SEMRS Users Guide

Based on Version 1.0

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Getting Started

**Getting to the Login Page**

In your browsers address bar you will need to enter the location of your SEMRS installation. For most users this address will consist of the name of your server followed by a forward leaning slash, "semrs" and another forward leaning slash. This should look like this:

https://MyServerName/semrs/

Be sure to check with your Administrator, as the location of your SEMRS installation may be different. As an example the SEMRS location on the developer’s machine is located at:

https://localhost/semrs/

Once you have entered the correct address, you should be presented with the login screen:



**Logging In**

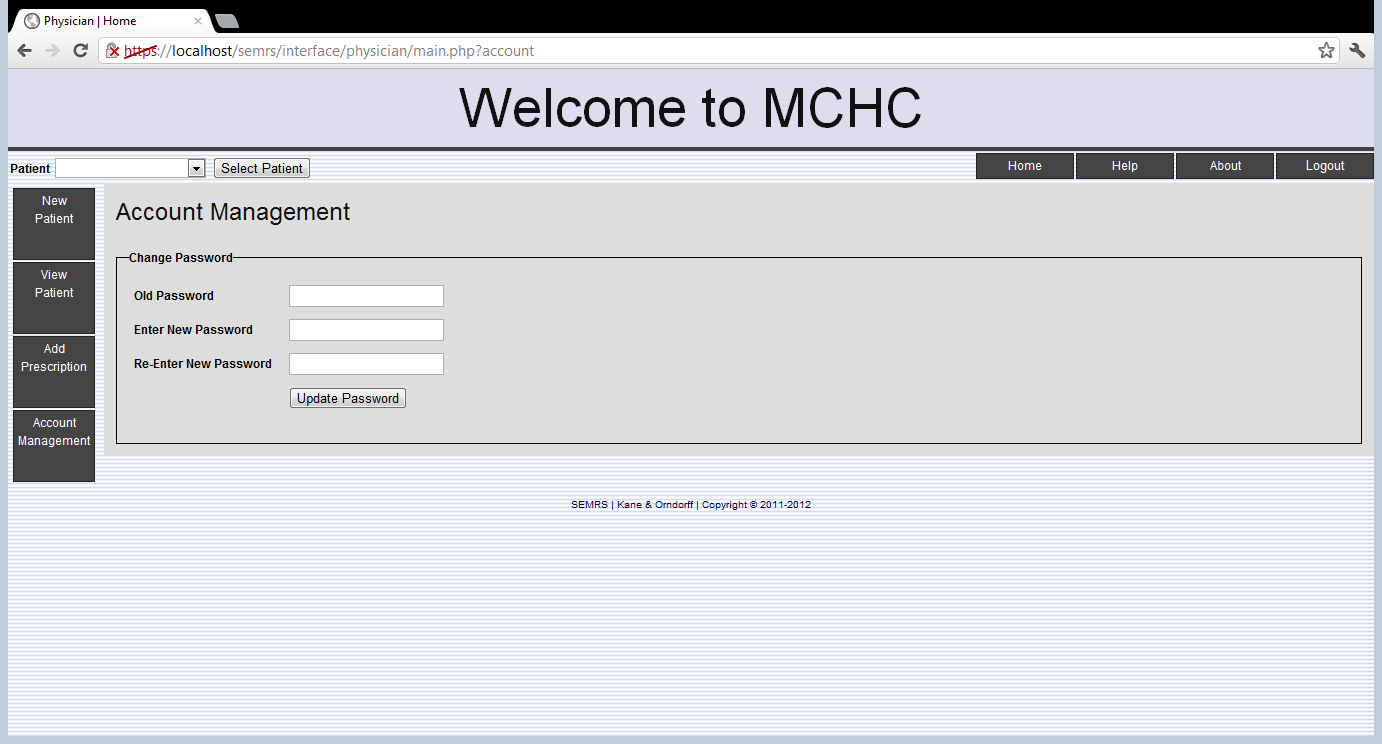
The login screen contains two input boxes: 'Username' and 'Password'. The first time you log in to a new installation of SEMRS you will need to log in as "admin" with a password of "pass". Your administrator may provide you with your own username and password. (Note that the SEMRS login is case-sensitive.)

You will also be presented with a drop-down list of possible languages in which you can view SEMRS. The default language (English) should already be selected.

Once you have entered the correct username and password, simply click the 'Login' button or press 'Enter'.

**Changing Passwords**

If this is your first time logging in to SEMRS it is recommended that you change your password to something more secure. To do this select the 'Account Management' tab from the navigation list on the left.



This will bring up the “Change Password” screen. Enter your new password into the two input boxes; make sure you type the same thing into each box. And keep in mind SEMRS's username and passwords are case sensitive.

Once you've done this, click the 'Update Password’ button. You will then be required to login again with your new password.

**Main Screen & Navigation**

After successfully logging in, you will be brought to the main screen of SEMRS. Depending on the user account type, the main screen will differ depending on if the user has administrator access, physician access, receptionist access, or pharmacist access.

**Physician**

The Physician’s Home Screen allows for four basic functions: adding a new patient, viewing an existing patient, adding a prescription, and account management (for changing of passwords). Access to these four functions is conveniently located on the left hand side.

Patients can also be searched for using the drop down search bar at the top of the screen right next to the ‘select patient’ button.

