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KaiNexus Training: Basics 102

Boards

WELCOME



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This presentation covers the information presented the KaiNexus Basics 102:
Boards Overview.

BOARDS

Boards are a collection of cards that show information relevant to the logged in User.

Board Overview

The screenshot shows the KaiNexus interface. On the left, a table titled '(11) My Improvements (New, Active, Overdue)' lists various tasks with columns for Title, Responsible, Due Date, and Last Update. On the right, a sidebar titled 'My Team's Boards' lists several boards: Team Improvements, Team Dashboard, Enterprise Project Management, and Executive Strategy. A blue bracket at the bottom of the screenshot spans both the table and the sidebar.

| Title | Responsible | Due Date | Last Update |
|---|---------------|---------------|---------------|
| Phone cord | Donald Grouse | Apr 30, 2020 | Apr 27, 2020 |
| Move port-a-potties up as building progresses | Erica Laine | May 02, 20... | Apr 30, 2020 |
| Part Presentations | Craig Catoire | May 02, 20... | May 01, 20... |
| Reorganize IV Start Kit | Grant Austin | May 02, 20... | May 01, 20... |
| Storage Organization | Craig Catoire | May 02, 20... | May 01, 20... |
| Nondisposable sat probes | Lauren Villa | May 06, 20... | Mar 18, 2020 |
| 12 cc becoming prolonged | Jordan Brown | May 23, 20... | Apr 25, 2020 |
| Need a way to communicate all topics regarding safety | Howard Walnut | Jun 02, 2020 | May 01, 20... |
| Pharmacy Assistance | Mack Winters | Jun 16, 2020 | Mar 18, 2020 |
| Bedside Com & Shower chair | Dustin Ackles | Jul 16, 2020 | Apr 25, 2020 |
| Improving our improvement efforts | Greg Jacobson | Jul 28, 2020 | May 01, 20... |

The information on your Boards is displayed on Cards.

The screenshot shows a card titled '(21) Strategic KPIs'. A tooltip is displayed over the card title, showing the filter rules: 'Matches All of the following rules: Workflow is any of Chart, Strategic Initiative is any of Any'. The card also shows a search icon and an expand icon.

Hover over the title of a Card to see the filter being applied to the Card.

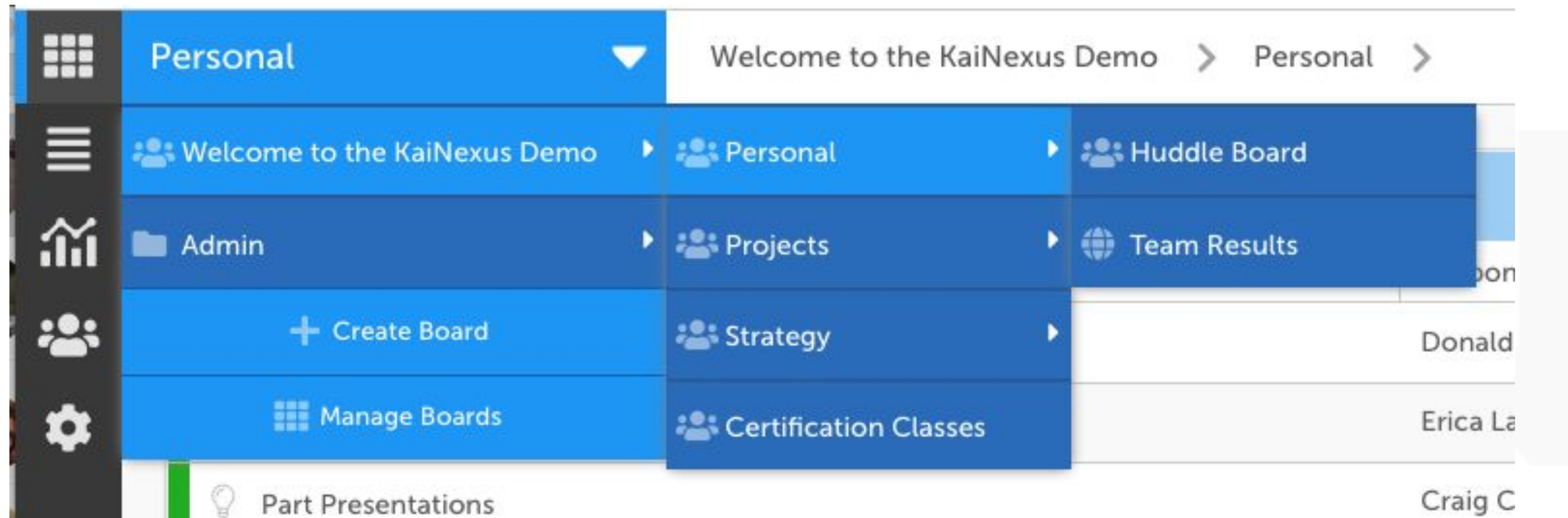


Click the magnifying glass on a Card to search the Items within it.

