

Instructions for Downloading the Short Physical Performance Battery using MS Windows

The Short Physical Performance Battery (SPPB) is a method for assessing physical performance of older patients. These instructions explain how to download the SPPB folder from the Internet and create a CD that “opens” automatically in a CD reader. Your computer should have a read/write CD drive, and standard software for writing CDs should be installed. You should have some familiarity with the CD-writing software. Please read all instructions before following them.

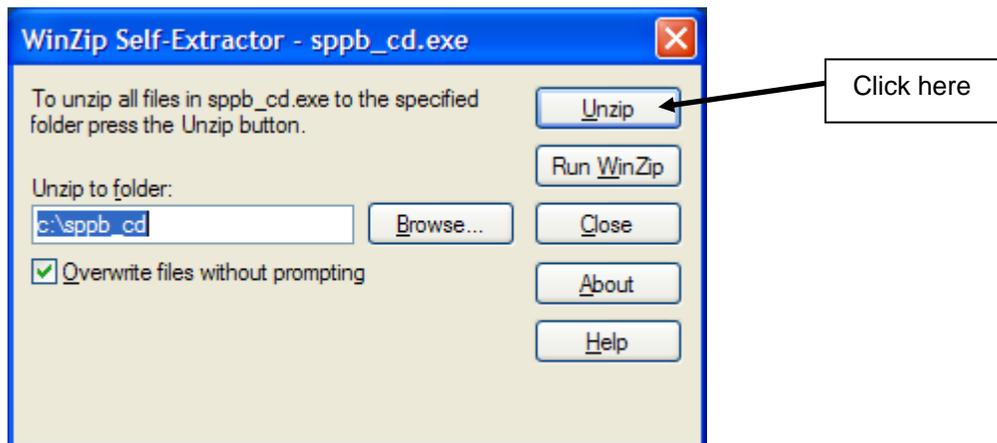
Downloading the SPPB folder (called sppb_cd) from the Internet and uncompressing it:

1. From the Web page “Assessing Physical Performance in the Older Patient”
Click on “(exe)” next to “CD (Download and Execute).”
If you see the system prompt “Do you want to run or save this file?” **click “Run.”**
Sppb_cd.exe will download to a temporary folder. The size of sppb_cd.exe is about 426 MB.

Expect the download to require from 5 to 30 minutes, depending upon the speed of your connection.

**IMPORTANT: do not do anything until the download has completed.
WAIT to see the system dialogue box mentioned below.**

2. You will see the system prompt: “Do you want to run or save this file?”
Click “Run.”
If you see a Security Warning, **click “Run.”**
3. You should see a window called “WinZip Self-Extractor”.
By default, the SPPB CD files will be saved on your computer in a folder called **c:\sppb_cd**.



4. When the folder has been created, you should see a message that looks like:



Click "OK".

Again you will see the window called "WinZip Self-Extractor".

Click the "X" to exit the Self-Extractor.

5. You should see a folder called sppb_cd on your C: drive. This folder is about 489 MB in size.

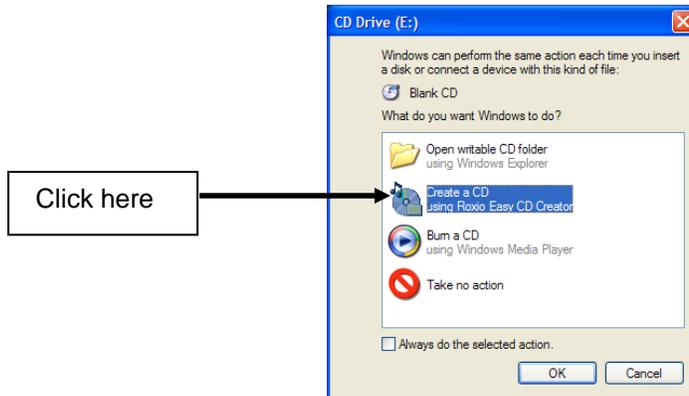
Writing a CD after you have downloaded and uncompressed the SPPB folder:

If your computer contains standard CD-burning software, you can create a CD that will “open” automatically when you read it in the CD drive on your computer. In order for this CD to work, the files and folders within the sppb_cd folder must be located in the root directory on the CD. The following instructions explain how to do this.

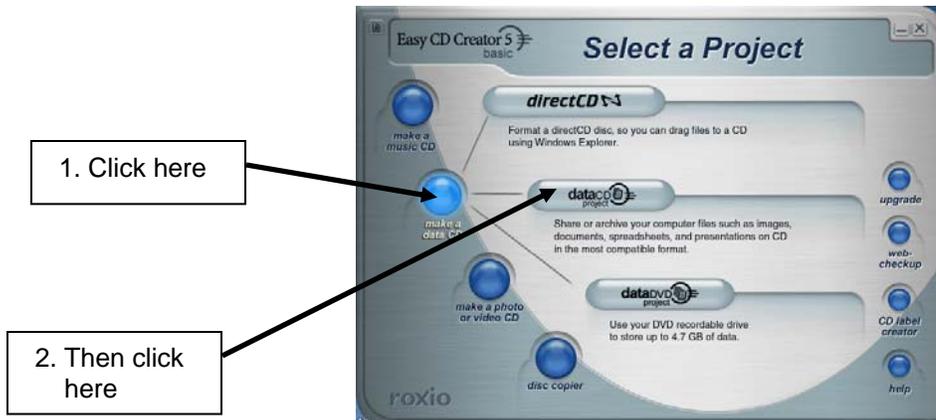
It is important to use software that will write to the CD in a format compatible with most computers. In our experience, “drag and drop” software used to back-up data to a CD (such as Roxio DirectCD) will function only if the user indicates that the output format should be compatible with most computers, and even then the results are not completely satisfactory.

