ROMPA®

sensory® magic

Operating Instructions
Version 2.0.0.22

Sensory Magic®

20848, 21098

This product is Windows-based and allows you to choose an appropriate Windows Operating System password for your own security if you wish.

If you choose to apply one, please choose a password carefully, making sure that you and any colleagues who will also need this, have a failsafe way of remembering the password.

Please be aware that recovery of forgotten passwords in these products is not straight-forward nor speedy.

Password recovery for Windows is not covered under the terms of our standard customer support, and as such is a chargeable service.

Should you require additional information please contact ROMPA®.

Welcome! …

…to a world of Sensory Magic®.

Bringing sound, light, colour and motion together in harmony, like never before.

Through Sensory Magic® you can create your own comforting, relaxing or energizing sensory environments, personalised to suit changing moods, needs and preferences.

Sensory Magic® is suitable for use in most health, education and social care settings, and can be accessed by all, regardless of age or ability. It can provide opportunities for visual and/or auditory sensory stimulation in a structured, targeted way. It can provide opportunities to support education, whatever the subject: mainstream curriculum work, special education topics, life story work, cognitive rehabilitation, reminiscence therapy – the possibilities are endless…

Getting Started

Sensory Magic® has been carefully designed to be simplicity itself to use. With this in mind, your Sensory Magic® system will start up automatically after you have plugged the system in and turned the mains power on. That's it! No other switches to turn on, no leads to plug in – just sit and wait a short while.

You will then be greeted with this log in screen:

There are three levels at which Sensory Magic® can be accessed: Manager, Carer or Client (user).

Sample Usernames and Passwords have been set as follows:

Access level	Username	Password
Manager	Manager	password
Carer	Carer	password
Client	Client	password

Manager Log In

Managers have access to the whole system and all data collected. Managers can also add Carers and Clients onto the system.

To log in as a Manager, enter Username = Manager and password = password, then click Log in.

You will then be greeted with an opening screen. If you have purchased the Sensory Magic® system, you will see the Sensory Magic® and Profile™ logos. If you have also purchased the Care reminiscence experience™ system, you will see all three logos:
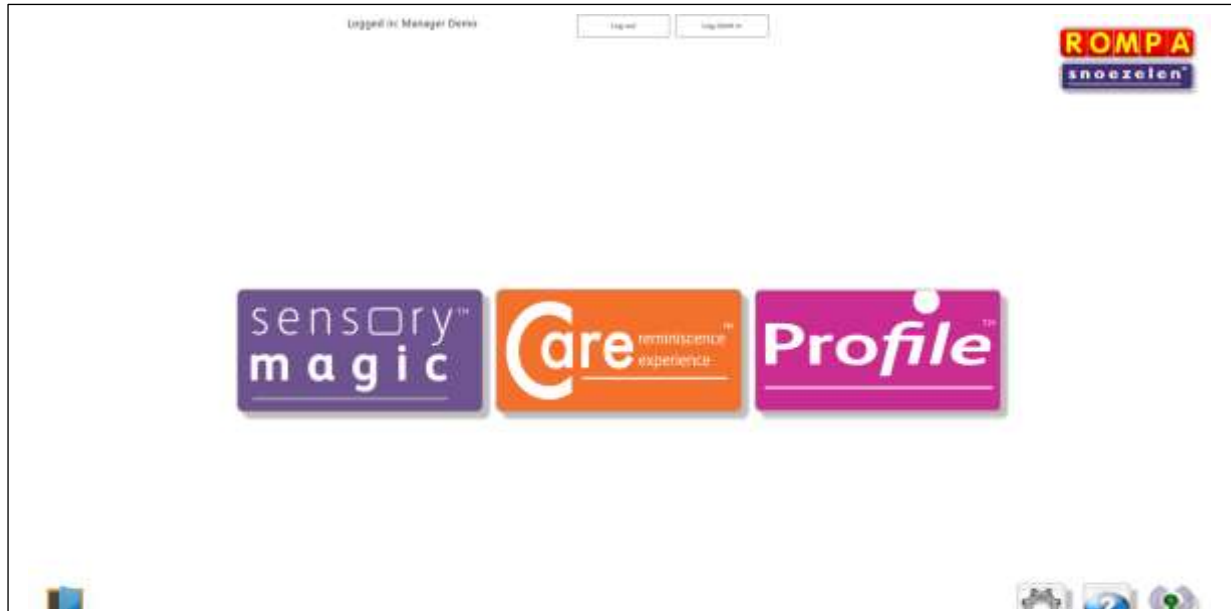
Setting the Manager's Username and Password

Click on the Profile™ logo to set the Manager's username and password and to remove the sample demo log in details. Click the staff icon:

Under "Select Staff Member", choose Manager Demo. All text boxes are now editable. Enter Manager's name, new Username and new Password, then click Save.

Usernames and Passwords must be single words (no spaces).

△**Remember to make a note of your Username and Password, as demo login details will no longer work after they have been edited.**

Further information about setting usernames and passwords can be found in this instruction manual in the Profile™ section.

Exit Profile™ by clicking on the Cancel button: ✖

Enter Sensory Magic™ by clicking on the logo on the left-hand side of the screen.

You will then see the Sensory Magic® opening screen:

Sensory Magic Opening Screen

WiFi **ON** indicator – Sensory Magic® will control all ROMPA® WiFi products.

WiFi **OFF** indicator – WiFi dongle is not connected.

Please ensure that the WiFi dongle supplied is fully connected to the USB port at the back of the touchscreen. Sensory Magic™ will not operate without this dongle fitted.

Logging in and Logging Out

Managers and carers can log into Sensory Magic® using the initial log in screen. Individuals can log out simply by clicking the Log out button at the top of the screen:
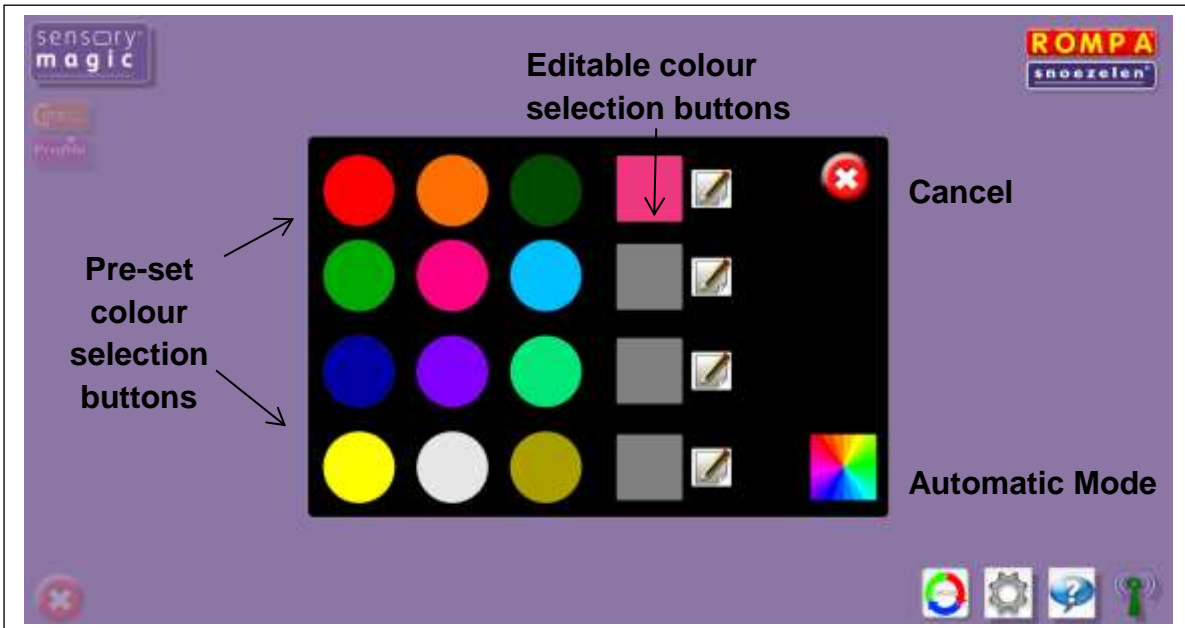

