

## Specialist: How to Make a Lifestyle Assessment on Yourself

As a Lifestyle Assessment specialist, you can conduct free Lifestyle Assessments on yourself and this instructional document will show you exactly how. You will need a Bodyguard 2 measurement device and 10 x electrodes. Familiarize yourself with this instruction and conduct yourself a 3-day Lifestyle Assessment.

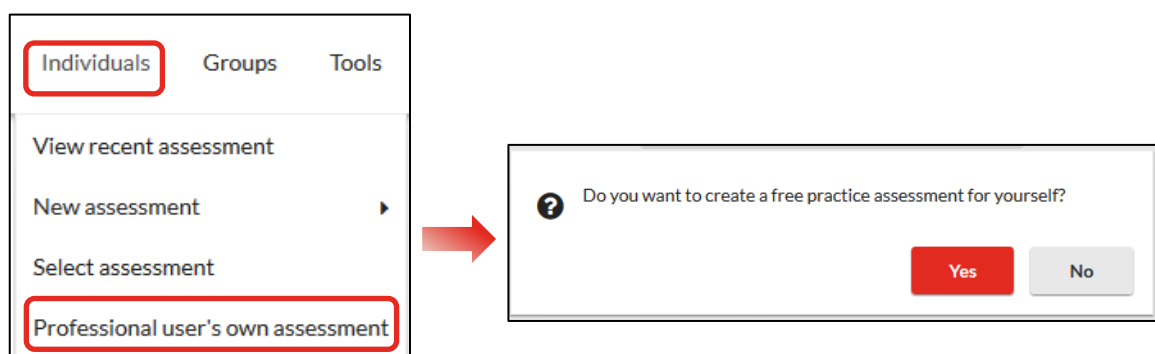
*If the measurement is part of your **contact training process**, please print the report and bring it with you to the training session (or have it available on your computer, if it's an online training session)*

### Content of this instruction:

- Step 1: Create a Lifestyle Assessment
- Step 2: Conduct the measurement
- Step 3: After the measurement

### Step 1: Create a Lifestyle Assessment

1. Sign into the Firstbeat Lifestyle Assessment with the sign-in credentials you have received via email from 'Lifestyle Assessment' [service@firstbeat.fi](mailto:service@firstbeat.fi)
2. Select **Individuals** from top-left and **Professional user's own assessment**
  - a. Confirm by clicking **Yes**



3. Set the assessment details, such as your name, email address and link sending and expiration dates.
  - a. The email containing the journal link will be sent on the day you have set. If you set the date as “Today”, the email will be sent on the next hour.
  - b. You can ignore the button “*Allow the client to upload measurements*”.

**ASSESSMENT DETAILS**

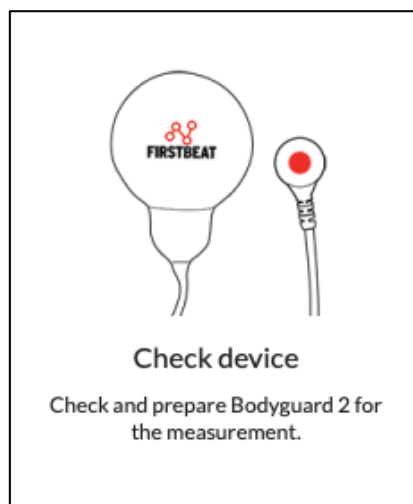
Client	Eric Example
First name	<input type="text" value="Eric"/>
Last name	<input type="text" value="Example"/>
Language	<input type="text" value="English"/>
E-mail	<input type="text" value="eric.example@firstbeat.com"/>
Journal link will be sent on	<input type="text" value="📅 Today"/>
Journal link expires on	<input type="text" value="📅 07.06.2019"/>
Professional user	<input type="text" value="Example, Eric"/>
Allow the client to upload measurements	<input type="checkbox"/> ?

