



MedicalDirector®  
**CLINICAL**

## How to add the 'Map of Medicine' Widget to Sidebar

For MedicalDirector Clinical 3.15.2 and Later

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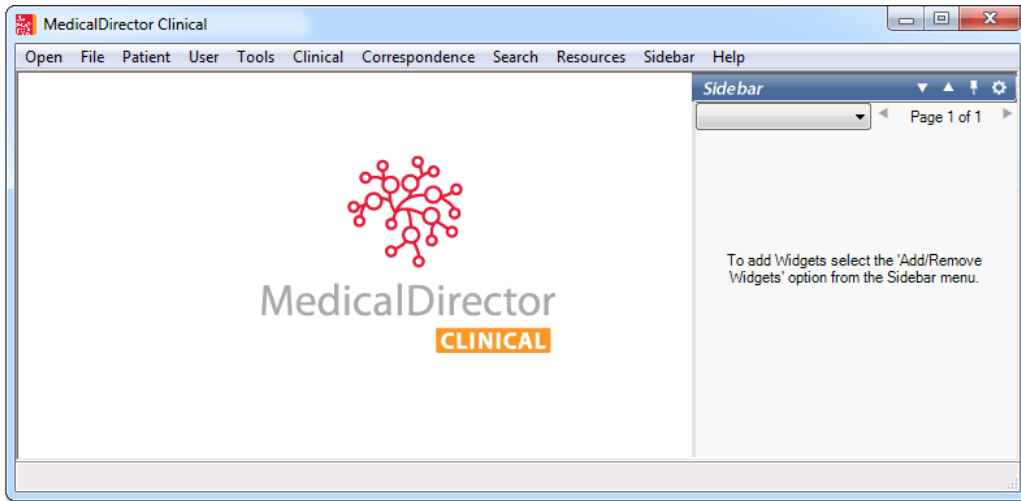
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## About the Sidebar

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

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

The Sidebar itself behaves like an extra window that is 'pinned' by default to the right side of MedicalDirector Clinical.



*The Sidebar, pinned by default to the right side of MedicalDirector Clinical.*

## About Widgets

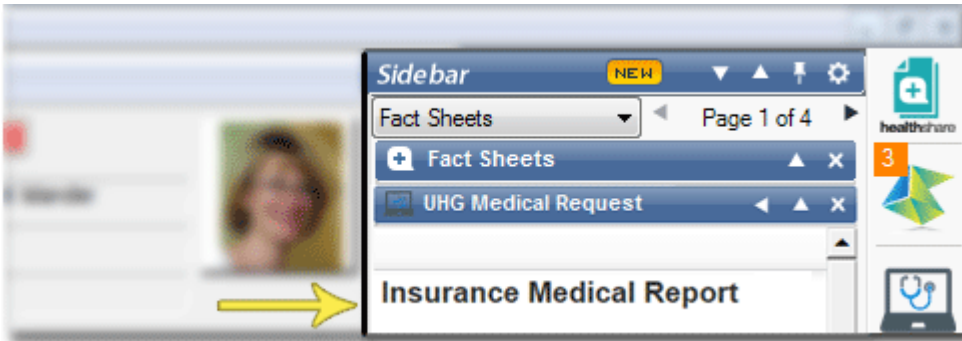
Widgets are applications developed to integrate with MedicalDirector Clinical, placed on the Sidebar. Widgets on the Sidebar are approved and digitally signed by MedicalDirector during the approval process to ensure that the purchase and use of a widget is contained to the specific Practice that will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

## Using the Sidebar

### Activating and Accessing the Sidebar

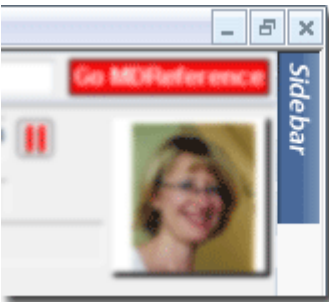
The Sidebar is installed automatically with MedicalDirector Clinical 3.15, and will be active when you next open MedicalDirector Clinical. You can show/hide the Sidebar at any time via Sidebar > Show/Hide Sidebar.

When the Sidebar appears, it will be located to the right-hand side of your screen, 'pinned' to the side of MedicalDirector Clinical, as shown in the following image. In this state, the Sidebar is said to be pinned. When pinned, the Sidebar is always in view.

