Manual Pausit

Today's society and working life are characterized by demands for constant pace, efficiency and competition. It is important for both body and soul with variety and time for recovery.

We at Pausit want to spread well-being through a small effort that gives great effect!

In this printable manual you will find all the settings in the program. The idea is that you should customize the settings to suit your particular needs.

Today's society and working life are characterized by demands for constant pace, efficiency and competition. It is important for both body and soul with variety and time for recovery.

We at Pausit want to spread well-being through a small effort that gives great effect!

In this printable manual you will find all the settings in the program. The idea is that you should customize the settings to suit your particular needs.

Welcome to Pausit and contact us if you have any questions!
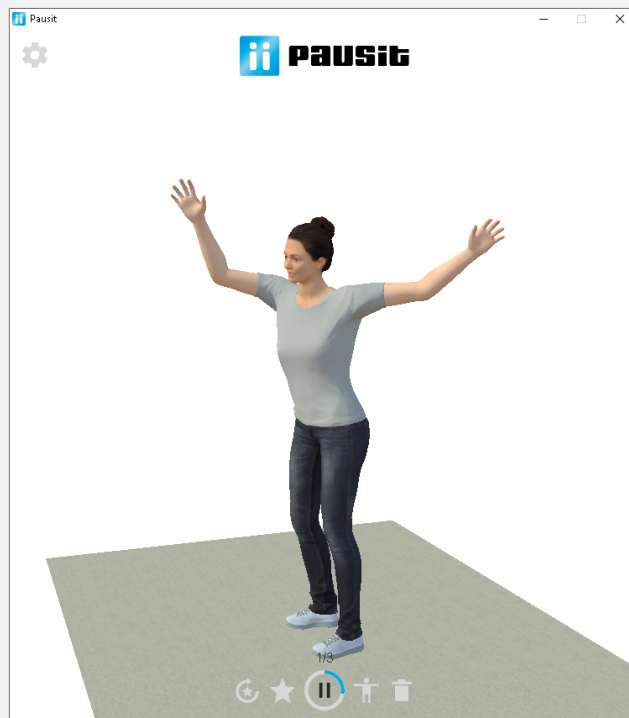
1: The icon in the taskbar

When the program is installed, the Pausit icon will be shown in the toolbar. In the bottom bar for PC and the top bar for Mac. Right click on the icon to display the image below. You may start an extra session right away by double clicking on the icon (PC only).
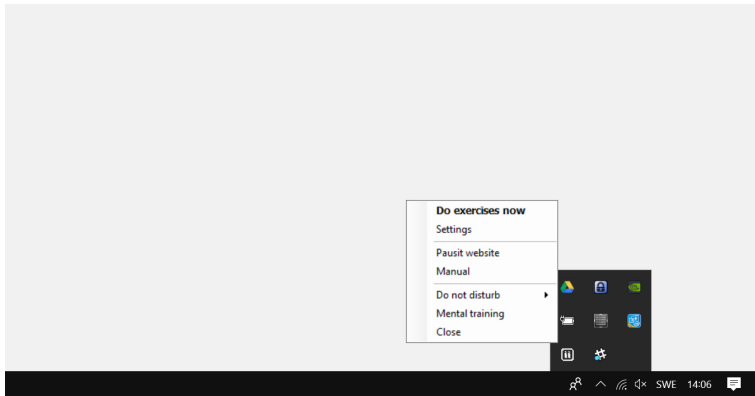
Run the session now
Click Begin session now to start the session right away.

Settings
Click Settings to reach tabs where you can enter your personal settings.

Pausit Website
Click on Pausit Website to reach our website to find out more about Pausit and contact & support information.

Manual
Click Manuals to reach our user manuals, which are available on our website.

Do not disturb
Click Do not disturb and then select the time during which you want to prevent program start. You can choose between 15 minutes, 2 hours or the rest of the day.

Mental training
Click Mental training and you will come to a website where you can listen to audio files with relaxation exercises.

Close
Click Close to deactivate the program until the next time the computer is restarted.

