

Exa® PACS/RIS

Feature Summary

Configure Portal Notifications

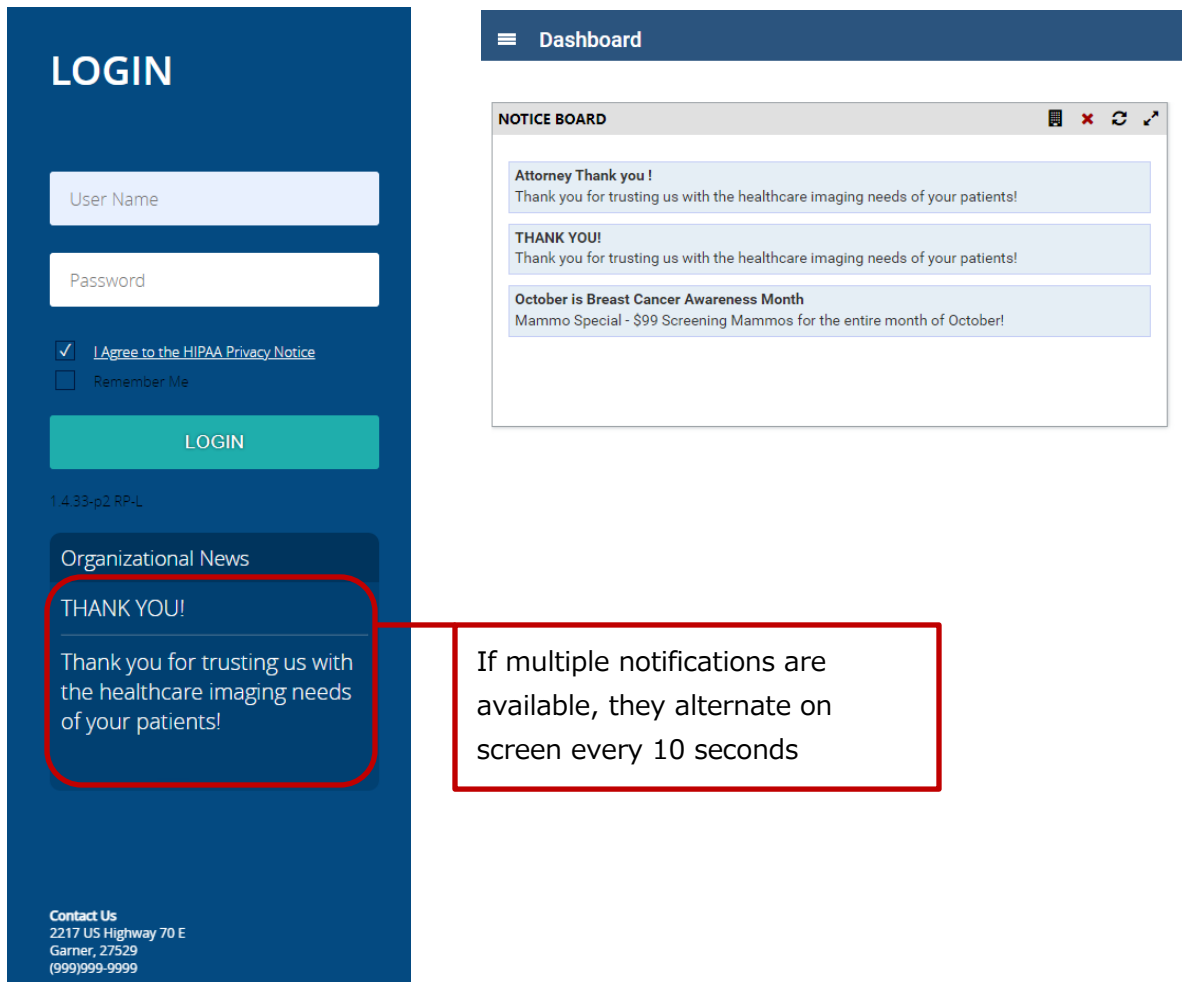
Notifications

Notifications are pre-configured fixed messages that can appear on the Dashboard and on portals on the sign-in pages under “Organizational News.”

Examples of notifications:

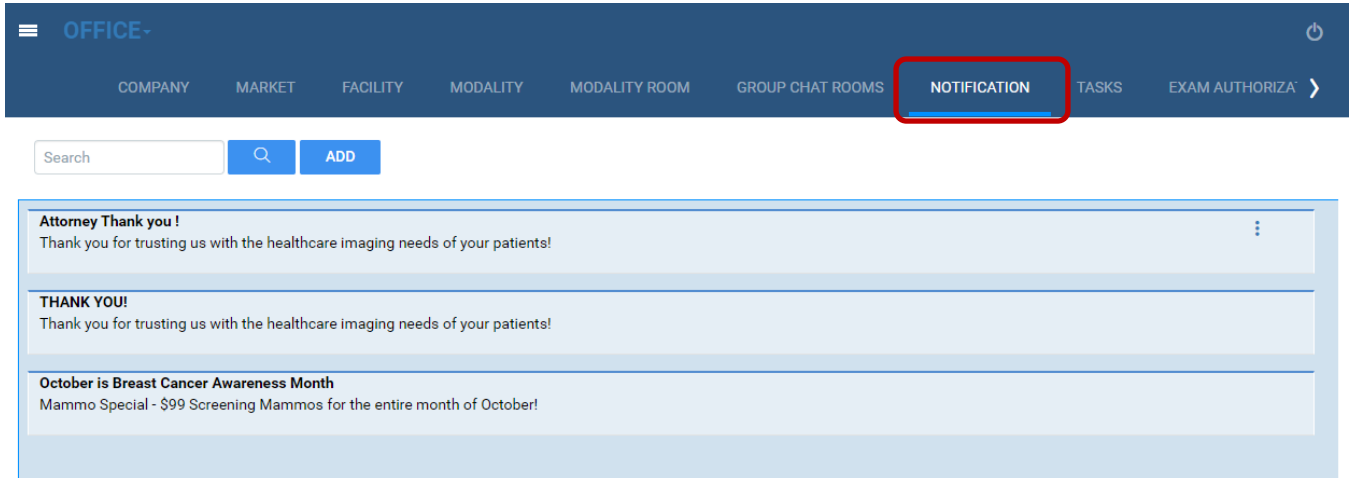
- Welcome message
- Reset password instructions
- News and marketing information

Where notifications appear




Add a notification

1. Go to **Setup > Office > NOTIFICATION**, and then select **ADD**.



2. Type a title for the notification.
3. Select on which portal to display the notification (as Organizational News).
4. Type the notification.
5. Select which office locations can use the notification.

 The Office Location is a mandatory field but only used when the notifications are displayed in the Dashboard. **For "Organizational News" you can select All Location or any location**

6. Select **SAVE**.

