



# My Own Medical Info



## *User's Manual – Version 1.31*

### Table of Contents

<i>Introduction</i>	– 1
<i>System Requirements</i>	– 1
<i>Other Help Sources</i>	– 1
<i>Quick Start</i>	– 2
<i>Registration</i>	– 2
<i>Support Policy</i>	– 2
<i>The “Edit” Screen</i>	– 3
<i>The “Print” Screen</i>	– 6
<i>The “Export” Screen</i>	– 8
<i>The “Import” Screen</i>	– 10
<i>The “Privacy” Screen</i>	– 11
<i>Data Protection</i>	– 12

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## Introduction

**My Own Medical Info** is one of the best ways to manage the data needed by medical professionals at your doctor's office or in case of emergency. Even more importantly, it lets you easily get that data into their hands. If you haven't already, we recommend that you take a look at the demo version of the app and experiment with the examples before putting your own data in the *real* version. While this document provides plenty of “how-to” explanations, there's nothing like trying it yourself – especially when there are no consequence for making mistakes (with demo data).

In case you didn't see this on the web site, here are some of the application's key features:

- **Easy Startup:** No installation needed – just download a copy and open it from a local drive.
- **Portable:** JavaScript lets the app run on any system with a current FireFox or Chrome browser.
- **Printable:** Create a formatted, ready-to-print document with only a web browser.
- **Private:** Your data is all stored locally – even encrypted if you prefer.
- **Exportable:** Data can be saved to delimited text files for easy access by other apps.

## System Requirements

While MyOwnMedInfo is designed to be cross-system compatible, there *are* some minimum requirements:


- **Operating System:** Windows, Linux, or MacOS version capable of running a compatible browser
- **Compatible Browser:** FireFox later than version 19 OR Chrome later than version 25
- **JavaScript:** The browser must have JavaScript enabled for the app to run.
- **Cookies:** Cookies must be allowed and not auto-cleaned when the browser is closed.  
(using a “Private” or “Incognito” browser window is an equally bad idea)
- **Storage:** Have write-access to some form of local storage - like a hard drive, USB thumb drive, or network share.
- **Letter-sized Printer:** This should be either a laser printer or an inkjet (preferably with water-proof ink)

### Other Recommendations

- **PDF Reader:** You'll need something like Adobe Reader or Foxit if you want to view any “save to PDF” output.
- **Background colors:** In Firefox, check “Print Background” in “Page Setup” if you want to show colors.

## Other Help Sources

### Built-in Help

Help for each of the five screens (**Edit, Print, Import, Export, and Privacy**) is also available within the app by clicking the  (help) button. While the help text is essentially the same as the text in this document, screen snapshots included here are omitted – but you shouldn't miss them since the actual screens are just a click away ☺.

### Online Help


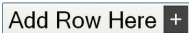

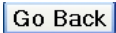

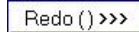
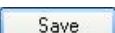

Frequently asked questions, up-to-date documentation, and a support requester can be accessed at the <http://unwebsoftware.com/support.html> page.

### Demo Data Disclaimer

The examples shown here are based on the “MyOwnMedInfo-Demo” version of the app. It contains a mixture of realistic, unusual, and just plain silly data. Since company names and phone numbers are real, you *may* be connected to a salesperson if you try one. Unweb Software neither recommends nor endorses any of the example companies (or products) – they're just good examples. Doctor names, on the other hand, are characters from TV, movies, and print. However, their phone numbers and addresses usually belong to the media company that produced or distributed those shows, movies, and books. Feel free to call those numbers if you're interested in buying syndication rights. The “subject” of all this demo data is a character that first appeared on radio and, like the doctors, has contact information is from a modern media company. For fans of this character, we apologize for making him appear both sick and over-medicated.

## Quick Start

Technically, “starting” is pretty much covered by steps 1 and 2; the next 10 steps just condense the rest of this document. If you've already played around with the demo app, you may even be able to ignore everything after this page. In any case, here's what we recommend:

1. Download and unzip the app to a local drive folder (change the file name if you like).
2. Open the app from the local drive by double-clicking it or dragging it onto the FireFox or Chrome browser.
3. Fill in the Personal Data line.
4. Start filling the blank line in one of the other categories (we recommend doing “Doctors” first).
5. To use a dedicated “**Edit**” dialog, click the  icon in the left column of that line.
6. When you're done with that line, click  to create another row. (repeat 4, 5 & 6 for all categories)
7. For detailed help, click the  button. Click  when finished.
8. If you ever change your mind, click . If you un-change your mind, click .
9. Go to the browser's “**Save Page As...**” option and browse to the folder where you are keeping the app file.
10. Select “**Save as type: Web page, Complete**” and click  to store your data with the app.
11. To print your medical info, click the  button. Select items to print and/or not print.
12. After checking the app's print preview, use the Browser's **File-Print** option to send it to your printer.

## Support Policy

While we'd like to answer every question, we may not have the resources to give everyone a direct response. Generally relevant questions will be answered in the FAQ, while requests will always be considered for future releases. If we have the bandwidth, (and we actually have an answer) we'll try to answer you directly..

