

# **User Manual**



Service name: Mainframe https://asb-manager.tech4care.eu

Created by: Paolo Olivetti Date of the version: 04/01/2021

# Change history

Date	Version	Changes done



Welcome to MainFrame,

with this service, it is possible to create accounts for professionals and configure groups and roles.

Groups and roles allow to define the information that can be viewed or inserted by the various accounts.

You can access the service by the web portal (<u>https://asb-manager.tech4care.eu</u>), inserting then the credentials provided.

This guide will deeply explain the services through the following chapters:

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## 1. Access Mainframe service

To access the Mainframe service, it is necessary to open the page <u>https://asb-manager.tech4care.eu</u> in a web browser and insert your credentials (these will be provided by Tech4Care at first use and have to be changed at first login).

MAINFRAME	
Username or email	
Password &	
Forgot Password? Don't have an account?	
Sign In Terms and Conditions	
v1.0.9	



#### 2. How to create one or more hospitals

By pressing *List of Hospitals* on the left side menu, you can see a list of the hospitals created.

MAINFRAME										(	H. Skiles
HOSPITAL MANAGEMENT	List of hospitals										
💼 List Of Hospitals	Below you will find all the hospitals	s you are mai	naging, you can go	o into detail and manage al	I aspects of the indi	ividual hospital with a simp	le click.				
REGISTRY MANAGEMENT	O Occurs field										
윤 Personal Data	Q Search field									CREATE NEV	VHOSPITAL
	Actions	Name	Vat Number	Email	Phone Number	Electronic Invoice ID	State	City	Post Code	Creation Date	Ŧ
	VIEW EDIT Delete	ASB	Final	asb@test.tech4care.eu	456123789	123456789	italy	ancona		30/12/2020 12:	21
									Rows per page	5 💌 1-1 of 1	< >

For every hospital in list, it is possible to see/edit its data or delete the hospital itself. <u>WARNING: If a hospital gets deleted, all its users are going to be deleted as well.</u>

To create a new hospital, press the red *CREATE NEW HOSPITAL* button, fill in the requested data (as shown in the picture) and press *SAVE*.

									(X	H. Skiles
HOSPITAL MANAGEMENT	List of hospitals									
List Of Hospitals	Below you will find all the hospital	s you are m	anaging, you can go into detail and mar	age all aspects of the individual hos	spital with a sim	ple click.				
REGISTRY MANAGEMENT	Q Search field				-				CREATE NEW	HOSPITAL
路 Personal Data	Actions	Name	Hospital Detail	nvoice ID	State	City	Post Code	Creation Date	Ŧ	
	VIEW EDIT Delete	ASB	Name *	Vat Number *		italy	ancona		30/12/2020 12:21	
			Email *	Phone Number *				Rows per page	5 👻 1-1 of 1	
			Electronic Invoice ID *	State						
			City	Post Code						
				Cancel SAVE						



# 3. How to add a Sens4Care license to the created hospital

By pressing the VIEW button for the desired hospital, it is possible to view its detailed information.

	( H. Skiles)
HOSPITAL MANAGEMENT	List of hospitals
List Of Hospitals	Below you will find all the hospitals you are managing, you can go into detail and manage all aspects of the individual hospital with a simple click.
REGISTRY MANAGEMENT	Q Search field
윤 Personal Data	
	Actions Name Vat Number Email Phone Number Electronic Invoice ID State City Post Code Creation Date \Xi
	VIEW 1 T Delete ASB Final asb@test.tech4care.eu 456123789 123456789 italy ancona 30/12/2020 12:21
	Rows per page 5 💌 1-1 of 1 < >

The first tab (Hospital Detail) will show the information inserted during the creation of the hospital

