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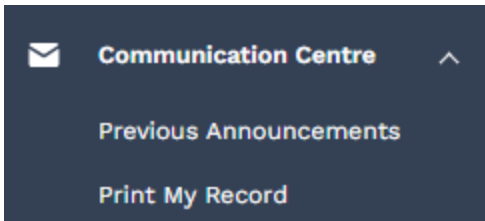
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5 Communication Centre

On the left-hand side of your MyHealthPEI dashboard, you will see an option for **Communication Centre**. Beside the **Communication Centre**, you will see an arrow pointing down. Please click on this arrow to see what options are available to you for review.

Once expanded, you will see options to access the below:

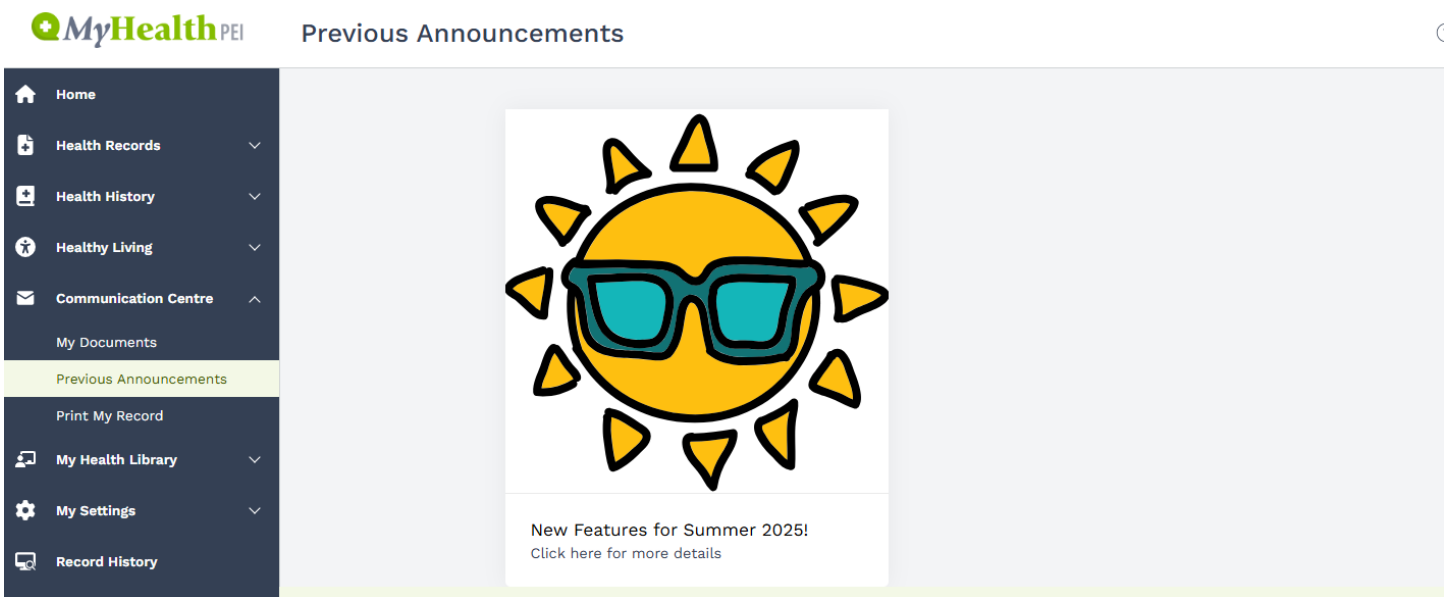
- **Previous Announcements**
- **Print My Record**



