

Global
Electronic Deployment Health Assessment
AHLTA User's Guide

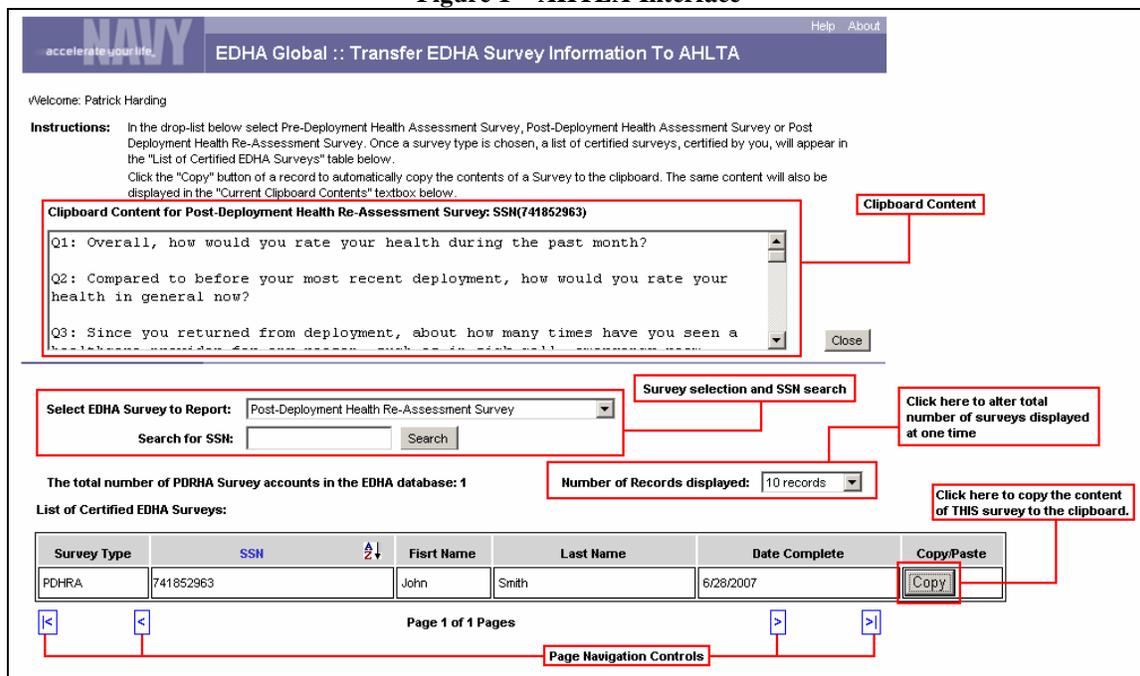
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Using the EDHA AHTLA Copy/Paste Interface

Using the Interface

The AHTLA Copy/Paste interface is provided to facilitate transfer of the Global EDHA records to the AHLTA database.

Figure 1 – AHTLA Interface



Selecting and Searching for EDHA Survey(s)

When transferring EDHA Surveys to AHTLA, begin by selecting a survey-type (Pre-Deployment, Post-Deployment, or Post-Deployment Health-Reassessment) in the “Select EDHA Survey To Report:” dropdown-list-box.

Once a survey-type is chosen, the EDHA will automatically extract ALL responses available in the database for the selected survey-type.

If it is necessary to search for surveys for particular personnel:

- Step 1. Select a survey-type
- Step 2. Enter an SSN for the personnel
- Step 3. Click on the button
- Step 4. All survey responses matching the SSN for the selected Survey-Type will be retrieved and presented in the table.

Copying Survey Responses to the Clipboard (for Pasting)

To transfer each of the retrieved survey responses to the AHLTA database using Copy/Paste:

- Step 1. Select a survey-type, if necessary search for SSN (see above)
- Step 2. Locate the survey to transfer in the table
- Step 3. Click the  to transfer the survey results into your “clipboard”
- Step 4. Open AHLTA, paste the content into AHLTA
- Step 5. Proceed to the next record

To provide additional information, the “clipboard content” box will always display the latest survey that was copied into your clipboard (in step 3)

Page Navigation

The AHLTA Copy/Paste interface displays the retrieved surveys in a batch for increased performance. Total number of records in a batch can be set using the **Number of Records displayed:**  control, which contains options for: 10, 25, 50, and 100 records to be displayed at one time.

The following set of controls is provided to facilitate extraction of different batches:

-  - Move to first batch of surveys
-  - Move to previous batch of surveys
-  - Move to next batch of surveys
-  - Move to last batch of surveys