SOUTH DAKOTA
DEPARTMENT OF HEALTH

## Instructions for Creating a LogTag Profile

Or to Program Back-up LogTag

*Log Tags that are labeled '**Refrigerator'** or **'Freezer'** are programmed and ready to use.

*You only need to add a profile to a '**Back up'** Log Tag **WHEN** or **IF** you need to use it.

Example: You would add a refrigerator profile only if you need an additional Log Tag to transport vaccine **OR** you need to replace an old nonfunctioning **'Refrigerator'** log tag

1. Open Log Tag software

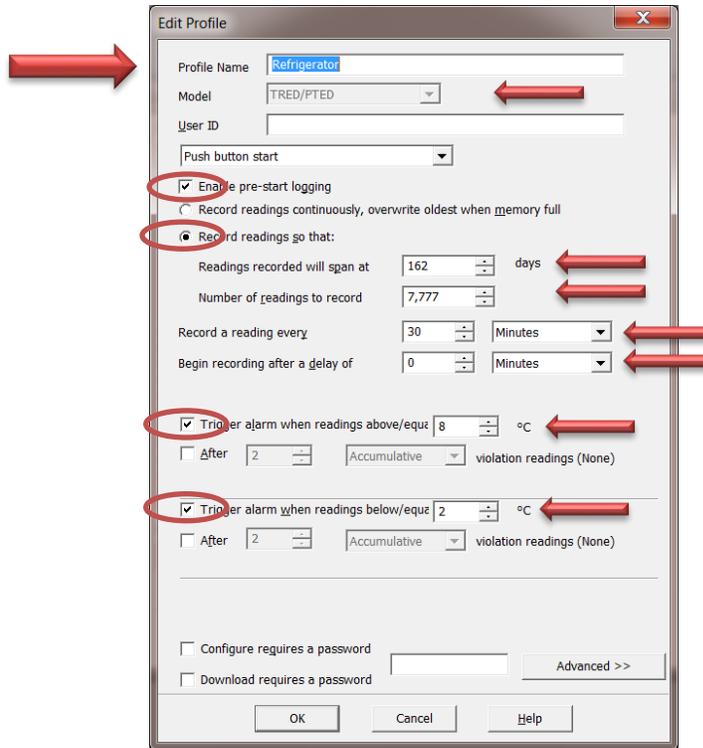2. Select '**LogTag'** and then **'Profiles'**
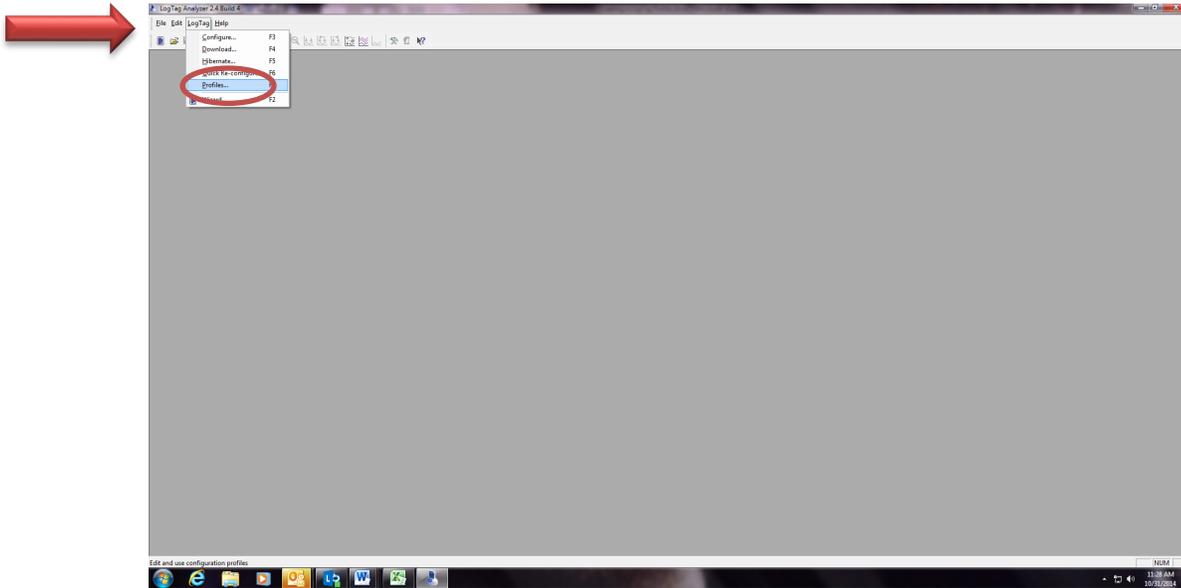
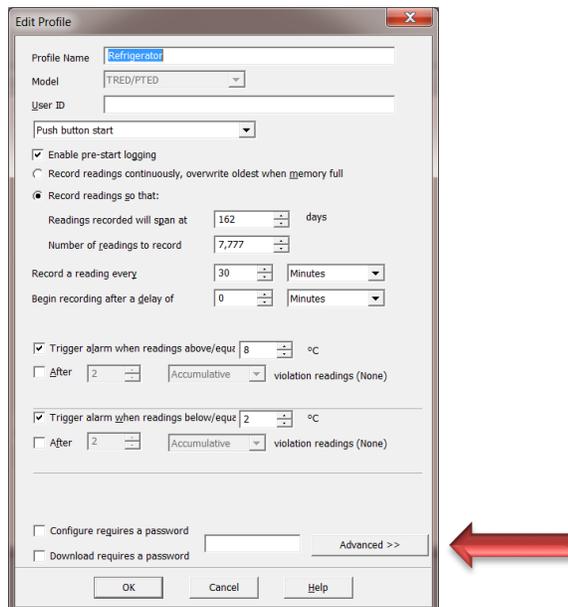3. If box is empty, select **'New'** (if profiles already loaded start at 13 below)
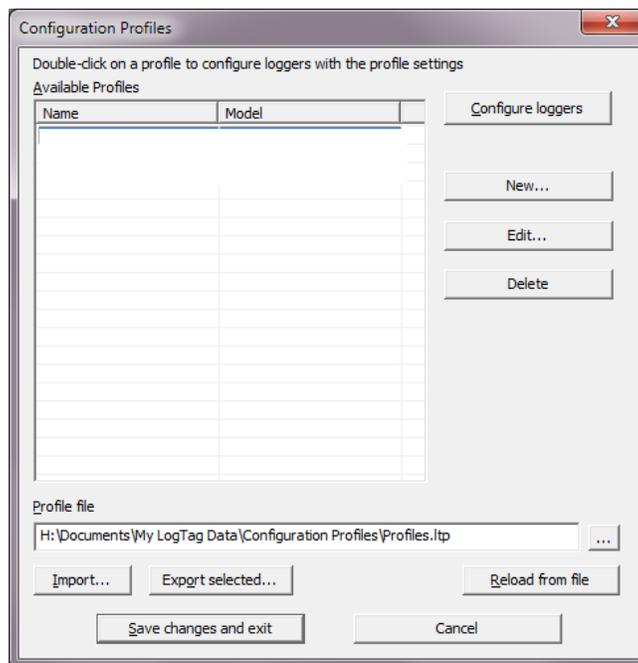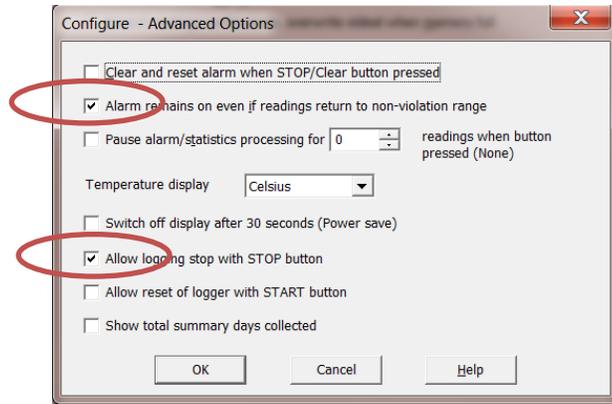

