

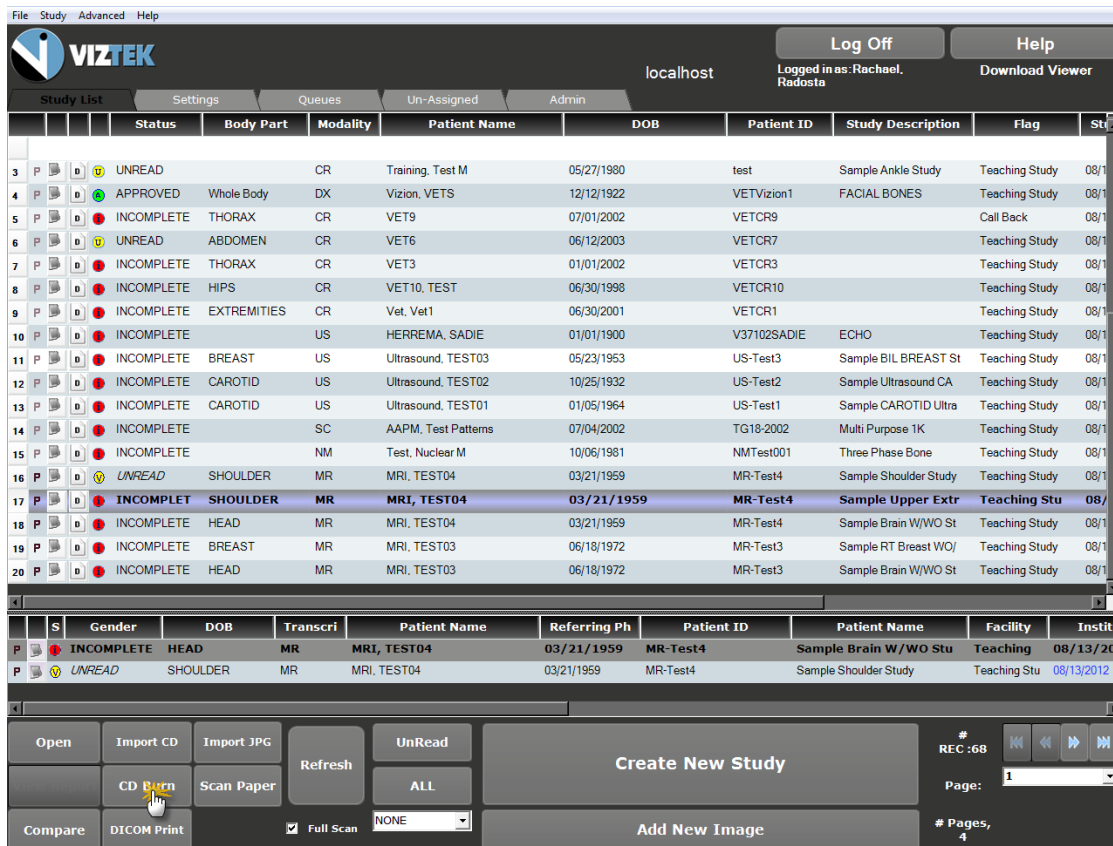
How to Burn a CD/DVD

This process will walk through the steps to burn a CD in Opal Client and Opal Web (v2.3.2.x or higher).

Note: This process is used for both CD's and DVD's. The amount of studies allowed to burn will be dependent on the size of the disks and the size of the studies.

Opal Client:

1. Insert a blank, writeable CD into the CD drive of your workstation.
2. Select the study you wish to burn to the CD. Figure 1
 - a. Right click to "Add to Burn Queue" to select one or more studies. Figure 2
3. Click the *CD Burn* button. Figure 1
4. Opal CD Burning window will display with studies selected.
 - a. If patient has priors, they will also be listed as well. This will give the user the option to select all studies for a particular patient to burn on the same CD.
5. Select appropriate options. *Please see Options Section for a detailed of each option.*
6. Left click on *Start Burning* to begin the CD burning process. Figure 3



The screenshot shows the VIZTEK Opal Client interface. At the top, there is a menu bar with 'File', 'Study', 'Advanced', and 'Help'. Below the menu bar is a header area with the VIZTEK logo, 'localhost', and user information: 'Logged in as: Rachael Radosta'. There are buttons for 'Log Off' and 'Help', and a 'Download Viewer' link.

