

Medcor Clinic Admin – User Manual

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1. Introduction

Welcome to the **Medcor Clinic Admin Panel**! This portal is exclusively designed for hospitals and clinics to register on the Medcor platform.

Purpose

Upon registration, a unique subdomain is created for your hospital or clinic. Under this subdomain, doctors and patients can register and manage their healthcare services efficiently.

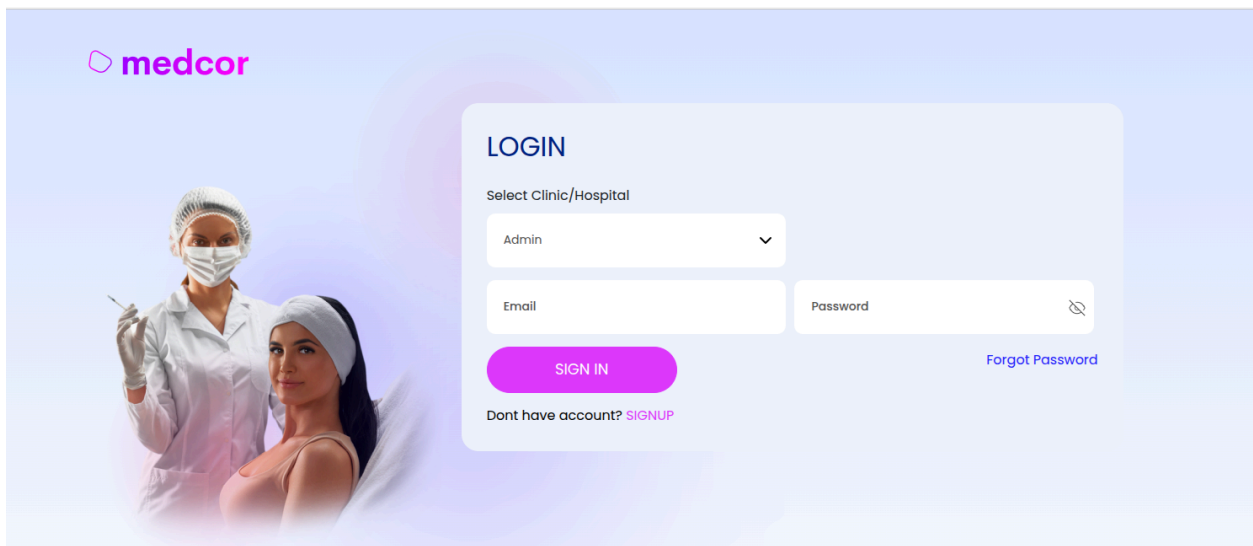
2. Accessing the Clinic Admin Portal

Portal Link

To begin the registration process, visit:

<https://app.medcor.ai/>

Once the sign-up is completed, the system redirects you to the login page.



3. System Requirements

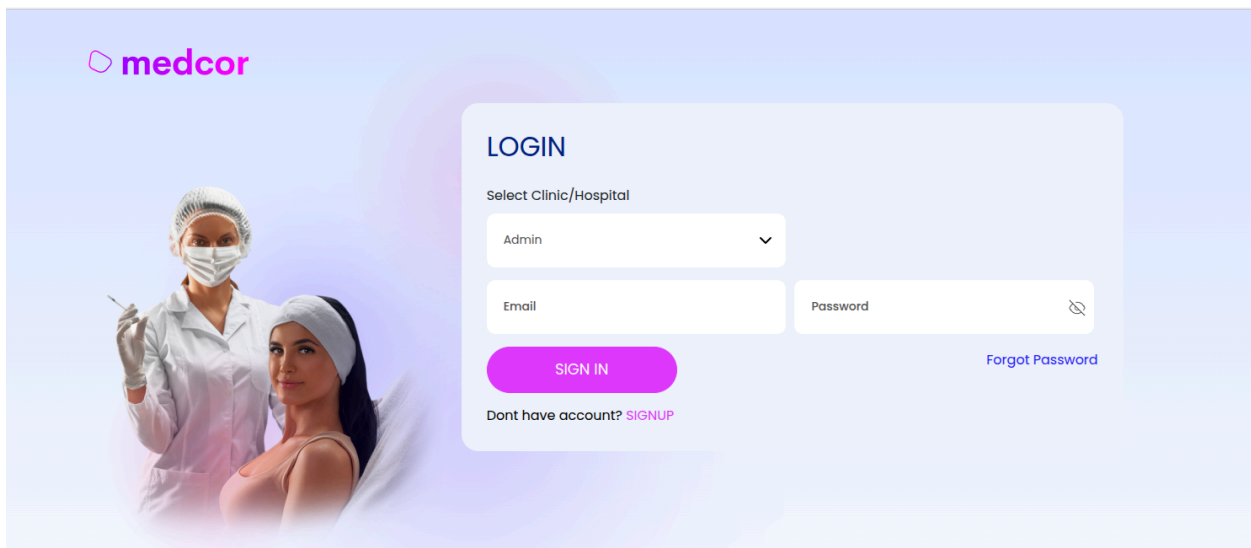
To ensure optimal performance of the Medcor Clinic Admin portal, make sure you meet the following requirements:

