

Web Improvement Support for Healthcare

Quick Guide

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How do I log in?

1. To be registered, ask your project manager or CLAHRC NWL contact
2. Go to bit.ly/WISHlogin
3. Username: firstname.lastname e.g. derek.bell
4. Password as per welcome email or your own after changing it.

Forgot password:

1. Go to login as above
2. Enter username and press '*I forgot my password*' to have a new password sent to your registered email address

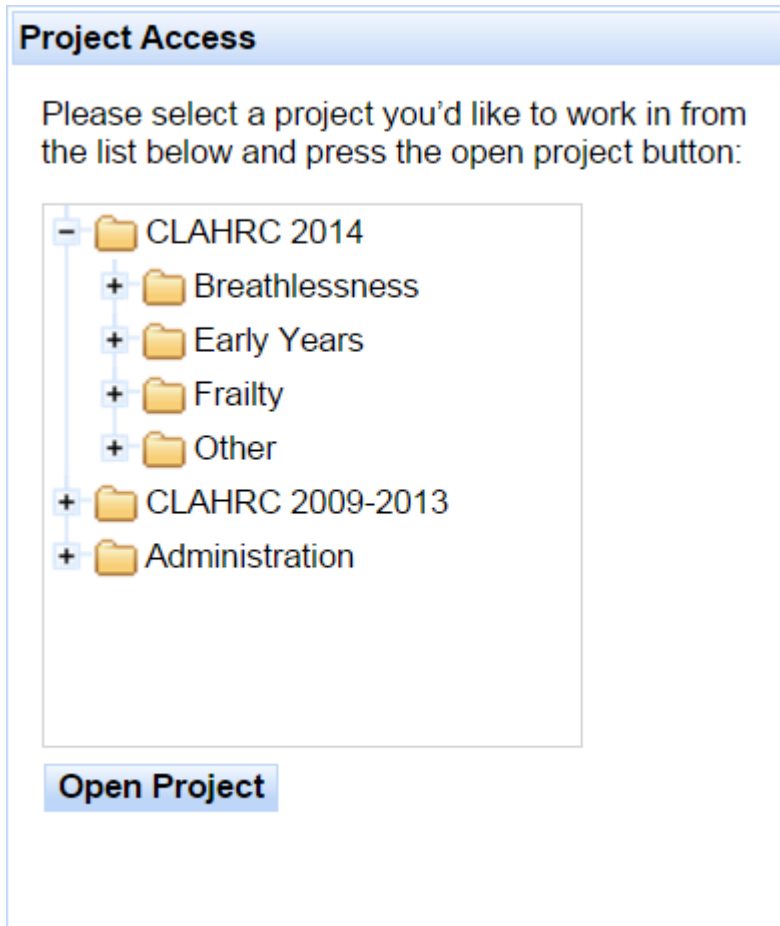
Change password:

1. After login go to the menu '*Resources*', '*My Account*' and '*Change My Details*'
2. Enter a new password and press '*update*'

Logout in top right of your browser

Full ***User Guide*** is in '*Resources*' Menu

How do I open a project?



Project Access

Please select a project you'd like to work in from the list below and press the open project button:

- CLAHRC 2014
 - + Breathlessness
 - + Early Years
 - + Frailty
 - + Other
- + CLAHRC 2009-2013
- + Administration

Open Project

- Use the '*Project Access*' menu on left of screen to select a project,
- Press '*Open project*'

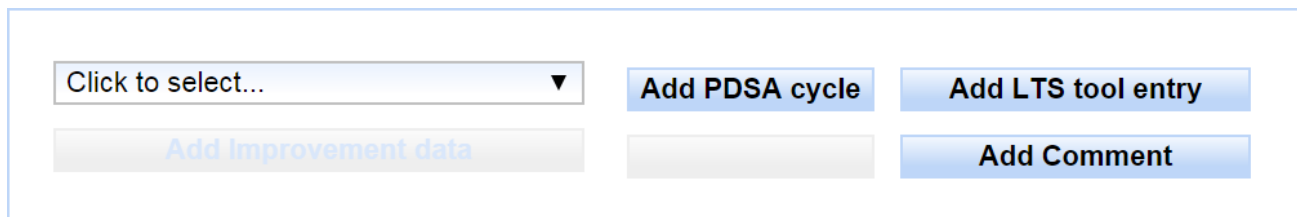
Session timeout: Session expires in: 29:59

- Note the timer in top right
- WISH automatically logs out with no activity
 - typing is **NOT** seen as activity


How do I enter data?



Use the quick buttons at the bottom of the screen

- *'Click to select'* allows you to enter improvement measures once these have been defined.
 - Select your project from the dropdown then click *'Add improvement data'*
- *'Add PDSA cycle'* allows for entry of planned tests of change
- *'Add LTS tool entry'* gives access to the Long Term Success Tool
- *'Add Comment'* captures qualitative context
- Make sure to save the data (see next slide)



How do I save data?

- Each entry page will differ but all have a 'Save' and 'Cancel' Button
- **NOTE:** Unless you see the  Successfully created message in the top left and a summary page, the entry has **NOT saved** as there is an **error** on the page which needs reviewing (**highlighted in red**)
- The summary page can be used to edit the entry

  Successfully created

PDSA cycle details

Cycle title

Description

Plan team

Plan date

Plan date

*



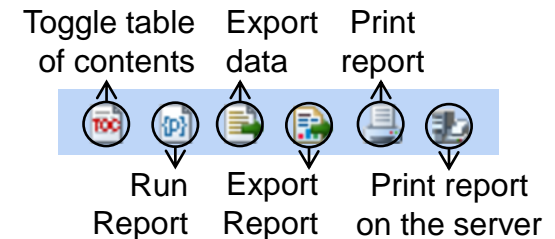
value is required



How do I use the data?

Through the drop down menus '*Project Data*' or '*Reports*'

- 'Project Data' allows you to view and edit project entries
- 'Reports' allow you to review and export the project data as a csv file; if using IE9 or higher, or reports as Excel, PDF, Word and other formats.



The screenshot shows a 'Parameter' dialog box with the following fields and options:

- Parameters marked with * are required.
- Enter the starting date for the improvement measurements: * (Date field: 01/04/2010)
- Enter the ending date for the improvement measurements: * (Date field: 02/02/2016)
- Display XMR charts: * (Checkbox:)
- Show PDSA annotation?: * (Checkbox:)
- Select the PDSAs: (List box containing: Null Value, 2015-03-27 - cycle 7a..., 2016-02-02 - test 02-02-2016...)
- Data granularity: * (Dropdown menu: Weekly)
- Comments: *
- OK and Cancel buttons.

To run reports you must select the desired parameters e.g.:

- Start and end dates,
- Display XmR charts,
- Show annotations,
- Show comments, and
- Data granularity (Weekly or Monthly).

NOTE: Some fields are required