

# VetScope View



OTOPet-USA™



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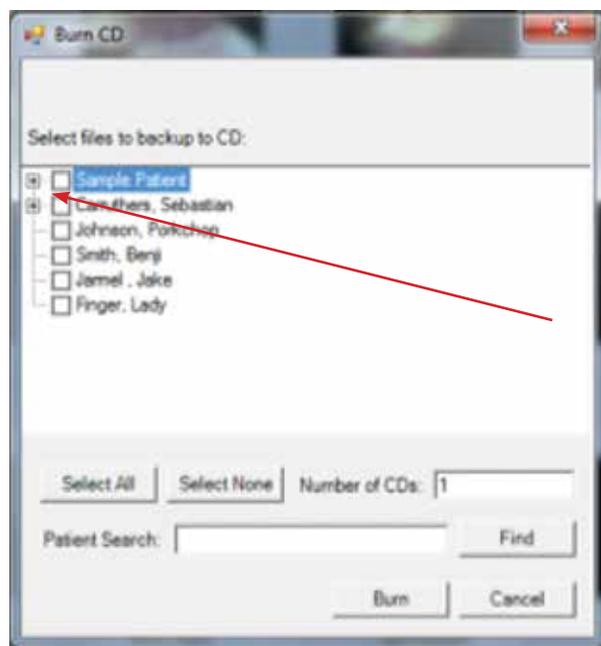
# General

## CD BACKUP



Click on the Burn CD icon to create a back-up or a take home CD for your client. This feature works on Windows XP or Windows 7.

You have several options here. You can either click inside the box to the left of the patient name to select that patient's entire folder or you can expand the patient folder by clicking on the + sign next to the patient name. You could also click the Select All button, which would select all of your patient images and folders for a complete back-up.



Make sure that a writable CD is inserted into your CD-RW drive and then click the Burn button. Depending on how many files you have selected, the burn process may take a few minutes.



## DATA TAB

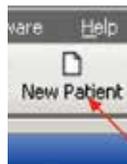
The Data section, which is accessed by clicking on the Data tab on the left margin below the Patients tab, includes the current patient data and the data for the image that you have selected.

After entering patient data, do not forget to click the Save button after you have made any adjustments.



Under View: Several Views are pre-loaded into the software, but you can also add your own by typing them into this field. They will be automatically saved.

Please see the "Preferences Section" for more information on Adding/Deleting Doctors.



## NEW PATIENT

To set up a new patient, left click on the New Patient icon.

Fill out each field with the appropriate patient data. You can manually enter a birth date in the date of birth field or you can enter an age and the date of birth will be automatically calculated.

If the desired breed is not found, you may enter your breed name and it will be saved for later use. Click OK when you are finished.



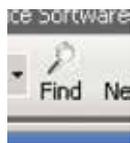
## SUB FOLDER

Right click on the patient's name and select Create Folder to create a sub folder.

Once you have right clicked, a Set Name field will appear. Fill out the title of the study you are about to perform.

Once completed, a new subfolder has been created and you are ready to capture images directly into that folder.

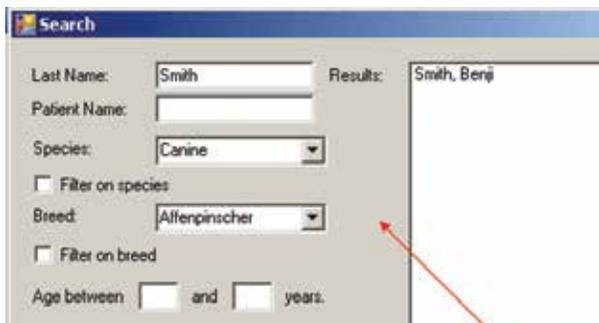
### SUB FOLDER CONTINUED.



### FIND/SEARCH

Finding or Searching for a patient or patients is easy. Simply fill out the fields you wish to be included in the search and the VetScopeView search function will automatically filter the results based on the amount of information you have provided. To filter by species or breed, select the Filter on Species option or Filter on Breed option.

Once you have found the patient, left click to highlight that patient and then click Open Selected.



