

# Health Office Scanner

Last Modified on 03/11/2024 8:46 am CDT

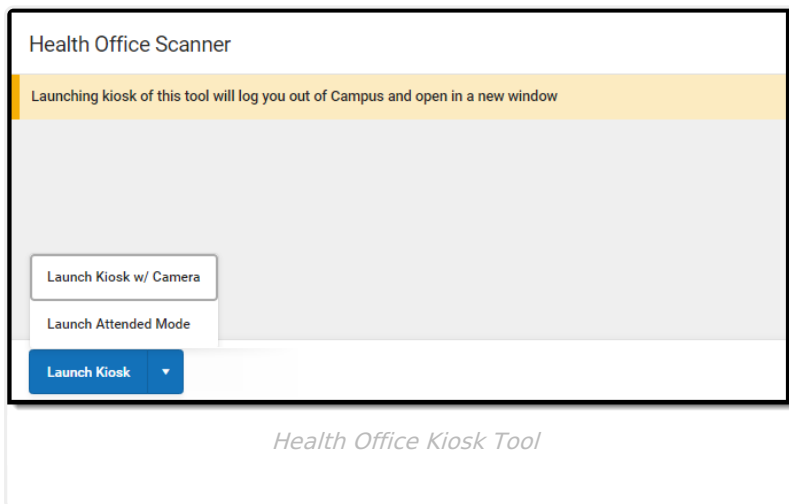
[Health Office Kiosk](#) | [Health Office Attended Mode](#)

The Scanning toolset is part of the [Campus Workflow Suite](#).

Tool Search: Health Office Scanner

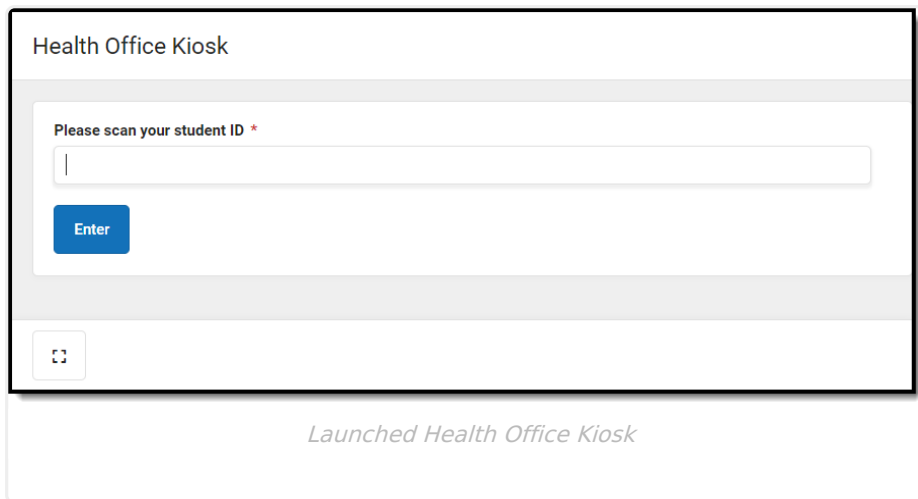
The Health Office Scanner tool is used to check students into the nurse's office. Click the **Launch Kiosk** button to begin taking attendance in an untended mode. Click the **Launch Attended Mode** button to begin taking attendance in an attended mode.

Selecting the **Launch Kiosk w/ Camera** option from the dropdown allows users to use the device's webcam to take a picture of the student's ID and use that to scan them in.

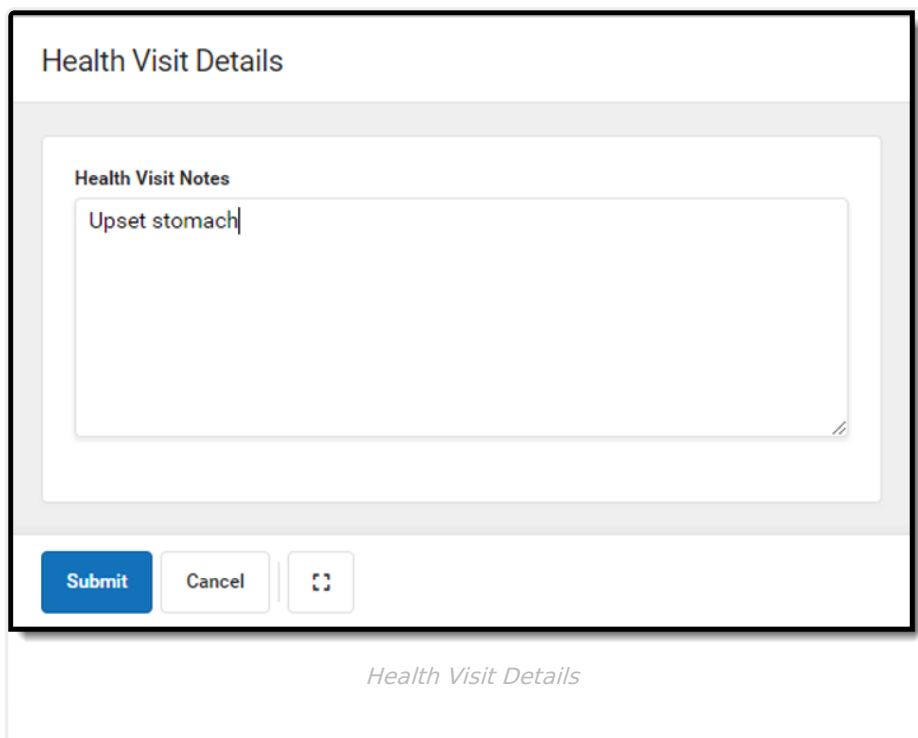


## Health Office Kiosk

Once the Health Office Kiosk tool is launched, a separate window displays and the user is automatically logged out of Campus. This allows students to check in to the nurse's office without having access to a Campus account.



