

LogTag® TRED30-7R Data Logger

Instructions to Print Summary Report

Complete instructions on setting up and using the LogTag data logger are available in MicroDAQ's Log Tag Training Guide prepared for the California Department of Public Health Vaccines for Children Program. That guide, prepared as a PowerPoint slide set and printable as a PDF, is available at www.microdaq.com/California. MicroDAQ's instructions for stopping the logger to view and save recorded data are available in the training guide.

This document includes instructions to print the logger summary report. The report should be printed each time data is downloaded from the logger and kept with your paper temperature log files.

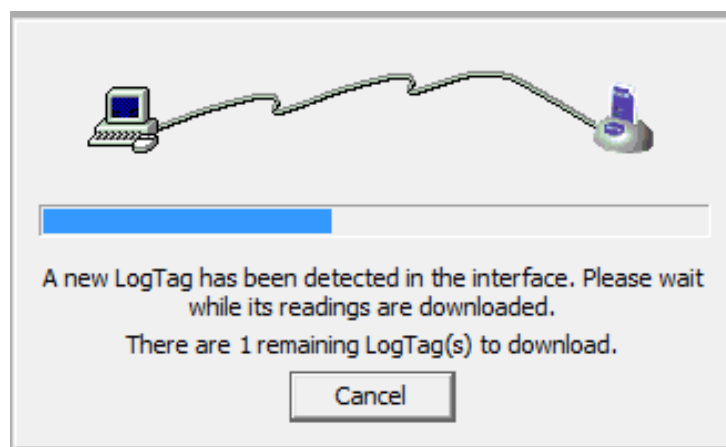
The VFC Program requires that the data be downloaded weekly and whenever an alarm is triggered or the minimum/maximum readings go outside recommended temperatures i.e., a temperature excursion occurs.

1. Open the LogTag Analyzer (LTA) program. The LTA was installed during the process to set up your logger.

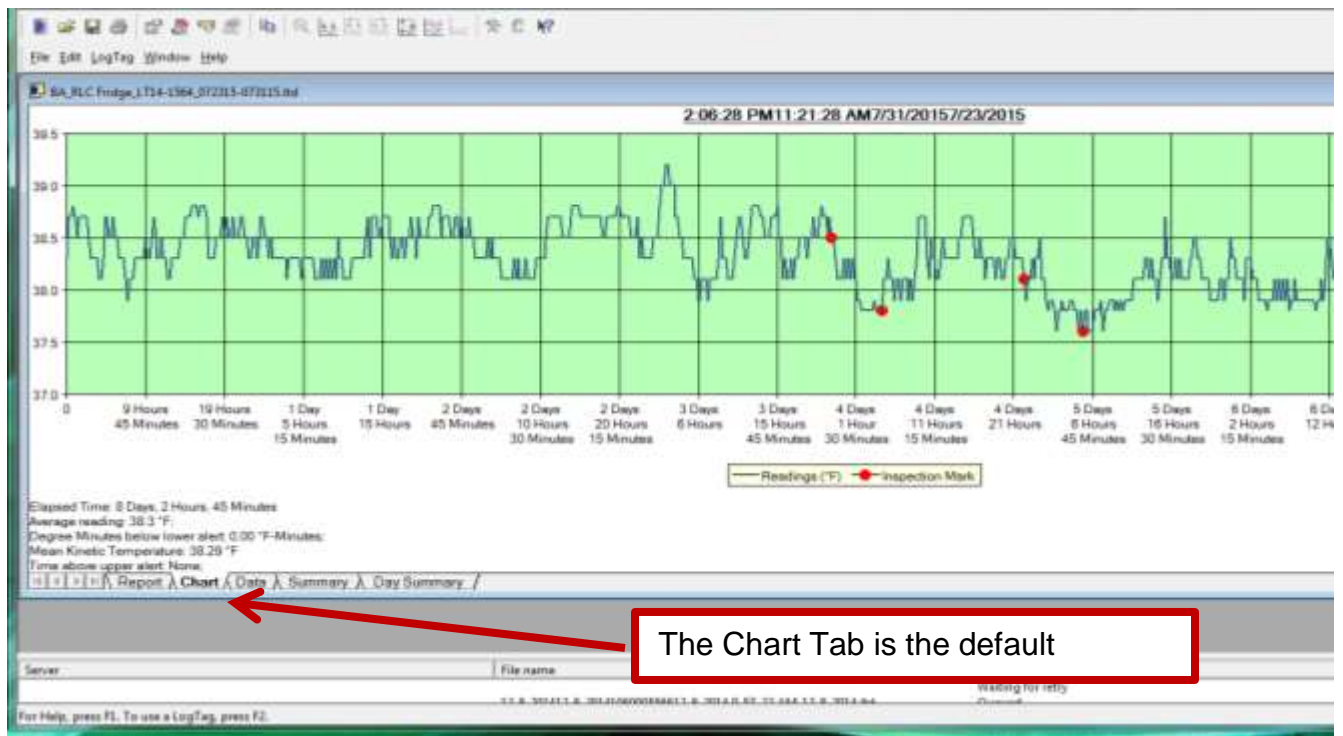
- Double click the LogTag Icon.



