

# How to Customize the Escan Email

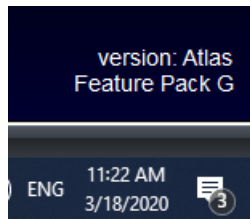
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## Summary

This document shows you how to customize the email message sent via the Escan feature

## Before you Begin

1. Escan is only available for customers with Feature Pack A or newer.
  - Not sure what Feature Pack you have? Open MyoVision and look in the lower right corner. If it says Feature Pack then you have access to Escan.

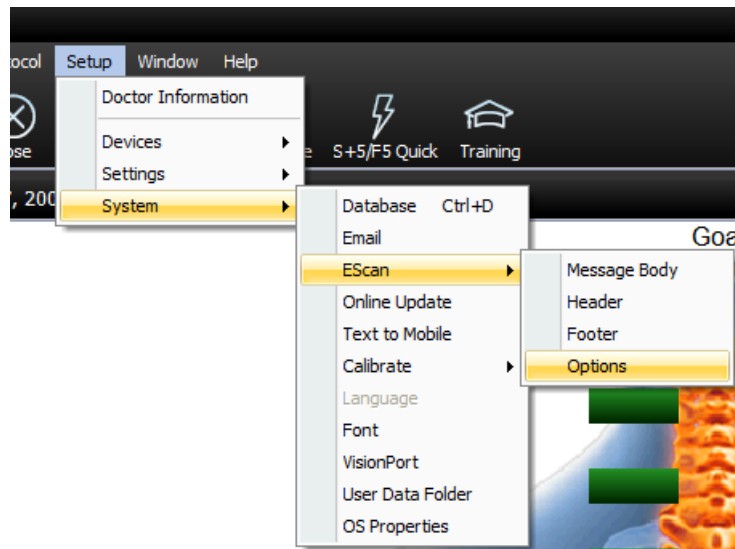


- Don't have Feature Pack A? You will need to [purchase a software subscription](#).
2. **IMPORTANT:** Escan must be setup to use the Escan feature.
  - See our support article [Setting Up Escan](#)
3. Make sure you have the latest version of the MyoVision software.
  - [How Do I Check My Software Version?](#)
  - [Updating Your MyoVision Software](#)

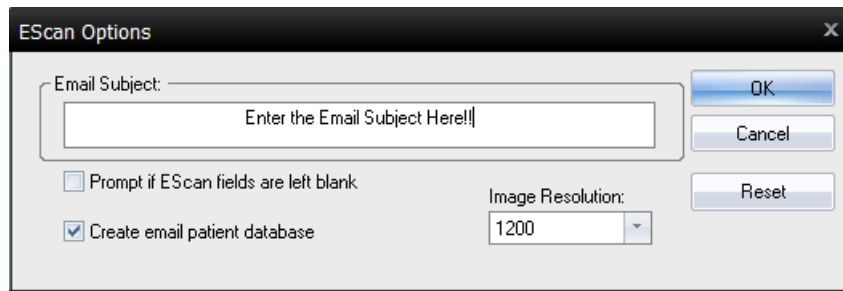
## How to Customize the Escan Email

### 1. Edit the Email Subject and Escan options

- Setup > System > Escan > Options



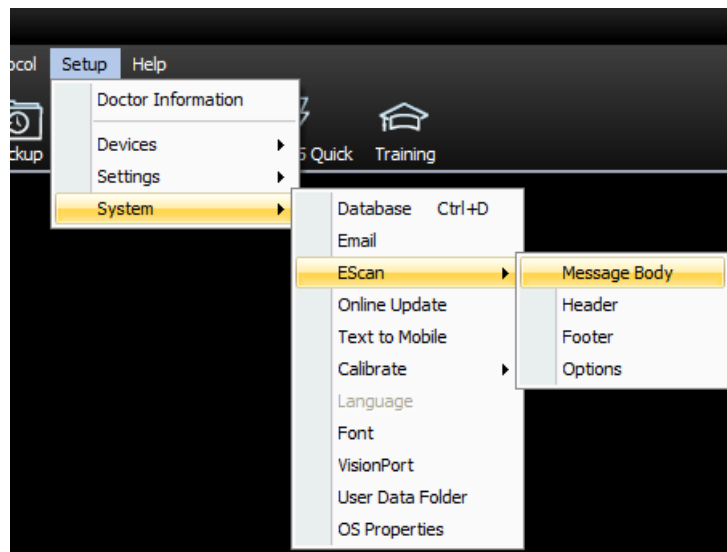
- Edit the desired Email Subject in the "Email Subject" field



