

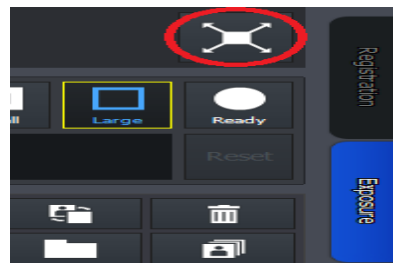
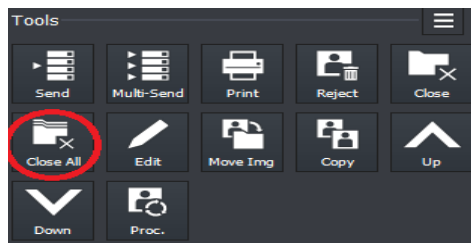
Saving X-Ray Images Process

Turning on the X-ray (If not already on).

1. Turn on black computer base with the power button. Flick switch on small grey box that sits on top of computer base to on.
2. When the desktop screen pops up on the monitor, double click on the icon that says VXvue (black icon with white and red lettering). Log-in with the username: **xray** and the password: **xray**

Saving Images in Patient Chart

1. Insert flash drive (lives in the drawer besides xray computer) into the computer hard drive base. **Please only save to flash drive. Do not save to the desktop or anywhere on xray computer!**
2. If the images are still open in the exposure tab or the viewer tab, ask the nurse or dr to verify that all extra images have been deleted and then you will need to close them. Hit the 'Close All' button under tools to the right of the xray images (see first image). If you can not find the 'Close All' button, hit the expand button (see second image) near the top right of the screen to show you more options, and then look for the 'Close All' button.
3. Go to the Database tab on the right side of the screen. If patient is not showing up in list,



make sure the search criteria is correct and hit the 'search' button to refresh the list.

Select the correct patient. (If dialog box appears that says "Study is in use", go back to step 2 and make sure study is closed.)

4. Hit The Export Button in the top Right Corner
 - a. If only certain views are needed, select all views that are to be saved (press ctrl on keyboard and left click all views you want selected), then hit the 'export' button in top right corner and then hit 'selected' button in the new dialog box to export only selected images.
 - b. If all views need saved, once you select the correct patient, hit 'export' button, then choose 'All Images' in the new dialog box.
5. A new Export Manager window will appear. Select the correct file format you need (you will typically use JPEG to put images in eVet, see third image). Use the 3 dots "..." button (see third image) on the right to select your export path. In the window that opens, click 'Make New Folder' (see image 4) to create a new folder with the patient's name in the flash drive. It will let you type the name in, then hit enter to finish creating the new folder. Select that folder and click 'ok'. **Do not save to computer, only save to flashdrive.** Click 'start' (see third image) to start export. Once finished, a dialog box will appear that says "Succeed to export. Export Manager will be closed." Click ok.

