



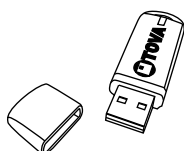
T.O.V.A. 9 INSTALLATION GUIDE

For more detailed information, please see the T.O.V.A. Users Manual.
For helpful videos, please see <http://www.tovatest.com/videos>.

Questions? Don't hesitate to contact us:

T.O.V.A. Technical Support
800.729.2886 (562.594.7700)
support@tovatest.com

T.O.V.A. Kit Contents:



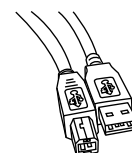
Installation and boot
USB flash drive



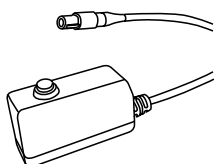
T.O.V.A. USB device



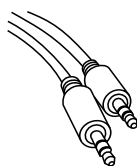
Manual(s)



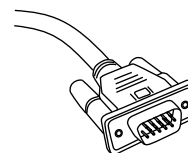
6-ft USB cable



T.O.V.A. microswitch



6-ft stereo audio cable



6-ft VGA (video) cable

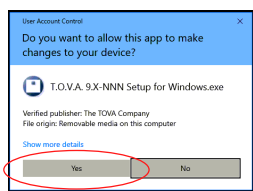
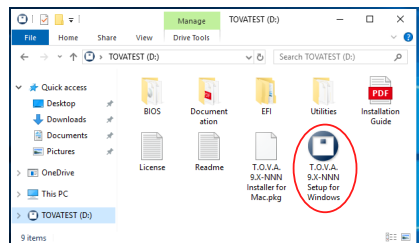
GET STARTED!

DO THIS FIRST

Step 1: Install the software

Installing on Windows:

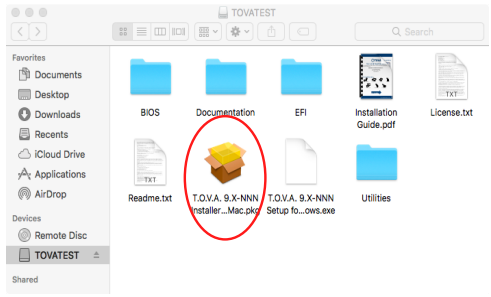
- You'll need to have administrator privileges.
- Please close all other open programs.
- Insert the Installation USB Flash Drive into your computer. You can also download the latest software installer from our website: go to tovatest.com/download and enter the T.O.V.A. serial number found on the bottom of your T.O.V.A. USB device.
- Double-click on the T.O.V.A. Setup for Windows.



- When you get to the Configuration wizard, go to Step 2.

Installing on macOS:

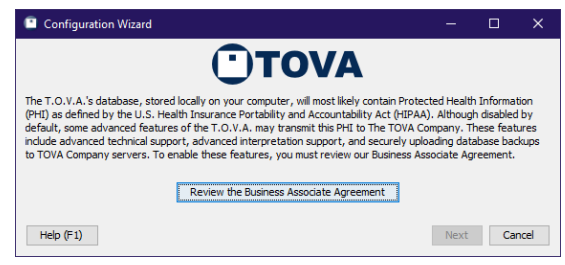
- You'll need to have administrator privileges.
- Please close all other open programs.
- Insert the Installation USB Flash Drive into your computer. You can also download the latest software installer from our website: go to tovatest.com/download and enter the T.O.V.A. serial number found on the bottom of your T.O.V.A. USB device.
- Double-click on the T.O.V.A. Installer for Mac.



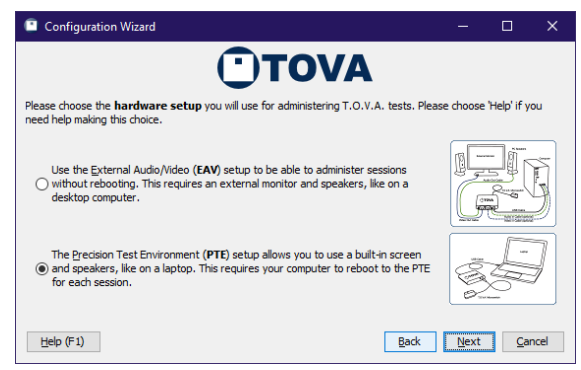
- When you get to the Configuration wizard, go to Step 2.

Step 2: Configure the T.O.V.A.

