



Exercise Pro Live

User Manual

V3.03

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Exercise Pro Live

Exercise Prescription and Mobile Technology Working Together.

Thank you for choosing Exercise Pro Live as your exercise prescription solution. Exercise Pro Live is based upon the Exercise Pro desktop version. Many have tried to copy and improve it but none have succeeded.

Our goal is to streamline your exercise searches with our unsurpassed, rapid, efficient search engine, saving you time and improving your productivity. At the same time, your patients and clients are provided with professional exercise video and handouts which reflects your knowledge and expertise and helps them with a better understanding of their exercise routines. The end result we strive to achieve is an enjoyable user experience for both you and the patient.

Service and Feature Summary

Exercise Pro Live provides professional exercise videos as well as printed handouts. Handouts can be printed either by the clinician or the patient. Patients view their video exercise programs on a website branded with your company name, logo and other facility information. Exercise Pro Live is accessible on both Windows and Mac computer systems as well as mobile devices such as the iPad or Android pads.

Patients and clinicians can communicate with one another from within the website via text messaging. It is possible to upload your own video exercises. Exercise Pro Live comes with numerous exercise protocols and more can be added by the clinicians. Exercise Pro Live has compliance features and extensive reporting options. The website is secure, encrypted, and HIPAA compliant.

Exercise Pro Live is a subscription service. The more providers or users you add, the more discount you get. There is no limit to the number of patients or clients that you enter and no limit to the number of programs you can create. Technical support is free. There is no software to buy and no upgrades to pay for. When new content and new features are added, there are no extra fees.

Again we thank you for using Exercise Pro Live

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Contact us
sales@exerciseprolive.com
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Significant Features and Updates

Dec 2013

- Ability to show exercises and videos with left or right orientation
- Spanish and French translation
- Beginner/Intermediate/Advanced search criteria
- Self massage added
- Handouts can report with common or technical names
- Handouts can support footer facility info
- Duplicate exercises allowed
- Easy exercise program reprint on client lists
- Compliance status shown with easy reference colors
- Compliance reports accurate for time zone
- Client list fields sort by ascending or descending
- DOB and email is not mandatory
- Invoices show unit pricing
- Help links added to all pages
- Logos can be unique to each user

April 2013

- New Content added (golf, TRX and Total Gym)
- Marketing links for customers to promote their video exercise services
- Ability to print line art

2014

- Added credit to accounts providing sign up referrals
- Added additional exercise handout report options
- Added aquatics exercises

2015

- Added search result viewing options
- Added Education Topic video
- Ability to add Education Topics to protocols
- Added group client feature
- Added sending of exercise programs to groups
- Added video tutorials

Chapter 1 - Exercise Naming Convention

The first thing to understand is the basic exercise naming standard. Exercise name variations exist due to regional preferences, professional disciplines, and slang. Exercise Pro Live uses a technical notation convention developed by BioEx Systems in 1994 to provide a universal framework for everyone. However, it is possible to have the exercise search results show common names as well (see Chapter 10).

Exercises are listed in the following order:

exercise type – (active, resisted, stabilization etc)
body area – (shoulder, ankle, knee, etc.)
motion – (flexion, extension, rotation etc.)
number of limbs – (one, two listed as uni or bil for unilateral or bilateral)
position – (kneeling, supine, sitting, etc.)
exercise device – (elastic, weight, ball etc.)

Exercise search results appear in alphabetical order. Sometimes names are shortened or abbreviations are used, because the naming convention may become long or confusing due to multiple joints that are performing with multiple movements. For instance shoulder becomes shld, and flexion becomes flx. If a part of the convention does not apply, that part is eliminated from the name. For instance, many active exercises use no equipment so nothing is listed. Common names might follow in parenthesis.

For example consider an exercise where a person holds a weight in their hand and lifts their arm up and out to the side. Common names might be dumbbell side arm lift, weighted arm raise, half snow angel lift, etc. It is easy to see the difficulty in finding this exercise in a long list in alphabetical order, not knowing how it might be named.

In our notation, the exercise becomes Resisted shld abd uni stand w/wt. meaning resisted shoulder abduction, single arm, standing, with a weight. It is concise and cannot be mistaken for anything other than what it is.

Some specialized exercises such as functional may also add directions. For instance backward becomes bkwd and opposite side becomes opp side. Pilates and Yoga do not use the technical notation but use names established long ago by the discipline or their originators and do not typically have many variations.

For those who do not desire the use of technical exercise notation, it is possible to use common names as well. And in any event, Exercise Pro Live does allow the user to change the names of an exercise if so desired, either technical or common.

Difficulty Level Parameters for Exercises

Following is the criteria used to classify exercises into three different levels of difficulty. Note that while most exercises fit into a certain category, there are exceptions. See exception category below. If a user has a different opinion on level, it is possible to change the level associated with an exercise. If wanting to see all difficulty levels, do not check any level.

Beginner: Exercises that usually involve one joint but sometimes more, typically on a stable surface. They may utilize equipment but not for resistance. This category can also include some range of motion, active assisted, stretching and others. (see exception categories).

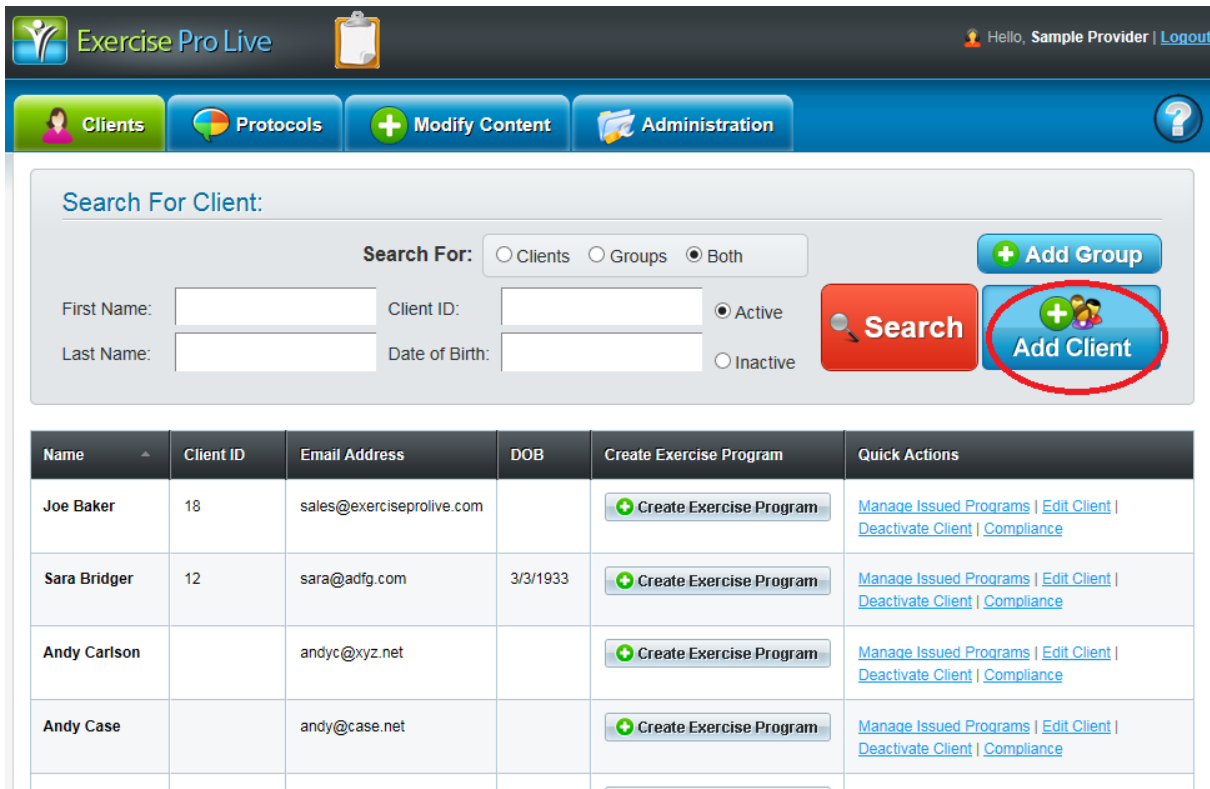
Intermediate: Exercises that involve multiple joints, or have muscles that cross multiple joints and use some form of resistance or equipment, or that may incorporate basic balance challenges. This category can also include self mobilization, nerve mobilization, and myofascial release activity, one leg, etc. (see exception categories).

Advanced: Exercises that involve multiple joints, or have muscles that cross multiple joints, with or without equipment or resistance but require muscle co-contraction, higher level stabilization, or incorporate dynamic and high level balance challenges (see exception categories).

Exception Categories: While many exercise fit into the three levels described above, there are occasional exceptions. In some cases, certain broad exercise categories may have exceptions. For instance in the Functional Reaching library content, all exercises meet the Advanced criteria. However in the entire library there are ranges from easier to harder. In cases like this, Beginner, Intermediate and Advanced is based on the degree of stabilization and balance required. Other similar categories include Functional Leg, Power/Agility, Aquatics and Yoga.

Chapter 2 - Getting Started, Creating a Client and Exercise Program

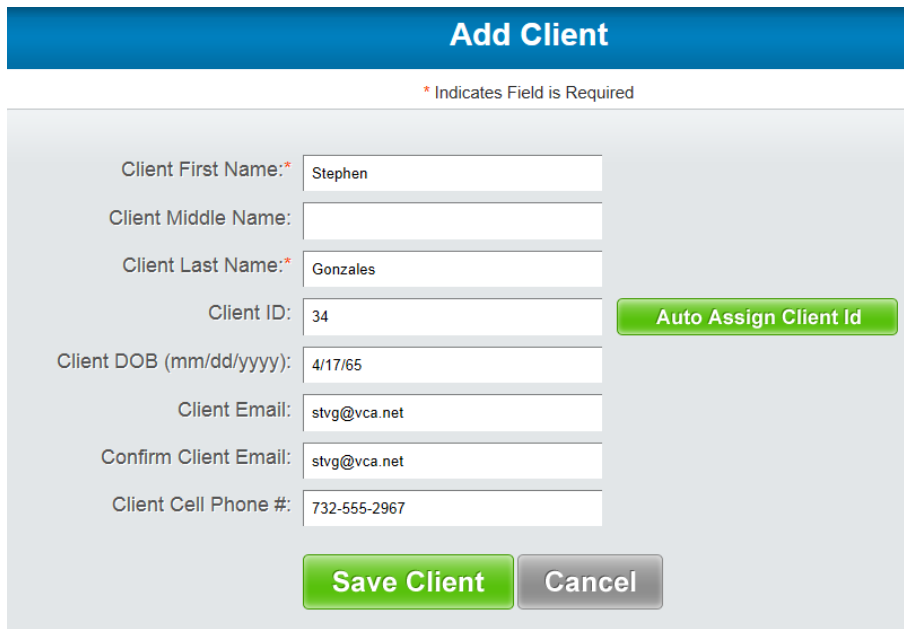
1. Create a patient or client. Click on Client tab, and then click on Add Client button. (Help can be accessed by clicking on the question mark icon, located at the top right of most screens, both a manual and video tutorials.)



The screenshot shows the 'Exercise Pro Live' application interface. At the top, there's a navigation bar with 'Clients', 'Protocols', 'Modify Content', and 'Administration' tabs. The 'Clients' tab is selected. Below the navigation bar, there's a search section titled 'Search For Client:'. It includes fields for 'First Name', 'Last Name', 'Client ID', and 'Date of Birth'. There are also radio buttons for 'Clients', 'Groups', and 'Both' (selected), and 'Active' (selected) and 'Inactive' status options. A red circle highlights the 'Add Client' button, which is a blue button with a green plus icon and a person icon. Below the search section, there's a table with columns: Name, Client ID, Email Address, DOB, Create Exercise Program, and Quick Actions. The table lists four clients: Joe Baker, Sara Bridger, Andy Carlson, and Andy Case. Each client has a 'Create Exercise Program' button and a 'Quick Actions' link.

Name	Client ID	Email Address	DOB	Create Exercise Program	Quick Actions
Joe Baker	18	sales@exerciseprolive.com		+ Create Exercise Program	Manage Issued Programs Edit Client Deactivate Client Compliance
Sara Bridger	12	sara@adfg.com	3/3/1933	+ Create Exercise Program	Manage Issued Programs Edit Client Deactivate Client Compliance
Andy Carlson		andyc@xyz.net		+ Create Exercise Program	Manage Issued Programs Edit Client Deactivate Client Compliance
Andy Case		andy@case.net		+ Create Exercise Program	Manage Issued Programs Edit Client Deactivate Client Compliance

2. Enter patient information. The only required information is the client first and last name. Be sure to have the correct email for your patient and to enter it correctly since this is where the patient will pick up the link to go to your branded website and see their video program. Click on Save client button when finished.



The screenshot shows the 'Add Client' form. It has a blue header with the text 'Add Client'. Below the header, there's a note: '* Indicates Field is Required'. The form contains several input fields: 'Client First Name:*' (Stephen), 'Client Middle Name:' (empty), 'Client Last Name:*' (Gonzales), 'Client ID:' (34), 'Client DOB (mm/dd/yyyy):' (4/17/65), 'Client Email:' (stvg@vca.net), 'Confirm Client Email:' (stvg@vca.net), and 'Client Cell Phone #:' (732-555-2967). There is a green button labeled 'Auto Assign Client Id' next to the 'Client ID' field. At the bottom, there are two buttons: 'Save Client' (green) and 'Cancel' (grey).

- Once a client record is created they appear in a list either by Active or Inactive status. It is possible to search for a specific client by first name, last name, date of birth or client ID in the four main search boxes. It is also possible to sort client records by last name, ID#, email or DOB, individual clients or groups as well as Active or Inactive status. Grouping clients is discussed in another chapter.

To see the list of all clients, leave the search boxes blank and click on the Search for Client button. A list of all clients will appear. This list can be sorted by columns (Last name, Client ID#, email or DOB) from ascending to descending or vice versa, just click on the column heading to change the sort order.

