



IntelConnect™ PACS Quick Guide

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[LINK TO INSTRUCTIONAL VIDEOS](#)

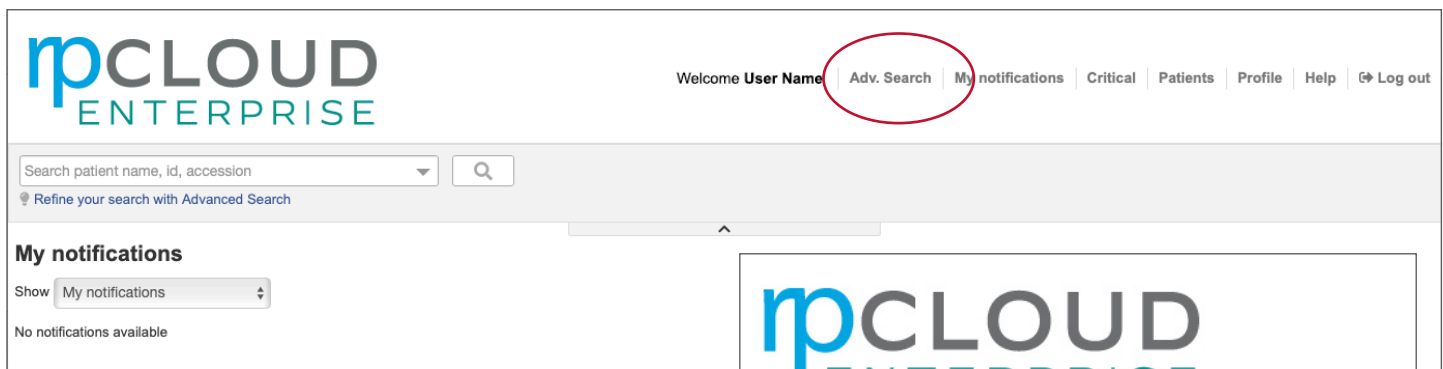
1. LOG IN TO INTELECONNECT

You will receive login information from OKTA that will give you access to IntelConnect.

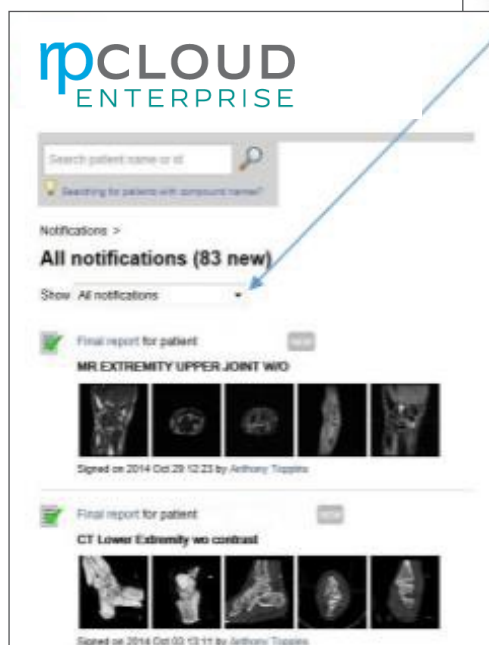
Please log in at: <https://pacssw.radpartners.com/Portal/app>

INTELECONNECT HOMEPAGE

You will see this homepage:



Changing the notifications dropdown to "all notifications" will let you see all exams you have ordered that have been read and have a final report.



2. Searching for Patients and Prior Cases

- **SEARCH:** You can search for a specific patient order by typing either the patient's family name, the patient's full name, their MRN, or their accession number into the search box and then clicking the magnifying glass icon or pressing ENTER. Searches are not case-sensitive.

rpCLOUD ENTERPRISE

Welcome **User Name** | [Adv. Search](#) | [My notifications](#) | [Critical](#) | [Patients](#) | [Profile](#) | [Help](#) | [Log out](#)

Refine your search with Advanced Search

Search Results

17 results found for "Julia austin"

Show up to 10 << < 1 / 2 > >>

Patient	Date of Birth	Age	Patient ID	Sex	Number of Orders
Tabbycat, Ruthie	1948-Nov-11	76 Y	092871645ARA	F	2
Tabbycat, Ruthie	1975-Jan-16	50 Y	YNX0000123	F	5
Tabbycat, Ruth	1981-Jul-22	44 Y	SPECIALID69843	F	11
Tabbycat, Ruthie Ann	1960-Dec-13	64 Y	CAT2025789	F	34
Tabbicatus, Ruthus	1959-Oct-03	65 Y	UIN80002349	F	17
Tabbicatus, Ruthinia R	1924-Feb-19	101 Y	000000012ARA	F	5
Tabbycat, Ruth Elizabeth	1989-Feb-10	36 Y	BX23000897	F	1
Tabbicular, Ruthin	1974-Aug-27	51 Y	NXP027423048757	M	2
Tabbicatus, Ruthus	2019-Jun-22	6 Y	84590LKLJOU	F	2
Tabbicatinus, Rubiculus	1947-Jul-05	78 Y	BTAB09152760	F	19

- **SEARCH RESULTS:** Search results appear at the bottom half of the screen. Note that if only one patient matches the search criteria, you will bypass this screen and go directly to the patient record for the matching patient.
- **RESULTS PER PAGE:** If there are a large number of results, you can see what page you are on and how many pages of results have been returned at the top right, above the results. You can change the number of results per page with the dropdown menu.

- **SELECT:** Select a patient from the search results.
- **VIEW RECORD:** The patient record appears, allowing you to view all current and prior orders associated with that patient. Click an order to view detailed information.

Tabbycat, Ruthie

DOB: 2020-Jan-15 (5 Y) Gender: Female Patient ID: 00000000ARA

46 orders

Accession Number	Mod.	Exam Description	Exam Date ▼	Exam Details	Org.	Image Availability	
123456ARA	MR	MR BREAST WITHOUT THEN WITH IV CONTRAST BILATER...	2025-Jun-04 08:27 AM		ARA	RETRIEVED	
1234566ARA	BD	DXA BONE DENSITY	2025-May-12 01:44 AM		ARA	RETRIEVED	
3356788ARA	MG	MAMMO BREAST SCREENING TOMOSYNTHESIS BILATERAL	2024-Oct-18 03:56 AM		ARA	RETRIEVED	
147962ARA	CR	XR HIP 2 OR MORE VIEWS RIGHT	2024-Aug-07 06:01 AM		ARA	RETRIEVED	
2765433ARA	MR	MR BREAST WITHOUT THEN WITH IV CONTRAST BILATER...	2024-May-14 08:18 AM		ARA	RETRIEVED	
3678995ARA	CT	CT SINUSES WITHOUT IV CONTRAST MEDTRONIC PROTO...	2024-Mar-12 11:35 AM		ARA	RETRIEVED	
899330ARA	BD	DXA BONE DENSITY	2023-Oct-11 02:43 AM		ARA	RETRIEVED	
3573332ARA	MG	MAMMO BREAST SCREENING TOMOSYNTHESIS BILATERAL	2023-Oct-11 02:21 AM		ARA	OFFLINE	

- **CASE VIEWER:** The Case Viewer appears, showing the patient study.

mpCLOUD

ENTERPRISE

Welcome User Name Adv. Search My notifications Critical Patients Profile Help Log out

Ruthie tabbycat

Refine your search with Advanced Search

Tabbycat, Ruthie

DOB: 2020-Jan-15 (5 Y) Gender: Female Patient ID: 00000000ARA

See all patient exams (46)

View PDF...

