

How do I "Synchronise" my Best Practice Top Pocket Software?

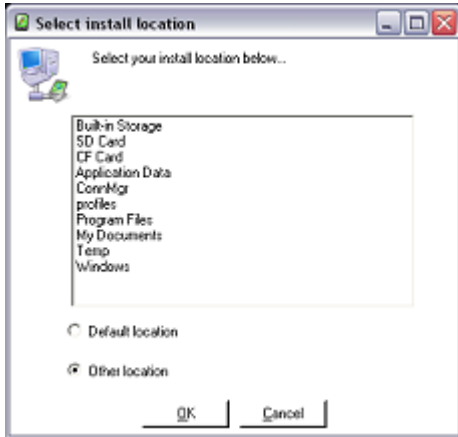
This FAQ is intended to answer common questions about 'synchronising' Best Practice Top Pocket Software.



Note: You will need to purchase a license from Best Practice Software and setup those licensed users in Best Practice Software to be able to use the Top Pocket application. Make sure your Pocket PC is cradled correctly and able to communicate via 'Active Sync'. It is also crucial that your Pocket PC regional settings are set to "English(Australian)".



Once you have installed the Top Pocket application you will find a icon on the desktop.



This process will copy all the PBS drug data to the Top Pocket application. Top Pocket synchronise will allow the user a choice of locations to install the drug database conserving space on your device.

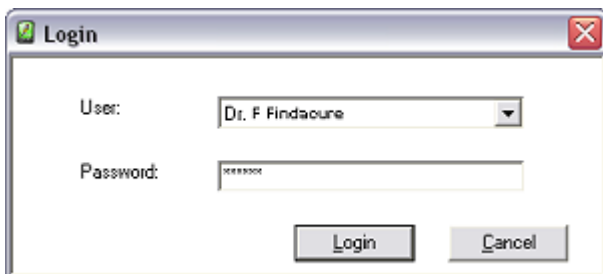


Note: Make certain that the Storage Card is properly inserted and recognized EVERY TIME before attempting to run the program.

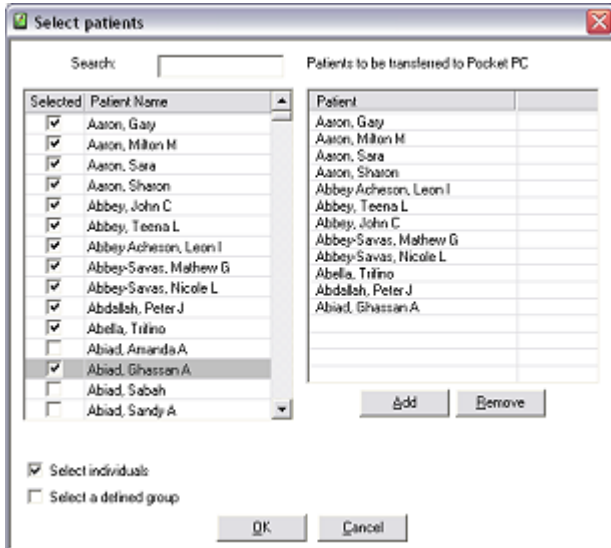
Database access will be faster if installed in main memory.



Top Pocket synchronise now offers the ability to perform a patient data synchronise for a selected time frame. This can also be set to the default time frame for each synchronise.



When you select the 'Proceed' button you will need to 'Login' using your password that was setup in Best Practice Software.



You will be presented with the 'Select Patients to be transferred' window where you will need to double click on the required patients or single click the check box, in the left list to add them to the right list for transfer to Top Pocket.

Once the 'Ok" button is selected the process begins and will finalise by Top Pocket on the pocket PC.

To remove a patient from the list, select the patient name from the list on the right and select the remove button.

Top Pocket utilises the 'Groups' set up in Best Practice Software. You can select a 'Group' or groups to download to Top Pocket without the need to select individual patients. Individual patients can also be downloaded in addition to the selected groups.



Note: *It is important to make sure you single mouse click on the 'Tick box' or double mouse click on the required patients name in the left list to add them to the right list for transfer to Top Pocket.*

MORE INFORMATION



For more information consult the Best Practice Help Library or contact us via our web site

<http://forum.bpsoftware.com.au/>

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