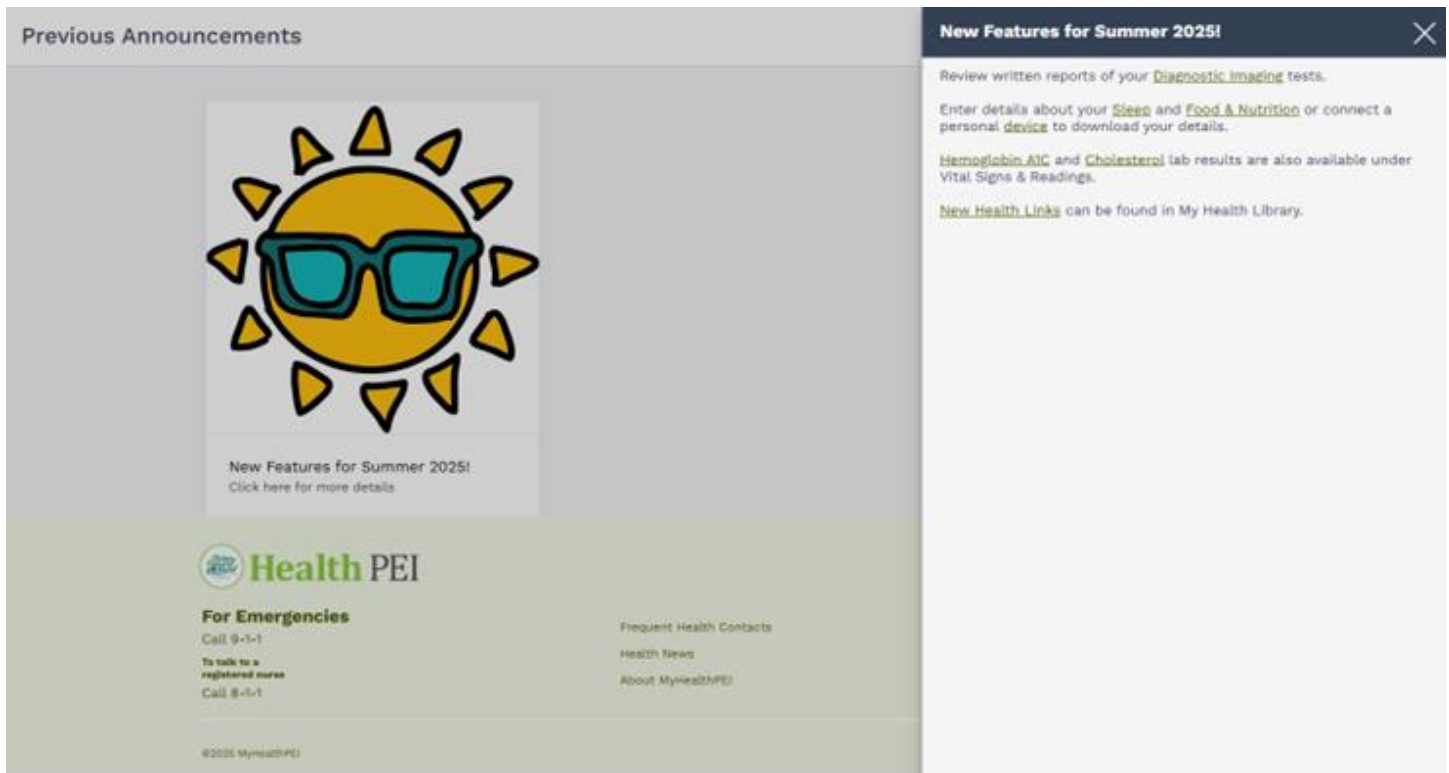
5.1 Previous Announcements

The **Previous Announcements** tool allows you to view announcements that you have either dismissed from your main MyHealthPEI dashboard or those that have expired.

Once you click on **Previous Announcements**, you will see tiles on the main section of the screen outlining the various announcements available for viewing.



If you wish to view the previous announcement in more detail, click on the tile and a pop-up will open on the right-hand side of your screen with the announcement details.

