

## Installing The Web Plugin - Generic Instructions

To get patients engaged and booking online with your practice, HealthEngine provides you with the ability to install our Online Booking System on your website. To get your Online Booking System set-up on your website, start by visiting Practice Admin. You can do this by clicking on the green 'Practice Login' button at the bottom of any page on HealthEngine.

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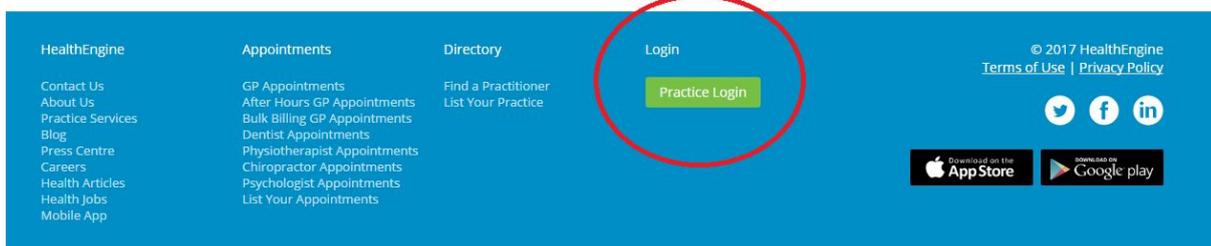
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After Hours GP in Melbourne  
Bulk Billing Doctors in Melbourne  
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Physiotherapists in Melbourne  
Chiropractors in Melbourne  
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Physiotherapists in Perth  
Chiropractors in Perth  
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#### Brisbane

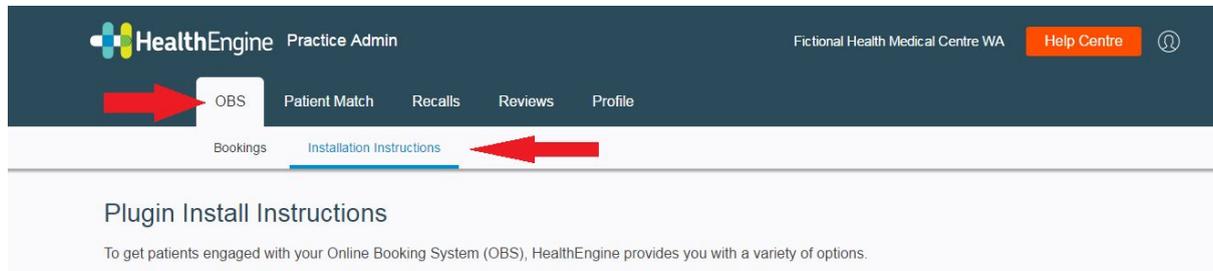
Doctors in Brisbane  
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Dentists in Brisbane  
Physiotherapists in Brisbane  
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Psychologists in Brisbane



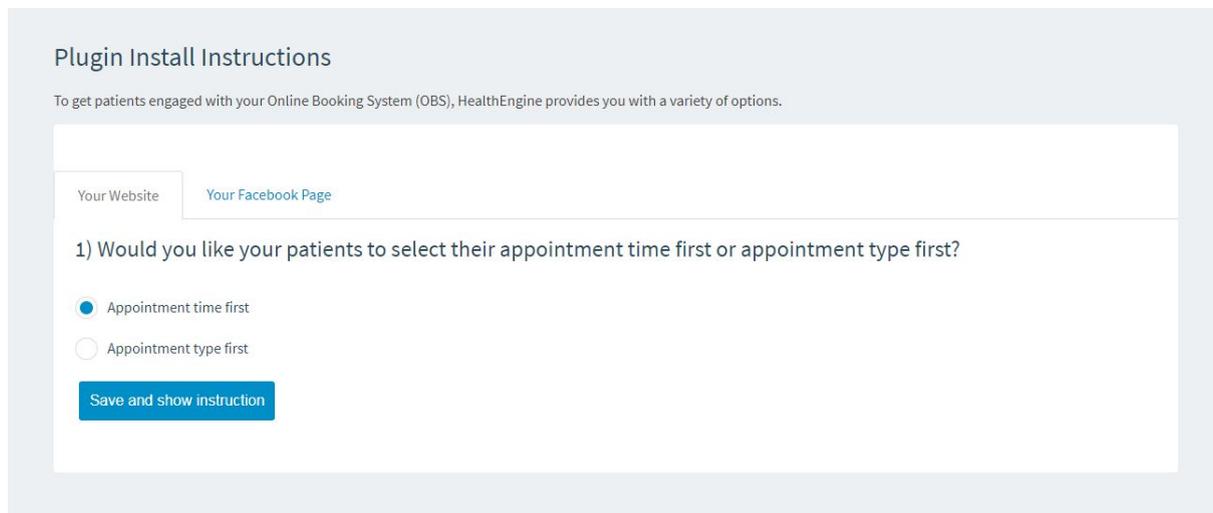
After clicking on 'Practice Login', you will be taken to the login page for Practice Admin. Simply enter your login details and click 'Login' to access the system. If you have forgotten your login details, simply click 'Forgot your password?' and follow the prompts to reset your password.