To add a Refrigerator Profile:

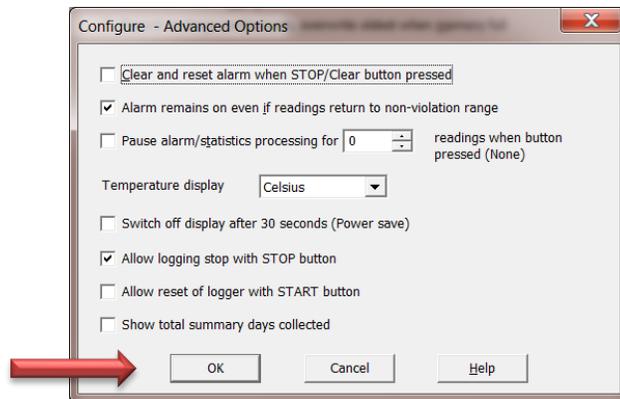4. Add '**Refrigerator'** to Profile Name and choose and set selections below
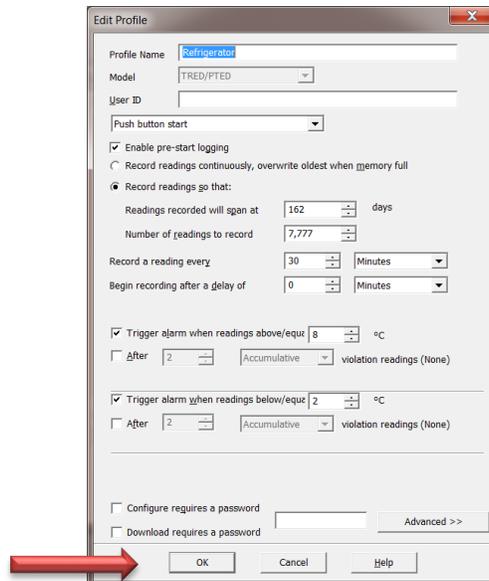

5. Select the **'Advanced'** button

6. Next select the following settings

7. Click '**OK'** to get back to the previous screen

8. Click 'OK' again

10. Next to add a **Freezer** profile follow the above instructions starting at 4 and ensure that the profile fields are the same as below

11. Next download and reconfigure your LogTag unit as normal and leave it in the docking station

12. When the download and reconfiguration is complete, close the data window (the window that opens with the downloaded data) and press the F7 key.

