



Otto Ebenbichler recommends:

„The module calendar is cloud-based, i.e. all data are available online at any time and are readable with various media sources (PC, smartphones, tablets).

For security reasons, you will receive only read permission outside our observer platform.”

user manual

impress

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activated calendar

Here you will find all calendar listed by contact names. Every calendar has to be unlocked per contact in the module contacts.

command bar

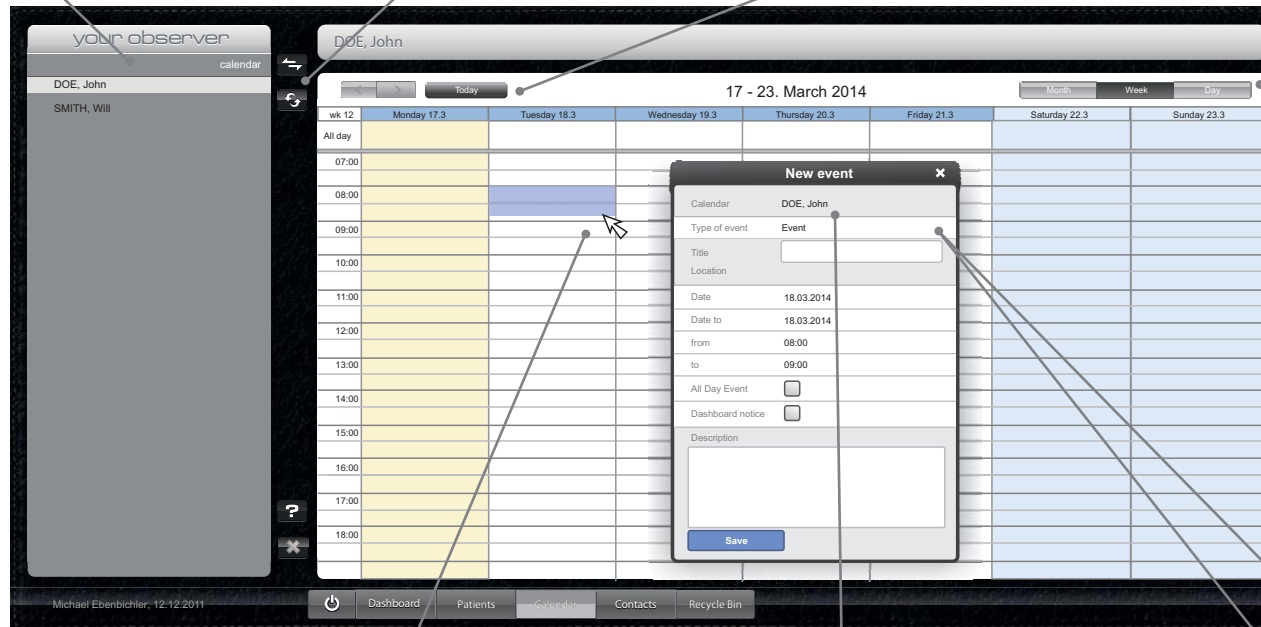
-  refresh platform
-  download manual
-  inactive

forward, back, today

Depending on which view you currently use (month, week, day) it is possible to go back, forward or move to "today".

month, week, day

You can switch to a selected calendar view, sorted by the categories month, week or day. Automatically the default is always the current week view.



treatment



Once you have entered a date of treatment, a session is created automatically in the module patients in the app treatments. By „location” you can plan your company room resources. It is also possible to document home visits. If you delete or move an already registered treatment appointment it also modifies the data in the module patients. You can convert every „Event” in a "Treatment" at any time.

data entry

Put the cursor on a desired start date, press down the left mouse button and "drag" a time window (from - to). It opens an edit window where you are able to adjust all information for this entry.

calendar

In a first category, you can specify to which calendar (i.e. to which owner) this entry will apply. You can select a single calendar owner or you can create one entry for all existing calendar (category "office calendar").

type of event

Generally you can choose two types of event: "Treatment" (automatically by default) or "Event". Each „Treatment” entry automatically produces data in the module patients (app treatments). An „Event” is considered as a general entry and generates no further information.