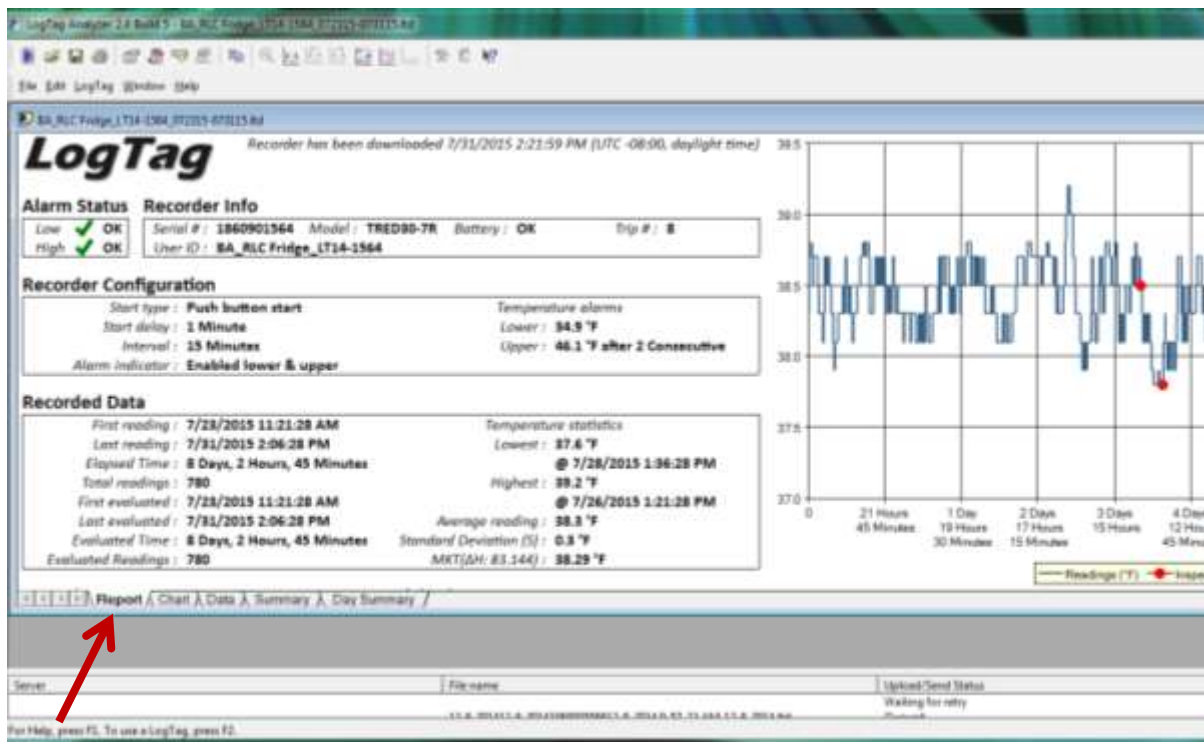
2. Insert your stopped logger into the LogTag interface cradle plugged into a USB port on your computer. A message will pop up showing the progress in reading the data from your logger.



