

Electronic Diary

For patients with bipolar disorder

The Life Chart Method



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Introduction

Most of the time it is not easy to treat patients with bipolar disorders. Often, various drugs have to be combined; effectiveness and choice of drugs are important, yet difficult aspects for the doctor to consider.

The Life Chart Method makes it easier for the doctor, as well as for yourself, to manage your disorders.

It will be easier for both of you to get a quick overview of the development of the disorder, which helps in making the correct decisions, which in turn helps to treat the disorder more accurately. This is an important point, especially if you decide to switch doctors or the treatment plan.

Life Chart Method is a diary journal procedure. Your moods, manic and depression episodes, the emerging impairment, your drugs, significant life events, accompanying diseases, and even hospitalizations are charted.

This manual should help you in operating the Palmpilot M100 correctly, and in creating your own personal Life Chart.

Life Chart Diary

Information about your current course of disorder and treatment is an important aspect, when visiting your doctor. This is even more important when you and your doctor have to make decisions about further treatment.

Assessments are made daily, in the evenings; the best time is after the last drug intake of the day. This takes about 1-2 minutes and all important information is fresh in your memory. You are in control of your documentation and it can be adjusted to your own needs.

This method creates an on-going picture, which helps both you and your doctor to treat and understand your disorder more precisely. Based upon a careful and detailed overview, decisions on treatment can be made easier. The automation of the data capture provides long-term knowledge of the development of your medical disorder.

General Information about the Palmpilot M100

1) Switch on

Turn on the device by pressing the button located in the middle of the upperframe.

The following diagram appears:



2) Time and batteries/rechargeable batteries

The time is displayed at the top left. On the right you will see the charge level of the batteries / rechargeable batteries. If the batteries / rechargeables are fully charged (as shown on the diagram on the right) the battery icon is completely black. The receding black colour indicates the gradual discharging of the batteries/ rechargeables.

Important: The device should not be on for more than one minute without use of batteries or rechargeables, otherwise the complete program and your data will be erased.

Please remember to buy new batteries or charge rechargeable batteries on time and then, replace them quickly! (See appendix "Inserting batteries / rechargeable batteries")

All data can be saved through transfer, via modem or handy and will thus not be lost.

Before you continue reading and making entries, I would urgently recommend that you first learn the basic method of writing numbers and letters.

Writing

The screen of your Palm reacts to pressure. On the rear, right side of the device, you'll find a pen, with which you can operate your Palm.

No matter what appears when you turn on your Palm or where you are - by touching the house icon, you will always return to the main menu.

house symbol



Type
letters
here

Type
numbers
here

Now there are two possibilities for writing:

1) The "Graffiti" - Method

Lightly touch the "Graffiti" symbol.

The left lower field (see diagram above) is used to write letters and the right field to write numbers. Touch "Try it" in the lower left corner and then "Next".

Now the whole alphabet appears, in "Graffiti-Writing". For example, let`s take the first letter of the alphabet: The "A". The dot shows where to begin, to draw the letter. Now continue to practice Graffiti-Writing by entering the letters given above and examine the result. By looking at the three lines in the lower right section, you will see what letters the Palm recognized.

With "Done" you leave the program.

2) Writing with the Keyboard

You can also enter text or numbers with the help of the keyboard. At the beginning, it will probably be easier to do it this way.

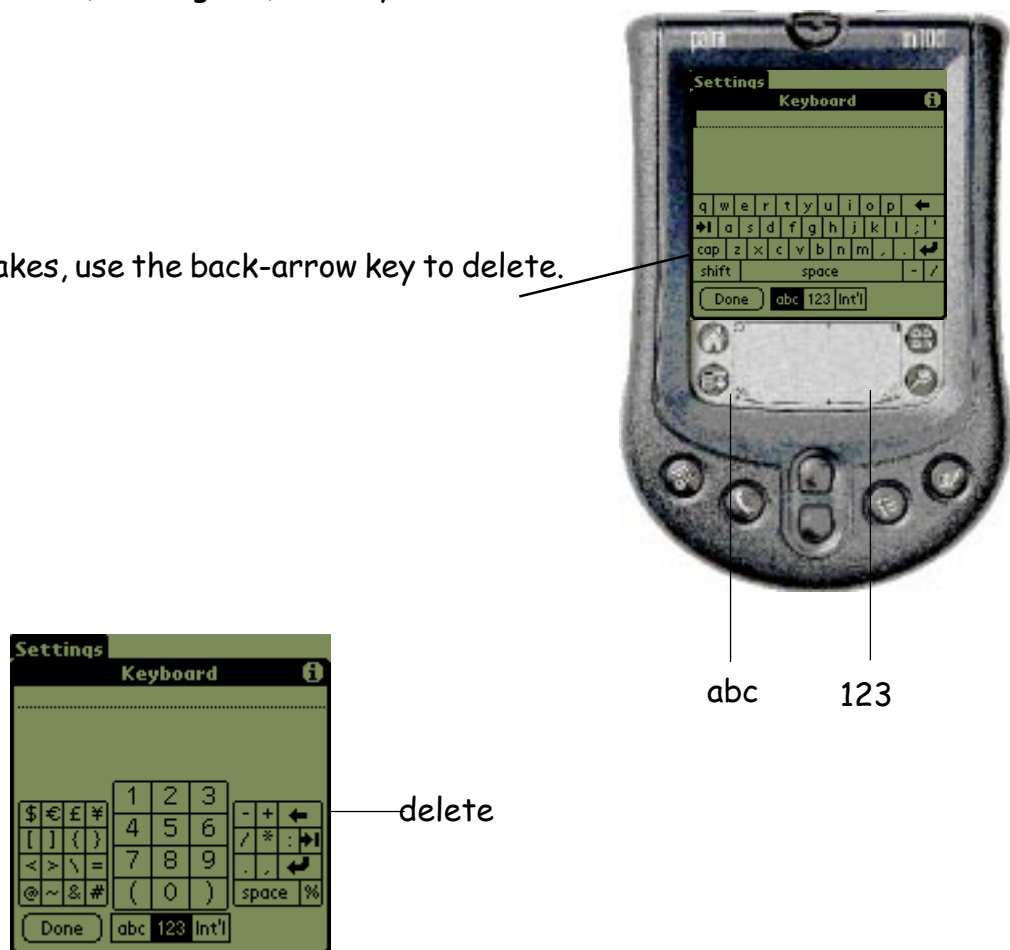
The keyboard is identical to the keyboard of a typewriter or a computer, and is used in the same way.

You can write by touching the corresponding letter.

The keyboard can be accessed directly (for example if you want to enter details about your drugs or if you want to describe side effects more accurately).

By touching the "abc" (see diagram) the keyboard appears.

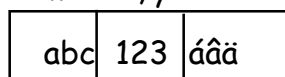
To correct mistakes, use the back-arrow key to delete.



If you want to enter numbers touch "123" below instead of "abc" like before.

