

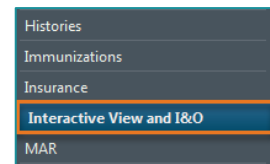
This flyer will demonstrate how to add the Home Readings Band to your view. It will also demonstrate how to document in this view.

Interactive View and I&O

Interactive View and I&O is a flowsheet type of documentation found on the gray side of your menu.

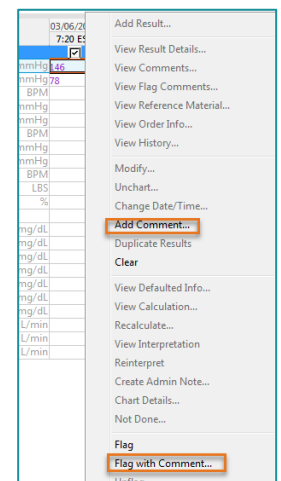
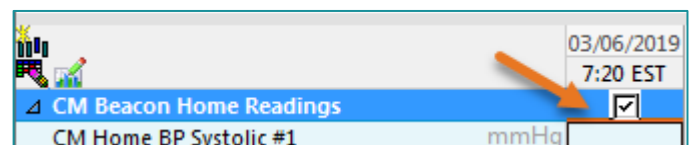
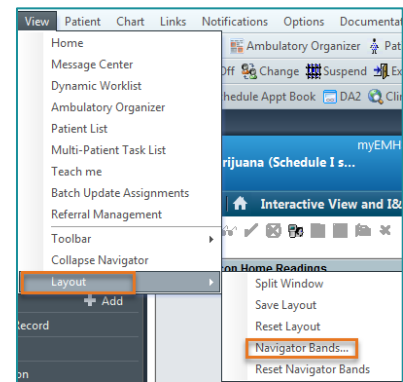
➤ Adding Bands to your view in Interactive View and I&O

- Select **Interactive View and I&O** open from the gray menu.
- From the task Bar, select **View, Layout, and Navigator Bands**.
- Click on **CM Beacon Home Readings**.
- Click on the arrow to move to the right side.
- Select **OK**.
- There will be a pop-up that states changes won't be seen.
- Close out of the chart and reopen, changes will be seen.
- To save your settings, click the exit door.



➤ Documenting in Interactive View and I&O

- Click on the blue square under the time and the fields will open to allow for documentation.
- To adjust the date and time, right-click and insert the desired date and time.
 - Time intervals can be selected to allow more options for charting.
- Adding a comment can be done by right-clicking and select comment or flag with comment.
 - Adding comments can be done prior to signing or after the results are signed.
 - Comments with flags are easier to identify.
- When documentation is complete, click the green checkmark.
 - Unsigned documentation will be purple in color, signed documentation will be black.
- Time intervals can be changed by right-clicking in the time.
 - This will allow to document multiple days at a time more efficiently.



➤ **Changing Time Frame that is displayed**

- The default time frame is for 12 hours.
- To change the time frame, right-click the time frame.
- Select **Other** and then select **Clinical Range**.
- Type in the desired timeframe.