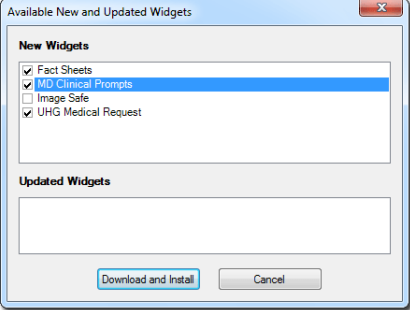
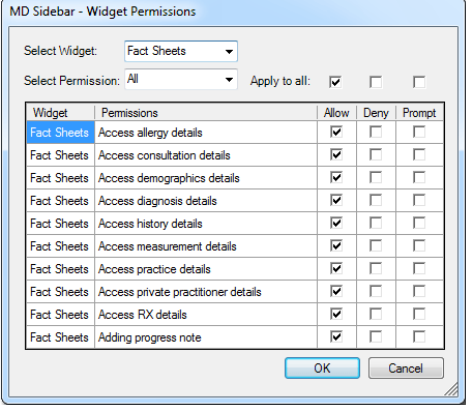


You can change the width of the Sidebar by clicking and dragging its left-hand edge.

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



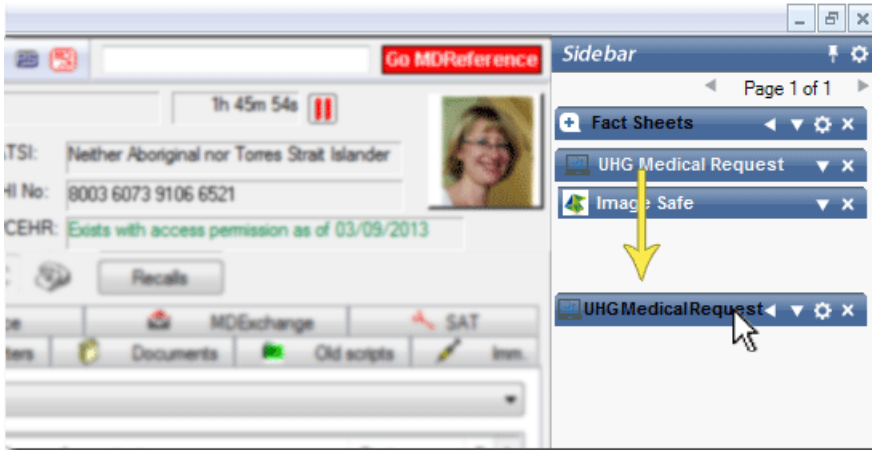
Features and Functions of the Sidebar and Widgets

Button	Function
<p><b>NEW</b></p>	<p><b>Check for new/updated widgets</b></p> 
<p>▼ ▲</p>	<p><b>Maximise / Minimise each widget.</b></p> <p>Maximising a widget expands the widget window to display its contents.</p>
<p>📌</p>	<p><b>Unpin / Pin the Sidebar to MedicalDirector Clinical.</b></p> <p>When pinned, the Sidebar remains in view. When unpinned, the Sidebar hides until you move your mouse over the blue Sidebar tab to reveal it.</p>
<p>⚙️</p>	<p><b>Sidebar Settings</b></p> <ul style="list-style-type: none"> <li>○ Access the <b>Add/Remove Widgets – Widget Palette</b> to manage your library of widgets and select which of those appear on the Sidebar.</li> <li>○ Access the online widget store.</li> <li>○ Close the Sidebar. The Sidebar can be reopened via <b>Sidebar &gt; Show/Hide Sidebar</b>. Each widget also has a close button, which removes it from the Sidebar. Widgets can be returned to the Sidebar via the Add/Remove Widgets – Widget Palette.</li> <li>○ Set widget permissions.</li> </ul>  <ul style="list-style-type: none"> <li>○ Check for new/updated widgets.</li> </ul> <p>Some widgets also have their own settings button, giving you access to their individual settings.</p>
<p>◀ ▶</p>	<p><b>Navigate through multiple pages of widgets.</b></p> <p><i>The maximum number of active widgets on the Sidebar is 20.</i></p>
<p>◀ ▶</p>	<p><b>Shows/hides the 'fly-out' window.</b></p> <p>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</p>

have a fly-out window. You can also close a fly-out window by clicking its X-button.

## Arranging Widgets on the Sidebar


You can rearrange the order in which widgets appear on the 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.