Contact us here: [support@unwebsoftware.com](mailto:support@unwebsoftware.com)

## The "Edit" Screen



**Personal Data**

Name	Birth Date	SS#	Blood	Home Phone	Cell Phone	Work Phone	Address	Town	State	Zip
Kent Allard	7/31/1930	835-03-1234	AB-	212-286-2860	718-981-1234	515-243-3273	79 7th Ave.	New York	NY	10011

**Doctors**

Update Selected	Name	Specialty	Phone	Address	Town	State	Zip	Other Info
<input type="checkbox"/> ▲ ▼ Ⓜ +	John McIntyre	Cardiology	310-369-1000	10201 W. Pico Blvd. Bldg 88, Rm 30	Los Angeles	CA	90035	
<input type="checkbox"/> ▲ ▼ Ⓜ +	Rupert Sayre	General Practice	515-243-3273	4 Times Square	New York	NY	10036	
<input type="checkbox"/> ▲ ▼ Ⓜ +	Frasier Crane	Psychiatry	212-975-4321	51 W. 52nd St.	New York	NY	10019	
<input type="checkbox"/> ▲ ▼ Ⓜ +	Sam Beckett	Historic Anomalies	818-777-1000	100 Universal City Plaza	Universal City	CA	91608	
<input type="checkbox"/> ▲ ▼ Ⓜ +	Nick Riviera	Quack	800-362-8672	123 Fake St.	Springfield	NT	12345	
<input type="checkbox"/> ▲ ▼ Ⓜ +	Peter Venkman	Parapsychology	310-244-4000	10202 West Washington Blvd.	Culver City	CA	90232	
<input type="checkbox"/> ▲ ▼ Ⓜ +	Stephen Strange	Neurosurgery	212-576-4000	135 W. 50th Street 7th Floor	New York	NY	10020	

### Screen and Data Organization

**Lists** - Each list covers a different category of medically-relevant information. Current lists are: Personal Data, Doctors, Medication, Emergency Contacts, Pharmacies, Medical History/Conditions, Immunization, and Insurance Plans

**Rows** - Each row contains all details for a particular item in the category (list). For example: The first row in the Emergency Contacts list might have information about a close relative.

**Columns** - Each column specifies a type of detail that helps describe each item in a list. An example would be the "Specialty" column in the Doctors list.

**Cells** - A cell contains one detail (specified by the column) for just one of the items (row) in the list. For example: a "Dr. Smith" row might have "Orthopedics" in the cell under "Specialty".

*Note:* Personal Data has only one row because the app is designed to manage info for just one person at a time.

*Helpful Tip:* Filling in Doctor and Pharmacy names first (just the names) will make it easier to fill out other lists later.

### Changing List Info (the quick way)

Just click the cell you want to change and then update the text. In some cases, a drop-list will appear instead; this lets you select from data you already entered in another list. When you press the "Enter" or "Tab" key (or click somewhere else) the table adjusts to fit the new text. These are the basic row editing tools:

▲ (up arrow)	moves the row containing the ▲ icon up one row.
▼ (down arrow)	moves the row containing the ▼ icon down one row.
Ⓜ (minus sign)	deletes the row containing the Ⓜ icon.
Ⓜ (plus sign)	adds a row immediately above the row containing the Ⓜ icon.
Add Row Here Ⓜ	adds a row at the end of the list.

*Note:* Up or down arrows may be grayed out if the row cannot move in that direction.

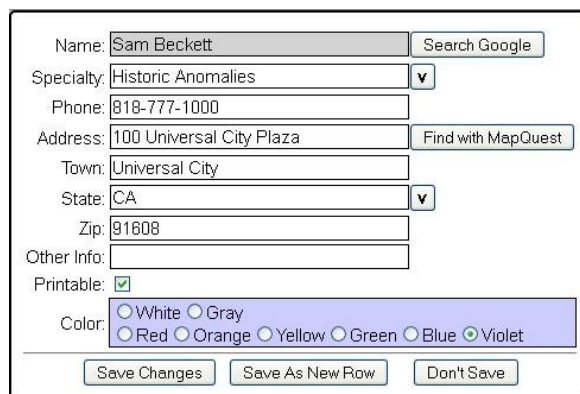
### Changing List Info(the better way)

Click the (edit) icon in the row you want to change. This will open a box designed to edit just that row. In addition to simply editing text, you can use "helper" buttons provided to the right of some fields:

- **Drop List Shortcuts** - Some text, like doctor specialties and state names, can be simply picked from a list by clicking the adjacent ▼ button.
- **Internet Lookups** - Existing text can be used to get more information from Internet services such as Google, Mapquest, and Medline.

There are also several features *only* available in the edit box:

- **Printable** - Uncheck this option to make the row invisible when you use the "Print" screen. This lets you store data that YOU care about, but the medical professional reading your print-out does not need. A "non-printable" row is displayed with a gray background and italic text on the Edit screen.
- **Color** - This lets you choose a background color to highlight or visually group items. For example: You may want to color each medication according to the time of day that you take it.
- **Save As New Row** - This button lets you save changes in a new row instead of updating the original row. You can even make an exact duplicate of the original row - and then change it later. For example: Each part of a multi-drug compound or doctors from the same practice can be added with minimal typing.



## Sorting a List

At the top of every list, there is an up and a down arrow (▲▼) to the left of each column name. These arrows let you sort the whole list alphabetically according to the text in that column. Columns with dates will sort chronologically instead.

