The Knowledge Net

User’s Manual

V2

Developed by:

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Division of Educational Technology
Department of Medical Education
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1. Welcome

The Knowledge Net

The Prostate Net and Mount Sinai School of Medicine’s Division of Educational Technology welcomes you to the "Wired Barbershops," program - the first digital, grassroots effort to bring important health messages directly to African American and Latino men in the communities where they work and live.

As a participating barbershop, you will have an interactive computer system wherein customers can learn about prostate cancer, its risk factors and treatment options -- while they wait for their haircut. "Wired Barbershops" are a complement to "Going to the Barbershop to Fight Cancer," a national health awareness campaign that urges men to get checked for prostate cancer. Conceived by Virgil Simons, the Founder and President of Prostate Net, the program includes an extensive network of barbers who serve as "lay health motivators," trained at nearly 60 medical centers throughout the country.

Prostate cancer is the single most diagnosed of all cancers, and the second leading cause of cancer death in men. African American men have an incidence rate 59% greater than white males and a death rate 128% higher than white men. Latino/Hispanic males have the third highest rates of prostate cancer incidence and death. Medically underserved patients are usually diagnosed with advanced stage disease and have limited or no health insurance to pay for treatment.

Utilizing specially designed software developed by Mount Sinai’s Educational Technology Group and based on its Command Performance™ product family, each user friendly "Wired Barbershop" kiosk will include a fully equipped workstation (desktop CPU, LCD monitor, keyboard, mouse, and printer) featuring interactive educational videos and information. The fully scalable systems are constantly updated with the latest information via connectivity provided high speed Internet network. And, there will be a voluntary survey to assist health professionals in better understanding communities-at-risk, leading to more effective treatment options and disease management. The survey has been developed by the University of Medicine and Dentistry of New Jersey. Men who complete the survey receive a coupon for a free haircut!
2. Getting Acquainted with your *Knowledge Net System*

a. Hardware

   I. Computer System Specifications

   - HP Pavilion a775c p4 3.4 ghz, 512mb ram
   - HP Laserjet 1012 B&W printer
   - Planar 1700m flat panel monitor
   - HP keyboard, optical mouse, PS2 connection.

HP Pavilion FRONT View
II. Computer Monitor

The Knowledge Net system is equipped with a 17-inch flat panel monitor. The monitor has built-in speakers and accepts an audio cable from the computer system.

III. Keyboard/ Mouse
IV. Printer

V. Broadband Router

* The Knowledge Net broadband router make and model will differ with each shop location and service provider. The above images are for reference only.
b. Cables

VI. Power Cables

VII. Data Cables

c. Desk
3. Unpacking your Knowledge Net System
   a. Desk
      i. Your desk will be delivered with its own instructions. Please follow them, or call the desk manufacturer with any questions. Build the desk using those instructions and use that surface to open and assemble the Knowledge Net system.
   b. Computer System
      i. Gently cut the Knowledge Net white tape across the top of the computer box (being very careful not to cut to deep). Open the box and remove the plastic bags holding the installation instructions and cables. Place the bags to the side for now.
      ii. Next, turn the box on its side, and remove the keyboard/ mouse box (a long, flat box). Remove the keyboard and mouse and place them on the computer desk (as pictured on page 7).
      iii. Next, slide the computer out of the box with the packing Styrofoam in place (be careful not to let the computer drop).
      iv. Remove the Styrofoam from the computer and place it back in the box for future use (do NOT damage the Styrofoam, as it may be needed to ship the computer at a later date).
      v. Place the box in safe storage.
      vi. Place the computer on bottom right shelf of the desk (as pictured on page 5).
   c. Printer
      i. Gently cut the Knowledge Net white tape across the top of the printer box (being very careful not to cut to deep). Open the box and remove the plastic bag holding the cables. Place the bag to the side for now.
      ii. Next, lift the printer out of the box with the packing Styrofoam in place (be careful not to let the printer drop).
      iii. Remove the printer from the packing Styrofoam and place it on the computer desk (as pictured on page 8).
      iv. Unpack the power and printer/ data cables (as pictured on page 9) and place them off to the side.
      v. Unpack and mount the plastic paper feed trays on the printer and place paper in the proper tray (see illustrations below).
d. Monitor

i. Gently cut the Knowledge Net white tape across the top of the monitor box (being very careful not to cut too deep). Open the box and remove the plastic bag holding the cables. Place the bag to the side for now.

ii. Next, turn the box on its side, and remove the monitor by sliding the Styrofoam out of the box with the monitor. Be careful not to drop or bang the monitor as it is very fragile.

iii. Remove the Styrofoam one side at a time and place the monitor on the desk (as pictured on page 7).

