

GlucoManager™ Pro Software

User's Guide

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Preface

Software Overview

The **GlucoManager™ Pro Software** is a versatile tool. It allows you to be more informed, and in turn, make more healthy lifestyle choices.

The **GlucoManager™ Pro Software** tracks diabetes related health information including graphs, charts and reports. It can help both patients and healthcare professionals (HCP) evaluate needs for a diabetes health management program.

The GLUCOMANAGER PRO allows you to Download test results from supported glucose meters.
The GLUCOMANAGER PRO displays trends and patterns in glucose readings.

Intended Use

The **GlucoManager™ Pro Software** is intended for use at home and clinical settings to aid people with diabetes and their healthcare professional in the review, analysis and evaluation of blood glucose test results to support effective diabetes management. This device is not intended to provide any diagnosis based upon patient results.

Purpose and Scope

This User's Guide provides computer, installation and configuration information. It also includes steps for downloading and importing data for viewing reports, so that you can share information via the **GLUCOMANAGER PRO** . This guide also provides instructions for managing system data integrity, troubleshooting and obtaining technical support.

Computer Requirements

The following are the minimum requirements for the GLUCOMANAGER PRO operation.

Operating systems:

Microsoft® Windows® 7

Microsoft® Windows® Vista

Microsoft® Windows® XP

Intel Pentium II 300 MHz CPU or higher

32 Megabytes (MB) or greater of RAM

COM port

The following components are needed or recommended for the optimal use of GLUCOMANAGER PRO features:

- Internet connection
- E-mail account
- 1024 x 768 resolution monitor

- The best DPI is 96.

Technical Support

Please contact Customer Care if you need assistance with this User's Guide or the GLUCOMANAGER PRO .

- The toll-free phone number is 866-994-3345 in the USA.
- Customer Care is available **10** hours per day, Monday-Friday from 8:00 a.m. to 6:00 p.m.(Eastern Standard Time).

1. Introduction

The **GLUCOMANAGER PRO** allows you to take a more informed role in managing diabetes by acting as a data management tool. This section introduces the **GLUCOMANAGER PRO** features, installation options, user roles and activities, terminology and day-to-day procedures. All users should read this section to understand key features, capabilities and different ways that you can use the **GLUCOMANAGER PRO** .

1.1 Overview of Home User Activities

The **GLUCOMANAGER PRO** allows you to download, record, store, analyze and share important health information.

The following is an overview of typical, routine use of the **GLUCOMANAGER PRO** for home users:

- Download test results from your blood glucose meter to the **GLUCOMANAGER PRO** .
- View graphs, charts and reports. It will help you understand and track the progress for your health management plan.

1.2 GLUCOMANAGER PRO Terminology

The following terms are used in the GLUCOMANAGER PRO and this User's Guide:

Individual management

Personal use or Healthcare Provider could use this function to monitor specific patient's glucose data.

Multiple management

Doctor, Nurse or Healthcare Provider: use this version if you have multiple patient or consumers you will be monitoring.

Data –

Information recorded by any supported medical device and downloaded to the GLUCOMANAGER PRO .

Profile

Personal and medical information recorded by (or for) a patient.

Reports –

Reports are charts, graphs, and tables generated by the **GLUCOMANAGER PRO** .

1.3 Messages in this Guide

CAUTION and **IMPORTANT** messages are included throughout this User's Guide. These messages warn you to pay careful attention to specific instructions for using the GLUCOMANAGER PRO . Before using the GLUCOMANAGER PRO II, read each message included in the GLUCOMANAGER PRO User's Guide. Always seek the advice of a HCP before making any change in your lifestyle or use of medication.

CAUTION and **IMPORTANT** messages have a very specific meaning. The following list explains the meaning and purpose of each:

CAUTION indicates possible hazards that can cause harm to yourself, or to your patients.

IMPORTANT indicates that inconvenience to you may result if you do not follow instructions.

1.4 Package Contents

The **GlucoManager™ System (GLUCOMANAGER PRO)** includes the following accessories.

- **GlucoManager™** CD:
 - Installation Software
 - Electronic files for the following:
 - User's Guide
 - Readme File
- A **GlucoManager™** interface cable for connecting a meter to your computer.

Note:

1. A software driver will either need to be installed on the device or installed on your computer.
2. The software driver enables **GDMS** to recognize the new device so that data transfer can take place.

2. Installing the GLUCOMANAGER PRO

This section provides details to operate the GLUCOMANAGER PRO .

2.1 Overview

Before installing the GLUCOMANAGER PRO CD, please read the User's Guide first.

2.2 Procedure

Before you install the GLUCOMANAGER PRO

- Verify computer requirements as listed in the Preface.
- Save all information and close all running applications.

Note:

1. Please have your CD available.
2. If you want security access, please set up your user code in your computer.

2.3 Installing the GLUCOMANAGER PRO

These steps correspond to the GLUCOMANAGER PRO installer dialog boxes, which provide additional instructions.

Step 1. Start the installer.

- Insert the CD-ROM into the drive. (Most computers start installation automatically.)
- Or double-click the GLUCOMANAGER PRO installer file. (GlucoManagerTM_Setup.exe)

Step 2. Welcome Page –

Read the welcome page. Click **Next** to continue or **Cancel** to quit.

Step 3. Select Destination Location –

Verify the installation folder. We recommend that you keep the preselected folder. (If required, click **Browse** to select another folder.) Click **Next**.

Step 4. Select Start Menu Folder–

Verify the installation folder. We recommend that you keep the preselected folder. (If

required,click **Browse** to select another folder.) Click **Next**.

Step 5. Select Additional Tasks –

Create a desktop icon or a quick launch icon. Click **Next**.

Step 6. Ready to Install–

Select the installation version – **Healthcare Professional** or **End-User**.

Click **Install** to proceed. Alternatively, click **Back** to make changes in previous dialog boxes. Or click **Cancel** to stop the installation.

Step 7. Success Message –

Installation is complete. Click **Finish** to exit setup.

Step 8. The GLUCOMANAGER PRO icon



is placed on your desktop and in your **Start**

Menu.

2.4 Uninstalling the GLUCOMANAGER PRO

Step 1. Click **Start > Program file > GlucoManager™ > uninstall.**

Step 2. Click **OK** to uninstall. Or click **Cancel** to stop uninstall.

2.5 Starting to Use the GLUCOMANAGER PRO

After successfully installing the GLUCOMANAGER PRO , you can start to run the software.

Step 1. Please turn on your meter.

Step 2. Connect your meter and the computer through the interface cable.

Step 3. Insert the interface cable into the computer's COM port. **(USB PORT)**

Step 4. If the GLUCOMANAGER PRO proceeds to auto-run, you can click any buttons on the program home page.

