

Page 1. Enter your name and institution, and click “Continue” to begin the program.

Throughout the program, the “Help” and “See error log” buttons will be available at the bottom of the GUI.

Page 2. Select images to be de-identified. The images can be selected from one directory or a parent directory if each image is in its own directory.

If images have already been skull stripped, select the box for the program to skip the skull stripping process at the bottom of the GUI.

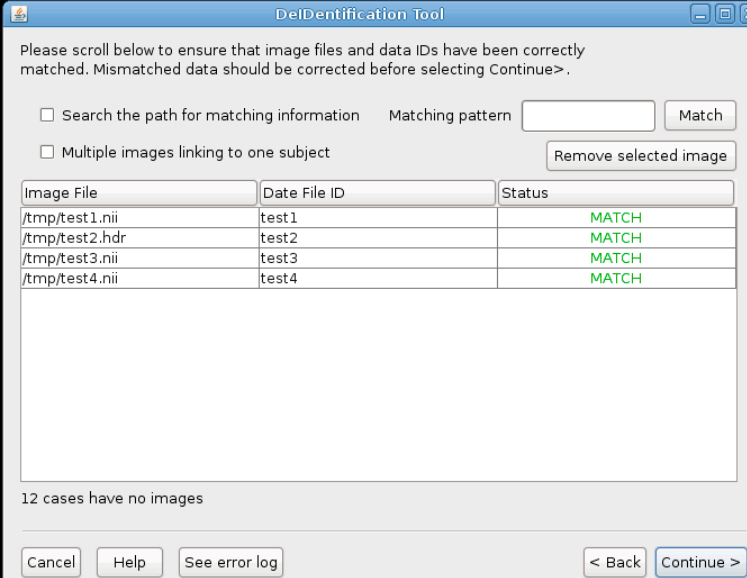
Page 3. After images have been selected, choose a data file that contains an ID variable that links the behavioral and/or demographic data in the file with the images. If the images are being sent without a data file, check “No data file...”

Any cell with a missing variable (misV) will be highlighted in red. The data in that cell can be changed by clicking in the cell and entering the correct data. A prompt will ask if you would like to save these changes. Changes can be undone by clicking “Revert changes.”

ID	age	IQ	name	bsize
test1	21	1111	ad	0.2
test2	33	2223	afa	0.001
test3	44	4443	afs	0.1
test4	65	2222	dfass	11
test5	22	misV	dfass	0
test6	11	3322	fffds	0.003
test7	56	1112	asdfa	0.013
test8	66	1212	dfda	22
test9	44	121`	dfadf	0.332
test10	33	1213	adfad	0.002
test11	24	3422	ffd	0.011
test12	66	misV	asdfa	na

Page 4. Identification numbers for images and the data file will be matched on this page. If an item is not matched, the status column will say **MISMATCH**. This can be fixed by selecting “Search the path...” to find that ID number in the directory. If multiple images are linked to one ID, click “Multiple images linking...” to correct the mismatch.

In case these two steps do not find the matching file, the “Matching Pattern” box is a back-up to manually search by filename (see the Help button for specific instructions).



The screenshot shows the 'DeIdentification Tool' window. At the top, there is a message: 'Please scroll below to ensure that image files and data IDs have been correctly matched. Mismatched data should be corrected before selecting Continue>.' Below this are two checkboxes: 'Search the path for matching information' (checked) and 'Multiple images linking to one subject' (unchecked). To the right of the first checkbox is a 'Matching pattern' text box and a 'Match' button. To the right of the second checkbox is a 'Remove selected image' button. Below these is a table with three columns: 'Image File', 'Date File ID', and 'Status'.

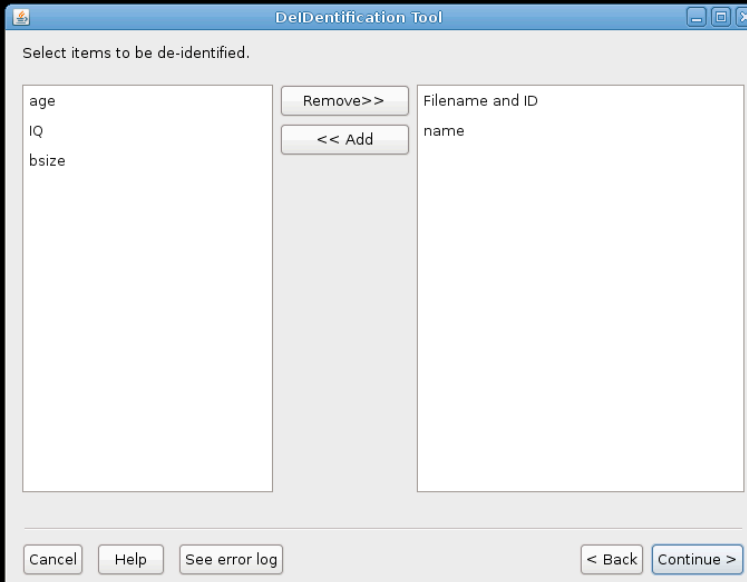
Image File	Date File ID	Status
/tmp/test1.nii	test1	MATCH
/tmp/test2.hdr	test2	MATCH
/tmp/test3.nii	test3	MATCH
/tmp/test4.nii	test4	MATCH

Below the table, it says '12 cases have no images'. At the bottom are buttons for 'Cancel', 'Help', 'See error log', '< Back', and 'Continue >'.

