

Quick Reference Card for Vue PACS Client

Archive Explorer

Logging on to the Workstation

1. Depending on the method by which the Vue PACS Client was installed, either click the Vue PACS Client shortcut or enter the Vue PACS URL in the browser and click **Login**.
2. In the login dialog box, enter your login name and password.

The **Archive Explorer** window appears, displaying the list of configured archives on the left and a list of studies in the selected archive on the right.

Locating Studies in the Archive Explorer

1. Type the information for your search in the box under the appropriate column heading, for example **Patient Name** or **Accession Number**. In some boxes, such as **Modality**, clicking displays a menu from which you select a value.
2. Press **Enter**.

A list of studies matching the search criteria is displayed.

Patient Name	Patient ID	Accession	Mod.	Body Part	Ha...	Custom Worklist	Has Significant...
BRASGOOD CARIE	DIT2411865505	9275000041932	CR	PELVIS	N	sm	Y
JONES COLLEEN A	200954654687	9275000039541	CR	CHEST	Y	sm a	N
LUGO JIMMY	200944033542	9275000039386	CT	HEART	Y	sm k	N
DAVIS DOROTHY	201201061940	9275000123456	CT	CHEST	Y	sm c	N
VERMEIRE EDGARDO A	200900837845	9275000039385	CT	HEART.13	Y	sm	N
KING KEVIN	201222091934	9275000124578	CT	ABD	Y	sm d	N

Customizing the Archive Explorer Columns

- To add a column
 1. Right-click any column heading and select **Field Chooser**.
 2. Click a field in the **Field Chooser** and drag it to the desired place.
- To change the order of columns, drag the column header to the desired place.



Saving Filters as Folders

When you have filtered a list by certain criteria, you may save the filter as a folder.

Click **Save Filter as Folder**  and determine whether the folder is a regular folder, a worklist folder, or a teaching folder.

Customizing a Worklist

The **Custom Worklist** field is editable and lets you mark studies of interest with a special entry in the customer worklist field of the **Archive Explorer**. This feature is useful for preparing lists of studies for conference meetings.

NOTE: If the **Custom Worklist** column does not appear, add it by using the **Field Chooser**.

1. Locate the relevant study and click in the **Custom Worklist** field.
2. Type the desired value. Use any simple, consistent value that you can easily identify as yours.
3. Repeat steps 1 and 2 for other studies you want to mark.

Loading Images

1. From the **Archive Explorer**, select one of the following –
 - A worklist folder from the left pane
 - A study in the worklist from the right pane
2. To load studies, you can –
 - Right-click a study in the right pane and select **Load**, **Load Key Images**, or **Load Significant Series (if one exists)**.
 - Click **Load**  in the toolbar.
 - Use the drop-down menu of the **Load** icon to load a worklist.
3. Click **Confirm** to close the study. The next study is loaded automatically in worklist mode.

Viewing Reports

- From the **Archive Explorer** or **Viewer** toolbar, click **View Reports** .
- If your Vue PACS Client was configured to load and display reports, the associated report appears in the **Report Browser**.
- If no reports are found when the study is loaded, the **Report Browser** shows only the order data of the study.

Completing a Study

NOTE: The Vue PACS Client supports an automatic workflow configuration in which every study has a status within the system. Worklist configuration is dependent upon the workflow of your facility. See your System Administrator.

From the **Viewer** toolbar:

- Click  to confirm the study.
- Click  to dismiss the study.

Viewing and Attaching Sticky Notes

Sticky notes are notation files that you attach to studies. You can view sticky notes from the **Archive Explorer**, **Viewer** window, and **Patient Mini-Archive**.

NOTE: You can create and edit your own notes, but you must have permission to edit or delete notes written by others.



- 1—Open the sticky note dialog box attached to a study.
- 2—Create a new sticky note.
- 3—Save a sticky note and attach it to a study.
- 4—Delete a sticky note from a study.

