bar ❸.



Recording using the buttons on the ATMOS® Scope

Prerequisite: The ATMOS® Scope must be connected to your PC using an ATMOS® Capture Suite remote.

Top button: Record.

Bottom button: Switch to the next storage space.

4.2.8 Editing photos

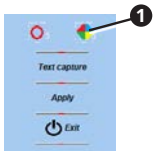
You can mark findings or insert text in your photo.

Edit mode

1. Go to the navigation bar and click on the picture you want to edit.
» The picture will be displayed in the LIVE IMAGE/RECORD display.
2. Right-click on the picture in the LIVE IMAGE/RECORD display.
3. Select the POST PROCESSING menu item.
» The picture is in Edit mode.
☞ You can also press the F10 button.

Selecting the colour

1. Click on the COLOUR button ❶.



» The COLOUR window will appear.
2. Click on a colour.
3. Click the OK button.
☞ The colour can still be changed at a later point; to do so, select the colour, hold down SHIFT and click on the picture.

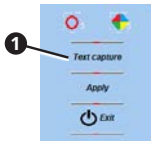
Marking your findings

1. Click on the MARKING button ❶.

2. Hold down SHIFT, click on the relevant point in the picture and use the scroll wheel on the mouse to change the size.
» A circle of the selected colour will appear at the point in question.

Inserting text

1. Click on the TEXT CAPTURE button ❶.

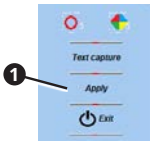


» The COMMENT window will appear.
2. Enter the text you wish to insert.
3. Click the OK button.
4. Hold down SHIFT and click on the relevant point in the picture.
» The text will appear at the point in question in the selected colour.

Saving post processing

As long as you do not save the post processing, you can make as many changes as you wish. As soon as you save the post processing, it can no longer be changed.

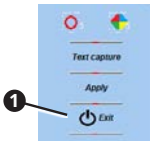
1. Click on the Apply button ❶.



» The post processing will be saved.

Exiting Edit mode

1. Click the Exit button ❶.



» Edit mode is closed.

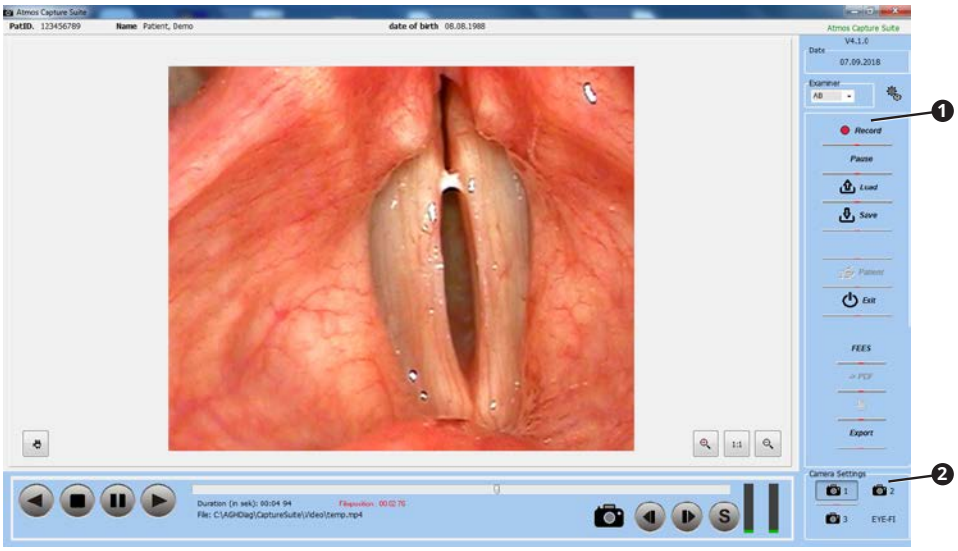
4.2.9 Recording videos

Starting a recording

1. Go to Video mode.
2. Select the camera you want to use ❷.
3. Click on the Record button ❶.

» The video recording starts.

» The recording time appears in the navigation bar.



Pausing and continuing a recording

1. During recording, click on the PAUSE button ❶.

» The recording will be paused.

