

Version V1.0



Patient manager

User manual

Distribution mode

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Version V1.0

TABLE OF CONTENT

1	Softw	vare Introduction	6
2	Grap	hical interface presentation	6
	2.1	Home page	6
	2.2	Practitioner's profile	6
	2.2.1	Profile image	7
	2.2.2	Specialties	7
	2.2.3	Institution	8
	2.3	Media	8
	2.4	Settings – standard parameters	8
	2.4.1	Language and region	9
	2.4.2	Patient sharing	9
	2.4.3	Prescriptors1	0
	2.4.4	Updates1	0
	2.5	Catalogue 1	.1
3	Patie	nt management1	.3
	3.1	Patient creation1	.3
	3.2	Patient selection1	.4
	3.3	Select another patient1	.5
	3.4	Patient profile1	.6
	3.4.1	Patient file1	.6
	3.4.2	Prescriptor1	.7
4	Sessi	ons 1	.8
	4.1	Start a session1	.8
	4.2	Select a module1	.9
	4.2.1	Module list1	9
	4.2.2	Module search	0
	4.2.3	Favorite modules	2
	4.2.4	Information	3
	4.2.5	Tutorials	3
	4.3	Setting 2	4
	4.4	History	5
	4.4.1	Session list	6
	4.4.2	Session data 2	7
	4.4.3	Start a session with the previous settings 2	7
1	VIRT	VIRTUALIS 78 Allée John Napier Immeuble ATRIUM 34000 MOTPELLIER France Tel : +33 (9) 80 80 92 91 contact@virtualisvr.com	_



Version V1.0

	4.4.4	Deletion of session
	4.5	Create a preset
	4.6	Chaining
	4.7	Protocol
	4.7.1	Select an existing protocol
	4.7.2	Create a protocol
	4.7.3	Modify a protocol
5	Repo	rt
	5.1	Interface
	5.2	Module choice
	5.3	Sessions choice
	5.4	Type of chart
	5.5	Graphics pre-configurations
	5.6	Chart options
	5.7	Preparation of a PDF report
	5.8	Multiple graphics on one PDF
	5.9	Recording the report
	5.10	Printing the report
	5.11	CSV Export
6	Admi	nistration
	6.1	Passwords
	6.2	Permissions
	6.3	Practitioners
	6.4	Patients
	6.4.1	Assign patients to another practitioner
	6.4.2	Patient sharing
	6.4.3	Merge patients
	6.4.4	Delete patient
	6.5	Updates, storage and backup
	6.5.1	Updates
	6.5.2	Software
	6.5.3	Backup
	6.6	Devices
	6.7	License keys
	6.8	Register Viewer
1	VIRT	UALIS VIRTUALIS 78 Aliée John Napier Immeuble ATRIUM Page 3 / 61 34000 MOTPELLIER France Tel :+33 (9) 80 80 92 91 contact@virtualisvr.com



Version V1.0

6.9	Data transfer	54
6.9.1	Export data	55
6.9.2	Import data	57

VIRTUALIS



Version V1.0

- Environment selection according to difficulty.
- The selection is made directly from a drop-down menu.

According to the difficulty, the length and type of course vary and the display at the right of the screen is changed accordingly.

Driving

- Two types of driving are possible: active or passive.
- The selection is made by simply clicking on the chosen button.

Steering wheel

WARNING

The steering wheel shall be the same as the one configured in the administration settings.

If the selected device is wrong, then the session will not start.

- The selection is made directly from a drop-down menu, select:
 - Thrustmaster GT cockpit 458 for Ferrari 458 steering wheel
 - Thrustmaster for other reference.

Weather

- Used to select the weather
- * The selection is made directly from a drop-down menu.

Position

- Used to choose the passenger seat in the car
- The selection is made directly from a drop-down menu.

Schedule

- Used to choose the time of the day
- * The selection is made directly from a drop-down menu.

Speed

- The animation speed is adjustable
- Value: 0.10-2.0: factor applied to animation speed. 1.0 corresponds to 100% of animation speed
- Adjustment of the corresponding cursor using the mouse.

Rainfall

- Activates or deactivates rain
- The selection is made by simply clicking on the chosen button.

Body

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1 SOFTWARE INTRODUCTION

Virtualis Patient manager software enables practitioners to save patient data, to use Virtualis modules through parameterized sessions, and to store the results of these sessions. Once saved, these sessions can be consulted or displayed in printable reports.

Once the Virtualis Patient manager software has been installed, you'll need to create a practitioner account to access all the features. Various parameters can be configured before starting the first session, such as language, security settings, practitioner profile and so on. A patient must then be created in order to start a session.

The rest of this document contains all the instructions for using the Virtualis Patient manager software.

2 GRAPHICAL INTERFACE PRESENTATION

2.1 HOME PAGE

Once connected, you access to the patient Manager interface:

· · · · · · · · · · · · · · · · · · ·					- 0
Patient Monoger		Welcom	ne, practitionner		
Catalogue		Q. Search for a patient	Create a rev	s partient Se	
	久 My patients				
			st time here ? by creating your first patient.		
			of a new patient for		
		_			
() Settops 🔸					
Ch Moda					
NP Negatile 3 New User Procilionner					
Legent ()+					

<text><complex-block><complex-block><complex-block><complex-block><image>

2.2 PRACTITIONER'S PROFILE



Your information

C General information

-

A Home

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Version V1.0

From this interface, you will be able to modify your personal information as well as your password.

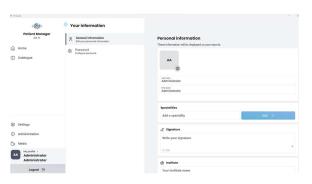
Note: the information entered will be displayed on the header of your reports.

	Password Configure parameted.	**	
		Luit ratio Administrator	
		Administrator	
		Specialities	
		Add a speciality	Add +
		d Signature	
		Write your signature	
or		0/200	
or		institute	
9		Your Institute name	

2.2.1 Profile image

Fill in your personal data.

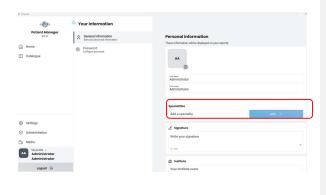
Note: This image will be displayed on your reports. It is recommended to use a square image.



2.2.2 Specialties

Fill in your specialty(ies).

Note: examples will be provided, but if your specialty is not listed, you can still fill it in and press "Add".



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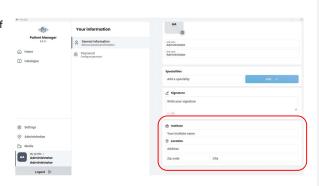
VIRTUALIS 78 Allée John Napier Immeuble ATRIUM 34000 MOTPELLIER France Tel : +33 (9) 80 80 92 91 contact@virtualisvr.com Page 7 / 61



Patient: Patient CP

2.2.3 Institution

Enter the name and address of your practice, center and/or department.



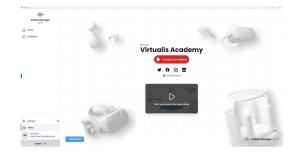
Note: below is a preview of a PDF report header for practitioner "Administrator Administrator", patient "Patient CP".



Occupational therapist

2.3 MEDIA

Media button allows you to discover the Virtualis academy if you have internet connection:



2.4 SETTINGS - STANDARD PARAMETERS

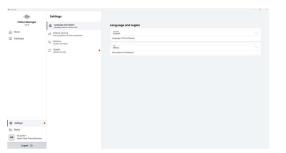
The Settings section is accessible for each practitioner. It offers options to manage the software.



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Version V1.0



2.4.1 Language and region

Language can be selected from a drop down list.

Depending on your region, you can also pick between two measurement systems: metric or imperial.

anguage and region	
Language English	\sim
Language of the softwares.	
Unit Metric	\sim
Unit system for distances.	

2.4.2 Patient sharing

The sharing settings allow other users to access your patients.

Sharin	ad sbace	
\$	Share with all practitioners This option makes your patients available to other practitioners. This option is not recommended if the creation of practitioners is activated	
🖧 Sha	re all patients with practitioners	
vv v	'irtualis VR	



WARNING

Virtualis recommends that you do not share your data or that you do so in a restricted context.

Sharing a patient involves viewing, editing, creating sessions and deleting.



RECOMMENDATION

The "Share with all practitioners" option makes your patients visible to all other accounts in your system. This option is not recommended.

The "Share all patients with practitioners" option allows you to grant access to your patients to a specific account.

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2.4.3 Prescriptors

From this interface, you can manage the list of registered pescriptors. The pescriptors, assigned to the patient, will be displayed in the header of the corresponding reports.