Archive Explorer Tools

- 1—Launch the report editor and dictate or type a report.
- 2—Load the selected study or worklist.
- 3—Open the report browser to view a patient report.
- 4—Batch-sign final reports. The reports' status changes to Approved.
- 5—Navigate up one level.
- 6—Explore the selected item by navigating down one level.



- 7—Open the study in view-only mode. The study is not locked.
- 8—Show the study's sticky notes.
- 9—Refresh the Archive Explorer.



View Tab

- 1—Create a report without a study.
- 2—Burn the selected data to a CD.
- 3—Go to your home folder.
- 4—Open the field chooser to add columns.
- 5—Reset view.
- 6—Display grid lines
- 7—Highlight studies based on DICOM tags.
- 8—Save as default settings.

- 9—Save filtered lists of studies as folders.
- 10—Set as home folder.
- 11—Reset filter.
- 12—Save folder changes
- 13—Assign studies to users or groups.
- 14—Assign all read studies automatically.
- 15—Assign studies to yourself.
- 16—Close the Archive Explorer.



Manage Tab

- 1—Copy the selected data.
- 2—Delete the selected data.
- 3—Unlock study.
- 4—Mark significant series.
- 5—Push study to a client for off-site viewing.
- 6—Receive studies that were pushed to client.
- 7—Remove specific studies from the cache.

- 8—Clear cache from all studies.
- 9—Open a spooler with information about processes currently running.
- 10—Assign studies to users or groups.
- 11—Assign all read studies automatically.
- 12—Assign Studies to yourself.
- 13—Close the Archive Explorer.

Display

The Vue PACS Client User Interface provides easy, fast, and intuitive operation of the Vue PACS Client's versatile set of tools.

- **Tabbed Toolbar**—Exposes the various functions to you and displays the tools which are best suited for the reading context.



- **Intuitive Organization**—Each tab in the toolbar contains functions related to a specific reading context. The related icons are collected under an explanatory subtitle.
- **Large Icons**—Makes the commonly-used icons easily and instantly locatable.

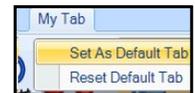


Large Icons

User Customization

Defining the Default Tab

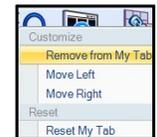
To define a tab as your default tab (it is selected every time you open a new study), right-click the tab > **Set as Default Tab**.



Using My Tab

Create a personal, unique toolbar by adding icons to **My Tab**.

Add an icon.	Right-click any icon in any toolbar > Add to My Tab .
Remove an icon.	Right-click any icon in My Tab > Remove from My Tab .
Change the position of an icon.	<ul style="list-style-type: none"> ▪ Drag the icon left or right in My Tab. Or ▪ Right-click the icon in My Tab > Move Left/Move Right.
Apply the system default.	Right-click any icon in My Tab > Reset My Tab .



User Customization (Cont.)

Using My Right-click Menu

You can create a custom menu in **My Right-click Menu** in the same manner as **My Tab**. Add icons to the right-click menu. Right-click any icon and select **Add to right-click menu**.

Add an icon.	Right-click any icon in any toolbar > Add to Right Click Menu .
Remove an icon.	Right-click any icon > Remove from Right Click Menu .

NOTE: Some icons may not be available in **MyTab** or the right-click menu

Assigning Shortcut Keys

You can customize your own set of shortcut keys to any icon in the client. To define a new shortcut key:

1. Right-click any icon > **Assign Shortcut**.
2. Press the key you wish to define as the shortcut. Any key is possible, including combinations such as Alt +, Ctrl +, and Shift +. If the key is already assigned, the description appears under **Shortcut Currently used by**.
3. Click **Assign** to confirm the shortcut key assignment.



View All Shortcut Keys

Restoring the Default Shortcuts

Right-click any icon > **Reset Shortcuts**.

Viewing a List of Shortcuts

To view a printable list of all defined shortcut keys, click the **Help** menu > **Shortcut List**.