Launch IntelViewer

Grant Access...

Add Impression...

Trace Study

Edit

CT SINUSES WITHOUT IV CONTRAST MEDTRONIC PROTOCOL

Priority

Routine

Accession Number

34000000ARA

Referring Physician

A DOCTOR

Organization

ARA - Austin Radiological Association

Status

Final Report (ZZ)

Study Date

2024-Mar-12 11:35 AM

Radiologist

A RADIOLOGIST

Location

Final Report (ZZ)

Patient: TABBYCAT, RUTHIE Exam Date: 09/15/2025

DOB: 01/15/2025 At the Request of: A DOCTOR

Patient Age: 5 Doctor Street Address

Patient Sex: F City, ST ZIP

ARA MR # 00000 Exam Status: Routine

Accession #: 34000000ARA

CT SINUS WITHOUT CONTRAST - MEDTRONIC PROTOCOL: 3/12/2024

HISTORY: Chronic sinusitis, deviated septum, sinus drainage, left side worse.

COMPARISON: None are available at this time.

TECHNIQUE: Multiple thin axial images were obtained through the paranasal sinuses without contrast and viewed both in bone and soft tissue windows. Multiplanar reformats were performed. Computer information will be provided for use in surgical planning. Dose lowering techniques were utilized which include adjusting the mA and/or kV to protocol and/or patient size.

FINDINGS:
Aeration: Mucosal thickening ranging up to 3 mm is present at the base of the left maxillary sinus. Minor mucosal thickening is present at the sinus apex without obscuring the ostium. The infundibulum is unobstructed. Minimal right maxillary sinus mucosal thickening. The OMU is patent.

Frontal sinuses are clear. Frontal recesses are unobstructed. Ethmoid air cells are normally aerated. Sphenoidal recesses are unobstructed. Minimal bilateral sphenoid sinus mucosal thickening.

Nasal Septum: 3-4 mm leftward deviation of the nasal septum. There is focal narrowing of the adjacent nasal airway between the deviated septum and left inferior turbinate. Polypoid nasal cavity soft tissue is not evident.

Cribriform Plate: Olfactory recesses are asymmetric, Keros classification, type I on the left, II on the right. No dehiscence.

ARA
DIAGNOSTIC IMAGING

IntelConnect User Guide

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3. ADVANCED SEARCH

- **REFINE YOUR SEARCH:** You can further refine your search by using the Advanced Search. To access Advanced search, click on the link directly below the search box, or beside your name in the top menu.
- **SELECT CRITERIA:** On the Advanced Patient Search page, select the search criteria in the drop-down menu for each of the search fields. You must have at least one search criterion defined for the search to be performed. You can use up to 9 search criteria to narrow down your searches. All search criteria selected will be combined to perform the search.

- **FURTHER REFINE:** When applicable, use the operator dropdowns (Begins, Equals, Contains) to the right of the criteria to refine your search.
- **MULTIPLE SEARCH SELECTIONS:** The drop-down menus for Modality, Organization, Exam Status, and Priority (found in drop down) criteria allow you to search with multiple selections. Note that the selected search criteria in each drop-down menu will stay on in your profile.
- **ENTER SEARCH DATA:** Enter your search data into the appropriate fields.
- **CLEAR:** You can clear your results to start a new search by pressing the “clear search criteria” button.
- **SAVE SEARCH CRITERIA:** You can save your search criteria for future access by clicking the “Save Search Criteria” button at the top right of the advanced search page. A pop-up window will open asking you to enter a name for this new saved search. Click the Save button or press Enter. The new saved search will appear in Your Saved Searches. Note that the saved searches will be displayed in alphabetical order.
- **ENTER TO SEARCH:** To execute your search, click the search button or press Enter on your keyboard. All exams that match the specified search criteria will appear in the Exam list of the search result table.

4. SEARCH TIPS

- ADDING DOB TO SEARCH CRITERIA:** When searching by family name, MRN, or accession number, you can narrow that search by adding a date of birth to the criteria. To add the date of birth criteria to your search, click the down arrow and enter a date of birth in the day, month, and year format as displayed in the box, and press Enter.

Your saved searches: September 16, 2025

Patient ID	B...	
Patient name	B...	Testacct, patient
DOB	DD	MM YYYY

3 exams

Patient	Patient ID
Testacct, Patient	036606233ARA
Testacct, Patient6	036729463ARA
Testacct, Patient7	036729473ARA

- SORT:** You can sort the results by any of the column criteria by directly clicking on a column. To reverse the sort order, click the column title again.

- ADD AND SUBTRACT COLUMNS:** To change the columns that appear, you can either click on the three dots at the far right of the column title bar or right-click anywhere on the column title bar and then enable or disable the names of the columns to display by checking or unchecking the box next to the columns you wish to see.

rpCLOUD ENTERPRISE

Welcome User Name | Adv. Search | My notifications | Critical | Patients | Profile | Help | Log out

Testacct, patient

Refine your search with Advanced Search

Your saved searches: September 16, 2025

Save search criteria

Patient ID	B...		Accession #	B...		Modality	
Patient name	B...	Testacct, patient	Exam description	B...		Organization	
DOB	DD	MM	YYYY	Exam date	All dates	Exam status	

Clear search criteria Search

3 exams

Show up to 10

Patient	Patient ID	Date of Birth	Accession Number	Mod.	Exam Description	Exam Date	Exam Det...	Org.	Ima...	Trac...
Testacct, Patient	036606233ARA	1991-Jan-01	36521133ARA	NM	NM INJECTION	2025-Jul-15 09:30 PM		ARA		
Testacct, Patient6	036729463ARA	2002-Jan-12	36711169ARA	US	US ABDOMEN LIMITED	2025-Sep-09 07:30 ...		ARA		
Testacct, Patient7	036729473ARA	1961-Mar-26	36711299ARA	US	US ABDOMEN LIMITED	2025-Sep-09 07:30 ...		ARA		


- COMPOUND NAMES:** If the patient's name is comprised of a compound given name or surname that contains a space rather than a hyphen, insert a comma to isolate the compound name:

De Garcia, Elena

If you search for the same patient but by surname and given name, you must type either of the following: **De Garcia, Daniel** or **Daniel, De Garcia**. You are not required to use a comma when searching for a patient with a compound name that contains a hyphen rather than a space, such as **Mary-Louise White** or **Thomas Jones-Ford**.