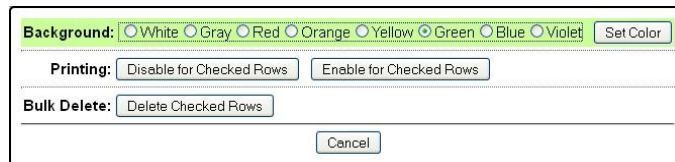
The ▼ arrow will sort from top to bottom (Z or latest date on the bottom).

The ▲ arrow will sort from bottom to top (Z or latest date at the top).

*Note:* If a list is already sorted in a particular direction, that arrow is grayed out.

## Select and Change Multiple Rows

By checking one or more boxes (☐) on the left side of a list you can change all of the selected rows at the same time. Use the **Update Selected** button to display the following options:



**Background:** Choose the background color you want for all the checked rows; then click **Set Color**.

**Printing:** Click **Disable for Checked Rows** to make all checked rows invisible or click **Enable for Checked Rows** to make all checked rows visible when printing. Any rows where you disable printing will appear with a gray background and the text will be italic.

**Bulk Delete:** Click the **Delete Checked Rows** button to delete all of the rows you selected.

**Cancel:** Click **Cancel** if you don't want to do anything to the checked rows.

## Rearranging the Lists

If you want change where a list appears on the Edit and Print screens, use the up/down arrows ▲▼ next to its name. Similar to the row-moving up/down arrows, one of them may be grayed out if the list cannot move in that direction.

## Changing Your Mind (Undo/Redo)

Almost anything you can do on the Edit screen can be undone with the **<<< Undo ()** button. If you change your mind again and want to "undo an undo", the button **Redo () >>>** allows that as well. Some details are worth noting however:

**Maximum "Undo/Redo":** A total of 25 changes can be tracked by the Undo and Redo buttons. If you make enough changes to exceed the limit (every change is a potential Undo), the app starts overwriting the oldest Undo changes. The numbers inside the Undo and Redo buttons show how many of each are currently available.

**Redo Auto-clear:** As soon as you make a change by hand (edit text, move rows, change colors, etc.) the list of available Redo's is reset to "0". This is because there can't be two "branches" of updates at the same time (your edits being one and the Redo's being the other).

**Multi-Component Undo:** When you make certain changes that affect multiple things at once, the Undo/Redo buttons will also perform those multiple actions. For instance, if you used **Update Selected** to delete 3 rows from a list, when you click **<<< Undo ()** all 3 rows will re-appear. Similarly, if you use the "Edit" box to change a particular row, **<<< Undo ()** will reverse all changes made in that box.

**Important Note:** Avoid the browser's "Back" button; that will just quit MyOwnMedInfo and open a previous web site.



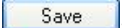
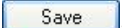
## Saving Your Data

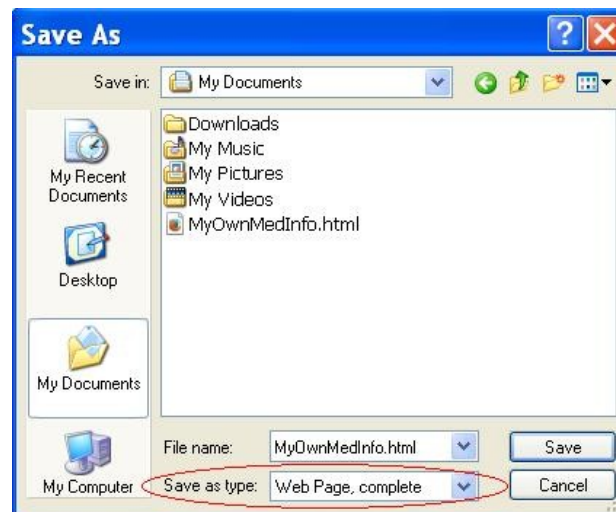
The medical information you enter in the app may be held in three different places:

**Browser Memory:** By default, any data you enter is saved in your browser's memory so that you can easily edit and manipulate it while the page and browser are open. HOWEVER, it all disappears as soon as you close the browser or tab. Which is why the app also uses...


**Browser Local Storage:** Like cookies, this lets JavaScript save data to the local hard disk. To avoid losing data if you accidentally close the page, the app writes all your changes to Local Storage. When you re-open the app, it offers to re-load those changes. Make sure Cookies are enabled to ensure this "safety net" is available.

**Saving the App File:** Unfortunately, Local Storage isn't good enough by itself because your data is only available when you load the app from *exactly* the same folder. Also, anything that "cleans up" your browser's cookies also deletes your data! To make your data portable and safe, you need to save it as part of the app file itself. The process is similar for the two compatible browsers:

- **Firefox:** Select "Save Page As..." from the "File" or "Firefox" menu and find your original app file. Then, make sure "Save as type:" is set to "Web Page, complete" and click .
- **Chrome:** Select "Save page as..." from the "Customize & Control" menu and find your original app file. Then, make sure "Save as type:" is set to "Webpage, Complete" and click .