Customize the Predefined Layouts

You can add any new layout to the predefined layout icons. Click  and apply the new layout. Click the drop-down menu for  and select **Save as New Layout**.

Custom Viewer Layout

This allows you to edit the layout of the entire desktop in one step, which is recommended when using four monitors. Select  and right-click any monitor displayed to change the layout.

Tile Mode

To spread the active group on the entire desktop in a tiled view (by default of 3x3 on each monitor), click . Click  again to return to the previous display. To modify the tile layout, open the group-level toolbar and select a different group layout.

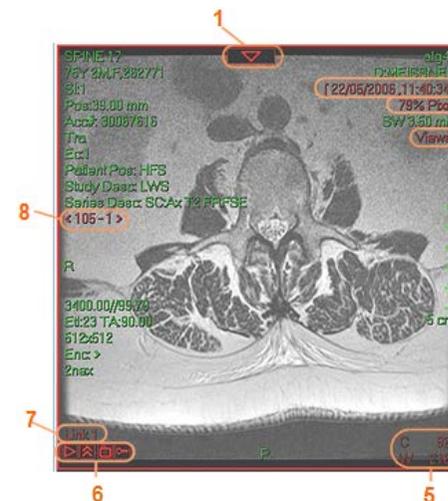
Using the Carestream Round Icon

The icon is located in the upper-left corner of the screen. You can use it for session-level functions, such as:

- Opening a new session
- Launching an integrated external application
- Opening the **Application Settings** menu
- Exiting the Vue PACS Client

Using Dynamic Annotations

- Each red annotation is dynamic and allows you to perform common tasks. Right-click or left-click the red annotation for the following functions



- 1—Open a group-level toolbar. Use the tools to change the group layout, replace the series/study, or sort the series.
- 2—Replace the study with a prior study.
- 3—Zoom the image or right-click for more zoom options.
- 4—Right-click to switch to MPR/MipPR/MinPR (if available).
- 5—Window the image or right-click for preset values and additional windowing functions.
- 6—Make image-level actions. Use the tools to play cine, mark keyimages, and film images.
- 7—Link indicator. Click to break the link.
- 8—Replace the displayed series with a different series/study.

Group- and Image- Level Toolbars

You can access group- and image-related functions directly from the image. For example, you can change the displayed series and its layout, play cine, or film images.



Opening the Group-Level Toolbar



To open the group-level toolbar, hover the mouse cursor above the red triangle annotation, located at the upper part of every image.

You can pin the toolbar by clicking , located at the right side of the toolbar.

Use the toolbar to perform the following functions:

- Change the group layout.
- Select a different group.
- Sort the order of images in the displayed group.
- **Tile Mode**—Spread the group across the whole desktop (available only when using more than one monitor).
- Click again to revert to the previous layout.

Using the Image-level Toolbar

Cine

Click  to play and pause cine. Click  for more advanced cine options.

Film Image

Click  to film the image.

Mark Key Image

Click  to mark the image as key. The icon will be highlighted  when a key image is displayed.

Click  to unmark the key image.

Using the Image Scroll Bar

Hover the mouse cursor at the right edge of the image to reveal and use the scroll bar.

Click  to pin or unpin the scroll bar.

Application Navigation

With each **View As** operation, the selected application is opened on the entire monitor (or two monitors, if configured differently). The source application remains opened and is still accessible by the different navigation tools.

Navigating Through Applications

The **Applications Bar**, located at the upper part of each monitor, indicates each open application. Click the application name to navigate directly to the application.

NOTE: The application name, displayed on each monitor, is highlighted in orange.



Press **Ctrl + Tab** or click **Next/Previous** to switch from one open application to the next.

Opening a New Application

To open a new application, click the **Applications** menu > **New Application** > **Preferred application**.