2: Reminder function

When it's time for your scheduled session to begin, the instructor will enter from the right to remind you that it is time to start your session. You may choose between three options, and if no choice is made within 20 minutes, the instructor will disappear for this occasion.
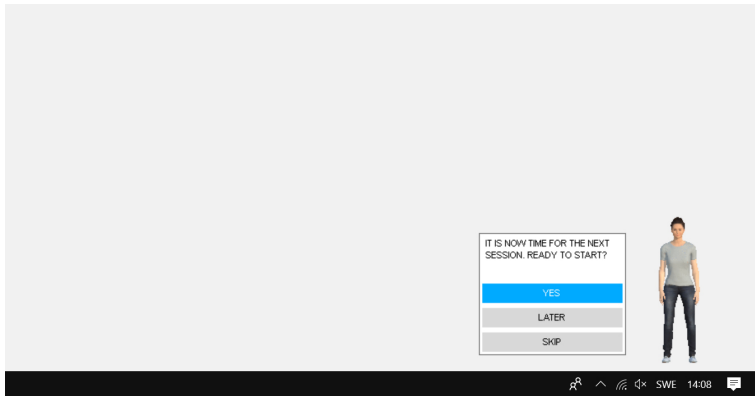
YES
Click YES to start the session.

LATER
Click LATER and the box with options will disappear. If you click on the instructor, the box will reappear and you can make your choice.

SKIP
Click SKIP and the instructor will disappear for this occasion and return at the next scheduled time.

3: General

This page provides information showing basic settings. There are more settings options under the other tabs.
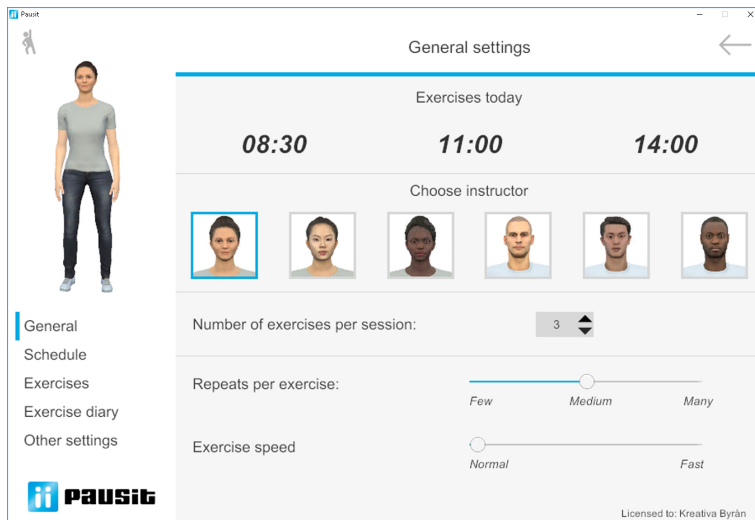
Instructor figure
The icon in the top left corner is a link to the training player. Click on the icon to start a session right away.

Sessions today
Displays the times for today's session. The times can be changed under the Schedule tab.

Select instructor
Click on the instructor you want to show you the exercises. The selected instructor will be highlighted with a blue frame and shown in the top left corner.

Number of exercises per occasion
Click on the up and down arrows to select the preferred number of exercises per session.

Repetitions per exercise
You can control how many repetitions each exercise will contain by highlighting and moving the point between Few, Medium or Many. Few, approx 20 seconds; Medium, approx 30 seconds; Many, approx 40 seconds. The time is doubled for exercises in two directions.

Exercise speed
You can increase the speed of the exercises by dragging the point to Fast.