- Note: You can change these preferences later.
- The T.O.V.A. has a Business Associate Agreement, as required by the U.S. Health Insurance Portability and Accountability Act (HIPAA). Some features of the T.O.V.A. will be disabled until the agreement is accepted (or marked as not applicable). We recommend you review the agreement and agree if appropriate.

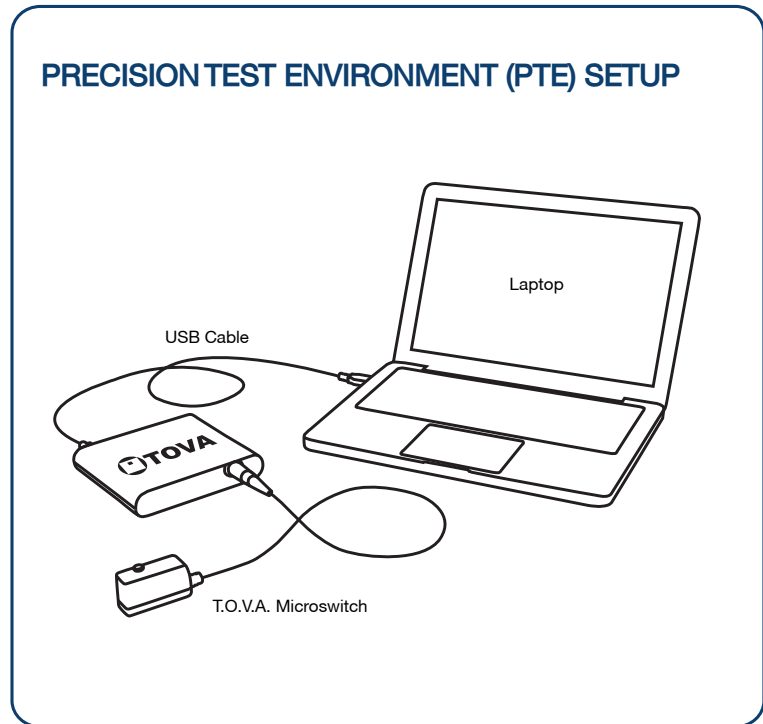
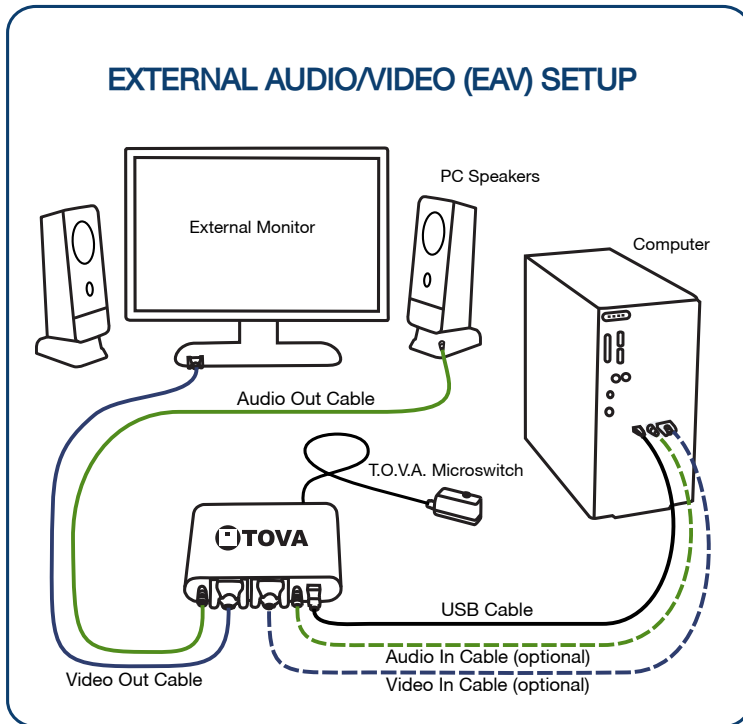


- Next, we'll ask you if you want to opt in to backing up your T.O.V.A. data to The TOVA Company's secure servers. Your T.O.V.A. computer will need internet access. This option is off by default.
- Then we'll ask if we can send information about your computer and its configuration to help with technical support. We recommend that you do.
- Finally, we'll ask how you want to set up your T.O.V.A. hardware. There are two hardware setups that the T.O.V.A. uses for precise and accurate timing. See the opposite page for information. Choose the setup that works best for you, select 'Next', and then proceed to Step 3 and install your hardware.



