



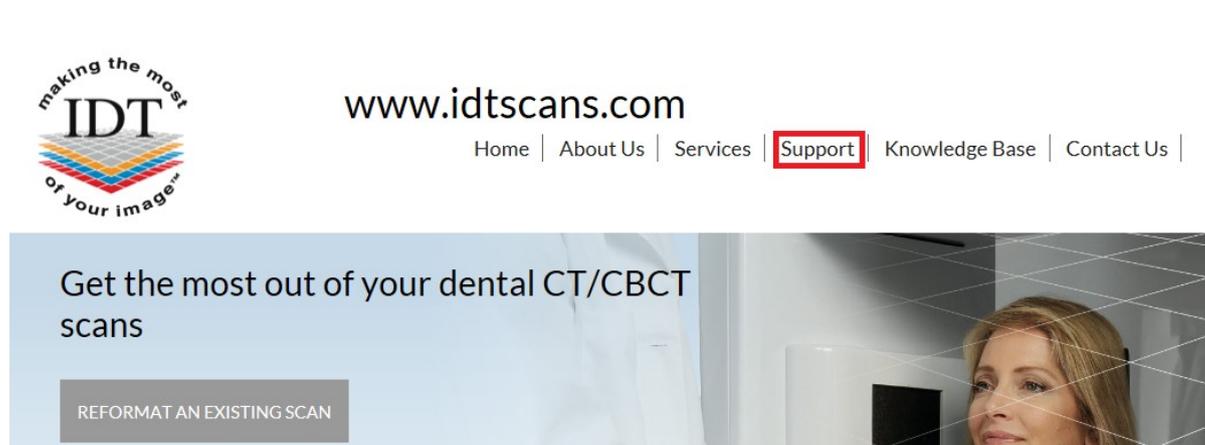
How to Use the DICOM Uploader

Please Note:

The DICOM Uploader requires Java Runtime Enforcement (JRE) Version 6 Update 10 or higher. To ensure you have the correct version of Java installed on your computer please follow the instructions in Step 3 below.

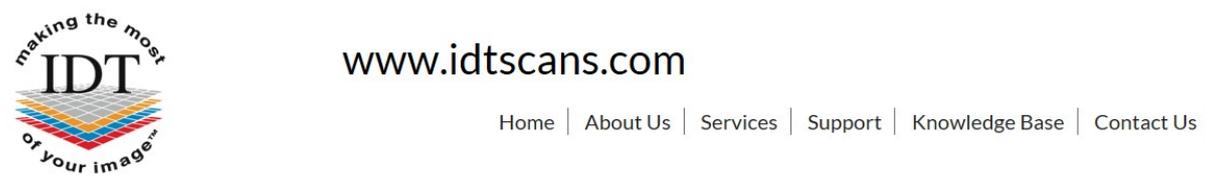
Step 1:

Go to www.idtscans.com and select the “**Support**” option at the top of the home page.



Step 2:

Select the option for **DICOM Uploader**.



Please click on the links to access the Support pages:

- [Frequently Asked Questions](#)
- [Knowledge Base](#)
- [Downloads](#)
- [For the Patient](#)
- [For the Dentist](#)
- [For the Imaging Centre](#)
- [DICOM Uploader](#)
- [SFTP Secure File Transfer Protocol](#)
- [Remote Help](#)

Then the following web page will load:

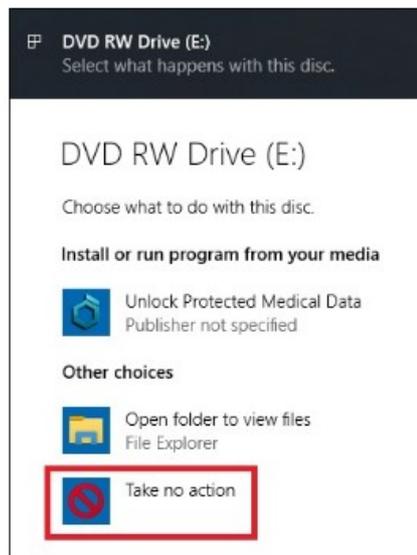


DICOM Uploader

The DICOM Uploader sends DICOM files from your CD, USB Stick or Hard Disk Drive to IDT's secure PACS Server. It requires Java to be installed on your computer. Java is free software you can install from [here](#).

