VisiQuick Reference manual - EN

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Introduction

This Reference Manual describes functions and settings of **VisiQuick 3.0.1.826**.

NOTE	For installation instructions please read the *Installation Manual*.

VisiQuick is a dental imaging software application for dentists, or other dental, orthodontic or medical specialists. With **VisiQuick** you can capture, save, display, analyze and transfer digital or digitized images from X-ray devices, intra oral or extra oral dental cameras, digital cameras and scanned documents. Your entire image database will be available and managed by **VisiQuick**.

NOTE	Read this manual carefully before using the software. Read also before you use VisiQuick.

VisiQuick supports many different devices. Refer to the *Installation Manual* for a list of supported devices.

CE	This product is a medical device, regulated by Medical Device Directive 93/42/EEC.
▲	Manufacturer / development: *Citodent Imaging B.V. Amstel 312 1017 AP Amsterdam Netherlands*
📖	Read instructions (this *Reference Manual*) before use

Before you use VisiQuick

Read this manual to become familiar with **VisiQuick** before using it. Special attention is asked for the notes and warning information specified in this manual.

Make sure you always use the latest version of **VisiQuick**. It may be the case that screenshots in this manual differs slightly from what you see on your computer, due to enhancements to **VisiQuick** or using a different operating system. These differences have no influence over the functionality of the software.

If you have questions or remarks about this manual please contact us.

Intended use

The intended use of **VisiQuick** is for receiving, storing, displaying and manipulating digital dental images. Intended use in the dental industry would include the following:

- Receiving and handling of digital radio graphs and color images.
- Viewing and manipulating for diagnostic assessment, including anatomical measurements based on the radiographs.
- Viewing for patient education and consultation including cosmetic imaging.
- Electronic transmission of images for consultation.

The intended users of **VisiQuick** are trained dental professionals, such as dentists, implantologists, orthodontists, periodontologists, as well as dental lab personnel. For installation and maintenance, ICT professionals are intended users.

Note and warning information

Throughout the manual these symbols are used.

NOTE	Important message to ensure efficient use of the software.

WARNING ⚠	Important message about safety issues.

TIP	Useful tip about using the software.

Safety information

To ensure safe and normal use of **VisiQuick**, this list of known situations should be read.

WARNING ⚠	**Patient mix-up**
	To prevent saving images to a wrong patient, activating **VisiQuick** should always be done from your Practice Management System.
	Before acquiring a new image, always ensure that the displayed patient name is correct. The patient is normally displayed in the windows caption of the acquisition window.
	Do not activate **VisiQuick** using the taskbar, because then you cannot guarantee that the correct patient is selected.

WARNING ⚠	**Measurements**
	Measurements results are dependent on image calibration. Always verify the calibration of the acquisition system before use.

WARNING ⚠	**Unintentionally deleting data**
	Should an image unintentionally be deleted, it can be reloaded if it is not older than one month using the Load backup images function. Older images can only be reloaded if a full data backup is available.

WARNING ⚠	**Unnecessary exposure of X-rays**
	Should the database server be unreachable during image acquisition, the acquired image can be reloaded using the Load backup images function, after the database connectivity has been restored.

WARNING ⚠	**Low-quality monitor**
	To ensure optimal X-ray diagnosis, high-quality monitors should be used as specified in the system requirements.

WARNING ⚠	**Incorrect system time**
	VisiQuick uses the system time on your computer for setting the date and time of a new image. An incorrect computer time will cause the new images to be ordered incorrectly. Ask your system administrator to validate your computer time.

WARNING	**Data backup**
⚠	To prevent data loss in case of server failure or data corruption always ensure that a backup system is implemented. Enabling Windows feature "Previous Versions" also enables data recovery for some scenarios. Ask your system administrator to validate that the **VisiQuick** database is backed up regularely.

System requirements

Recommended system requirements

Client

OS	Windows 7, Windows 8, Windows 10
RAM	8 GB memory
CPU	4 cores 3 GHz
Local Harddisk	100 GB

Monitor

Resolution	FHD (1920 x 1080) or higher
Type	IPS
Colors	24 or 32 bit
Cabling	DVI or DP

Server

OS	Any OS supporting shared folders according to the SMB protocol
Harddisk	Depending on size of image database, typically 500 GB

Network	Gigabit

Minimum system requirements

Client

OS	Windows 7, Windows 8, Windows 10
RAM	4 GB memory
CPU	2 cores 2 GHz
Local Harddisk	100 GB

Monitor

Resolution	1280 x 1024 or higher
Type	IPS
Colors	24 bit
Cabling	DVI or DP

Server

OS	Any OS supporting shared folders according to the SMB protocol
Harddisk	Depending on size of image database, typically 500 GB

Network   Gigabit

Getting Started

VisiQuick offers a lot of possibilities. Start learning the basic functionality by reading:

- Start and stop VisiQuick
- Working with Patients
- Acquiring Images
- Working with Images

Start and stop VisiQuick

In a standard situation, **VisiQuick** is linked to your Practice management program. This way the correct patient will always be opened in **VisiQuick**. If the selected patient doesn't exist in **VisiQuick** the patient card will automatically be created.

Start from your practice management program

Open the correct patient in your management program and launch **VisiQuick** by clicking on the correct button (see your practice management program manual). The patient card will be opened and updated. If the patient card doesn't exist in **VisiQuick** it will automatically be created.

Start VisiQuick manually

It is possible to start **VisiQuick** manually by double-clicking the shortcut icon on the desktop. Or start **VisiQuick** from the Windows start menu.
Only start **VisiQuick** manually when the link from the practice management system is (temporarily) not available.

WARNING	**Patient mix-up**
	To prevent saving images to a wrong patient, activating **VisiQuick** should always be done from your Practice Management System.
	Before acquiring a new image, always ensure that the displayed patient name is correct. The patient is normally displayed in the windows caption of the acquisition window.

VisiQuick can be installed in "secure mode", that way patient information can only be seen when **VisiQuick** is launched from your practice management program.

Stop VisiQuick

If you want to go back to your practice management program it is better not to exit **VisiQuick**, but to just go back. This way, opening a next patient card is much faster because **VisiQuick** is already running.
When you go back, the current patient card will be closed, although configuration allows for not closing the patient card when going back.

Go back to your practice management program

Press "X" or click the green arrow button on the toolbar.

Exit VisiQuick

Press "F9" or click ✕ in the caption bar of **VisiQuick**.

Overview of VisiQuick

All **VisiQuick** functions can be selected from the main menu bar. In addition, some of the most used functions can be started by clicking on the corresponding button on the main toolbar. Many functions can

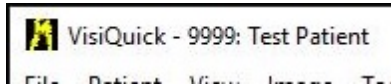also be started by pressing the corresponding key-combination.

| NOTE | Menu items or toolbar buttons can be disabled when no patient or image is selected. |

The main window of **VisiQuick** is divided into several sections.

Caption

At the top of the **VisiQuick** screen is the caption.

By default **VisiQuick** will show the patient ID and patient name of the currently selected patient in its caption (for configuration of what is shown in the caption, see Application settings, General, Text in main window).

Main menu

Below the application caption is the **VisiQuick** main menu. All functions can be reached through this menu.
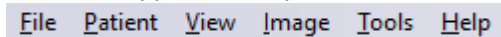
The most used functions also have a corresponding button on the main toolbar.

File menu

The following functions are available under the File menu:

Clinics
This will open the *Dentist properties* dialog, with possibilities to select, add, edit or delete clinics.

Load from file
Import a **VisiQuick** transport file.

Receive from Internet
Scan e-mails sent by other users using the **VisiQuick** e-mail function and automatically load/import the attachments with patient and image information.

Database
This will open a sub-menu where you can select one of the following functions:
- **Reindex**
- **Statistics**
  Show database statistics for the selected clinic.
- **Users**
  Display a list of users/workstations currently connected to the database.
- **Verify structure**
- **Check and fix vqinfo**
- **Update all image status fields**
- **Resort all patient names**
- **Import from XDB database**

Print
For all printing options see printing images, the **Print** menu item will open the following sub-menu:
- **Open print-window...**
  Open the *print-window* images can be dragged to this window to print them.
- **Print image...**
  Print the selected image on the configured normal printer.
- **Print on photo printer...**

Print the selected image on the configured photo printer.

- **Print marked photos...**
  Print all marked images. Learn more: mark an image.
- **Print entire status...**
  Print the entire X-ray or color status. Only available when in _X-ray_ or _color_ _status_ view.
- **Print front teeth status...**
  Print front teeth. Only available when in _X-ray status_ view.
- **Print molar status...**
  Print molar teeth. Only available when in _X-ray status_ view.
- **Print bitewing status...**
  Print four or eight bitewings depending whether **File** $\Rightarrow$ **Print** $\Rightarrow$ **Separated Bitewing status** is checked or not.
- **Separated Bitewing status**
  Determines how the bitewing status is printed.
- **Vertical Bitewings**
  Determines how the bitewing status is printed, only to be used if there are vertically stored bitewings.

Printer setup
This will open the following sub-menu:

- **Normal printer...**
  Select the default printer for normal printouts. A normal printout is typically a large format page with headers and footers.
- **Image printer...**
  Select the default image (photo) printer. The printout typically does not include a header and footer.
- **Print test-page on image printer...**
  Print a page with a ladder of gray scales.

Exit ("F9")
This will switch back to your practice management program or when **VisiQuick** is not launched from your practice management program exit **VisiQuick**, see stop_VisiQuick.

Patient menu

The following functions are available under the Patient menu:

Select patient ("Shift+F4")
Select a patient manually, learn more: select a Patient.

Opened recently
Display recently opened patients which can be reopened, learn more: reopen a recently selected patient.

Close patient ("Ctrl+F4")
Close the currently opened (selected) patient.

New
Manually add a new patient, learn more: add a new Patient.

Delete
Delete the selected patient information and all associated data (also images), learn more: delete Patient information.

Status
Assign a status to the selected patient.

Export
Export images from the selected patient, learn more: send, export or email images.

Dial ("D")

This function will use the Windows Phone dialer to dial the patient's phone number. This function requires an analog modem to be connected to the phone line.

Bitewing status ("Alt+Space")
Open the *Bitewing status* with the most recent bitewings of the selected patient.

Find images ("Ctrl+F")
Search for specific images, learn more: find images.

Synchronize ("F6")
Let another **VisiQuick** automatically open the currently selected patient.

Refresh ("F5")
Close and reopen the selected patient, refreshing all images.

Properties ("F4")
View and modify most patient fields, learn more: edit Patient information.

View menu

The following functions are available under the View menu:

Status view
This will open a sub-menu where you can select one of the following views:
- **Compare view** ("Alt+1").
- **X-ray status** ("Alt+2").
- **Color status** ("Alt+3").
- **Implant status** ("Alt+4").
- **Ortho status** ("Alt+5").
- **Documents** ("Alt+6").
- **Files** ("Alt+7").
- **CT recordings** ("Alt+8").

Simplified status view
Toggle for the *X-ray* and *color status* view between simplified view, images are displayed without image information, and default view.

Split screen
Select the layout of the view frames for the *compare view*, learn more: changing the view frames layout.

View image area profiles
Enable the option in the *Compare view* to work with image area profiles. Learn more: working with image area profiles.

Full view area ("Z")
Display the selected image in a single frame view.

Full screen ("F")
Display the selected image full screen. Doucle-clicking the image will do the same. When in full screen mode a single click or pressing "Space" will switch back to the previous size.

To other monitor ("Ctrl+G")
When working with multiple monitors this command will switch **VisiQuick** to the next monitor.

View annotations
Show annotations (text and lines) on images even when the *Annotations* window is closed. Annotations are only visible in the *Compare*, *implant* or *ortho* status view.

View markers
Show markers (indicators) on images even when the *Annotations* window is closed. Markers are only visible in the *Compare*, *implant* or *ortho* status view.

Blink markers
Toggle whether a marker will blink or not. *View markers* must be checked for this to work.

Text on toolbar
Toggle the display of additional text labels under the buttons on the main toolbar.

Image menu

The following functions are available under the Image menu (only when a patient is selected):

Image acquisition item(s) ("F12", "Shift+F12", "Ctrl+F12", "Shift+Ctrl+F12")
Open the image input (acquisition) window. Up to four different devices can be configured to use. See acquire an X-ray image.

Video ("F11")
Open the video window. Additional reading: acquire a video image.

Scanner ("Ctrl+S")
Open the default scanner to scan an image or document. Additional reading: scan an image or document.

Import ("Ctrl+M")
Open the import images window. Additional reading: import an image.

Export original ("Ctrl+E")
Export the original version of the selected image.

Export manipulated
Export the manipulated version of the selected image.

Delete ("Del")
Delete the selected image. (This option can be disabled).

Copy ("Ctrl+C")
Copy selected image to the Windows clipboard. Can be used to paste it to other applications.

Duplicate ("Ctrl+D")
Duplicate selected image.

Tooth whitener
Open the tooth whitener window.

Reset all ("Ctrl+Space")
Discard all changes to an image and restore the original. Additional reading: restore the original image.

Rotate/Mirror
This will open the following sub-menu:
- **Rotate 90°** ("Ctrl+O")
  Rotate the image 90° counterclockwise.
- **Rotate 180°**
  Rotate the image 180°.
- **Rotate 270°**
  Rotate the image 90° clockwise.
- **Flip horizontally** ("Ctrl+K")
  Flip the image in horizontal direction (right side go to left side and vice versa).
- **Flip vertically**

Flip the image in vertical direction (top go to bottom and vice versa).

Effects
This will open the following sub-menu:
- **Negative** ("Ctrl+N")
  Display the selected image either positive or negative.
- **Pseudo color** ("Ctrl+Alt+P")
  Toggle selected image between normal and "Pseudo color" mode.
- **Sharpen** ("Ctrl+R")
  Toggle sharpen filter on/off.
- **Smoothen** ("Ctrl+T")
  Toggle smoothen filter on/off.
- **Median filter**
  Toggle median filter on/off.
- **Soft-tissue filter**
  Open the soft-tissue filter window to set filter.

Interactive brightness and contrast ("C")
Adjust brightness and contrast with mouse.

Contrast
Adjust contrast, brightness and gamma via dialog.

Histogram ("H")
Show Histogram of selected image.

Subtract
Subtract two images.

Properties ("Enter")
Edit Image properties. Additional reading: *Image properties*.

Tools menu

The Tools menu provides functions to configure your **VisiQuick** environment. Most of these configurations will be managed by your system administrator or **VisiQuick** dealer. Contact them if you have any questions.

Application settings
Configure application settings, learn more: application settings.

Database settings
Configure database settings, learn more: database settings.

External applications settings
Configure external application settings, learn more: external application settings.

Communication settings
Configure communication settings, learn more: communication settings.

Device settings
Configure device settings, learn more: device settings.

X-ray settings
Configure X-ray device settings, learn more: X-ray settings.

Users with private settings

Waiting room ("W")
View waiting room camera(s).

Send notes to admin ("Alt+N")

Move images to a patient
Move image(s) from selected patient to another patient. Learn more: move image(s) to another patient.

Move images from a patient
Move image(s) from another patient to selected patient. Learn more: move image(s) to another patient.

Open annotations (M)
Add text and lines to an image, or plan implants.

Monitor test
Perform a grayscale monitor test.

Log-windows
Open a sub-menu where you can select which type of activities will be displayed in a log window, this is only used for debug possibilities.

- **Log Graphics**
- **Log Link**
- **Log X-Ray**
- **Log Video**
- **Log DB**
- **Log Util**
- **Log Licensing**
- **Log Replication**

Windows Explorer
Start Windows Explorer, only used for debug possibilities.

Help menu

The following functions are available under the Help menu:

Documentation on the internet
Open the online manual for **VisiQuick**.

VisiQuick on the internet
Open the **VisiQuick** website for latest news.

TeamViewer
Start TeamViewer. We use TeamViewer for remote support.

Citodent Imaging

- **Send e-mail**
  Create a new e-mail message to Citodent Imaging.

About VisiQuick
Display the *About VisiQuick* window, showing your current **VisiQuick** version and license status information.

Main toolbar

Below the main menu is the **VisiQuick** main toolbar. Some of the most used functions can be started by clicking on the corresponding button on the main toolbar

The main toolbar is divided in several sections.

| NOTE	Depending on configuration this toolbar can look different from the one shown here. Also, buttons can be disabled depending on the situation.

It is possible to show descriptive text under the buttons on the toolbar. Use **View ⇒ Text on toolbar** from the main menu to toggle this feature.
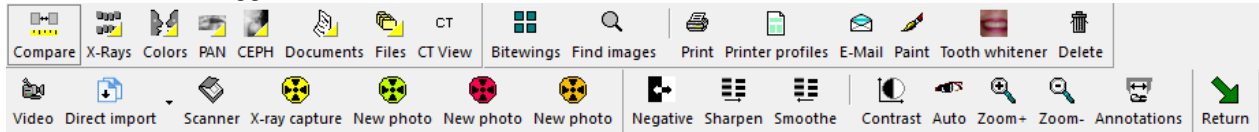
Status view buttons

The buttons on the first section of the toolbar are for opening specific status views. When a yellow triangle 🔺 is visible on a button it means that images are available under that view. (This does not apply for the *Compare status view* and *Bitewing status view*).

Read the *views* section for a full description of each view.

Open the *Compare status view*, used for comparing images and adding text and lines.

Open the *X-ray status view*, used to organize x-rays and to view history.

Open the *Color status view*, used to organize color images.

Open the *Implant status view*, used to examine panoramic images and adding text and lines.

Open the *Ortho status view*, used to examine cephalographic images and adding text and lines.

Open the *Documents* screen, used to scan and examine documents.

Open the *File-database* screen, to examine other file types.

Open the *CT recordings* screen, to create new or examine CT recordings.

Search buttons

Open the *Bitewing status* view. This will open the *Compare status view* with a 2 x 2 grid, displaying the most recent set of bitewings on top, the next most recent, underneath of the selected patient.

Open the *Find images* window, where you can search for specific images.

Print buttons

In **VisiQuick** a set of predefined print options are available. It is also possible to create custom printer profiles (templates).

This print button ("Ctrl+P") opens a sub-menu with the following items:

Open print-window...	Open the *print-window* images can be dragged to this window to print them.
Print image...	Print the selected image.
Print on photo printer...	Print the selected image on the configured photo printer.
Print marked photos...	Print all marked images, learn more: mark an image.
Print entire status...	Print the entire X-ray or color status. Only available when in *X-ray* or *color status* view.
Print front teeth status...	Print front teeth. Only available when in *X-ray status* view.
Print molar status...	Print molar teeth. Only available when in *X-ray status* view.
Print bitewing status...	Print four or eight bitewings depending whether **File ⇒ Print ⇒ Separated Bitewing status** is checked or not.

Separated Bitewing status	Determines how the bitewing status is printed.
Vertical Bitewings	Determines how the bitewing status is printed, only to be used if there are vertically stored bitewings.

Open a sub-menu with all available printer profiles. Printer profiles can be created and customized to your needs. Learn more: printer profiles.

For a full description of all **VisiQuick** print options read printing images.

Acquisition, import and export buttons

Replicate the selected patient.

Open the *Send via e-mail* window to send/e-mail/export images directly from **VisiQuick**.

Delete the selected image from **VisiQuick**.

Open the *Video window* to acquire a video (color) image.

Manual or automatic import of images from a specified folder.

Open the default configured (flatbed) scan window, or when multiple scanners are configured shows a list of configured scanners.

Acquire an (X-ray) image. Up to four buttons (on one workstation) can be configured to connect to different devices.

Image processing buttons

For optimal image viewing **VisiQuick** offers several image processing functions to enhance the image. The result of these operations is stored in the **VisiQuick** database. The original stored image remains in the database. The processed image can be reset to this original image at any time.

Edit the selected image with a custom image processing application.

Simulate tooth whitening with the selected color image.

Convert the selected image to its negative. Click again to deactivate.

Toggle *sharpened/normal* mode on the selected image.

Toggle *smooth/normal* mode on the selected image.

Toggle *adjust contrast/brightness* mode on the selected image.

Toggle the *auto(matic) contrast* mode on the selected image.

Zoom in on the selected image.

Zoom out on the selected image.

Open the *Annotations* window, learn more: adding text and lines to an image.

Views

VisiQuick is using different views to present data in the most efficient way.

Compare status view

The *Compare status* view can be opened by clicking in the main toolbar or by pressing "Alt+1". The *Compare status* view is a workspace that allows you to examine, compare, modify and annotate images.

When you select a patient in the Compare view, thumbnails of all stored images will appear in a column on the left side of the screen. The thumbnails are ordered by acquisition date.
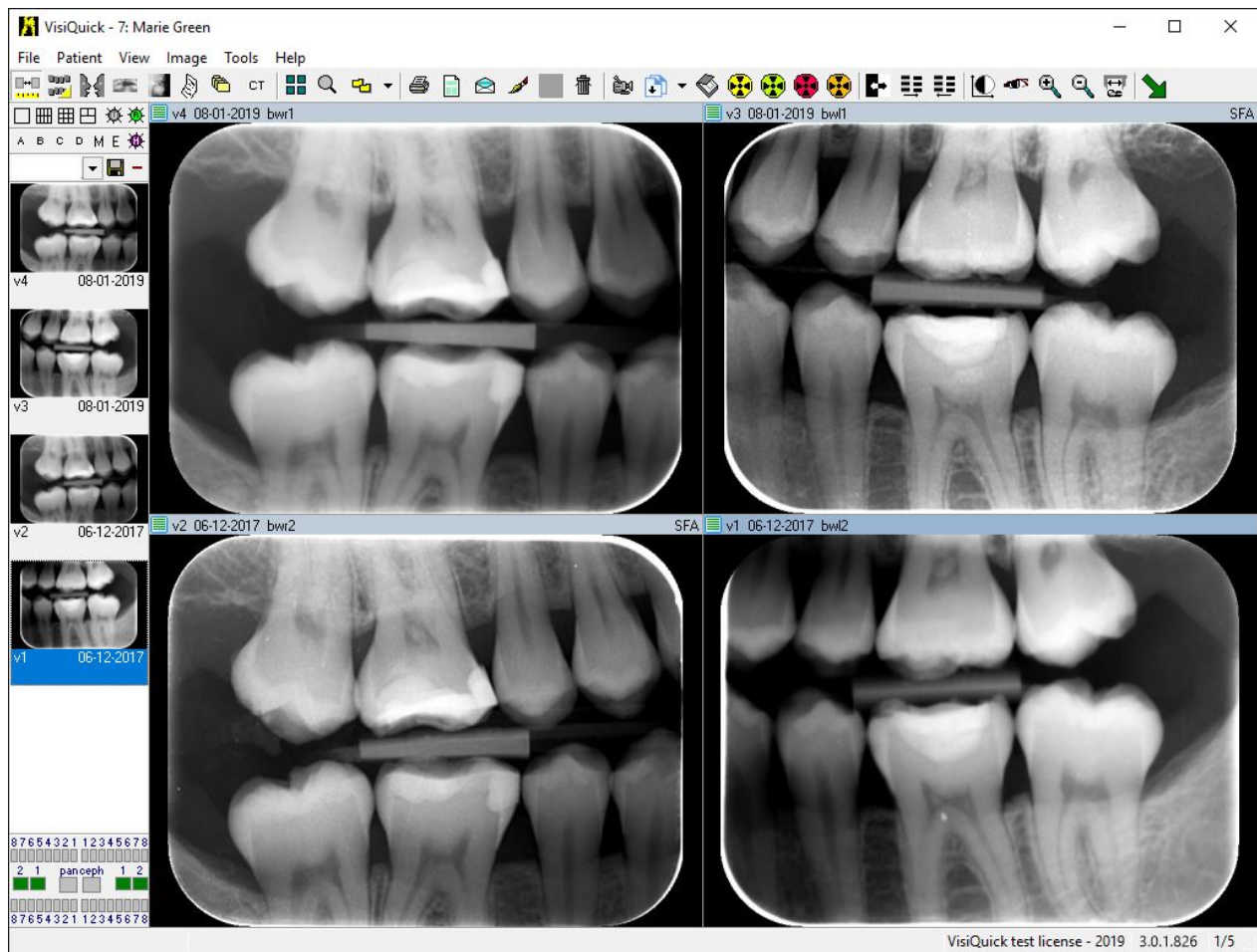
The *Compare status* view.

Above the thumbnail column several buttons are available:

- ▢⊞⊞⊟ view frames layout buttons, learn more: <u>changing the view frames layout</u>.
- Image enhancement buttons, learn more: <u>enhancing images in the compare view</u>.
- Image area profile controls, learn more: <u>working with image area profiles</u>. These controls are only visible when view image area profiles is checked under **View ⇒ View image area profiles** in the main menu.

Below the thumbnail column is a tooth selection panel, see also <u>select images on tooth position</u>.

The rest of the screen is split into view frames.

Changing the view frames layout

To change the layout of the view frames, press one of the 4 split-screen layout buttons ▢⊞⊞⊟ above the thumbnail list or select one of the layouts under **View ⇒ Split screen** from the main menu. Many different layouts are available, keyboard shortcuts for the most used layouts are:

- "Ctrl+1" - one large frame
- "Ctrl+2" - 2 x 2 grid
- "Ctrl+3" - 3 x 3 grid
- "Ctrl+4" - 4 x 4 grid
- "Ctrl+9" - 1 large over 4 small

To configure the 4 split-screen layout buttons for a different layout scheme, right-click the button and choose a new layout from the pull-down list.

