

How do I access ePOPS?

This training document has been developed to support staff with the different ways ePOPS can be accessed.

Infosource Page

Similarly to C&W's previous clinical support document website (Medworxx), ePOPS can be accessed through the [Infosource](#) page, under Policies & Procedures.



Or by entering the site name in the URL bar in your browser:

policyandorders.cw.bc.ca

Browser compatibility

ePOPS is compatible with Google Chrome and IE9. It is recommended to copy and paste the website link into a Google Chrome browser and bookmark this page or save it as a desktop icon for continual access to the site.

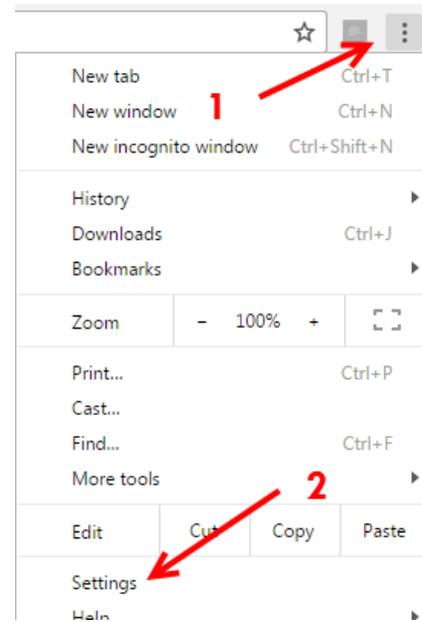


For improved access to many modern websites, consider changing your default internet browser to Google Chrome.

Changing Default Browser

Open Google Chrome.

Click on the elipses in the top right hand corner of the page. Click on Settings.



Scroll down and click 'Make Google Chrome the default Browser'

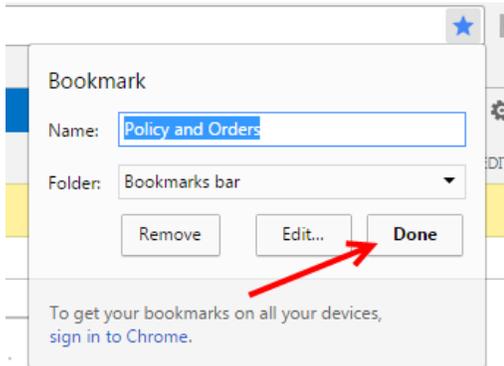
Default browser

[Make Google Chrome the default browser](#)

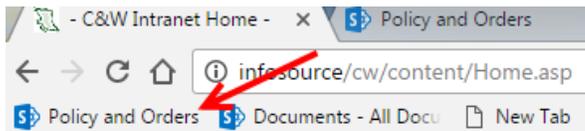
Google Chrome is not currently your default browser.

Saving ePOPS as a favourite

Click on the Star next to the address bar in Google Chrome. Click Done.



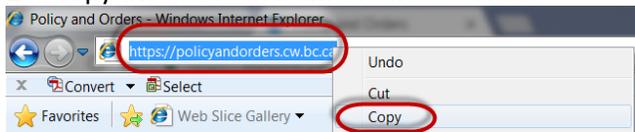
You will now see this site in your toolbar under the address bar, and can access it by clicking on the title.



Saving ePOPS as a desktop icon

Although there are multiple ways to access ePOPS, we recommend saving ePOPS as a desktop icon for quick access.

1. Copy the ePOP url from the web browser



2. Minimize your web browser and right click on your desktop and select New



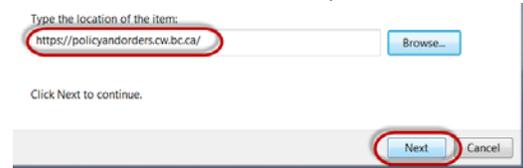
3. Select Shortcut



4. In the pop-up window, right click the "Type the location of the item" field and select paste



5. Once the url has been pasted, select Next



6. In the next pop-up window enter ePOPS in the "Type a name for this shortcut" field and select Finish



7. ePOPS will now be on your desktop as an icon.



Note: Your desktop icon may appear as Chrome or Internet Explorer depending on what your default browser is.