Managers and carers can also log in on behalf of individual clients, by using the Log in client button. A pop-up box of clients' names will then appear. Simply select the name of the client wishing to use the system, and then click on the green tick (✓) button:
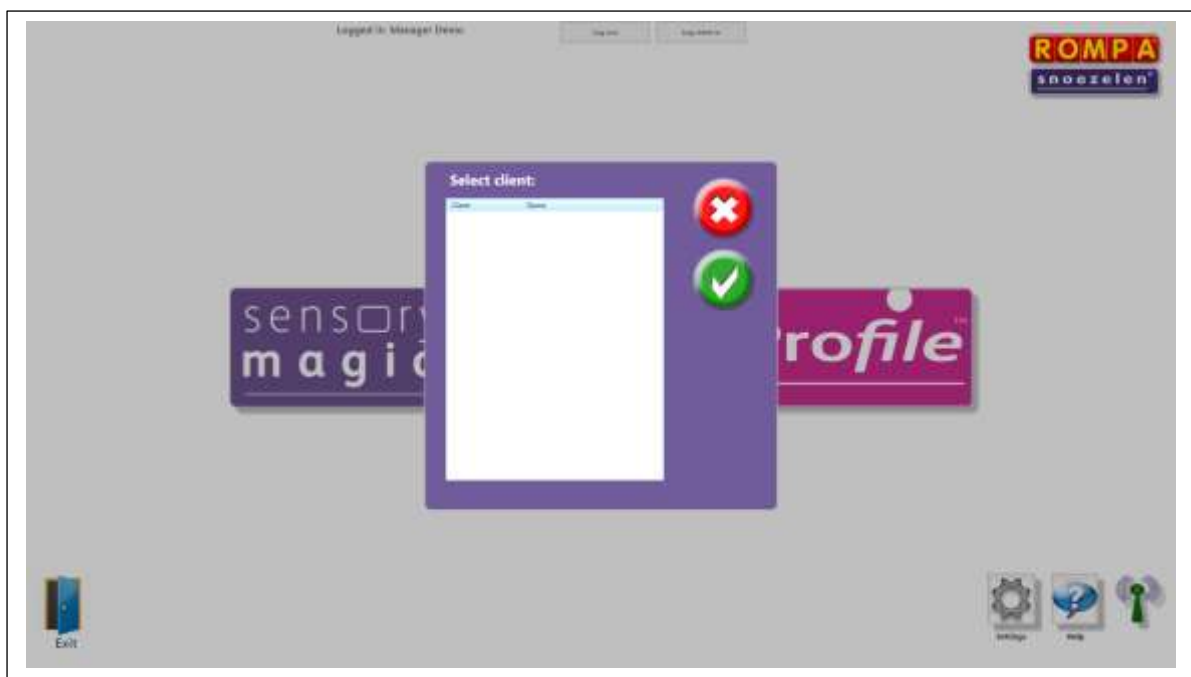
Colours

Press this button to control the colour of all ROMPA® WiFi products in the room. You will then see this screen:

There are **12 Pre-set colour selection buttons**. To change the colour of all ROMPA® WiFi products in the room to one of these colours, simply click on the colour of your choice.

There are also **4 Editable colour selection buttons**. To mix your own choice of colour, simply click on one of the edit buttons:
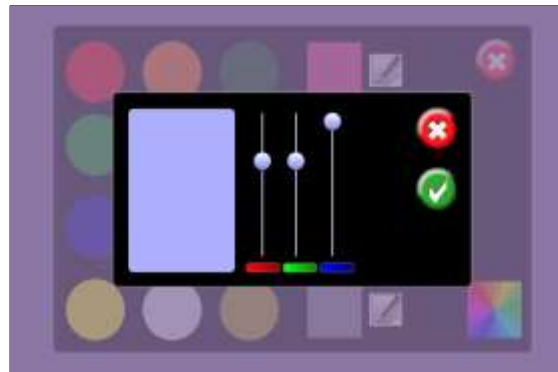

You will then see 3 colour sliders: red, green and blue. Click and drag the sliders up or down to add more or less of each of the 3 colours.

When you are happy with your selection, click on the green tick button to save it. Alternatively, click on the red cancel button to exit without saving changes made.

Example: Adding more blue light.
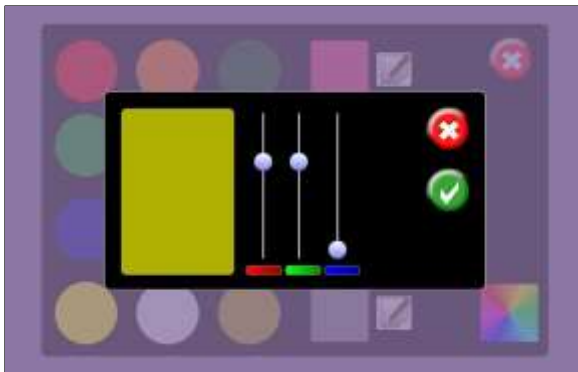
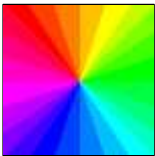Original   Blue added

 Click the green tick button to save changes made.

 Click the red cancel button to exit without saving changes.

Automatic Mode

 Click to set to automatic mode (default).

System will automatically cycle through a rainbow of over 16 million colours.

 Click on the **Cancel** button to quit **Colours** and return to the Sensory Magic® opening screen.

Sound

 Press this button to choose and play sound files stored on the computer / USB memory stick / CD.

The system supports many popular audio formats, including 3GP, AAC, WAV, WMA and MP3.

Playlists

Playing tracks in a playlist

Saved playlists are shown in the left-hand column. Click on the playlist title to show all tracks in the chosen playlist. Click on any track to play the track automatically. You can also pause tracks, stop tracks, skip backwards or skip forwards to other tracks in the playlist.
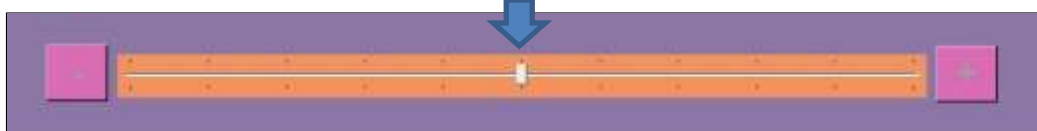
 Play all – press this button to play all tracks in a playlist automatically.

 Volume control – click to reveal the volume slider. Click and drag the volume button left or right to increase or decrease sound volume. Sensory Magic® will automatically save the desired volume level.
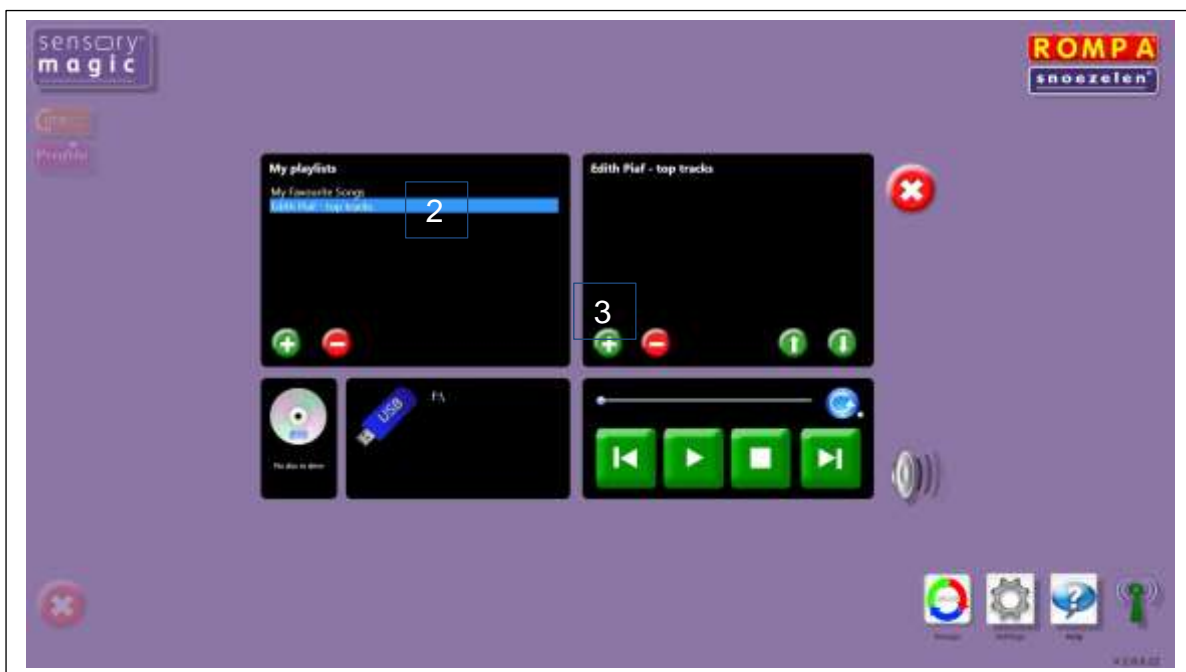
Slide to adjust volume

