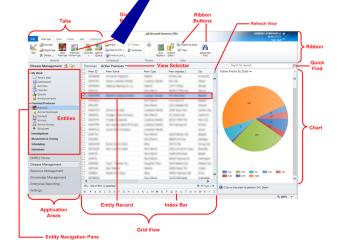
### Dialog Ribbon **Button Buttons Tabs** Refresh View Microsoft Dynamics CRM **EMRS2TEST** Charts Customize Add Share Export to Excel A\* Follow æ Ribbon Copy a Link 🗸 Y Filter Advanced Import E-mail a Link . Premises Follow-ups Queue Report . Data -Collaborate Data Records Process Quick View Selector Search for records Disease Management **Active Premises** Premises Find Prem ID Prem Name Prem Type Prem Address 1 City Active Prems by State -

# The EMRS2 Interface: Key Navigation Concepts (Part 1)



### Ribbon

The ribbon includes tabs and dialog buttons that let you quickly access different actions. Just like in Microsoft Office, this ribbon allows you to navigate through the activities you need to complete your task.

### **Buttons**

Also on the ribbon, the ribbon buttons and dialog buttons allow you to 'do' something. You may need to create a new Refresh View premises (a dialogue button) or run a report (a ribbon button). Dialog buttons will prompt a new dialog, which you can easily follow to complete the task. These dialog buttons and ribbon buttons are action-oriented and customized in EMRS2 to be intuitive and easy to use.

### **View Selector**

You can use the view selector to see different views of the same data. Here you will find any views you created and saved, filtered and including just the data you want.

### **Tabs**

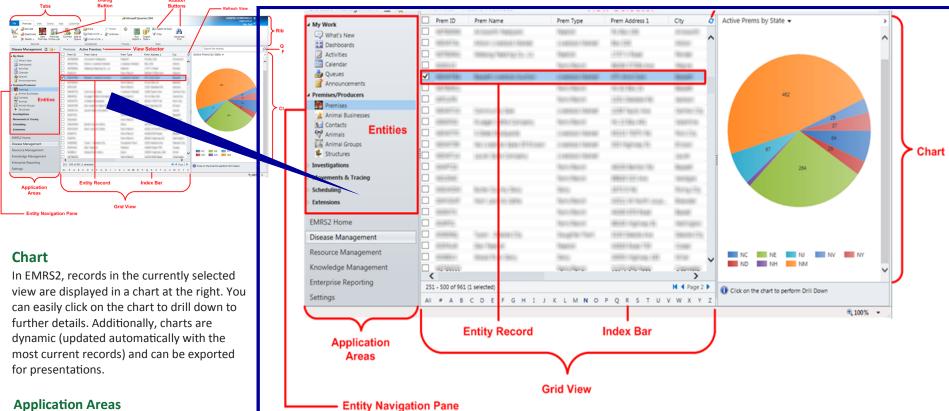
The tabs, located on the ribbon, are similar to those you see in other Microsoft products. Use these tabs to navigate as you need to do something in the system. In EMRS2, these tabs will change (automatically) depending on what you are doing. This ensures that the activities you need to complete or view are always within easy reach.

Just like Windows Explorer, EMRS2 sometimes needs to be refreshed. Refreshing will ensure that the most current and complete information is available for view, editing, and analysis.

# **Quick Find**

Using quick find, you can type in text to quickly search to locate specific records. You can type in part of a premises name, or city of a premises, and records matching that criteria will appear.

# The EMRS2 Interface: Key Navigation Concepts (Part 2)



# **Application Areas**

Each application area is a logical grouping of records that correspond to the key objectives of EMRS2: disease management, resource management, knowledge management, and enterprise reporting. Access to these areas is restricted based on your role in EMRS2, and the privileges associated with your role.

### **Index Bar**

The grid view, visible above, that displays all the records for a selected entity (for example, a premises, animal, or business), also has an index bar. The index bar allows you to quickly filter records in the grid alphabetically.

### **Entities, Entity Navigation Pane, and Grid View**

An entity is a single person, place, or thing about which you can store data. Entities may have relationships with other entities; these are built into EMRS2. In EMRS2, entities represent the tables in a database which show records. In other words, information about a premises, animal, or business (a record) is stored in an entity and visible in the grid view.