Settings				
Language and region	Prescriptors			
Language, date format and units	Q Search for a prescriptor			
OP Patient sharing Sharing patients with other practitioners				
O Prescriptors Prescriptors informations	You don't have prescriptors yet			
C Update Updates and logs	Let's start by creating your first prescr	iptor.		
vyvente env ivye	Create a new prescriptor 🔗			

You can create or modify the list of doctors you usually work with. If your list is complete, you will only have to choose the prescribing doctor among the list already established at the time of the creation of the patient file. You can modify this list at any time.

Q Search for a prescriptor		Create a new presc
	V Prescriptor creation	×
o create a new doctor record,	Last name	First name
ick on "Create a new	+ Add more information	
rescriptor".		Create prescriptor
	Q [®] Prescriptor creation	×
ou will then have to fill in the	Last name	First name
rst and last name.	- Hide optional information	
	Medical ID	
	Address	
u can also add other	Zip code	City
ormation if necessary.	Specialities	
	Add a speciality	Add +
		Create prescriptor 📯
add this doctor to the list, nfirm by clicking on "Create		

The "updates" tab allows you to access the update options and the history of the software changes.

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Patient manager User Manual Version V1.0 When updates are available, an Update S orange dot will appear to guide Updates and logs you through the different screens. A window indicating that Updates are available \times updates are available may also . Updates allow you to get new features, and the latest software patches. appear while using the software. Click on the blue arrow to access the update menu. Updates and logs Updates and logs All seems up to date Updates found C Check for updates 2 **W** 🗻 🗕 🚺 ≷ 4 32 🍯 💔 İ 1 🙅 💵 🔄 🛃 📷

If updates are needed, the concerned software will be displayed below (left image). Otherwise, no action is required (right image).

Note: an Internet connection is required for updates. Contact Virtualis support for more information.

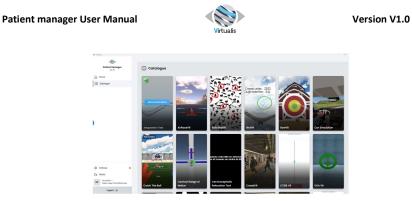
2.5 CATALOGUE

 Image: marked bit in the second bi

The catalogue menu displays all Virtualis software modules, in alphabetical order, installed or not on your session.

When moving the mouse over each image, the information button is displayed.

VIRTUALIS 78 Allée John Napier Immeuble ATRIUM 34000 MOTPELLIER France Tel : +33 (9) 80 80 92 91 contact@virtualisvr.com Page 11 / 61



Clicking on the inform button provide a description of the module, its version, changes from previous version if appropriate, and the configuration required.

		l (*		a ph and	×
		N. S. N.	sensory system's con balance score, compo	ic force platform technology to is tribution to balance. Results are also core, sensor analysis resu- center of gravity at the beginning	enerated as individual its, strategy selection
🛙 VR	QUITTER		Version 3.1.2		See changelog

Symbol Compatible configuration	
VR	Virtual reality = with headset
\Box	Leap motion on the headset
VR	Virtual reality free = without headset
\Diamond	Static plateform
ß	Second screen
\oplus	Steering wheel
	Motion plateform

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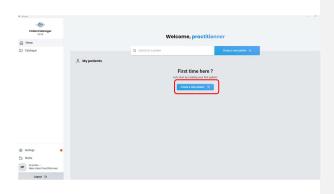


Version V1.0

3 PATIENT MANAGEMENT

3.1 PATIENT CREATION

1 - Click on "Create a new patient".



2 - Fill in the name and surname of your patient and click on "Create patient".

.ast name	First nar	me
 Hide optional information 		
Height		cm
^{Birth date} jj/mm/aaaa		
Man	Woman	Other
Doctor		~



WARNING

only the first and last name are mandatory. The other data are important because they can be used as pre-configurations by some Virtualis modules. They also allow distinguishing homonyms and to reinforce identity security.

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3 - Your patient has been created and will be selected.

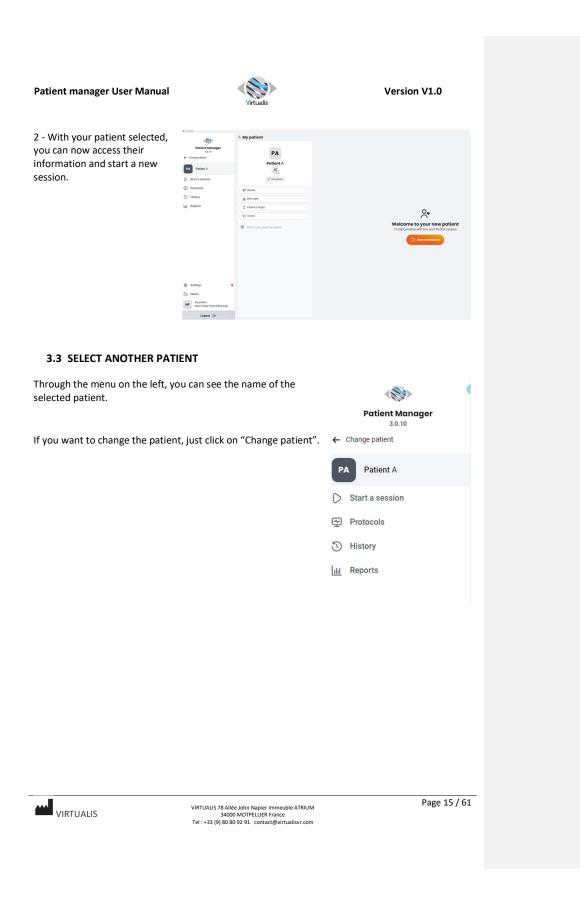
You can now access their information and start a new session.

	Virtualis	Version V1.0
Patient Manager	R My patient	
PA Patient A	Patient A	
) filet a vessee 9 Peacods 9 Henry <u>4</u> Reports	Control Contro Control Control Control Control Control Co	Vectore to your new patient To be value of the unit of the transmission Where sension
Settings Modia My profile : My My User Procitionner		

3.2 PATIENT SELECTION

1 - Click on your patient's name to select them. Note: you can use the search	Patient Manager Altern Altern Altern () Catalogue	X My patients PA Pasert A	Welc	ome, practitionner
bar as a filter or create a new patient from this menu.	(§ semat			
	Media My profile + New User Proctitionner Logest G+			
Note: it is possible to search for a patient using the search field.	Q Search for a p	patient		Create a new patient

VIRTUALIS



3.4 PATIENT PROFILE

3.4.1 Patient file

When a patient is selected :

- His or her name is listed in the left sidebar.

- A summary appears on the screen.

Note: it is possible to find the patient file by clicking on his name in the left bar.

The summary contains an overview of the patient's information, the ability to edit their information, and a comment field.

NP N

Note: this information will be used later to preconfigure modules or reports



Version V1.0

An overview of the last sessions is also displayed.

It allows accessing the results, to restart a session using the same parameters or to quickly access the reports.





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Version V1.0

The last section contains the recently launched modules, if any, and the list of created protocols.

1	A My patient	Lest sessions	pulek leuneh
Patient Manager	PA	December 5, 2023	New session
PA Patient A	Patient A	MatchingVR 15:30	Protocols
Start a session	P bit priert	AirRaceivR (Head)	Create a report
Protocols	If Male	November 24, 2023	Latest modules
3 History	📥 November 02, 1974 (49 years old)	MatchingVR 1206	
A Reports	1.45m	Matching/R 1205	
	Qr Prescriptor	November 3, 2023	MatchingVR
	Write a note about my patient	AirPacer/R (Head) 1523	
(§ Settings (c) Administration		AirRaceWR (Head)	
🖯 Administration		AirRaceVR (Centre of pressure (StaticVR)) 14.59	
AA Administrator Administrator		AiRsorVR (Centre of	AirRaceVR
Lopout B+		@ See more	

3.4.2 Prescriptor

A prescriptor can be associated with a patient. This will be displayed in reports.

Note: the list of prescriptors can be modified in the software parameters.

Last name	First name
 Hide optional information 	
Medical ID	
Address	
Zip code	City
Specialities	
Add a speciality	Add +

VIRTUALIS



Version V1.0

4 SESSIONS

A session is a set of information obtained when a module is completed.

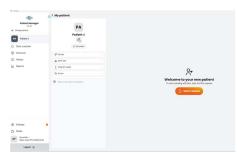
It contains:

- Basic data such as date, module name, patient and practitioner.
- Initial parameters: those recorded when the module was launched.
- Final parameters: parameters that may have been modified during the session.
- Results: calculated at the end of the session.