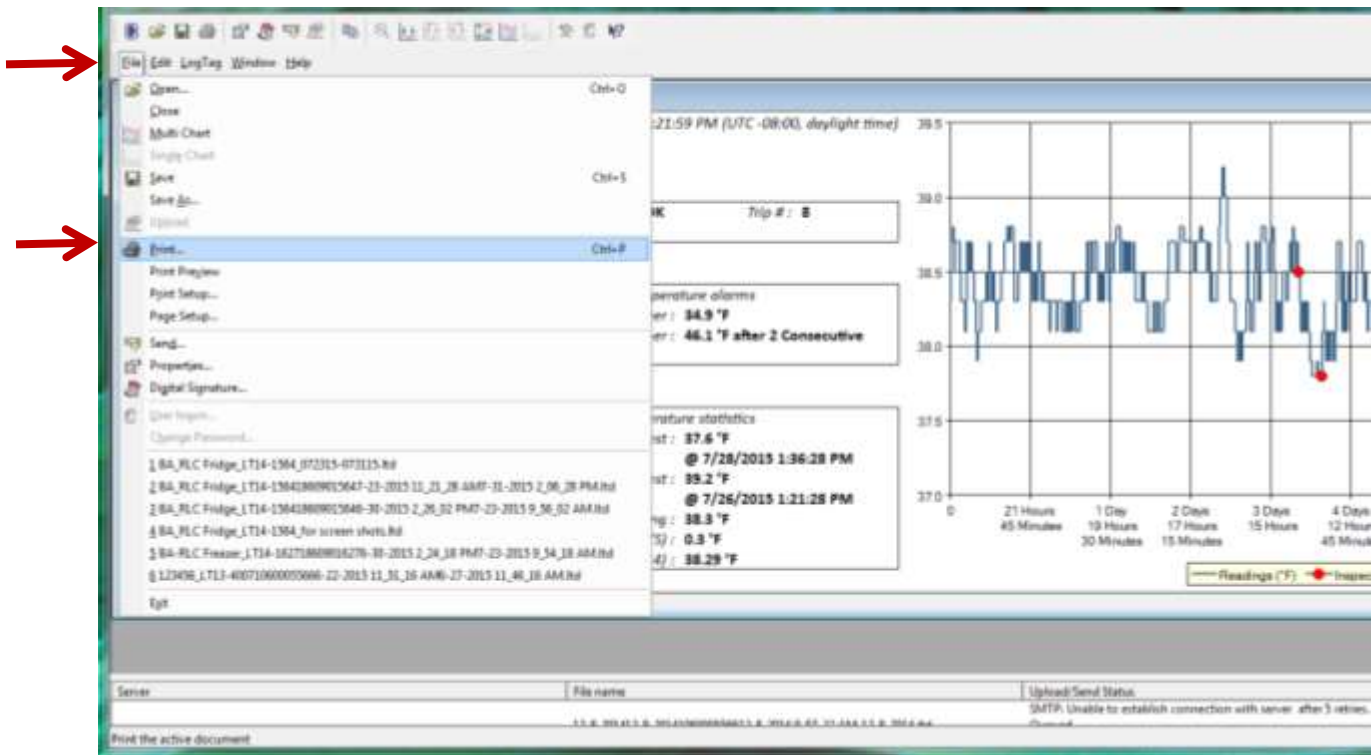
- A report will automatically pop up in the LogTag Analyzer window. At the bottom of the report are several tabs that display different information. The Chart tab is displayed when the report first opens.



- Click on the Report Tab to display the logger summary report.

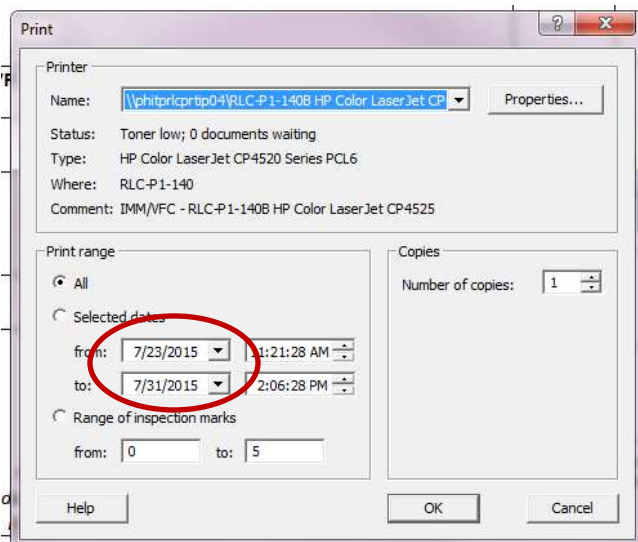


- To print the summary report, click on “File” in the menu above the report display and select “Print.”



A window like this will pop up over your report.

- Use the arrow keys to select the “from” and “to” dates for the report. Click “OK” to print.



- Keep a copy of the printed report with your paper temperature log records.
- A printed copy is required in addition to saving the electronic version of the temperature log data.
- Having the paper copy ensures you have a record of the temperature data in the event a computer failure or crash causes the loss of your electronic data files.