FAU College of Medicine Support Center

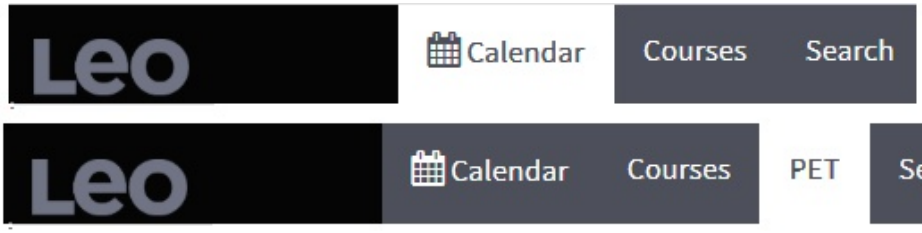
Owlmed: Overview

Ankit Shah - 2023-07-28 - *M1 Student Materials*

Overview of Leo

Welcome to the Student Overview of Leo, powered by DaVinci Education! The sections below will provide a short introduction to some of the many features that Leo offers.

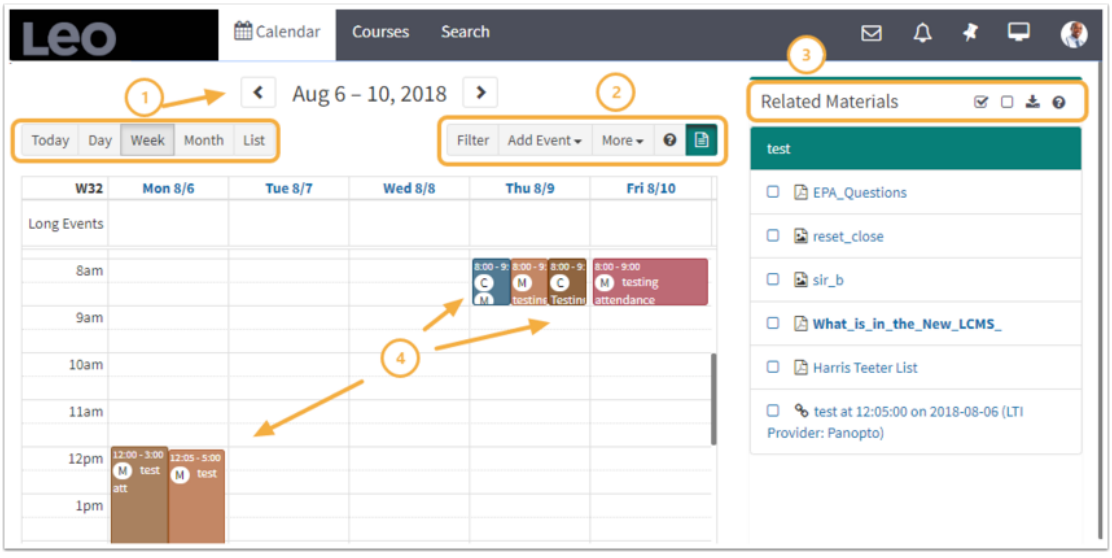
Top Navigation Bar



Students enrolled in a clinical experience will have the additional menu tab for PET (Patient Encounter Tracking).

Calendar View

The main user interface is based around the Calendar, a central hub for information about events.

