



SCC-LIS_TIP OF THE WEEK

MODULE: <u>SoftTQC</u>	SOFTWARE VERSION: 4.0.8
TOPIC: Modifying user settings TQC	ISSUE DATE: 20JUNE2017
DISTRIBUTION: End Users All	PAGE: 1 of 1
ISSUED BY: J Droogers Territorial LIS Administrator	

TOPIC/QUESTION:

Why can't I find my Lot Record in TQC after putting it in as Not Active

ANSWER/TIP:

Modify user search settings to select a broader search: *Toolbar > Tools > User preferences*

EXAMPLE:

Tools Window Help

- SoftLab
- SoftMic
- SoftReports Designer
- SoftBioChemistry
- SoftCytogenetics
- SoftPathologyDX
- SoftFlow Cytometry
- SoftHLA
- SoftMolecular
- System Settings
- Security Management
- Lock Manager
- Audit Trail Viewer Ctrl+A
- User Preferences**
- My Notifications
- Clear Cache
- Inventory/Equipment Calendar
- Diagnostic
- Print Labels

User Preferences

General Setup **Inventory** Result Entry Order Entry Equipment

Miscellaneous Sorting

Close record after saving

Switch record to Read mode Select this option to always close the current Lot record

Close record and retain current mode

Retain current record and mode

Default Search Conditions:

Search lot records by Lot Number

Flags:

Status: Active, Not Active, T...

OK Cancel

Double Click on Flags "Box"

Status "Box"

Uncheck the checkbox to broaden search

Uncheck whichever boxes to make desired changes

Lot Flags

- Check New Not New
- Check Opened Not Opened
- Check On Hold Not On Hold
- Check Quarantined Not Quarantined
- Check Expired Not Expired
- Check Closed Not Closed
- Check Discarded Not Discarded
- Check Minimum supply reached Minimum supply not reached
- Check Days before expiration reached Days before expiration not reached
- Check Imported from Gene Not imported from Gene

OK Cancel

Active

Not Active

Testing

OK

OK