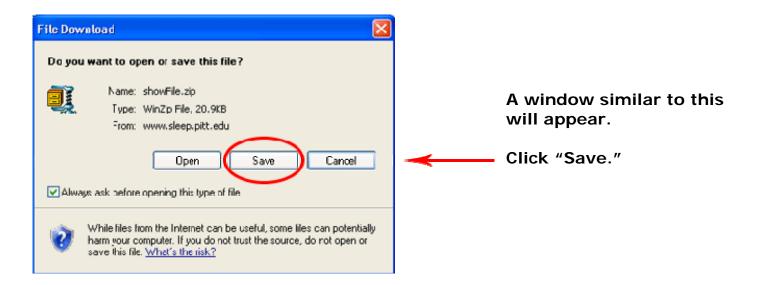
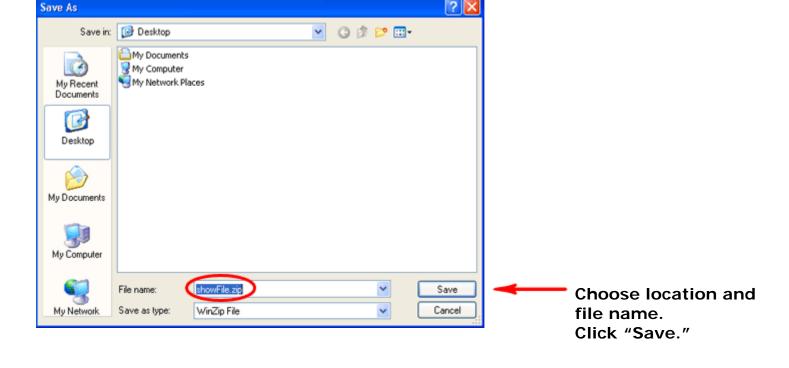
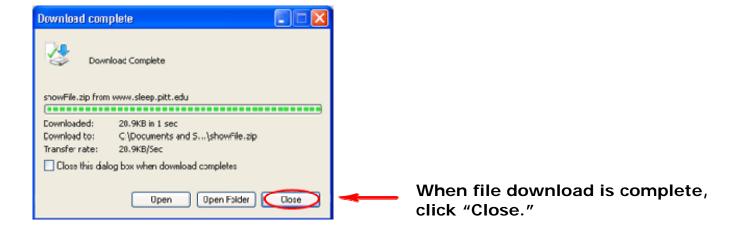
INSTRUCTIONS FOR DOWNLOADING PSQI SCORING DATABASE

<u>Note</u>: The *PSQI Scoring Database* is a Microsoft Access database. You must have Access on your computer in order to open the database. The database is saved in a .zip file. To use, the file must be downloaded, saved, and extracted to open in Microsoft Access.





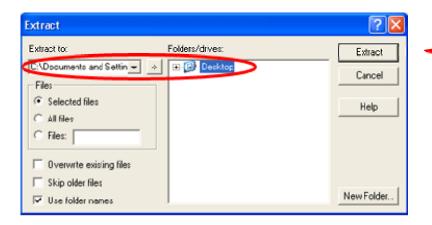




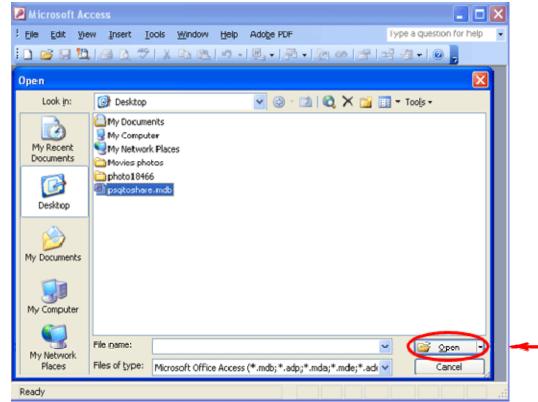
To extract .zip file, go to "My Computer."

Locate file and double click. The "WinZip" window will appear. Click "Extract."

