Boint-of-Care

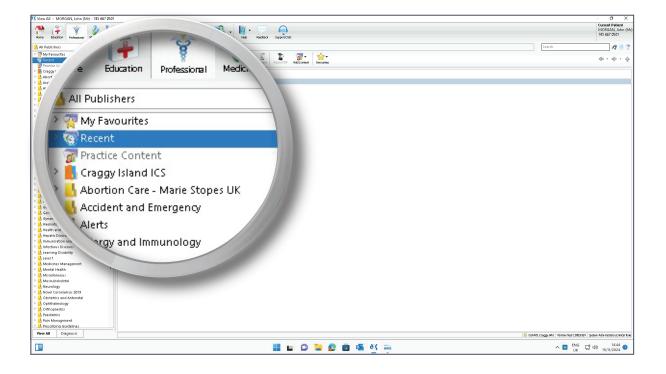
User Guide Finding Recently Accessed Items

Introduction

This guide will show you where to find your recently accessed documents.

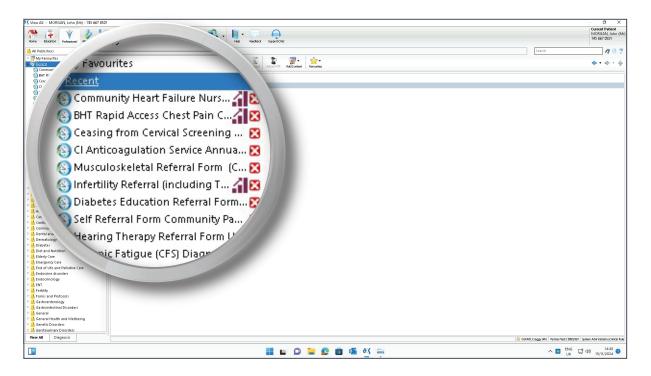
Instructions

1. Each section in DXS Point-of-Care has a 'Recent' folder located in the tree view pane.

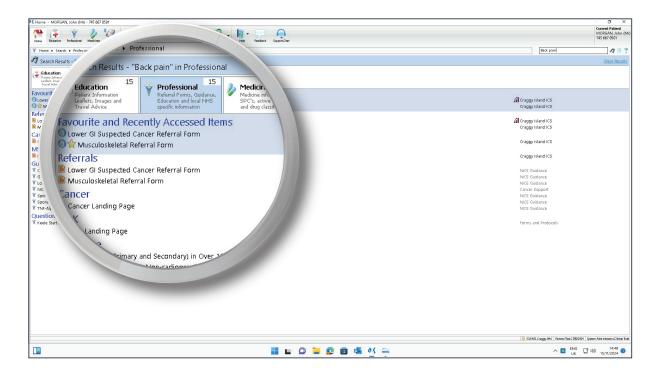


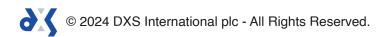


2. All recently accessed documents are located within the 'Recent' folder.



3. When searching for content, 'Recently Accessed Items' and favourites will appear at the top of your search results. Recently accessed items are marked with a clock icon for easy identification.





Support

0800

0800 028 0004 (option 1)

support-uk@dxs-systems.com



dxs-systems.co.uk

Training



0800 028 0004 (option 2)

training@dxs-systems.co.uk



