

ACCUNIQ MANAGER

User Manual



Table of contents

TABLE OF CONTENTS.....	2
GETTING STARTED	4
1. SYSTEM REQUIREMENTS	4
2. INSTALLATION ACCUNIQ MANAGER.....	4
3. RUNNING ACCUNIQ MANAGER	7
4. REGISTER THE CENTER	7
5. CONNECTING THE DEVICE	8
6. GUIDE FOR ACCUNIQ MANAGER SCREEN	8
MEMBER MEASUREMENT	10
1. STARTING MEASUREMENT	10
2. STARTING MEASUREMENT WITH A MEMBER INFORMATION	10
3. CONTINUOUS MEASUREMENT	11
VIEW MEMBER MEASUREMENT RESULTS	12
1. VIEW THE CUMULATIVE GRAPH OF MEMBERS.....	12
2. DETAILED VIEW OF MEASUREMENT RESULTS	13
3. MANAGING MEASUREMENT RESULTS	14
4. PRINTING THE MEASUREMENT RESULTS.....	14
MANAGE MEMBERS.....	16
1. ADDING MEMBERS	16
2. VIEWING MEMBER INFORMATION AND TAKING NOTES	16
3. SORTING THE MEMBER LIST.....	16
4. MANAGING/EXPORTING MEMBER INFORMATION	16
5. SEARCH FOR MEMBERS	17
6. MEMBERSHIP TOP LEVEL DISPLAY	17
MANAGE YOUR CENTER ACCOUNT.....	19
1. MANAGING CENTER INFORMATION	19
SETTING UP THE ENVIRONMENT	20
1. LANGUAGE AND REGION SETTING	20
2. MEMBER LIST CUSTOMIZING	20
3. DEVICE CONNECTION	20



4. BLUETOOTH CONNECTION	21
5. BLUETOOTH MANUAL CONNECTION	21
6. DATA MANAGEMENT-BACKUP	24
7. DATA MANAGEMENT-IMPORT	25
8. HOW TO CREATE A MEMBER LIST FILE (*.XLS)	25
9. DATA MANAGEMENT-EXPORT	26
10. DATA MANAGEMENT-DATABASE CONNECTION	26
11. DATA MANAGEMENT-DATABASE USER ACCOUNT CREATION	26
12. DATA MANAGEMENT-INTERFACE SETTING.....	27
13. USING INTERFACE MEMBER TRANSFER	27
14. INTERFACE FILE CREATION SETTINGS	28
15. DICOM (DIGITAL IMAGING AND COMMUNICATIONS IN MEDICINE) FILE CREATION AND TRANSFER	29
16. VERSION.....	29
17. TERMS OF USE.....	29
18. USER GUIDE.....	30
<u>ADDITIONAL INFORMATION.....</u>	<u>30</u>



Getting started

Thank you for choosing ACCUNIQ MANAGER.

Use the ACCUNIQ MANAGER CD that came with the product to install the software.

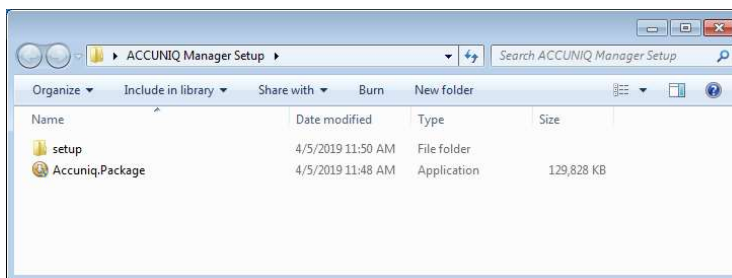
Before installation, carefully read the following system requirements.

1. System requirements

- ① PC OS : Windows 7 (32/64 bit), Windows 8 (32/64 bit), Windows 10(32/64 bit)
(Windows XP is no more supported.)
- ② Resolution : 1280x800 or higher
- ③ Memory : 8G higher recommended

2. Installation ACCUNIQ MANAGER

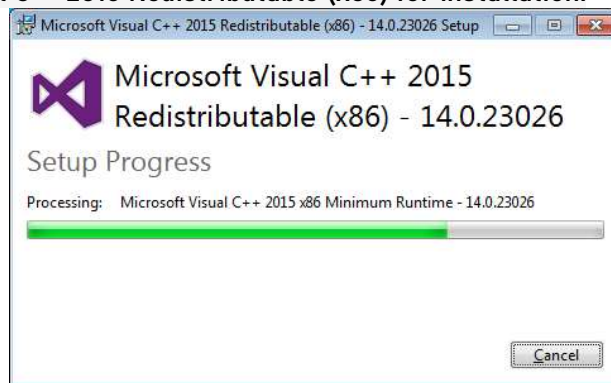
- 1) Double-click the installation file 'AccunIQ.Package.exe' in the ACCUNIQ Manager CD to start the installation.



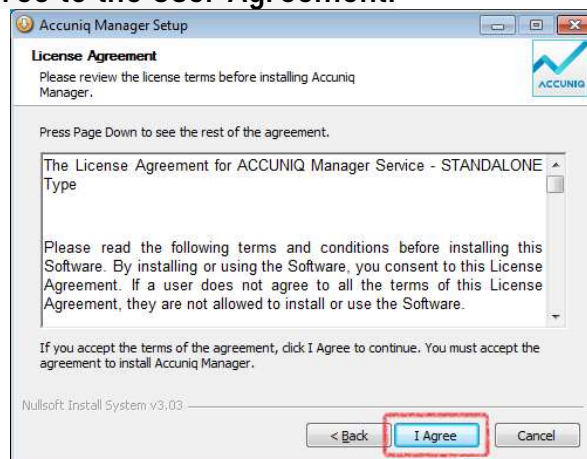
- 2) Select the installation language. The installation language applies only to the Installshield installation language. (ACCUNIQ Manager's language can be changed in ACCUNIQ Manager's environment setting.)



Install Microsoft Visual C++ 2015 Redistributable (x86) for installation.

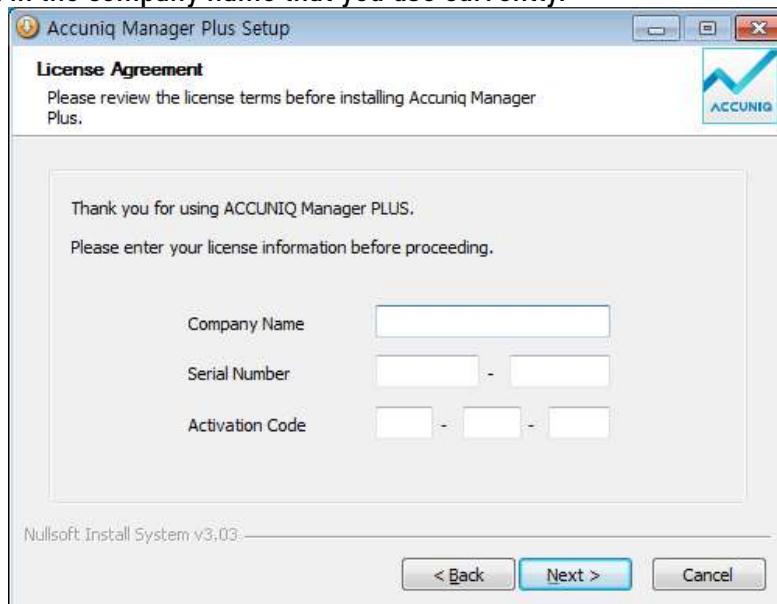


3) Check that you agree to the User Agreement.



