

Illness Reporter User Manual





Illness Reporter

Copyright © 2011 Oceanit Laboratories Incorporated
828 Fort Street Mall, Suite 600, Honolulu, HI 96813
Phone 808.531.3017 • Fax 808.531.3177

Version History

Version	Date	Author(s)	Comments / Notes
1.00	11/13/2012	J. Delp	Draft1

Table of Contents

1. Getting Started	2
2. Filing a Complaint	4
2.1 Creating a Complaint and Selecting a Complaint Type	4
2.2 Establishment Complaint Form and Sub-form	5
2.3 Product Complaint Form and Sub-form	6
2.4 Complaints Overview: Viewing, Editing, and Syncing Complaints	7

This page is intentionally blank



1. Getting Started

When you first launch the Illness Reporter app, you will see the Disease Investigation Branch’s contact information along with a Start button to begin using the application.

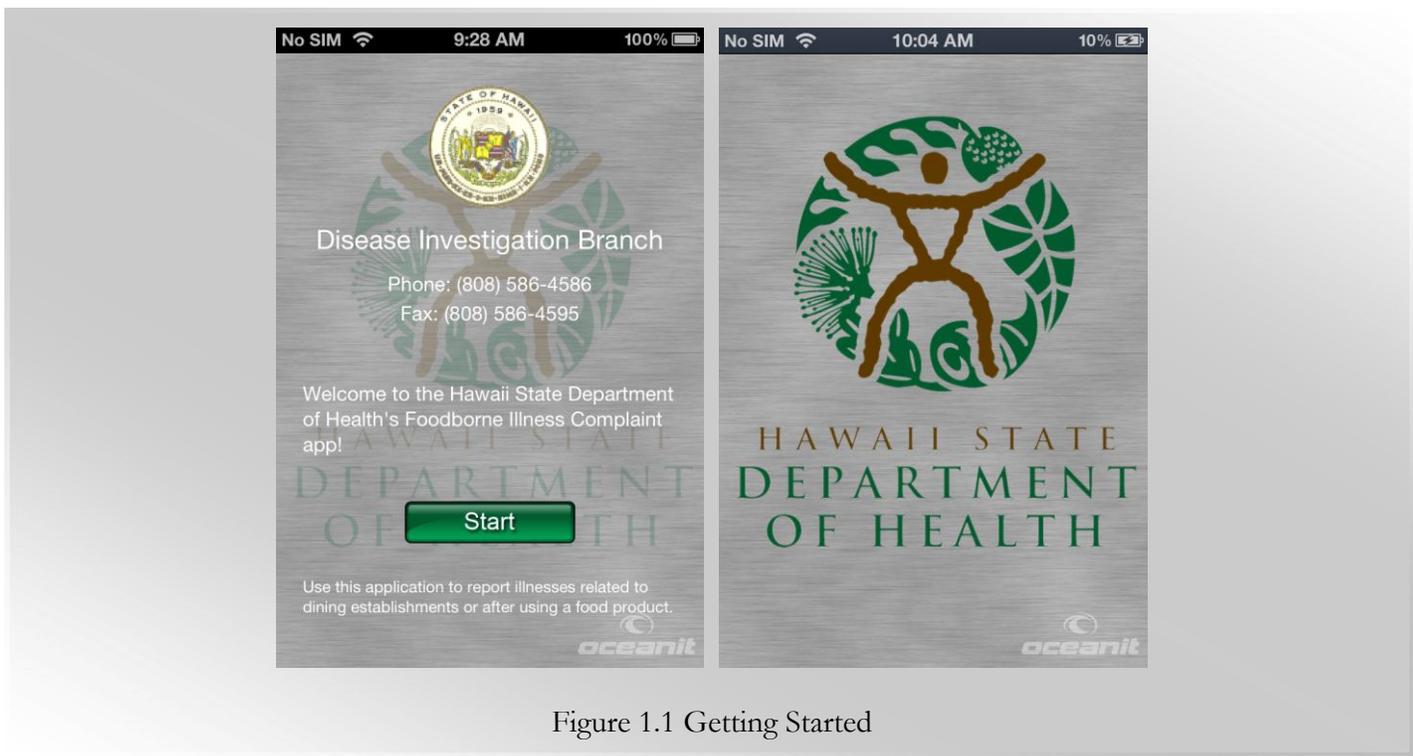


Figure 1.1 Getting Started

Next, you will be prompted to enter some information about the person reporting the incident. You can file a report on behalf of yourself and/or other people in your group at the time of the incident.