### DELETING AN IMAGE

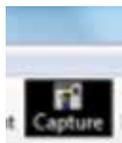


You can either Right click on an image and select Delete or you can select an image and then click the Delete icon above. You will get a confirmation window. Click Yes on this window if you wish to delete the image or click No to cancel the deletion. Even if you accidentally click Yes, the deleted image goes to your computer's Recycle Bin and can be restored from that point.

### DELETING AN IMAGE CONTINUED



### CAPTURE



To capture an image using your VetScope, first ensure that the VetScope is plugged in and turned On. Next, click the Capture button as shown.

Maneuver your VetScope to the desired location before capturing a video or still image.

Once you have an image that you would like to capture:



### STILL IMAGES

Use the left mouse button or foot pedal to capture a still image.

Once a still image has been captured, it will automatically be saved. Click the escape key on your keyboard to return to the main software screen.

Right click on the patient's name and select Create Folder to create a sub folder.

## VIDEO

Use the right mouse button to start and stop video capture.

You may also choose to turn on the preference for keyboard capture in the “Still Images” tab of your “Video Preferences” window. This preference will allow you to capture stills using the space bar and videos using the enter key. Click the escape key on your keyboard to return to the main software screen. Video length is capped at one minute to prevent accidental memory issues.

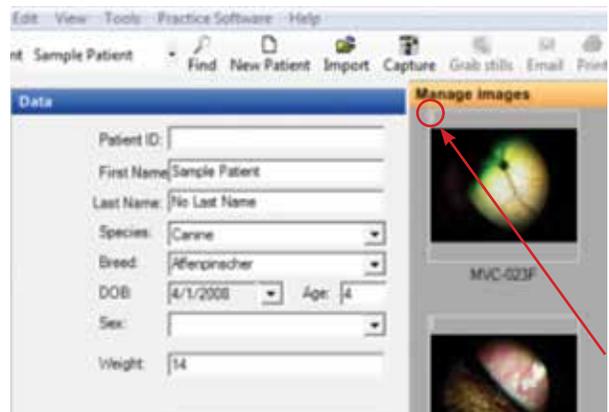
## VIDEO PLAYBACK

Double click on a Video thumbnail to play that video back. VetScopeView uses Windows Media Player to play videos.

## IMAGE VIDEO THUMBNAILS

Image thumbnails appear under the Manage Images heading when a patient’s folder or subfolder is selected.

An image thumbnail will have an I in the upper left corner if it is an Image and a V if it is a Video.



## EXPANDING THUMBNAIL

You can hover over an image for one second and the thumbnail will automatically expand giving you a larger image preview. This feature can be real useful if you have several images in a patient study that look the same or if you just want a quick preview.

Preference for this feature are available at Edit Preferences/Tools. Please see Preferences-Tools for more options.

## EXPANDING THUMBNAIL CONTINUED



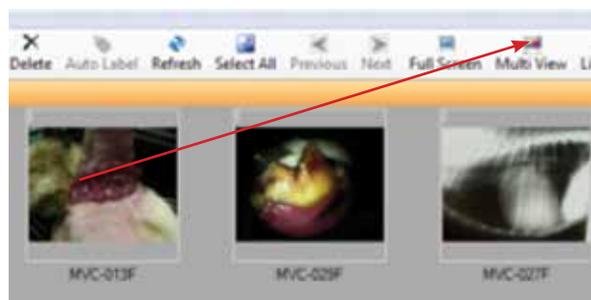
## IMPORT

You can import images from external sources, such as your digital camera or other imaging devices.

Simply click on the File drop-down menu and then “Import Images” and then browse to the desired file you wish to import.

## MULTI VIEW

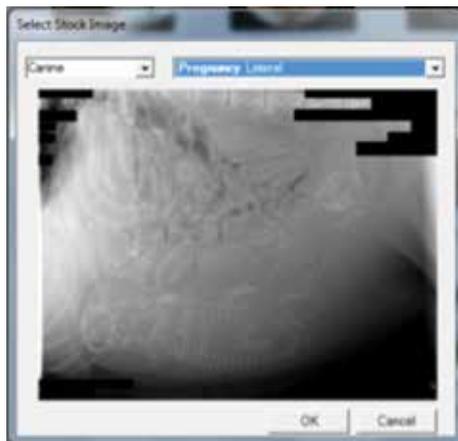
The software allows you to open and view multiple images at one time. Select the images you wish to open, you can choose two, three or four images, and then click the Multi View button.