- Edit other options if desired
  - Prompt if EScan fields are left blank
    - This will have a prompt that appears when sending an exam if any fields are left blank
  - Create email patient database
    - Creates a local database on your computer that keeps a record of all exams sent via email or text message
  - Image Resolution
    - The Resolution or quality of the exam image
    - Higher numbers equal higher image quality and a larger image
- Click "Reset" to go back to default settings and email subject
- Click "OK" when done

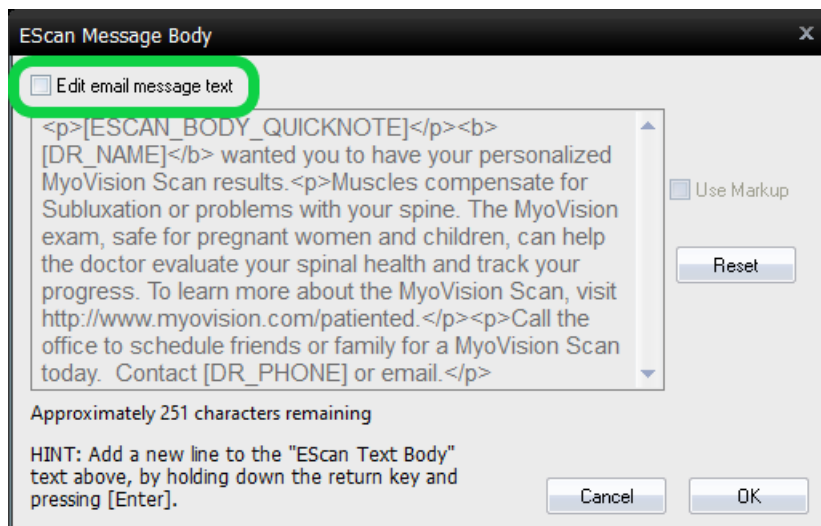
## 2. Edit the Email Message Body

- Setup > System > EScan > Message



## 3. Turn on Edit mode

- Check the box next to "Edit email message text"

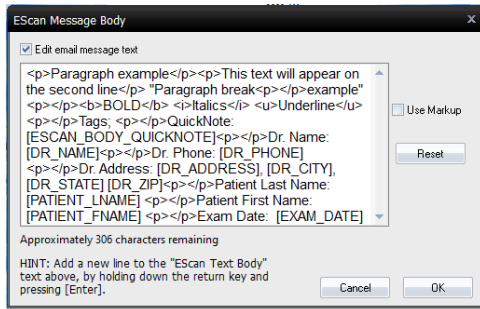


## 4. Edit the Email Escan message

- The email message text uses HTML formatting and a tagging system to format and automatically load information
  - HTML formatting:
    - Paragraph: Use "<p> (enter paragraph text here) </p>" to designate a paragraph, or "<p></p>" to create a paragraph break
    - Bold: Use "<b> (Bold text) </b>"
    - Italics: Use "<i> (italic text) </i>"
    - Underline: Use "<u> (underlined text) </u>"
  - MyoVision Tags (Uses the information entered in "Doctor Information" and from the exam)
    - Doctor Name: [DR\_NAME]
    - Phone Number: [DR\_PHONE]
    - Address:
      - Street Address: [DR\_ADDRESS]
      - City: [DR\_CITY]
      - State: [DR\_STATE]
      - Zip Code: [DR\_ZIP]
    - Patient Last Name: [PATIENT\_LNAME]
    - Patient First Name: [PATIENT\_FNAME]
    - Exam Date: [EXAM\_DATE]
- Click "OK" when done to save
- To reset the message to default click "Reset"
- Example:

# MyoVision Escan Message Settings HTML and Tags Example

# How the example looks in the email



Enter the Email Subject Here!! External Inbox x

Technical Support <bloody\_tears180@yahoo.com>  
to Kelly ▾

Paragraph example

This text will appear on the second line

"Paragraph break

example"

**BOLD** *Italics* Underline

Tags:

QuickNote: This is a message that is written at the time of sending of the exam. Example includes "Schedule for follow up in 2 weeks"

Dr. Name: Technical Support

Dr. Phone: 800-969-6961 opt 2

Dr. Address: 19109 36th Ave West # 3-105, Lynnwood, WA 98036

Patient Last Name: Smith

Patient First Name: John

Exam Date: Apr 07, 2001

