Customize IllumiCare Smart Ribbon

Audience: All Providers and Pharmacists

Use the IllumiCare **Smart Ribbon Preferences** option to customize your **Ribbon**.
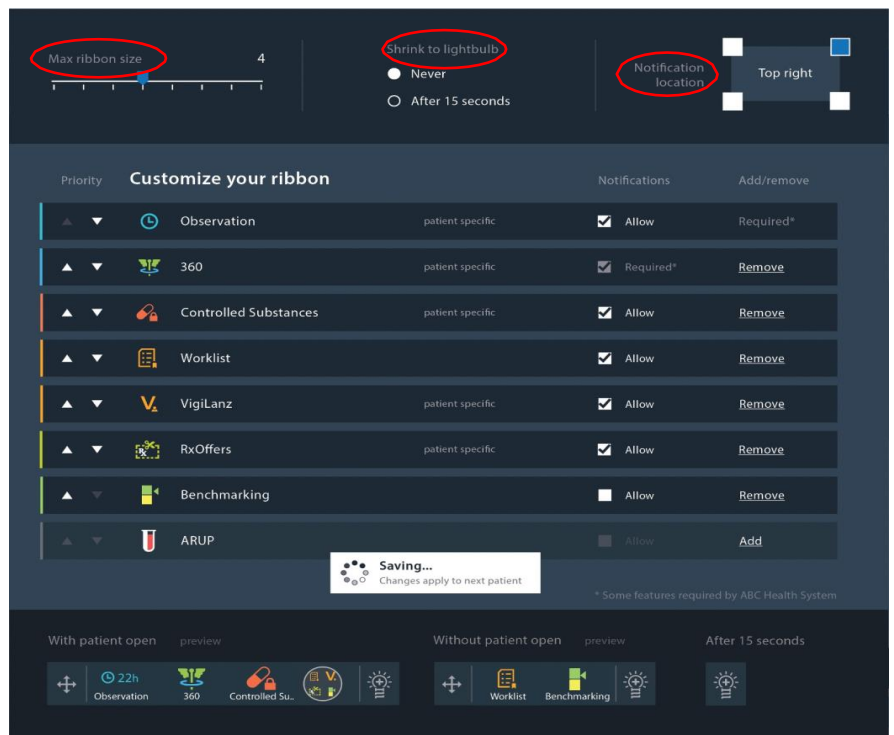
Customize Your Smart Ribbon

- Click the **lightbulb** located on your **Smart Ribbon**, select **Preferences**.

Ribbon Size, Notifications Location and Shrinking to Lightbulb

- To customize **Ribbon** size:
    - The maximum ribbon size determines how many slots are available for apps on the **Ribbon**.
    - As the maximum **Ribbon** size changes, the changes will be reflected in the Ribbon preview at the bottom of the user **Preferences** screen.
    - If there are more apps on your ribbon than slots, the extra apps will be displayed in the **More Apps** folder.

HOUSTON
Methodist®
LEADING MEDICINE

- The **Ribbon** can be set to shrink to **lightbulb** icon after 15 seconds:
  - When the shrink feature is enabled:
    - The **Ribbon** will shrink down to the **lightbulb** icon when there is no interaction with the **Ribbon** for more than 15 seconds.
    - A preview of the shrunken ribbon can be found at the bottom of the **Preferences** screen.

- You can select where you want illumination notifications displayed.

Select Apps Order, Enable/Disable App Notifications, Add/Remove Apps, Saving Changes

- Select apps order:
  - Determine the order in which apps are displayed on the **Ribbon** by toggling between the **up and down** arrows.
  - The top app will be the first app visible on the **Ribbon**.

- Enable/disable app notifications:
  - Enable and disable app notifications by clicking inside the notification checkbox.
  - Some apps are required to allow notifications to display.

- Add/remove apps:
  - You can add or remove apps from the **Ribbon**.
  - Note: Some apps are required to display with the **Ribbon**.

- Saving changes:
    - Any changes made to user preferences are automatically saved and changes will be applied to the next patient viewed.

- **Ribbon** previews:
    - The **Ribbon** preview will display what the Ribbon will look like after **Preferences** are saved.
    - The following three previews may display, based on preferences and patient context within the EMR:
        - **Ribbon** preview while viewing a patient in the EMR,
        - **Ribbon** preview while not viewing a patient in the EMR,
        - Preview of the **Ribbon** with shrink enabled.

- Important note:
    - You may not be allowed to customize some preferences, some are required.
    - Changes to **Preferences** will not be reflected until the patient context has changed within the EMR.

Customize IllumiCare Smart Ribbon
Created: 07/12/2020
p. 3

HOUSTON
Methodist®
LEADING MEDICINE