① In case of ACCUNIQ Manager PLUS, you need to enter the serial number and activation code of the device.

You can put in the company name that you use currently.

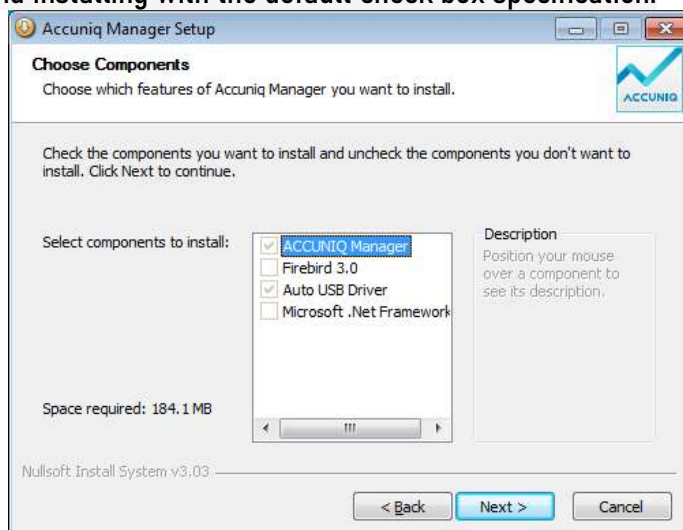


Notice



The Serial Number and Activation Code are in the enclosed CD case.

- ② Select additional installation elements of ACCUNIQ Manager.
We recommend installing with the default check box specification.

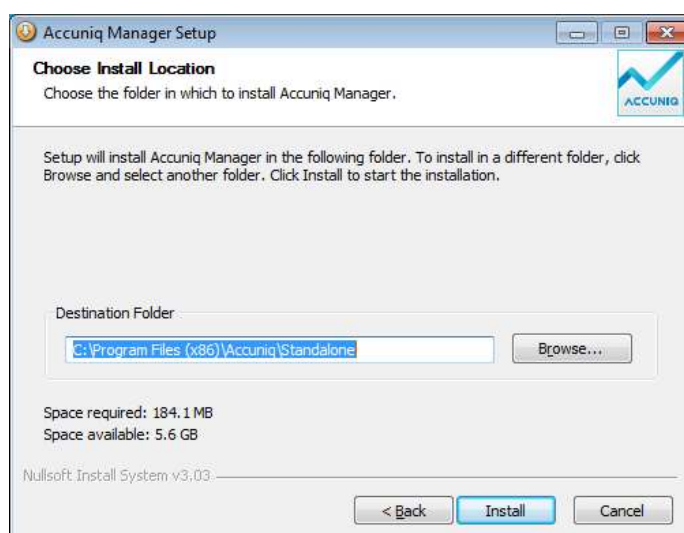


Notice



If you didn't install the essential items, it might happen an error when running ACCUNIQ Manager. If an error occurs during execution, please reinstall ACCUNIQ Manager.

- ② Select the installation folder.



If there is no special reason, it is recommended to install it in the default.



② Complete the installation of AccunIQ Package.



3. Running ACCUNIQ MANAGER

- ① Double-click the icon on the desktop to run ACCUNIQ Manager.
- ② Upon execution, the ACCUNIQ Splash window is opened for the first time, and the main form is showed a little later.



4. Register the center

- ① You can see the main form like a below picture when ACCUNIQ Manager running for the first time.
You should put in ID, Center name, address, telephone number and email address for register the center.
For the logo of Center Information, you can register GIF, JPG, JPEG, PNG, BMP files suitable for 296 x 70 (px) size.
- ② After input all information, click OK to complete registration of center information.
- ③ If you want to register later, click the "Cancel" button to close the center information input window.



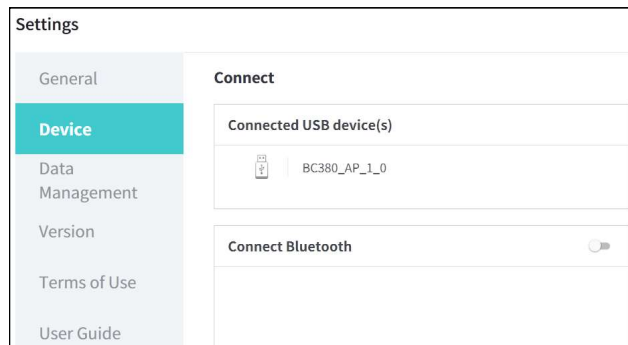
You can register again by clicking Center Name> Center Information.



5. Connecting the device

Connect with PC with USB cable after turned the device on.

If you select the device connection icon  on the home screen, the connected USB devices are displayed.



- ① When the connection is completed, it is changed to this  (from red dot to blue dot)

6. Guide for ACCUNIQ MANAGER SCREEN

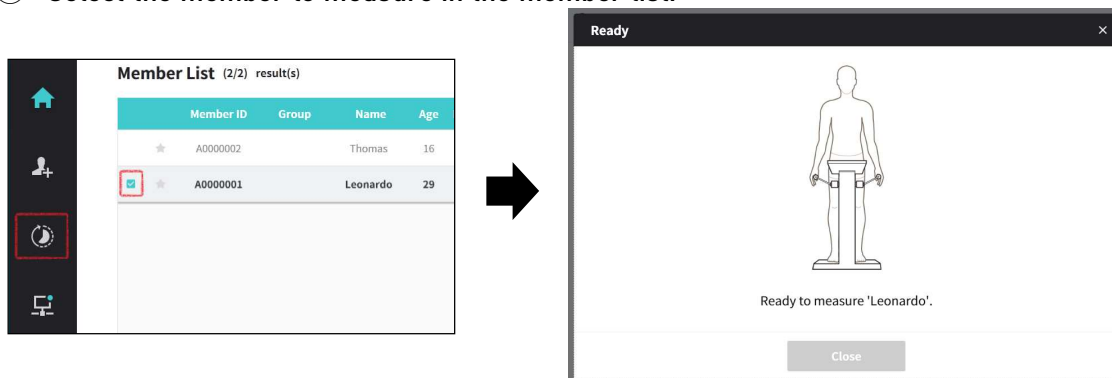
- ①  Check the list of all registered members on the program's home screen.
- ②  Add members. Refer to *Member Management> Add Member*.
- ③  This function notifies the start of measurement by the device. Refer to the section on *Measuring Members> Starting Measurement*
- ④  This is a shortcut to connecting device. Please refer to *Setting Environment> Device Connection*.

- ⑤  This is a view of the measurement result of the member selected from the list. Please refer to the section on viewing member measurement results.

MEMBER MEASUREMENT

1. Starting measurement

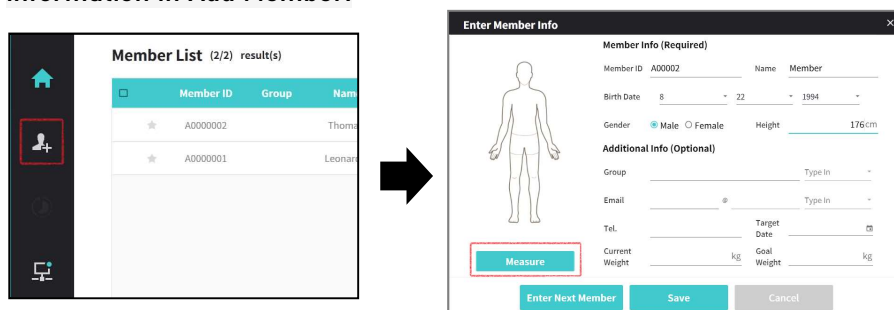
- ① Select the member to measure in the member list.



