

AppBar: Customisation

Quick reference guide

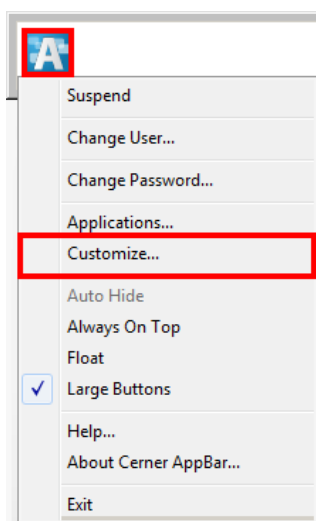
Your *AppBar* is customisable to allow for you to easily access the applications required.

The applications available will differ depending on the level of access you have been granted.

You are logged into the *AppBar*.

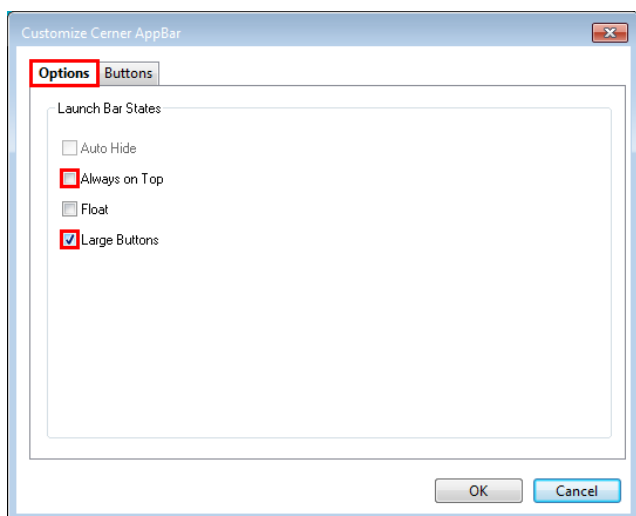
To customise the AppBar:

1. Click on the *AppBar*  icon and select *Customize...*

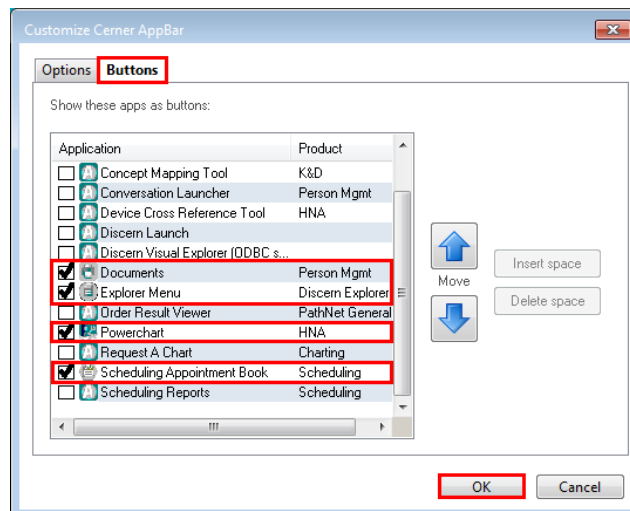



The *Customize Cerner AppBar* window will open.

2. From the *Options* tab, un-tick *Always on Top* and tick *Large Buttons*.



3. Click on the *Buttons* tab. Tick *Documents*, *Explorer Menu*, *PowerChart* and *Scheduling Appointment Book* and click *OK*.



 If you have access to other applications, you can also tick them at this stage.

The *AppBar* will now be customised with the applications you have selected.



To launch an application from the *AppBar*, click the relevant icon.

The *AppBar* can be moved to a desired location on the monitor by clicking the grey space of the *AppBar* and dragging.

- Dragging the *AppBar* to a desired edge of the monitor will result in it 'sticking' to that particular side.
- Dragging the *AppBar* to a space away from the border of the monitor will result in it floating in that space.

Admin