

## **PEACH Form Builder User Manual**

- 1. The PEACH Form Builder is an online system. To access the system, enter the following website domain "http://peachformbuilder.azurewebsites.net/" in the browser address bar.
- 2. User will be directed to login page where user can enter the credentials to access the system.



3. Upon a successful login, the following screen will be displayed. On the left of the screen, user will be able to find a list of available templates from EHScape to be rendered. The header bar displays PEACH logo and User Profile. The notification box provides guidance of steps required in order to successfully render a template. This includes the options to "Upload template" or "Select from existing template".





4. When user click the header bar profile, a dropdown menu will display the user profile picture, user name as well as the logout button to exit the system.

PEACH		🥐 Peach Ac
Upload template		
Available Templates		Peach Admin
Absolutely new template	Form Builder	
Diadem_ad test		Sign Out
DCR - Adverse Reaction List.v1	Drees "Upleed templets" er	
IDCR Allergies List.v0	Press Opioad template or	
DCR - Laboratory Order.v0	select an existing template	
IDCR - Laboratory Test Report.v0		
DCR Problem List.v1		
IDCR Procedures List.v0		
New Test template		
DpenCancer Urology MDT Referral Form.v0		
OPRN - Paracetamol overdose pathway.v0		

5. When user clicks the upload template button, the following screen will be displayed. The user will be able to upload a new template by dropping .opt files to the screen below, or double click the upload box.

Upload a Template
Drop Files to Upload
or
[Click Here]
i
Upload



6. When user double click the box, users will be to upload the .opt templates from the local drive.

	SysEng	17 Apr 2017, 22:05	180.8 MB
All My Files	SysEng pitch	29 Jan 2017, 20:57	4.3 MB
🗥 iCloud Drive 🕚	SysEngPresentation	20 Jan 2017, 16:38	4.9 MB
Pictures	ScenarioWeek3	15 Jan 2017, 18:00	112.7 MB
A	SysEngVideo	9 Jan 2017, 07:29	93.7 MB
Applications	UCLH Peach Form Builder	8 Jan 2017, 21:40	45.3 MB
Downloads	😤 Imperialy Davidson Shared by Me 🖚	4 Aug 2016, 10:23	5.9 MB
Desktop	🝸 Freuds youtube 🖚	25 Apr 2016, 21:05	128.9 MB
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	Format: All Files		
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Options	Dro	cance p Files to U	open bload
Options	Dro	cance p Files to U or [Click Here	e]

7. The following screen will be displayed when the form is rendered. User will be able to customise the form using the up, down and delete buttons.

PEACH	на страна стр
Upload template	Adverse reaction list
Available Templates	Allergies and adverse reactions
Absolutely new template	Exclusion of an Adverse Reaction
Diadem_ad test	Exclusion Statement
IDCR - Adverse Reaction List.v1	No history of allergies / adverse reactions
IDCR Allergies List.v0	Up Down Delete
DCR - Laboratory Order.v0	Date Last Updated
DCR - Laboratory Test Report.v0	05/19/2016
DCR Problem List.v1	Up Down Delste
DCR Procedures List.v0	
New Test template	Up Down Deter
DpenCancer Urology MDT Referral Form.v0	Adverse reaction risk
DPRN - Paracetamol overdose pathway.v0	Causative agent
EACH Diagnosis template.v0	



8. When the customisation is complete, user can click the save form button, and the form generated will automatically be downloaded.