4. When you are ready, click on **Create**

5. Now insert the Bodyguard 2 measurement device in the USB-port of the computer. You can find the USB-connector on the device by unplugging the cord.

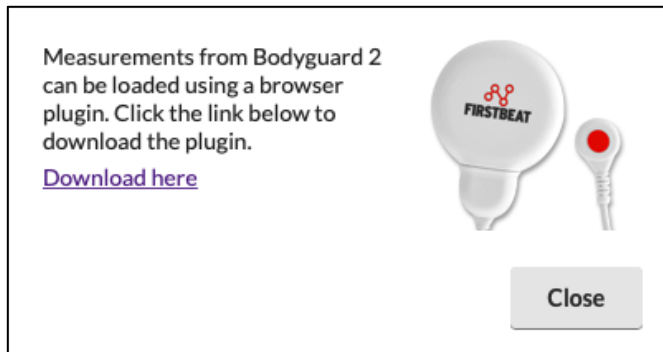


6. Prepare the device by clicking on **Check device**
  - a. Preparing the device synchronizes the internal clock of the device with the computer time and date, empties the device memory and checks the battery level.



7. At this point, you will be prompted to install the mandatory Uploader Plugin to the web browser if it has not already been installed in your computer. If the plugin has already been installed, you can move on to step 12.


8. Click **Download here** and follow your browser (Chrome/Firefox/Safari) specific instructions.
  - a. Remember to allow pop-up windows



- b. After you have completed the installation process, please remember to **re-start the browser.**
9. After you have re-started the browser, re-do steps 1 & 2 (login to the Lifestyle Assessment and open Professional user's own assessment).
10. From the list that opens up, open the assessment you just created.

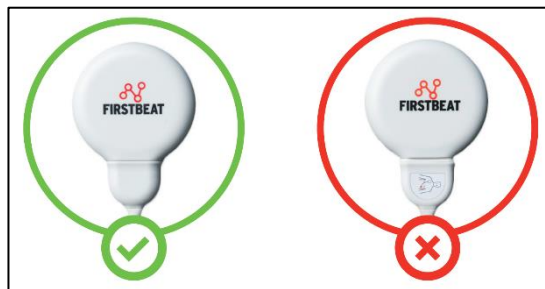
**OWN ASSESSMENTS**

The list below shows your own assessments. With them you can practice and create reports free of charge.

Name	Status
Assessment 17.05.2019	 Reports not created

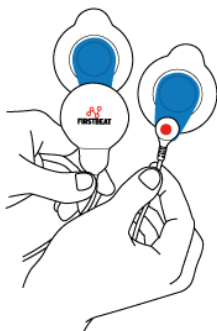
11. Make sure that the Bodyguard 2 -measurement device is still connected to the USB-port of the computer and prepare the device by clicking on **Check device**.
12. Your device will now be prepared. When the preparation is ready, you will receive a notification. Then click **OK**.
13. **Make sure that the battery is fully charged before starting the measurement.**
  - a. Battery is fully charged when the orange light is continuously burning.  
Alternatively, you can see the exact battery level by choosing from the main page **Tools → Bodyguard 2 config tool**

14. You may now unplug the device from the computer. When inserting the cord back on the device, make sure that it is correctly inserted (please see pic below).

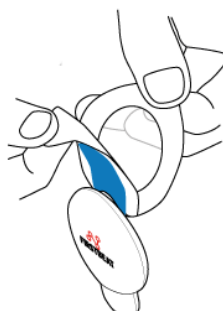


## Step 2: Conduct the measurement

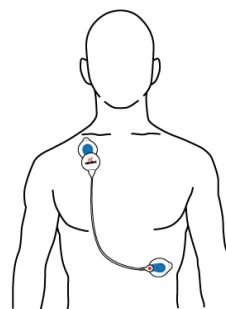
1. The recommended measurement length is three (3) days. Start the measurement in the morning immediately when you have woken up and stop the measurement after three (3) days when you wake up.
2. **Start the measurement** according to the instructions below:



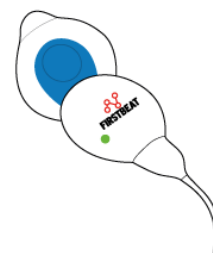
1. Attach the electrodes to the cable and device end.