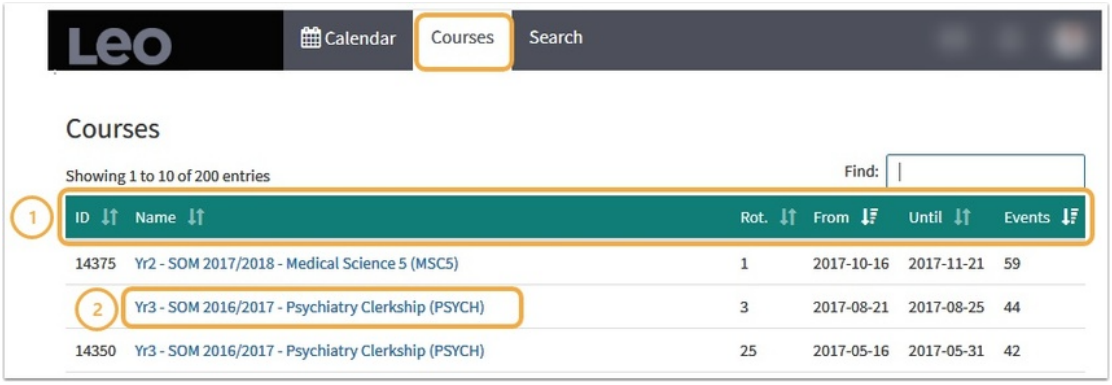


1. The **Calendar** opens to today's date and can be organized by: Day, Week, Month, or List views.
2. **Filters** can be applied to the Calendar to manage the information you see. You can also add Personal Events, access **More** options, learn more at the **? Help** and open/close the **Related Materials** pane.
3. **Related Materials** are organized in the right side panel and can be downloaded all at once, or you can select specific items to download.
4. **Events** are organized by time and place, as well as color coded by Event Type.

For more detailed information about the Calendar, please refer to the Calendar article.

Courses Tab

The Courses tab includes a list of the Courses you are enrolled in (past & present). Each course name is also a link that brings you to the Course screen where you can access relevant information such as materials, discussions, the course description, and more.

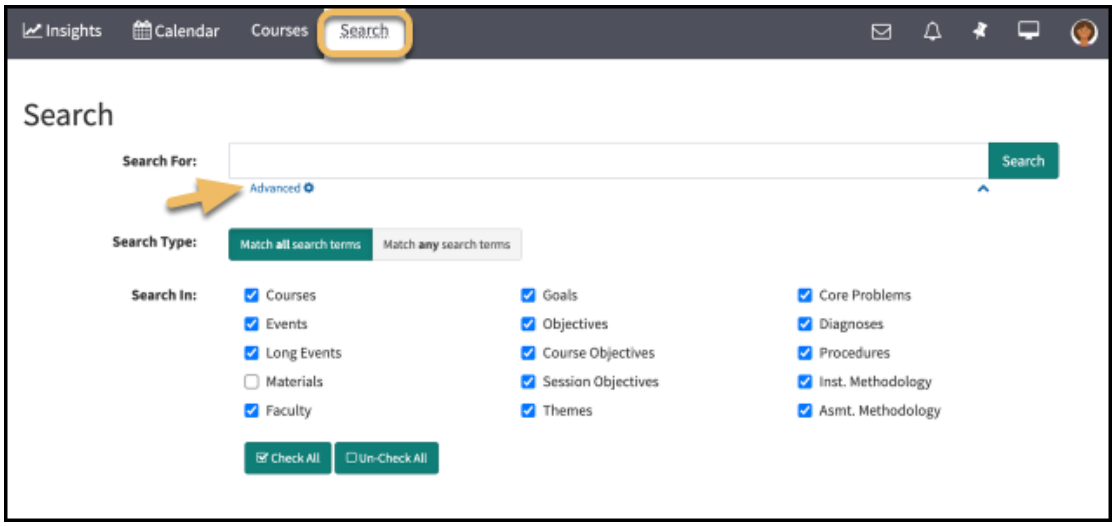


1. Courses can be sorted by: ID, Name, Rotation, From, Until, and number of Events.
2. Click the Course Name link to go to the Section Screen for that Course.

For more detailed information, please refer to the Courses article.