Step 5. If the GLUCOMANAGER PRO doesn't proceed to auto-run, you can  Start> My computer>

3. Interface Introduction

3.1 The Program Home

To check personal or specific patient's profile, glucose data, reports or download data from personal use meter.

Click on Individual management button, it will take you to individual management function.

To download multiple patients' glucose data or have a quick view multiple patients' glucose summary report.

Click on multiple management button, it will take you to multiple management function



**Individual
Management**



**Multiple
Management**

3.2. Individual management

When you start using Individual management function, the screen shows three different functions. They are labeled **Download**, **View Report**, **Add/Edit**. Clicking on any of the three icons will activate the desired function. A description of each function follows:



When you see this:	You can:
	Search the ID No. you want to Down load data/View report/Edit profile by key in the ID no. or click the arrow and select the patient you want from the drop list then click related function.



Download

Download Glucose data from Meter to Glucomanager Pro database, you can select the patients you want to download data to by

- Key in the ID no. in text box
- Select the ID no. from drop list
- Key in the Meter serial no. to patient's profile when you setup the patient's profile, click data download directly the program will match the setting and download data to the patient automatically

Note: Please make sure you connected Meters to PC before you click download button.



View Report

View different kinds of glucose reports for the patients, you can select the patients by

- Key in the ID no. in text box
- Select the ID no. from drop list



Add / Edit

Add/Edit a new patient to/in the database.

To add a patient to the database, click the button directly.

To edit a patient in the database, search/select a patient first then click the button. you can select the patients by

- Key in the ID no. in text box
- Select the ID no. from drop lis

3.3 Multiple management

When you start using Multiple management function, the screen shows two different functions. They are labeled **Download, View Report**. Clicking on any of the three icons will activate the desired function. A description of each function follows:



Explanation of Icons

When you see this:	You can:
 <p data-bbox="245 501 389 532">Download</p>	<p data-bbox="566 280 1612 311">Download Multiple patients' glucose data from Meter to database.</p> <p data-bbox="566 377 651 408">Note:</p> <ul data-bbox="566 425 1698 753" style="list-style-type: none"><li data-bbox="566 425 1698 508">● Please make sure you connected Meters to PC before you click download button.<li data-bbox="566 524 1698 607">● This function only support for specific meters, please check meter's user manual to see if your meter support this function.<li data-bbox="566 622 1698 753">● The SN will match the meter's data and database by Medical record no.(000~999), please make sure you've setup the information in user's profile.



View Report

View summary report for multiple patients,

3.3.1 Multiple management- View report.

View report page shows below information for multiple patient.

- Patient Name
- # of Ratings
- % Below target
- % Above target
- #Hypo
- HbA1c
- Pre-meal Average
- Post-meal Average

To change the time range you want to see.

Select the data range or the from and to period than click Apply.

To select the patients you want to view their summary reports.

Click the patients in “select Patient Name”, the patients summary will be shown on the screen.

- All patients: show all patients who were recorded in the database.
- Special View patients: show the patients who were selected as needing to specially take care. (You can active this function in patients' profile- healthy record tab.)
- Select any patients in the database by click them.

To rearrange the order of data by each column.

Click the head of each column, you can ascending or descending the data by the column you selected.

3.4 Menu Bar

The menu bar provides commands for the features and operations. (Including features that you can use by clicking buttons).

Figure 3.4 Menu Bar



When you see this:	You can:
 A blue circular button with a white house icon inside.	Click this button; it will take you to home page. You can select Individual or multiple management function.
 A blue circular button with a white icon of two people, one slightly behind the other.	Click this button; it will take you to Individual management function. You can select other patients or other function.
 A blue circular button with a white icon of a person next to a document with lines of text.	Click this button; it will pop out profile page of the patient you are viewing, you can edit directly.



Click this button; it will take you to the Logbook of the patient.



Click this button; you can save the patients' reports as PDF file to your PC.



Click this button; you can print the reports you are reading.



Click this button; you can export one/multiple patients' glucose data or whole database to your PC as a backup. You can import the database to other PC as well.



Click this button; will show user manual.

3.5 Patient's profile Setup Screen

The Patient's profile Setup screen lets you create diabetes profile data for you or your patients.

To display the Patient's profile Setup Screen:

Click on the Add/Edit button  on the Individual management Page. Or you may click on the Profile Setup icon  on the toolbar.

This screen displays the patients General Information. Click on the "Advance" button to display 6 tabs of advanced options and patient regimens.

- General Enter and view basic personal profile data.
- ScheduleCustomize the start and end times for 7 time blocks, for both working and non-working days.
- Medications indicate any insulin, oral medications or other treatments that are being used to manage diabetes.
- Regimen Specify a daily schedule (regimen) of insulin injections.
- Complications Note any diabetes-related clinical complications.

- Healthy Record lets you add yours or patient's latest health records to database
- Inquiry takes note of something special here or pick up patients need to have special care.

Patient Setup Screen: General Tab

The General tab of the [Patient's Profile Setup Screen](#) lets you view and enter basic information about a person

The General tab is the default Tab selection whenever the Patient Setup screen is displayed.

To select a patient from the database:

You have 2 options for selecting a patient.

- Click on the arrow in the In the Individual management Page. A drop-down menu of patient IDs are displayed. Select the desired name.
- Search for the Patient by Key in the User ID in to the text box in Individual management page. Then click the Add/Edit button.

To add a new patient to database

- Click the Add/Edit Button without select any patients' ID. You may specify the following

general information by entering the desired data.

- Full Name (which is a must fill in information.)
- Gender
- Date of Birth
- ID Number (which is a must fill in information.)
- Medical Record No.(input three digitals 000~999 for multiple function using.)
- Phone No.
- Address
- Email
- Meter Serial No. (For personal users please kindly fill in your meter's serial number which is on the back cover of the meter in 10 digits format. Fill in meter's serial number to the patient's profile, glucose data can be downloaded from your meter to the database without select patient name again when using the data download function.).

To edit a patient's profile in database:

- Select the patient (Click on Add/Edit icon) The patient's information is displayed.
- Edit the required information.

- Click the **Save** button.

The Patient Setup Screen (under Advanced Options): Schedule Tab

Time Blocks to organize data for Reports. The time blocks of the setting dialog box lets you customize the start and end time for 7 pre-defined time blocks for both working and non-working days. This way you can track and monitor your glucose levels and medications for specific time periods throughout the day, customized to your daily routine.