For further information please see our [Knowledge Base article](#) or [contact IDT Scans](#).

- DICOM Uploader requires **Java Runtime Environment (JRE) Version 6 Update 10** or higher. Please [follow these instructions](#) to verify that you have a suitable version of Java installed on your computer.
- If your CD or USB Stick autoruns and starts up a viewer, please cancel it or close the viewer before launching DICOM Uploader.



- Once DICOM Uploader starts sending images, you can **minimise** its window and return to what you were doing. *Do not close the window until all the images have been sent.*
- To check whether the upload was successful, please view the **Upload Images** area at the bottom of the Uploader screen.
- We recommend copying the file "DICOM Uploader.jnlp" to your Desktop so you can run DICOM Uploader more easily next time.
- To launch the Uploader, please click this button now:



Step 3:

If this is the first time you have used DICOM Uploader, click **"follow these instructions"** to test if a suitable version of Java is installed on your computer.

The following web page will open. Please follow the instructions and, if necessary, click “Installing Java” (from the left menu) to download and install the latest version.

The screenshot shows the Java website's help resources. The left sidebar lists various help topics, with "Installing Java" highlighted in a red box. The main content area features an article titled "How can I find which version of Java is installed without running an applet in Windows or Mac?". Below the title, it states "This article applies to:" followed by a list of platforms (Mac OS X, Windows 10, Windows 7, Windows 8, Windows Vista, Windows XP, macOS) and Java versions (7.0, 8.0). The article then lists four methods to find the Java version: under the Windows Start Menu, in the Java Control Panel, under Programs of the Windows Control Panel, and in the terminal window command line. A note advises using these options if having trouble running applets. Below the article is a section titled "Java Version under Windows Start Menu - Java 7 Update 40 (7u40) and later versions" with a numbered list of four steps: 1. Launch the Windows Start menu, 2. Click on Programs, 3. Find the Java program listing, and 4. Click About Java to see the Java version.

Please Note: There may be some advertisements or “Optional Offers” on the download screens. We do not recommend downloading or installing any software other than Java.

The screenshot shows the "Java Setup" window. At the top, there is a header with the Java logo and "ORACLE". Below this, there is a section titled "Optional offer: Amazon Assistant" with a list of benefits: "Official Amazon software", "See instant price comparisons as you shop", "Search Amazon and the web at the same time", and "Get curated deals and unique offers". To the right of this text is a small Amazon Assistant interface preview. Below the benefits, there are three checkboxes: "Install Amazon Assistant" (which is circled in red), "Make Amazon Web Search my homepage", and "Make Amazon Web Search my default search". Below these checkboxes, there is a red instruction: "De-select these boxes". At the bottom of the window, there are "Cancel" and "Next >" buttons.

When Java is successfully installed, please return to IDT’s **DICOM Uploader** page and click