Viewing images in the Compare view

To view an image, click a thumbnail in the left-hand thumbnail list. The image will appear in the first unoccupied frame or, when all frames are occupied, the selected frame.
To place an image in a specified frame, click inside the frame, then click the thumbnail, or alternately, click and drag the thumbnail to the frame.

Moving images

To move an image to a different frame, click and drag the image to the new frame. If you move an image to an occupied frame, the old image is replaced, although still available in the thumbnail list.

Closing images

To remove an image from a view frame, right-click the image and select from the pop-up menu close. From the keyboard, press "Backspace", or "Ctrl-Backspace" to close all the images.

Viewing full-screen

Double-click an image to view it full-screen. Click the full-screen image again to return to the Compare status view.

Zooming images

Zooming an image can be done using the mouse wheel.
To zoom in on an image without using a mouse wheel, select the magnifying glass tool on the toolbar.

Clicking the image with the + magnifying glass will zoom in. To zoom out, select the - magnifying glass and click the image.
Pressing the "Alt" key will toggle between zooming in and zooming out while using the + magnifying glass. While you are pressing the left mouse button to zoom in with the + magnifying glass, pressing the right mouse button will cause the image to zoom out.

To position the zoomed image in its window, click the image and drag the mouse.

Enhancing images in the compare view

There are many tools you can use to enhance patient images. These tools are available in the *Compare status* view, *implant status* view and *ortho status* view. The adjustments on the original image are displayed in the upper right corner of the view frame. The original image is stored in the database, you can always go back to this original image, by resetting the image.

The *view frame* caption.

Reset the image, restore the original image.

To discard all changes to an image and restore the original, click above the thumbnail or right-click the image and select Reset all or press "Ctrl-spacebar". See restore the original image.

Searching for caries

The histogram equalization filter optimizes contrast in X-ray images to search for caries. Select the image and click above the thumbnail list.

Quick contrast adjustment

To quickly adjust the image contrast, click above the thumbnail list.

Negative

To convert an image to its negative, click on the toolbar or press "Ctrl+N". Click again to deactivate.

Sharpen

To increase the definition between color areas in an image, click ![icon] on the toolbar or press "Ctrl+R". Click again to deactivate.
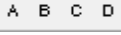
Smooth

To decrease the definition between color areas in an image, click ![icon] on the toolbar or press "Ctrl+T". Click again to deactivate.

Adjusting the contrast and brightness

To adjust the brightness and contrast with the mouse, click ![icon] on the toolbar. Click and drag on the image to adjust it. Moving the mouse up and down increases and decreases the brightness. Moving the mouse left and right increases and decreases the contrast. Click the icon again to deactivate.

To adjust contrast and brightness with the keyboard, select and image and press "Ctrl+up" and "Ctrl+down" to adjust the brightness, "Ctrl+left" and "Ctrl+right" to adjust the contrast.

Using the super filter

The super filter enhances bone and tooth borders in an image. To activate the super filter, select an image

and click one of the buttons ![A B C D] over the thumbnail list.
A – low filter intensity
B – medium filter intensity
C – high filter intensity
D – extreme filter intensity – this filter is specially tuned to enhance the big nerve in the jaw and sinus shapes in panoramic X-rays.

NOTE	The D super filter is very processor intensive and can take up several minutes to complete on large images using a slow computer.

Grouping and organizing your images.

You can save your Compare view layout for later reference by using image area profiles. For instance you can save the images taken during the "intake" of a patient. Learn more: working with image area profiles.

X-ray status view

The *X-ray status* view can be opened by clicking ![icon] in the main toolbar or by pressing "Alt+2". Images are ordered by tooth position and within each position, ordered by acquistion date.
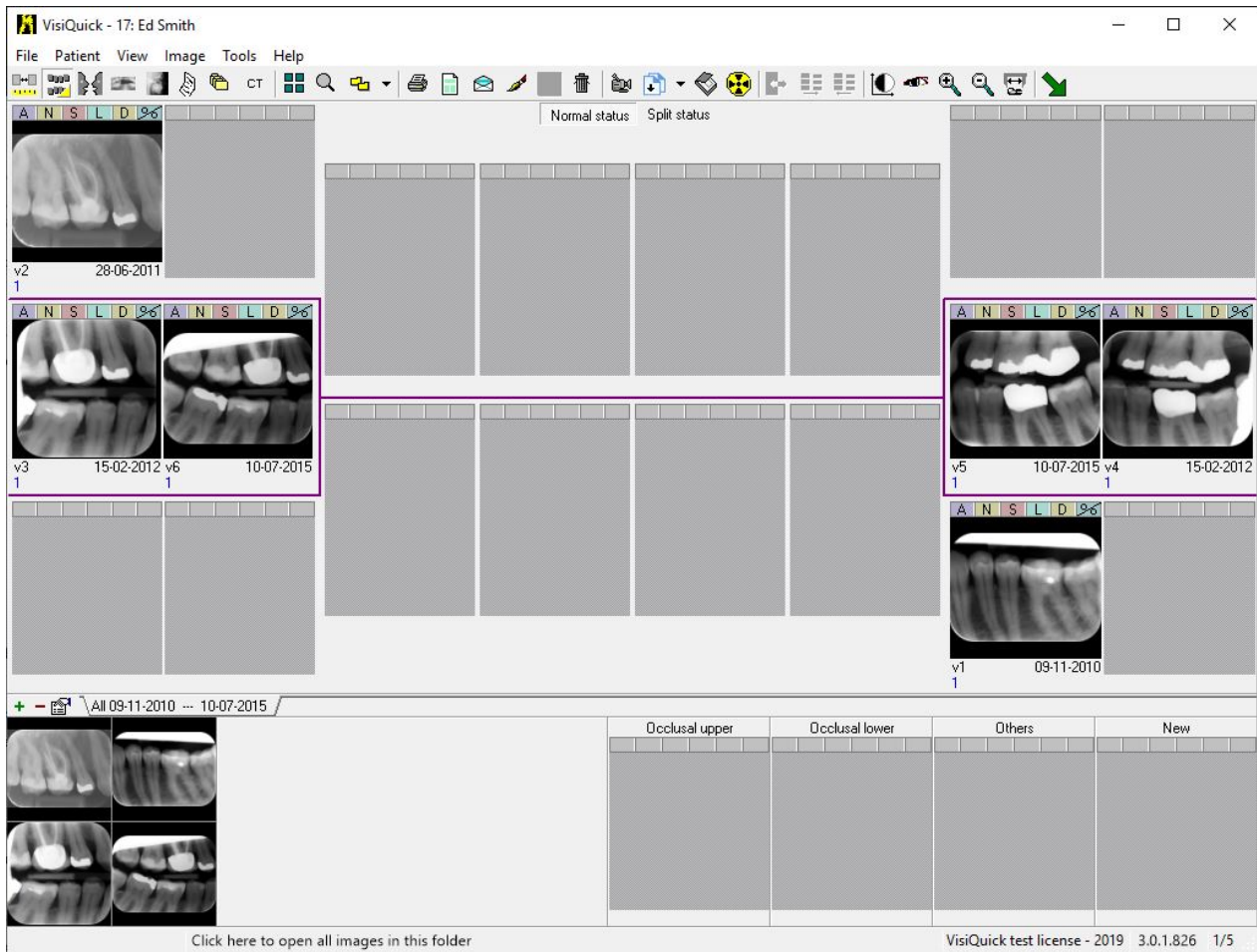
The *X-ray status* view.

During acquisition an image is assigned a tooth position. To (re-)position an image simply drag it with the mouse to the correct position. It is also possible to type in the "tooth position" in the *Image properties* window. Multiple images can be placed in one position.
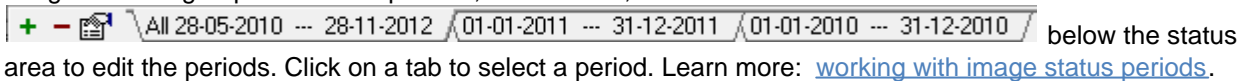

Element codes in the *X-ray status* view.

Images without a tooth position are visible at the right bottom, drag them with the mouse to their correct tooth position.

Above each position with an image a small button bar is visible with options to show certain images available in this frame. Learn more: open, close and zoom images.

Images can be grouped in status periods, use the add, delete and edit buttons below the status area to edit the periods. Click on a tab to select a period. Learn more: working with image status periods.
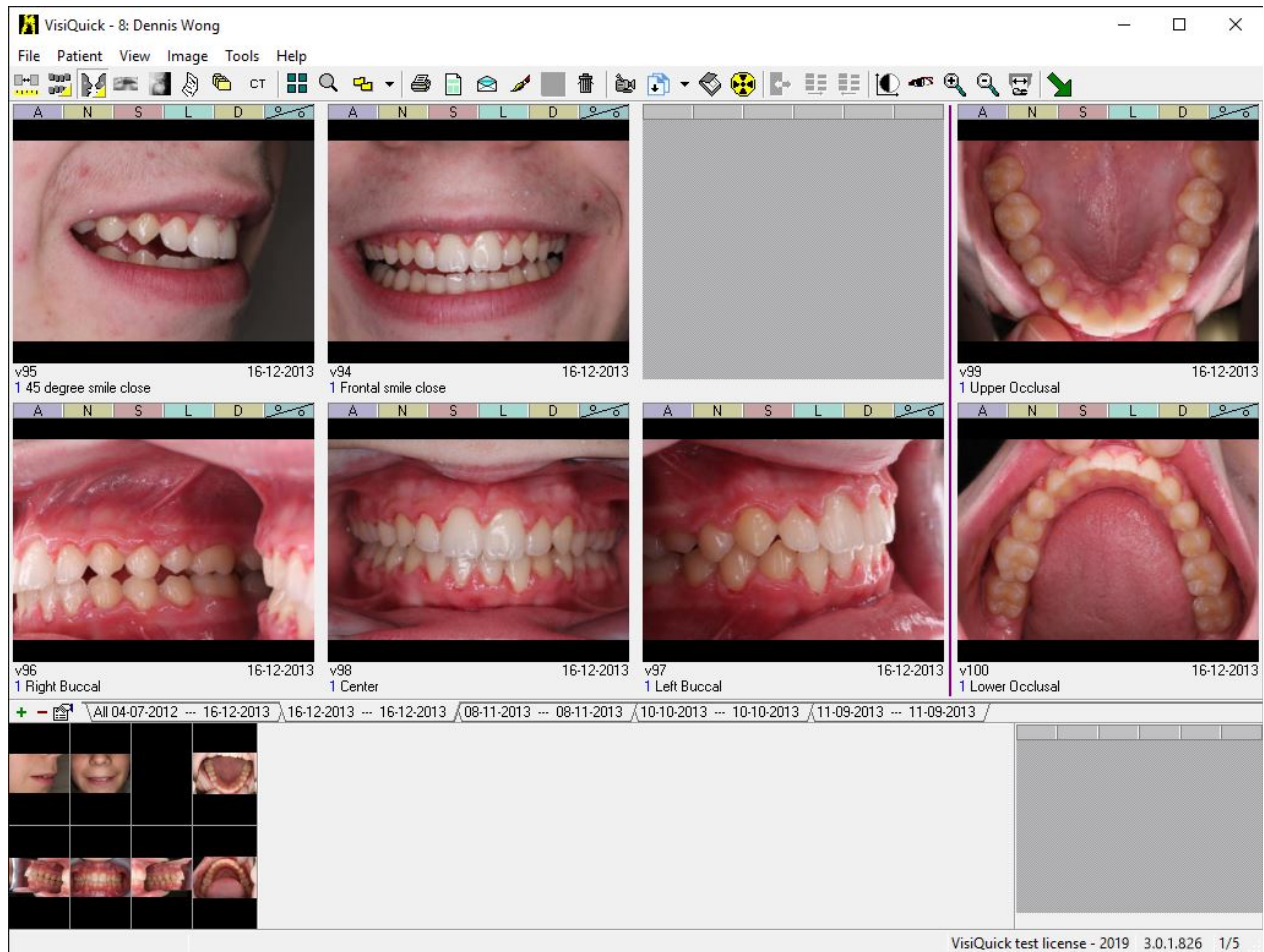
You can compare images by year visually by selecting *Split status* at the top of the status area and select the years you want to compare.

At the left bottom a small copy of the *Compare status* view is visible.

Color status view

The *color status* view can be opened by clicking [icon] in the main toolbar or by pressing "Alt+3".
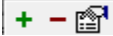

The *color status* view.

Images not assigned to a position are visible at the right bottom, drag them with the mouse to their correct position. To (re-)position an image simply drag it with the mouse to the correct position.

Above each image a small button bar [A N S L D icon] is visible with options to show certain images available in this frame. Learn more: open, close and zoom images.

Images can be grouped in status periods, use the add, delete and edit buttons [toolbar] below the status area to edit the periods. Click on a tab to select a period. Learn more: working with image status periods.

At the left bottom a small copy of the *compare status* view is visible.

Implant status view

The *implant status* view can be opened by clicking [icon] in the main toolbar or by pressing "Alt+4". The *implant status* view displays panoramic x-rays.
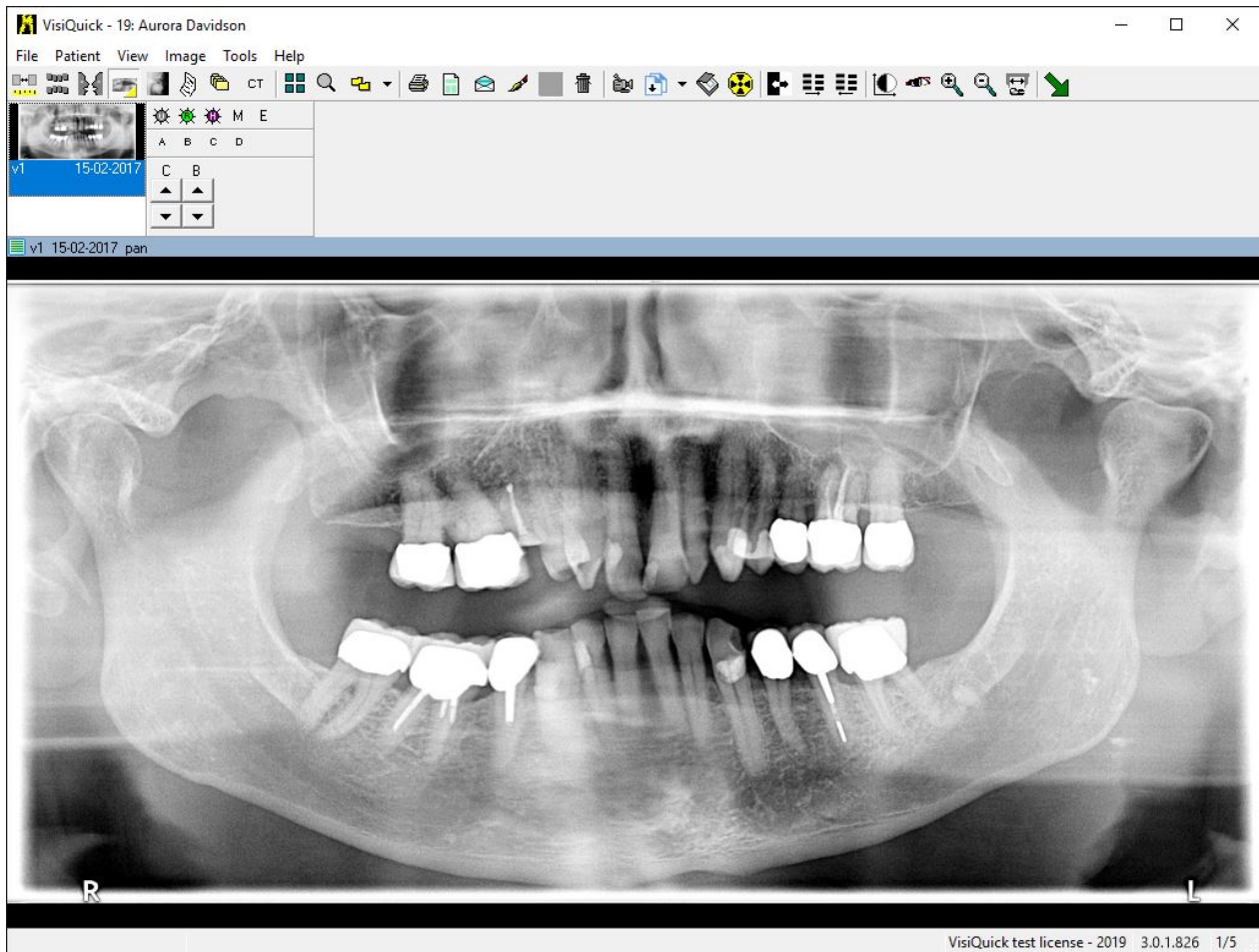
The *implant status* view.

Ortho status view

The *ortho status* view can be opened by clicking in the main toolbar or by pressing "Alt+5". The *ortho status* view displays cephalographic images.
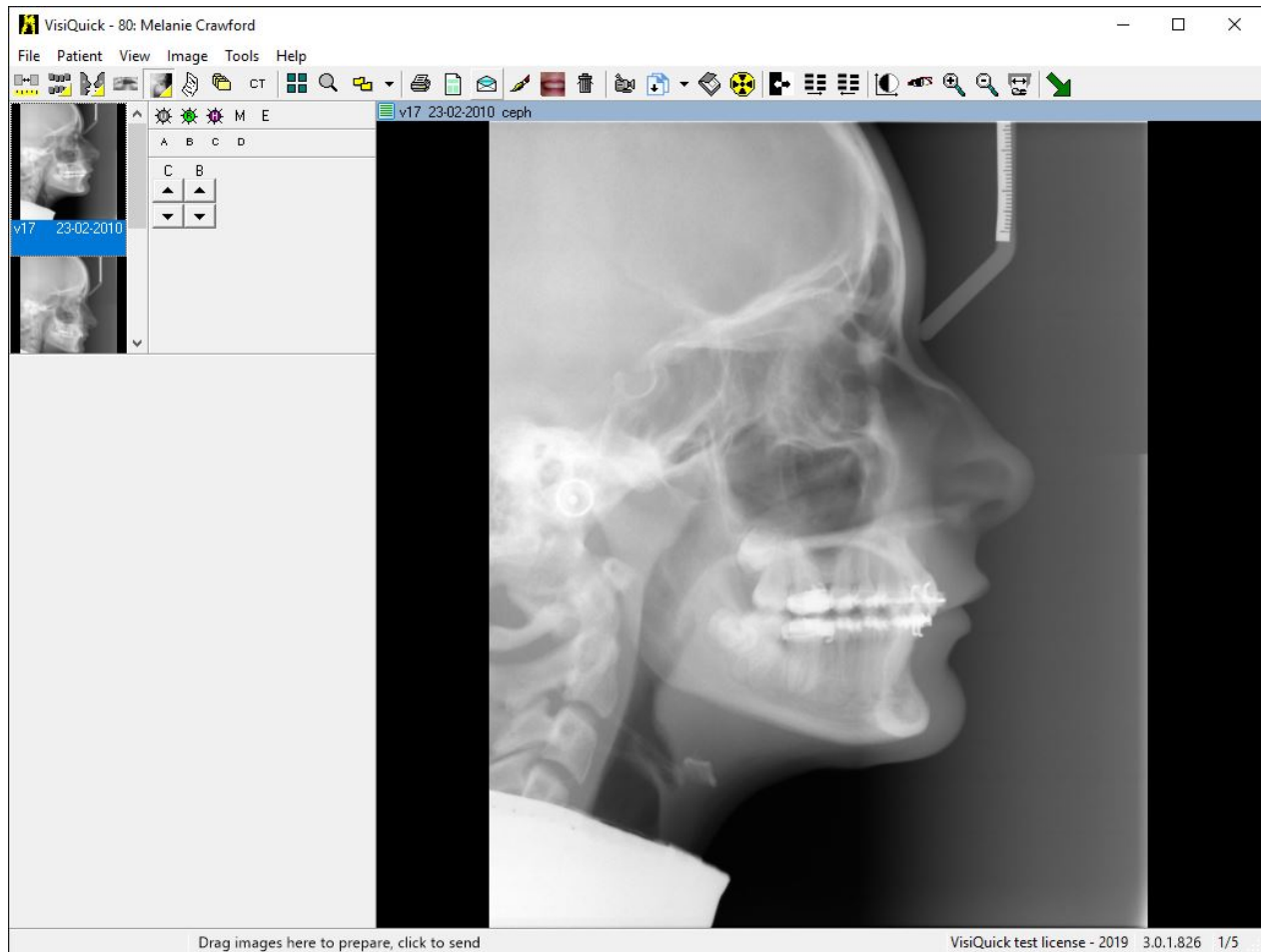
The *ortho status* view.

Documents

The *document* view can be opened by clicking in the main toolbar or by pressing "Alt+6". In the *documents* view documents can be scanned and displayed.

Files

The *files* view can be opened by clicking in the main toolbar or by pressing "Alt+7". In the *files* view different file types (like pdf, stl, avi, mp4) can be imported and examined when a suitable viewer is installed on the system.
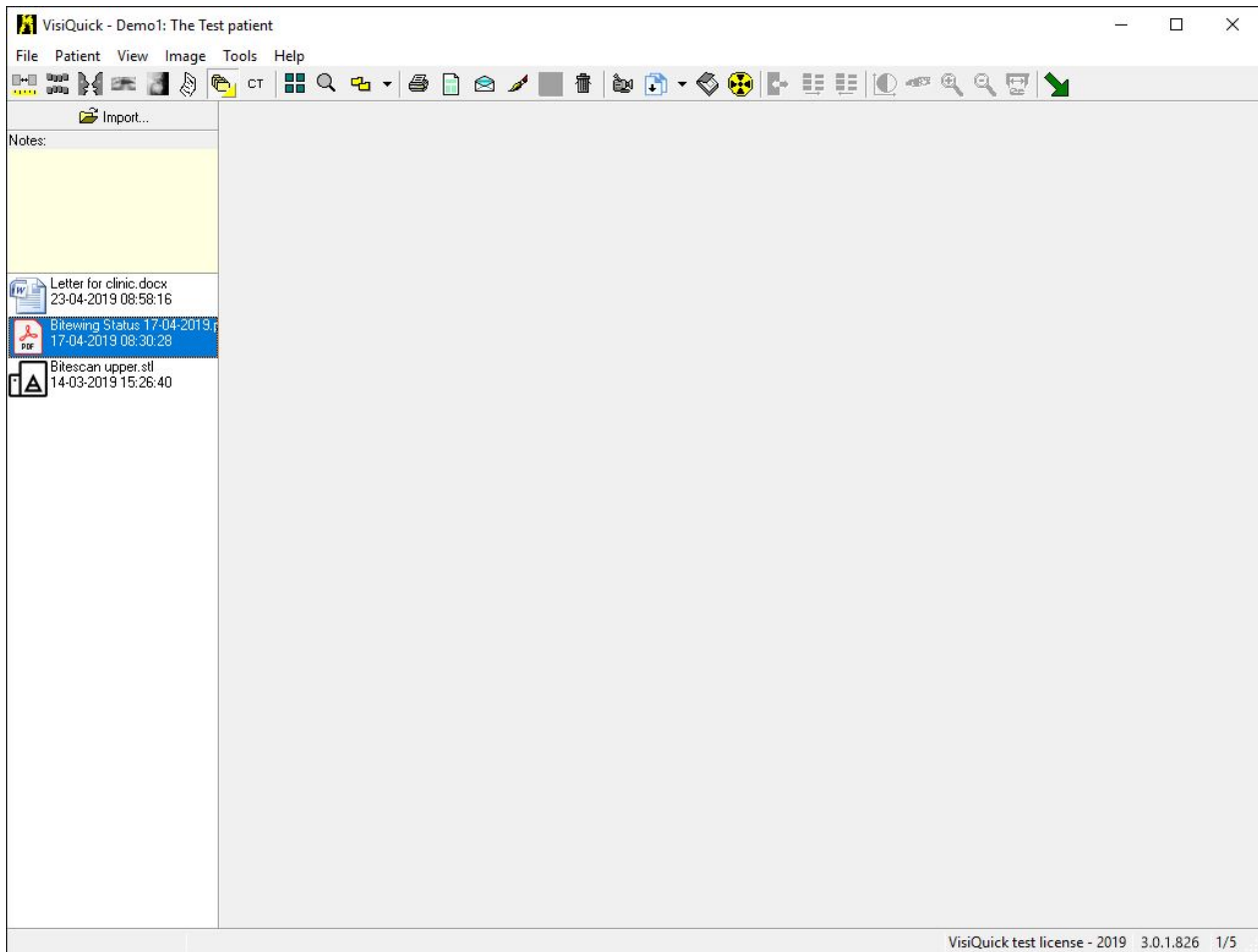
The *Files* view.

Use the Import... button to import (add) files. This will open a standard windows open file dialog. The selected file will be added to the **VisiQuick** file database. The original file will not be deleted.

Double click an item to open it in the default viewer.

To add notes to a file, right click the file, and select Properties... to add or edit the notes.

CT recordings

The *CT recordings* view can be opened by clicking in the main toolbar or by pressing "Alt+8".
Different types of CT recordings can be displayed here depending on the device(s) you use. When opening a recording **VisiQuick** will start an external viewer to display the recording.

Bitewing status

The *bitewing status* view can be opened by clicking in the main toolbar or by pressing "Alt+Space".

