

The Study Manager can search for four different types of exams:

- **Local Exams:** studies stored on your workstation's hard drive.
- **Remote Exams:** studies stored on another server. To view a remote exam, you must retrieve it to your workstation using DICOM Query, so that it becomes a local exam.
- **DICOMDIR:** studies stored in DICOMDIR format on a CD, your workstation's hard drive, or a mapped network drive.
- **Image Channel:** studies stored on Image Channel servers. These remote exams can be viewed dynamically online using progressive wavelet compression, which means that they are not downloaded to your workstation.

STUDY MANAGER

How to use the study manager

To access the Study Manager

- On the **File** menu, click **Search**, or click  on the toolbar.

Note: You can customize the Study Manager to suit your preferences by resorting the columns and repositioning the fields in your Exams list.

To search for an exam:

Note: Before searching for remote exams, you must select a remote device by clicking **Server** and then selecting a server from the list that appears. To search for a DICOMDIR exam, you must first specify the location of the DICOMDIR file by clicking **Path** and browsing to it.

- 1 Filter the search by entering search criteria; either a single entry or a combination of the following: Patient ID, Last Name, First Name, Accession #, Study Description, and/or Referring M.D.
- 2 Enter a range of dates in which to search. Select the **From:** and **To:** check boxes to activate them, then enter the date parameters either by hand or by using the calendar window. If the study was performed today, click **Today**; the date appears in the date boxes. If the study was performed yesterday, click **Yesterday**; the date appears in the date boxes.
- 3 You can filter the search by modality type. Select the **All** check box to include all modality types in the search, or clear it to filter by specific modality types, which can be selected by clicking each modality type's corresponding check box.

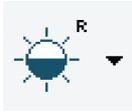
Note: Click the Options button to specify search defaults for modality and date range.

- 4 Click **Search**. A study list appears in the bottom pane of the Study Manager window. To view every study in the Local Exam list, clear all of the filters and click **Search**.

Note: The small "R" or "L" located on the top of the tool icon indicates that a right or left mouse click or scroll is needed to activate the tool.

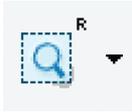
To scroll, depress and hold the right or left side of the mouse. Scroll by moving the mouse to achieve the desired affect on the image.

Common Tools



Brightness / Contrast Level

Adjusts the brightness and/or contrast of images. Move mouse up to increase brightness. Move mouse down to darken. Press F2 to return to original brightness/contrast settings.



Zoom

Increase or decrease the image's field of view. Right click mouse and move up to zoom in and down to zoom out.



Panning

Repositions the image in the window. Left click mouse to move the image once it is zoomed.



Reset Magnification and Orientation

Repositions the image in the window. Left click mouse to move the image once it is zoomed.



Magnify

Left click on the image to magnify a square area of interest. Move cursor to change the area of interest.



Screen Layout

Re-displays series and images in various layouts.



Toggle Survey / Explode Mode

"Explodes" image to fill the screen and returns to the former layout.



Thumbnails

Displays or hides the thumbnail panel.



Toggle Overlay

Hides or displays the overlay study information.

Next / Previous Tools



St Arrows

Selects the "previous" or "next" study from the local exam list



Se Arrows

Selects the "previous" or "next" series in the selected exam



Image Manipulation Tools



Counter Clockwise Rotation

Rotates the image 90 degrees counter clockwise.



Clockwise Rotation

Rotates the image 90 degrees clockwise.



Flip Image Horizontal

Flips the image left to right.



Flip Image Vertical

Flips the image top to bottom.



Invert

Inverts the image from black to white.

Measurement Tools



Linear Measurement

Position cursor at starting location, click and right scroll to the ending location. To stretch line: left scroll either end of the line to a new location. To move line: left click anywhere on the line (except at the ends) and drag it to a new location.



