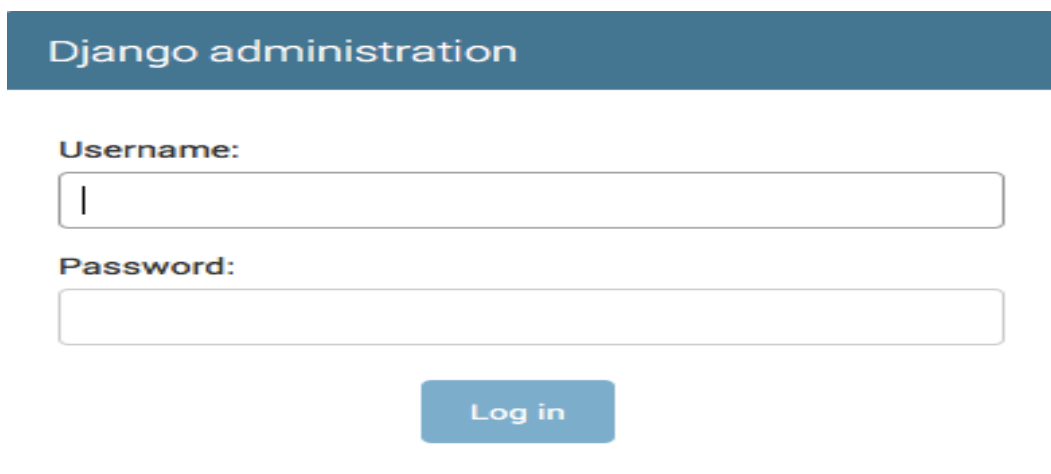# How to use the Admin site

username: khimes
password: w8ng35

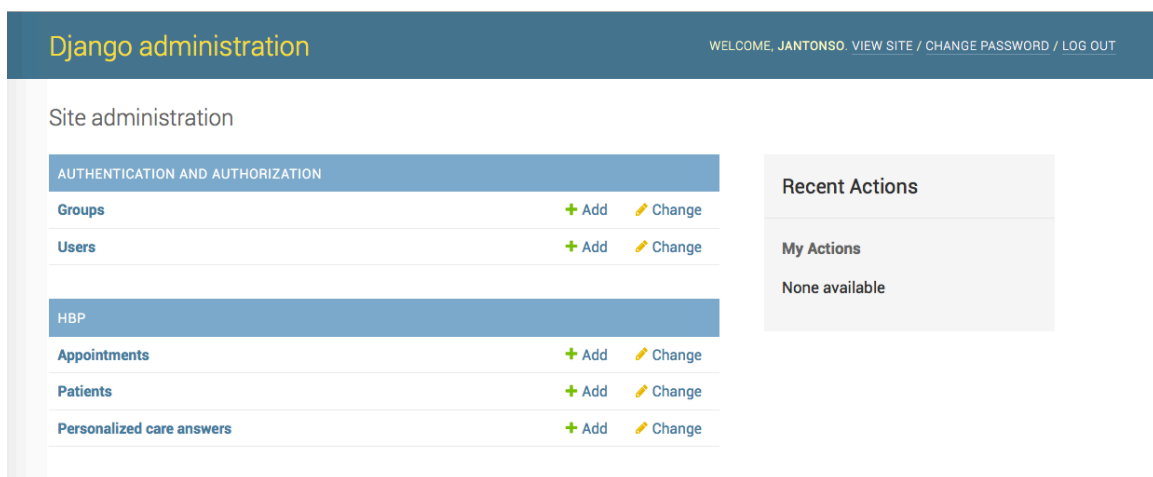username: ffacco
password: dr5gl12

Go to healthy-beyond-pregnancy.herokuapp.com/admin and login with your username/password.

You will be redirected to the admin page, which looks like this:

