

eSupplement 3. Parent instructions for photography and uploading

**X03 - A Pilot Study of Identifying Chalazia by Photographs**  
**PARENT INSTRUCTIONS FOR PHOTOGRAPHY AND UPLOADING**

**NOTE to Doctor's Office: Fill-in Photo ID# and Patient ID on BOTH pages before giving to parent**

**Photo ID:** \_\_\_\_\_ **Patient ID: X03-**\_\_\_\_\_ - \_\_\_\_\_

You have been asked to provide a series of digital photos of your child's eyelids. You may use any digital camera, but must have the ability to either upload the photos to [www.pedig.net](http://www.pedig.net) or send the photos to your doctor's office either by email or by texting. For that reason, it is preferred that you use the camera on a smart phone or tablet. Please take the photos and upload them while you are at the doctor's office.

**We would like you to take four photos:**

- 1) A photo showing both eyes, with the eyelids closed
- 2) A photo showing both eyes, with the eyelids open and looking straight ahead
- 3) A photo showing both eyes, with the eyelids open and looking up
- 4) A photo showing the inside of both the lower eyelids by pulling both lower eyelids down (If child will allow)

**Below are examples of the four photos we would like you to take:**



**You may take more photos than just the above four to show the eyelids better if you would like.**

**Below are examples of photos that are too close and too far:**



**Tips for taking the photos:**

- Use the auto-flash setting. Make sure that there is enough light so that there are not heavy shadows.
- Take the photo in landscape mode if possible
- If your child wears glasses, please have them remove their glasses.
- Have your child gently close their eyes.
- For infants and children, you may need to hold their eyelids shut or take the photos with their eyelids closed while they are sleeping.
- Please make sure that the photos are in focus.

**Review and Upload**

From your camera, show the photos taken to the study staff at the doctor's office to approve them before uploading to the website (instructions on next page). You may be asked to re-take the photos or you may take more photographs to show the eyelids better if you would like.

X03PhotoInstructions4-25-19V2.0

**Online Figure 2B: Parent Instructions for Photography and Uploading**

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**FOLLOW THESE INSTRUCTIONS FOR UPLOADING YOUR CHILD'S PHOTOS**

- 1) Open the web browser on your device and go to [www.pedig.net](http://www.pedig.net)
- 2) Click on the link that says "[Chalazia Photo Upload](#)" (bottom of the web page)
- 3) Enter the Photo ID number as written at the top of this page
- 4) Enter your child's DAY of birth (i.e. 1 - 31)
- 5) Select from the drop down box whether the photos are the three or four "Required Chalazia Photos" or the "Additional Chalazia Photos" \*Note – Upload the three or four required photos first, then if you have more photos they will be uploaded separately.
- 6) Click submit (shown in Figure 1)
- 7) On the next screen, click the "Add Files" button at the bottom left of the shaded box (shown in Figure 2)
- 8) Follow your device prompts to your photo library and select the three or four required photos. If you have already uploaded the required photos select the additional photos.
- 9) Once photos have been selected the filenames will be listed. (shown in Figure 3)
- 10) If you would like to delete any files selected by mistake, you can use the minus button on the far right (shown in Figure 3).
- 11) If you are ready to upload the photos, Click "Start Upload" (shown in Figure 3)
- 12) You may briefly see the progress bar showing your upload's status until completed.
- 13) Figure 4 is an example of the page you will see noting the photos that have successfully uploaded.
- 14) A link is provided if you need to upload additional photos or if you need to re-upload the required photos.

Photo ID  **Figure 1**  
Day of Child's Birth   
Description   
Submit  
Required Chalazia Photos  
Additional Chalazia Photos

Select files **Figure 2**  
Add files to the upload queue and  
Filename  
Add Files Start Upload

Select files **Figure 3**  
Add files to the upload queue and  
Filename Status Size  
1 Eyes closed.jpg 859 kb  
2 Eyes looking straight ahead.jpg 826 kb  
3 Eyes looking up.jpg 581 kb  
4 Eyelids pulled down.jpg 758 kb  
4 files queued Start Upload

Messages **Figure 4**  
SUCCESSFUL UPLOAD: 1 Eyes closed\_426201913244216.jpg (879394 bytes)  
SUCCESSFUL UPLOAD: 2 Eyes looking straight ahead\_4262019132442921.jpg (845941 bytes)  
SUCCESSFUL UPLOAD: 3 Eyes looking up\_4262019132443166.jpg (595284 bytes)  
SUCCESSFUL UPLOAD: 4 Eyelids pulled down\_4262019132443739.jpg (775702 bytes)  
[Return to Upload more photos](#)