

# Adult Information

The Adult Information window is used to enter information about the adults in your family. For example, you could enter the specific information for dad or mom, or for a grand parent who lives with you. The Adult Information window is shown in Figure 5.

Figure 5. Adult Information Window

The fields in this window provide a means of keeping important information handy. The fields include birth date, Social Security Number, medical ID, driver license number, doctor's name, and doctor's phone.

If you have not entered any information for an adult in your family (the New button is gray), you can begin typing information into the fields.

To enter information for a new adult, click on New to clear the fields and to let MacNanny know that you are entering information for a new individual.

The right side of the window includes a list of medications the person takes. To add a medication, enter the name of the medicine in the Medication field. Then, click Add. To change the name of medication, first select it in the Medication list.. Next, enter the correct name in the Medication field and then click Replace. You can delete an item from the list by first highlighting it and the clicking Delete.

The Medical History field is used to store information such as vaccinations, physical exams, or other related medical information.

To add the person to the database, click Add. Clicking Cancel will cancel the record and revert to the last person displayed. You can delete a person from the database by selecting the person in the list and then clicking Delete.

## Displaying Information for an Adult

To display the information for an adult, click on the person's name in the Adults list. MacNanny will display the information you have entered.

## Changing Information on an Adult

To change a person's information, select the person from the Adult list to display the information. Make the necessary changes. MacNanny will save the changes when you select another adult from the Adult list or close the window.

## Printing an Adult Report

You can print the currently displayed record by clicking the Print icon or by selecting the Print item from the File menu.

Check the information for accuracy and completeness after you enter or change any information, or print a report.