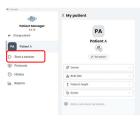
4.1 START A SESSION

There are several ways to start a session:

From the patient file using the "Start a session" button.



From the left panel using the "Start a session" button :



* From the history by using the initial or final values of a session already performed.



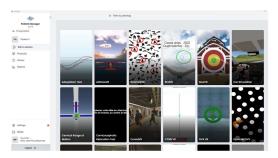
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4.2 SELECT A MODULE

4.2.1 Module list

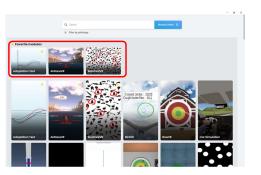
Once « Start session » button is selected, the installed modules are displayed :



The module selection interface first displays all Virtualis modules. They are first sorted into three categories:

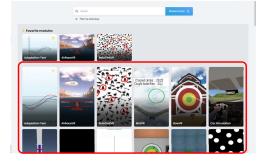
<u>1 - Favorite modules</u>

Selected by the practitioner to always appear at the top of the list of modules.



2 - Installed modules

List of modules detected by the system and corresponding to the module pack present on the station.





3 - Not installed modules

List of modules existing in the Virtualis solution, but which it is not possible to use.

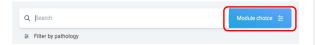
Note: If you are interested in purchasing an additional pack, you can contact the sales department at contact@virtualisvr.com

4.2.2 Module search

There are several methods to search and find a module:

1 - Use the search by pathology

Click on "module selection" next to the search bar.



The "module choice" menu allows the user to find the main software indicated according to the chosen objectives. The user selects the tabs corresponding to his or her wishes. By following the tree structure to the end, Virtualis will display the most common programs for the criteria previously defined.

A navigation window will open to guide you through the tree structure.

Note: a module can be used for several purposes. For example, ReflexVR can be used to work on the upper limb, but also on cognitive disorders.

ulu	Ĩ
Assessment	Rehabilitation
22 Software found	47 Software found

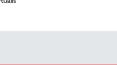
The window will close automatically when it is no longer possible to refine your selection. You can click on "Finish" at any time to validate your choice manually.

If you make a mistake in selecting a criterion, you can go back in the tree structure by pressing "Previous".

The first choice is always the type of session desired: Assessment or Rehabilitation.

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Page 20 / 61





Version V1.0

Patient manager User Manual	Virtualis	Version V1.0
Note: the session type is a "label". The labels are used to filter the modules and are displayed above the list.	Q Search B Filter by pathology B Anhubitation	Module choice 👸
	Favorite modules	
It is possible to remove this filter w	vith the cross or the "Remove all fi	lters" button.
The following choices allow you to	o navigate in the pathologies tree.	
The search "path" of the pathology is displayed under	Q Search	Module choice 😄

the search bar.	X Neurology X Motor X Cerebellar syndrom X All	
It is possible to click on an		
element to modify it.	Q Search	Module choice 🔶
	X Neurology X Motor X Cerebellar syndrom X All	
Ex: by clicking on "Motor", it is	& Motor	
possible to modify the search to choose "Coanitive /	Cognitif / perceptive	
perceptive".		

This filter can be removed by clicking on the cross on the left or on the "Remove all filters" button.

2 - Enter the name of the module

If you know the name of the

Note: the first three letters can

module, just type it in the search bar and select it from

the suggestions.

usually suffice.

 Q
 rei
 Module choice
 E

 Image: Module Reflex/R
 Image: Module Relaxation/VR
 Image: Module Reading (Sway Referenced)
 Image: Module Read

3 - Use labels

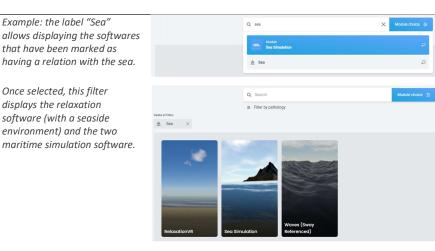
The labels allow you to quickly find a module based on an element or a compatibility.

VIRTUALIS

VIRTUALIS 78 Allée John Napier Immeuble ATRIUM 34000 MOTPELLIER France Tel : +33 (9) 80 80 92 91 contact@virtualisvr.com Page 21 / 61

Virtua

Version V1.0

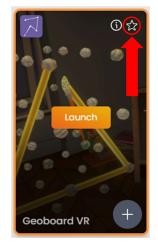


Note: There are many labels that can be used such as: "StaticVR" which will show software compatible with StaticVR force platforms, "MotionVR" which will show compatible modules or "Secondary Screen" which lists software that can be used for projection on a secondary screen rather than in the headset.

4.2.3 Favorite modules

A module can be set as a favorite by clicking on the star that appears when the cursor hovers over a module.

Once marked as a favorite, the software will appear in the "Favorite modules" list.



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Version V1.0

To remove a module from this list, simply click on the star again.



4.2.4 Information

Additional information about the module can be found by clicking on the information icon.

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3

The information window consists of:

1 - A brief description of the module.

2 - An explanatory video, if available.

3 - The version number of the module.

4 - The list of compatible systems.

4.2.5 Tutorials

An explanatory video can be consulted provided that it is available in your display language and that the software can access the internet.

It is generally an extract of a longer video dealing with a pathology or coming from one of our video trainings.

Find all our training videos and tutorials on your Virtualis Customer Area, in the **Resources /** Virtualis Academy tab.



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4.3 SETTING

After selecting a module, a settings screen opens. Some settings can be changed before starting the session.

The settings screen is divided into these parts:

Session duration Controllers Controllers Controllers			
		Advanced settings	
		Trackers	
Presets			
O Virtualis presets Wall			
[Equilibre Général] Niveau 5 Horizontal angle			
[Fonctionnel MI] Niveau 5	200 °		
[Fonctionnel MI] Niveau 4 Vertical size	1.0 m		
[Fonctionnel MI] Niveau 3 Height	1.0 m		
[Fonctionnel MI] Niveau 2	1.4 m		
[Fonctionnel MI] Niveau 1 Distance	0.6 m		
[Fonctionnel MS] Niveau 5 Balloons size	0.0.11		
[Fonctionnel MS] Niveau 4	100 %		
[Fonctionnel MS] Niveau 3 Grey			
[Fonctionnel MS] Niveau 2			
[Fonctionnel MS] Niveau 1			
[Equilibre Général] Niveau 4			
[Dysexecutif] Niveau 5			
[Dysexecutif] Niveau 4			
[Dysexecutif] Niveau 3			
My session Clear all			~
主 + Q			Start the session

1 - The session duration is the duration of the exercise calculated from the moment the software starts.

Once set, a time indicator will appear next to the program icon.

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2 - Presets are saved settings so that you can start a session more quickly. Hovering over a preset with the cursor will adjust the settings to show a preview of the changes.

Click on a preset to apply it, it will then be highlighted until the parameter values are changed manually.

출 Presets
O Virtualis presets
[Equilibre Général] Niveau 5
[Fonctionnel MI] Niveau 5
[Fonctionnel MI] Niveau 4
[Fonctionnel MI] Niveau 3
[Fonctionnel MI] Niveau 2

Note: It is possible to create a new preset using the "Create New Preset" button at the top of the screen.

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Version V1.0

3 - The list of modules displays the software used during the next session. It is possible to chain the software and add breaks (see section Chaining)



4 - The list of parameters shows all the settings of the program. Depending on the program, the number of settings parameters may be more or less important. These parameters are sorted into groups, related to different sections of the program. For the more complex ones, presets or viewers are usually added to simplify their use.

Note: the most used or important settings are usually placed first. It is recommended to start at the top of the screen.

Note: in some cases, and for ease of use, some settings are only accessible if you check the "Advanced settings" box. Advanced settings Advanced settings Display duration Trap percentage	5.0 s 0 %
---	--------------

5 - The start button then launches the selected software and starts the session.



Note: you can close this screen and return to the list of modules at any time by pressing the arrow at the top right of your screen.



4.4 HISTORY

The history tab allows you to consult the list of sessions performed with a patient. The sessions are classified in chronological order: from the most recent to the oldest.

A session is identified by the name of the module used and the time the session was created. It contains the initial parameters, the final parameters (which may have been modified during the session) and the results.

VIRTUALIS

VIRTUALIS 78 Allée John Napier Immeuble ATRIUM 34000 MOTPELLIER France Tel : +33 (9) 80 80 92 91 contact@virtualisvr.com Page 25 / 61

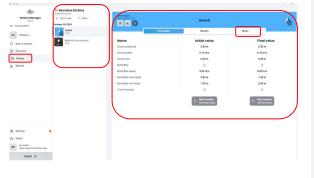


Version V1.0

Note: when a session is finished, the history tab is automatically displayed and the last session selected.

