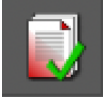




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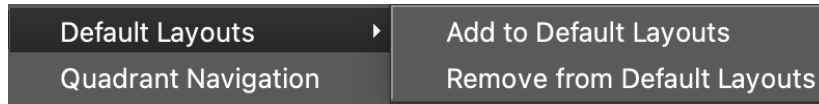
## Visage 7 Viewer FAQ

## Visage 7 FAQ- UCSD

- Where do I change my monitor configuration settings for viewing on a Visage 7 client?
  - To adjust the windows that allow for viewing within the Visage 7 client, navigate to the upper left-hand corner and choose **File > Preferences > Monitor Configuration**. This will allow you to customize your monitors for viewing, displaying the study browser, study navigator, and export.
- How do I access priors for a patient?
  - Patient priors can be accessed from the Study Navigator, or from the Thumbnail Browser at the bottom of the viewer.
- Will the prior reports be available and where do I find them?
  - Prior reports will have been migrated into the system just prior to go-live and can be found by clicking on the Report Icon in the toolbar or the study navigator.  

  - In addition, the impression of the report can be found by hovering over the report icon in the study navigator.
- Can I customize my toolbar?
  - Yes, you can right click in the empty space in the toolbar area and uncheck toolbars that you do not want or check toolbars that are not currently shown. To save these changes, right-click in an empty space in the toolbar section and select "Save Toolbar Settings". Note that the settings will be saved for that protocol only.
- What is a protocol? How do I change the protocol?
  - The protocol on a Visage 7 client refers not only to the display of data, but also incorporates the tools that will be available by default in the toolbar, certain window-levels which may be applied to viewports, and whether the linking of datasets is enabled by default. You will have more than one option for the loaded protocol. Navigate to the top left of the screen and click on "Protocol", then choose a different protocol to load if needed.

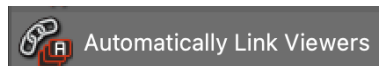
- What is a layout? How do I change layouts?
  - A layout dictates the way images are displayed in the viewer. They are configured as part of the hanging protocol. The user can change layouts by clicking on a different layout from the layout toolbar. They can also be re-arranged by clicking and dragging them to a more prominent place within the layout toolbar.

- Adding to default layouts:



The function of 'Add to Default Layouts' allows the user to quickly set a different layout as their preference to load into next time they open up a similar exam. The system will remember the last added default layout.

- Anytime a change is made to the layout menu (setting a default, hiding, adding, or re-arranging any layout), the user must right click again on any layout and hit "Save Layout Preferences" for the changes to apply. Remember changes apply only to the Protocol they were done for.
- Can I create Keyboard shortcuts? Can I map the keyboard shortcuts to a gaming mouse?
  - Yes, select CNTRL+K to open the 'Configure Keyboard Shortcuts Dialogue'. A user can map a tool to a letter or combination of keys to create a keyboard shortcut and/or map specific keys to a gaming mouse via the mouse GUI.
- How do I link the series for a current study?
  - Some protocols may link series within a study automatically upon loading. When series are not linked, there are a few different ways they can be linked. You can use the linking tools in the toolbar, selecting as the first option the 'Automatically Link Viewers' button.



- Note, this button may be mapped to the 'L' key on the keyboard by default. This action usually links all series of the same orientation together. (This function uses the DICOM tag "Frame of Reference" and for some exams you may find series of the same orientation that do not link with this tool due to different values of that tag). After doing so, you will notice the 'Toggle Linking' icon in the toolbar is now a darker shade, indicating that linking is active. Clicking this button will toggle linking off and on. If automatic linking is not desirable or the series that you would like to link do not meet requirements of automatic linking, use the "Link Scrolling" button to manually select and link the series, as described below.

- How do I link a current exam to a prior study?
  - To link series that do not have a defined anatomical correspondence, such as current/priors, you can use one of two linking tools:
  - **Link Scrolling**



Use the link scrolling tool to link desired series at a desired position. Enable the tool, then click once in viewports to be linked. Then click the checkmark in the lower right-hand corner of the last-clicked viewer. The desired series will now be linked.

