

## New Accuro Registration Tool

The new Accuro registration tool will soon be replacing the previous version as the default on the Support Tools Website (http://updates.optimedsoftware.com/utils/) website. Here are the important aspects to familiarize with.

One of the first things you will notice with the new registration tool is the updated icons in the account list:



The New Registration tool has improved searching functionality along the left hand side of the main window that allows accounts to be searched for using a search field (by name), by status, account type, account groups, and enabled modules.

It is important to note that the search field at the upper left of the screen will search the currently displaying accounts on the right hand side of the screen. To narrow down the selections by statuses, account types, account groups, or account modules make your selections then select the "Apply new search filters" button at the bottom left. To deselect a filter item hold Ctrl + click the item you would like to remove. Ensure you "Apply new search filters" each time a filter change has been made.

\*\*NOTE: When applying filters the parent account will also display when a child account meets the filtered criteria.

Marking an account as reviewed or audited is still done the same way as the previous version by right clicking the account and choosing the applicable option from the menu. This can also be done by double clicking the account to open, then selecting the appropriate checkbox.

You will notice a new bar at the bottom of the accounts page, this bar replaces right click options of the previous tool.



Used to add a new account

Used to edit/open the selected account, same as double clicking.

Used to create child account of the currently highlighted account.

Jsed to delete highlighted account.



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Below is a screen shot of a client's account. To access this screen simply double click the account name or once highlighted in the accounts section select the pencil icon at the bottom of the page.

K Edit Client: Adele Williams BC	
Registration Custom Reports Preferences Alerts Change Log	
Client Name Adele Williams BC	Reviewed Audited Inactive
Update Group The update group controls the version of Accuro, ACE and Accuro Web that the clinic will receive when updates are picked up. The updates are received on demand and a clinic can prevent the reciept of new version being posted to the update path they are on using Version Locks in Accuro. Press the information button to see the product versions currently delivered to the update group.	Accuro Database     Client Server     localhost     1433       Client Database     British_Columbia       Primary Database     🖋
5.5 BC Clients	License Expiry
Registration ID         The registration ID is a u         Accuro database. Using         purposes and the Accuro database and the Accuro downloading new version         A green checkmark indica         Registration ID. A Registration ID. A Registration ID. A Registration and so must general         restated from the client server. To set it manually, Ctrl-Click the	Account Expiry Date 03/12/2016 Notification Period 0
SalesForce Account URL         Image: Constration Notes         Replaces "Manage Local         Settings"         This registration was on February 18, 2014 2:27.	
Client Details Edit Accuro Settings Apply Registration to Accuro Database OK Cancel	
Selecting "Client Details" displays all workstations, and modules client has enabled. Workstation details include; workstation name, install path, Accuro version, last updated, and operating system. Keep in mind while using this that there is a slight possibility the	

information displayed is up to 1 week out of date.

You will note that the top of the account page the tab "Account Usages" has been removed. This functionality will be returning at a later time with a further updated tool.