The diagram above appears. Same as above: with the arrow pointing left, you can delete errors.

At the bottom of the screen, in the middle, you will see the following diagram:



Touch - depending on the kind of sign you want to enter: for numbers "123"; for letters "abc"; for extra signs "áâä".

With "Done" you end the program.

PLC (Palmpilot Life Chart)

With the pen located on the underside of the Palm - or with your finger, gently touch the icon called PLC.

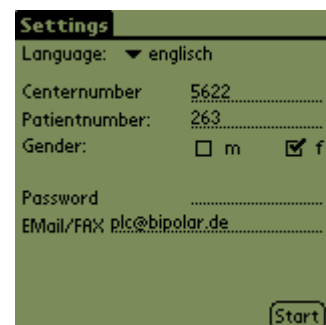


Settings

Next - after starting the program for the first time or if you never made settings before - the following window appears:

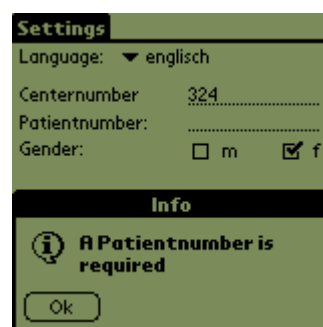


Touch "OK"



By touching the arrow on the right, beside "Language", you have the possibility to choose between "english" and "deutsch".

It is mandatory to make an entry on the lines "Centernumber" and "Patientnumber". If there are no entries made, the following error message appears:



Please contact us to get your numbers.
You may enter a password, but it is not obligatory.

If you have a fax or an Email address, note it beside "Email/Fax". After every transfer, you will receive an answer at these addresses. If you don't have an Email address or fax, then the address must be: "plc@biplor".

Press "Start" to start the program.

Function / Impairment

The following diagram appears for the **estimation of the level of illness**:



The zero here represents neither hypomanic, manic nor depressive mood situations; rather, you feel balanced and act that way.

Depressive moods and their effects will be marked below the zero line-hypomanic/ manic moods will be marked above the zero line. Furthermore, one can differentiate, depending on the seriousness of the episode, between 4 levels of mania and/or depression: light, moderate, clear and severe. These levels describe the degree of impairment in daily life: at work, at school, in relationships or in some other area.

For example, if you estimate the maximum degree of impairment, on a particular day, to be +1 (left column with the title "Max") and the minimum degree of impairment to be -1 (right column with the title "Min") and if you touch these fields, then you will see the diagram as shown above.

By touching the button "Continue", you will find the information about "Estimating the level of illness", where you will receive an overview regarding the different levels. It's important that you realize, that this refers primarily to the impairment that result from your moods, not the mood itself!!!

Touch "Continue" to advance to the diagram entitled "Mood".

Estimating the level of illness

You will be affected, more or less in your life, through manic and depressive symptoms. The evaluation of these functional impairments has proven to be an effective method in estimating the level of seriousness. There will be four levels used to determine the seriousness of illness-related episodes.

Please try to separate impairment related to other illnesses such as broken bones, heart problems, flue etc. , from impairment resulting directly from the depression illness. They should not influence your estimations.

On the following pages you will find the following information:

- an overview of the step pattern and
- clearer definitions of each level.

Step pattern

Prospective Life Charting of Illness Phases:

Symptoms, Impairment and Level of Illness

Hypomania / Mania

Level 1:

The symptoms in this level have no negative influence on your daily life, your effectiveness and efficiency may be increased. You may recognise very mild symptoms such as increased energy, decreased need for sleep, positive or very happy mood (euphoria), little irritability, accelerated thinking or speaking, or greater ability for social contact.

Level 2:

The symptoms mentioned in level 1 have become more intense and some new ones are added: your activity may be less purposeful and your productivity may have diminished. You hear from family, friends or co-workers that your behaviour is different than usual.

Level 3:

At this level, you may experience severe symptoms. For example, you may be much more energetic than usual. You may not feel much need to sleep - you might not sleep at all. Your thoughts and speech may be accelerated. You may feel uncontrolled and very powerful. You might get feedback from closer friends about your unusual and very difficult behaviour; your friends may become angry or frustrated or be worried about whether you can take care of yourself.

Level 4:

At this highest level, the symptoms reach their climax; your behaviour is out of control. The people around you will pressure you to get medical help and may bring you to a hospital-for your own safety and for the safety of others.

Depression

Level 1:

In this level of depression, your functions are not really influenced. You sense a subjective feeling of uneasiness, depressed mood, possible desire to avoid social contact.

Level 2:

In this level, it gets harder for you to pursue your normal activities - you also require more effort and time to get something done.

Level 3:

You can barely manage your usual daily tasks-with great difficulty; you must exert great effort and take a lot of time, to be able to manage. It gets difficult to "function".

Level 4:

In social relationships and at work, you are not able to perform your regular activities at all. You are also not able to get up in the morning or to go to work or school. You are "paralyzed" and need special care, and hospitalization is urgently recommended.

The Personal Symptoms-Checklist

It can be helpful for both you and your doctor if you note symptoms that are typical for you; symptoms which occur during depressive or manic episodes.

A hypomania can "introduce" itself through a decreased need for sleep or through a short-term increase in your energy-level. For some, there is an increase in the amount of money spent, in the number of telephone calls made, in the urge to go out, etc.

Some of the patients suffering from depression feel more apathetic or are slowed down; others feel more restless. Some have an increased need, others have a decreased need for sleep. Some fall into depressive brooding, while others have the impression, that their brain is empty.

On the following pages, you will see an example of a personal checklist. The left column contains some key words, which could help you to evaluate the degree of seriousness of the episode - please remember that this is just an example. On the pages 16 and 17 you have the possibility to create your own personal list.

With the help of this personal checklist for early warning symptoms, you, your family and your doctor may possibly recognize recurring episodes earlier - this will enable you to act earlier. Before these symptoms get more out of control, you can visit your doctor; eventually you may create an emergency plan together, to then prevent the occurrence of an episode rapidly, with the help of drugs.

It would be helpful to give this list to people in your daily surroundings (family, friends, co-workers). Sometimes these early symptoms are just not recognized - especially if a manic episode is coming - or are ignored, perhaps hoping that things will improve on their own.

The person you give this checklist to could:

- warn you, so that you can visit your doctor on time.
- help you to overcome the desire to manage without medical help (frequently at the beginning of manic/depressive episodes).