» The CONTINUE button will appear in place of the PAUSE button.

2. Click on the CONTINUE button to continue recording.

Stopping a recording

1. During recording, click on the STOP button ❶.

» The recording will be stopped.

Recording using the buttons on the ATMOS® Scope

Prerequisite: The ATMOS® Scope must be connected to your PC using an ATMOS® Capture Suite remote.

Top button: Start and end recording.

Bottom button: Pause and continue recording.

4.2.10 Video playback

1. Select the type of playback you want to use in the navigation bar ❶.

	Start playback, backwards.		Place single frames in the clipboard.
	Stop playback.		Start playback, backwards, single frames.
	Pause playback.		Start playback, single frames.
	Start playback.		Start playback, slow motion.

☞ You can also start the playback using the arrow keys on the keyboard. Press the arrow key once to go to the next single frame. Hold down the arrow key to start the playback in fast-forward or rewind.

4.2.11 Editing videos

You can crop your recording or insert text.

Edit mode

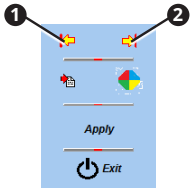
1. Save the picture you want to edit.
2. Load the picture you want to edit.
3. Right-click on the picture in the LIVE IMAGE/RECORD display.
4. Select the POST PROCESSING menu item.

» The picture is in Edit mode.

☞ You can also press the F10 button.

Cropping a recording

1. Navigate to the point in your recording where you want it to begin in the future.
2. Click the STARTING POINT button ❶.

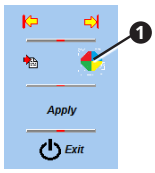


3. Navigate to the point in your recording where you want it to end in the future.
4. Click the END POINT button ❷.

» As soon as the post processing is saved, the recording will be cropped.

Selecting the colour

1. Click on the COLOUR button ❶.



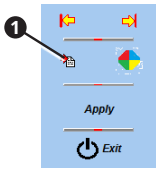
» The COLOUR window will appear.

2. Click on a colour.
3. Click the OK button.

☞ The colour can still be changed at a later point; to do so, select the colour and click on the picture.

Inserting text

1. Navigate to the point in your recording where you want to insert the text.
2. Click on the TEXT CAPTURE button ❶.



» The COMMENT window will appear.

3. Enter the text you wish to insert.

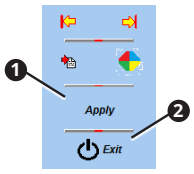
4. Click the OK button.
5. Click on the corresponding point in the picture.

» The text will appear at the point in question in the selected colour.

Saving post processing and exiting Edit mode

As long as you do not save the post processing, you can make as many changes as you wish. As soon as you save the post processing, it can no longer be changed.

1. Click on the APPLY button ❶.



» Your edits will be applied.

2. Click the EXIT button ❷.

» You will be asked whether you wish to save the edited pictures.

3. Click the YES button.

» The post processing will be saved.

4. Click the EXIT button ❷ again.

» Edit mode is closed.

4.2.12 Saving pictures

Pictures can only be saved if they are allocated to a patient.

1. Click on the SAVE button ❶.

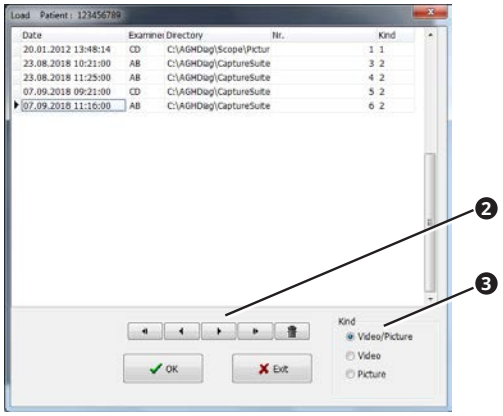
» The pictures are saved.

4.2.13 Loading pictures

☞ You can close the photos loaded in Photo mode by pressing the STOP button.

1. Select a patient.
2. Click the LOAD button ❶.

» The LOAD window opens:



» Only pictures that are allocated to the selected patient are displayed.

