



Simtrak™ Mobility

A decade-long background in professional and amateur sport medical data collection, analysis, and reporting.

CUSTOMIZE FORM PROMPTS the Simtrak™ Help Guide series

Log in as 0000 and MASTER.

Select Customize from the Main Menu, and then Form Prompts from the drop down selections.

The following screen appears, listing the Form Prompts that can be edited. There are 13 System Wide Prompts, and 98 Form Specific Prompts that can be changed. System Wide prompts are those that show up many places in the software, and Form Specific Prompts show up only on an individual form, the form named in the column at the very left.

System Wide Prompts			
Form Name	Description	Default Prompt	Customized Prompt
Global	Phone/Fax/Cell/Pager 20 Input 9()/-	(999)999-9999/999999	
Global	SocSec# or custom 15 Input X()#9()/-	999-99-9999	
Global	Active Treatment	Active Treatment	
Global	Body Part	Body Part	
Global	Functional Activity	Functional Activity	
Global	Injury	Injury	
Global	Medication	Medication	
Global	Non-Active Treatment	Non-Active Treatment	

Form Specific Prompts			
Form Name	Description	Default Prompt	Customized Prompt
Fac Trans	Type of Test	Type of Test	
Facility	Physician Category	Category	
Facility	Facility Type	Facility Type	
Facility	Specialty	Specialty	

In the screen above, the column called Description describes to you which prompt you are working with when you are customizing in this screen. It does not show up anywhere in the software. The Description is just for helping you here.

The Default Prompt column above shows what will appear in the prompt field in your software, if you do not change (*customize*) it. The Customized Prompt column is the column where you enter your changed prompts, if any. As soon as you enter text in the Customized Prompt column, the software will use it instead of the Default Prompt column text. Conversely, if the Customized Prompt column is blank, the software will use the Default Prompt column text. Once you enter text in a Customized Prompt field (*above*), you can delete that text at any time, and the software will revert to using the Default Prompt text.

TWO KINDS OF PROMPT FORMATS

You will see in the screen on the prior page that there are two kinds of entries in the column labeled Default Prompt. Most entries are straightforward text. When you run the software, these prompts will show up as the exact text from either the Default Prompt column or the Customized Prompt column. The prompt is the hint to the user of what should be typed into the associated text box or selected in other presented fields such as pull-downs, radio buttons, images, and so on.

The second kind of entry for a prompt is a format entry (*often called a mask*). It does not show up as the exact text you enter. Instead, it controls what can be entered into the field by the user. For example, it may require that only numbers can be entered into a field where a number code is required, thereby preventing mistakes of users entering non-numeric characters. Only two prompts are of this format, the first two System Wide Prompts. Each is described separately below.

The telephone Default Prompt is (999)999-9999/999999. The number 9 is a computer programming symbol that tells the computer to permit the user to enter only a number. The user cannot type in alphabetical letters in this field because the 9 symbol is being used (*see note on next page*). There are more 9's than are necessary for some telephone numbers, depending on the country location for the contact information. To change the prompt for your country and telephone system, type in a new Customized Prompt that has the right number and placement of the 9's for the style of telephone number that you want. For example, you may want to enter (999)999-9999 as your Customized Prompt. *The parenthesis, dash, and slash symbols will show up in and around the numbers in the users display the same as they show in the prompt format. Only the 9 is a computer control symbol in this example, not the other characters in and around the 9's.*

The SocSec# or custom 15 input Default Prompt is 999-99-9999 as the most common format used, social security number. This is the prompt that displays for the number that you must enter each time you create a personnel file (add a new player) when you select Maintain > Personnel and then click the New Record icon (*the white piece of paper*). You are asked for Unique Data that identifies the player before you can enter the player information. The Unique Data format is the format that is set up here under this prompt. You do not have to use the social security number format. You can enter a Customized Prompt of whatever you want up to 15 characters. For example, 9999 would permit a user to enter a four digit number. Other symbols than 9's can be used, too (*see next page*). Entering a Customized Prompt of AAAA limits the software user to up to four alphabetical characters, such as "BDFG" or "cdet" as the Unique Data for a new player's identity in the software database. Some ideas are not good, because they would not lend themselves to uniqueness. If you entered a Customized Prompt of 99, and you had 300 athletes, there would be a problem because you would run out of two digit numbers before you entered 300 athletes. It takes some careful thought and a certain creativity to select what format of unique data you will want for entering new players (*adding new personnel records*).

When you change this prompt, you may want also to change the Description from "Social Security #" to words that better describe your new data format. You do that several lines down in the System Wide Prompts window where the description says "Social Security Number". The default is "Social Security #". You can type in whatever customized prompt you want to replace the default text. Remember to first click on the manila folder icon in the Toolbar, the Open Record icon. Then make your customized prompt entry. Last, click on the Save Changes icon on the Toolbar, the computer disk icon.

NOTE:

The following characters can be used in making up your Customized Prompts (*masks*) for the two prompts named above. Enter one symbol from below for each character you want in your unique identifier field:

- 9** permits any digit or a sign (+ or -)
- #** permits any digit or space or a sign or a symbol
- X** permits any character
- !** permits any character but converts lowercase letters to uppercase letters
- A** permits alphabetical characters
- N** permits alphabetical characters and digits
- U** permits alphabetical characters and converts them to uppercase (A - Z)
- W** permits alphabetical characters and converts them to lowercase (a - z)

The parenthesis, hyphen, and slash can be used for positioning the above characters in your Customized Prompt. These positioning characters will display in the prompt as well as the data display field in the software.