* Keep all of the cables set aside and available for the next section called: “Connecting your Knowledge Net System”
4. Connecting your Knowledge Net System

A — Power LED
B — Voltage selector
C — Power Card connector
D — PS/2 Mouse connector
E — PS/2 Keyboard connector
F — Serial port
G — Parallel port
H — VGA Monitor port
I — 4 USB 2.0 ports
J — LAN (Ethernet)
K — Microphone connector
L — Audio Line Out
M — Audio Line In
N — Modem (Line In RJ-11)

Select models only:
O — Digital Audio In
P — Digital Audio Out
Q — FireWire® (IEEE 1394) port
R — Side speaker port
S — Rear speaker port
T — Center speaker/subwoofer port
A — Optical drives
B — Optical drive Eject buttons
C — Floppy drive
D — Card reader
E — Headphones
F — Microphone
G — USB 2.0 ports
H — FireWire® (IEEE 1394) port
I — Door
J — On button with Indicator
K — Hard drive Activity light
a. Computer System

i. Take the power cord from the computer system accessory bag and plug the “female” end into the back of the computer.

ii. Plug the “male” end into a standard 115/120 volt wall outlet.
b. Monitor
   i. Take the power cord from the monitor accessory bag and plug the “female” end into the back of the monitor.
   ii. Plug the “male” end into a standard 115/120 volt wall outlet.
   iii. Next, plug in the monitor data cable into the monitor and computer (the cable is the same configuration on both ends).
c. **Keyboard/ Mouse**

   i. Plug in both the keyboard and mouse following the appropriate color coding and illustrations.
d. Audio
   i. Take the 1/8” mini plug audio cable from the monitor accessory bag and plug either end into the back of the computer (refer to the illustration on page 6 or letter “L” on page 12)
   ii. Take the other end of the cable and plug it into the back of the monitor (see image below).

e. Printer
   i. Take the power cord from the printer accessory bag and plug the “female” end into the back of the printer.
   ii. Plug the male end into a standard 115/120 volt wall outlet.
   iii. Next, plug in the printer data cable into the back of the printer (smaller/ square end of the cable) and the other end into a USB port on the back of the computer (see illustration letter “I” on page 12).
5. Using your KNET System

a. System Startup

For the user, the system will always be running. For the barber, it starts up automatically when they turn on the computer. It may take a couple of minutes to load so please be patient (Refer to image on page 5 for information about the power button location).

b. Welcome Screen

When the barber turns on the system the Welcome Screen automatically displays a sequence of videos on startup. The interface offers buttons for users to click, both across the top of the screen and on the left side of the screen. The top buttons include: Presentations, The Web, News / Info. On the bottom left of the screen is the volume control arrows, and buttons offering Free Haircut!, Virgil's Message, and Help.

- The ‘Presentations’ tab takes the user to a list of available video presentations. The choices are displayed on the left. This will be described in greater detail in the next section.

- ‘The Web’ tab takes the user to a screen listing available web sites. There are many options here for the user to view and it is a controlled environment. Having a controlled environment limits the user to only browsing the Internet about health related issues.

- The ‘News / Info’ tab takes the user to a screen displaying various PDF files that contains news captures and information about the Prostate Net.
• The ‘Free Haircut!’ button takes the user to an interactive survey which entitles him to a complimentary haircut.

• The ‘Virgil's Message’ button will display a personal video message from the founder of The Prostate Net, Virgil Simons.

• The ‘Help’ button will display a help video.

• In addition to these buttons, there are Volume Up and Volume Down buttons for the user to apply as needed.

c. Presentations

To begin, click on the ‘Presentations’ button at the top of the screen. The screen displays a scrolling list on the left; these are the available video presentations. To view a presentation the user simply clicks on the presentation title.