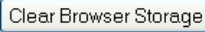
## Not Saving Data

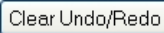
The  button next to "Undo" & "Redo" offers some control of the app's automatic data management. Most importantly, the pop-up box shows when your data has been saved in each of the three places. Two things to look for are:

- If the "Saved in application" line is earlier than either "Saved in browser" lines, you probably need to save the App file soon (described above).
- If "Saved in browser storage" says "Feature Disabled", you REALLY need to save the App file and re-enable cookies NOW.



Of course, there are situations where you do *not* want "everything saved everywhere". Two buttons are provided for that:

 - If you are using a borrowed or public computer, you probably don't want others to see your medical records. Once you have saved the app file FIRST (presumably on a removable device), click this button right before closing the browser.

 - Since every Undo/Redo item is normally saved along with your data, you may not want them in the "final" version of your data. When you are SURE you don't want to Undo/Redo anymore, click this button and then save the App file.

*Note:* If Local Storage/Cookies is disabled, the Data Status and Undo/Redo buttons will be highlighted in red. This does not affect other app functions, but provides a reminder to save the app file often if you are making changes.

## The "Print" Screen

Edit
Print
Export
Import
Privacy
?
Do NOT Print = ☒ Empty Lists ☒ Empty Columns ☒ Empty Rows

Select lists and/or columns to print: Show Selections

Save as a PDF file ☒ Print Background Colors ☒ Allow Landscape Rotation ☐ Print "Non-printable" Rows

### Medical Information for Kent Allard

Last Updated: Tue 10/29/2013 19:18:46

#### Personal Data

Name	Birth Date	SS#	Blood	Home Phone	Cell Phone	Work Phone	Address, Town, State Zip
Kent Allard	7/31/1930	835-03-1234	AB-	212-286-2860	718-981-1234	515-243-3273	79 7th Ave., New York, NY 10011

#### Doctors

Name	Specialty	Phone	Address, Town, State Zip
John McIntyre	Cardiology	310-369-1000	10201 W. Pico Blvd. Bldg 88, Rm 30, Los Angeles, CA 90035
Rupert Sayre	General Practice	515-243-3273	4 Times Square, New York, NY 10036
Frasier Crane	Psychiatry	212-975-4321	51 W. 52nd St., New York, NY 10019
Sam Beckett	Historic Anomalies	818-777-1000	100 Universal City Plaza, Universal City, CA 91608

## Weirdness Disclaimer

While *My Own Medical Info* tries to handle details like font scaling, page orientation, and space optimization, you may not always agree with its assumptions. You may also want a bit more control of its output than the default "print everything" scheme. Consequently, the app offers a number of options that let you customize its print output. Be aware however, that what you get on paper is a combination of two general rules: what you *prevent* from printing and what you *want* printed. If something looks weird, it's probably not a bug; it just means the options need some adjustment.

## Saving Space

The problem is that paper doesn't have a scroll bar. The only way to make all your data visible is to make it fit on the paper. In order to keep a consistent tabular layout the app must either reduce the font size or use more pages. To help avoid unreadably tiny text or piles of paper, the default policy is to *prevent* the following from printing: Lists that have no printable rows, Columns with no printable cells, and Rows containing only blank or default values. These "Do NOT Print" options next to the **?** button have the following effects when checked.

- ☒ **Empty Lists** - If any list has *no* rows, existing rows contain only blank/default values, or its rows are "print disabled", the entire list will be hidden - including title and heading text.
- ☒ **Empty Columns** - If all cells in any column contain blank or default values, the whole column will not appear in the list when printing.
- ☒ **Empty Rows** - If any row (in any list) contains only blank or default values, that row will not appear when printing.

Another way to save space on your printout is to hide rows that are no longer relevant (such as medicine you no longer take). However, the options to enable/disable printing for specific rows are provided through the Edit dialog and the **Update Selected** button on the Edit screen - not here in the Print screen.

## Selecting Lists / Columns to print

If you need more detailed control, click the **Show Selections** button. The large table that appears will let you choose exactly what type of information you *want* printed (by default, everything is checked). The left side of the table lets you choose which lists can be printed, while the right side lets you choose the columns to include in each list.

**List Selection** - If a list is empty and "Do Not Print Empty Lists" is checked, this option is grayed-out (since it wouldn't print anyway).

**Column Selection** - If the adjacent list option is unchecked or grayed out, the column selections area will also be grayed out. However, individual column options can still be checked and unchecked; this prevents a "circular dependency

