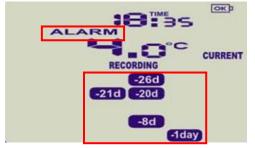
## LOGTAG TRED30 DATA LOGGER INSTRUCTIONS

## LogTag TRED30 Instructions for Daily Use

## Record temperatures twice daily; at the beginning and the end of each workday.

- Write the actual temperature of the storage unit in the appropriate box on the temperature log (Celsius or Fahrenheit). Do not place an "X" in the box that corresponds with the temperature. It is important to write actual temperatures to the decimal point in the row that corresponds with the leading whole number (e.g., 4.5°C on the line for 4°C).
- 2. Document on the temperature log whether an alarm was triggered; "Y" for yes, "N" for no.
  - If the word ALARM is displayed above the current temperature, an alarm was triggered; follow the instructions to download the data on the next page to determine the extent of the issue. Refer to <u>Alarm Procedures: Taking Action</u> document for additional actions to take.
  - If a blue rectangle with "-\_\_d" appears at the bottom of the screen, an alarm was triggered on a previous day (e.g. "-1d" indicates the alarm was triggered yesterday, "-2d" indicates an alarm was triggered 2 days ago, etc.). Follow instructions to download the data on the next page to determine the extent of the issue. Refer to <u>Alarm Procedures: Taking Action</u> document for additional actions to take.



- If the current temperature is out-of-range, take immediate action to ensure vaccines are stored at appropriate temperatures. See Temperature Excursion Checklist (page 2 of <u>Alarm Procedures: Taking Action</u> document).
- 3. Press the Review/Mark button after documenting the temperature and alarm status. This will ensure that your temperature checks also appear on the graph when you download your data to a computer.

## **Downloading Data**

Download the LogTag data each time the front or back of the temperature log is completed and any time "ALARM" is displayed or a blue rectangle appears at the bottom of the display screen.

1. Press and hold the STOP button until "STOPPED" appears on the screen <u>and</u> stops flashing (approximately 4-6 seconds).



- 2. Unplug the cable from the LogTag.
- 3. Open the LogTag Analyzer software by selecting the LogTag Analyzer icon on the computer desktop.
- 4. Plug the docking station into your computer's USB port and place the LogTag data logger into the docking station.



5. The message below will display. Do NOT click cancel.



- 6. Data will automatically download, open and save to your computer. A second screen will pop up saying 'Logger has been re-configured'; click OK.
- 7. The LogTag report will open in the software.
- 8. Print the Report and Day Summary tabs by clicking the printer icon while the Report tab is selected, then clicking the printer icon a second time after selecting the Day Summary tab.

Control Solutions VTMC 2.6 Build 9 - A1234 RG Celsius Tina & Kellis LogTag 1860910965 7-11-2016 1_46_44 PM to 7-12-2016 11_16_44 AM									
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A1234 RG Celsius Tina & Kellis LogTag 1860910965 7-11-2016 1_46_44 PM to 7-12-2016 11_16_44 AM									
Day	Date	Alarm	Max. reading (°C)		Time above/equal upper alert	Min. reading (°C)	T	ime below/equa lower alert	al 📥
0	7/12/2016	•	22.8	1	1 Hours, 30 Minutes	21.0			
-1	7/11/2016	•	23.8		10 Hours	-199.9	Ţ	30 Minutes	
-2									
-3									
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- 9. Remove the LogTag device from the docking station and <u>plug it back into the probe</u>.
- 10. Press and hold the Start button until "STARTING" stops flashing <u>and</u> current temperature appears.
- 11. The LogTag data logger will display "Recording".