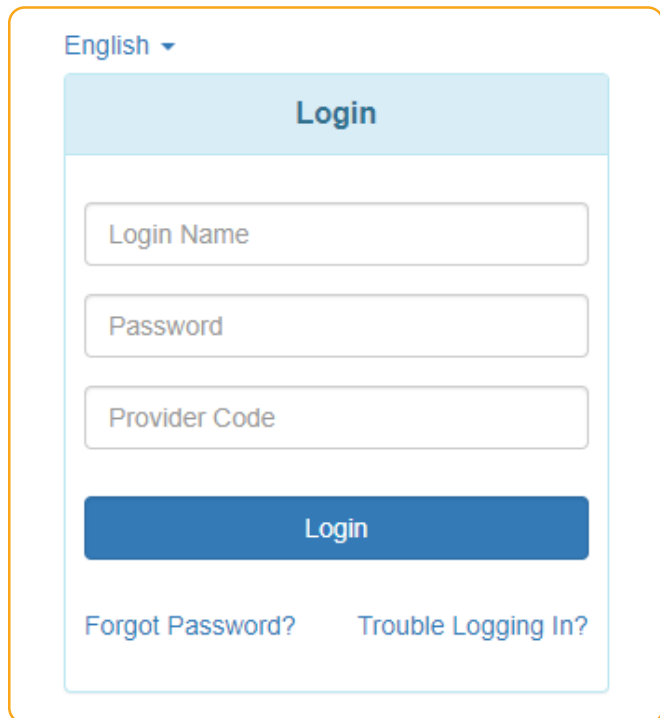


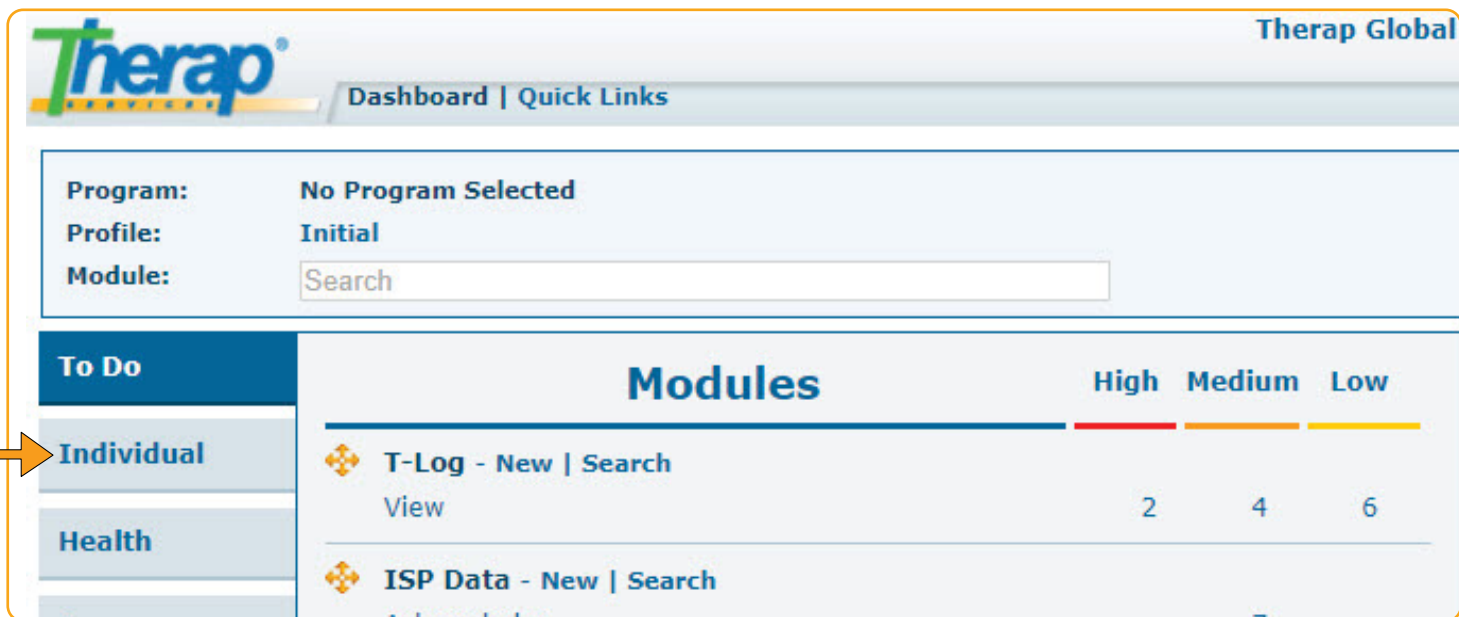
At first go to Therap Global's website [www.therapglobal.net](http://www.therapglobal.net) and then click '**Login to Therap Global**' link. In the login page, enter your Login Name, Password & Provider Code and then click the '**Login**' button.



