



## RIO WELLNESS

# User Guide

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## **RIO WELLNESS – USER GUIDE**

*“Humans are creatures of habit. We all know physical activity boosts well-being and productivity. Yet most of us keep sitting until necks and backs ache, even if we do have a height-adjustable desk. So how do we trigger a change in behavior and make the good habits stick? The answer is an app that encourages us to change position every so often.”*

### **ABOUT RIO WELLNESS**

RIO Wellness is an intelligent application working in combination with height-adjustable desks to remind us to vary our work posture according to individually set goals. Like a personal trainer hidden in the pocket, it:

- guides us to setting and achieving personal goals
- prompts us to sit and stand at chosen intervals
- contributes to health and well-being by reducing injuries related to sedentary work

#### **Make every desk your desk.**

RIO Wellness automatically transfers individual settings to any RIO-ready desk. Thus, every desk will feel like home, no matter where in the office it is.

### **RIO WELLNESS CONSISTS OF TWO PARTS**

#### **The “ID-Connect device”**

A device that connects your computer to your desk.

#### **The “ID-Connect desktop application”**

A computer software to control your desk through the device, it stores your personal settings and preferences and reminds you when to change position.

## WHAT ARE THE STEPS REQUIRED TO START USING RIO WELLNESS?

Follow this guide to start using the RIO Wellness device and software. This is the overall steps required, a detailed explanation of each step will follow in this guide:

1. Install the ID-Connect device on your desk, according to the enclosed instruction.
2. Download RIO Wellness software.
3. Install the RIO Wellness software on your computer.
4. Register a free user account.
5. Signing in.
6. Learn how to control your desk from the application.
7. Set your Sit and Stand height.
8. Set your own personal preferences.
9. Configure optional desk settings.
10. View your statistics and calories burnt

Done. Now it's just to start focus on your work, we will remind you when to change your position. 😊

### 1. INSTALL ID-CONNECT DEVICE ON YOUR DESK

In the RIO Wellness package with your Desk Connect device enclosed with the device there is an installation guide for how to install the device on your desk.

Follow the guide thoroughly to install the device on your desk and finally connect it to your computer.

When the device is installed on the desk and connected to your computer, continue with this guide.

### 2. DOWNLOAD THE RIO WELLNESS SOFTWARE

To download the RIO Wellness software (ID-Connect Desktop), go to:  
<https://www.rolergo.com/rio-wellness/>

At the bottom of the page there are buttons to download the Windows and Mac OS X versions of the software, and this guide.

## 3. INSTALLING THE RIO WELLNESS SOFTWARE

Follow the guide below according to the operation system you are running on your computer.

### INSTALLING ON WINDOWS

Currently supported operating systems are:

- Windows 7 and above, both 32 and 64-bit versions

Start the installation by launching the downloaded installation file, **id-connect-desktop-x-y-z-installer-windows.exe** and wait for the installation to complete, no user interaction is needed during the installation.

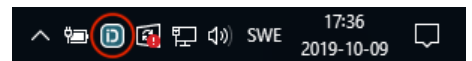
Once the installation is completed, the ID-Connect Desktop Application will be launched automatically.

The application will be found in the menu bar and will auto start at login by default.

#### Starting the ID-Connect application

If you need to start the application manually, the application name is **ID-Connect**.

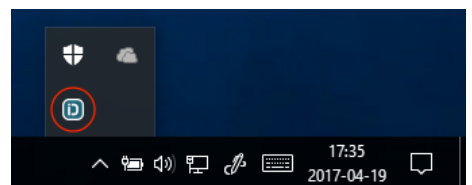
When the ID-Connect Desktop application is running, an icon will be visible in the taskbar in the lower right corner.



If the ID-Connect Desktop application icon is not visible, click on the small “up arrow” on the taskbar to reveal hidden taskbar applications.



***Hint!** To change the ID-Connect desktop application icon to always be visible in the taskbar, use your mouse and drag the ID-Connect application icon to the taskbar.*



Continue with the next step, “Create a free user account”.