Creating new playlists

1. To create a new playlist, click on the green plus button under "My playlists".

A pop up box will then invite you to name your new playlist. Enter a playlist name, e.g. "Edith Piaf – top tracks", then click the green tick button (✓):

2. To select your new playlist, click on the playlist name. The playlist will then be highlighted in blue:

3. To add a music track, click on the green plus button in the right-hand column, under the playlist name. This will call up the music libraries. Select a music track and click on the green tick button (✓) to add the track to your playlist:
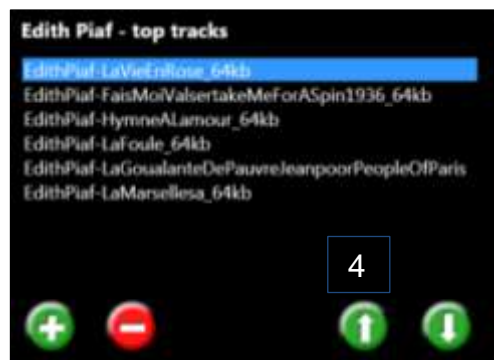

Continue to add music tracks as desired.

4. Tracks can be moved up or down in the playlist simply by selecting the music track and clicking on the up or down arrow buttons.

Example: Moving a music track to the top of the playlist
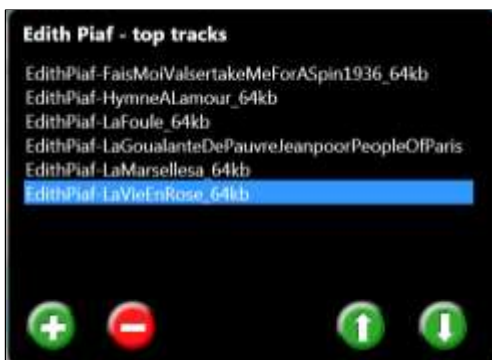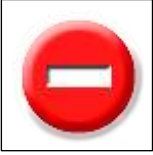

Original

After up arrow pressed 5 times

 Click to move a music track up in the playlist.

 Click to move a music track down in the playlist.

To remove a music track from a playlist, simply click on the track and then click the red minus button. At the prompt, click on the green tick button (✓) to delete the track.

To delete an entire playlist, simply click on the playlist name and then click the red minus button in the left-hand column. At the prompt, click on the green tick button (✓) to delete the playlist.

The system is supplied with a basic music/sound library. You can add your own music/sounds to the library. See the Library section for more details.

Press this button to play CDs. Simply insert your CD into the disc drive. The CD will play automatically.

To play music tracks from a memory stick, simply insert the memory stick into a USB port and click on the name of the memory stick once this is displayed. The music tracks on the memory stick will then be listed in the right-hand column. Simply click on the track name to play a track.

Click on the **Cancel** button to quit **Sound** and return to the Sensory Magic® opening screen.

Video

Press this button to choose and play video files stored on the computer / USB memory stick.

The system supports many popular video formats, including 3GP, AVCHD, MPEG-4, WMV, AVI, DivX, MOV and Xvid.

Playlists

Playing videos in a playlist

Saved playlists are shown in the left-hand column. Click on the playlist title to show all videos in the chosen playlist. Click on any track to play the track automatically. You can also pause tracks, stop tracks, skip backwards or skip forwards to other tracks in the playlist.
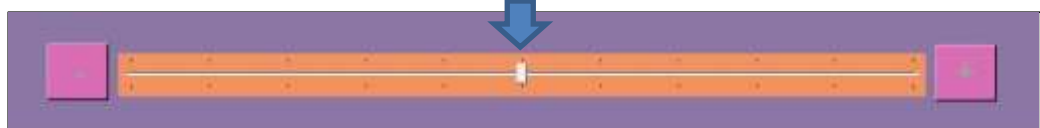
Play all – press this button to play all tracks in a playlist automatically.

Volume control – click to reveal the volume slider. Click and drag the volume button left or right to increase or decrease sound volume. Sensory Magic® will automatically save the desired volume level.

Slide to adjust volume

Creating new video playlists

**1.** To create a new video playlist, click on the green plus button under "My playlists".

A pop up box will then invite you to name your new playlist. Enter a playlist name, e.g. "Nature", then click the green tick button (✓):

2. To select your new video playlist, click on the playlist name. The playlist will then be highlighted in blue:

3. To add a video track, click on the green plus button in the middle column, under the playlist name. This will call up the video libraries. Select a video track and click on the green tick button (✓) to add the track to your playlist:
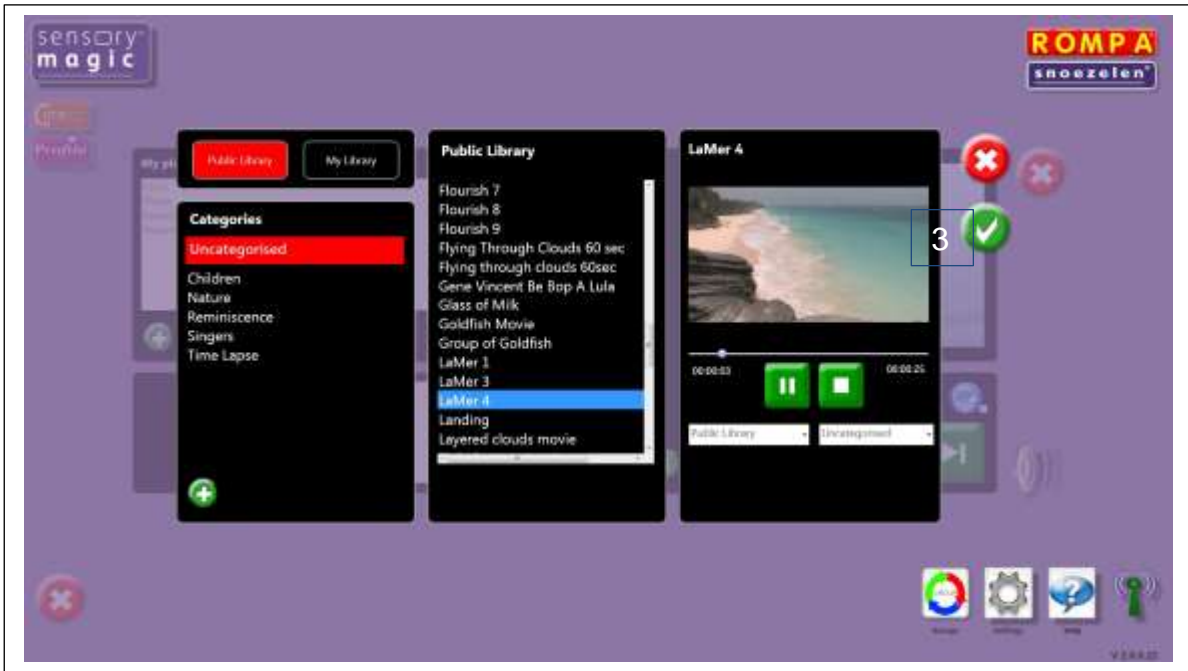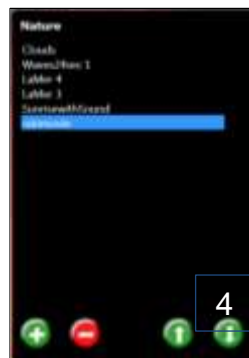

Continue to add video tracks as desired.

4. Tracks can be moved up or down in the playlist simply by selecting the video track and clicking on the up or down arrow buttons.

Example: Moving a video track to the bottom of the playlist

Original   After down arrow pressed 4 times

   Click to move a video track up in the playlist.

   Click to move a video track down in the playlist.

To remove a video track from a playlist, simply click on the track and then click the red minus button. At the prompt, click on the green tick button (✓) to delete the track.