The history tab consists of the following elements:

- 1 Access to the history tab
- 2 List of completed sessions
- 3 Data of the selected session



Note: it is possible to add a note in the session data by selecting the "Notes" field. If a note exists, a special symbol will appear in the session list.

4.4.1 Session list

It is possible to apply filters to the list of sessions in order to search for a completed module more quickly.

The first option is the sorting order, allowing you to display the old sessions first.



The second option allows you to select the modules to be displayed and to hide the others.

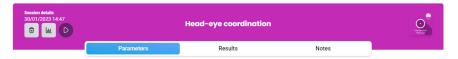
		ters
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\odot	Head-eye coordi	nation

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4.4.2 Session data

The session data is always preceded by an information banner that allows access to certain additional actions and menus.



On the left, three buttons allow you to perform the following actions:

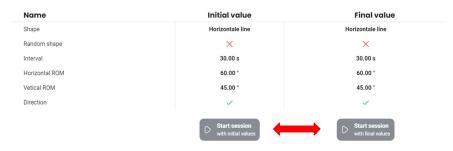
- Delete the session
- Display a graph of the session
- Launch the module in a new session with the default settings.

In the center, three choices of sub-tabs are proposed:

- Session parameters. Selected by default, it allows you to display the list of initial and final parameters and to start a new session using these parameters. The session results allow you to consult the list of results calculated by the software.
- The notes allow you to add and consult comments on the selected session.

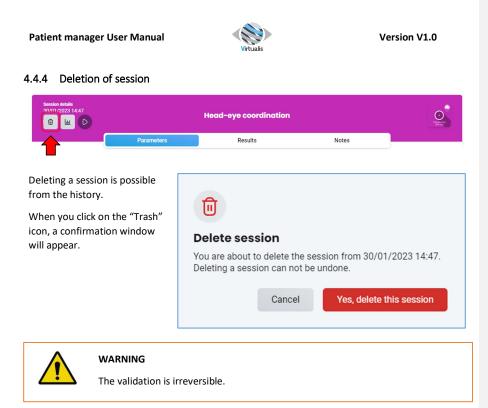
4.4.3 Start a session with the previous settings

From the "Settings" sub-tab, it is possible to start a new session using the previous settings.



Note : "Start the session with the initial values" allows you to restart a session with the same settings. "Start session with final values" allows, for example, to continue a session from the parameters recorded at the end of the previous session.





4.5 CREATE A PRESET

In order to speed up the setting of a software, it is possible to create a custom preset.

On the module settings screen, click on "Create a new preset"

	RTUALIS		TUALIS 78 Allée John Napier Immeuble ATRIUM	Page 28 / 62
- Edit tł	Media New User Processionner Logout 8+	Wysession const We have the second s	(Administration (phone-phonastical flow conversion) and an excercise)	C Southe meetin
	Protocols Hittory Liz Reports Statings	B Prosts O Vhadarpanets Vanarpanets Kang Hang Bildere	Difficulty Tentary Wary early Early Normal Hard Expert	
	Patient Manager 2010 Change patient PA Patient A D Start a session	Session duration IO IO Size + 15min Tmin Sim Tmin Sim	Settings Nex Left Bigs Dowle Consents Tasters	

Patient manager User Ma	anual	Virtualis	Version V1.0
Court Court	C Introduction	Setting In Apr Consultant Structure Stru	Advences settings Meetendre
Entropy Monta Margin Margin	Canod Proset name SPreset description	Add spathology +	Charlen ang ang ang

2 - Enter a name over « Preset name »and an optional description over « Preset description ».

	 Session duration 		
	© Session duration 10	Settings Bor Left Engl Delies Controllers Trackers Difficulty Difficulty Ulficulty Very early Easy Normal Hard Expert	Advanced settings Advanced settings
Settings			
D Media	← Cancel		Create a new preset 🔞
NP My profile 3 New User Practitionner	RCVE Preset description	Add a pathology +	
Logout ⊖			

Note: it is possible to add a pathology in order to associate this preset only to a chosen pathology.

3 - "Create a new preset" but	on becomes available. Click on it.
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The resulting preset will appear in the list of presets under the "User Presets" heading :

	* Yeah			- 0 X	
	Statistic Decement	© Caste a recepted		© ~	
	temperature temperatu	Setting: To the main of the set	Advanced settings	×	
	We head by hostowner Image: Control of the second sec			Start the session	Page 29 / 61
VIRTUALIS		LIS 78 Allée John Napier Immeuble 34000 MOTPELLIER France I3 (9) 80 80 92 91 contact@virtuali			Fage 29 / 01

Virtualis

4.6 CHAINING

A chain is a sequence of parameterized modules that allows you to quickly link modules and breaks.

To create a chain, select a module and set the parameters as you wish. This module is displayed at the bottom of your screen.



Start the session

Add a new module by pressing the "+" icon or a pause with the clock icon. You can choose the length of the pause. Modules are added as they are added in this space.



It is possible to change the settings of a module by clicking on it.



Note: to delete all modules and return to zero, press "Clear All".



To delete a module, click on the blue cross.

The time set is displayed at top left.

03:00

AirRace...

03:00

Note: some modules, especially the assessments, do not have a session length.





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Start the session

The total session time is also displayed below the start button.

After clicking on "Start session", the launch screen appears and the modules start one after the other.

The Virtualis software is blocked during the execution of a session, but it allows you to consult the progress of the chaining of the modules or to stop the session completely if necessary.



4.7 PROTOCOL

A protocol is a sequence of modules with specific presets. They allow keeping a chaining in order to restart a sequence of modules without having to select each module again.

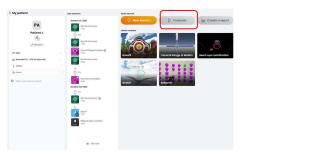


WARNING

Some protocols, proposed by Virtualis, are available directly in the module. These protocols have been arbitrarily created by health professionals to quickly configure a session. They do not constitute an exhaustive session.

4.7.1 Select an existing protocol

Once a patient is selected, existing protocols are available by clicking on « Protocols » button :



VIRTUALIS

VIRTUALIS 78 Allée John Napier Immeuble ATRIUM 34000 MOTPELLIER France Tel : +33 (9) 80 80 92 91 contact@virtualisvr.com Page 31 / 61

Patient mana	ager User Manua	al	Virtualis		Version V1.0
	Brvit C.LB, YE	Q. Seen	Protocols	New potned: +-	

The preview images show the modules used in the different protocols.

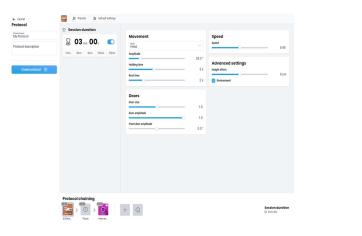
Once selected, a protocol can always be modified before the session starts.

4.7.2 Create a protocol

There is several means to create a protocol :

From chaining

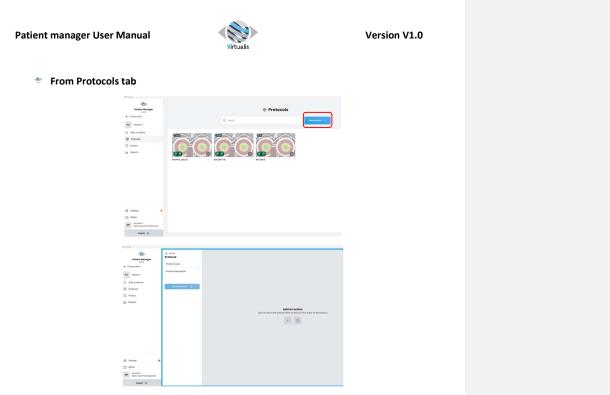




You can then choose the name under which your protocol will be saved. If desired, you can also add a description. All presets can be modified on this page.

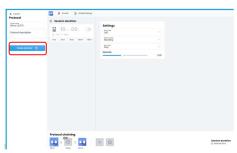
VIRTUALIS

VIRTUALIS 78 Allée John Napier Immeuble ATRIUM 34000 MOTPELLIER France Tel : +33 (9) 80 80 92 91 contact@virtualisvr.com Page 32 / 61



Select the modules and their parameters.