The main area is a table with columns: Status, Body Part, Modality, Patient Name, DOB, Patient ID, Study Description, and Flag. The table contains 20 rows of study data. Row 17 is highlighted in blue. A mouse cursor is pointing at the 'CD Burn' button in the bottom toolbar.

	Status	Body Part	Modality	Patient Name	DOB	Patient ID	Study Description	Flag	Stu
3	UNREAD		CR	Training, Test M	05/27/1980	test	Sample Ankle Study	Teaching Study	08/1
4	APPROVED	Whole Body	DX	Vizion, VETS	12/12/1922	VETVizion1	FACIAL BONES	Teaching Study	08/1
5	INCOMPLETE	THORAX	CR	VET9	07/01/2002	VETCR9		Call Back	08/1
6	UNREAD	ABDOMEN	CR	VET6	06/12/2003	VETCR7		Teaching Study	08/1
7	INCOMPLETE	THORAX	CR	VET3	01/01/2002	VETCR3		Teaching Study	08/1
8	INCOMPLETE	HIPS	CR	VET10, TEST	06/30/1998	VETCR10		Teaching Study	08/1
9	INCOMPLETE	EXTREMITIES	CR	Vet, Vet1	06/30/2001	VETCR1		Teaching Study	08/1
10	INCOMPLETE		US	HERREMA, SADIE	01/01/1900	V37102SADIE	ECHO	Teaching Study	08/1
11	INCOMPLETE	BREAST	US	Ultrasound, TEST03	05/23/1953	US-Test3	Sample BIL BREAST St	Teaching Study	08/1
12	INCOMPLETE	CAROTID	US	Ultrasound, TEST02	10/25/1932	US-Test2	Sample Ultrasound CA	Teaching Study	08/1
13	INCOMPLETE	CAROTID	US	Ultrasound, TEST01	01/05/1964	US-Test1	Sample CAROTID Ultra	Teaching Study	08/1
14	INCOMPLETE		SC	AAPM, Test Patterns	07/04/2002	TG18-2002	Multi Purpose 1K	Teaching Study	08/1
15	INCOMPLETE		NM	Test, Nuclear M	10/06/1981	NMTest001	Three Phase Bone	Teaching Study	08/1
16	UNREAD	SHOULDER	MR	MRI, TEST04	03/21/1959	MR-Test4	Sample Shoulder Study	Teaching Study	08/1
17	INCOMPLETE	SHOULDER	MR	MRI, TEST04	03/21/1959	MR-Test4	Sample Upper Extr	Teaching Stu	08/1
18	INCOMPLETE	HEAD	MR	MRI, TEST04	03/21/1959	MR-Test4	Sample Brain W/WO St	Teaching Study	08/1
19	INCOMPLETE	BREAST	MR	MRI, TEST03	06/18/1972	MR-Test3	Sample RT Breast WO/	Teaching Study	08/1
20	INCOMPLETE	HEAD	MR	MRI, TEST03	06/18/1972	MR-Test3	Sample Brain W/WO St	Teaching Study	08/1

Below the table is a summary row for the selected study (row 17):

S	Gender	DOB	Transcri	Patient Name	Referring Ph	Patient ID	Patient Name	Facility	Institu
P	INCOMPLETE	HEAD	MR	MRI, TEST04	03/21/1959	MR-Test4	Sample Brain W/WO Stu	Teaching	08/13/2012

The bottom toolbar contains buttons: Open, Import CD, Import JPG, Refresh, UnRead, Create New Study, CD Burn (highlighted), Scan Paper, ALL, Add New Image, Compare, DICOM Print, Full Scan, NONE, # Pages, 4. On the right, there are controls for REC: 68, Page: 1, and # Pages, 4.