2. Remove the cover. Ensure that your skin is clean and dry before you attach the electrode.



3. Attach the device end to the **right** side of the body under the collarbone. The cable end is attached to the **left** side of the body on the rib cage.



4. The measurement starts automatically when device is attached. Make sure the green led is flashing. Note: the light is easiest to see in a dark room.

If any problems occur, contact Firstbeat Support at [support@firstbeat.com](mailto:support@firstbeat.com)



A flashing green light means that the device is recording heart rate data. If you can't see a green light (notice that the light is dim!) or you see a different colour light, contact [support@firstbeat.com](mailto:support@firstbeat.com).



**Using the device in water is forbidden.** Detach the device during swimming, shower and sauna. The recording will continue automatically when you re-attach the device.

**ATTENTION!** The electrodes are disposable. Change them at least once per day, for example after taking a shower. Please note that chest hair weakens electrode contact. We recommend shaving off excess hair from the electrode site. The glue or electrode paste can irritate your skin. You can avoid this by slightly changing the electrode location.

3. **Fill in your information and journal** as the measurement progresses
  - a. You will receive an email on the day you have set containing a link to filling your personal details and journal.
  - b. The link is valid until the date you have set in the assessment. You can edit the date the link expires on, if needed, from your assessment in the *Start assessment* -tab.
4. When you have finished the three-day measurement, detach the device from your body. The measurement will end automatically.

### Step 3: After the measurement

1. Login to the Lifestyle Assessment and open your own assessment (***Individuals*** → ***Professional user's own assessment***).
2. From the list, choose your assessment.

**OWN ASSESSMENTS**

The list below shows your own assessments. With them you can practice and create reports free of charge.

Name	Status
Assessment 17.05.2019	<span style="color: red;">●</span> Reports not created

3. Make sure that you have filled in the required **personal information** and **journal**.
  - a. You can edit these forms from the *Check client information* -tab, if needed.
4. Choose *Measurements* and insert the Bodyguard 2 -measurement device in the USB-port of the computer.