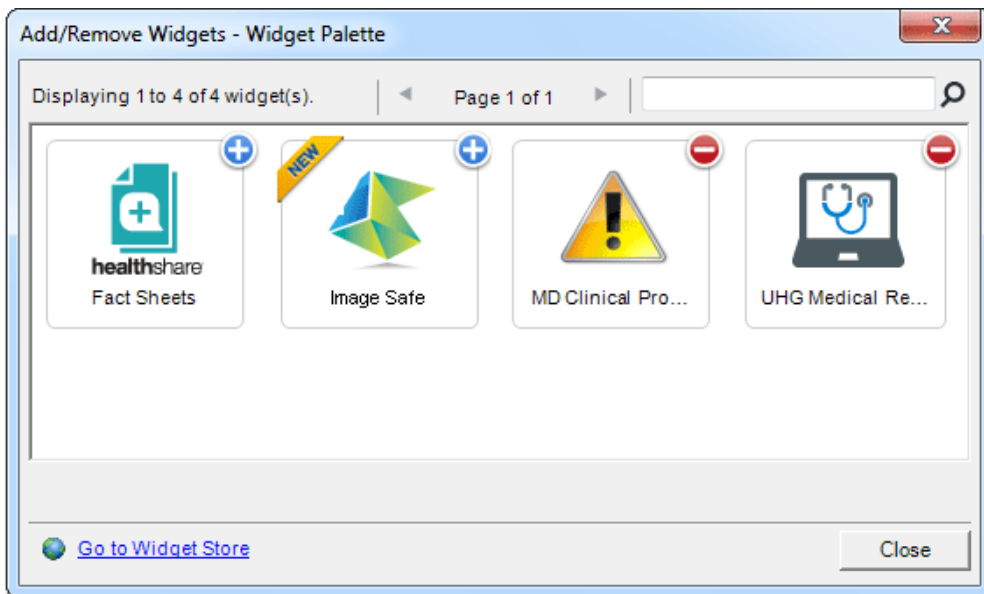


Widgets can also be moved between pages by hovering over the widget header that you wish to reposition, clicking and holding the mouse button while dragging the widget to the desired position/page. Note that if there is only 1 page of widgets active, you cannot drag a widget onto a new page.






## Adding/Removing Widgets – The Widget Palette

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

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




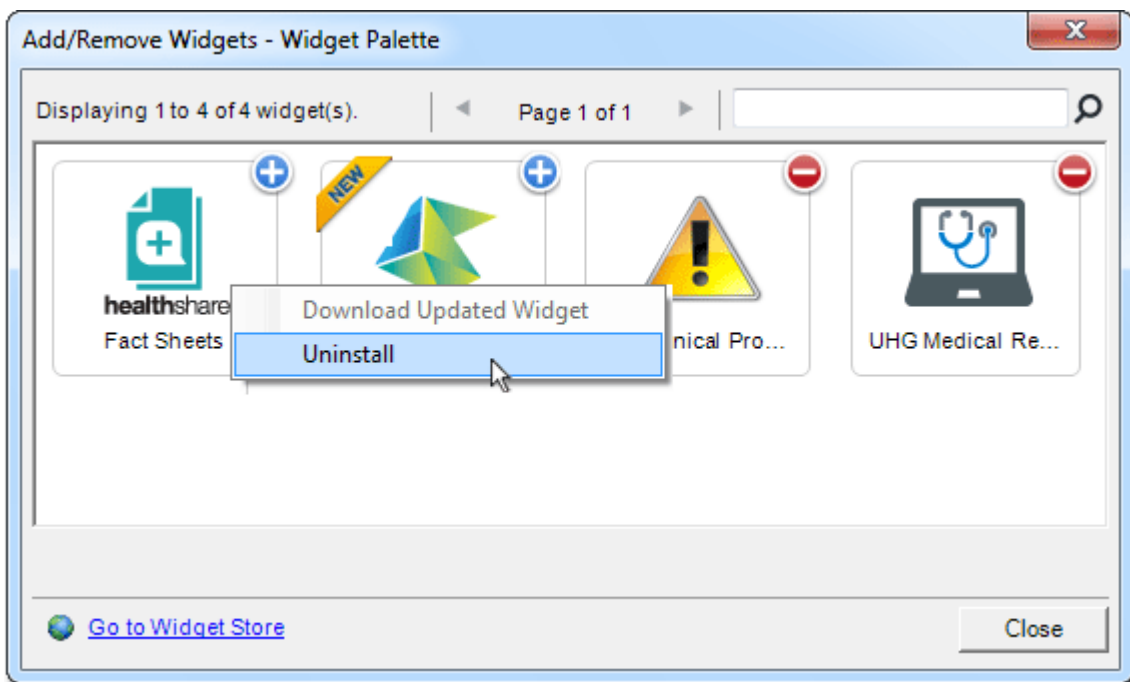
Widgets are displayed in alphabetical order. Keyboard controls are available; you can either mouse-click on the widgets or use the arrow keys on the keyboard. When the number of installed widgets exceeds the page limit (8 per page, max.), the Next Page / Previous Page buttons are available to navigate 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.

