A young girl with brown hair is shown in profile, sitting in a black chair. She is wearing a light green tank top. Several EEG electrodes are attached to her head and ear, with colored wires (yellow, blue, black) extending from them. She is looking down and to the left. The background is a plain, light-colored wall.

NeuroOptimal System Home Rental Guide

**Melbourne Neurofeedback
Centre**

0417 302 070

WHAT TO KNOW BEFORE YOU START

NeurOptimal® is safe, natural, non-invasive, responds dynamically to each individual, and is grounded in decades of evidence-based clinical research and neuroscience.

NeurOptimal® is 'plug and play', with no complicated set-up or required expertise, despite its internal design complexity. This ease-of-use gives it a significant advantage over other systems.

NeurOptimal® is training not treatment. It is not used for treatment of disorders. We cannot predict the outcome of training. We provide you with tools to support you to notice differences in your life as a result of training.

Don't stress about sensor placement. What we say is 'close enough is good enough'. Follow the instructional video. If the sensors come off during a session (unlikely), just re-attach them and let the session continue.

You don't need to look at the screen during your session. Because NeurOptimal® works outside of conscious awareness, there is no need to focus on the screen or sound. That means that you can read, look at your phone (with no sound) or just relax, it's up to you!



**Melbourne Neurofeedback
Centre
0417 302 070**

A NeuroOptimal® session is 33 min. So it is easy to incorporate into your day.

Everyone can benefit from NeuroOptimal® sessions. You may have rented this system for yourself or someone in particular, but the great thing is that NeuroOptimal® is for everyone, so make the most of it!

Listen to what you need. You know yourself better than anyone else does, so you are the only one who can determine how frequently to train. Some people train daily or even twice daily, and others do 2-3 sessions across the week. More is not necessarily better, but regular training upgrades the performance of your brain and central nervous system through better self-regulation, which can bring many improvements across your physical and mental functioning, even some you weren't expecting.

How do I know if it is working? We ask all clients, regardless of whether they are renting or training in-office, to fill out a checklist every 8 - 10 sessions. This checklist helps you consider what areas you would like to improve, gives a numerical value to your goals and allows you to track your changes over time. Seeing the numbers change is a sign of progress!



**Melbourne Neurofeedback
Centre
0417 302 070**

TRACKING YOUR PROGRESS

We have provided four tools to track your progress. These documents are:

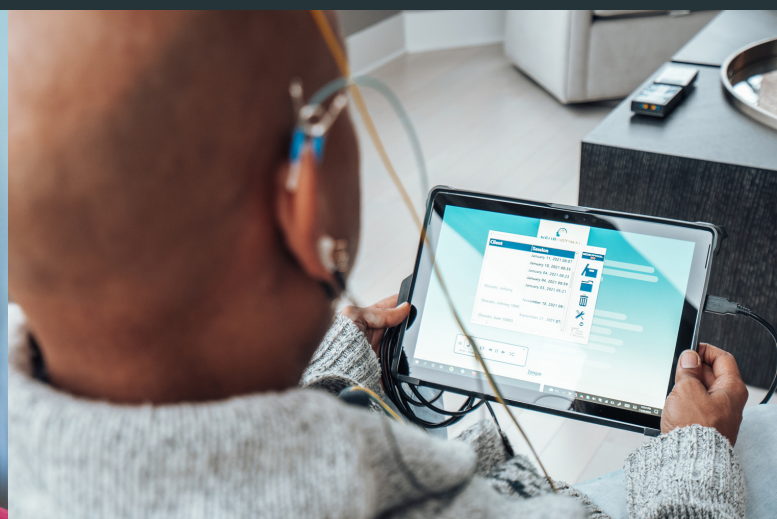
SETTING GOALS - THE MY JOURNAL TRACKER TOOL

Before you start training, it is important to set yourself some goals - whatever you would like to see change in your day-to-day life. Some examples are: improved focus, healthier sleep patterns, calmer, able to let things go easier, more confident, etc.

Based on the concerns you identified, use this tool to identify the changes. For example if fatigue is your main issue, list that under Concern 1. Then list the duration, intensity, and frequency of your fatigue. Review this every 5-10 sessions to track your progress.

THE ONE HUNDRED - MY JOURNAL CHECKLIST

Check off anything that represents how you are feeling so you can track the shifts following your use of NeurOptimal®. Review this every 8-10 sessions to track your progress.



**Melbourne Neurofeedback
Centre
0417 302 070**

EQUIPMENT CHECKLIST

What you will find when you open the case

Computer system

This is your rental system. It will not have a password, and the licensed NeurOptimal software is already loaded onto it, and pinned to the task bar at the bottom left of the screen. There are five icons on the bottom left. It is the fifth one from the left.

We recommend that you plug the charger in when you first turn the system on, to make sure it works and the system is charged up and ready for your first session. Please ensure the charger is plugged in while having a session to make sure your session is not interrupted.

Z-Amp and sensors (2 sets)

You will see 5 sensor leads attached to the z-Amp (the small black, blue, and white box). We have included an additional set of sensors as a back up, but please only use them if directed to.

USB cable

This is the long cable that connects the z-Amp to the computer. It has a USB port at each end.

Ten20 conductive paste

This is the paste that you use to apply the sensors to your scalp. It helps with electrical conductivity.

