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About the MD Sidebar

MD Sidebar is a new addition to Medical Director 3.15 which allows the clinician to activate widgets for use in a clinical setting. Widgets are applications developed to integrate with Medical Director, placed on the MD Sidebar.

MD Sidebar provides safe, supported interaction between third-party systems and Medical Director, and allows the clinician to easily access information across platforms and share information between different clinical systems.

The MD Sidebar itself behaves like an extra window that is ‘pinned’ by default to the right side of Medical Director.

The MD Sidebar, pinned by default to the right side of Medical Director.

About Widgets

Widgets are applications developed to integrate with Medical Director, placed on the MD Sidebar. Widgets on the MD Sidebar are approved and digitally signed by HCN during the approval process to ensure that the purchase and use of a widget is contained to the specific Practice that will use it. Medical Director 3.15 comes pre-installed with a number of widgets, described following.

HCN Widgets

- **MD Prompts**: Displays clinical prompts in the MD Sidebar as an alternative to pop-up messages.

Partner Widgets

- **Healthshare (Fact Sheets)**: Patient and GP Education Fact Sheets from Australia’s leading health organisations.
- **Health v2 (Image Safe)**: Store photographs from your camera or iPhone to the Patient file with no impact to your usual workflow. Invite patients to upload from home, compare, mark, annotate and more. Free Trial available now.

New widgets, either developed by HCN or by third-parties, are made available from time-to-time, for free or for purchase from the HCN Widget Store (http://store.hcn.com.au/).
Using the MD Sidebar

Activating and Accessing the MD Sidebar

The MD Sidebar is installed automatically with MD 3.15, and will be active when you next open Medical Director. You can show/hide the MD Sidebar at any time via Tools > Sidebar > Show/Hide Sidebar.

When the MD Sidebar appears, it will be located to the right-hand side of your screen, ‘pinned’ to the side of Medical Director, as shown in the following image. In this state, the MD Sidebar is said to be pinned. When pinned, the MD Sidebar is always in view.

You can change the width of the MD Sidebar by clicking and dragging its left-hand edge.

You can minimise the MD Sidebar, keeping it active but hiding its contents, as shown in the following image. In this state, the MD Sidebar is said to be unpinned. To access the MD Sidebar when unpinned, simply move your mouse over the blue MD Sidebar tab. Pinning and unpinning the MD Sidebar is explained in the table of features and functions, following.
Features and Functions of the MD Sidebar and Widgets

<table>
<thead>
<tr>
<th>Button</th>
<th>Function</th>
</tr>
</thead>
<tbody>
<tr>
<td><img src="image" alt="New" /></td>
<td><strong>Check for new/updated widgets</strong>&lt;br&gt;Available New and Updated Widgets:&lt;br&gt;&lt;br&gt;New Widgets&lt;br&gt;- Fact Sheets&lt;br&gt;- Anytime Prompt&lt;br&gt;- Image Size&lt;br&gt;&lt;br&gt;Updated Widgets&lt;br&gt;<img src="image" alt="Download and Install" /> <img src="image" alt="Cancel" /></td>
</tr>
<tr>
<td>▼ ▲</td>
<td><strong>Maximise / Minimise each widget.</strong>&lt;br&gt;Maximising a widget expands the widget window to display its contents.</td>
</tr>
<tr>
<td><img src="image" alt="Unpin or Pin" /></td>
<td><strong>Unpin / Pin the MD Sidebar to Medical Director.</strong>&lt;br&gt;When pinned, the MD Sidebar remains in view. When unpinned, the MD Sidebar hides until you move your mouse over the blue MD Sidebar tab to reveal it.</td>
</tr>
<tr>
<td><img src="image" alt="Settings" /></td>
<td><strong>MD Sidebar Settings</strong>&lt;br&gt;- Access the <strong>Add/Remove Widgets – Widget Palette</strong> to manage your library of widgets and select which of those appear on the MD Sidebar.&lt;br&gt;- Access the online widget store.&lt;br&gt;- Set widget permissions.&lt;br&gt;- Check for new/updated widgets.&lt;br&gt;Some widgets also have their own settings button, giving you access to their individual settings.</td>
</tr>
<tr>
<td><img src="image" alt="Close" /></td>
<td><strong>Close the MD Sidebar.</strong>&lt;br&gt;The MD Sidebar can be reopened via <strong>Tools &gt; Sidebar &gt; Show/Hide Sidebar.</strong>&lt;br&gt;Each widget also has a close button, which removes it from the MD Sidebar. Widgets can be returned to the MD Sidebar via the Add/Remove Widgets – Widget Palette.</td>
</tr>
</tbody>
</table>
Navigate through multiple pages of widgets.

*The maximum number of active widgets on the Sidebar is 20.*

Shows/hides the 'fly-out' window.

The fly-out window is an extension of a widget, enabling the widget to display information that would otherwise not fit, or be legible to the user within the confines of the docked widget itself. Not all widgets have a fly-out window. You can also close a fly-out window by clicking its X-button.

### Arranging Widgets on the MD Sidebar

You can rearrange the order in which widgets appear on the MD Sidebar. To do this, simply click and hold the title bar of the widget you wish to relocate, and drag it into position, releasing the mouse when in place, as shown in the following example.

Widgets can also be moved between pages by hovering over the widget header that you wish to reposition, clicking and holding the mouse button while dragging the widget to the desired position/page. Note that if there is only 1 page of widgets active, you cannot drag a widget onto a new page.
Adding/Removing Widgets – The Widget Palette

The Add/Remove Widgets – Widget Palette is your library of widgets. It is accessed by either;

- Selecting Tools > Sidebar > Add/Remove Widgets.
- Clicking the button on the MD Sidebar, and then selecting Add/Remove Widgets.