The login page features a language dropdown set to 'English'. Below it is a 'Login' header. The form contains three input fields: 'Login Name', 'Password', and 'Provider Code'. A blue 'Login' button is positioned below these fields. At the bottom, there are two links: 'Forgot Password?' and 'Trouble Logging In?'.

## Step 1:

Click on the "Individual" tab from the Dashboard



The dashboard header includes the 'Therap Global' logo and a 'Dashboard | Quick Links' breadcrumb. Below the header, there are fields for 'Program: No Program Selected', 'Profile: Initial', and 'Module: Search'. A sidebar on the left contains a 'To Do' section with tabs for 'Individual' (highlighted with an orange arrow) and 'Health'. The main content area is titled 'Modules' and features a table with columns for 'High', 'Medium', and 'Low' priority counts.

	High	Medium	Low
T-Log - New   Search View	2	4	6
ISP Data - New   Search			

## Step 2:

Click on the "New" link beside the ISP Program Template Library

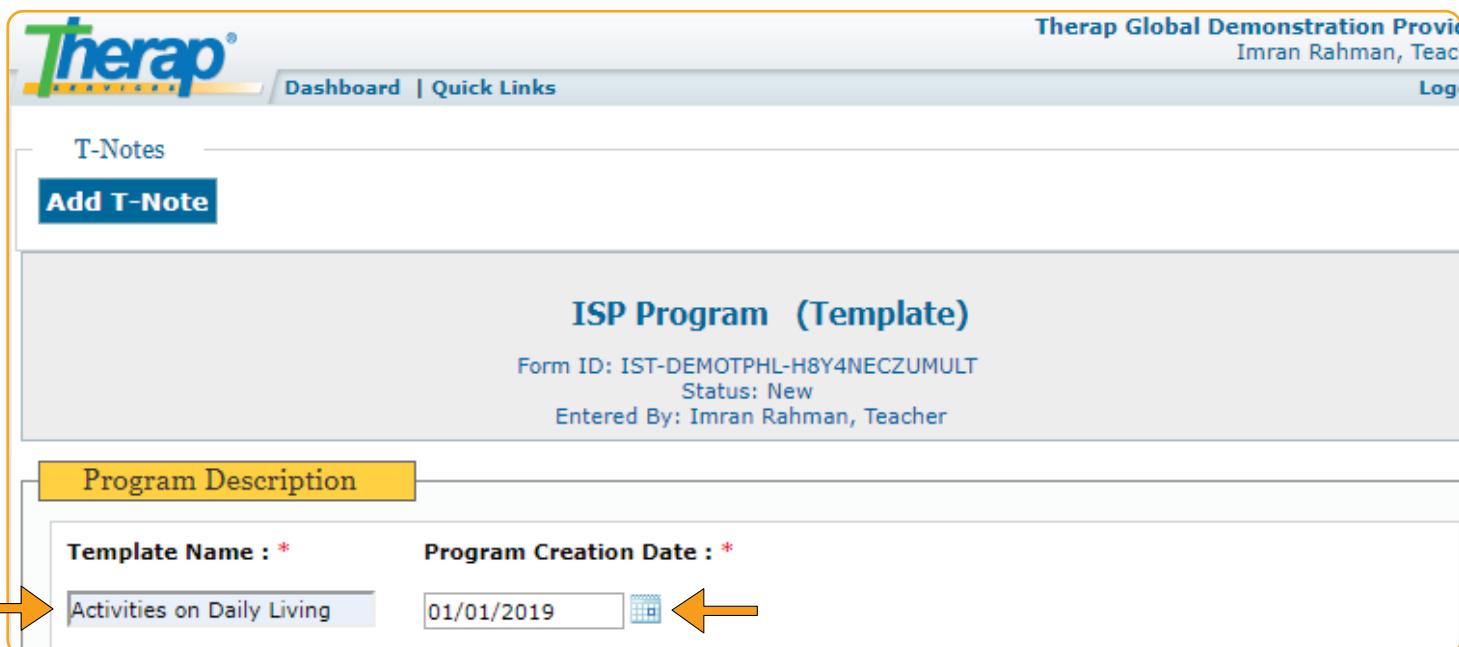


The screenshot shows the Therap Global Dashboard. At the top, there's a header with the Therap logo and 'Therap Global Demonstration Provider' with the user 'Amit Ibrahim, Supervisor'. Below the header, there's a navigation bar with 'Dashboard | Quick Links' and a 'Logout' button. The main content area is divided into three sections. On the left is a sidebar with 'To Do' and a list of categories: 'Individual', 'Health', 'Agency', 'Admin', and 'Agency Reports'. The middle section is titled 'Care' and contains a table with four rows: 'T-Log', 'ISP Data', 'ISP Program', and 'ISP Program Template Library'. Each row has a set of links (New, Search, Archive, etc.). An orange arrow points to the 'New' link in the 'ISP Program Template Library' row. On the right is a sidebar with 'Issue Tracking' (My Issues) and 'SComm' (Inbox, Sent Items, Compose, Drafts, Custom User Group, Message Audit, Delete Message Content).

