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Changes to Indexing - Release 6.14

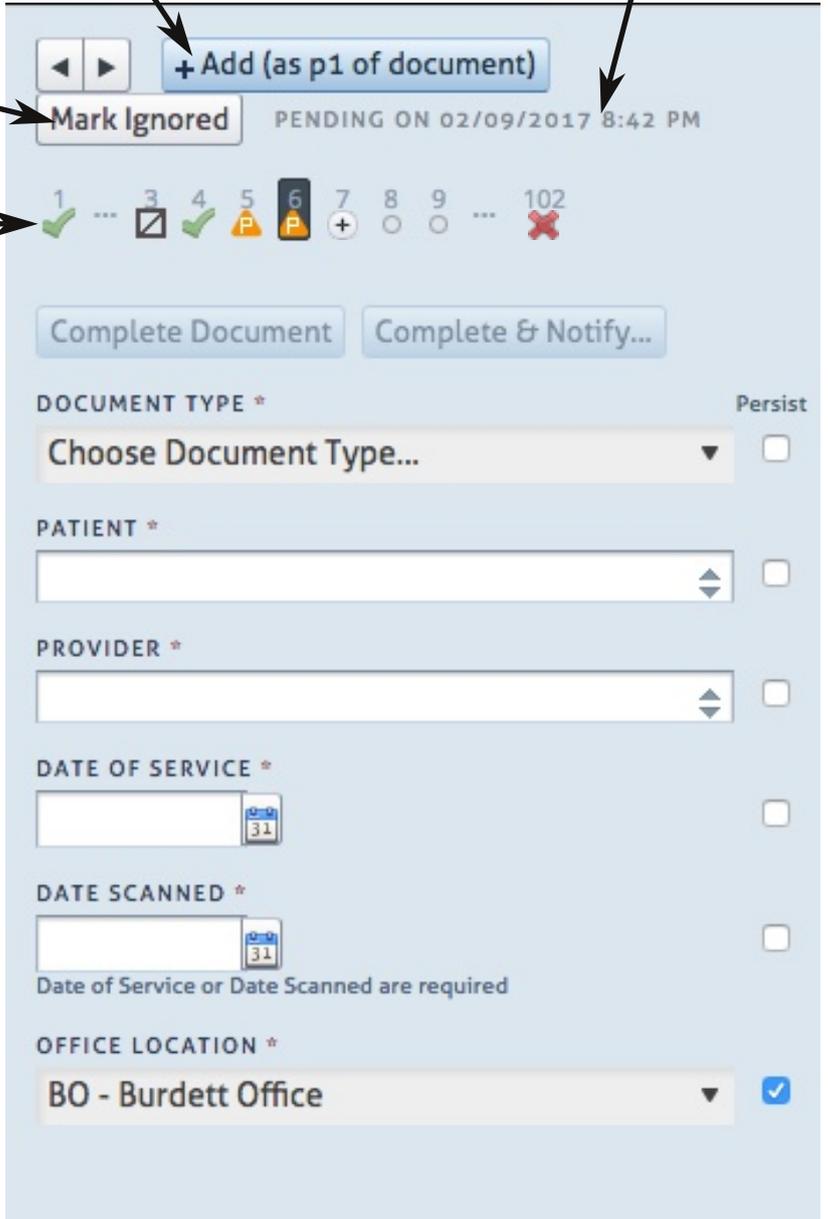This document explains the changes in Indexing implemented in Release 6.14. It describes:
- New icons to identify page selection and status on the Indexing workspace
- New buttons and their functions in the Indexing workspace
- New function that allows users to know when an Indexing job failed or got stuck in a pending status
- New function that makes it easier to find and re-index failed or pending jobs