Time Blocks were shown as “AM/PM”, you can easily convert them to “24hrs” by click the radio box. AM / PM 24 hr

Start and end times may be set for the following Time blocks:

- Before-Breakfast
- After-Breakfast
- Before-Lunch
- After-Lunch
- Before-Dinner

Slot	From	To
Before-Breakfast	06:00	08:59
After-Breakfast	09:00	10:59
Before-Lunch	11:00	13:59
After-Lunch	14:00	16:59
Before-Dinner	17:00	19:59

- After-Dinner
- Night

Note: To ensure that glucose readings appear in Glucomanager Pro Reports in the same time block that was used to store the readings in the meter, it is important that the meal schedule you set up in Glucomanager Pro matches the meal schedule stored in the meter. If the schedules don't match or if the clock times differ, glucose readings that are transferred to Glucomanager Pro may be displayed in an inappropriate time block. Glucomanager Pro will provide an alert when the glucose data displayed in an inappropriate time block by highlighting the column grey. Please double click the column and correct the slot of the glucose. If any out-of-target readings [mistakenly] appear in the wrong time block, this may lead you to misinterpret the information when tracking or trending data.

Setting Time Block

When you see this:

You can:

Working Day Schedule

Slot	From	To
Before-Breakfast	06:00	08:59
After-Breakfast	09:00	10:59
Before-Lunch	11:00	13:59
After-Lunch	14:00	16:59
Before-Dinner	17:00	19:59
After-Dinner	20:00	22:59
Night	23:00	05:59



Set Time Blocks. Review the Time block and decide if they match your schedule. GLUCOMANAGER PRO uses Time blocks to organize Data for Reports.

Each Time block start time begins when the previous one ends.

Change the hours for any Time block, by selecting the hour value.

Change the minutes for any Time block, by selecting the minute value.

Click the up/down arrows until you find the desired hours and minutes.

To specify different time blocks for working and non-working days:

Select *Use different schedules for working and non-working days* at the top of the Software screen. Then select each day of the week you would like to group as a non-working day. All other days will be grouped as working days. A separate schedule will appear for the non-working days

Check this box to use different schedule for working and non-working.

Check boxes of non-working days : Mon Tue Wed Thu Fri Sat Sun

Working Day Schedule

Slot	From	To
Before-Breakfast	06:00	09:59
After-Breakfast	10:00	10:59
Before-Lunch	11:00	13:59
After-Lunch	14:00	16:59
Before-Dinner	17:00	19:59
After-Dinner	20:00	22:59
Night	23:00	05:59

Non-Working Day Schedule

Slot	From	To
Before-Breakfast	08:00	09:59
After-Breakfast	10:00	12:59
Before-Lunch	13:00	15:59
After-Lunch	16:00	18:59
Before-Dinner	19:00	19:59
After-Dinner	20:00	23:59
Night	00:00	07:59

To change different type of Time blocks

If you don't want to define your time block as "breakfast", "lunch"...you can change it by click non-meal. The time blocks will be changed to "meal-1", "meal-2"....

Meal

Non meal

Working Day Schedule

Slot	From	To
Before-Meal1	06:00	09:59
After-Meal1	10:00	10:59
Before-Meal2	11:00	13:59
After-Meal2	14:00	16:59
Before-Meal3	17:00	19:59
After-Meal3	20:00	22:59
Night	23:00	05:59

Medications Tab

The Medications Tab lets you specify any medication to manage diabetes

You may select any of the following categories:

- Insulin
- Oral Meds
- Insulin Pump
- Diet and Exercise

Insulin

- Glargine
- Lente
- NPH
- Premixed
- Rapid
- Regular
- Ultralente

Other

Custom 1

Custom 2

Custom 3

Oral Medicine

- Glyburide
- Metformin
- Metformin/ Glyburide
- Miglitol
- Nateglinide
- Pioglitazone
- Repaglinide
- Rosiglitazone
- Tolazamide
- Tolbutamide

Other

Custom 1

Custom 2

Custom 3

Insulin Pump

Diet and Exercise

Medications Tab (Cont.)

If you see this:	You can do this:
<i>Insulin</i>	<p><i>Specify Insulin Types from the list that appears on screen. Check each of the Insulin Types that apply. You may also specify three custom Insulin Types by selecting any of the Custom selections below the list. You may create new names for any of the default Custom names.</i></p> <p><i>You may also specify one other Insulin Type by clicking on Other and entering a name.</i></p>
<i>Oral Meds</i>	<p><i>Specify Oral Meds from the list that appears on screen. You may also specify 3 custom Medications by clicking on any of the Custom selection boxes below the list. You may create new names for any of the default Custom names.</i></p> <p><i>You may also specify one other Medication by clicking on Other and entering a name.</i></p>

<i>Diet and Exercise</i>	<i>Indicate that the patient is using Diet and Exercise to manage diabetes.</i>
<i>Insulin Pump</i>	<i>Indicate that the patient is using an Insulin Pump.</i>

Regimen Tab

*The Regimen Tab lets you specify a daily schedule (Regimen) for insulin injections.
Up to 5 different Regimens may be created and stored in the database*

Schedule	Medications	Regimen	Complications	Health Record	Inquiry
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Regimen Tab (Cont.)

If you see this:	You can do this:
<i>Active/Regimen List</i>	<i>Create up to 5 Regimens for any patient. Regimens will be stored in the database. To define a Regimen, select one of the 5 default Regimen names from the list on the left side of the screen. This Regimen name will replace the one in the Regimen Name field on the right side of the screen.</i>
<i>Regimen Name/Active</i>	<i>Create new names for any of the five default Regimen names. To make any of the five Regimens the Active Regimen, click on Active. The word (Active) will then appear next to that Regimen in the list to the left.</i>

<p><i>Date Effective</i></p>	<p><i>Enter an effective start date and daily schedule for insulin injections. To specify the date, modify the information in the date field or click on the down arrow. A pop-up calendar box will appear with the current date set as the default Date. To change the year, click on the year and a set of up/down arrows will appear. Click on the up/down arrows until you find the desired year. To change the month, click on the left/right arrows that appear on the sides of the calendar box until you find the desired month. Then click on the desired day.</i></p>
<p><i>Units and Type</i></p>	<p><i>For each Active Regimen, at least 1 insulin must be specified for at least 1 Meal Slot. You may enter up to 2 insulin doses for each Meal Slot.</i></p>

Complications Tab

The Complications Tab lets you specify medical complications related to diabetes

Screenshot of the 'Complications' tab in a software interface. The interface shows a navigation bar with tabs: Schedule, Medications, Regimen, Complications (selected), Health Record, and Inquiry. Below the navigation bar is a list of complications with checkboxes:

- Retinopathy
- Peripheral Vascular
- Neuropathy
- Nephropathy
- High Cholesterol
- High Blood Pressure
- Foot Infections
- Cerebrovascular

