Title	ADASTRA O	LC V3 – LOCI	<b>K MANAGER</b>	Number	A02
Effective From:	18.03.08	Duration:	3 years	Review:	01.04.25
Author:	Andrew Sava	ige		Version:	1.5
Other references:					
Contacts:	Adastra helpo	desk 01233 72	2700		

## **Version Control**

(Only last 3 versions, earlier versions can be found in the appropriate Archive directory for the document)

DATE	CHANGE	CHANGED BY
20.05.16	Reviewed, no changes	PM
10.04.19	Reviewed, Screenshots updated	AS, SBr
11.04.22	Reviewed, no changes	AS

## Lock Manager

*Lock Manager* – allows Team Leaders and other staff with appropriate user rights to see who has locked calls within the system and optionally to clear the locks.

This feature will allow you the ability to unlock a case that has been left locked after hardware failure or network disconnection.

From Adastra V3 open the menu bar called [Case Edit]

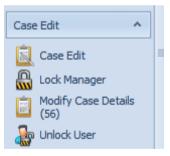


Figure 1 - Case edit menu bar

Now click onto the [Lock Manager]

Lock Manager

Clicking on Lock Manager displays the following screen

St.CASE     1265b/73-9     MMLATTHE     2652     Glover Street     On-Ine dini     44352       'St.CASE     225174F5-b     25HAHLAN     3299     Erdington     On-Ine dini     46341	Refresh	Expire											Advanced vie	2W	
Si:CASE   72517475-b   ZSHAHLAN   3239   Erdington   0 n-line dini   46341     Si:CASE   8e:G47e2-4   CORPUZ   3237   Solihuil   On-line dini   46337     Si:CASE   d23a79b1-f   RATHASE   3235   Erdington   On-line dini   46337     Si:CASE   d23a79b1-f   RATHASE   3235   Erdington   On-line dini   46337     Si:CASE   00:17b25-1   SAR-GUPTA   3236   Solihuil   On-line dini   46275     Si:CASE   10f4030-6   KINSC   2134   Glover Street   Case Edit   46162     Si:PATIENT   baf9930e   MIGELWAT   2293   Glover Street   Automatic p	ame	Ref	User Name	Machine No	Location	Room	Reason	Expiry	Description 🔻						
ISICASE   8e947e2-4   CORPUZ   3297   Solinul   On-Ine dini   46337     ISICASE   d23a79b1-f   RATH-NASE   3295   Erdington   On-Ine dini   46337     StCASE   90217/255   SARA-GUPTA   3295   Solinul   On-Ine dini   4637     StCASE   10F4d059-6   KINGC   2194   Glover Street   Case Edit   46162     StPATIENT   D5795   KINGC   2194   Glover Street   Automatic p   Emoved	YS:CASE	1265bf73-9	MMLATTHE	2652	Glover Street		On-line clini		46352					_	
'SicASE   d23a79b1-f   RATH-NASE   3295   Erdington   On-line dinl   46320     SicASE   90c17b25-t   SARA-GUPTA   3296   Solinul   On-line dinl   46275     SicASE   10Fid050-6   KINGC   2194   Glover Street   Case Edit   46162     SicATEIN   b649906e   ANGELWAT   22978   Glover Street   Automatic p	/S:CASE	725174f5-b	ZSHAHIAN	3299	Erdington		On-line dini		46341		/				
St.CASE   90(1/b25-1   SARA-GUPTA   3296   Solhul   On-line dini   46273     VIS.CASE   10F4d050-6   KINGC   2194   Glover Street   Case Edit   46163     VIS.PATIENT   be175926   KINGC   2194   Glover Street   Automatic p     'S:PATIENT   be19906e   ANGELWAT   22978   Glover Street   Automatic p	S:CASE	8ec947e2-4	CORPUZ	3297	Solihull		On-line dini		46337			Patier	nt details	s	$\mathbf{i}$
Sr.CASE     90(17b25-L, SAR-3-GUPTA     3236 Solinul     On-me dim     44275       Sr.CASE     10F4030-6     KINGC     2194 Glover Street     Case Edit     46152       Sr.PATEMT     be179926     KINGC     2194 Glover Street     Automatic p       Sr.PATEMT     be179926     ANGELWAT     2378 Glover Street     Automatic p	S:CASE	d23a79b1-f	RATHNASE	3295	Erdington		On-line dini		46320			have l	heen		
SPATIENT bar9906 AVGELWAT 2978 Gover Street Automatic p	CASE	90c17b25-1	SARA-GUPTA	3296	Solihull		On-line dini		46275						/
:PATTENT ba49906e ANGELWAT 2978 Glover Street Automatic p							Case Edit		46162			remov	eu	/	/
	PATIENT	be175926	KINGC	2194	Glover Street		Automatic p					$\sim$			
PATIENT 28d1810c-8 BINGHAM 2542 Glover Street Automatic p	PATIENT	ba49906e	ANGELWAT	2978	Glover Street		Automatic p								
	PATIENT	28d1810c-8	BINGHAM	2542	Glover Street		Automatic p								

Figure 2 - Lock manager screen

In the screenshot above, we can see call number 46162 is currently locked by user KINGC.

The description field shows the call number and patient name. To unlock a call, highlight the call in question and using the **[Expire]** button you can unlock the call and allow the call to be edited by another user.

The Refresh button updates the calls locked list, however, the system will automatically update the list every 40 seconds or so.