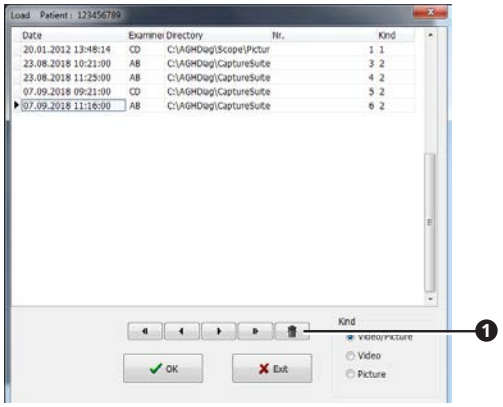
3. Filter the pictures ❸.
4. Navigate through the pictures using the ARROW buttons ❷.
5. Click on a picture to select it.
6. Click the OK button.

» The picture will be displayed.

4.2.14 Deleting pictures

1. Select a patient.
2. Click the LOAD button ❶.

3. Click on a picture to select it.



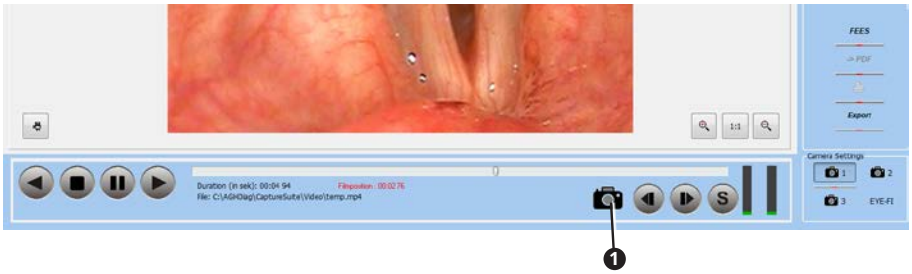
4. Click on the DELETE button ❶.
5. Confirm the question with OK.

» The picture is deleted.

4.2.15 Placing pictures on the clipboard

You can only place single frames from videos on the clipboard.

Prerequisite: In the SETTINGS window in the OUTPUT tab, the EXPORT TO WORD check box must not be checked.



1. Start the playback.
2. Stop the playback at the frame you wish to export.
3. Click the SINGLE FRAME button ❶.

» The Word file will open.

4.2.16 Exporting pictures as Word files

Photos

Prerequisite: Microsoft Word must be installed on the system. The Export as Word File function must be set up. If Microsoft Word is not installed on the system, the document will not be opened. An error message will appear.

1. You can select the pictures you want to export by right-clicking on them.
2. Click the WORD button ❶.

» Depending on your default settings for Word exports, other buttons will appear.

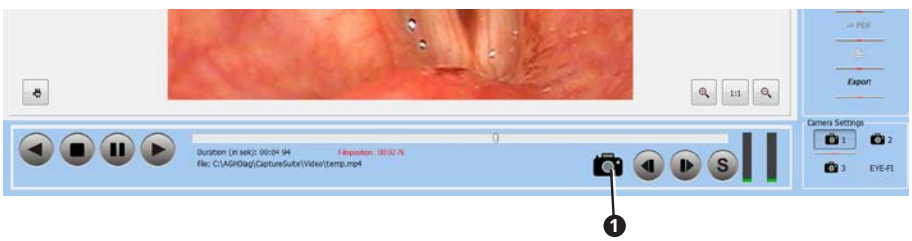
3. Click on one of the additional buttons.

» The Word file will open.

4. Save the Word file.

Single frames from videos

Prerequisite: In the SETTINGS window in the OUTPUT tab, the EXPORT TO WORD check box must be checked.



1. Start the playback.
2. Stop the playback at the frame you wish to export.

3. Click the SINGLE FRAME button ❶.

» The Word file will open.

4.2.17 Exporting pictures as PDF files

Only photos can be exported.

Prerequisite: A PDF reader must be installed on the system. If there is no PDF reader installed on the system, the PDF will not be opened. An error message will appear.

1. You can select the pictures you want to export by right-clicking on them.
2. Click the PDF button ❶.

» The PDF will open.