## Step 3:

3.1: Write the name of the ISP Template

3.2: Select Program Creation Date



The screenshot shows the 'ISP Program (Template)' form. At the top, there's a header with the Therap logo and 'Therap Global Demonstration Provider' with the user 'Imran Rahman, Teacher'. Below the header, there's a navigation bar with 'Dashboard | Quick Links' and a 'Logout' button. The main content area is divided into two sections. The top section is titled 'ISP Program (Template)' and contains the form ID 'IST-DEMOTPHL-H8Y4NECZUMULT', status 'New', and entered by 'Imran Rahman, Teacher'. The bottom section is titled 'Program Description' and contains two fields: 'Template Name : \*' and 'Program Creation Date : \*'. The 'Template Name' field has the value 'Activities on Daily Living' and the 'Program Creation Date' field has the value '01/01/2019'. An orange arrow points to the 'Template Name' field, and another orange arrow points to the 'Program Creation Date' field.

**3.3:** Select the maximum number of times you are going to input information in a particular day

**Frequency of Documentation :**  

About 3000 characters left

**Location :**

**Maximum Number of Times a Day : \***  

10

**Criteria for Completion :**

**Materials Required :**

**Step 4:**

**4.1:** Click on "Select Scoring Method" button from the bottom left of the form

Files & Images

**Attach File(s) :**

The total size of all attachments cannot exceed 10 MB.