5. Viewing Reports - The Case Viewer

- **CASE VIEWER:** Clicking an order brings up the case viewer. Here, you can view detailed information about a patient order.
- **INFORMATION AVAILABLE:** Depending on the order status, the contents of the patient order, and your privileges, some or all of the following information is available for you to examine:
 - **Study information**, including the referring physician, radiologist, and study date.
 - **Patient information.**
 - The **final report, preliminary report, and impressions.**
 - **Images.**
 - **Critical results**, such as the finding, priority level, and comment.
 - And the **confidentiality status.**



Welcome **User Name** | [Adv. Search](#) | [My notifications](#) | [Critical](#) | [Patients](#) | [Profile](#) | [Help](#) | [Log out](#)

[Refine your search with Advanced Search](#)

 **Tabbycat, Ruthie**

DOB: 2020-Jan-15 (5 Y) | Gender: Female | Patient ID: 00000000ARA

View PDF...

Launch IntelViewer

Grant Access...

Add Impression...

Trace Study

Edit


CT SINUSES WITHOUT IV CONTRAST MEDTRONIC PROTOCOL

Priority: **Routine**

Accession Number: **34000000ARA**

Referring Physician: **A DOCTOR**


Organization: **ARA - Austin Radiological Association**

Status:  **Final Report (ZZ)**

Study Date: **2024-Mar-12 11:35 AM**

Radiologist: **A RADIOLOGIST**

Location:

 **Final Report (ZZ)**

Patient: TABBYCAT, RUTHIE | Exam Date: 09/15/2025

DOB: 01/15/2025 | At the Request of: A DOCTOR

Patient Age: 5 | Patient Sex: F | Doctor Street Address

ARA MR # 00000 | City, ST ZIP

Exam Status: Routine

Accession #: 34000000ARA

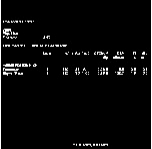


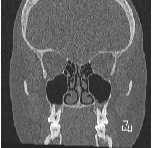
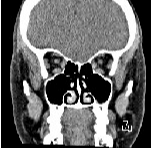




CT SINUS WITHOUT CONTRAST - MEDTRONIC PROTOCOL: 3/12/2024

HISTORY: Chronic sinusitis, deviated septum, sinus drainage, left side worse.

COMPARISON: None are available at this time.

TECHNIQUE: Multiple thin axial images were obtained through the paranasal sinuses without contrast and viewed both in bone and soft tissue windows. Multiplanar reformats were performed. Computer information will be provided for use in surgical planning. Dose lowering techniques were utilized which include adjusting the mA and/or kV to protocol and/or patient size.

FINDINGS:
Aeration: Mucosal thickening ranging up to 3 mm is present at the base of the left maxillary sinus. Minor mucosal thickening is present at the sinus apex without obscuring the ostium. The infundibulum is unobstructed. Minimal right maxillary sinus mucosal thickening. The OMU is patent.
Frontal sinuses are clear. Frontal recesses are unobstructed. Ethmoid air cells are normally aerated. Sphenothoroidal recesses are unobstructed. Minimal bilateral sphenoid sinus mucosal thickening.
Nasal Septum: 3-4 mm leftward deviation of the nasal septum. There is focal narrowing of the adjacent nasal airway between the deviated septum and left inferior turbinate. Polypoid nasal cavity soft tissue is not evident.
Cribriform Plate: Olfactory recesses are asymmetric, Keros classification, type I on the left, II on the right. No dehiscence.



CT TOPOGRAM
(2 images)

CT CD DATA SET
(202 images)

CT AXIAL ST
(114 images)

CT AXIAL BONE
(114 images)

CT CORONAL ST
(122 images)

CT CORONAL BONE
(122 images)

CT SAG ST
(151 images)

CT SAG BONE
(151 images)

CT PATIENT PROTOCOL
(1 image)

- **PATIENT INFORMATION:** Patient information is found at the top left, and includes the patient's name, date of birth, age, gender, and ID, usually the MRN or Accession number.
- **OTHER BUTTONS:** Below the patient information, there are several buttons.
VIEW PDF: The first is "View PDF" and brings up options for creating a PDF file of the patient report for saving or printing.
- **ADVANCED USE BUTTONS:** The Launch Intelviewer, Grant Access, Add Impression, Trace Study, and Edit buttons are for advanced users, including Radiologists and support team members. These will NOT need to be utilized by referring physicians.
- **STUDY INFORMATION:** Directly below the buttons, you will find the Study information, including the priority, Accession number, referring physician, the organization administering the exam, the exam status, the date and time that the exam was administered, the radiologist who read the exam, and the location of the exam.
- **REPORTS & IMPRESSIONS:** Below this information, you will find the preliminary or final report, and impressions.
- **IMAGE INFORMATION:** On the right side of the screen, you will find thumbnails of the study's imaging. Below each thumbnail, you will see the image's name and the number of images contained within.
- **RETURN TO PATIENT EXAM LIST:** At the top right, you can click to return to a full list of the patient's exams.

The screenshot displays the pCLOUD ENTERPRISE web application interface. At the top, the logo and navigation links are visible. The main content area is divided into several sections:

- PATIENT INFORMATION:** Located at the top left, it includes the patient's name (Ruthie tabbycat), DOB (2020-Jan-15 (5 Y)), Gender (Female), and Patient ID (00000000ARA). Below this are buttons for "View PDF...", "Launch IntelViewer", "Grant Access...", "Add Impression...", "Trace Study", and "Edit".
- STUDY INFORMATION:** Located below the patient information, it includes the study title (CT SINUSES WITHOUT IV CONTRAST MEDTRONIC PROTOCOL), Priority (Routine), Accession Number (34000000ARA), Referring Physician (A DOCTOR), Organization (ARA - Austin Radiological Association), Status (Final Report (ZZ)), Study Date (2024-Mar-12 11:35 AM), Radiologist (A RADIOLOGIST), and Location.
- REPORTS & IMPRESSIONS:** Located below the study information, it includes the patient's name (TABBYCAT, RUTHIE), Exam Date (09/15/2025), and a detailed report text.
- IMAGE THUMBNAILS WITH INFORMATION:** Located on the right side, it displays a grid of image thumbnails with their respective names and image counts: CT TOPOGRAM (2 images), CT CD DATA SET (202 images), CT AXIAL ST (114 images), CT AXIAL BONE (114 images), CT CORONAL ST (122 images), CT CORONAL BONE (122 images), CT SAG ST (151 images), CT SAG BONE (151 images), and CT PATIENT PROTOCOL (1 image).

