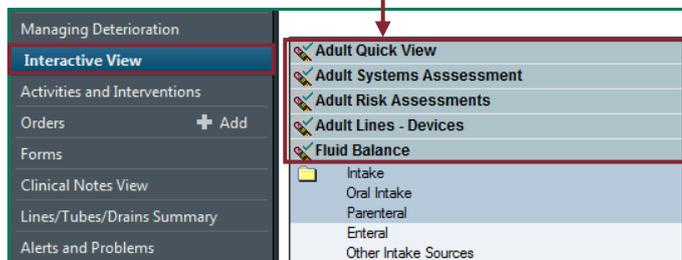


### Interactive View – Adding and Customising Navigator Bands

The *Navigator* displays *Bands* and *sections* available for ongoing, continuous result charting within *iView*. It is possible to show or hide the *Bands* that are displayed within the *Navigator* to individual preferences.

*iView Bands within the Navigator*



### Adding/showing a band

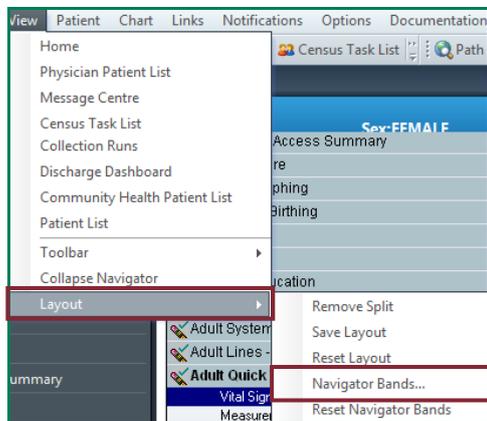
To add/show a *Band* on the *iView Navigator*:

1. Select *Interactive View* on the *Patient Menu* in the *Patient Medical Record*, click on *View* in the *PowerChart Toolbar*.

*PowerChart Toolbar*

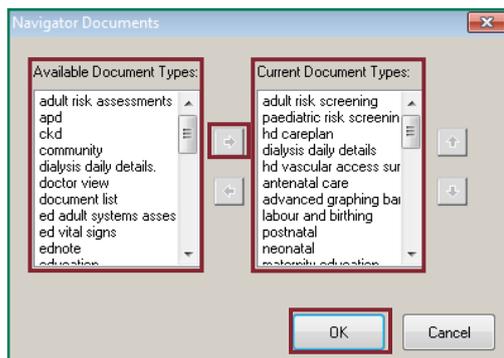


2. Select *Layout*, select *Navigator Bands*



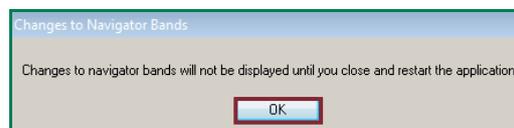
The *Navigator Documents* dialogue box will open.

3. Select the *Band* that is to be added/shown from the *Available Document Types* column
4. Click the *across arrow* icon



The band will be moved to the *Current Document Types*.

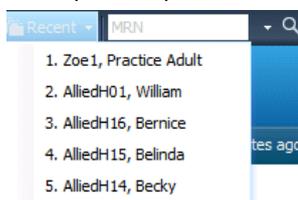
7. Click *OK*
8. *The Changes to Navigator Bands* dialogue box will open, click *OK*.



9. Close the patient's chart by clicking the X on the patient's banner bar tab.



Go to the *Recent* dropdown box near the Search window to reopen the patient's chart.



The added *Band* will now display in the *Navigator*.

### Hiding a band

To hide a band on the *iView Navigator*:

1. Repeat steps 1-3 above
2. Select the band that that is to be hidden from the *Current Document Types* column
3. Click the *across arrow* icon

The band will be moved to the *Available Document Types*.

4. Repeat steps 7-9 above.

The band will now be removed from the *Navigator*.

For a customisation to become permanent, it is necessary to log out and log back into PowerChart.

It is possible to customise the *iView* profile page to individual user preferences to determine what and how charted results are displayed.