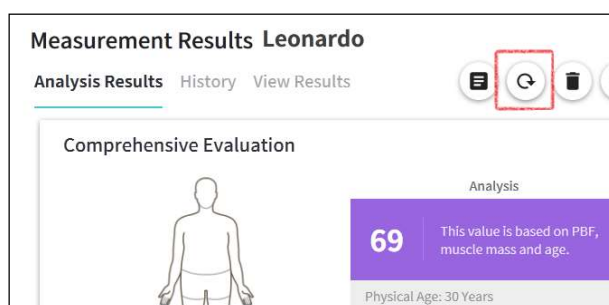
- ② Once click the button , measuring will be starting with a beep sound.

2. Starting measurement with a member information

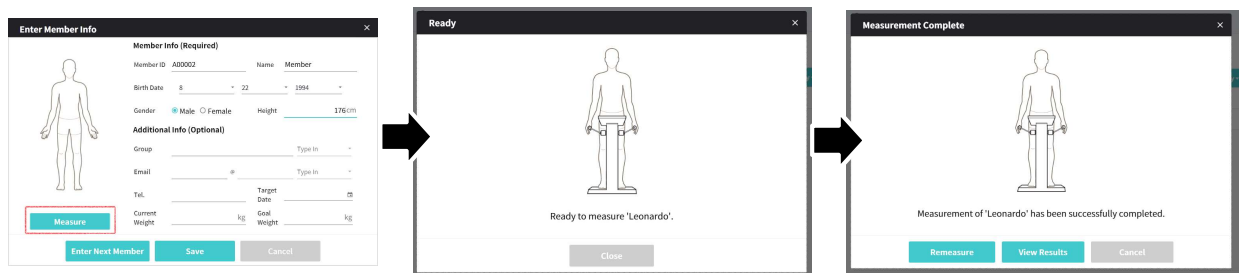
- ① For measurement of new members, select the measurement after entering the required information in Add Member.



- ② In the case of re-measurement of registered members, you can also measure by clicking Re-measure  on the measurement result detail view screen.



- ③ When measurement starts, measure according to the voice guidance of the device.



- ④ After measurement is completed, select View result and check the measurement result.

3. Continuous measurement

- ① Multiple members can be measured continuously. In the member list, select multiple members for continuous measurement with a ☒ check box. All members can select all members by selecting the check box in the title column of the member list.
- ② Select the continuous measurement icon  at the bottom right. Follow the instructions to start measuring continuously.

Member List (3/3) result(s)

☒	Member ID *	Group	Name	Age	Height	Weight	Note	Last Activity
☒	A0000001		Leonardo	29	180.0	77.4	Add Note	4/5/2019
☒	A0000002		Thomas	16	155.0	76.5	Add Note	6/26/2017
☒	A0000003		Member 3	20	174.0	0		4/5/2019



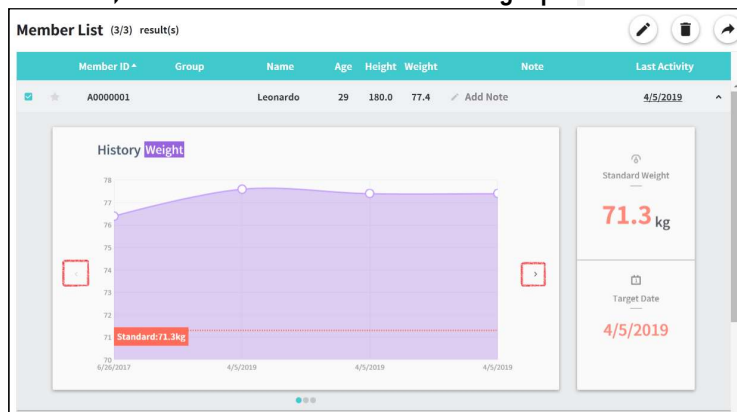
View member measurement results

1. View the cumulative graph of members

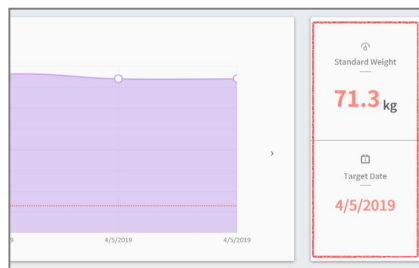
If you select the down arrow on the right in the member list, you can see the cumulative graph.



- ① If you select both arrows on the cumulative graph, you can check the measured weight, body fat mass, and soft lean mass trend in a graph.



When the member's goal weight and goal date are set on the member addition screen, it is displayed on the right side of the cumulative graph. In the case of body fat mass and soft lean mass, the suitable body fat mass and soft lean mass are automatically calculated and displayed based on the target weight and height.

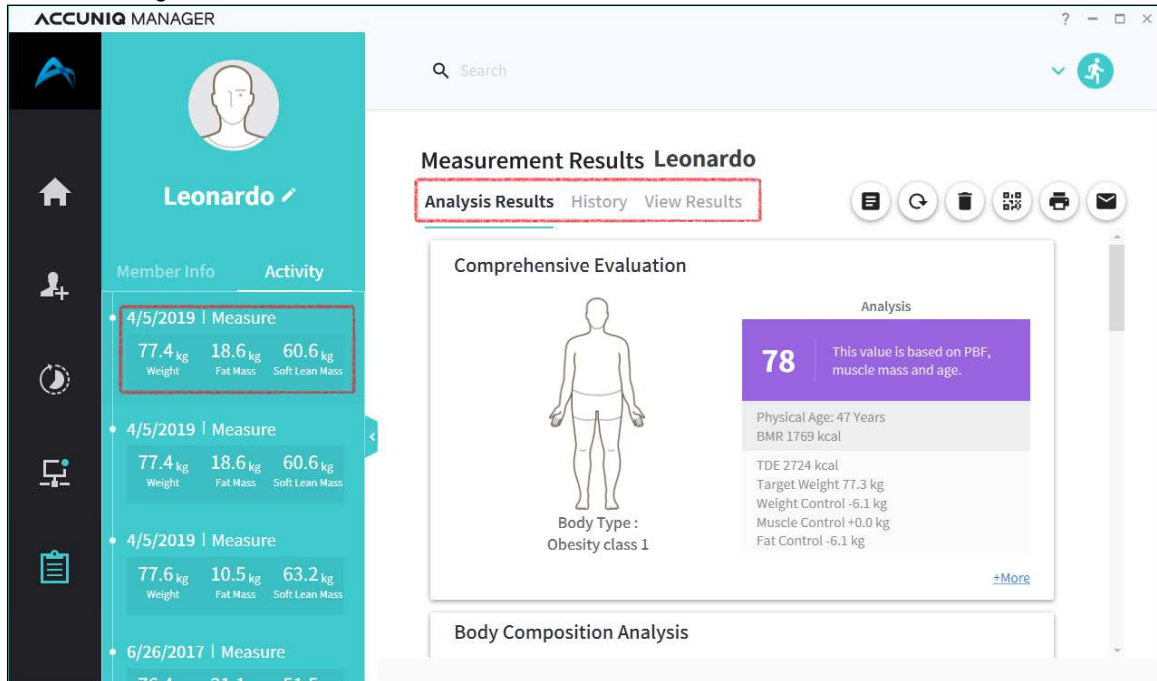


2. Detailed view of measurement results

You can see the measurement result by selecting the member from the member list who you want. In the Member Information tab on the left, you can check basic information such as the member's registered ID, date of birth, and contact information.

