Getting Started with Vocera Collaboration Suite (VCS) 3.8 App (*VS 5.4, VMP 5.7*)

Course Description

Welcome to Vocera Collaboration Suite 3.8 App training. This 10 minute, computer-based training will familiarize you with the basics of Vocera Collaboration Suite App 3.8. If you're new to the app, we highly recommend you take the modules in order; however, this is not a requirement.

This course contains audio. It is best viewed on a monitor, laptop, or tablet.

Learning Objectives:
By the end of the course, you should be able to:

- Describe how to log into the Vocera Collaboration Suite app
- Navigate to the different tabs of the application
- Access and set some personal preferences
- Describe sending and receiving text messages
- Identify the two ways to place calls to individuals, Groups, or roles

Modules

1. Logging in to the VCS app and Setting Preferences (3:00)

In this section, you will learn how to log in to the VCS app, navigate the main screens, get an overview of these screens, and learn about the **User Profile** and **Settings** screens.

By the end of this section, you should be able to:

- Describe the Vocera Collaboration Suite App
- Demonstrate how to log in to the Vocera Collaboration Suite App
- Locate and set personal preferences using the Settings options

2. Identifying Favorite Contacts (2:00)

Learn how to work with the **Contacts** module, including how to add contacts to Favorites, the benefits of doing this, and how best to communicate with contacts.

By the end of the section, you should be able to:

- Describe the benefits of identifying Favorite contacts
- Describe how to add contacts to Favorites
- Identify how to navigate to view All Contacts from the Favorites screen

3. Sending and Receiving Text Messages (2:00)

Learn the basics of the **Secure Messages** module of the app. By the end of this section, you should be able to:

- Describe how to initiate a secure message to an individual or multiple individuals
- Identify the benefit of attaching a patient to the context of the message

4. Calling a Contact, Role, or Group (2:00)

By the end of this section, you should be able to:

- Describe the two ways to initiate a call to another individual, Group, or role
  - From the Contacts screen
  - From the Call log tab
- Identify how to call an outside number or internal extension using the keypad

5. Practice Sending a Secure Text Message with VCS (1:00)

In this section you will test your knowledge for initiating a secure text message.

6. Resources (1:00)

View and download the VCS Quick Tips Guide (Based on version 3.8)