Select lists and/or columns to print: Hide Selections

<input checked="" type="checkbox"/> Personal Data	<input checked="" type="checkbox"/> Name <input checked="" type="checkbox"/> Birth Date <input checked="" type="checkbox"/> SS# <input checked="" type="checkbox"/> Blood <input checked="" type="checkbox"/> Home Phone <input checked="" type="checkbox"/> Cell Phone <input checked="" type="checkbox"/> Work Phone <input checked="" type="checkbox"/> Address <input checked="" type="checkbox"/> Town <input checked="" type="checkbox"/> State <input checked="" type="checkbox"/> Zip
<input checked="" type="checkbox"/> Doctors	<input checked="" type="checkbox"/> Name <input checked="" type="checkbox"/> Specialty <input checked="" type="checkbox"/> Phone <input checked="" type="checkbox"/> Address <input checked="" type="checkbox"/> Town <input checked="" type="checkbox"/> State <input checked="" type="checkbox"/> Zip <input type="checkbox"/> Other Info
<input checked="" type="checkbox"/> Emergency Contacts	<input checked="" type="checkbox"/> Name <input checked="" type="checkbox"/> Relation <input checked="" type="checkbox"/> Home Phone <input checked="" type="checkbox"/> Work Phone <input checked="" type="checkbox"/> Cell Phone <input checked="" type="checkbox"/> Other Info
<input checked="" type="checkbox"/> Medications	<input checked="" type="checkbox"/> Primary Name <input checked="" type="checkbox"/> Alt Name <input checked="" type="checkbox"/> Purpose <input checked="" type="checkbox"/> Dose <input checked="" type="checkbox"/> Freq <input checked="" type="checkbox"/> Prescriber <input checked="" type="checkbox"/> Provider
<input checked="" type="checkbox"/> Pharmacies	<input checked="" type="checkbox"/> Name <input checked="" type="checkbox"/> Address <input checked="" type="checkbox"/> Town <input checked="" type="checkbox"/> State <input checked="" type="checkbox"/> Zip <input checked="" type="checkbox"/> Phone <input checked="" type="checkbox"/> Fax <input checked="" type="checkbox"/> Other Info
<input checked="" type="checkbox"/> Medical History / Conditions	<input checked="" type="checkbox"/> Type <input checked="" type="checkbox"/> Common Label <input checked="" type="checkbox"/> Date <input checked="" type="checkbox"/> Details <input checked="" type="checkbox"/> Doctor
<input checked="" type="checkbox"/> Immunization	<input checked="" type="checkbox"/> Vaccine <input checked="" type="checkbox"/> Doses Needed <input checked="" type="checkbox"/> Last Dose # <input checked="" type="checkbox"/> Dose Date <input checked="" type="checkbox"/> Other Details
<input checked="" type="checkbox"/> Insurance Plans	<input checked="" type="checkbox"/> Type <input checked="" type="checkbox"/> Company <input checked="" type="checkbox"/> Plan <input checked="" type="checkbox"/> Group ID <input checked="" type="checkbox"/> Personal ID <input checked="" type="checkbox"/> Cust Phone <input checked="" type="checkbox"/> Doc Phone <input checked="" type="checkbox"/> Fax <input checked="" type="checkbox"/> Other Info

issue" that is too complicated to explain here. If a particular column is empty and "Do Not Print Empty Columns" is checked, the individual column option will be grayed out (since it wouldn't print anyway). Ultimately, the best way to understand how the "Do Not Print" and "Select" options interact is to click around and see what happens.

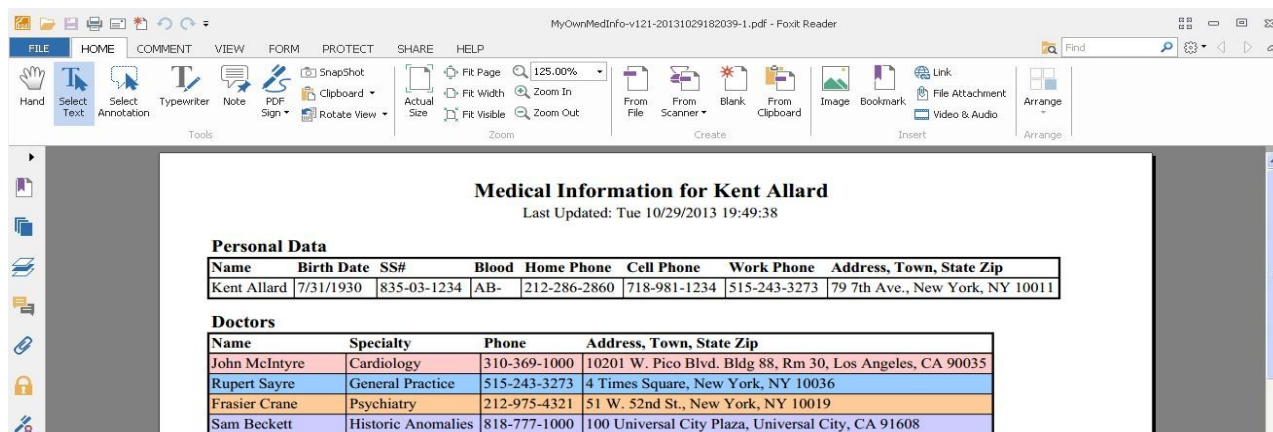
### Other Options

Just below the "Column Selection" area are three check-boxes that normally don't need to be changed, but may be occasionally useful:

- ☒ **Print Background Colors** - If you set the colors in the first place, presumably you want them to print as well. However, if you want to save ink when printing a rough draft, you can uncheck this option. Note: Even when this box is checked, FireFox *also* requires a manual setting that specifically lets backgrounds be printed. Go to "Print - Page Setup" or "File - Page Setup" and check the "Print Background" box in the Format & Options tab.
- ☒ **Allow Landscape Rotation** - If any list doesn't fit horizontally without over-reducing the font size, the app will rotate the page 90 degrees and print landscape (sideways) instead. This should make the print output more readable, but it may also increase the number of pages needed. Uncheck this box if you want to keep your pages in portrait orientation. NOTE: This feature has nothing to do with the browser's own "Orientation" controls.
- ☐ **Print "Non-printable" Rows** - Just in case you want to print a copy for yourself that includes rows you normally keep hidden, you can check this box to make them appear in your printouts. This is also handy if you don't remember which rows you previously disabled for printing.