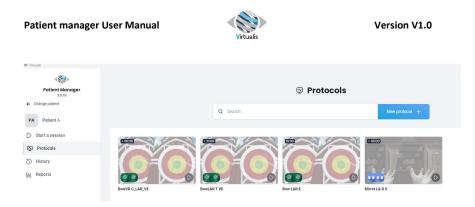
Add a protocol name and, if required, a protocol description to activate the « Create protocol » button :



The new protocol is available :



Page	33 /	61
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4.7.3 Modify a protocol Individual changes

For each selected protocol, the modules can still be modified individually before starting the session. For example changing the session duration of the first module :

1	S Present M Default ordings	@ Crafe a two prest		0
Petient Manager	 Session duration 			
Change patient	₩ 0500. 🗨	Settings		
PatientA	C Inter Aller	Left		
Start a session	Inis Jais (inis 10mis 10mis	Standing		
Protocola	# Presets A low presets	Cray		
History	Uge	Hard size	0.80	
Reports				
Sellings				
Settings Media Majaratina s	• Myssestien Owned			

And then start the session with the new parameters.

It is also possible to create and/or activate existing presets :

🛛 🕺 Proves 👙 Lefault settings			
Session duration			
X 10_00. C	Settings		
C Inter a litera	time had Left		
Two 3min Sen 12min 12min	Standing		
Presets	Light .		
üser presets	Hard size		
uje		0.63	
dy ossilin over			

Permanent changes

If you want to change your protocol permanently and keep the new settings, it will be necessary to save it again under another name :



VIRTUALIS 78 Allée John Napier Immeuble ATRIUM 34000 MOTPELLIER France Tel : +33 (9) 80 80 92 91 contact@virtualisvr.com Page 34 / 61

Patient manager Use	er Manual	Virtualis	Vers	ion V1.0
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Patient Manager 2.0.19 Change patient PA Patient A.	Q, Search	Protocols	New protocol +	
Shart a session Totocols History Reports Bowren			Line La R S	Liph Mirrer LR S
VIRTUALIS	3	Allée John Napier Immeuble ATRIUM 4000 MOTPELLIER France 10 80 92 91 contact@virtualisvr.com		Page 35 / 61





Version V1.0

5 REPORT

The report tab, accessible from the "Reports" button on the left side of the screen, allows you to visualize the results of one or several sessions in the form of graphs and to export them.

Р/	A Patient A
\triangleright	Start a session
<u></u>	Protocols
J	History
ш	Reports

5.1 INTERFACE

The "Reports" tab is mainly divided into three parts. Some menus will be displayed as you navigate.

	Report Late an invarian reports for livery Chuck	Edition POF	- 0 ×
1 - Choice of options and settings.	C (sech sauld selet ensek		
2 - Report display area		Select at least one session to edit a report	
3 - Choice of display mode and access to export options.	0		0
5.2 MODULE CHOICE			
The left part "Select a module" al analyze.	lows choosing the module to	Select a module	
Note: the list of modules is sorted	in alphabetical order.		
VIRTUALIS	VIRTUALIS 78 Allée John Napier Immeuble ATR 34000 MOTPELLIER France Tel : +33 (9) 80 80 92 91 contact@virtualisvr.	10M -	e 36 / 61



Version V1.0

5.3 SESSIONS CHOICE

Once the module is selected, the list of completed sessions appears.

1 - Select a session by clicking on it.

Note: selecting a session in this way will deselect the others.

2 - Select several sessions by clicking on the square on the right.

Note: some modules do not allow multiple sessions to be selected.

5.4 TYPE OF CHART

The type of graph can be changed on the menu to the right of the session selection.

Depending on the software and the data selected, various types of graphs can be displayed or hidden.

For example: the type "Curves" will only be displayed when several sessions are selected.

Some modules, mainly for balance sheets, may also contain special graphics for better data visualization.

5.5 GRAPHICS PRE-CONFIGURATIONS

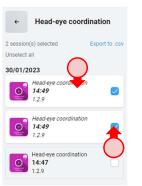
To simplify operation, some charts offer preset views that are displayed at the bottom of the screen.

These different presets contain groups of parameters and results that may be interesting to compare.





VIRTUALIS 78 Allée John Napier Immeuble ATRIUM 34000 MOTPELLIER France Tel : +33 (9) 80 80 92 91 contact@virtualisvr.com Page 37 / 61



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Version V1.0

Chart options

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5.6 CHART OPTIONS

By default, Virtualis offers a pre-configured graph displaying pre-selected parameters and/or results.

By pressing "Graph Options", it is possible to modify the parameters and results displayed and to add a title or a comment.

1 - Add a title that will be displayed before the graphic.

2 - Add a comment that will be displayed under the title.

3 - The more options button allows you to display additional options depending on the graph. In particular, it is possible to change the color palette of the graph.

4 - Select the results and parameters to be displayed on the graph.

Click on "Back" to exit the "options" menu.

← Go back	
Properties)
Title	
Comment	
 More options 	
Interpolation	$ \bigcirc$
Color palette	
Include properties	0
Results	
Parameters	
Shape	-
Interval	s —
Horizontal ROM	• +
Vetical DOM	• _

5.7 PREPARATION OF A PDF REPORT

When the configuration of a graph is complete, it is possible to create a PDF report.

Click on the "Add to Report" button at the top right of the screen.

A notification appears on the PDF tab, showing that a graph has been successfully added to the report.

Click on "PDF" to access the exportable report.



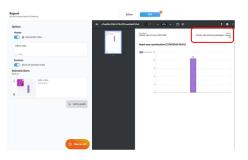


Patient manager User Manual	Virtualis	Version V1.0
The PDF part is divided into three	ee sections:	
1 - The PDF parameters	Visco Significant Significant Significant Image: Significant Image	Constructions and the second s
2 - The displayed graphics	Ing Reports	
3 - PDF preview	bing bing	

In the first section, it is possible to add a comment that will be displayed on the PDF just after the header information.

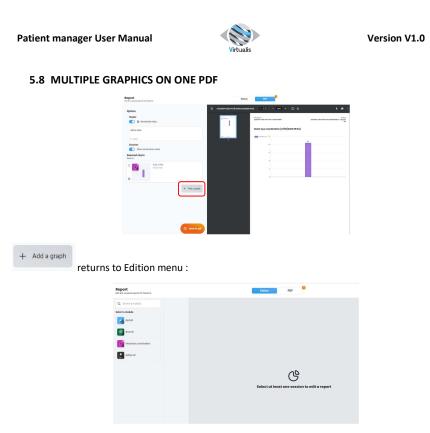
Note: By clicking on "Use patient notes", you can fill this field with the notes written in the patient's file. This action removes the content of the comment field and replaces it with the patient's notes.

It is possible to anonymize the report. In this case, the nominative data will be replaced by unique identifiers in code form :

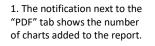


The "Selected Charts" section shows the charts that will be displayed in the exportable report. It is possible to add several graphs (see section 5.8), to delete them, to modify them (by clicking on the chart picture) or to reorganize them.

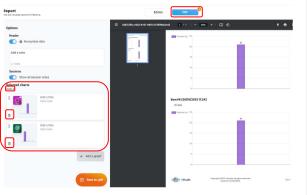
VIRTUALIS 78 Allée John Napier Immeuble ATRIUM 34000 MOTPELLIER France Tel : +33 (9) 80 80 92 91 contact@virtualisvr.com Page 39 / 61



From the "Edition" menu, it is possible to choose a new graph from any module and add it to the report later. This procedure can be repeated as many times as necessary.



2. In the selected charts section, the graphics are displayed and can be rearranged (moved by click and drop) or deleted.



5.9 RECORDING THE REPORT

Once the report is created, it is possible to save it as a PDF file :

VIRTUALIS

VIRTUALIS 78 Allée John Napier Immeuble ATRIUM 34000 MOTPELLIER France Tel : +33 (9) 80 80 92 91 contact@virtualisvr.com Page 40 / 61





* From the "PDF" sub-tab, simply click on the "Save as .pdf" button

or

directly on the download button of the preview.

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Header C 🖨 Anonymize data	
Add a note	
Sessions Show all session notes elected charts	
elected charts	e
Add a title Add a note	BowWR (28//0/2023 17:24) No data
G	Precision (N) 25
Add a title Add a note	
+ Add a graph	
Save as .pdf	Copyright 2023 Virtuals Copyright 2023 Virtuals of open reserved 1/1

5.10PRINTING THE REPORT

Once the report is created, it is also possible to print it directly from the PDF preview.



5.11CSV EXPORT

Exporting multiple sessions in .csv format is a special option contained in the "Edition" menu of the report :



It is possible to export several sessions of the same module by pressing "Export to .csv".

An export window will open to display the table to be exported.

VIRTUALIS

VIRTUALIS 78 Allée John Napier Immeuble ATRIUM 34000 MOTPELLIER France Tel : +33 (9) 80 80 92 91 contact@virtualisvr.com Page 41 / 61



Version V1.0



Note: It is possible to anonymize the data in order to replace all nominative data by unique identifiers.