If you see this:	You can do this:
<i>Complications</i>	<i>Specify all diabetes-related Complication Types from the list that appears on screen. Click on all Complication Types that apply. You may also specify one other Complication Type by clicking on Other and entering a name.</i>

Health Records

You may add the following types of health records:

- Diabetes Types
- Year Diagnised
- Height and Weight
- Before/After Meal Target
- Glucose Unit (mg/dl,mmol/l)

Schedule	Medications	Regimen	Complications	Health Record	Inquiry
Diabetes Type : <input type="radio"/> Type I <input type="radio"/> Type II					
Year Diagnosed : 2012/ 7/ 6 <input type="button" value="v"/>					
Height : <input type="text" value="0"/> <input checked="" type="radio"/> cm <input type="radio"/> ft					
Weight : <input type="text" value="0"/> <input checked="" type="radio"/> kg <input type="radio"/> pound					
Before Meal : <input type="text" value="0"/> <input type="text" value="0"/> <input type="radio"/> mmol/L <input checked="" type="radio"/> mg/dL					
After Meal : <input type="text" value="0"/> <input type="text" value="0"/>					
Ketnotes : <input type="radio"/> Negative <input type="radio"/> Trace <input type="radio"/> Small <input type="radio"/> Moderate <input type="radio"/> Large					

- Ketones
- Microalbumin
- Blood Pressure
- Cholesterol
- HbA1c:
- Hypoglycemic

Click on the radio box in the Diabetes Type field. Select one of following diabetes types:

- Type 1
- Type 2

If you specify height and weight

Enter height and/or weight as follows:

- Heights must be from 0 to 255
- Weights must be from 0 to 600

If you specify glucose target ranges for a patient:

General rules for entering glucose target ranges:

- Enter the lower limit for each Meal Slot in the field on the left. Enter the higher limit for each Meal Slot in the field on the right.
- Before-meal and after-meal target ranges can overlap
- You must specify both before-meal and after-meal target ranges

If you specify ketones

Enter a ketone test result from the following list:

- Negative
- Trace
- Small
- Moderate
- Large

If you specify microalbumin

Specify either a result type or actual value.

Result type choices are:

- Normal
- Positive
- >1000

If you specify cholesterol

Specify at least one Cholesterol test from the following list:

- Total
- LDL
- HDL

Enter Cholesterol test results as follows:

For Total Cholesterol

An actual value between 0 and 1000 mg/dL (0 to 25.9 mmol/L) or

Specify ">1000 " (">25.9" in mmol/L)

For LDL

An actual value between 0 and 500 mg/dL (0 to 13.0 mmol/L) or

Specify ">500 " (">13.0" in mmol/L)

For HDL

An actual value between 0 and 500 mg/dL (0 to 13.0 mmol/L) or

Specify ">500 " (">13.0" in mmol/L)

For Triglycerides

An actual value between 0 and 3000 mg/dL (0 to 33.9 mmol/L) or

Specify ">3000 " (">33.9" in mmol/L)

If you specify HbA1c

Enter a value from 4 to 15 in 0.1-unit increments.

If you specify blood pressure

Enter systolic and diastolic blood pressure test results.

*Systolic results must be from 80 to 200 and may be entered in 1-unit increments.
Diastolic results must be from 40 to 150 and may be entered in 1-unit increments.*

If you specify Hypoglycemic

General rules for Hypoglycemic value setting:

- Hypoglycemic value should be higher than 20 mg/dl
- Hypoglycemic value should be lower than the lower limit of both before meal range and after meal range.

Inquiry Tab

- Date
- Comment
- Inquiry Note
- Special View

Screenshot of a software interface showing the Inquiry tab. The interface includes a navigation bar with tabs: Schedule, Medications, Regimen, Complications, Health Record, and Inquiry. The Inquiry tab is active. Below the navigation bar, there are input fields for Date (set to 2012/ 7/ 6), Comment, and Inquiry Note. A checkbox for Special View is visible at the bottom left.

To specify a “Special View” patient.

Tick the “Special View” checkbox, you would be able to easily monitor the status of all patients who need to specially take care by simple report in Multiple management page.

3.6 Glucose detail.

The Glucose details screens let you add new data records to the Glucomanager Pro database. The Glucose detail screen has five Tabs that are labeled Glucose, Insulin, Oral Meds, Exercise and Food.



The screenshot displays the Glucomanager Pro software interface. At the top, there is a logo consisting of a stylized blue figure with arms raised, followed by the text "GLUCOMANAGER™". Below the logo is a horizontal tabbed menu with five tabs: "Glucose", "Insulin", "Oral Meds", "Exercise", and "Food". The "Glucose" tab is currently selected and highlighted. Below the tabs is a form with the following fields:

- Date :** A dropdown menu showing "2010/01/04".
- Time :** A dropdown menu showing "06:30".
- Slot :** A dropdown menu showing "Before-Breakfast".
- Type :** A dropdown menu with a blue arrow pointing downwards.

To display the Glucose detail screen:

Double Click on any of Glucose Data on the Patient's Logbook. The glucose Detail screen will pop out.

Click on any of the Tabs to add that particular record type.





Glucose Tab

The Glucose Tab lets you add Glucose Records to the Glucomanager Pro database

Glucose **Insulin** Oral Meds Exercise Food

Date : 2010/01/04

Time : 06:30

Slot : Before-Breakfast

Type :

Glucose : 294 mg/dL

Comments

illness Food Exercise Exercise Type

Vacation Different Food Before Mild

If you see this:	You can do this:
<i>Date and Time</i>	<i>Date and Time recorded the time Glucose data had been measured .It's fixed and couldn't be changed.</i>
<i>Meal Slot e</i>	<i>Meal Slot shows the glucose data's Meal selection which was selected when testing .If the selection is match the Time block settings in Patient's profile it will be fixed and can't be changed. Otherwise the glucose data will be block in grey color and the slot setting could be adjust one time.</i>

<i>Glucose Reading</i>	<i>It's fixed and couldn't be changed.</i>
<i>Type</i>	<i>specify the type of glucose reading. Click on the down arrow in the Type field. A drop-down menu of options will appear:</i> <ul style="list-style-type: none"><i>■ Fingertip</i><i>■ Alternate site</i><i>■ Laboratory</i><i>■ Control</i> <i>Click on the desired option.</i>

*Glucose
Comments*

Assign a Comment to the Glucose Record. You may select from pre-defined Glucose Comments or create a new Comment in your own words.

Click on any pre-defined Glucose Comment that applies:

■ *Illness*

■ *Vacation*

■ *Stress*

■ *Feel Hypo*

■ *Menses*

■ *Food (select only 1 below)*

- Different Food*
- Fasting*
- Too much food*
- Not enough food*

■ *Exercise (select only 1 below)*

- Before*
- During*
- After*

■ *Exercise type (select only 1 below)*

- Mild*

The Insulin Tab

The Insulin Tab lets you add Insulin Records to the database.