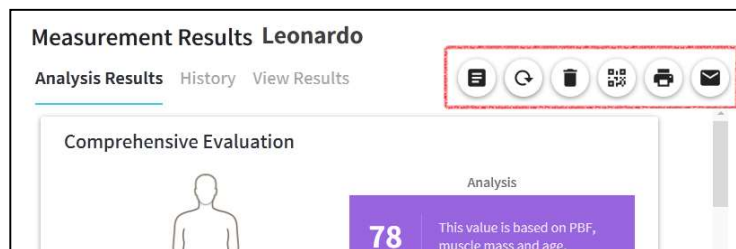
You can check the member's measurement history in the activity tab on the left.

When selecting an item in the history, you can check the details of the measurement result for that date on the right.



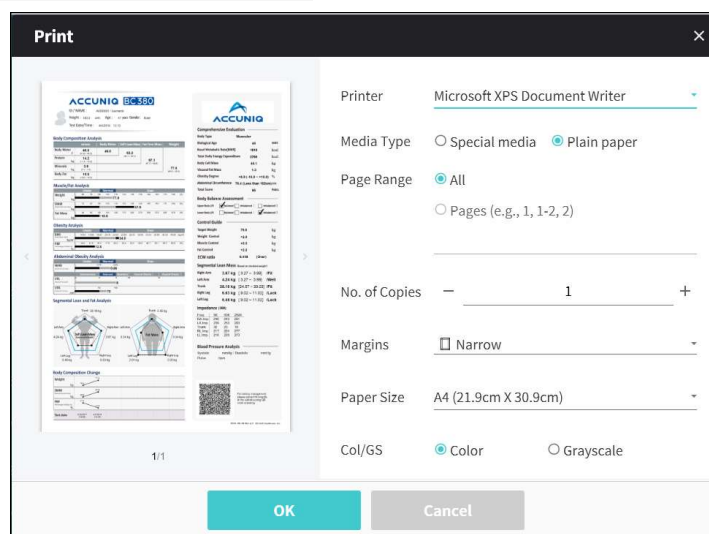
- ① **"Analysis results"** include comprehensive evaluation, body composition analysis, skeletal muscle, fat, obesity analysis, abdominal obesity analysis, intracellular water, extracellular water, extracellular water rate, segmental fat mass and soft lean mass, total fat mass and soft lean mass analysis, etc. show the result. (The analysis results may differ depending on the type of device you have)
- ② **"History"** allows you to check the cumulative graph of the member's body composition, weight, soft lean mass, and body fat percentage during the period by setting the search date.
- ③ **"View Results"** provides a print preview of body fat measurement results. For children under the age of 18, a graph of the results of the analysis of height and weight is provided.

3. Managing measurement results

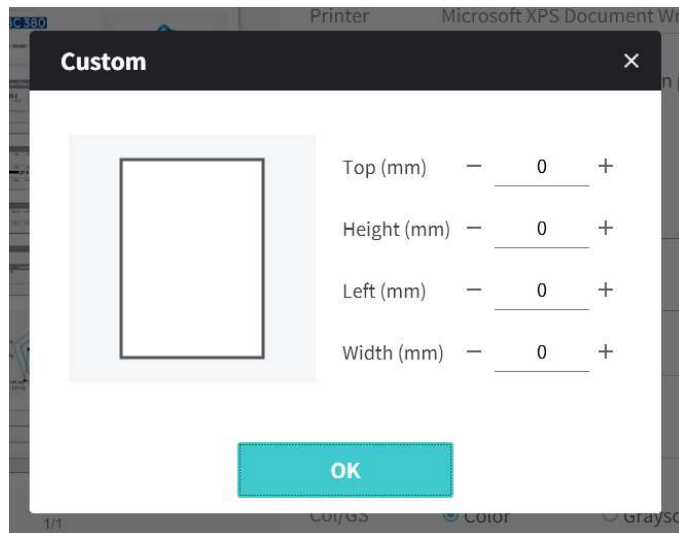


- ① is a memo function. You can leave a memo of the member's information that you need.
- ② is to re-measure. Once the icon is selected, body composition is measured.
- ③ can delete the measurement result on the current screen
- ④ is the QR code scan screen. If you recognize the QR code with the member's smartphone, you can see the measurement result on the smartphone screen.
- ⑤ is the Printing the result sheet. The PC must be connected to the printer.
- ⑥ can send the measurement results and member information by e-mail. (Only when MS Outlook is set up in PC)

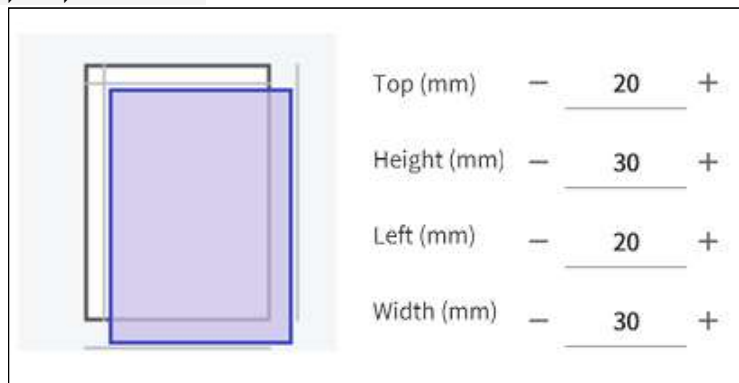
4. Printing the measurement results



- ① 「Printer」 Select the printer you want to print.
- ② 「Media type」 Exclusive paper: Output result paper provided by Selvas Healthcare
Plain paper: Plain paper
- ③ 「Page range」 You can print out the entire page or select a page to print if there are two or more printed pages.
- ④ 「No. of copies」 Specify the number of copies to be printed.
- ⑤ 「Margins」
 - Narrow : Set the top, bottom, left, and right page margins to the minimum.
 - Normal : Specify normal margins for the top, bottom, left, and right pages.
 - Wide : Specify a lot of margins for the top, bottom, left and right pages
 - Custom: The user can specify the size of the page margin or output display.



You can specify the position and size of the printout according to the guide line by specifying the top, height, left, and width.



- ⑥ 「Paper Size」 You can specify the paper size in the printer cartridge.
When using the unit of kg/cm, please select A4 paper. (recommend)
(When using the unit of lb/ft.in, please select Letter paper.)
- ⑦ 「Color」 You can select the color when printing the output page. This can be specified when you want to print a black and white result sheet using a color printer. Color result sheets cannot be printed on a monochrome printer.

Manage members

1. Adding members

Tap  Add Member on the home screen to enter member information. You can start measuring the member's body composition right away by pressing the measurement button on the Add Member screen.

You can add members in succession by pressing the next member input button.