Add File
Scan File

**Attach Image(s) :**

Add

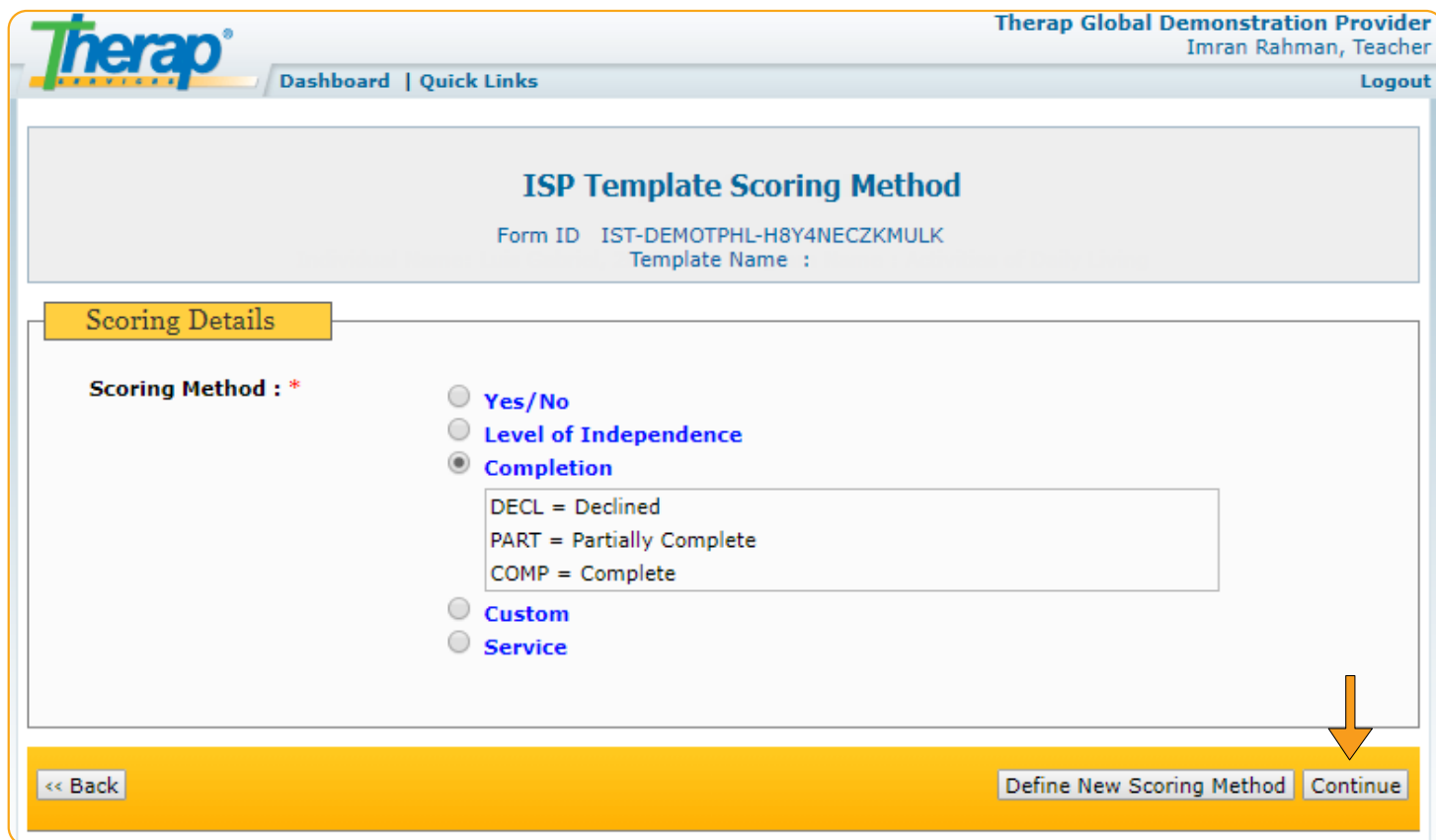
Select Scoring Method
Add Task

Add Teaching Method

<< Back
Cancel

Save
Approve

## 4.2: Click on the "Continue" button after selecting the scoring method



**Therap**® Global

Therap Global Demonstration Provider  
Imran Rahman, Teacher

Dashboard | Quick Links Logout

### ISP Template Scoring Method

Form ID IST-DEMOTPHL-H8Y4NECZKMULK  
Template Name :