Button	Function
	Navigate through multiple pages of widgets.
	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.
	Add this widget to the 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.
	Remove this widget from the 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 Sidebar does not uninstall it. To uninstall a widget, do so via Windows' Add/Remove Programs.
	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.

## Uninstalling Widgets

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

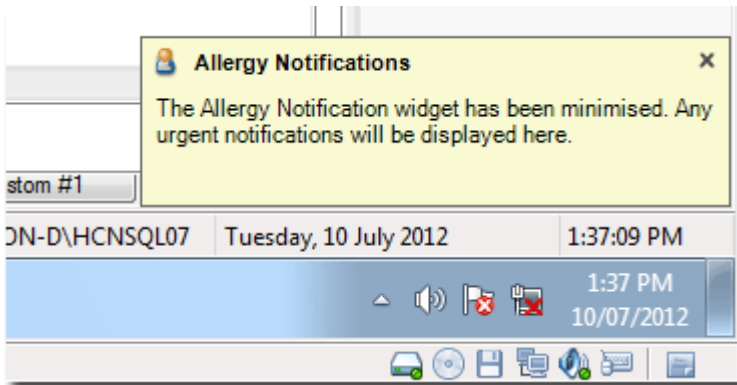
1. Click the Sidebar Settings  button, and then select **Add/Remove Widgets**. The **Widget Palette** appears.
2. Locate and right-click the widget you wish to uninstall.



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 MedicalDirector Clinical, near your Windows Task Bar, and shown in the following example.

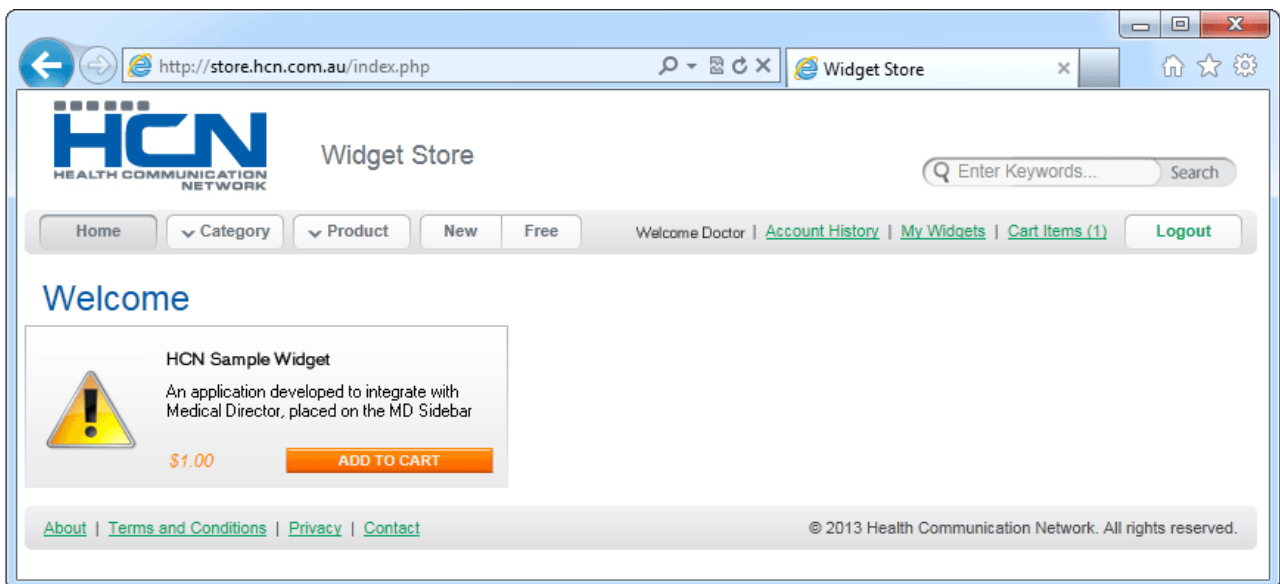


Notifications will disappear automatically after a few seconds. Alternatively, click the X button to close them. If there are multiple notifications, they will stack, one under the other.

