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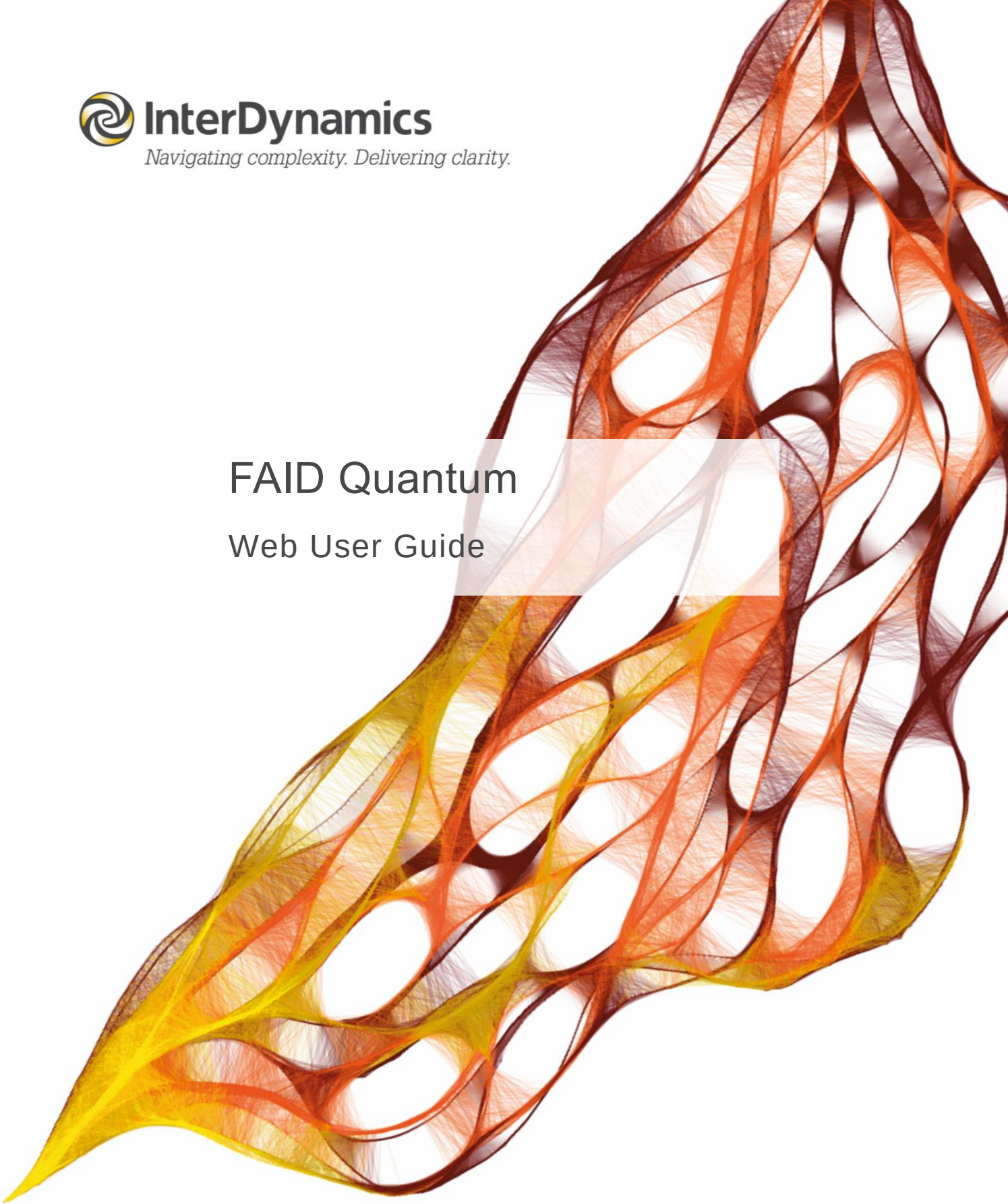

FAID Quantum

Web User Guide

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Contents

1. Getting Started 3

1.1. Create an Account 3

1.2. First Time User 3

1.2.1. License Agreement 3

1.2.2. Language 4

1.3. Group 4

1.3.1. Join group 4

1.3.2. Create group 4

1.3.3. Manage group 4

1.4. Settings 5

2. Create an Assessment 6

2.1. Enter Work Schedule 6

2.1.1. Create a Work Schedule 6

2.1.2. Import a Work Schedule 7

2.2. Analyse Schedule 8

3. Analysis Outputs 9

1. Dashboard 9
2. Schedule Output 9
3. Fatigue Plot 9
4. Sleep Schedule 9

4. Documents 10

1. Getting Started

To access FAID Quantum Web, go to www.faidquantum.com. FAID Quantum Web can be accessed from a phone, ipad or computer.