Also, there are basic video control buttons (rewind, pause, fast forward) as well as "Last Presentation" and "Next Presentation" buttons, which play the previous or next video presentations.
d. The Web

To begin, click ‘The Web’ tab on your navigation bar (across the top of the screen). The screen displays a scrolling list of web sites that provide information about prostate cancer.

There are different categories which a user can browse, shown in the left scrolling list. They include Prostate Cancer Testing, Treatment Options, Support Organizations, Resources and a section for ‘Barbers Only’. The ‘Barbers Only’ button provides a technical support request link.

There are additional buttons for the user. The "Go Back" button takes user to a previously viewed page; the "Refresh" button reloads the currently viewed page; the "Go Forward" button takes the user to a previously viewed page after using the "Go Back" button. (The “Go Back” and “Go Forward” buttons are grayed out when they are inactive, i.e. when the user has not already used the browser and thus there are no pages to move forward or backward to.) There is also a "Print" button, which allows the user to print any web page they wish.
**e. News / Info**

To begin, click the *News/ Info Tab* on your navigation bar (across the top of the screen). The interface displays a categorized list of PDF files that contain news about the Prostate Net organization. In this section the user is able to view The Prostate Net Newsletter, various newspaper articles and also a Medical Form. All of these can be printed out by the user for later reference.

The user can find these features between the scroll bar on the left and the main presentation screen, as described in the previous section.
6. The Knowledge Net Features

a. Video Loop

The program serves as a "video jukebox," meaning that it automatically displays a preprogrammed sequence of video presentations. This loop is easily and flexibly maintained through an external preference file.

b. No Audio During Loop

The Knowledge Net program turns off the audio accompanying presentations in its kiosk mode (i.e. during automatic display of video loop). This is so to avoid the program being monotonous when not in use. The audio immediately returns, however, whenever a user touches keyboard or mouse.

c. Web Site Whitelist / Blacklist

These are easily configurable preferences controlling the sites that users are able to visit on The Web screen. The Whitelist is a list of allowed sites. The Blacklist is a list of disallowed sites.

d. Play / Pause / R / FF Buttons

There are basic video controls in the 'Presentations' screen. To activate these, the user should click on the required control button.

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| Last Presentation | Rewind | Pause | Fast Forward | Next Presentation |

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e. System Timeout

If the system is left inactive for a certain period of time (determined in a preference file) it automatically kicks into its kiosk mode, during which it automatically displays its sequence of videos. When the user activates the system again it goes back to the welcome screen.
f. Volume Control
The volume control feature is always located in the far left corner of the screen. To increase the volume click the “up” arrow, to decrease the volume click the “down” arrow.

![Volume Control Image]

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g. The Knowledge Net Survey
This is an in-depth but easy to use survey that conveys user data back to the Prostate Net. If a user completes this survey, they obtain a certificate for a free haircut!

![Knowledge Net Survey Image]

To begin, click the “Free Haircut!” button on the bottom left of the screen. It will take the user to the page illustrated above. The questions are available in both Spanish and English, and the user can click on the appropriate choice to continue.
After the user has selected a language, a message from the Prostate Net founder, Virgil Simons, will be displayed. To continue on to the questions, click “agree to take part in this survey”. The user has the option to exit the survey by clicking “if you are not interested, click here to exit”.

In addition there is a “Leave Survey” button positioned on the button right of the page, this can be accessed by the user at any point in the survey to return to the Welcome screen.

The user then works through the survey, answering one question at a time. There is a yellow bar across the top of the page entitled “Survey Progress”, which indicates how far through the survey the user is.
When the user has completed a question in the survey, the “Next” button will take him to the next question. At the end of the survey the computer will issue the user with a number, which the user should show to the barber. Then the barber can issue a certificate which is redeemable for the free haircut (see the image below).

The Prostate Net will reimburse the barber for any “free” haircuts provided for completion of our consumer research at a maximum of $20 per individual, as detailed to them by the medical center partner. Reimbursement will be made within 30 days after receipt of proof of service.
7. Tech Support

a. Contact Information
   i. Mount Sinai Educational Technology Group technical support can be reached by calling: 1. 212.241.9232

b. Hours of Operation
   ii. 10am – 6pm Monday - Friday

c. Broadband Service Provider
   iii. Please check with your hospital partner.