Glucose	Insulin	Oral Meds	Exercise	Food
Date :	2010/01/04			
Time :	06:30			
Slot :	Before-Breakfast			

If you see this:	You can do this:
-------------------------	-------------------------

<p><i>Injection/Bolus/Pump Daily Total</i></p>	<p><i>Specify the insulin dosing method types and units. Click on the selection box that applies.</i></p> <p><i>“Injection” is the default selection.</i></p> <p><i>If you select “Injection”:</i></p> <p>■ <i>Select an Insulin Type from the drop-down menu in the field. Insulin Types were created in the Medications Tab of the Patient’s profile Setup screen. If you want to add a new insulin type to the menu list, click on the Add Insulin link. The Medications Tab will pop out where you can add new Insulin Types.</i></p> <p>■ <i>Enter an amount from 0 to 250 in 0.1-unit increments.</i></p> <p><i>If you select “Bolus”:</i></p> <p>■ <i>Enter an amount from 0 to 60 in 0.1-unit increments.</i></p> <p><i>If you select “Pump Daily Total”:</i></p> <p>■ <i>Enter an amount from 0 to 100 in 0.1-unit increments.</i></p>
<p><i>Insulin Comments</i></p>	<p><i>Enter any information about your insulin record in the Comments field.</i></p>

The Oral Meds Tab

The Oral Meds Tab lets you add Oral Medication Records to the database.



Glucose Insulin **Oral Meds** Exercise Food

Date : 2010/01/04

Time : 06:30

Slot : Before-Breakfast

Type : Add Amount : 0 (Units)

Comment :

If you see this:

You will see this:

Reset

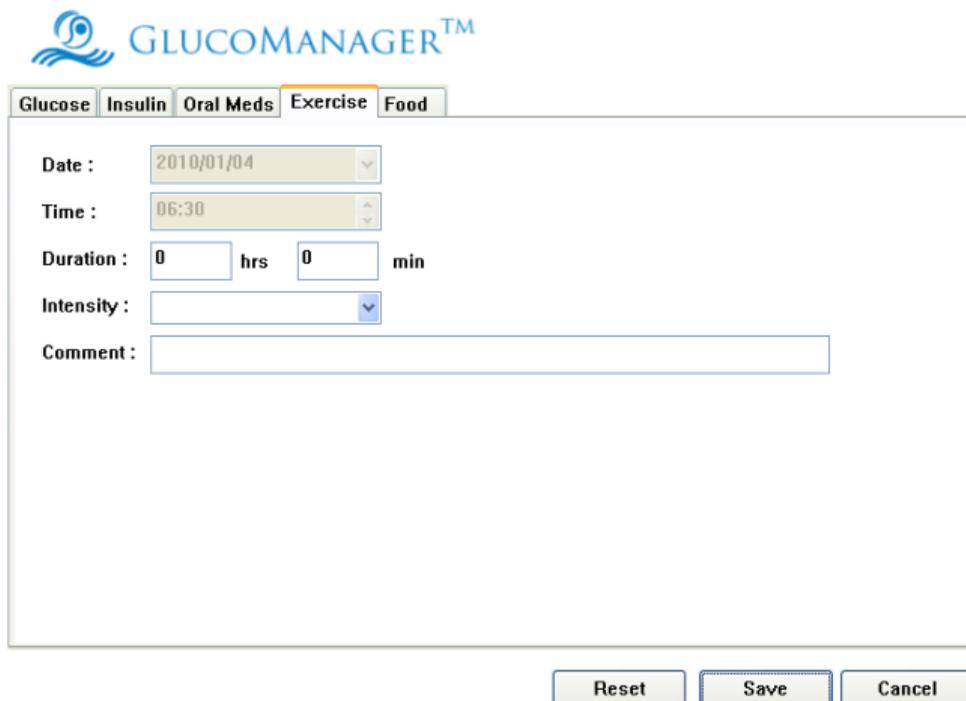
Save

Cancel

<p><i>Type</i></p>	<p><i>Specify the type and amount (number of pills) of medication. Click on the down arrow in the Type field. A drop-down menu of Medication types will appear. Select the desired one. The Types of Medications are set in the Medications Tab of the Patient Setup screen.</i></p> <p><i>If you do not see the desired Medication Type, you may click on the Add Oral Meds link. This will take you to the Medications Tab of the Patient Setup screen where you may add a new Medication Type.</i></p> <p><i>Specify the Medication amount (number of pills) by entering a value in the Amount field.</i></p>
<p><i>Medications Comments</i></p>	<p><i>You may create and assign a new text Comment to the Medications Record in the Comments field.</i></p>

The Exercise Tab

The Exercise Tab lets you add Exercise Records to the database



The screenshot shows the GLUCOMANAGER™ software interface. At the top, there is a logo and the text "GLUCOMANAGER™". Below this is a navigation bar with five tabs: "Glucose", "Insulin", "Oral Meds", "Exercise", and "Food". The "Exercise" tab is currently selected and highlighted in orange. The main content area contains the following fields:

- Date :** A dropdown menu showing "2010/01/04".
- Time :** A dropdown menu showing "06:30".
- Duration :** Two input fields, one for "hrs" (containing "0") and one for "min" (containing "0").
- Intensity :** A dropdown menu.
- Comment :** A large text input area.

At the bottom right of the form, there are three buttons: "Reset", "Save", and "Cancel".

If you see this:

You can do this:

<p><i>Duration and Intensity</i></p>	<p><i>Enter the Duration and Intensity of the exercise period. Both are required entry fields for any new exercise record. There are no default values.</i></p> <p>■ <i>Specify exercise intensity by clicking on the down arrow in the Intensity field. Select the desired intensity level from the drop-down menu that will appear:</i></p> <ul style="list-style-type: none"> • <i>Mild</i> • <i>Moderate</i> • <i>Hard</i> <p>■ <i>Specify exercise duration by entering the time period in hours and minutes in 5-minute increments.</i></p>
<p><i>Exercise Comments</i></p>	<p><i>You may create and assign a new text Comment to the Exercise Record in the Comments field.</i></p>

The Food Tab

The Food Tab lets you add Food Records to the database



The screenshot displays the GLUCOMANAGER™ application interface. At the top, the logo features a stylized blue figure with arms raised, followed by the text "GLUCOMANAGER™". Below the logo is a navigation bar with five tabs: "Glucose", "Insulin", "Oral Meds", "Exercise", and "Food". The "Food" tab is currently selected and highlighted with an orange underline. The main content area of the "Food" tab contains a form with the following fields:

- Date :** A dropdown menu showing "2010/01/04".
- Time :** A dropdown menu showing "06:30".
- Slot :** A dropdown menu showing "Before Breakfast".
- Carbs :** A text input field containing "0".
- Fats :** A text input field containing "0".
- Calories :** A text input field containing "0".
- Proteins :** A text input field containing "0".
- Comment :** A wide text input field.