Some key words in evaluating the level of seriousness of the depression and its associated impairments

Kinds of mood and vegetative symptoms	Level	Impairment
Subjective distress, mild sad mood, not attentive, sluggish, "a bit off wack", mild lack of interest, sleep patterns and appetite o.k.	Mild	minimal or no restriction ability to function well at work, school and home
depressed mood, hopeless, lack of interest, weepy, anxious, irritable, decreased concentration, decreased energy, decreased self-esteem, feelings of guilt, self-reproach, unable to enjoy things, no interest in enjoyable things, suicidal thoughts, sleep disturbance, appetite disturbance, physically slowed down, decreased sexual interest, agitated, angry, social withdrawal, isolation at home	Moderate Clear	more extra effort needed to function occasionally absent from work or school noticeable restriction at work, school or at home much extra effort needed to function very significant impairment at work, school or at home often absent from work or school barely able to cope
immobilized, unable to care for oneself, poor eating, poor fluid intake, unable to dress oneself, long speech delays or mute, very agitated, pacing, very suicidal, cannot think or remember, false beliefs (delusions), sensory distortions (hallucinations)	Severe	not working not in school not functioning at home cannot carry out any routine activities incapacitated at home or hospitalized

Some key words in evaluating the level of seriousness of Hypo/mania and its associated impairments

Kinds of mood and vegetative symptoms	Level	Impairment
Increased energy, increased activity, more social, enthusiastic, exuberant, talkative, feel more productive	Mild	minimal or no restriction continue to function well at work, school and home ability to function may even improve in more areas
euphoric, irritable, intrusive, overtalkative, disruptive, insistent, hyperactive, decreased need for sleep, increased energy, pressured flight of ideas, easily distracted, increased spending, speeding(car), increased sexual interest/activity, promiscuous, grandiose, may be reckless	Moderate Clear	difficulty with purposeful activities, wrong perception of productivity(e.g. starting many projects without finishing) problems at work, school, within the family others comment about behavior can't focus or concentrate others angry or frustrated with you poor judgement great difficulties with goal orientated activities
need little or no sleep feel out of control explosive feel all powerfull invincible angry potentially violent excessive energy extremely driven reckless see or hear things not there	Severe	close supervision needed asked to leave work or school unable to perform any puposeful activities bizarre behaviour or decisions family and friends insist that you get help in trouble with the law hospitalized

Your Personal Symptoms – Checklist

Depression

Level

Impairment

Light

Minimal or no restriction

continue to function well
at work, at school and at
home

Moderate

some extra effort needed to
function

occasionally absent from school
or work

noticeable restriction at work,
school or home

much extra effort needed to
function

Clear

very significant restriction at
work, at school or at home

often absent from work or
school

barely scraping by

not working

not in school

not functioning at home

Severe

cannot carry out any
routine activities

incapacitated at home

or

hospitalized

Your Personal Symptoms – Checklist

Mania

Level

Impairment

Light

minimal or no restriction

continue to function at work, school and at home

function may even improve in some areas

difficulty with purposeful activities

Moderate

wrong impression of productivity (e.g. starting many things without finishing)

trouble at work, at school and at home

others comment about behaviour

can't focus or concentrate

Clear

others angry and frustrated with you (your behaviour)

poor judgement

great difficulties with goal-oriented activities

Severe

close supervision required

asked to leave work or school

unable to function with any goal-oriented activities

bizarre behaviour or peculiar decisions

family and friends insist that you get help

in trouble with the law

hospitalized

Mood

Here you will now see two bar lines:

The upper one represents the maximum, the lower one the minimum of your mood during that day.

With each bar line:

- the left edge represents the heaviest state of depression that you can imagine (for yourself).
- the middle represents a balanced mood.
- the right edge represents the heaviest state of mania you can imagine (for yourself).

For example, if you estimate your maximum disposition throughout the day to be a state of light hypomania; touch the bar line a bit to the right of the middle. However, you also had a deep point during that day and felt moderately depressed; therefore you have to touch the lower bar line at a point approximately one third of the way from the beginning.

If you felt balanced throughout the whole day, you have to touch both bar lines in the middle.

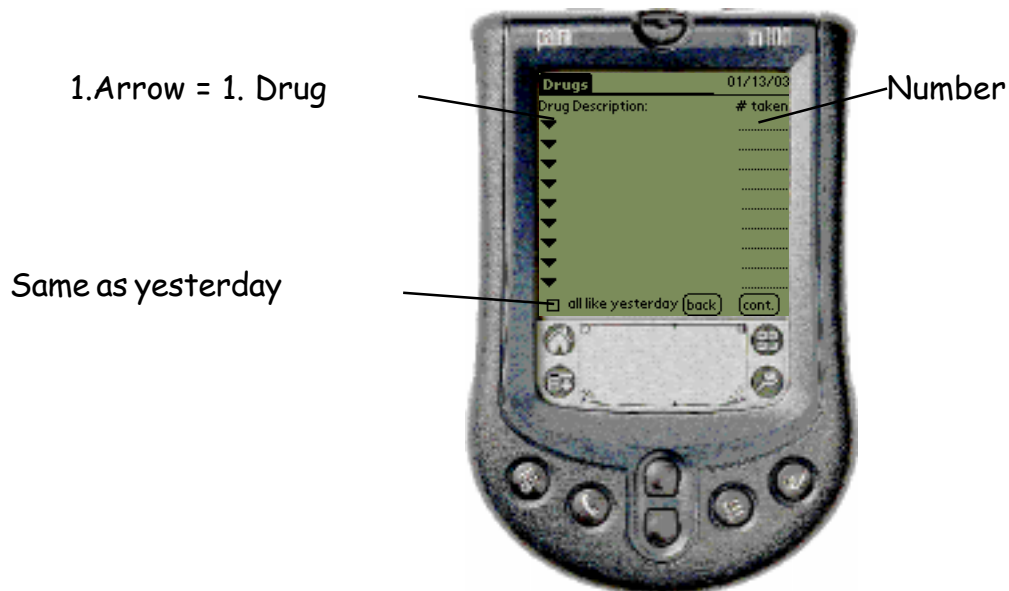
With "continue" you will come to the next part.



Drugs

If nothing in the medication has changed from the previous day, touch the box "everything same as yesterday", and the same drugs appear as noted on the previous day.

If your drugs seldom change or never change, then you only have to take time once to enter all information!!!



Entering(Noting) a Drug

Drug Administration Page

Please touch the top arrow under the title "Drug Description:" (see diagram above)

The window with the title "Drug Administration" will then appear (see the diagram on the right).

If you are entering a drug for the first time, then touch "Insert Empty".



Drugs entries

Please fill out the following page. Should you be unsure about the usage of the keyboard, please go back to the directions on "Palmpilot 100" on pages 5 and 6 in this manual.

Line for "Trading Name"

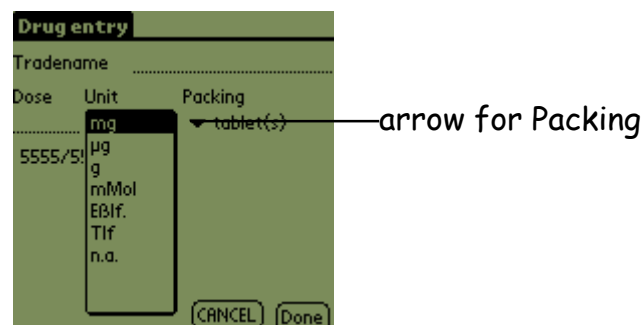
Line for "Dose"

Enter the following information for the drug:

- Trading Name; for example Orfiril long and
- Dose e.g. 1000mg (per bag, tablet,...).