3. Save the PDF.

4.2.18 Printing pictures

Only photos can be printed.

Prerequisite: A printer must be installed on the system. If there is no printer installed on the system, the dialogue will not be displayed. An error message will appear.

1. Click the PRINT button ❶.

» The printer dialogue appears.

2. Select the printer settings.
3. Print the document.

4.2.19 Saving recordings on an external storage medium

1. Click the EXPORT button ❶.

» Your computer's directory structure will be displayed.

2. Select the external storage medium.
3. Click the OK button.

» The recording will now be available on the external storage medium.

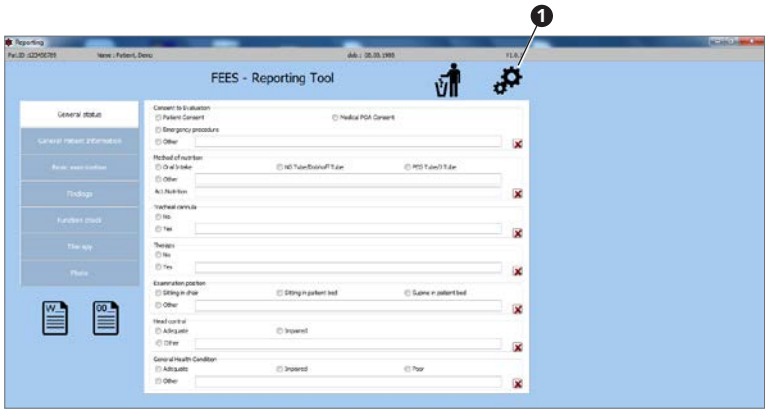
4.3 ATMOS® FEES Reporting Tool

4.3.1 Software overview

❶ Patient data
❷ FEES report topic tabs
❸ Export options (Word, Open Office)
❹ Input area
❺ Clear entire input area
❻ FEES report settings
❼ Clear corresponding input area

4.3.2 Setting up a FEES report

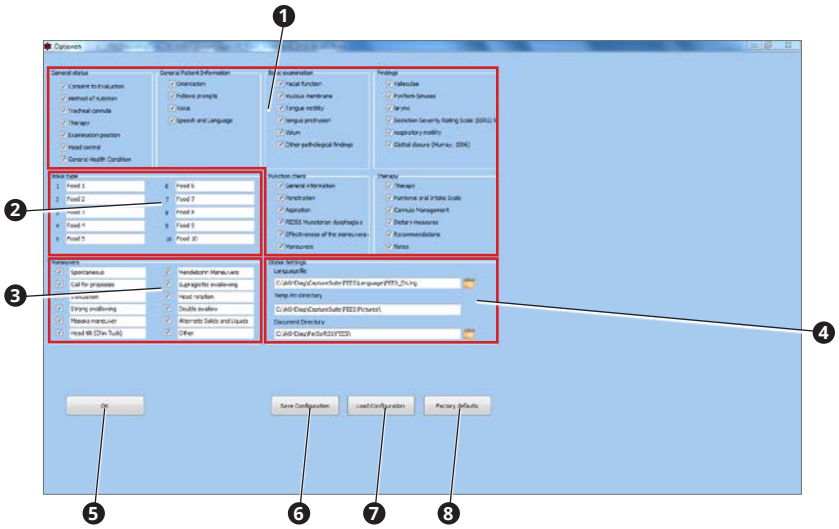
Opening the options



1. In the ATMOS® CAPTURE SUITE software, open the ATMOS® FEES REPORTING TOOL software.
2. Click the OPTIONS button ❶.

» The OPTIONS window will open.

Overview of options



❶ Select FEES report input areas
❷ Input fields for test foods for the function check (free text)
❸ Input fields for therapy options (free text)
❹ System settings: language, storage location for recordings and storage location for export files (Word, Open Office)
❺ Confirm settings
❻ Save settings (not available for food or manoeuvres); allows different examiners to use different settings
❼ Load saved settings
❽ Restore factory settings

☞ The settings shown in the illustration above are the factory settings.