You can view and add admin users from here:
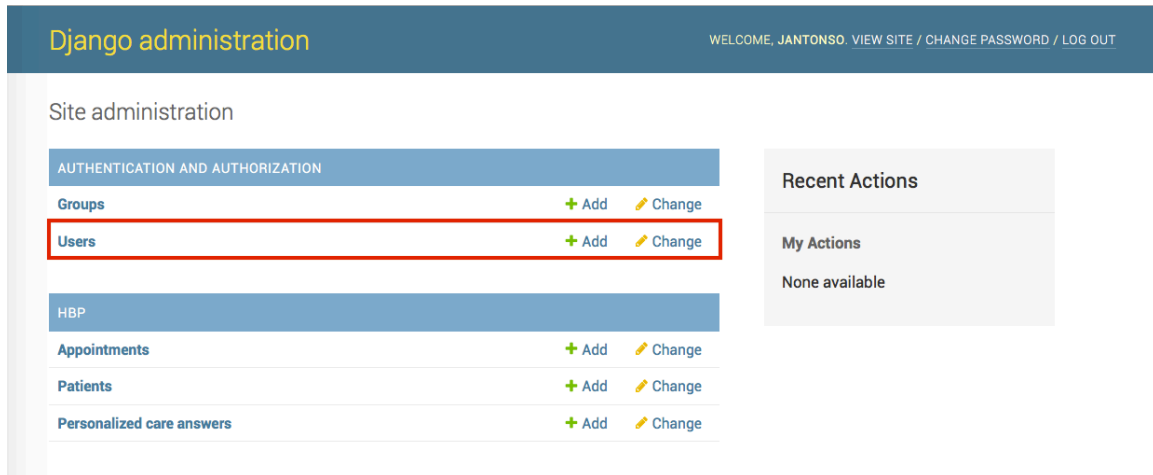
which will take you to this page:
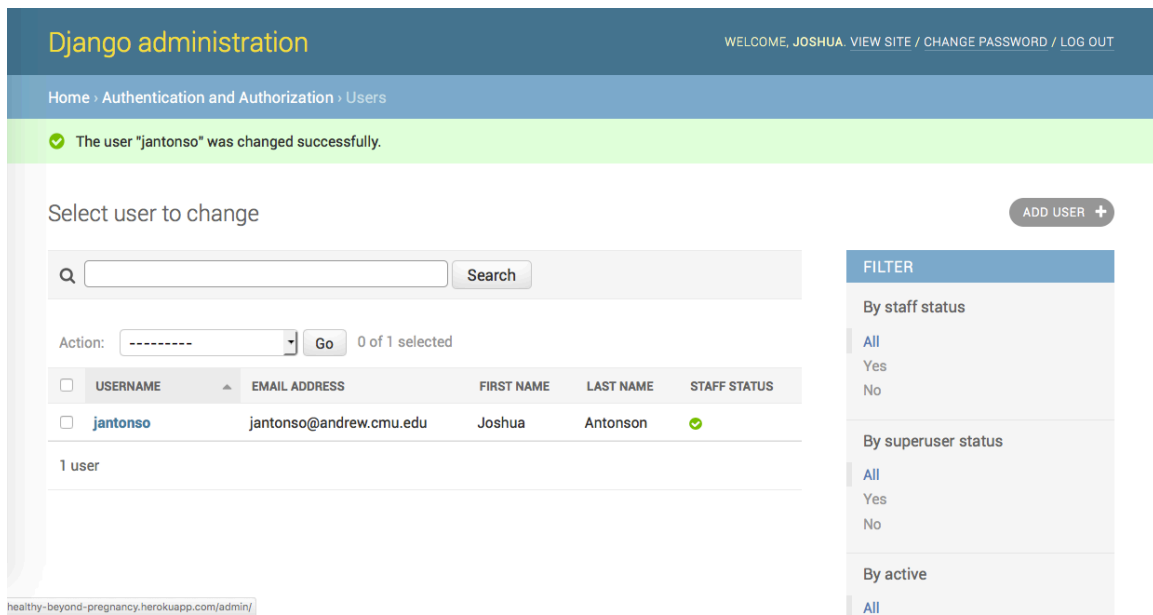
You can view and add Appointments from here:

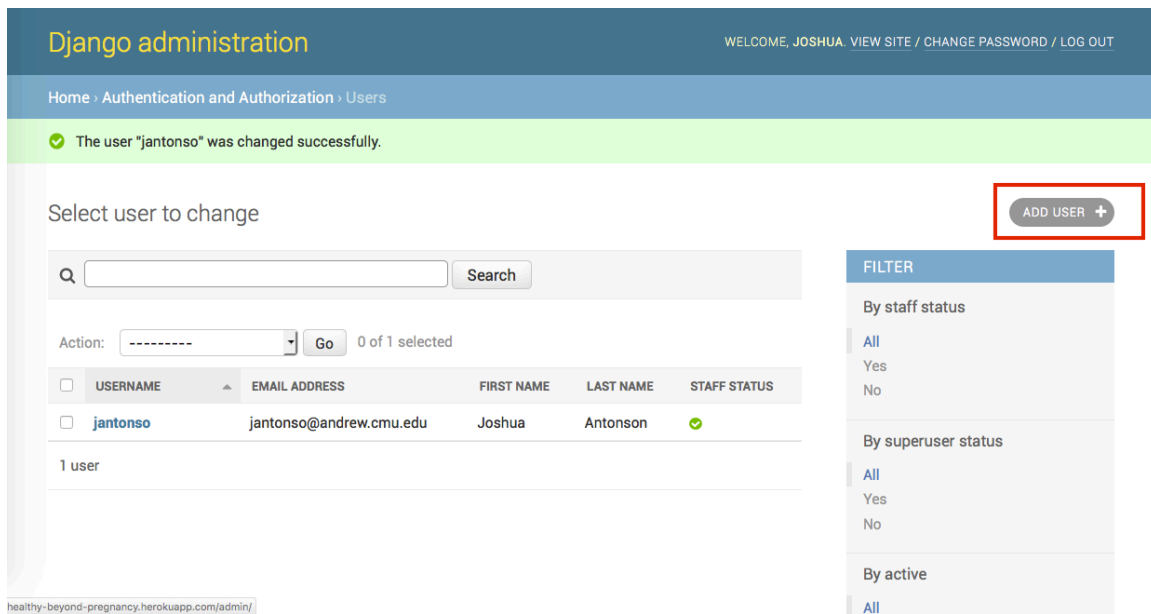which will take you to this page:

You can view and add Patients from here:
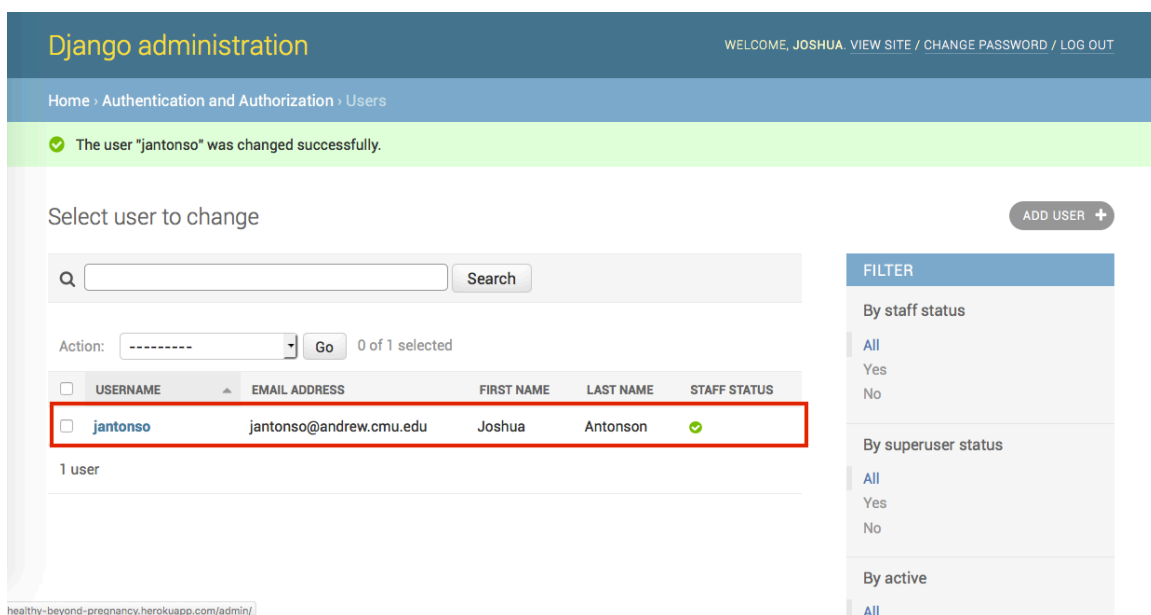

which will take you to this page:

From the admin user page, you can add users
1. Click on **Add User**
2. Enter a new username / password for the user
3. Give the user superuser / staff status on the next page and click **Create**

Or you can view/edit users:
1. Click on the username to view the user

From the appointments page, you can import appointments from a CSV file:

1. Click **Browse…**
2. Select the file to import
3. Click **submit**

or you can export the appointment information in the database as a CSV file:

1. Click on **Export Appointments**

or you can add an appointment manually:
1. Click on **Add Appointment**

or you can view/edit appointments:
1. Click on an appt date to view that appointment in more detail
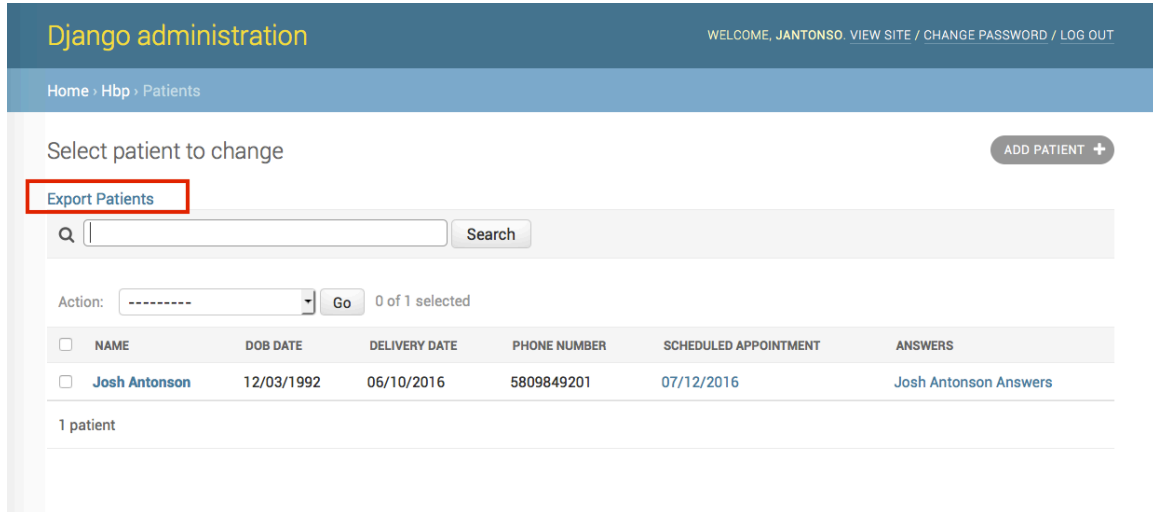
From the patients page, you can export the patient information in the database as a CSV file:
1. Click **Export Patients**

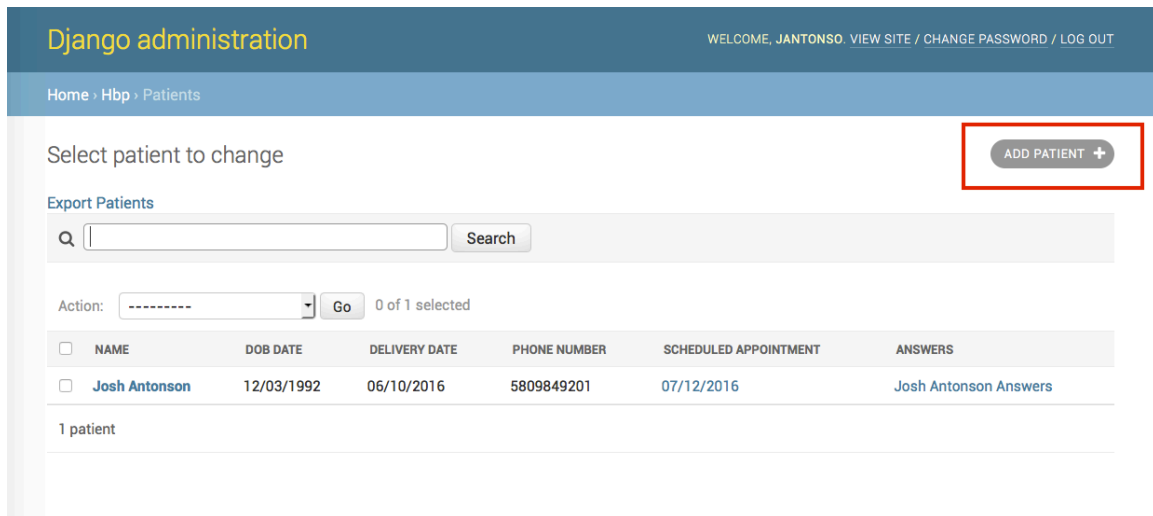or you can add a new patient manually:
1. Click on **Add Patient**

or you can view/edit patients:
1. Click on the patient's name to view more information about that patient

or you can view/edit answers:
1. Click on the patient's answers to view their answers