MERGE eMed
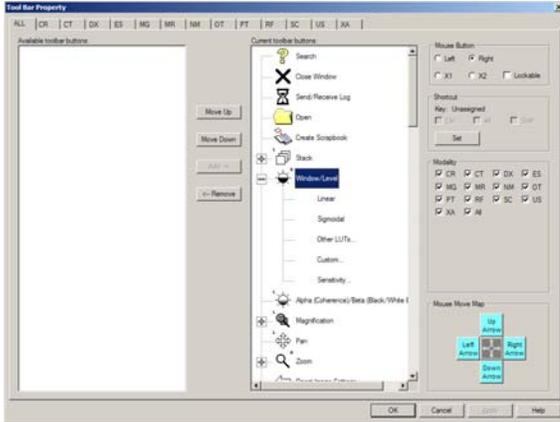
eFilm Workstation™ Quick Reference

## Toolbar Features

Customizing the Toolbar

Note: Some tools have function key shortcuts, which can be adjusted. You can alter the mouse button selection for a number of other tools using the radio buttons provided.

To customize the toolbar:

1. Right-click on the toolbar and select **Customize**. The Toolbar Property window appears.
2. Select the **ALL** check box in the Modality area to the right to customize the toolbar globally. If you want to customize a separate toolbar for each modality type, then clear the **ALL** check box and select each option individually. You can also select each modality type by its tab. This displays a list of available tools, which can be added or removed from the customized toolbar.
3. Add tools to the customized toolbar by selecting them from the Available toolbar buttons list and clicking **Add**. Added tools appear at the bottom of the current toolbar buttons list.
4. Remove tools from the customized toolbar by selecting them from the Current toolbar buttons list and clicking **Remove**. Removed tools appear at the bottom of the Available toolbar buttons list.
5. Once you have added and removed the tools from the customized toolbar, you can change the order in which they appear in the Current toolbar buttons list by selecting them individually and clicking either **Move Up** or **Move Down**.
6. Click **OK** to save your changes, or click **Cancel** to exit without saving any changes.

Using Toolbar Profiles
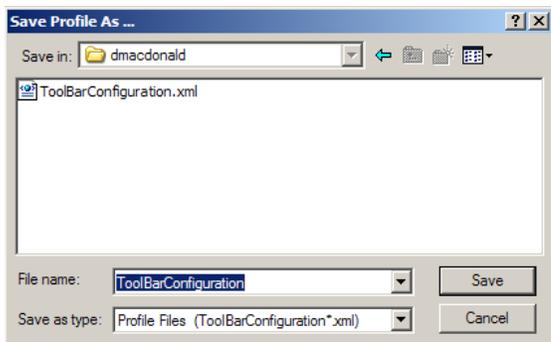
*Note: The default profile is ToolBarConfiguration.xml.*

To create a new toolbar profile:

1. Select **Save Profile As...** from the **Profile** menu. The Save Profile As ... dialog box appears.
   Note: The **Save in** folder defaults to the user currently logged on to Windows.
2. Type a name for the toolbar profile, and click Save to create the profile.
   Once a profile is created, you can resave it by selecting **Save Profile** from the **Profile** menu.

To switch to a different profile:

1. Select a profile from the **Profile > Switch Profile** menu. A message will appear, prompting you to save the current profile before switching profiles.
2. Click **OK** to save the current profile or **Cancel** to switch profiles without saving.
   **Note:** This profile becomes the default for the current user.

Using the Mini Bar
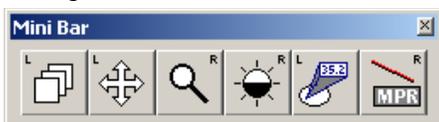
Note: The tools in the Mini bar depend on the tools that you have selected to display in the customized toolbar.

To access the Mini Bar:

* Hold the right-mouse button and then click the left-mouse button. The Mini bar pops up in the area of the window where you clicked both mouse buttons.
Note: By default, the Mini bar includes the following six tools: Stack, Window Level, Pan, Zoom, Probe Tool, and Measurement Tool - Line. This set is predefined; tools cannot be added to the Mini bar, but they can be removed.

eFilm Workstation™   Quick Reference

Managing Studies

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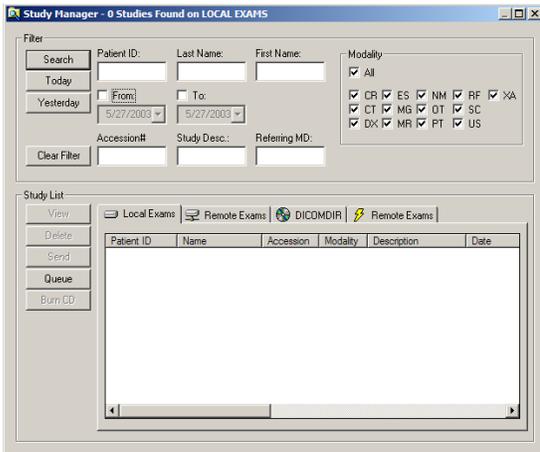
The Study Manager can search for four different types of exams:

* **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.
* **Remote Exams:** studies stored on Image Channel supported servers. These remote exams can be viewed dynamically online using progressive wavelet compression, which means that they are not downloaded to your workstation.