Images are selected by left clicking and dragging over the images or by holding down on CTRL and then clicking on each image you wish to select. The images you selected will now appear in a multi pane view.

You can click on the Print button in the upper right corner to print this view.

### MULTI VIEW CONTINUED

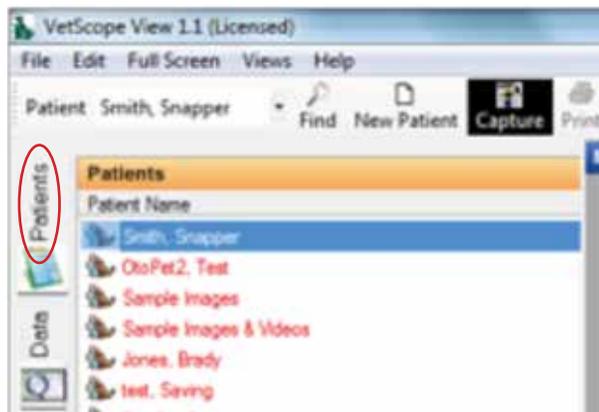


If you select less than four images and click Multi View, the software will give you the option of filling the other panes with library images. Simply select the Library image

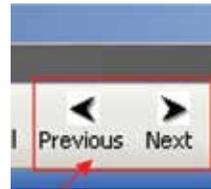
you want and then click OK.

### PATIENT LIST

Click on the vertical Patient tab to show existing patients. The files are arranged in either alphabetical or numerical order depending on how you name your files.



### PREVIOUS/NEXT BUTTON



Use the Previous and Next Buttons to advance from one image to the next within a patient's folder or subfolder.

### PRINT

To set up your print settings, click File and then choose Page Settings if you wish to adjust the paper and page orientation settings.

Once you are ready to print, double click on the image you wish to print to open it in the tools section and then click either the Print button in the icon menu or select File/Print. Click OK to print the file.

### REFRESH



If the software does not automatically update when you have imported new images or deleted existing images, click the Refresh button.

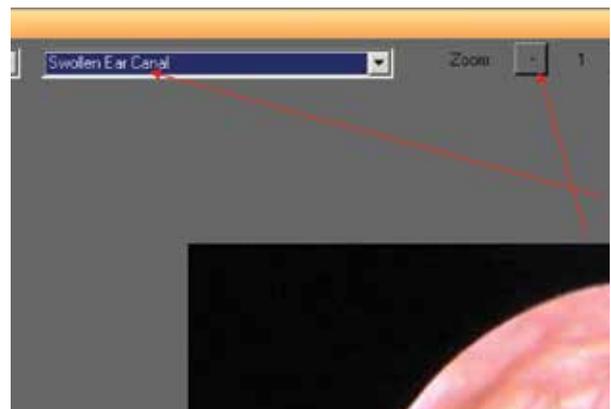


### LIBRARY

Click the Library button to open the VetScopeView image library.

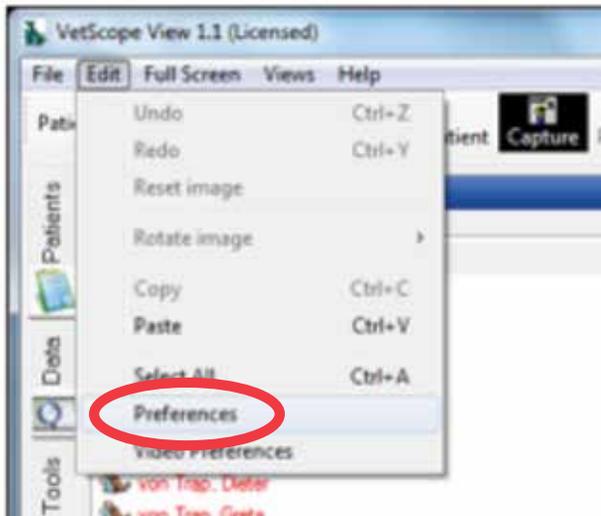
Once you have selected the Library button, choose the library image you wish to open by accessing the menu above.

You can zoom in/out on library images by clicking the zoom buttons above.



# Preferences

Click Edit/Preferences to access the Preferences menu.