### Save as a PDF file

Since printing is NOT a strength for most web browsers, the Save as a PDF file button offers a more reliable alternative. As long as you have a PDF reader like Adobe Reader or Foxit Reader (shown below) you can save and print this file instead of printing through the browser. Another advantage of saving as a PDF is that it's *portable*. Once you save the file, you can easily copy, send, and print it without having to use the app itself. The default file name is the same as your app file name but with an added time-stamp and ".pdf" instead of ".html".



*Note:* FireFox also gives you the option of just opening the file (with your PDF reader) instead of saving it.

### The Print Preview

The lower part of the screen shows essentially what will appear on the paper when you print or save as a PDF. If you have entered your name in Personal Data, the title will be "Medical Information for (your name)". The subtitle will always show the last time your data was updated. When a page breaks in the middle of a list, that list's title is duplicated on the next page along with "(continued)"; this is followed by duplicates of the column headers and the remaining rows. For lists that include address information, the street, city, state, and zip are combined into a single "address" field to help save space.

### Print Settings Persistence

Although there is no Undo/Redo for changes you make in the Print screen, all settings are saved to the browser's Local Storage and the app file (when you save it). This means that you can setup a "standard" configuration that you use every time you print your medical information.



## The "Export" Screen

Edit Print Export Import Privacy ? ☒ Include List Names ☒ Include Line Formatting

Select a delimiter: ☒ Tab ☐ Comma ☐ Semicolon ☐ Vertical Bar

Select a qualifier: ☒ None ☐ Double Quote ☐ Single Quote

Save Export File Note: Exports are in a "raw" order due to Import requirements.

Personal Data

Name	Birth Date	SS#	Blood	Home Phone	Cell Phone	Work Phone	Address	Town	State	Zip	Printable	Color
Kent Allard	7/31/1930	835-03-1234	AB-	212-286-2860	718-981-1234	515-243-3273	79 7th Ave.	New York	NY	10011	p	White

Medications

Primary Name	Alt Name	Purpose	Dose	Freq	Prescriber	Provider	Printable	Color
simvastatin (Zocor)		elevated cholesterol	20mg	Daily	John McIntyre	CVS	p	Red
Plavix clopidogrel		coronary artery disease	75 mg	Daily	John McIntyre	Walgreens	p	Red
metformin-SR (Glucophage XR)		non-alcoholic fatty liver disease	850 mg	Daily	Rupert Sayre	CVS	p	Blue
Advair Diskus		fluticasone propionate COPD	100 mcg	2 Daily	Rupert Sayre	Walgreens	p	Blue
Advair Diskus		salmeterol COPD	50 mcg	2 Daily	Rupert Sayre	Walgreens	p	Blue
omeprazole (Prilosec)		ulcers	20 mg	2 Daily	Rupert Sayre	CVS	p	Blue
amoxicillin		ulcers	1000 mg	2 Daily	Rupert Sayre	CVS	n	Blue

### What it's for

The Export function has two purposes: The primary purpose is to provide a data-migration path when major updates to *My Own Medical Info* are released. Since your data is stored within the app file, it may need to be exported and then imported into the new version (minor updates should be able to use data kept in the browser's Local Storage instead). The other reason is to let you access your medical information outside of the app itself. The file you export can be easily imported into a spreadsheet or database tool. In fact, a file created with the default settings can be simply dragged into Microsoft Excel or OpenOffice Calc.

### Include Options

On the right side of the button bar, there are two options that let you control what gets included with your data:

- ☒ **Include List Names** - You probably want to leave this checked most of the time. However, if you want to import that data to another application, having extra rows containing list names may cause problems.
- ☒ **Include Line Formatting** - Leave this checked when using Export to upgrade the app, but uncheck it if you are exporting to another application (like a spreadsheet or database).

### Select a Delimiter

By default, the Tab character is used to separate columns in the exported file. While this "invisible" character can make the file visually confusing, it is the best delimiter to use since none of your *data* can accidentally include that character. In fact, any Tabs that you may have entered in the app are automatically converted to spaces before you get a chance to do an Export. The other delimiters (comma, semicolon, and vertical bar) are offered only for compatibility with applications where you may want to import the data. If you use one of these three characters and it is also found within your data, the on-screen preview will highlight it in red. If that happens you will need to use a qualifier as well...

Select a delimiter: ☐ Tab ☒ Comma ☐ Semicolon ☐ Vertical Bar

Select a qualifier: ☒ None ☐ Double Quote ☐ Single Quote

Save Export File

WARNING! Delimiters were found within your data! (Affected fields are highlighted in red.)