4: Schedule

The program has three default time settings. To change the time to one that suits you best, highlight the hour or minute and use the arrows to enter the time you want your session to take.
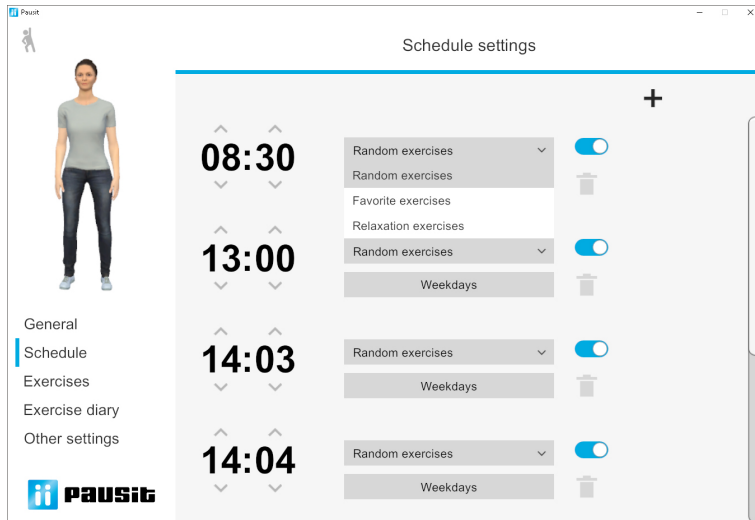
Type of exercises
Another default setting is Random exercises, but you may change this to Favourite exercises or Relaxation exercises.

Random exercises
In this selection, all active exercises (besides relaxation exercises) are randomly chosen during the times you select.

Favourite exercises
This selection brings you your favourite exercises during the session. Select your favourite exercises under the Exercises tab or directly in the player.

Relaxation exercises
This selection brings you your relaxation exercises during the session.

Weekday button
The default setting for the program is Monday-Friday, but you can select a day or days you want this time to apply.

Time setting
Click the up/down arrows or type in the preferred hour/minute to select your desired times. To type in the time, you must first highlight a range.

Plus
Click the plus sign to generate another session and then select the time.
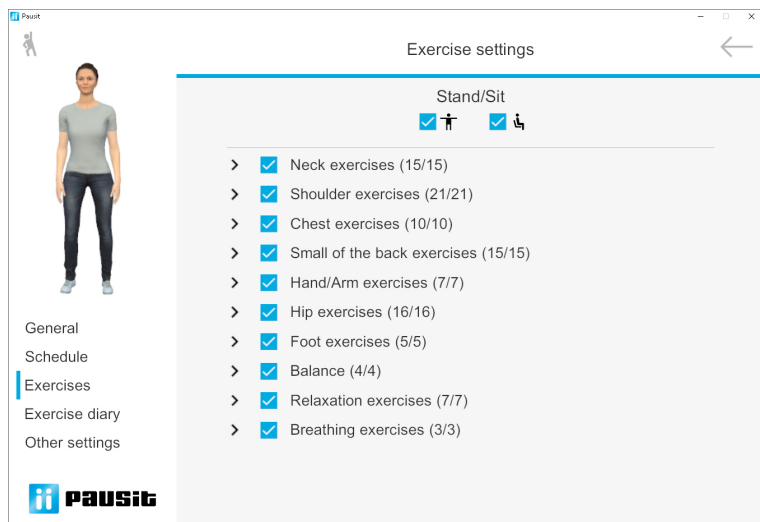
Activate or deactivate
Click the button to save the time but not have it active. Activate it by clicking on it again.

Recycle bin

Click the recycle bin to delete this time. Confirm using YES or NO in the query box.

5: Exercises

Here you can see how all the exercises look, choose the exercises you want as your favourite or the ones you want to remove. You can also deactivate entire body parts you do not want activated in the exercises.

Standing/sitting
Click the box for Stand or Sit to deactivate standing or sitting exercises if these are not preferred . Re-activate by clicking the same box again.