### Customising the iView profile page

To customise the *iView* profile page:

1. Click on the *Customise view* icon

A new window will open where individual user preferences can be selected. This window contains three tabs:

- *Customise tab*: applies changes to the individual patient record
- *Preferences tab*: applies changes across all patient records

- **Dynamic Groups tab:** activates/inactivates dynamic groups



## Customise tab

The **Customise** tab will display **fields** specific to the **Band** currently displayed on the **iView** flowsheet, and is used to:

- show /hide **Sections** within the **Navigator**
- show/hide **fields** within the **iView** flowsheet
- shows **Sections** within the **iView** flowsheet by default on selecting the **Band**

The **Customise** tab is used to apply individual user preferences for the **current patient medical record only**.

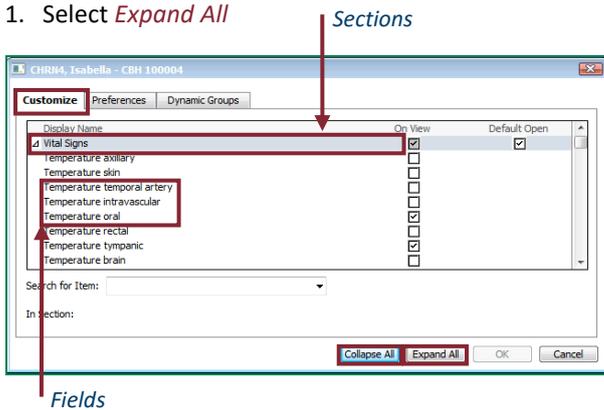
To view the **Sections** within a **Band**:

1. Select **Collapse All**

The view will change to display only the **Sections** within a **Band**.

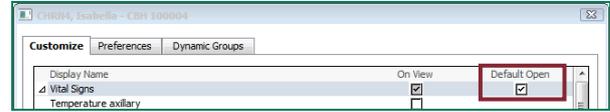
To view all **fields** contained within the **Sections**:

1. Select **Expand All**



1. Click on the **Default Open** checkbox for the **Section** level heading required
2. Click **OK**

The new display will now be customised to an individual's login.



## Finding a specific field

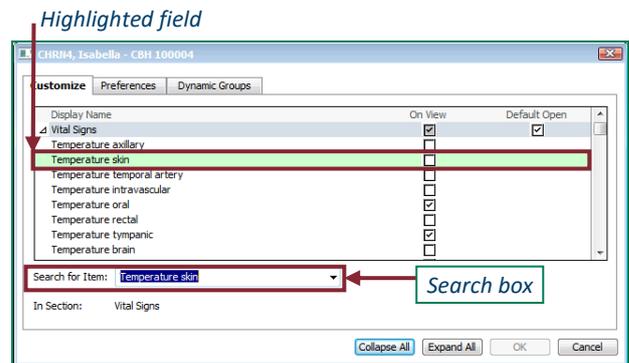
There are many **fields** to select or deselect on the **Customise** tab. The search function is available to aid in finding a **field**.

To find a specific field in the **Customise** tab:

1. Click on the **Search for Item** drop down arrow
2. A menu will display containing all **fields** for the selected **Band**, select the relevant **field**.

The window will update to display and highlight the selected field.

3. Continue to select or deselect as required.



## 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

## Showing/hiding Sections and fields

To show/hide specific **Sections** within the **Navigator**:

1. Click on the check box  under the **On View** column relevant to the **Section** you want to show/hide
2. Click **OK**

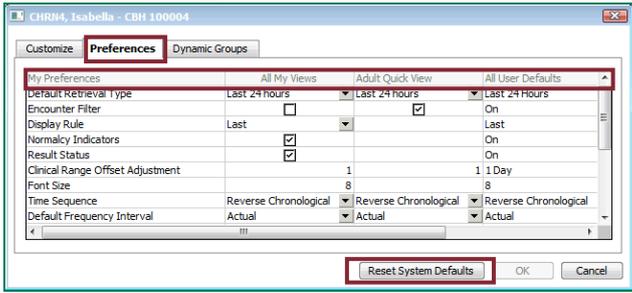
The window will close and the **iView** profile page will be displayed. Any **Sections** that have been selected will now show in the **Navigator**. Any **Sections** that were deselected will now be removed from the **Navigator**.

To hide/show specific **fields** within **sections**:

1. Click on the check box  under the **On View** column relevant to the **field** you want to show/hide
2. Click **OK**

Any **fields** that have been selected will now show in the **iView flowsheet**. Any **fields** that were deselected will now be removed from the **iView flowsheet**.

To show specific **Sections** within the **Navigator** by default:



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.