

NECS Clinical Systems Specialist Team

SystemOne F12 Launcher

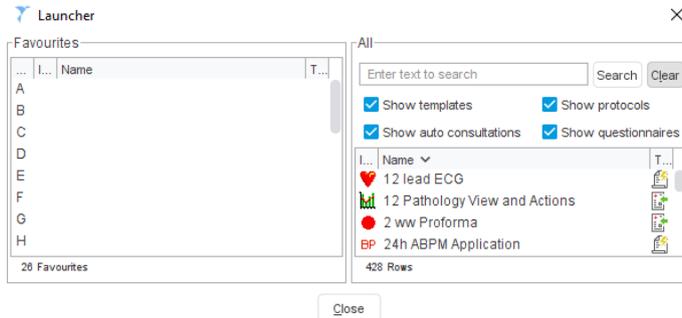
SystemOne F12 Launcher

The **Launcher** allows you to:

- Access Data Entry Templates, protocols, questionnaires and auto consultations that apply to the current patient record. This functionality allows any of these items to be opened or triggered within the record.
- Marking different items as favourites' allows you to then open or trigger each item with a single key press (A to Z) – see next page

To use the launcher to find a template, protocol, questionnaire or automatic consultation:

1. Retrieve the patient record
2. Do one of the following to open the:
 - a. Select the **Clinical Tools** menu and click **Launcher**, or
 - b. Press **F12**

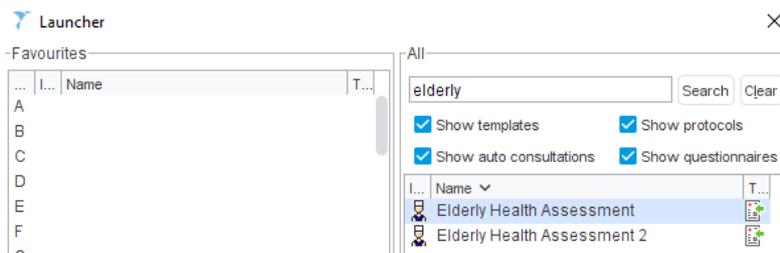


3. Select/deselect the tick boxes to indicate the type of item you want to launch (for example, template or protocol).



4. Type a few letters from the name of the item. Press Enter or click **Search**. A list of all matching items is displayed in the table underneath.
5. To open or trigger the item do one of the following:
 - a. Double -click on the item
 - b. Select the item and press Enter

- c. Whilst the launcher is open, Press the shortcut key that corresponds to the item in the 'Favourites' list

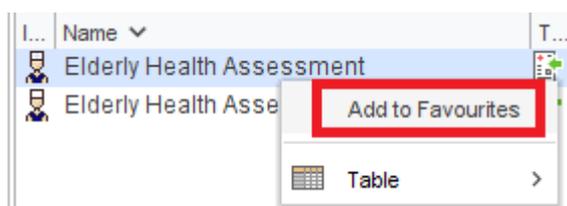


Favourite Set up

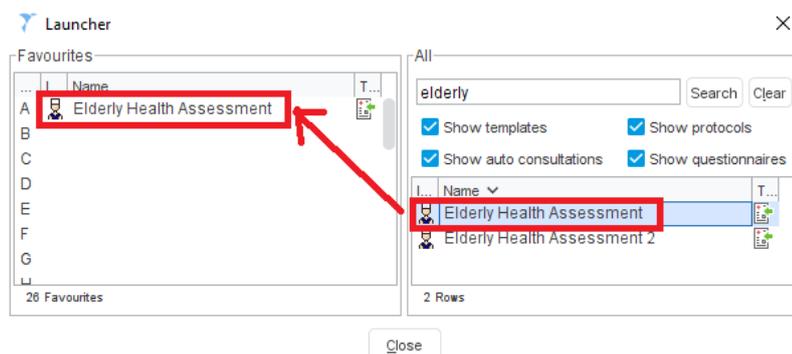
Frequently used items can be marked as a favourite in the Launcher so that you can quickly select it from the list in the 'Favourites' pane

To mark an item as a favourite:

1. Open the Launcher – as above
2. Search for the item.
3. Do one of the following:
 - a. Right -click on the item in the search results and select **Add to Favourites** or



- b. Select the item from the search results and drag it on to the relevant letter in the 'Favourites' pane



4. To re-order the items in the 'Favourites' pane, select an item and drag it to the new position
5. To remove from the Favorites' list – Right Click and **Remove**