2. Viewing member information and taking notes

When you right-click on the member list, you can check member information, add memo, and delete member menus. You can write and check a simple memo about the measured members.

Name	Age	Height	Weight	Note	Last Activity
Leonardo	29	180.0	77.4	Add Note	4/5/2019
Thomas	16	155.0	76.5	Add Note	6/26/2017
Member 3	20	174.0	0	Note Delete	/2019

3. Sorting the member list

When selecting an item in the title column in the member list, the list can be sorted and viewed. Member ID, group name, name, age, gender, when selecting the last activity, you can sort in ascending/descending order.

Member List (3/3) result(s)				
☐	Member ID ▲	Group	Name	A
★	A0000001		Leonardo	2
★	A0000002		Thomas	1
★	A0000003		Member 3	2

4. Managing/exporting member information

From the member list on the home screen, select a member with a check box.

Select All: When the checkbox to the right of the title column is selected, all members are selected.

Member List (3/3) result(s)

☒	Member ID	Group	Name	Age	Height	Weight	Note	Last Activity
☒	A0000001		Leonardo	29	180.0	77.4	Add Note	4/5/2019
☒	A0000002		Thomas	16	155.0	76.5	Add Note	6/26/2017
☒	A0000003		Member 3	20	174.0	0		4/5/2019

- Select some: Each member can select with a check box.

Member List (3/3) result(s)

☒	Member ID	Group	Name	Age	Height	Weight	Note	Last Activity
☒	A0000001		Leonardo	29	180.0	77.4	Add Note	4/5/2019
☐	A0000002		Thomas	16	155.0	76.5	Add Note	6/26/2017
☐	A0000003		Member 3	20	174.0	0		4/5/2019

- ① can edit the selected member information (only available when one person is selected)
- ② can delete the selected member information.
- ③ can save the currently selected member list to your PC. Select the folder you want to export and it will be saved as **MemberList.xls** in that folder.
- ④ Export all member list: If you select the icon when all checks are off, you can save the entire member list to Excel.
- ⑤ Export some member list: After selecting multiple members from the member list, select the icon to save the selected member list in Excel.
- ⑥ When you want to save a lot of measurement items, refer to [Export Data Management](#).

5. Search for members

You can search for members by member's name, group name, and member ID in the search bar at the top.

Q leonardo x

Search Results (1/1) result(s)

Member ID	Group	Name	Age	Height
A0000001		Leonardo	29	180.0

6. Membership Top Level Display

If you click on the member list, the color of the star icon changes step by step. When selected once , it is changed when selected twice. If selected as , the member will always be at the top. Click to re-update the member list, and you can see that it has moved to the top.

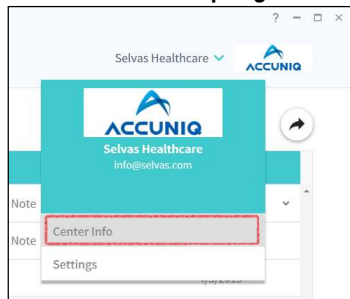
Member List (3/3) result(s)

☐	Member ID ▲	Group	Name	Age	Height
★	A0000001		Leonardo	29	180.0
★	A0000002		Thomas	16	155.0
★	A0000003		Member 3	20	174.0

Manage your center account

1. Managing Center Information

Select Center Name>Center Information at the top right of the home screen.

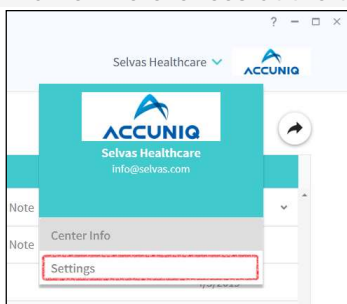


You can edit the center ID, center name, center address and phone number, email, and logo on the center information screen. The logo of Center Information can register JPG, JPGE, PNG, GIF, BMP files suitable for the 296 x 70(px) size.

A screenshot of the 'Enter Center Info' form in the ACCUNIQ Manager application. The form is titled 'Enter Center Info' and has a close button (X) in the top right corner. It contains several input fields for center information: ID (Selvas), Center Name (Selvas Healthcare), Center addr (Austin, TX 78728, USA), Street addr (4616 W Howard Ln suite 960), Tel. (512-560-2234), Email (info@selvas.com), and Add Logo (optional) (logo_accunIQ.png). There are 'Edit' and 'Delete' buttons next to the logo field. At the bottom, there are 'OK' and 'Cancel' buttons. The background shows the ACCUNIQ Manager interface with the ACCUNIQ logo and a sidebar.

Setting up the environment

For preferences, select Center Name>Preferences at the top right of the home screen.



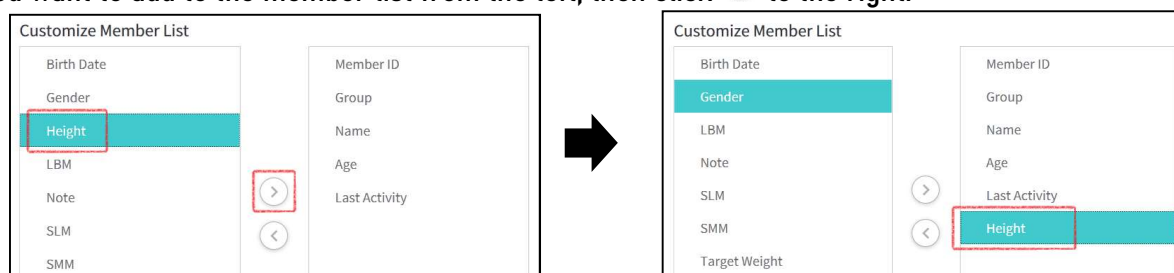
1. Language and region setting

You can change the language of the program. After selecting the current language, simply select another language from the list. (Requires restart) After making changes, click Apply to change the settings.



2. Member list customizing

You can set the information displayed on the member list on the home screen. Select the information you want to add to the member list from the left, then click > to the right.

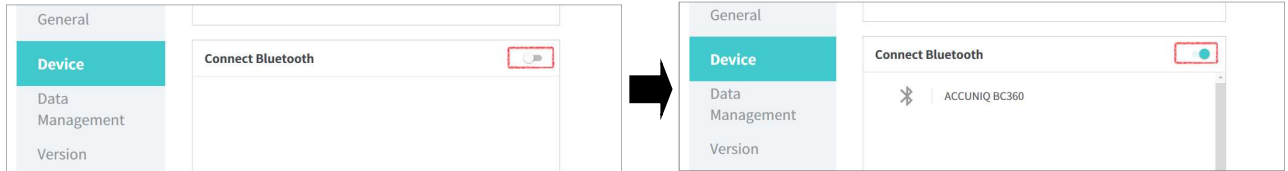


Information to be removed from the member list is selected on the right and then on the left. After setting, click Apply button to save.

3. Device connection

Displays a list of devices that can be connected via USB or Bluetooth. Connect USB and PC with USB cable. When the connection is successfully completed, the device connection icon on the left black

bar  changes. For Bluetooth connection, enable Bluetooth connection. After that, a list of devices that can be connected via Bluetooth is displayed.



Select the device you want to connect. When the connection is complete, the equipment connection icon on the left black bar  changes.

