Printing Records	
Click on the down arrow to the left of Show Sites and Departments	Show Sites and Departments
Filter the list by selecting the Filter Options if required and select Print	Print
Set the Date From , Time From , Date To and Time To and click on Submit	Search Dates The date range relates to the date and time the patient record was recorded on this system Date From: 13-Feb-2019 × Time From: 08:00 Date To: 15-Feb-2019 Time To: 09:00 Submit Print Chichester
The print dialogue box displays, select the correct Printer and Number of copies if appropriate and click on Print	Options Select Printer Microsoft XPS Document Writer Microsoft XPS Document Writer RYR_SecurePrint on ryrcanon Send To OneNote 2010 Status: Ready Location: Comment: Page Range Al Selection Current Page Al Selection Current Page Pages: Inter either a single page number or a single page range. For example, 5-12 Print Cancel
Click on Back to return to the Patient Whiteboard	Back Patients recorded on the Whiteboard between