

Lascar Electronics EL-USP-TP-LCD Data Logger

Reference Sheet

When installing the data logger, the provider may need to check with their IT department **IN ADVANCE** to determine if administrative rights are needed to install the data logger software.

1. Install the EL-WIN-USB Windows Control Software (updated version of software) AND the driver from <http://www.lascarelectronics.com/data-logger/easylogger-software.php>
2. After installation, an icon will appear on your desktop, “EasyLog USB”



3. Remove the clear plastic USB cover. Connect the data logger to the computer, using the USB connection port.
4. Double click on the EasyLog USB icon on your Windows® desktop - this will load the configuration software. You will have 3 options:
 - Setup and start the data logger
 - Stop and download the data logger
 - View previously saved data

SETUP OF THE DATA LOGGER

1. To set up the data logger, select ‘**Set up and start the USB data logger**’ (Select the green arrow).
2. Name your logger (VFC 5-digit number, starting with “2” and indicate “R” for refrigerator or “F” for freezer at the end of the 5-digit code (e.g. 22001R or 22001F). You may need to add more information to clarify additional storage units (e.g. Lab refrigerator, pharmacy freezer, etc.) Select the temperature scale the provider prefers - Fahrenheit or Celsius. Select ‘**15 minutes**’ for the frequency that the logger will log a reading (11 months). Select **NEXT**.
3. Select ‘**LCD Always On**’. Select ‘**Logger continues to log, overwriting the oldest data when full**’. Select **NEXT**.
4. If the logger is to be used for the refrigerator, select the High and Low alarm for the refrigerator. Refrigerator: High alarm: 46°F / 8° C; Low alarm: 35°F / 2°C. Ensure that the ‘**Disable LEDs**’ is unchecked. Check the **Hold** box. Select **NEXT**.
5. If the logger is to be used for the freezer, select the High alarm for the freezer. Freezer: High alarm: 5°F / -15°C; Low alarm: n/a. Ensure that the ‘**Disable LEDs**’ is unchecked. Check the **Hold** box. Select **NEXT**.
6. Enter ‘**4**’ as the number of alarms that should have a time delay threshold. Enter ‘**4**’ for the Number of High Alarms, and ‘**4**’ for the Number of Low Alarms. Select **NEXT**.
7. If you are re-starting the data logger and the glycol is currently in the storage unit, and has been for at least 2 hours, select ‘**Delay the start of the data logger**’. Add the start time and start date for launching the data logger (round up to the next half hour, i.e. convert 11:07AM to 11:30AM.) Use the current date for the start date. Select **FINISH**.

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8. If you are re-starting the data logger and the glycol was **not** in the storage unit, select '**Delay the start of the data logger; select a start time and start date**' option for launching the data logger button. Set the start time for 2 hours in the future (to allow the glycol adequate time to stabilize in the refrigerator or freezer). Add the start time and start date for launching the data logger (round up to the next half hour, i.e. convert 11:07AM to 11:30AM). Use the current date for the start date. Select **FINISH**.
9. Click '**OK**'. Remove the data logger from the USB connection port on the computer, place the clear plastic cover over the USB tip, connect the thermistor probe to the socket at the base of the data logger, and connect the magnetic mounting clip. Be sure not to mix up the freezer logger with the refrigerator logger prior to placement in the storage unit(s).
10. Ensure the glycol is placed in the most centralized area in the refrigerator or freezer. Stay away from walls, top shelf of the refrigerator, doors, or drawers. Place the data logger on the outside of the storage unit.
11. If you press the button on the logger, and the screen displays '**ds**' this means the logger is set to delayed start mode (the date and time entered by the provider during initial set-up).

DOWNLOADING THE DATA LOGGER

1. Detach the logger from the refrigerator/freezer by unplugging it from the thermistor probe. Leave the glycol/probe in the storage unit.
2. Remove the clear plastic cover, and connect the data logger to the computer through the USB port.
3. Open the EasyLog USB software on your computer. Stop the data logger by selecting '**Stop the USB data logger and download data**' (Select the red arrow).
4. You will receive a message '**Are you sure you want to STOP the Data Logger?**' Select '**Yes**'.
5. You will receive a message that the logger is in the Stopped position and the number of recorded readings. Select '**OK**'.
6. The next screen will ask where you want the downloaded files to be saved. Please make sure the file location displayed is dedicated to the data logger files. Change the pathway to save the file to an alternative location. Change the file name every time you download data to avoid overwriting previously saved data. Select '**Save**' after you type in the name of the file with a current date. The file created will be a text file with the extension: .txt.
7. Once saved, a graph containing all the readings will be displayed. From this graph you are able to zoom in and out of readings by date and time. You can also export all readings to Excel® (if you have Microsoft Office® products). Select the '**Export**' button at the top. You may also review the reading in '**Data View**'.
8. Once the data has been exported to Excel®, a graph will appear. If you select the Data tab in the bottom left hand corner, you can view the data in a table format. Name and save your Excel file with a unique name so that it is not the same as another file.

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9. Once the data has been exported to Excel it can be emailed to the Vaccines for Children Program for review. **ODH has a requirement that providers must quarantine vaccine and contact vaccine manufacturers to determine vaccine stability if the data loggers record 4 consecutive out-of-range temperatures.** Please contact your VFC consultant if you have questions at 1-800-282-0546.
10. Once the data is downloaded, the logger is in the stopped mode. Remember to go back to the setup step to re-start the logger. Select '**Set up and start the USB data logger**'.

VIEWING PREVIOUSLY SAVED DATA

1. To view previously saved data, select '**View previously saved data**' (Select the graph).
2. Open your dedicated data logger folder from your computer. Select the .txt file. Select '**Open**'.
3. Note: If you attempt to directly open the .txt file from your computer (instead of opening the .txt file using the Easy Log software, the data is difficult to read and you will not be able to view the information in a graph nor export the data to Excel®).

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