Here is an example using Roxio Easy CD Creator software:

1. **With a blank CD in the read/write drive, start Roxio Easy CD Creator.**
(If MS Windows “senses” the CD in the read/write drive, you may see a system message as below. **If so, choose “Create a CD using Roxio Easy CD Creator” then click OK.**)



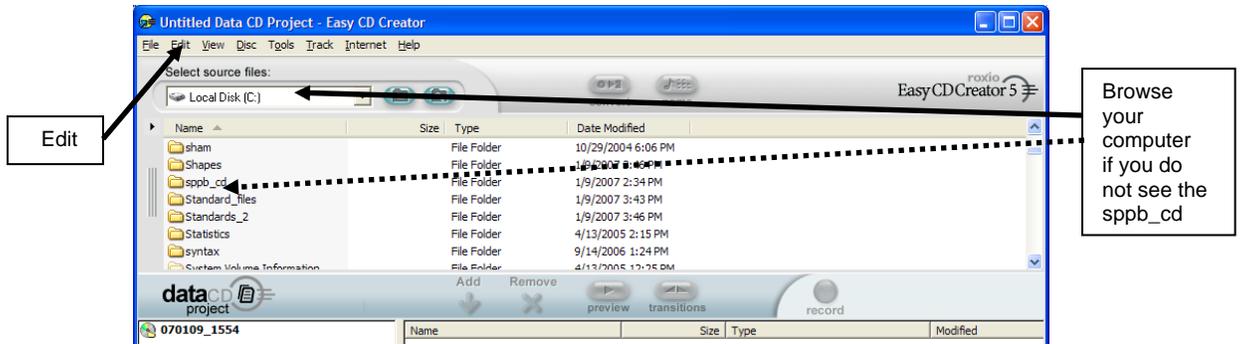
2. You will then see the screen “Welcome to Easy CD Creator”.
Click OK. (If a registration screen appears, click “Remind me later”)
3. The next screen should be “Select a Project.”
Click “make a data CD”.
Then click “Data CD Project”.



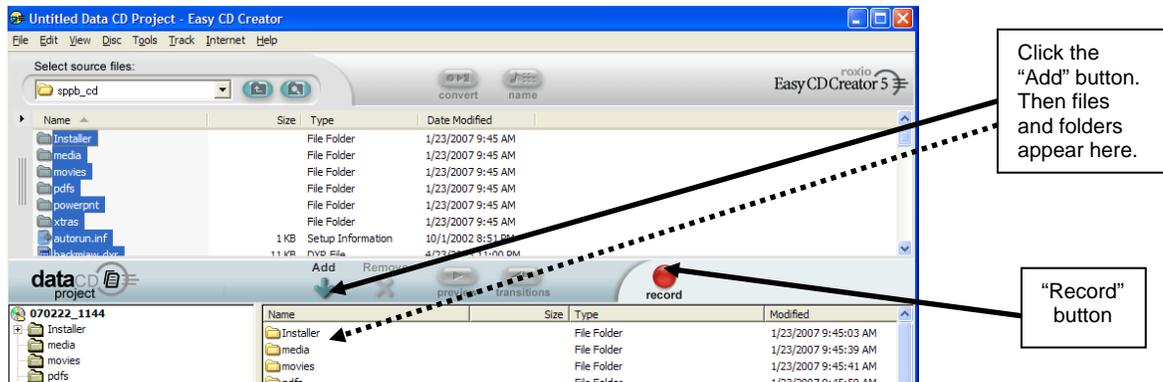
- At the top of the next window, under the tool bar, you will see "Select Source Files".
If you do not see the sppb_cd folder in the list, you may need to search for it using the pull down menu to browse the folders on your computer.
- Once you have found the sppb_cd folder:

**Double-click on the sppb_cd folder icon to open it.
Then click on the "Edit" toolbar.**

In "Edit" click "Select All" to select all files and folders in the sppb_cd folder.



- Click the "Add" button.
The files and folders from sppb_cd will appear in the window below the "Add" button.
Click the red "Record" button.



- You should then see the "Record CD Setup" window.
Click the "Start Recording" button.
- You should then see the "Record CD Progress" window.
When the CD is complete, the window should say "CD created successfully".
Click "OK."
- You can then exit Roxio.
**If the system asks about saving CD project changes, click "NO."
Then click on the "X" to exit Roxio.**
- Load the CD into your read CD drive.** It should open automatically.

11. If the CD does not open automatically, follow these instructions:

With the CD in the read CD drive, click the "Start" button on the Windows taskbar.

Choose "Run."

Type "D:\start" where "D" is the letter of your CD drive.

Click "OK."

Reading the uncompressed SPPB folder directly from your computer:

If you choose not to create a CD, you can still read the contents of the SPPB folder. To do this, follow these instructions:

1. ***Locate the folder called sppb_cd on your computer.***
2. ***Double-click on the folder to open it.***
3. ***Search the contents of the sppb_cd folder and double-click on the file called start.exe.***
4. Windows will give you a warning message.
Click "OK."
5. The program should then open automatically.
6. ***To exit the program, click "Exit."***