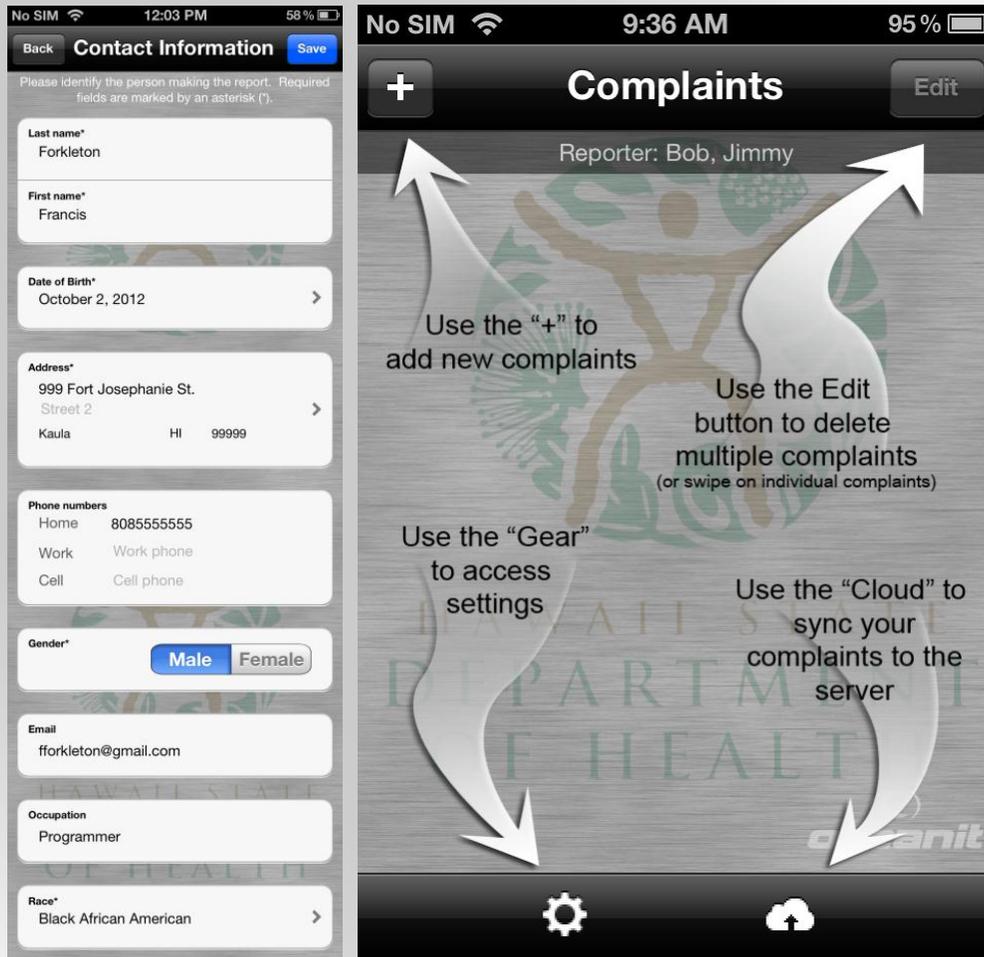


Figure 1.2 Initializing Contact Info and Complaints

Next, you will be taken to the Complaints screen, which displays a list of complaints based on the currently active reporter. The Complaints screen contains the app’s core functionality, and from here you can view a list of your complaints, create a new complaint, edit complaints, and sync complaints with the server. If this is your first time using the Illness Reporter app, you will see arrows with a description of what each button on the complaints screen does.

- Use the  button to add new complaints.
- Use the  button to delete multiple complaints.
- Use the  button to access settings
- Use the  button to sync your complaints to the server

2. Filing a Complaint

From the Complaints view, create a new complaint by clicking the  button. You can file a complaint about an Establishment or a Product. The next two pages show an example of a completed Establishment Complaint and a completed Product Complaint.



