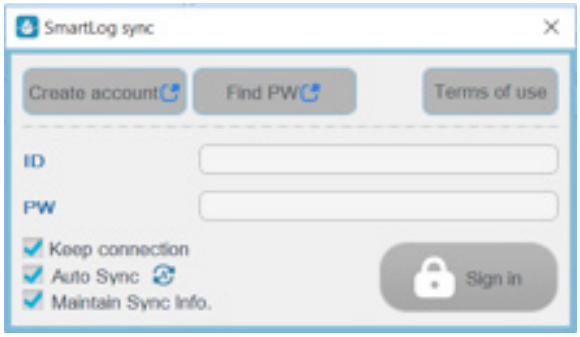
CareSens SmartLog: Syncing Clients Results to Health Care Professional's SmartLog Desktop

By creating an account in the SmartLog web version, you can invite your client to share their results with you. This allows you to review their results on your desktop.

Step 1:

Set up SmartLog on your desktop

- Download the SmartLog software from www.pharmacodiabetes.com.au/smartlog-data-management/smartlog-software/
- At the completion of the download, you will see a SmartLog icon on your desktop screen.
- Open SmartLog by clicking on this icon on your desktop.
- Click on Server Sync
- Click on the account icon
- Click on **Create Account.**
- It will take you to SmartLog web version.
- You will see a page with Terms and Conditions.
- After you accept the conditions, it will take you to a registration form.
- Fill the form using a valid email ID and create a SmartLog password. You will receive a confirmation email with a link. Complete the registration by clicking on the link.
    - Check your spam folder if you can't see the email in your inbox.
- Return to the SmartLog sync box and enter your ID and PW (password). Tick the three checkboxes, and click **Sign in**.



- You will see your email on the right hand top corner of your screen.

Step 2:

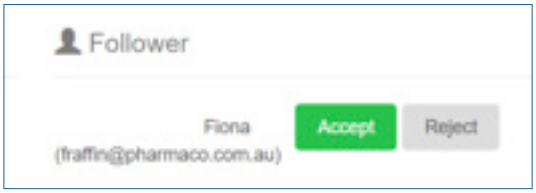
Syncing clients' data to your SmartLog desktop

- In 'Server Sync' Click on the account icon and select **Manage Share**.
- The web version of SmartLog will open in your internet browser.
- Log in using your SmartLog ID and password.
- Click the settings icon in the top right hand corner, and select **Manage Share**.
- Under Request Share type in your clients email address. This is the email address they use for their SmartLog (refer to 'CareSens SmartLog: Syncing'). Click on **Request Share**.
- Their name will appear under 'Following'.
- Log out of the SmartLog web version.

Step 3:

What your client needs to do

- Your client needs to have a SmartLog web account for syncing.
  - If your client is using the SmartLog app: refer to the 'CareSens SmartLog Syncing' document.
  - If your client is using SmartLog desktop: they can set up an account as detailed above.
- When you have sent the Request Share to your client, they will need to log into the SmartLog web (www.smartlog.i-sens.com/#/loginPage) and accept your share request



Step 4:

Reviewing your client's results (when they have accepted your share request)

- In the SmartLog desk top, set up a profile for your client by clicking on.
- User
- Account Settings
- New profile
- Enter their details.
- In 'Server Sync' add their email address into the **ID** column next to the **User Info**. This is the email address they use for their SmartLog account.
- Turn the auto sync switch on by clicking on the pink button. It will turn green
- Review their results by clicking on **Report** (ensure the correct person is selected at the top of the report screen).

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