

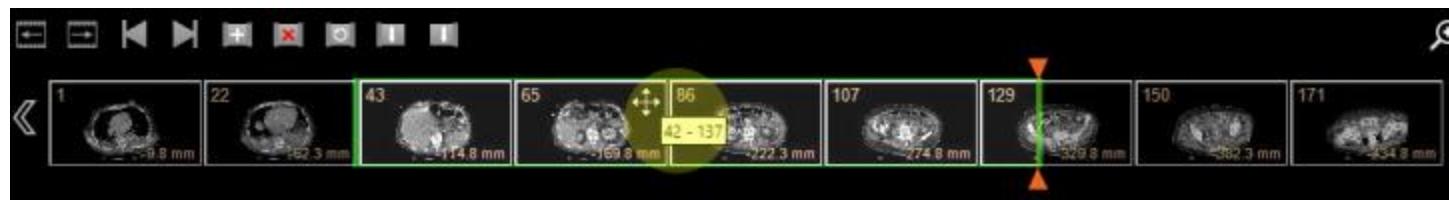
Use the **segment box** in the editor to select the images you want to include in the new series. By default, all of the images are included.



You can resize and move the segment box. You can also add more boxes, allowing you to select images throughout the series. The following example contains three boxes. These three groups of images will be included in the new series.



Hover over a box to view the range of images within the box.

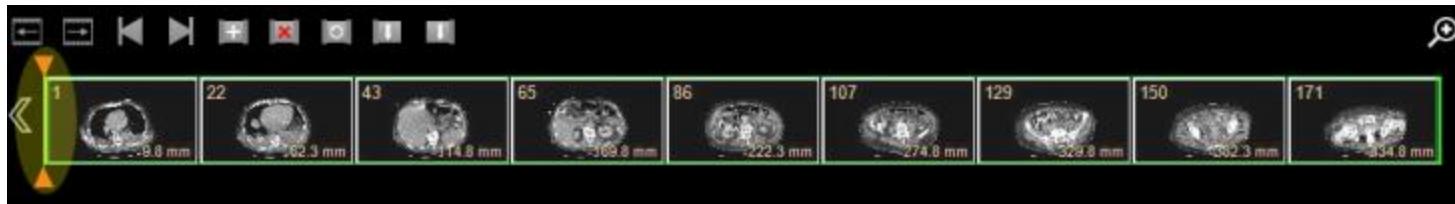


Position Indicator

The **position indicator** in the editor is synchronized with the preview window.

- When you select an image in the preview window, the position indicator moves to the corresponding location in the editor.
- When you move the position indicator in the editor, the preview window is updated to the same location. For more information, see [Move the position indicator](#).

By default, the position indicator is located at the start of the series.



Quickly select a range of images

Use the preview window to quickly select a range of images to include in the new series.

1. Change the preview layout to display more images (for example, 3x3 or 5x5).
2. In the preview window, find the **first** image in the range (use **Scroll** to move through the images). Click (or tap) the image, then select **Set Segment Start**.



In the segment editor, the segment box is adjusted to start at this image. The position indicator is moved to this location as well.



3. In the preview window, find the **last** image in the range (use **Scroll** to move through the images). Click (or tap) the image, then select **Set Segment End**.



In the segment editor, the segment box is adjusted to end after this image. The position indicator is moved to this location as well.



- The range of images is now selected in the segment editor.



- If desired, use additional segment boxes to select more images. For details, see [Select non-contiguous images](#).
- When done selecting images, save the images as a new series. For details, see [Save the new series](#).

