Getting Started with The Medical Manager!

Benefits of Using The Medical Manager

The Medical Manager is designed to make learning simple and straightforward. Real-life exercises offer challenging opportunities for students to build upon what has been learned as they progress through each unit. Understanding the relationship between software and record keeping in a medical office empowers students to develop creative solutions to organizational and financial dilemmas. Once students master The Medical Manager system, they will have the confidence and skills to be successful using any office management software.

Where to Buy

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First Time Login

After installing The Medical Manager, follow these steps to log in and register your name.

Log In

- Double click on The Medical Manager Student Edition icon located on the desktop.
- When the Authentication window opens, make sure the User Name is 1 and enter the password ican. Password is not case-sensitive. Click Okay.
Before entering your session, verify the date. If necessary, key in the date as instructed by the textbook. Press Enter to continue.

Student Name Registration

From the Main Menu, enter the command /c2 on the line reading ‘Enter Desired Option’. Press Enter. This will take you to Custom Menu #2.

Select #11 – Student Name Registration.

Enter your first and last names in the data fields provided. Use Enter to switch between lines.

When you have finished, press F1 to Process the student name.

Return to the Main Menu by keying /M1 in the command line. You must return to the main menu before exiting or your name registration will not be saved.

Exit Medical Manager. When you next open Medical Manager, your name will appear on the menu screen.

Questions?

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<tr>
<th>Questions with your CengageBrain account?</th>
<th>Questions regarding The Medical Manager?</th>
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<tr>
<td>• Check the FAQs in the Support area of your CengageBrain home.</td>
<td>• Go to <a href="http://www.cengage.com/support">www.cengage.com/support</a> for 24/7 live chat!</td>
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<td>• Write to <a href="mailto:cengagebrain.support@cengage.com">cengagebrain.support@cengage.com</a></td>
<td>• Call 800.354.9706 Mon. through Thurs. 8:30 AM to 9 PM EST and Fri. 8:30 AM to 6 PM EST</td>
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<td>• Call 866.994.2427 Mon. through Fri. from 8 AM to 6 PM EST</td>
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