

Baseline Session Cheat Sheet

Prior to Testing

Admins

- ✓ **Create Groups:** Confirm all groups have been created and appropriate Admins have access
- ✓ **Testing Location:** Confirm location has the following:
 - Enough space for athletes to be 5 feet apart
 - Has a good internet connection (Wifi or Cellular)
- ✓ **Create & Share Code:** Create applicable group codes and be prepared to share via
 - Direct Link
 - QR Code
 - 5-Character Code

Athletes

- ✓ **Download the Sway App**
 - [Link to Apple App Store](#)
 - [Link to Google Play Store](#)
- ✓ **Phone Settings**
 - Put on "Do Not Disturb" mode (NOT Airplane Mode)
 - Increase volume
 - Put on max brightness
 - Disable "rise to wake" or "power save mode"
 - Enable phone to rotate

Instructions to Athletes

- 1 **Enter Code:** Enter code into device by one of the following methods:
 - Click Direct Link
 - Scan QR Code
 - Enter 5-character code via "Enter Code" button
- 2 **Enter Information:** Fill out your name and other demographic and medical information.
- 3 **Hardware Verification:** Before completing any tests, make sure to complete and pass the Hardware Verification on your mobile device.
- 4 **Take Tests**
 - Stay focused on your phone and DO NOT talk to others
 - Do not answer and phone calls during test
 - You will take a practice test, then 2-3 baseline tests
 - *The better you perform, the faster the test will go!*
 - **Balance:** For the balance portion of the test, make sure your eyes are closed and the phone is placed flat against your sternum or as close as possible with two hands over the phone. Pay attention to the foot positions for each stance.
 - **Cognitive:** You may sit down to complete the cognitive tests (when done with the balance tests).

Advise athletes to raise their hands quietly if they have any questions throughout the process.