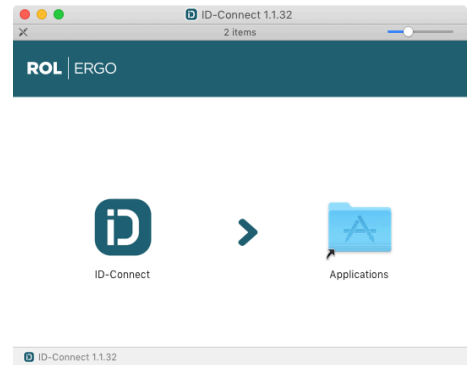
## INSTALLING ON MAC OS X

Currently supported operating systems are:

- Mac OS X 10.10 and above

### Open the downloaded dmg-file

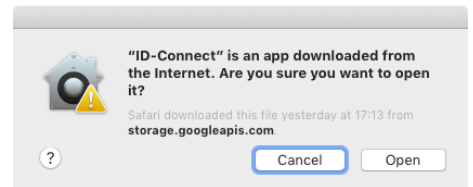
Once the installation file is downloaded, open the downloaded **id-connect-desktop-x-y-z-installer-macos.img** file.



Drag the ID-Connect icon onto the Application folder and wait for the copy/installation to complete.

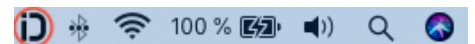
### Starting the ID-Connect application

Use your preferred way to start the application, either through spotlight, launchpad or finder, the application name is **ID-Connect**.



The first time the ID-Connect application is launched there will be a warning message about "ID-Connect" is an app downloaded from the internet... click open to start the application.

The application will be found in the menu bar and will auto start at login by default.

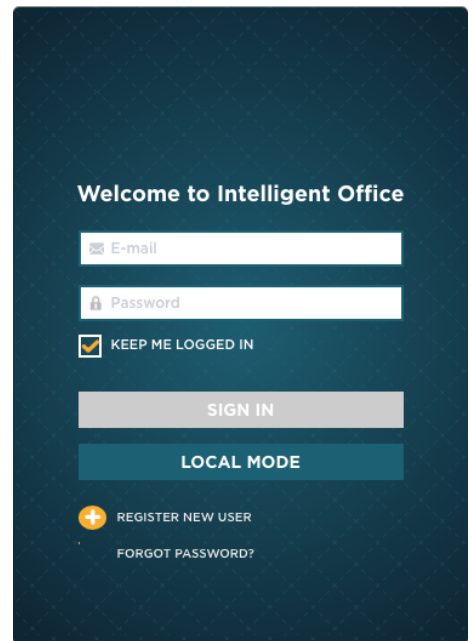
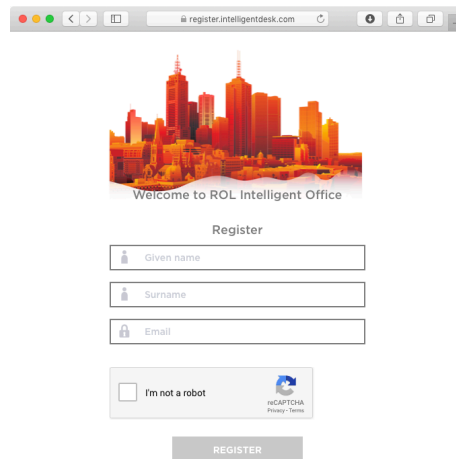


Continue with the next step, *"Create a free user account"*.



## 4. REGISTER A FREE USER ACCOUNT

To sign in you will need to register for a free user account, either click on “Register new user” in the application window, or go to: <https://register.intelligentdesk.com/#/register/> to register your free user account.



Fill in the form and wait for the invitation (verification) email from ROL Intelligent Office.

### Verify your email address and set your password

Use the provided link in the invitation email to verify your email address and set your personal password. Now you are ready to use your new account, continue with the next step, “Signing in”

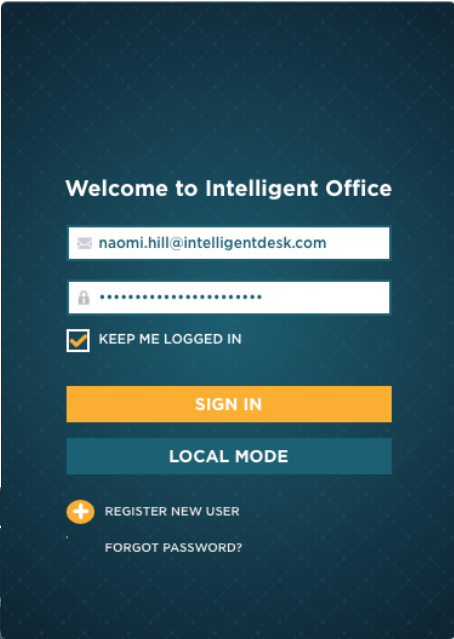
**Note!** If you do not want to register a free account to get some nice extra features, you can use the “Local mode” button to sign in locally. Then continue with the next step, “Set your own personal preferences”.

