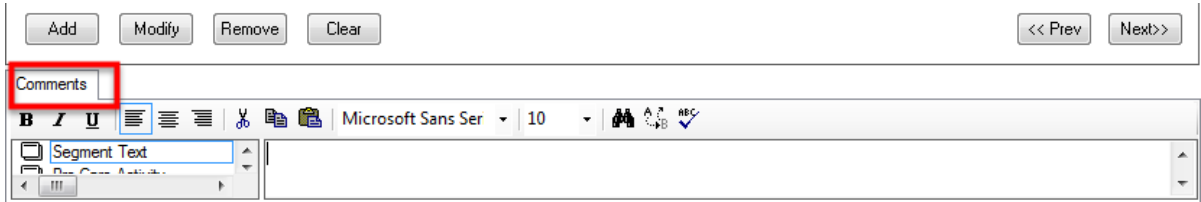


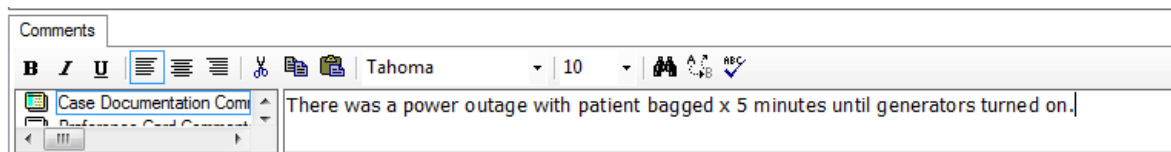
How to add a comment

1. Each segment has its own comment field where additional information can be added. Choose Segment text in the drop down if the data pertains to the segment.



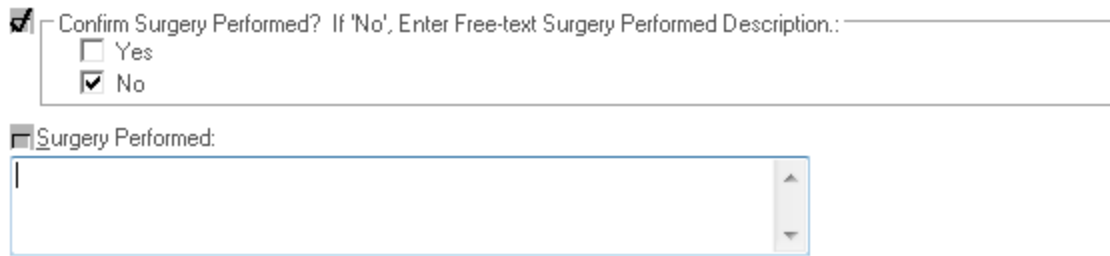
The screenshot shows a comment field interface. At the top, there are buttons for 'Add', 'Modify', 'Remove', and 'Clear', along with '<< Prev' and 'Next >>' navigation buttons. Below these is a 'Comments' dropdown menu, which is currently open and has 'Segment Text' selected. The interface also includes a rich text editor toolbar with options for bold, italic, underline, bulleted list, numbered list, link, unlink, and insert image, along with font and size settings (Microsoft Sans Ser, 10). The main text area is currently empty.

2. To add additional information to the whole document choose Case Documentation from the drop down list



The screenshot shows the comment field interface with 'Case Documentation' selected in the dropdown menu. The main text area contains the text: 'There was a power outage with patient bagged x 5 minutes until generators turned on.' The toolbar and navigation buttons are also visible.

3. Some segments have a Freetext box within the segment where additional information can be added. The box may be dithered out until the appropriate data is entered



The screenshot shows a form with a checked checkbox labeled 'Confirm Surgery Performed? If 'No', Enter Free-text Surgery Performed Description:'. Below the checkbox are two radio button options: 'Yes' (unchecked) and 'No' (checked). A free-text input field is positioned to the right of the 'No' option. Below this is another section labeled 'Surgery Performed:' with a large, empty text area for input.