●  
Start assessment

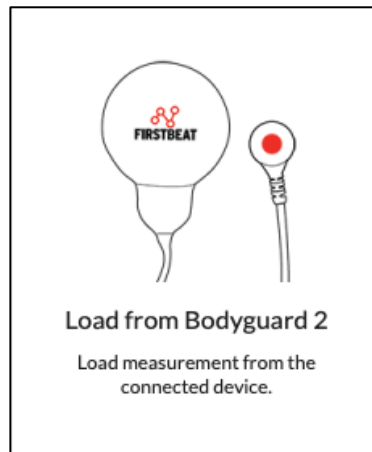
●  
Check device

●  
Check client information

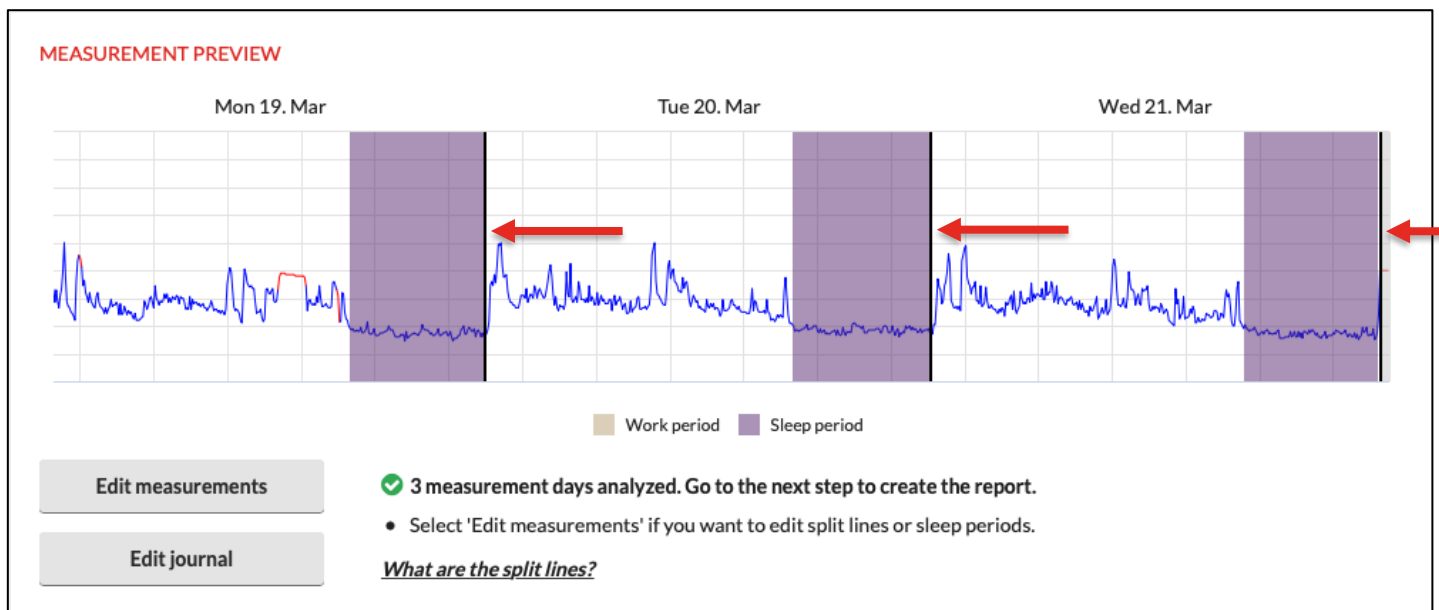
●  
Measurements

●  
Reports

- Click on **Load from Bodyguard 2**

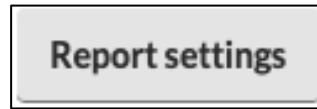


- Your measurements will now be loaded from the device into the software. When it is done, click **OK**.
- Check that there is a black split line at the end of each sleep period (see pic below).
  - The black split line splits the measurement into three separate periods on the report.
  - The split line should be right after the sleep period and right before waking up.

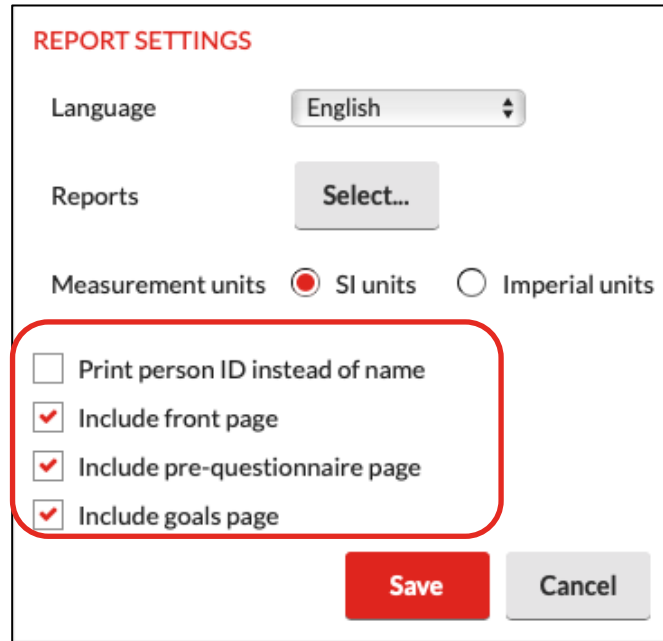


- If you need to edit, add or delete splits or the measurement, click on **Edit measurements** and make the required adjustments.
  - Lifestyle Assessment Tutorial Videos how to edit measurements can be found in the Learning Center.

