

Accessing Medicines Management Webpage through SystemOne

To access the Medicines Management Webpage through SystemOne you will need to create a button on your tool bar. Please follow either instruction's below:

- 1) Click "Configure Toolbar" icon
- 2) Highlight toolbar to amend
- 3) Click "Amend Button Set"
- 4) Type "Thurrock" in search menu
- 5) Select and add (+) Thurrock Medicines Management icon
- 6) Icon now added to "Toolbar Button Set" and save
- 7) You can now launch the Medicines Management site with the formulary and guidance advice directly from tool bar

Alternatively:

- 1) Go to "Set-up", "Users & Policy", and "Organisation Preferences"
- 2) Select "Tool Bars" from the tree on the left
- 3) Then select the default tree, select "Amend Tool Bar"
- 4) When the box pops up, highlight the "Tool Bar" you want the button to appear on, select "Amend Button Set"
- 5) Then search for "Thurrock Medicines Management" and save
- 6) You will be able to just click on the link and launch into Medicines Management site