Search Tab

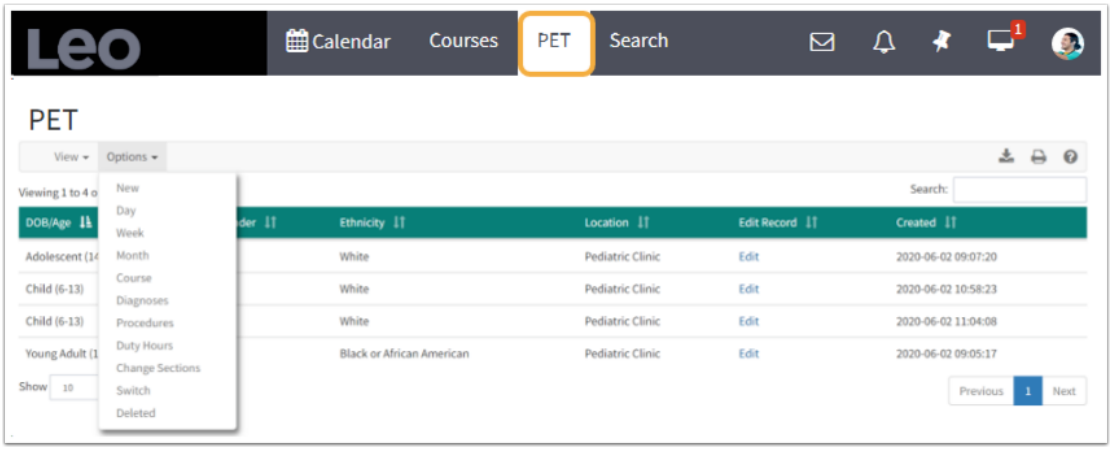
Users can search across the curriculum by using a keyword and/or Boolean search. A number of built-in advanced filters are also available to help widen or narrow search fields and display options.



Clicking on the Advanced Icon toggles the screens between the Advanced Search and Search.

PET Tab

When enabled, Leo's PET tab allows students to manage PET form submissions for clinical courses in which they are enrolled from the top Navigation Bar.



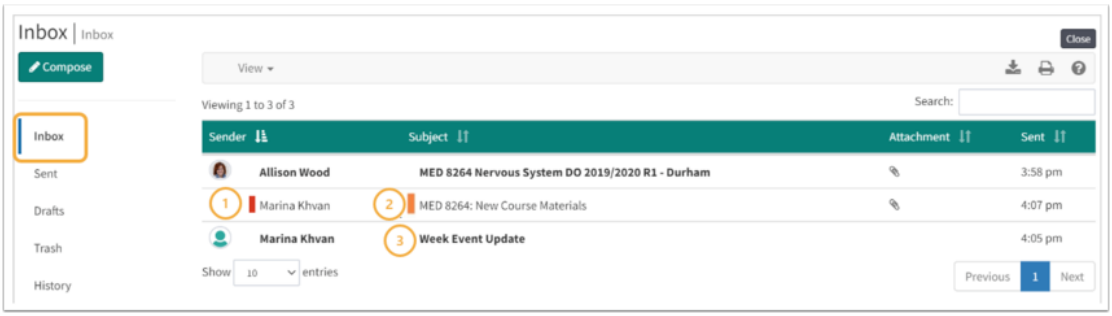
For more information regarding Patient Encounter Tracking see the article on PET.

Menu Icons



Inbox Icon (Envelope)

Messages allows you to create Announcements and/or Email messages to selected recipients within Leo. Announcements comes populated with all the Groups associated with the Section or Event. Emails sent in Leo will be distributed to the email listed in the User's profile.