Red annotations highlight specific areas: "OTHER BUTTONS" points to the "View PDF..." button, "STUDY INFORMATION" points to the "CT SINUSES WITHOUT IV CONTRAST MEDTRONIC PROTOCOL" title, "REPORTS & IMPRESSIONS" points to the "Final Report (ZZ)" section, and "IMAGE THUMBNAILS WITH INFORMATION" points to the grid of image thumbnails. A red box at the top right contains the text "RETURN TO FULL EXAM LIST" and "See all patient exams (46)".

6. Viewing and printing reports

- **VIEW REPORT:** Click an order to view. The Case Viewer appears. Here, you will find detailed information about your order.
- **PRINT:** You can generate a printable version of a patient's report by creating a PDF file.
 - Click View PDF at the top left of the screen.
 - The View PDF options dialog appears.
 - Check the boxes for the items that you want to appear in the PDF file.
 - Click View PDF.
 - A new browser tab or window appears containing a printable PDF of the report.
 - Use your browser's features to save or print the PDF.

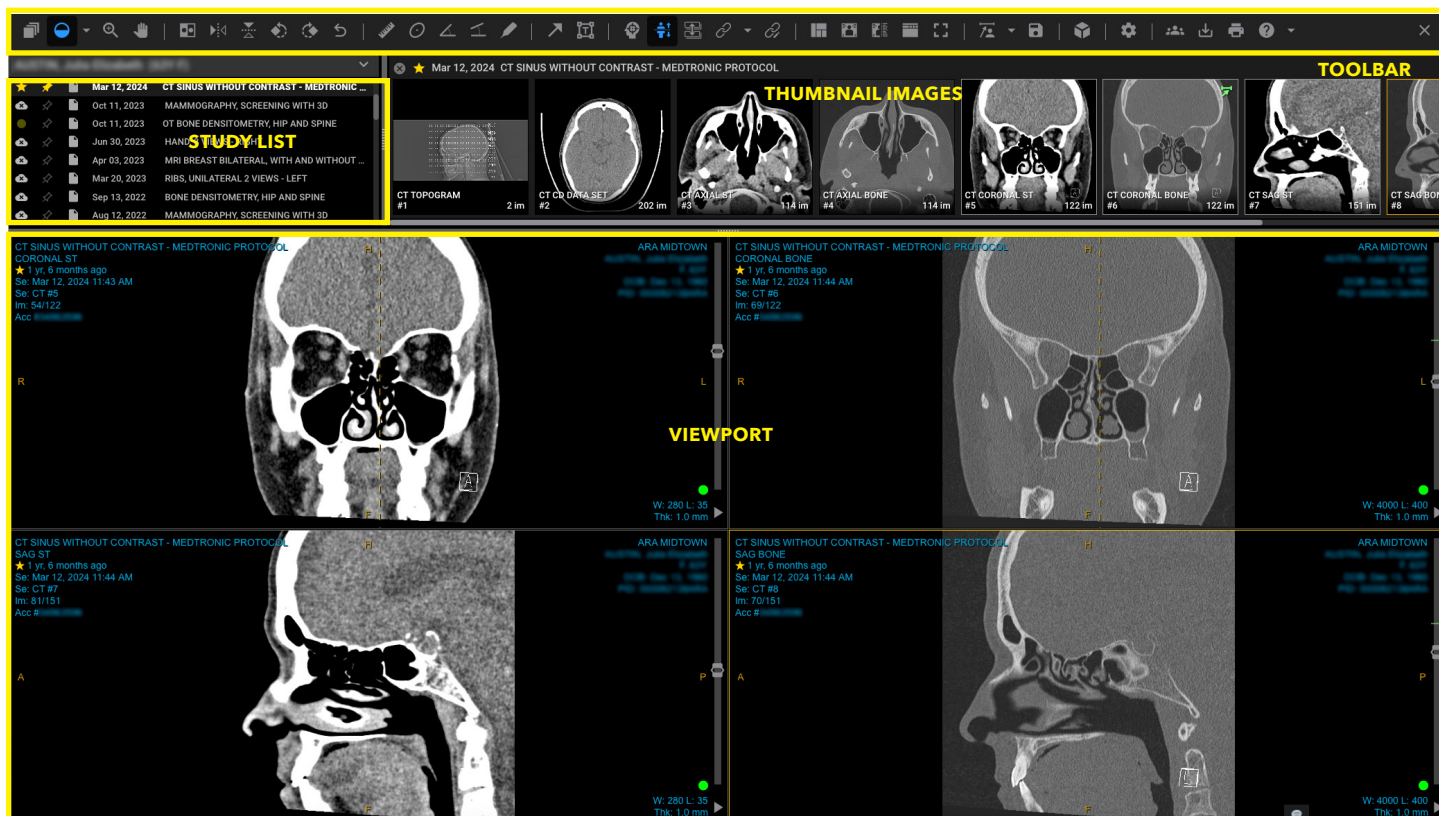
The screenshot shows the rPCLoud Enterprise web application. At the top, there's a navigation bar with 'Welcome User Name', 'Adv. Search', 'My notifications', 'Critical', 'Patients', 'Profile', 'Help', and 'Log out'. Below this is a search bar containing 'Ruthie tabbycat' and a 'Refine your search with Advanced Search' link. The main content area displays patient information for 'Tabbycat, Ruthie' (DOB: 2020-Jan-15 (5 Y), Gender: Female, Patient ID: 00000000ARA). A 'View PDF...' button is highlighted with a red box. A 'View PDF options' dialog is open, showing checkboxes for 'Include key images', 'Include impressions', and 'Include relevant clinical info'. Below the dialog, there are thumbnails for 'CT TOPOGR (2 images)', 'CT SINUSES (202 images)', 'CT AXIAL BONE (114 images)', and 'CT AXIAL BONE (114 images)'. A 'See all patient exams (46)' link is also visible.

