

SlideCenter 3.4 User's Guide v02

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Contents

Disclaimer	4
Character Types and Symbols	6
Terms and Abbreviations	7
Document Revision History	8
1 About SlideCenter	9
1.1 Storing and Managing Digital Slides through SlideCenter	10
1.2 Accessing a Slide	11
2 Connecting to SlideCenter	13
2.1 Logging in to SlideCenter through 3DHISTECH's Viewer Application	13
2.2 Logging in to SlideCenter through the Web Interface	13
3 Slide Upload to SlideCenter	16
3.1 Uploading slides with 3DHISTECH's Viewer Application	16
3.2 Uploading slides with SlideMaster	20
4 SlideCenter Main Application Screen	21
4.1 User Panel	21
4.1.1 Managing a SlideCenter User Account	23
4.1.2 Changing a User Password	23
4.2 Menu Options	24
5 Slides and Folders	25
5.1 Folder Tree Panel	25
5.1.1 Folder Color Markings	
5.1.2 Folder Operation Buttons	
5.2 Slide Attributes and Process Options 5.2.1 Slide types	
5.2.2 Slide attributes	
5.2.3 Slide Actions	
5.3 CaseView Mode	44
6 Teleconsultation	46
6.1 Overview of Teleconsultation	46
6.2 Requirements and Privileges for Hosts in a Teleconsultation Session	46
6.3 Creating a Teleconsultation Session	47
6.4 Joining a Teleconsultation Session	50
6.5 Opening a slide via Teleconsultation	51

7 Slide and Case Sharing	53
8 Search in SlideCenter Server	56
9 Users & Groups	58
10 Troubleshooting	59
10.1 I Cannot Connect to the SlideCenter from 3DHISTECH's Viewer Application	59
10.2 I Cannot Open the Slide from the Link Someone Sent Me	59
10.3 I Cannot Change My SlideCenter Password	59
10.4 SlideCenter Server upgraded by the Administrator	60
10.5 Slide name is too long	60

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Character Types and Symbols

Example	Abbreviation or term that is explained in chapter <u>Terms and Abbreviations</u> .
Example	Words or characters that appear on the screen. These include field names, screen titles, push-buttons and menu names, paths or options.
	Keys on the keyboard. For example, function keys (such as F11) or the Ctrl+O key combination.
Example	Cross-references to other documents or sections within this document.
Warning!	Indicates that you need an additional module to use the feature or that there are prerequisites for the task.
Important!	Contains an important piece of information or a recommendation. The application will work if you choose not to follow the recommendation but its performance might be less than optimal.
() Tip!	Contains a suggestion about using the application in some other way or to some interesting purpose.

Terms and Abbreviations

Annotation	A particular detail of a digitized slide.
Host	User who uploaded the digital slide to SlideCenter and who initiates the Teleconsultation about the slide.
SlideCenter user group	Group created by a SlideCenter administrator.
Participant	User invited to participate in the evaluation of a slide stored on SlideCenter.
Teleconsultation	Provides access to digitized slides for several users and supports their collaboration in inspecting and evaluating the virtual slide.
Teleconsultation group	Group created by the Host for a Teleconsultation session independently of the user groups that exist on SlideCenter.
	Several Teleconsultation sessions (and therefore several Teleconsultation groups) can be activated on a SlideCenter in parallel.
Telepathology	Teleconsultation in the field of pathology: pathologists exchange information and evaluate a slide together via Teleconsultation.

Document Revision History

Version	Date	Software version	Comments
01	April 5, 2024	3.3.0	Document Revision History introduced. MV number added: MV-1023. InstantViewer replaced with WebViewer.
			SlideConverter replaced with SlideMaster. "For performance evaluation only, the performance characteristics of this product have not been established." removed from Disclaimer.
02	June 18, 2024	3.4.0	MV number added: MV-1085 New user selector function introduced throughout the document. Ch 5.2.3 Slide actions: QR code download option added. Ch 8 Search in SlideCenter Server: separate Slides and Folders panels introduced. Editorial changes.

1 About SlideCenter

SlideCenter is an application through which you can store and manage virtual slides on a designated server.

SlideCenter is part of the 3DHISTECH Product Family that supports tasks in the educational and research workflow of pathologists.

- Digitize slides (which can also be tissue microarrays or slides stained with fluorescent probes) with a 3DHISTECH scanner microscope, for example, with Pannoramic SCAN 150. For more information on Pannoramic microscopes, see product brochures or the current issues of user's guides of Pannoramic scanners.
- 2. The Pannoramic scanner microscope creates digitized slides that can be saved on a local computer connected to the scanner, or, slides can be uploaded through the scanner software directly to the SlideCenter server where slides can be evaluated, shared, and you can also create Teleconsultation session to discuss specific cases with pathologists.
- 3. Slides can be opened from the local computer or the SlideCenter via 3DHISTECH's Viewer Application and WebViewer, you can inspect the local slides and you can create *annotations* on them to mark interesting areas.

