





















# Adding and Customising Navigator bands

## Preferences Tab

The *Preferences* tab is used to apply individual user preferences *across all patient medical records*. Options are displayed across four columns:

- *My Preferences*: the individual user preference that can be applied
- *All My Views*: apply preferences to all bands and sections when viewing the iView flowsheet for any patient record
- *<Band currently displayed in iView flowsheet>*: apply preference to the bands currently open and displayed. Changes will apply to that band in all patient records. The options available will change depending upon what band is currently selected.
- *All User Defaults*: the default preferences that have been applied for all ieMR users

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My Preferences	All My Views	Adult Quick View	All User Defaults
Default Retrieval Type	Last 72 hours ▾	Last 72 hours ▾	Last 72 Hours
Encounter Filter	<input type="checkbox"/>	<input checked="" type="checkbox"/>	On

To change the preference settings:

1. Select the individual user preferences to apply
2. Click *OK*
3. Close the patient's chart by clicking the X on the patient's banner bar tab, then reopen using the *Recent* dropdown menu.

The new preferences will now be customised to an individual's login and appear across *all patient medical records*.

To restore system defaults, click [Reset System Defaults](#).