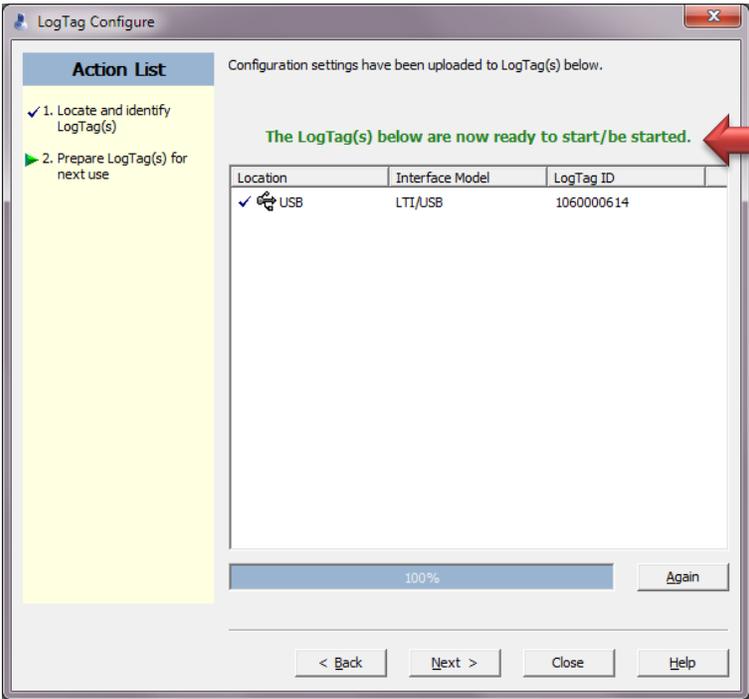13. Highlight the configuration profile appropriate for the LogTag unit you are working with (see arrow below)
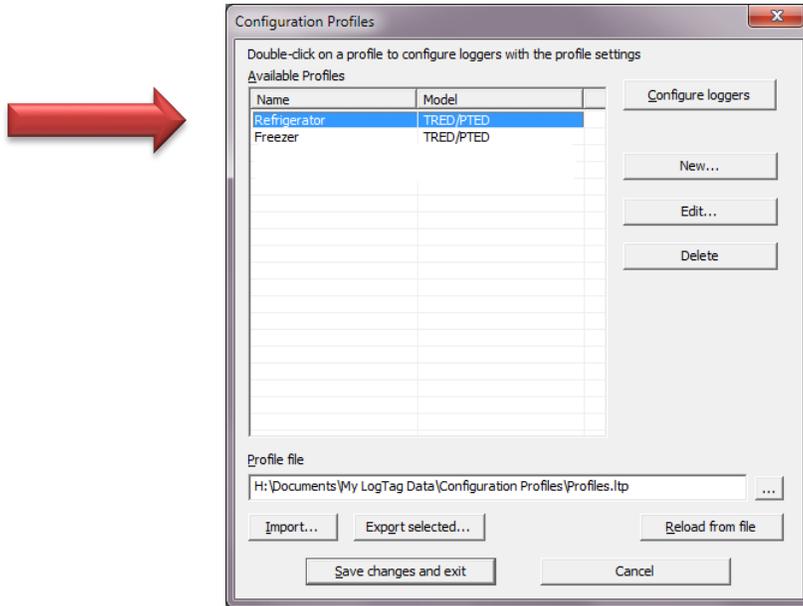
14. Next press the configure loggers button then save and exit
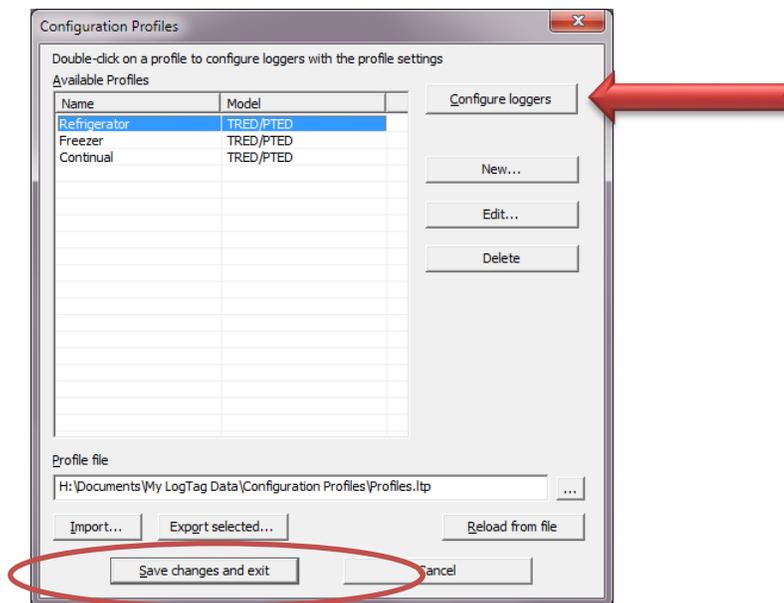
*This will program your LogTag with the updated profile. Once it is indicated that the LogTag is ready to start/be started you can press the close button (see arrows below)

The LogTag is now ready to be started. Repeat the process with your remaining LogTag units starting with Step 13.

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