Once a client is found, to create an exercise program for them, click on Create Exercise Program for that client.

Search For Client:

Search For: ☐ Clients ☐ Groups ☒ Both

First Name: Client ID: ☒ Active

Last Name: Date of Birth: ☐ Inactive

Search **Add Client** **Add Group**

Name	Client ID	Email Address	DOB	Create Exercise Program	Quick Actions
Joe Baker	18	sales@exerciseprolive.com		Create Exercise Program	Manage Issued Programs Edit Client Deactivate Client Compliance
Sara Bridger	12	sara@adfg.com	3/3/1933	Create Exercise Program	Manage Issued Programs Edit Client Deactivate Client Compliance
Andy Carlson		andyc@xyz.net		Create Exercise Program	Manage Issued Programs Edit Client Deactivate Client Compliance

- Searches can be performed by Body Area, Muscles, Protocols or by a text/keyword search in the box to the right of the Protocol tab. For this example Body Area search will be demonstrated. Click on Body Area Search.

Exercise Pro Live Exercise Program for Client : **Sara Bridger** (Step 1 of 3) Hello, **Sample Provider** | [Logout](#)

1 Search for Exercises **2 Customize Exercises** **3 Send/Print** **Cancel** **Back** **Next** **?**

Click to Search **+ Body Area Search** **+ Muscle Search** **+ Protocol Search** Search for Exercises Search **Selected Items: 0**

Search For Exercises and Education Topics


Choose **Body Area Search**, **Muscle Search** or **Protocol Search** above to find exercises and

- A drop down window will appear. Search by clicking on the boxes in body area, exercise type, position, movement, and exercise with, to find an exercise. In this example, Shoulder, Resisted, Standing, Rotation and Elastic are selected. It is not required to pick all areas, but doing so can help narrow down the list of exercises making selection faster.

Note it is also possible to choose exercises based on level. For more detail on how exercises are classified by levels, see Chapter 1

The default exercise library is the General category. This is where most orthopedics, general strengthening, conditioning, basic stretches and similar exercise content will be found. There are also many other specialized libraries, such as Pilates, Yoga, Golf, functional, education topics etc., that can be found by using the drop down list at the bottom of the search screen.

+ Body Area Search		+ Muscle Search		+ Protocol Search	
Body Area:	Exercise Type:	Position:	Movement:	Exercise With:	
<input type="checkbox"/> Face/TMJ	<input type="checkbox"/> Stretch	<input checked="" type="checkbox"/> Standing	<input type="checkbox"/> Flexion	<input checked="" type="checkbox"/> Elastic	
<input type="checkbox"/> Cervical	<input type="checkbox"/> Passive	<input type="checkbox"/> Sitting	<input type="checkbox"/> Extension	<input type="checkbox"/> Weight	
<input type="checkbox"/> Thoracic	<input type="checkbox"/> AAROM	<input type="checkbox"/> Kneeling	<input checked="" type="checkbox"/> Rotation	<input type="checkbox"/> Pulley	
<input type="checkbox"/> Lumbar	<input type="checkbox"/> Mobilization	<input type="checkbox"/> Sidelying	<input type="checkbox"/> Abduction	<input type="checkbox"/> Ball	
<input type="checkbox"/> Abdominal	<input type="checkbox"/> Active	<input type="checkbox"/> Supine	<input type="checkbox"/> Adduction	<input type="checkbox"/> BOSU	
<input type="checkbox"/> Sacroiliac	<input type="checkbox"/> Static	<input type="checkbox"/> Prone	<input type="checkbox"/> Sidebend	<input type="checkbox"/> Total Gym	
<input type="checkbox"/> Hip	<input type="checkbox"/> Isometrics	Level:	<input type="checkbox"/> Diagonal	<input type="checkbox"/> TRX	
<input type="checkbox"/> Knee	<input type="checkbox"/> Stabilization	<input type="checkbox"/> Beginner	<input type="checkbox"/> Horz. Abd.	<input type="checkbox"/> Foam Roll	
<input type="checkbox"/> Ankle/Foot	<input checked="" type="checkbox"/> Resisted	<input type="checkbox"/> Intermediate	<input type="checkbox"/> Horz. Add.	<input type="checkbox"/> Putty	
<input checked="" type="checkbox"/> Shoulder	<input type="checkbox"/> Gym	<input type="checkbox"/> Advanced	<input type="checkbox"/> Supination	<input type="checkbox"/> Cane	
<input type="checkbox"/> Elbow	<input type="checkbox"/> Plyometrics		<input type="checkbox"/> Pronation	<input type="checkbox"/> Close Chain	
<input type="checkbox"/> Wrist/Hand	<input type="checkbox"/> Cardiopulm.		<input type="checkbox"/> Ulnar Dev.	<input type="checkbox"/> No Device	
<input type="checkbox"/> All Body	<input type="checkbox"/> Dynamic		<input type="checkbox"/> Radial Dev.	<input type="checkbox"/> Other	

 [Close Panel](#)

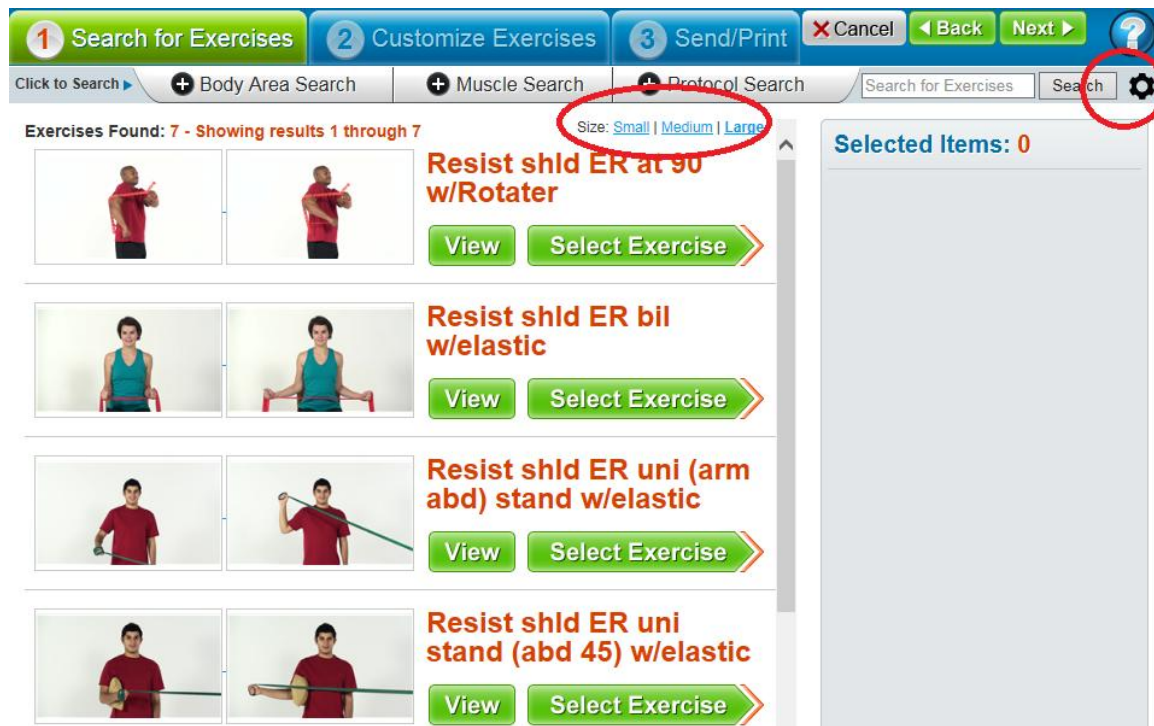
Library:

General
Cardiopulmonary
Functional Reaching
Functional Leg
Geriatrics
Golf
Neurology

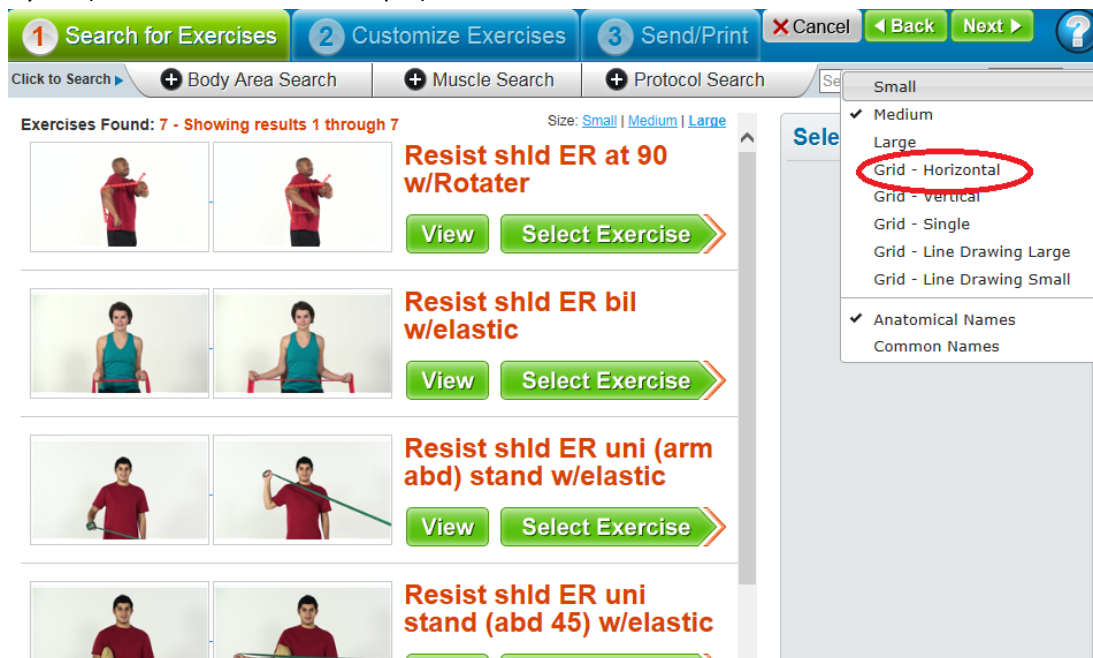
Search

Clear

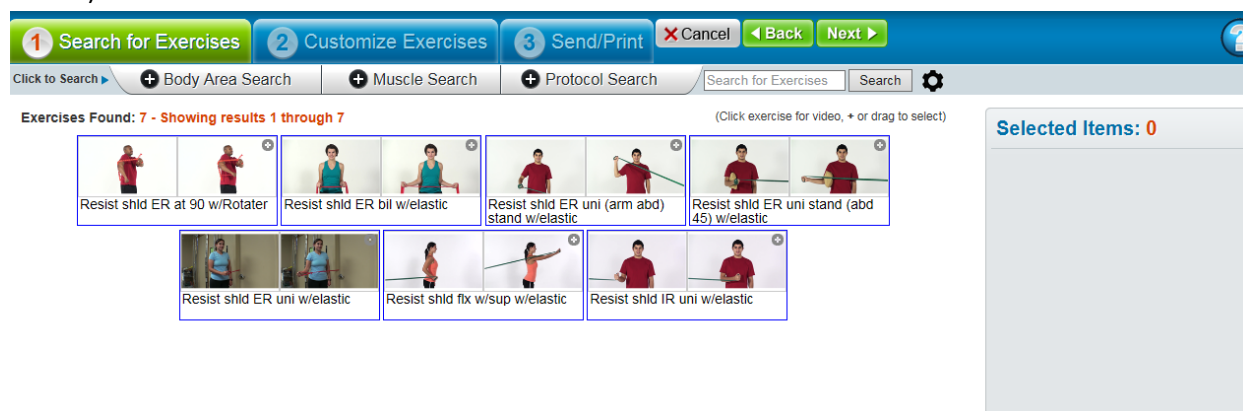
6. The exercise results appear with pictures. Video can be viewed with View button. Scroll down to see more results. View results in different sizes and formats depending on your preference to see many results per page or larger pictures. Click on the gear box for search result layout options.



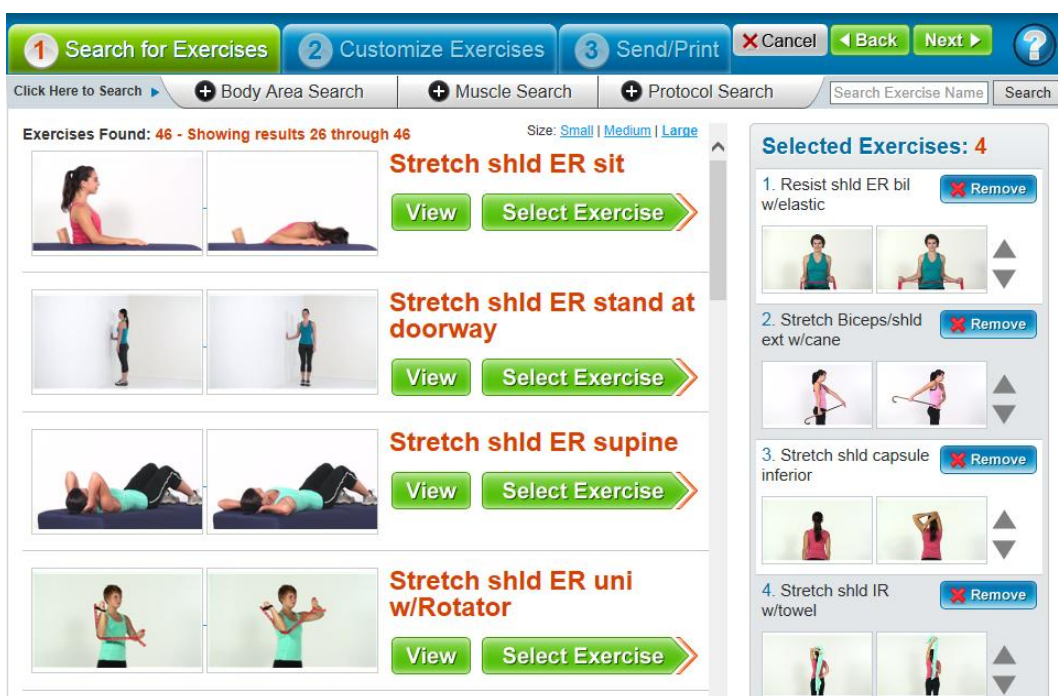
7. **HELPFUL TIP:** Results can be viewed in different sizes and layouts depending on your preference. To change the sizes of the results in a list, choose Small, Medium or Large. To change formats, click on the gearbox and an option list will appear – see below. If one chooses the Grid Horizontal option the results will appear in a different layout (see second screen example).



