

Show Available

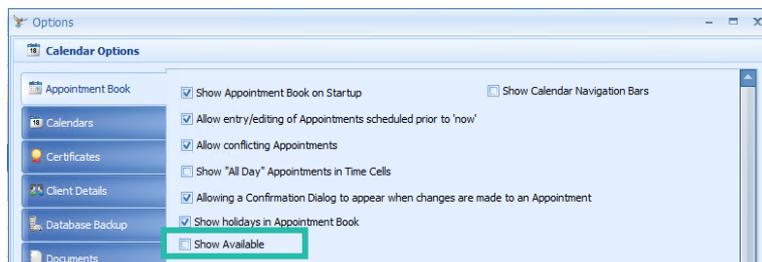
Quick reference guide - V7 SP1

Show Available uses a practitioner's availability to determine whether to display their calendar on a particular day in the Appointment Book. If a practitioner has availability on a given day, then their calendar is displayed otherwise, if they have no availability then their calendar is not displayed.

This is the reinstatement of the function that was removed as part of the Version 7 upgrade with a couple of modifications. This function was removed because of performance issues and its effect on the loading of the appointment book. Due to this, the function is now turned on and off via the Appointment Book options and only loads calendars selected to be shown. This means that the Appointment Book performance enhancements can still be utilised as much as possible.

Turn on Show Available

1. Close the **Appointment Book**
2. Go to **System > Options > Appointment Book**
3. Click **Show Available**



Check the Calendars that will be displayed

4. Go to **System > Options > Calendars**
5. In **Calendars I can see**, anything with **Show** ticked will be displayed
6. Tick or untick any Calendars as required
7. Click **OK**
8. Open the **Appointment Book**

The relevant calendars will be displayed

User	Show	Read Only	Calendar Colour	Display Order
> Leagh (Office Man...	<input type="checkbox"/>	<input type="checkbox"/>		0
Sam Hunter	<input type="checkbox"/>	<input type="checkbox"/>		0
Claire Lawrence	<input checked="" type="checkbox"/>	<input type="checkbox"/>		1
Lucas Hodges	<input type="checkbox"/>	<input type="checkbox"/>		2
Louisa Perlmutter	<input checked="" type="checkbox"/>	<input type="checkbox"/>		3
Terry Palisk	<input checked="" type="checkbox"/>	<input type="checkbox"/>		4
Sue Watson	<input checked="" type="checkbox"/>	<input type="checkbox"/>		5
System Administra...	<input checked="" type="checkbox"/>	<input type="checkbox"/>		6
Teal Peters	<input type="checkbox"/>	<input type="checkbox"/>		7
Louie Collins	<input type="checkbox"/>	<input type="checkbox"/>		8