

## Cornerstone Tip Sheet Changes between 8.52 and 9.0

Function Changes	8.52	9.0
Print Screen	"Print Screen" key	Shift F10
*Text Edit	None	Menu option
Control 'P'	"Cornerstone" print choices	"Windows" print choices – NO Okidata option
Reports	All reports could be printed to file	Only 5 reports: HSPR0114 HSPR0407 HSPR0405 HSPR0505 HSPR0602
Reports	HSPR0114 Participant Master Record for WIC. If you changed the A to 1 you hit enter to run the report.	After you change the Value A to 1 if you don't want to use your mouse - ALT O to get to Ok and run the report.
Printing Reports to Screen and Printer	Automatically printed to both screen and printer.	Prints to screen. Click on printer button on toolbar to print to the printer.
Re-index	None	128 MB RAM needed to run
Saving	Beep when Case Note, Assessment, etc. saved	No Beep. F4 Save option is not available once it has been saved On the CM04 the font color changes from black to blue once it is saved.
Printing FI's	The print on FI's was light and sometimes hard to read.	The print is darker which causes the printing to be slower.
Reset Employee Password	Start->Programs->Cornerstone->Employee Admin	In Cornerstone, Admin->Employee->Reset Password (AD25)
Reset Employee Login Flag	Start->Programs->Cornerstone->Employee Admin	In Cornerstone, Admin->Employee->Reset Login Flag (AD26)
<b>Screen Changes</b>	<b>8.52</b>	<b>9.0</b>
SC02	1 time column	2 time columns – Column on the left will 'freeze' when scrolling to additional resources
PA01	No color change	Black Text – local search Blue Text - state wide search
CM04	Ctrl F1 would take you between the date and the text box.	Have to click on the date or use Tab key.

\* Text Edit is a Cut/Copy and Paste availability. It can be used to copy text between case notes (ex. Mom & baby), from an assessment comment to a case note, or anywhere you type in text. You can also use Ctrl C to Copy, Ctrl X to Cut, and Ctrl V to Paste. In order to use this function, you must highlight the text by using the shift and arrow keys or clicking and dragging the mouse.

### **IMPORTANT THINGS TO REMEMBER**

Cornerstone has a 10 minute timeout function. The Cornerstone application has been designed to terminate after 10 minutes of inactivity. To remind the application that the user is still working, just move the mouse or press the insert key and the time will be reset to zero and start a new 10 minute count. If Cornerstone times out while you have the Alt key on, when you try to access an item from the menu, the application will close.

All Cornerstone workstations **MUST** be rebooted daily.

Version 9.0 is written for screen resolution of 800x600. This is the recommended resolution. Note to Greenbook Sites: If the resolution is set higher, the Cornerstone screen will be smaller.