- **Automatically Link Viewers (Frames of Reference)**

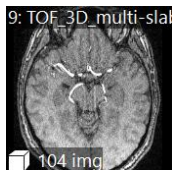


Using this tool links the series of the same orientation from current and prior studies by the centers of their volumes. This is often a good starting point, and adjustments can easily be made by holding down the shift key and scrolling one of the linked series to the same point as the other, then after releasing the shift key, the series scroll together from the new linking point. These tools do not have specific requirements for the protocol, and work for both 2D and MPR/3D viewers.

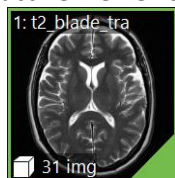
- How do I know which series are being displayed and if I have viewed all images?
  - There are various indicators in the lower-right hand corners of the thumbnails that will differ depending on the data.

**Volumetric Data:**

Volumetric data is shown with a single cube in the lower left corner of the thumbnail. This means the thumbnail contains a single volume.



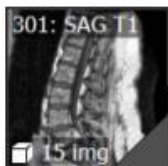
For volumetric data, a green border around a thumbnail indicates that this image set is currently shown in the active viewer. Click a thumbnail with a green border to highlight the active viewer briefly.



A green triangle in the lower right corner of a thumbnail indicates that this dataset is shown in one of the viewers on the screen.



A grey triangle in the lower right corner indicates that this dataset had been displayed in a viewer at some point but has since been unloaded.

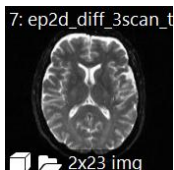


#### Multi-volume or non-volumetric Data:

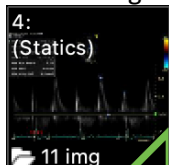
A folder symbol in the bottom left indicates a non-volumetric stack of images is present.



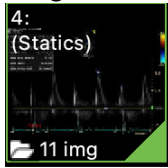
A cube and a folder symbol indicate that multiple volumes are present in the thumbnail, such as a DWI series or In Phase/Opposed Phase series.



A hollow green triangle in the lower right corner indicates the dataset is currently on screen but not all images within the stack have been viewed.

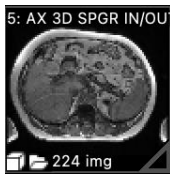


A solid green triangle in the lower right corner indicates the dataset is currently on screen and all images within the stack have been viewed.

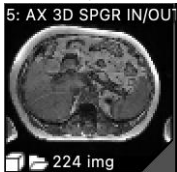


\*Note: A stack is considered a compilation of single 2D images, i.e., plain Films/statics in US are single images independent of each other.

A hollow grey triangle in the lower right indicates the dataset was hung in the viewer, but not all the volumes within the series have been viewed yet.

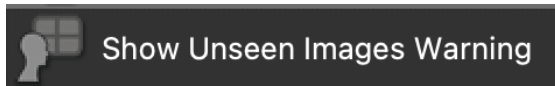


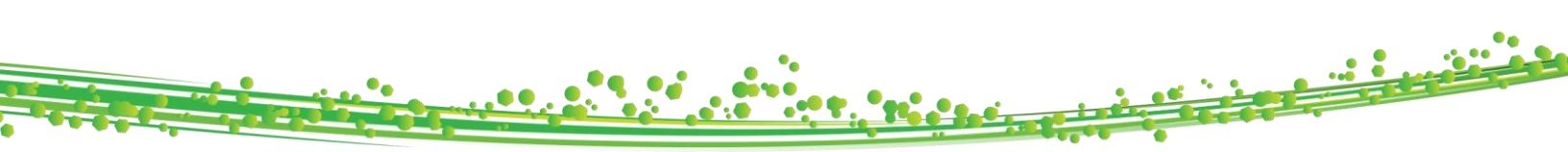
A solid grey triangle in the lower right corner indicates the dataset was at one point hung in the viewer, and some slices within at least one of the volumes have been viewed.



\*Note: It is not necessary to scroll through every slice within the volume to have the indication that the volume has been fully viewed. The same applies to Ultrasound clips- the entire clip does not need to play for it to be considered viewed.

- There is an option to set a preference, "Show warning if not all images have been viewed" for the system to notify a user when all images in a study have not been viewed upon closing the current session.
- There is a tool called "Show Unseen Images Warning" that can be manually triggered at any time via tool palette or applying it to a keyboard shortcut.





This warning would include all images in the study, including localizers and non-diagnostic series such as calibration images.