- **Internet Connection:** Stable broadband or mobile network
 - **Devices Supported:** Desktop, Laptop, Tablet, Mobile
 - **Supported Browsers:** Chrome, Safari, Firefox, Edge
 - **Permissions Required:** Enable camera and microphone for full voice bot functionality
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4. Account Creation and Login

Creating an Account

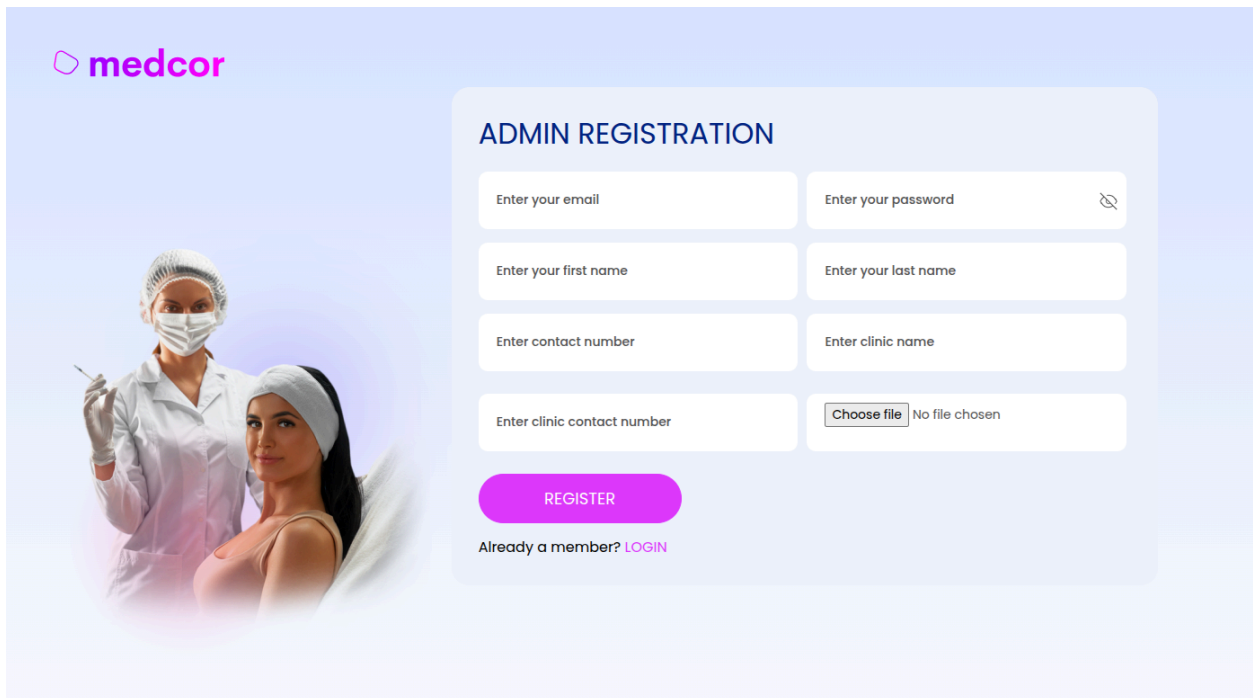
1. Go to <https://app.medcor.ai/> and click on **SIGNUP**



2. Fill in the required information:
 - Email
 - Password
 - First Name

- Last Name
- Clinic Name
- Contact Number
- Clinic Contact Number
- Upload clinic-related documents (optional)

3. Click **REGISTER** to complete the process



medcor

ADMIN REGISTRATION

Enter your email

Enter your password

Enter your first name

Enter your last name

Enter contact number

Enter clinic name

Enter clinic contact number

Choose file No file chosen

REGISTER

Already a member? [LOGIN](#)