TIP: If accessing from a phone, add icon for FAID Quantum web (Add on Home Screen) to allow improved useability.

To get started with FAID Quantum Web:

1. Create an account
2. Create/join a group
3. Create an assessment
4. Enter work schedule
5. Analyse work schedule

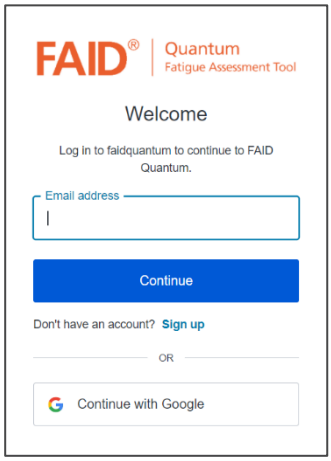
To understand more about FAID Quantum and it's use as a fatigue assessment tool, go to What you need to know about FAID Quantum

1.1. Create an Account

To create an account:

1. Select the **Start using FAID Quantum** button

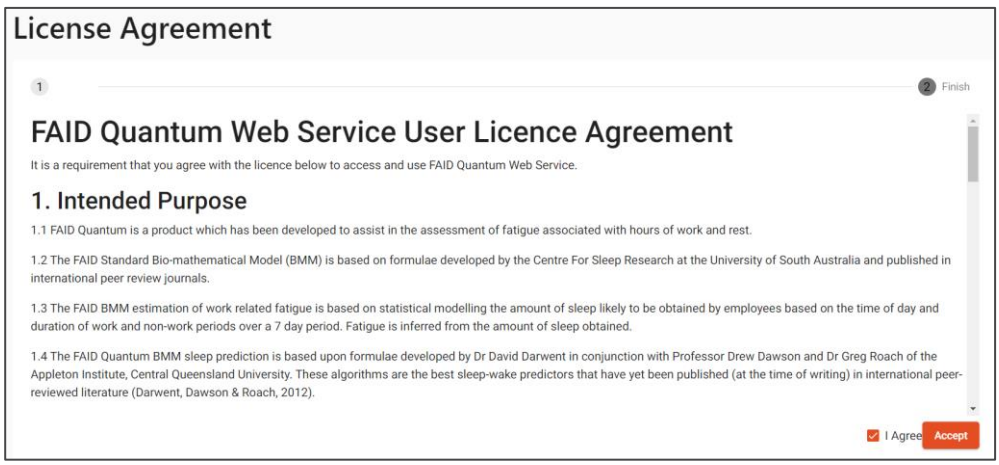
2. Select **Sign up**
3. Enter your email address and a password, then select **Continue**



1.2. First Time User

1.2.1. License Agreement

The first time a user logs in to FAID Quantum, the user will be presented with a License Agreement. Read the agreement, select **I Agree** and then **Accept** the License Agreement.

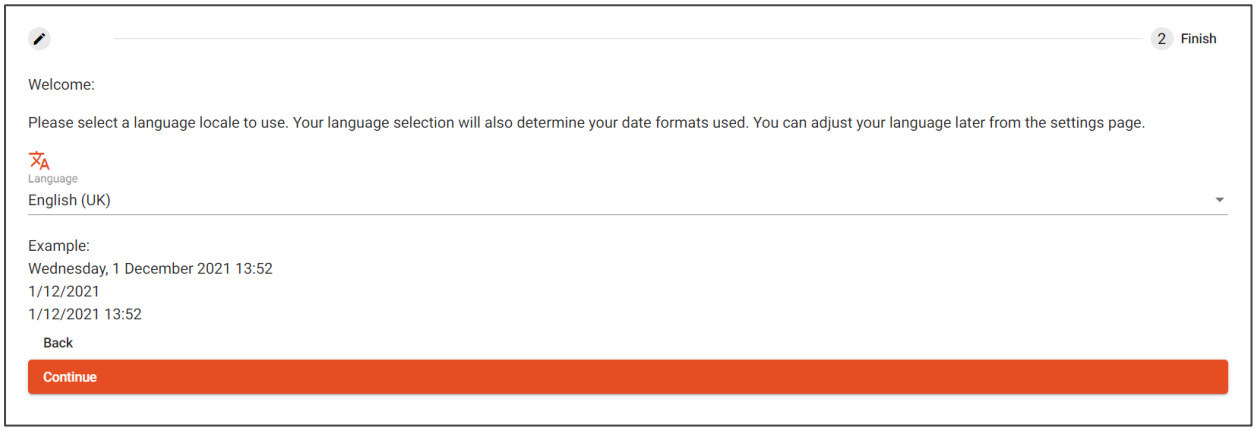


1.2.2. Language

Next the user will select their language.