### 5. SIGNING IN

The first time the application is launched you will need to sign in, either with your user account or with the “Local mode” button

Fill in your email address and password and press the “Sign in” button.

*Hint! Before signing in make sure the “Keep me logged in” check box is checked, to remember your login credentials and automatically sign you in from now on when the application is launched.*



### END USER LICENSE AGREEMENT

When signing in the first time, the user is presented with an End User License Agreement. Read and accept the EULA to continue.

*Note! The EULA must be accepted to be able continue.*

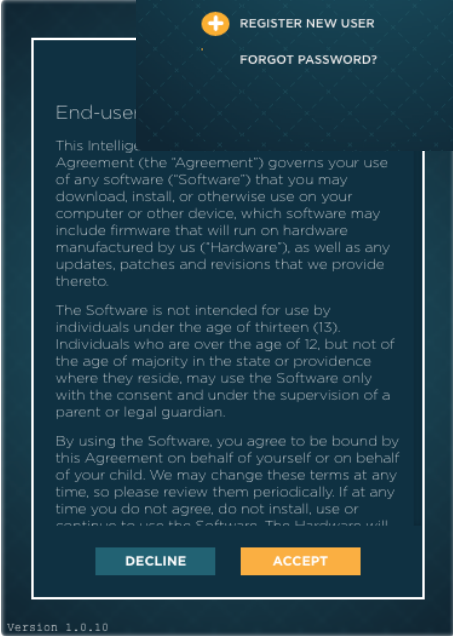


Image 1 - End User License Agreement

## 6. CONTROLLING YOUR DESK

When signed in, the main window is presented.

“Up” and “Down” arrow buttons, use them to move your desk up and down.

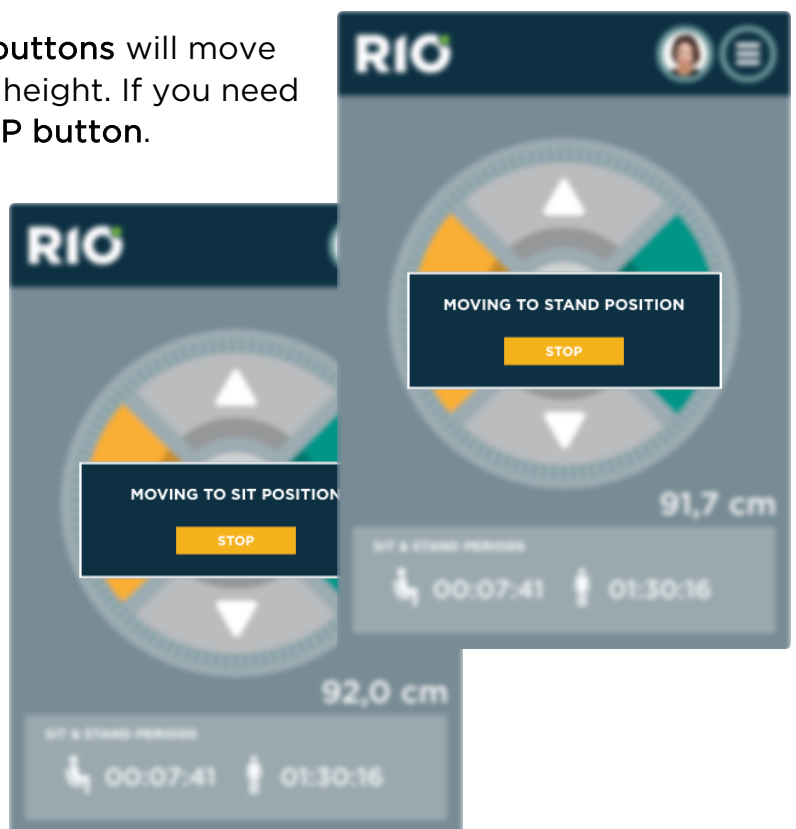
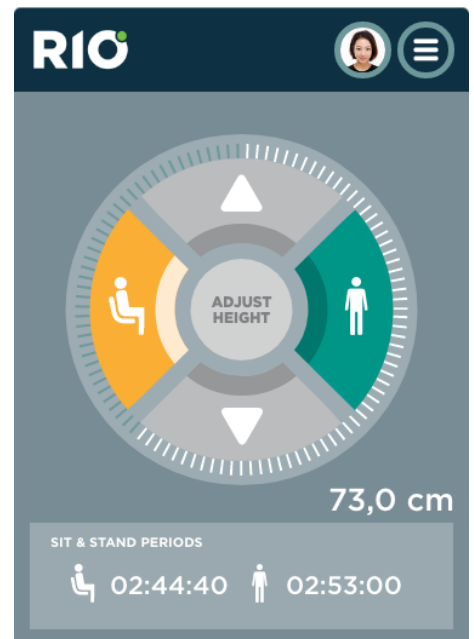
“Sit” and “Stand” buttons, use them to move the desk to your preferred sit and stand height. **Note!** You will need to set your own sit and stand height; guidance will follow in the next section.