Touch the correct lines and the keyboard appears (see Pages 5, 6).

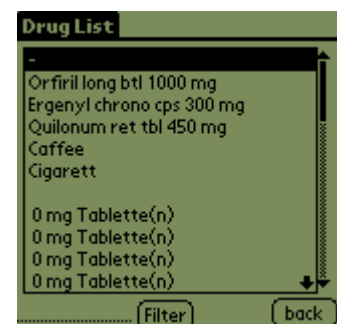
To enter Unit (e.g. mg) and Packing (e.g. bag, tablet(s)), touch the corresponding arrow (see diagram below).



With "Cancel" you can leave this page, without saving anything. Thereafter the Drug List appears. If you don't want to make an entry here, then touch the following symbol: "-" ; in the line on the top (see diagram on the right).

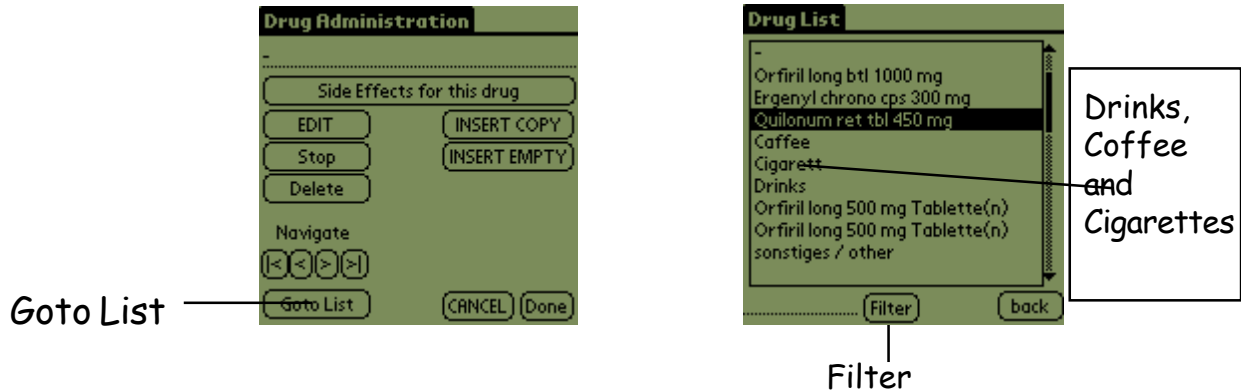
With "back" you'll get back to Drug Administration and you can decide how to proceed further.

With "Done" you can close this page.



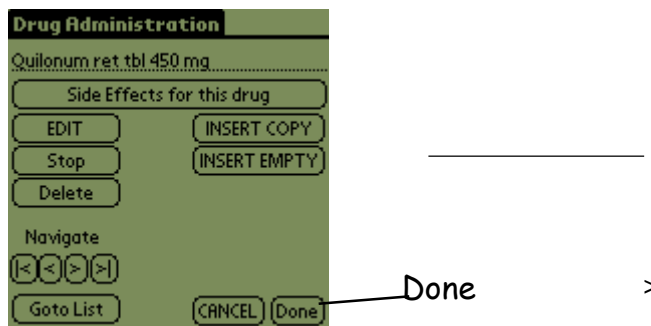
Drug List

From the Drug Administration page you'll get to the "Drug List" by touching "Goto List". The following pages will appear:



The drug list contains all drugs which you have entered and saved till now. In addition, you have the possibility to choose Drinks, Cigarettes and Coffee (see diagram above, on the right).

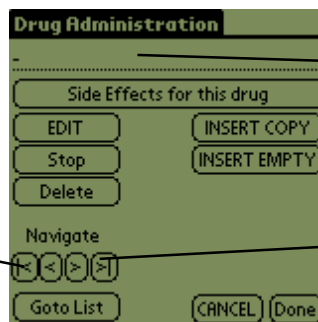
If you have marked the term you want to choose, (the chosen entry is marked black, like "Quilonum,ret..." in our diagram) touch "Back" and then "Done".



On the page "Drug Administration" you have the possibility to "Navigate":

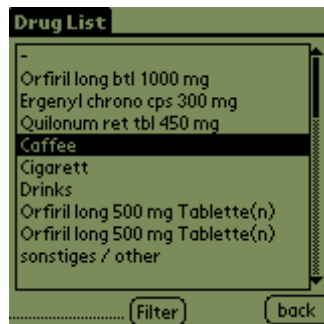
< = one back
> = one forward

To beginning of the list



Insertion: Filter

If the List is getting longer over time and/or you cannot find a drug that has already been entered, you can apply the **"Filter"**!



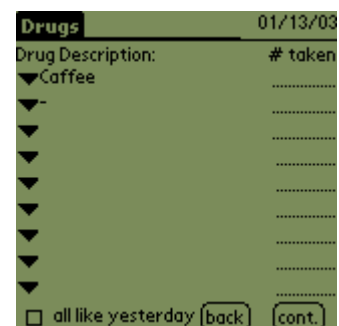
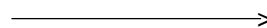
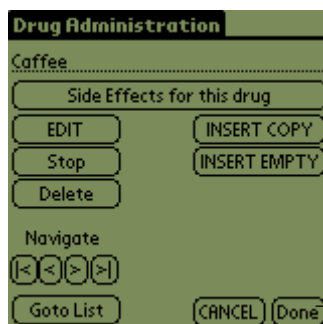
Let's imagine, you are looking for the term "Coffee". Use the Drug List and go the left beside **"Filter"** and enter the first letter of the word, in this case a **"c"**, and then touch **"Filter"**.

All entries beginning with **"c"** will be listed (see diagram on the right).



This automatic search could take some time, depending on the length of the list, but it can be reduced, by typing a second letter of the chosen term e.g. **"ca"**.

Mark the chosen entry, by touching it shortly (see diagram above, on the right) and then touch **"back"**. With **"Done"** you'll return to you **Drugs** page.

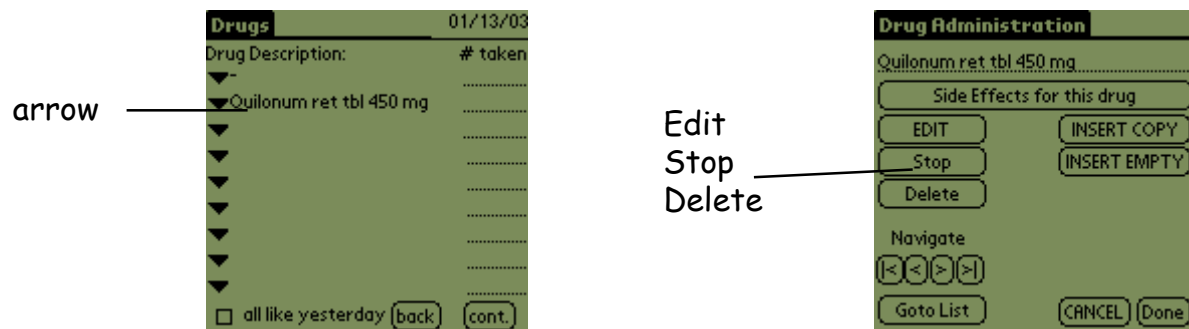


Done

Edit, Stop, Delete

Imagine that you are taking Quilonum retard 450 mg daily and you want to change, stop or delete this entry.

