

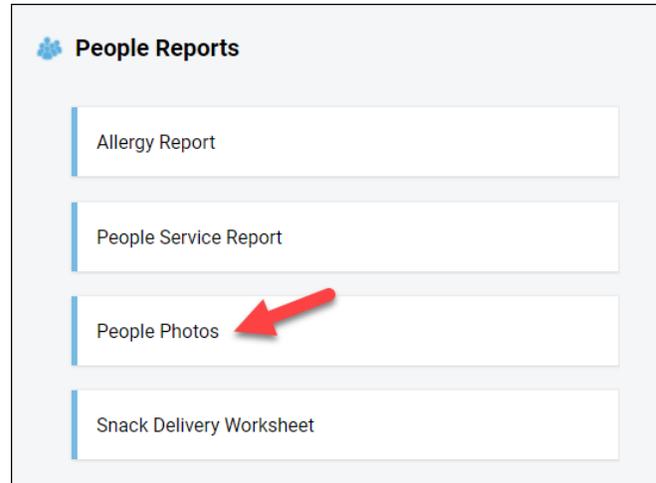
About Profile Photos

The Touch app allows you to view and change photos for a resident or patient. Photos appear in the following areas in Touch:

- Allergy Report
- People Service Report
- Snack Delivery Worksheet
- Advanced Ordering Screen
- Tableside Select Ordering Screen

Accessing the Photos Feature in Touch (right)

Under **People Reports**, tap **People Photos**.



Taking Photo for Person's Profile

If you are using the Touch app on a mobile device then you have the ability to take a photo for the person's profile:

1. Search for and select the resident via the **Search For Resident** field.
2. Click the **Browse** button (screenshot below) and select **Take Photo**.
3. Follow the onscreen prompts to take the photo with your device and apply it to the person's profile.

Uploading Existing Photo

If you have an existing photo on file for a person, then that photo can be used for the person's profile. This can be done either from a desktop computer or mobile device:

1. Search for and select the resident via the **Search For Resident** field.
2. Click the **Browse** button (screenshot below) and select **Choose From Library**.
3. Follow the onscreen prompts to retrieve the photo from your library and apply it to the person's profile.