Once a student enters or scans in a student ID, the **Health Visit Detail** screen displays.

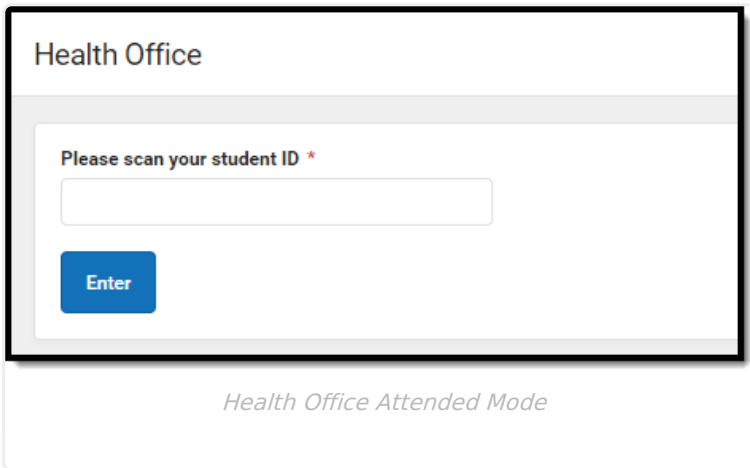


The student enters text into the **Health Visit Notes** field and then **Submit** or **Cancel**.

The student's attendance is automatically captured on the [Health Office Calendar](#) tool and the student's [Health Office Visits](#) tool.

## Health Office Attended Mode

Once the Health Office Attended tool is launched, health staff can enter or scan in student ID numbers.



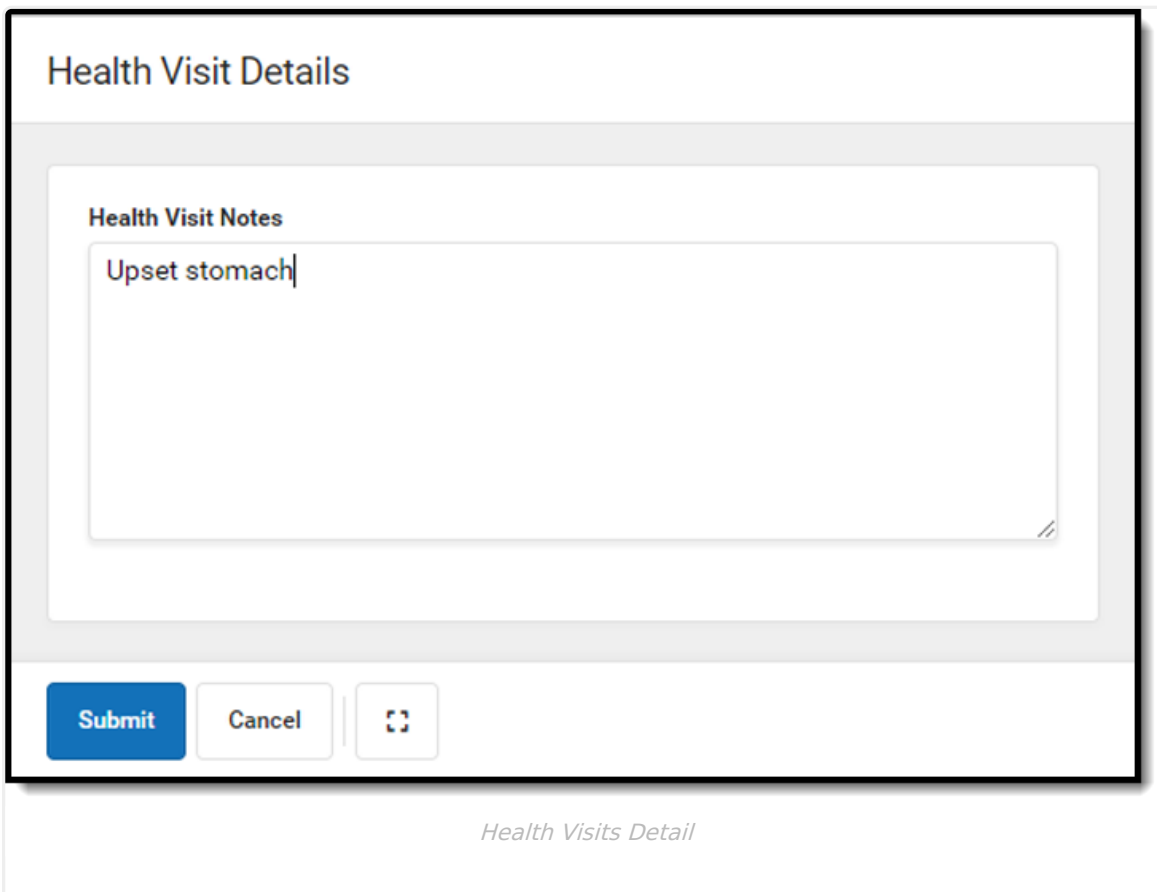
Health Office

Please scan your student ID \*

Enter

*Health Office Attended Mode*

Once a student enters or scans in a student ID, the **Health Visit Detail** screen displays.



Health Visit Details

Health Visit Notes

Upset stomach

Submit Cancel Expand

*Health Visits Detail*

The student enters text into the **Health Visit Notes** field and then **Submit** or **Cancel**.

The student's attendance is automatically captured on the [Health Office Calendar](#) tool and the student's [Health Office Visits](#) tool.

**Tip:** The **Expand** button can be used to extend the work space to the full size of the user's screen. Click the Expand button again or **Esc** on the keyboard to exit full screen mode.