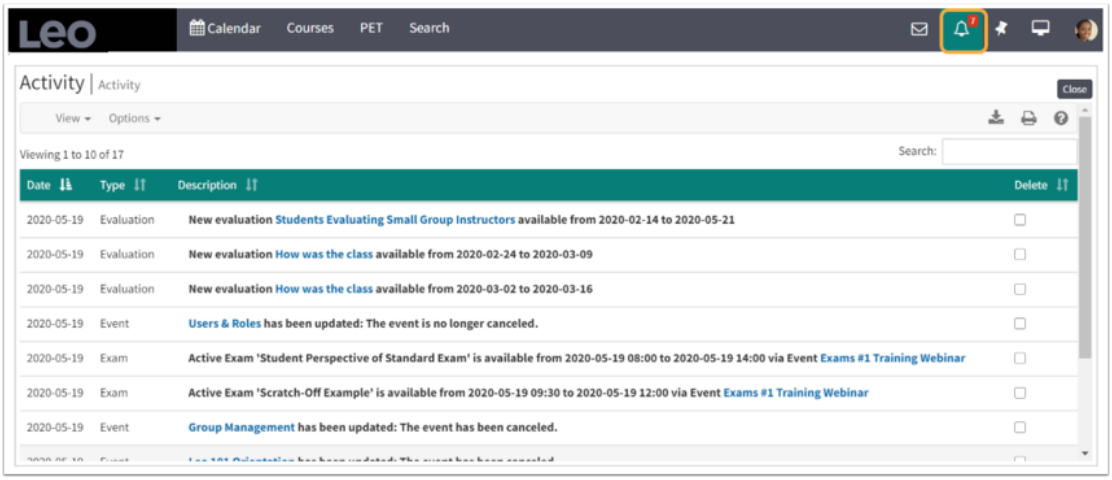


1. A red indicator shows this message is new, you haven't seen it in your Inbox before.
2. An orange indicator shows the message is high priority.
3. If the message is bold, that means you haven't read it yet. Click any row to view the message.

For more detailed information: refer to the Inbox article.

Activity Icon (Bell)

Accessed via the **Activity Bell**, the Activity report will notify you of any actionable information you need to know, such as updates/changes to events, new materials, assignments, upcoming or due Exams or Evaluations, Lotteries and Sign-ups.



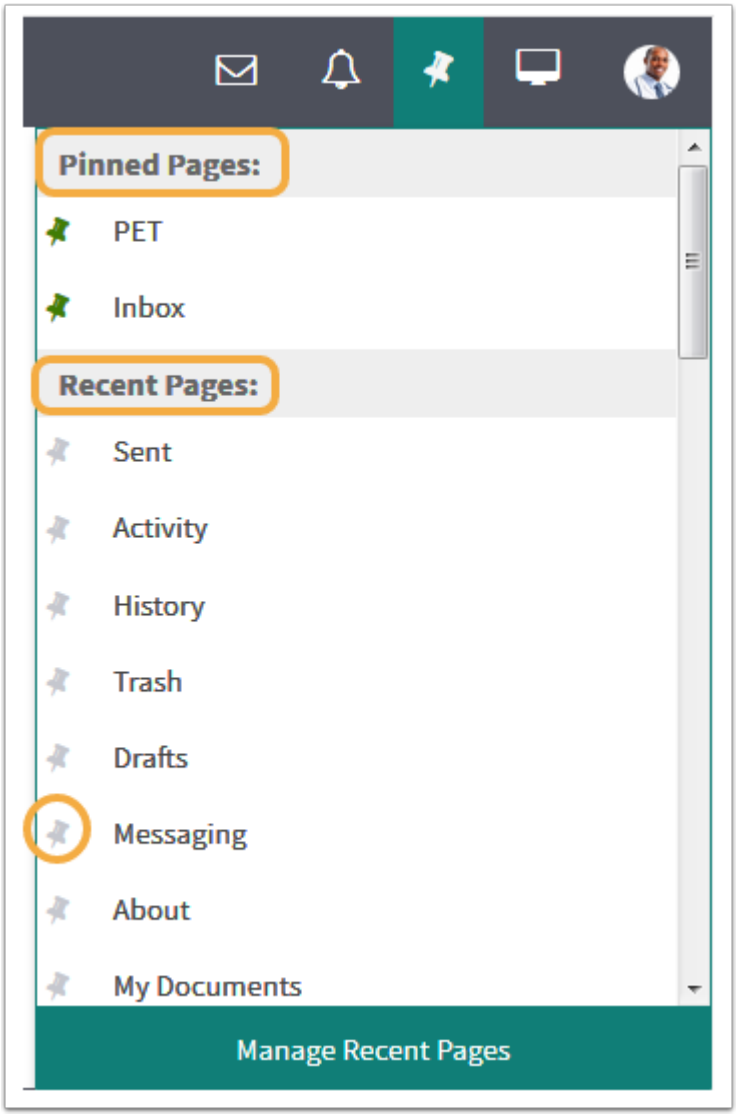
- Items in **Bold** are unread.
- All links are active.
- Activities can be deleted.
- Deleted activities can be reviewed.