4. Bluetooth connection

Notice

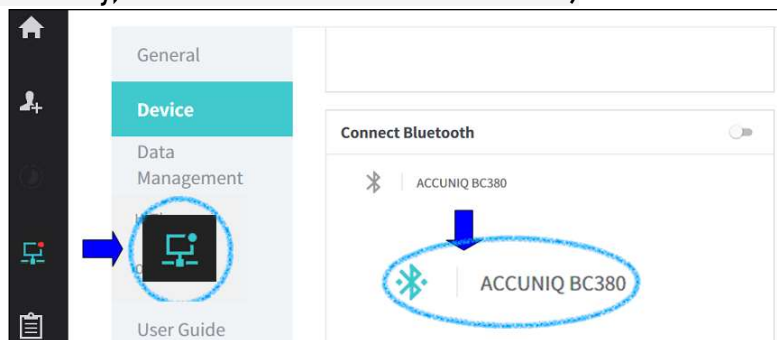


The laptop connection method may differ depending on the Bluetooth specification of the laptop. Depending on the notebook's Bluetooth specification, it may not be able to connect properly with the device.

- ① Attach the Bluetooth dongle to BCA and turn on the BCA
- ② Select Bluetooth in the environment setting of the BCA. (If you connect the Bluetooth dongle while the BCA is on, turn the BCA off and then turn it on again)
- ③ Check the device connection icon  on the home screen to search for Bluetooth devices.
- ④ When the search is complete, the searched device is displayed as shown  | ACCUNIQ BC380 in the picture.
- ⑤ If you click the searched device with a mouse, it is changed to the connected state as shown below. (If the Bluetooth device cannot be connected, please repeat the process to reconnect)

The Bluetooth module installed in the PC must be a specification that supports the serial communication protocol (SPP).

ACCUNIQ Manager automatically inputs PinCode when connected to the BCA's Bluetooth. (If the user connects manually, enter "1234" for PinCode to connect.)



5. Bluetooth manual connection

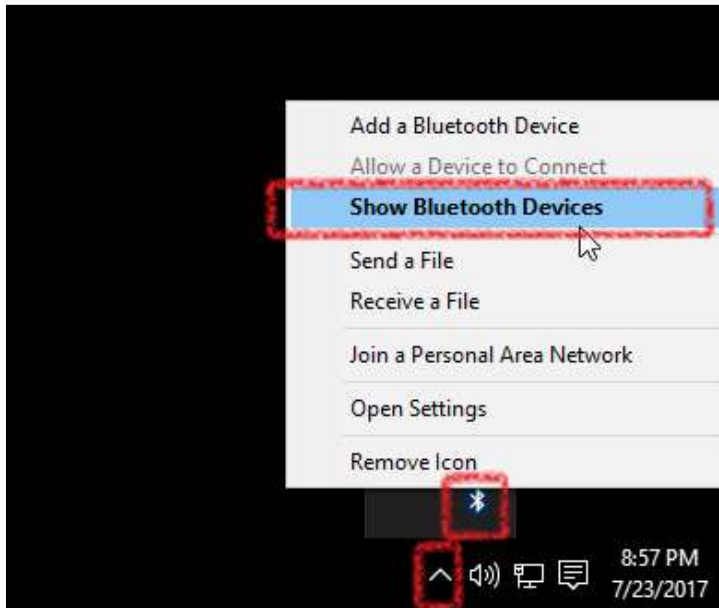
Notice

If "Bluetooth connection" does not work, try connecting with "Bluetooth manual



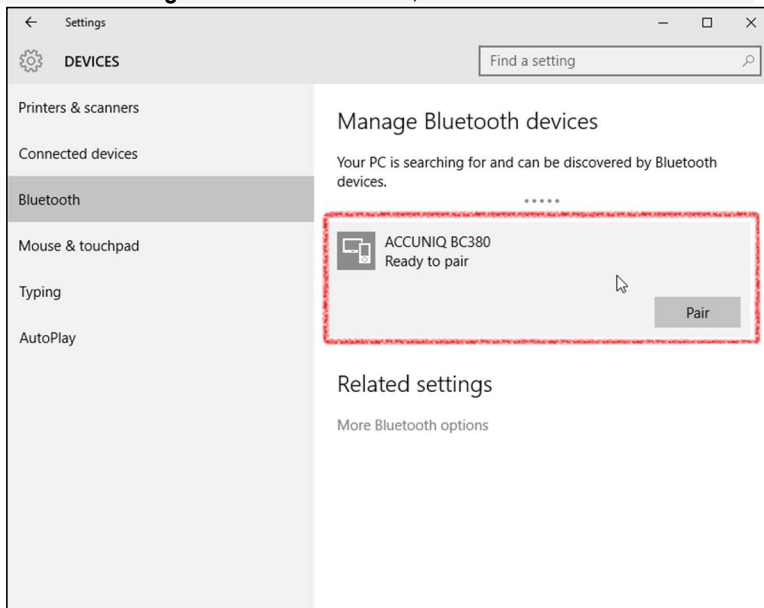
connection".

- ① Turn on the device and check the Bluetooth connection status. Run your PC's Bluetooth device.



Click "Show Bluetooth Devices" as shown in the picture above.

- ② After selecting the wanted device, click the "Connect" button.