This is the horizontal grid layout. Explore the options to find your preference. Results can even be shown as line art. And your preferred search result layout can be set in your Preferences (see Admin chapter for more details on this).



8. Resuming, click on Select Exercise button to choose an exercise for a program. Selected exercises are moved to the right. Continue with multiple searches if desired for other types of exercises like stretches, isometrics, etc. to create a custom program. It is possible to add an exercise twice. This can be helpful if you want to have someone start with a certain stretch and end with that same stretch or for warm up and cool down.



9. Next, click on tab 2 (Customize Exercises). Exercise handout information can be edited here. On the top section the language can be chosen for English, Spanish or French.

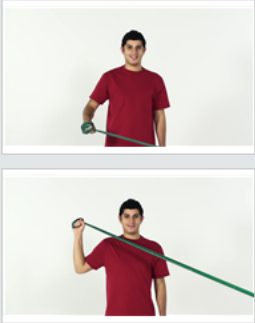
The screenshot shows the 'Customize Exercises' tab. At the top, there are three tabs: '1 Search for Exercises', '2 Customize Exercises' (active), and '3 Send/Print'. Below the tabs, there are buttons for 'Cancel', 'Back', and 'Next'. A red circle highlights a dropdown menu for language selection, with options 'English', 'Spanish', and 'French'. Below this, there is a section for 'All exercises with Elastic should use:' with a dropdown for 'Elastic' and a button 'Update Exercise Use Info'. The main area is titled 'Exercises' and shows a list of exercises. The first exercise is '1. Resist shld ER bil w/elastic'. It has a video thumbnail and a 'Remove' button. The exercise details include: 'Perform 3 sets of 10 repetition(s) once every other day All', 'Use Elastic', 'Rest 1 Minute between sets. All', 'Hold each repetition for 0 Seconds All', 'Perform 1 Repetition(s) every 4 Seconds All', and 'The picture and video should be oriented: Right All'. There is an 'Edit Instructions' button.

If exercises use equipment that uses specific settings like weights or in the case of elastic, specific color, it is possible to pick a color and assign it to all exercises using elastic or just a specific exercise. To choose global settings use the top section. If it is to be selected at a specific exercise level, choose it in the section to the right of the exercise.

This screenshot shows the same 'Customize Exercises' tab, but with a different dropdown menu open. The dropdown menu is for color selection, with options: 'red', 'green', 'yellow', 'gray', 'blue', 'bronze', 'black', 'silver', and 'gold'. A red circle highlights this dropdown menu. Another red circle highlights the 'Use Elastic' dropdown menu in the exercise details section. The rest of the interface is the same as the previous screenshot.

Other exercise parameters like sets, reps, rate, frequency and even instructions can also be modified in this area. One great time saving feature of Exercise Pro Live is that exercise default information can be preset (see Administration) so that preferences of sets, reps, etc. always appear and only the exceptions need to be changed.

One other item to note is the ability to change the exercise (photo and video) from right orientation to left. All exercises of a unilateral nature (one arm, one leg etc.) are set to show the right side. But if you want your client to exercise the left side specifically, just choose the appropriate side for each exercise desired. By clicking on the All button, all right sided exercises will switch to the orientation desired.



2. Resist shld ER uni (arm abd) stand w/elastic

Remove

Perform sets of repetition(s) once every other day All

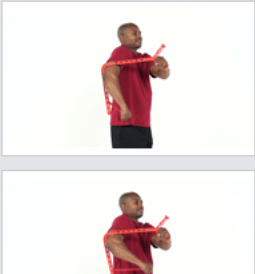
☒ Use Elastic

☒ Rest Minute between sets. All Edit Instructions

☐ Hold each repetition for Seconds All

☒ Perform Repetition(s) every Seconds All

The picture and video should be oriented: Right All



3. Resist shld ER at 90 w/Rotater

Remove

Perform sets of repetition(s) every hour All

☒ Use Elastic

☐ Rest Seconds between sets. All Edit Instructions

10. When finished editing and customizing the program information, click on Send/Print tab at top of screen. While the main purpose of this screen is either directly print a handout for the client or to send a link to the client so they can watch their videos or print a handout at home, there are other options. On this screen one can enter notes that the client will see, and notes for the chart copy (that the client will not see). Diagnosis information can be entered on this screen too.

1 Search for Exercises 2 Customize Exercises 3 Send/Print Cancel Back Send ?

Notes for Client (optional):
Contact your health professional if you have a problem with this program

Issuer Information [Only Printed on Chart Copy - Not available to Client (optional)]:

Chart Notes:

Assessment/ Diagnosis 1:

Assessment/ Diagnosis 2:

Assessment/ Diagnosis 3:

Toward the bottom of screen are other options. A PDF copy of the full program or just a short summary can automatically be sent to you. This is useful when you wish to have a summary of the program to attach to a client electronic record. These options can be preset to save time (see Admin).

Assessment/ Diagnosis 1:

Assessment/ Diagnosis 2:

Assessment/ Diagnosis 3:

Print Exercise Program Save & Finish

☐ Email PDF copy of Exercise Program to Sample Provider

☒ Email PDF Chart Copy to Sample Provider

This Exercise Program will be available to the Client for: 2 weeks ▼

Email & Finish

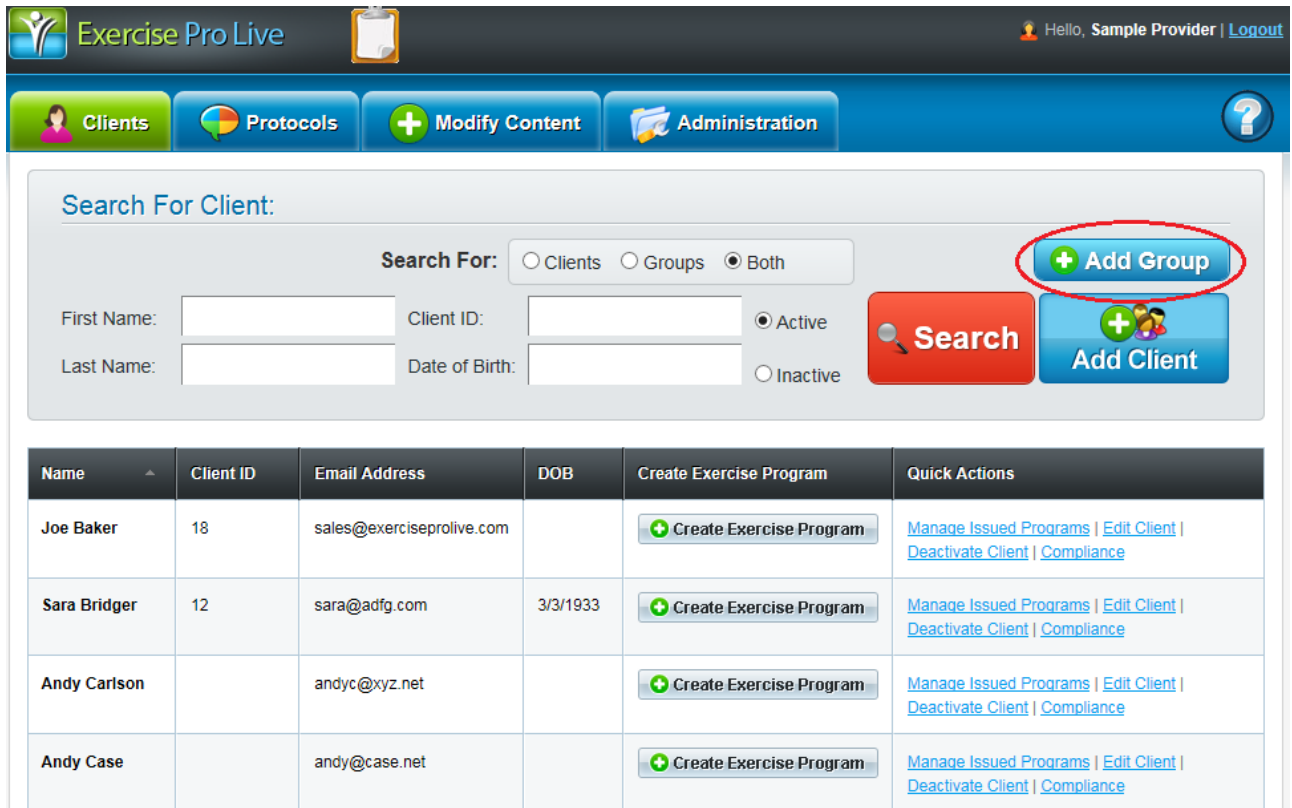
A printed copy can be created in the clinic by clicking on the Print Exercise Program button. The program can be saved (not printed) by clicking on Save and Finish button. Or the program can be sent to your client by clicking on the Email and Finish button. All printed handouts can be with photos or line art, (and the client can print their own copy when they are viewing their video exercises later).

Since this is an exercise prescription, it has a prescription “life” so the exercise program will not be available indefinitely. Choose how long you want to program to be available for the client (between 1 to 8 weeks). An email will be sent to your client with a link to take them to a special website branded with your company logo and information where they can access their video program or print the program. That’s all there is to it. It is simple and fast. After the email is sent, Exercise Pro Live returns to the main client page so another program can be made.

Chapter 3 - Sending Program to Groups

Exercise Pro Live can send an exercise program to a group of clients rather than just one person. This is useful when one wants to send an instruction program to a group of people that all need the same program. For instance if one is teaching a back care program to a group of loading dock workers at a company, one common program can be sent at one time instead of one by one, saving considerable time.

1. To create a group, each person must first be in the system. See Chapter 2 for instructions on adding a client. On the main Client Search screen, click on the Add Group button.



The screenshot shows the Exercise Pro Live web application interface. At the top, there is a navigation bar with the logo and user information. Below the navigation bar, there are tabs for Clients, Protocols, Modify Content, and Administration. The main content area is titled "Search For Client:" and contains a search form. The search form has fields for First Name, Last Name, Client ID, and Date of Birth. There are also radio buttons for "Search For:" (Clients, Groups, Both) and "Active/Inactive" status. A red circle highlights the "Add Group" button, which is a blue button with a green plus sign and the text "Add Group". Below the search form, there is a table listing clients with columns for Name, Client ID, Email Address, DOB, Create Exercise Program, and Quick Actions.

Name	Client ID	Email Address	DOB	Create Exercise Program	Quick Actions
Joe Baker	18	sales@exerciseprolive.com		+ Create Exercise Program	Manage Issued Programs Edit Client Deactivate Client Compliance
Sara Bridger	12	sara@adfg.com	3/3/1933	+ Create Exercise Program	Manage Issued Programs Edit Client Deactivate Client Compliance
Andy Carlson		andyc@xyz.net		+ Create Exercise Program	Manage Issued Programs Edit Client Deactivate Client Compliance
Andy Case		andy@case.net		+ Create Exercise Program	Manage Issued Programs Edit Client Deactivate Client Compliance

2. The Add Group screen will appear.

Add Group

Group Name:

To select move clients to the right box (If a client is not in the list it is because they do not have an email address):

Baker, Joe

Bridger, Sara

Carlson, Andy

Case, Andy

Cassidy, James

Chandler, Steve

Colby, Bob

Conner, Dave

Davidson, Ed

Feinstein, Doug

Jones, Jack

Patient, Sample

Smith, Joe

Standish, John

Subject, Test

>>

<<

Hint: Hold the ctrl key down to select mulitple rows.

Save

Cancel

3. Enter a name for the group. Then select each client you want in that group by highlighting the client name and clicking on the double arrow button. TIP: Multiple client names can be selected at one time if needed. Once all the people have been added to the group, click on the Save button.

Add Group

Group Name:

To select move clients to the right box (If a client is not in the list it is because they do not have an email address):

Baker, Joe

Bridger, Sara

Carlson, Andy

Case, Andy

Cassidy, James

Chandler, Steve

Colby, Bob

Conner, Dave

Davidson, Ed

Feinstein, Doug

Jones, Jack

Patient, Sample

Smith, Joe

Standish, John

Subject, Test

>>

<<

Bridger, Sara


Cassidy, James

Hint: Hold the ctrl key down to select multiple rows.

Save

Cancel

- On the main client screen, the group will now appear with the rest of the clients. To create a program for this group, click on the Create Exercise Program button for the group and create a program the same way as explained in Chapter 2.


Exercise Pro Live
Hello, Sample Provider | [Logout](#)

[Clients](#)
[Protocols](#)
[+ Modify Content](#)
[Administration](#)

Search For Client:

Search For: ☐ Clients ☐ Groups ☒ Both

First Name: Client ID: ☒ Active

Last Name: Date of Birth: ☐ Inactive

[+ Add Group](#)

[Search](#) [+ Add Client](#)

Name	Client ID	Email Address	DOB	Create Exercise Program	Quick Actions
Joe Baker	18	sales@exerciseprolive.com		+ Create Exercise Program	Manage Issued Programs Edit Client Deactivate Client Compliance
Big Company Dock Workers				+ Create Exercise Program	Edit Group Delete Group
Sara Bridger	12	sara@adfg.com	3/3/1933	+ Create Exercise Program	Manage Issued Programs Edit Client Deactivate Client Compliance
Andy Carlson		andyc@vuz.net		+ Create Exercise Program	Manage Issued Programs Edit Client

Chapter 4 - Client History and Management

Exercise Pro Live has many features for client history and program management. One can modify programs, extend or shorten expiration dates, resend or send program to another client, create protocols from issued programs and delete programs. There is a message center to receive and respond to feedback. Compliance can be monitored. Clients can be deactivated when they are no longer an active client. And client information can be edited. Client history is saved as long as the subscription is current and is kept for 30 days after subscription lapses in the event a provider signs up again or accidentally has a brief lapse of subscription. Here is a brief overview of these features.