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, and then enter the date parameters either by hand or by using the calendar window.
   Note: If the study was performed today, click **Today**; the date appears in the date boxes. If the study was performed yesterday, then 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.
4. Click **Search**. A study list appears in the bottom pane of the Study Manager window.
   Note: To view every study in the Local Exam list, clear all of the filters and click **Search**.

To view a study:
* Select a study from the list and double-click it to view it automatically, or
* Select a study from the list and click **View**. The study appears in the eFilm Workstation window, and available tools are activated.

Burning CD's
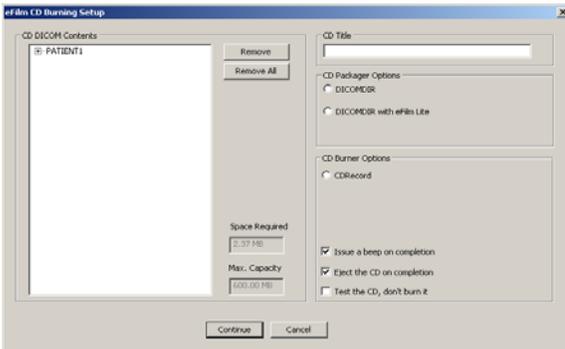
Note: You can quickly burn images to CD from the Study Manager by selecting any level of the study hierarchy and clicking **Burn CD**, or by right-clicking and selecting **Burn CD** from the pop-up menu.

To burn images to CD:
1. Place a blank CD in your writable CD-ROM drive.
2. Choose one of the following image selection options from the eFilm Workstation window:
   * Click to select all the series in the study, or
   * Click to select every image in each series, or
   * Click the orange image marker in the bottom right hand corner to select individual images.
3. Click **Create CD** on the **Utility** menu. The CD Burning Setup dialog box appears.
4. Expand the CD packages listed in the left pane to view patients, studies, series and images.
5. Enter a title for the CD in the field provided.
6. Select either **DICOMDIR** or **DICOMDIR with eFilm Lite**. The second option includes a copy of eFilm Lite on the CD so that you can visualize the DICOMDIR packages on any workstation.
7. Select **CD Record** and specify additional options by selecting their check boxes. If you do not select **CD Record**, then the image package will be stored on your hard drive.
8. Click **Continue**. When notified that the process is complete, click **OK**.

eFilm Workstation™ Toolbar Features

Using the Toolbar

Main tools

Opens a list of patient studies available for viewing.

Closes the currently displayed study.

Displays the retrieval status of remote exams.

Opens a document from an outside source.

Creates a scrapbook of the selected images.

Common tools

Manually scrolls through images within a series.

Adjusts the brightness and/or contrast of images.

Adjusts the coherence and/or black/white bias.

Magnifies the area of interest within the image.

Repositions the images in the window.

Increases or decreases the image's field of view.

Resets the original image settings after changes.

Hides or displays the written study information.

Adds and positions the text in the image.

Cycles through the images within a series.

Redisplays series and images in various layouts.

Explodes images and returns to the former layout.

Selects all series currently displayed.

Selects all images in the selected series.

Displays information about the patient/study.

Opens FUSION Workstation Radiologist Desktop.

Moves the last study to the Completed folder and displays the next study in the Start folder.

Next/Previous tools

Selects the previous study from the local exam list.

Selects the next study from the local exam list.

Selects the previous series in the selected exam.

Selects the next series in the selected exam.

Selects the previous image of the series.

Selects the next image of the series.

Multiplanar tools

Shows location of all images with reference lines.

Shows location of the first and last images.

Shows location of the currently active image.

Synchronizes patient's images by image location.

Locks patient's series together by image location.

Synchronizes points between images and planes.

Creates an MPR from a 2D image.

Creates two orthogonal MPRs from a 2D image.

Image Manipulation tools

Flips the image left/right or right/left.

Flips the image top/bottom or bottom/top.

Rotates the image 90 degrees counter clockwise.

Rotates the image 90 degrees clockwise.

Inverts the image color to black/white.

Improves the contrast for definition of vessels.

Increases or decreases the field of view.

Matches all images on the same plane.

eFilm **Workstation**™ Toolbar Features

Using the Toolbar

Measurement tools

Gives a pixel/Hounsfield unit value for a point.

Draws an arrow.

Measures linear distances.

Measures an elliptical region of interest.

Measures an angle between two intersecting lines.

Erases all measurements from a selected series.

Calibrates images that are not yet calibrated.

Image Processing tools

Applies the filter to the selected image.

Resets the original image settings.

Adjusts the filter settings.

Loads a new filter.

Volume tools

Renders the selected series using 3D mode.

Rotates the volume about the axis.

Crops away unwanted parts of a volume.

Toggles the stereoscopic display mode.

Toggles the monoscopic display mode.

Maps colors to slices in a volume.

Template tools

Opens a selection of orthopedic templates.

Moves a template to locations on an image.

Rotates or resizes a template.

Hides a template.

Displays a hidden template.