Quick Start for Using Tracking Test Software

1. Click on **RUN TRACKING TEST** icon on desktop

2. Choose **NEW** or **EXISTING** client

1. If **NEW**:
   - Input client’s first and last name
   - Input clinician name
   - Select type of hearing technology for each ear
   - Choose which story by clicking on the down arrow
   - Do not change any other setting

2. If **EXISTING**:
   - Choose existing on first screen
   - Select your client by clicking on the down arrow

The program will automatically stop after 5 minutes of training
3. To continue training with the client, go to existing client and click ok. It will pull up the last screen you were on and continue the story where you stopped. You will need to do this for every 5 minute segment.

4. If the program is already running and you want to start with a different client, go to File> New test> New Client or Existing Client and follow same instructions as above.

Quick Procedures for Tracking Test

1. **Instruct the client:**
   - “You are going to hear a story about [STORY NAME HERE]. After I read each line aloud, I would like you to repeat it back to me verbatim. If you miss a word, I will re-read the line, beginning with that word. Again, try to repeat what you hear verbatim.”

2. **RIGHT CLICK** or **CLICK PLAY** to begin program.

3. **READ CURRENT LINE** and allow client to repeat line back to you.

4. If the client repeats everything back to you verbatim.
   - **RIGHT CLICK** to progress to next line

5. If client MISSES A WORD or cannot remember a word:
   - **SCROLL OVER THE FIRST WORD THEY MISSED**
   - **LEFT CLICK** the word to mark it as BLOCKED
   - The word will appear highlighted in RED
   - **READ THE LINE AGAIN STARTING WITH THE BLOCKED WORD**
   - If client is successful, **RIGHT CLICK** to progress to next line

Ex: If client misses “hotter” the first time you say the line, repeat “hotter than I had thought possible.”

6. If client misses same word again:
   - **LEFT CLICK** the word again (it will be highlighted in red)
   - **READ THE LINE AGAIN STARTING WITH THE BLOCKED WORD**

Ex: If client misses “hotter” again the second time you say the line, repeat “hotter than I had thought possible” again.
7. If the client misses the same word for a THIRD time:
   - Take down the listening hoop and just say the word the client missed.
   - The word will appear at the bottom of the screen.
   - Have the client repeat the word to you.

8. Continue on with the rest of the line of text beginning with the NEXT WORD.

THE PROGRAM WILL AUTOMATICALLY STOP AFTER

5 MINUTES.

When the five minutes are complete, write down the client’s tracking rate. Then, to continue training, go to file and click existing client.

Right Click = RIGHT (move to next line)

Left Click = WRONG (blocked word moved to marked box)
TO PAUSE THE PROGRAM:
Click PAUSE in the upper left hand corner of the screen. To RESUME, right click or click START.

TO MANUALLY STOP THE PROGRAM:
Click STOP in the upper left hand corner of the screen. (See above)

TO UNDO A MARKED WORD:
Click UNDO in the upper left hand corner of the screen.