Click the expand icon to get a better view of the Items on the Card.

Click on any Item in a Card to view and work on it.

Board Overview



Navigate Between Boards

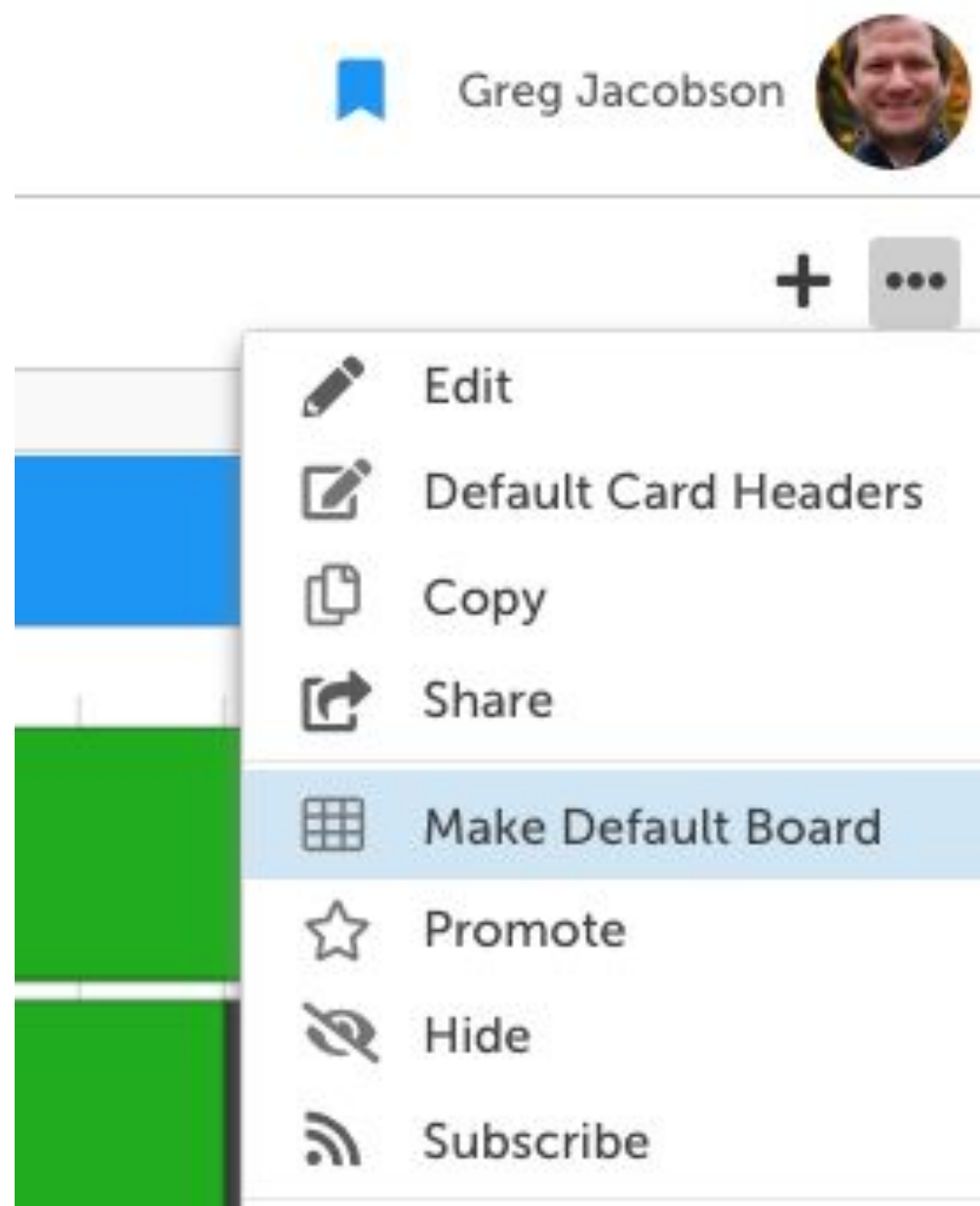
Click the Board Picker to view all other Boards to which you have access.

Create a Board

Click Create Board at the bottom of this dropdown. For more info on this, check out the Boards 101 Training course.

The information on your Boards is displayed on Cards.

Board Overview



To change the default Board you see upon logging into KaiNexus, click the ellipses in the top right of the Board and click “Make Default Board.”

Need More Help?

Visit support.kainexus.com to search, browse, or request assistance.



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The Basics

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