Launch Uploader Now

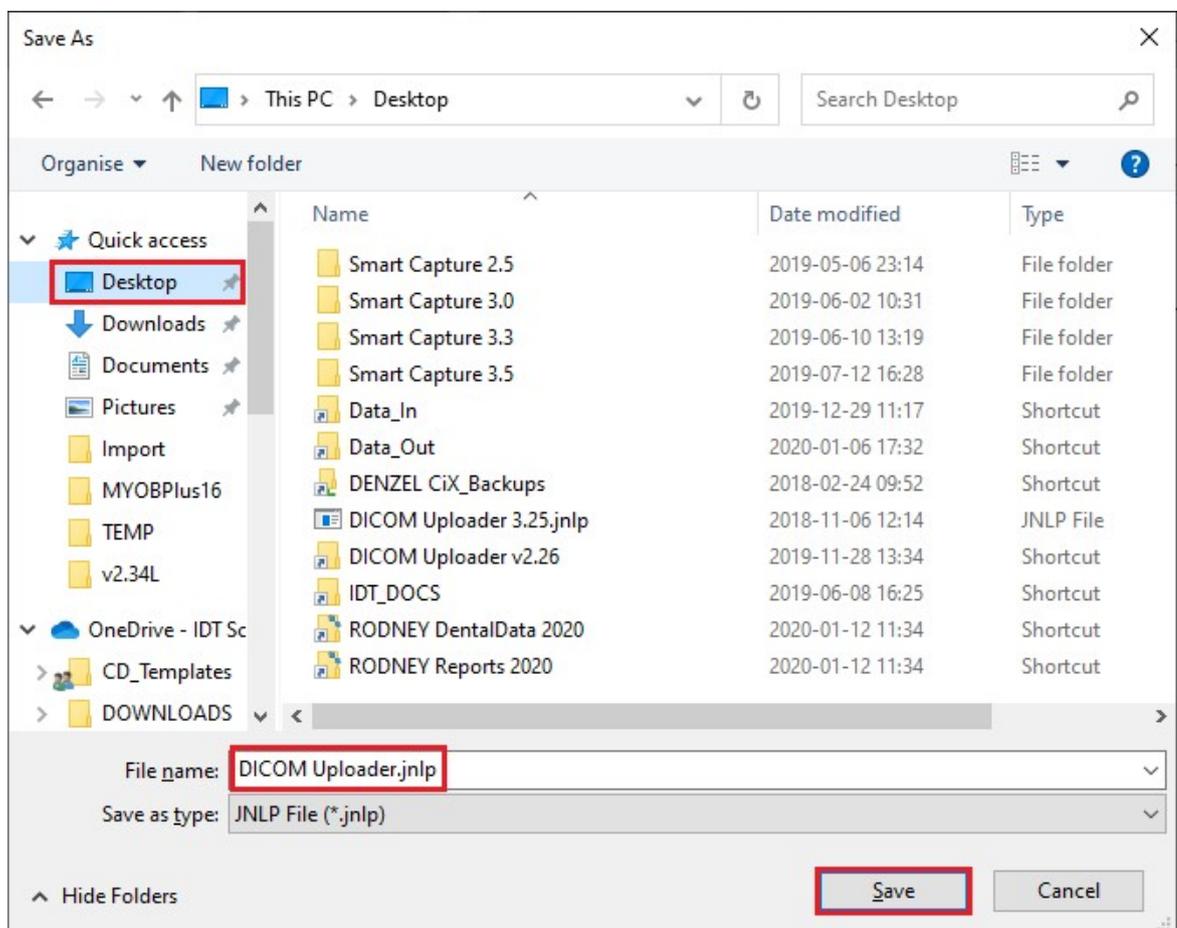
The next web page's appearance and behaviour may vary depending on which web browser you are using – Microsoft Edge, Firefox, Chrome or Safari (Macintosh). Please follow the appropriate section, below.

Step 4A – Microsoft Edge:

You may see this message:



Click on the Up-Arrow to the right of "Save" and select "Save As". Then save a copy of "DICOM Uploader.jnlp" to your Desktop. This will make it easier to launch next time.



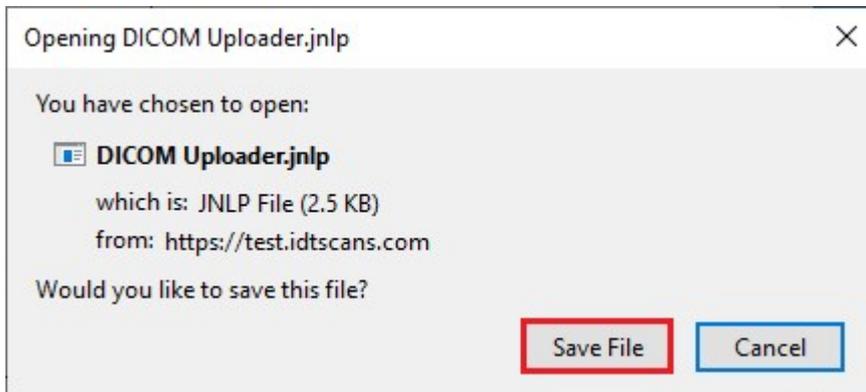
Please click "Open" when you see this message:



Then proceed to Step 5.

