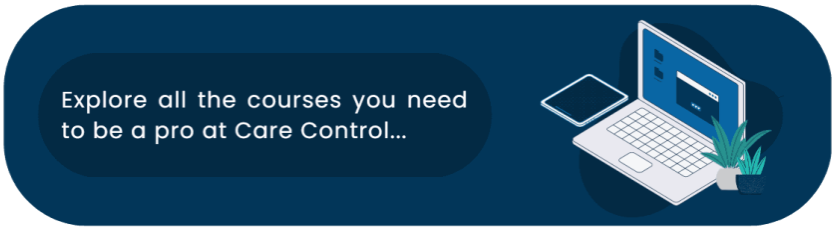
Changing PC from Admin to Staff

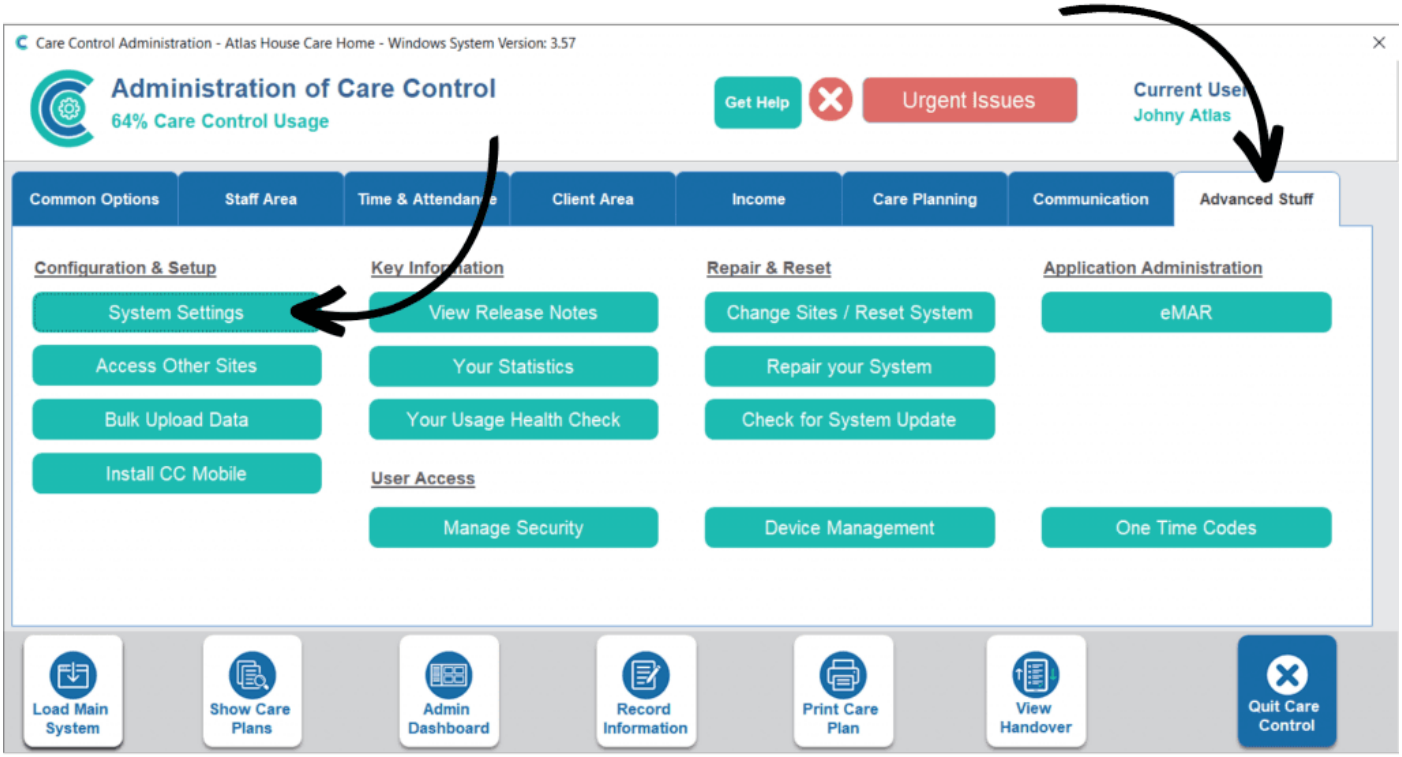
Administration Windows · https://cclearninghub.co.uk/docs/changing-pc-from-admin-to-staff/



Changing PC from Admin to Staff

This guide will cover how to switch Care Control Windows from admin mode to staff mode. This will be useful for PC’s which need to be accessed by all staff, and not just admin users.