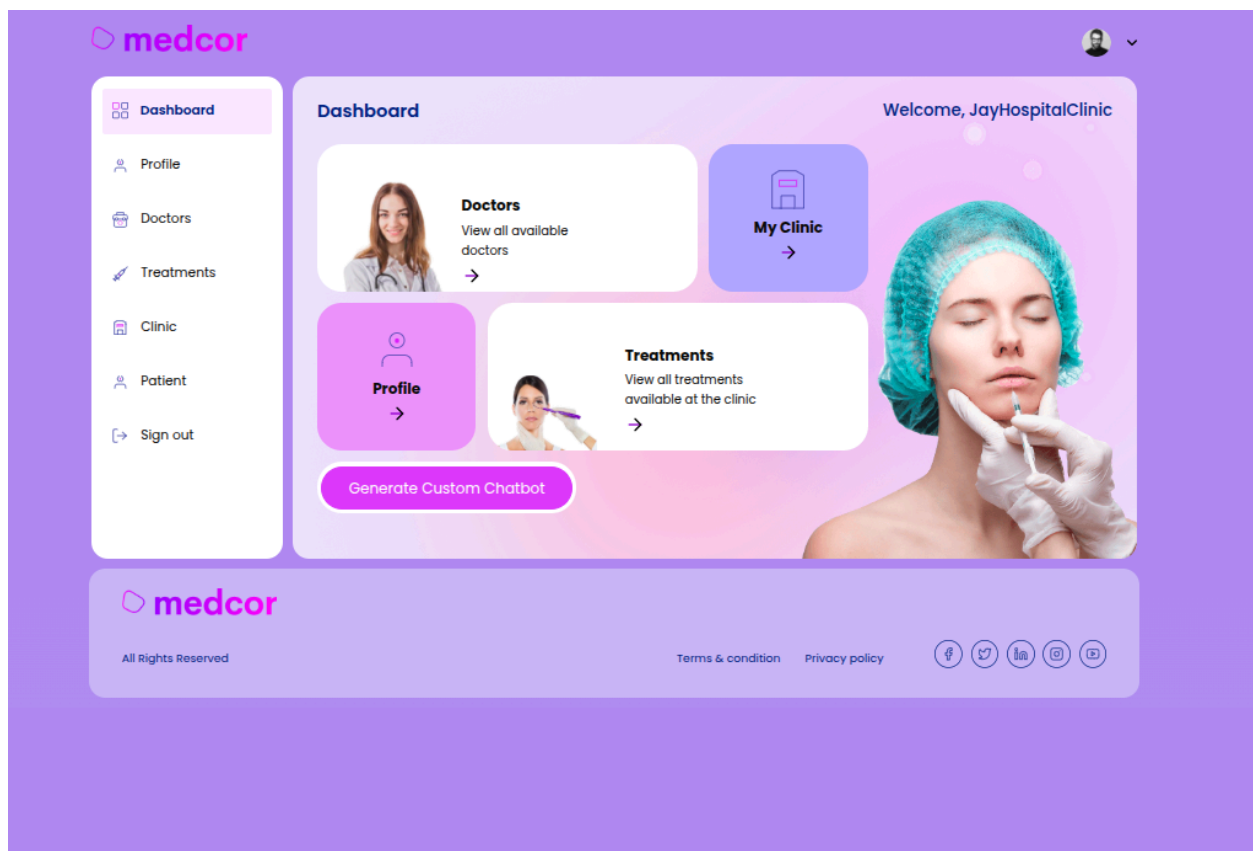
Logging In

After successful registration, you will be redirected to your clinic's login page. Enter your email and password to access the **Client Dashboard**.

5. Client Dashboard Overview

Upon login, the Client Dashboard presents the following key modules:

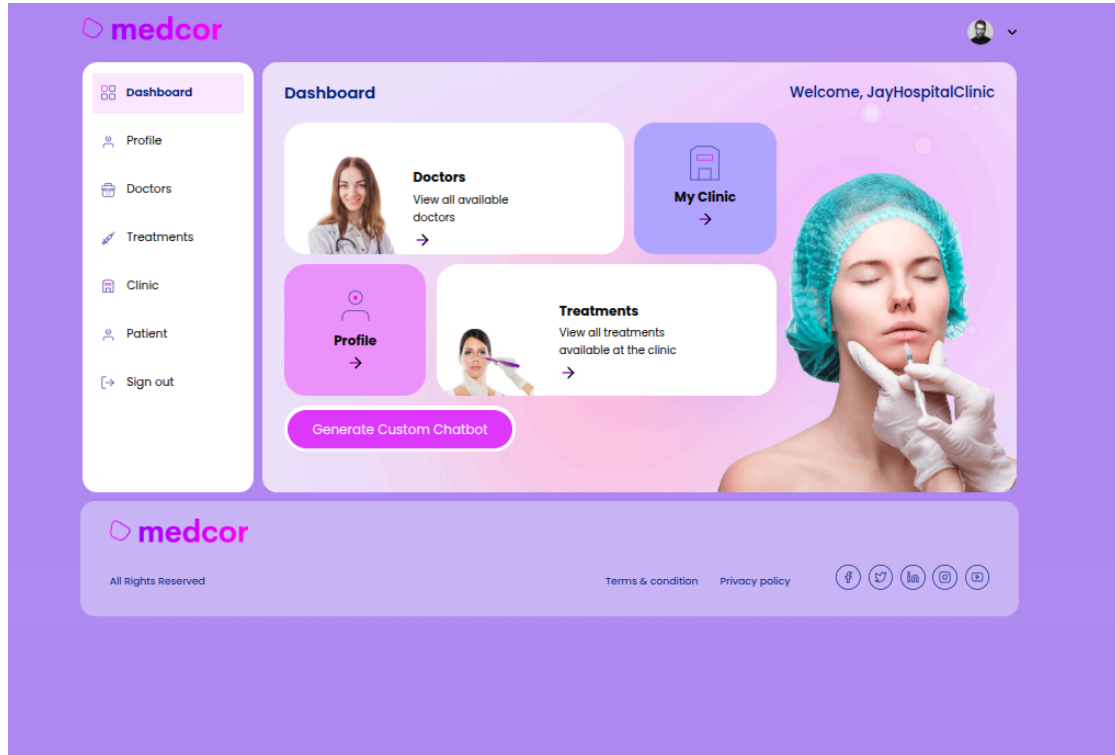
- **Dashboard** – Track overall activity, appointment statuses, and trends
- **Profile** – View and update your personal or administrative details
- **Doctors** – Manage a list of all doctors registered under your hospital/clinic
- **Clinic** – Maintain your clinic's location and contact information
- **Patients** – View and manage registered patients
- **Treatment** – List and manage treatments offered by your facility
- **Generate Custom Chatbot** – Use an AI Avatar for smart interaction and automation



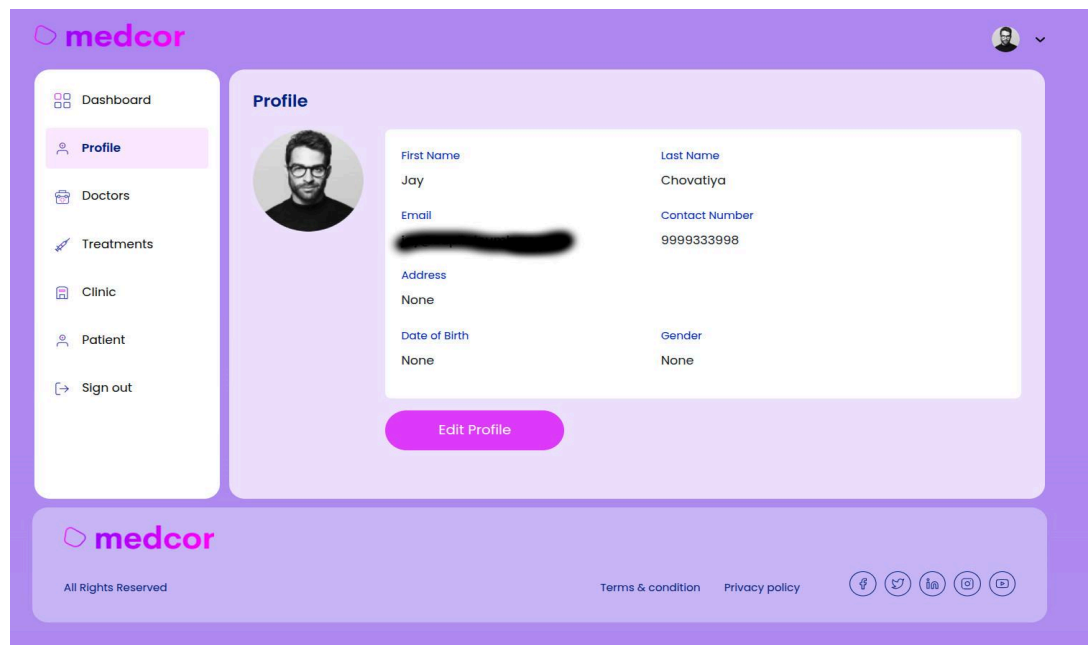
6. Main Menu Navigation

Use the sidebar or top navigation to access the following modules:

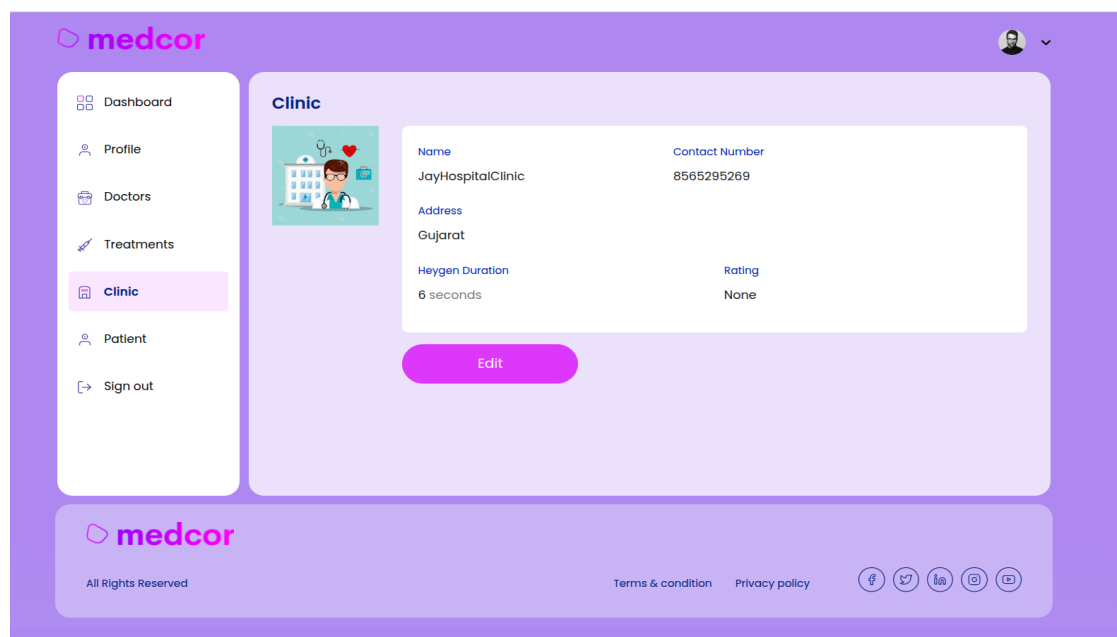
- **Dashboard** – High-level overview of your activities and metrics



- **Treatments** – Add, edit, or manage treatment details including:
 - Treatment Name, Description, Cost, Image
- **Doctors** – View and manage doctor information including:
 - Name, Contact Number, Email, Experience, Specialization
- **Personal Details** – Edit your profile details



- **Clinic** – Edit clinic information and check the status of the **AI Avatar (Heygen)**



- **Patients** – View and manage patient data including:
 - Name, Contact Number, Email, DOB, and Medical History

7. Using the Dashboard

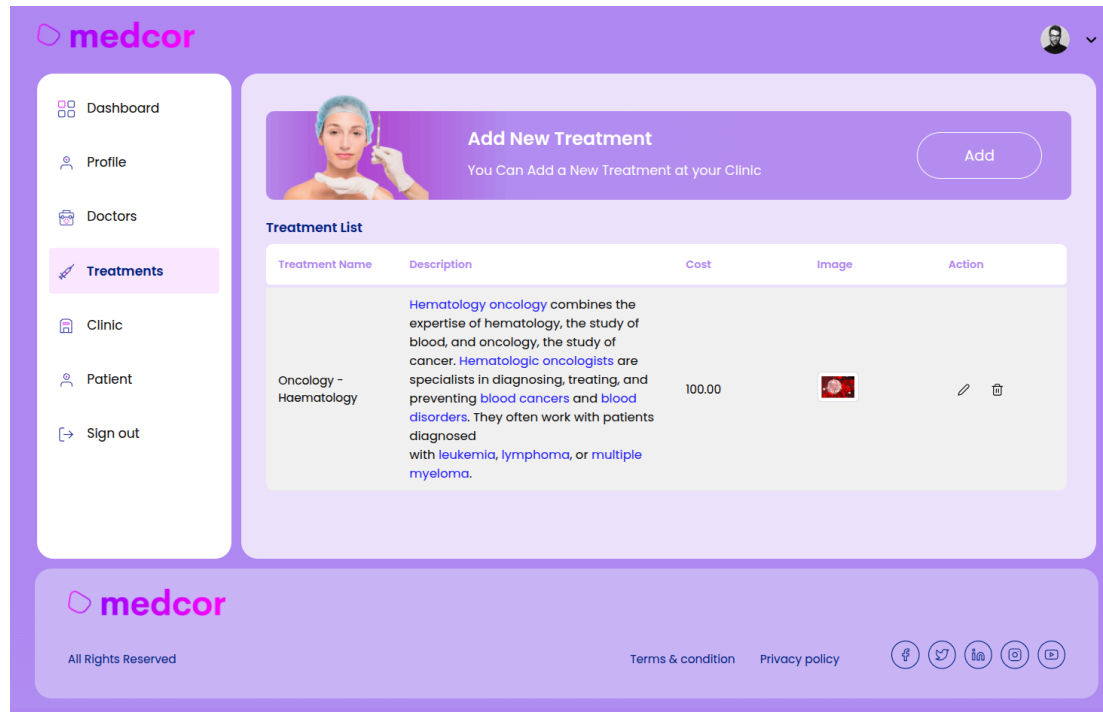
The dashboard is designed to help you monitor and manage core components of your clinic's operations:

- Track daily and upcoming patients
 - Manage doctor and patient registrations
 - Update treatment offerings
 - Access AI integration tools for smarter workflows
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8. Performing Key Tasks in the Portal

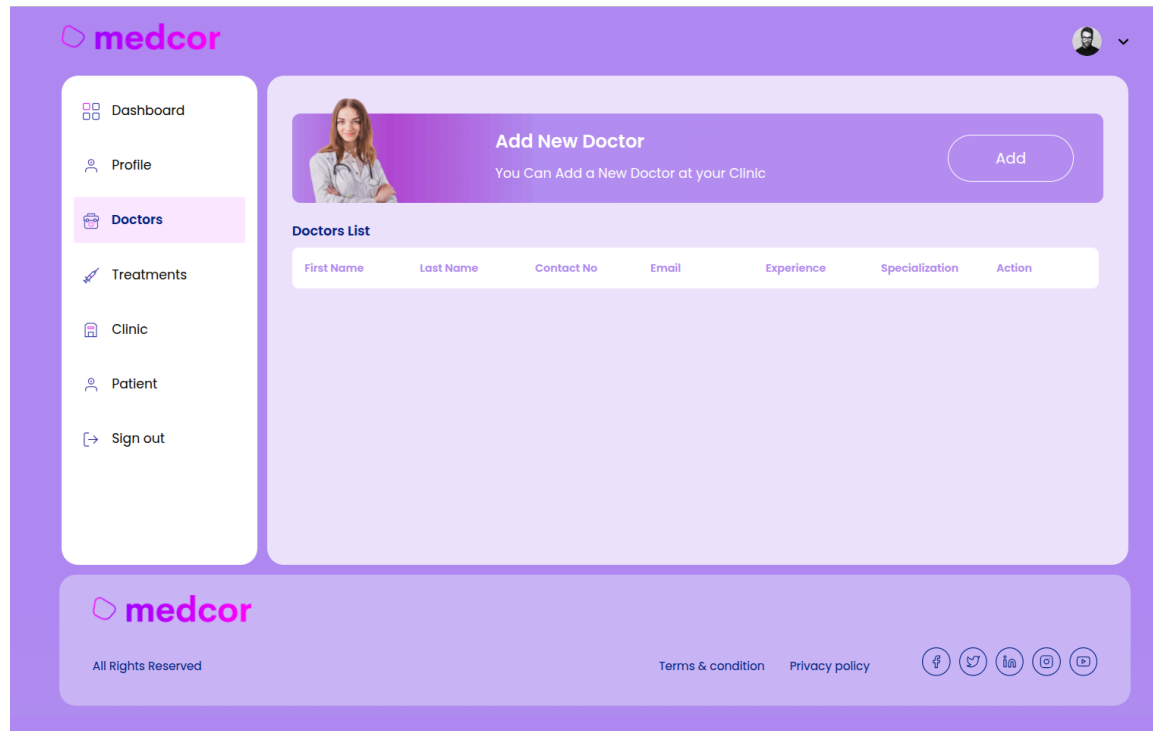
8.1 Add and Manage Treatments

1. Navigate to **Treatment** from the Dashboard or Main Menu
2. View the existing list of treatments
3. Click **Add** and fill in:
 - Treatment Name
 - Description
 - Cost
 - Image
4. Save or update existing treatments as needed