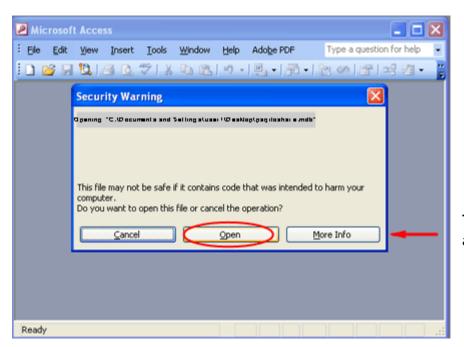




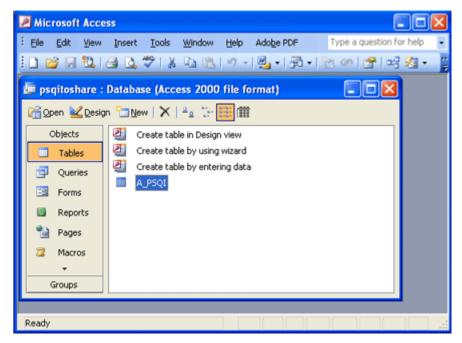
Choose a location where you would like to save the Access database and click "Extract."



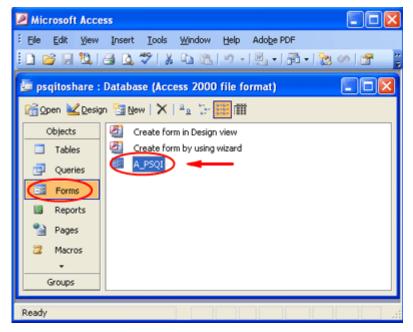
Open the Microsoft Access application and locate saved database and click "Open."



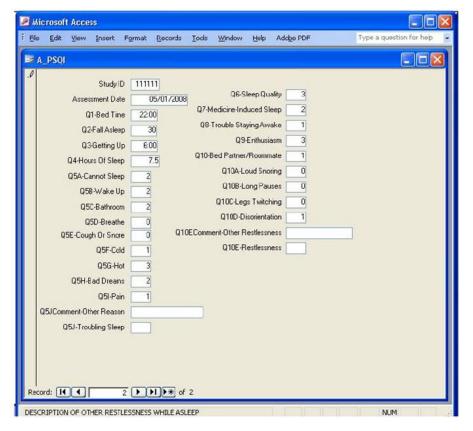
This security warning may appear. Click "Open."



Once opened, you will be able to view the table, query, and form associated with the PSQI Scoring Database.

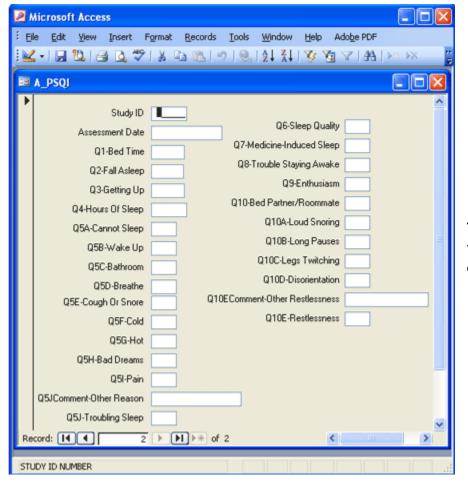


To begin entering data, click on the *Forms* object. You will then see the A_PSQI form. Double-click on the form.

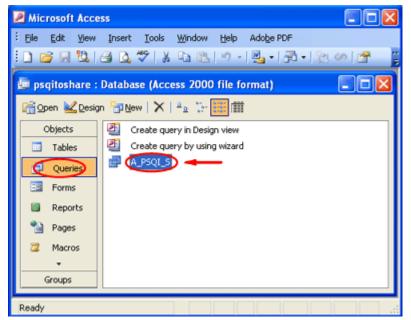


This screen shows a record that has been entered via the form.

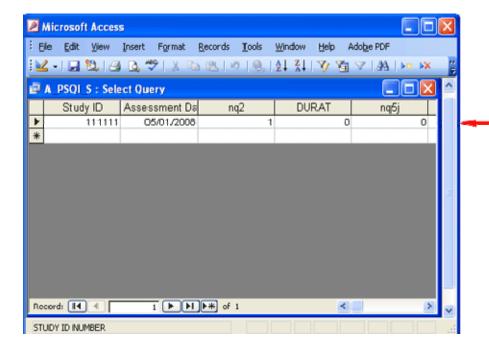
New records can be added by clicking the right arrow.



This screen shows a blank form ready for data to be entered.



To score the PSQI assessment, click on the *Queries* object. You will then see the A_PSQI_S scoring query. Double-click on the query.



This screen shows the scoring result. The fieldnames in CAPS are the subscales and the Total score. The fieldnames that are in lowercase are temporary variables used in the calculations of the subscales and the Total.