Embedded media:
https://player.vimeo.com/video/815298764?color&autopause=0&loop=0&muted=0&title=1&portrait=1&byline=1&h=bb8f

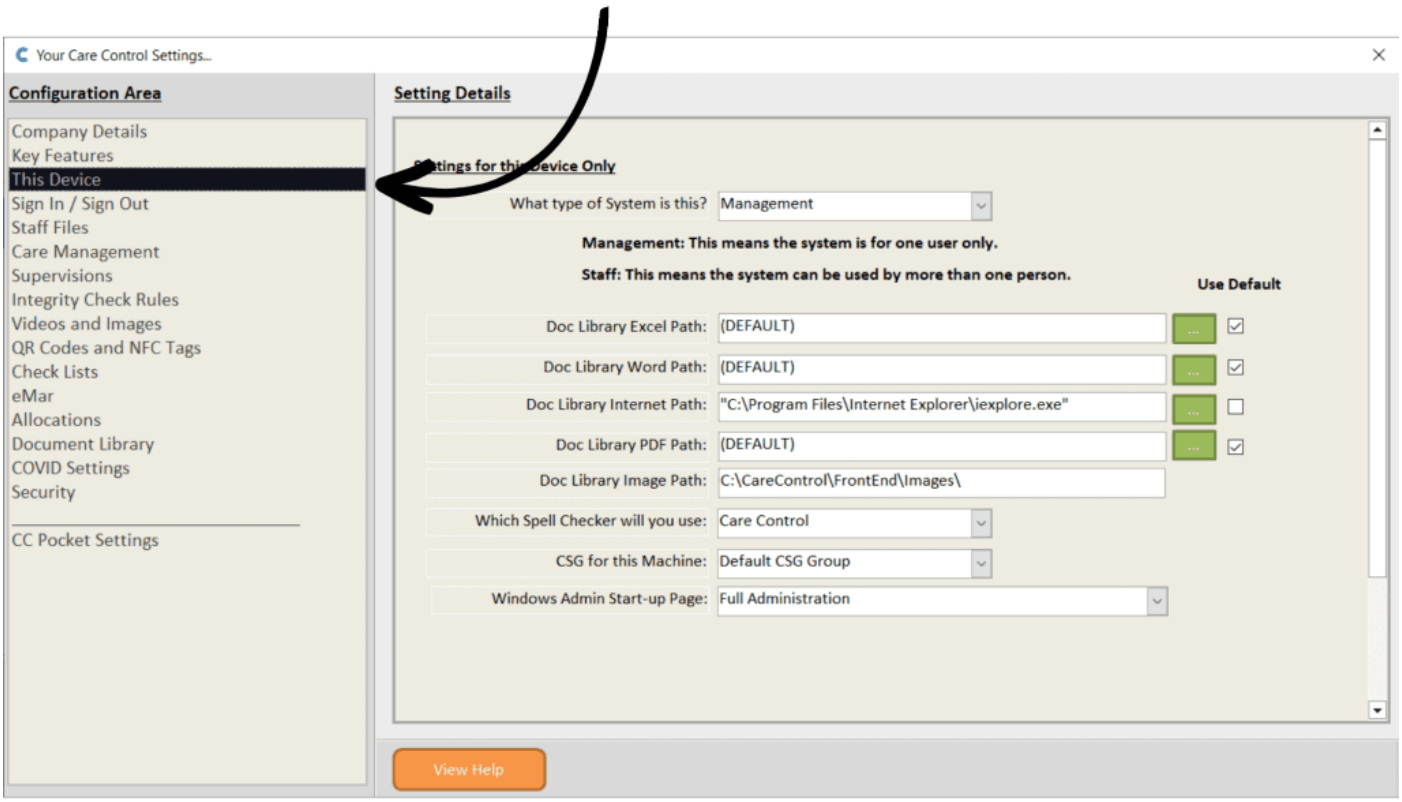


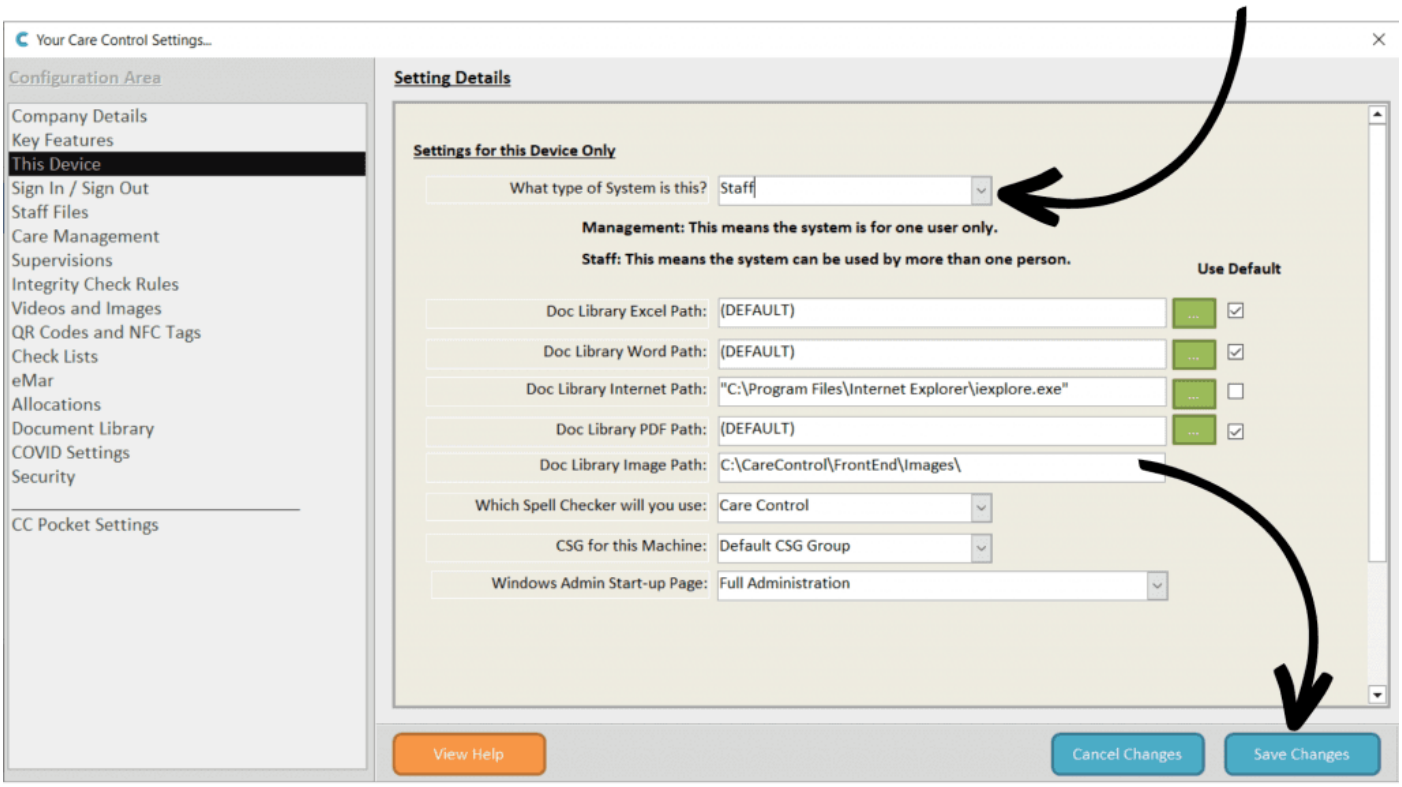
1

In the **Administration of Care Control Windows**, navigate to the **System Settings**, which can be found under the **Advanced Stuff** tab.

2

Here, select **This Device** from the menu on the left-hand side of the window. The top setting, labelled ‘What type of system is this?’ decides on whether CC Windows starts in staff or admin mode.


Your Care Control Settings...
Configuration Area
Company Details
Key Features
This Device
Sign In / Sign Out
Staff Files
Care Management
Supervisions
Integrity Check Rules
Videos and Images
QR Codes and NFC Tags
Check Lists
eMar
Allocations
Document Library
COVID Settings
Security
CC Pocket Settings
Setting Details
Settings for this Device Only
What type of System is this?
Management
Management: This means the system is for one user only.
Staff: This means the system can be used by more than one person.
Use Default
Doc Library Excel Path:
(DEFAULT)
Doc Library Word Path:
(DEFAULT)
Doc Library Internet Path:
"C:\Program Files\Internet Explorer\iexplore.exe"
Doc Library PDF Path:
(DEFAULT)
Doc Library Image Path:
C:\CareControl\FrontEnd\Images\
Which Spell Checker will you use:
Care Control
CSG for this Machine:
Default CSG Group
Windows Admin Start-up Page:
Full Administration
View Help



3

Change this to **Staff** and **Save Changes**.

4

When you next open Care Control Windows, it will open in staff mode.


Care Control - Atlas House Care Home - Windows System Version: 3.57
What is happening to
Calendar View
Staff View
Service Status
View Care Plans
Sign In / Sign Out
Admin Centre
Need Help?
Who is on Call?
View / Print Care Plans
Personal Stuff
Update Your Staff Record
Manage Your Holiday
View Holiday Planner
Time & Money
Manage Your Timesheet
View Rota
View Cover Sheet
Working with Messages
Create a Message for a Staff Member
Communication
Your Ideas
Shop
View Menus
Help & Guidance
Key Contacts
Document Library
Important Procedures & Policies
Resident Information Sheet Template
Death of a Service User Procedure
Whistle Blowing / Safeguarding Policy
Disciplinary Policy and Procedure
Care Plan Shortcuts
Record Care Plan Information
Add General Note
Print Care Plan Documents
Manage Monitoring
Check Lists
View Check List Tasks
Management of Care
Access Kitchen Menu >>
Access Managers Menu >>
Who is working today
<<
Shift Assignment
Important Messages