“Adjust height”, a button to adjust your preferred sit and stand height.

“Timekeeper”, the “clock” going around the control buttons, indicating when it’s time to change position.

“Sit and stand periods”, displays current desk height and your current statistics for sit and stand time.

Pressing on the **SIT** or **STAND** buttons will move your desk to your sit and stand height. If you need to stop the desk, press the **STOP** button.



## APPLICATION MENU

Clicking on the hamburger menu, the three horizontal bars in the top right position reveals a menu. The menu options are:

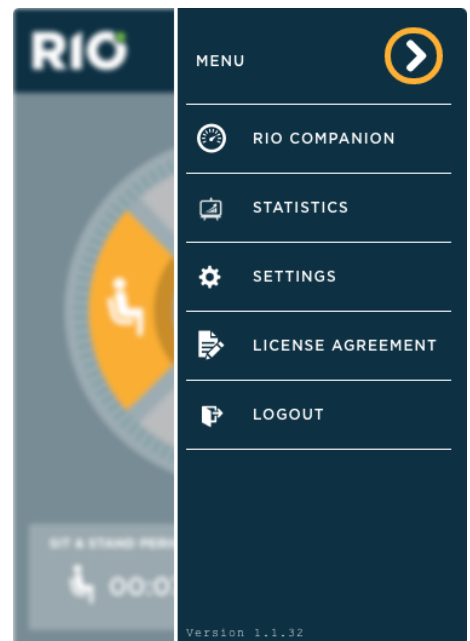
**RIO Companion** - Requires additional licensing, please contact your reseller for RIO Wellness. For more info go to: <https://www.rolergo.com/rio/>

**Statistics** - Presents statistics for sit and stand time, number of position changes, calories burnt etc.

**Settings** - This is where you change some personal preferences such as reminders when to change position.

**License agreement** - Displays the license agreement.

**Logout** - Sign out and go back to the sign in window.

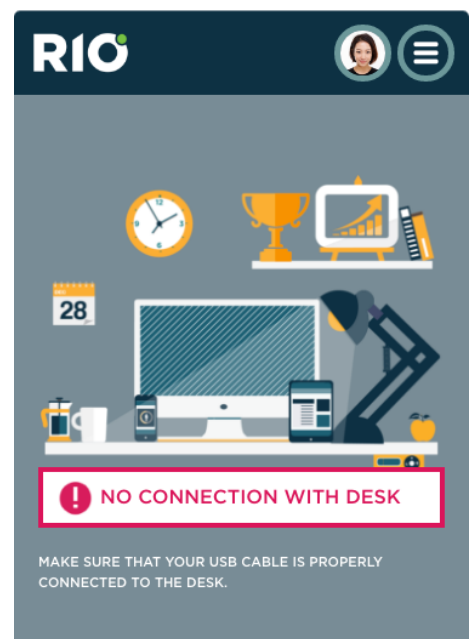


To close the menu, press the right arrow in the top right position.

## NO CONNECTION WITH DESK

If the window status indicates a red box with the text, **NO CONNECTION WITH DESK**, there is a problem with either computer connection to the ID-Connect device, or the connection between the ID-Connect and the desk.

Please verify the cable connections according to the enclosed installation guide for the ID-Connect device.



## 7. SET YOUR SIT AND STAND HEIGHT

To adjust the preferred sit and stand height see section “*Adjusting preferred sit and stand height*”

There are three things you will need to set the first time, those are:

- Set your own SIT height
- Set your own STAND height
- Set your ergonomic reminders for how often you would like to change position between sit and stand

### ADJUST YOUR PREFERRED SIT AND STAND HEIGHT

Start by pressing the **SIT button**, the desk will now move to a factory default height.