Move the position indicator

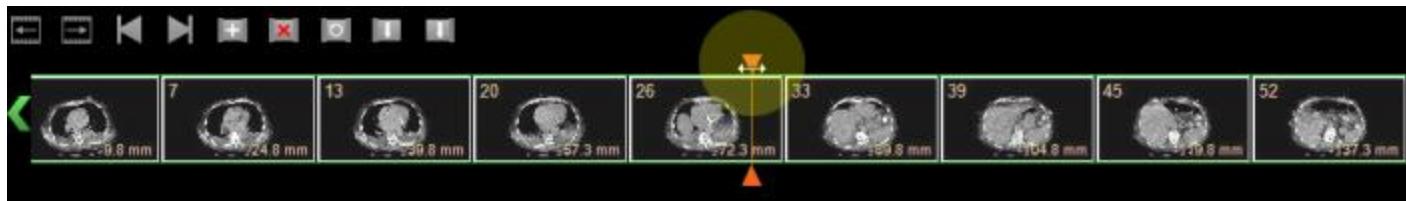
Use the position indicator to locate images and display them in the preview window. You can also use the position indicator to select images (for details, see [Select images](#)).

Use the following methods to move the position indicator.

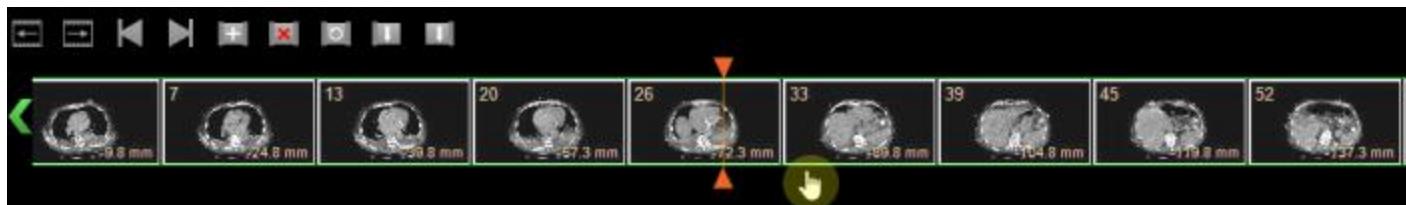
- Click (or tap) an image in the preview window. The position indicator moves to the image location.



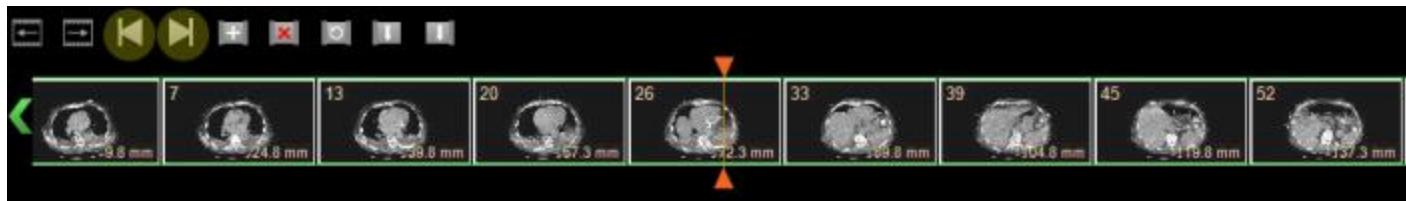
- Drag the position indicator to a new location on the editor.



- Click (or tap) above or below the thumbnails to move the position indicator to that location.



- To move the position indicator to the start of the series, select . To move the position indicator to the end of the series, select .



- Use and to move the position indicator forwards or backwards frame-by-frame.

You can click (or tap) and hold these icons to continue moving frame-by-frame.



Select images

Use the following methods to change the range of images included in a segment box.

Edit a segment box

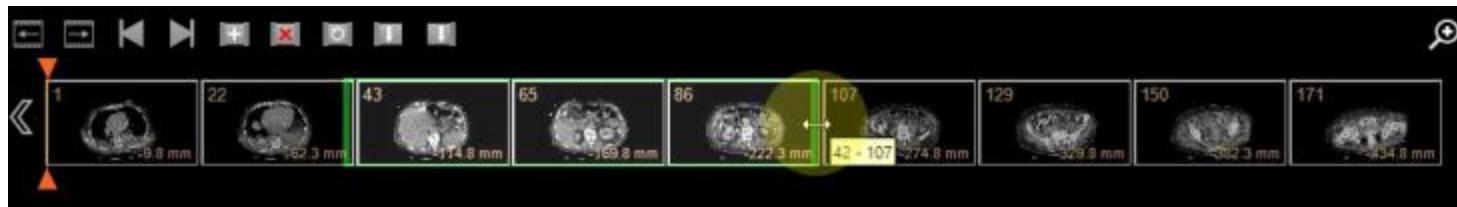
1. Right-click (or touch and hold) the box, then select **Edit**.
2. The first and last images included in the box are shown. Hover over an image to view detailed information about the image attributes.