Or, use the right-click menu > **View As**.

toggling Dual Monitors

To toggle between a one- or two-monitor display of 3D applications, click  in the **Layout** tab.

Search

You can launch medical imaging search engines displaying the results for a specific term.

From the Viewer:

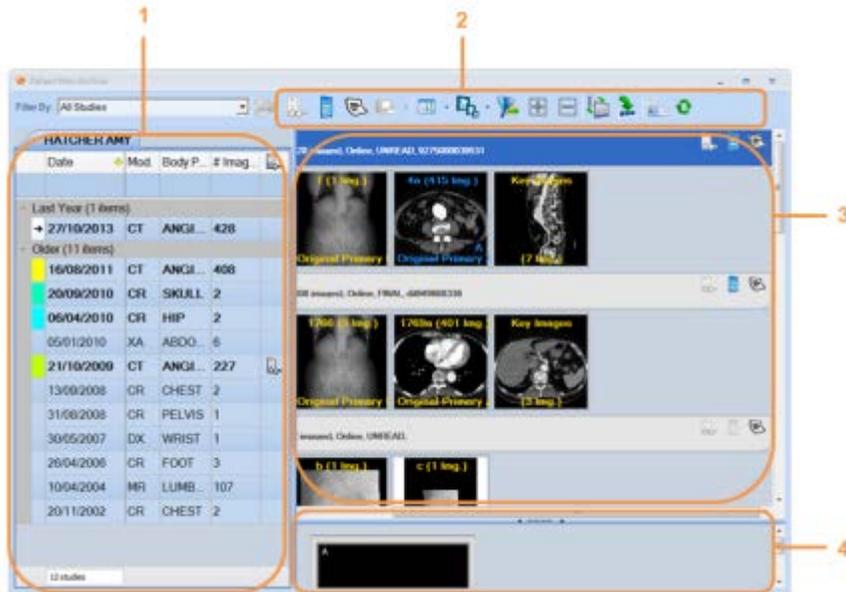
- Click the **Search** tab. Type the medical term and click the preferred search engine.

From the patient report:

- Highlight a term. Right-click the highlighted term > preferred search engine.



Using Patient Mini-Archive (PMA)



The PMA presents the patient portfolio, listing all history studies. The PMA allows you to load prior studies and drag prior studies to the **Viewer**.

Loading and Querying Prior Studies

1—List of Studies Pane

The left pane provides all the information you need about the patient's studies. The studies are labeled with colors corresponding to the Current/Prior annotations in the display.

- **Loading**—Double-click the study row. The study is loaded and the groups are displayed by the system in the right pane.
- **Querying**—Click the study row once to query (explore) the study's series. You can load specific series instead of the entire study by dragging them to the **Viewer**.

Filtering Displayed Studies

- Type any value in the filtering boxes (first line of the table) to filter the table.
- Click the small filter icon (located in the upper-right corner of each field header) to choose a value out of the existing values.

Adding and Removing Fields from the Studies Table

Right-click the table column header > **Field Chooser**.

To add a field to the table, drag it from the opened window and place it in the desired location in the table.

To remove a field, drag it from the table into the opened window.

2—Toolbar



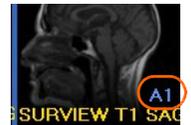
- 1—Load the studies selected in the **List of Studies** pane.
- 2—Show the report for the selected study.
- 3—Show the order for the selected study.
- 4—Open the **Sticky Note** dialog box for the selected study.
- 5—Print selected studies or groups of images.
- 6—Select thumbnails, text, or report view forms.
- 7—Change thumbnails' size.
- 8—Show Loaded studies only.
- 9—Expand all studies.
- 10—Collapse all studies.
- 11—Toggle between a side-by-side pane view and a view where one pane is on top of the other.
- 12—Switch the PMA to strip mode.
- 13—Minimizes the Patient Mini-Archive.
- 14—Updates the study with new images.

The right pane displays the series thumbnails of the selected study in the left pane.

