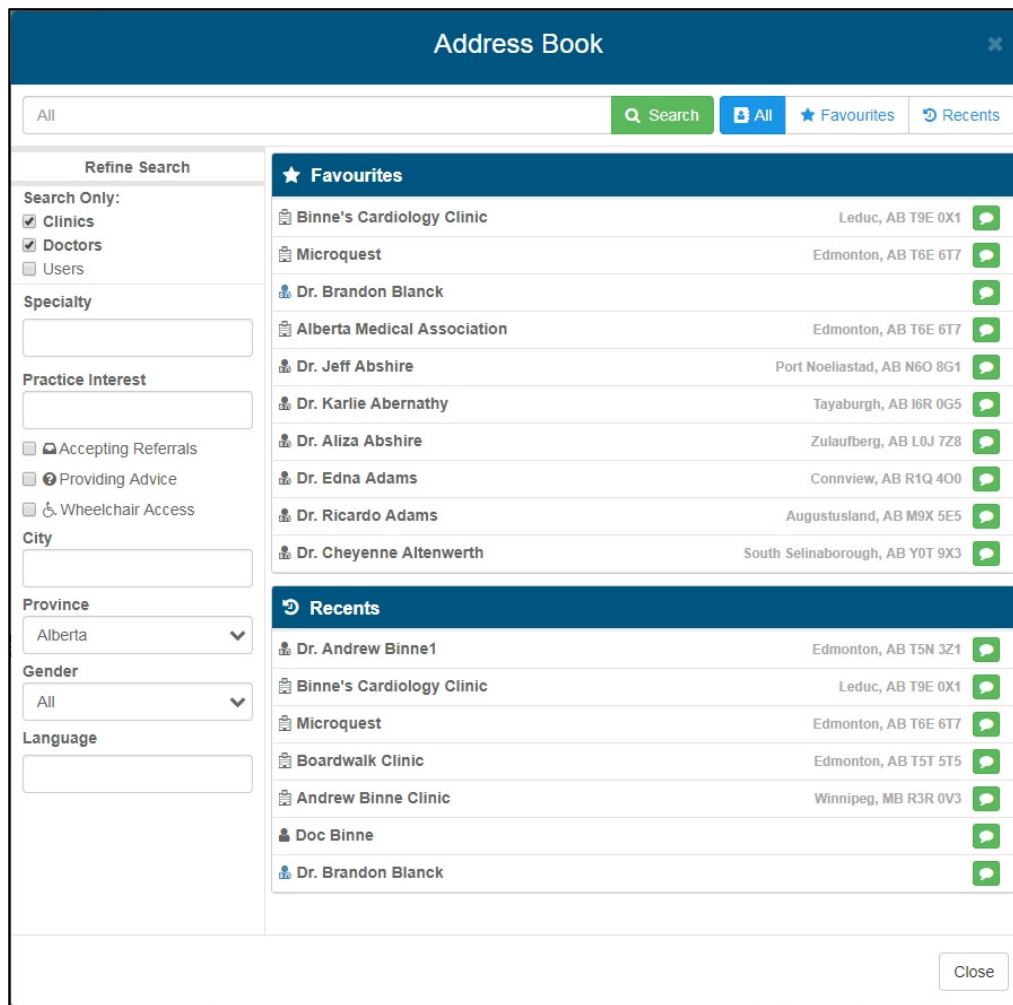


## dr2dr – Address Book

### Open the Address Book

To open the address book, click **Address Book**  on the navigation bar

### Address Book Overview



The screenshot shows the 'Address Book' window with a search bar and filters on the left, and two lists of contacts on the right. The 'Favourites' list includes Binne's Cardiology Clinic, Microquest, and several doctors. The 'Recents' list includes Dr. Andrew Binne1, Binne's Cardiology Clinic, Microquest, Boardwalk Clinic, Andrew Binne Clinic, Doc Binne, and Dr. Brandon Blanck.

★ Favourites		
Binne's Cardiology Clinic	Leduc, AB T9E 0X1	
Microquest	Edmonton, AB T6E 6T7	
Dr. Brandon Blanck		
Alberta Medical Association	Edmonton, AB T6E 6T7	
Dr. Jeff Abshire	Port Noeliastad, AB N6O 8G1	
Dr. Karlie Abernathy	Tayaburgh, AB I6R 0G5	
Dr. Aliza Abshire	Zulauferg, AB L0J 7Z8	
Dr. Edna Adams	Connview, AB R1Q 400	
Dr. Ricardo Adams	Augustusland, AB M9X 5E5	
Dr. Cheyenne Altenwerth	South Selinaborough, AB Y0T 9X3	

🕒 Recents		
Dr. Andrew Binne1	Edmonton, AB T5N 3Z1	
Binne's Cardiology Clinic	Leduc, AB T9E 0X1	
Microquest	Edmonton, AB T6E 6T7	
Boardwalk Clinic	Edmonton, AB T5T 5T5	
Andrew Binne Clinic	Winnipeg, MB R3R 0V3	
Doc Binne		
Dr. Brandon Blanck		

The address book window contains the following functions:

- **Search** field: search the address book for a clinic, doctor, contact, or user
- **Refine Search** filters: applies filters to your search helping you locate the desired contact

# QuickStart Guide

## Searching the Address Book

1. Open the **Address Book**
2. Enter the clinic, doctor, contact, or user's name in the **Search Clinics** field



- The search bar also features three quick search buttons:
    - i. **All**: list all doctors, clinics, or users
    - i. **Favorites**: contacts you have favorited
    - ii. **Recents**: lists the last 20 contacts you have messaged
  - You can also search by discipline, practice, interests, etc.
3. Click **Search**

## Connection Requests


Connection requests establish a connection with a clinic. Connection requests indicate when another doctor or user has invited you to join their clinic.

### Viewing Connection Requests



To view your connection requests:

- Click **Connection Requests**  on the navigation bar

### Accepting a Connection Request

1. Click **Connection Requests**
2. Click the green **Accept Request**  icon in the connection request:
3. Click **Yes** to accept the request

### Rejecting a Connection Request

1. Click **Connection Requests**
2. Click the red **Reject Request**  icon in the connection request
3. Add an optional message to the request
4. Click **No**  to reject the request
5. Click **Decline Request** to reject the request 