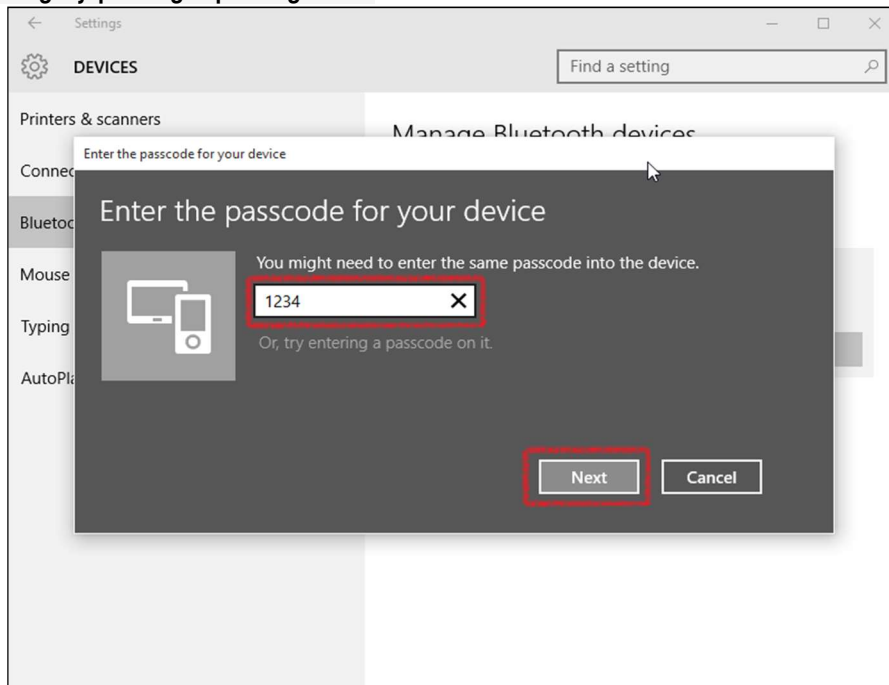


Notice



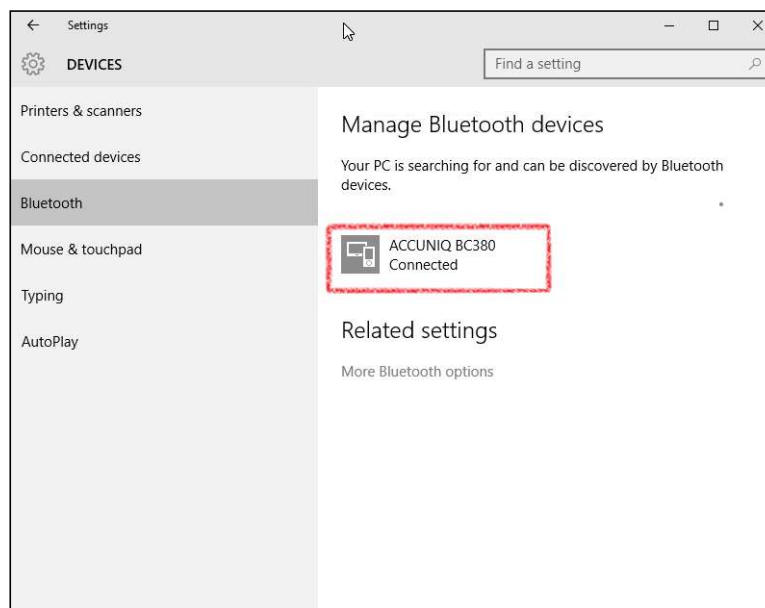
The name of the Bluetooth terminal is ex) "ACCUNIQ BC000" type code.

③ Try pairing by putting a pairing code.



④ Enter “1234” in the device password input field and click the “Next” button.

⑤ When the connection is completed, the status of the device changes to “Connected” as shown below.



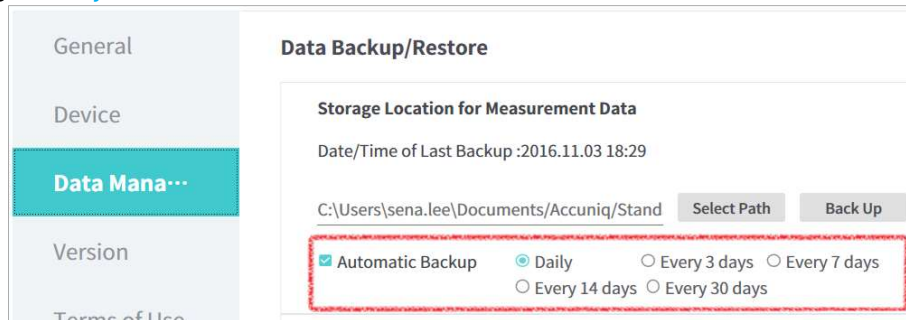
- ⑥ After manual connection, try connecting with the device referring to “Bluetooth Connection” in ACCUNIQ Manager.

6. Data Management-Backup

It provides the function to separately save and back up the measured member data as a data file on the user's PC.

You can create a backup file through Select Path> Select desired folder> Backup.

If you use the automatic backup option, a backup file is automatically created on your PC. Select the period of automatic backup from Daily/ Every 3 days/ Every 7 days/Every14 days/ Every 30 days. The initial setting is **Daily**.



Notice



When backing up, two types of dmp (json format) files and fdb files are created.

① Data Management-Recovery

‘dmp’ file recovery

Backed up measurement data files can be restored again.

You can restore the data to the wanted point in time through.

Find File> Select Backed Up File> Restore.



If there is a lot of data, there may be several data files that have been backed up. In this case, you can restore the entire file by selecting the first file to restore.

② Recovering to ‘fdb’ file

FDB files are Firebird DB files used by ACCUNIQ Manager.

The member information and measurement data information saved in ACCUNIQ Manager are saved in the “C:\AccunIQ\Standalone\ACCUNIQDB.FDB” file.

Measurement data can be restored by replacing the backup file with the above file.

7. Data Management-Import

You can import data files. Data can be imported by selecting Data Management> Find File> Import. You can import Body Composition Analysis File (*.csv) files, CONTACT Plus, CONTACT (*.cont) files, BodyPass (*.bp) files, and member list files (*.xls). Microsoft Excel(*.xls) member information files can be registered at once.

Body Composition Analysis Files (*.csv)

You can import files backed up from the device to Excel.

When importing a data file, the existing data is automatically backed up.

Restore Measurement Data

Date/Time of Last Restore :2017.07.18 10:07

Import

8. How to create a member list file (*.xls)

	A	B	C	D	E	F	G	H	I
1	USERID1	User Name	2	6/7/1982	187.6	88.5	2	123-456-7890	info@accunig.com
2	USERID2	User Name	2	12/25/1972	152	66.4	2	010-245-7890	user1@accunig.com
3	USERID3	User Name	2	8/9/1960	149.2	32.2	1	010-345-8520	user2@accunig.com
4									
5									
6									
7									
8									

	necessar y	detail
Member ID No.	☐	Member ID in use in hospitals & clinics (20 digits)
Name	☐	<u>Member's name</u>
Gender	☐	male : 1 / female : 2
Birthday	☐	ex) In the case of August 5, 1975 => Provided in the form of 1975-08-05
Height	☐	ex) If the height is 153.2 => 153.2 provided in the form

9. Data Management-Export

When exporting, measurement data can be saved as an Excel file.

Most of the measurement data can be stored in the total number of members.

<i>Weight</i>		<i>ex) If the weight is 76.5 => 76.5 provided in the form</i>
<i>PAL (Physical activity level)</i>		<i>Default "2" ==> Normal activity.</i>
		<i>0 : 0: Stable state: Lying down or not moving (care, rest)</i>
		<i>1: Light activity: less than 2 hours walking time (office work, managerial work)</i>
		<i>2 : Normal activity: walking time less than 4 hours (manufacturing, processing)</i>
		<i>3 : Severe activity: walking time more than 4 hours (construction, agriculture)</i>
		<i>4 : Intense activity: Full-body muscle users (athlete, ironworker, miner)</i>
<i>Tel</i>		<i>ex) 10-1234-5678</i>
<i>email</i>		<i>ex) info@accunIQ.com</i>

E

C

10. Data Management-Database Connection

Database connection is used to store all measurement data on a server PC. If you enter the server IP address or server PC name, the PC acts as a server and stores the measured data in the server. Entering LOCALHOST will save the data to the PC where ACCUNIQ Manager is currently installed.

Database Connect

Please inputting IP or name of computer a database has been installed. (ex: 127.0.0.1 or LOCALHOST)

LOCALHOST

Save

11. Data Management-Database User Account Creation

DB user account creation allows create a user account so that you can access the measurement result view in the DB of ACCUNIQ Manager. (This is a necessary function when accessing the DB for a special purpose rather than a general user.)

DB User Account Add

DB User Account

ID

Enter your ID.

New Password

Enter a password.

Confirm PW

Enter a password.

Add
Delete

12. Data Management-Interface Setting

Interface setting is a necessary function when generating measurement data as JPG, TEXT, CSV, or DICOM files. It is used to create measurement data for special purposes and transmit it to the PACS server.

Interface Setting

Settings

Interface Setting

Member information reading setting

Using member information interface

C:\AccunIQ\Standalone\INTERFACE READ

Select Path

☒ Not used
☐ Save
☐ Save / Transmission

Measure result writing setting

☐ Making result as text file
☐ Making result as csv file
☐ OK Chart

☐ Making result as jpg file
☐ Making result as Dicom file

C:\AccunIQ\Standalone\INTERFACE WRITE

Select Path

File Name Detail Setting

Measured date - Measured time - Member ID - None - None

Separation Mark : -

Save

Close

13. Using interface member transfer

If you create a member file (member.txt) in a specific path folder (picture ②), you can automatically save and transfer members.

