



K-D Test Pro Monitoring Web App

Product Specifications.....	2
Log In.....	2
Calibrate.....	2
Adding a New Subject	3
Import Subjects.....	3
Searching for an Existing Subject	3
Archive/Activate a Subject.....	3
Print Subject Report.....	4
Export Data	4
Add New User	4
Manage Subscription	4

Your satisfaction is important to us. We're happy to assist you over the phone or via email.
Please contact us directly at: **+1-844-606-7513** or email us at ProMonitoring@kingdevick.com.

Product Specifications

Specifications	Laptop/Computer
Screen Size	13"+
Resolution	1024 x 768+
Compatible Browsers	Chrome, Firefox, edge, Safari
App Location	https://promonitoring.kingdevick.com

Log In

1. Open your compatible browser on an internet connected laptop/computer.
2. Launch the K-D Test Pro Monitoring Web Application at: <https://promonitoring.kingdevick.com>
3. Log in with your K-D Test Pro Monitoring account.
4. Click 'Forgot Password' to retrieve your password.

Calibrate

The King-Devick Test has been validated for a standardized test size therefore calibration of the display is required before use. You can choose to calibrate your screen with either a ruler or a Letter sized (8.5" x 11") sheet of paper.

1. Select to "Use Ruler" or "Use Letter Page".
2. Hold up a ruler or letter page to your computer screen to match the display on the left corner.
3. Drag the displayed ruler or letter page image from the right to match the size of your ruler or letter page.
4. When the horizontal distance of the letter image matches 5 inches on the ruler image matches 5 inches on your ruler or matches your letter page size, click "Done" to save.

Calibration Reset Done

You can choose to calibrate your screen with either a ruler or 8.5 inch x 11 inch Letter Page

Use Ruler

Use Letter Page

To Calibrate your display:

- Hold a ruler up to the screen.
- Adjust the size of the on-screen red ruler to match 5 inches on your ruler.
- When finished, click on DONE.

If you change the display or display resolution, the system will need to be recalibrated.



Calibration

Reset

Done

You can choose to calibrate your screen with either a ruler or 8.5 inch x 11 inch Letter Page

Use Ruler

Use Letter Page

To Calibrate your display:

- Hold a Letter Page up to the screen.
- Adjust the size of the on screen Letter Page to match your Letter Page.
- When finished, click on DONE

If you change the display or display resolution, the system will need to be recalibrated.



Adding a New Subject

1. To add a new subject, click 'Add Subject'.
2. Enter in the subject details: First Name, Middle (optional), Last Name, Subject ID (optional), and Date of Birth.
3. Click 'Save Changes' to save the new subject.

Import Subjects

1. To add multiple subjects at one time, use the Import function.
2. Click 'My Account' then 'Import'
3. Follow the Data Import Process instructions:
 - a. Download the Subject Import Template and click 'Next'.
 - b. Enter your account subjects' details into the template (Required Fields: First Name, Last name, and Date of Birth; optional Fields: Middle Initials and Subject Id). Save the completed template file as a CSV file to your computer.
 - c. Upload the saved import file.
4. The imported subjects now appear in your account.

Searching for an Existing Subject

1. Click 'Search' from the top toolbar.
2. Enter the subject's First Name, Last Name, Subject ID and/or Date of Birth. Check the 'Include Archived' box to also view archived subjects.
3. Click 'Search'. Matching subjects will be displayed.
4. Click 'View' for the subject to view results and administer the K-D Test.

Archive/Activate a Subject

Archive subjects that are no longer being monitored to organize your subject list and make it easier to find active subjects. Subjects will automatically archive one year from their original activation date.

Activate an archived subject to return them to the subject list and administer K-D Test.

1. Click 'View' on the selected subject to view the Subject Details.
2. Click the edit icon then 'Archive' to archive the subject or simply tap 'Activate' to activate an already archived subject.



Print Subject Report

A subject's K-D Test history can be printed for reference.

1. Click 'View' on the selected subject to view Subject Details.
2. Click the print icon to generate the report. The report can be saved or printed.

Export Data

Export Data allows you to quickly download and export your current account data.

1. Click 'My Account' then 'Export'.

The export will automatically begin downloading as an Excel file.

Add New User

K-D Test Pro Monitoring Administrators may add users to the account with separate logins

1. Click 'My Account' from the top toolbar.
2. Click the 'Add User' button.
3. Enter the User Profile details: Name, Username, Recovery Email, Phone number (optional).
4. Click 'Save Changes' to save the new User profile. Users will be sent a Welcome Email once added to your K-D Test Pro Monitoring account.

Manage Subscription

Add additional K-D Test Pro Monitoring Activations directly from your K-D Test Pro Monitoring account.

1. Click 'My Account' from the top toolbar.
2. Under Company information, click 'Manage Subscription'.
3. Click 'Add additional Activations' and enter the number of additional K-D Test Pro Monitoring packages. Click 'Add to Cart' to check out.