9. Next move on to the *Reports*-tab and click on **Report settings**

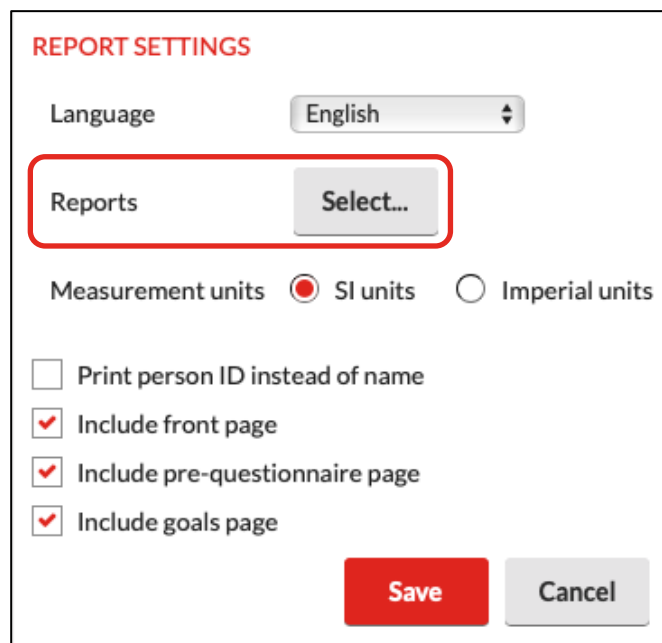


10. From the opening window, please check that the following points have been check marked: *Include front page*, *Include pre-questionnaire page* and *Include goals page*.

A dialog box titled "REPORT SETTINGS" in red. It contains several settings: "Language" set to "English" in a dropdown; "Reports" with a "Select..." button; "Measurement units" with radio buttons for "SI units" (selected) and "Imperial units"; and three checkboxes: "Print person ID instead of name" (unchecked), "Include front page" (checked), "Include pre-questionnaire page" (checked), and "Include goals page" (checked). A red rounded rectangle highlights the three checked checkboxes. At the bottom are "Save" and "Cancel" buttons.

- a. If you want the report as anonymous, you can also check mark *Print person ID instead of name*

11. Next click on **Select...** from *Reports*.

A dialog box titled "REPORT SETTINGS" in red. It contains several settings: "Language" set to "English" in a dropdown; "Reports" with a "Select..." button highlighted by a red rounded rectangle; "Measurement units" with radio buttons for "SI units" (selected) and "Imperial units"; and three checkboxes: "Print person ID instead of name" (unchecked), "Include front page" (checked), "Include pre-questionnaire page" (checked), and "Include goals page" (checked). At the bottom are "Save" and "Cancel" buttons.



12. From the opening window, select the options *Lifestyle assessment report*, *Lifestyle assessment summary* and *Specialist report*.

**REPORTS TO CREATE**

**Lifestyle assessment reports**

Lifestyle assessment report

Lifestyle assessment summary

**Additional reports**

Training Effect report

Physical Workload report

Specialist report

13. Then click **OK** and **Save**.



14. Finally, click **Create reports**.

a. You might be informed of new heart rate values (max/min) that have been found in the measurement. Click **OK**.

15. The reports are now ready, and you can open them by clicking **Open** (remember to allow pop-up windows!)

a. *Lifestyle assessment report* and *Lifestyle assessment summary* have been combined and can be seen listed as *Combined*.

**REPORTS**

Report	Created	Sent	Language	
 Specialist report	17.05.2019 12:58	-	English	<input type="button" value="Open"/> <input type="button" value="Send"/> <input type="button" value="Delete"/>
 Combined	17.05.2019 12:58	-	English	<input type="button" value="Open"/> <input type="button" value="Send"/> <input type="button" value="Delete"/>

16. Familiarize yourself with the reports and print/save them, if applicable.