## The Widget Store – Purchasing and Downloading Widgets




### Overview of the Widget Store

The Widget Store is an online resource for downloading widgets provided by MedicalDirector and third-party suppliers. To access the Widget Store, ensure the 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.

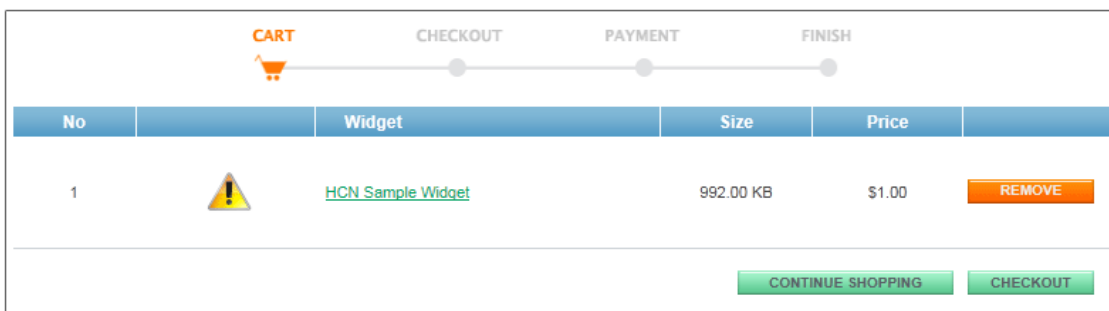





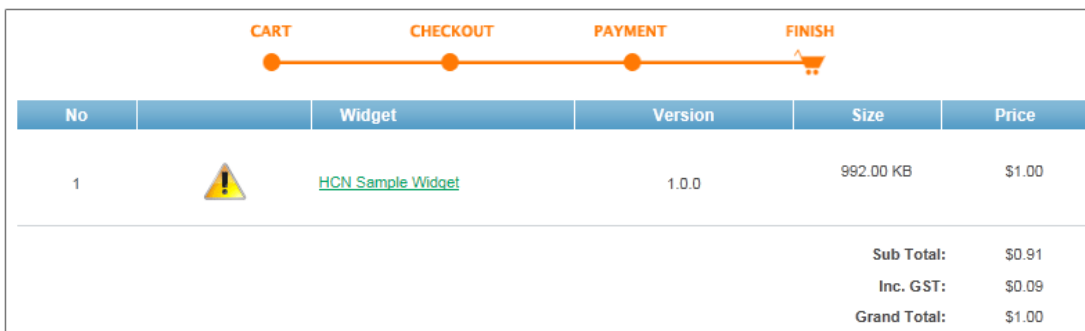
## Purchasing Widgets

- From the 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.
- Your web browser will open and direct you to the MedicalDirector Widget Store.
- You will be required to log on to view widgets in the store and to access your account. Click the  button to log on.
- Once you have logged on, you will have access to the store, as shown in the image above.
- 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, you can also add the widget to your cart from there.

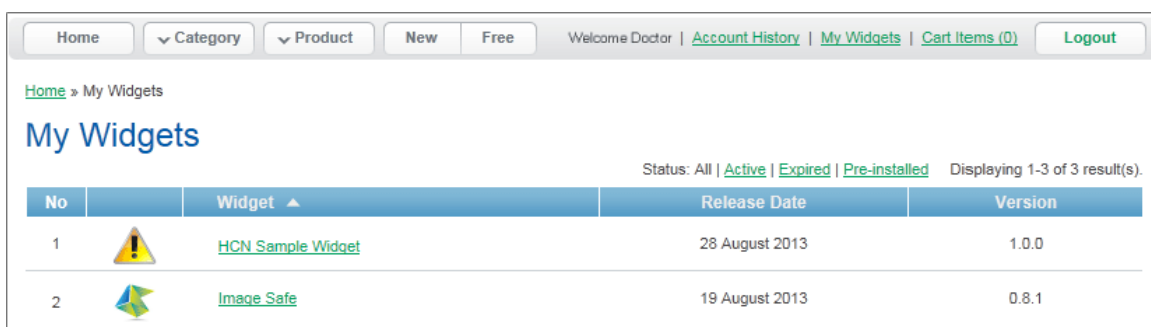
- Once you have added a widget to your shopping cart, it will appear as follows.



- When you are ready to check-out, click the  button. You will be presented with a secure online form for purchasing your selected widget(s). Complete the required purchase details.
- Once your purchase has completed successfully, you will be returned to the MedicalDirector Widget Store.