Now press the **Adjust Height button** and use the arrows to adjust the desk to your own sit height. When ready, press the **SAVE button** to store the new sit height.

To adjust your stand height, start by pressing the **STAND button**, the desk will now move to a factory default height.

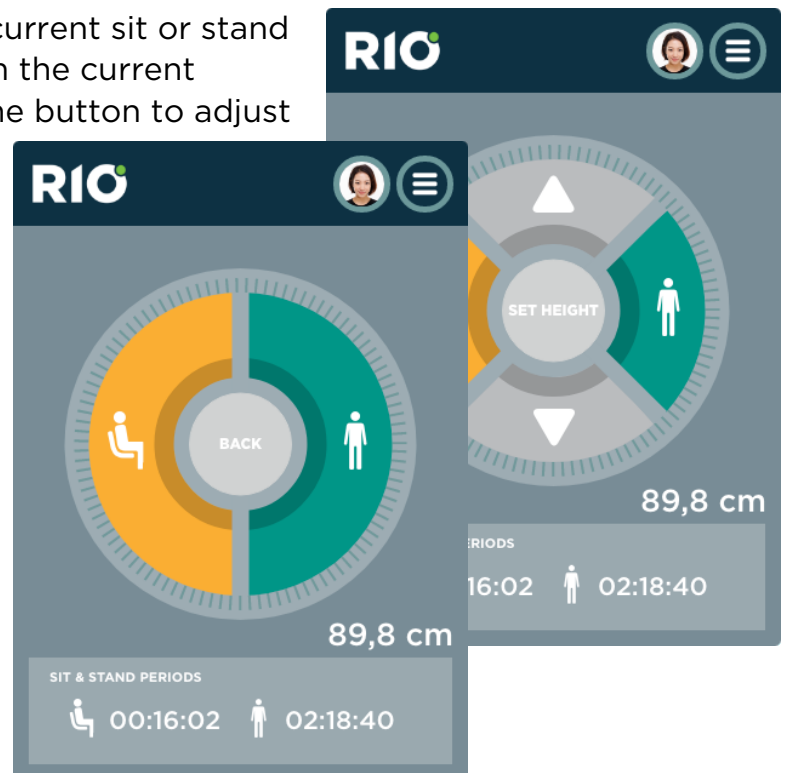
Now press the **Adjust Height button** and use the arrows to adjust to your own stand height. When ready, press the **SAVE button** to store the new stand height.



If you would like to adjust your current sit or stand height and are too far away from the current configured sit or stand height, the button to adjust height will change to **Set Height**.

This because the application does not know if this is a sit or stand height you are trying to set

Press either the sit or stand button according to the height you are currently storing as your new height.



## 8. SET YOUR OWN PERSONAL PREFERENCES

In tap Personal, set your measurement system, metric or imperial. The measurement setting will affect how the height of your desk is displayed, centimeters or in inches.

Set your regional format, regional setting affects the displayed time format.

It's possible to upload an avatar (picture of yourself), this is not necessary.

### Personal Data

As an option, you can tell the system your sex, age, weight and height, now the system can, and will calculate your burnt calories during the day.



*Note, personal data is not possible to set in local mode.*

## SET YOUR ERGONOMIC PREFERENCES

In the ergonomic tab, you can activate/deactivate reminders to change position.

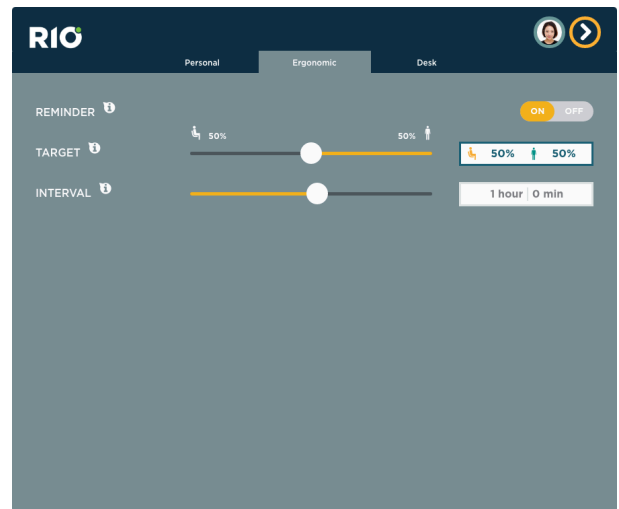
The target setting controls the desired relation between your sit and stand time.

