# General Information for BWCenter

1. General Toolbar

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|  | Close the current tab. |
|  | Create a new patient sheet. |
|  | Change the information of the selected patient. |
|  | Save the changes |
|  | Cancel the changes and restore the previously information. |
|  | Delete the patient in the database. |
|  | Navigation arrows to select the patient from the list. |
|  | Refresh List |
|  | Filter studies with same characteristics as Name, Ref. Physician, gender and etc. |
|  | Search for a specific patient looking through its code, name, last name, etc. |
|  | Enable/disable the Grid view mode. Grid mode means list mode as well. |
|  | Enable/disable the full screen view. |
|  | Start a study from a patient selection. Just click on this icon to go to a study sheet info. |

1. View Buttons

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|  | Displays all the patients currently on the database. |
|  | Displays a list of studies, yet to be recorder, recorded, review, reported, or archived. |
|  | Displays reports generated by patients. |
|  | List of computers or devices connected to the database. |
|  | List of all backed up studies. |
|  | List of all archive studies |
|  | View Studies contain on CD or DVD. |
|  | Displays all studies that been flagged has recorded and are ready to be reviewed. |
|  | Displays all studies that been flagged has review and are ready to have reports generated. |
|  | Displays all studies that have been reviewed, with reports generated, and are ready to be archived. |
|  | Displays all studies that have not been backed up. |

1. Tools

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1. Applying Filters

Applying filters makes it easy to narrow your search results. To apply a filter, click on. This will bring up criteria’s for the specific tabs.