Page 5. Remove any identifying information from the data file by moving those variables to the right-hand column.

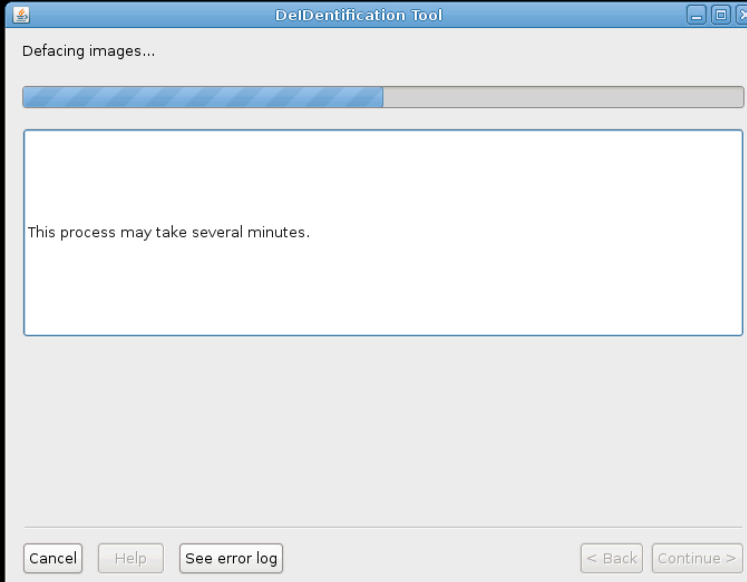
Examples:

- Study ID
- Name
- Date of birth
- Date of image acquisition



The screenshot shows the 'DeIdentification Tool' window. At the top, it says 'Select items to be de-identified.' Below this are two list boxes. The left list box contains 'age', 'IQ', and 'bsize'. The right list box is titled 'Filename and ID' and contains 'name'. Between the two list boxes are two buttons: 'Remove>>' and '<< Add'. At the bottom are buttons for 'Cancel', 'Help', 'See error log', '< Back', and 'Continue >'.

Page 6. The defacing process may take a few minutes. This page will be displayed while the process is being completed.

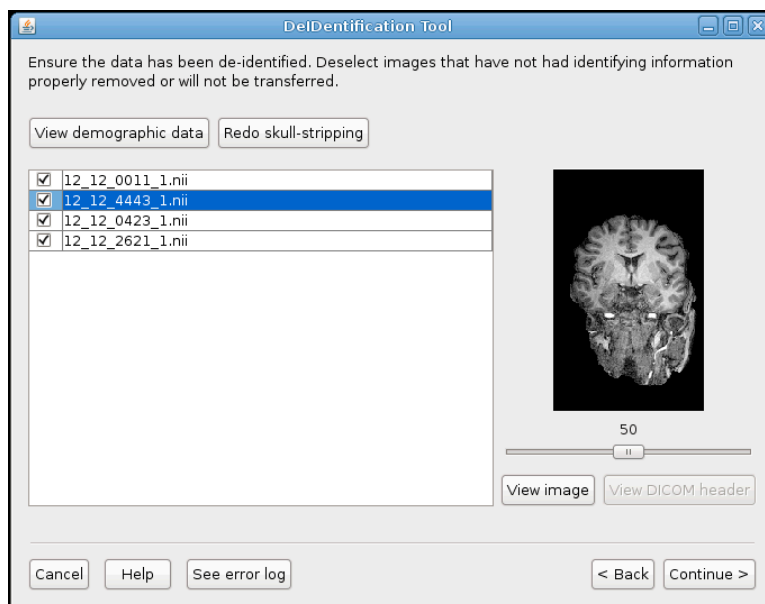


The screenshot shows the 'DeIdentification Tool' window. At the top, it says 'Defacing images...'. Below this is a progress bar that is partially filled with blue. Below the progress bar is a large empty rectangular box. Below this box, it says 'This process may take several minutes.' At the bottom are buttons for 'Cancel', 'Help', 'See error log', '< Back', and 'Continue >'.

Page 7a. This screen will be displayed when the images have been processed through BET. Each image will have a new random ID assigned to it. The assignment of the new IDs can be audited by mousing over the new ID to view the old ID, while verifying that the proper image is displayed and proper data is stored to the data file.