Widgets are displayed in alphabetical order. Keyboard controls are available; you can either mouse-click on the widgets or use the arrow keys on the keyboard. When the number of installed widgets exceeds the page limit (8 per page, max.), the Next Page / Previous Page buttons are available to navigate through the pages. Alternatively the Page Up/Page Down keyboard buttons will navigate back and forth. When a widget is selected, its name and a brief description appear at the bottom of the window.

<table>
<thead>
<tr>
<th>Button</th>
<th>Function</th>
</tr>
</thead>
<tbody>
<tr>
<td><img src="navigate.png" alt="Navigate" /></td>
<td>Navigate through multiple pages of widgets.</td>
</tr>
<tr>
<td><img src="search.png" alt="Search" /></td>
<td>Search for widgets. As soon as you start typing the widget Name or Keyword, the window is filtered to match the criteria entered. Clearing this field returns all widgets to the window.</td>
</tr>
<tr>
<td><img src="add.png" alt="Add" /></td>
<td>Add this widget to the MD Sidebar. A selected widget can also be added/removed by pressing the Spacebar, Enter key, or double-clicking it. When a widget is added to the Sidebar it is placed beneath any existing widgets.</td>
</tr>
<tr>
<td><img src="remove.png" alt="Remove" /></td>
<td>Remove this widget from the MD Sidebar. A selected widget can also be added/removed by pressing the spacebar, Enter key, or by double-clicking it. Removing a widget from the MD Sidebar does not uninstall it. To uninstall a widget, do so via Windows’ Add/Remove Programs.</td>
</tr>
<tr>
<td><img src="update.png" alt="Update" /></td>
<td>An update for this widget is available to download from the Widget Store. Right-click the widget and select ‘Download Update’ from the menu. This requires an active Internet connection.</td>
</tr>
</tbody>
</table>
Uninstalling Widgets

Note that there is a difference between uninstalling a widget and simply removing it from the MD Sidebar; by uninstalling a widget it is removed from your computer.

1. Click the Sidebar Settings button, and then select Add/Remove Widgets. The Widget Palette appears.
2. Locate and right-click the widget you wish to uninstall.

3. Select Uninstall from the menu that appears. You will be prompted to confirm this. The widget will be removed from the Widget Palette and your computer.

Widget Notifications

Some widgets may be designed to prompt you with a notification. Notifications appear at the bottom-right of Medical Director, near your Windows Task Bar, and shown in the following example.

Notifications will disappear automatically after a few seconds. Alternatively, click the X button to close them. If there are multiple notifications, they will stack, one under the other.
The Widget Store – Purchasing and Downloading Widgets

Overview of the Widget Store

The Widget Store is an online resource for downloading widgets provided by HCN and third-party suppliers. To access the Widget Store, ensure the MD Sidebar is active, click the button and select Visit Widget Store from the menu that appears. Alternatively, there is a link to the store on the Add/Remove Widgets – Widget Palette. You must have an active Internet connection to access the store.

Purchasing Widgets

1. From the MD Sidebar, click the button, and select Visit Widget Store from the menu that appears. You can also access the store from within the Add/Remove Widgets – Widget Palette.
2. Your web browser will open and direct you to the HCN Widget Store.
3. You will be required to log on to view widgets in the store and to access your account. Click the button to log on.
4. Once you have logged on, you will have access to the store, as shown in the image above.
5. Browse the store at your leisure.
   - You can add widgets to your shopping cart by clicking the button.
   - Alternatively, if you click on a widget example to view its details (as shown following), you can also add the widget to your cart from there.
6. Once you have added a widget to your shopping cart, it will appear as follows.

<table>
<thead>
<tr>
<th>No</th>
<th>Widget</th>
<th>Size</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>HCN Sample Widget</td>
<td>992.00 KB</td>
<td>$1.00</td>
</tr>
</tbody>
</table>

7. When you are ready to check-out, click the **CHECKOUT** button. You will be presented with a secure online form for purchasing your selected widget(s). Complete the required purchase details.

8. Once your purchase has completed successfully, you will be returned to the HCN Widget Store.

<table>
<thead>
<tr>
<th>No</th>
<th>Widget</th>
<th>Version</th>
<th>Size</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>HCN Sample Widget</td>
<td>1.0.0</td>
<td>992.00 KB</td>
<td>$1.00</td>
</tr>
</tbody>
</table>

Sub Total: $0.91
Inc. GST: $0.00
Grand Total: $1.00

This concludes the steps necessary for purchasing a widget from the HCN Widget Store. You can see your list of purchased widgets at any time by clicking the **My Widgets** link.

**My Widgets**

<table>
<thead>
<tr>
<th>No</th>
<th>Widget</th>
<th>Release Date</th>
<th>Version</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>HCN Sample Widget</td>
<td>28 August 2013</td>
<td>1.0.0</td>
</tr>
<tr>
<td>2</td>
<td>Import Safe</td>
<td>19 August 2013</td>
<td>0.8.1</td>
</tr>
</tbody>
</table>
Installing/Updating Widgets

1. On the MD Sidebar, click the **NEW** button. The *Available New and Updated Widgets* window appears.

2. Select the widgets you wish to install/update.

3. Click the **Download and Install** button when you are ready to proceed. The widgets will be downloaded and installed automatically.

4. (optional) Depending on which widgets you have elected to install, you may be prompted to grant the widget access permissions, as shown in the example following. Configure permissions as desired, clicking the Save button to confirm your selections.