3. Use the arrows to change the first and last images. Click (or tap) and hold an arrow to quickly scroll through the images in the series.
4. Select **OK**.

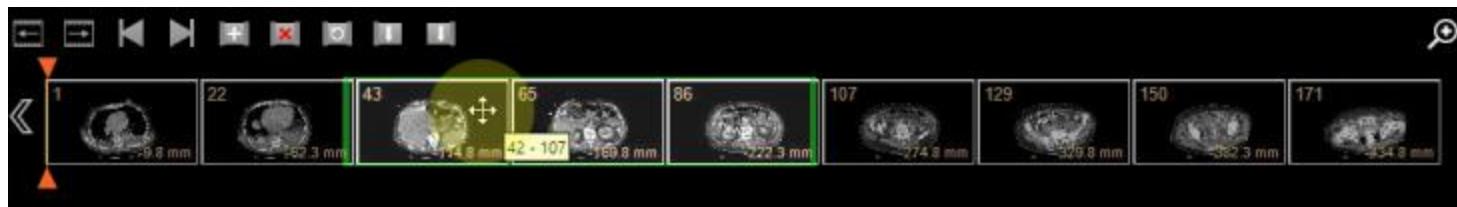
Resize a segment box

Drag the ends of the box to resize it.



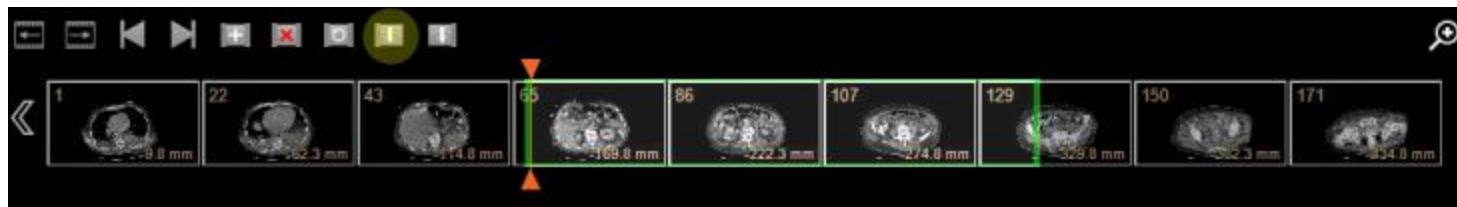
Move a segment box

Drag the box to a new position.



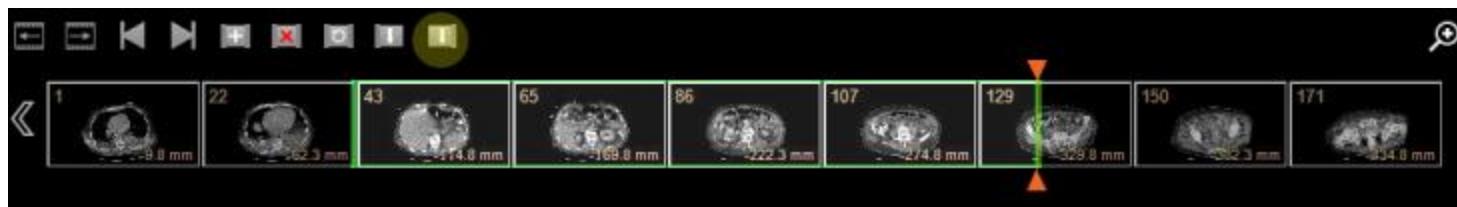
Set the start of a segment box to the position indicator

To set the start of the box to the position indicator location, select the box, then select **Set Segment Start**.



Set the end of a segment box to the position indicator

To set the end of the box to the position indicator location, select the box, then select **Set Segment End**.