Doctors

Name	Specialty	Phone	Address	Town	State	Zip	Other Info	Printable	Color
John McIntyre	Cardiology	310-369-1000	10201 W. Pico Blvd. Bldg 88, Rm 30						
Rupert Sayre	General Practice	515-243-3273	4 Times Square	New York	NY	10036			

### Select a Qualifier

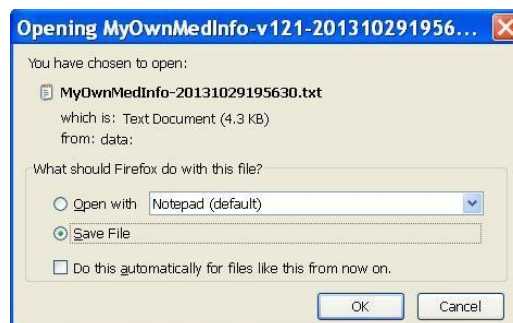
A qualifier must be used if your data contains the same character used as a delimiter. To prevent this embedded character from corrupting a future import, the qualifier is placed to the left and right of your data fields. The combination of delimiters and qualifiers is much less likely to be found within your data than a single delimiter. Even so, it's still possible that you have to try a couple of delimiter/qualifier pairs before you find one compatible with your data (no warning in the preview screen).

### Export order

Although you can re-arrange the lists in the Edit screen according to your personal preference, the export only saves them in the app's default "raw" order. Since list names might not be included in an export, this fixed order is used to identify each list when upgrading (importing) to a new version.

### **Save Export File**

The **Save Export File** button opens a browser-generated dialog box that lets you choose where you save the file. The default file name is the same as your app file name but with an added time-stamp and ".txt" instead of ".html". While you can rename it to anything you like, it is probably best to at least leave the ".txt" extension on the file name



### **Export Settings Persistence**

Although there is no Undo/Redo for changes you make in the Export screen, all settings are saved to the browser's Local Storage and the app file (when you save it). This means that you can setup a "standard" configuration that you use every time you need to export data.

## The "Import" Screen

Edit
Print
Export
Import
Privacy
?
Pick A File To Import

Selected File: MyOwnMedInfo-v121-DemoData.txt  
Detected Delimiter: Tab  
Detected qualifier: None  
Import & Replace
Import & Merge

**Personal Data**  

Name	Birth Date	SS#	Blood	Hose	Phone	Cell Phone	Work Phone	Address	Town	State	Zip	Printable	Color
Kent Allard	7/31/1930		835-03-1234	AB-	212-286-2860	718-981-1234	515-243-3273	79 7th Ave.	New York	NY	10011	p	White

**Medications**  

Primary Name	Alt Name	Purpose	Dose	Freq	Prescriber	Provider	Printable	Color
simvastatin (Zocor)		elevated cholesterol	20mg	Daily	John McIntyre	CVS	p	Red
Plavix	clopidogrel	coronary artery disease	75 mg	Daily	John McIntyre	Walgreens	p	Red
metformin-SR	(Glucophage XR)	non-alcoholic fatty liver disease	850 mg	Daily	Rupert Sayre	CVS	p	Blue
Advair Diskus	fluticasone propionate	COPD	100 mcg	2 Daily	Rupert Sayre	Walgreens	p	Blue
Advair Diskus	salmeterol	COPD	50 mcg	2 Daily	Rupert Sayre	Walgreens	p	Blue
omeprazole (Prilosec)	ulcers	20 mg	2 Daily	Rupert Sayre	CVS	p	Blue	

### What it's for

This function is mostly intended for re-loading data exported from an older version of *My Own Medical Info*. While it is also possible to export data, edit it with other software, and then re-import it, there is a risk that such modified data may be rejected. (the import filter is very picky about column headers and delimiters).

### Pick a File to Import

The  button opens a browser-generated dialog box that lets you browse for your import file (presumably a file that you previously Exported from the app). This button is automatically pressed when you go to the Import screen - but you can also click it to select a different file after previewing a previous choice. Once you have selected a file (and clicked "Open"), the app will try to detect its format. If recognized, a preview of the import file will appear with its delimiters highlighted in yellow. If the file is not recognized, an error message will appear instead.

### The Import Buttons

Once the app recognizes an import file, two different import buttons will be enabled in the information box:

- Although it says "Replace" you would normally use this to import your (previously exported) data into a newer (empty) version of the app. However, you may occasionally want to replace an "experimental" version of your data with data that you previously backed up to an export file. In either case, when you choose this type of import, the imported data will be all that appears in the app. When you click this button, you will be warned that this type of import cannot be undone except by closing the app without saving it. This is because you are essentially "resetting" the app when you do the import.

- This button lets you add previously exported data to the data you already have in the app. All imported data will be appended to the appropriate lists - with the exception of "Personal Data". Since Personal Data can only have one line, it will remain unchanged from this type of import. This type of import *can* be undone with a single click of the  button.

### Referential Integrity Fixup

When importing data, the app may require some values in one list to match values in another list. If the app version that made the export didn't have that "relationship", one of the imported lists will be missing the required "parent" data. For example: the file may have a *Prescriber* in the Medication list, but there is no matching (doctor's) *Name* in the Doctors list. Unless the matching value is found in the existing app data, a warning is shown along with two options:

- Using the previous example, this would add the *Prescriber* value from the Medication list as a *Name* in the Doctor list.

- Again, using the example, this would replace the unmatched *Prescriber* value with a default value such as "--unknown--".

