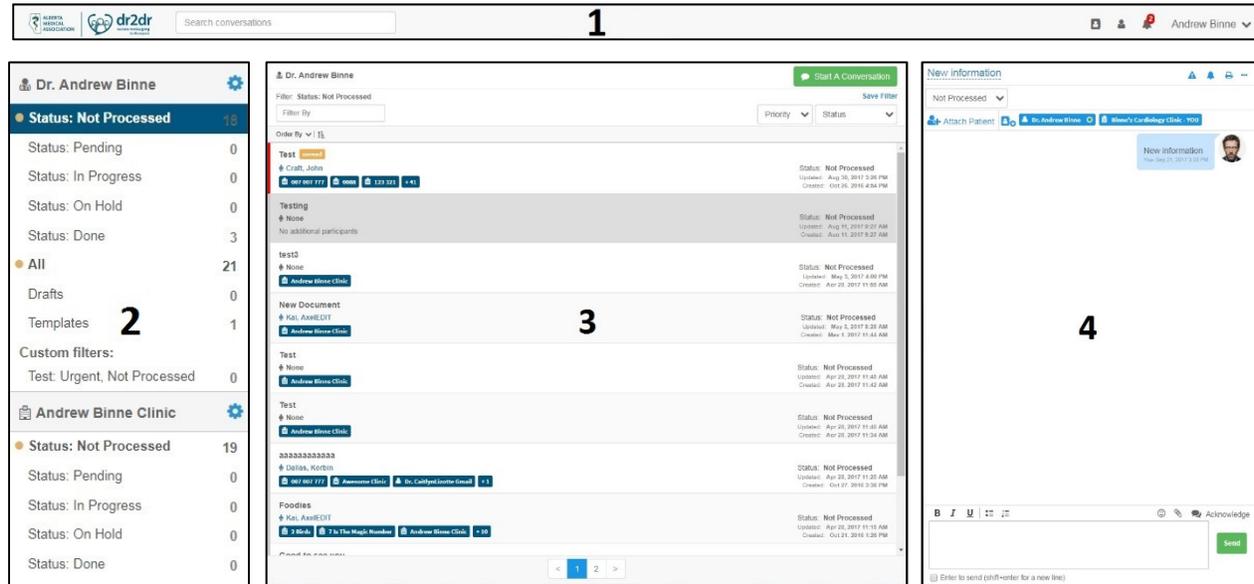


dr2dr – The Home Screen

Home Screen Overview

The Home Screen is divided into four sections:



1. **Navigation Bar:** Displays the search conversations field, address book, connection requests, notifications, and the personal options menu.
2. **Mailbox Panel:** Displays your accounts mailboxes, filtered messages folders, and accounts settings.
3. **Conversation List:** Displays the list of conversations, conversation filter and priority settings, and the Start Conversation button.
4. **Conversation Viewer:** Displays the new conversation, or the currently selected conversation.

Navigation Bar

The navigation bar is displayed at the top of the dr2dr home screen.



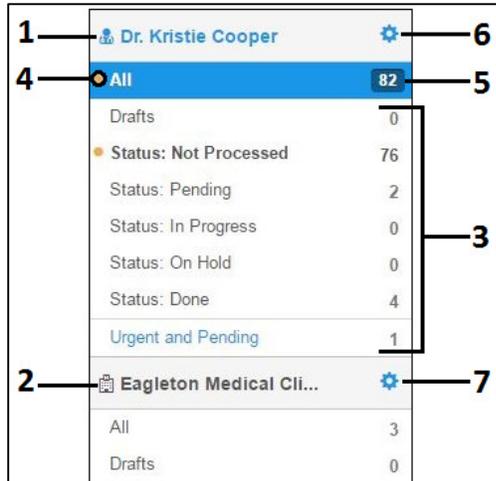
The navigation bar contains the following functions:

1. Search conversations field
2. Address book icon
3. Connection requests icon
4. Notifications icon
5. Personal options menu

QuickStart Guide

Mailbox Panel

The mailbox panel shows your personal mailbox, and the mailboxes of clinics you are associated with. Within the mailbox panel you can also access and update your personal and clinic profiles.



The mailbox panel contains the following functions:

1. Personal account mailbox
2. Clinic mailbox
3. Mailbox message filter
4. Unread conversation indicator
5. Conversation count indicator
6. Personal settings icon
7. Clinic settings icon

Conversation List Panel

The conversation list panel displays the list of conversations in your mailbox, or selected filter.

The conversation list panel contains the following functions:



The conversation list panel contains the following functions:

1. Current mailbox indicator
2. Active mailbox Filter
3. Search by subject field
4. Start a conversation button
5. Filter by priority menu
6. Filter by status menu
7. Order conversations menu
8. Ascending/Descending sort icon
9. Conversation subject
10. Conversation status
11. Attached patient indicator
12. New message indicator
13. Conversation dates
14. Conversation participants
15. Conversation flag Bar

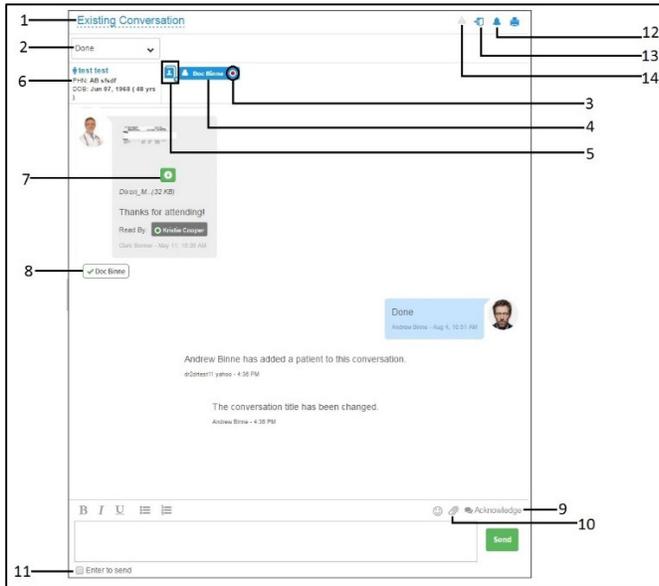
QuickStart Guide

Conversation Viewer Panel

The conversation viewer panel is where new and existing conversations will open.

Existing Conversations

There are a number of functions to note within the existing conversation window:



1. Current subject
2. Change status menu
3. Participant online indicator
4. Conversation participants
5. Add participant icon
6. Attached records indicator
7. Open attachment icon
8. Message read indicator
9. Request acknowledgment icon
10. Add attachment icon
11. Enter to send check box
12. Change conversation notifications icon
13. Leave conversation Icon
14. Toggle priority icon

New Conversations

The new conversation window has many functions similar to a new email message.

There are a few different functions unique to dr2dr within the new message window:

Feature	Description
From Account menu 	Change the account the message is sent from
Change Priority button 	Change the priority of the conversation from normal to urgent
Add Patient Demographics button 	Attaches patient demographics to the conversation