

APPOINTMENT TYPES



 $\mathsf{Administration} \to \mathsf{Scheduler} \ \mathsf{Setup} \to \mathsf{Practice} \ \mathsf{Appointment} \ \mathsf{Types} \to \mathsf{Scroll} \ \mathsf{down} , \ \mathsf{and} \ \mathsf{Add} \ \mathsf{New}$

STEPS

To create an appointment, you must include:

- 1. Appointment Type Name
- 2. Abbreviation
- 3. Length

All other features are optional.