The *bitewing status* view will open the *Compare status view* with a 2 x 2 grid, displaying the most recent set of bitewings on top, the next most recent, underneath.

| NOTE | You need to label the image (as bitewing) during acquisition for this to work. |

Status bar

At the bottom of the **VisiQuick** screen is the status bar. This bar is divided in several areas.

From right to left:

- Number of currently connected users / maximum users allowed.

- **VisiQuick** version number.

- The license name.

At the left side on the status bar hint text can be displayed.

Working with Patients

If you work with a Practice management program, patient data is primarily administered and maintained with your practice management program.

Many **VisiQuick** functions (like acquiring a new image) are only available when a patient is selected. When a patient is selected, the previously selected patient will automatically be closed. A selected patient can be closed by selecting **Patient ⇒ Close patient** from the main menu (or use "Ctrl+F4").

Add a new Patient

New Patient information is either added automatically by your practice management program or can be added manually.

Automatically adding a Patient

Your practice management program will automatically set all necessary fields (patient ID, patient name, date of birth) when linking to **VisiQuick**. This way the correct patient will be selected a next time.

Manually adding a Patient

When working with a practice management system you should **not** manually add a new patient.

Manually add a new patient by selecting **Patient ⇒ New** from the main menu. This will open the *Patient properties* dialog, where you can enter all necessary patient fields.
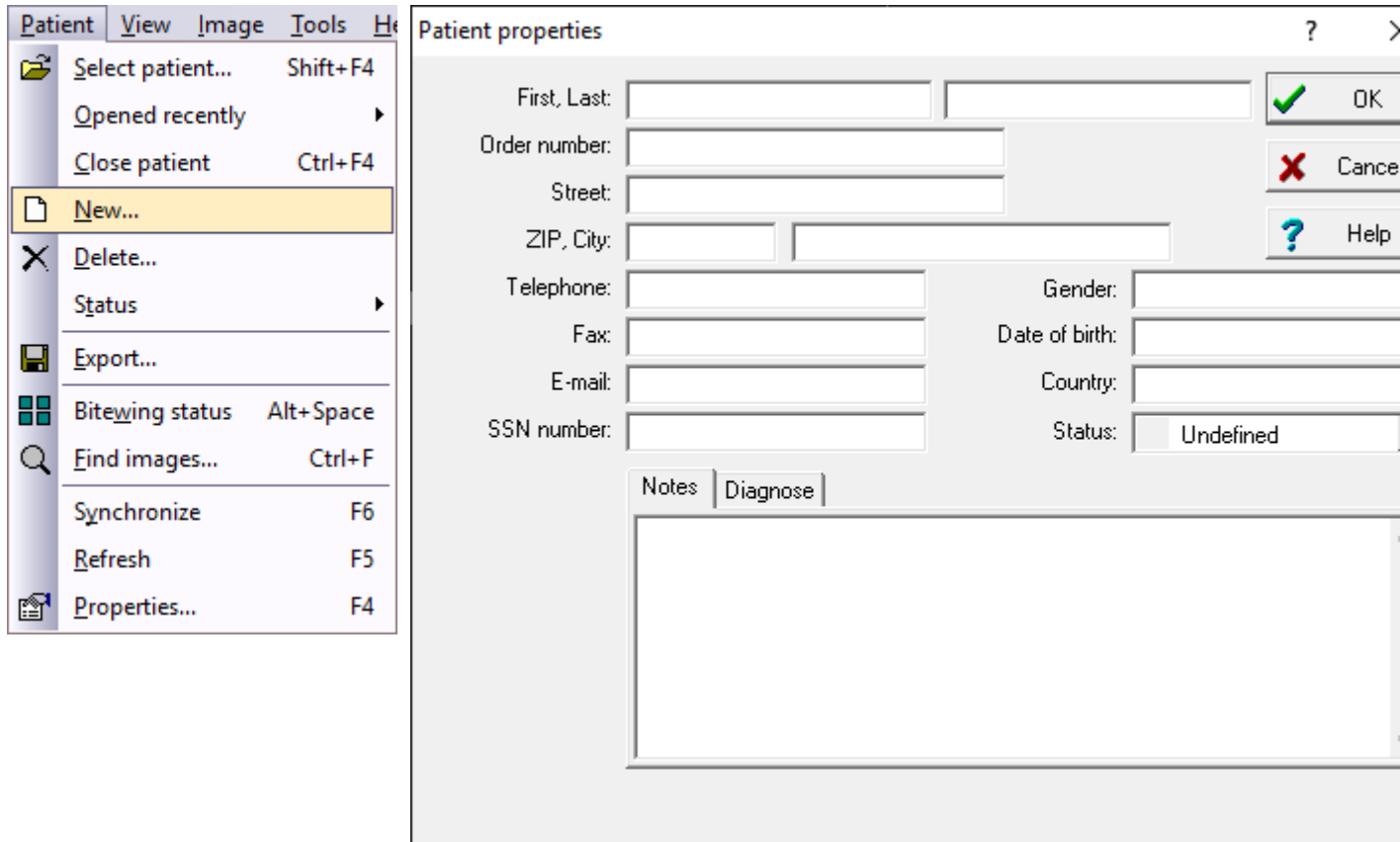
The *Patient New...* menu-item.   The *Patient properties* dialog.

These fields are saved with the patient. You must at least enter the first or last name. The patient ID will be created automatically or you have to enter it yourself, depending on the database configuration (see the *Reference Manual*). Two patients cannot have the same patient ID. All fields can be modified later on by selecting **Patient** $\Rightarrow$ **Properties** from the main menu (or use "F4") when the patient is selected.

Selecting a Patient

When you link from your practice management program to **VisiQuick** the patient is automatically selected (and updated) in **VisiQuick**. Consult your practice management program manual how to open **VisiQuick**.

NOTE	In this manual with *opening a patient*, the same is understood as *selecting a patient*. Both concepts are used interchangeably.

Searching a Patient

It is possible to do a manual search for a patient in **VisiQuick**. Select **Patient** $\Rightarrow$ **Select patient** from the main menu (or use "Shift+F4"). This will open the *Select patient* dialog.
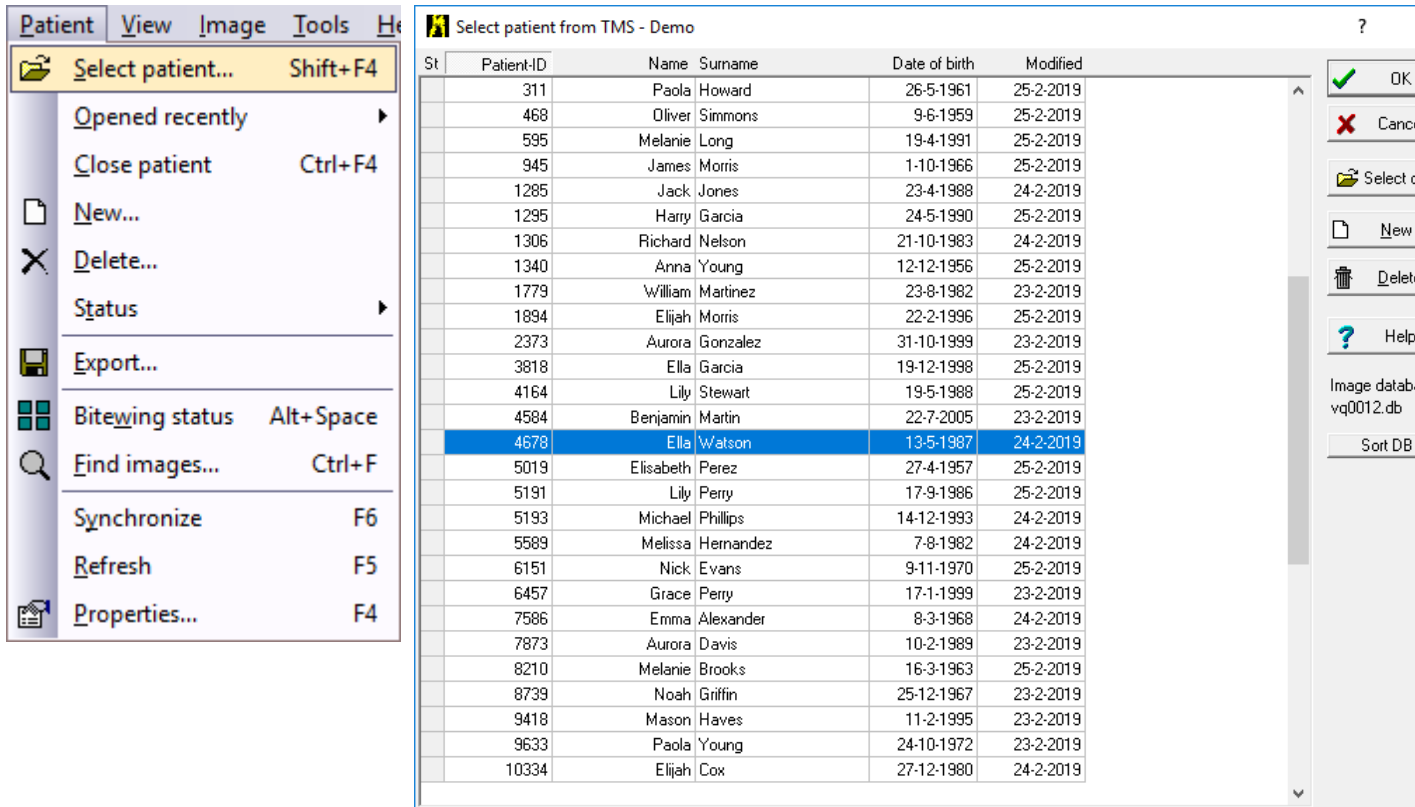
The *Select patient...* menu-item.   The *Select patient* dialog.

The patient list can be ordered by clicking on one of the column headers. Also corresponding text can be entered to search for a patient. If the Patient-ID column is selected a Patient ID can be entered to search for, etc.

OK button
This button opens the selected patient and will close the *Select patient* dialog. You can also open a patient by double-clicking it in the patient list. You may also open a patient while still keeping the *Select patient* dialog open by pressing the "Spacebar".

Cancel button
This button closes the *Select patient* dialog without selecting another patient.

Select clinic... button
Patients belong to a clinic. When working with multiple clinics use this button to switch to another clinic. See also Working with multiple clinics.

New button
This button allows you to add a new Patient.

Delete... button
This button allows you to delete Patient information.

Help button
This button opens the help.

Sort DB button

Once a patient is selected the *Patient properties* dialog can be opened to examine all patient fields. The Patient properties dialog can be opened by selecting **Patient ⇒ Properties** from the main menu (or use "F4").

Reopen a recently selected patient
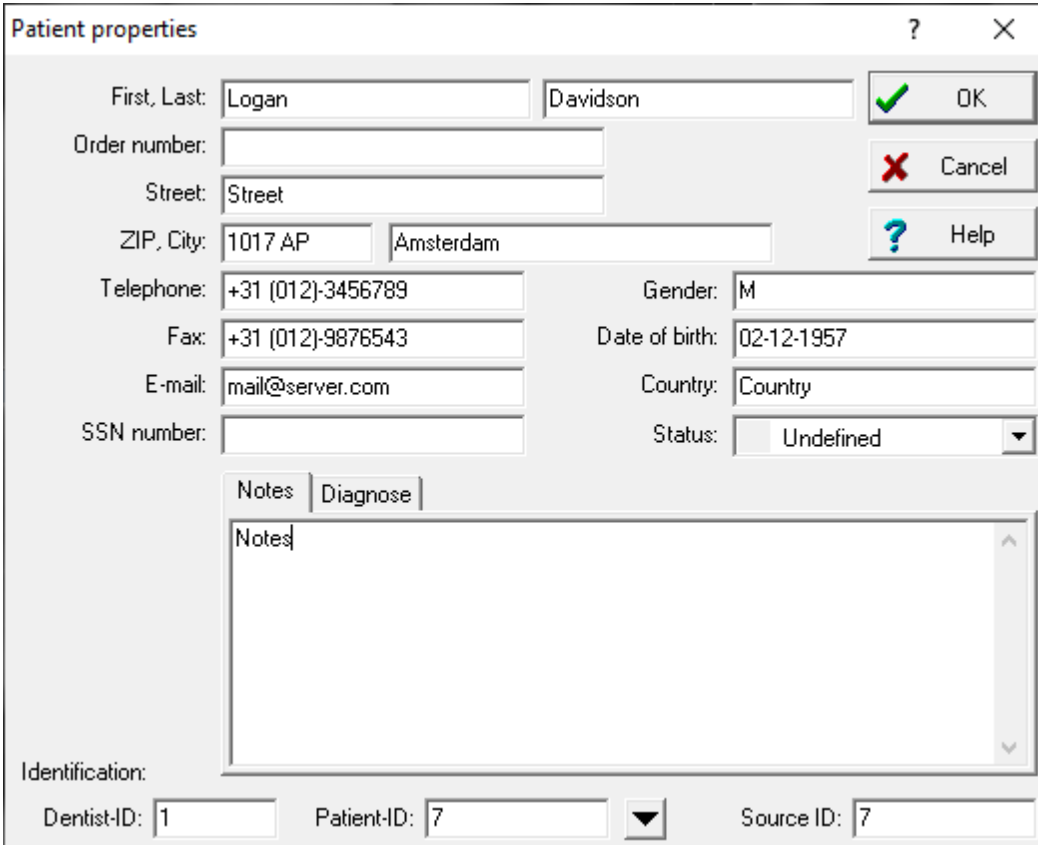
Selecting **Patient** ⇒ **Opened recently** from the main menu will display a list with recently opened patients. This list will display date and time the patient was last opened, Clinic-ID, Patient-ID, first and last name of the patient. Select a patient from this list to quickly reopen the patient card.

🧍	15-02-2019 14:22:33	1:7135: Oliver Richardson
🧍	15-02-2019 14:21:25	1:5390: Mick Nelson
🧍	15-02-2019 14:21:09	1:3422: Marie Ward
🧍	15-02-2019 14:20:59	1:2343: Melanie Bailey
🧍	15-02-2019 14:20:38	1:9388: Richard Peterson
🧍	15-02-2019 11:08:22	1:1: Paula Daniels
🧍	15-02-2019 11:08:06	1:6344: Mason Collins
🧍	15-02-2019 09:05:18	1:4418: Paul Smith
🧍	14-02-2019 15:16:59	1:5312: Julia Reed
🧍	14-02-2019 13:40:14	1:1549: Benjamin Peterson

The recently selected patient list.

Edit Patient information

To edit patient information select **Patient** ⇒ **Properties** from the main menu (or use "F4"). This will open the *Patient properties* dialog, where you can edit all necessary patient fields.

The *Patient properties* dialog.

When you link from your practice management program to **VisiQuick** most patient fields are automatically updated in **VisiQuick**.

Delete Patient information

Patient information can be deleted from **VisiQuick**. All data (also images) will be deleted from the **VisiQuick** database. Data for this patient in your Practice management program will **not** be deleted. Select **Patient** ⇒ **Delete** from the main menu to delete patient information and all patient images once the card is opened.

WARNING	Deleting patient data or photos is irreversible! The option to delete patient data can be disabled.

When deleting patient information you are asked for confirmation:
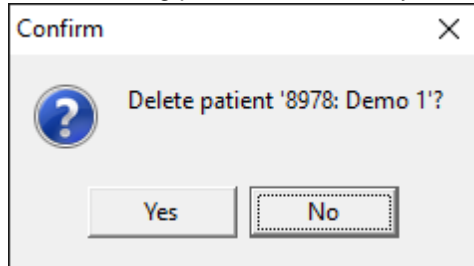
When the patient has corresponding images, an extra confirmation is asked:
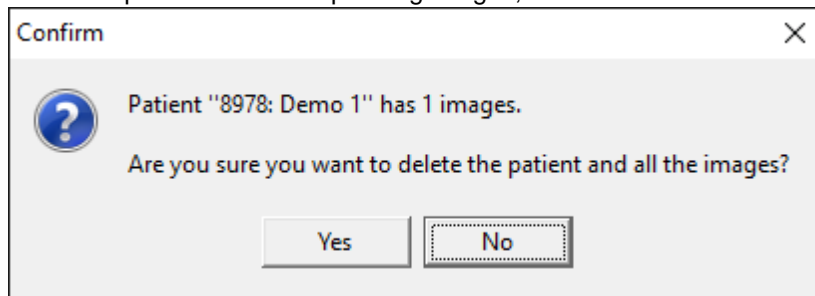
Acquiring Images

In **VisiQuick** an image can only be acquired when a patient is selected, see select a Patient. If no patient is selected corresponding menu items and buttons are disabled.
VisiQuick is capable of acquiring images from many different sources, therefore many acquisition methods can be used.

Acquire an X-ray image

New X-ray images are created in the *Image Input* window. It can also be used to import image files, additionally indicating the tooth code or image type before saving it. A patient must be selected before you can acquire a new X-ray image.

For each workstation up to four different *Image Input* windows, each connecting to another device, can be configured in **VisiQuick**. For configuration ask your dealer or see X-ray settings. The layout and functionality of the *Image Input* window depends on the device you use.

To open the *Image Input* window, click on an X-ray button on the toolbar, select the correct menu item from the Image menu, or use the corresponding key-combination ("F12", "Shift+F12", "Ctrl+F12", "Shift+Ctrl+F12").

NOTE	The number and color of *Image Input* window buttons can be different for your configuration.

The *Image Input* window displays a set of numbered tooth and bitewing buttons representing different placements for the X-ray sensor or image plate but can also be used to scan panoramic or cephalometric images.

Acquire a phosphor plate image

To acquire an image with a phosphor plate scanner:

1. Open the *Image input* window by clicking on the X-ray button in the toolbar.
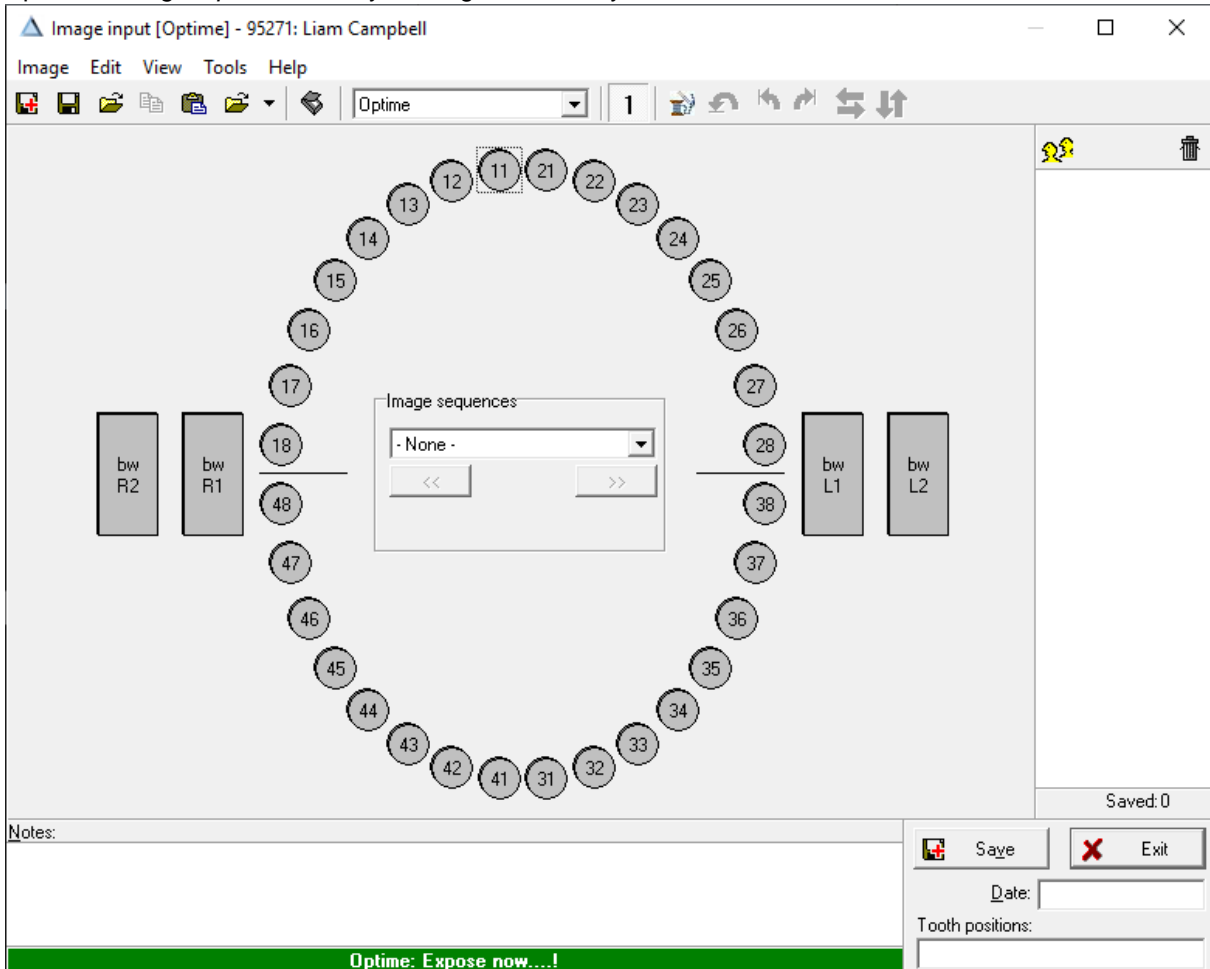
The *Image input* window (configured to use a Optime scanner).

This will lock the scanner, other users can't use the scanner while the *Image input* window is open.

> **Note:**
> If **VisiQuick** can't make a connection to the scanner it will display a warning at the bottom of the *Image input* window:
>
>

2. Place the image plate(s) in the scanner and scan. While scanning and transferring images the following message is displayed:

3. When scanning is finished the images are visible in the right side column of the input window.

4. Select the tooth code(s) of the image you are about to save. Selecting a tooth code by clicking on it, or "Shift-drag" the mouse to select multiple codes.

 or
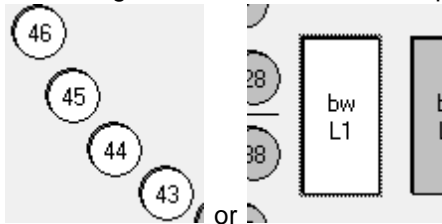
TIP	Correct labeling of your images during acquisition is important as it allows you to easily retrieve and work with your images in the future.

5. Select with your mouse the corresponding image in the image list. The image will be displayed in the centre of the window.

6. Before saving you can rotate or mirror the image with the rotate and mirror buttons
.

7. Click save. The image is processed and will disappear from the input window.

8. Repeat from step 4 till all images are saved.

9. Close the *Image input* window.

Acquire a sensor image

To acquire an image with a X-ray sensor:

1. Open the *Image input* window by clicking on the X-ray button in the toolbar.
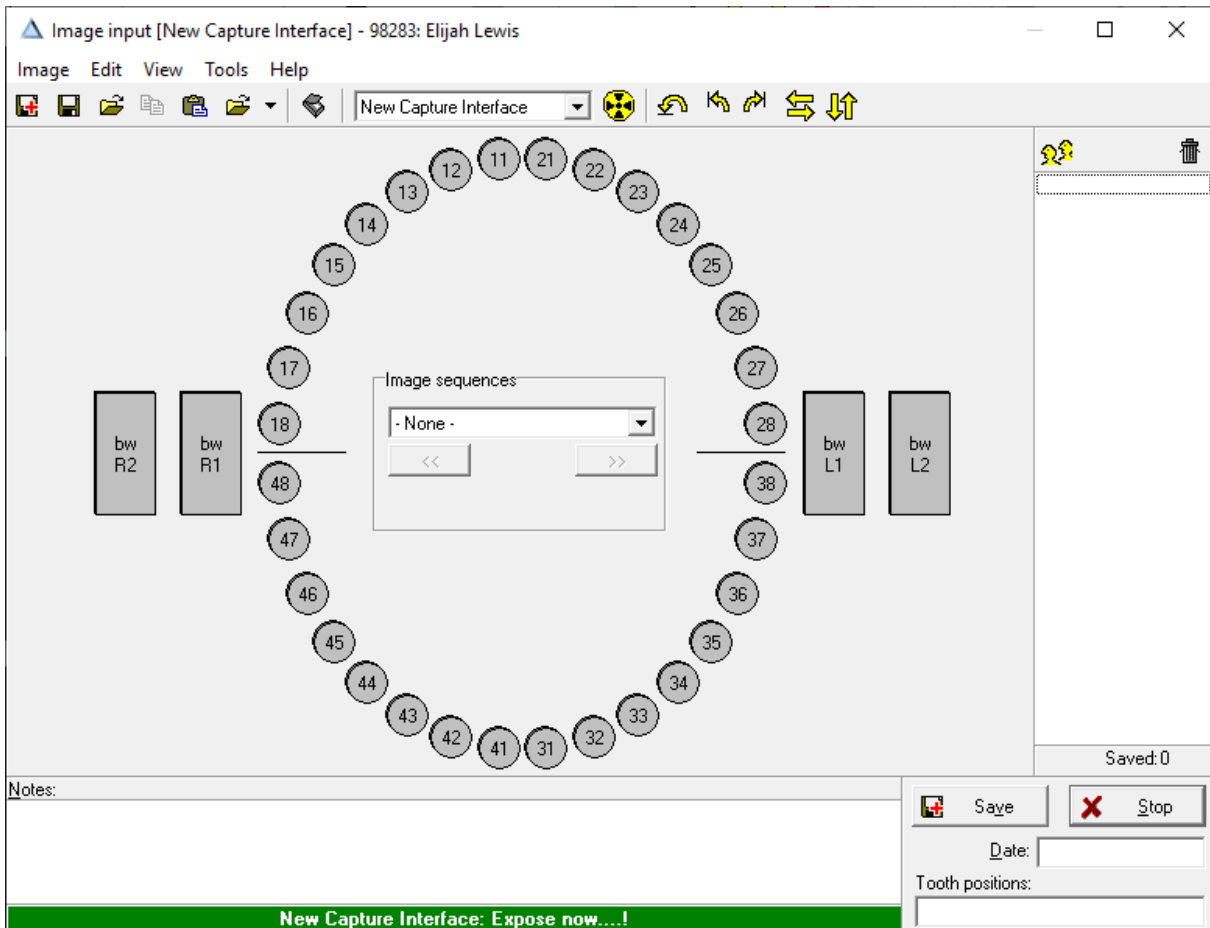
The *Image input* window.