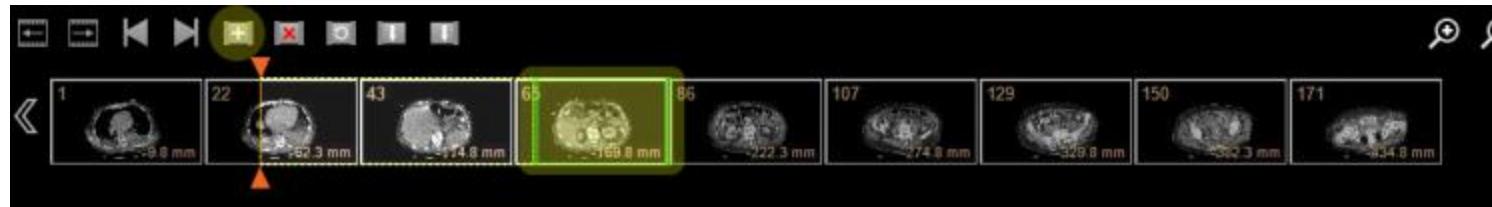


Select non-contiguous images

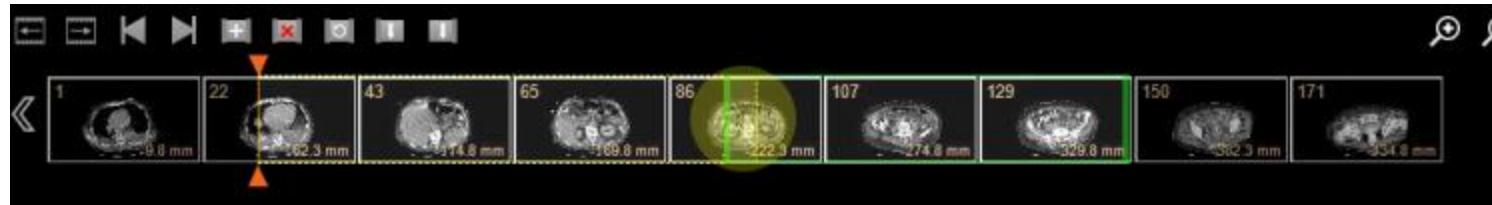
You can use multiple segment boxes to select non-contiguous images. You can add as many boxes as needed.

Add a segment box

To add a box, select . A new box appears to the right of the position indicator. (If a box already exists at the position indicator, the new box appears to the right of the existing box.) Change the box position and size as needed.

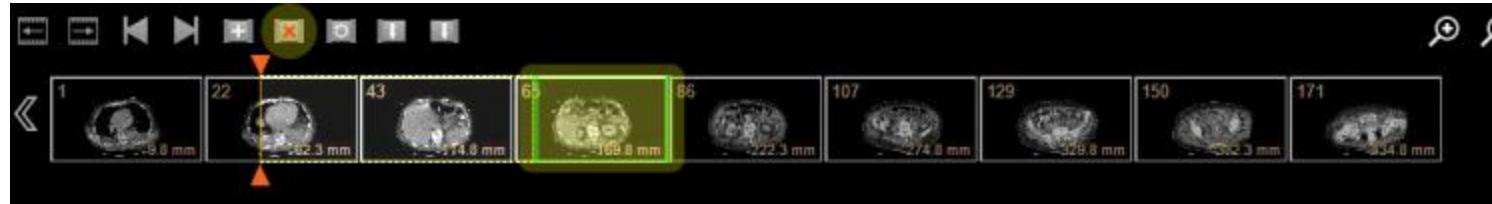


Note that if boxes overlap, they will be merged together when the new series is saved.



Remove a segment box

To remove a box, select the box, then select . Note that you cannot remove all boxes; at least one box must remain in the editor.



Save the new series

The images you have selected (using segment boxes) will be saved as a new series. You can also choose to remove the images from the original series.

1. Select **Save** from the toolbar.
2. To remove the images from the original series, select **Delete original instances**.

or

To keep a copy of the images in the original series, deselect **Delete original instances**.