Figure 2.1 Selecting a Complaint Type

Below is an example of the Establishment complaint form, the Affected Person, and the Symptoms sub-forms.

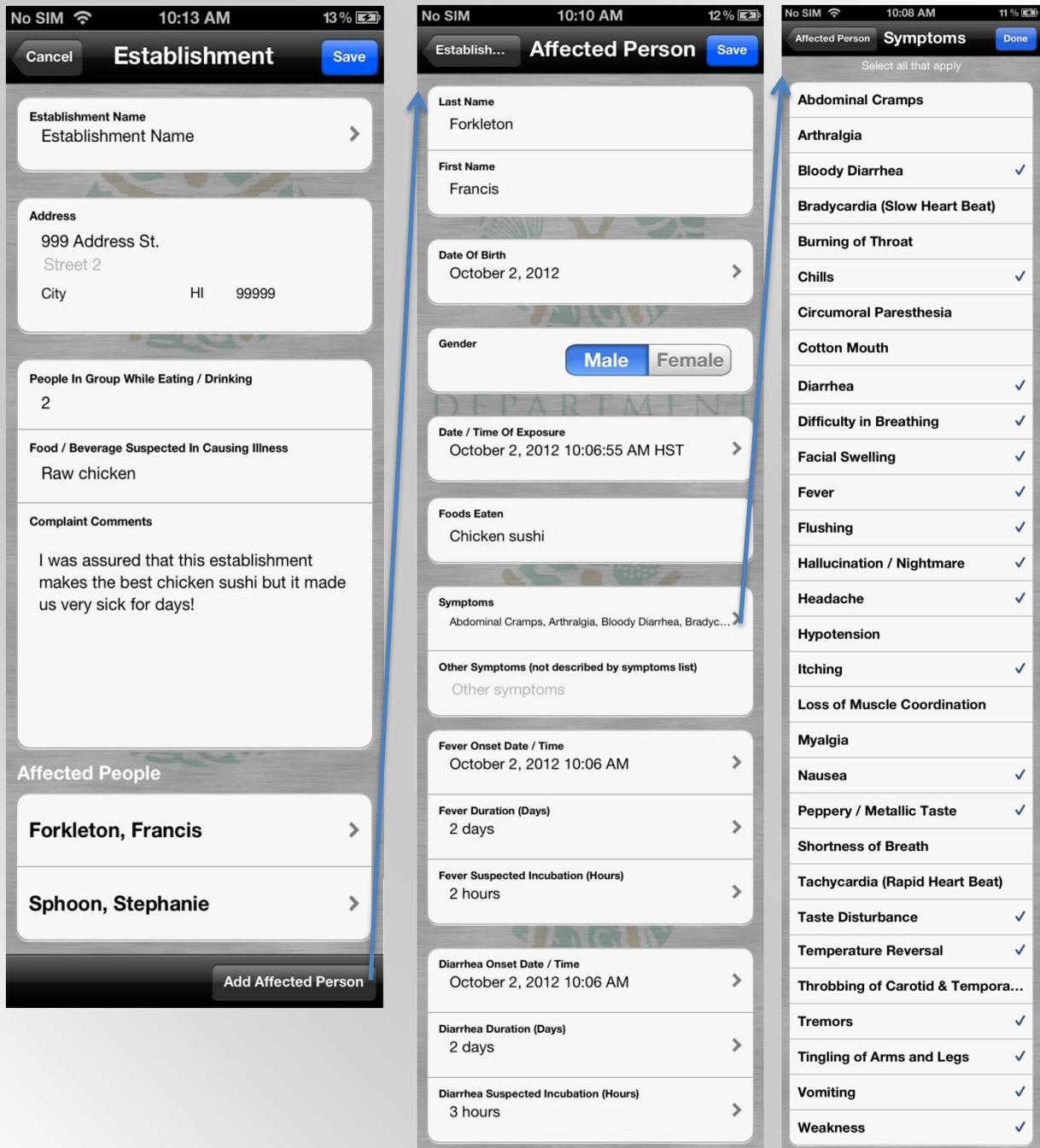


Figure 2.2 Establishment Complaint Form and Sub-forms

CHAPTER 2: FILING A COMPLAINT

Below is a look at the Product complaint form, the Affected Person, and the Symptoms sub-forms.