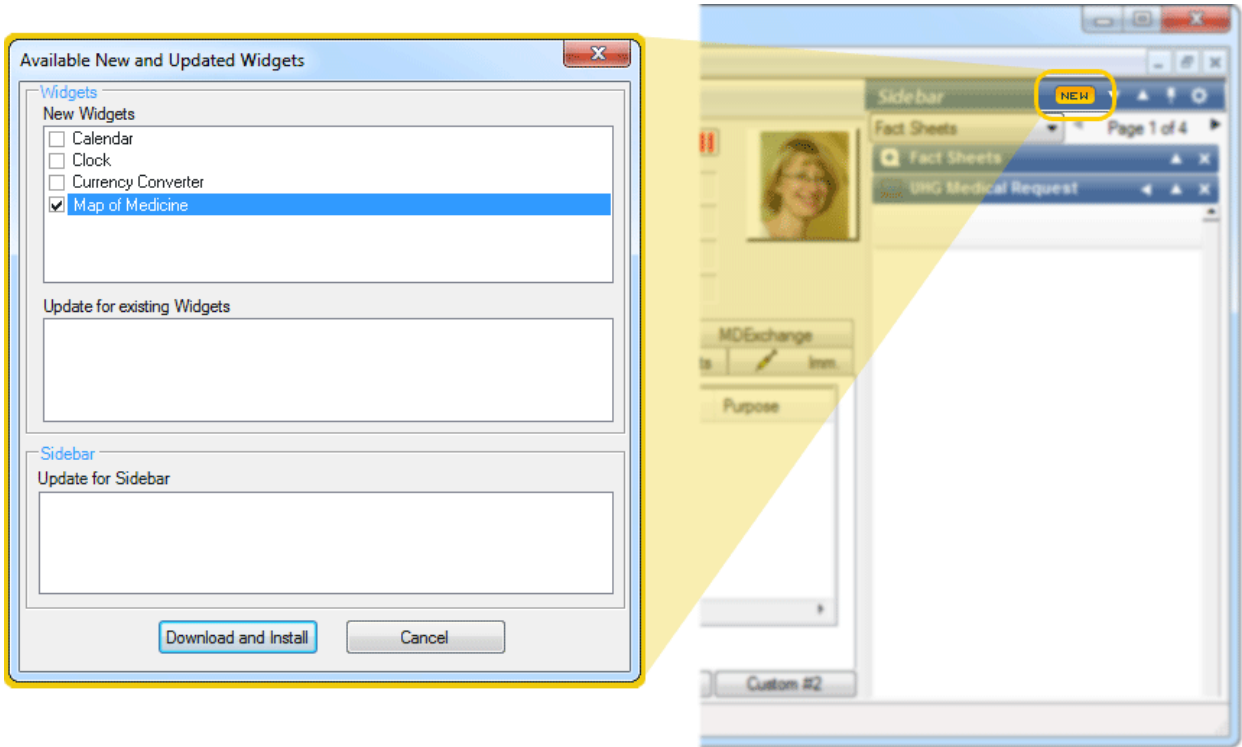


This concludes the steps necessary for purchasing a widget from the MedicalDirector Widget Store. You can see your list of purchased widgets at any time by clicking the **My Widgets** link.

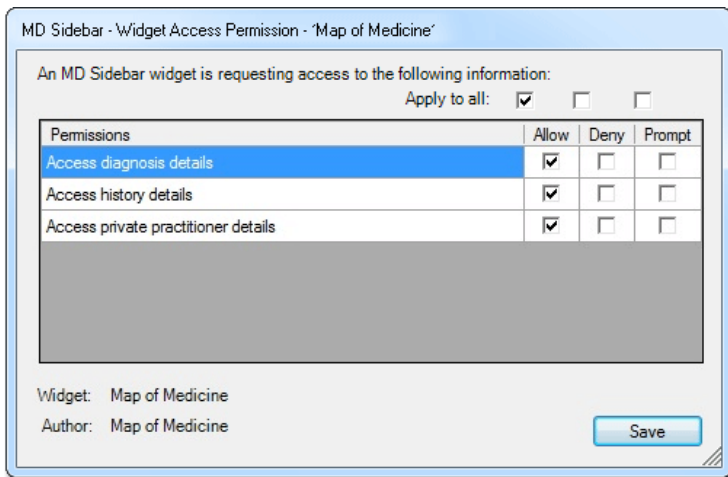


## Installing the Map of Medicine Widget

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



2. Select the **Map of Medicine** widget from the New Widgets section.
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.



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