1. The features mentioned above are accessed conveniently in the Client tab. In the far right column of the client row there are three primary areas; to view and work with issued programs, editing client information and deactivating a client. And compliance reporting. Choosing Edit Client info will take you to the screen where the client information was initially created.

Name	Client ID	Email Address	DOB	Create Exercise Program	Quick Actions
Joe Baker	18	sales@exerciseprolive.com		+ Create Exercise Program	Manage Issued Programs Edit Client Deactivate Client Compliance
Sara Bridger	12	sara@adfg.com	3/3/1933	+ Create Exercise Program	Manage Issued Programs Edit Client Deactivate Client Compliance

Make any needed changes and save.

Client First Name: * Joe

Client Middle Name:

Client Last Name: * Baker

Client ID: 18 [Auto Assign Client Id](#)

Client DOB (mm/dd/yyyy):

Client Email: sales@exerciseprolive.com

Confirm Client Email: sales@exerciseprolive.com

Client Cell Phone #:

[Save Client](#) [Cancel](#)

- Choosing Deactivate Client will place client in an inactive status and remove them from your current list of active clients. To find them again to reactivate them, change your client search preference to Inactive and search.

Exercise Pro Live Hello, Joe Backman, PT | [Logout](#)

Clients **Protocols** **+ Modify Exercises** **Administration** ?

Search For Client:

First Name: Client ID: ☒ Active ☐ Inactive **Search For Client** **+ Add Client**

Last Name: Date of Birth:

Name	Client ID	Email Address	DOB	Create Exercise Program	Quick Actions
Paul Brown	8	PB3245@networx.net	3/5/1962	+ Create Exercise Program	Manage Issued Programs Edit Client Deactivate Client Compliance
Steve Cantu	6	cantus@lol.com	5/4/1983	+ Create Exercise Program	Manage Issued Programs Edit Client Deactivate Client Compliance

- Clicking on compliance will create a report on client compliance. This report will show how many times the client has accessed, viewed or printed programs.

Clients **Protocols** **+ Modify Exercises** **Administration** ?

Search For Client:

First Name: Client ID: ☒ Active ☐ Inactive **Search For Client** **+ Add Client**

Last Name: Date of Birth:

Name	Client ID	Email Address	DOB	Create Exercise Program	Quick Actions
Paul Brown	8	info@bioexsystems.com	3/5/1962	+ Create Exercise Program	Manage Issued Programs Edit Client Deactivate Client Compliance
Steve Cantu	6	sales@bioexsystems.com	5/4/1983	+ Create Exercise Program	Manage Issued Programs Edit Client Deactivate Client Compliance
Stephen Gomez	9	stvg@vca.net	4/17/1965	+ Create Exercise Program	Manage Issued Programs Edit Client Deactivate Client Compliance

4. Clicking on Manage Issued Programs will open a window that has many options and features. First, you will see the various programs issued to that client in the date they were issued. If a program or a client name is highlighted in red, it means that a program has been sent to the client but that program has not been accessed by the client in the time frame set on the Admin tab under the General tab. For example, if you have that time frame set for four days and the program is red, it means that four days have passed and the client still has not opened their program. This is a great way to quickly see if a client is following through with their program.

If a program is marked in green, it means the program is still active (not expired) or if it was red and is now green, it means they have accessed the program. If a program is in black it means the program has expired regardless of whether they accessed it or not. If you think that is the case, clicking on the Compliance link will show the complete details.

Clients
 Protocols
 Modify Exercises
 Administration

Search For Client:

First Name: Client ID: ☐ Active
 Last Name: Date of Birth: ☐ Inactive

[Search For Client](#)
[Add Client](#)

Name	Client ID	Email Address	DOB	Create Exercise Program	Quick Actions
Paul Brown	8	info@bioexsystems.com	3/5/1962	+ Create Exercise Program	Manage Issued Programs Edit Client Deactivate Client Compliance
Steve Cantu	6	sales@bioexsystems.com	5/4/1983	+ Create Exercise Program	Manage Issued Programs Edit Client Deactivate Client Compliance

Issued	Expiration	View	Exercise Program	Resend/Reprint Program	Messages
1/17/2012	1/31/2012	View	Modify Program Extend Expire Delete Make Protocol	Resend Send to Different Client Reprint	Messages
1/18/2012	2/8/2012	View	Modify Program Extend Expire Delete Make Protocol	Resend Send to Different Client Reprint	Messages
12/17/2013	12/31/2013	View	Modify Program Extend Expire Delete Make Protocol	Resend Send to Different Client Reprint	Messages
12/19/2013	1/2/2014	View	Modify Program Extend Expire Delete Make Protocol	Resend Send to Different Client Reprint	Messages

Stephen Gomez	9	stvg@vca.net	4/17/1965	+ Create Exercise Program	Manage Issued Programs Edit Client Deactivate Client Compliance
---------------	---	--------------	-----------	---	---


5. The View link will show a visual summary of the exercises. Under the Exercise Program section are many other options. Modify Exercise Program will bring up those exercises to the main search screen where new exercises can be searched for and added to program (or remove exercises from the initial program). Essentially it lets that exercise program be used as a starter template for a new program. Extend will extend program by however many weeks are chosen. This is helpful if a client did not have a chance to perform the program and it expired but the program is still appropriate for the client. Extend the date rather than spend time re-creating the same program.

Expire ends the program. Perhaps new information indicates the program is not suitable for the client, for example, the program was too easy or too hard, a new injury, transfer of care to another provider, etc. Delete entirely deletes the program. Make Protocol allows the user to create a protocol from the program that was issued.

Name	Client ID	Email Address	DOB	Create Exercise Program	Quick Actions
Paul Brown	8	info@bioexsystems.com	3/5/1962		Manage Issued Programs Edit Client Deactivate Client Compliance
Steve Cantu	6	sales@bioexsystems.com	5/4/1983		Manage Issued Programs Edit Client Deactivate Client Compliance

Issued	Expiration	View	Exercise Program	Resend/Reprint Program	Messages
1/17/2012	1/31/2012	View	Modify Program Extend Expire Delete Make Protocol	Resend Send to Different Client Reprint	Messages
1/18/2012	2/8/2012	View	Modify Program Extend Expire Delete Make Protocol	Resend Send to Different Client Reprint	Messages
12/17/2013	12/31/2013	View	Modify Program Extend Expire Delete Make Protocol	Resend Send to Different Client Reprint	Messages
12/19/2013	1/2/2014	View	Modify Program Extend Expire Delete Make Protocol	Resend Send to Different Client Reprint	Messages

6. The next section is the Resend/Reprint Program section. Resend can be helpful to send the link to the client again. Send to A Different Client allows the user to send the program to a different client. Reprint will print the program again, if needed.

Name	Client ID	Email Address	DOB	Create Exercise Program	Quick Actions
Paul Brown	8	info@bioexsystems.com	3/5/1962		Manage Issued Programs Edit Client Deactivate Client Compliance
Steve Cantu	6	sales@bioexsystems.com	5/4/1983		Manage Issued Programs Edit Client Deactivate Client Compliance

Issued	Expiration	View	Exercise Program	Resend/Reprint Program	Messages
1/17/2012	1/31/2012	View	Modify Program Extend Expire Delete Make Protocol	Resend Send to Different Client Reprint	Messages
1/18/2012	2/8/2012	View	Modify Program Extend Expire Delete Make Protocol	Resend Send to Different Client Reprint	Messages
12/17/2013	12/31/2013	View	Modify Program Extend Expire Delete Make Protocol	Resend Send to Different Client Reprint	Messages
12/19/2013	1/2/2014	View	Modify Program Extend Expire Delete Make Protocol	Resend Send to Different Client Reprint	Messages

7. Messages keep open lines of communication between the provider and the client. When the client is on the web page displaying the video program, there is a message/feedback box that allows a message to be sent to their provider. They may have questions, or need to contact the provider for one reason or another.

Name	Client ID	Email Address	DOB	Create Exercise Program	Quick Actions
Paul Brown	8	info@bioexsystems.com	3/5/1962	+ Create Exercise Program	Manage Issued Programs Edit Client Deactivate Client Compliance
Steve Cantu	6	sales@bioexsystems.com	5/4/1983	+ Create Exercise Program	Manage Issued Programs Edit Client Deactivate Client Compliance

Issued	Expiration	View	Exercise Program	Resend/Reprint Program	Messages
1/17/2012	1/31/2012	View	Modify Program Extend Expire Delete Make Protocol	Resend Send to Different Client Reprint	Messages
1/18/2012	2/8/2012	View	Modify Program Extend Expire Delete Make Protocol	Resend Send to Different Client Reprint	Messages
12/17/2013	12/31/2013	View	Modify Program Extend Expire Delete Make Protocol	Resend Send to Different Client Reprint	Messages
12/19/2013	1/2/2014	View	Modify Program Extend Expire Delete Make Protocol	Resend Send to Different Client Reprint	Messages

8. When the messages bar is clicked it brings up this screen. The provider can see all messages sent to and from the client. It is a good idea to set aside a time each day to check messages from clients and respond to them. When a client message is sent through Exercise Pro Live, the provider will receive an email notifying them a client has sent them a message as well. The notification does not have the client's text, but that a message was sent to the provider. The message function can be turned off by the provider on Admin section under the General tab.

Message History

History:

1/18/2012 2:22 PM Paul Brown - The exercises are working great. The stretches are helping decrease my back pain.
1/18/2012 2:24 PM Joe Backman, PT - That is good to hear. On your next visit to the office, I will give you some extra exercises to do.
1/18/2012 2:25 PM Paul Brown - That sounds great, see in two days.

Send Feedback

Comments:

[Send Feedback](#)
[Cancel](#)

Chapter 5 – Protocols, Using and Searching

Exercise Pro Live offers the ability for the provider to create exercise protocols or templates. A protocol is a group of exercises combined under one name. This can speed up the process of providing an exercise program. Exercise Pro Live comes with numerous protocols as samples or suggestions. These protocols are not intended to replace the health professional's decision making choices when providing programs. BioEx Systems Inc. is not a medical organization and cannot provide medical advice. The health professional needs to decide if any of the protocols we offer are appropriate for their client and to modify if needed or create their own. Protocols created by any user or provider can be available for all users in the account if desired (see Admin section). Creating and editing protocols will be discussed further in another chapter.

1. To search for a protocol, click Create Exercise Program button on the client search screen.

Name	Client ID	Email Address	DOB	Create Exercise Program	Quick Actions
Paul Brown	8	info@bioexsystems.com	3/5/1962	+ Create Exercise Program	Manage Issued Programs Edit Client Deactivate Client Compliance
Steve Cantu	6	sales@bioexsystems.com	5/4/1983	+ Create Exercise Program	Manage Issued Programs Edit Client Deactivate Client Compliance
Stephen Gonzales	9	stvg@vca.net	4/17/1965	+ Create Exercise Program	Manage Issued Programs Edit Client Deactivate Client Compliance
Carla Jones	5	carla@xyz.net	6/27/1965	+ Create Exercise Program	Manage Issued Programs Edit Client Deactivate Client Compliance
Ed Midler	2	emidler@xyz.net	4/12/1975	+ Create Exercise Program	Manage Issued Programs Edit Client Deactivate Client Compliance

2. Next, click on the Protocol Search tab. Then select the desired Body Area, in this example, Shoulder has been chosen. Then Click on Search.

Click Here to Search

Search Exercise Name

Body Area:

<input type="checkbox"/> Face/TMJ	<input type="checkbox"/> Lumbar	<input type="checkbox"/> Hip	<input checked="" type="checkbox"/> Shoulder	<input type="checkbox"/> All Body
<input type="checkbox"/> Cervical	<input type="checkbox"/> Abdominal	<input type="checkbox"/> Knee	<input type="checkbox"/> Elbow	
<input type="checkbox"/> Thoracic	<input type="checkbox"/> Sacroiliac	<input type="checkbox"/> Ankle/Foot	<input type="checkbox"/> Wrist/Hand	

- The screen will show the current shoulder protocols. If already familiar with the exercises in a protocol, simply click on Select. It is also possible to see the exercises in the protocol by clicking on the Show Exercises link.

The screenshot shows the '1 Search for Exercises' step of a three-step process. The interface includes tabs for 'Body Area Search', 'Muscle Search', and 'Protocol Search'. A search bar is present with the text 'Search Exercise Name'. Below the search bar is a table with two columns: 'Protocol Name' and 'Quick Actions'. The table lists six protocols, all related to the shoulder. The 'Quick Actions' column for each protocol contains two links: 'Show Exercises' and 'Select'. The 'Show Exercises' link for the 'Shoulder - Rotator cuff strength' protocol is circled in red. To the right of the table, there is a section titled 'Selected Exercises: 0' with a large empty box below it. At the bottom left, it says 'Total Protocols Found: 6'.

Protocol Name	Quick Actions
Computer/Desktop - Reducing muscular tension	Show Exercises Select
Golf exercises	Show Exercises Select
Shoulder - Frozen shoulder	Show Exercises Select
Shoulder - Joint mobilization	Show Exercises Select
Shoulder - Rotator cuff strength	Show Exercises Select
Shoulder - Stretch program	Show Exercises Select

Total Protocols Found: 6

- The Show Exercises link has been chosen in this example. This is also helpful when it is desired to choose a few of the exercises in a protocol rather than use them all. Click on Select to use all of the exercises in the protocol or choose and select individual exercises as in the standard search method.