Show all
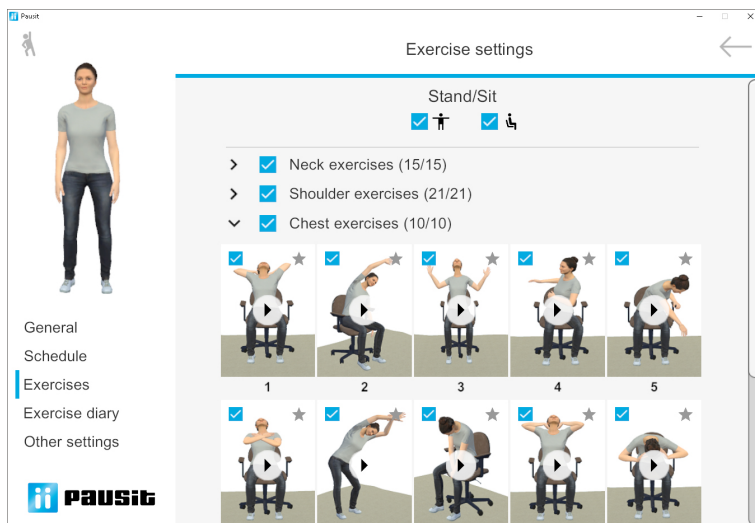Click the Show all button to see all exercises in the selected category.

Activate/Deactivate
Click the blue box to deactivate all the exercises in the category; the box will turn grey. Click the grey box to re-activate the exercises again.

Exercise category
Shows the number of exercises that are activated/available in this category.

5b: Exercise settings

Deactivate exercise
Click on the blue box in the left corner to clear this exercise. When this is done, it will say 9/10 in this exercise category.

Favourite exercises
Click the star in the top right corner to add this exercise to the favourite exercises you can schedule or play directly via the player. When the star is yellow it shows a selected favourite exercise; deactivate it by clicking it again.

Show exercises
Click the play arrow to see the exercise played in the top left corner.

6: Activity log

Look here to see statistics on how active you have been during the past week, month or year.
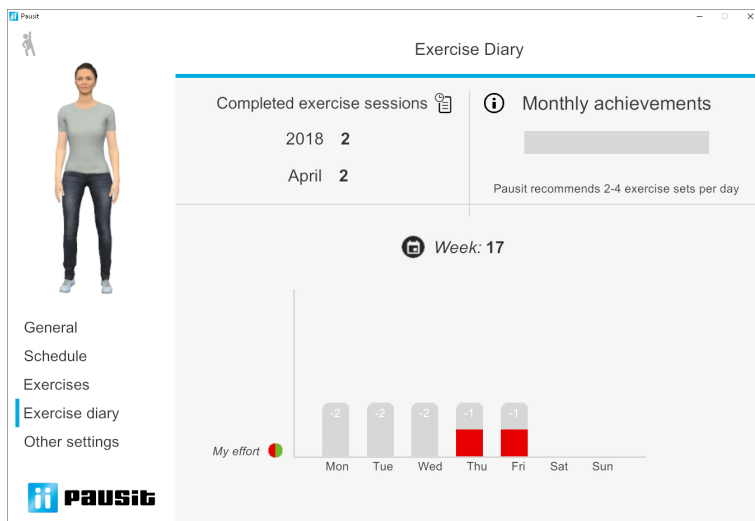
Completed sessions
The number of completed sessions can be seen next to the current month and year.

Annual statistics
Click on the symbol to see historical statistics.

This month's efforts
Every session for the month is registered and the bar reaches different colours depending on how many sessions are completed. When you achieve approved grades for at least 70 per cent of the days selected for exercise sessions, the month will be approved. The bar chart shows your chances of being approved this month. When you have completed up to 30% of the set days, the bar is red (fail); up to 70%, yellow (adequate), and when you complete at least 70% of all set days, the bar turns green and the month is approved.

Calendar
Click the calendar icon to see the current month's approved days marked with green.

Weekly statistics
The bar chart shows the current week's completed exercises per day. When two sessions are completed per day, the bar turns green. If it is red, you have not achieved the recommendation of at least two sessions per day.