The screenshot shows a printed report from ARA Diagnostic Imaging. The report header includes the ARA logo and contact information. The patient information section lists: Patient Name: TABBYCAT, RUTHIE; Patient ID: 00000000ARA; Gender: Female; Date of Birth: January 15, 2020; Referring Physician: A DOCTOR; Ordering Physician: A DOCTOR; Organization: ARA. The report title is 'CT SINUSES WITHOUT IV CONTRAST MEDTRONIC PROTOCOL'. The 'Findings' section includes: Reporting MD: A RADIOLOGIST; Dictation Time: Not available; Transcriptionist: Not available; Transcription Date: Not available. The 'History' section states: 'Chronic sinusitis, deviated septum, sinus drainage, left side worse.' The 'Technique' section describes the imaging process. The 'Findings' section details the results of the CT scan, including observations on the sinuses, nasal cavity, and surrounding structures. The 'Impression' section summarizes the findings.

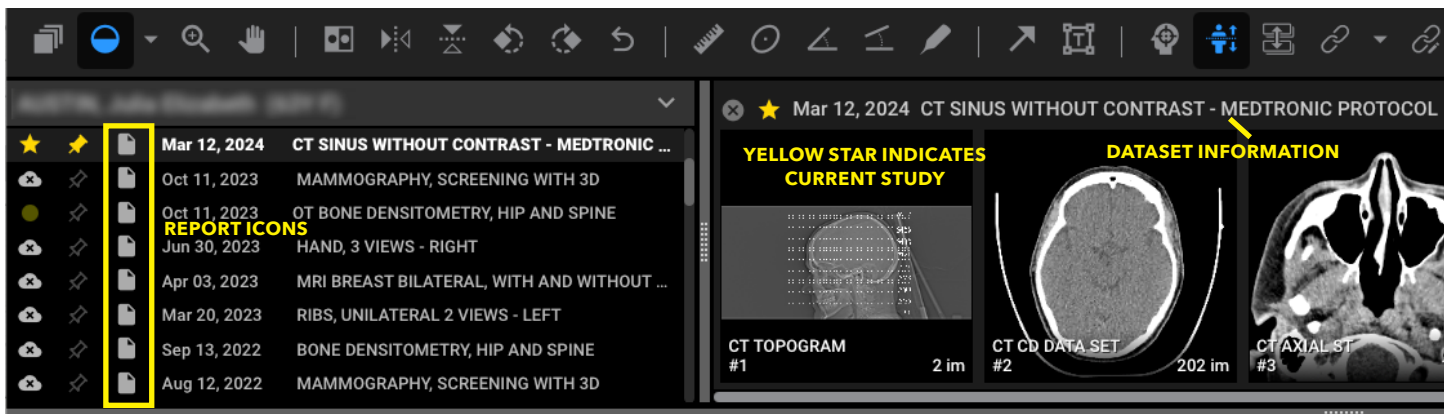
The screenshot shows the HP Color LaserJet M255dw printer settings dialog. The printer is identified as 'HP Color LaserJet M255dw (C34AC3) (United States)'. The 'Copies' section shows '1' copy. The 'Pages' section has 'All 2 Pages' selected. The 'Print in Color' option is turned on. The 'Double-sided' option is set to 'Off'. The 'Paper Size' is 'US Letter 8.50 by 11.00 inches'. The 'Orientation' is set to 'Portrait'. The 'Scaling' is set to '100%'. The 'Media & Quality' section is partially visible. The 'Print' button is highlighted in blue.


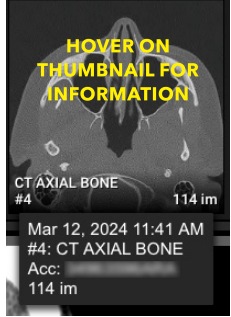
7. Viewing Images

- **VIEW AN IMAGE:** To view an image, click on an image thumbnail. This will launch the enterprise viewer. This viewer features a configurable viewport area and a range of tools for viewing and navigating study images.



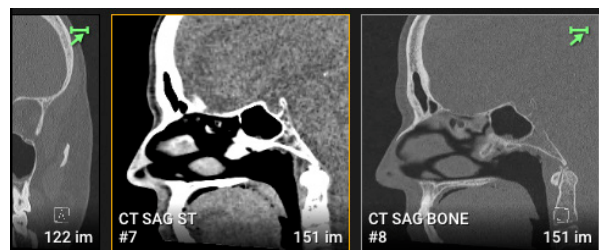
- **TOOLBAR:** At the top of this screen, you will see a toolbar containing tools for image viewing and manipulation. Hovering your mouse over each one will reveal the tool's function.
- **STUDY LIST:** At the top left, directly below the toolbar, is the study list. The study list includes the patient's name, age, and gender, along with a list of all of that patient's current and prior exams. The most recent study will be at the top. Each study in the Study list shows the study date, the modality, the study description, and whether or not a report is available for the study.
- **THUMBNAIL IMAGES:** Below the toolbar on the right is the thumbnail strip, containing the study's images, organized into datasets, with a separate thumbnail for each dataset. The Thumbnail strip provides a global view of the studies that are selected in the Study list for the current patient. If you have more images than will fit in the thumbnail strip, a scroll bar directly below the image set will allow you to access the additional image thumbnails.



- **IDENTIFY THE CURRENT STUDY:** The current study will be shown with a yellow star and an active pin. You can temporarily add images from other studies by clicking on the name or date of the study, and that study's images will appear to the right of the current image set. If needed, there is a scrollbar to the right to see the complete list.
- **REMOVING STUDY FROM THUMBNAILS:** The color of the circle on the left will be reflected in the thumbnail strip. To remove a study from the Thumbnail strip, click the X in the top left corner of the strip.
- **OPEN REPORT:** Clicking on the report icon will open the corresponding report in the window below.
- **OFFLINE STUDIES:** If a study's images are offline, you will see an Offline icon and an "offline" message appears in the corresponding series thumbnail. In this case, you must retrieve the study before you can view the images. 
- **MISSING STUDIES:** If images are missing, you will see a "Missing Images" pop-up. Missing images may be the result of delayed or failed processing of incoming files or conversion of pixel data. A warning icon is displayed in front of the study description. If you hover over the warning icon, you will see the number of missing images.
- **STUDY INFORMATION:** At the top of each dataset is the study date, modality, and description. The series description and number appear at the bottom left of the thumbnail. The number of images in the series is shown at the bottom right.
- **HOVER FOR MORE INFO:** Hovering your mouse over the thumbnail lists the study/series level information, including Series Date, Time, Description, Accession Number, and the total number of images in the series. 
- **ADD IMAGES TO EMPTY SERIES:** You can add images to an empty series viewport or replace the images in a series viewport by dragging a thumbnail from the Thumbnail strip to the viewport. Click, hold, and drag a thumbnail from the thumbnail strip to any of the viewports below. Release the mouse button to drop the image into place.