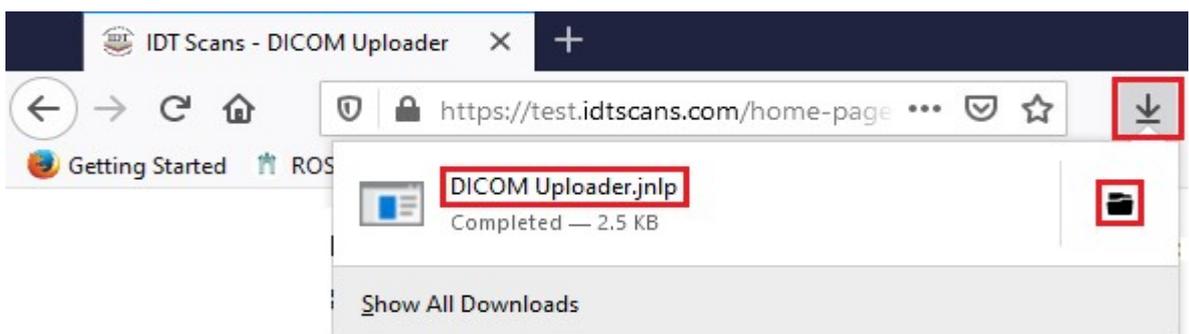
Step 4B – Firefox:

You may see this message:

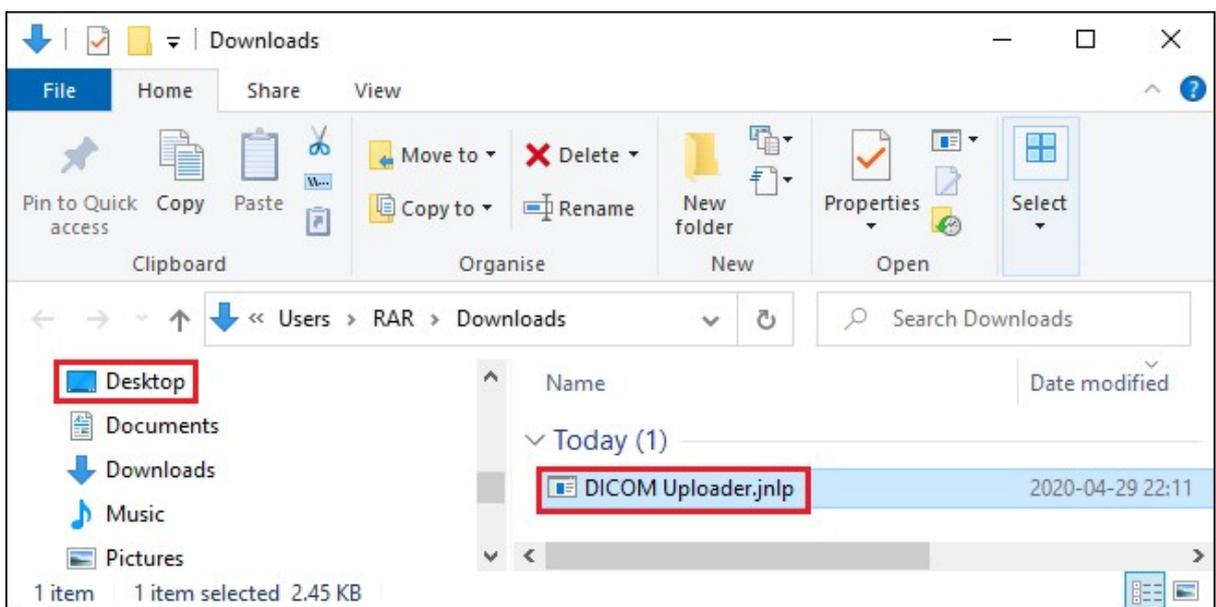


Click **Save File** to continue.

