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How to Set Up Departments:

Go to Departments page under System
Management. Select Create Department.
Name and save new department.



- Edit user to assign a department. You can assign one user at a time or bulk assign users. (One department per user.)
- Edit assets in My Site and assign assets to department (one department per asset).

Need Assistance? Check out the Cognosos Luminate Healthcare Knowledge Base or contact us at support@cognosos.com.

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