Angle

Left click this tool to measure an angle between two intersecting lines. *To draw intersecting lines, use the Linear Measurement Tool.*



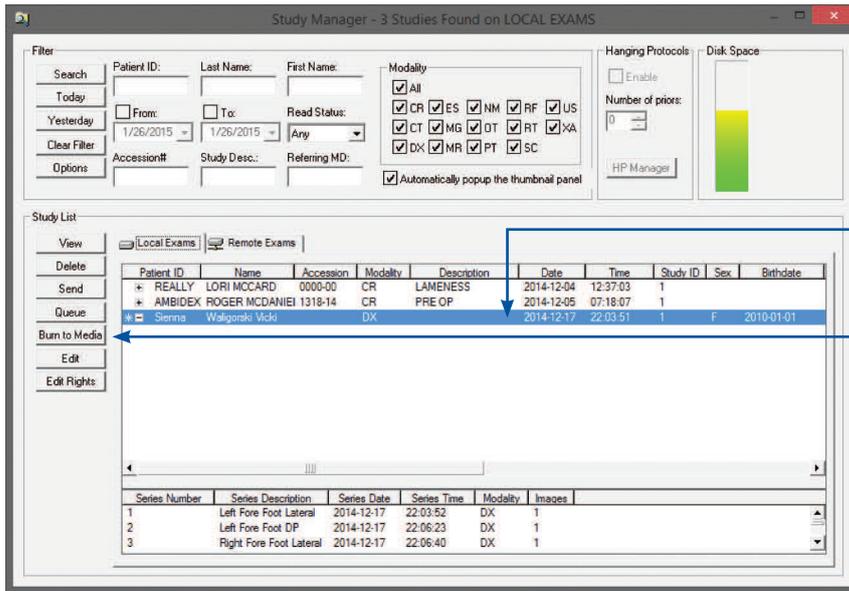
Clear Measurement

Clears ALL arrows, measurements, and angles on the current image. To clear a single measurement: select measurement to be cleared, right click and select delete.



Calibration

Image may be calibrated for magnification.

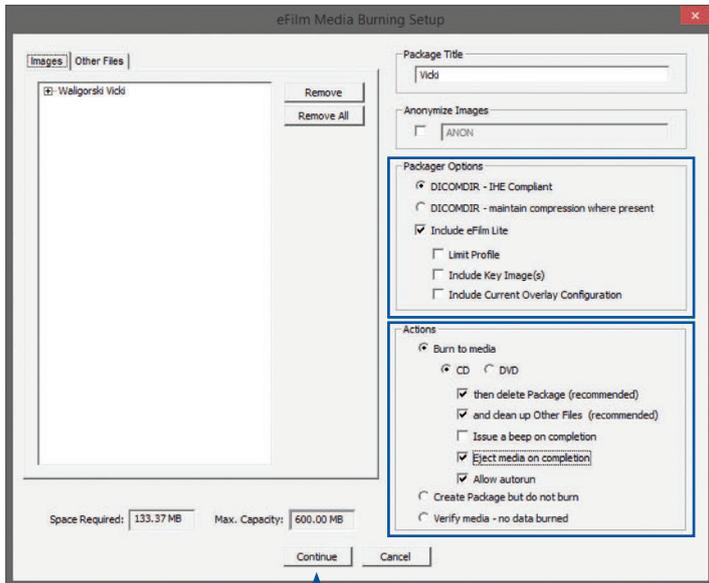


STEP-BY-STEP 1:

How to export a complete study to media

1 Select an exam from the Study Manager List

2 Select Burn to Media



3 Enter Package Title

(i.e. owner or patient name)