7: Other settings

Language and display mode settings are entered here
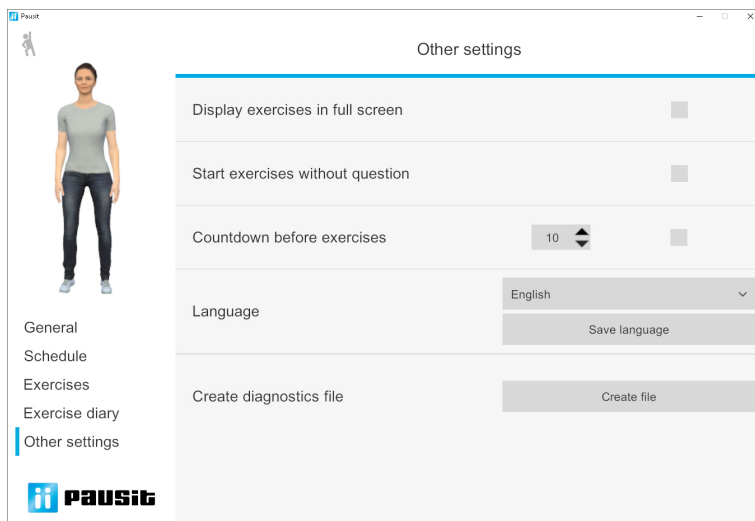
Show full-screen
Click the box next to Show exercises in full-screen for the player to appear in full-screen. This is good if you want to run exercises in shared spaces, the better to see from a distance.

Start exercise without asking
Click the box next to Start exercises without asking to start the session without a reminder beforehand. This function is used when you are not at your computer but performing the session in shared spaces such as a warehouse or factory.

Countdown before exercises
This is where you set the screen countdown before the session begins in order for participants to get ready. The default for this function is set at 10 seconds but it can be increased or reduced by clicking the arrows.

Language
Select the preferred language here. To activate the language selection, click Save language.

Create diagnostics file
A diagnostics file is generated and placed on the computer's desktop by clicking Create file. Used for any support cases.

8: Exercise player

Your exercises are played back here based on the selections you made in your settings.

Play favourite exercise
Click the Play favourite exercise symbol when you want to do your selected favourite exercises.

The star
Click the star to add this exercise to your favourites.

Play and time button
Click the pause icon to pause the session. The blue circle shows the length of the exercise currently in progress. The number above the circle shows which of the selected exercises is currently in progress.

Problem area figure
Click this icon to open the Problem area view where you can select the area of your body you want this session to focus on. See separate image below.

Recycle bin
Click the recycle bin if you want to deactivate the exercise shown. Exercises that are removed can be re-activated under the Exercises tab.

8b: Problem area/Focus area

Hover the mouse pointer over the instructor and click on the area you want this session to focus on. A session with the same number of exercises selected earlier will begin with a focus on the chosen areas.
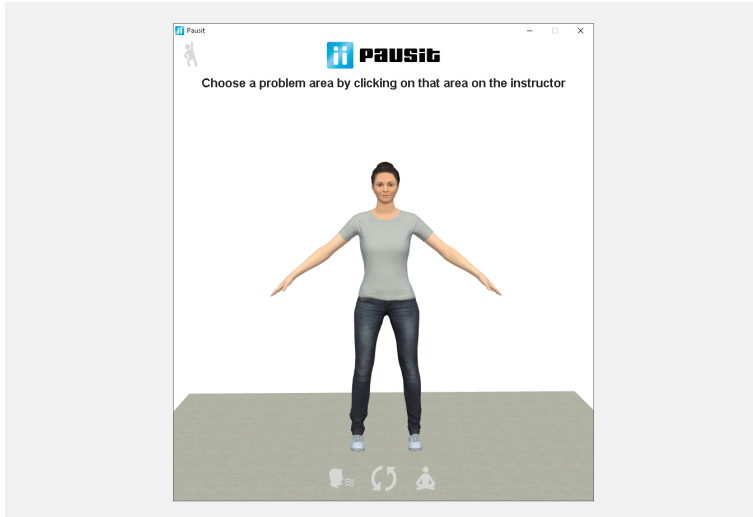
Breathing symbol
Click the Breathing exercises symbol to start a session with breathing exercises.

Relaxation symbol
Click the Relaxation exercises symbol to start a session with relaxation exercises.

Arrows
Click the Rotate instructor symbol to select an area on the other side of the instructor.