To delete an entire playlist, simply click on the playlist name and then click the red minus button in the left-hand column. At the prompt, click on the green tick button (✓) to delete the playlist.

The system is supplied with a basic video library. You can add your own videos to the library. See the Library section for more details.

To play video tracks from a memory stick, simply insert the memory stick into a USB port and click on the name of the memory stick once this is displayed. The video tracks on the memory stick will then be listed in the right-hand column. Simply click on the track name to play a track.
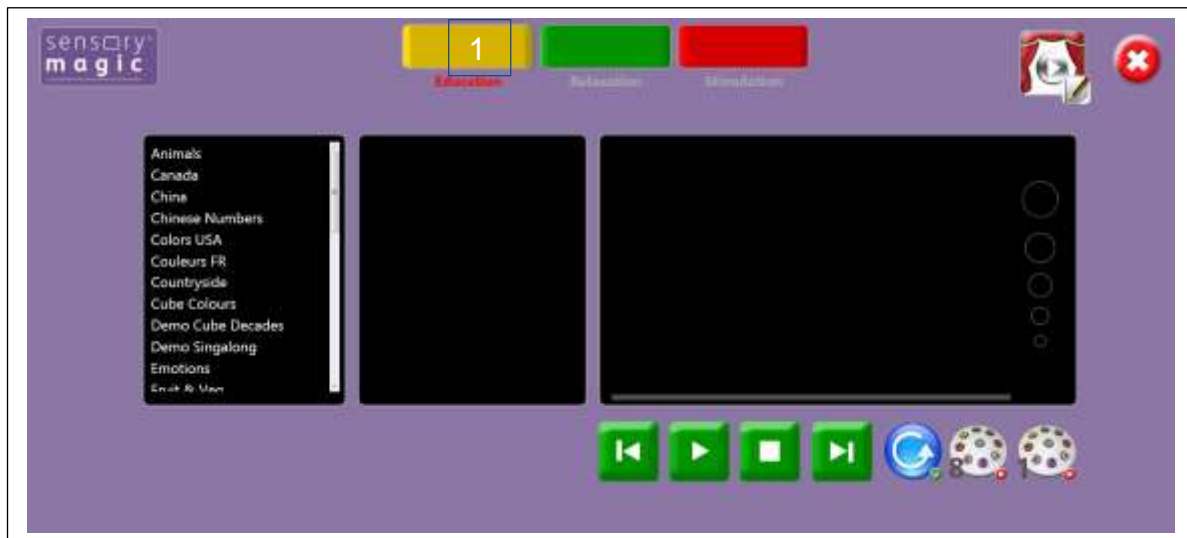
Click on the **Cancel** button to quit **Video** and return to the Sensory Magic® opening screen.

Themes

Press this button to create and play audio-visual themes. You will then see this screen:

Themes are presented in three categories:

🟨 Education   🟩 Relaxation   🟥 Stimulation

1. Select a category by clicking on the corresponding coloured button.
2. Select a theme by clicking on the theme name in the left-hand column. The theme will then be highlighted in blue and all eight theme items will be displayed in the middle column.
3. Choose an item to play. The theme will play automatically.

4. You can also pause themes, stop themes, skip backwards or skip forwards to other theme items in the playlist using the green and white buttons.

Play all – press this button to play all theme items in a playlist automatically.

Select this button to play themes using a ROMPA® Deluxe 8 Colour Wirefree Controller: Button 1 will play theme item 1, button 2 will play theme item 2, etc. Alternatively, select this button to play themes using a ROMPA® Talking Cube: The first six of the eight theme items can be played by simply turning the cube, with each cube face activating a different, specific, theme item.

Select this button to play themes using a ROMPA® Deluxe 8 Colour Wirefree Controller: Press any button to step through all eight theme items. Alternatively, select this button to play themes using a ROMPA® Talking Cube: The first six of the eight theme items can be played by simply turning the cube to any cube face. The theme item will change with every turn of the cube, irrespective of which cube face is uppermost.

Volume control – click to reveal the volume slider. Click and drag the volume button left or right to increase or decrease sound volume. Sensory Magic® will automatically save the desired volume level.
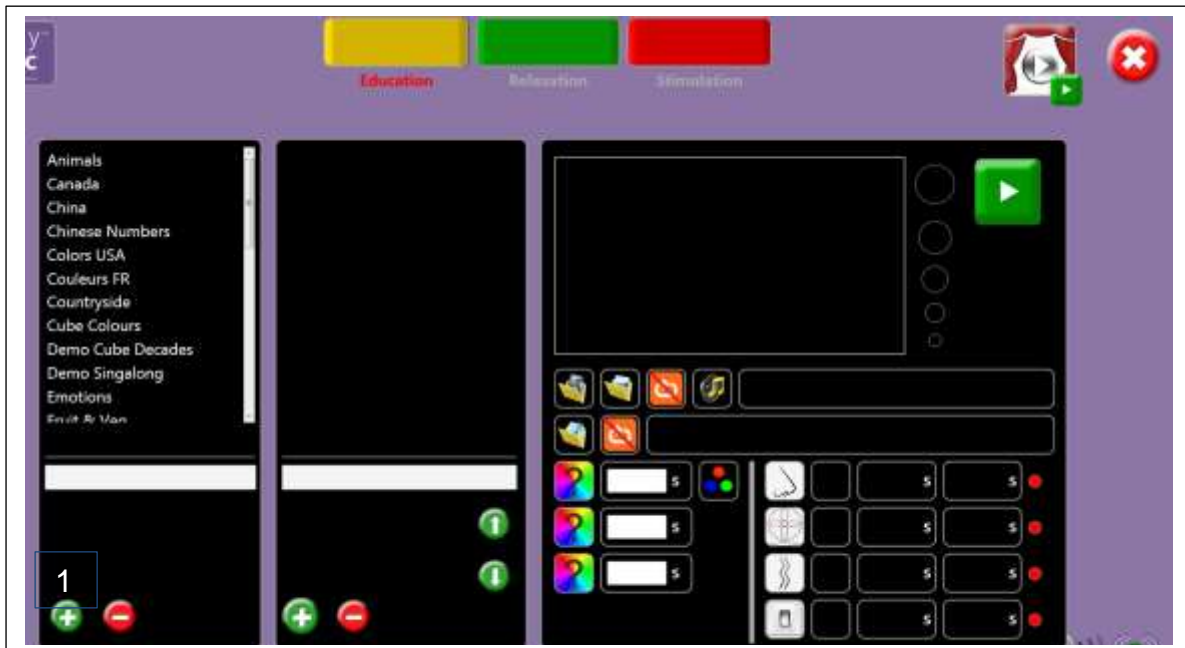
Slide to adjust volume
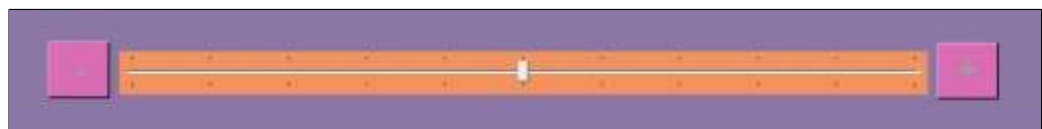
Click on the **Cancel** button to quit **The Experience** and return to the Sensory Magic® opening screen.
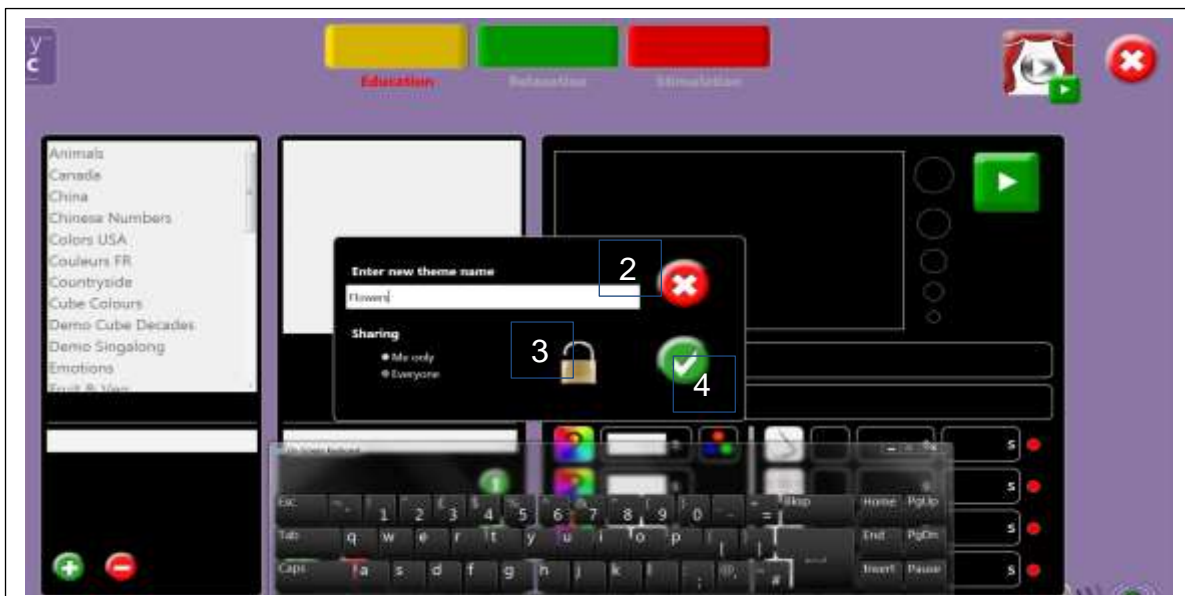
Creating and Editing Themes

