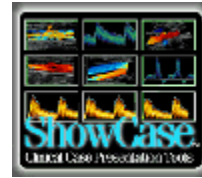


Quick Steps for Making CDs or DVDs using Network ShowCase



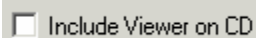
What you will need to make DICOM CDs or DVDs with ShowCase

- 1- Network ShowCase must be installed on a computer that has an internal or external CD/DVD recorder. (The CD Burn button is not included in Power and Standard ShowCase.)
- 2- If you do not have Windows XP (or later) you need to have CD or DVD burning software – Appropriate software usually comes with your burner hardware.

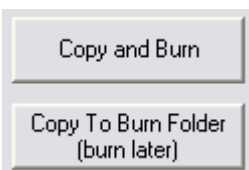
Network ShowCase can interact directly with the Windows XP or Vista “CD Burning” folder. If you do not have XP or Vista, or if you want to burn DVDs, you can still take advantage of the CD burn features in Network ShowCase. You can designate a folder on your disk to use as the “staging” folder for CD or DVD burning. ShowCase copies your studies and optionally a CD/DVD Viewer into the folder. When you are ready, burn the contents of your staging folder to a CD or DVD using your computer’s CD/DVD burning software (eg: Nero or Roxio).

To Copy Studies to CD with Windows XP or Windows Vista

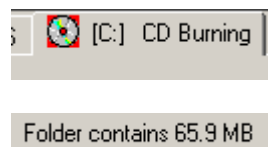
1. Select the study (or multiple studies) you wish to put on the CD and click the Copy button. The middle third of the Copy dialog has the integrated CD burning options.



2- If you have purchased a license to distribute a ShowCase CD/DVD Viewer along with your CDs, you can check the box that says "Include Viewer on CD". Uncheck the box if you do not want a viewer included.



3- Click on "Copy and Burn" to burn a CD immediately. Or click on "Copy to Burn Folder" to copy the study to the CD Burning folder without burning the CD yet. You can add more studies later.



4- If you did not burn the CD immediately, you can click on the "CD Burning" tab to see the studies waiting to be burned to CD. You can delete a study from the CD Burning folder at any time. You can copy additional studies to the folder. NOTE the size (in MB) of the studies in the staging folder. Be sure that this number is less than the capacity of your disk and delete studies if necessary.



5- If you did not burn the CD immediately, you can now click on the Burn button that appears in the directories window CD Burning tab.

6- If you are running under Windows XP or Vista, the CD Burn Wizard finishes producing the CD and then ejects the CD for you.

CAUTION: Do not add studies to a CD that already has studies on the CD. Results are unpredictable. Make a new CD and copy all studies at once.

If Your Computer is Running Under Windows 2000 or NT or to BURN DVDs

You can still make CDs or DVDs quickly, but you must burn the CDs or DVDs using the software that came with your burner (eg: Roxio or Nero software).

- 1- Using the Windows Explorer, create a folder on your computer to use as your "CD Burning" folder, a staging folder that holds the studies that will be written to CD. (Make sure you have enough disk space on the disk that has your staging folder – 720MB for CDs and more for DVDs.)
- 2- Run Network ShowCase. Select a study and click the Copy button. The bottom third of the Copy Dialog has options for copying studies to your staging folder.
- 3- Make sure that your staging folder is selected as the copy destination. Use the Browse... button to find your staging folder the first time you copy studies. After the first time, ShowCase will remember the folder location. You can reset the staging folder at any time, by using the Browse... button again to locate the new folder.



- 4- If you want to add viewer software to the CD or DVD, make sure the checkbox for the viewer is checked.



Uncheck the box if you do not want viewing software included on the CD/DVD. Note that this box is grayed out (disabled) if you do not have viewer software.

- 5- Use the ShowCase Copy button to copy additional studies to this folder if you wish.
- 6- Once all of your studies are in the staging folder, launch your CD or DVD burning software to burn the CD or DVD.
- 7- You must manually empty the staging folder when your burn is complete. **TO EMPTY THE FOLDER:** In the ShowCase Directories Window, select all of the studies in the staging folder and click the Delete button to remove the studies **AFTER** the CD or DVD is burned and ejected successfully.