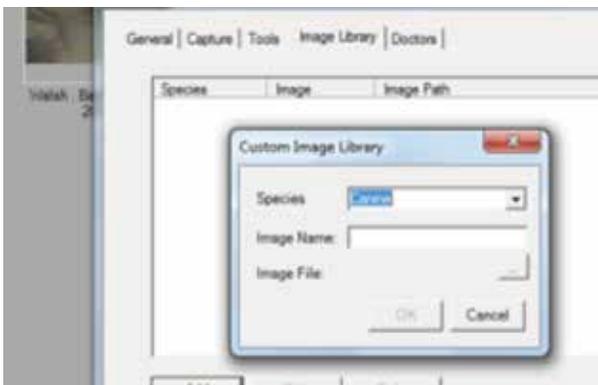


## DOCTORS

Use this Preferences feature to Add, Edit or Delete Doctors. Just click Add to enter a new doctor, click Edit to change a doctor's name or click Delete to remove a doctor entry.

## IMAGE LIBRARY

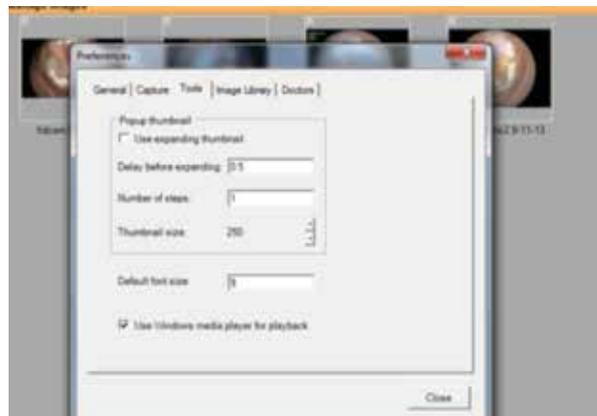
Use this section to add images of your own to the library. Simply click the Image Library tab, Click Add, set the field above to the appropriate Species, title the image you want to import and then click the Browse button to the right of the Image File area. You will then be able to browse your computer and find the image you wish to import.



You can also use this feature to edit and delete Library images.

## TOOLS

In this section of the Preferences, you can set whether or not you would like to use the expanding thumbnail.



Use the Default Font size field above to set the text size for labels and notes.

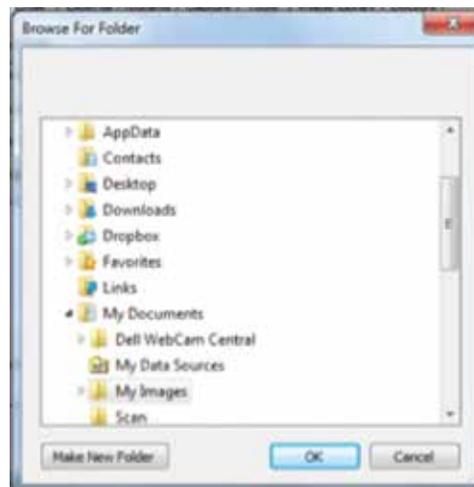
## CAPTURE

With this tab you can set the software to capture DICOM images or not.

## IMAGE PATH

Click Edit/Preferences to access the Preferences menu. In the General Tab, you are able to select the image path, set your practice name (for use on labels) and Add/Modify Custom Species.

Click the small browse box to the right of the Image Path field to browse your computer or network.



## IMAGE PATH CONTINUED

Once you have clicked to browse, you can navigate and set up an image folder for your VetScopeView images to be saved in. If you wish to save your images on the server or other network location, simply set up a folder at that location and then point to it using this browsing interface.

Click OK once you have set your new folder location. Images saved to an old folder will need to be moved to the new location if you wish for them to appear in the software.

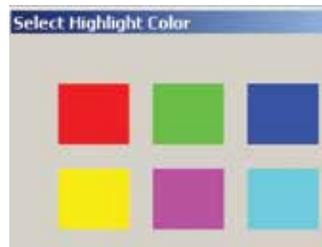
# Tools

## QUICK LABELS

Use these 4 buttons to label your pictures with an L, R, Before or After.

## HIGHLIGHT

To highlight a specific area of the image, click the dropdown menu on the highlight button and select a shape from Ellipse, Rectangle or Free. Once chosen, move the cursor over the image and Left Click, hold and drag the highlight to cover a specific area. Release the Left button on the mouse and Click Deselect to set the highlight.