The **Activity** icon will automatically populate with a small number in a red box, indicating how many new or unread activities you have.

Examples of possible content you may see in your Activity screen log include items such as those listed below:

- Upcoming quiz
- New Materials were added to an upcoming Event
- Assignments added to a Course
- Event cancellation or rescheduling (in close to real time)
- Evaluation due (refer to this article on Evaluations for more information)
- Lottery/Sign-Up is open (refer to this article on Lottery/SignUps for more information)
- Exam due in regular or Long Events
- Receipt of Grades
- Event changes due to Group membership modifications, such as being added/dropped
- Long Event changes
- Notification of being added or removed from a Course
- New or updated Discussion Board or comments on a thread

Pinned and Recent Pages (Pin)



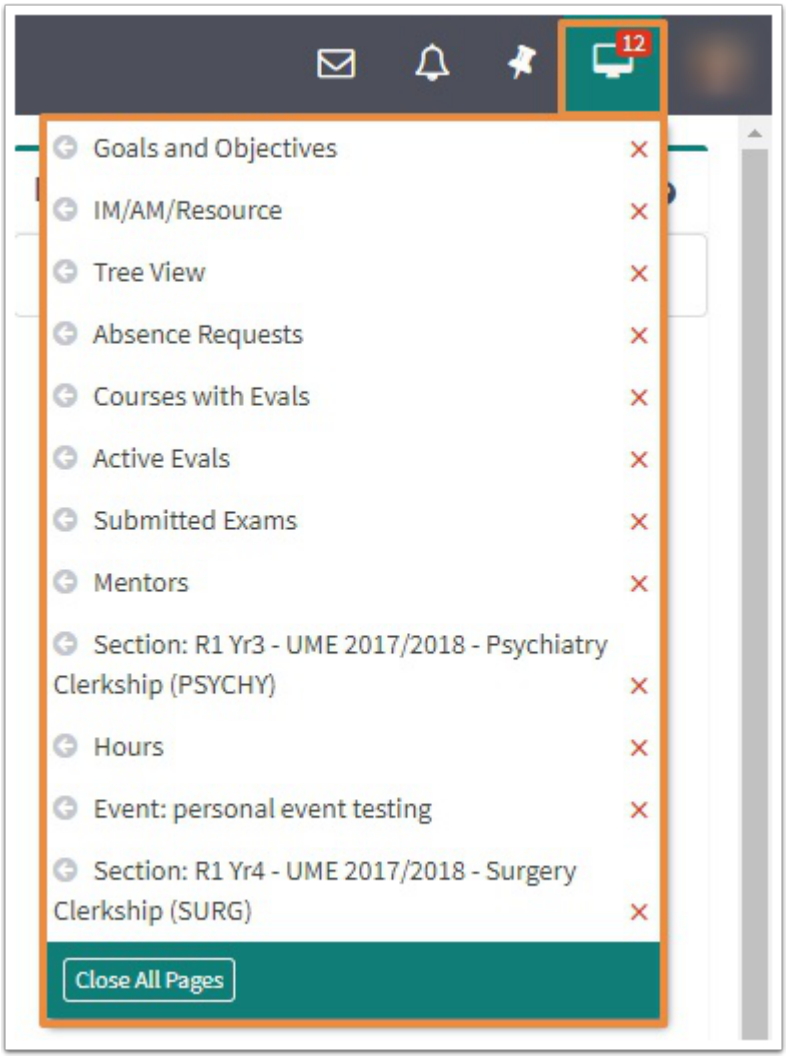
Click a **Recent Page** pin to move it to the **Pinned Pages**.

Select **Manage Recent Pages** to view or edit your recent history.

For more information please refer to The Pin article.

