

# Creating a Simple Text message

## Overview

This guide provides an overview on creating a simple message referring to a patient within the Medical-Objects Explorer (Meridian). This is not the same as [email](#) which is not stored within the Explorer.

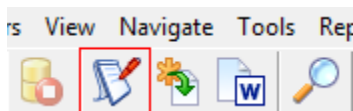
If you require any assistance with the installation or configuration, or if you have any questions, please contact the Medical-Objects Helpdesk on (07) 5456 6000.

1 [Overview](#)

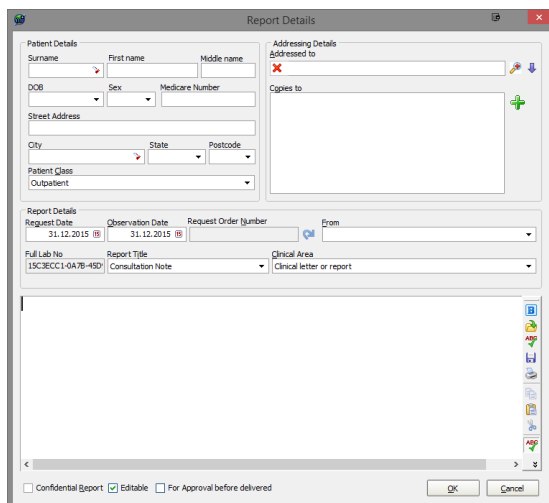
2 [Creating the Message](#)


## Creating the Message

1. Click on the **Create Simple Message** icon.



2. The following box will appear.



3. Choose the Patient the message is about by clicking  to get the **Lookup Patient** dialog box.

4. Use the **Magnifying Glass** icon to select who you are sending the message to.

5. Choose the report title (Consultation Note would be easiest)

6. Type your message, and click **OK** to send.