4 Select CD Packager Options:

DICOMDIR-IHE Compliant

Include eFilm Lite

5 Select CD Burner Actions

Burn to media CD

then delete Package

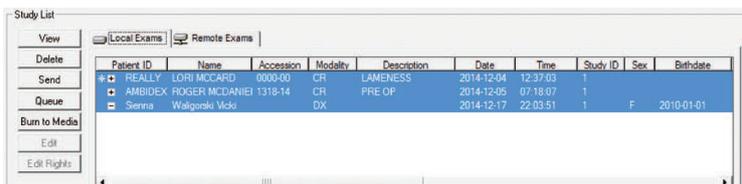
and clean up Other Files

Eject media on completion

Allow autorun

6 Insert CD and select Continue

How to export multiple studies in sequence

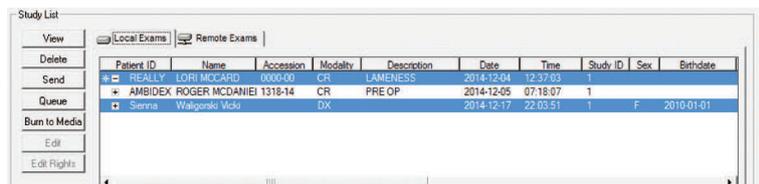


1 Hold <shift> key

2 Click on first and last study

3 Continue to steps 2 - 6 above

How to export multiple studies not in a sequence



1 Hold <control> key

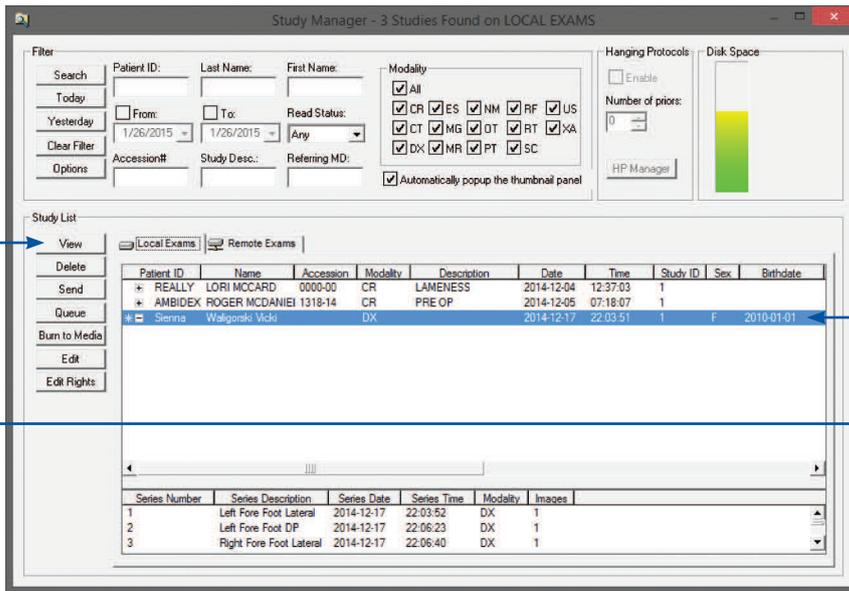
2 Select studies to copy

3 Continue to steps 2 - 6 above

Note: Other applications are not available during the burn process.

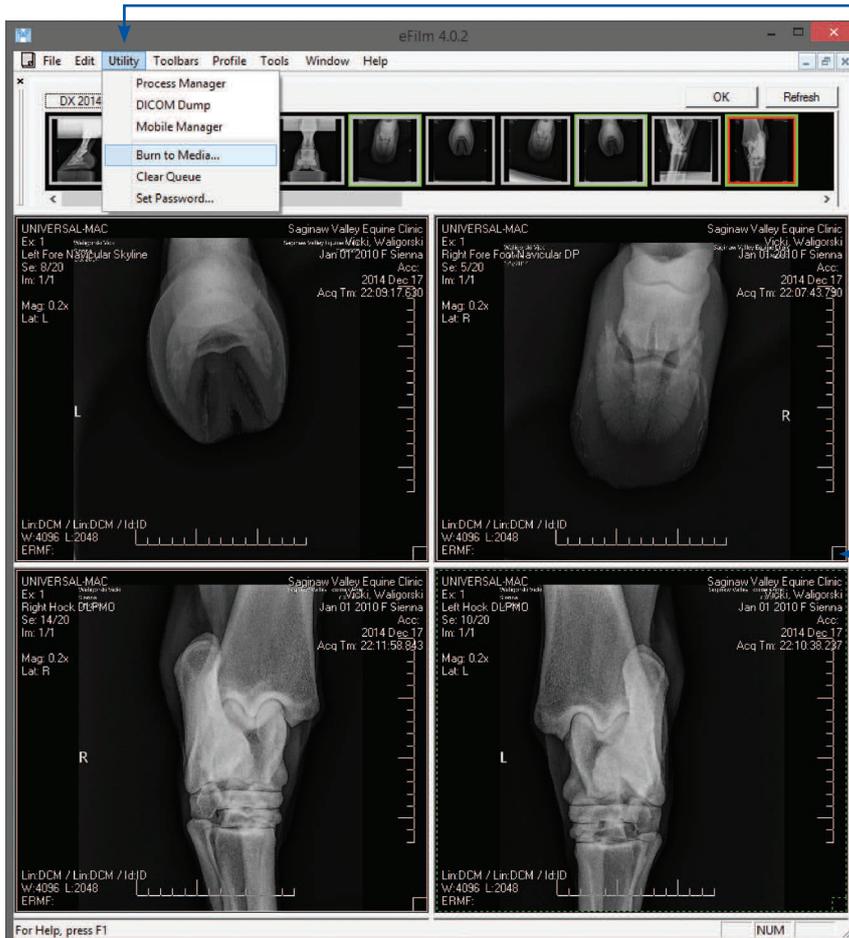
STEP-BY-STEP 2:

How to export images from a study to media



1 Select an exam from the Study Manager List

2 Select 'View'

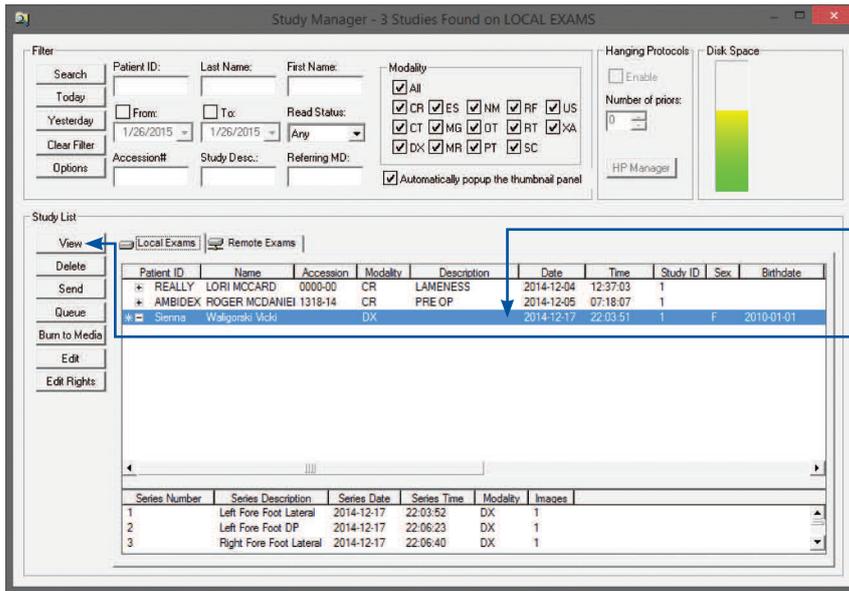


3 Select images to copy by clicking check box located in the lower right corner of each image

4 Select **Utility** ▶ **Burn to Media**

5 Continue to steps 2 - 6 in STEP-BY-STEP-1

Note: Other applications are not available during the export process.

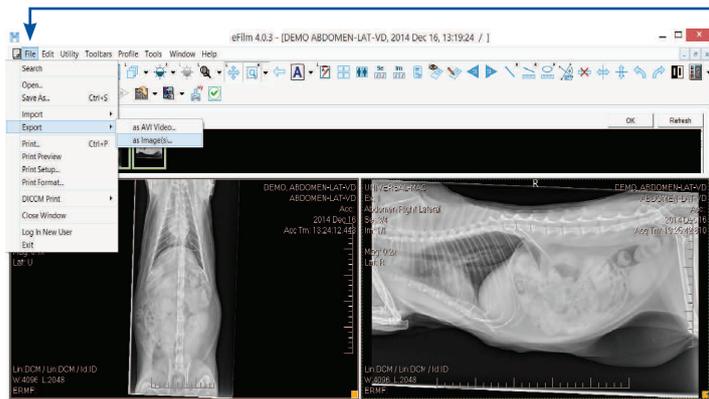


STEP-BY-STEP:

How to export JPEG images from a study

1 Select an exam from the Study Manager List

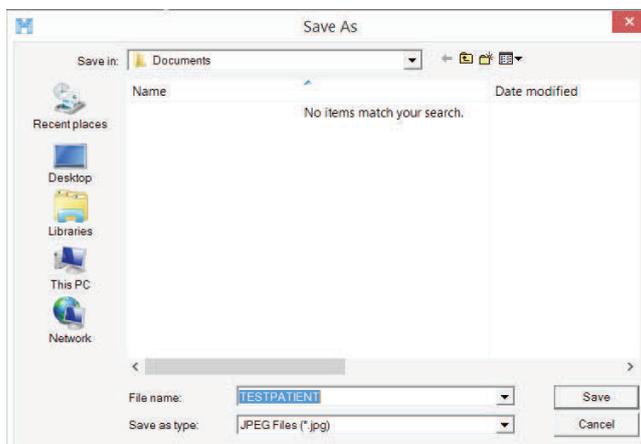
2 Select 'View'



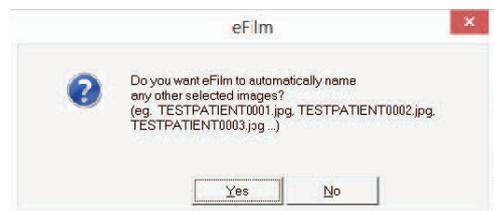
3 Select images to copy

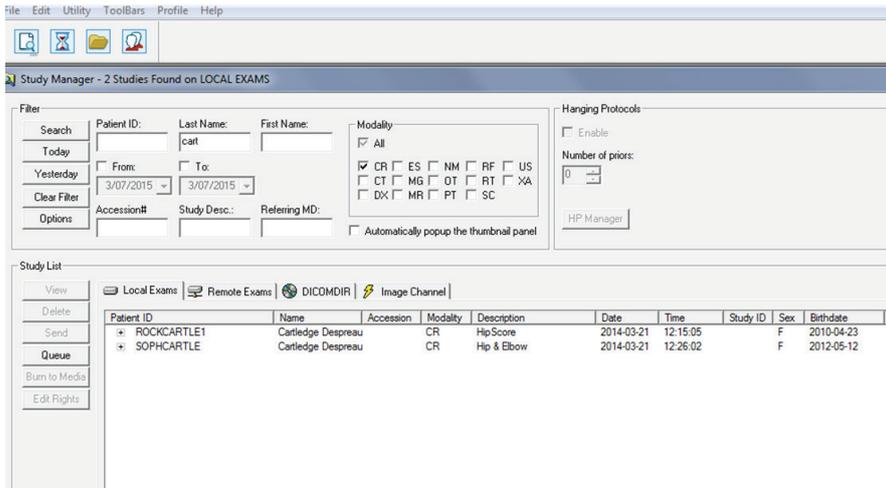
4 Select File ▶ Export ▶ as Image(s)

5 Choose destination, name the file then select 'Save'



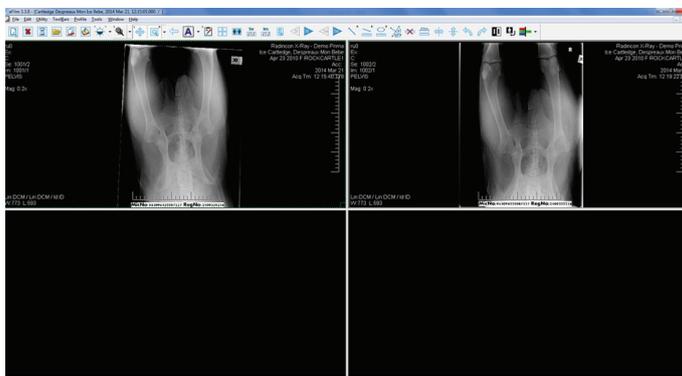
6 Select 'Yes' when prompted to automatically name images





