

User Profiles

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Summary

Merlin remembers certain preferences of the logged in user, unlike system settings these are user specific and not system or site specific.

These saved preferences are known as 'User Profiles'.

Details

User Profile Saved Preferences

The following preferences are saved:

Diary = Number of displayed columns.

Diary = Client Category Filter

Diary = Diary Columns (Selected Surgeons)

Day Lists = Column you last sorted by

Day Lists = Hidden Columns.

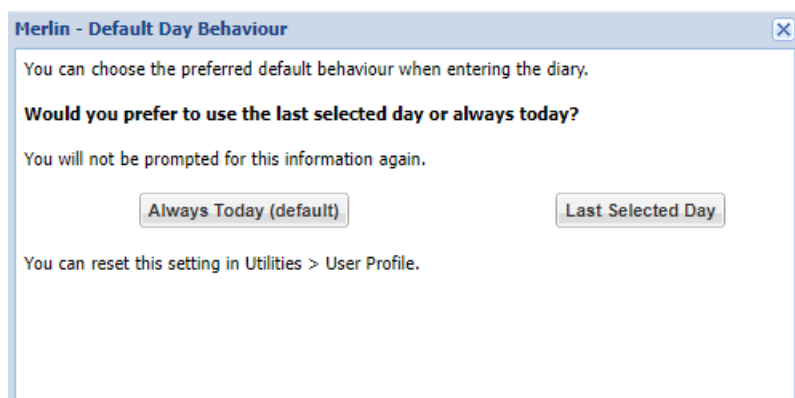
Diary = Site filter (Logged in Site or Last Selected Site)

Day Lists - Site filter (Logged in Site or Last Selected Site)

How do I set it up a User Profile?

The system will automatically remember the details of your preferences depending on your input into Merlin.

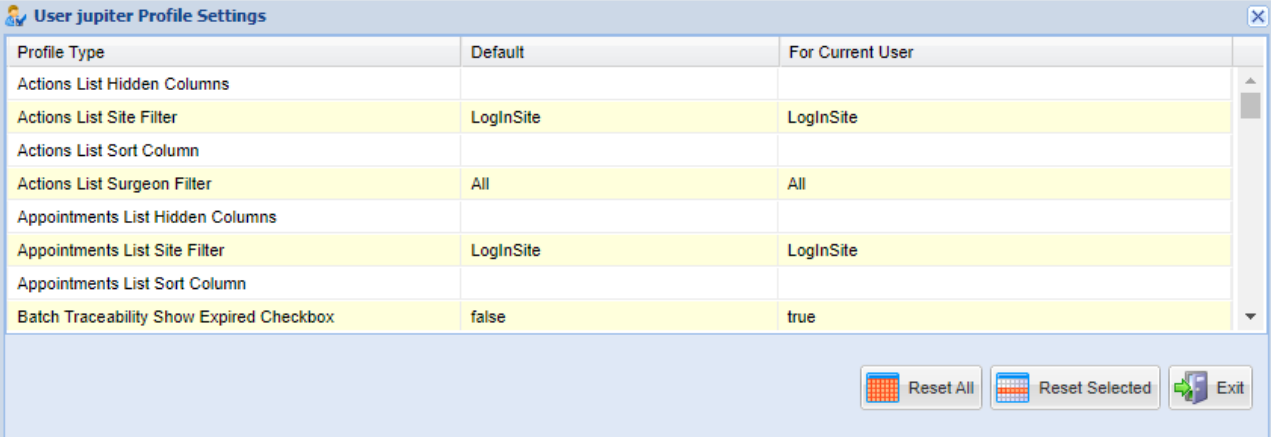
For example, when you first enter the diary or day lists it will ask you to select a site filter preference:



In addition filtering certain screens will be saved.

Viewing User Profiles

1. Navigate to Utilities > User Profile.



The screenshot shows a window titled "User jupiter Profile Settings" with a close button (X) in the top right corner. The window contains a table with three columns: "Profile Type", "Default", and "For Current User". The table lists various settings for "Actions List" and "Appointments List". The "Default" column shows values like "LoginSite", "All", and "false". The "For Current User" column shows values like "LoginSite" and "true". At the bottom right of the window, there are three buttons: "Reset All", "Reset Selected", and "Exit".

Profile Type	Default	For Current User
Actions List Hidden Columns		
Actions List Site Filter	LoginSite	LoginSite
Actions List Sort Column		
Actions List Surgeon Filter	All	All
Appointments List Hidden Columns		
Appointments List Site Filter	LoginSite	LoginSite
Appointments List Sort Column		
Batch Traceability Show Expired Checkbox	false	true

Resetting User Profiles

Select 'Reset All' or select a specific item and select 'Reset Selected'.