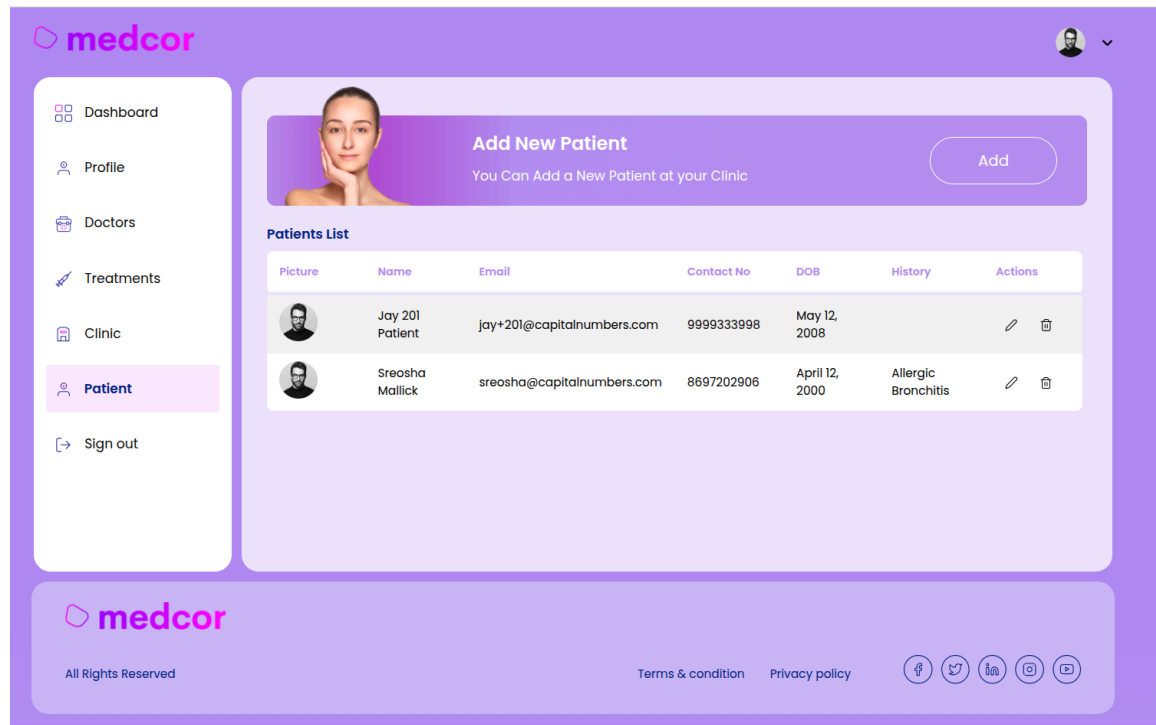
8.2 Add and Manage Doctors

1. Navigate to **Doctors** from the Dashboard or Main Menu
2. View current doctor listings
3. Click **Add Doctor** and provide:
 - First Name, Last Name
 - Contact Number, Email
 - Experience, Specialization
4. Edit or delete doctor profiles as needed



8.3 Add and Manage Patients

1. Navigate to **Patient** from the Dashboard or Main Menu
2. View all registered patients
3. Click **Add Patient** and input:
 - Name
 - Contact Number
 - Email
 - Date of Birth
 - Medical History
4. Modify or delete patient records as needed