Drag the series to the **Viewer** or directly to the **Mini-Monitors**.

You can view the annotation A1, B1, etc. at the bottom-right corner of the displayed series. The annotation indicates whether a series is displayed on screen.

The A1, B1, etc. annotation also indicates the location in the Mini-Monitors sketch.



Using View Type

Click **Text View** to display additional DICOM information on series of the selected study, or click **Report View** to only show its report.



Using Change Icon Size

Click  to reduce the thumbnail size and display a larger amount of thumbnails.

Click  to increase the thumbnail size when only a few series exist.



4—Mini-Monitors Pane

Use the Mini-Monitors sketch as a preview for the current Viewer display, to hang series on the Viewer, and to change the layout (right-click the monitor).

Using Strip Mode

Use the PMA Strip Mode when you prefer to use a limited view of the PMA, which then captures only a thin strip at the bottom of each monitor. PMA Strip Mode is recommended when no space is available in the administration monitor to place the regular view of the PMA.

To switch to Strip Mode, click .

To switch back, click  (or Ctrl + O).



Viewer Toolbars and Icons

Workflow Tab



- 1—Confirm and close the current study. The study status advances.
- 2—Dismiss current study without changing its status.
- 3—Open the Patient Mini-Archive to load images, reports, orders, and sticky notes.
- 4—Open the **Sticky Notes** dialog box.
- 5—Open the Archive Explorer without dismissing the study.
- 6—Start dictating a report for the current study.
- 7—Open the **Report Browser** to show reports and orders for the study.

Image Tab



- 1—Change the cursor to Neutral mode.
- 2—Change to Zoom mode. Hold down the Shift key to pan or the Alt key to zoom from cursor.
- 3—Pan the image. Hold down the Shift key to zoom while panning.
- 4—Magnify an outlined area. While left-clicking, hold down the Shift key to window the magnified area, the Ctrl key to change the magnifying factor, or the Alt key to change the size of the magnified area.
- 5—Hide and show a shuttered area in DICOM images which were taken originally with the shutter functionality activated.
- 6—Sharpen or smoothen the selected image. Select a filter from drop-down menu.
- 7—Reset zoom, windowing, and other parameters to initial display.
- 8—Window the selected image to achieve optimal viewing.
- 9—Apply automatic windowing.
- 10—Apply automatic windowing to the selected region of interest.
- 11—Swivel volumetric images to view them from any desired angle.
- 12—Roll the image around the center of the image.
- 13—Automatically roll the image to the closest axial, coronal, or sagittal plane.
- 14—Change the rendition of the image.
- 15—Relate a specific Point of Interest (POI) in one group to the matching location in other registered groups from the current or prior study.
- 16—Flip selected image horizontally.
- 17—Rotate selected image 90 ° to the left.
- 18—Flip selected image vertically.
- 19—Rotate selected image 90 ° to the right.
- 20—Specify whether image manipulations are applied to a single image, a group, or all images.

Graphics Tab



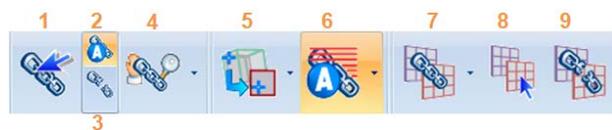
- 1—Change cursor to Neutral mode.
- 2— Draw a line to measure the distance between two points in an image.
- 3—Draw an angle to measure the angle in degrees between body features.
- 4—Draw a Region of Interest (ROI) to measure its area, average pixel value, standard deviation, and range of pixel values.
- 5—Draw a curve to measure its length.
- 6—Draw a cursor to measure the pixel value in an image.
- 7—Perform scale calibration..
- 8—Draw two lines to display the ratio between them.
- 9—Place text annotations on images.
- 10—Draw a shape.
- 11—Draw a Cobb angle to measure a curvature.
- 12—Measure angular alterations.
- 13—Label spine vertebrae on one series. The labeling propagates automatically to other series of the same study.
- 14—Hide graphics, DICOM annotations, location references, or technical references.
- 15—Delete all graphics added to the selected images.
- 16—Change the text size and color of the active graphic.
- 17—Associate bookmarks of different studies to create a follow-up set.
- 18—Show/hide the **Bookmark List** window.
- 19,20—Navigate to the bookmark in the previous/next row in the **Bookmark List**.
- 21—Automatically mark graphic as bookmark.