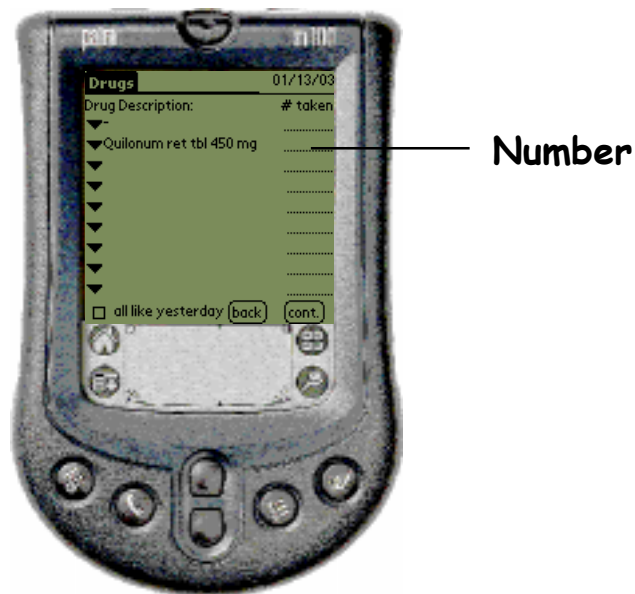
Touch the arrow left beside the desired drug and you'll land at the "Drug Administration" page:



Now you have the possibility to edit the entry by choosing "EDIT" and now enter the page "Drug Entry" (see page 20).

You can also "Stop" or "Delete" the drug by touching the appropriate box.

Drugs: Number



Directly beside where the trading name of your drug appears, you will find a dotted line under the rubric **"# taken"**. Touch it.

Now you see a keyboard with numbers. Enter the appropriate number for your drug. In the right corner you'll find the backspace arrow pointing left, with which you can delete wrong entries.

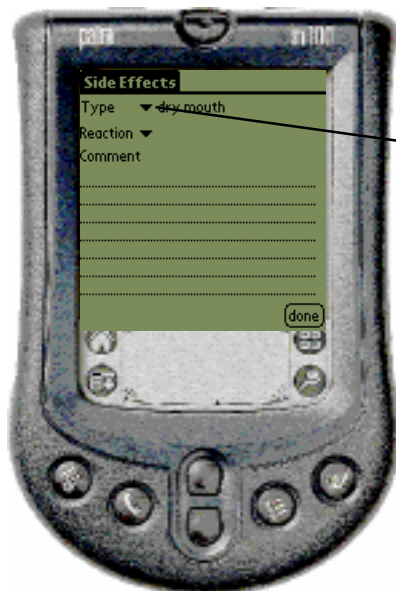
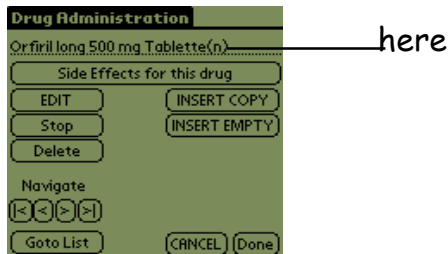
Touch "Done", when ready.

If you are taking other drugs, go back to page 19 and repeat the steps given there, but take notice to use the second or third arrow down.

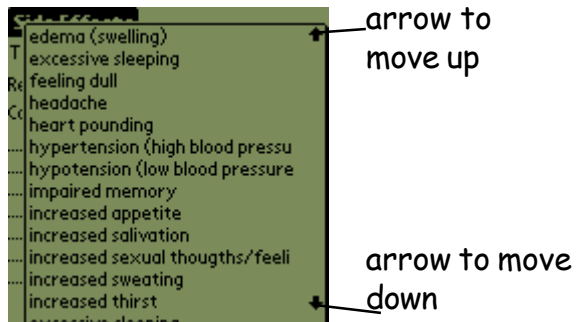
Touch "Cont." to proceed further.

Insertion: Side Effects

On the page "Drug Administration" you can edit "Side Effects for this drug"

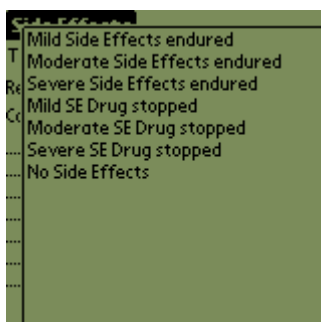


1) If you touch the arrow left of "Type", you'll see a list of various side effects. On the next page you'll find a list of these side effects listed again.



Choose the appropriate effects, by touching lightly on "dry mouth", for example. Please enter only the most severe side effect. Less severe effects or those, not related to a drug, can be entered under "Comorbid Symptoms" !!!

2) If you touch the arrow on the left beside "Reaction", you have following choices:



Please choose the one which applies to you by touching on the screen.

Kinds of Side Effects

- 1.) Increased appetite
- 2.) Decreased appetite
- 3.) Dry mouth
- 4.) Increased thirst
- 5.) Increased amount of saliva
- 6.) Change in the taste
- 7.) Unclear speech
- 8.) High blood pressure
- 9.) Low blood pressure
- 10.) Stiffness
- 11.) Trembling
- 12.) Trouble walking (Ataxia)
- 13.) Tiredness
- 14.) Headache
- 15.) Itchiness
- 16.) Constipation
- 17.) Diarrhoea
- 18.) Nausea / Vomitting
- 19.) Sensitive stomach
- 20.) Increased urine pressure
- 21.) Problems with urinating
- 22.) Palpitation
- 23.) dizziness/ dazed feelings
- 24.) Blurry sight
- 25.) Loss in libido
- 26.) Increase in libido
- 27.) Sexual malfunction
- 28.) Sweat / Perspiration
- 29.) Sleeplessness
- 30.) Increased sleep
- 31.) Gaining of weight
- 32.) Loss of weight
- 33.) Oedema
- 34.) Menstruation disturbances
- 35.) Swollen breasts
- 36.) Noises in the ear
- 37.) Skin rash
- 38.) Nervousness / fear
- 39.) Nocturnal fear
- 40.) Sleepiness
- 41.) Memory disturbances
- 42.) Problems finding words
- 43.) Feeling of dullness
- 44.) Cognitive slowing down
- 45.) Others

Sleep

Please mark the hours of your sleep - rounded to the next full hour - with the pen. If you slept $5\frac{1}{2}$ hours, for example, then round it up to 6 hours.

The important thing is, that you only consider the time you slept during the night, not during the day.