Note: The option "Use comma separator" allows you to adapt to the different software in which the .csv file can be imported. By default, the separator used is the semicolon.

« Download the.csv » open a new window to select the backup location :

$\leftrightarrow \rightarrow \sim \uparrow \pm i$	Téléchargements	Ý	С	Rechercher dans : Télécha	rg., p
Organiser • Nouveau do	sier			=	- (
Accueil	Nom	Modifié le	Type	Taille	
> 📁 OneDrive		Aucun élément ne correspond à votre	recherch		
🔚 Bureau	*				
1 Téléchargements	*				
Documents					
K Images	*				
Musique	*				
Vidéos	*				
Nom du fichier : exported					
Type: Microsoft	Excel Comma Separated Values File				

VIRTUALIS



Version V1.0

6 ADMINISTRATION

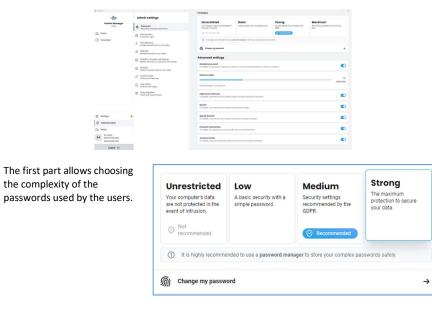
The administrator settings section is only accessible to practitioners with the "administrator" role. It offers different options to manage the software.

You can access and modify them at any time by using the "Administration" tab located on the left side of your screen.



6.1 PASSWORDS

The password section contains all the security and password management options.





VIRTUALIS 78 Allée John Napier Immeuble ATRIUM 34000 MOTPELLIER France Tel : +33 (9) 80 80 92 91 contact@virtualisvr.com Page 43 / 61



Version V1.0



WARNING

The "Unrestricted" preset is not recommended by Virtualis and by the European regulation regarding personal data (GDPR).



WARNING

Virtualis recommends using strong passwords for all accounts.

The 4 complexity configurations have advanced settings by default.

Nevertheless, it is possible to choose a custom configuration depending on the restrictions you wish to apply.

Each option is described and can be enabled/disabled as needed. These for maximum protection of the dat Virtualis :	e options allow	Minimum kergfk Minimum kergfk Unstand bength of a pass of ensatied, a password of Namber If ensated, a password of resulted, napassword of Password memorylation for enabled, new password Accounts locking	e required to ensite an account (seconsended i assord. Tout contains uppresses and lowercase) charged tout contains at least one number nut contains at least one questi character	85	
Once you have changed your passy settings, you can change your pass on "Change my password" :	word by clicking		reversionmation model m	Passeri Regentar Passeri Passeri andronation	
VIRTUALIS	VIRTUALIS 78 Allée John Napier In 34000 MOTPELLIER Fi Tel : +33 (9) 80 80 92 91 contact	rance			Page 44 / 61



Version V1.0

The next time a practitioner logs in, if their password settings no longer meet the minimum requirements, they will be asked to create a new password before they can access their data.

practitionner	
or security reasons we need you to	change your password
Password	٢
	0
Password confirmation	

6.2 PERMISSIONS

This section allows the control of practitioner accounts. Here it is possible to manage user rights. This allows for example to completely restrict the creation of practitioners and patients for standard users (administrators always keep all rights).

Totals.			
-	Admin settings		
Patient Monoger	Password Assessed	Prostitioner session	
🖉 Home 🔲 Čatalogae	Premissions Pathones right	Section aplastice 30 min.0xis transfer same vide of demand of the submitted by the functioner 32 and 720 min.dxx1	
	Practitioners Intergatives row preven Padetts Transporte patients in your sedem	Practilismers rights	
	B Updates, storage and backup Updates administry more tools and techupa	Plastitudes dealant E endels, allow onyone to create sea accounts (not recommended if patients are shared with-everyone)	•
	Benices Rations, deving when and concastal	Padieta oliudari Il resolite, allove sonto te orsale nere patietto	•
	Log slower Log slower Log slower	Protects division If enabled, allows users to determ a puttern	•
	Costs migration Supering and equation take	Protection sharing If it modeling, allows spars to charge their patient's sharing-potents	•
		Bestines debition If evaded, allows seens to detert a patient's service	•
() Beilings			
Administration			
Modia M Advantacion			
Administrator			

The first setting is the length of time before the automatic disconnection when the account is inactive.

VIRTUALIS

The rest of the settings concern standard user rights.



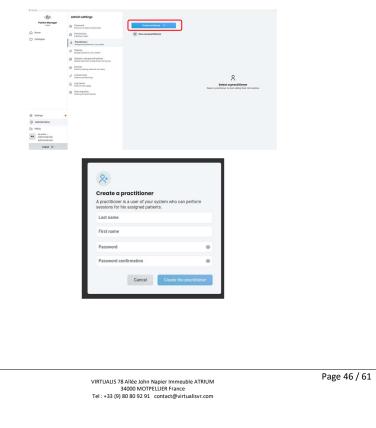
Version V1.0

Practitioners creation If enabled, allows everyone to create new accounts (not recommended if patients are shared with everyone) Patients creation If enabled, allows users to create new patients Patients deletion If enabled, allows users to delete a patient Patients sharing If enabled, allows users to change their patient's sharing options Sessions deletion If enabled, allows users to delete a patient's session

6.3 PRACTITIONERS

VIRTUALIS

This section allows the management of user accounts.





Version V1.0



Select the practitioner to display the configuration options for this user :

It is possible to choose his role: standard or administrator.

His/Her sharing options can be configured to choose how his data will be shared with other practitioners.

visals.			
1	Admin settings		
Porticet Manager	Password Password Password results comparely supremedy.	Create prociDitation (3)	
Home Catalogue	I Pernissions Protovo spra	😥 New unor penerikinener	Fractitioner BL ant mits i the search 5 in the falls
Catalogue	R Pacificanes Manage the productions in your system	(R) Practitioneer to	
	R Patients Responses on and backup	(B) Packing B	Sharing space
	Explainer, strategie and backup Occles advention, strategictions and lackups Eveloces Eveloces		Buser with all practitioners The above many problem on the practices. The above is the commander the common of practices is a sub-bit.
	d' License keys bohave achabornes		v ² there all perforts add possible ers
	E Log viewer Schwarzent legging		AA Administrator Administrator
	Bota migration mentry and equilibrium		18 Hes car pailboner
			n metilionerit
			Sensitive area
Setlings			Propert password change it the set consider, the pactness multi-deep to password. Property to change password
Administration			Charge the password Charge the password Charge the password
Media My polie : Administrator Administrator			Delete the pacificeer Period State Period St
ASTIVUSSON			

Finally, additional actions are available to force him/her to change her password, assign him/her a new password or delete him/her.

ensitive area	
Request password change At the next connection, the practitioner must change his password	Request to change password
Change the password Change the password to log into the account	Change the password
Delete the practitioner Remove the practitioner and transfer his patients to another	Delete the practitioner



WARNING

Select « Request to change password » or « Change the password » to allow the user to change his/her password at the first connexion.

6.4 PATIENTS

In this tab, you can view the list of patients created by each practitioner.

VIRTUALIS 78 Allée John Napier Immeuble ATRIUM 34000 MOTPELLIER France Tel : +33 (9) 80 80 92 91 contact@virtualisvr.com Page 47 / 61

Patient manager Use	er Manu	al	Virtuals	Version V1.0
	vent Person Dense Conspan	Advance Advance Improvement Advance	Anator system Anator	
	Softings Administration Markingship Markingship Administration Administration Administration Administration Legevel (b)			

You can also determine the sharing options for each patient.

When a patient is selected, a settings window appears.

P/				Merge with 6			
Edit t	the patient he different information o	of you					
	tioner owner		Patient shari				
Practi	uoner owner		Patient sharing				
NP	Practitionner New User	*	radent shari	**************************************			

It is possible to assign the patient to another practitioner, set its sharing options, merge it with another patient or delete it.

