

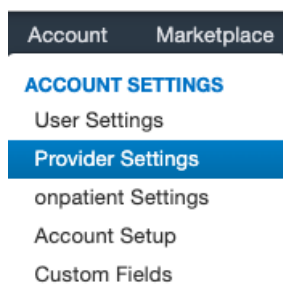
# How do I change the pronunciation of my name in appointment reminders?

07/08/2024 8:01 pm EDT

We always suggest when you're setting up your practice, that you have a test reminder sent to your phone number so you can see the SMS text that gets sent and hear the reminder message that will be left for your patients.

You may discover that your name is being mispronounced (technology has only come so far) but no worries. We can fix that.

1. Go to **Account > Provider Settings** and select the **General** tab.



2. Enter the phonetic pronunciation of your name.

## Account Settings

Profile General Email Medical Billing eRx Info Services Usage My Billing Sample Data Security Patient Payments

### Calendar Settings

Use new dashboard homescreen	<input checked="" type="checkbox"/>	Uncheck to go straight to the calendar after logging in
Show user satisfaction survey	<input checked="" type="checkbox"/>	Uncheck to opt out of user satisfaction surveys.
Default Office	Main PG Office	Default Office on Calendar
Duration of Exam	30	Default duration of an exam in minutes
Duration of Follow-up	15	Default duration of a follow-up exam in minutes
Examroom Calendar Increments	10	Adjust minute increments on calendar
Date range on Appointment Template	<input checked="" type="checkbox"/>	If true date range can be set for Appointment Template (starting from - ending by).
Appointment Templates in more views	<input checked="" type="checkbox"/>	Show appointment templates in Daily View, Doctor View and Weekly View
Allow Exam Room Overlaps	<input type="checkbox"/>	Allow appointments to overlap within an exam room
Global Overlap Checking	<input type="checkbox"/>	Disallow overlapping appointments in any office or exam room
Appointment Default Color		
Phonetic Name	Jon-sun	Used by automated phone system to pronounce doctor's name

3. Scroll down and click **Update Entire Profile** at the bottom of the screen.

Update Entire Profile