2. To create a new image, click on one (or multiple) of the tooth or bitewing buttons. This will cause VisiQuick to wait for an image from your X-ray sensor. After the sensor sends the image, it will be displayed on your screen.

NOTE	VisiQuick will accept images from many different digital X-ray sensors. The best method to proceed with the X-ray will depend upon what sort of X-ray sensor you use. Essentially there are two options: 1. With most sensors it is convenient to (a) activate VisiQuick by pressing a tooth or bitewing button, (b) prepare the patient for the X-ray and position the X-ray sensor, and (c) expose the X-ray sensor. 2. Some X-ray sensors, however only allow a short waiting period between activating VisiQuick and beginning the exposure. If this time is exceeded, an error will result. If this is the case with your sensor, you will probably need to, (a) prepare the patient and the sensor, (b) activate VisiQuick, then (c) expose the sensor.

3. Repeat if you want to acquire multiple images.

4. Save the image(s) and close the *Image input* window.

Image sequences

The Image sequences function allows you to make multiple consecutive X-rays. Suppose you want to make a right and left bitewing X-ray for every new patient. Image sequences allows you to pre-define such a multiple X-ray procedure, thus saving you time and effort.

To create a new Image sequence (or edit an existing one), open the Edit image sequences window by

selecting **Tools** ⇒ **Image sequences** from the Image input window menu.
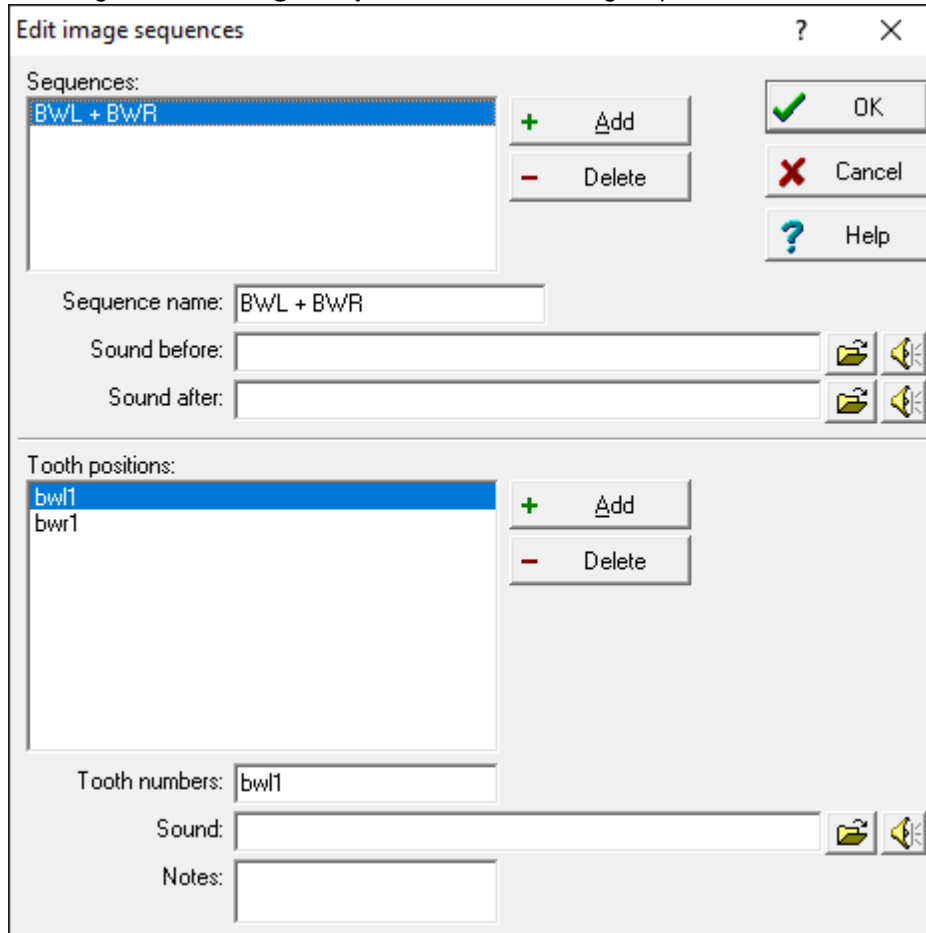
Select the sequence you want to edit, or click the Add button and enter a name for your image sequence.

If you wish, you may enter sound files (*.wav) to alert you to the start and finish of your x-ray procedure.

Next, use the bottom Add button to enter tooth position codes one at a time, in the desired order, into the Tooth positions: window. Click OK to return to the Image input window.

The new Photo sequence is now available from the pull-down list in the middle of the Image input window.

Acquire a panoramic or cephalometric image

To acquire an image with a panoramic or cephalometric machine:

1. Open the *Image input* window by clicking on the X-ray button in the toolbar.
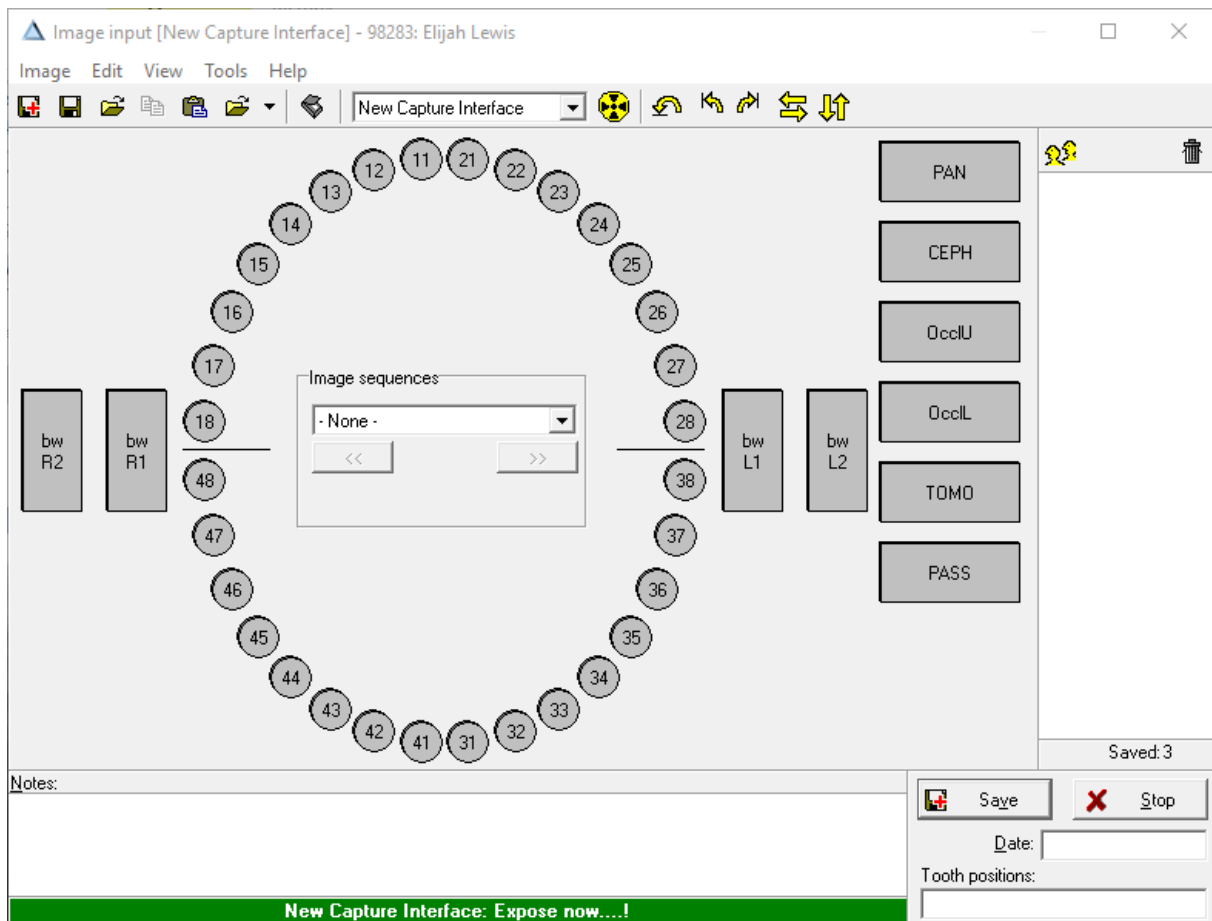
The *Image input* window (configured to use NCI).

2. Position the patient in the machine and expose.

3. When scanning is finished the image is visible in the input window.
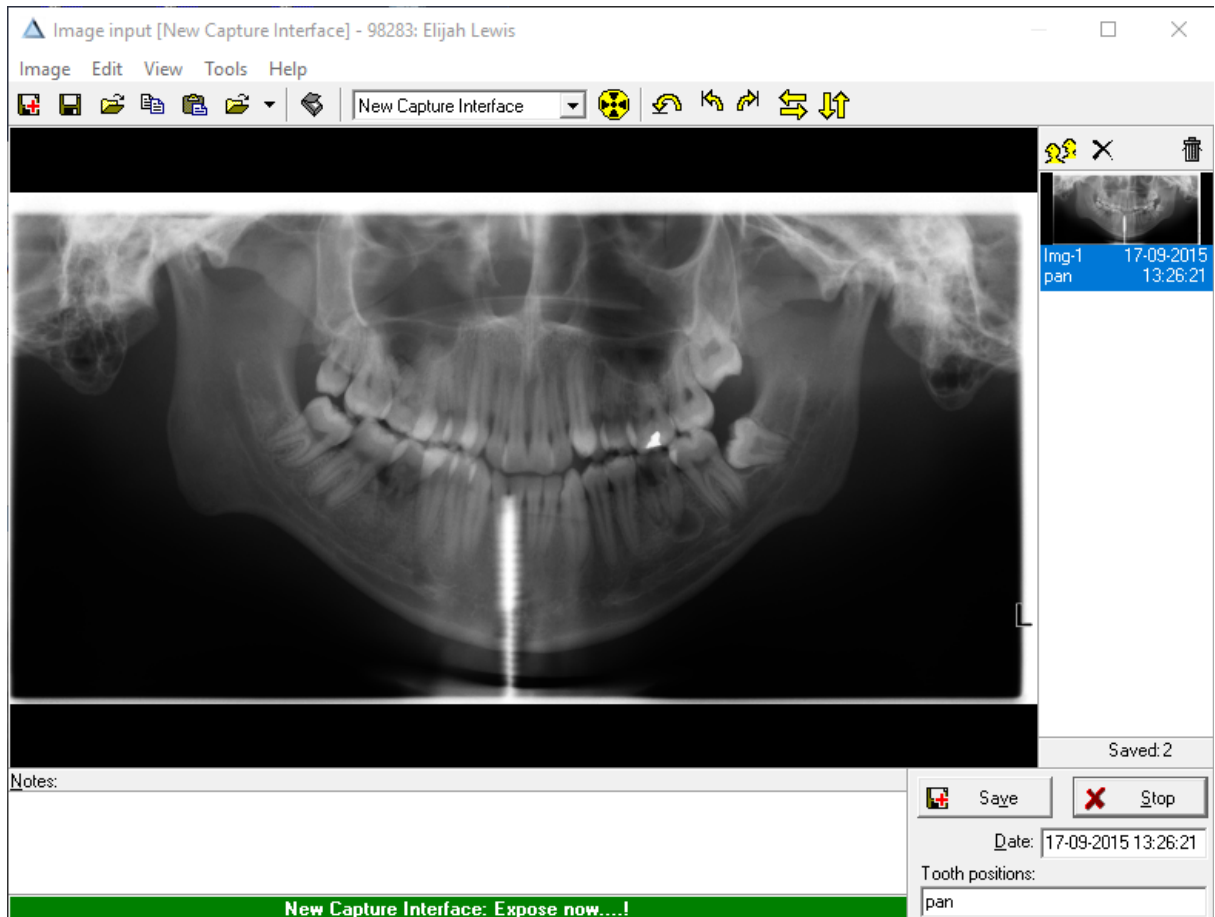
4. Click save. The image is processed and will disappear from the input window.

5. Close the *Image input* window.

Acquire a color image

To acquire an image with a digital camera you have several options.

Acquire a video image

A video camera attached to the workstation generates a live video image, which is displayed on the monitor. When the camera is properly positioned, the keyboard or a foot pedal captures one frame of video and stores it as a still color image in the patient record.
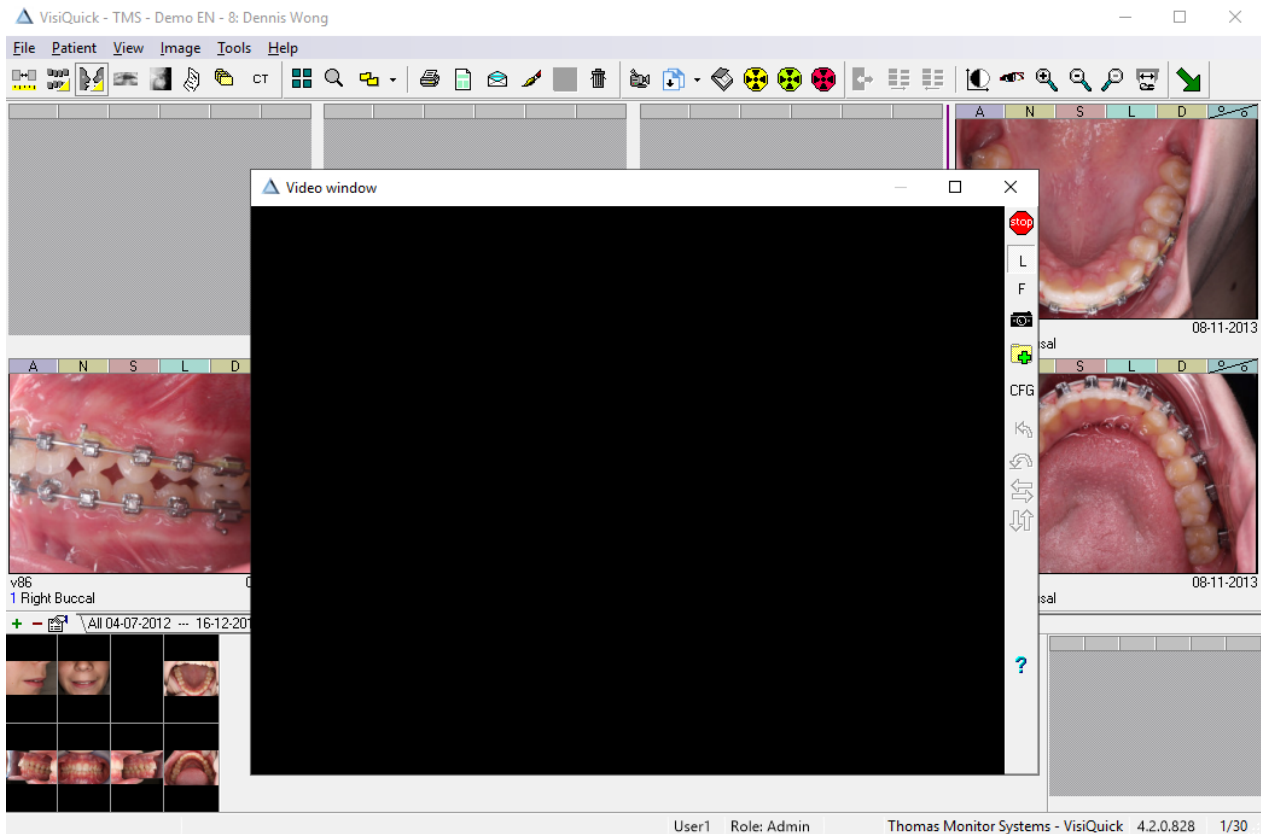
The *Video window*

To capture a new video image:

1. Select a patient to which you wish to add a video (color) image.

2. Open the *Video window* by selecting **Image** ⇒ **Video** from the main menu, by clicking the video camera button on the toolbar, or by pressing "F11".

3. The live video will appear in the window. When the camera is pointed at the desired subject, you have three options to select the frame you want for the image:

    *   Quick save an image:

        To quickly select a single frame from the live video source and save it, click the plus button , press "F8", or press the foot pedal for one second or longer. This is the simplest way to create an image, but it doesn't allow you to see the still frame or modify it before saving.

    *   Capture and modify an image before saving:

        To capture and modify a still frame before saving it, click the camera button , or press "F7". The still image will appear in the video window. Now you can use the arrow buttons to rotate and mirror the image. Click the plus button , or press "F8" to save the image or click the

        L button, or press "Spacebar" to resume live video.

    *   Freeze the video source:

        To temporarily halt the video source without capturing the frame or saving it, click the F button, press the "Spacebar", or tap the foot pedal (for less than one second). This is useful to clearly see the still frame before deciding to whether or not to work with it, without stopping the video driver. Once the source is frozen, you can capture the frozen frame to modify it, or simply

save it. To resume live video, click the ⌊ button, press "Spacebar", or tap the foot pedal.

Scan an image or document

Images or documents can be scanned using a flatbed scanner.

Import an image

Import an image received by email

To save images received by email to a patient:

1. Open the email and save the images in a folder on your workstation.

2. Go to VisiQuick and open (select) the patient.

3. Open the *Import images* window by selecting **Image** ⇒ **Import...** from the main menu or by pressing "Ctrl+M".
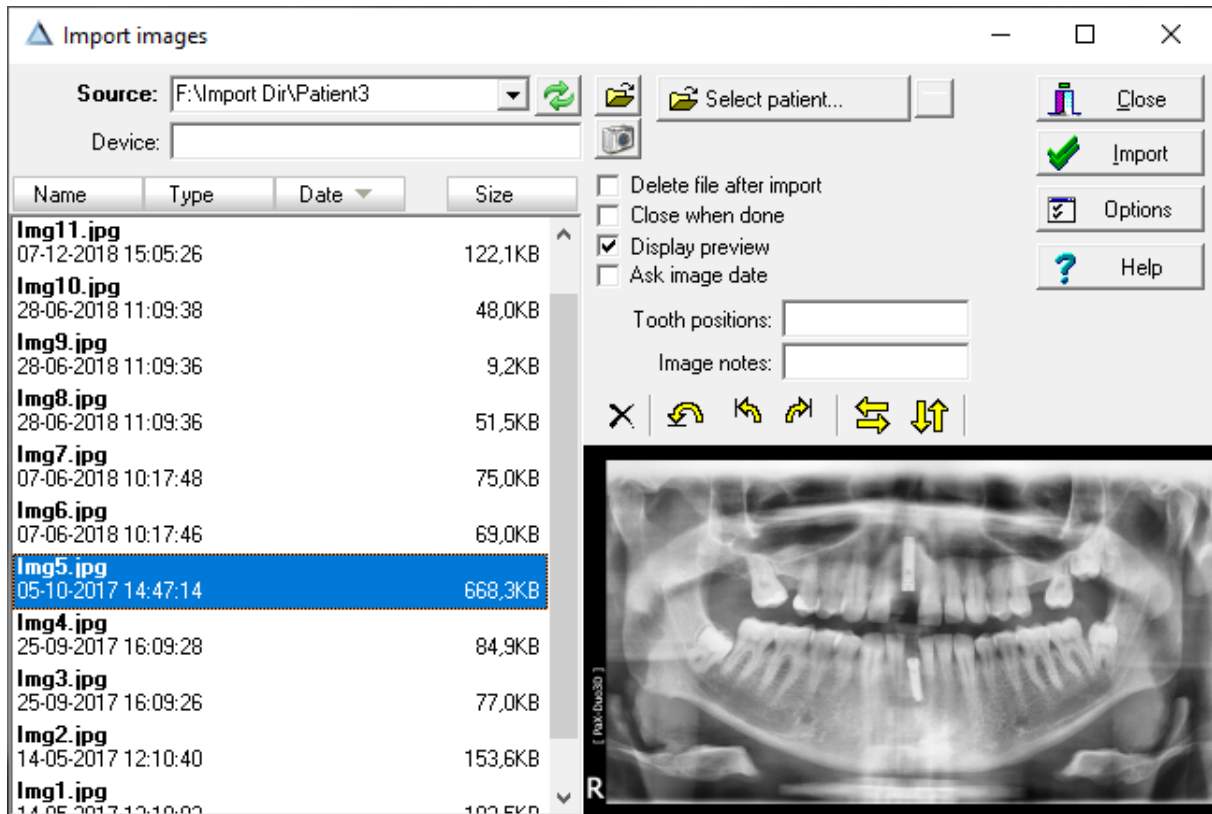
The *Import images* window.

4. Check that "Source" is pointing to the correct folder where the images are saved (step 1). Click the "Browse for folder" button 📂 to change the "Source" folder. Or use the small arrow to select from the "Source" folder path history.

5. Check that "Delete file after import" is correct set.
   Whether "Delete file after import" needs to be checked or not depends on your situation, for instance if you still have the images in your email application it is save to delete the files after import. But in other situations it can be save to keep the original files.

6. Default all images are selected. By clicking you can select only one images, or select more by "Ctrl"+click.

7. Click "Import" to import the selected images.

Working with Images

VisiQuick has a lot of functions to work with images. Not all functions are available in every view, read also Views for a description of all views in **VisiQuick**.

Open, close and zoom images

Open images

Before opening an image in **VisiQuick**, a patient needs to be selected. Learn more: selecting a Patient.

To open an image in the *Compare*, *implant*, *ortho* status or *documents* view click the image in the thumblist. In the *Compare status* view the image will be opened in the first unoccupied frame or, when all frames are occupied, in the selected frame. If you want to position the image in another frame "drag" the image with the mouse to the desired frame.

In the *X-ray* and *color* status view multiple images can be placed in a single frame. After opening the view the most recent image is always displayed.

In the left bottom of the frame the number of images placed in the frame is displayed (in this example 18).

The small button bar at the top of the frame gives the following possibilities:
- [A] - Open "All" (or as many as possible) images from the selected frame in the *compare* view.
- [N] - Open the "Newest" (most recent) image from the selected frame in the *compare* view.
- [S] - Open the currently "Selected" image from the selected frame in the *compare* view.
- [L] - "List" all images from the selected frame in a thumbnail list, giving the possibility to select an image.
- [D] - Open the image properties dialog so a "Diagnose" text can be entered.
- [⚹] - Display the "next / previous" image from this frame.

Close images

To close an image in the *Compare*, *implant*, *ortho status* or *documents* view right-click the image and select from the pop-up menu close. From the keyboard, press "Backspace".

Zooming images

When working in the *Compare*, *implant* or *ortho status* view zooming an image can be done using the mouse wheel.
To zoom in on an image without using a mouse wheel, select the magnifying glass tool on the toolbar.

Clicking the image with the + magnifying glass 🔍 will zoom in. To zoom out, select the - magnifying

glass and click the image.
Pressing the "Alt" key will toggle between zooming in and zooming out while using the + magnifying glass. While you are pressing the left mouse button to zoom in with the + magnifying glass, pressing the right mouse button will cause the image to zoom out.

To position the zoomed image in its window, click the image and drag the mouse.

Double-click an image to view it full-screen. Click the full-screen image again to return to the status view.

Rotate, mirror and delete images

Best practice is to rotate or mirror an image before it is saved. Both functions don't have an undo or reset function. Never delete an image to undo a rotation or mirroring action.

Rotate and mirror images

To rotate or mirror an image in the *Compare*, *implant*, *ortho* status or *documents* view right click the image and select the correct option from the pop-up menu. It is also possible to use **Image** ⇒ **Rotate/Mirror** ⇒ ... from the main menu.

Delete images

To delete an image in the *Compare*, *implant*, *ortho* status or *documents* view select the image and click on the delete button in the main toolbar, or press "Delete".

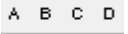| WARNING	Deleting patient data or photos is irreversible! The option to delete patient data can be disabled.

Adjust sharpness and contrast of images

When working in the *Compare*, *implant* or *ortho* *status* view **VisiQuick** offers several tools to enhance an image. The adjustments on the original image are displayed in the upper right corner of the view frame.

Adjust sharpness

To increase the definition between color areas in an image, click on the toolbar or press "Ctrl+R". Click again to deactivate.

The super filter enhances bone and tooth borders in an image. To activate the super filter, select an image and click one of the buttons over the thumbnail list.
A – low filter intensity
B – medium filter intensity
C – high filter intensity
D – extreme filter intensity – this filter is specially tuned to enhance the big nerve in the jaw and sinus shapes in panoramic X-rays.

To decrease the definition between color areas in an image, click on the toolbar or press "Ctrl+T". Click again to deactivate.

Adjust contrast and brightness

To adjust contrast and brightness of an image the following options are available:

1. Contrast button ("C")
    When an image is very bright or dark with little contrast use this button to adjust the contrast.