The interval controls the target time.

### Example:

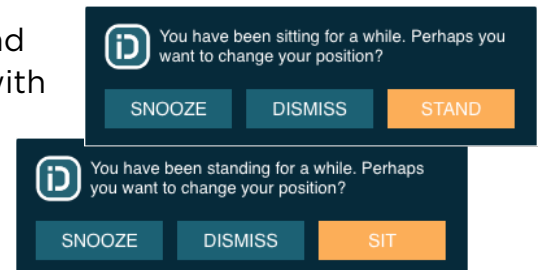
Target set to **50% sit** and **50% stand** with an interval set to **1 hour** will result in the following:

- 30 minutes sit time
- 30 minutes stand time
- Every 30 minutes there will be a reminder to change position to either sit or stand depending on your current position.



## RESPOND TO NOTIFICATIONS

When it's time to change position from sit to stand or vice versa, the application will notify the you with a reminder telling you that's it's time to change your position. When reminded with a notification, you have three possible actions, those are:

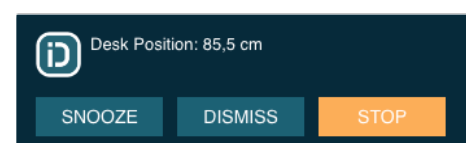


**Snooze**, works just like your alarm clock, remind me again in 9 minutes.

**Dismiss**, like your alarm clock, will silent the notification and ring next morning, but in this case according to your configured interval, e g a full interval will pass before next notification.

**SIT/STAND**, it's only one click away, and your desk will move to your preferred sit/stand height.

**Note**, when the desk is controlled through the notification, there's an option to press stop if you want to stop the desk when it's moving.



## 9. CONFIGURE OPTIONAL DESK SETTINGS

In the desk tab, there are several options to customize some settings for your desk.

**Current height** - Indicates the current height reading, with an option to calibrate the height reading.

**High limit** - An option to limit the maximum possible height of the desk. When limited the desk cannot pass the configured height. This can be used to limit the desks max height, for example if there's a shelf above the desk.

**Low limit** - An option to set a minimum height limit of the desk.

**Move strategy** - Tap or Hold, Tap is standard and only requires a click to move the desk with sit and stand buttons. The hold option requires the user to press and hold the mouse button to move the desk.

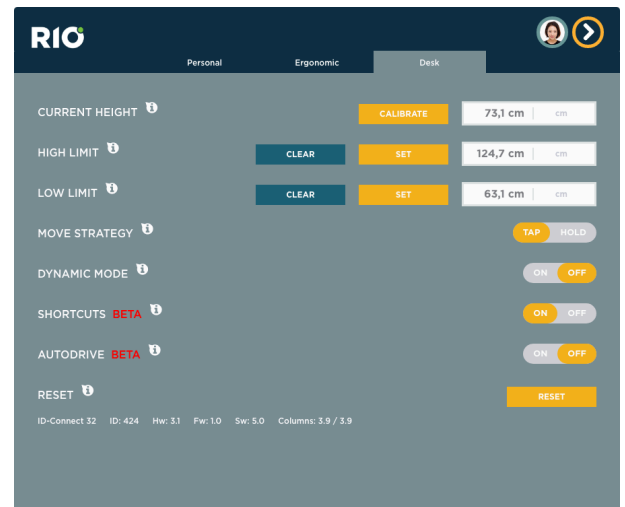
**Dynamic mode** - This feature is discontinued and will be removed in next release of the application.

**Shortcuts** - Keyboard shortcuts to move your desk from your computer keyboard, hover over the information symbol to get info about the keyboard shortcuts depending on your computers operating system.

**Auto drive** - A handset feature setting that depends on your handset version, if the handset has auto drive features this setting can be controlled through the application.

**Reset** - Reset the desk columns, requires the desk to go to the lowest possible position. Limits will be cleared.

At the bottom, an information field about the ID-Connect hardware and software version and information regarding the desk columns software version.





### 10. VIEW YOUR STATISTICS

To view your statistics, from the application menu, click on **Statistics**. The statistics will open in your default web browser.

The statistics will show three parts:

**Statistics** for the selected weeks total sit and stand time and the number of position changes made. Use the arrows close to the dates to change to another week.

Your **achievements** made!

A **calorie meter**, indicating how many calories you have burnt for the selected week. Use the arrows close to the dates to change to another week.

