



AVANTA[®]

MEDICAL INFORMATION SYSTEMS

FAX

October 17, 2002

Check Your Avanta Printing Needs

If you still use a slow noisy dot-matrix printer or want to upgrade your old laser printer, take a look at the HP LaserJet 4100's new features. With faster performance, versatile paper handling, superior print quality, and greater expandability, the 4100 offers features that no other printer can match.

LARGER PAPER TRAYS: Every new 4100 ships with a hefty 600-sheet tray. An optional 500-sheet tray may be added, allowing you to use multiple paper types without changing trays.

MORE OPTIONS: A duplexing unit may be added to the new 4100, saving paper and money by allowing you to print on both sides of a page. Another option is the 75-capacity envelope feeder.

FASTER PERFORMANCE: Faster processing allows the new 4100 to print up to 25 pages per minute, outperforming your existing printers.

IMPROVED TONER CAPACITY: The new 10,000-page toner cartridge reduces your printing costs.

Also, forget about those pesky, old methods of handwriting or using a clunky typewriter for your chart labels. Instead, meet the future with efficient, computer-printed labels from Avanta.

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Avanta is pleased to offer the Dymo LabelWriter, the perfect solution for producing one-at-a-time chart labels. Avanta's software feature works with the Dymo LabelWriter to conveniently print professional, easy-to-read chart labels one-at-a-time. The Dymo LabelWriter can also print multiple chart labels or other label formats if desired. The cost-effective Dymo LabelWriter, offered at \$395, is space-saving too, with a small footprint of only four inches by six inches.

End of the Year Requests...

As we near the end of 2002, there are several Avanta functions that most of our clients call to request at the end of every year. Most common are printing labels or envelopes, and advancing the scheduler end date.

If your appointment scheduler will not allow you to advance the date to next year, it is most likely because you need to advance the End Date. To check your scheduler setup: Press [Shift + F10] from the Appointment Scheduler, and then select [4] Scheduler Format from the Scheduler Setup screen. The End Date, located on the right column, limits how far you can advance the scheduler. You can simply change this date to allow your scheduler to accept appointments for the upcoming years.

Printing labels or envelopes for all or a group of patients in order to mail out holiday cards can be accomplished in many different ways. You can build a group of patients with specific demographic or ledger details, and select to print labels or envelopes for these specific or all patients.

For specific instructions on how to perform this, and or any other Avanta function, please call an Avanta Support Specialist.

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