- Select the image you want to adjust.
- Click the contrast button, the mouse cursor will change when moving over the image.
- While pressing the mouse button, move from *left* to *right* to adjust the contrast.
- While pressing the mouse button, move *up* or *down* to adjust the brightness.
- Release the mouse to fix contrast and brightness.

  When moving the mouse diagonally both contrast and brightness adjustments will be combined.

  In the upper right corner of the view frame the contrast and brightness will be displayed:
  C = contrast.
  B = brightness.

- Click another image or the contrast button again to turn off the contrast function.
- Restore the image by clicking the Reset button.

To adjust contrast and brightness with the keyboard:
- Select the image you want to adjust.
- Use "Ctrl+Left" and "Ctrl+Right" to adjust the contrast.
- Use "Ctrl+Up" and "Ctrl+Down" to adjust the brightness.
- Restore the image by clicking the Reset button.

2. Auto contrast button
   Instead of adjusting contrast and brightness manually you can use the auto contrast button.
   - Select the image you want to adjust.
   - Click the auto contrast button, the mouse cursor will change when moving over the image.
   - While pressing the mouse button, move the mouse over the image.
   - Double click the mouse to fix contrast and brightness.
   - Click another image or the auto contrast button again to turn off the auto contrast function.
   - Restore the image by clicking the Reset button.

3. Optimal contrast button
   - Select the image you want to adjust.
   - Click the optimal contrast button to adjust the contrast.
   - Restore the image by clicking the Reset button.

4. Histogram Equalisation button
   - Select the image you want to adjust.
   - Click the histogram equalisation button to adjust the contrast.
   - Restore the image by clicking the Reset button.

5. Histogram window

Restore the original image

VisiQuick saves the original acquired image in its database. It is always possible to go back (restore) to this original image. To discard all changes to an image and restore the original, click above the thumbnail or right-click the image and select Reset all or press "Ctrl-spacebar".

Adding text and lines to an image

The *Annotations* window can be opened by clicking [icon] in the main toolbar, selecting **Tools** ⇒ **Open annotations...** from the main menu or by pressing "M". This feature can be used only from the *Compare*, *implant* or *ortho* *status* view.

NOTE	Annotations on an image are visible while the *Annotations* window is open. If the *Annotations* window is closed make sure **View** ⇒ **View annotations** is checked to see annotations.

The *Annotations* window is used to place text and lines on an image, make length and angle measurements, or plan Implants. In the upper part of the window all available buttons/options are visible. The bottom part changes accordingly to the type of object you select and displays its properties.

WARNING ⚠	**Measurements** Only make length and angle measurements on calibrated images. Always verify the calibration of the acquisition system before use.
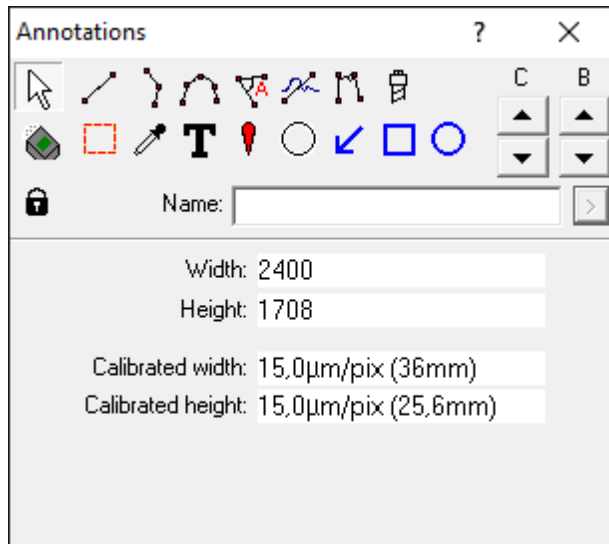
The *Annotations* window.

The following buttons are available in the *Annotations* window:

⬚ This button will activate the *move* mode. In the bottom part of the window properties of the currently selected image are displayed. Width and height in pixels are displayed, as well as the calibrated values.
In this mode, clicking on an existing annotation item will allow to see the properties of the item, and to move and/or edit the item.

╱ Use this button to make a *length estimation*. Click on the starting point and drag, while holding the mouse button down, the mouse to the ending point, release the mouse.

⟩ Make a *length sequence estimation*.

⌒ Place an *endo file annotation*.

⊽ᴬ Make an *angle annotation*.

⸋ Place a *line density graph*.

Place an *implant angle annotation*.

Place an *implant*. Additional reading: Implants.

This button will activate the *erase* mode. In this mode, clicking on an existing annotation item will delete it. Pressing "Shift" while clicking on the eraser button will delete all annotations on the selected image.

> **NOTE**   Erasing an annotation cannot be undone.

To crop an image.

To measure the color or grayscale value of a dot.

To place a text label on an image.

To place an indicator pin.

To place a color-spot.

Draw an colored arrow.

Draw a colored rectangle.

Draw a colored circle/elipse.

Lock an annotation. Locked annotations cannot be moved or changed.

To adjust the contrast of the image.

To adjust the brightness of the image.

Implants

VisiQuick doesn't have a predefined implant library, you can create and use your own library.

> **WARNING**   **Measurements**
>
> Use implants only on calibrated images. Always verify the calibration of the acquisition system before use.

Add a new implant

Before starting implant planning, at least one or more implants needs to be created.

1. Select the image where you want the implant placed.

2. Open the *Annotations* window and click on the *implant* button. The cursor will change to a pencil.

3. Click on the image to place the *implant*. In the image and in the right bottom the last used *implant* shape will be visible. This shape will adjust when more data is entered.

4. In the bottom half of the *Annotations* window four tabs are visible: "Implant", "Body", "Head" and "Foot".

5. Start on the "Implant" tab and enter Producer and Model names. The Name field can be used for later reference. The Angle field will be used later, after placement.
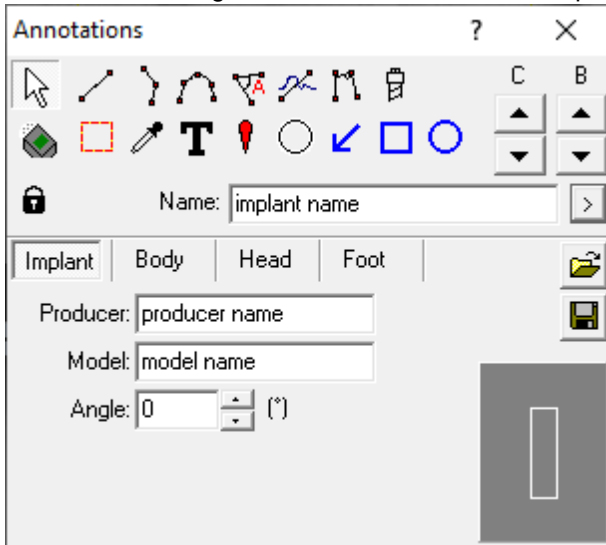
6. Click on the "Body" tab and enter all fields.
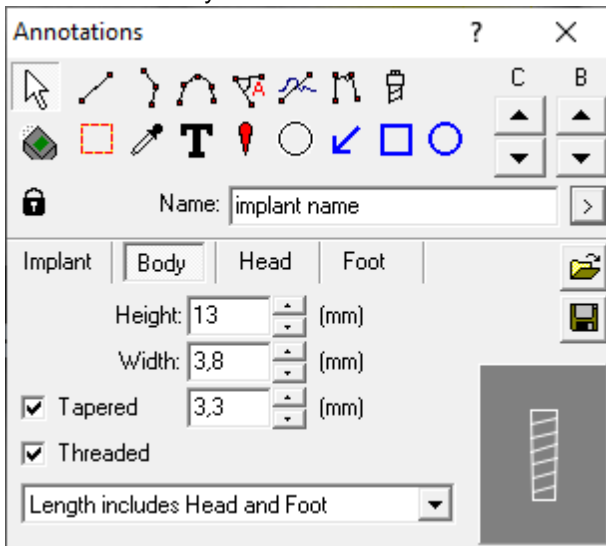
7. Enter all fields on the "Head" and "Foot" tab.

8. For later reuse of the implant save the implant by clicking the save button. We advise to use the producer and model name in the naming for the implant.

Using an implant

To place an implant:
1. Select the image where you want the implant placed.

2. Open the *Annotations* window and click on the *implant* button. The cursor will change to a pencil.

3. Click on the image to place the *implant*. In the image and in the right bottom the last used *implant* shape will be visible. This shape will adjust when more data is entered.

4. If you want to place an implant that you have saved earlier click on the open button and select the *implant* you want to place. If you have to define a new implant, read: add a new implant.

5. Use the small square to reposition the *implant*.

6. Use the small circle to rotate the *implant*.

Printing images

There are several ways to print an image in **VisiQuick**:

- using the standard print options.
- using custom made printer profiles.

Standard print options

- **Open print-window...**
  This will open the *print-window* Images can be dragged to this window to print them.
- **Print image...**
  This will print the selected image on the configured normal printer.
- **Print on photo printer...**
  This will print the selected image on the configured photo printer.
- **Print marked photos...**
  This will print all marked images. See mark an image.
- **Print entire status...**
  This will print the entire X-ray or Color status. Only available when in *X-ray* or *Color status view*.
- **Print front teeth status...**
  This will print front teeth. Only available when in *X-ray status view*.
- **Print molar status...**
  This will print molar teeth. Only available when in *X-ray status view*.
- **Print bitewing status...**
  This will print the most recent and the next most recent set of bitewings if Separated Bitewing status is not checked.
- **Separated Bitewing status**
  Determines how the bitewing status is printed.
- **Vertical Bitewings**
  Determines how the bitewing status is printed, only to be used if there are vertically stored bitewings.

Printer profiles

For printing images using custom made printer profiles click on the printer profiles ▣ button on the main toolbar. Select the profile you want to use, this will display the *Print from profile* window.

NOTE	To create a printer profile see Device settings, Printer profiles.

Send, export or email images

Export images from current patient to folder.

Image properties

The *Image properties* dialog can be opened in the *Compare*, *implant*, *ortho* status or *documents* view by right clicking an image and select **Properties...** from the pop-up menu or by pressing "Enter".

Mark an image

To print or export a selection of images of the selected patient it is possible to mark images in **VisiQuick**. That gives the option to only process marked images.
Marking an image is possible in the *Compare*, *implant* or *ortho status* view by right clicking an image in the thumblist and click *Marked* in the popup menu or by pressing "p". Clicking *Marked* or pressing "p" again will toggle the marked status.

	Mark all	
	Mark none	
✓	Marked	P
	Print wide	W
💾	Export original...	
💾	Export manipulated...	
🖨	Print the current image...	
🖨	Print on image printer...	
✉	Send...	
✕	Delete... Del	
🗐	Copy	
	What's this?	
🖼	Properties...	
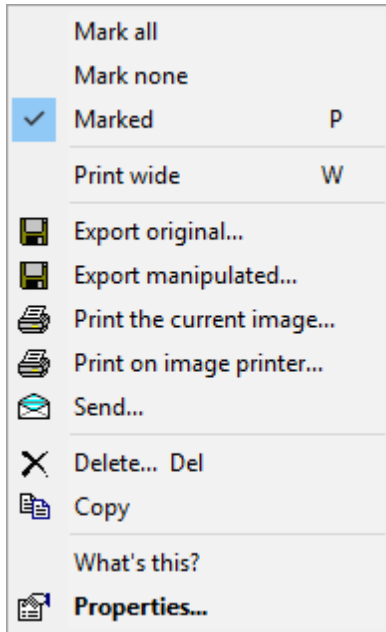
The *Thumblist* popup-menu.

It is also possible to mark all images by right clicking an image in the thumblist and click *Mark all* in the popup menu or by pressing "P" (captial p). Clicking *Mark none* or pressing "P" again will unmark all images.

Find images

Select images on tooth position

NOTE	Selecting images on tooth position is only possible when tooth positions are assigned to images.

In the *Compare status* view and *Bitewing status* right below the thumbnail list is the Tooth Select panel. A small X-ray status view.
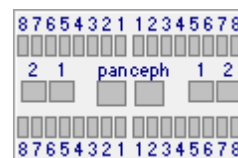
After selecting a patient the Selector boxes will be colored according the presence of images assigned to those positions.
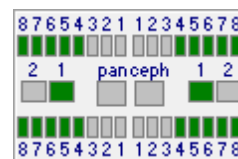
It is possible to directly open images from the Tooth Select panel.
- Left click on a colored Selector box in the panel. A small window become visible which lists the date an image is taken and the internal image ID. The list is ordered by date taken.
- Click on the date in the list to open that image, or click on **All** to open all images in the *compare status* view.
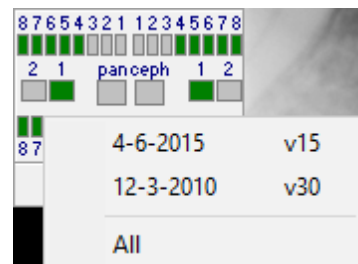
Right clicking on a box in the Tooth Select panel will allow to open the *Selector properties* dialog. This gives the possibility to change the caption and the color of the Selector box.

Move image(s) to another patient

Sometimes images are saved to the wrong patient by mistake. **VisiQuick** offers two methods to solve this. Both methods require that the patient where you want the image(s) to move to already exist in **VisiQuick**. If this patient doesn't exist in **VisiQuick**, first add this patient, see add a new Patient.

NOTE	When you need to move all images from one patient to another Method 2 is your best choice.

Method 1: **Move images to a patient**

1. Select the patient with the faulty saved images. The *Compare status* view is the best view to use.

2. Select **Tools** ⇒ **Move images to a patient** from the main menu. This will open the *Move image to a patient* dialog.

The *Move images to a patient* dialog.

3. Click in the patient list at the bottom of the dialog on one of the columns Patient-ID, First name, Last name or Date of birth and start typing your search criteria.

Select destination patient:			
Patient-ID	First name	**Petersen**	Date of birth
122	Richard	Perez	31-10-1972
28104	Jessica	Perez	31-10-1973
389	Peter	Perry	28-02-1983
14249	Emma	Perry	03-05-2004
1	Olivia	Petersen	06-06-2001
4	Paola	Petersen	11-09-1972
12	Julia	Petersen	26-06-2012

Example of searching on Petersen.

4. At the top of the dialog the "To patient" field will change accordingly.

5. Drag the images you want to move one by one to the purple "Drop photo here" box.

6. The images are moved after confirmation from the currently selected patient to the selected "To patient".
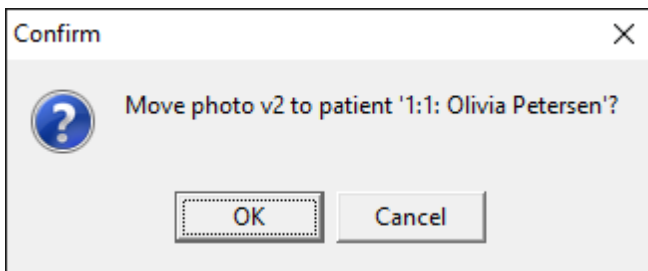
The confirmation dialog when moving an image.

Method 2: **Move images from a patient**

1. Select the patient where the images need to be saved.

2. Select **Tools ⇒ Move images from a patient** from the main menu. This will open the *Move images from a patient* dialog.
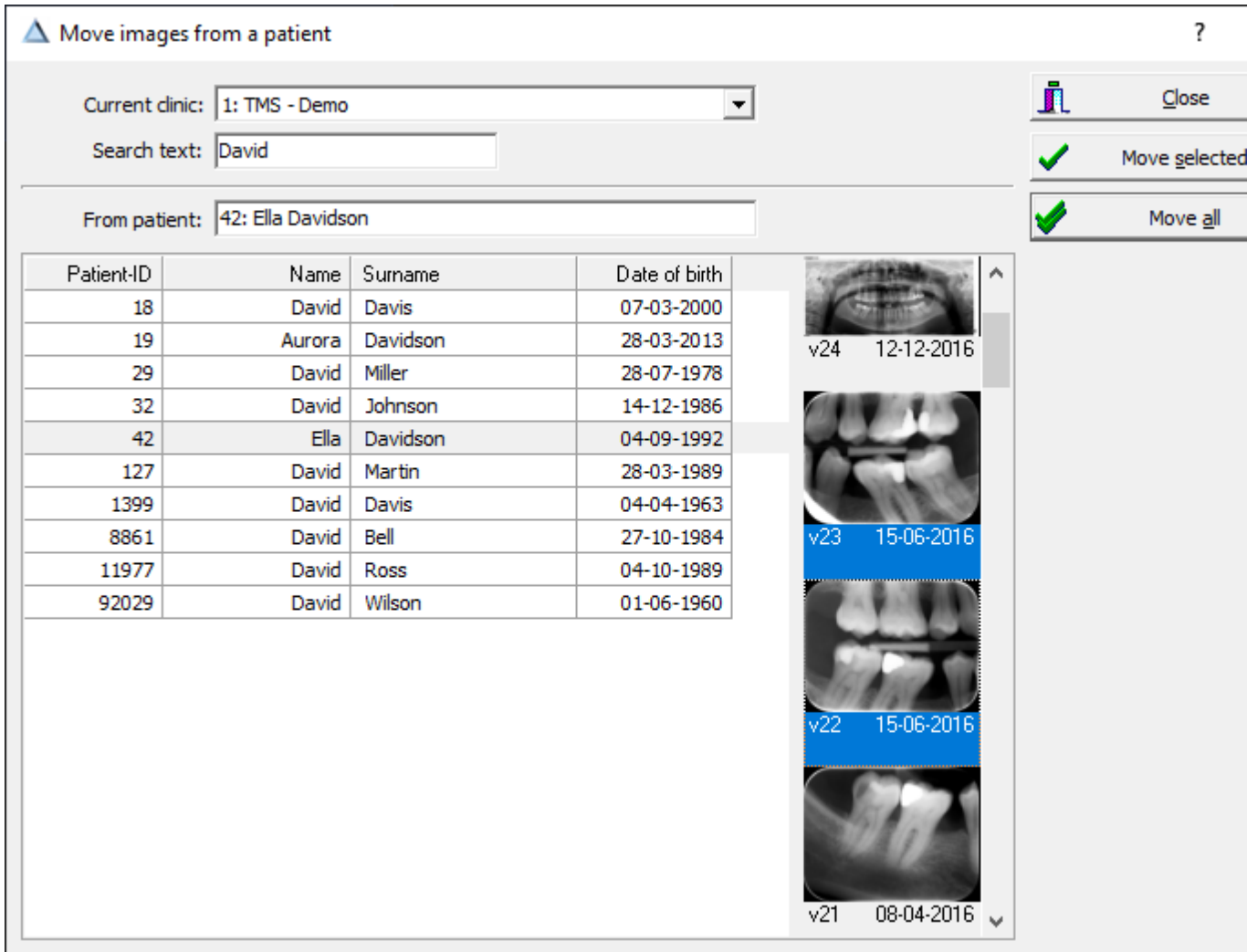
The *Move images from a patient* dialog. "David" was entered as search criteria.

3. Enter in the "Search text" field the criteria to search for the patient you want to move images from. You can enter Patient-ID, (First) Name, Surname or Date of birth data to search for.

4. Make sure the correct patient is displayed in the "From patient" field.

5. Select one or more images to move by clicking them in the thumblist if you don't want to move all images.

6. Click "Move selected" to move the selected images or "Move all" to move all images from the "From patient" to the currently selected patient in the **VisiQuick** main window.

7. If all images from the selected patient are moved that patient can be removed from the **VisiQuick** database after confirmation.
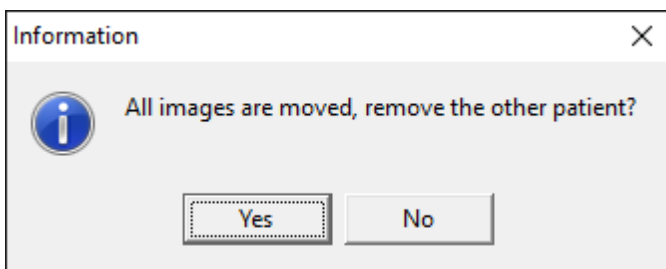
The *Remove "From patient"* dialog, after all images are moved.

Calibration and Measurements

All measurements are dependent on correct image calibration. The procedure to verify and correct image calibration is different between existing images and new images.

Calibrating new images

New images are calibrated by configuring the acquisition window.
First the calibration of the acquisition system is verified and, if needed, corrected.

Verifying calibration

The calibration only needs to be verified once, after major changes, such as new installation or updating device drivers. When calibration is verified, new images will be correct.
The procedure describes calibrating a PAN but is also valid for CEPH.

Requirements
Newly acquired image with a visible object having a known size. For instance a Panoramic X-ray having a 6 mm bullet visible, or a Cephalometric X-ray with a scale visible.

Procedure
1. Open the Acquisition window and acquire a new Panoramic X-ray with an object visible, and save it.
2. Select the saved image and open the Measurements window.
3. Click on the Length Measurement tool and draw a line along the length of the visible object.
4. Compare the displayed length with the actual object length.
5. The calibration is verified when the comparison indicates an acceptable difference.

Acceptable difference
The structure being measured determines the required accuracy.
If this is unknown, less than 5% difference is normally acceptable.

Correcting the calibration

If the verification fails, the acquisition system must be recalibrated.

Procedure
1. Open the image created above having the measurement.
2. Open the Acquisition window and open the Properties of the PAN button.
3. Click on the Correction button and enter the object length in the Known length field and press enter.

NOTE	The image used for verification of the calibration is not calibrated yet. To do so, read Calibrating an existing image.

Calibrating an existing image

If it is estimated that the calibration of an existing image is incorrect, it needs to be corrected.
In order to recalibrate an existing image calibration data is required.

Requirements
Either an object with a known length is visible in the image,
Or the calibration information of an image from the same device can be used.

Procedure, when a known length is available
1. Select the image and open the Measurements window.
2. Click on the Length Measurement tool and draw a line along the length of the visible object.
3. Click on the Calibrate button and enter the length of the known object in the Real length field and press enter.
4. The image is now recalibrated and all it's measurements are recalculated.

Procedure, when calibration from another image is used
1. Select the image which is correctly calibrated and open the Image properties window.
2. Open the Image tab and select and copy the Pixel width value (the Pixel heigth is usually the same).
3. Select the image that you want to calibrate and open the Image properties window.
4. Open the Image tab and paste in the Pixel width and heigth fields and press enter.
5. The image is now recalibrated and all it's measurements are recalculated.

Other Functions

Other, advanced, functions available in **VisiQuick** are:

Working with image area profiles

When working in the *Compare view* it is possible to save your image area for later reference. First enable image area profiles by checking **View** $\Rightarrow$ **View image area profiles** in the main menu. Above the thumblist a drop-down list with your saved profiles, an save and delete button become visible.

To create an image area profile:

1. Select the *Compare view* and close all images ("Ctrl+Backspace").

2. Select a frames layout. Learn more: changing the view frames layout.

3. Select and position images by dragging them from the thumblist.

4. Click the edit box , enter a descriptive name and press the save button.

> **NOTE** Saving an image profile will save the selected grid layout and the image position/selection. It will **not** save filter settings, etc.

If you need to delete a saved profile, select the profile from the drop-down list and press the delete ▬ button.
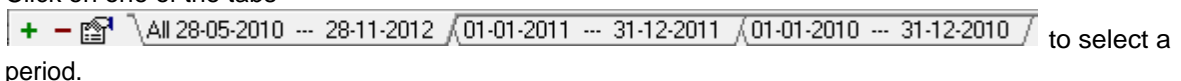
> **NOTE** Deleting an image profile cannot be undone and it will **not** delete images.

Working with image status periods

In both the *X-ray* and *color status* view images can be grouped and displayed by date periods. Only images within the period date borders will be displayed.

To select a period:

1. Select the *X-ray* or *Color* status view.

2. Click on one of the tabs
     to select a period.

To create a new image status periode:

1. Click on the add ✚ button, this will create a new period. That period is also selected.

2. Click the period edit 🖼 button and enter the period "from date" and the "to date".

3. All images acquired in that period and already asigned a position in the status will be shown.

To delete a period.

1. Select the period.

2. Click the period delete ▬ button.

> | **NOTE** | Deleting an image status period cannot be undone and it will **not** delete images. |

Using the workstations feature

The workstations feature allows a user to quickly select a patient that is already open, or was recently opened, on another workstation.

For instance, you have a central place where you acquire X-ray images. The patient is first visiting one of the treatment rooms and afterwards the central X-ray place. Since you already have selected the patient in the treatment room, the workstations toolbar on the central X-ray computer can be used to quickly select that same patient.

Working with multiple clinics

VisiQuick offers the possibility to work with multiple clinics.