Member information reading setting

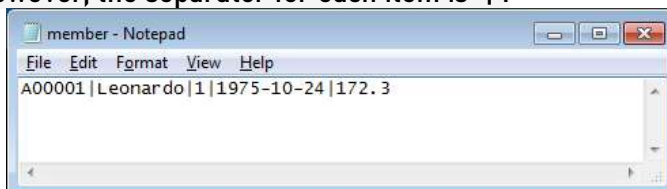
Using member information interface

C:\AccunIQ\Standalone\INTERFACE READ 2

1 ☒ Not used 3 ☐ Save 4 ☐ Save / Transmission

Select Path

The member file (member.txt) is the same as the items in Environment Settings->Import->Member List File (*.xls). However, the separator for each item is "|".



14. Interface file creation settings

- ① When the body composition measurement is completed, the measurement result is created in the folder designated in ④ in the TXT file format. For the generated items, refer to the "Interface Result Data" file in the manual folder of the installation package.
- ② When the body composition measurement is completed, the measurement result is created in the folder designated in ④ in the JPG file format.
- ③ When the body composition measurement is completed, the measurement result is created in the folder designated in ④ in the CSV file format.
- ④ Designate the path of the folder where the measurement result file is created. You can change the path by clicking on [Select Path].
- ⑤ If you check "Create result as DICOM file", you can create result file as DICOM file..
- ⑥ In the picture above, you can select an option that can be applied when creating a DICOM file. DICOM Server Setting-Check when transferring DICOM files to the server.

Measure result writing setting

1 ☐ Making result as text file 3 ☐ Making result as csv file 6 ☐ OK Chart

2 ☒ Making result as jpg file 5 ☒ Making result as Dicom file 4 ☐ Select Path

C:\AccunIQ\Standalone\INTERFACE WRITE

Settings

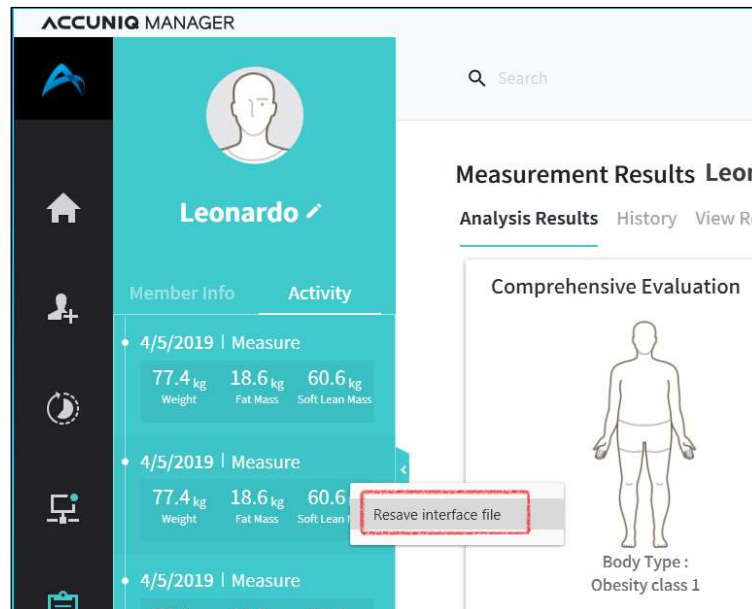
- ⑦ You can specify the file name to be created for the interface.

File Name Detail Setting

Measured date - Measured time - Member ID - None - None

Separation Mark : -

- ⑧ **How to recreate the interface file**
When you click the right mouse button on the measurement list in member activity, the "Restore Interface File" menu is displayed. When the menu is clicked, the interface file is created again



15. DICOM (Digital Imaging and Communications in Medicine) file creation and transfer

If you check 「DICOM server transfer」, you can transfer the created DICOM file to PACS (Picture Archiving Communication System) server.

Required fields Server IP, Server Port, Server AE-TITLE, Server CALL contact PACS server administrator to enter.

The screenshot shows the 'DICOM Setting' dialog box. It has a title bar with a close button. Inside, there's a 'DICOM Server Setting' section with a checkbox labeled 'DICOM Trans' which is checked. Below this, there are four input fields: 'Server IP' (127.0.0.1), 'Server Port' (11112), 'Server AE-TITLE' (AETITLE), and 'Server CALL' (AETITLE). These fields are grouped by a red border. Below this is a 'DICOM File Settings' section with several dropdown menus and text inputs: 'Study Date' (Now), 'Study Time' (Now), 'Content Date' (Measure), 'Content Time' (Measure), 'Accession Number' (1), 'Implementation Version' (1.0.00), 'Modality' (OT), 'Conversion Type' (SI), 'Manufacturer' (Body Measure), 'Study Description' (Body Measure), and 'Source App Title'. At the bottom, there are 'Save' and 'Close' buttons.

16. Version

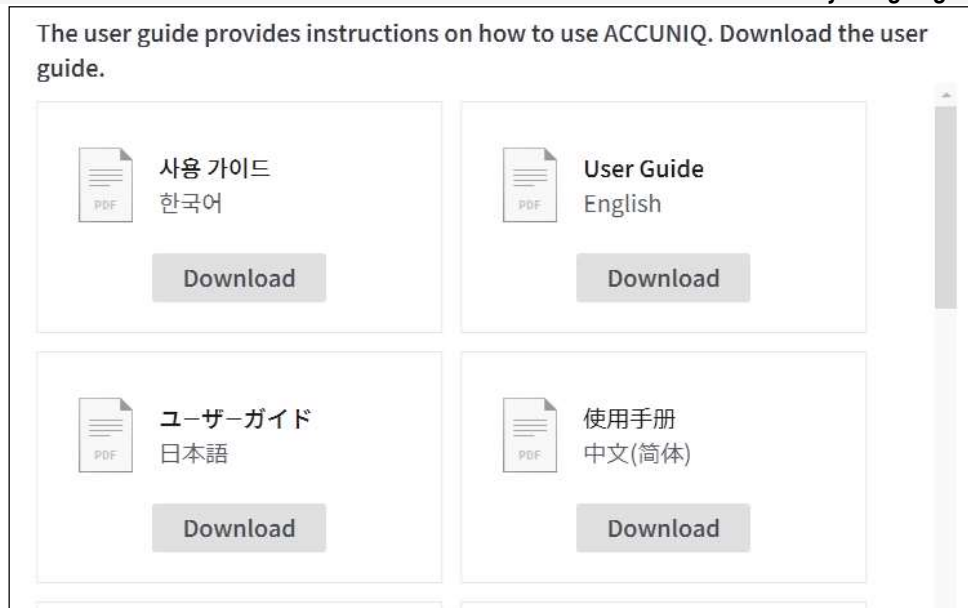
You can check the version information of the current ACCUNIQ MANAGER.

17. Terms of use

You can check the terms and conditions of ACCUNIQ MANAGER..

18. User guide

You can download and save the ACCUNIQ MANAGER User manual file by language.



Additional information

If you have any problems with ACCUNIQ MANAGER or have any clinical questions, please contact us at the contact information below.

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