



Simtrak™ Mobility

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

MAINTAIN > PULL-DOWNS the Simtrak™ Help Guide series

Simtrak™ Mobility is an especially customizable documentation system for sports medicine. You can set up your own pull-down choices for entering data. In other words, you can make the data input categories and terminology fit how you want to document your sports medicine files. Let's think of an example. Suppose you have twelve sports with which you work. You can set up your Simtrak™ Mobility so that when you need to enter a sport in a record, such as in a player's record to show in what sport or sports that player participates, the selections you will see in the Sport pull-down list are the twelve sports that are yours.

You can make up your own pull-down choices for 26 different pull-down headings:

Active Treatment	Injury	Physical Description	Surface Condition
Activity	Injury Type	Physical Physician	Surface Type
Body Part	Location	Position	Time of Injury
Color of Fluid	Medication	Report Status	Type of Test
Facility Type	Non-Active Treatment	Severity	Weather
Functional Activity	Opponent	Specialty	
Game, Practice, or Where	Personnel Type	Sport	

You can enter as many choices for each as you like, there is no limit. The way to create or change the list of choices that appear for each of the above pull-downs is as follows.

When you start up Simtrak™ Mobility, and after you log in to the system, the first thing you will generally use on the initial screen display is the Main Menu, at the top of your screen, and shown in the next illustration:

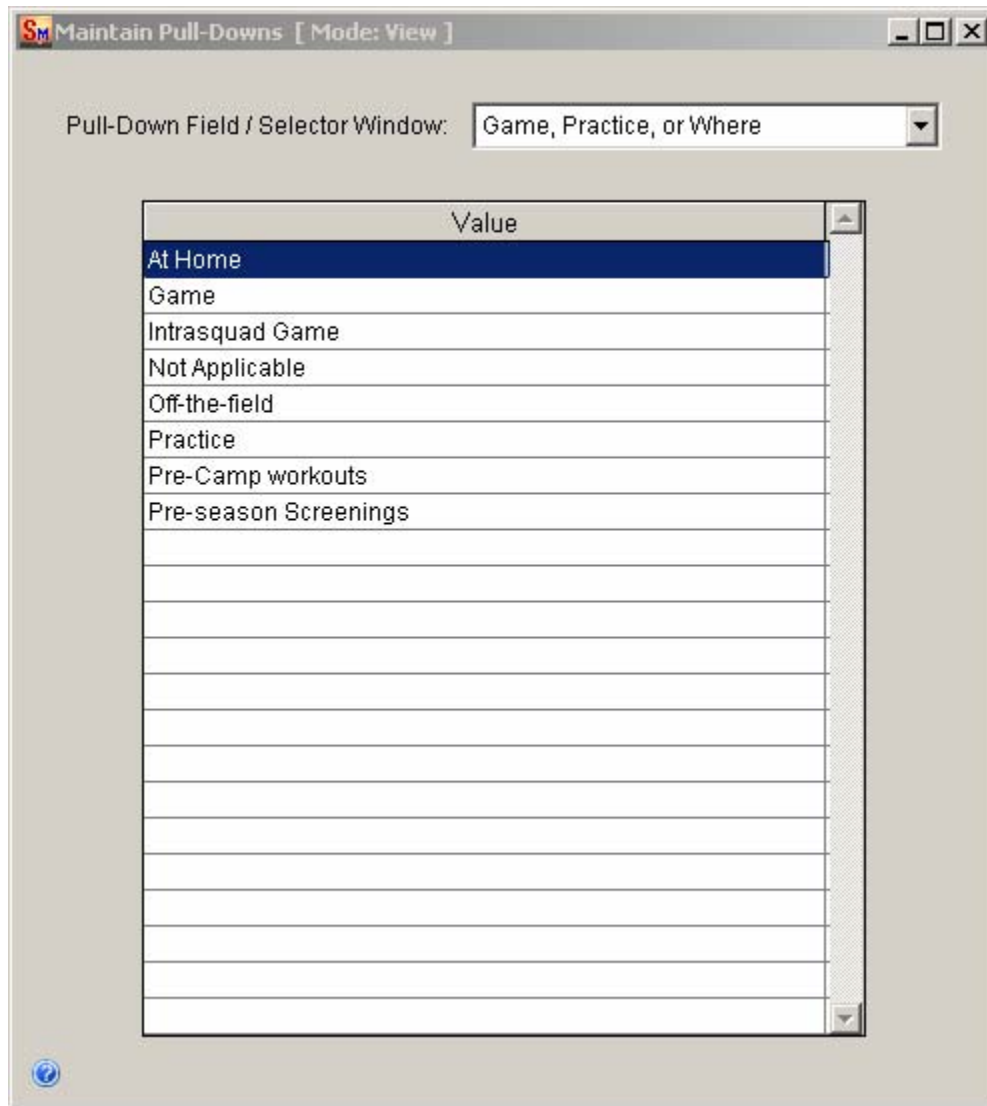
File Edit Record Maintain Transactions Reports Utilities ISS Window Help

To "maintain" your pull-down selections, click on Maintain on the Main Menu, the fourth item from the left (as shown above). You will see a list of selections. From that list, choose Pull-Downs (click on it).