Replication

Remote X-ray

Practice Management System

Link to VisiQuick

Switching Practice Management System

> | **WARNING** | **Patient mix-up** |
> | ⚠ | If the Practice Management System is switched it is required that the patient numbers in the new Practice Management System are identical to the ones used in the old system. |
> | | If the patient numbers are changed a **VisiQuick** database renumbering is required. |
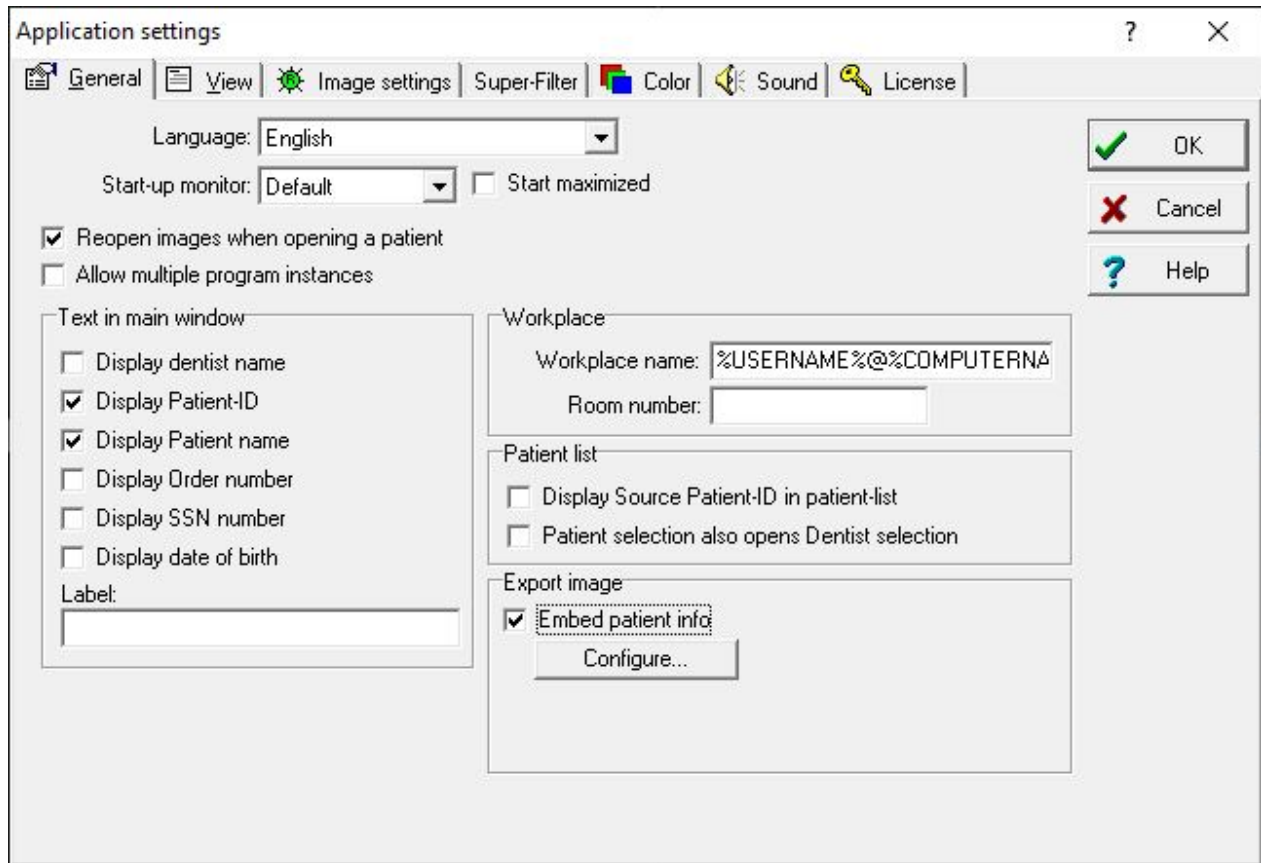
Settings

Most of **VisiQuick** settings will be configured by your system administrator or **VisiQuick** dealer.

Application settings

The *Application settings* dialog has the following pages to configure different application settings.

General

Select **Tools** ⇒ **Application settings** from the main menu and click on the **General** page.

NOTE	Settings on this General page apply to the local workstation only.

On this page you can configure the following:

1. Language.
   Select the language you want to use in **VisiQuick**. You can select Danish, Dutch, English, French, German, Italian, Norwegian, Spanish or Swedish. **VisiQuick** needs to restart to see the new language.

2. Start-up monitor - Start maximized.
   Select the monitor you want to use as Start-up monitor. If you have a workstation with 2 monitors use your practice management program on one monitor and **VisiQuick** on the other monitor.
   Check Start maximized if you want VisiQuick to start full screen.

3. Reopen images when opening a patient.

4. Allow multiple program instances.
   Check if you want to allow multiple instances of VisiQuick simultaneously.

5. Text in main window.
   Check the items you want to be displayed in the **VisiQuick** application caption.

TIP	When working with multiple clinics/dentist it is advised to display the dentist name in the **VisiQuick** application caption.

6. Workplace.

7. Patient list.

8. Export image.
   When exporting an image patient information can be embedded. Check if you want patient information to

be embeded (from the current workstation). Click on configure for configuration of the information what needs to be embeded.

View

Select **Tools** ⟹ **Application settings** from the main menu and click on the **View** page.
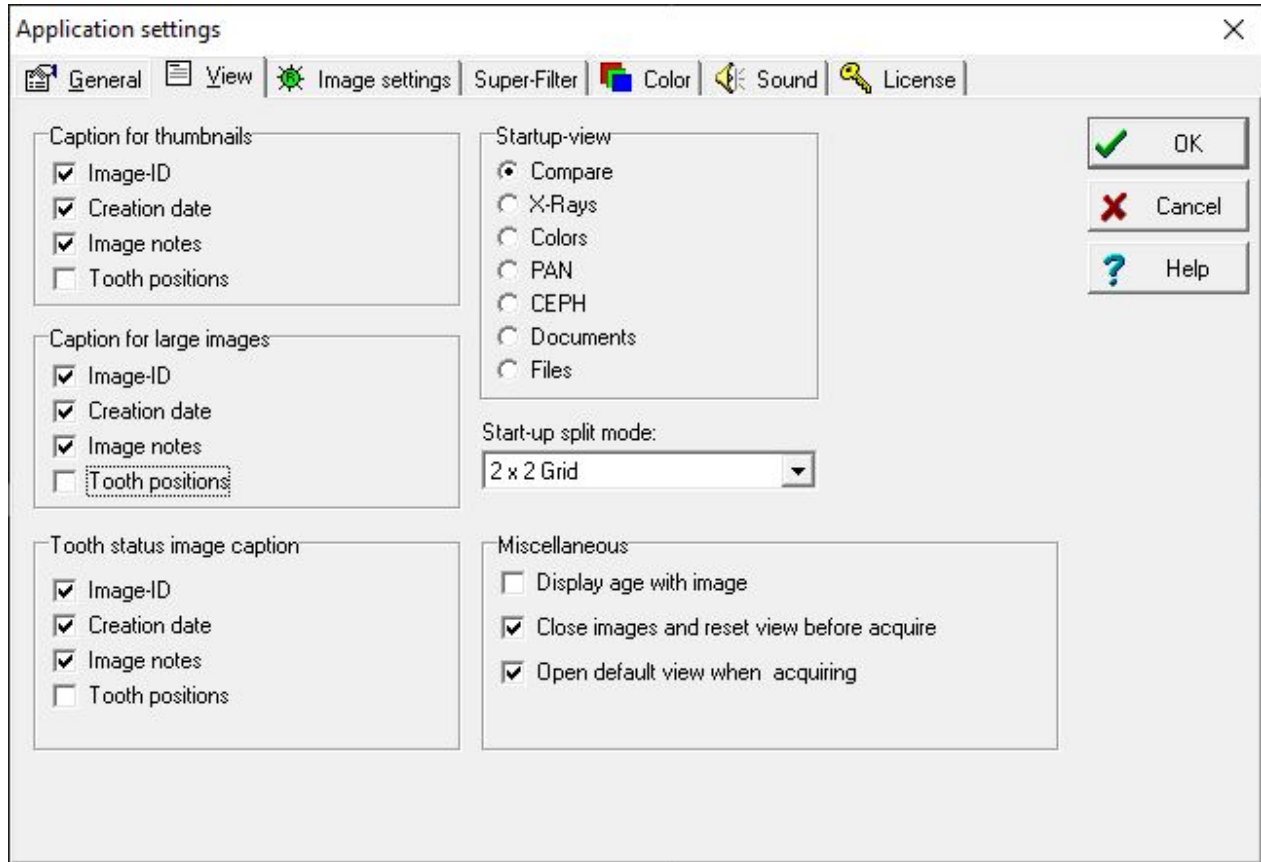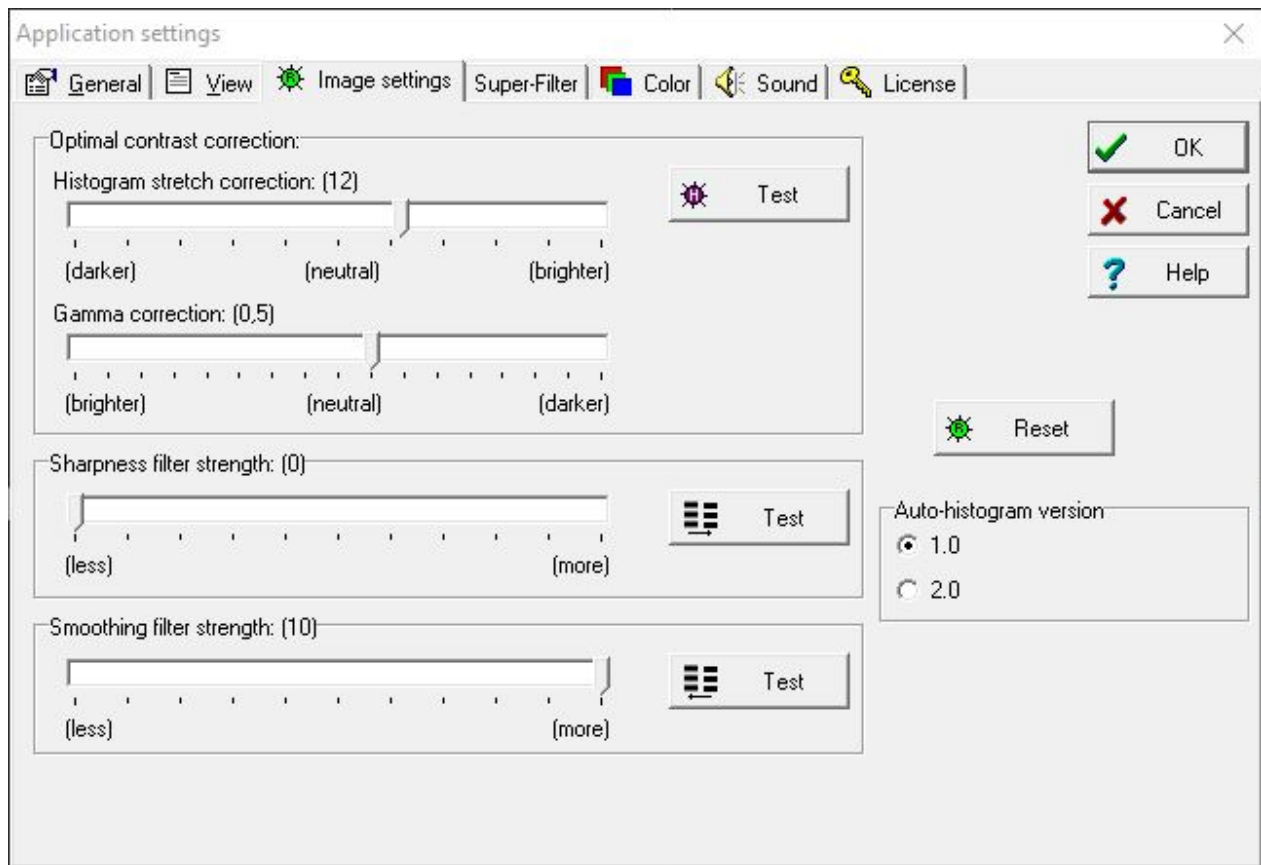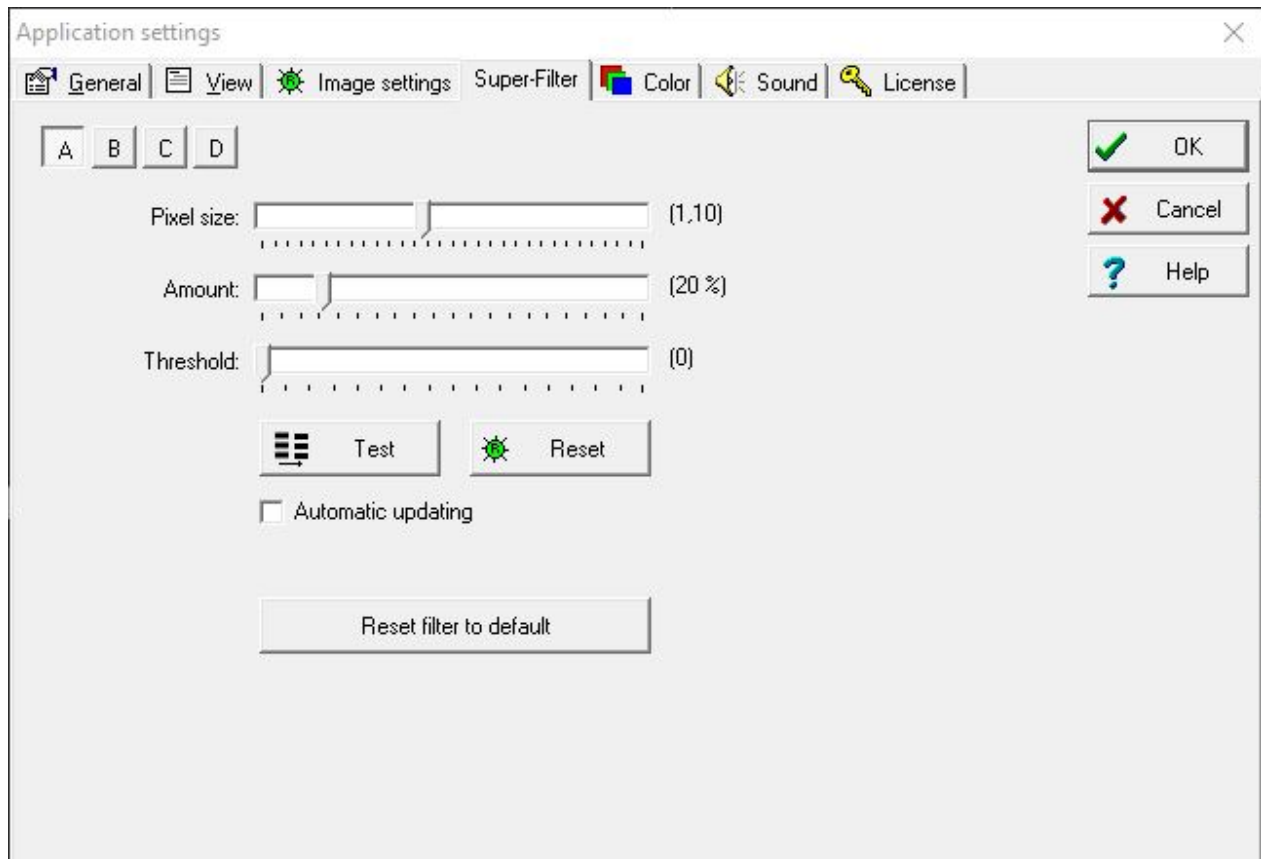

Image settings

Select **Tools** ⟹ **Application settings** from the main menu and click on the **Image settings** page.
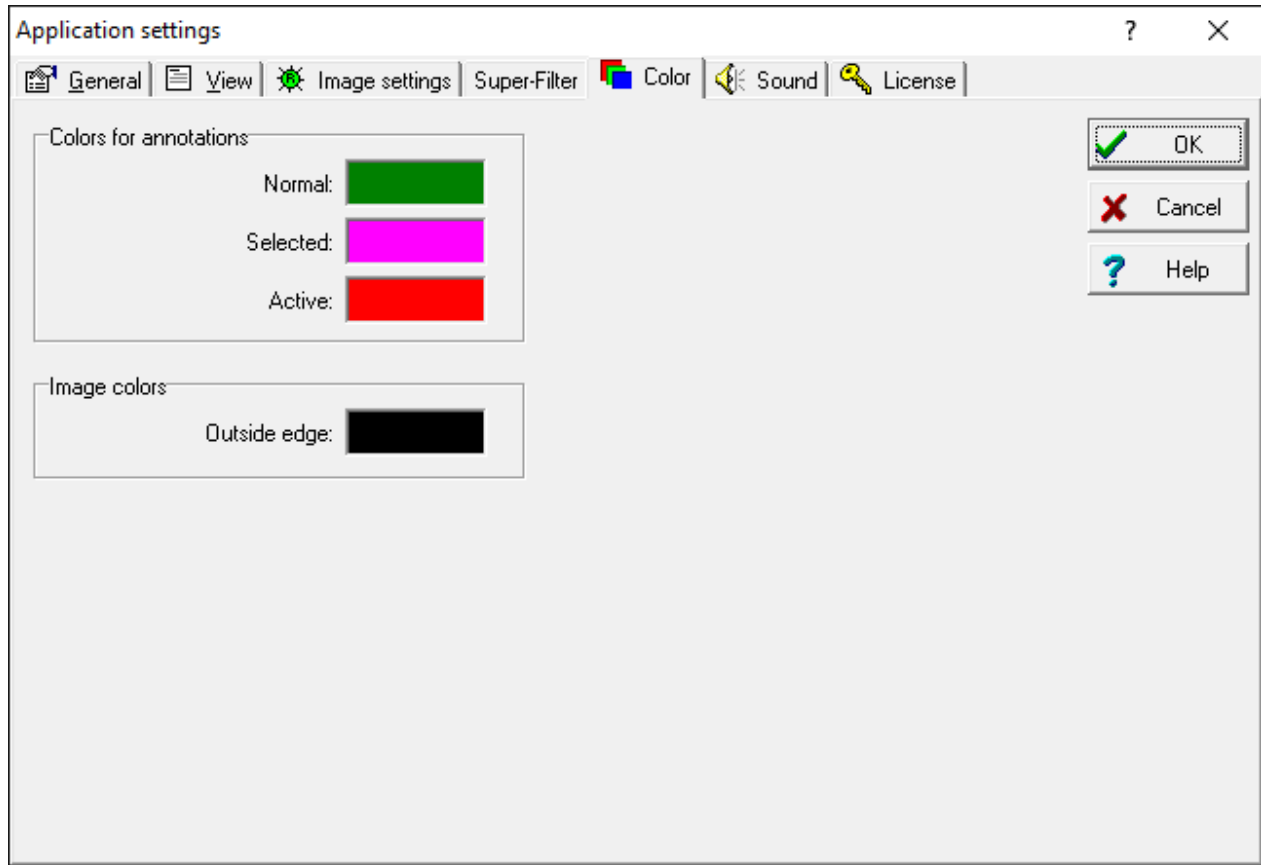
Super-Filter

Select **Tools** ⟹ **Application settings** from the main menu and click on the **Super-filter** page.

Color

Select **Tools** ⇒ **Application settings** from the main menu and click on the **Color** page.

On this page you can select the colors to use with annotations and for image background color. Click on the desired color to select a new color.

WARNING	Changing the Outside color can effect the preceived contrast of an X-ray image. The default value is black.

Sound

Select **Tools** ⇒ **Application settings** from the main menu and click on the **Sound** page.

License

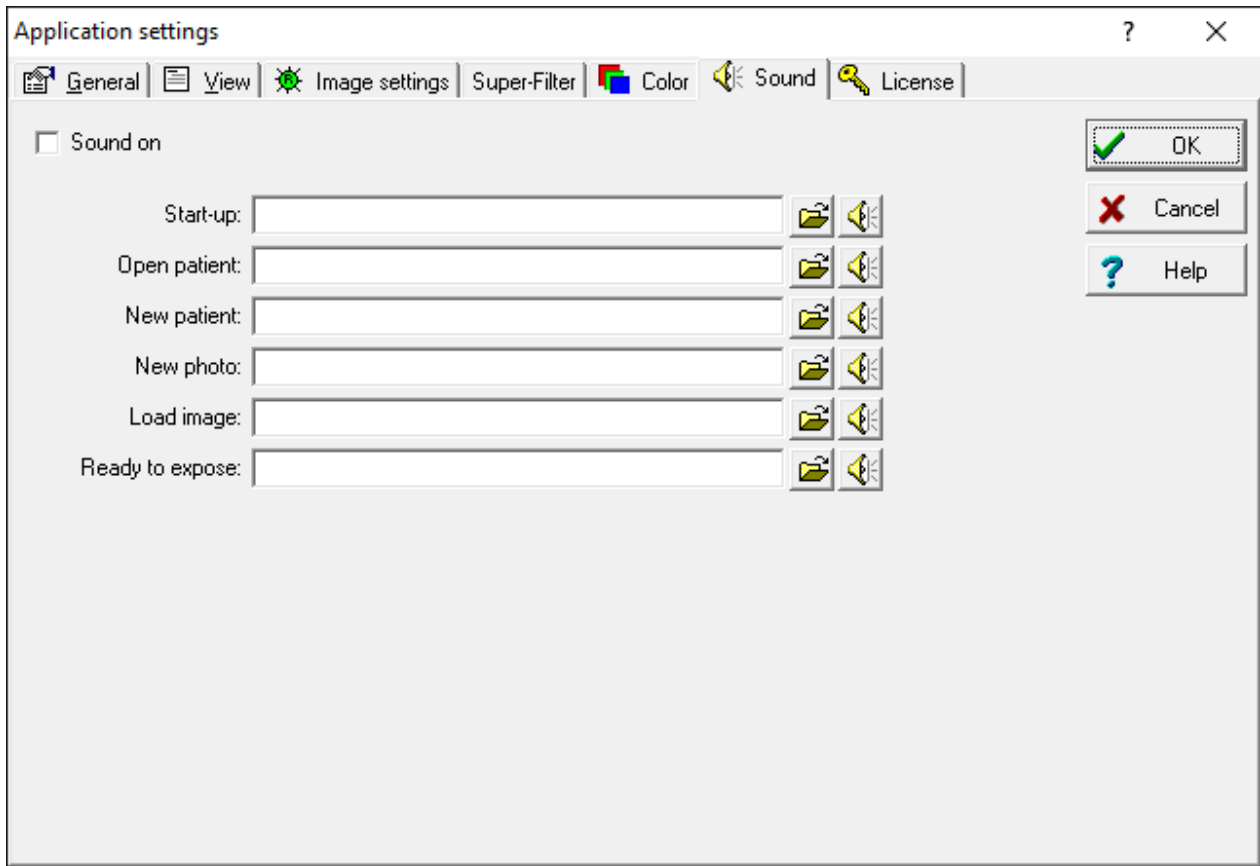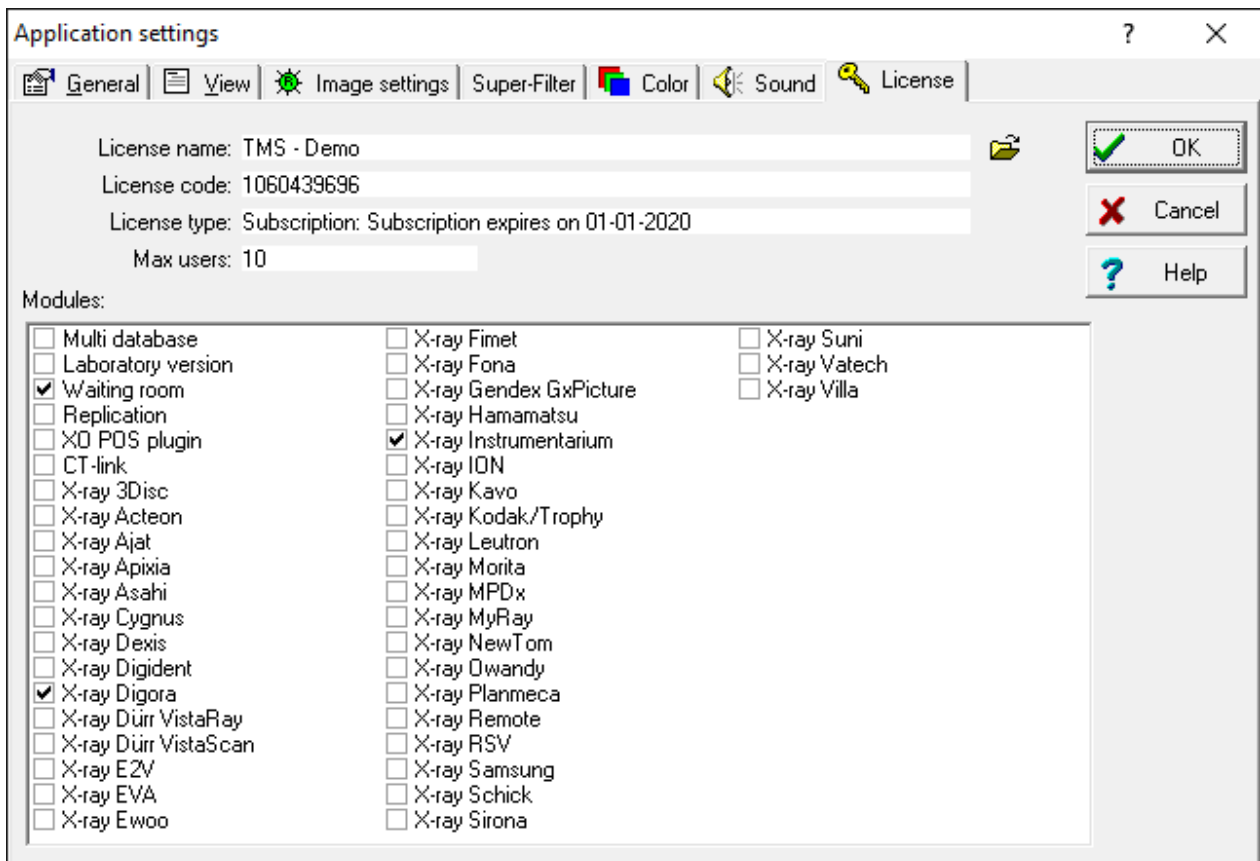Select **Tools** ⇒ **Application settings** from the main menu and click on the **License** page. On this page you can view license information and import new licenses.

