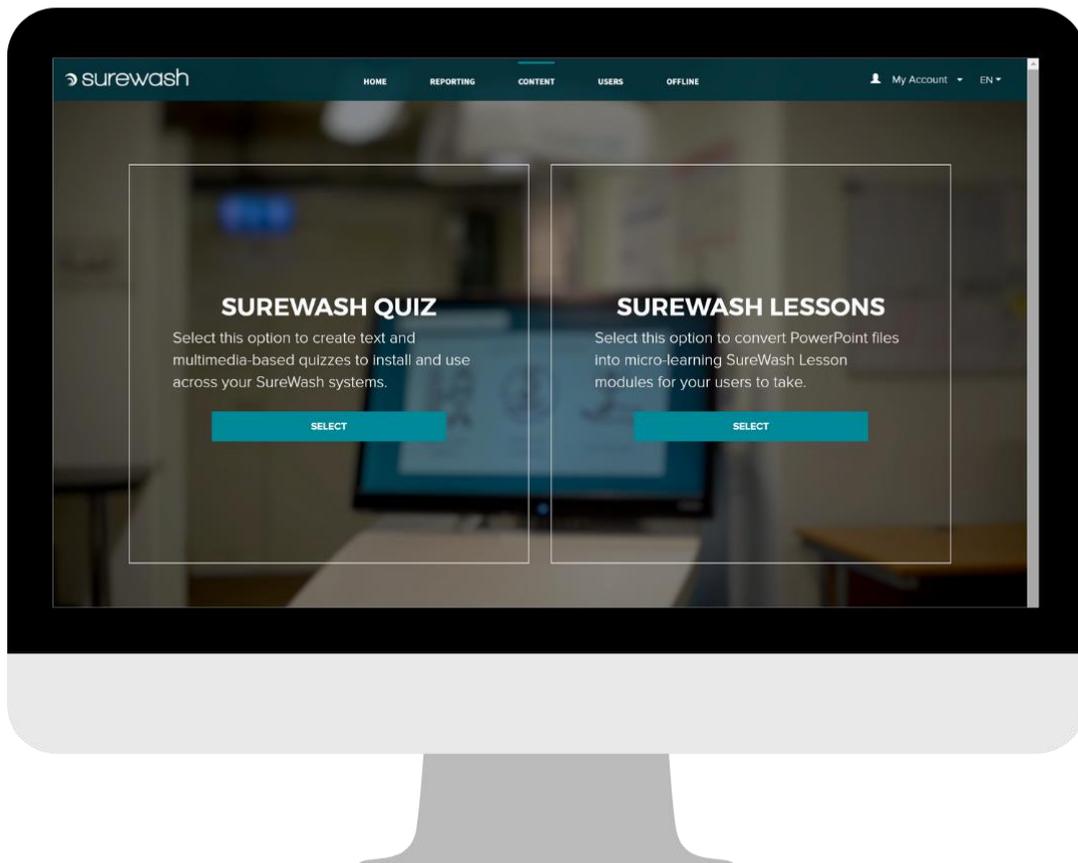




 surewash

SureWash Custom Content Guidelines



Teaching staff, patients, and visitors the WHO hand hygiene technique to help achieve compliance, improve patient outcomes, and reduce the risk of infections.

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1. Lessons

What is a SureWash Lesson?

A SureWash Lesson is essentially a PowerPoint slide-set that is presented to users from a SureWash machine. SureWash users can take a custom PowerPoint file of their choosing and use the SureWash Lesson Creator Tool to install this PowerPoint onto their SureWash machine.

The SureWash Lesson tool provides a way to present users with information which can enhance their knowledge. Users can subsequently have their knowledge tested in complementary SureWash Quizzes that are based around the content in these lessons.

How Do I Create a SureWash Lesson?

To create a SureWash Lesson, go to the 'Custom Content' section of [SureWash.Net](https://www.surewash.net), select 'Create Lesson', and then upload a PowerPoint(.ppt) file containing a slideshow of the micro-learning content that you wish to present users with.

Are There Any Requirements for the PowerPoint File that I Upload?

You must upload PowerPoint files of type .ppt. The Lesson Creator will not work with .pptx files. If you have a .pptx file that you wish to upload, you must first convert it to .ppt. To do this, open your file in PowerPoint and click 'Save As...' and save it to the type 'PowerPoint 97-2003 Presentation (*.ppt)'.

How Do I Install the File on my SureWash Machine?

After uploading your PowerPoint file to the [SureWash.Net](https://www.surewash.net) Lesson Creator, a .zip file will be downloaded to your device, containing a correctly formatted SureWash Lesson file.

To install the Lesson on your SureWash machine, copy the downloaded .zip file to the root folder of your SureWash USB key. Insert the USB stick into your SureWash machine, login to it as administrator and go to administrator settings. Here, you will find a 'Lesson' settings tab which will give the option to upload the lesson from your USB key.