Firefox will save the file **DICOM Uploader.jnlp** to your **Downloads** folder. Click the Down-Arrow at the top right of your screen, then click the “folder” icon to the right of **DICOM Uploader.jnlp** to display the Downloads folder:

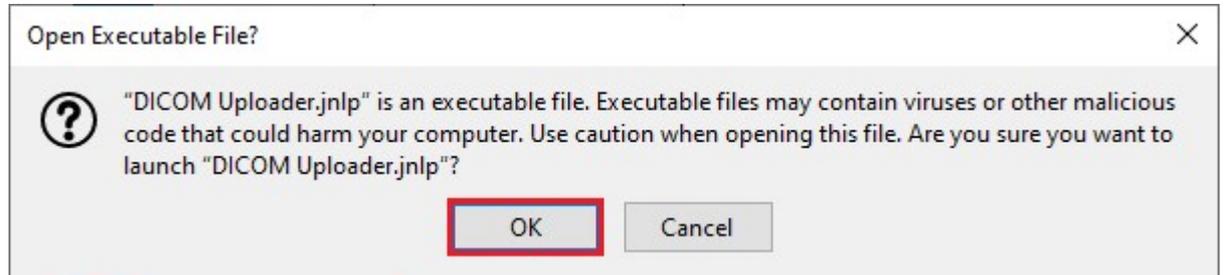


You will see the following screen:



Right-click on **"DICOM Uploader.jnlp"** and select **Copy**, then right-click on **"Desktop"** and select **Paste**, to save a copy of **"DICOM Uploader.jnlp"** to your Desktop. This will make it easier to launch next time.

Double-click **"DICOM Uploader.jnlp"** to proceed. You may see this message:



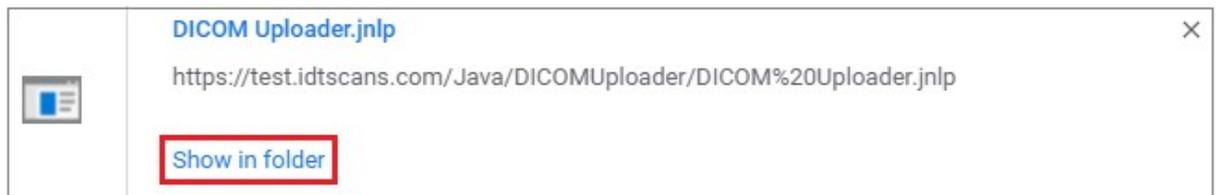
Click **OK** then proceed to **Step 5**.

Step 4C – Chrome

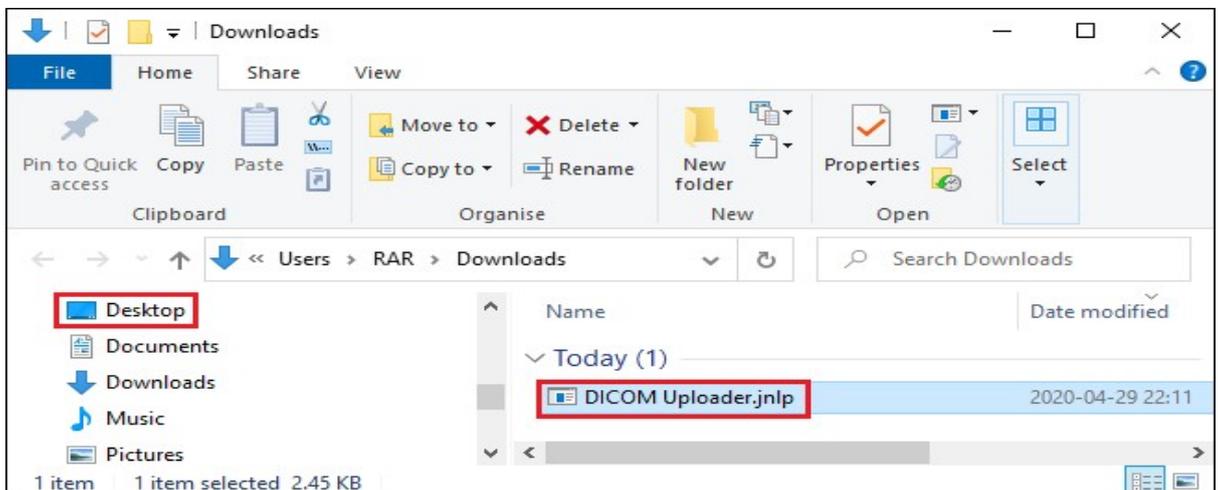
You may see this message, at the bottom left of your screen:



Click **"Keep"**, then click **"Show all"**, then click **"Show in folder"**:



You will see the following screen:



Right-click on **“DICOM Uploader.jnlp”** and select **Copy**, then right-click on **“Desktop”** and select **Paste**, to save a copy of **“DICOM Uploader.jnlp”** to your Desktop. This will make it easier to launch next time.