4.3.3 Creating a FEES report

Launching the ATMOS® FEES Reporting Tool

1. Select a patient.
2. Open the ATMOS® Capture Suite software.
3. Go to Video mode.
4. Load the required video.

5. Click the FEES ❶ button.

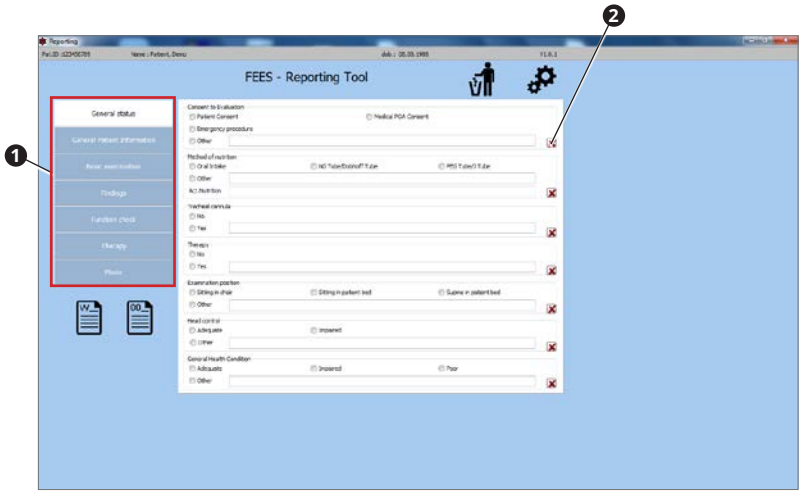
» The FEES Reporting Tool window will open.

Completing the FEES report

☞ You can adapt the input areas in the FEES report to suit your needs. See chapter “4.3.2 Setting up a FEES report” on page 30.

☞ You can carry out the function check using a variety of foods. You can enter any foods you wish to use in the FEES report. See chapter “4.3.2 Setting up a FEES report” on page 30.

☞ You will need to confirm the calculated Penetration-Aspiration Scale (PAS) value explicitly using the Confirm button.



1. Launch the ATMOS® FEES Reporting Tool software.
2. Go through the tabs ❶ from top to bottom, entering the corresponding data in each one.
3. If you want to delete individual entries, click the corresponding Clear ❷ button.

☞ You can add single frames from the video recordings to the FEES report at any time; see page 32.

Adopting single frames from a video

1. Stop the video at the frame you wish to adopt.

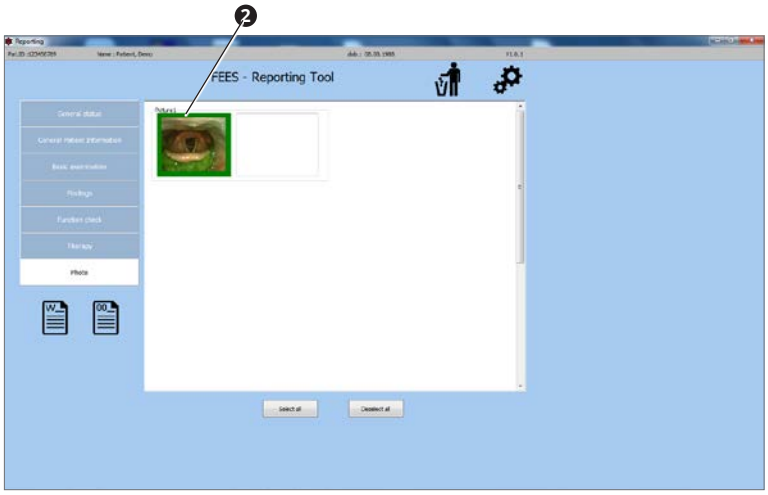
2. Click the Single frame button ❶.

» The single frame will now be available in the FEES Reporting Tool software, under the Photo tab.

3. In the FEES Reporting Tool software, under the Photo tab, select the single frames you want to include in the FEES report.

☞ The selected single frames ❷ will have a thick border.

☞ Right-click on the single frame to make it bigger and comment on it.



Saving a FEES report

☞ You can only save one FEES report per video. If a FEES report already exists for the same video, this will be overwritten.