Press this button to edit or create audio-visual themes. You will then see this screen:
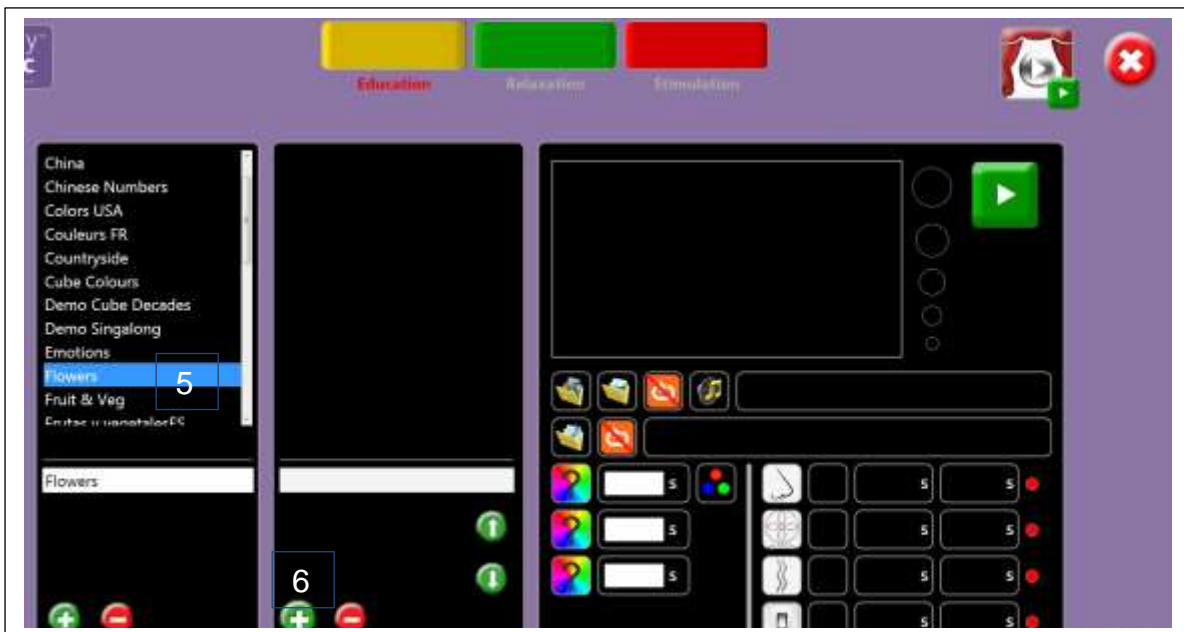

1.   Click on the green plus button in the left-hand column to create a new theme. A pop-up box will then appear, inviting you to enter a new theme name:
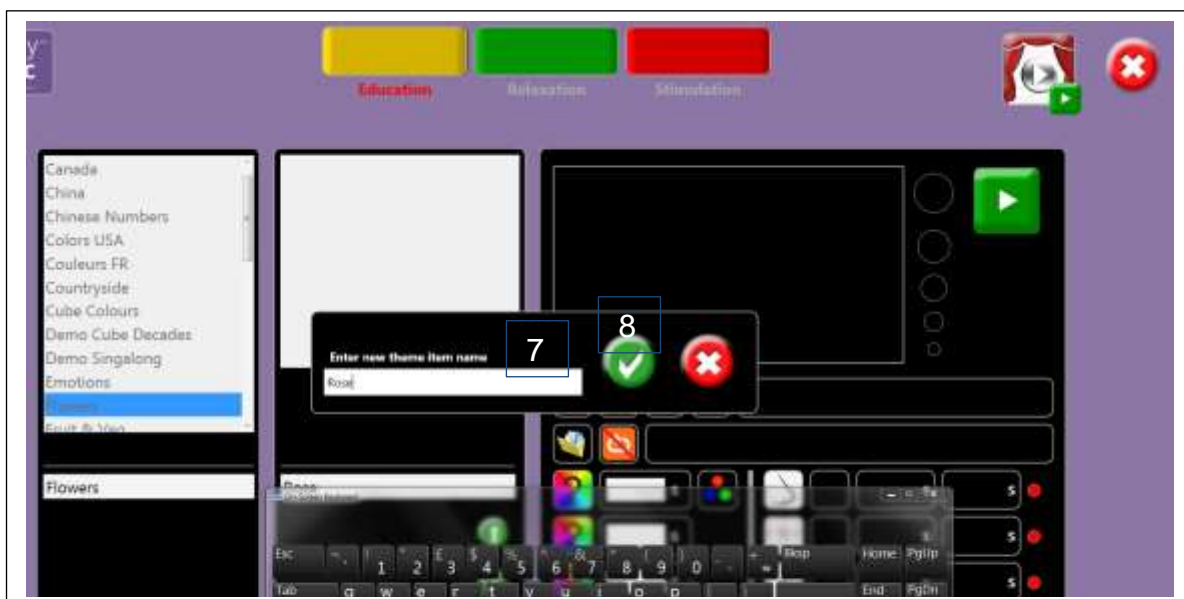

2. Enter your new theme name.
3. Decide whether or not the theme is to be shared with others.
4. Click on the green tick (✓) button to save the theme name.

5. Select your new theme name from the list in the left-hand column.

6. Click on the green plus button in the middle column to add theme items. A pop-up box will then appear, inviting you to enter a theme item name:

7. Enter your new theme item name.
8. Click on the green tick (✓) button to save the theme item.

9. Select your new theme item in the middle column. It will then be highlighted in blue.
10. To add a still picture, click on the picture folder icon:
11. Choose a library picture.
12. Click on the green tick (✓) button to save the selected image:

13. Alternatively, to add a video file, click on the video folder icon:
14. Choose a video file.
15. Click on the green tick (✓) button to save the selected video.
16. To add a sound file, click on the music folder icon:
17. Choose a sound file.
18. Click on the green tick (✓) button to save the selected sound:

19. You can choose whether or not to loop the video and / or audio:

 Loop   Do not loop

NB: If you select Do not loop Audio, the theme will automatically end when the sound file ends.

20. You can choose whether or not to play the soundtrack which accompanies the video file (if there is one):

 Play Sound   No Sound

Remember to Save your settings!

21. To select the room colour(s) to accompany the theme, click on the colour select button:

You will then see 3 colour sliders: red, green and blue. Click and drag the sliders up or down to add more or less of each of the 3 colours.

