

Facial Droop Photo Upload Instruction Sheet

It is determined that you/your child has Facial Palsy or a facial droop. The term facial palsy generally refers to weakness of the facial muscles, mainly resulting from temporary damage to the facial nerve. When a facial nerve is either non-functioning or missing, the muscles in the face do not receive the necessary signals in order to function properly.

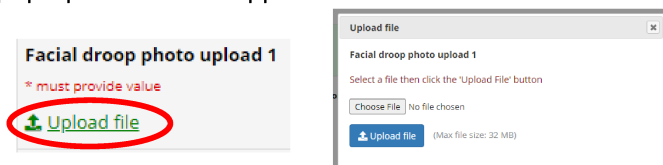
You have been asked to take 5 pictures of you/your child weekly until symptoms of droop resolve. If you/your child continue to have symptoms past 6 weeks, you will only need to take pictures once per month until symptoms go away or for 6 months. We will not be collecting any photos after 6 months.

If you are still in the hospital, the Research Coordinator at your hospital may help you take the first set of pictures and may show you how to upload to the REDCap database. This sheet has been created to help you with your weekly photos.

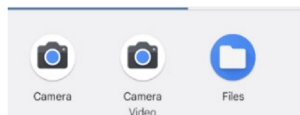
If you are at home, please follow these instructions for uploading photos:

To Upload:

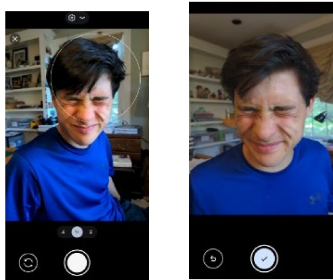
1. Click on the "Upload file" link.
2. A pop-up window will appear as shown:



3. When you select "Upload file", you will have multiple options:
 - 1) To take the picture directly in REDCap, the option to use your camera will appear. Select "camera" button



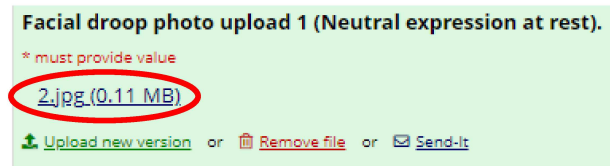
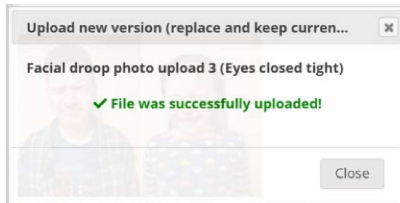
- Frame the person's face in your camera's viewfinder, then press the camera's shutter button as you normally would.
- If you are happy with the picture, press the camera's shutter button, which now has a check mark in it.



- 2) If you have previously taken the picture, select the "Browse" icon (or "Choose File").
 - After selecting the file, the name of the file will appear next to the "Browse" icon.
 - In the same pop-up window, under the "Browse" icon you will click on the blue icon labeled "Upload file" (different from the link).



4. "File was successfully uploaded!" will pop-up, select the "Close" button.
5. The file upload is now complete.



Please Take the following pictures of your/your child's face:

1. Neutral expression at rest (think passport photo).



2. Smile



3. Close eyes tight.



4. Wrinkle forehead by lifting eyebrows.



5. Pretend to blow up a balloon with puffed cheeks.