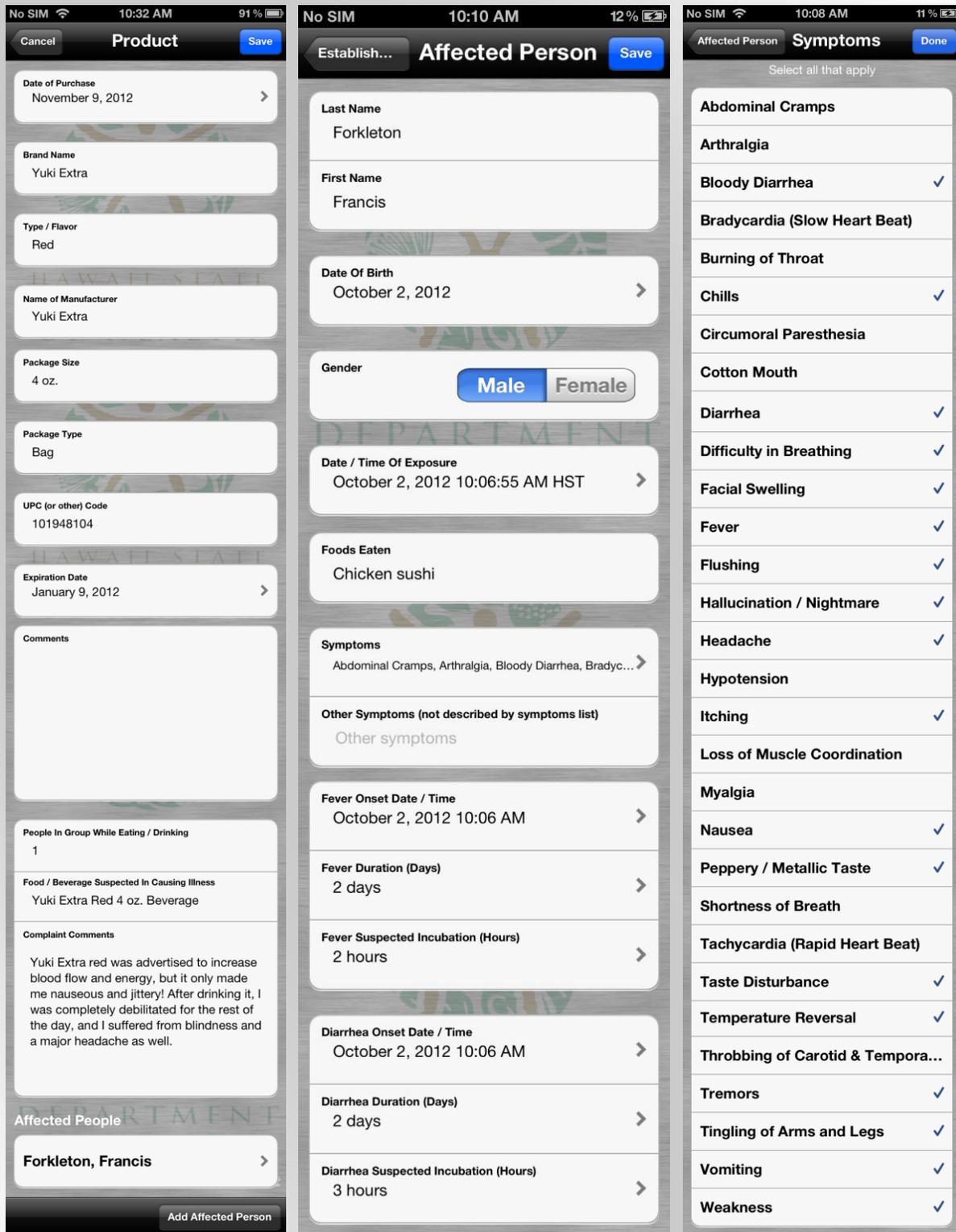


Figure 2.3 Product Complaint Form and Sub-forms

When you are done filling out the complaint information, click Save. Your report will be saved by Establishment Name or Product Name, along with a date, as seen in the figure below. You now have the option of syncing your complaints to the server. To sync your complaint to the server, click the Sync button . You can go back and make changes to your report by selecting it, saving, and re-syncing to the server.

