

# User Guide - Inward Management System

## Login

User needs to login to the system in order to consume the resources of the system. User needs to be registered in the system.

## Ward Management

Ward management involves adding, updating and removing wards. Given below is the main user interface for ward management and could be accessed by using the navigator entry.

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### Add Ward

To add a ward press the *New Ward* and it will popup a modal dialog where relevant information can be entered. Once the information is filled, press *Add* to add the ward. You can keep on adding wards or press *Close* to return to the Ward Management page.

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### Ward Information

List of wards are shown in the screen which can be selected to show the ward information.

The ward information includes the beds of that ward. These are shown in a table.

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### Add Bed

You can also add a bed to your ward using the *New Bed* button. This will popup a modal dialog. You can continue to add multiple beds or return to the Ward management window by closing the modal dialog using the *close* button.

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## Ward Admissions

Ward admissions window displays all the admissions for all wards.

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