Lesson Reports

Once your users have started taking lessons on your machine, you can create reports which will show which users have taken a lesson, which lesson they have done, and the date at which they completed each lesson. Lesson reports can be pulled directly from the machine itself (by logging in as an admin and inserting your SureWash USB key), or via the [SureWash.Net](https://www.surewash.net) reporting suite.

2. Quizzes

What is a SureWash Quiz?

A SureWash Quiz is a multiple-choice quiz which can be installed onto a SureWash machine and can be used to test the knowledge of hospital staff, visitors, and patients on topics relating to protocols, the spread of infections, or any other issues of your choice.

How Do I Create a SureWash Quiz?

SureWash provides its customers with the facility to make customer quizzes of their choice and install these onto their machines so that users can try them out. To create a custom SureWash Quiz, login to your [SureWash.Net](https://www.surewash.net) account and go to the Custom Content section. From here, navigate to the section titled 'SureWash Quiz'. From here, you will be able to type in the text of each question and provide a set of possible choices for the question, highlighting one of these choices as the correct answer, while the rest will be false.

Quiz Types

SureWash offers 2 types of quiz that you can create: text-based quizzes, and multimedia quizzes. Multimedia quizzes can contain images and video content. Multimedia quizzes can feature images or videos in its questions and can feature images as multiple-choice answers. Multimedia quizzes may also contain standard text-based questions: there is no obligation to include multimedia content in every question of a multimedia quiz.

Quiz Creation Guidelines

We recommend 8 - 10 questions with multiple choice answers. There can be more questions than this in the quiz and 8 - 10 will be randomly asked each time.

There may be 2 - 5 answer options for each question, however there can only be one correct answer.

There should be no reference to previous questions - the questions rotate in random order.

Furthermore, there should be no 'all of the above'-type answers, since the answers are rotated in random order each time a quiz is taken on a SureWash unit.

How Do I Install a Quiz on my SureWash Machine?

For text-based quizzes, after creating the quiz on [SureWash.Net](https://www.surewash.net), you can upload it directly to your SureWash machine over the web as long as your SureWash machine is currently powered on and connected to the Internet. If your machine is offline, you also have the option to

download the quiz .zip file directly to your SureWash USB key, which you can then insert into your SureWash machine. With the USB key inserted, you can login as administrator, navigate to Quiz settings, and install your quiz from here.

For multimedia quizzes, SureWash does not support automatic web-based upload over [SureWash.Net](#) at this time. Multimedia quizzes must be installed using the offline USB key method described above.

Quiz Reports

Once your users have started taking quizzes on your machine, you can create reports which will show how your users are scoring on your quizzes, how they are answering each question, and which questions they fail most often. Quiz reports can be pulled directly from the machine itself (by logging in as an admin and inserting your SureWash USB key), or via the [SureWash.Net](#) reporting suite.

3. Custom Attract Loop Slides

What are Attract Loop Slides?

The SureWash Attract Loop is the screensaver that is shown on the machine when it is idle and not in use. Each slide in the attract loop is essentially just a simple PNG image. The Attract Loop can be customised to include custom graphics of your choosing, such as logos/branding, infographics, or visual calls to action for your staff.

To have a custom slide displayed in your machine's attract loop, contact the SureWash team and provide us with your desired PNG image file to be displayed. You can include more than 1 custom slides in your attract loop if you wish. By default, each slide in your attract loop will be shown for 3 seconds, before it proceeds to the next slide. But we can increase the amount of time that your slide will be shown for, at your request.

What Kind of File Can I Use as an Attract Loop?

Files submitted for use as a SureWash Attract Loop Slide must be of PNG type.

- Are there Any Constraints on the Required Image Size/Dimensions?

There are no strict size constraints for attract loop slides, Sure Wash's software will be able to fit images of any size onto the screen. However, larger images will generally look better.

For ELITE machines, we recommend that your custom attract loop slides be of landscape orientation (as opposed to portrait). ELITE machines have a native screen resolution of 1920 x 1080, so images with an aspect ratio of 16:9 will look best.

For GO machines, we recommend that your custom attract loop slides be of portrait orientation (as opposed to landscape). GO machines have a native screen resolution of 2736 x 1824, so images with an aspect ratio of 3:2 will look best.

Are there Any Constraints on the Required Image Resolution?

We recommend a minimum resolution of 300 DPI for best quality display. The machine can display lower resolution (e.g., 72 DPI) images, however the lower resolution means that there will be an increased risk of pixilation.

4. Customising SureWash PDF Certificates

What are SureWash PDF Certificates?

SureWash Certificates are printable PDF files that are generated for each of your users who has passed training on SureWash. These certificates allow you to certify the level of competence achieved on SureWash by your staff.

How Can PDF Certificates be Customised?

You can customise your staff's PDF Certificates by adding your organisation's logo to the certificates. You can also add the signature of the person in your organisation who is signing off on the training (such as the CEO or the Head of Infection Prevention).

To customise your certs, provide SureWash with PNG image files of your organisation's logo and/or the relevant signature. Note that for visual consistency, the signature PNG should contain a transparent background.