The screenshot shows the '3 Send Exercises' step of the process. The 'Show Exercises' link from the previous screen has been selected, leading to this page. The table from the previous screen is still visible at the top, but the 'Quick Actions' column now shows 'Hide Exercises' instead of 'Show Exercises' for the selected protocol. Below the table, there are three exercise cards. Each card features two small images of a person performing the exercise, a title, and two buttons: 'View' and 'Select Exercise'. The exercises are:

- Resist shld abd bil w/wt**: A person standing and holding a resistance band with both hands, pulling it upwards.
- Resist shld abd bil w/wt (lat Deltoid)**: A person standing and holding a resistance band with both hands, pulling it outwards and upwards.
- Resist shld ER sidelying (arm abd) w/wt**: A person lying on their side with one arm bent and holding a resistance band, pulling it upwards.

 To the right of the exercise cards, the 'Selected Exercises: 0' section remains empty.

- In this example, Select was chosen to use all the exercises in the protocol. The selected exercises appear to the right portion of screen. It is possible to remove any exercises not desired to be included in the program by clicking on the Remove button associated with any of the individual exercises. Next, go to the Customize Exercises tab to change or modify any specific details of an exercise, like sets, reps, resistances, text, etc. Then go to the Send Exercises, send the program and it's done (see chapter 2 for more details on Custom and Send screens).

Taking the time up front to create an assortment of protocols pays for itself in the long run.

The screenshot displays a software interface for selecting exercises. At the top, there are three tabs: '1 Search for Exercises', '2 Customize Exercises', and '3 Send Exercises'. Below these are buttons for 'Cancel', 'Back', and 'Next'. A search bar is located below the tabs with options for 'Body Area Search', 'Muscle Search', and 'Protocol Search', along with a 'Search Exercise Name' field and a 'Search' button.

The main area is divided into two columns. The left column lists protocols with their names and quick actions:

Protocol Name	Quick Actions
Computer/Desk - Reducing muscular tension	Hide Exercises Select
Golf exercises	Show Exercises Select
Shoulder - Frozen shoulder	Show Exercises Select
Shoulder - Joint mobilization	Show Exercises Select
Shoulder - Rotator cuff strength	Show Exercises Select

Below the table, three exercise cards are shown, each with a 'View' button and a 'Select Exercise' button:

- Resist shld abd bil w/wt**: Shows a person standing and holding a resistance band.
- Resist shld abd bil w/wt (lat Deltoid)**: Shows a person standing and holding a resistance band with arms raised.
- Resist shld ER sidelying (arm abd) w/wt**: Shows a person lying on their side with a resistance band.

The right column, titled 'Selected Exercises: 7', lists the selected exercises with their names, a 'Remove' button, and a small video thumbnail:

1. Resist shld abd bil w/wt
2. Resist shld abd bil w/wt (lat Deltoid)
3. Resist shld ER sidelying (arm abd) w/wt
4. Resist shld ext uni prone w/wt.

The next chapter will review creating and modifying protocols

Chapter 6 – Protocols, Creating

Exercise Pro Live can be a powerful, fast and efficient clinical tool when used with the protocol feature. Dedicating time up front to creating various protocols can save an enormous amount of time later. Utilizing this feature is highly recommended. And it is easy to create protocols.

1. To begin creating a protocol, go the Protocols tab. This is where protocols are made and modified. First, creating a protocol will be shown. Click on Add Protocol button.

The screenshot shows the 'Protocols' tab in the software interface. At the top, there are four tabs: 'Clients', 'Protocols' (active), 'Modify Exercises', and 'Administration'. Below the tabs is a section titled 'Protocol Search Criteria:' with a grid of checkboxes for body parts: Face/TMJ, Cervical, Thoracic, Lumbar, Abdominal, Sacroiliac, Hip, Knee, Ankle/Foot, Shoulder, Elbow/Wrist, and Hand. There is also an 'All body' checkbox. To the right of the grid are two buttons: 'Search For Protocol' (red) and 'Add Protocol' (blue with a plus icon). Below this is a section titled 'Search For Protocols' with instructions: 'Choose criteria and push **Search For Protocol** above to find your Protocols. Push **Add Protocol** to create. A protocol is a grouping of exercises that are commonly used. Create protocols to speed up exercise selection for clients.'

2. This screen will appear. Give the protocol and name, fill in any description needed and choose the category or Criteria for it to appear under. When ready, click on the Next button or choose Select Exercises tab.

The screenshot shows the '1 Information' screen in the protocol creation process. At the top, there are three tabs: '1 Information' (active), '2 Select Exercises', and '3 Customize Exercises'. To the right are buttons for 'Cancel', 'Back', and 'Next'. Below the tabs is a section titled 'Protocol Name: *' with a text input field containing 'My Protocol'. Below that is a section titled 'Protocol Description:' with a text area containing 'My basic protocol of exercises for maintaining a healthy back.' Below that is a section titled 'Protocol Notes: (This information will be provided to the client.)' with a text area containing 'This group of exercises is simple to do and fun. Doing them regularly will keep you fit and keep your back strong.' At the bottom is a section titled 'Protocol Search Criteria: *' with a grid of checkboxes for body parts: Face/TMJ, Cervical, Thoracic, Lumbar (checked), Abdominal, Sacroiliac, Hip, Knee, Ankle/Foot, Shoulder, Elbow/Wrist, and Hand. There is also an 'All body' checkbox.

3. This screen has the same search screen used to find exercises as the main exercise search screen. Choose the criteria to filter down exercise results and perform an exercise search. Remember, Education Topics can also be in a protocol.

The screenshot shows the 'Select Exercises' screen with the following details:

- Tabs:** 1 Information, 2 Select Exercises (active), 3 Customize Exercises. Buttons: Cancel, Back, Next.
- Search Options:** Click Here to Search, + Body Area Search, + Muscle Search.
- Filters:**
 - Body Area:** Face/TMJ, Cervical, Thoracic, **Lumbar** (checked), Abdominal, Sacroiliac, Hip, Knee, Ankle/Foot, Shoulder, Elbow, Wrist/Hand, All Body.
 - Exercise Type:** Stretch, Passive, AAROM, Mobilization, **Active** (checked), Static, Isometrics, Stabilization, Resisted, Gym, Plyometrics, Cardiopulm., Dynamic.
 - Position:** Standing, Sitting, Kneeling, Sidelying, Supine, Prone.
 - Movement:** Flexion, Extension, Rotation, Abduction, Adduction, Sidebend, Diagonal, Horz. Abd., Horz. Add., Supination, Pronation, Ulnar Dev., Radial Dev.
 - Exercise With:** Elastic, Weight, Pulley, Ball, Putty, Cane, Close Chain, No Device, Other.
- Bottom Bar:** Close Panel, Library: Orthopedic, **Search** (highlighted), Clear.

4. Locate and select the exercises for the protocol. Then go to Customize Exercises tab or click Next.

The screenshot shows the 'Select Exercises' results page with the following details:

- Tabs:** 1 Information, 2 Select Exercises (active), 3 Customize Exercises. Buttons: Cancel, Back, **Next** (highlighted).
- Search Options:** Click Here to Search, + Body Area Search, + Muscle Search. Search Exercise Name: Search.
- Exercises Found:** 99 - Showing results 26 through 50.
- Exercise List:**
 - AROM knee squat partial uni w/Stability Trainer** (View, Select Exercise)
 - AROM kneel, half kneel, stand** (View, Select Exercise)
 - AROM lumbar alt arm quadruped** (View, Select Exercise)
 - AROM lumbar alt leg quadruped** (View, Select Exercise)
- Selected Exercises: 4**
 - 1. AROM hip ext quadruped (Remove)
 - 2. AROM hip ext straight leg w/ball (Remove)
 - 3. AROM lumbar ext (superman) w/ball (Remove)
 - 4. AROM lumbar ext prone high level (Remove)

5. This screen works just like the customize screen used when creating a basic exercise program. Make any changes to sets, reps, text, etc. and click Done. The program will return to the initial screen so that other protocols can be made.

1 Information

2 Select Exercises



3 Customize Exercises

Cancel

Back

Done

Exercises



1. AROM hip ext quadruped

Remove

Perform 3 sets of 20 repetition(s) once a day All



Use Balance Board

Rest 1 Minute between sets. All

Hold each repetition for 0 Seconds All

Perform 1 Repetition(s) every 4 Seconds All

Edit Instructions



2. AROM hip ext straight leg w/ball

Remove

Perform 3 sets of 20 repetition(s) once a day All

Use Ball

Rest 1 Minute between sets. All

Hold each repetition for 0 Seconds All

Edit Instructions

To learn how to modify or delete a protocol, proceed to next chapter.

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Chapter 7 - Protocols, Modifying and Deleting

Sometimes it is necessary to modify or delete a protocol. This is quick and easy to do with Exercise Pro Live.

1. First search for an existing protocol from the main Protocol screen. Select the criteria or category and click on Search for Protocol button. A list of current protocols will appear. To delete the protocol, choose Delete on the right under Quick Actions. This will permanently remove the protocol. To edit or modify protocol, choose Modify.

Protocol Search Criteria:

☐ Face/TMJ ☒ Lumbar ☐ Hip ☐ Shoulder
☐ Cervical ☐ Abdominal ☐ Knee ☐ Elbow/Wrist
☐ Thoracic ☐ Sacroiliac ☐ Ankle/Foot ☐ Hand
☐ All body

Search For Protocol **Add Protocol**

Protocol Name	Quick Actions
Golf exercises	Edit Delete
Lumbar - Extension program	Edit Delete
Lumbar - Stretching	Edit Delete
Lumbar stabilization - High level	Edit Delete
Lumbar stabilization - Low level	Edit Delete
Lumbar stabilization - Moderate level	Edit Delete
My Protocol	Edit Delete

2. Each screen visited during the protocol creation (see previous chapter) is now available so that changes can be made. Go to each tab, make changes and when all changes are made, click on Done button, located on the Customize Exercises tab.

1 Information 2 Select Exercises 3 Customize Exercises **Cancel** **Back** **Done**

Exercises

1. AROM hip ext quadruped **Remove**

Perform sets of repetition(s) once a day **All**

☐ Use **Balance Board**

☒ Rest Minute between sets. **All** **Edit Instructions**

Chapter 8 - Adding Exercise Videos

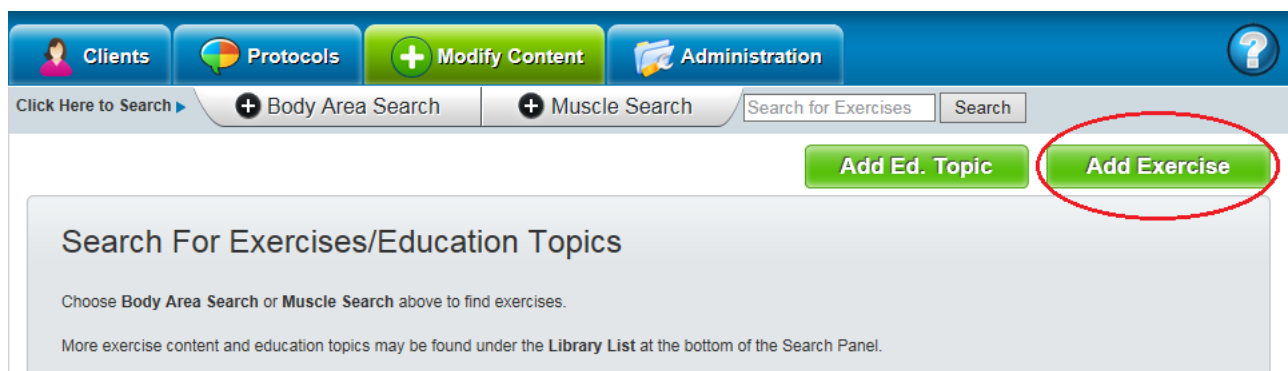
With Exercise Pro Live it is possible to add video exercise content. It is also possible to modify current content in almost any manner such as the video, thumbnail photos, text, search criteria, use information, and exercise name. It is also possible to copy a video and use that video to create another exercise or variation. All new exercises will appear in the Custom library as well as any other categories chosen.

1. Remember, Exercise Pro Live has the ability to show one sided exercises either right or left. The default is for the right side. This means when making your video, if it is a one sided exercise, be sure to have your subject use the right side.

To create a new video exercise, you must first have that video in an MP4 video format. The video file cannot be larger than 100MB. It is recommended to try to keep them a smaller size, in the range of 200 to 400KB so they will load faster. You will also need to have photo files of the exercise for identification with searching and for printing the program. If you wish to print line art, you will also need a B/W line art depiction of the exercise. Photo and line art files must be .jpeg, .gif or .png and can be no larger than 100MB each.

You may also add a video direct from your iPad or Android tablet. To do this, make a video on the tablet and follow the prompts on the tablet screen.

To create a video exercise, go to the Modify Exercises tab. Click on Add Exercise button.



2. A screen will open that contains many areas for inputting the details of the exercise. The top portion is for name, instructions, use or device info, etc. Enter the information.

If you want the new exercise to have Spanish or French text associated with it, click on the language buttons and enter the exercise instructions in the appropriate language.

Add Exercise

* Indicates Field is Required

U--1

Exercise Name:*

Common Name:*

Exercise Instructions:*

Exercise Special Instructions:

Edit Spanish Instructions

Edit French Instructions

Exercise Settings:*

Perform set(s) of

Repetition

every hour

☐ Use

Lbs

☐ Hold each repetition for

Seconds

☐ Rest

Seconds

 between sets.

☐ Perform repetition(s) every

Seconds

33


3. The next section is for uploading the pictures to be used for identifying the exercise on the search screen and for photos to print when making a printed handout. Photo files of the exercises must be .jpeg, .gif or .png and can be no larger than 100MB each. Color photos and line art can both be added to the program.