# **United States Department of Agriculture**

# The EMRS2 Interface: Record Form

### **Record Form**

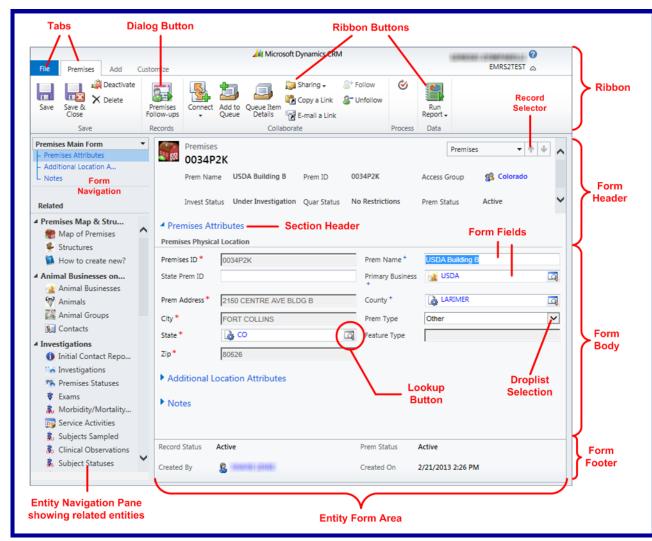
When you open a record in EMRS2, you'll see a record form. The record form will still have the familiar ribbon, dialogue buttons, and ribbon buttons. On the record form, the entity navigation pane displays different types of records. These records can be easily navigated.

### **Entity Navigation**

The entity navigation pane displays records that are linked to the open record. For example, if you click animal businesses when you are in a premises record (as shown here), you will then see only those animal businesses that are linked to the open premises, such as parent premises.

# **Form Navigation**

Form navigation tells you where you are in the record. For example, in this illustration, you are in premises attributes (rather than in the notes section). This is also reflected in the section header, in the body of the record.



## **Body & Fields**

Fields are located in the body of the record form. In EMRS2, you will use dialogs to complete most of the fields on a form. The fields on a form, such as premises name, premises address, or premises type are often referred to as attributes.

### **Header & Footer**

The header includes data about the record, and will always remain visible when the record is open. Similarly, the footer remains visible whenever you have the record open, displaying the status of the entity (such as a premises), as well as who created the record and when it was created.

### **Record Selector**

The record selector lets you quickly jump to other records from the original view (for example, a list of premises in a specific town). You can use the record locator to easily flip through these premises.

## **Lookup Button**

In many records in EMRS2 there are lookup buttons. These buttons aid you in inputting the correct information, by providing options (such as a list of States, in this case) and saving you time entering data.

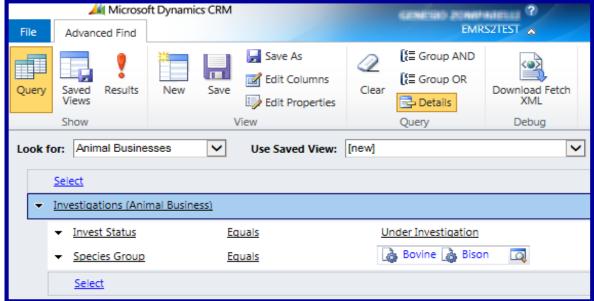


# The EMRS2 Interface: Dialogs and Advanced Find



### **Dialogs**

EMRS2 relies on dialogs. Dialogs allow users to quickly enter data in a single place, without having to manage the relationships between the data they enter. In EMRS2, dialogs are pop-up screens that lead the user through steps, such as making a selection or inputting data related to a specific entity (such as a premises, as seen at left). They are similar to wizards in other Microsoft programs. All the user has to do is follow the prompts on the dialogs, and EMRS2 does the rest by maintaining the relationships between the various entities (like an animal, premises, or business).



## **Advanced Find Query**

The query builder in the Advanced Find (at left) allows users to create complex queries. For example, a user can query all animal businesses, in a specific state, with statutes of "under investigation". These queries are created by using operators, such as "equals" and "contains data". This advanced function in EMRS2 provides a powerful query capability for users, based on their user role.