Note: Language selected also impacts date formatting.

Select appropriate **language** then select **Continue**.



1.3. Group

Depending on the user's subscription level, they may have more than one group attached to their account or multiple users accessing the same group.

Once the user is logged in, the user must create, or join a group.

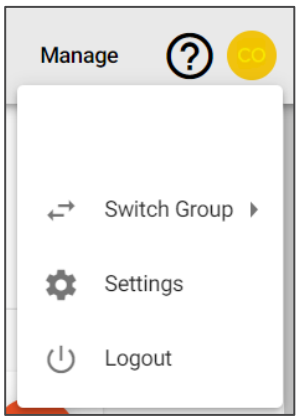
1.3.1. Join group

If the user has been invited to join an existing group, they will receive an email invite. Follow the link in the email to accept the invite and join the group. An account must first be created using the specified email address.

1.3.2. Create group

To create a group:

1. Select **Manage** (top right of screen)
2. Enter a **Group Name (**The group name may be something such as the user's organisation or department name), then select **Next**
3. Then select **Create Account**
4. Select **Save**
5. The group has now been created



1.3.3. Manage group

1.3.3.1. Switch group

If a user has more than one group, the user can switch groups, by selecting the top right round icon, and select **Switch Group.**

1.3.3.2. User level

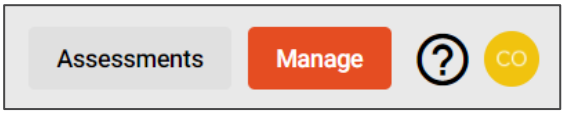
The group settings that are available for a user to manage will depend on their user level:

Admin – can edit settings/users and delete group

Manager – can edit settings/users but not delete group

Edit – can edit and analyse schedules but can not modify group defaults

1.3.3.3. Manage settings



To manage a group's settings, select **Manage**.

Select the **Analysis settings** tab to set tolerance levels and analysis start period type.

Select the **Users** tab to add, edit or delete a user.

1.4. Settings

To view/edit account settings, select the round icon in the top right corner 

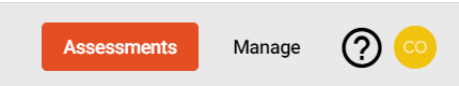
, and select **Settings** from the list.

NOTE: Language selection will also alter date display mm/dd/yyyy (English) or dd/mm/yyyy (English (UK))

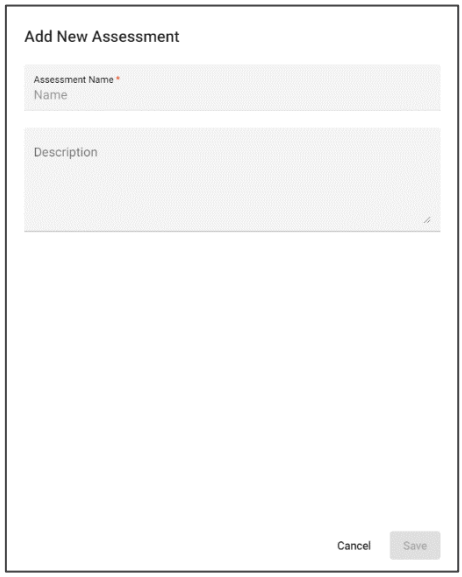
2. Create an Assessment

Once the user's group has been saved, the user can add a new assessment. An assessment is the work schedule the user wishes to analyse.

1. Select **Assessments** (top right of screen)



2. Select **Add New Assessment** 



3. Enter an **Assessment Name,** and description, if required, then select 

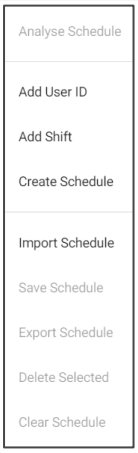
2.1. Enter Work Schedule

To enter a schedule select **Edit Schedule**.

The user can either create a schedule or import a schedule.

2.1.1. Create a Work Schedule

To create a schedule:



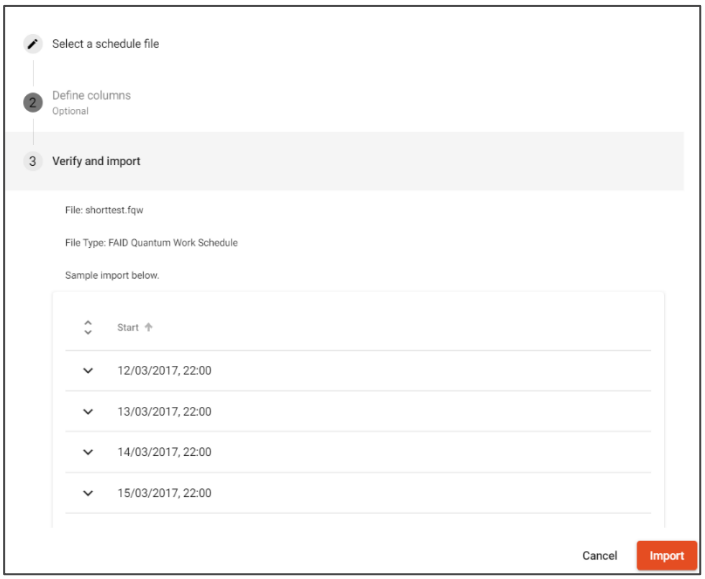
1. Select 
2. Select **Add User ID**
3. Enter **User ID** (can be name or number), then select **Save**
4. Select 
5. Select **Add Shift**
6. Use the calendar icon  **,** or directly select the text, to enter start time and end time of the shift
7. If using the calendar icon, select the date, then adjust the time, then select **Save**
8. Continue to add shifts until schedule is complete

2.1.2. Import a Work Schedule

File types supported are .csv, .fqw. The file must contain the following required columns at a minimum: *ID/Name, Shift Start Time & Date, Shift End Time & Date.*

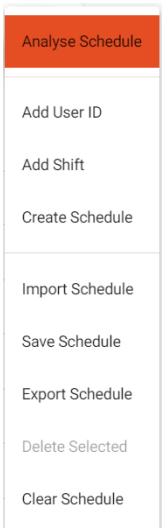
To import a schedule

1. Select 
2. Select **Import Schedule**
3. Select **Choose file**
4. Choose the file and select **Open**
5. The columns will be automatically assigned. Select **Define columns** if the user wishes to check/alter assigned columns.
6. Select **Import**

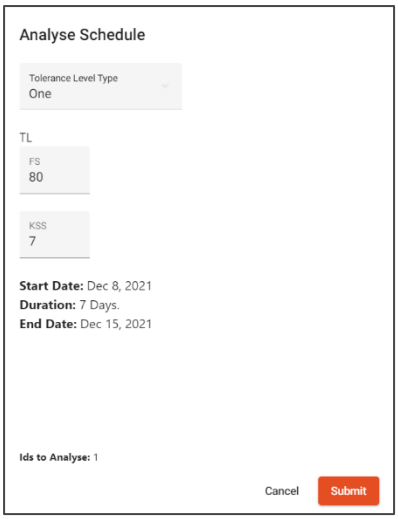


2.2. Analyse Schedule

To analyse schedule



1. Select 
2. Select **Analyse Schedule**



3. Analysis details will be displayed. FAID & KSS Tolerance Level (TL -FS & KSS) will be displayed. Tolerance levels can be edited as required.
4. Select **Submit**

IMPORTANT NOTE: The tolerance levels you select are your responsibility. To read more about Setting Fatigue Tolerance Levels, please read Establishing a Fatigue Tolerance Level

NOTE: 7 days of prior work history is required for the analysis. Start date for results will be 7 days after the earliest work period in the Schedule.

3. Analysis Outputs

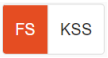
The Dashboard, Schedule Output, Fatigue Plot and Sleep Schedule tabs provide details of the fatigue analysis in relation to the tolerance levels set.

To understand more about FAID & KSS Conditions and how they are used in FAID Quantum reporting, read Establishing a Fatigue Tolerance Level Section 2. FAID & KSS Conditions.

1. Dashboard

The Dashboard tab provides a summary of the analysis. It provides details of FS & KSS Compliance % and % hours worked in each condition.

2. Schedule Output

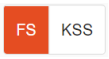
The Schedule Output tab provides a breakdown of each shift in the schedule, the Peak Score, and time spent in each condition. The view can be changed to view each ID in the schedule by the drop down under **Select an ID** and to view either FS or KSS results using the 

buttons provided.

3. Fatigue Plot

The Fatigue Plot tab provides a plot view of the schedule, coloured according to the peak condition reached in each shift. The KSS Plot also provides details of the predicted sleep, shown in dark grey for night sleep and light grey for day sleep.

Further details can be viewed by hovering over a point in the plot.

The view can be changed to view each ID in the schedule by the drop down under **Select an ID** and to view either FS or KSS results using the 

buttons provided.

4. Sleep Schedule

The Sleep Schedule tab provides predicted sleep details. Dark grey represents night sleep and light grey represents day sleep.

The view can be changed to view each ID in the schedule by the drop down under **Select an ID.**

4. Documents

The following documents provide more information regarding FAID Quantum and it's use as a fatigue assessment tool.

What you need to know about FAID Quantum

BMM Warning

Establishing a Fatigue Tolerance Level