Four color pictures can be used for printing. Only two can be used for identification. There are check boxes below the photo area to choose which two are to be used for identification with searches. To upload a photo, click on upload button, locate the picture file on your computer or other media source and upload. When pictures are done uploading, choose which ones will be used for identification. For printing, the pictures will print in order from 1 to 4.

Only one line art picture can be added.

To upload a video, click on upload Video button, locate video file on your computer or other media source. The video will loop from end to beginning. The video must be in an MP4 video format. The video file cannot be larger than 100MB. It is recommended to try to keep them a smaller size, in the range of 200 to 400KB so they will load faster.

Exercise Images:*



Upload Image 1

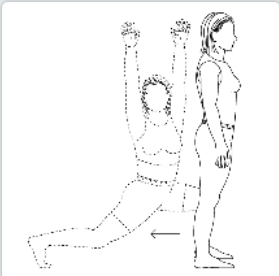
Upload Image 2

Upload Image 3

Upload Image 4

☐ Use Image 1 in Searches ☐ Use Image 2 in Searches ☐ Use Image 3 in Searches ☐ Use Image 4 in Searches

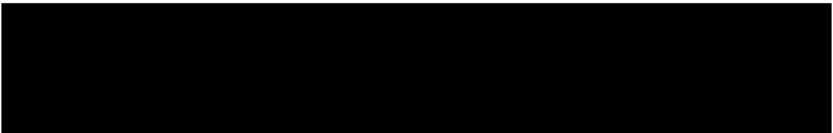
Black and White Image:



Upload B/W Image

Exercise Video:*

(Click on to View)



4. The last section at the bottom is where search criteria are entered. Choose the body area, exercise type, muscles, position, etc. For instance if the exercise should appear in the lumbar category, choose lumbar, if it works the abdominal muscles, choose abdominal, and so on. It is not required to select all areas, but the more detailed the criteria, the more refined the searches will be for the exercise.

Note the Specialize area. Exercises that use these criteria will show up in the specialized libraries on the drop down list on the main search screen tab. If you do not pick a specialized area, the exercise will appear in the General library. If you want the exercise to show up in the General and the Specialized lists, select the Both box. When finished, click on the Save button at the bottom of screen.

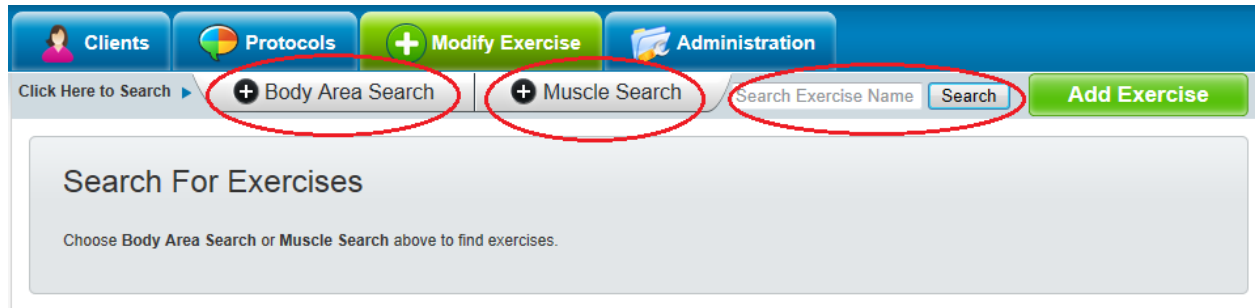
Exercise Criteria:

Body Area: * <input type="checkbox"/> Face/TMJ <input type="checkbox"/> Cervical <input type="checkbox"/> Thoracic <input checked="" type="checkbox"/> Lumbar <input type="checkbox"/> Abdominal <input type="checkbox"/> Sacroiliac <input type="checkbox"/> Hip <input type="checkbox"/> Knee <input type="checkbox"/> Ankle/Foot <input type="checkbox"/> Shoulder <input type="checkbox"/> Elbow <input type="checkbox"/> Wrist/Hand <input type="checkbox"/> All Body	Muscles: <input type="checkbox"/> Neck <input type="checkbox"/> Pectoral <input type="checkbox"/> Lats <input checked="" type="checkbox"/> Abdominal <input type="checkbox"/> Back <input type="checkbox"/> Gluteals <input type="checkbox"/> Deltoid <input type="checkbox"/> Biceps <input type="checkbox"/> Triceps <input type="checkbox"/> Forearm <input type="checkbox"/> Quadriceps <input type="checkbox"/> Hamstring <input type="checkbox"/> Thigh(Outer) <input type="checkbox"/> Thigh(Inner) <input type="checkbox"/> Calf/Foot	Exercise Type: * <input type="checkbox"/> Stretch <input type="checkbox"/> Passive <input type="checkbox"/> AAROM <input type="checkbox"/> Mobilization <input checked="" type="checkbox"/> Active <input type="checkbox"/> Static <input type="checkbox"/> Isometrics <input type="checkbox"/> Stabilization <input type="checkbox"/> Resisted <input type="checkbox"/> Gym <input type="checkbox"/> Plyometric <input type="checkbox"/> Cardiopulmo. <input type="checkbox"/> Dynamic	Position: <input type="checkbox"/> Standing <input checked="" type="checkbox"/> Sitting <input type="checkbox"/> Kneeling <input type="checkbox"/> Sidelying <input type="checkbox"/> Supine <input type="checkbox"/> Prone	Movement: <input checked="" type="checkbox"/> Flexion <input type="checkbox"/> Extension <input type="checkbox"/> Rotation <input type="checkbox"/> Abduction <input type="checkbox"/> Adduction <input type="checkbox"/> Sidebend <input type="checkbox"/> Diagonal <input type="checkbox"/> Horz. Abd. <input type="checkbox"/> Horz. Add. <input type="checkbox"/> Supination <input type="checkbox"/> Pronation <input type="checkbox"/> Ulnar Dev. <input type="checkbox"/> Radial Dev.	Exercise With: <input type="checkbox"/> Elastic <input type="checkbox"/> Weight <input type="checkbox"/> Pulley <input type="checkbox"/> Ball <input type="checkbox"/> BOSU <input type="checkbox"/> Total Gym <input type="checkbox"/> TRX <input type="checkbox"/> Foam Roll <input type="checkbox"/> Putty <input type="checkbox"/> Cane <input type="checkbox"/> Closed Chain <input checked="" type="checkbox"/> No Device <input type="checkbox"/> Other
Specialized: <input type="checkbox"/> Cardiopulm. <input type="checkbox"/> Functional <input type="checkbox"/> Geriatrics <input type="checkbox"/> Neurology <input type="checkbox"/> Balance <input type="checkbox"/> Pilates <input type="checkbox"/> Power/Agility <input type="checkbox"/> Yoga <input type="checkbox"/> Self Massage <input type="checkbox"/> Golf <input checked="" type="checkbox"/> Both*	Level: <input checked="" type="checkbox"/> Beginner <input type="checkbox"/> Intermediate <input type="checkbox"/> Advanced	Yoga Type: <input type="checkbox"/> Inversion <input type="checkbox"/> Twists <input type="checkbox"/> Arm Balance <input type="checkbox"/> Back Bends <input type="checkbox"/> Fwd Bends	Functional Movement: <input type="checkbox"/> Single Leg to Single Leg <input type="checkbox"/> Single Leg to Double Leg <input type="checkbox"/> Double Leg to Double Leg <input type="checkbox"/> Leg Reach <input type="checkbox"/> Same Side Arm <input type="checkbox"/> Opposite Side Arm <input type="checkbox"/> Double Arm Reach	Functional Action: <input type="checkbox"/> Jumping <input type="checkbox"/> Hopping <input type="checkbox"/> Lunging <input type="checkbox"/> Steps	

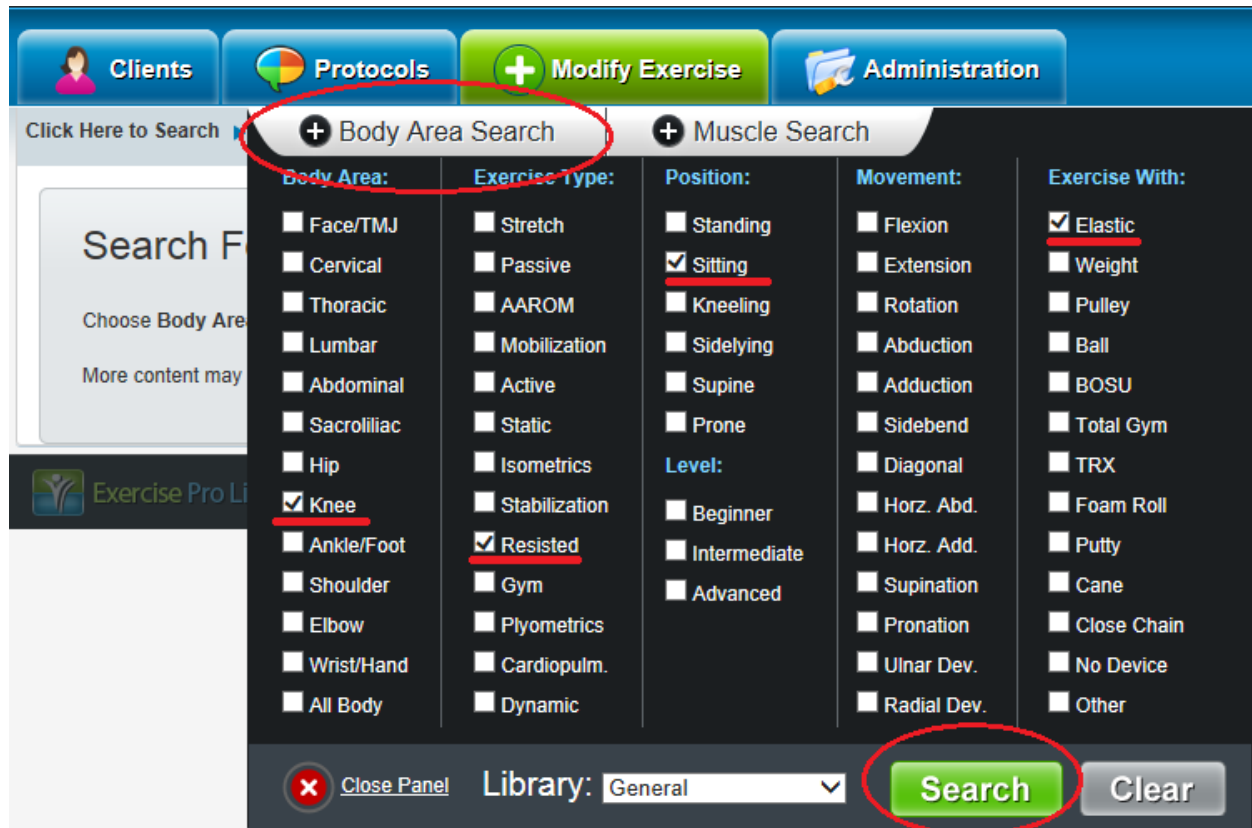
Chapter 9 - Modifying an Exercise

It may be useful to modify an exercise when a text change is preferred, to make the sets and reps different from the default settings, to change pictures, to revise search criteria, etc.

1. To modify an exercise, begin on the Modify Exercise tab. An exercise must be selected. This is done by using the search method described in the Getting Started tutorial section. Exercise searches can also be done by using the Muscle Search tab or by typing in a name or number in the far right search box.



2. A resisted knee exercise using elastic will be located and revised for this example. Body Area Search is selected, then the Knee/Resisted/Sitting/Elastic criteria has been chosen.

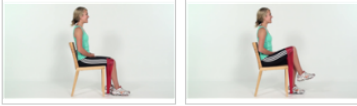





- The results appear. Choose Edit.

[Clients](#)
[Protocols](#)
[+ Modify Exercise](#)
[Administration](#)

[Click Here to Search](#)
[+ Body Area Search](#)
[+ Muscle Search](#)

Exercises Found 4 - Showing results 1 through 4

Images	Exercise Name	Quick Actions
	Resist hip flx sit w/elastic	Edit Copy Delete
	Resist knee ext (LAQ) w/elastic	Edit Copy Delete
	Resist knee press w/elastic	Edit Copy Delete
	Resist lumbar sit to stand w/elastic crosspull	Edit Copy Delete

- A screen just like the Add Exercise screen appears with all the exercises information. Make any desired changes by typing in the boxes or changing other information.

Edit Exercise

E-1705

* Indicates Field is Required

Exercise Name:*

Common Name:*

Exercise Instructions:*

Sit in chair.
 Loop elastic around thigh slightly above knee, stabilize ends of band under opposite foot.
 Lift one leg up, slowly return.
 Repeat.

Exercise Special Instructions:

Exercise Settings:*

Perform set(s) of Repetition once every other day

☒ Use Elastic

☐ Hold each repetition for Seconds

☒ Rest Minute between sets.



☒ Perform repetition(s) every Seconds

Note: All uni-lateral exercise images and videos should be shown using the right side.

The middle portion allows the pictures to be changed or to make changes to which pictures appear in searches and in what order. Video can also be replaced if needed. Below that criteria can be changed. Click the Save button at the bottom of screen when finished.

Note: All uni-lateral exercise images and videos should be shown using the right side.