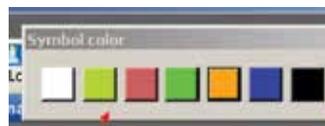
You can click the C key on your keyboard at any time when the highlight tool is selected to select a color.



## SYMBOLS

Use these to attach a symbol in a specific place. Click on the small arrow to show the symbols, white is the default color, but you can label in other colors by clicking on that color in the color menu that appears on the left side of the symbols button.

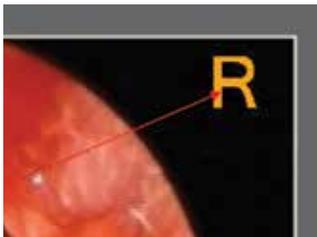
Click on the drop down arrow on the right side of the Symbols button to select the Symbol you wish to place on the image.



A color picker will appear on the top of your screen. Select the color you would like for your symbol to be.

You can then single left click on the area of the image to place your symbol. If you left click, hold down and drag the symbol, you can move it around for more precise placement.

## SYMBOLS CONTINUED



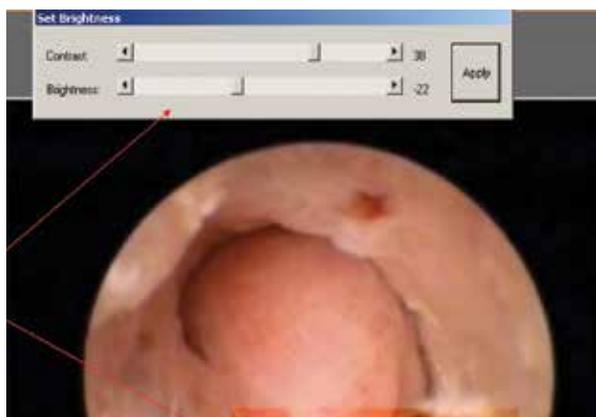
Once you have released your left click, the symbol will be placed. You can click Undo to step backwards at this point.

## BRIGHT/CONTRAST

To adjust the Bright/Contrast of the whole image using the mouse, click on the Bright/Contrast tool, then move the cursor over the image. Left Click and Hold while moving the mouse left/right, up/down or diagonally moving the mouse:



1. Left/right — adjusts contrast
2. Up/down — adjusts brightness
3. Diagonally — adjusts both simultaneously



## LABEL

Use this button to add or replace information about a particular image. Click "Apply" to add notes to a particular image directly under the basic image information.

## TEXT



Select the Text tool to freely type text, such as a note, onto the image. Once you have selected the tool, left click and drag a text box over the area of the image where

you wish to type. Once you have finished typing, click the Deselect button to set your text.

## BRIGHTNESS

To adjust the Brightness for a specific area of the image using slider bars, move the cursor over the image and Left Click, hold and drag the cursor to draw a line around the area of the image to adjust or even the whole image if desired. When the left mouse button is released a Set Brightness pop-up box opens in which the brightness and contrast may be adjusted using slider bars.

Once the desired brightness/contrast has been reached, click Apply.

## ZOOM

This button will produce a magnified square on the image when the cursor is moved over the image. Hold the right mouse button down to make square larger, and hold the left mouse button down to make it smaller.



### DIGITAL INK

Click the Digital Ink tool if you wish to circle an area or point out a particular section of the image. Once you have selected the tool, left click and drag your mouse over the area of the image that you wish to circle, draw an arrow to or other marker.



### GRAB/ZOOM

Use this feature to zoom in and pan the image. Select Grab/Zoom and then left click on top of the area of the image that you wish to zoom in on. Repeat this step until you have reached the desired zoom level. Once you have completed the zoom, you can left click and hold down on your click to drag and pan the image.

You can also use the window sliders to navigate around the image.

Click Deselect to reset the image.

### DESELECT

Click on this to deselect a previously selected tool button.

### UNDO/REDO/SAVE AS

Any adjustments to an image can be undone by clicking the Undo button before saving.

If you accidentally click Undo, you can click Redo to go one step forward.



Reset clears all changes and tools applied to the image.

The Save button will save the image as the original.

Save As will save the image as a separate version. It is important to perform a Save As to protect your original file if you have made any changes to the diagnostic integrity of the image.