Session Screen (Monitor)

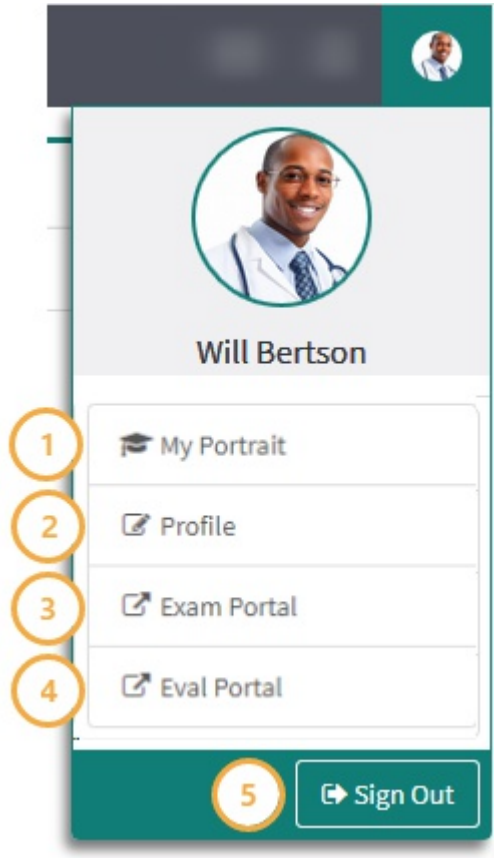
The **Session Screen** allows you to easily navigate around Leo without having to worry about losing your work when accessing another area of Leo. The Session Screen will keep a list of all of the active pages you have visited for the given session.



For more information, please refer to the Session Screen article.

Account Menu (Picture)

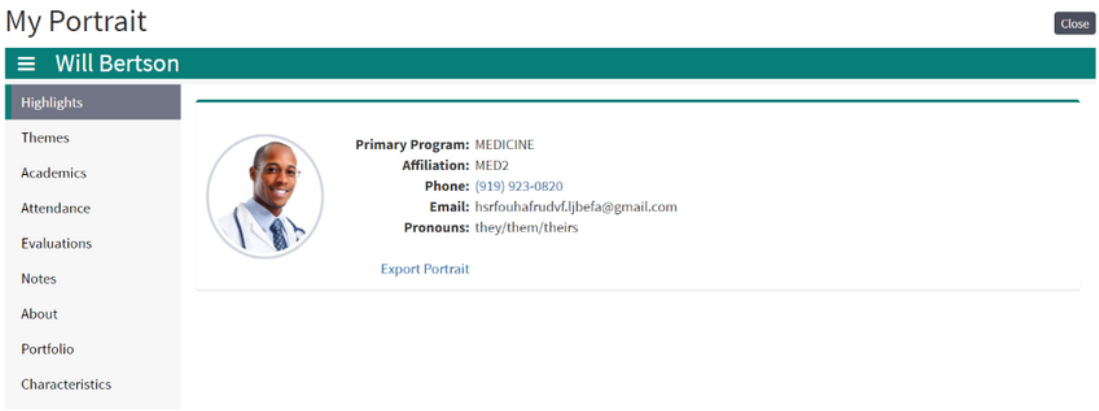
Use the **Account Menu** to access user specific areas of the Leo such as the Exam and Eval Portals, Academic Portrait and your Profile.



1. **My Portrait**: Student's academic portrait
2. **Edit Profile**: Edit account settings
3. **Exam Area:** Exam Logon portal
4. **Eval Portal:** Eval Logon Portal
5. **Sign Out**: Sign out of account