Figure 1

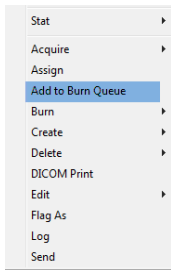


Figure 2

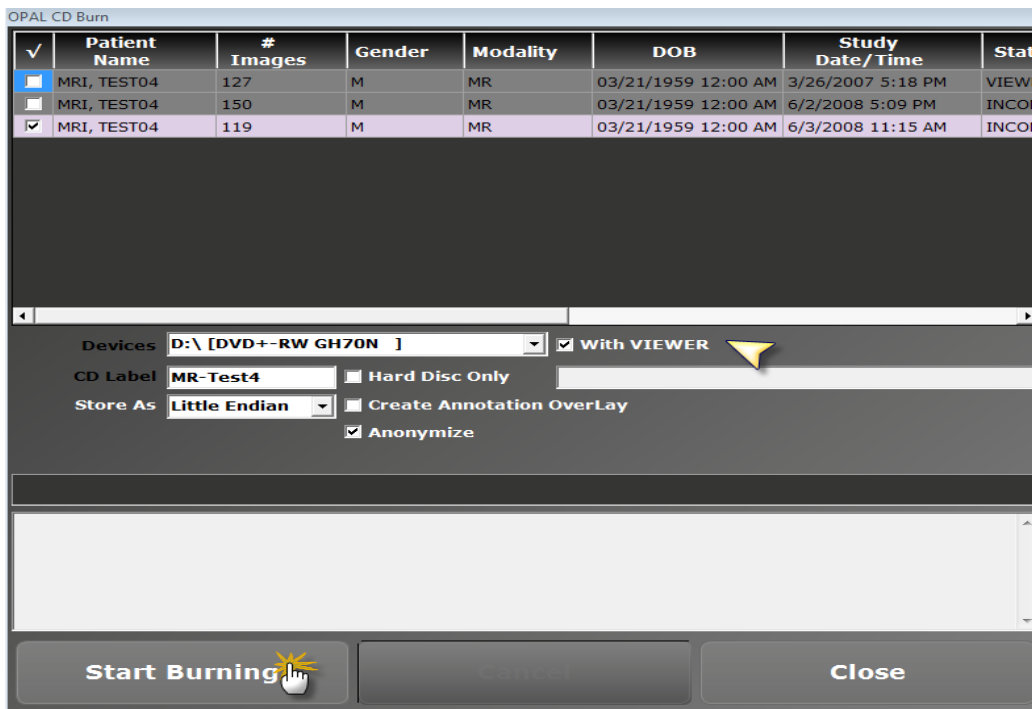


Figure 3

Options

- **Devices** – Default Drive
- **Include Viewer** – Selected by default; Burns the CD with the Opal Viewer Lite.exe
- **CD Label** – Enter title for CD
- **Hard Disk Only** – Select the folder where the study should be burned on the workstation.
- **Create Annotation Overlay** – When selected, will save the study and associated images with the existing annotations displaying.
- **Store As** – What compression format do you want to save the file?
 - **Little Endian** (Uncompressed) Raw, with no compression rate
 - **JPEG Lossless** Less compression rate
 - **JPEG 2000 Lossless** Most compression rate
- **Anonymize** – When selected, will strip all patient demographic and personalized information from the study.

Opal Web

1. Insert a blank, writeable CD into the CD drive of your workstation.
2. Select the study you wish to burn to the CD. Figure 4
3. Click the *CD Burn* button. Figure 4
4. Opal CD Burning window will display. Figure 5
5. Notice the study (studies) you selected from the studylist are displayed.
6. Select appropriate options. *Please see Options Section for a detailed of each option.*
7. Left click on *START* to begin the CD burning process.