- Once I make changes to my user profile will I have to set those features up again or will it save?
  - Specific user preferences (W/L presets, Keyboard Shortcuts, and Tool Palette) will be saved to the user profile and always follow the user, regardless of the workstation they are using. Changes in font and icon sizes are stored for monitors of approximately the same size as the monitor where this change was made. The only configurations that will NOT follow the user to different workstations are monitor configuration. Monitor configuration changes will need to be set up once per workstation.
- How do I change the W/L presets? Can I create custom W/L presets?
  - Select **File>Preferences>Window/Level Presets** or select **Window/Level Presets** from the viewer controls (in bottom left-hand corner of viewport). Custom W/L presets can be chosen for the modality for which you want to define a preset and a preset number.
  - Preset numbers correspond to the NUMERIC (0-9) keyboard shortcuts that you can use to select presets quickly while you are reading images. W/L presets cannot be mapped to alphabetic letters.
- How do I configure my tool palette?
  - Select **File>Preferences>Tool Palette**. In the search filter box above the Available Tools list, type the name or part of the name of the tool that you are looking for or scroll through the list to find the desired tool.
  - Select a tool and drag it onto the Tool Palette to the right. Please note that moving a tool to a box that is already occupied by another tool will replace that tool.
  - Select whether to show the tool palette, the viewer context menu, or both when you right-click a viewer.
  - Click the “Revert to System Defaults” button to reject any recent or previous assignments or reassignments.
  - Click OK to confirm and close the dialog box.
  - If you want to remove a tool, right click on it in the grid and select ‘Remove’.
- How can I find a patient that I viewed/interpreted earlier today?
  - A user can find recently opened studies from the study browser, by clicking the “Recent Studies” tab. If this is not shown, click the “+” sign next to the Visage tab, and select “Recent Studies”.



- How do I reset my viewer to start over?
  - CNTRL + N will begin a new session. This is a configurable shortcut, or alternatively go to File>New Session. If you have made annotations, you will be prompted to let you know that continuing to reset will erase your annotations. You can proceed or cancel at that point.
- Can I hide the toolbar?
  - Yes, by clicking View>Auto Hide>Hide Toolbar.
- Can I change the viewer text color?
  - Yes, by going to **File>Preferences>Properties> ‘Text and Line Color for Prior Studies’**. Similar preferences exist for current and future studies as well.
- How do I change font, toolbar, or thumbnail sizes?
  - By holding CNTRL + scrolling the scroll wheel while hovering over viewer text, toolbar, or thumbnails. Scroll the mouse wheel up to increase text size and scroll down to decrease text size.
- How do I know if there are any additional studies in the archive?
  - If there are additional studies in an archive, Visage will prompt the user with a blue hyperlink at the bottom of the study navigator which reads “Load additional studies from Archive”. After clicking on the hyperlink, the user will have an option to import them to the Visage cache from the archive.
- What is the red folder icon in the corner of each viewer?
  - The red folder icon provides a user with the access to the list of the series of all currently loaded studies.
- How do I turn off the patient information if it is covering the anatomy?
  - Hit the space bar to toggle through the levels of verbosity, or you can use the “Toggle Patient/Study data” tool.



- How do I anonymize images?
  - The space bar is a quick way to hide DICOM overlays including patient demographics. Toggle patient/study data tool hides patient demographics while preserving other overlays, such as annotations and measurements, and crosshairs
  - Privacy mode can be enabled via **File > privacy mode** to hide patient data but preserve the overlays of technical factors.
  - De-identify from study browser if you need to create fully de-identified copy of the study.



- Can I export images to a PowerPoint?
  - Screenshot > Save > Export as JPEG/PNG to folder.
  - Once the image is in the export tab, a user can right click on the image from the export tab, click copy, and then paste it into PowerPoint.
  - The user can set a property for images to automatically have these copied to clipboard by going to the property **File> Preferences> Properties> General Configuration > Copy Screenshot to clipboard.**
  
- What is the difference between saving presentation states and secondary captures?
  - Presentation state is a way to save attributes such as W/L, Rotate/Flip, and annotations/measurements so that the study loads that way the next time someone loads the study. Unlike the secondary captures, the Presentation State features can be applied interactively – for example, the annotations may be hidden with a single click.
  - A secondary capture is a snapshot of a viewer or of multiple viewers. When creating the snapshot, Visage captures exact pixels that are displayed to the user, including not only the image(s) but also all text and graphic overlays. When such an image is displayed, the text and graphics cannot be interactively hidden since a separate DICOM series will be saved as a secondary capture.