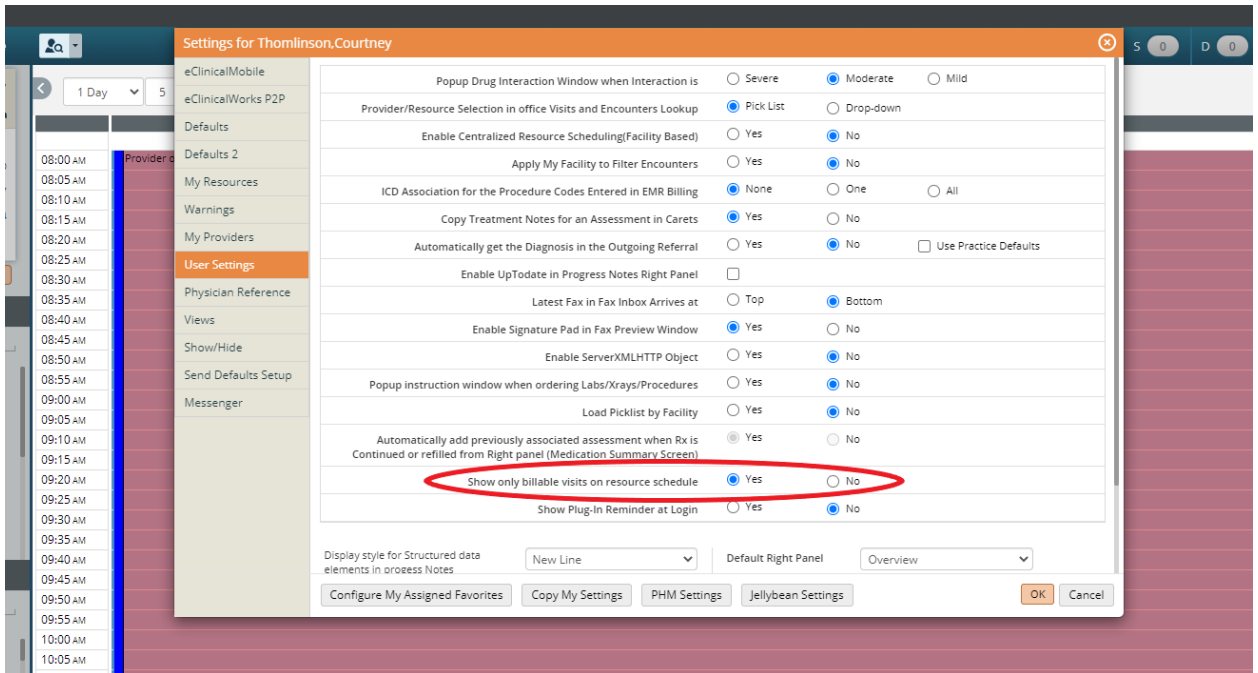


Show Only Billable Visits on Resource Schedule

1. Select **"HAMBURGER"** icon
2. Select **"SETTINGS"**
3. Select **"MY SETTINGS"**
4. Select **"USER SETTINGS"** on left panel
5. Select **YES** on **"SHOW ONLY BILLABLE VISITS ON RESOURCE SCHEDULE"**



6. Click **"OK"**
7. Then log out and log back in for changes to take effect.

*This change eliminates the cancelled and no showed appointments from showing on the resource screen. You should only see either currently booked appointment slots or available appointment slots after making this change in your settings.