Double-click **“DICOM Uploader.jnlp”** then proceed to **Step 5**.

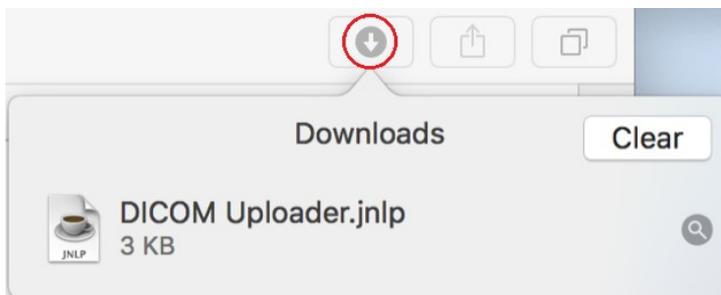
Step 4D – Safari (Macintosh):

You may see this message:



Click **“Allow”** to continue.

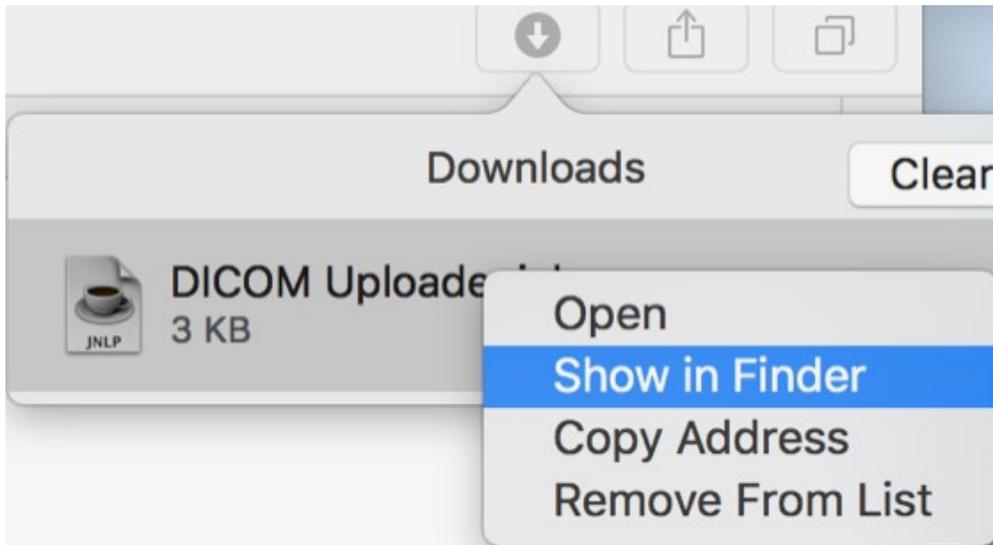
Firefox will save the file **DICOM Uploader.jnlp** in your **Downloads** folder. Click the **Down-Arrow** (in the top right corner of the screen) to view your **Downloads** folder:



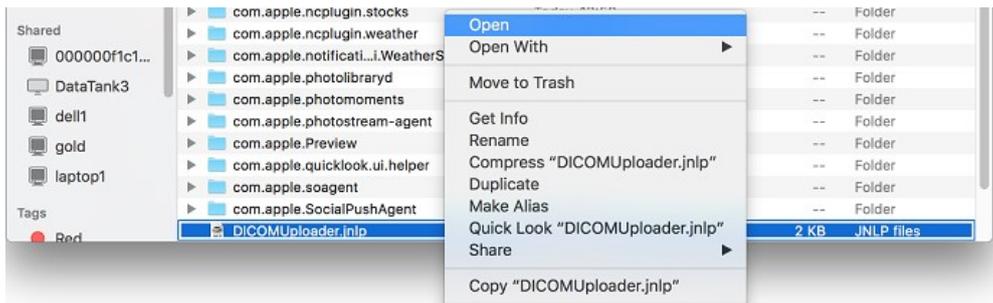
Drag the file **“DICOM Uploader.jnlp”** to your Desktop to make it easier to launch next time.



