# Minfos Dispensary Essentials learning pathway checklist

## Track your progress on the checklist as you move through each of the topics in the Dispensary Essentials learning pathway.

| **Topic** | **Completed** |
| --- | --- |
| 1. [Getting started](https://help.minfos.com.au/en/support/solutions/articles/51000148984)   * Add a pharmacist * Add a prescriber record for S3/Continued Dispensing * Add a salesperson * Navigate to the Minfos Dispense Form |  |
| 2. [Minfos Dispense Form overview](https://help.minfos.com.au/en/support/solutions/articles/51000152361)   * Launch the Minfos Dispense Form * Navigate through the form * Understand each of the fields |  |
| 3. [Customer management](https://help.minfos.com.au/en/support/solutions/articles/51000154524)   * Select a customer * Add a customer * Edit a customer * Identify/add scripts on file customers * Add customer notes * View and update allergies |  |
| 4. [Dispense paper prescriptions](https://help.minfos.com.au/en/support/solutions/articles/51000156300)   * Follow dispense workflow |  |
| 5. [Dispense ePrescriptions](https://help.minfos.com.au/en/support/solutions/articles/51000156531)   * Dispense from electronic or paper tokens * Dispense from the Minfos eQueue * Dispense from Active Script List |  |
| 6. [Dispense other script types](https://help.minfos.com.au/en/support/solutions/articles/51000157722)   * Repatriation Authority scripts * Continued Dispensing * Doctors Bag scripts * Extemporaneous or Compounded scripts * Scripts for non-prescription only products |  |
| 7. [Managing Owing scripts](https://help.minfos.com.au/en/support/solutions/articles/51000160724)   * Supply medication as owing * Receive or mark off owing prescriptions |  |
| 8. [Scan Check prescriptions](https://help.minfos.com.au/en/support/solutions/articles/51000160249)   * Pharmacist Check screen * Handy keyboard shortcuts |  |
| 9. [Dispensary reports](https://help.minfos.com.au/en/support/solutions/articles/51000160280)   * Uncollected scripts report * Owing script report * Drug usage report |  |