

Using Clinical Scheduler

How to Logon to Clinical Scheduler

- Go to <http://www.emsaonline.com/scheduler/instructor-login.cfm>
- Enter the provided user name and password.
- Hit submit



The screenshot shows the EMSA website's navigation menu on the left and the instructor login page on the right. The navigation menu includes links for About EMSA, TotalCare, Car Seat Safety, First Aid, News, Job Opportunities, Clinical Scheduler (highlighted), PDFs, Institutes, Preceptors, Ridealong, Calendar, Manage Students, Instructor Login, Instructor Logout, EMSA Training, Safety Resource, and Center. The main content area is titled "Instructor Login" and contains a text box for the username, a text box for the password, and a "Submit" button. Below the password field is a greyed-out area, likely for a confirmation password field.

How to assign students.

There are two ways to enter a new student in the data base

- The first is to go to the Manage Students link of the navigation window on the left.
- About halfway down the page, in the middle you will see the link "Add New Student" click this.
- Enter the students first and last name and hit submit.

Using Clinical Scheduler



About EMSA
TotalCare
Car Seat Safety
First Aid
News
Job Opportunities
Clinical Scheduler
PDFs
Institutes
Preceptors
Ridealong

Calendar
Manage Students
Instructor Login
Instructor Logout
EMSA Training
Safety Resource

Center

Students

(1 - 1) of 1 record

Student Manager [Add New Student]

Last Name	First Name	
Smith	Chuck	edit delete

- The second is go to Ridealong Calendar .



EMSA
About
TotalCare
Car Seat
Safety
First Aid
News
Job
Opportunities
Clinical Scheduler
PDFs
Institutes
Preceptors
Ridealong

Ridealong Calendar

You can use the form below to search for shifts, or click on View Shifts in the calendar to view all shifts for that day only.

From: (mm/dd/yyyy)

To: (mm/dd/yyyy)

Student:

Preceptor:

Open Shifts Only?: Yes No

Calendar

Using Clinical Scheduler

- Manage
- Students
- Instructor
- Login
- Instructor
- Logout
- EMSA
- Training
- Safety
- Resource Center

Find Shifts

May

2008

<< May Go >>

Sun	Mon	Tues	Wed	Thurs	Fri	Sat
				1 View Shifts	2 View Shifts	3 View Shifts
4 View Shifts	5 View Shifts	6 View Shifts	7 View Shifts	8 View Shifts	9 View Shifts	10 View Shifts
11 View Shifts	12 View Shifts	13 View Shifts	14 View Shifts	15 View Shifts	16 View Shifts	17 View Shifts
18 View Shifts	19 View Shifts	20 View Shifts	21 View Shifts	22 View Shifts	23 View Shifts	24 View Shifts
25 View Shifts	26 View Shifts	27 View Shifts	28 View Shifts	29 View Shifts	30 View Shifts	31 View Shifts

- Click on the view Shifts in the calendar day that you wish to assign the student.
- If you click on the preceptors name it will open a short bio and photo of the preceptor.



- About EMSA
- TotalCare
- Car Seat Safety
- First Aid
- News
- Job Opportunities
- Clinical Scheduler**

Ridealong Shifts

Click on a shift to sign up a student, or click on a preceptor to view their bio. Closed shifts (a student is already assigned) are listed in red.

- 5/21/08, 15:30 - 03:30
Preceptor: Jason Whitlow

Using Clinical Scheduler

PDFs	
Institutes	
Preceptors	
Ridealong	
Calendar	
Manage Students	
Instructor Login	
Instructor Logout	
EMSA Training	
Safety Resource	
Center	
	Location: Tulsa
	• 5/21/08, 06:16 - 18:15 Preceptor: Josh Krumm
	Location: Tulsa
	• 5/21/08, 06:30 - 18:30 Preceptor: Scott Williams
	Location: Tulsa
	• 5/21/08, 14:45 - 02:45 Preceptor: Matt Cox
	Location: Tulsa
	• 5/21/08, 08:00 - 20:00 Preceptor: Casey Moyes
	Location: Tulsa
	• 5/21/08, 07:45 - 19:45 Preceptor: Carris Toothman
	Location: Tulsa
	• 5/21/08, 19:15 - 07:15 Preceptor: Alf Zeilinger
	Location: Tulsa
	• 5/21/08, 16:00 - 04:00 Preceptor: Brady Cather
	Location: Tulsa
	• 5/21/08, 04:30 - 16:30 Preceptor: Shawn Burch
	Location: Tulsa
	• 5/21/08, 09:30 - 21:30 Preceptor: David Yales
	Location: Tulsa
	• 5/21/08, 15:30 - 03:30 Preceptor: Cory Kruse
	Location: Tulsa
	• 5/21/08, 04:30 - 16:30 Preceptor: Mary Gruber
	Location: Tulsa
	• 5/21/08, 11:30 - 23:30 Preceptor: Keith Johnson
	Location: Tulsa
	• 5/21/08, 8:45 - 20:45 Preceptor: Jay Madsen
	Location: Tulsa
	• 5/21/08, 05:45 - 17:45 Preceptor: Chad McDaniel
	Location: Tulsa
	• 5/21/08, 14:45 - 02:45 Preceptor: Mike Kisler
	Location: Tulsa

Using Clinical Scheduler

- In the top window you can use a pick list if you have entered the student or if the student has done a previous clinical ride.
- Use the bottom two windows to direct assign a student.



About EMSA	Ridealong Signup
TotalCare	You are signing up a student for the following Ridealong:
Car Seat Safety	Shift: 4/22/08, 8:45 - 20:45
First Aid	Preceptor: Jay Madsen
News	Location: Tulsa
Job Opportunities	
Clinical Scheduler	
PDFs	Student: <input type="text"/>
Institutes	<input type="button" value="Signup Student"/>
Preceptors	
Ridealong	
Calendar	Use this form if the student has not already been added to your student list.
Manage Students	
Instructor Login	
Instructor Logout	Student First Name: <input type="text"/>
EMSA Training	Student Last Name: <input type="text"/>
Safety Resource	<input type="button" value="Signup Student"/>
Center	