When you are happy with your selection, click on the green tick (✓) button to save it. Alternatively, click on the red cancel button to exit without saving changes made.
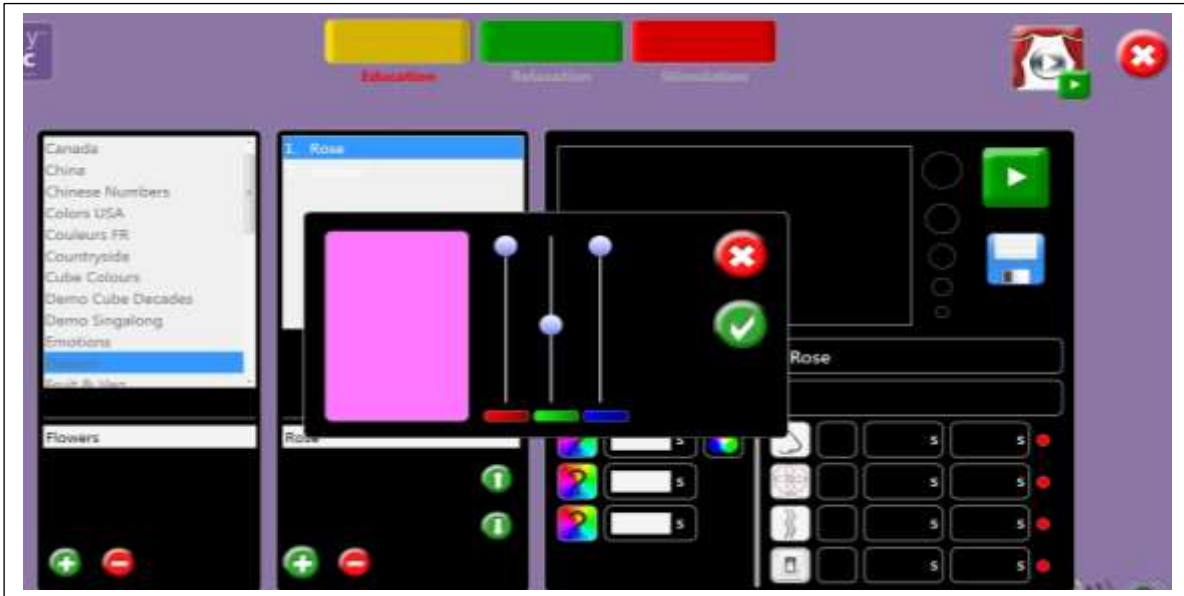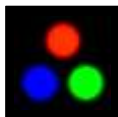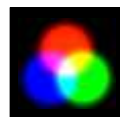
You can select up to 3 colours per theme.
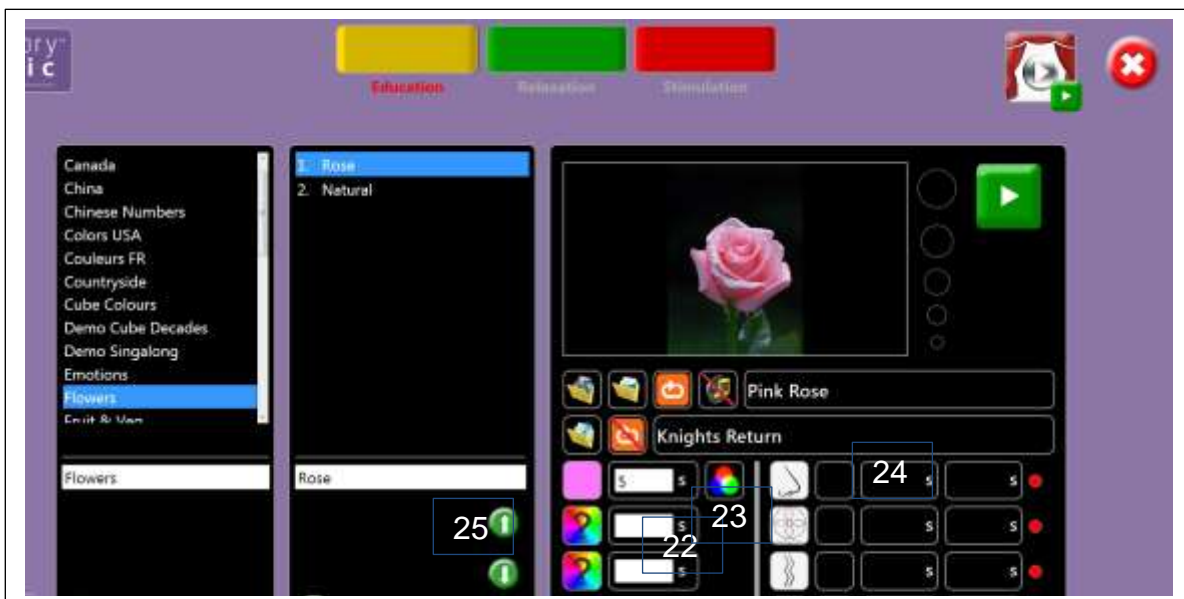
22. Select the time in seconds (s) that the colour will display for. If no time is selected, Sensory Magic® will automatically default to 5 seconds.
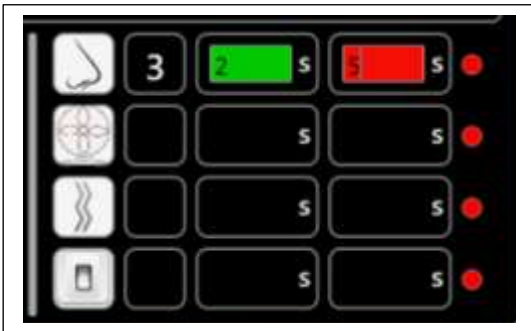23. Choose whether to step or gently fade through the colours chosen:

 Step through colours

 Fade through colours

Remember to Save your settings!

24. Special Effects control.

Aroma cartridge 3 selected.

Introducing the sense of smell to Sensory Magic®. You can now control the Interactive Aroma Panel from within the system.

Simply click on the nose icon to select one of the four Aroma Panel cartridges: Click once to select cartridge one, twice to select cartridge two, etc.

In the green box, choose the time in seconds (s) that the aroma will stay on for.
In the red box, choose the time in seconds (s) that the aroma will stay off for.

In the example above, Aroma Panel cartridge 3 will turn on for 2 seconds and then turn off for 5 seconds, before turning on again.

The other special effects icons are for specialist applications and allow for control of fans, vibration equipment and other mains powered equipment (e.g. heaters, lights, etc.). Please contact ROMPA® for further details.

25. Theme items can be moved up or down in the list simply by selecting the item and clicking on the up or down arrow buttons in the middle column.

Click to move a theme item up in the list.

Click to move a theme item down in the list.

To remove a theme item, simply click on the item and then click the red minus button in the middle column. At the prompt, click on the green tick button (✓) to delete the item.

To delete an entire theme, simply click on the theme name and then click the red minus button in the left-hand column. At the prompt, click on the green tick button (✓) to delete the theme.

Click on the **Cancel** button to quit **The Experience** and return to the Sensory Magic® opening screen.

Library

Click this button to add files to the libraries. You will then see this screen:
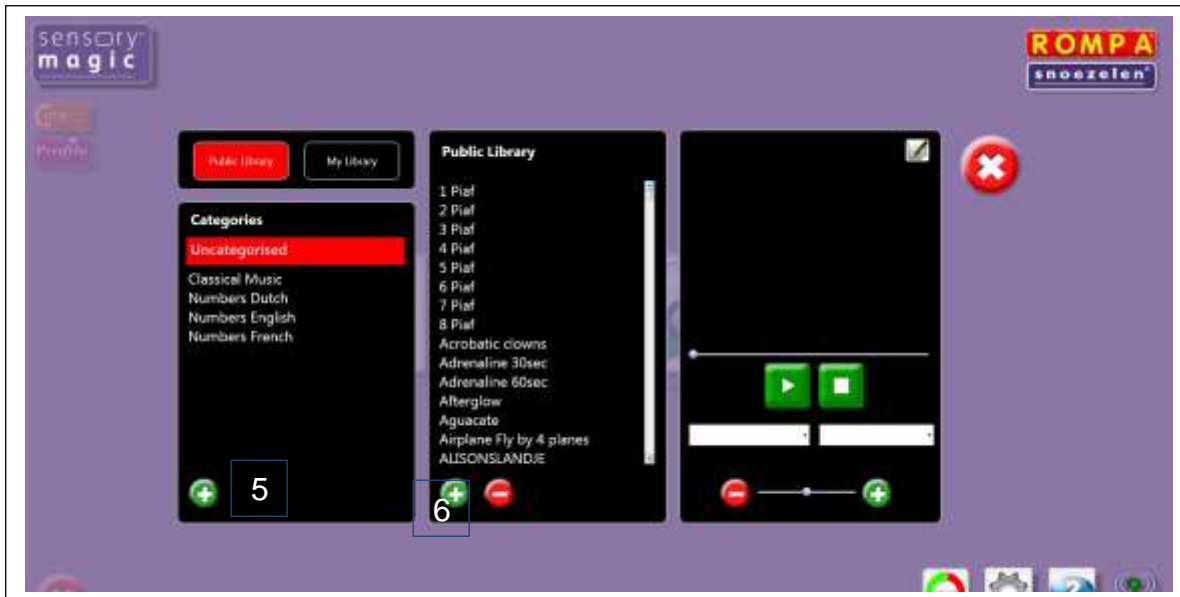

Click this button to add sound/music files.

