

Instructions for Students to enter procedures in One45

Log-in to One45: <https://ksu.one45.com> and then use your eID to log in. Then click on “Pt/Procedure Logs”

The screenshot shows the One45 interface. On the left, a dark blue sidebar menu for 'Student (2026)' includes 'To Dos 1', 'Personal Info', 'Contact List', 'Handouts & Links', 'Pt/Procedure Logs', 'Reports Center', 'Evaluations', and 'Evaluations'. The main content area is titled 'Equine Veterinary Certificate Procedure List (v. 2024)'. It features a 'Create New Log Entry' button at the top, followed by 'Reports', 'Overview', 'Search log entries', and 'Expectation Summaries'. On the right, a dark blue sidebar menu for 'Student (2021)' includes 'To Dos 7', 'Personal Info', 'Contact List', 'Handouts & Links', 'Pt/Procedure Logs', 'Grades', 'EVALUATIONS', and 'Evaluations'. Two red arrows point to the 'Create New Log Entry' button and the 'Pt/Procedure Logs' link in the right sidebar.

Click on “Create New Log Entry”

Equine Veterinary Certificate Procedure List

*Procedure Completion date

*Supervisor:

Patient # or name:

*Procedure:

If you selected 'other', please enter here (DO NOT DOCUMENT OBSERVED OR PARTICIPATED PROCEDURES):

You are verifying this procedure was completed within 72 hours from today's date.
(if no, please [do not](#) submit this procedure)

Yes
 No - if no, please do not submit this procedure

Please assess your own performance for this procedure:

Difficulty performing this technique. Request additional coaching and 2nd attempt.
 Competently performed. Technique will get smoother with additional attempts.
 Competently, efficiently performed. I am ready to perform this procedure in practice.

You must:

1. check date—change if needed
2. Click “Pick” to find DVM Supervisor
3. Enter Patient # and/or Name
4. Click “Search” to find procedure
5. Click YES—Procedure is being entered within 72 hours of completion
6. Click 1,2 or 3 to assess your performance
7. Click “Submit”

The screenshot shows the bottom of the form with four buttons: 'Submit', 'Submit And Start New Log', 'Save And Close', and 'Cancel'. A red arrow points to the 'Submit' button. Below the buttons, there are small text descriptions for each: 'Commit responses.', 'Commit responses and launch a new log entry.', 'Save current responses and keep log entry.', and 'Discard responses. Re-develop your entries.'