Update your **VisiQuick** license

A license will be sent to you as email attachment.

1. Save the attachment, for instance on your desktop.
2. Select **Tools** $\Rightarrow$ **Application settings** from the main menu and click on the **License** page.
3. Click on the open file icon, to open a standard Windows open file dialog.
4. Navigate to the license file you saved in step 1.
5. Select and open the license file.

The license file is updated. These steps needs to be taken on one workstation only. On other workstations the updated license information is visible after a restart of **VisiQuick**.

Database settings

The *Database settings* dialog has the following pages to configure different settings.

General

Select **Tools** $\Rightarrow$ **Database settings** from the main menu and click on the **General** page.
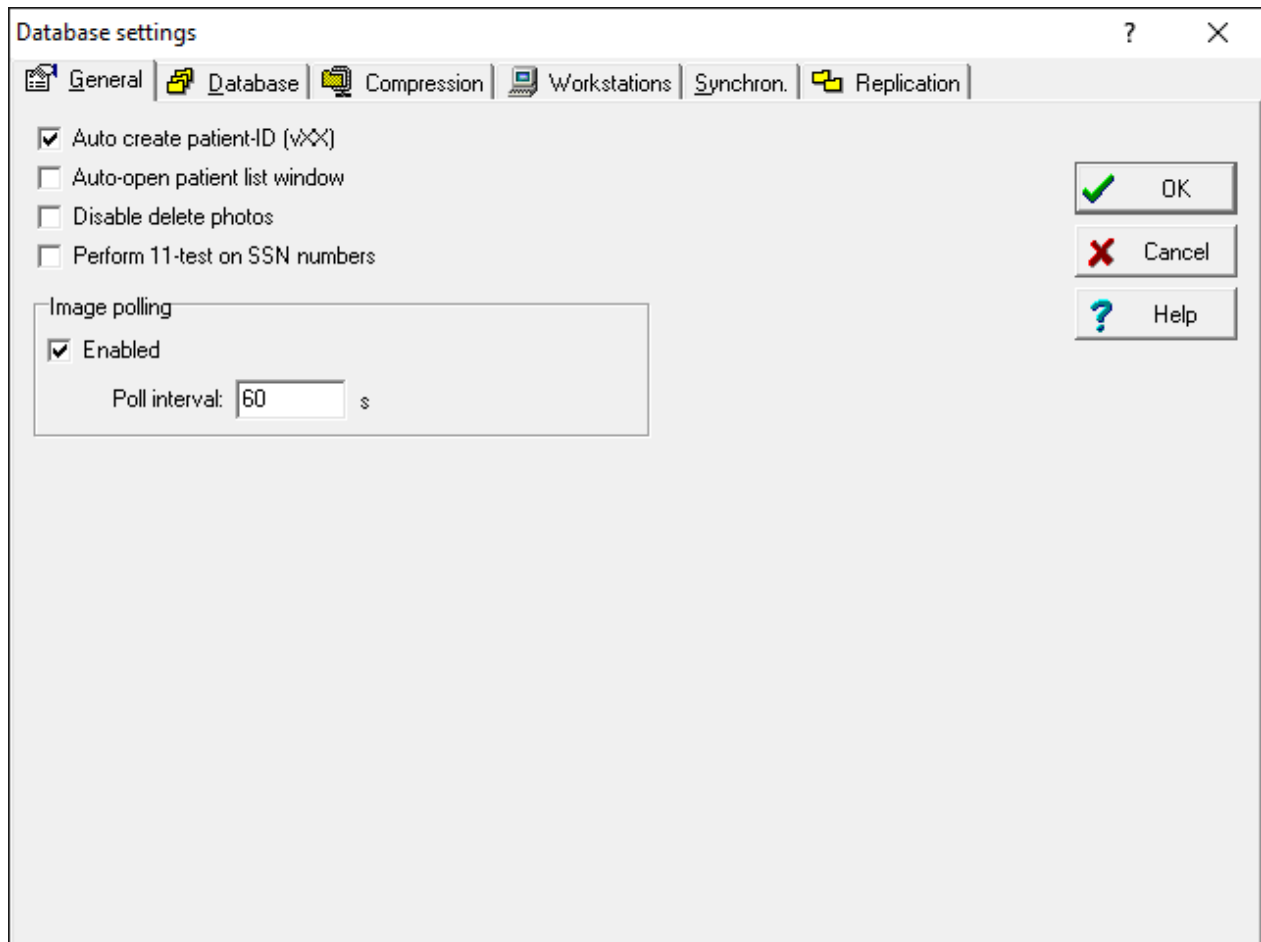
Database

Select **Tools** $\Rightarrow$ **Database settings** from the main menu and click on the **Database** page.

Compression

Select **Tools** ⇒ **Database settings** from the main menu and click on the **Compression** page.
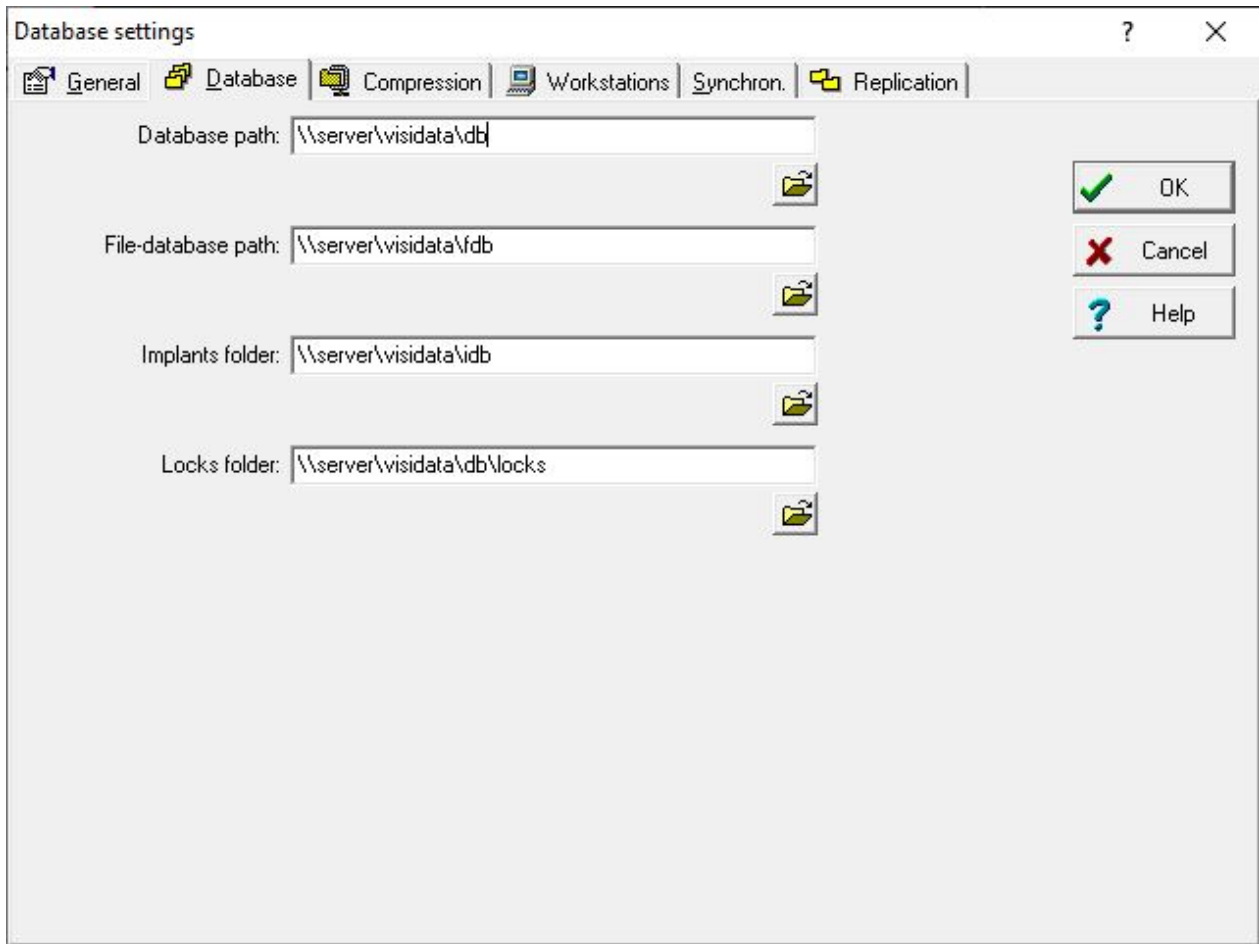
Workstations

Select **Tools** ⇒ **Database settings** from the main menu and click on the **Workstations** page.

Synchronize

Select **Tools** ⇒ **Database settings** from the main menu and click on the **Synchron.** page.
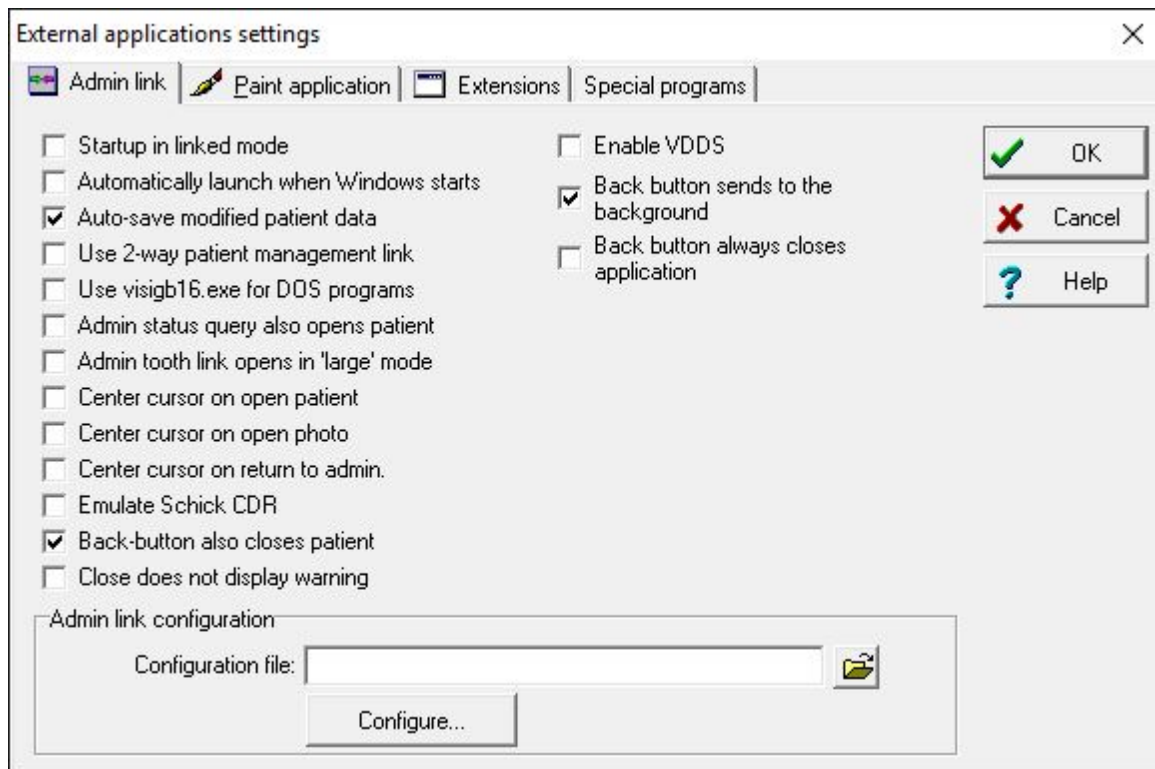
Replication

Select **Tools** ⇒ **Database settings** from the main menu and click on the **Replication** page.

External applications settings

The *External application settings* dialog has the following pages to configure different settings.
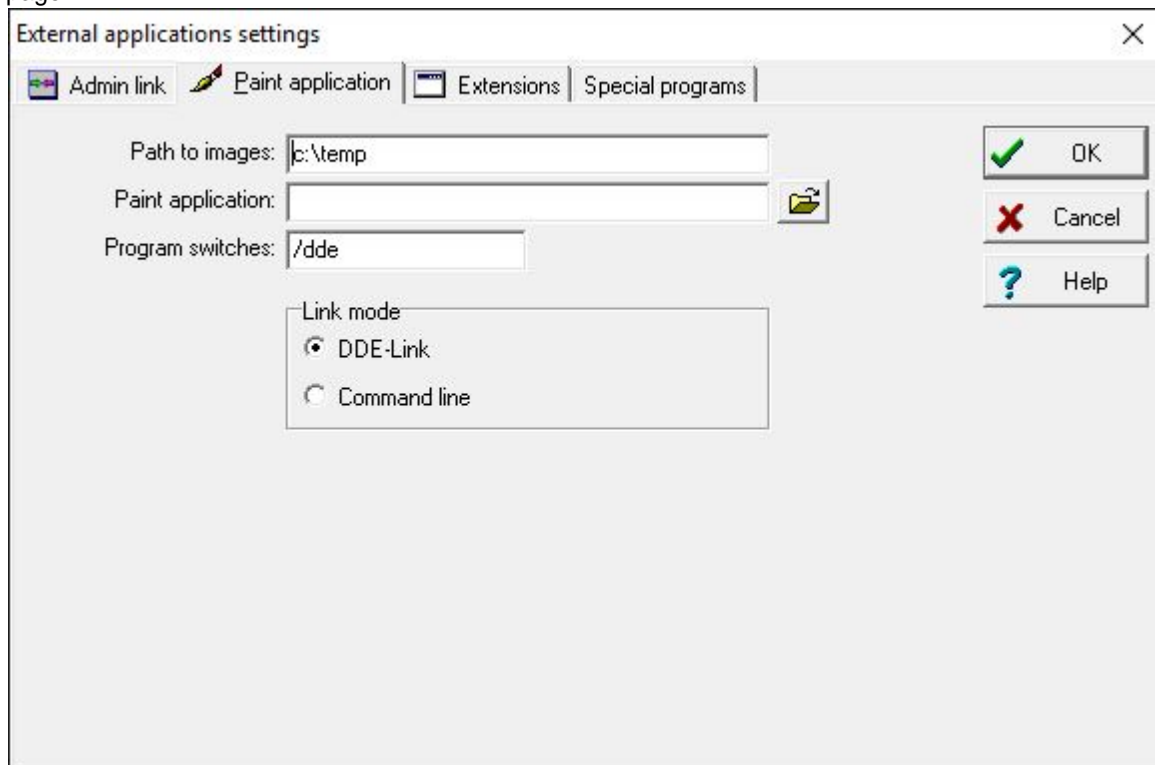
Admin link

Select **Tools** ⇒ **External application settings** from the main menu and click on the **Admin link** page.

Paint application

Select **Tools** ⇒ **External application settings** from the main menu and click on the **Paint application** page.

Extensions

Select **Tools** ⇒ **External application settings** from the main menu and click on the **Extensions** page.
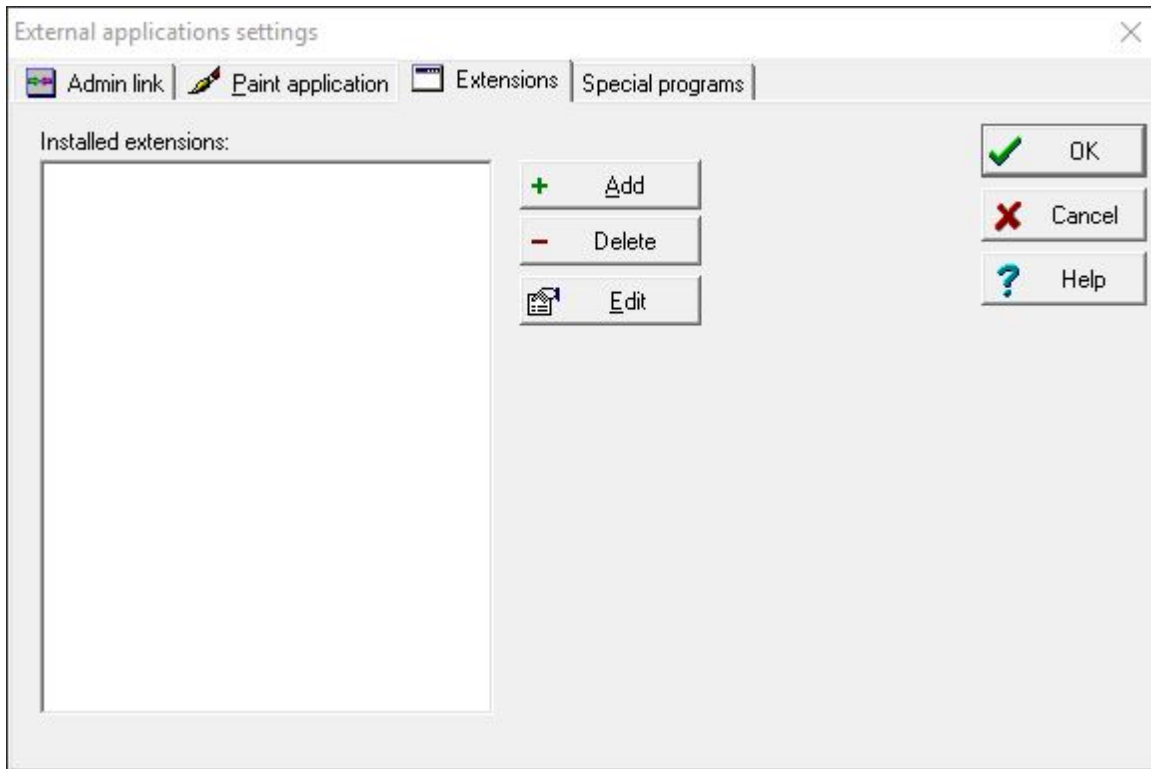
Special programs

Select **Tools** ⇒ **External application settings** from the main menu and click on the **Special programs** page.
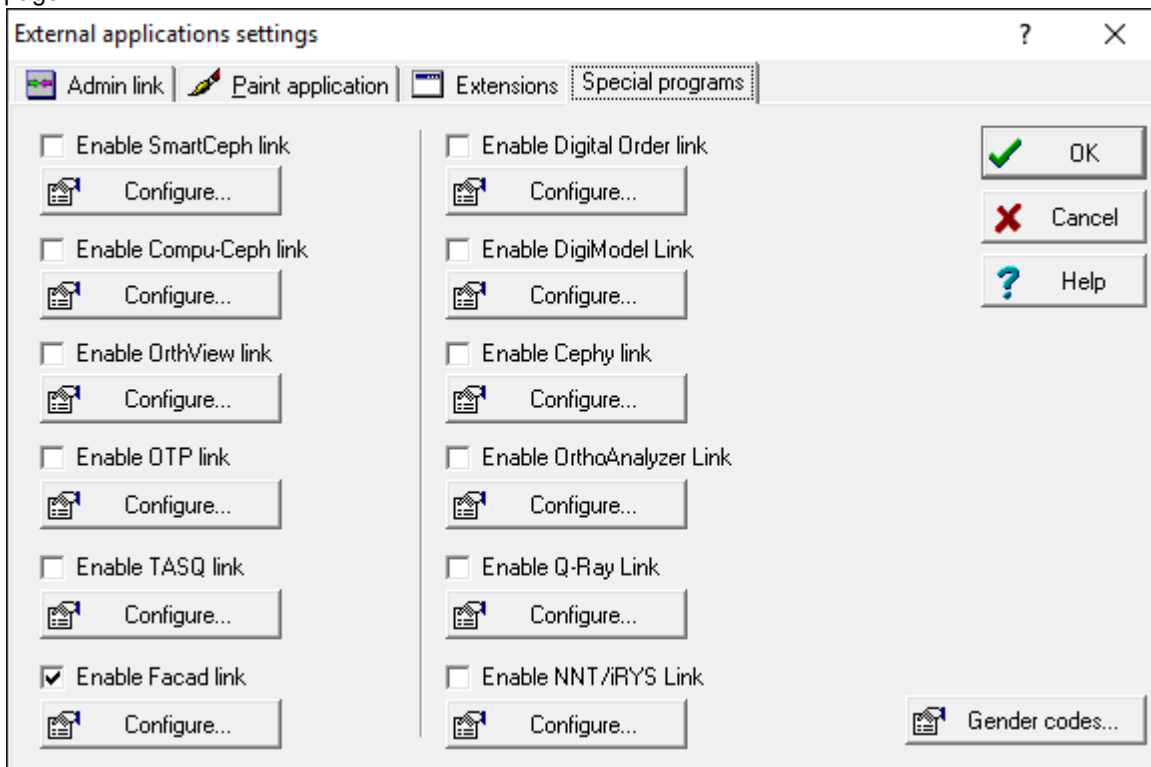
Communication settings

The *Communication settings* dialog has the following pages to configure different e-mail configuration settings.

E-mail

Select **Tools** $\Rightarrow$ **Communication settings** from the main menu and click on the **E-mail** page.

Address book

Select **Tools** $\Rightarrow$ **Communication settings** from the main menu and click on the **Address book** page.
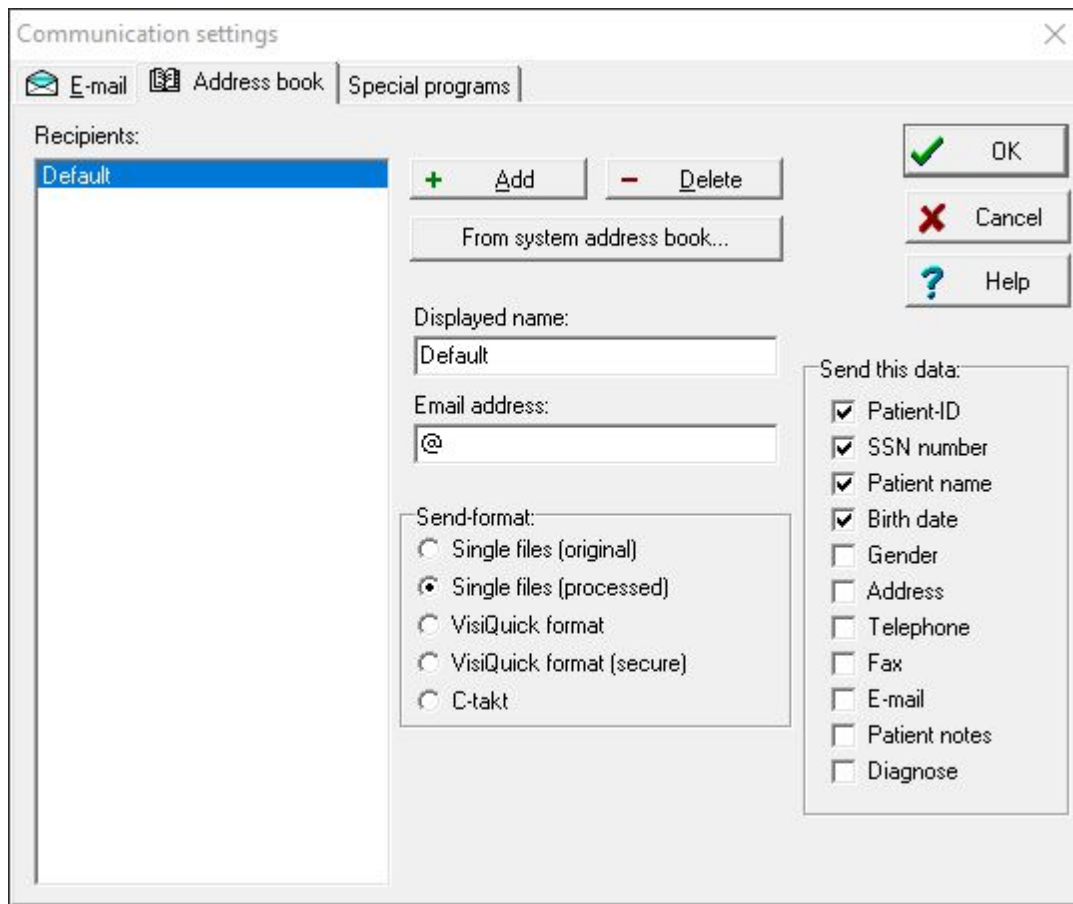
Special programs

Select **Tools** ⟹ **Communication settings** from the main menu and click on the **Special programs** page.
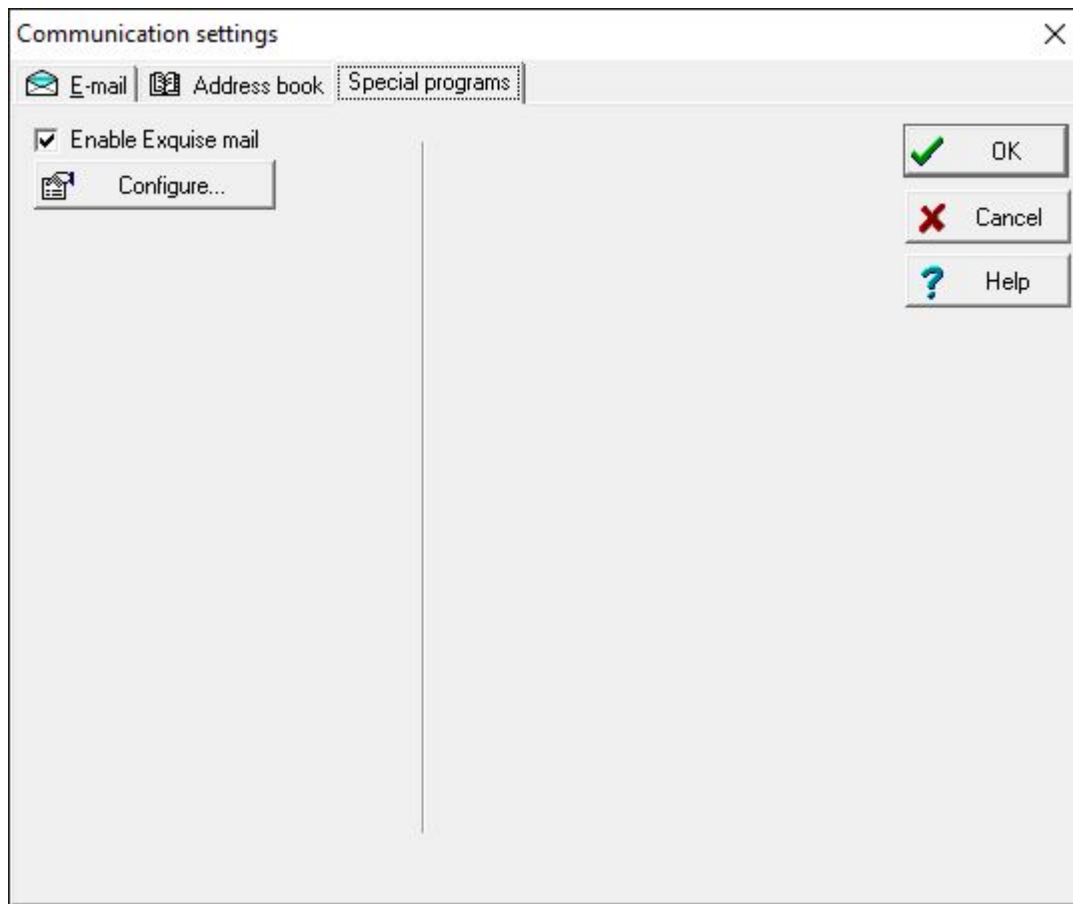
Device settings

The *Device settings* dialog has the following pages.

