



Technical Instructions for Using this Video

(1) DVD Version - Stereo (mid-pan) Closed Captioned

To Play the Video on Your Computer:

To view the video on your computer, you must have a DVD disk player installed. Check with your IT Services Staff to see if this device is installed on your computer. You may also need to install DVD player software. If needed, go to one of the links below for installation instructions, and to download a player now.

You may need to restart your computer after downloading. For best viewing, use the Normal View setting on your player. Image quality may become pixilated if enlarged. Make sure your external or internal speakers are activated, and that the audio level is appropriate (not muted) on your computer before viewing.

Windows Media Player

<http://www.microsoft.com/downloads/Search.aspx?displaylang=en>

Scroll Down to Recommended Downloads
Click on "Windows Media Player"

Real Player

<http://www.real.com/realplayer.html>

Click on "Get Real Player Free"

QuickTime (for Macs)

<http://www.apple.com/quicktime/download/mac.html>

How the Video Menu Works:

Insert the disk into the DVD device on your computer. The CyberLink menu should flash on the screen; the disk should automatically begin to play the Disclaimer and then will display the video's animated menu.

If the disk does not automatically start, please contact MDH for assistance at fpc-web@health.state.mn.us.

There are 4 choices (buttons) on the menu and they are ordered as follows:

- (1) Entire Video
- (2) Nursing Home Survey Process
- (3) Communication Connection
- (4) Summary

Use your mouse to Click on the button to make a selection. When your selection is finished playing, it should go back to the menu.



To Open the Closed Captioning on Your Computer:

There is a CyberLink menu built into the disk. Insert the disk into the player and start the film. Wait for the animated film menu to appear and then use your mouse to hover near the bottom of the screen until the controls appear.

Click on the "Back arrow" in the lower left corner of the menu. The CyberLink Menu will appear.
Click on Settings.
Click on DVD.
Click on Language Settings.
Click on Closed Captioned. Use the arrows to select "Normal". This will place the captioning at the bottom of the film screen.

Use the "Back arrow" to go back to the main CyberLink menu, and then click on Restart to begin the video from the disclaimer.

(2) To Play the Video on a DVD Player Attached to a Television:

Make sure that your DVD player is setup correctly and that the cables are attached to the correct ports. Most players have color coded cables (red, white, yellow) and easy instructions for installation.

Power on the television and the DVD player (check the instructions if you are not sure how to do this). Open the box [for the disk] and put the disk in the player. Click on "Play". Once the player begins to read the disk, the Disclaimer will come up on the screen, and then the animated video menu will display.

How the Video Menu Works:

There are 4 choices (buttons) on the menu and they are ordered as follows:

- (1) Entire Video
- (2) Nursing Home Survey Process
- (3) Communication Connection
- (4) Summary

On most DVD remotes you will use the Arrow Keys to select a button. Once you have selected a button, click "Enter" to play your selection. When your selection is finished it should go back to the menu. If not, you will need to click on the "DVD Menu Button" to bring it back.

Some DVD remotes use the number keypad to select a button. If you have this kind of player, key in the number on the keypad that corresponds to the button you wish to choose:

- (1) Entire Video
- (2) Nursing Home Survey Process
- (3) Communication Connection
- (4) Summary



When your selection is finished it should go back to the menu. If not, you will need to click on the "DVD Menu Button" to bring it back.

These are two of the most common methods for accessing the menu. If these methods don't work on your player, please consult the instructions that came with your machine.

To Open the Closed Captioning on a DVD attached to a Television:

Check the DVD remote to see if there is a toggle that opens and closes the captioning, or opens to a menu that allows you to select captioning. If not, you will need to open the captioning by using the TV/VCR menu. Check the instructions for your unit to see where the captioning is located.

In most units it will be in the TV/VCR "Display" portion of the menu listed as CC. There may be more than one choice, but on most machines you would use number 1 to open the captioning so it appears on the bottom of the screen.

(3) Instructions for Using this Video - VHS Closed Captioned

The VHS version of this film is the entire video from beginning to end. There is **no** Menu for this version.

To view the video:

To view the video on a television, you must have a VHS player installed, or a television which includes this device. Make sure that your VHS player is setup correctly, and that the cables are attached to the correct ports.

Turn on the television and Click the "VHS button", either on the remote or on the VHS player, or if the device is built into the television, Click on the button marked "VHS" on the button bar located under the screen. Set the television to the correct channel.

Insert the video cartridge into the player and Click "Play". This may vary by machine, so if you have questions, consult the instruction manual that was included with your player.

The entire version of the video will play. Rewind the video when you are finished.

To Open the Closed Captioning on a TV/VHS Player:

Check the remote to see if there is a toggle that opens and closes the captioning, or opens to a menu that allows you to select captioning. If not, you will need to open the captioning by using the TV/VCR menu. Check the instructions for your unit to see where the captioning is located.

In most units it will be in the TV/VCR "Display" portion of the menu listed as CC. There may be more than one choice, but on most machines you would use number 1 to open the captioning so it appears on the bottom of the screen.

Please see the user's manual for your particular player for further instructions.