Hospitalized

Should you be treated in hospital, then mark the corresponding field (see diagram).

Menses

Please mark - if applicable - the appropriate box "Menses" (see diagram).

Dysphoric Mania

Eventually, (depending on the entries you have made), the line "Dysphoric Mania" may appear. This is experienced - at least occasionally - by about 40% of the patients with bipolar disorder, and can arise as a part of this illness.

If you find yourself in a dysphoric, meaning "unhappy" depressive mania, then energy, thinking, actions, and activity are increased; the need for sleep is decreased - however joined by irritability and anger.

You find yourself (your mood) depressed without being slowed down or tired. This activation can feel unpleasant or driven, and may be accompanied by anger, fear and irritability.

Note: Often, even in an agitated depression, restless movement (walking up and down), fear, anger, reflection and irritability may occur. Normally a feeling of slowness and tiredness is present.

Should a dysphoric mania arise, please mark this box.



Number of Mood Swings (Switches) (Number of mood swings in a day).

You may possibly experience several mood swings in one day. This is known as ultra-ultra-rapid (ultradian) cycling.

Please differentiate:

- 1.) between a cycling (mood swing) of different moods, and
- 2.) an oscillation within one and the same state of mood.

Please note the number of mood swings on the right beside "number of switches", regardless of whether it refers to type 1) or 2).



- 1) Switches(cycling) within a day between hypomania/mania and depression:

Great switches within a day are suddenly present. For example, if your mood changes within a day from depressive to hypomanic or vice versa - this means from one state of mood to another - this is referred to as one switch (cycling).

- 2) Switch of mood (Cycling) within the same state of mood:

If sudden, differentiated and dramatic switches occur within the same state of mood - for example from a manic mood to a light hypomania - then this, too, is considered to be a switch.

Note: Please do not count typical daily fluctuations such as morning highs or lows.

Life Events

Daily events, that are important for you, should be entered on this page.

Touch on the page, where you also entered sleep, but now on the box labeled "**Life Events**". You'll then see the diagram below on the right.



Please judge the influence, which such an event has on your life, because the event could possibly trigger a disease. This scale reaches from +4 (very positive) to -4 (very negative).

Enter the appropriate result under "**Effect**" (see diagram above), by touching the arrow at the right side. A window will open and you may enter the desired number of the scale.

Please consider following points as a part of your evaluation:

- To what degree did you desire for this event to take place?
- How strong could you control the event?
- How un/expected un/awaited was this event?
- How destructable could this event be in the long run?
- To what degree could it affect your self-esteem (strengthen or weaken)?

Under the term "Description" you can describe the event more precisely. In the case shown above, for example, "Submit the divorce".

Please touch the empty line beneath "**Description**". A little window will open, showing a keyboard similar to that of a typewriter or a computer ; please use the keyboard as such.

Digression:

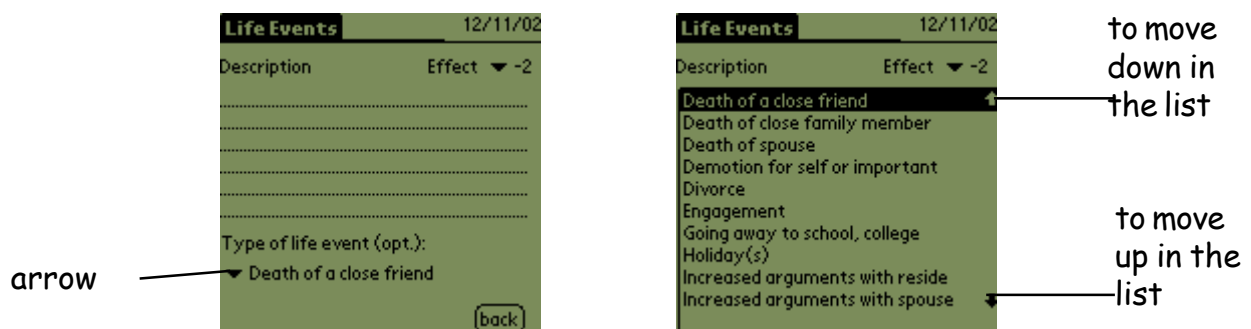
A few important points:

In the top line of the keyboard, you will see an arrow pointing to the left. With this key it's possible to erase wrongly entered characters and numbers. With the arrow two rows lower, you can always reach the next line. The empty character has the same function as the the long blank key in the lowest row.

If you have completed your entries, press "**Done**" to return to the page shown above.

As mentioned, the example deals with a divorce as the "**Type of Life Event**". Please touch the arrow below that - a new window appears in which some terms are listed. Please choose the one which applies to you.

If nothing suitable is listed, choose "another event" (see diagram below, on the right).



To help you to document important events, following Life Events are listed, which scientists and therapists consider to be very important and which can possibly be related to the effected disturbance of mood. All bold printed terms are also found in the list of your Palm.

If you have entered all events, you can return to the previous page by touching "**Back**".

Checklist Life Events

Death (spouse, close family member, child, friend)

Major financial difficulties

Business failure

Loss of job

Divorce

Serious illness

Unemployment

Serious personal illness

Lawsuit

Increased arguments

Separation

Change in residence

Relationship problems

Holiday

Vacation

Sick pet

Anniversaries

Marriage

Transportation problems

Birth of a child

Change in work conditions

New job

Engagement

Accident

Promotion days

Accompanying diseases

On the page where you edit "Sleep" beneath the box "Life Events" you will find the box labeled "**Comorbid Symptoms**". If you are suffering under such a disease, mark it on this page (right diagram).



This may include illnesses such as fear, panic attacks, drinking alcohol (number of drinks per day), eating attacks etc.

The same applies here as with the description of Life Events. By quickly touching an empty line the keyboard will appear and the dialog can be closed by touching "**Done**" or "**Further**".

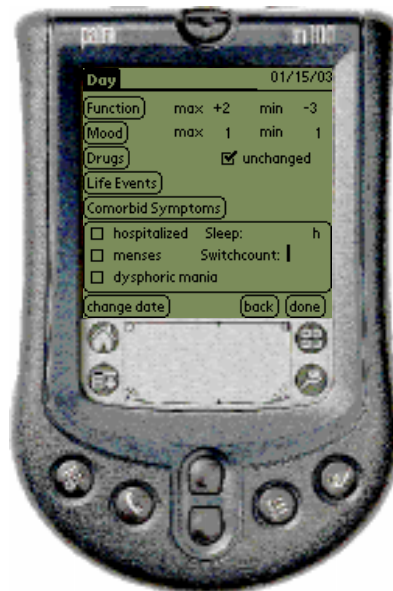
If it is the same comorbid symptom as yesterday, it is enough to touch the button "**Copy from Yesterday**". The entries will be shown in the lines above.

Close this window by touching "**Back**".