## The “Privacy” Screen

### What it's for

This screen is simply called "Privacy" for a reason. While *My Own Medical Info* has an encryption scheme good enough to discourage most friends, relatives, and casual snoopers, calling it "Security" or "Data Protection" would be pretentious. The intent is to offer about the same privacy as a locked file cabinet where you might keep your printed medical records, bills, prescriptions, etc..

*Note:* In spite of its limitations, there is no "backdoor" or "password recovery" option. **DO NOT** forget your password!

### Display Password

If you want to prevent someone from seeing your password when they glance at the screen, you can un-check this option. However, if there is no-one standing behind you, it may be easier to enter the password when you can see it on-screen.

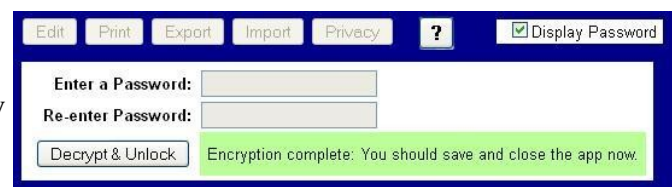
### Enter/Re-enter a Password

To avoid ridiculously trivial passwords, the app requires passwords at least 5 characters long. Of course, the longer you make it the more secure it will be. You must also enter the password twice to avoid using one that contains any mistakes.



### Encrypt & Lock

Once you enter matching passwords over 4 characters long, the **Encrypt & Lock** button is enabled. Pressing this button will encrypt all your data in browser memory AND browser local storage. It will also prevent you from doing anything else with the app (because the data is encrypted). At this point you should save the app file and close the browser. If you change your mind before closing the browser, you can simply click the **Decrypt & Unlock** button to put everything back the way it was. However, once you save the file and close the browser, you will need a password to unlock the app (and your data).



### Decrypt & Unlock

When you open your app after you "Encrypt & Lock" it, you will be prompted to Enter a Password. Once you have entered at least 5 characters, the **Decrypt & Unlock** button will be enabled. If you entered the password correctly, clicking the button will decrypt your data and return you to the Edit screen. If the password was invalid, an error message will ask you to try again.



*Note:* If you want to maintain your privacy, don't forget to re-encrypt and save the file.



## **Data Protection**

In concept, keeping your data safe is pretty simple: just do a **Save Page As...** whenever you make changes. However, since browsers don't know how to "auto-save" every few minutes, you would need to constantly re-save your file manually. That could become quite annoying - and potentially painful if you forget to save before closing the browser. This is why UnWeb Software implements a real-time backup to the browser's local storage. As long as you have cookies enabled, every change you make to your data is recorded as soon as you make it. Still, this kind of storage is only intended as a *backup* in case the browser or tab closes before you save the file. It is important to ALWAYS save your file.

### **Your Saved File's Location**

From the browser's perspective, you will always be downloading a "web site" to your local hard drive. It doesn't really understand that the MyOwnMedInfo.html file came from your local drive in the first place. Consequently, it will either assume you want to save it in the default "download" directory OR the last place you downloaded something else. Make sure you are saving the file where you think you are saving it.

### **Your Saved File's Name**

Just as importantly as *where* you save the file is what it's *named*. We strongly recommend that you keep overwriting the same file you originally loaded in the browser. While saving the file with a different name doesn't directly cause problems, it may lead to some trouble. If you want to make backup copies, it's best to just copy it with the operating system's file manager. The reason for this is a combination of a browser limitation and its local storage isolation policy. The main limitation is that JavaScript has no way of knowing what file name you used when doing a "Save Page As". The local storage issue is explained below...

### **How local storage works (AKA "Don't move your file unless you save it first")**

Browser local storage is really meant for a web site to store big chunks of data on your hard drive - and then quickly access them the next time you're on that site. This is a great idea, but nobody wants web sites spying on (or modifying) each other's data on your hard drive. The browser rule is: only give access to web pages from the exact same URL path as the web page that wrote the data. Since files are kind of an afterthought for browsers, that policy applies to your local hard drive as well. Meaning... if you move your file to another folder, any data you forgot to save will be "left behind" because it no longer has access to it.

### **MyOwnMedInfo local storage (AKA "Don't rename your file unless you save it first")**

While the previous paragraph points out a disadvantage of local storage isolation, there is actually an advantage to even *more* isolation. In our app, we made local storage unique for every *file* stored in a folder. This means that you can have multiple copies of the app in the same directory and even use them at the same time - while still getting a separate real-time backup for each one. This can be useful when you need to manage Medical Info for several different family members. The downside of this feature is that renaming a file can "leave behind" unsaved data just like moving it to another directory. To help avoid that problem, the app checks for unsaved data that may have belonged to its previous file name. Still, it's better to just save the file first rather than relying on this last-minute recovery mechanism.

### **Duplicate App Protection**

While running different copies of the app (with different file names) will work OK, you definitely **do not** want to run more than one copy of the same app file at the same time. If you try to load the app file a second time in the same browser, you will be warned that it cannot access the browser's local storage - meaning that the second copy will have no "safety net" if you keep running it. Usually, the easy solution is to just close the second copy. Even if you don't have another copy running you may see a pop-up message that says "checking for other copies". This can happen if you re-load the app or re-open it very shortly after closing it. In 10 seconds the app will figure out whether it detected an old or a current copy of itself.