

# Castle Excalibur GA1001 Audiometer

## GETTING STARTED GUIDE

### NORMAL TEST SEQUENCE

**INITIALISATION** (Required if you save results in other than the default folder/directory)

**Ctrl+D or File/Set Save Dir**

Selects the folder/directory into which you wish to save the audiograms of employees whom you are about to test.

**Ctrl+S or Passive/Set Passive Directory**

Selects the folder/directory where, on a previous occasion (say 1 year ago), you stored audiograms of employees which you are now about to re-test.

**FOR EACH EMPLOYEE** (A summary of the normal commands used.)

**Ctrl+N or File/New**

This menu item is used at the start of the test for each employee. You will be shown a dialogue window for employee details. Fill in all the details, using the TAB key to move from one entry to the next. The ENTER> key terminates this **dialogue**. Advanced users can have the details box filled in automatically if the subject has been tested before.... See help for details.

**Ctrl+F or Auto-Test/Single Freq**

Allows the subject to be given a familiarisation run on one frequency.

**F2 or Auto-Test/Run**

Conduct a hearing test, on the left ear first, followed by the right ear.

**F10 or Passive/Find and Open**

Offers a previous audiogram by the same employee, for comparison with the results of the current test. This will allow the program to analyse the possibility of H&SE Category 1 applying to this employee.

**F5 or File/Print**

Prints on the system printer the audiogram, employee details, H&SE categorisation results, any passive audiograms, which are displayed, and any comments entered.

**F6 or File/Save**

Save the audiogram and generate a filename automatically from the works number. Accept or alter the recall date offered and then click on OK or press enter.

**Ctrl+N or File/New**

Starts another test.

**Alt+F4 or File/Exit**

Closes the audiometers program and returns you to windows.