At the bottom right of the form, there are three buttons: "Reset", "Save", and "Cancel".

If you see this:

You can do this:

<i>Carbs, Fats, Calories, and Proteins</i>	<p><i>Specify values for the Carbohydrates, Fats, Calories, and Proteins boxes. At least one food type is required for any new food record.</i></p> <p>■ <i>If you are entering Carbs, Proteins, or Fats, enter a value from 0 to 250 in 1-unit increments.</i></p> <p>■ <i>If you are entering Calories, enter a value from 0 to 2500 in 5-unit increments.</i></p>
<i>Food Comments</i>	<p><i>Enter notes about your food record in the Comments field.</i></p>

3.7– list box in Logbook page

The Report Bar on all Reports provides shortcuts to commonly used actions. The following description is briefly described from top to down.

- Log Book
- Glucose Tend
- Pie chart
- Standard day
- Daily Average readings
- Weekly Average readings
- Histogram
- Data List
- Summary Check

3.7.1 Viewing Time Period

Patient : hu (004) Unit of Measurement : mg/dL

LogBook Date range: Latest 7 days

Target: ■ low, ■ within, ■ high

2012/ 4/25 To 2012/ 5/ 2 Apply

Figure 3.9 Time Period

- Click  in Data range to select period as latest 7 days, latest 14 days, latest 30 days, latest 60 days, latest 90 days, or All . And then click “Apply” to view the updated data.
- Or click  in period “from-to” to view the calendar. Then click “Apply” to view the updated data.

3.7.2 Colors and Colorful Backgrounds Reports

Several reports use colors and colorful backgrounds to display data or to differentiate data when viewing reports.

- The following reports use separate cell colors and colorful backgrounds to highlight individual readings that are outside the target ranges: Log Book, Period Review, Daily Line Chart, Avg. Day Trend, Avg. Week Trend, Avg. Meal Histogram and Target Ratio.
- Different cell colors are used for above target readings, below target readings, and within target readings.

3.7.3 Reviewing Reports

When you open the GlucoManager™ Pro program, the date is set depending on your Windows® system, as well as data in Log Book Mode.

The default Time Blocks as follows:

- Pre-Breakfast (04:00-06:59)
- Post-Breakfast (07:00-09:59)
- Pre-Lunch (10:00-12:59)
- Post-Lunch (13:00-15:59)
- Pre-Dinner (16:00-18:59)
- Post-Dinner (19:00-21:59)
- Bedtime (22:00-03:59)

You can change the setting in Patient's profile –Healthy record Tab.

3.7.4 Log Book Mode Review

Figure 3.10 Log Book

- Double click the glucose data, will pop out the glucose detail screen to edit.
- the cells which were block in grey color means the before or after meal setting have conflict between meters and patient's profile setting, double click the data then you can modify the slot information of the data.

Patient: m (002) Unit of Measurement: mg/dL

LogBook Date range: Last 7 days Target: ■ low, ■ within, ■ high

2012/ 4/25 To 2012/ 5/ 2

Date	Before Breakfast	After Breakfast	Before Lunch	After Lunch	Before Dinner	After Dinner	Bedtime One	Bedtime Two
05/02/2012 13:20	51							
05/02/2012 13:19				34				
05/02/2012 13:17			LO					
05/02/2012 13:17			25					
05/02/2012 09:01		122						
05/02/2012 09:00		167						
05/02/2012 08:58	314							
05/02/2012 08:45						200		
05/02/2012 08:44	100							
05/02/2012 08:28		101						
05/02/2012 08:26						79		
05/02/2012 08:24			73					
Average	175	130	40	34		143		
In target	2	3	2	1		2		
# Result	3	3	3	1		2		

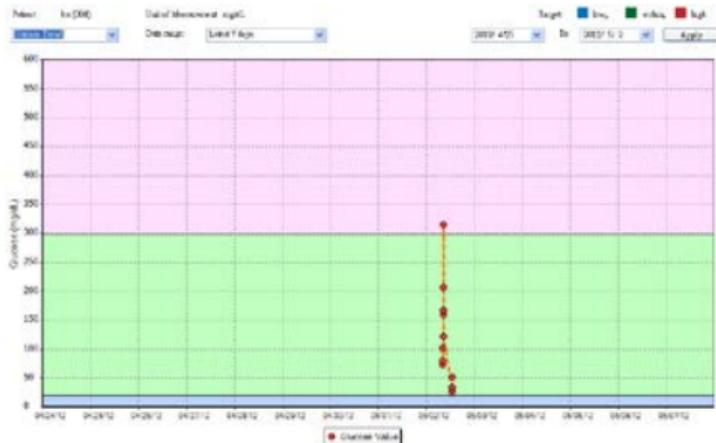
3.7.5 Glucose trend

Figure 3.11 Glucose trend

Glucose readings are displayed as dots on an X-Y graph. Each reading is connected to the next with a dashed line.

The dashed line that connects blood sugar readings in this graph does not reflect actual glucose levels. Blood sugars can go high or low throughout the day especially around mealtimes, medication and exercise. Actual testing before and after these events is required to get a better picture of how they affect your sugar levels.

Readings will appear in chronological order from oldest to most recent. The X-axis represents the date and time of the reading and the Y-axis represents the actual glucose level. All glucose readings for a particular day are displayed. When printing the Glucose Trend Report, readings are displayed as dots and are connected by solid lines.



3.7.6 Pie Chart

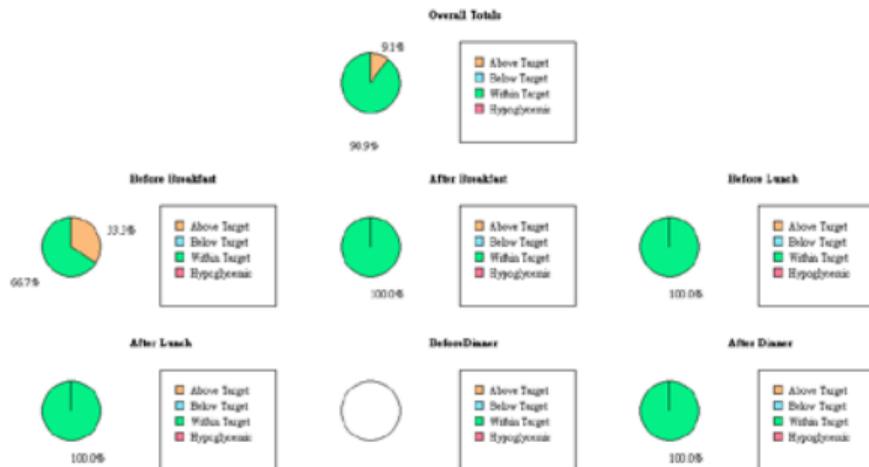
Pie Chart Report description:

A total of 8 pie charts will appear in the Report. Six of the charts represent the before-meal and after-meal breakdowns for each meal slot. One pie chart appears for the Night meal slot. The 8th pie chart indicates the breakdowns for all of the results.