Exercise Images:*



[Upload Image 1](#) [Upload Image 2](#) [Upload Image 3](#) [Upload Image 4](#)

☒ Use Image 1 in Searches ☒ Use Image 2 in Searches ☐ Use Image 3 in Searches ☐ Use Image 4 in Searches

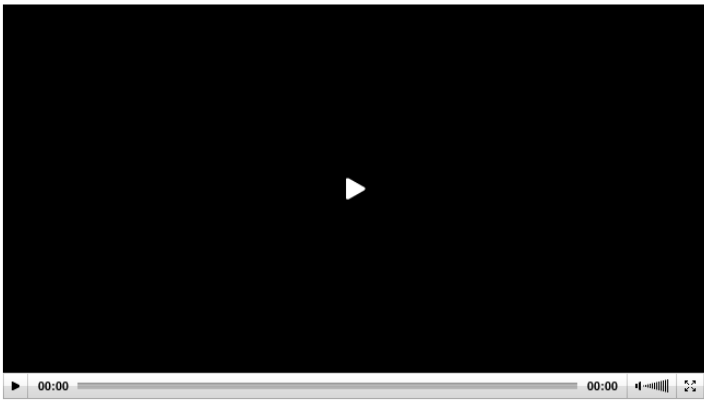
Black and White Image:



[Upload B/W Image](#)

Exercise Video:*

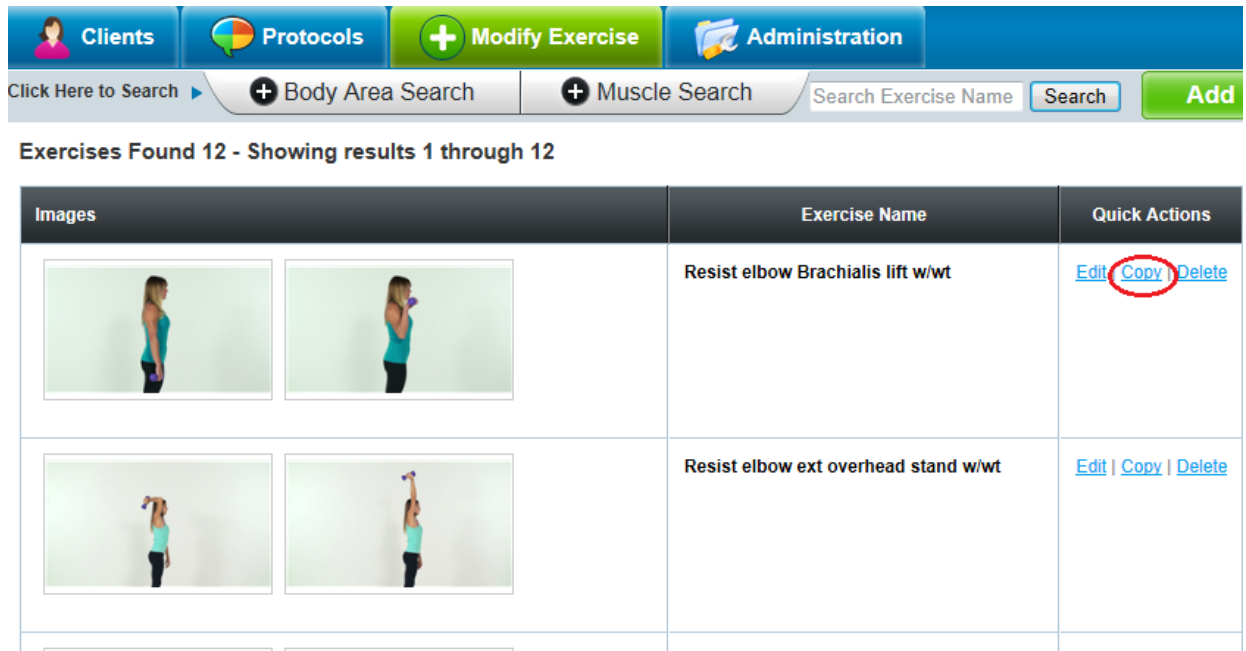
(Click on to View)





Chapter 10 - Copying an Exercise

Copying an exercise is useful in several ways. Often an existing exercise can be a good starting point for creating a new exercise. Copy, then make revisions and a new exercise is available. Another reason may be that different providers may wish to have slightly different instructions or have the exercise appear in different categories. By making a copy, the new copy can be edited to have different instructions or edited to appear in a new category.

1. To copy an exercise, begin on the Modify Exercises tab, then search and locate the exercise the same way as described in the Modify Exercise tutorial. Here a shoulder exercise using weights has been located. Click on Copy.



The screenshot shows the 'Modify Exercise' tab selected in the top navigation bar. Below the navigation bar, there are search filters for 'Body Area Search' and 'Muscle Search', along with a search bar and an 'Add' button. The main content area displays 'Exercises Found 12 - Showing results 1 through 12'. A table lists two exercises, each with a set of four images showing the exercise from different angles. The first exercise is 'Resist elbow Brachialis lift w/wt' and the second is 'Resist elbow ext overhead stand w/wt'. In the 'Quick Actions' column for the first exercise, the 'Copy' link is circled in red.

Images	Exercise Name	Quick Actions
	Resist elbow Brachialis lift w/wt	Edit Copy Delete
	Resist elbow ext overhead stand w/wt	Edit Copy Delete



2. The Edit screen appears (see next page). This screen has the same functionality as the Create Exercise Screen and the Modify Exercise Screen (refer to Create a New Exercise and Modify an Exercise sections). All aspects of the exercise can be changed. One suggestion is to change the exercise name slightly so that there is no confusion as to which is the original exercise and which is the copy/revised exercise. For example if the exercise is being changed to reflect emphasis on breathing and the text change that says, for instance, "Breathe in when lifting weight up and breathe out when lowering weight.", then the name might be changed to "Resisted Brachialis lift w/wt and breathing drill".

Another example might be changing the reps to 30 or 40 to stress endurance. Then name might be changed to Resisted Brachialis lift endurance w/wt".

Edit Exercise

* Indicates Field is Required

E-484

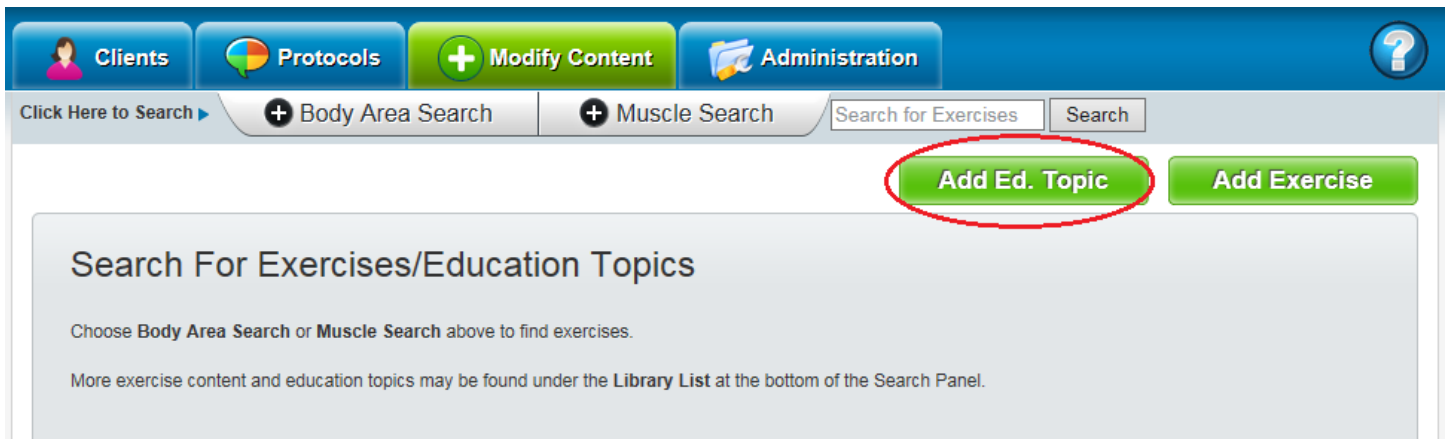
Exercise Name:*	<input type="text" value="Resist elbow Brachialis lift w/wt"/>
Common Name:*	<input type="text" value="DB Brachialis lift"/>
Exercise Instructions:*	<div>Sit or stand, hold weight in hand, palm down. Lift weight, bending elbow. Return to start position.</div>
Exercise Special Instructions:	<div></div>
	<div>Edit Spanish InstructionsEdit French Instructions</div>
Exercise Settings:*	<div>Perform <input type="text" value="3"/> set(s) of <input type="text" value="10"/> Repetition once every other day</div> <div><input checked="" type="checkbox"/> Use <input type="text" value=""/> Lbs</div> <div><input type="checkbox"/> Hold each repetition for <input type="text" value="0"/> Seconds</div> <div><input checked="" type="checkbox"/> Rest <input type="text" value="1"/> Minute between sets.</div> <div><input checked="" type="checkbox"/> Perform <input type="text" value="1"/> repetition(s) every <input type="text" value="4"/> Seconds</div>
<p>Note: All uni-lateral exercise images and videos should be shown using the right side.</p>	
Exercise Images:*	<div></div>

Remember, other items that can be changed are photos, photo order, video, and criteria. When all changes have been made, click on the Save button at the bottom of screen.

Chapter 11 - Adding Education Topics

Exercise Pro Live contains a variety of education topics. An education topic is a video that goes into more details than just an exercise. For example, how to use crutches, how to make a cold pack, how to determine target heart rate etc. Education topics also come with a printed handout in a PDF format in English, Spanish and French and with both color photos and B/W line art options when appropriate. New education topics can be added as well to tailor your specific needs.

1. To add an education topic, you should have some type of image to appear with a search. It can be a photo or a title slide. Also you must have your video in an MP4 format no larger than 100 MB. If the topic needs to be longer, it is suggested to break it down into several parts. Also it helps to have the printed content of the education topic already saved in a PDF format in the various languages and if you wish one each with color photos and line art, if applicable. So one education topic could have 6 printed handout options. Two in English, with one having color and one having line art, and so on for Spanish and French. This does not apply if your handouts do not need photos or line art. click on the Modify Content tab. Click on Add Ed. Topic button.



2. The Add Education Topic screen will appear. Type in the name of your new education topic. Click on the Upload Image button to add the search results photo. One is required and you may have two. Next upload the PDF handouts (if desired) by clicking on the associated button.

Add Education Topic

* Indicates Field is Required -1

Description:*

How to prepare for a marathon

Images:*

Upload Image 1

Upload Image 2

English PDF:*

Upload PDF

English PDF (B/W):

Upload PDF

Spanish PDF:

Upload PDF

Spanish PDF (B/W):

Upload PDF

French PDF:

Upload PDF

French PDF (B/W):

Upload PDF

Video:*

(Click on to View)

42

3. Next add your video by clicking on the Upload video button. Once all files are uploaded, go to bottom of screen and choose a category for your education topic. This is where the education topic will appear when searching. When finished, click on Save button.

The screenshot shows a web interface for uploading a video and selecting an education topic. At the top, there is a large black rectangular area with the text: "The video could not be loaded, either because the server or network failed or because the format is not supported." Below this area is a green button labeled "Upload Video".

Below the upload section is a section titled "Education Topic Criteria:". Inside this section, on the left, is a list of criteria with checkboxes:

- ☐ ADL
- ☐ Aquatics
- ☐ Assist
- ☐ Cardiac
- ☐ Exercise
- ☐ Miscellaneous
- ☐ Modalities
- ☐ Orthopedics
- ☐ Positioning
- ☐ Posture/Body Mech.

At the bottom of the form are two buttons: a green "Save" button and a grey "Cancel" button.

Chapter 12 - Administration

Exercise Pro Live has an administration tab with many helpful features. Features include access to account information, user management, report defaults, creating the custom branded website that the client will see, and much more. Exercise Pro Live also has a Marketing tab which allows a link to be imbedded in your website which provides a sample of videos and handouts (see Marketing later in this chapter). **Only administrator level users can access Notes, Account Information, or the User Management tabs.** The first person to sign up for the main account is automatically set as an Administrator. It is suggested to set up certain items before using the program, especially Facility Information, Exercise Defaults, and Notes. There are eight main areas. The first is the General tab.

1. To access Administration information, click on the Administration tab. Next click on the General tab, located on the left side. This is where various defaults can be set up to enhance the provider experience. All these items can be set up as the default, based on preferences. By setting these defaults, the website is tailored to the needs of the user. See the screen shot below for reference. The first area at the top left is for setting general printing options for types of reports. Below that are options for printing either photos or line art.

The area at the top right is for setting size of search results. Large give large pictures, medium will reduce the picture size and fit more on the screen. Small eliminates the pictures giving even more results per page. Options for layout also include grid layout and line art illustrations. Choosing between Anatomical and common names is set here as well as English or Metric settings.

The screenshot displays the 'Administration' tab selected in the top navigation bar, which also includes 'Clients', 'Protocols', 'Modify Content', and a help icon. On the left, a sidebar lists various settings categories: 'General' (selected), 'User Information', 'Facility Information', 'Exercise Defaults', 'Notes', 'Account Information', 'User Management', 'Marketing', and 'About'. The main content area is divided into several sections:

- Default Printing Options:** Includes checkboxes for 'Print Exercise Program' (checked), 'Print Date Grid', and 'Print Chart Copy'.
- Default Printed Report Style:** A list of radio button options for report formats, such as 'Print Photo Report with 1 Exercise per page' and 'Print B/W Line Art with 6 Exercises per page'. The option 'Print Photo Report with 2 Exercises per page' is selected.
- Exercise Search Options:** Features a dropdown for 'Default Search List Size' set to 'Large', and radio buttons for 'Exercise Titles' with 'Anatomical Descriptions' selected.
- Exercise Units:** Radio buttons for 'English' (selected) and 'Metric'.
- Client Experience Options:** Includes a dropdown for 'Exercise Programs Expire' set to '2 weeks', a checked checkbox for 'Allow my Clients to use Exercise Pro Live to send me messages and questions.', and another set of radio buttons for 'Exercise Titles on Client Reports' with 'Anatomical Descriptions' selected.

Client Experience options include determining how long the program is available to the client and the option enable or disable messaging with your client. It is also possible to set whether your client's reports show exercise names as Anatomical or common.

Email options determine what type reports you want sent and the email the reports can be sent. For instance, if a certain office staff is responsible for attaching summary copies to a client electronic record, you can have that report sent automatically the that person, eliminating the need for the user to forward the report to them. Many of these email options can be overridden on the Send/Print tab (see Getting Started section).

