

**Use Activity View to Complete Tasks in IView**

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Activity View offers the ability to document a task when the documentation is contained in IView

Open the task from the Task List or PAL:

1. From Task List, double-click on the task to be charted.

RN Tasks						
Task retrieval completed						
		Task Status	Scheduled Date and Time	Task Description	Order Details	
	<input type="checkbox"/>	Overdue	11/3/2017 6:26 CDT	Transfer-Receiving RN Documentation	11/03/17 6:26:21 CDT Placed by Discern	

2. From the PAL, click on **Chart**.

The chart will open IView in the Activity View band, displaying the items to be charted to satisfy the task.

- Activity View is only visible in IView when the task is clicked.
- Once charting is completed, the task completes.
- Charting in Activity View will flow to the appropriate corresponding area in IView once signed.
- When IView is refreshed, the Activity View band will become blank.
- The Activity View band will no longer display once the chart is closed and re-opened.