Changes to the Indexing workspace

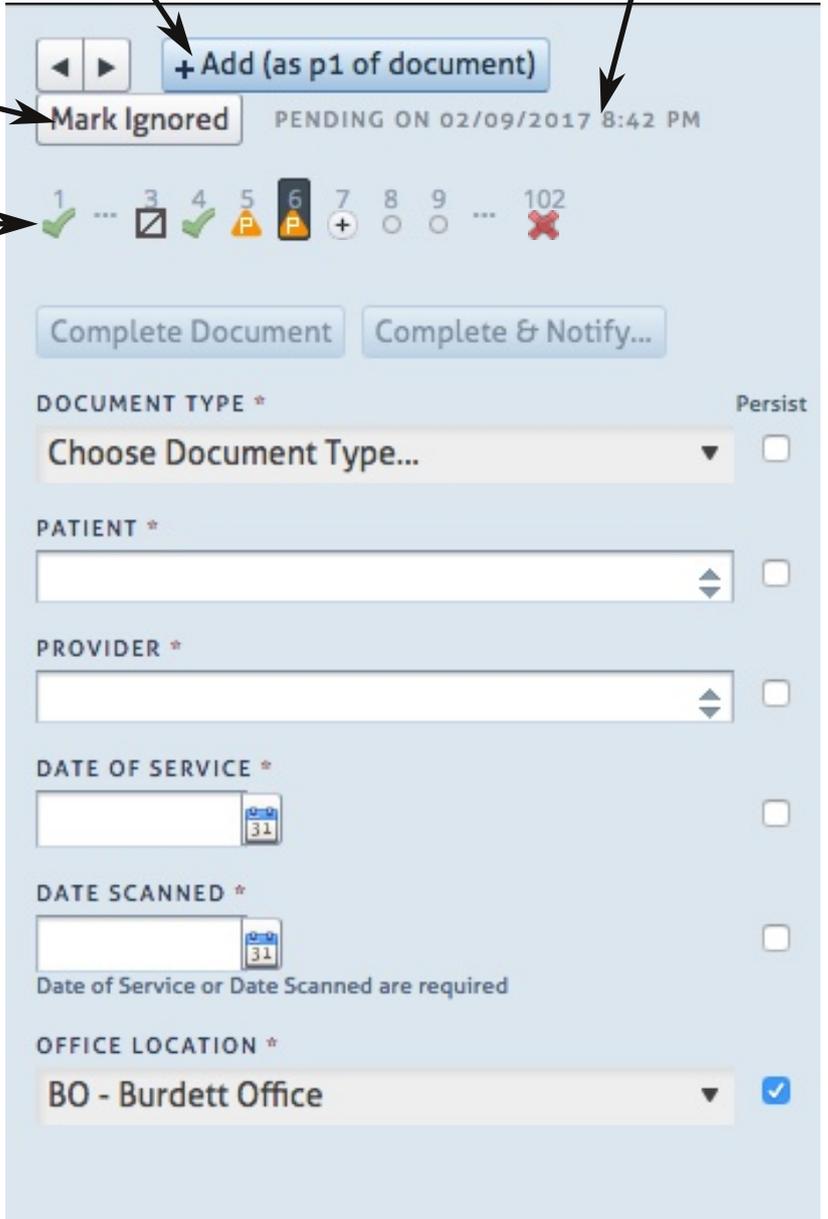Replaces Discard button. Marks page as Ignored. Toggles with Undo Mark Ignore button.

Replaces +Page button. Click to add selected page to the document.

New page status. Display the most recent status of selected page.

New Status Icons

◯   UNINDEXED: Page has never been indexed.

▨   IGNORED: Page has been deliberately marked as ignored.

⊕   ADDED: Page has been added to the current document.

Ⓟ   PENDING: Document was been completed but has not yet processed to the patient's chart.

✔   SUCCESS: Document was completed and processed to the patient chart.

✖   FAILURE: Document was not successfully processed to the patient chart.

NEW BUTTON:
Opens the Indexing Jobs popup
(see below).

NEW FUNCTION:
Must click tMark Batch as Completed button to
move the batch from the Unindexed queue
to the Completed queue.

Identifies the position
in the document of the
selected added page.

Removes the selected
page from the current
document.
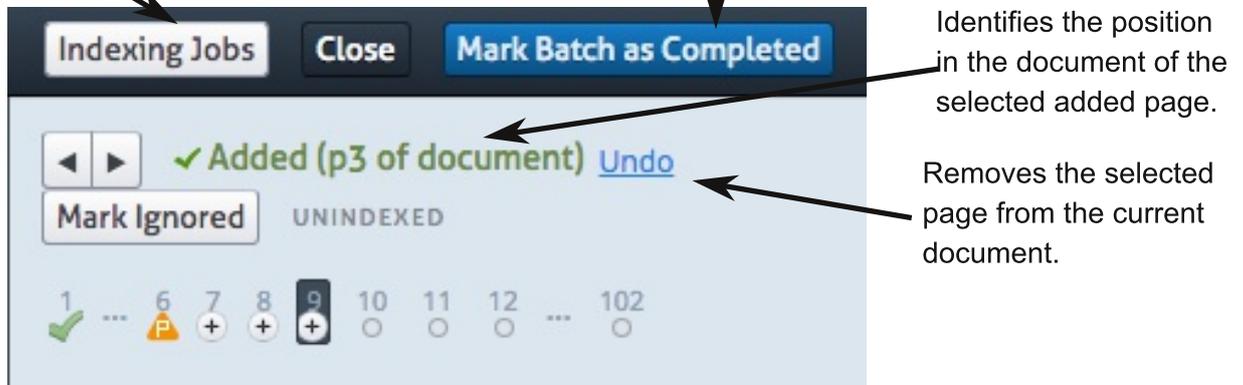
Indexing Jobs Popup - Recent Pending and Failed Filter

This is the default view when you click the Indexing Jobs button.
It displays a list of all documents (jobs) completed by any user in your account that have not been posted to the patient chart because they are pending or have failed.
Click the Update Jobs List to get the most recent status.

Click on the link under the
pages heading to open the
batch and re-index the
document.

Indexing Jobs Popup - Other Filters

Remove the check mark from the Recent pending or failed jobs checkbox to access these filters.
A check in "Include successful jobs" will add successful jobs to the list.
A check in "Include jobs from other users" will add jobs that other users started (by clicking the Complete Document or Complete & Notify button). No check will display jobs only you initiated.
A date must be selected in Date started.
Click Update Jobs List to display the list.