Right Click (with the right mouse button) on **“DICOM Uploader.jnlp”** in the **Downloads** folder and select **Show in Finder**:



Right Click (with the right mouse button) on **“DICOM Uploader.jnlp”** in the **Finder** folder and select **“Open”**.



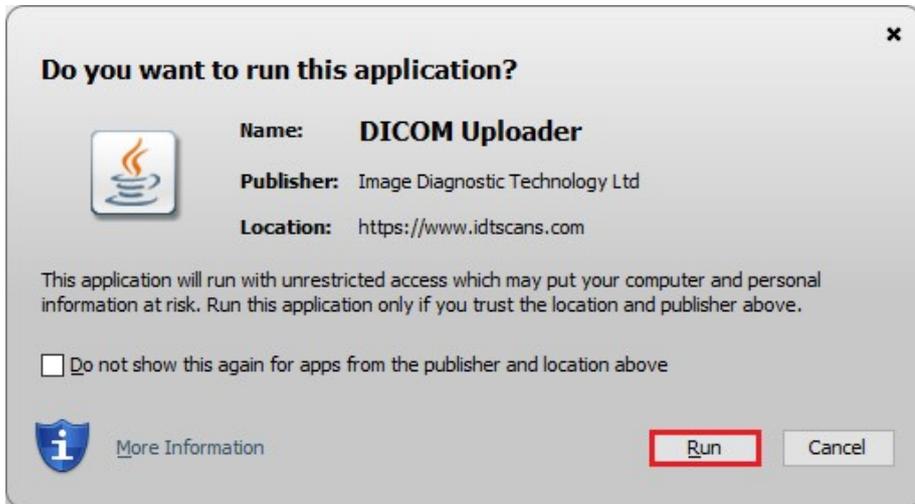
Please click **“Open”** if you see this screen:



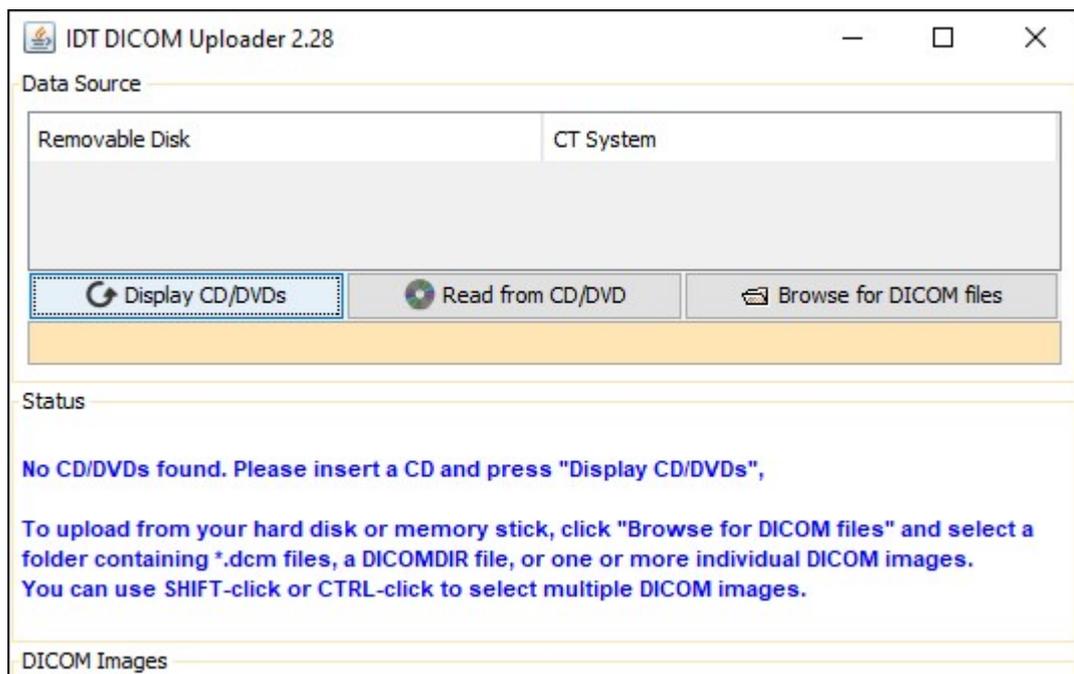
Then proceed to **Step 5**.