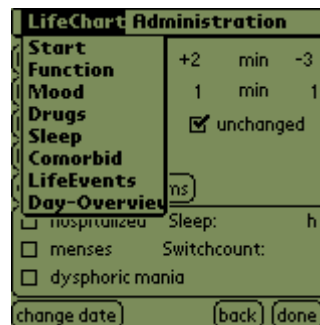
You will get to the page "**Day Overview**" by touching "Further".

Daily Overview

Here you have once again a short overview. The entries you have made are shown here. Please check the correctness of your entries.



If you have discovered an error, you have the possibility to correct it. Touch the headline "Day" and the following appears:



Now choose the appropriate term ("Function", "Mood", "Medication", etc.) by touching it and you will find the correct page.

In this concluding overview, your mood is converted to a number on a bar chart. The number is between 0 and 100.

So 0 means the strongest depressive state, that you can imagine, 50 a balanced state and 100 the strongest mania state.

Appendix

Changing Batteries/Rechargeables

- 1) Turn your Palmpilot over.
- 2) Press the bolt on the battery cover downwards and open the battery box.
- 3) Insert the batteries / rechargeables(1,5V). Please note the right polarity.
- 4) Replace the battery cover, pushing until you hear an audible "Click".

Important

Please replace empty batteries right away.

The integrated energy-reserve lasts only for a minute, to save your entered data.

If your Palmpilot sits longer than a minute without or with empty batteries, your data and the program will be deleted!!

How to change Date and Time

- 1) Touch the "house symbol" on the bottom left corner. The normal overview appears.
- 2) Click the "clock" symbol.
- 3) Touch the bottom left corner on "Set Time and Date".



- 4) Adjust hours and minutes.
- 5) Go to "Set Date..."
- 6) Here you can adjust year, month and day by touching the appropriate field.
- 7) Touch "Today", then "OK".

How to add a day in between

To accomplish this, you have to change the date to the day you want to enter.

Run the program PLC as usual. On the first page "**Function/Impairment**" you'll see below a button labeled "**change date**" (see diagram)

The screenshot shows a screen titled "Function/Impairment". At the top, there are fields for "Max" (01/15/03) and "Min". Below these is a vertical scale with values from +4 to -4. Each value is associated with a descriptive text: +4 severe: disabling, +3 marked: much problems, +2 moderate: some problems, +1 mild: no problems, ±0 balanced, -1 mild: (almost) effortless, -2 moderate: some effort, -3 marked: much effort, -4 severe: disabling. At the bottom, there are three buttons: "change date", "back", and "forward". A line points from the word "date" to the "Max" date field.

Touch the line with the current date (see diagram above labeled "Date")

The following appears:

The screenshot shows a screen titled "Select Date". It displays a calendar for the year 2003. The months are listed in two rows: Jan, Feb, Mar, Apr, May, Jun and Jul, Aug, Sep, Oct, Nov, Dec. Below the months is a grid of days. The day 15 is highlighted. At the bottom, there are two buttons: "Cancel" and "Today".

Please change the date to that date you now want to enter. With "**Today**" you'll get back to the start page "Function/Impairment".

Enter the data and end the PLC-program with "**Done**"

Now start it again and recharge the date to the current date (as described above).

Using the Modem

Using the modem is quite easy:

You have received two wires, a connection piece, a power supply and the modem itself.

- 1) Connect the wires, the connection piece and the power supply to the appropriate locations on the modem.
- 2) You need a socket, a telephone connection and your Palmpilot. Connect the Palmpilot with the other ends of the wires or the power supply.
- 3) On the right side of the modem, you`ll find the "on" switch.
- 4) At the wire, which is connected with your Palmpilot, you will find a button right at the end ,ahead of the connection to the hand computer. By pressing this you will automatically start transmission.

If transmission does not start , proceed as follow:

- 1) Switch on your Palmpilot and touch the symbol designated as "HotSync".



2) Then touch "Modem", so that the word has a black background.

3) If the number 0761 766766766 is not shown, touch the dotted box under "Add-on Modems" and enter on the following page under "Phone #" the number shown above. With "OK" you will return to the HotSync page.

4) Now you only need to press the HotSync symbol in the square in the middle.

You can now watch the dial sequence. The word "Dialing" appears and if everything worked out, the words "HotSync Operating Complete" appear.



ISDN Connection:

If you have an ISDN connection, please make sure you have a connection for analog devices such as a fax or answering machine and connect the modem here. For ISDN, an A/D transducer is needed! If this does not work, please contact us.

Error – List

"Error: modem not found (0x1106)"

modem with one or more wires not correctly connected

wire plug not fully connected

adapter not connected

"Error: no carrier (0x1102)"

HotSync manager or modem on the host computer not online- try it later

if you disconnected too early

"No dial tone (0x1101)"

telephone plug not correctly connected to the telephone box

"Error: incorrect or busy phone number (0x1103)"

wrong number entered under "HotSync" at "Modem"

ISDN Connection

telephone system (e.g. you have to predial "0")

"Error: Check Modem Preferences (0x1105)"

modem command error

check modem settings

"The connection between your handheld and the desktop could not be established. Please check your setup and try again".

You have pressed "Local" instead of "Modem" or "Modemsync" is not established, but you had tried to transmit anyway.

Note: Do not phone and transmit at the same time(if you don't have ISDN)!!!

What should I do, when ...

... the modem does not work correctly?

Read page 37 to 38!

... I didn` t replace the batteries fast enough or forgot to change them?

Then you must have us re-install the Life Chart Program. Please phone the Hotline immediately.

... nothing works anymore?

Take a paper clip or a thin wire and turn the Palm around. On the back you will find a little hole, over which "reset" is written.

Press one end of the wire into this hole.

After doing this, the program should run again.

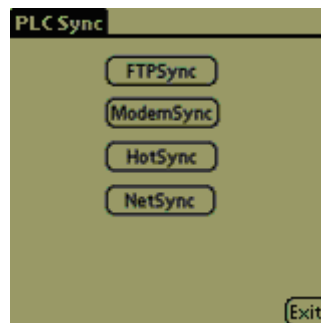
Hotline:

0761/766 766 8

PLC@bipolar.de

FTP- Connection

After finishing your data entry in the PLC, this screen will appear and you can choose how to send your data:



Please touch the "FTPSync".

But **before** undertaking your first synchronization, please check the following:

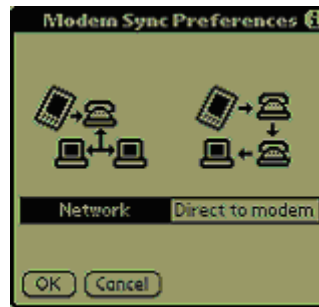
- 1) Go to the Hot Sync symbol



- 2) Touch the top left "HotSync" button and under "Options" touch the the "Modem Sync Prefs"



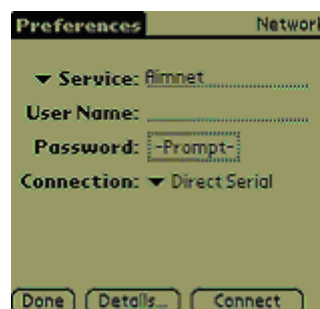
3) Please choose "**Network**" and touch "**OK**".