The Maintain Pull-Downs window opens.

At the top of the Maintain Pull-Downs window is a field called Pull-Down Field / Selector Window. If you click the arrow to the right of that field, you will see the list of 26 different Pull-Downs you can customize for your organization. If you click on any one of the 26 Pull-Down names, you will see a default list of Pull-Down choices for that name in the Value section of the screen. For some Pull-Downs, there are no default choices; the Value column will be empty. That is because no choices have been entered yet for that Pull-Down.

Below is a copy of the Maintain Pull-Downs window with the Game, Practice, or Where Pull-Down selected. It shows eight Values entered in the Values section. These will be the choices shown when the Game, Practice, or Where field is accessed in the software.



Now let's see how to make those eight selections become any selections you might want them to be.

Optional Reading Note: Modes – Wait View Edit

You can see at the top of the Maintain Pull-Downs window (prior page) it says [Mode: View]. As always in Simtrak™ Mobility, [Mode: View] means you can see the information, but you cannot enter or change data.

When you first opened the Maintain Pull-Downs window (by selecting Maintain on the Main Menu and then Pull-Downs from the selections that appeared), the Maintain Pull-Downs window opened, and at the top it said [Mode: Wait]. Wait mode means you have to click something on the newly opened screen in order to get [Mode: View]. The system was waiting on you to tell it what direction you were going. When you clicked one of the selections in the Pull-Down Field / Selector Window, then the message at the top of the Maintain Pull-Downs screen changed to [Mode: View]. And, at the same time, options lighted up on the System Toolbar; you could now choose the white paper icon to add information.

To change from [Mode – Wait] to [Mode – View] to get more System Toolbar options, make a selection on the newly opened window or Find (Locate) a record to work on by clicking the binoculars on the System Toolbar. To enter data or edit data that has been entered earlier, you will always need to change the screen to [Mode: Edit], and you do that with the System Toolbar throughout the Simtrak™ Mobility software system.

If you have not already done so, click on one of the Pull-Down names in the Pull-Down Field / Selector Window. This tells Simtrak™ Mobility that you want to make changes to that Pull-Down. The System Toolbar will now look like this:



As always in Simtrak™ Mobility, to enter data, you first click on the white paper icon on the System Toolbar. The white paper icon is called the New Record (Add) icon. If you place your mouse cursor over the white paper icon without clicking, you will see the tool tip appear that says New Record (Add).

Click on the New Record (Add) icon (white piece of paper), to add a new item to the Pull-Down list of choices.

You will see a new window open up. (Rather than getting the usual [Mode: Edit] indication at the top of the Maintain Pull-Downs window, you will get this new window to do the Add job for you in this case.) The new window looks like the one below:



Enter a new selection, anything you might want to try, and press Enter, as instructed in the window. Your Pull-Down choices in the Value section of the Maintain Pull-Downs window now include your new entry.

To remove an entry from the list of choices, select that choice in the Value section of the window (click on it), and then click on the X (Delete Record) on the System Toolbar. Then click OK when prompted to verify that you want to delete that information.

Note: To edit (make changes to) an existing choice in the Value section of the window, first delete the existing choice, then add the choice with the changes needed.

If you want to make a number of entries to the Pull-Down, do the three steps each time for each new entry into the Pull-Down list ... click on white paper icon, type text, press Enter.

When you are done making your additions, changes, and deletions to the Pull-Downs, you can exit the Maintain Pull-Downs screen by either clicking on the X in the upper right hand corner of the Maintain Pull-Downs screen, or you can click on the open door, Close Form (Exit) icon, at the right of the System Toolbar.

Optional Reading Note: Navigating A Long List in a Pull-Down

If you noticed, there are some Pull-Down lists that have more than 100 items in them. Some advanced sports organizations have several hundred Pull-Down choices from certain lists.

With so many to pick from, it is helpful to know a certain convenience built into Simtrak™ Mobility. When doing regular data entry tasks (not working in the Maintain Pull-Downs window), you can quickly get to a desired choice.

At the field where the user wants to make an entry, pressing the space bar opens up the Pull-Down. Then, the user presses a letter key that is the first letter of the choice they want to select. All the choices beginning with that letter appear, and they can be navigated with the up and down arrows on the keyboard. When the right choice is selected with the arrow key, press enter, and the data is entered. No mouse involvement is necessary.