3. Enter a **Series Description** and **Series Number** for the new series.
4. Select **Save**.

Return to the QC viewer

To return to the QC viewer, select **X** in the top-right corner (beside the patient information).

Merge patients, studies and series

You can use the QC viewer to merge patients or studies. You can also move a study to a different patient or move a series to a different study.

Merge two patients

You can move studies from one patient to another patient.

1. Drag-and-drop **the patient row** for one patient (e.g. patient A) onto **the patient row** for another patient (e.g. patient B).

All of the studies loaded in the QC viewer for patient A will be moved to patient B. Note that any studies for patient A that are not currently loaded in the QC viewer will not be affected.

2. To remove the studies from the original patient (patient A), select **Delete original studies**.

or

To keep a copy of the studies for the original patient (patient A), deselect **Delete original studies**.
3. Select **OK**.

Merge two studies

You can merge two studies together.

1. Drag-and-drop **the study row** for one study (e.g. study 1) onto **the study row** for another study (e.g. study 2). The studies can belong to the same patient or different patients.
Study 1 will merged into study 2.
2. To remove the original study (study 1), select **Delete original study**.
or
To keep a copy of the original study (study 1), deselect **Delete original study**.
3. Select **Save**.

Move a study to a different patient

You can move a study to a different patient.

1. Drag-and-drop **the study row** for a study from one patient (e.g. patient A) onto **the patient row** for another patient (e.g. patient B).
The study will be moved to patient B.
2. To remove the study from the original patient (patient A), select **Delete original study**.
or
To keep a copy of the study for the original patient (patient A), deselect **Delete original study**.
3. Select **OK**.

Move a series to a different study

You can move a series to a different study.

1. Drag-and-drop **a series** onto **the series row** for another study. The study can belong to the same patient or a different patient.
The series will be moved to the study.
2. To remove the series from the original study, select **Delete original series**.
or

To keep a copy of the series in the original study, deselect **Delete original series**.

3. Select **OK**.

Delete a patient, study or series

You can permanently delete a patient, study or series using the QC viewer.

1. Select **Delete** from the toolbar, then do one of the following.

- Select  on a patient row. All studies for the patient loaded in the QC viewer will be deleted.
Note that any studies for the patient that are not currently loaded in the QC viewer will not be affected.
- Select  on a study row. The study will be deleted.
- Click (or tap) a series. The series will be deleted.
or
Right-click (or touch and hold) a patient, study or series, then select **Delete**.

2. Click **OK**.

Edit a video

You can edit a video from the QC viewer.

1. Select **Video** from the toolbar. This tool is not available if the QC viewer does not contain a series with a video.
2. Select a series containing a video.
3. The video opens in the video editor. Edit the video as required. For more information, see [Edit videos](#).
4. To return to the QC viewer, select **X** in the top-right corner (beside the patient information).

Exit the QC viewer

To close the QC viewer and return to the Patient Study Directory, select **Close**  (toolbar).

Manage DICOM study transfers

Retrieve studies to the local database

Use Patient Search to find patient studies on a remote DICOM server and retrieve the studies to the local database. You can also choose to load a study (open it in NilRead) immediately after retrieving it.

Note

Your user privileges determine whether you can retrieve studies to the local database. Your DICOM settings for Query/Retrieve Service Class Providers also determine whether you are able to retrieve studies (see **Manage DICOM services**). If retrieve mode is not enabled, you can load studies from a remote server but the studies are not saved in the local database.

Note

You can monitor patient study transfers using the DICOM Activity page (see **Monitor DICOM patient study transfers**).

1. In the Patient Study Directory, select **Patient Search**.
2. Find the study or studies you wish to retrieve (see **Access studies**).

You can now transfer studies to the local database. You can also choose to open studies in NilRead after they are transferred.

View a study

Click (or tap) a study in the search results. You can also right-click a study, then select **Load Studies**.

The study is opened in NilRead. Depending on the retrieve mode that has been configured for the remote DICOM server, the study may also be transferred to the local database (if it is not already in the directory).

View multiple studies

Select the checkbox beside each study. Right-click (or touch and hold) one of the studies and select **Load Studies**.