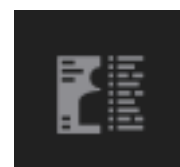
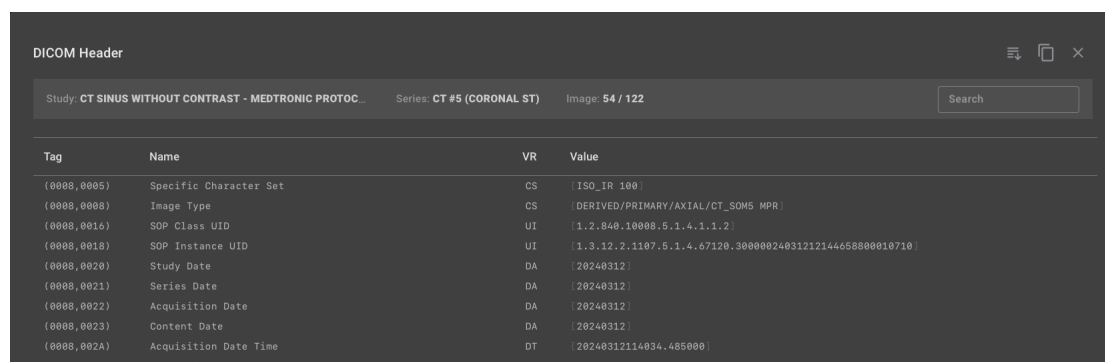
The image may appear fuzzy at first. Enterprise Viewer uses image compression and an advanced streaming protocol to speed the delivery of high-quality images to your workstation by refining image detail as it is displayed until the full resolution image is loaded.

- **IDENTIFYING IMAGES DISPLAYED:** To help you easily identify which datasets are displayed in the viewports, a yellow-orange border appears around the dataset thumbnail for the currently selected viewport, and a light gray border appears around the dataset thumbnail for a non-selected viewport.



- **DICOM INFORMATION:** You can use the DICOM header to view patient, series, and image metadata related to an image file. You can view the full DICOM header and copy the information to use in another application.

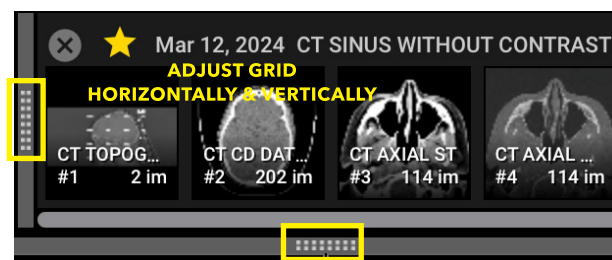
To access the DICOM Header information, first select the desired viewport by clicking it. Select the DICOM header icon in the toolbar. A dialog box appears, displaying metadata related to the specific image file or series. You can use the Search box to find specific information or the download and copy icons. Click the X to close the dialog box.



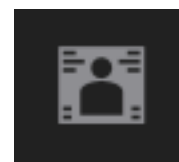
- **IMAGE LAYOUT:** You can configure the number of viewports at the bottom of the screen by clicking the "Select layout" tool. You can select how many viewports you want to see by clicking and dragging over the squares, highlighting the ones that will appear. When you have reached the desired configuration, click to set it. You can set asymmetrical layouts by clicking below the grid and selecting the desired layout from the flyout menu.



- **ADJUST GRID SIZE:** You can adjust the size of your viewing grid by clicking and holding your mouse over the double dotted row on the thick grey separators. Click and drag to resize the viewport. This can be done both horizontally and vertically.



- **SHOW OR HIDE TEXT ON IMAGES:** Within the viewport, the image features a text overlay displaying patient information and details about the image itself. You can toggle this information off and on again by clicking the "show/hide text overlay" icon in the toolbar.



- **DISTRACTION-FREE MODE:** You can use Distraction Free mode to temporarily hide the thumbnail strip and toolbar. In the toolbar, click the Hide Toolbar/Thumbnails icon. Click to select the elements you would like to hide.



To exit Distraction Free mode, click the Show Toolbar and Thumbnails icon. If the toolbar is hidden, hover the mouse over the top of the window until the toolbar appears, and then click it.

- **FULL SCREEN MODE:** You can easily activate full-screen mode to maximize your monitor's screen real estate. To activate full-screen mode, click the Full Screen icon. To go back to your previous view and exit full-screen mode, click the icon again or press Escape.

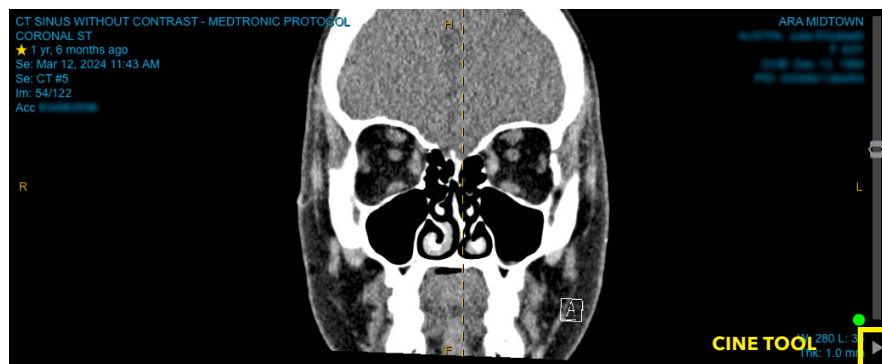


- **EXIT VIEWER:** To close the viewer, click the X at the top right corner. This will return you to the Case Viewer. You can return to the Home screen by clicking the blue arrow next to the patient's name at the right of the screen, and again on the Search Results page.
- **USING THE CINE TOOL:** You can use the Cine tool to play back images as though they were a movie clip or play back series containing multi-frame images in real-time. Cine series images are identified by a specific icon in the thumbnail image.

Real-time Cine playback starts automatically at the frame rate specified in the DICOM data; however, you can choose to increase or decrease the playback speed at any time.

To use the Cine tool, press the play or pause icon in the lower right of the viewport. To increase playback speed, press the PLUS key. To decrease, press the MINUS key.

You can also navigate through the series during playback by using your mouse wheel, or the scrollbar.



8. Image Manipulation - The Tools

- **ACCESS TOOLS:** You can access all the tools and functions for image viewing and manipulation from the toolbar located at the top of your screen. Hovering your mouse over each one will reveal the tool's function. You will find the tool's keyboard shortcut following the tool's name in parentheses.

If you decrease the width of your web browser, some tool buttons may not be visible. If so, click the **More Tools** menu indicated by the three dots to access the hidden tools.

