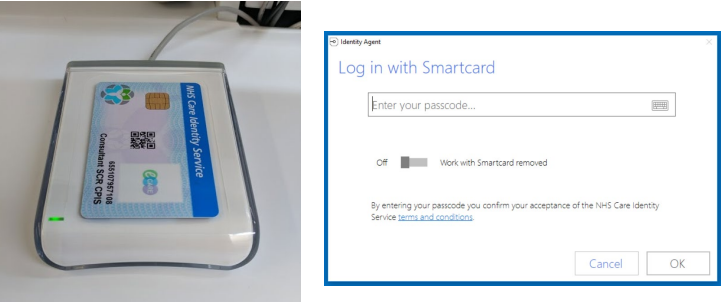




GUIDE TO USING THE eCARE WoWs (WORKSTATIONS ON WHEELS)

<p>Ergonomics and Adjustment</p>	<p>The WoW can be adjusted for height by pulling on the lever to the right of the keyboard tray and then raising or lowering as appropriate.</p>	
<p>Ergonomics and Adjustment</p>	<p>The angle of the All-in-One (AIO) PC's screen can also be adjusted- it's tightness has been set by IT, but if the screen has become loose over time, it can be re-tightened using the knob at the back of the screen.</p>	
<p>Ergonomics and Adjustment</p>	<p>To use the keyboard, pull the tray out. The Angle of the tray can be adjusted. The whole tray can also be rotated 90 degrees to each side if required.</p>	

<p>Batteries and Charging</p>	<p>The AIO contains 3 batteries. With all three batteries installed the expected run-time is around 12 hours.</p> <p>Keep an eye on the charge status of the AIO PC through the battery indicator on the Windows taskbar- clicking on it will advise you of the charge status of the batteries.</p> <p>It can run off of just one or two batteries for a reduced period of time. The batteries are 'hot-swappable' which means that you don't need to power off the machine to change them, but never remove all these batteries at once when the machine is switched on!</p>	
<p>Batteries and Charging</p>	<p>Like a laptop computer, the WoW can be plugged in to any standard 240v wall socket in order to charge it's batteries (this will take longer than using the dedicated charging bay). Use any opportunity to plug the WoW into a socket to keep the batteries charged as this will prolong their life.</p> <p>The more convenient option is to use the supplied charging cradles to charge depleted batteries that have been swapped out. These cradles can charge 3 batteries at once and it takes 2.5 hours to fully charge a battery in these.</p>	
<p>Batteries and Charging</p>	<p>When notified that a battery is running low, remove it from the back of the screen by opening the appropriate cover and pulling the tab. Place it in the dock to charge. When charging the LED on the dock will be Amber, it will turn green when fully charged. Insert a freshly charged battery back into the AIO and close the slot.</p>	

<p>Smartcard Access</p>	<p>To log into eCare simply place your smartcard on the reader- you will be then prompted to enter your PIN on the screen. Then click the appropriate eCare icon on the desktop to launch.</p>	 <p>The image shows a smartcard reader on the left and a Windows 'Identify Agent' login window on the right. The window title is 'Identify Agent' and the main heading is 'Log in with Smartcard'. It features a text box for 'Enter your passcode...', a checkbox for 'Work with Smartcard removed' (which is currently unchecked), and a small note: 'By entering your passcode you confirm your acceptance of the NHS Care Identity Service terms and conditions'. There are 'Cancel' and 'OK' buttons at the bottom right.</p>
<p>Scanning – Wired (WoWs)</p>	<p>If you are using a standard WoW, you will have a wired scanner (for Order Comms and EPMA functionality). This needs to remain connected to the PC via USB and should be stored on the mount at the back of the screen when not in use.</p> <p>To scan a barcode, e.g. patient, medication or sample bottle label, simply point the scanner at the barcode and pull the trigger when prompted to in eCare.</p>	 <p>The image shows a white and blue Symbol barcode scanner mounted on a stand. A close-up view on the right shows the scanner's red laser light projecting onto a barcode on a document.</p>
<p>Specimen label printers</p>	<p>The WoWs all have a Specimen label printer affixed to a mount behind the screen, these are mapped to print from the WoW they are connected to.</p> <p>They are powered directly by the AIO PC and connect independently to the Trust's WiFi.</p> <p>If the printer is off for any reason, the power button is located on the front (see arrow for reference)-hold this for a few seconds until the printer screen turns on.</p>	 <p>The image shows a Zebra DL120 specimen label printer. It has a small screen displaying 'V68.20.01Z' and a circular navigation pad with an 'OK' button. A yellow arrow points to a power button located at the bottom of the device.</p>