Headphone extension cord

This is a cord you can plug your headphones into (if you choose to use headphones) so that you don't need to sit as close to the computer.

Resources

We will include some resources that will help you get started and with tracking your progress. These include the 'Getting Started' manual, a



**Melbourne Neurofeedback
Centre
0417 302 070**

SETTING UP AND RUNNING A SESSION

SETTING UP YOUR SYSTEM

Once you have unpacked the carry case, and checked that you have received everything, find a safe place to set up the system - where it won't get knocked or fall over, and not near sources of liquid. Plug in the charger and connect the z-Amp to the computer with the USB cord. Plug in the headphone extension, and attach your headphones. Place the velcro cable organisers in the carry case.

Press the button on the top left of the computer screen to start the computer. When it has started, double click on the NeurOptimal icon at the bottom of the screen. It is the fifth icon from the left. You are now ready to apply the sensors.

APPLYING THE SENSORS

Scoop an 'ice cream scoop' of paste onto the sensors, taking care not to bend them and place them as instructed in the 'Getting Started' manual we will send with the system. Try not to worry about getting the placement perfect. Please watch the videos below. If you are using headphones, put them on now.

RUNNING A SESSION

After clicking on the NeurOptimal icon, you will see the NeurOptimal Vault load. In the vault, under the Client column, you will see 'A (Your Name)'. DOUBLE CLICK on 'A (Your Name)' and the session will start. Do not press the PLAY button.

ENDING A SESSION

After 33 minutes, your session will finish automatically. Remove the sensors, and wipe them with a baby wipe. Wipe your scalp and ears with warm water or a baby wipe to remove the paste. Place the z-amp and sensors in a safe place for next time. Dip the sensors briefly (10 seconds) in boiled water and dry them immediately. Leaving paste or water on them, will corrode them and reduce their effectiveness. Close the program by clicking on the x at the top right of the Vault. To shut down the computer, go to the bottom left Windows icon, and select the power button, then shutdown.

**Melbourne Neurofeedback
Centre
0417 302 070**

RETURNING THE SYSTEM

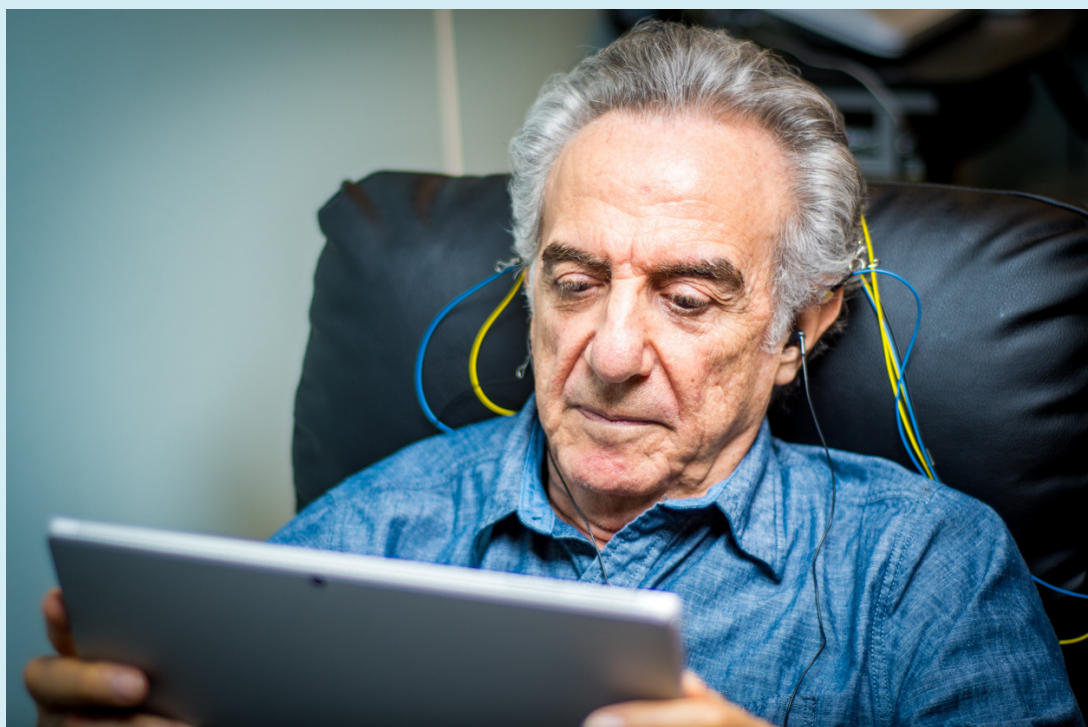
Pack all of the equipment back into the carry case it came in. Refer to the checklist to ensure you have included everything.

Take a photo of all of the equipment packed into the case, and text it to Juliet on 0417 302 070.

Please take a photo of the case with the 'To' and 'From' return labels attached securely, and text it to Juliet on 0417 302 070, along with a photo of the lodgement receipt with the tracking number on it when you lodge the package at your local post office. This will cover you if the package is misplaced by Australia Post.

WHERE TO FROM HERE?

After experiencing the benefits of NeurOptimal, there are options you may wish to consider. You may want to purchase a system of your own, and become a certified trainer. If so, talk with Juliet, who can guide you.



**Melbourne Neurofeedback
Centre
0417 302 070**