4) You come back to the Hot Sync screen and "**Modem**" should be highlighted:



5) Tap "**Select Service**"



Under "**Service**" you can enter "**Aimnet**" or "**Arcor**", for example.
Under "**Connection**," "**Direct Serial**" should be chosen.

6) It is important that you touch "**Details**" and then "**Script...**" on the lower right side



You must see "**End**".

Touch "**OK**", and then once again on "**Ok**" and you can start the synchronization.

Questionnaire 1

Thank you for filling out the questionnaire!

Palm - Number: _____

Date: ____ . ____ . ____

Date of birth/age: _____

What **mood** are you in **at the moment**?

- ☐ balanced
- ☐ depressive
- ☐ (hypo-)manic
 - ☐ manic
 - ☐ irritable
- ☐ mood changes within a few hours/days

The prospective Life Chart

How are you doing with your paper Life Chart **data entry**?

- ☐ I'm not completing it at all
- ☐ I have a lot of difficulties
- ☐ I have a few difficulties
- ☐ good
- ☐ very good

When filling out the LifeChart I have problems with the following:

I have the following suggestions for improvement:

When do you fill in the Life Chart?

- ☐ in the morning
 - ☐ after breakfast
 - ☐ after lunch
 - ☐ in the afternoon
 - ☐ after dinner
 - ☐ before going to bed
 - ☐ when taking my medication
 - ☐ always at the same time

- ☐ daily
- ☐ weekly

How much **time** do you need to complete the paper Life Chart each day?

	1-3min	4-6min	7-10min	>10min
... in balanced mood	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
... in depressive mood	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
... in manic mood	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

I **benefit** from using the Palm in the following ways:

- ☐ increased mood stability
 - ☐ remembering to take my medication more often
 - ☐ better understanding of my illness
 - ☐ recognition of symptoms, acts as an early warning system
 - ☐ better understanding of the effectiveness of my medications
 - ☐ active participation in the treatment of my illness
 - ☐ acknowledgment
 - ☐ helps me feel better
 - ☐ more motivated to enter data
 - ☐ other:
-

How strong do you estimate the benefit of the Palm to you?

☐ ☐ ☐ ☐
very strong strong little none

Questionnaire 2

Thank you for filling out the questionnaire!!!!!!!

Palm - Number: _____

Date: ____ . ____ . ____

Date of birth/age: _____

Experience with computers:

- ☐ Yes
 - if yes,
 - ☐ job-related
 - ☐ private
 - ☐ both
- ☐ No

I have used the Palm since: _____ weeks/months

What **mood** are you in **at the moment**?

- ☐ balanced
- ☐ depressive
- ☐ (hypo-)manic
 - ☐ manic
 - ☐ irritable
- ☐ mood changes within a few hours/days

When do you enter your data in the palm?

- ☐ in the morning
- ☐ after breakfast
- ☐ after lunch
- ☐ in the afternoon
- ☐ after dinner
- ☐ before going to bed
- ☐ when I take my medication
- ☐ always at the same time

How much **time** do you need for your daily data entry in the palm?

	30 s	1min					
	2min						
	3min	4-6 min	7-10min	>10min			
... in balanced mood	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
... in depressive mood	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

How are you doing with your Palm **data entry** ?

- ☐ I'm not doing it at all
- ☐ I have a lot of difficulties
- ☐ I have a few difficulties
- ☐ good
- ☐ very good

During the data entry I have problems with the following:

- ☐ function / impairment
- ☐ Max. and Min.
- ☐ mood
- ☐ drugs
- ☐ drug administration
- ☐ side effects
- ☐ switchcount
- ☐ life events
- ☐ comorbid symptoms
- ☐ day

Please describe these problems:

I also have **difficulties**:

- ☐ with the writing in general
- ☐ with entering data
- ☐ I find the letters are too small
- ☐ I wish I had more space here: _____
- ☐ the surface has a glare
- ☐ I wish I had a scale with numbers when I enter the mood rating
- ☐ the touchscreen (I have problems when I touch the screen)
- ☐ Changing the date
- ☐ Changing the batteries
- ☐ the data synchronization
- ☐ other:

The following part in the "Electronic diary for patients with bipolar disorder" is difficult to understand:

Please specify:

You should improve (in the program or manual):

- ☐ a login is useless
- ☐ it should be possible to enter impulses as well as mood
- ☐ I want another sequence:

☐ other: _____

I had technical problems with the palm (e.g. loss of data when changing the batteries, "Fatal alert" message):

Date : _____

Description of the problem: _____

Date : _____

Description of the problem: _____

Date : _____

Description of the problem: _____

Date : _____

Description of the problem: _____

Please compare the Palm and paper Life Charts on the following measures:

	Palmpilot	Paper LC
...is more clearly arranged:	<input type="radio"/>	<input type="radio"/>
... takes less time:	<input type="radio"/>	<input type="radio"/>
...is more practical (e.g. on trips):	<input type="radio"/>	<input type="radio"/>
...is easier to fill in:	<input type="radio"/>	<input type="radio"/>
...takes less effort:	<input type="radio"/>	<input type="radio"/>
...is more fun to use:	<input type="radio"/>	<input type="radio"/>

In addition to Life Charting I use the palm as:

- ☐ address book
- ☐ datebook
- ☐ calculator
- ☐ notebook

☐ other: _____

In my opinion - compared with the paper - the palm has the following advantages:

- ☐ quickness
 - ☐ accuracy
 - ☐ better gradation of mood symptoms
 - ☐ uses less paper
 - ☐ does not attract attention in public
 - ☐ saves time
 - ☐ additional features/uses
 - ☐ "networked system"/faster data transfer
 - ☐ more handy
 - ☐ easy to manage
 - ☐ easy to carry
 - ☐ other:
-
-

...and the following disadvantages:

- ☐ you must be accustomed to using the palm
 - ☐ dependence on properly functioning technology
 - ☐ not handy
 - ☐ the screen does not respond
 - ☐ "fear" or anxiety of data loss while changing the batteries
 - ☐ sometimes the palm does not work
 - ☐ waste of batteries
 - ☐ vulnerable to moisture/breakage
 - ☐ letters are too small
 - ☐ glare on the screen
 - ☐ other:
-
-
-

I **benefit** by using the palm:

- ☐ increased mood stability
 - ☐ remembering to take my medication more often
 - ☐ better understanding of my illness
 - ☐ recognition of symptoms, early-warning system
 - ☐ better understanding of the effectiveness of my medication
 - ☐ active participation in the treatment of my illness
 - ☐ acknowledgment
 - ☐ helps me feel better
 - ☐ better motivation to enter data
 - ☐ other:
-

How strong do you estimate the value for you

<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
very strong	strong	little	none

I prefer:

☐ the paper LC ☐ the palm