Pie charts for each before-meal and after-meal pairing will appear side by side. This lets you scan for trends within a particular meal slot.

Chart pairings are also stacked vertically so you can compare before-meal percentages and after-meal percentages across all meal slots.

The Overall Total pie chart provides the percentage breakdowns using all glucose readings within and outside their target ranges. The Overall Pie includes all results



3.7.7 Standard Day

Standard Day Report description:

Figure 3.13 Standard Day

Glucose readings are displayed on an X-Y graph. The X-axis represents the time of the reading and the Y-axis represents the actual glucose level.

The x-axis covers a 24-hour period, beginning with the patient's pre-breakfast time, based on the working day schedule.

The shaded green area on the graph represents the Overall (Target) Range. Any readings that fall above or below the shaded gray area are considered outside of this Overall (Target) Range. When printing the Standard Day Report, the Overall (Target) Range limits will appear as horizontal dashed lines.

You may use ToolTips to display the value, Date, Time and Comments tagged to any result.

A link to view Statistics and Targets as well as

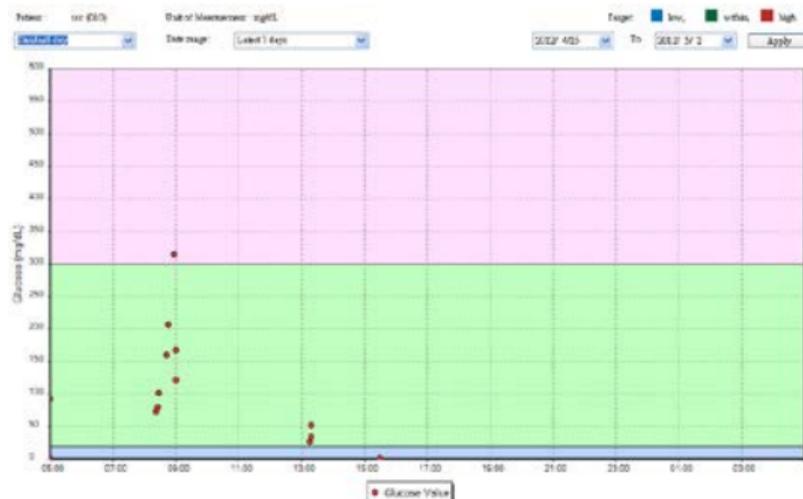


Figure 3.14 Day Average Readings

3.7.8 Day Average Readings

The chart displays glucose averages by meal slot. The X-axis represents the “Breakfast”, “Lunch”, “Dinner” and “Night” meal slots and the Y-axis represents the glucose average. Before-meal and after-meal period averages are displayed as side-by-side bars for each meal slot.

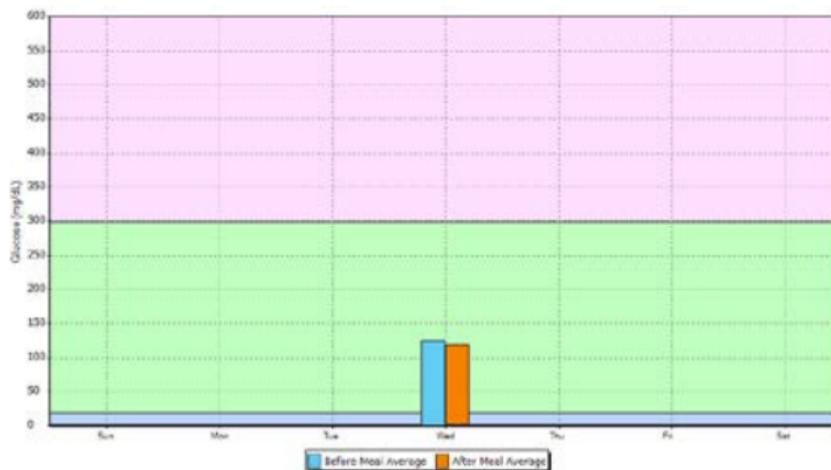


3.7.9 Week Average Readings

– The top chart displays glucose averages for each day of the week.

The X-axis represents the day of the week and the Y-axis represents the glucose average. Before-meal and after-meal period averages are displayed as side-by-side bars for each day of the week.

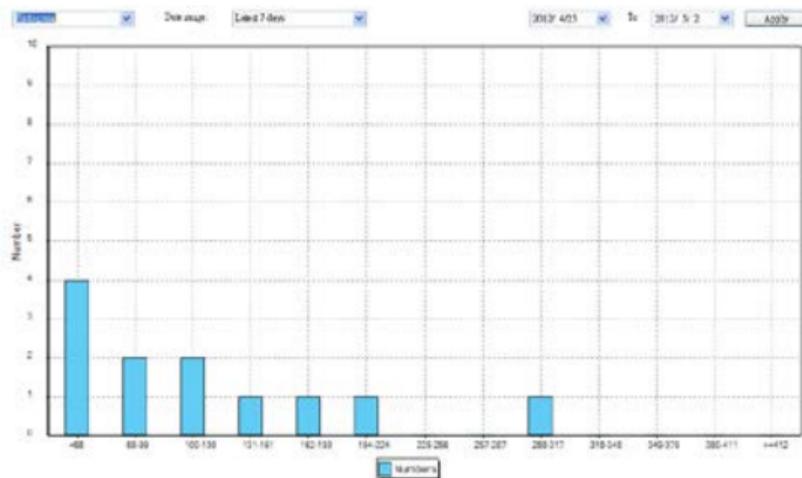
Figure 3.15 Week Average Readings



3.7.10 Histogram

Glucose readings from each meal slot are presented as stacked bars on an X-Y chart. The X-axis represents the pre-defined glucose ranges and the Y-axis represents the total number of glucose readings in a meal slot, for that particular range.

Figure 3.16 Histogram



3.7.11 Data List

The Data List Report displays a sequential list of all glucose, insulin, food, exercise and other health data stored in the Glucomanager Pro database. All Comments will be included. This Report lets you easily monitor all relevant data for any patient in the database.

