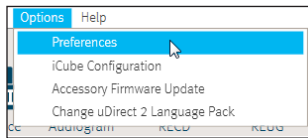# Flex:tracker

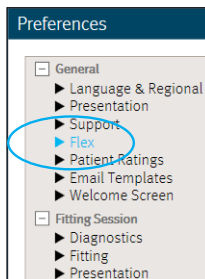## Flex:tracker setup instructions

### 1. Enable Flex:tracker in Unitron TrueFit™ software preferences

Go to Options › Preferences
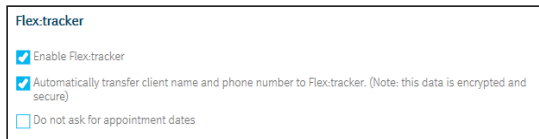


Go to Flex Menu



#### a. Enable Flex:tracker

Click Enable Flex:tracker if it is not already selected.



#### b. Determine patient name and phone number preference

Automatically transferring a client name and phone number to Flex:tracker, is an option that will determine whether or not Unitron TrueFit will store the patient name and phone number in a secure and encrypted form on the Flex:tracker website (if checked) -- or -- if left unchecked, Unitron TrueFit software will only save the patient ID supplied by Noah or TrueFit.

#### c. Determine appointment date setting

By default, Flex:tracker will prompt you for an appointment date when you assign a Flex:trial™ device to a patient. If you do not want to use appointment dates in Flex:tracker, check the "Do not ask for appointment date" option.



#### d. Specify preferred trial period

Specify your preferred trial period (this will be used to set the default return date in Flex:tracker).



### 2. Create a Flex:tracker user account

#### a. Start the Flex:tracker registration

The first time you use Flex:tracker you will need to create a user account which will be used to secure your data. Click the Flex:tracker Registration link to register a new user account on the Flex:tracker website.
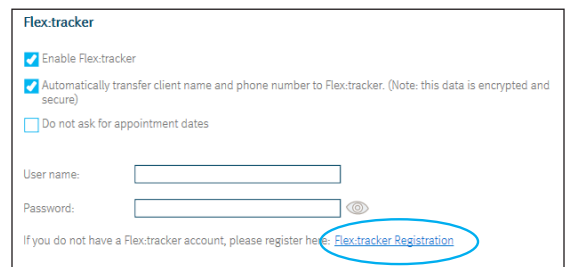


After you have registered, make sure to enter your user name and password in Unitron TrueFit.
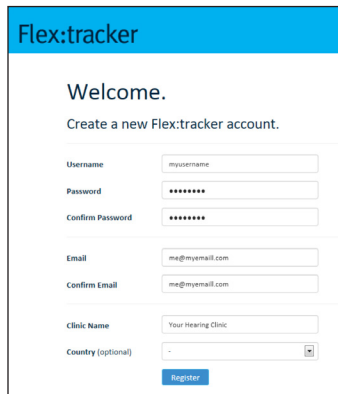
#### b. Select your region

The first time that you visit the Flex:tracker website, you will need to select your region.
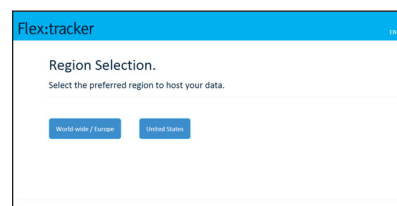
## 3. Complete the registration form on the Flex:tracker website

The next step is to actually create a new Flex:tracker user account which will be shared by all TrueFit users within your location. This will also work in situations where there are multiple locations as well by sharing the same user ID. If your organization has multiple offices and you want to maintain separate Flex:trial inventories, you can create additional user accounts for each location.
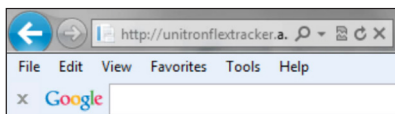


### a. Confirm email

Once you have registered, an email confirmation link will be sent to the email that you specified in the registration. Click the link to confirm your registration and then proceed to log in.
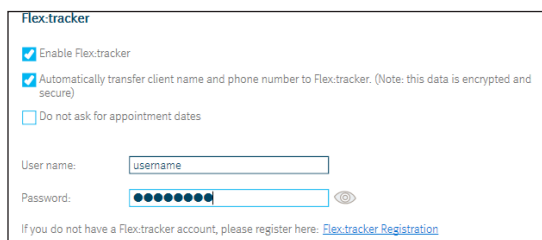
### b. Bookmark the Flex:tracker website URL

We recommend bookmarking the URL to the Flex:tracker website. You can also follow the link within Unitron TrueFit.



### c. Enter credentials in Unitron TrueFit

Return to Unitron TrueFit Options › Preferences › Flex and enter the user name and password you created on the Flex:tracker website into the corresponding fields in Unitron TrueFit and click close.
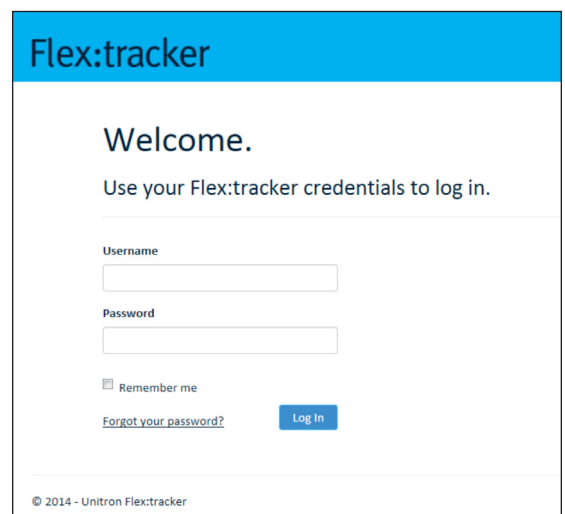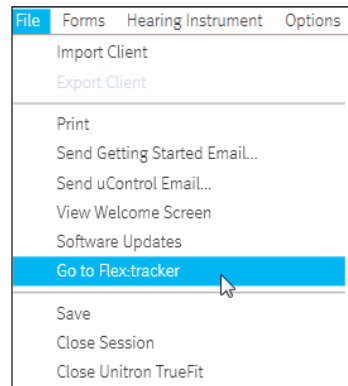


## 4. Test your connection and account

### a. Go to the Flex:tracker website

Click the menu item Goto Flex:tracker and log into the website to ensure your connection and account work properly.



### b. Login

Enter your user name and password.



You are now ready to use Flex:tracker.