Step 5 – All Browsers:

Click “Run” when you see this screen:



You will see the following screen:

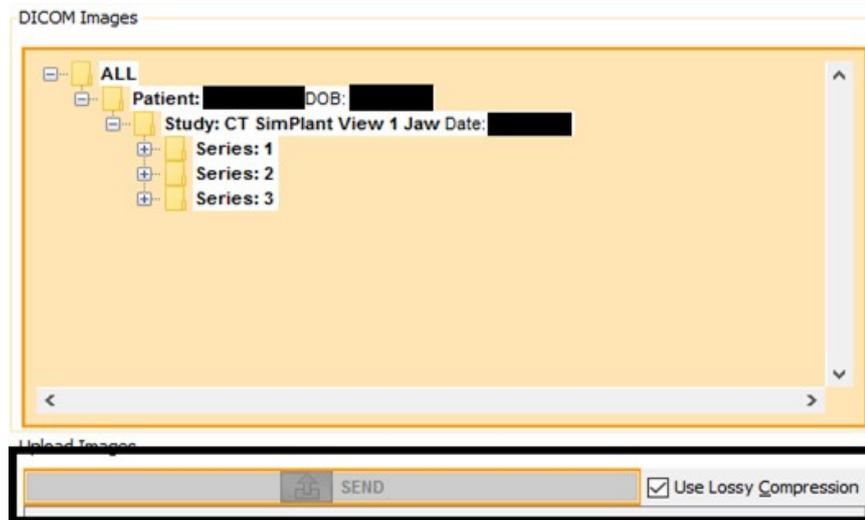


Click “**Display CD/DVDs**” if your CD/DVD is not automatically displayed.

Click “**Read from CD/DVD**” to upload DICOM files from the CD/DVD that is selected.

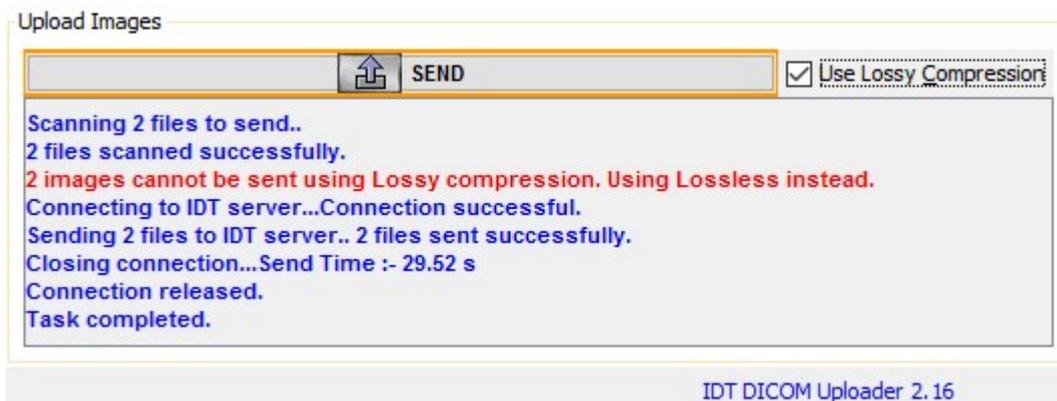
Click “**Browse for DICOM files**” to upload DICOM files from your hard disk drive or USB memory stick.

Once the Uploader has finished searching, a list will appear under “DICOM Images”. From this list you can select an Image, Series, Study or you can choose to send **ALL** images.



Once you have selected the images you want, click **SEND**. You can leave “**Use Lossy Compression**” ticked. The Uploader will try compress the files. If it cannot use Lossy Compression it will use Lossless Compression and untick the box.

You will see some messages similar to the following:



If the Uploader fails to connect to IDT Server, try clicking **SEND** again.

PLEASE DO NOT CLOSE THE WINDOW UNTIL UPLOADING IS COMPLETE.

Created by Anthony Reynolds

Last Revised 2020-03-30 DF/RAR