1. In the FEES Reporting Tool software, click on the Word or Open Office button.

» The FEES report will be opened in the external application.

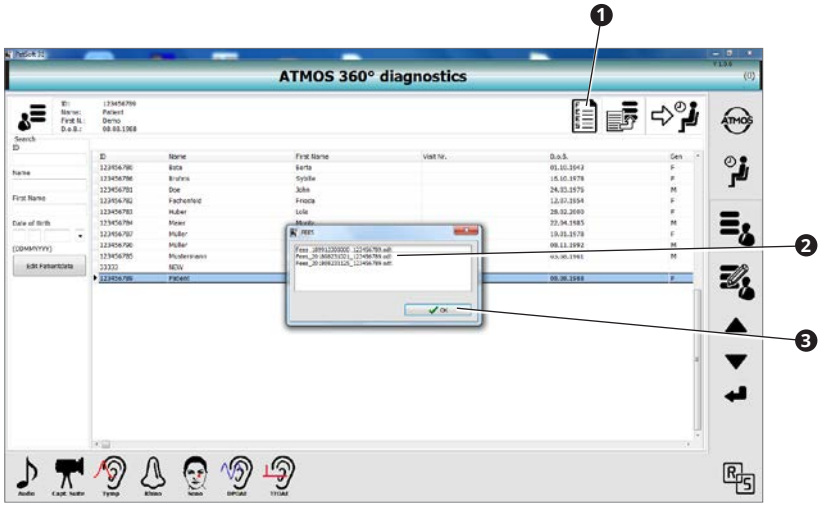
2. You can still alter the FEES report if you so wish.

☞ If you are using Open Office, links to the single frames will be included in the document. In order to ensure that the FEES report can be opened again without any problems later on, however, you will need to insert the single frames in the document directly. To do this, click on the Edit - Links - Unlink menu item, then press Yes to confirm.

3. Close Word or Open Office.
4. Close the ATMOS® FEES Reporting Tool software.
5. Close the ATMOS® Capture Suite software.

» The FEES report will be saved.

4.3.4 Opening an existing FEES report



1. In the patient management function, select a patient for whom a FEES report has been created.
2. Click the FEES Report button ❶.
3. Click on the required FEES report ❷: The first sequence of numbers is a date and time-stamp (year, month, day, time).
4. Click the OK ❸ button.

5 Troubleshooting

5.1 ATMOS® Capture Suite

Error symptom	Possible cause	Remedy
No image	Incorrect camera settings.	1. Arrange for the camera to be set up properly in ATMOS® Capture Suite.
	USB not connected.	1. Connect the USB cable.
	USB port switched off due to active energy saving option.	1. Ensure that the power supply to the USB port is never interrupted.
Buttons on ATMOS® Scope not working.	ATMOS® Scope not connected properly.	1. Check whether the ATMOS® Scope is connected properly.
	Incorrect ATMOS® Scope settings.	1. Arrange for the ATMOS® Scope to be set up correctly.
	USB not connected.	1. Connect the USB cable.
PDF export not working.	Acrobat Reader is not installed.	1. Install Acrobat Reader.
	Incorrect PDF export settings.	1. Arrange for the PDF export function to be set up correctly.
Word export not working.	Microsoft Word is not installed.	1. Install the Microsoft Word.
	Incorrect Word export settings.	1. Arrange for the Word export function to be set up correctly.

5.2 ATMOS® FEES Reporting Tool

Error symptom	Possible cause	Remedy
FEES button not available in the ATMOS® Capture Suite software.	Required licence missing.	1. License the software as described in the enclosed information.
	You are in Photo mode.	1. Switch to Video mode.
Single frame not adopted in FEES report.	The FEES Reporting Tool software has not been launched.	1. Launch the FEES Reporting Tool software. 2. Click the Single frame button.
	The video has not been saved and reloaded.	1. Save the video. 2. Load the video. 3. Click the Single frame button.
FEES Report button not available in patient management.	No FEES report saved for the selected patient.	1. Select a corresponding patient.
	The FEES Reporting Tool software has been deactivated.	1. Activate the FEES Reporting Tool software in the settings under the File Import/Export tab.

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