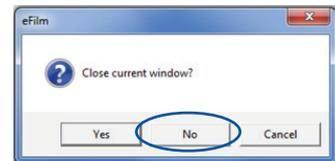
PRE vs POST SURGERY COMPARISON VIEW

- 1 Search for the patient
- 2 Double click into the pre-surgery study

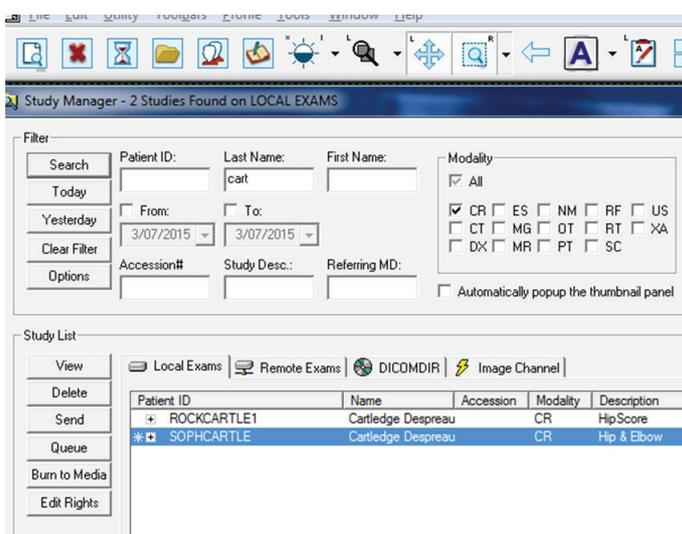
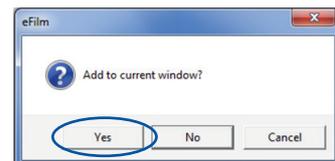


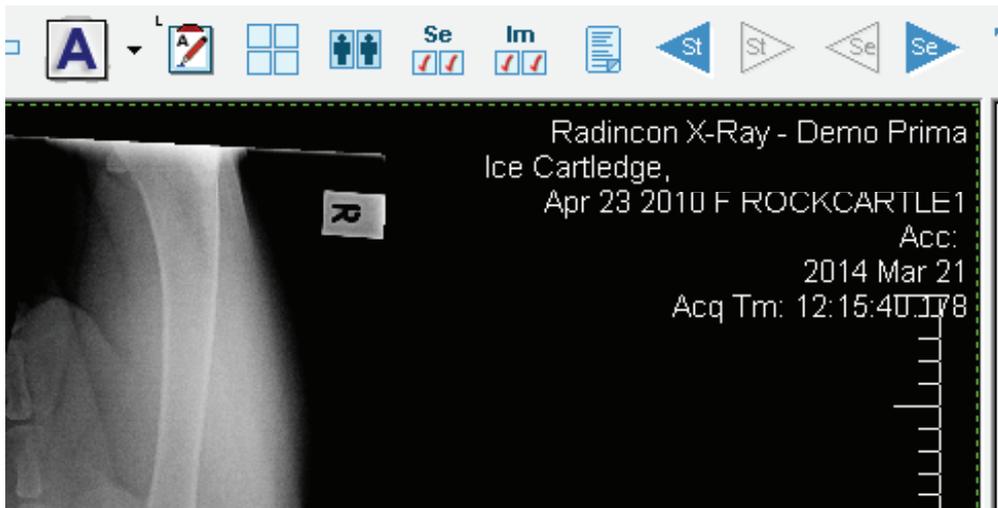
- 3 Change the view to the desired number of images on the screen. (e.g 2 or 4)
- 4 Select the search option which is top left of the menu under file.
- 5 Select the post surgery series of images and double left click with the mouse to open this series of images.

- 6 You will then see a prompt to close current window. Select **No**, as we want the pre surgery images to remain.



- 7 When asked to add these images to the current window as we wish to compare the pre and post surgery images we select **Yes**. Your images should now appear in the 2 blank spaces below.





9 To view the two study dates, you can select **A** to show patient information which includes the study date and time. This allows you to compare each view by the date it was taken and the time.

10 You can navigate through the different images from both pre and post surgery by right clicking your mouse over an image to bring up the following menu. This will allow you to select different images to show in each of the boxes.



Summary - When you are viewing pre and post surgery images as explained above, you can export these as a jpeg as you normally would, you can select as many images from the 2 series as you want and burn to CD by going to utility and selecting burn to media. You can also save the selected images from both series as a DICOM image by going to File and SAVE AS - DICOM file. This way you can upload to a free cloud storage and share the file with a specialist centre who does not have DICOM receive capabilities but would be better served seeing the DICOM image file instead of the JPEG image file.