# **My Preferences**

Supply us with your personal preferences so we can get the right shifts for you.

# **Set general preferences**

# Step 1:

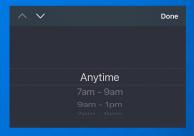
Select preferred contact time.

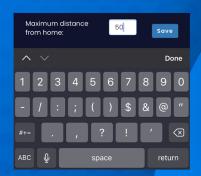
## Step 2:

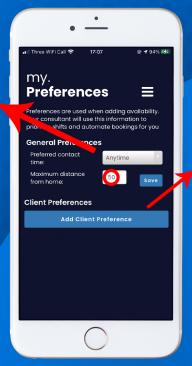
Type preferred maximum distance from home.

## Step 3:

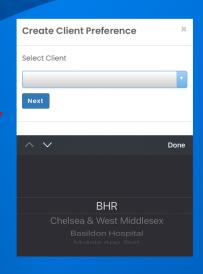
Click the save button.







# **Add Client Preference**



#### Step 1:

Click the Add Client Preference button.

# Step 2:

Select client.

# Step 3:

Select department.

# Step 4:

Select booking preference.

# Step 5:

Click save.





