

## Digitizing Using the Long Wand

### *Setting up long tip:*

1. Turn on the computer.
2. Turn on Polhemus machine (the switch is on the back of the machine).
3. Click on the Terminal Icon
4. Turn on Caps Lock
5. Press <enter>
6. Type P <end> (*end* is a button on the right side of the keyboard)
7. Type N1 <enter> <end>
8. The bottom numbers of the matrix should be: 2.544 .009 0.030
9. Type N1, 5.794 <enter> <end>
10. Type N1 <enter> <end>
11. The bottom numbers of the matrix should be: 5.794 .009 0.030
12. Press F8

### *Digitizing:*

1. Double click on the Locator icon (a purple face).
2. Go to “**Setup**” on the menu bar at the top of the screen.
  - a. Go to “**Select Hemisphere**”
  - b. Choose “**X+**”.
3. Open a sequence file
  - a. Go to “**File**” and “**Open.**”
  - b. Go to the SeqFile folder and click on sequence. Note: Nothing will appear on the screen.

4. Go to “**Digitize**”.
  - a. Choose **3 receivers**.
5. Then go to “**Digitize**” again.
  - a. Choose **electrode**.
6. Follow the instructions on the screen.
  - a. Place **R1** in the front or the back of the helmet
  - b. **R2** goes on the **left side**; and **R3** goes on the **right side**.
7. Click on “>>” when you have completed each step. Follow the messages on the screen.
  - a. If a message appears on the screen telling you that you need to repeat a measurement. Click “**OK**” and redo the point.
  - b. Slow down.
  - c. If this happens 2x in one session, then **START OVER FROM THE BEGINNING**.
8. When you are finished digitizing, you will hear a beep when the sequence has been completed. **DO NOT PRESS “ACCEPT” or you will lose your data.**
9. Leave the helmet and receivers on the participant until **AFTER** you’ve checked the data.
  - a. Using the arrow keys, turn the data over and around to check them.
  - b. Look for dots in wrong locations, discrepancies in distance between dots, dots outside the box, etc.
  - c. If you see any of these, check for metal on you or the participant and then redigitize.
10. If the data look good, **SAVE** the file.
  - a. Go to “**File**” and “**Save**”
  - b. Change “save as type” to electrode file (\*.elp)

c. **DO NOT SAVE AS .hsp or you will lose your data.**

d. Name the file as follows: study code, participant # (example: snc501.elp)

e. Close out of Locator using the “x” in the upper left corner. It will prompt you to save, say **NO**.

11. Transfer the data to CNL-Darwin into your project folder.

12. Clean the receivers and the wand with an alcohol pad. Return equipment to their proper places.

12. **Please remember to turn off the Polhemus machine and the computer.**