

Importing Data into the Patient Database on the Siemens Vida (SyngoMR XA)

To Manually Import Data from the C:\ drive or an External HD or Flash Drive

1) If necessary, open the **Patient Browser** by clicking on the magnifying glass icon located at the top left of the right screen, as seen in Figure 1.

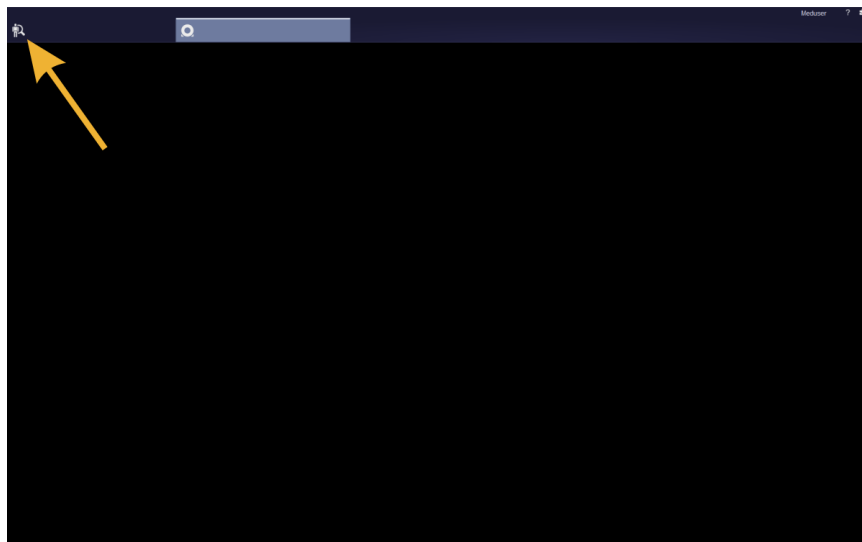


Figure 1: Patient Database Browser Icon

2) In the **Patient Browser**, single-click the on the **Import** function

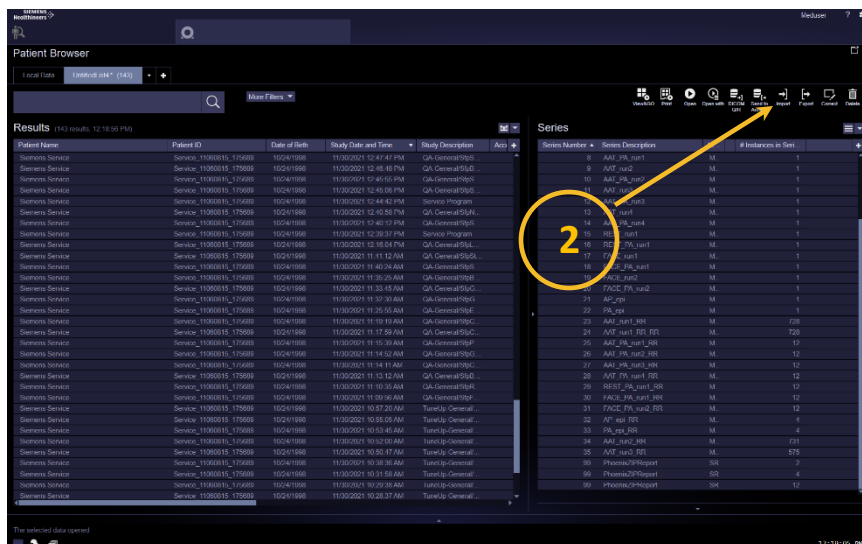


Figure 2: Patient Browser Window

3) The **Import** dialog box will appear (Figure 3). Navigate to the appropriate location (C:\ or an external USB or HD) using the drop-down menu. ** Scans that encounter issues getting published into the Patient Database will be temporarily saved to C:\TEMP.

4) Data can be imported either as a complete directory, or as an individual DICOM.

With the appropriate directory or file highlighted, import the data by clicking the **Import** button.

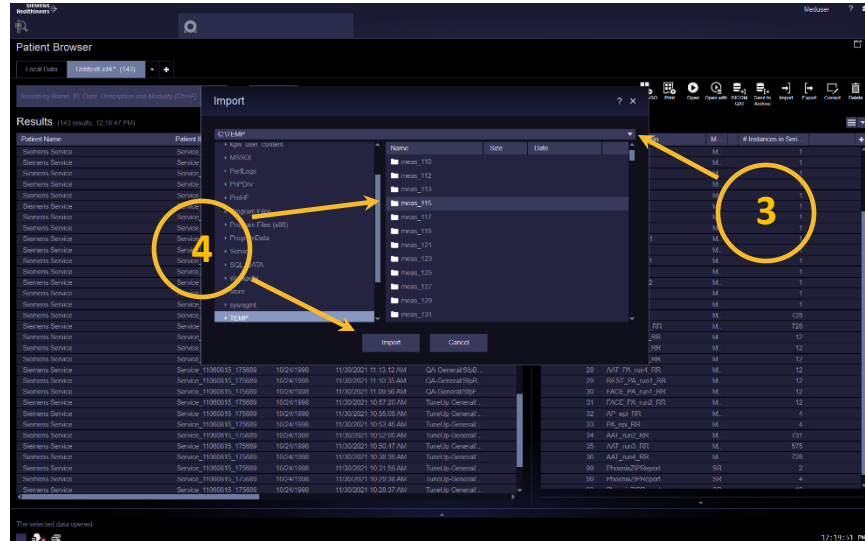


Figure 3: Import Data Dialog Window

5) You can monitor the progress of the data transfer by clicking the computer monitor or briefcase icons to open up the **Job View** window (Figure 4).

6) In the **Job View** tool, select the **Media** tab. The tool will display current and pending media transfers. A failed transfer usually indicates that there are insufficient system resources to complete the task e.g. if the system is scanning.



Figure 4: Job View Window