Layout Tab



- 1—Change layout to 1 x 1.
- 2—Change layout to 1 x 2.
- 3—Change layout to 2 x 1.
- 4—Change layout to 2 x 2.
- 5—Change layout to 2 x 3.
- 6—In Vessel Analysis and other applications, select a layout (display option) and save parameters.
- 7—Define a customized layout.
- 8—Tile the images of a series across the screen.
- 9—Toggle between the definition layout and the examination layout.
- 10—In Cardiac Analysis, select single-phase or multi-phase mode.
- 11—Replace all displayed series of the selected study with the previous set of series.
- 12,13—Replace the series of the selected study with the previous series by shifting the displayed series to the right/left.
- 14—Replace all displayed series of the selected study with the next set of series.
- 15—Replace all displayed series of the selected study with the first set.
- 16—Display protocol.
- 17—Save the current display
- 18—Re-apply the original display protocol.

Comparison Tab



- 1—Create a link between two or more groups for simultaneous scrolling and for comparison.
- 2—Automatically link all groups with the same frame of reference (same study or registered studies) and the same orientation/plane.
- 3—Break the links between all groups.
- 4—Synchronize zoom or zoom and pan between linked groups.
- 5—Relate a point of interest in a study to the matching point in registered groups of the same or a prior study.
- 6—Show projected reference lines of the active group on other displayed groups.
- 7—Register volumetric studies and automatically link them.
- 8—Refine registration at a specific region of interest.
- 9—Break registration.

Lesion Tab



- 1—Volumetrically segment a lung lesion based on your click.
- 2—Volumetrically segment a liver lesion based on your drawn line.
- 3—Volumetrically segment a lymph node lesion based on your drawn line.
- 4—Volumetrically segment a lesion located inside your drawn sphere (or spheroid) based on a threshold.
- 5—Volumetrically segment a node lesion based on your drawn line.
- 6—Draw the long and short lesion diameters for a two-dimensional Response Evaluation Criteria in Solid Tumors (RECIST) measurement.
- 7—Define a lesion's contour in a semi-automatic manner for volumetric measurement.
- 8—Locate and segment lesions in a destination study based on the location of existing lesions in a source study.
- 9—Stop lesions in the destination group from being segmented based on the existence of source group lesions.
- 10—Correct a drawn contour using the livewire mode.
- 11—Treat two different lesions as a single one.
- 12—Crop a lesion based on a drawn line representing a plane perpendicular to the displayed
- 13—Associate bookmarks of different studies to create a follow-up set.
- 14—Show/hide the bookmark list window.
- 15,16—Navigate to the bookmark in the previous/next row in the **Bookmark List** window.
- 17—Automatically mark measurement graphics as bookmarks.

Export Tab



- 1—View and manipulate key images from the **E-Report Preview** window.
- 2—Mark the active image as a key image.
- 3—Mark the active series or a subset of images as significant.
- 4—Preview, modify, prepare and print filmed images.
- 5—Crop to film a selected region of interest.
- 6—Film selected images.
- 7—Mark an MPR group as a significant series or mark the group for filming. Number of images, spacing, thickness, series description, and image label can be modified
- 8—Determine whether image manipulations are applied to a single image, a group, or all displayed images.
- 9—Save selected images to any available DICOM archive.
- 10—Designate studies to use for teaching.
- 11—Send the current study to CD Direct for burning.
- 12—Invoke an integrated external application (ORTHOVIEW).



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