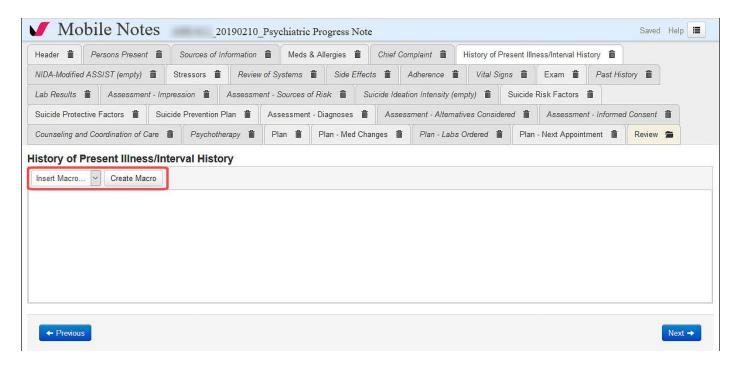
Mobile Notes Macros

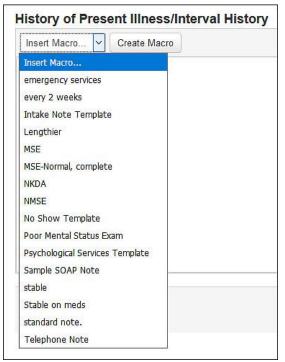
Macros can be created in Valant to allow for input into Mobile Notes, allowing users to streamline documentation, with template, and common wording. For Information on how to edit, add, and delete macros please review "Editor Macros" at the end of this document.



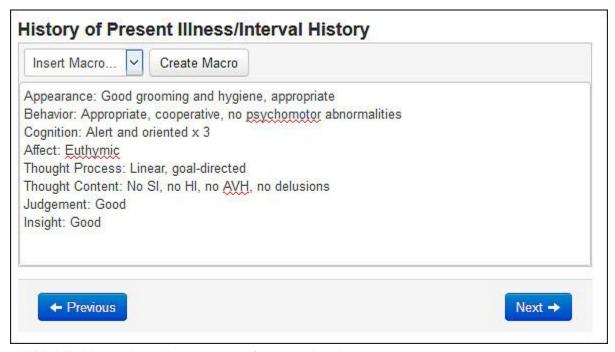
From within a Mobile Note, users will be able to insert a macro or create one by selecting the **Create Macro** button.



The "Insert Macro.." drop-down will show the list of all the macros for the provider.



If a macro is selected it will insert the text into the field where the cursor is placed. The text can then be edited in the text box if needed.



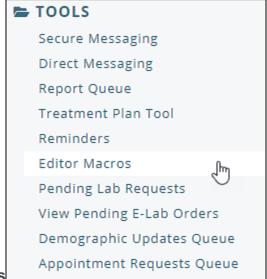
All Mobile Note tabs with a text area field provide the option to insert or create macros.

The "Insert Macro.." drop-down will show the list of all the macros for the provider.

Editor Macros

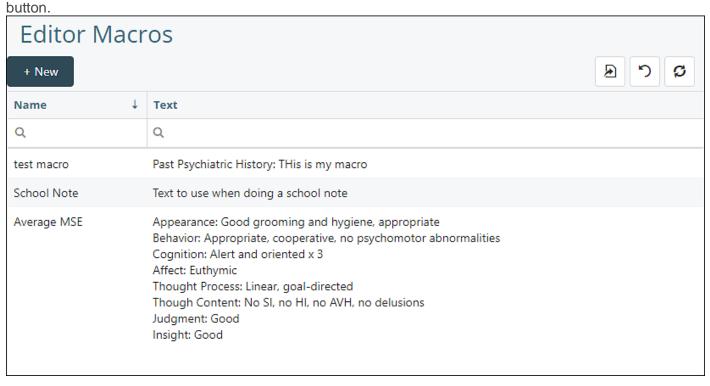
Users can add, delete, and edit macros for Mobile Notes on the "Editor Macros" page in Valant. The "Edit Documents" permission is required to access Editor Macros.

To add, delete or edit macros:

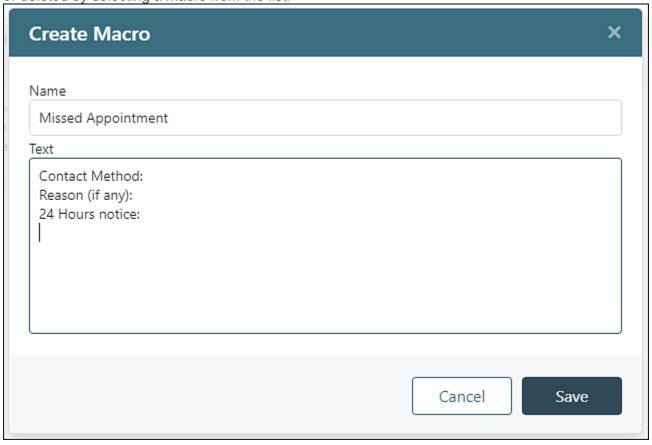


Select Tools | Editor Macros

This page allows a user to see a complete list of Macros. All macros can be edited or deleted from this page. Users to create new macros by clicking the **New**



To create a macro the "Name" field is required and in the "Text" field enter the text that will be what is inserted in a note when selected from the list. Once completed select **Save** to create the macro. Macros can be edited or deleted by selecting a macro from the list.



If a user is in the process of completing a Mobile Note and they create a macro in Valant, the user could refresh the page and the macro will immediately be available in the drop-down list.