My Portrait

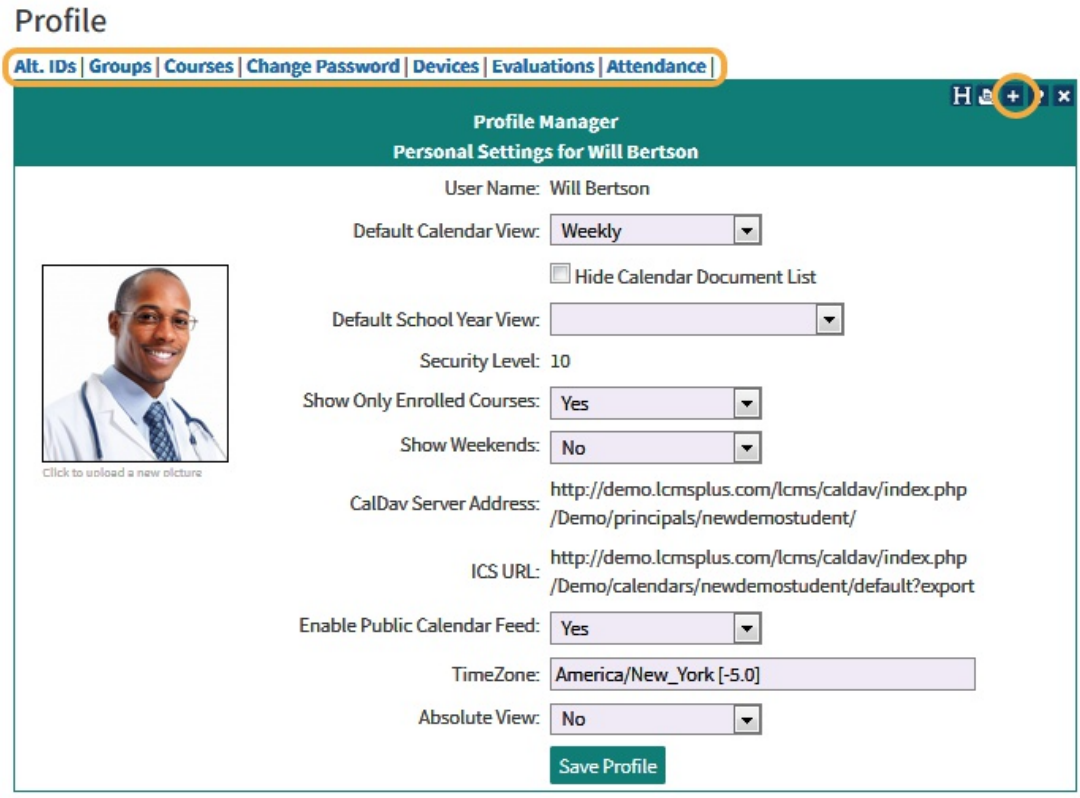
The Academic Portrait displays information about a student's academic career by pulling data from courses (ex. grades), attendance records, all Evaluations of or by the student and general demographic information. Tabs are customized by institution and may display differently than in the screenshot below. The Portrait also include the Portfolio tab, where documents and materials can be uploaded, as well as the option to turn on the collaboration tool to write Noteworthy Characteristics.



For more detailed information, please refer to the Academic Portrait article.

Edit Profile

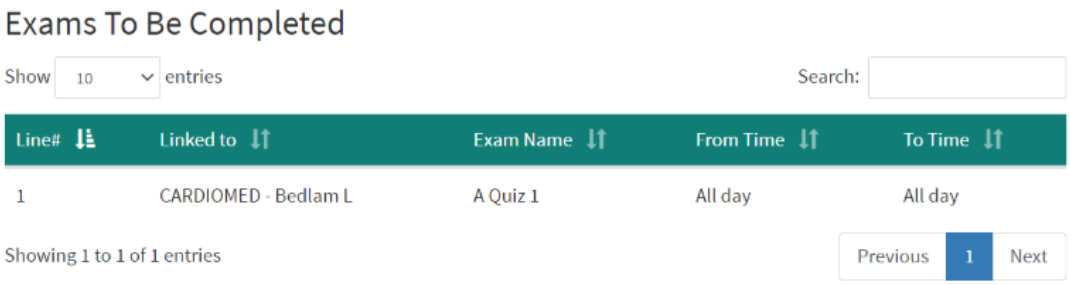
Use the **Profile Manager** screen to manage basic default settings, and access the Groups, Courses, Change Password, Devices, Evaluations and Attendance menus.



For more detailed information, please refer to the Profile article.

Exam Portal

The Exam Portal is where students will find and access their Exams in Leo. From the Exam Portal students can navigate directly to scheduled exams.



For more information, please refer to the Exam Portal article.

NEXT ARTICLE Calendar Tab

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- Evaluations
- Download Materials
- Student Course Assignments: Upload Files
- Student Long Event Assignments: Upload Files

- Tags
- OwlMed