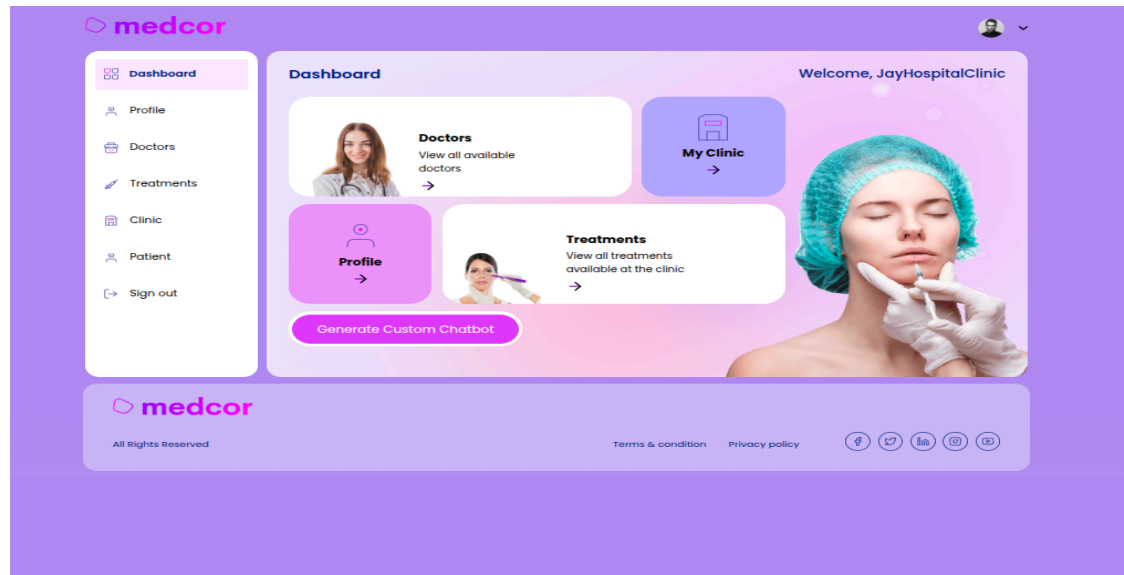
9. AI Avatar Interaction

Generate Custom Chatbot (AI Avatar)

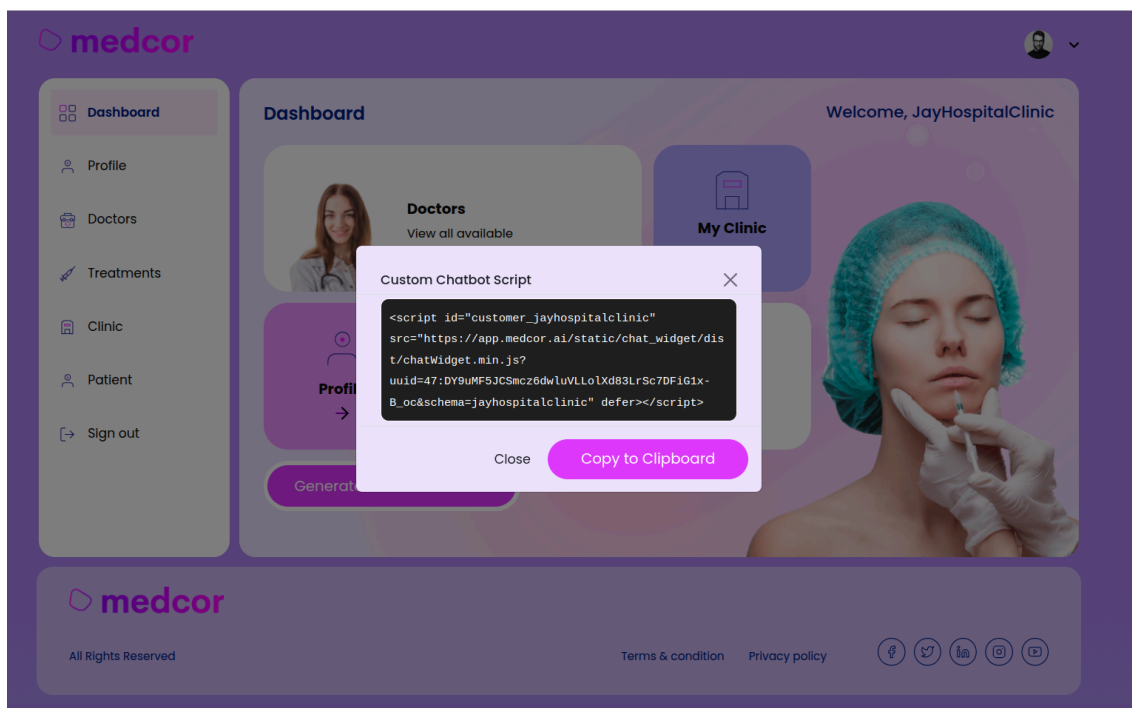
This feature allows you to deploy a custom AI chatbot on your clinic portal for smart patient interaction.

Steps to Activate:

1. Click **Generate Custom Chatbot** from the Dashboard



2. Click **Copy to Clipboard** to copy the chatbot script



3. Open your clinic's Medcor subdomain
4. Paste the copied script into the designated area to activate the AI Avatar

This AI chatbot assists with patient queries, appointments, and other routine tasks.

10. Notes and Support

- Use Google Chrome for optimal performance
 - Ensure your device's camera and microphone are enabled when using voice features
 - For technical assistance, contact Medcor support via your clinic portal
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