General

Select **Tools** ⇒ **Device settings** from the main menu and click on the **General** page.

Printing

Select **Tools** ⇒ **Device settings** from the main menu and click on the **Printing** page.
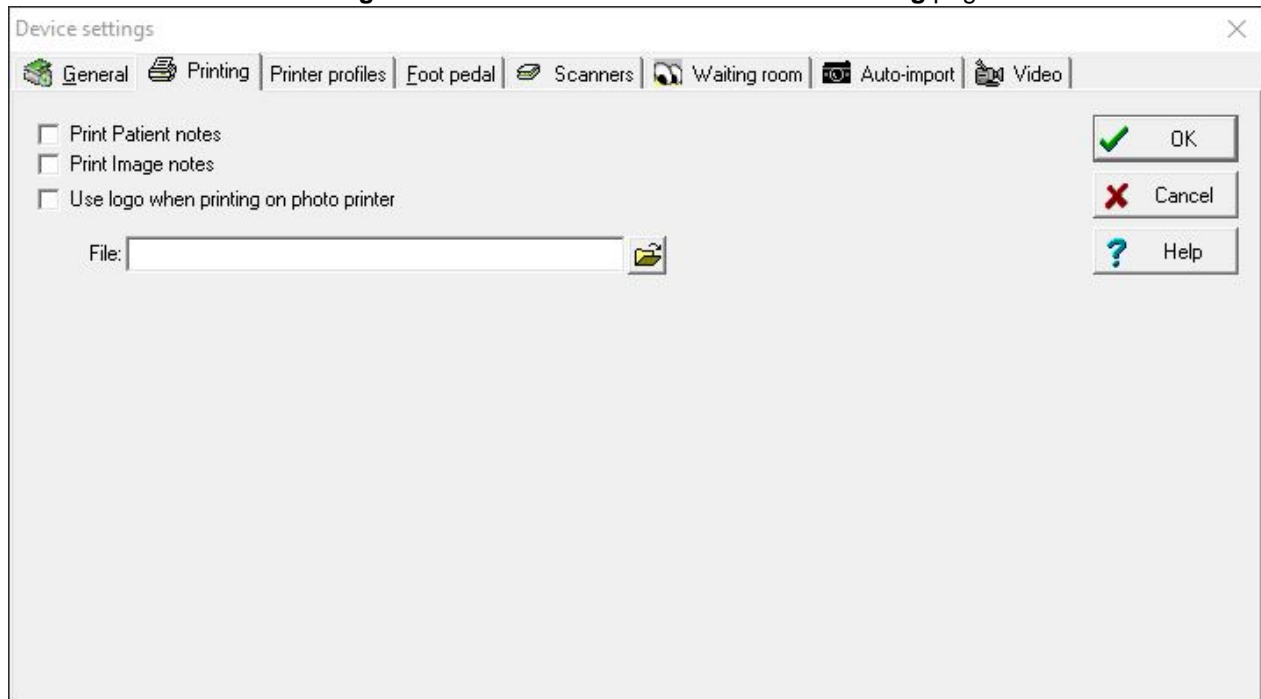
Printer profiles

1. To create, edit or delete your own printer profiles select **Tools** ⇒ **Device settings** from the main menu and click on the **Printer profiles** page.
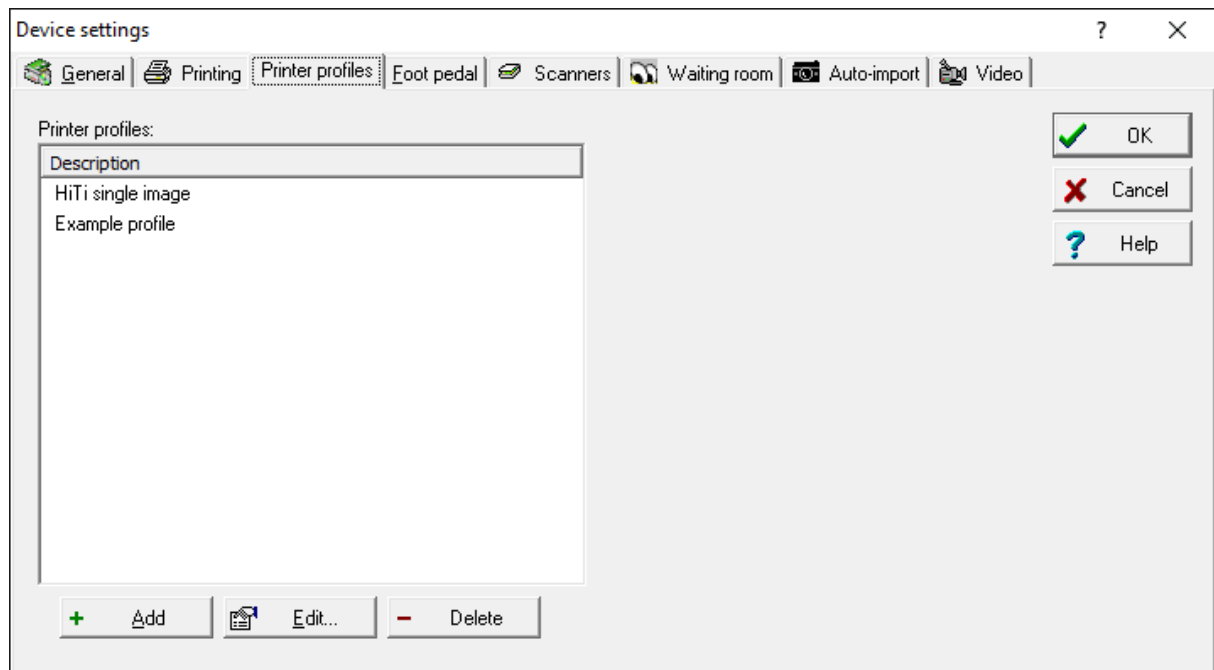
NOTE	Printer profiles are stored in the **VisiQuick** database, so a printer profile is available for all workstations connected to the **VisiQuick** database.

2. Click **Add** to create a new profile. This will open the *Edit printer profile* window.
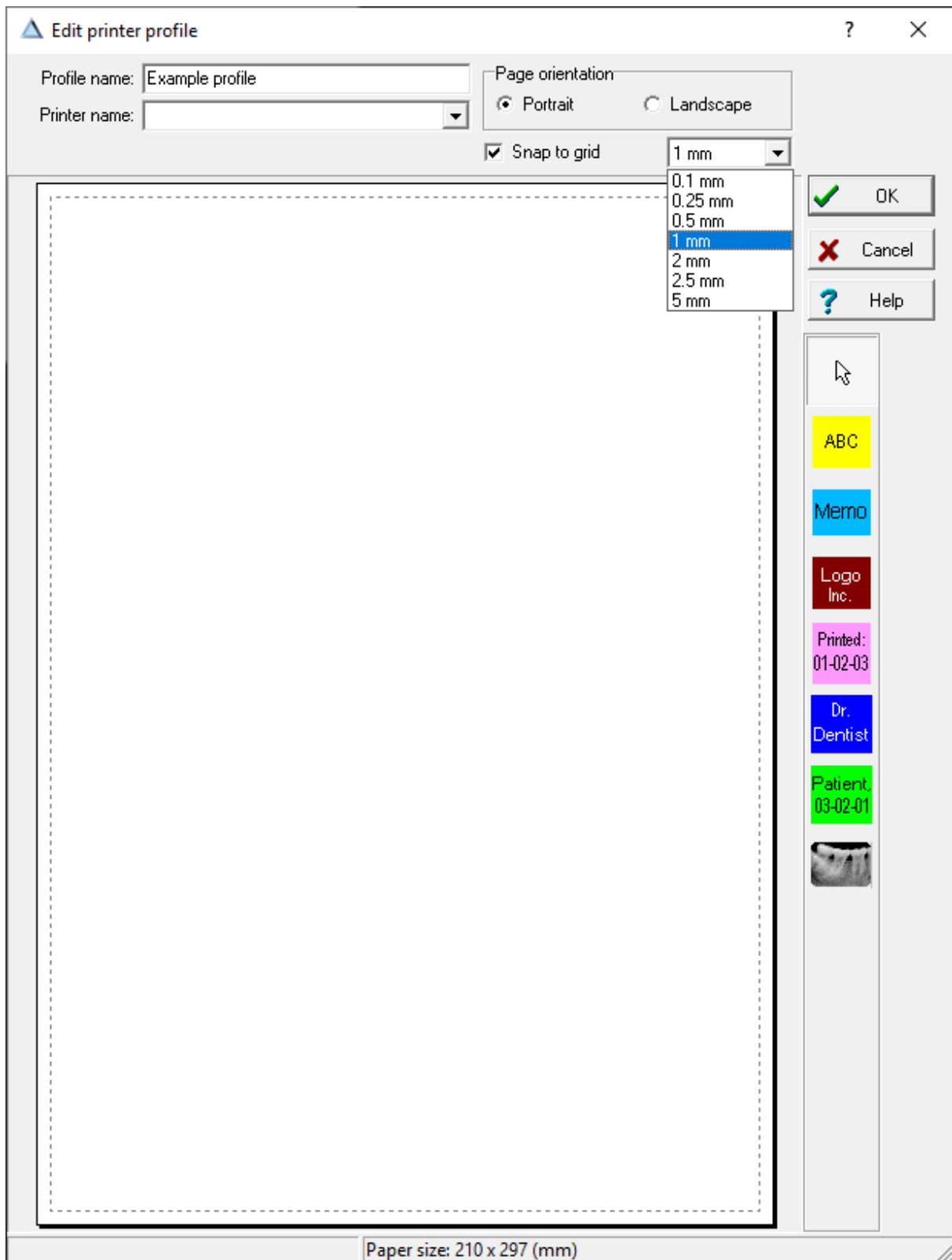
3. Enter a Profile name.

4. Enter a Printer name (optional).

NOTE	Different printers do have different print areas. That way a printer profile can be very specific for a printer.
	When designing for a specific printer that printer must have exactly the same name on

<table>
<tr><td> </td><td>all workstations.</td></tr>
</table>

5. Choose **Portrait** or **Landscape** orientation.

6. If **Snap to grid** is checked you are using a grid which makes it easier to position the different profile objects.

7. With the dropdown box the grid size can be set.

8. The dashed line mimics the printable area of the selected printer.

9. Within this area the profile objects can be placed. All available print profile objects are listed next to this profile area.

Available objects to place on printer profiles

ABC   Label text, to place fixed text on the print profile.

Memo   Memo text to place editable text on the print profile.

Logo Inc.   Clinic logo.

Printed: 01-02-03   Print date.

Dr. Dentist   Clinic (Dentist) information.

Patient, 03-02-01   Patient information.

   Image.

Design of a printer profile

Start by creating the layout of a profile. For every object you:

1. Click on the button of the object you want to place.

2. The mouse cursor will change in a +. Position the cursor where you want to place the object and "drag" a rectangle. Release the mouse when done.
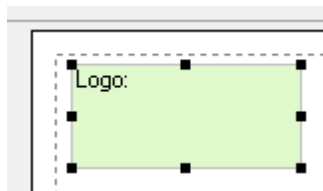
Example of Logo object.

Change size and position of a print profile object

In the left bottom corner the position and size of the object is displayed.   x,y=7, 6 (w,h=40 x 18) mm

x = position of the left border.
y = position of the top border.
w = width.
h = heigth.

Change size   When you click on an object the object gets the focus and handles ▪ will appear. "Drag" a handle to change the size of an object.

Change position   Click on the object and "drag" it to the correct position.

After placing all objects on your print profile you can specify its properties. The change its properties double click on the object in your design. A dialog will appear specific for the object.

Label text

Edit label parameters	?	✕
Caption text: [_____]		✓ OK
Font...		✗ Cancel
☐ White edge around the text		? Help
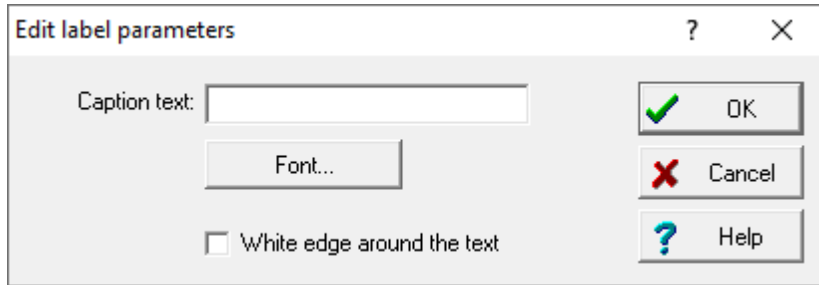
- Double click on the object you created with the **ABC** button, to open the *Edit label parameters* dialog.
- Enter the caption text.
- Click **Font** to alter font type and size.

Memo text

Memo properties	?	✕
Text: [_____]		✓ OK
		✗ Cancel
		? Help
Font...		

Clinic logo

Edit logo parameters	?	✕
Logo bitmap file: [_____]		✓ OK
📂		✗ Cancel
		? Help

Print date

Clinic (Dentist) information

Patient information

Image

Foot pedal

Select **Tools** ⇒ **Device settings** from the main menu and click on the **Foot pedal** page.
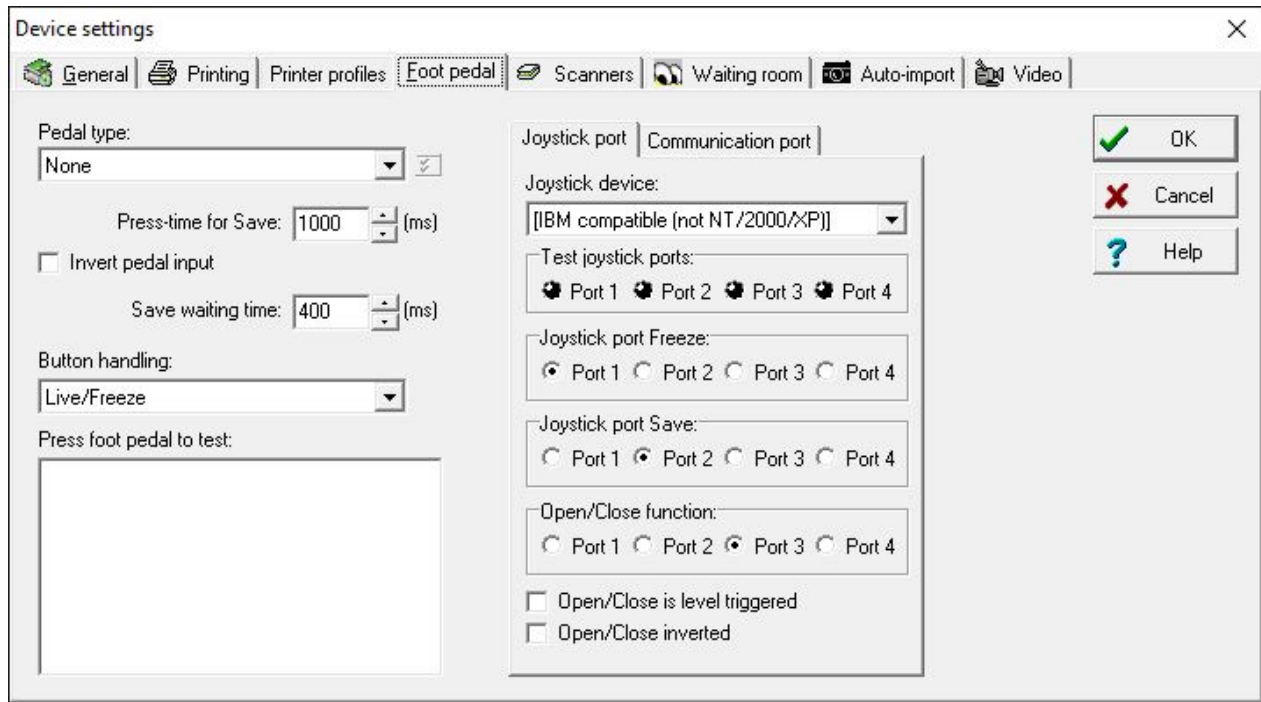
Scanners

Waiting room

Auto-import

Video

X-ray settings

Users with private settings

Printer setup

In **VisiQuick** two separate printers can be configured to use. The *normal* printer and the *image* (or *photo*) printer.

Image input window settings

Video window settings

Keyboard shortcuts (hotkeys)

In most screens you can use keyboard shortcuts to perform actions. The use of keyboard shortcuts can speed up your work drastically.

Keyboard shortcuts for the main window

For most of the keyboard shortcuts to work a patient must have been selected.

Key	Action
Alt+1	Switch to the *Compare status* view.
Alt+2	Switch to the *X-ray status* view.
Alt+3	Switch to the *color status* view.
Alt+4	Switch to the *implant status* view.
Alt+5	Switch to the *ortho status* view.
Alt+6	Switch to the *documents* view.
Alt+7	Switch to the *files* view.
Alt+8	Switch to the *CT recordings* view.
Spacebar	Toggle between current view and *Compare status* view.
Alt+Spacebar	Switch to the *bitewing status* view.
Ctrl+C	Copy selected image to the Windows clipboard.
Ctrl+D	Duplicate the selected image.
Ctrl+E	Export the selected image.
Ctrl+F	Find images.
Ctrl+G	Switch monitor.
Ctrl+I	Display list of printer profiles.
m, M	Open the annotations window.
Ctrl+M	Open the import images window.
Ctrl+S	Open the (default) scanner window.
W	Open the Waiting room view.
x, X	Go back to practice management program.
F2	Toggle between "tiny" and "normal" mode.
F4	Edit patient properties. Learn more: edit patient information.
Ctrl+F4	Close current patient.
Shift+F4	Select a patient manually, learn more: select a patient.
F5	Refresh (reload) all images of selected patient.
Ctrl+F5	Recreate all thumbnail images.
F9	Exit **VisiQuick**.
F11	Open video window, read acquire a video image.
F12	Open image acquisition window #1 (if configured).
Shift+F12	Open image acquisition window #2 (if configured).
Ctrl+F12	Open image acquisition window #3 (if configured).
Shift+Ctrl+F12	Open image acquisition window #4 (if configured).
Escape	Close active window (for instance "find images window", "import images window", etc.).

Keyboard shortcuts for the Compare, implant, ortho status and documents view

The following keyboard shortcuts only work when in the Compare, implant, ortho status or documents view.

Key	Action
Delete	Delete the selected image. (This option can be disabled).
Ctrl+Spacebar	Reset image, restore the original image.
Backspace	Close selected image.
Ctrl+Backspace	Close all active images.
C	Adjust contrast with mouse.
F	View selected image full screen.
H	Show Histogram.
Ctrl+K	Flip selected image horizontally.
L	Toggle loupe function on/off.
Ctrl+N	Toggle the selected image between positive and negative.
Ctrl+O	Rotate selected image 90° counterclockwise.
p	Mark/unmark selected image.
P (Shift+P)	Mark/unmark all images.
Ctrl+Alt+P	Toggle pseudo color on/off.
Ctrl+R	Toggle sharpen filter on/off.
Ctrl+T	Toggle smoothen filter on/off.
Ctrl+Left	Adjust Contrast of selected image.
Ctrl+Right	Adjust Contrast of selected image.
Ctrl+Up	Adjust Brightness of selected image.
Ctrl+Down	Adjust Brightness of selected image.

Keyboard shortcuts specific for the Compare status view

Some keyboard shortcuts are specific for the Compare status view.

Key	Action
Ctrl+1	Switch to one large frame.
Ctrl+2	Switch to 2 x 2 grid.
Ctrl+3	Switch to 3 x 3 grid.
Ctrl+4	Switch to 4 x 4 grid.
Ctrl+9	Switch to 1 large over 4 small frames.
Z	Display selected image in full view area.

Keyboard shortcuts for the acquisition window

Key	Action
Ctrl+7	Rotate image 270°.
Ctrl+8	Rotate image 180°.
Ctrl+9	Rotate image 90°.
Ctrl+C	Copy current image to Windows clipboard.
Ctrl+I	Open import image window.
Ctrl+V	Paste image from Windows clipboard.
F7	Save image and close image input window when image is selected.
F8	Save image.
F9	Exit image input window.
F12	Acquire new image.

Keyboard shortcuts for the video window

Key	Action
Spacebar	Toggle between "Live video" and "Freeze".
F7	Freeze video, capture and display image.
F8	Save image.

FAQ and Troubleshooting

Before trying to solve a problem, it is important to know the circumstances in which abnormal behavior occurred.

Following some generic questions to use in troubleshooting:

- What happened?
  Exact description of all operations leading to the abnormal situation. When (error) messages are displayed special attention is needed for the **first** (error) message.

- Can it be reproduced?
  Is it possible to recreate the abnormal situation? Can it be made to occur again? Is it only happening from one workstation? Is it only happening with one patient? Sometimes a reboot of the workstation and connected devices will solve the issue.

- Is something changed just before the situation is happening?
  VisiQuick is connected to a lot of different devices and other applications, or more general, other components. Sometimes an update of one of these components will cause an abnormal situation. Think about: Windows updates, anti-virus updates, device driver updates, changes at the server, other hardware/network changes.

- Which version of **VisiQuick** is used?
  It is possible that when another component is updated, also **VisiQuick** needs to be updated.

For more FAQ and troubleshooting please read the following sections.

FAQ and Troubleshooting general issues

In this section general issues are addressed:

- The clinic name on exported and printed images needs to be changed. How do I change the clinic name?

- The (X-ray and/or color) status view is suddenly blue. How do I reset this?

Change clinic name

On exported and printed images the clinic name can be displayed. To change the clinic name select **File ⇒ Clinics** from the main menu, select the clinic and click Edit to open the Edit clinic parameters window. Make all necessary changes and click Save.

Reset status view

The X-ray and/or color status view is blue when the "Simplified status view" is turned on. To reset the status view to "normal", uncheck **View ⇒ Simplified status view** in the main menu.

FAQ and Troubleshooting acquisition issues

Before trying to solve a problem with the acquisition of images, it is good to know the general workflow of image acquisition.

FAQ and Troubleshooting image issues

In this section imaging issues are addressed:

- By accident an image is deleted. How do I restore a deleted image?

Restore an accidentally deleted image

When an image is accidentally deleted there are two methods to restore that image.

Method 1: The deleted image was recently acquired (not older than 30 days).

1. Go to the workstation where the image is acquired.

2. Open the patient and act as if you are going to acquire a new image.

3. In the image acquisition window, in the menu click **Image** $\Rightarrow$ **Load backup images**.

4. All images for this patient not older than 30 days and acquired on this workstation will be displayed, save the missing ones.

Method 2: The deleted image was not recently acquired and a backup of the VisiQuick database from before the moment of deletion is available.

1. Go to a standalone workstation.

2. Restore the database backup to a local drive (**not** over the current database).

3. Connect **VisiQuick** to this local backup database.

4. Go to the patient with the deleted images.

5. Export the patient / deleted images to a **VisiQuick** transport file. Remember the location of this file.

6. Reconnect **VisiQuick** to the original (working) database.

7. Import the created VisiQuick transport file (step 5) by clicking **File** $\Rightarrow$ **Import VQD file** $\Rightarrow$ **Load from file**.

FAQ and Troubleshooting email issues

Error messages