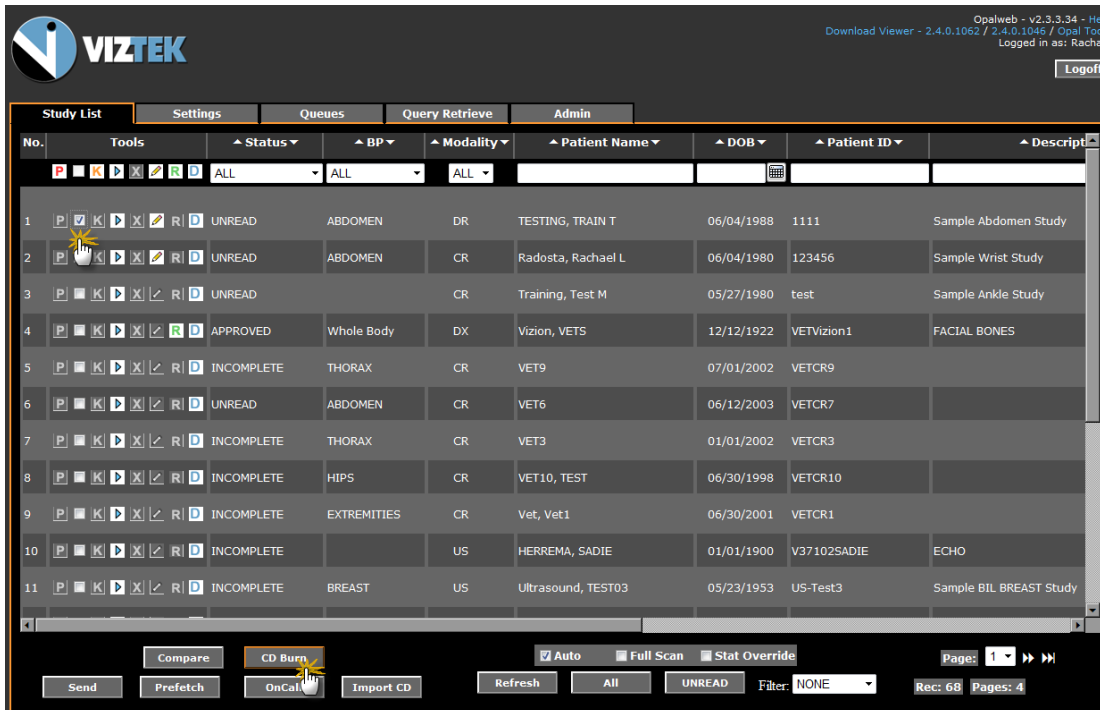


Figure 4

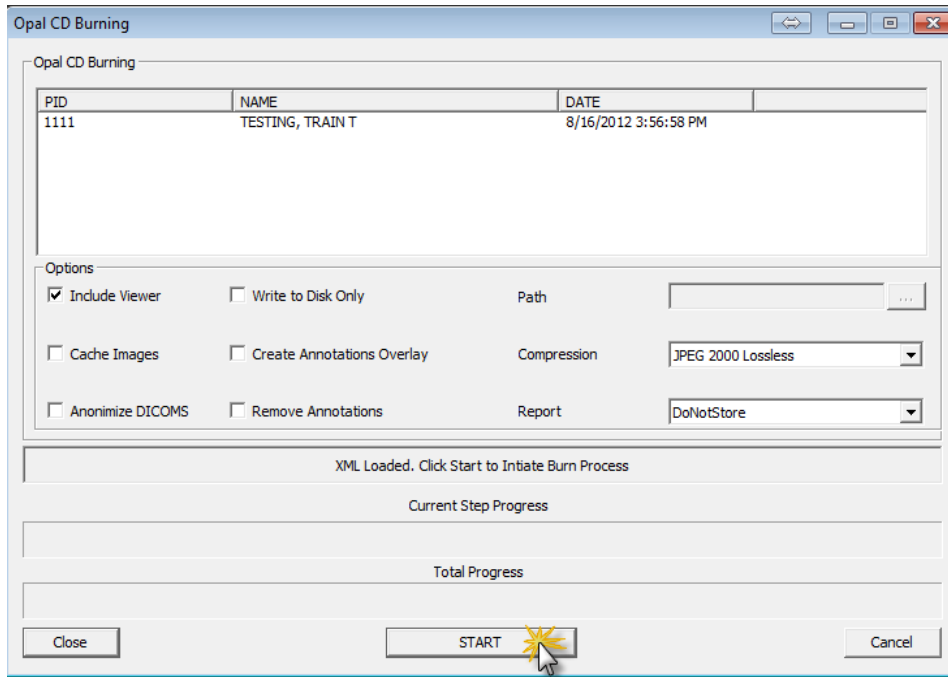



Figure 5

Options

- **Include Viewer** – Selected by default; Burns the CD with the Opal Viewer Lite.exe
- **Write to Disk Only** – Select to burn the study somewhere OTHER than the CD i.e.: another folder on the workstation
- **Path** - Click on button to view and select the folder where the study should be burned.
- **Cache Images** – When selected, will cache the images on the local workstation in a Temporary Files folder
- **Create Annotation Overlay** – When selected, will save the study and associated images with the existing annotations displaying.
- **Compression** – What compression format do you want to save the file?
 - **Uncompressed** Raw, with no compression rate
 - **JPEG Lossless** Less compression rate
 - **JPEG 2000 Lossless** Most compression rate
- **Anonimize DICOMS** – When selected, will strip all patients' demographic and personalized information from the study.
- **Remove Annotations** – When selected, will remove all existing annotations from the images prior to burning.
- **Report – (Approved studies only)** will include a copy of the Report.
 - **DoNot Store** – Will NOT include report
 - **As PDF** – Will store report in PDF format, available from the  icon within the viewer
 - **As DICOM PDF – DO NOT USE**
 - **As DICOM IMAGE** – Will store the report as an image thumbnail within the viewer.