

We are pleased to introduce our new updated PACS to your office. We want to acquaint you with our upgraded system and show you new advantages. If you have questions, please contact Tina or Ken in our IT Department at 360-337-6517 or 337-6519. For additional information, the IDS7 Users Guide can be found by pressing F1. To install this new program, type <https://amiha1.amiradiology.com/IDS7> and click install. Your usernames and passwords are the same.

**Getting started in IDS7/web:**

Open Internet Explorer and type in our website address: [www.amiradiology.com](http://www.amiradiology.com) and click “PACS Login” towards the bottom right corner of home page.

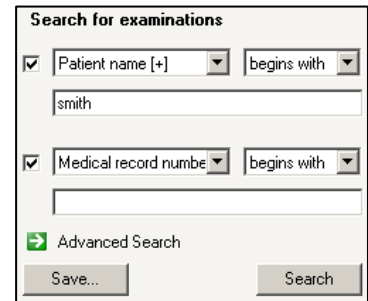


A web page opens up with the following icon in the middle:

Double click on ‘Start IDS7/web’. You will be asked to enter your user name and password and then click ‘Ok’.

**How to find your patient**

- Either click on one of the worklists on the left hand side of Information window or click ‘Search’ in the toolbar. If you click ‘Search’, the search box will open in the lower left hand corner. Search for patient name, MRN or anything else available in the drop down menus.
- Left click to select the patient.
- Double click on the patient name or click on the icon ‘Images’ in the toolbar. The images will now launch.
- To retrieve an exam from archive, right-click and choose “retrieve from archive.”



**Display images in the Image window**

- The images will be automatically hung on the monitors and you can click on the icon ‘Hanging >’ in the toolbar to see the next set of images.
- You can also manually drag and drop images from the current or prior exam if you use the Thumbnail list (icon ‘Thumbnails’ in the toolbar or menu ‘View’ – ‘Show Thumbnails’).






- All series types with a checkmark in the upper right hand corner in the Thumbnail view are currently part of the display protocol.
- All prior exams are displayed in the Thumbnail view and you can expand them by double clicking on the yellow folder.



**Work with images in the Image window**

- Change brightness and contrast: Hold down the **wheel** button and move the mouse to interactively change the center/brightness (left/right) and width/contrast (up/down) of the grayscale window.
- Zoom one partition: If the monitor is partitioned so more than one image is displayed per monitor, you can


double-click any image partition to quickly display it in full-screen mode. Double-clicking again brings you back to viewing all partitions.

- Continuous zoom: Press **CTRL** and hold down the **left** mouse button while moving the mouse up and down to zoom in and out.
- Zoom in/out step by step: Press **CTRL-Z** to zoom in and **CTRL-SHIFT-Z** to zoom out.
- Pan image: Hold down the **left** mouse button while moving the mouse in the desired direction.
-   Flip or rotate image: Right click on the image – Orientation. Select any of the available choices, such as Flip horizontal, Rotate 90° CW (clockwise). An icon will always be displayed if the image is flipped or rotated.
- Reset layout of the image: Remove all temporary image manipulations by right clicking on the image – Reset or simply press **CTRL-R**.
-  The image views can be synchronized with each other. When an operation, such as zooming or browsing through a stack, is applied to one of the synchronized images, the same operation will be applied to all images that are synchronized with it. For every image partition that you want synchronized, hold the mouse pointer over the image/stack and press NUM+. All synchronized images will have the synchronized image symbol in the upper right corner of the image.
- Use the toolbar at the top of the window or right click on the image to find additional functionality. Note that the layout of the toolbar and right click menu can differ depending on site specific configuration.




In order to provide smooth interaction, e.g. when zooming or panning, the image might appear somewhat blurred during the interaction, but the image regains its original quality as soon as the mouse button is released.

### Key images – important images/slices

-  Important or interesting images or slices may be marked as key images by the radiologist. If the key image tag is set, the key image symbol will be visible in the upper-right corner of the image.

### Navigate in a stack

-  The series is a stack or multi-frame, i.e. a series containing several images.
- Scroll through a stack: Move the mouse over a stack and scroll the **wheel** button up and down to browse through the stack.
- Browse in a stack: Hold down **left** and **right** mouse button while moving the mouse up and down.
- Browse through stack using scanogram: Click the slice in the scanogram that you want to display. Alternatively, drag the highlighted line in the scanogram to browse the stack.
- Move to the first or last image in the stack: Press **Home** or **End**.
- Move through a stack by playing a cineloop (US), press **Ctrl+C**.