Click this button to add video files.

Click this button to add still picture / photo files.

**Example: Adding a music file:**

1. Transfer your chosen music file onto a memory stick.
2. Insert the memory stick into a USB drive.
3. Click on the music file icon:
4. The relevant library screen will then appear:

5. To categorise the music, select a category from the left-hand column, or to create a new category, click on the green plus (+) button in the left-hand column, enter the new category name and then click on the green tick (✓) button.

6. To add the music file to the library, click on the green plus (+) button in the middle column. Locate the file on your computer. Select the file and click Open.

7. A pop-up box will then prompt you to rename the file (if required). Choose a file name and then click on the green tick (✓) button to save the file:

8. The file will then appear in the sound / music library:
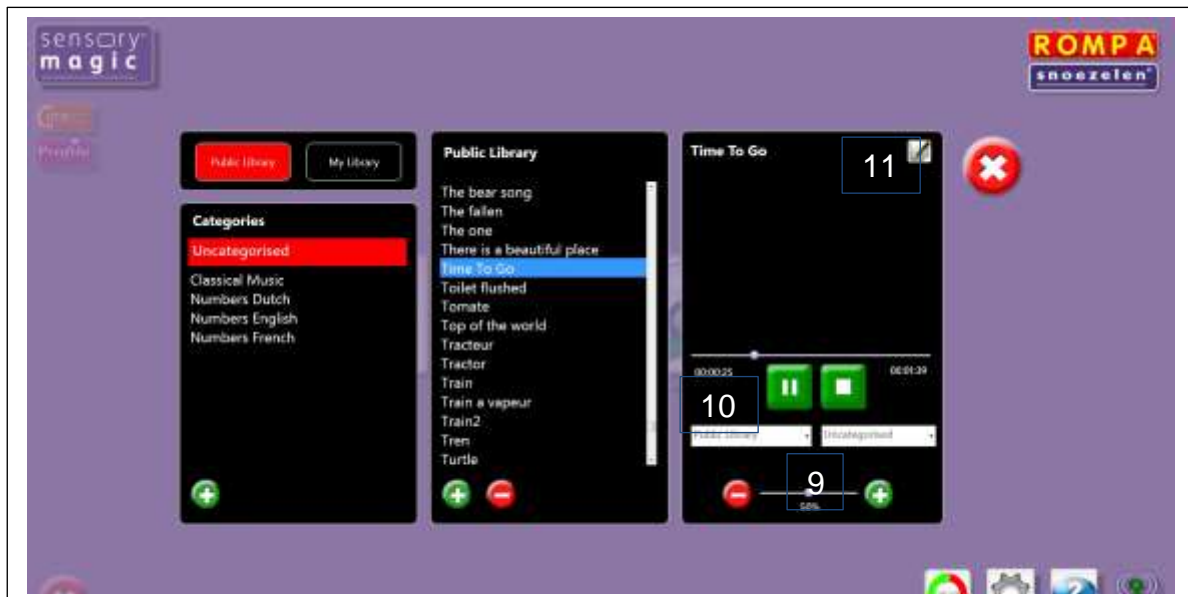
9. You can adjust the sound volume of the file by using the slider at the bottom of the right-hand column. The volume will be saved automatically. This feature is useful for adjusting the volume of especially quiet or loud sound files.
10. You can change the way in which the file is categorised by choosing between Public Library or Private Library from the drop-down list. You can also change the file category using the drop-down list on the right.
11. You can rename the file (if desired) using the edit button in the top-right hand corner.

There are two additional edit buttons displayed in the picture library. These buttons are features used in the ROMPA® Care reminiscence experience™ system.

The same process is used to add video files and / or still pictures / photographs.

Click this button to add video files.

Click this button to add still picture / photo files.

To remove a file from the library, simply click on the file name and then click the red minus button in the middle column. At the prompt, click on the green tick button (✓) to delete the file.

To delete an entire library category, simply click on the category name and then click the red minus button in the left-hand column. The system will not allow you to delete categories which are not empty.
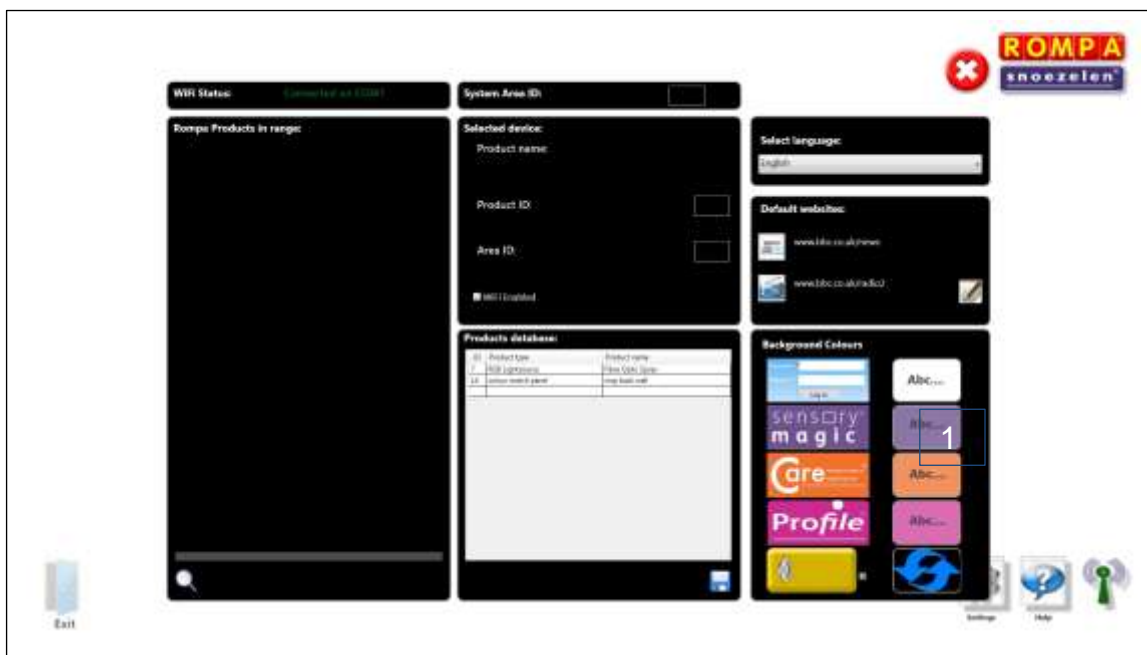
Click on the **Cancel** button to quit **Library** and return to the Sensory Magic® opening screen.
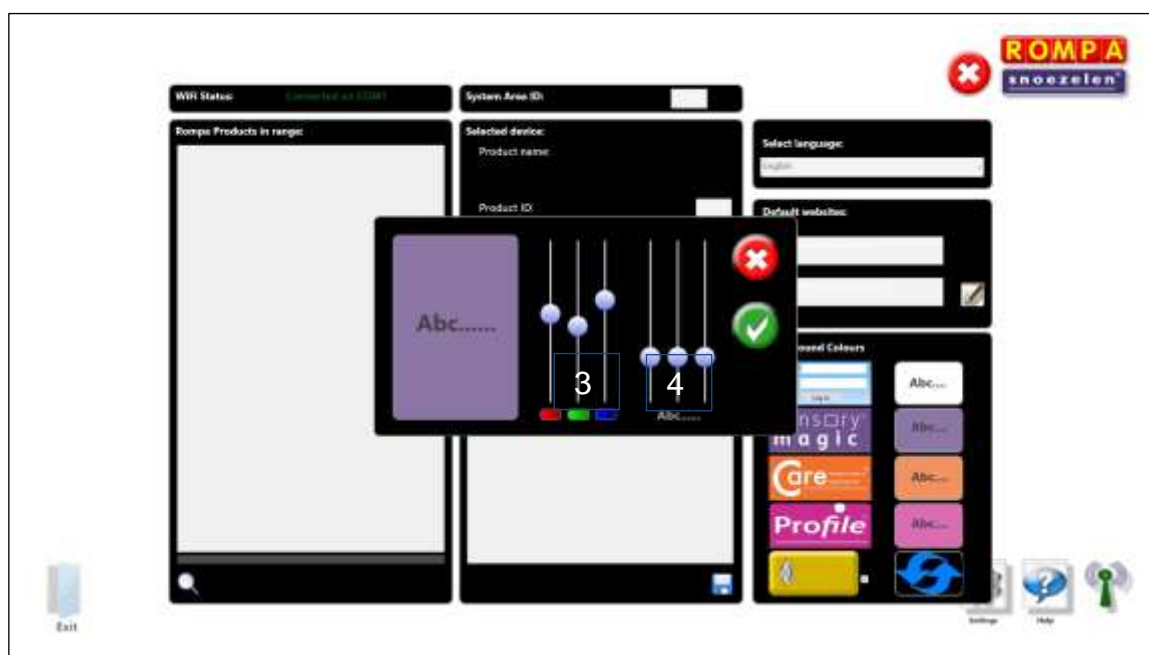
Settings

