



This Quick Reference Guide (QRG) is a quick review on the Respiratory Therapy View.

Common Buttons & Icons

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|---|--------------|
|  | Menu icon |
|  | Refresh icon |
|  | MPage + icon |

Customize Components

➤ **From the Respiratory Therapy View within the patient's chart:**

STEP 1: Click the component's **Menu** icon.

STEP 2: Click the item you want to customize.

- **Default Expanded:** Click Default Expanded to have the component expanded when you open the chart.
- **Color Theme:** Click the desired color for the individual component banner.

STEP 3: Click the **Refresh** icon.

All Components

STEP 1: Click the page **Menu** icon.

STEP 2: Use **Expand/Collapse All** to either expand or collapse all of the page's components at one time.

STEP 3: Use **Drag and Drop** to move the individual components around on the page.

- With Drag and Drop selected, click the component header, and drag it to where you want it on-screen. It is recommended that you collapse all components first for better visibility.
- Click Drag and Drop again to turn off once you are done moving components around.

STEP 4: Set which components to view.

- Click Components Right Arrow icon.
 - Click the components you want to be visible.
 - Click components with a check mark that are currently visible to hide them.
 - Click outside the list to close.
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Customize MPage Display

➤ **From the Respiratory Therapy View within the patient's chart:**

STEP 1: Drag and drop the MPage to the location within the list you prefer it.

STEP 2: Click the MPage tab X icon to close.

STEP 3: Click the MPage + icon to add additional MPages.

STEP 4: Click the view you wish to add.

STEP 5: Within the MPage drag and drop items from the menu to rearrange where they display.

STEP 5: Click the **Refresh** icon.