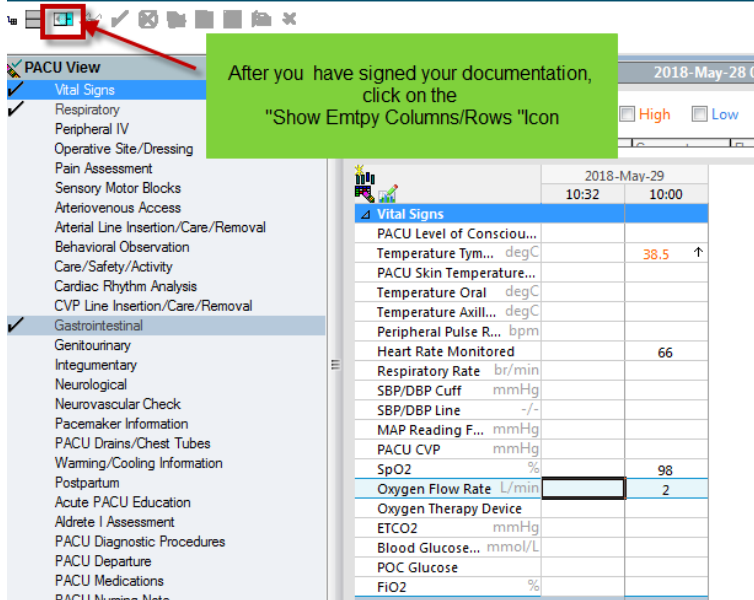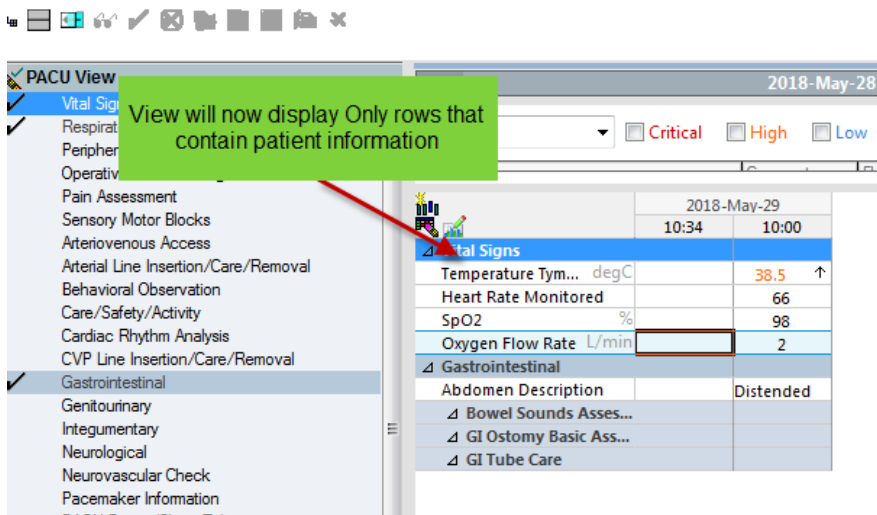# Hiding Empty Rows and Columns

- This functionality allows the user to toggle between the condensed and complete views.
- Use of this function basically hides the empty rows.

The Show Empty Columns/Rows icon looks like this

1. After you sign your documentation , click on the Show Empty Columns/Rows icon

2. This collapses the empty rows. Only rows which contain data will be displayed.

3. To reopen all of the data fields, click on the Show Empty columns/rows icon
   All columns and rows are now available for documentation.

Click on the Icon again to reopen all fields in the column

	2018-May-29		
	10:38	10:37	10:00
⊿ **Vital Signs**			
PACU Level of Consciou...			
Temperature Tym... degC		37.9	38.5 ↑
PACU Skin Temperature...			
Temperature Oral degC			
Temperature Axill... degC			
Peripheral Pulse R... bpm			
Heart Rate Monitored		64	66
Respiratory Rate br/min			
SBP/DBP Cuff mmHg			
SBP/DBP Line -/-			
MAP Reading F... mmHg			
PACU CVP mmHg			
SpO2 %			98
Oxygen Flow Rate L/min			2
Oxygen Therapy Device			
ETCO2 mmHg			
Blood Glucose... mmol/L			
POC Glucose			
FiO2 %			