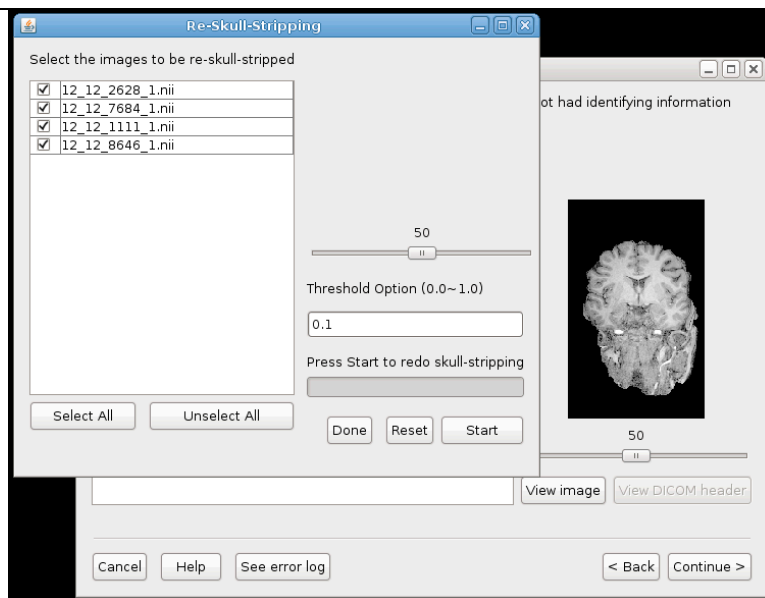
Images can be checked by clicking the “View image” button. This will open MRICroN and the rendered image. If the image has not been stripped properly, click “Redo...” to set the skull stripping parameters (see next).

To check the data file for de-identification, click the “View data file” button.



Page 7b. To redo the skull stripping, select the images to be re-processed. Change the value for the Threshold Option (0.0 – 1.0) and select “Start.” The image can be reviewed in this window to ensure that it has been properly stripped.

Once all images have been completed, select “Done” to go back to the main window and continue.



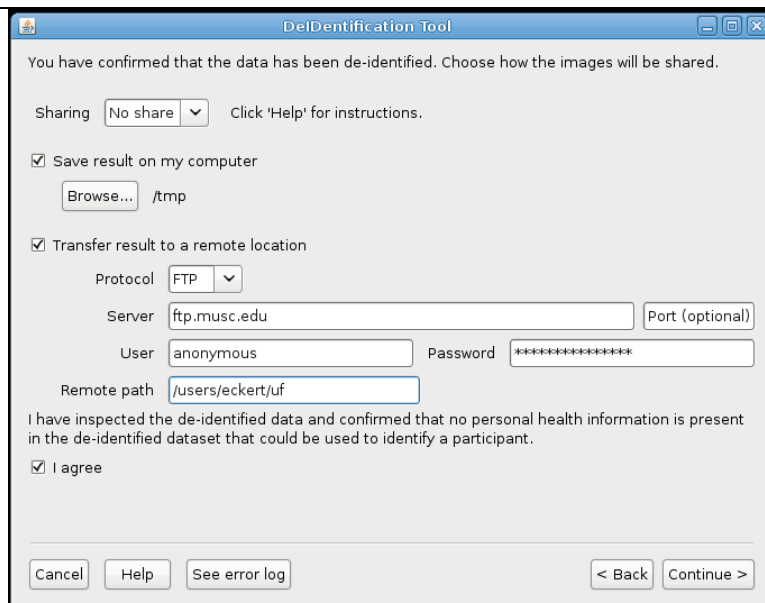
Page 8. Please designate how images can be shared. There are 3 options for sharing:

1. All Share: open access;
2. Enclave: limited access in a secure computing environment;
3. No Share: available only to data recipient.

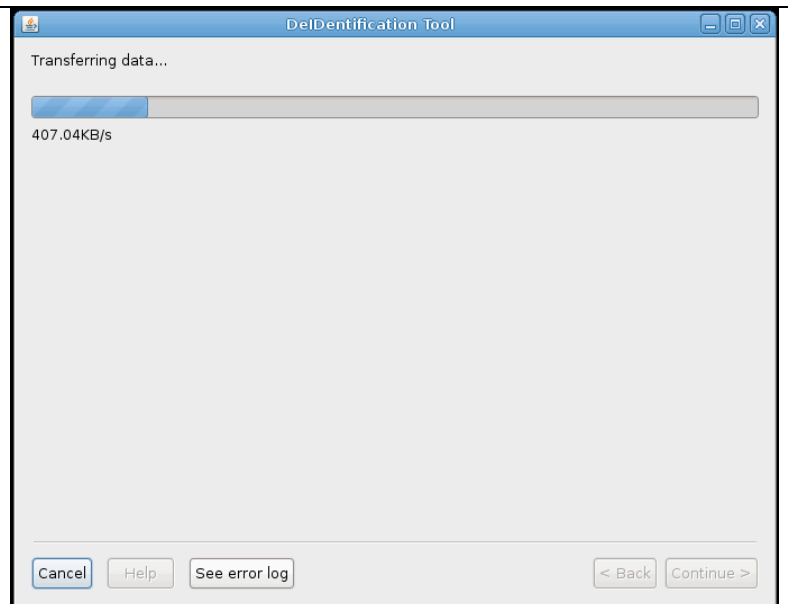
To save a copy to your computer, select “Save result...”

To transfer the data, select a “Transfer result...” option: FTP, FTPS, or SFTP.

Lastly, please ensure that the data has been de-identified, and check the “I agree” box.



Page 9. The data is being transferred.



Page 10. The data transfer is complete.