**Scoring Details**

**Scoring Method : \***

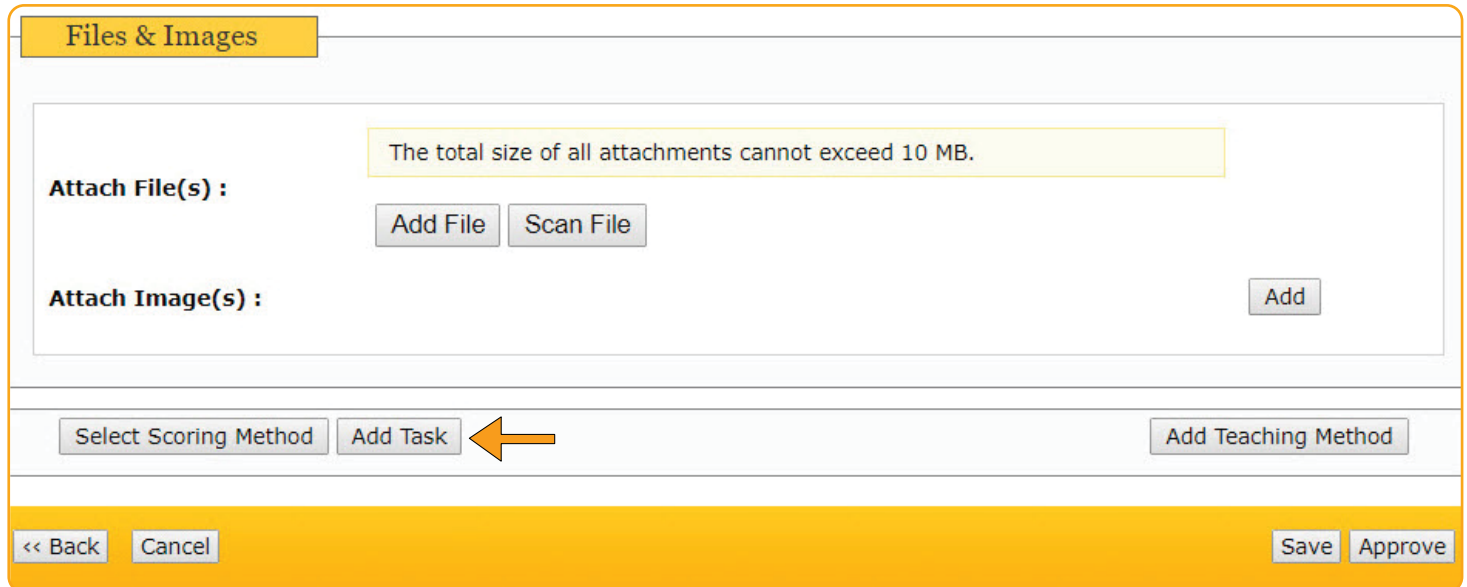
- ☐ Yes/No
- ☐ Level of Independence
- ☒ Completion
 

DECL = Declined  
 PART = Partially Complete  
 COMP = Complete
- ☐ Custom
- ☐ Service