M MAINFRAME					
HOSPITAL MANAGEMENT	<ul> <li>List of hospitals</li> </ul>				
💼 List Of Hospitals					
	ASE HOSPITAL	HOSPITAL LIGENSES			
	Hospital Detail				
🛎 Personal Data	Name	ASB			
	Vat Number	Final			
	Email	asb@test.tech4care.eu			
	Phone Number	456123789			
	Electronic Invoice ID	123456789			
	State	italy			
	City	ancona			
	Post Code				
	🖍 EDIT				



In the second tab (*Hospital Licenses* ) it is possible to add the Sens4Care license to the selected

hospital by pressing the *LICENSES CUSTOMISATION* button and then pressing *BUY* to complete the

#### operation.

		( H. Skiles)
HOSPITAL MANAGEMENT		
	← List of hospitals	
	sfsfs Hospital detail Hospital Licenses	
REGISTRY MANAGEMENT	Para Core	
発 Personal Data	License Type None	
		LICENSES CUSTOMIZATION
		_
		H. Skiles
HOSPITAL MANAGEMENT		
🛅 List Of Hospitals	Clist of hospitals	
	test Hospital Detail Hospital Licenses	
REGISTRY MANAGEMENT	Sens4Care	
器 Personal Data	License Type None	
		LICENSES CUSTOMIZATION     MANAGE LICENSE
	License Type GOLD V Buy	
	€ Free	
	System Administrator 100 Patient 2000	
	Reference Person 6000	
	HCW 20	
	Lab Tech 20	
	Regional Expert 20 Specialist Doctor 20	
	Ward Doctor 20	



# 4. How to create groups for hospitals

Once the license has been added, it is possible to manage groups by pressing the *Manage License* button.



The system automatically creates the first group, named "default" (it can be renamed later on). Group creation is made through the two buttons with horizontal bars, allowing the creation of "child" or "brother" groups, as shown in the following picture.

	(È H. Skiles)
HOSPITAL MANAGEMENT	← List of hospitals
List Of Hospitals	test Hospital detail Hospital Licenses
REGISTRY MANAGEMENT	
윤 Personal Data	
	Groups of:
	+ EXPAND ALL - COLLARSE ALL DEFAULT



With the first button (the one with aligned bars), it is possibile te create "brother" groups. This means that all its users won't be able to see users belonging to other "brother" groups or in a higher level in the hierarchy.



The secondo button (the one with misaligned bars), instead, permits the creation of "child" groups. This means that its users won't be able to see groups other than those in a lower lever of the hierarchy (so other child groups).





#### 5. How to insert users in the database

To insert a new user, select *PERSONAL DATA* on the left side menu, and then press the red *CREATE NEW PERSONAL DATA* button.

												H. Skiles
HOSPITAL MANAGEMENT	Personal data											
🛅 List Of Hospitals	Below you will find all th	ne personal data yo	ou are managing	g, you can go into detail and i	manage all the aspe	cts of the single personal	data with a s	mple click.				
REGISTRY MANAGEMENT	Q Search field									CREATE NE	W PERSOI	VAL DATA
ዶ Personal Data			_						_		_	
	Actions	Name	Surname	Email	Phone Number	Identifier Code	City	Creation Date	Ŧ	Last Change	÷.	Hospital
	VIEW Delete	Roberto	Verdi			BWNRVD74M58L514N				30/12/2020 14.4		ASB
	VIEW Delete	Luigi	Bianchi			LKMMMQ98S69F367Z		30/12/2020 14:4	2	30/12/2020 14:4		ASB
	VIEW Delete	Doctor	Carlos	Carlos@test.tech4care.eu	123456789	123456789	Falconara	30/12/2020 12:2	3	05/01/2021 11:3		ASB
	VIEW Delete	Marco	Bianchi			MRCBNC78S1C765U				05/01/2021 14:5		ASB
	VIEW Delete	Aut. Bug. Detec.	ASB	testasb@test.tech4care.eu	645654655465	5465465644564		30/12/2020 15:0	5	30/12/2020 15:1	0	ASB
									Rows per p	age 5 <del>v</del> 1-5	of 8	< >