The image shows the 'Practice Admin Login' page. It features a dark blue header with the HealthEngine logo. Below the header, there is a white box with a dark blue title bar that says 'Practice Admin Login'. Inside the box, there is a welcome message: 'Welcome to HealthEngine Practice Admin. From here, practices can log in to set up appointments, as well as access details on bookings and patient feedback.' Below this, there is a section for 'Lost username' with the text: 'If you don't have your username, contact support on 1300 377 639.' To the right of the welcome message, there are two input fields: 'Username or Email Address:' and 'Password:'. Below the password field, there is a link for 'Forgot your password?'. At the bottom right of the box, there is a blue 'Login' button.

Once logged in, navigate to the 'Installation Instructions' page under the 'OBS' tab, as per the image below.



From here, you will be able to select how you would like the Online Booking System to appear on your practice website. The first step is to decide whether you'd like patients to select their appointment time first or their appointment type (reason) first.



Please note that whichever option you choose here affects your live plugin once it's installed on your website.

The next step is to choose which 'Book Now' button option you would like to use for your website.

## Plugin Install Instructions

To get patients engaged with your Online Booking System (OBS), HealthEngine provides you with a variety of options.

Your Website    Your Facebook Page

1) Would you like your patients to select their appointment time first or appointment type first?

Appointment time first

Appointment type first

[Save and show instruction](#)

2) Select a 'Book Now' button









Click on the radio button next to your preferred option to generate the HTML code for that button. Note that we recommend using one of the darker, navy-coloured buttons if adding it to a header or website with a light background and using one of the lighter blue coloured buttons for a header or webpage with a dark background. Once you have selected your preferred button, copy the code that appears in the box under step 3.

### 3) Send this code to your web developer

If you are unsure of how to use or where to place the following code snippet, please copy it and forward it on to your IT support staff or the developers of your website and they should be able to assist.

```
<script data-he-id="xxxxx" data-he-button="true" data-he-img="HE_BOOKNOW_2.png"
src="https://staging.healthengine.com.au/webplugin/appointments.js"></script>
```

If you are confident in working with HTML code, you can then paste this code into the relevant area of your website - either into the header of each web page, or into the sidebar on your website editor. Please note that as there are thousands of different website editors available, we are unable to advise you on exactly where to place the code on your website. However, you can consult with your website developer/s or IT contact/s for assistance with this.

If you are not confident in working with HTML code, please seek advice from your website developer/s or IT contact/s. We recommend not attempting to place the code into your website yourself if you are not trained in using HTML, as putting the code in the wrong place can break your website. If you do decide to make the changes yourself, please ensure that you keep track of any changes made so that you can reverse them if anything should go wrong.

HealthEngine also provides options for adding the Online Booking System to your Facebook page. You can access the instructions for this by clicking on the 'Your Facebook Page' tab just above the 'Book Now' button selector (see image below).

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Appointment type first

**Save and show instruction**

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**BOOK NOW** ▶  
POWERED BY HEALTHENGINE

For more information on how to set up the Online Booking System on your Facebook page, please click [here](#).