<< Back Define New Scoring Method Continue

## Step 5:

5.1: Click on "Add Task" button from the bottom left of the form



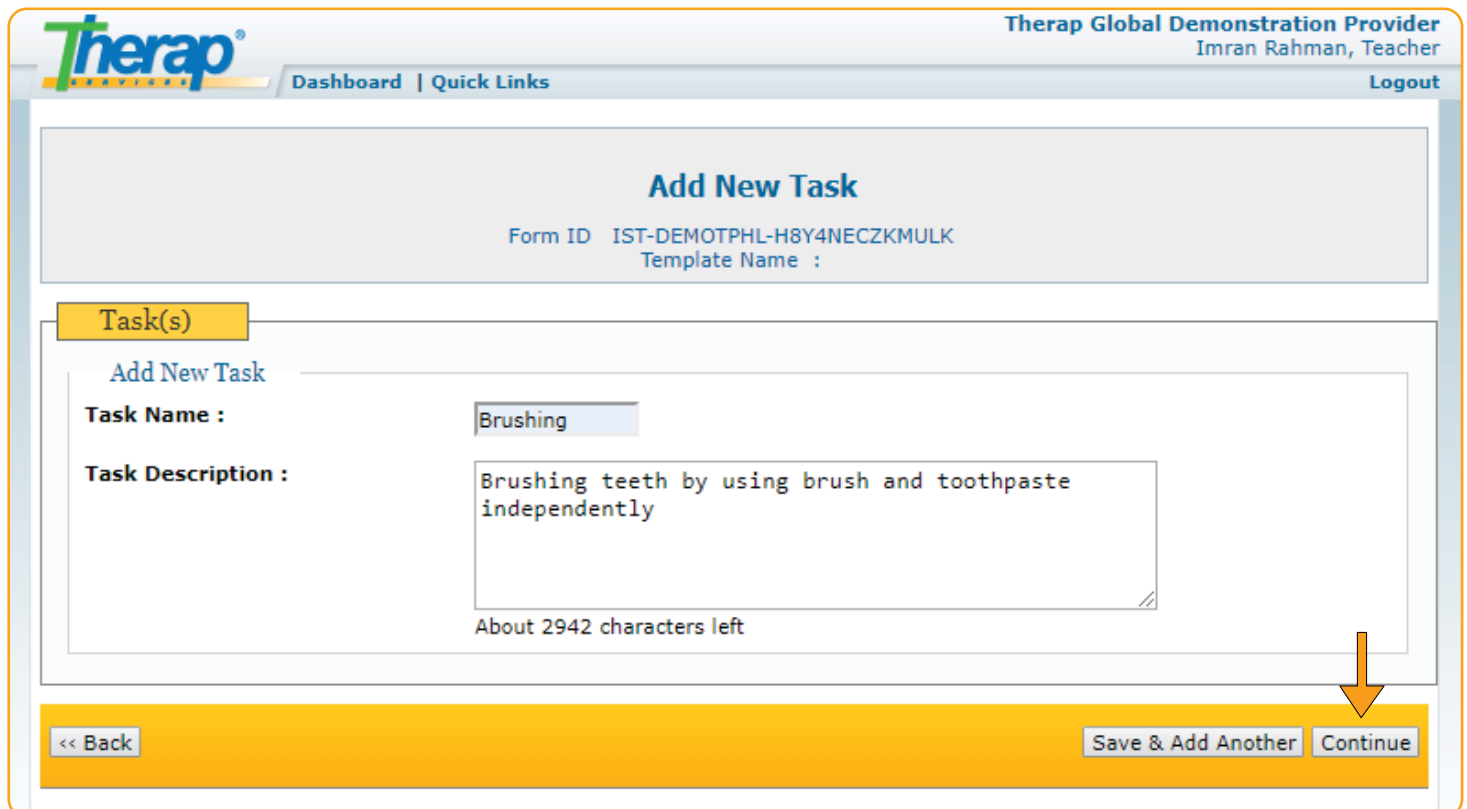
**Files & Images**

The total size of all attachments cannot exceed 10 MB.

**Attach File(s) :**

**Attach Image(s) :**

5.2: Click on the "Continue" button after adding the task



**Therap Global Demonstration Provider**  
Imran Rahman, Teacher

**Add New Task**

Form ID IST-DEMOTPHL-H8Y4NECZKMULK  
Template Name :

**Task(s)**

**Add New Task**

**Task Name :**

**Task Description :**

About 2942 characters left

"Scoring Method" and "Add Task" will be added in the form after entering necessary information

Scoring Details

Scoring Method :

Completion

Declined

Partially Complete

Complete

Task(s)

Task

Task Name	Description
Brushing	Brushing teeth by using brush and toothpaste independently

## Step 6:

Click on the "Approve" button from bottom right of the form to approve the form for data collection.

Files & Images

Attach File(s) :

The total size of all attachments cannot exceed 10 MB.

Add File

Scan File

Attach Image(s) :

Add

Select Scoring Method

Add Task

Add Teaching Method

<< Back

Cancel

Save

Approve

Once approved, you will find a successful message