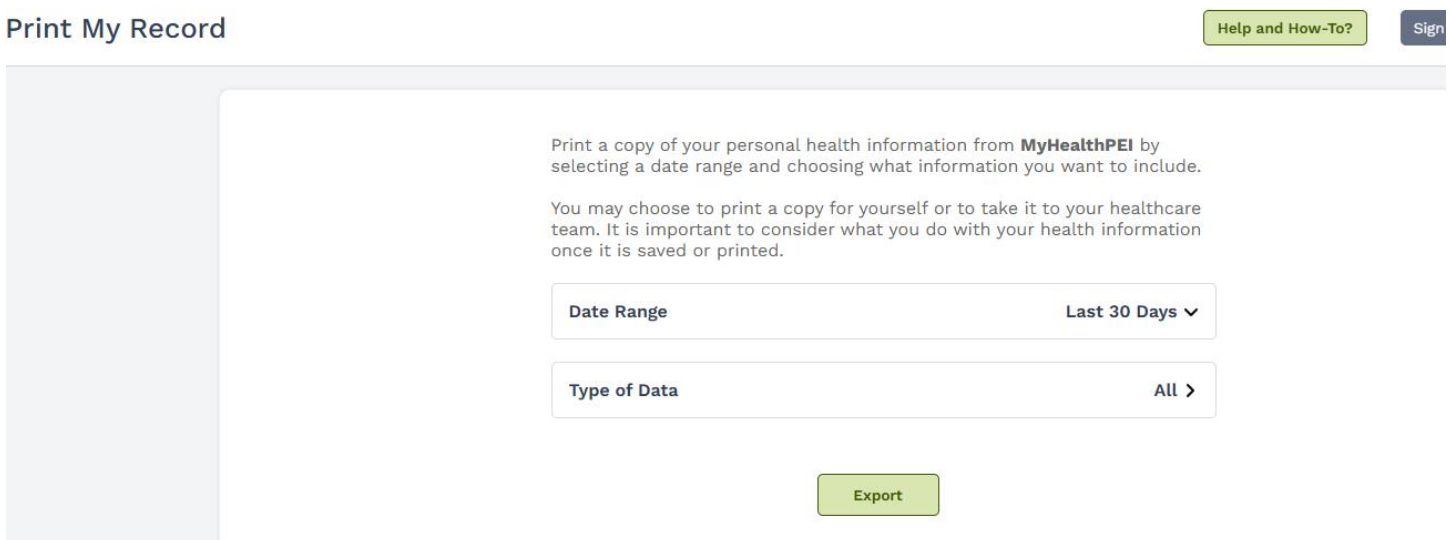


5.2 Print My Record

The **Print My Record** screen allows you to view and print a PDF report of the information in MyHealthPEI.

When you open this screen, there will be two options available to you. The first is a **Date Range** dropdown and the second is a dropdown called **Type of Data**.

Print My Record



To download and print a report, please follow the below steps:

1. Customize the **Date Range** you would like to include:

Print a copy of your **MyHealthPEI** record by selecting a date range and choosing what information you want to include.

Print it for yourself or choose to send it to others.

The screenshot shows a form with two main sections: 'Date Range' and 'Type of Data'. The 'Date Range' dropdown menu is open, displaying a list of time intervals. The 'Export' button is a green rectangle located below the 'Type of Data' section.

Date Range	Type of Data
Last 30 Days ^	

Export

2. Customize the **Type of Data** you would like to include and click on **Save**. There is a **Select/Unselect All** button on the top right-hand corner of the **Print My Record** window that opens, showing the list of available data. This button allows you to mass select or de-select the data.

The screenshot shows the 'Print My Record' window with a list of data types and checkboxes. The 'Immunizations' checkbox is checked. A blue arrow points to the 'Select/Unselect All' link at the top right, and another blue arrow points to the 'Save' button at the bottom right.

Data Type	Selected
Activity	<input type="checkbox"/>
Blood Glucose	<input type="checkbox"/>
Blood Oxygen (O2) Saturation	<input type="checkbox"/>
Blood Pressure	<input type="checkbox"/>
BMI	<input type="checkbox"/>
Body Measurements	<input type="checkbox"/>
Heart Rate	<input type="checkbox"/>
Height	<input type="checkbox"/>
Immunizations	<input checked="" type="checkbox"/>
Lab Results	<input type="checkbox"/>

Cancel Save

3. Click **Export** to download the report with the selected data. This will save the document as a PDF.

Print a copy of your **MyHealthPEI** record by selecting a date range and choosing what information you want to include.

