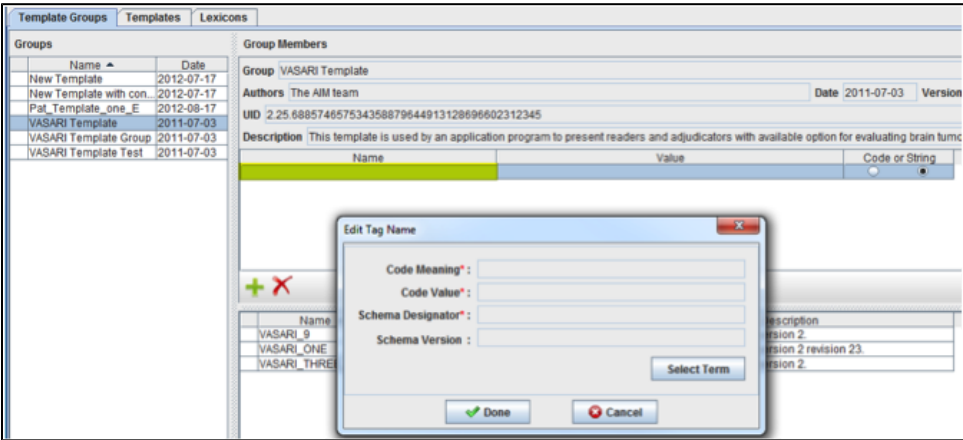


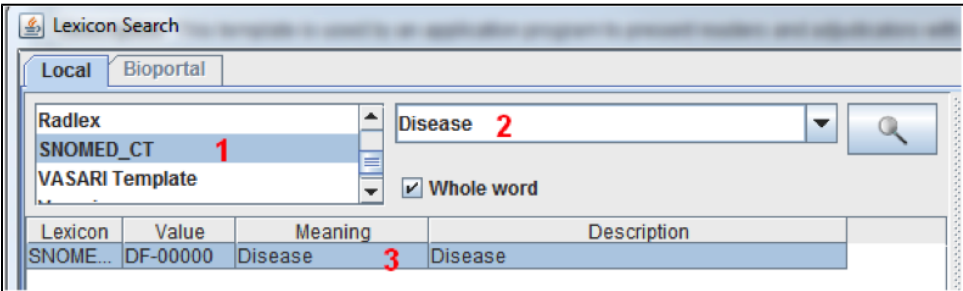
Adding a Tag to a Template Group 1.0

Associating one or more tags with a template group makes it easier for you to find and others to discover a template group that you created. Tags are composed of a name and a value. The tag name must be a lexicon term. The tag value can be a string you enter or a lexicon term.

- 1. Click the **Template Groups** tab.
- 2. Select a template group.
- 3. Below the left panel, click **? Unknown Attachment**.
The selected template group's description appears.
- 4. Click **? Unknown Attachment**.
- 5. Double-click the **Name** column.
The Edit Tag Name dialog box appears.



- 6. Click **Select Term**.
The Lexicon Search dialog box appears.
- 7. Select a lexicon name and then search for an existing term. For example, in the following window, the selected lexicon is *SNOMED_CT* and the term is *Disease*.



- 8. Click **Save**.
- 9. Assign a code or string value to the term by clicking the Value column, entering the code or string value (for example, *GBM*), and then clicking **Enter**.
- 10. Click **Done**.
You can see the tag when you open the template group.