Figure 3.16 Target Ratio

Date	Time	Glucose	Insulin	Carb	Bornee	Food	Comments
85/02/012	13:20	51					
85/02/012	13:10	54					
85/02/012	13:17	50					
85/02/012	13:17	56					
85/02/012	09:01	122					
85/02/012	09:00	367					
85/02/012	08:58	114					
85/02/012	08:46	207					
85/02/012	08:44	390					
85/02/012	08:38	303					
85/02/012	08:35	79					
85/02/012	08:24	13					

3.7.12 Summary Check

The Summary Report displays portions of

Figure 3.16 Target Ratio

several Glucomanager Pro Reports over the same date range. This Report provides an overview of diabetes health. A Statistics Panel is also included.

The screenshot displays the Glucomanager Pro interface. At the top, the logo and navigation icons are visible. The patient information section includes:

- Full Name: hr
- ID No.: 00000000004
- Date of Birth: 1970-01-08, 42 years old

The statistics section shows:

- # Result: 12
- Standard Deviation: 02.2
- Above Target: 1
- Below Target: 0
- Within Target: 10
- Hypoglycemic: 0
- Average: 121

Days Average is broken down by range:

- 121/7 days
- 121/14 days
- 121/30 days
- 121/60 days
- 121/90 days

Additional health metrics are listed as follows:

- HbA1c: ---
- Blood Pressure: ---
- Keboos: ---
- Cholesterol Total: ---
- LDL: ---
- HDL: ---

3.8 Messages From The GLUCOMANAGER PRO

Messages appear in this window, including information about data files or device.

Dialog Boxes	Messages
 <p>A warning dialog box with a blue title bar containing the word "warning" and a red close button. The main area is light gray and contains a yellow warning triangle with a black exclamation mark on the left. To the right of the triangle, the text "USB connection failed." is displayed. At the bottom center, there is a button with the Japanese characters "確定" (Kakumei) inside a dashed border.</p>	<p>When the program self-detects that the connection from the device to computer is not workable.</p>

Dialog Boxes	Messages
 <p>The dialog box has a blue title bar with the text "Operator Message" and a red close button. The main area is light gray and contains the text "Please make sure your meter is turned on for the data to upload." and an "OK" button.</p>	<p>Please make sure your meter is turned on for the data to upload.</p>
 <p>The dialog box has a blue title bar with the text "Warning" and a red close button. On the left is a yellow warning triangle icon. The main area is light gray and contains the text "Time blocks exceed 24 hours. Please kindly modify your setting and save again." and an "OK" button.</p>	<p>Please make sure your Start date is earlier than the next one's End date in the Time Blocks.</p>

Dialog Boxes



Messages

Please make sure your Start date is earlier than the End date in Time Period.



Please make sure the editing records without any characters as follows, z.B. # * \$ |.

Dialog Boxes

Messages



Select any records before executing.



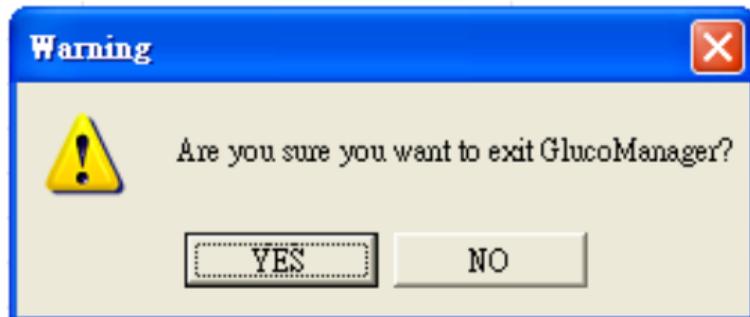
The best display resolution is 1024 x 768. Other resolution can be acceptable, but the lowest resolution is 800 x 600.

Dialog Boxes

Messages



DPI 120 can be acceptable, but the best DPI is 96.



Are you sure you want to exit GlucoManager?

Dialog Boxes	Messages
 <p>A warning dialog box with a blue title bar containing the word "warning" and a red close button. The main area has a light beige background and contains a yellow warning triangle icon on the left. To the right of the icon is the text "Please select patient or key in user ID". At the bottom center is a button with the Japanese characters "確定" (Kakumei) inside a dashed border.</p>	<p>“Please select Patient or key in user ID”</p>
	<p>“Please confirm you are downloading data to XXX(XXX)”</p>
	<p>“Serial No. not exist, please maintain user profile.”</p>

	<p>“User ID not existed”</p>
	<p>Please confirm you want to cancel all your changes and go to Logbook Page</p>
	<p>Please confirm you have modified Slot/Time information</p>
	<p>The user name is existed</p>

	The ID is existed
	The Medical no. is existed
	Meter serial is existed
	Data can't be saved without key in ID and name
	Meter doesn't support the function you are using. This meter belongs to a specific patient.

4. Appendix A

Troubleshooting

If you still have a problem after completing the suggested corrections, please call customer service toll free at 866-994-3345. GLUCOMANAGER PRO support specialists are available Monday through Friday from 8:00 a.m. to 6:00 p.m.

Troubleshooting Check	Action
Invalid COM Port	When the program self-detects that the connection from the device to computer is not workable.
Please make sure your meter is turned on for the data to upload.	Please turn on your meter.
The best display resolution is 1024x768.	The best display resolution is 1024 x 768. Other resolution can be acceptable, but the lowest resolution is 800 x 600.
The best DPI is 96.	DPI 120 can be acceptable, but the best DPI is 96.

CAUTION and IMPORTANT Messages

For reference, Caution and Important messages included in this guide are listed below.

- **CAUTION Messages**

The following CAUTION messages are included in this User's Guide.

- To avoid the possibility of electrical shock, never perform a blood glucose test while the meter is connected to the computer.
- The GLUCOMANAGER PRO assumes a single glucose calibration type of whole blood.
- When you download test results from a device, the GLUCOMANAGER PRO does not differentiate between whole-blood and plasma calibrated on device.
- The GLUCOMANAGER PRO merely downloads the data with no calculations made.
- There are slight differences between the two calibrations. You should not mix data from meters that use different calibration references.
- Do not download data from any device that records more than one person's data. The GLUCOMANAGER PRO cannot identify more than one person's data.
- All data stored on a device is downloaded to the database for the person associated with the device in the GLUCOMANAGER PRO .

- **IMPORTANT Messages**

- Please download data from your device often. Most devices hold only a limited number of historical records.
- Ensure that the time and date are correct on your computer and the meter.
- Always refer to the User's Guide that came with your device for complete instructions on its use.
- Any data you download before will not be overwritten when you download again. Only the new data will be added to your file.

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