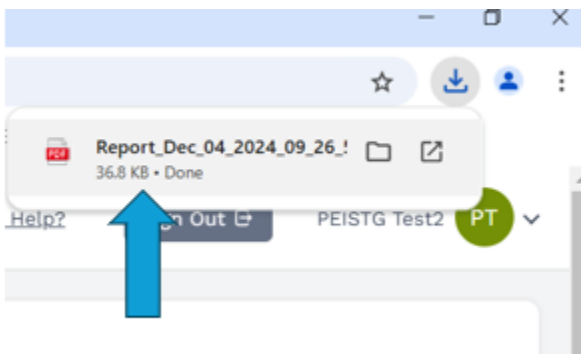
Print it for yourself or choose to send it to others.

Date Range Last 30 Days ▾

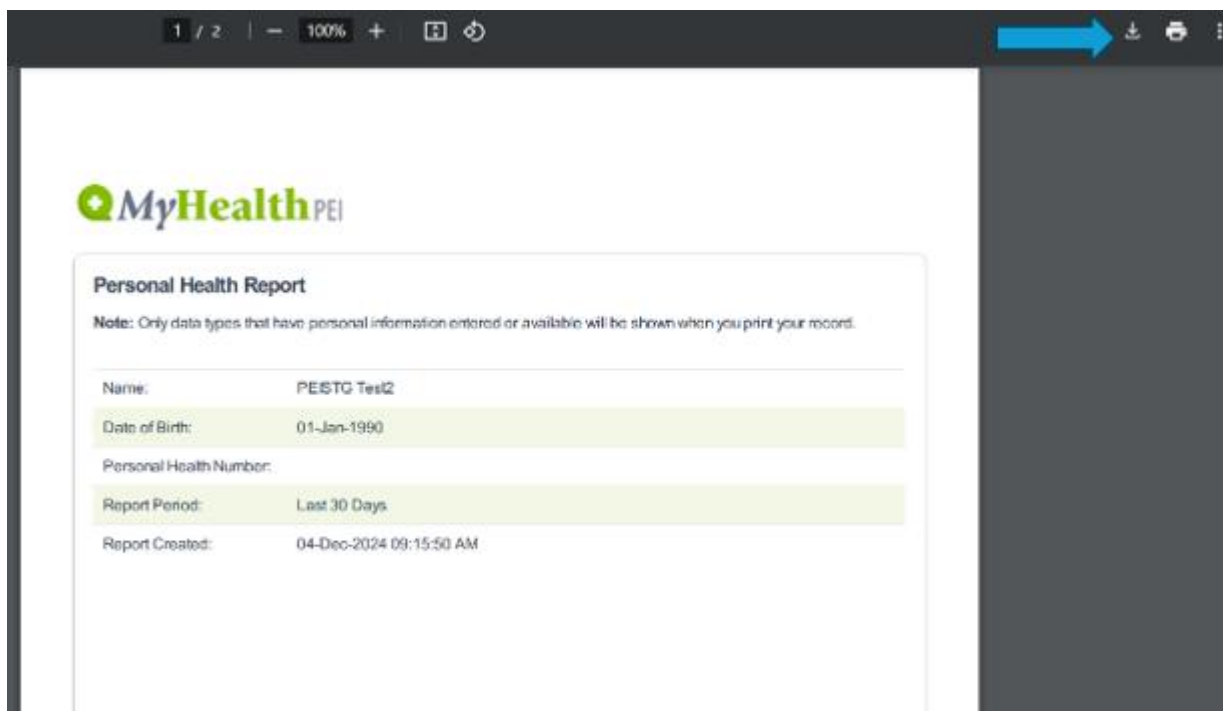
Type of Data Blood Glucose >



4. Open the PDF, which will download to your internet browser, appearing on the top right-hand corner of the browser as a PDF file.



5. You can save the document to your desktop or mobile device. Once you open the downloaded document, you can click on the **Download** button, represented by a downward-pointing arrow on the top right-hand corner of your screen:



- Alternatively, you can print the document to your printer by selecting the printer icon on the top right-hand corner of your screen.