Click this button to customise the settings. You can personalise the background colours and font colours.


Example: Changing the Sensory Magic® background colour to green and font colour to red:

1. Click on the coloured background of the Abc button to the right of the Sensory Magic® logo.
2. A pop up box will then appear:

3. Change the background colour from default purple to green by adjusting the colour sliders on the left-hand side nearest the colour swatch.

4. Change the font colour from default dark grey to red by adjusting the colour sliders above "Abc" on the right-hand side:
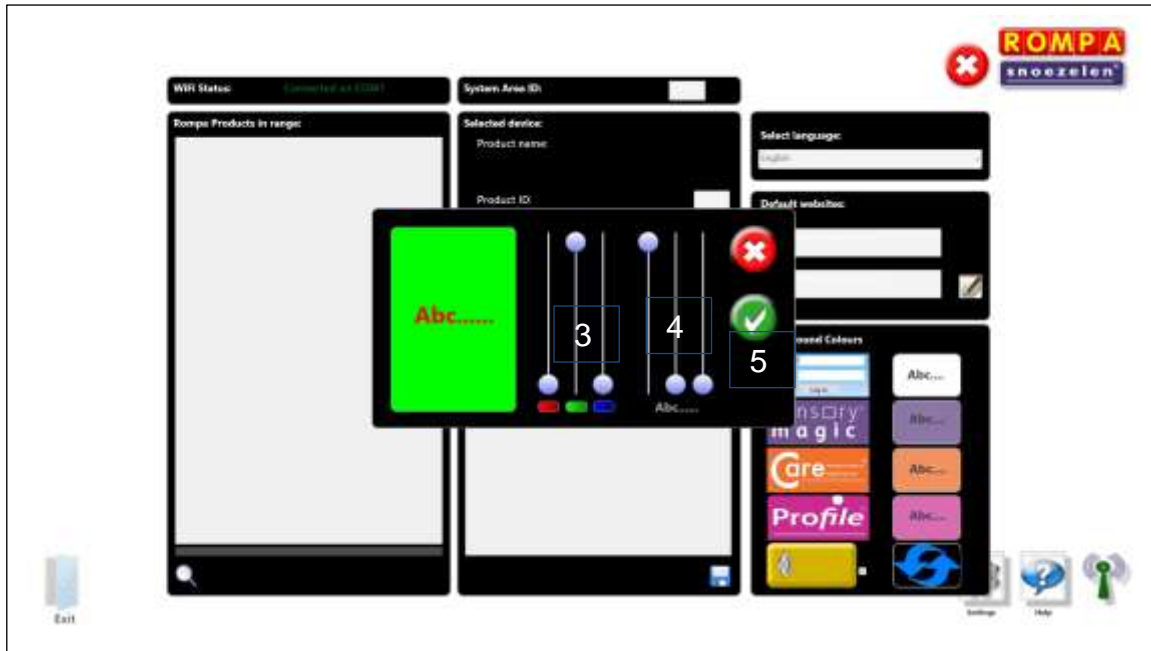
5. Click on the green tick (✓) button to save your settings.

6. The new settings will then be shown on the Settings screen:
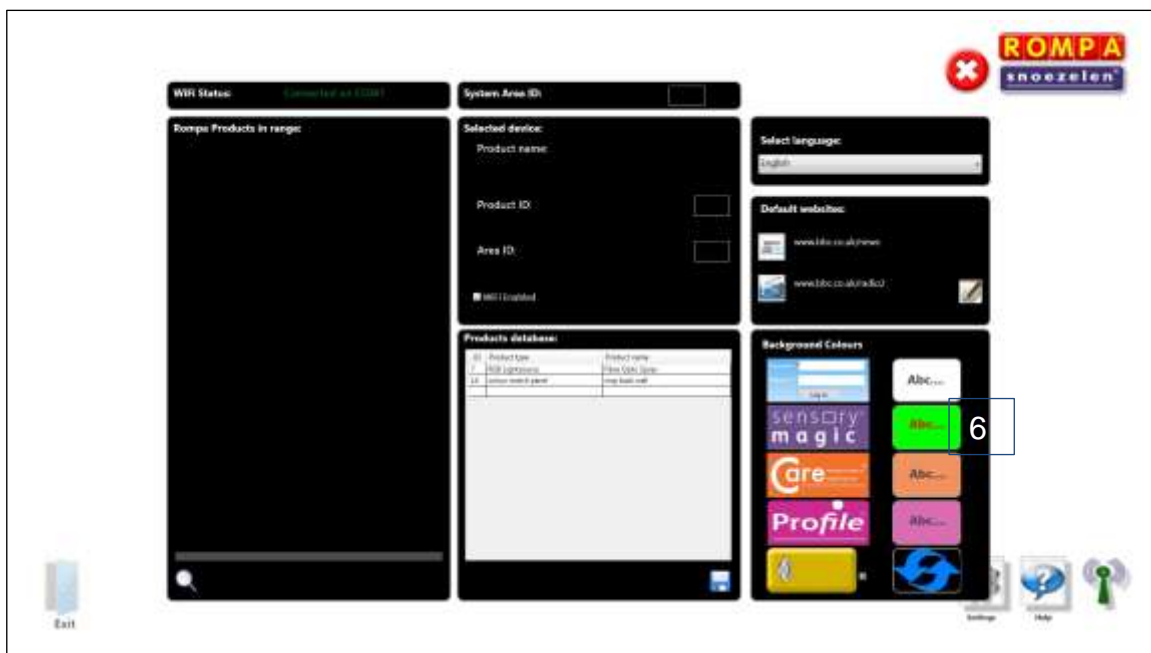
7. The new settings will appear when the program is restarted (close Sensory Magic® down and then open it up again):

8. Settings can be returned to default factory settings by selecting the refresh button within Settings:

Click on the Help button to open a copy of these Operating Instructions.

The Group function is an advanced setting used to pair together specific items of equipment. Please contact ROMPA® for assistance with this.

Closing Down

Please make sure that you close down the system properly after use. Once you return to the initial opening screen, select the blue door to Exit Sensory Magic®

You will be given a warning that the system is about to close down and so can change your mind if this was not intended. To go ahead and close down, select the green tick (✓) button:

Troubleshooting

If the Sensory Magic® unit will not continue past the initial screen, please check the WiFi dongle symbol in the right-hand corner. If this is red, this means that the WiFi dongle has been disconnected.

WiFi **OFF** indicator – WiFi dongle is not connected.

Please ensure that the WiFi dongle supplied is fully connected to the USB port at the back of the touchscreen. Sensory Magic® will not operate without this dongle fitted.

The WiFi dongle can be located:

- On the portable unit: Adhered to the back of the PC and inserted into one of the USB ports on the side of the unit.
- On the wall mounted unit: Inside the main casing and inserted into one of the USB ports on the computer.

When correctly connected, the WiFi indicator will be green:

Last revised July 2019

Goyt Side Road
Chesterfield
Derbyshire
S40 2PH
United Kingdom

www.rompa.com