The very bottom is for setting the notification time period to red. For instance if it is set for 4 days, any client that has not opened their program in four days will show as red in the Client section under managing issued programs (see Client History and Management Chapter for more details on this).

User Management

Marketing

About

☐ Print B/W Line Art with 3 Exercises per page

☐ Print B/W Line Art with 4 Exercises per page

☐ Print B/W Line Art with 6 Exercises per page

Client Experience Options:

Exercise Programs Expire after being issued.

☒ Allow my Clients to use Exercise Pro Live to send me messages and questions.

Exercise Titles on Client Reports:

☒ Anatomical Descriptions ☐ Common Descriptions

Email Options:

☐ Email to me a PDF Exercise Report copy whenever I issue an exercise program to a client

☒ Email to me a PDF Chart Report copy whenever I issue an exercise program to a client

☐ Email to me a JPEG Chart Report copy whenever I issue an exercise program to a client

☐ Email to a PDF Exercise Report copy whenever I issue an exercise program to a client

☐ Email to a PDF Chart Report copy whenever I issue an exercise program to a client

☐ Email to a JPEG Chart Report copy whenever I issue an exercise program to a client

Client Search Options:

☒ Show Clients in red who have not opened a new exercise program after days of issuance.

Save

- The next side tab is the User Information tab. This is information for individual users. Do not confuse it with the Primary account which is the company account which pays for all the users' accounts (a single self employed user may also be the Primary account, but when a company has many employees, the company will be the Primary account).

Here the user or provider can change the password or the provider name. A provider name must be a person and not a generic name such as ABC Clinic. A user account is designed for one provider only and cannot be shared. The provider name can only be changed three times in a twelve month period. This restriction is primarily in place to ensure an account is not shared.

However sometimes a provider's credentials or professional designation may change and therefore Exercise Pro Live allows a provider to make occasional changes. Another potential reason for changing a user name is when the provider no longer works for the company who has set up the primary account. Changing this information allows the primary account to transfer the user account to a new employee.

The screenshot shows the 'User Information' tab in the Exercise Pro Live application. The top navigation bar includes 'Clients', 'Protocols', 'Modify Exercises', and 'Administration'. The left sidebar contains a list of tabs: 'General', 'User Information' (selected), 'Facility Information', 'Exercise Defaults', 'Notes', 'Account Information', 'User Management', 'Marketing Tools', and 'About'. The main content area displays the following fields:

- First Name: Joe
- Last Name: Backman, PT
- Email: sales@bioexsystems.com
- Confirm Email: sales@bioexsystems.com

Below the email fields are two buttons: a blue 'Change Password' button and a green 'Save' button.

3. Facility information is the next side tab. The information entered on this screen is the information that will appear on the Client Experience web page, which is where the client will retrieve and view their video programs. In the area called "Footer", just below website line (not shown in this screen shot) one can enter text that will appear at the bottom of the printed handouts.

The screenshot shows a web application interface with a top navigation bar containing 'Clients', 'Protocols', 'Modify Exercises', and 'Administration' buttons. A sidebar on the left lists various menu items: 'General', 'User Information', 'Facility Information' (highlighted), 'Exercise Defaults', 'Notes', 'Account Information', 'User Management', 'Marketing Tools', and 'About'. The main content area is titled 'Facility ID: 102' and contains a form for entering facility details. The form includes fields for Facility Name, Address 1, Address 2, Address 3, City, State/Province, Zip/Postal Code, Phone, Email, and Website. Each field has a small asterisk indicating it is required. A 'Logo' field is represented by an 'Upload Logo' button. A green 'Save' button is located at the bottom of the form.

Facility ID: 102

* Indicates Field is Required

Facility Name:* XYZ Therapy

Address 1:* 123 Main Street

Address 2:

Address 3:

City:* Anytown

State/Province:* TX

Zip/Postal Code:* 78957

Phone: 512-555-4455

Email: info@xyztherapy.net

Website: www.xyztherapy.net

Logo: Upload Logo

Save

4. A facility or company logo can also be added to this information. The logo can be unique to each provider if desired. Click on the Upload Logo button. This screen will appear. Simply load the company logo from your computer file or other media source and click on Save. Logo file must be a .jpeg, .gif or .png and can be no larger than 100MB.

The screenshot shows a dialog box titled 'Upload Logo' with a close button (X) in the top right corner. The dialog contains the text 'Upload New Logo' and a 'File to Upload:' label followed by a text input field and a 'Browse...' button. To the right of the 'Browse...' button, it says '(100MB max size)'. A 'Cancel' button is located at the bottom right of the dialog.

Upload Logo

Upload New Logo

File to Upload: Browse... (100MB max size)

Cancel

When your logo has been uploaded it will appear on the facility screen. In this example the BioEx logo has been used.

The screenshot shows the BioEx System Administration interface. At the top, there is a navigation bar with buttons for Clients, Protocols, Modify Exercises, and Administration. A sidebar on the left contains buttons for General, User Information, Facility Information, Exercise Defaults, Notes, Account Information, User Management, Marketing Tools, and About. The main content area is titled 'Facility ID: 102' and contains a form for facility information. The form includes fields for Facility Name, Address 1, Address 2, Address 3, City, State/Province, Zip/Postal Code, Phone, Email, and Website. A 'Logo' field displays the BioEx logo, which consists of the text 'BioEX' in red and 'SYSTEMS, INC.' in black, with a graphic of three stylized figures. An 'Upload Logo' button is next to the logo field. A green 'Save' button is at the bottom of the form. A note at the top of the form states '* Indicates Field is Required'.

Facility ID: 102

* Indicates Field is Required

Facility Name: XYZ Therapy

Address 1: 123 Main Street

Address 2:

Address 3:

City: Anytown


State/Province: TX

Zip/Postal Code: 78957

Phone: 512-555-4455

Email: info@xyztherapy.net

Website: www.xyztherapy.net

Logo: 


Upload Logo

Save

Here is a sample of a Client Experience page illustrating where facility information and logo will appear.

The screenshot shows the Client Experience page for Mountain View Physical Therapy. The page has a blue header with the text 'Exercise Program For: Bob Smith | Logout'. Below the header, there is a section for the facility information. On the left, there is a logo for Mountain View Treatment Center, which features a green mountain and a sun. On the right, there is text for Mountain View Physical Therapy, including the office address (100 Anywhere St., Austin, TX 77755), telephone number ((555)555-5555), and email address (PhysicalTherapy@MountainView.com). Below the facility information, there is a section titled 'List of Exercises:'. The first exercise is '1. Iso shld ext w/self'. It includes a video thumbnail showing a person performing the exercise. The exercise instructions are: 'Stand as shown with elbow bent. With back of other hand, support and hold elbow. Push backwards with involved arm, not allowing it to move.' The exercise special instructions are: 'Do not hold breath.' The exercise is performed 1 set of 10 repetition(s), once a day. The hold time is 10 seconds, and the rest time is 10 seconds between sets. At the bottom of the exercise section, there is a button that says 'Watch Video NOW!' with a play icon.

Exercise Program For: Bob Smith | Logout

 **Mountain View Physical Therapy**

Office: 100 Anywhere St., Austin, TX 77755

Telephone: (555)555-5555

Email: PhysicalTherapy@MountainView.com

List of Exercises:

1. **Iso shld ext w/self**

Exercise Instructions:

- Stand as shown with elbow bent.
- With back of other hand, support and hold elbow.
- Push backwards with involved arm, not allowing it to move.


Exercise Special Instructions:

Do not hold breath.

Perform 1 set of 10 repetition(s), once a day.

Hold each repetition for 10 Seconds.

Rest 10 Seconds between sets.



2. **Resist shld retract bil stand w/elastic**

5. The next side tab is the Exercise Defaults tab. This is where default information for exercises is set, based on exercise type. It is suggested to set these defaults before using the program. Establishing common defaults for exercises such as sets, reps etc. of the same type exercises saves time. By having all exercise parameters preset, the provider only has to change exceptions to the rule rather than have to type in the information for every exercise. To set defaults, take some time to determine the best defaults for your needs. Then select an exercise type in the top section (stretch shown here), then enter the appropriate parameters in the bottom portion of screen. When finished with all exercise types, click on the Save button.

CHOOSE THE EXERCISE TYPE YOU WISH TO MODIFY.
Make changes to Sets, Repetitions, Hold, Rest, and/or Rate information.
When you select Save all exercises for that type will be given the new settings.

Exercise Type:

☒ Stretch ☐ Active ☐ Stabilization ☐ Gym
☐ Passive ☐ Static ☐ Dynamic ☐ Plyometrics
☐ AAROM ☐ Isometrics ☐ Resisted ☐ Cardiopulmonary
☐ Mobilization

Perform 1 set(s) of 4 Repetitions twice a day

☒ Hold each repetition for 20 Seconds

☒ Rest 30 Seconds between sets.

☐ Perform 0 repetition(s) every 0 Seconds

Save

6. The next side tab is Notes. When a client receives an email notification and link to their exercise program, the text in the note box is what will appear in the body of the email. For example: "Thanks for choosing XYZ Therapy for your rehabilitation provider." or other information such as service offered, business hours, etc. When finished, click on the Save button.

Please enter the note below. Whenever an exercise program is issued to a client they will see this note in their email

Thank you for choosing our facility as your rehabilitation provider. We offer a range of therapy products and are now offer late office hours on Monday and Wednesday to help meet your needs.

Save

7. The next side tab is Account Information. From here it is possible to make protocols or clients visible to all or individual providers, change credit card information for billing, purchase accounts for new providers, review a current history of the billing cycle, cancel account and view, print or email copies of invoices. **Note: Subscriptions automatically renew unless cancelled prior to renewal date.**

The screenshot shows the 'Account Information' page. At the top, there's a navigation bar with 'Clients', 'Protocols', 'Modify Exercises', and 'Administration' tabs. A sidebar on the left contains links: 'General', 'User Information', 'Facility Information', 'Exercise Defaults', 'Notes', 'Account Information' (selected), 'User Management', 'Marketing Tools', and 'About'. The main content area shows 'Facility ID: 102' and two checkboxes: 'All Facility Clients are visible to all users in your Account.' (unchecked) and 'All Facility Protocols are visible to all users in your Account.' (checked). Below this is the 'Account Information' section with fields for 'Credit Card: xxxx-xxxx-xxxx-1111' (with a 'Change Credit Card' button), 'Next Bill Date: 10/31/2099', 'Number of User Licenses: 5' (with an 'Add Users' button), and 'Next Bill Amount: \$624.49' (with a 'Cancel Subscription' button). A note states: 'Subscriptions are automatically renewed unless Canceled before renewal date.' Below this is the 'Account History' section with a table of invoices.

Invoice#	Bill Date	Amount	Quick Actions
102-1	11/9/2012	\$33.41	View Print Email

1 Invoice(s) Found.

8. The next side tab is User Management. One important item to note on this screen is the ability to make or set a user to be at Administrator level. Only administrator level users can access Notes, Account Information, or the User Management tabs. The first person to sign up for the main account is automatically set as an Administrator. Only administrator level users can delete users or set them to have administrator rights. This area also lists the number of users the account can add to its list of current users and is where additional user accounts are set up.

The screenshot shows the 'User Management' page. The navigation bar and sidebar are the same as in the previous screenshot. The main content area shows a 'Users' section with a table of users.

First Name	Last Name	Email	Status	Quick Actions
Doug	Feick	dougf@bioexsystems.com	Active	Make User Delete
Doug	Feick	dougf@bioexsystems.com	Active	Make Administrator Delete
Joe	Backman, PT	sales@bioexsystems.com	Active	Make User Delete

Available User Licenses: 2

[Add User](#)

Note: To add more user Licenses please go to the [Account Information](#) Tab

9. The User Marketing tab provides a unique link that licensed accounts are allowed to imbed or place on the company website. When the link is clicked upon and opened, it displays a sample client experience page, that contains several sample videos and the ability to print out a sample handout. This useful marketing tool can be used to show clients one of the advanced services the company provides. Also, you can earn discounts and credits by referring our website to your friends. For each referral that signs up, not only do they get a discount but you get a discount next time your account renews.

The screenshot displays the Exercise Pro Live user interface. At the top, there is a blue navigation bar with four buttons: 'Clients' (with a person icon), 'Protocols' (with a speech bubble icon), 'Modify Content' (with a plus icon), and 'Administration' (with a folder icon). A help icon (question mark) is located on the far right. Below this bar is a sidebar with a list of menu items: 'General', 'User Information', 'Facility Information', 'Exercise Defaults', 'Notes', 'Account Information', 'User Management', 'Marketing' (which is highlighted in light gray), and 'About'. The main content area on the right is titled 'Promote your Business Services' and contains the following text: 'Show your customers a sample of the state of the art exercise programs you provide. Below is a link that you can put on your website showing your customers what a sample exercise program from Exercise Pro Live looks like. Here is the link for your website: [http://www.ExerciseProLive.com/Client/ClientProgram?username=&clientpassword=&facilityid=\[redacted\]](http://www.ExerciseProLive.com/Client/ClientProgram?username=&clientpassword=&facilityid=[redacted])'. Below this, there is a section titled 'Earn Discounts by Referring Your Friends to Exercise Pro Live' which states: 'Are you happy with Exercise Pro Live? You can refer a friend and if they sign up you can receive a **\$20 credit** for each person using your unique discount referral code. That person will also receive a \$10 credit on their first year sign up. In exchange you will get a **\$20 credit** toward your next year subscription for each account that signs up using your special referral code. The **\$20 credit** is not available as cash, only as a discount on your renewals. It's easy to do, just copy the text below and put it in an email to your friend. Email Text: I use Exercise Pro Live and think it is a great program. If you sign up for their service, you will get a \$10 discount on your first year subscription fee. Go to www.ExerciseProLive.com and enter this special coupon code: [redacted]'.

10. The final tab is the About tab. This tab contains information on legal copyright information as well a link to our licensing terms.