6.4.1 Assign patients to another practitioner

PA Patient A	Merge with 🖇	PA Patient A	Merge with &
Edit the patient Edit the different information of your	patient	Edit the patient Edit the different information of yn Practitioner owner	Patient sharing
Practitioner owner NP Practitionner New User ~	Patient sharing	Q Search AA Administrator Administrator PB BL Practitioner	el Save modifications
â	Cancel Save modifications	NP practitionner New user	
Û	Cancel Save modifications	NP practitionner New user PE EC Practitionner	

VIRTUALIS

Edit the	patient		
		ion of your patient	t
Practitioner	owner	Pati	ient sharing
	ninistrator	~	PE 28
Marca			this one will be able to manage its
		n as well as modify a	

6.4.2 Patient sharing

PA Patient A	Merge with 🕞	PA Patient A	Merge with	3+
		Edit the different information of y	our patient	JMC
Edit the patient		Practitioner owner	Patient sharing	
Edit the different information of your patient	t.	NP Practitionner New User 👻	PE 88	
Practitioner owner Patier	nt sharing		Q Search	
NP Practitionner New User V	Risharing	Θ	Public patient If activated it will be visible to all practitioners	
			Sharing with practitioners	
			AA Administrator Administrator	
Cancel	Save modifications		PB Practitioner BL	
			PE Practitionner EC	
		When logging a	s Practitionner	EC, Patient A is
		available:		
PA Patient A	Merge with 🖇	available.		
			Welco	me, EC
Edit the patient			Search for a patient	Create a new patient Sy
Edit the different information of your patient		My patients		
Practitioner owner Patie	ent sharing	PA Patient A		
NP Practitionner New User 🗸	PE P			
Cancel	Save modifications			

6.4.3 Merge patients

Note: merging two patient records allows, in case of duplication, for example, to group all the sessions performed on the same patient.

On the merge screen, the patient selected on the right will be deleted, and his sessions will be transferred to the patient on the left.

444	
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VIRTUALIS 78 Allée John Napier Immeuble ATRIUM 34000 MOTPELLIER France Tel : +33 (9) 80 80 92 91 contact@virtualisvr.com Page 49 / 61

Version V1.0

Q. Search for a p

MP Mon Patient

PJ Patient JMG

PA Patient A

Patient manager User Manual	Version V1.0
PA Patient A Merge with & Edit the patient Edit the different information of your patient Practitioner owner Practitioner New User · Practitioner New User · Practiti	Merge with PA Patient A ← Patient Cancel Merge patients
Merge with PA Patient A ←	Merge with PA Patient A C Patient JMG V
Q Filter Patient JMG Mon Patient	Cenerate a backup Cancel Merge patients
6.4.4 Delete patient	
PJ Patient JMG Merge with \$* Edit the patient Edit the different information of your patient. Practitioner owner Patient sharing NP Practitionner New User 68. O Cancel Save modifications	Delete patient JMG Patient By deleting the patient, you will lose all their data and sessions. Please confirm the deletion Cancel Delete the patient
6.5 UPDATES, STORAGE AND BACKUP This section allows to manage updates, set update of	options, manage data storage and backup.

VIRTUALIS 78 Allée John Napier Immeuble ATRIUM 34000 MOTPELLIER France Tel : +33 (9) 80 80 92 91 contact@virtualisvr.com Page 50 / 61

Patient manager User	r Manual	Virtualis	Version V1.0
6.5.1 Updates			
	Activating	<section-header></section-header>	Searching for updates
In addition to the sear updates already prese the standard settings there are several optic configuring the behav software with respect update utility.	ented in section, ons for ior of the to the	All seems up to date Lat research octoor 27, 2009 af 254 PM make updates allow, updates are performed automatically once a week. all updates allow, all comes are allowed to perform updates manually	Check for updates

It is possible to disable the automatic search for updates and even prohibit standard users from launching a manual search.

6.5.2 Software

The software settings allow to change the folder where the modules are saved. Multiple folders can be saved.	Softwares Software location Cr/Intualit/Software Add a software location Software installation folder:	6	Add
	See uninstalled modules If enabled, display uninstalled modules in the module list		

There is also an option to hide the uninstalled modules and thus display only the usable modules.

6.5.3 Backup

This section allows the backup management in terms of frequency, lifetime end location.

There are several ways of creating data backups:

The first, manual option is to click on "Generate backup". This will create a backup file.	Bockup Bockup overview 1.38 Mo Trid Bocku sharp	October 27, 2023 Latitude center	0.28 Mo Amap table itop
The second option is to use automatic backup. By		Generate a bac	Deport a beckup (b)
default, a daily backup is performed, and each backup is	C Automatic backup	V Inseth	•
retained for 30 days.	Backup path		E Updare Society parts
Finally, the list of completed backups allows you to	E Backup Int		Ø Arbenhat
view them, delete them or open the compressed file	Colorest 27, 2023 102110204 102 Ann Colorest 20, 2023 10251020, 512 Ann		*
	Childrer 24, 2023 10124-0023, 0-41 All		
using the arrow.	Cetober 3, 2023 Init Colls, 1023 Am September 28, 2023 September 29, 2023 September 29, 2023		*
It is also possible to change the folder in which data	C KONDER 11796		
will be saved.	Data ^{No. comp⁻¹⁰⁰⁰ C105er0/Wrt.alir/AppData(_ccal_ow/Wrt.alir/Wrt.a}	histora	0

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VIRTUALIS 78 Allée John Napier Immeuble ATRIUM 34000 MOTPELLIER France Tel : +33 (9) 80 80 92 91 contact@virtualisvr.com

Page 51 / 61

Virtualis

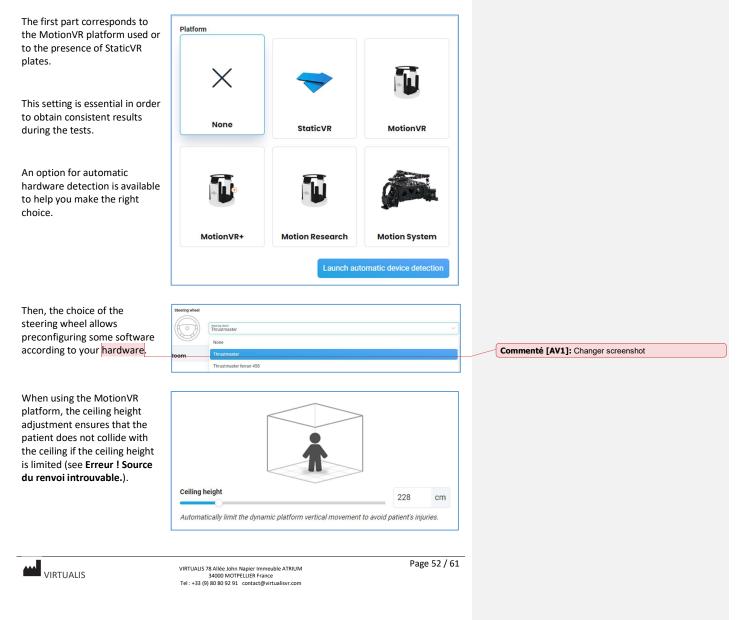
Version V1.0

Note : this option also lets you share your backup folder between several computers or sessions.

Note : To recover a backup, please contact Virtualis.

6.6 DEVICES

This section allows to tell the system which hardware is connected to virtual reality.





Version V1.0

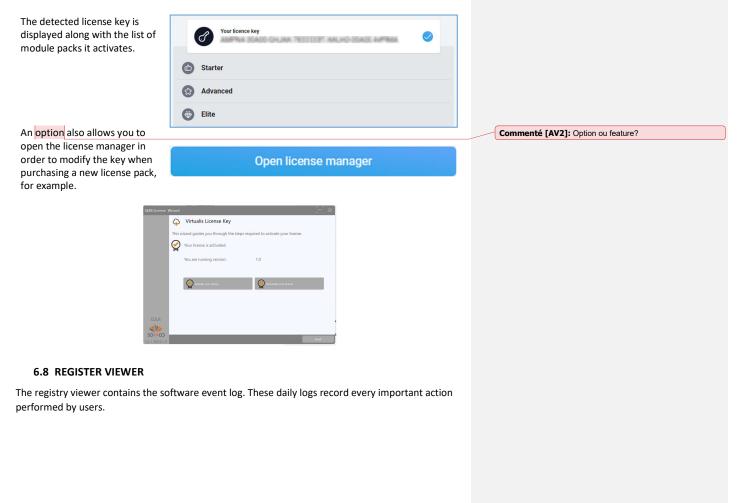


WARNING

This option prevents the patient from touching the ceiling by clamping the platform.

6.7 LICENSE KEYS

This section allows to manage the Virtualis license key installed on the system.