Step 3: Set up the hardware

Remember, do this step AFTER you've installed the software!



Use the External Audio/Video (EAV) setup if you:

- Have a standard desktop computer with a VGA-capable monitor.
- Have a laptop with an external secondary VGA monitor available.
- Don't want to reboot to give a test.

Features:

- No rebooting!

Use the Precision Test Environment (PTE) setup if you:

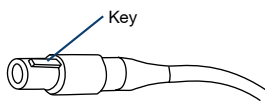
- Have a laptop and you don't have an external monitor to attach to it.
- Really don't want to hook up all of the cables that are necessary for the EAV, and don't mind rebooting to administer a test.

Features:

- Works with laptops
- Minimal hardware setup

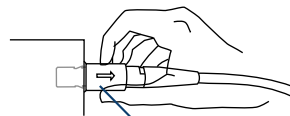
Microswitch Connector

The microswitch uses a keyed, locking connector. Use care when connecting and disconnecting.



Connect

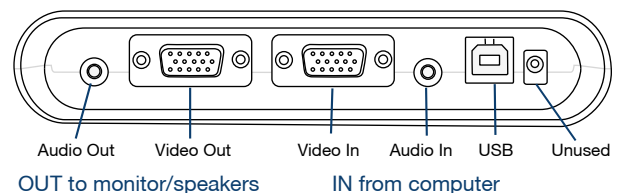
Align the key, gently push in until you hear a click.



Disconnect

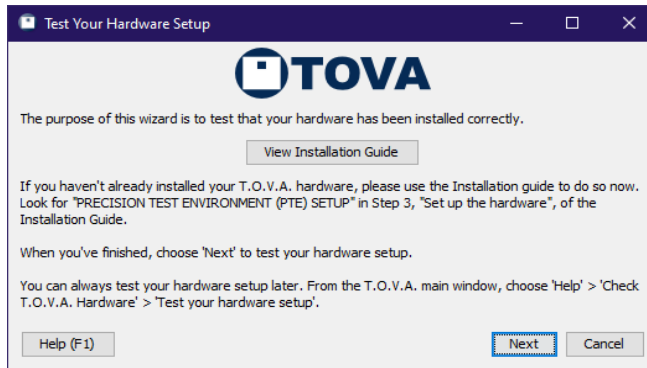
Gently pull on the textured outer sleeve.

T.O.V.A. Cable Guide



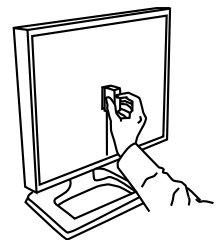
Step 4: Test the T.O.V.A. hardware

- Once you have connected your T.O.V.A. hardware, please test it to make sure it's operating properly. Click 'Next' and follow the instructions to test your T.O.V.A. hardware. If you've chosen the PTE setup, this will eventually restart your computer into the PTE.



Step 5: Administer a T.O.V.A. test

- We strongly recommend you administer a test to yourself or a colleague prior to using the T.O.V.A. with a subject. Here's how to administer a T.O.V.A. test:
 - 1 Run the T.O.V.A.
 - Windows:** Double-click the T.O.V.A. icon on your desktop.
 - Mac:** In the applications folder, open the TOVA folder and double-click the T.O.V.A. application.
 - 2 Select 'New Subject', fill in the subject information, and click 'Save and start new session'.
 - 3 Enter in the appropriate session information.
 - 4 Select 'Launch'.
 - EAV Setup:** The session administration dialog will immediately appear.
 - PTE Setup:** Your computer will restart and automatically enter the PTE.
(Mac users: Insert the USB Flash Drive and hold down the 'Option key while restarting.)
 - 5 Select 'Calibrate display' to calibrate your monitor. Follow the on-screen instructions that explain how to hold the microswitch against your monitor and press the button.
 - 6 Select 'Test instructions'.
 - 7 Select 'Practice test'. Listen for the end-of-test tones to let you know the practice test is over.
 - 8 Select 'T.O.V.A. test'. Listen for the end-of-test tones to let you know the test is over.
 - PTE Setup:** Select 'Done', and your system will restart into your regular operating system.
 - 9 Select 'Save test results' to download the test you've just given. This will cost one test credit, but the USB device comes with five free test credits for this reason.
 - 10 Select 'View report'.



Thank you for using the T.O.V.A.!