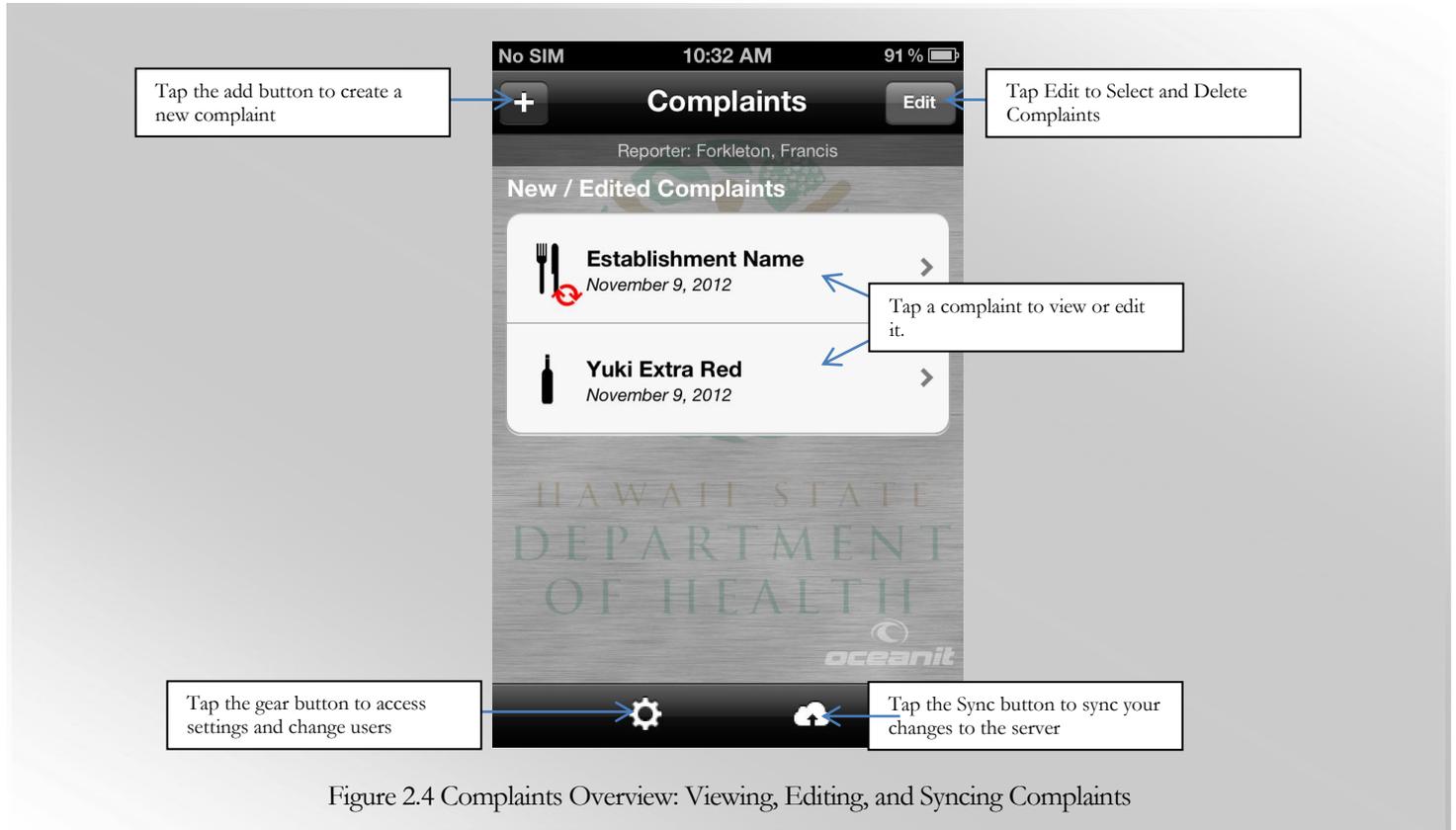


Figure 2.4 Complaints Overview: Viewing, Editing, and Syncing Complaints