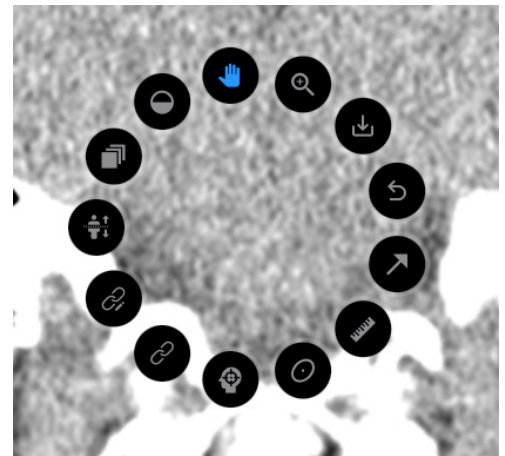
- **ACTIVE FUNCTIONS:** The toolbar functions are either continuous or single-action. When you click and activate a continuous function, it remains active until another continuous function is activated. For example, if you click the **Zoom** button in the toolbar, the Zoom function remains active until you click another continuous tool, such as the **Move the Image** button.

Continuous tools highlight and remain blue while activated and include the first four tools in the toolbar - **Scroll Images**, **Adjust Window Level**, **Zoom**, and **Move the Image**, as well as the **Measurement Tools** and **3D Cursor**.

When you click a single-action tool button, it does not turn off the currently selected continuous action. For example, if you click the **Zoom** button in the toolbar and then click the **Invert** button, the image inverts, but the Zoom function remains active.

USING THE RADIAL MENU

- **QUICK ACCESS WITH THE RADIAL MENU:** The radial menu lets you quickly access the most commonly used tools and functions for a given modality. When you open the radial menu in a viewport, you will see a circular array of predefined tools and functions for the modality of the series in the viewport.
- **SELECT A TOOL:** To select a tool from the radial menu, Right-click in a viewport. The radial menu appears with the currently selected tool in blue. Click the tool that you want to activate. The radial menu disappears after you select a tool. For more information on the tools, see below.



Let's look at each of the tools moving from left to right.



SCROLL IMAGES

- **SCROLL THROUGH DATASET:** To scroll through a multi-image dataset, click the Scroll Images button, and then click and drag in the viewport.
- **VIEW SUBSEQUENT IMAGES:** Dragging down allows you to view subsequent images, and scrolling up displays previous images.

You can also position the mouse cursor over the viewport and then roll your mouse wheel forward or backward.

Please note that when using the mouse, depending on your mouse speed, you can skip past images!

A third way is to scroll through images by using the scroll bar at the right of the viewport by clicking and dragging the scroll bar handle up or down to cycle through the images in the series.



ADJUST WINDOW LEVEL

- **BRIGHTNESS & CONTRAST:** You can adjust the window level to alter the contrast (or width) and brightness (or level) for all images in the selected viewport.

To adjust the window level manually, click the Adjust Window Level button. Position the mouse cursor over the image, and then click and drag up to increase the brightness, down to decrease the brightness, left to increase the contrast, and right to decrease the contrast.

When you adjust the window level manually for one image in a dataset, a proportional window-level change is applied to all other images in the dataset based on each image's default window level.

- **CT ADJUSTMENTS:** For CT images, you can use window level presets for different tissue types, such as bone, brain, and lung, that you can apply to highlight a region of interest quickly. When you apply a window-level preset, the preset applies the preset values to all images in the dataset.
- **SELECT CT PRESETS:** To select a window level preset for CT images, click the drop-down menu to the right of the Adjust Window Level button and select the required window level preset.

Once you apply a window level preset, you can use the Adjust Window Level tool to adjust the window level further manually.

- **PANNING & MOVING WHILE ADJUSTING:** Note that you can right-click and drag in the viewport to pan or move the image while adjusting window levels.
- **RESET WINDOW LEVEL:** You can reset the window level for all images in the selected viewport at any time by selecting Reset Window Level in the drop-down menu.



Window level presets

Chest [W :350 L:40]	Alt+3
Abd/Pelv [W :350 L:40]	Alt+4
Lung [W :1500 L:600]	Alt+5
Brain [W :60 L:38]	Alt+6
Bone [W :2500 L:480]	Alt+7
Head/Neck [W :350 L:90]	Alt+8
Reset Window Level	Alt+2



ZOOM

- **USING THE ZOOM TOOL:** You can use the Zoom tool to increase and decrease the magnification level for a specific area of an image. Zoom-to-point functionality preserves the viewport location of the area being zoomed. The magnification level applies to all images in the series.

In the toolbar, click the Zoom button. Position the mouse cursor over the area that you would like to zoom, and then click and drag up to increase the magnification level or zoom in, and drag down to decrease the magnification level or zoom out.

You can right-click and drag in the viewport to pan the image while Zoom is active.



MOVE THE IMAGE

- To move an image, select the Move the Image tool. Position the mouse cursor over the area that you would like to move, and then click and drag to reposition the image.



INVERT

- Using the **Invert tool**, you can invert the colors of a black-and-white or color image.
- If a series contains multiple images, the inversion applies to all images in the selected series.
- To invert the image colors, click the Invert button in the toolbar.
- To reset the image colors, click the Invert button again.



FLIP AND ROTATE TOOLS

- MIRROR IMAGE:** Using the **Flip** and **Rotate** tools, you can flip an image to mirror it around the horizontal or vertical axes, so that it appears reversed or upside-down.
- 90° ROTATION:** You can also rotate images left or right in 90° increments. Repeat this as many times as you need to reach your desired orientation.
Flip and rotate settings apply to all images in the series.
- HORIZONTAL & VERTICAL** To flip an image horizontally or vertically, select and click the option you want from the dropdown list just to the right of the "Flip" icon. To revert the image back to its original orientation, click the button again.



RESET ALL MANIPULATIONS

TO REVERT ALL SERIES IMAGES in the selected viewport to their original window level, magnification level, position, color, and orientation, click the **Reset All Manipulations** button.



MEASUREMENT

You can use the measurement tools to measure straight lines, an elliptical area, simple angles, Cobb angles, and the intensity value or RGB value of selected pixels on images.

An image can have multiple measurements in any combination. Note that you can modify an existing measurement or add a new measurement, for the currently selected measurement tool only. For example, if an image contains linear and Cobb-angle measurements, and the linear measurement tool is selected, you can only modify or add a linear measurement. When you hover your mouse cursor over a measurement that corresponds to the currently selected measurement tool, it appears yellow to indicate that the measurement can be changed or moved.

Measurements apply to, and are saved for, the current viewport session only. If you measure an image,

the measurement applies only to that viewport. The measurement does not appear if you load the same image in another viewport. All image measurements in a viewport remain until you replace the images in the viewport with another dataset.

To select the proper tool, click the dropdown menu to the right of the measurement tool and select either **Linear**, **Ellipse ROI**, **Angle**, **Cobb Angle**, or **Pixel Probe**. Measurement tools are continuous, and the button that is displayed will be for the last measurement tool in use.