VIRTUALIS

VIRTUALIS 78 Allée John Napier Immeuble ATRIUM 34000 MOTPELIJER France Tel : +33 (9) 80 80 92 91 contact@virtualisvr.com Page 53 / 61



Version V1.0

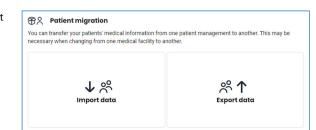
Log viewer					
January 31, 2023	🖮 January 31, 2023				
January 30, 2023	log 10h39:51 🛞 Update GPv2 file settings				
	log 10h37:04 🛞 Update GPv2 file settings				
	error 10h36:01 Unable to save device settings				
	log 10h25:59 Practitioner 6506e2ad-4171-46e8-b869-a2c156fe8deb has logged in				
	log 10h25:54 Practitioner 6506e2ad-4171-46e8-b869-a2c156fe8deb has done 1 trial				
	audit 10h25:48 [MAIN] Main window ready to show 2.49s				
	audit 10h25:48 [MAIN] GP Loaded 1.655s				
	log 10h25:48 ioModule server running				

These data do not contain any confidential or nominative data and are kept for an indefinite period.

Note: it is possible to delete these event logs by contacting Virtualis.

6.9 DATA TRANSFER

Data transfer is a feature that allows to import or export patients and sessions to another Virtualis system (a second workstation, for example).





WARNING

This feature should only be used in exceptional cases, as there is a risk of data corruption.

VIRTUALIS

VIRTUALIS 78 Allée John Napier Immeuble ATRIUM 34000 MOTPELLIER France Tel : +33 (9) 80 80 92 91 contact@virtualisvr.com Page 54 / 61

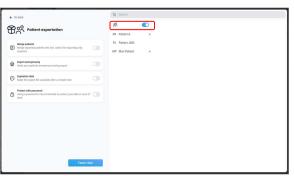


Version V1.0

6.9.1 Export data

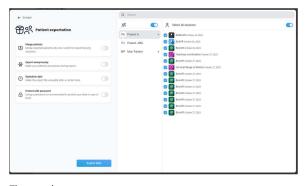
<u>On the right side</u>, select the patient(s) to export :

Image: Second
1. All patients with data



then his/her sessions

When selecting a patient, by default, all sessions are selected



They can be :

excluded by clicking on the blue cross

Or

unselected the « Select all sessions » buttons and select the

VIRTUALIS

VIRTUALIS 78 Allée John Napier Immeuble ATRIUM 34000 MOTPELIJER France Tel : +33 (9) 80 80 92 91 contact@virtualisvr.com Page 55 / 61



Version V1.0

appropriate sessions

2. Or patients to be exported

6- Go back			
	* 0		
	PA Patient A	ReflexVR October 26, 2023	
 Bernel Construction of the structure of the	PJ Patent JMG	Image: A state of the state	

then his/her sessions

« Select all sessions » buttons and unselect unappropriate session if applicable

or

select the appropriate sessions :

← Goback	Q Search			
Patient exportation	*	R Select all pessions		
	PA Patient A	Seferix R cusser 26, 2023		
Merge patients Merge reported patients into one. Useful for exporting only messions.	PJ Patient JMG MP Mon Patient	Implementation Bit Web Conserve 35, 2023 Implementation Boow Web Conserve 35, 2023 Implementation Bit Made and Structure 35, 2023		
Expert anonymently Make your patients anonymous during croot		Cervical Range of Motion Delow 27, 2023 Bowlik Delow 27, 2023		
Department and the second		BowR Conser 27, 2027		
		Downey Costone 27, 2023		
Export data				

The search function allows you to sort patients and display the patient you are looking for at the top of the list.

← Goback	Q. Patient A		×
20°	* 0	Select all sessions	
Patient exportation	PA Patient A	Refer VR Conster 26, 2023	
Merge patients	PD Patient D3	BirdVR October 28, 2023	
Merge exported patients into one. Useful for exporting only sessions.	PC Patient CP	BowVR October 25, 2023	
	PJ Patient JMG	Head-eye coordination Censor 27, 2023	
Arr Andrew State S		Cenical Range of Motion Oceaser 27, 2023	
	MP Mon Patient	Bow/R Cester 27, 2023	
Expiration date Make the export file unusable after a certain time.	PS Patient SG	BoeVR October 27, 2023	
		Bow//R Gauber 27, 2023	
Protect with password Using a password is recommended to protect your data in case of		BowVR Octuber 27, 2023	
theft.		BowVR October 27, 2023	
		BowVR October 27, 2023	
		BowVR October 27, 2023	
		Airflace/VR November 3, 2228	
Export data		AirRaceVR November 3, 2223	
Exportant		AkRaceVR November 8, 2028	

VIRTUALIS

VIRTUALIS 78 Allée John Napier Immeuble ATRIUM 34000 MOTPELLIER France Tel : +33 (9) 80 80 92 91 contact@virtualisvr.com Page 56 / 61



Version V1.0

On the left	side,	select	export
options :			

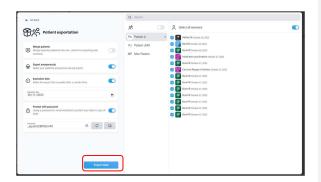
 To merge patients to export only the sessions into one, or
 to make the patients anonymous

- to protect the exported file oexpiration date (date can be modified from calendar)
 - password (automatically generated, can be regenerated or copied.
 It can also be modified by clicking on the lock button)

Once all setting are appropriate, click on the "Export data" button

Then select the appropriate location for recording

4 Onland	Q Search	
	* 0	& Select all sessions
	PA Patient A	• 😰 💽 Reflexit Cotoow 25, 2023
We prevent Image: Second	PJ Patient JMG	
Peter in passent Order a second a economised to potent pour data in case of Ord Ord		Source 2 Min Source 2 Min Source 2 Min Source 2 Min Source 2 Min
Diport data		



6.9.2 Import data

The "Import data" button allows to retrieve an exported file to integrate patients and sessions into the software.



RECOMMENDATION

Before importing, it is recommended to generate a backup of your data.

VIRTUALIS 78 Allée John Napier Immeuble ATRIUM 34000 MOTPELLIER France Tel : +33 (9) 80 80 92 91 contact@virtualisvr.com Page 57 / 61

Patient manager User Manual	Virtualis	Version V1.0
Once clicking on « Import dat », select the appropriate file	Patient migration You can transfer your patients' medical information from on necessary when changing from one medical facility to another the second seco	e patient management to another. This may be ier. Provide the second s
Once selected, the following window appears :	► EXE Comparison Image: Source of the source of	Anna ang
The « i » button displays the content of the file	€ tala Check 1, 2023 at 0:95.2 2.04 Check 1, 2024 at 0:95.2 2.04 Check 1, 2024 at 0:95.2 2.0	
Once the file selected		
VIRTUALIS	VIRTUALIS 78 Allée John Napier Immeuble ATRIUM 34000 MOTPELLIER France Tel : +33 (9) 80 80 92 91 contact@virtualisvr.com	Page 58 / 61

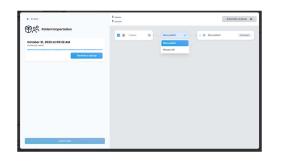
Import the data in a

new patient orMerge the data with an existing patient

2 choices are available :



Version V1.0



2 🖶 15eason 🔘

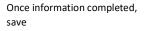
1. New patient choice

®≈~~~

October 31, 2023 at 09:32 AM

Select « Edit patient » to complete the creation information







VIRTUALIS

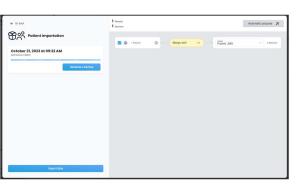


Patient manager User Manual			Version V1.0
-	Virtualis		
The new patient is available	e- Geben. 1 nature 1 become 1 become 1 become		Automatic propose
Then Import data		ten 0 tenne (1 Pres	
	mportaa		- 0 X
Once importation is complete, the data is available in the new patient	Arrowski skale skal	Marantee Develor Al Hall Develor Al Hall Develor de ventione Reference R	D Protocoli 🛛 🕍 Cirectie o report
	formation	€ law	
2. Merge choice	Criste Criste Crister 11, 2020 of 09:32 AM Locare rate Crister 12, 3020 of 09:32 AM Crister 12, 3020 of 09:32 AM	I taran Lama	Advanti proper X
-			Dare 60 / 61
VIRTUALIS	VIRTUALIS 78 Allée John Napier Immeud 34000 MOTPELLIER France Tel :+33 (9) 80 80 92 91 contact@virtu		Page 60 / 61

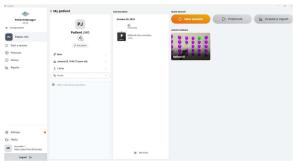


Version V1.0

Select the patient



Once importation is complete, the data is available in selected patient



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VIRTUALIS 78 Allée John Napier Immeuble ATRIUM 34000 MOTPELLIER France Tel : +33 (9) 80 80 92 91 contact@virtualisvr.com Page 61 / 61