Now please fill in the data requested in the form that appears. <u>WARNING: it is necessary to provide a valid e-mail address.</u>

										H. Skiles			
HOSPITAL MANAGEMENT	Personal data												
聞 List Of Hospitals	Below you will find all th	elow you will find all the personal data you are managing, you can go into detail and manage all the aspects of the single personal data with a simple click.											
REGISTRY MANAGEMENT	Q Search field	Q Search field CREATE NEW PERSONAL DATA											
😤 Personal Data	Actions Name Personal data detail						Creation Date	÷	Last Change	- Hospital			
	VIEW Delete	Roberto	Name *	Surname *	514N				30/12/2020 14:46	ASB			
	VIEW Delete	Luigi	Email *	Phone Number *	367Z		30/12/2020 14:42		30/12/2020 14:42	ASB			
	VIEW Delete	Doctor	Identifier Code *	City		Falconara	30/12/2020 12:23		05/01/2021 11:38	ASB			
	VIEW Delete	Marco	Hospital		65U				05/01/2021 14:54	ASB			
	VIEW Delete	Aut. Bug. Detec.		•			30/12/2020 15:05		30/12/2020 15:10	ASB			
				Cancel SAVE			Ro	ws per pag	ie 5 <del>v</del> 1-5 of 8	< <b>&gt;</b>			



#### 6. How to assign a user to Sens4Care, a group and a role.

Once a user has been created, click the VIEW button of the user you want to assign.

MAINFRAME												H. Skiles
HOSPITAL MANAGEMENT	Personal data											
List Of Hospitals	Below you will find all th	ne personal d	lata you are mar	naging, you can go into deta	ail and manage all the	e aspects of the single pe	rsonal data w	ith a simple click.				
REGISTRY MANAGEMENT	Q Search field									CREATE	NEW PERSON	AL DATA
옫 Personal Data			_						_			
	Actions	Name	Surname	Email	Phone Number	Identifier Code	City	Creation Date	÷	Last Change	- Hospit	tal -
	VIEW Delete	Roberto	Verdi			BWNRVD74M58L514N				30/12/2020 14:46	ASB	
	VIEW Delete	Luigi	Bianchi			LKMMMQ98S69F367Z		30/12/2020 14:42		30/12/2020 14:42	ASB	
	VIEW Delete	Doctor	Carlos	Carlos@test.tech4care.eu	123456789	123456789	Falconara	30/12/2020 12:23		05/01/2021 11:38	ASB	
	VIEW Delete	Marco	Bianchi			MRCBNC78S1C765U				05/01/2021 14:54	ASB	
	VIEW Delete	Roberto	Viola	jjsghdg	adasd	asdasd		05/01/2021 16:42		05/01/2021 16:42	test	
									Row	sperpage 5 👻	1-5 of 9 <	>

Then go to the tab *Subscriptions* and press the red *ADD SUBSCRIPTION* button.

MAINFRAME		(the H. Skiles)
HOSPITAL MANAGEMENT	← Personal data	
List Of Hospitals	Roberto Viola PERSONAL DATA DETAIL SUBSCRIPTIONS	
REGISTRY MANAGEMENT		ADD SUBSCRIPTION
완 Personal Data		

Now you can follow the wizard that allows you to select product, group and role, step by step.



	( H. skile
HOSPITAL MANAGEMENT	← Personal data
List Of Hospitals	Roberto Viola PERSONAL DATA DETAIL SUBSCRIPTIONS
REGISTRY MANAGEMENT	PERSONAL DATA SUBSCRIPTION SHOWSUBSCRIPTION
器 Personal Data	
	Select a product Sens4Care
	0 0
	Product Group Role selection selected selection Sens4Care
	Back

Once this operation has been completed, an e-mail containing a link to generate credentials for the assigned product (Sens4Care) will be sent to the address inserted in the record.