- **LINEAR MEASUREMENT TOOL:** To measure a straight line, click on the desired image in the viewport. In the toolbar, click the Linear Measurement icon. Click and hold the mouse button at the location on the image where you want the line measurement to begin. Drag the mouse to the location on the image where you want the line measurement to end, then release the mouse button.
- **ANGLE MEASUREMENT TOOL:** To measure simple angles, click the Angle measurement icon. Click and hold the mouse button at the location on the image where you want the angle measurement to begin. Drag the mouse to the location on the image where you want the vertex of the angle measurement, then release the mouse button. Click the location on the image where you want the angle measurement to end.
- **ELLIPSE ROI TOOL:** You can create an elliptical measurement to define and measure a region of interest on an image with the **Ellipse ROI** tool. The type of measurements displayed are Area, Circumference, Diameter, as well as Statistical Measurements including the Mean, Standard Deviation, Min, Max, and Median.

MEASURE AN ELLIPTICAL AREA: To measure an elliptical area, click the Ellipse ROI measurement tool. Click at the starting point of your measurement and drag to adjust the size and shape of the ellipse. Release the mouse at the end of the ellipse. The measurements appear next to the ellipse.

MEASURE A CIRCULAR AREA: To measure a circular area, press and hold the SHIFT key while dragging to adjust the size of the circle. Release the mouse button and then the SHIFT key to complete the circle.

- **COBB ANGLE MEASUREMENT:** You can use Cobb angles to measure the angle between two lines, which can be separate or intersecting. To measure Cobb angles, click the Cobb Angle Measurement icon. Click and hold the mouse button at the location on the image where you want the first line to begin. Drag the mouse to the location on the image where you want the first line to end, then release the mouse button. Repeat this to draw the second line.
- **PIXEL PROBE:** You can use the pixel probe tool to measure the intensity or RGB value of pixels and view their locations on the X and Y planes of the image. To measure pixel intensity and color values, click the Pixel Probe icon. Position the mouse cursor over the location on the image that you want to measure.



ANNOTATIONS

- **ARROW ANNOTATION:** You can use the **Arrow** tool to draw an arrow with optional text pointing to a specific region in an image. You can then save the arrow and text as part of the image in the form of a presentation state. Other clinicians can load the image with the saved annotations to look into specific patient issues.

ADD AN ARROW TO IMAGE: To add an arrow to an image, click the **Arrow** annotation icon. Click

and hold the mouse button at the location on the image where you want the arrow to begin. Drag the mouse to the location on the image where you want the arrowhead to point, then release the mouse button. To add an annotation, click the arrow. A text box appears with a cursor. Enter the required text in the text box. Press ESC or click anywhere in the application window. The text annotation appears.

- **TEXT ANNOTATIONS:** You can add text annotations to communicate information about the specific image. To save your text annotations to an image, you must use the Save Presentation State icon in the toolbar.

ADD ANNOTATIONS: To add text annotations, click the Text Annotation icon. Click the image at a point where you would like to place the annotation. A cursor and text box appear. Enter the required text. When you have finished typing, press ESC or click anywhere in the application window to avoid any new text addition. Your text will appear.

STARTING A NEW TEXT LINE: Note that to start a new line in the text box, you would press ENTER. When your text reaches the viewport boundary, the text annotation tool does not automatically wrap the text. To add more lines of text, you must press ENTER.

3D CURSOR

Use the 3D cursor to locate a point in 3D space on a set of multi-planar images from the same study. As you reposition the 3D cursor on the selected image, the 3D cursor position on other images that share the same frame of reference updates automatically.

To use the 3D cursor, add series to the viewports. In the toolbar, click the 3D Cursor icon. Click and hold the left mouse button at the desired location on an image. The 3D cursor appears as yellow crosshairs on the selected image, and on the corresponding point on all images that were acquired in the same frame of reference. Drag the 3D cursor to reposition it on the selected image. The 3D cursor position updates on all the other images accordingly.

REFERENCE LINES

Reference lines highlight the location of the current image slice on another image of an intersecting plane from the same study. When activated, a reference line appears on the referenced series, indicating where the current image in the selected series is positioned in relation to the referenced series. As you stack through the images, the reference line updates automatically to highlight the current image. Clicking the Reference Lines icon toggles this on and off.

STACKING

- **STACK THROUGH ALL SERIES:** This button toggles “Super Stacking,” allowing you to scroll or “stack” through the series images in the order that they appear in the Thumbnail strip. Once you reach the last image in a given series, the next series automatically appears in the viewport. For example, if a study contains five series, each with six images, you can use the Super Stacking tool to view all 30 images in sequence in the same viewport. You can scroll using your mouse wheel, using the up or down arrows on your keyboard, or by clicking and dragging in the viewport.
- **AUTO LINKED STACKING:** You can use the Linked Stacking tools to synchronize the stacking of multiple series that were imaged on parallel planes. When you stack through a linked series, the Viewer stacks to images in the linked series that best correspond to the current slice in the selected viewport

series. When you stack through images on one series, all linked series synchronize to the slice position that corresponds to the center of the image in the selected viewport. If you drag a new series to a viewport, the series automatically synchronizes to the same slice position as other linked series from the same study in the viewport area.

To use auto-linked stacking, add series to the viewports. Click the viewport that contains the series to which the other series from the same study will be linked and synchronized. To activate auto-linked stacking, click the icon. In the selected viewport, stack through the images using the scroll tool, mouse wheel, or scroll bar. All linked series stack to the slice position that corresponds to the center of the selected viewport image.

- **MANUAL LINKED STACKING:** To use manual-linked stacking, add series to the viewports. Synchronize each series manually by scrolling to the corresponding slice. To activate manual-linked stacking, click the icon. All series in the viewports that were imaged on parallel planes are linked together. In the selected viewport, stack through the images using the scroll tool, mouse wheel, or scroll bar. All linked series stack along with the selected viewport series.

To unlink a linked series, click the icon in the series viewport. A broken-link icon replaces the link icon.



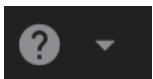
DOWNLOAD AN IMAGE

You can download an image in any viewport by clicking on it and clicking the download icon. A PNG file will be automatically downloaded to your computer's default download location.



PRINT AN IMAGE

You can also print a selected image. Clicking the Print icon will bring up a dialogue box allowing you to print the image to your printer, or, if you are configured for it, save as a PDF.



FOR FURTHER DETAILS...

There are some details not covered here. For a more detailed user guide, you can click the last icon on the toolbar – the **HELP** button. In addition to a very complete PDF User Guide, you will also find a list of new features by version, a Quick Reference Card, Release Notes, and a Software “About” dialog.