3DHISTECH's Viewer Application is a platform for the following applications, called modules:

- With the **Teleconsultation** module, you can upload slides to a dedicated server and share them with other users to request their analysis.
- With the TMA module, you can view and analyze slide sets in which each slide is a cut from a tissue microarray. Combined with the TumorBoard module, the TMA module provides you with a powerful tool to perform research-scale analyses on digital slides.
- With the **TumorBoard** module, you can perform an immunohistochemical analysis on a slide set. If you purchase the TMA module as well, you can run your TumorBoard analysis on a tissue microarray and score the TMA project in TumorBoard.
- With HistoQuant, MembraneQuant, NuclearQuant, FISHQuant, CISHQuant, CISH-RNSQuant, and DensitoQuant modules, you can define algorithms to measure various parameters on a slide. Combined with TumorBoard, you can run the Quant algorithm on one slide or on a set of slides (grouped into a TumorBoard project).

4. You can upload slides to a SlideCenter server also from the local storage with file transfer via *Teleconsultation*.

Teleconsultation allows you to view remote slides (slides stored on a SlideCenter server). With this feature you can also host a *Teleconsultation* session or participate in a session initiated by another user.

5. You can also share slides for E-School. For information on that product, see *E-School User's Guide*. One example of a server-based teleconsultation solution is <u>www.pathonet.org</u>.

Slides stored in SlideCenter server may be shared and can be opened with 3DHISTECH's Viewer Application application. For more information the application and usage, see **3DHISTECH's Viewer Application User's Guide**.

1.1 Storing and Managing Digital Slides through SlideCenter

SlideCenter is a platform for managing folders, slides, cases, blocks and other documentations. The figure below demonstrates how slides can be stored and managed on a server.



A Service Unit is an element of the system where slides are physically stored on and slide processes take place at as well; slide access and management is attained through the HUB.

Users who have registered on the server (registration is performed by the server administrator) can manage and use their slides on the server in the following ways:

- upload slides to the server.
- arrange slides in folders, cases, or blocks, for example, group slides according to their staining types or your research projects.
- share slides with other users:
 - with users who have an account on the same SlideCenter (either having read only or read/write access to the folder/case/block containing your slide, or if you share the slide with them explicitly).
 - who are not registered SlideCenter users (Public Share Users), but can access publicly shared slides via a share URL.
 - with users who will access the slide via E-School.
- invite other users into *Teleconsultation* sessions to discuss slides.
- participate in *Teleconsultation* sessions initiated by another user.

1.2 Accessing a Slide

Whether you can open and view a slide stored on a SlideCenter server depends on the following criteria:

- you can always access slides stored in a folder/case/block for which you have read only, and upload slides with read/write access rights.
- you can see slides that other users share with you (for instructions, see chapter <u>Teleconsultation</u>).

Administrators or users with moderator privilege can give permission to particular users or groups for accessing specific folders/cases/blocks. This means that you might not be able to see all the slides stored on the server, and it is possible that some of the slides are not even visible to other users except they are shared.

For example, if a parent folder is protected (some of its content is hidden because you are a user with limited user privileges, therefore, the folder name is grayed out), but it is possible for you to access the content of a sub-folder if you are permitted by the administrator or a user with moderator rights.

2 Connecting to SlideCenter

2.1 Logging in to SlideCenter through 3DHISTECH's Viewer Application

- 1. Launch 3DHISTECH's Viewer Application
- 2. Select the SlideCenter panel from the startup page
- 3. Enter user credentials to access the designated server

For more information on 3DHISTECH's Viewer Application, read **3DHISTECH's Viewer Application User's Guide**.

2.2 Logging in to SlideCenter through the Web Interface

1. Type the URL of the SlideCenter (the local System Administrator can assist you with the proper address) in your web browser to access the SlideCenter.

Warning! The supported browser is **Google Chrome**. Do **NOT** use other browser types as it can result in serious error in functions.

 Enter your User Name and Password, and click Login to access the page. If a global cookie is set to 'ON' by the administrator, the login box may contain a checkbox to make the computer remember the user's login. Upon selecting this option, it is not necessary for the user to log in to the server again through the same browser before the cookie expires.





If there are no free slots left to access the server, you receive a message displayed in the login window informing you that you are placed in the login queue.



You get in the login queue based on your user level, which means that the higher the user level is, the sooner you are allowed to log in (the higher ranked user is put forward, but behind the users of the same level).

Queue number (position in the queue) is displayed and automatically updated. You may leave the queue by clicking **Cancel**, and every other user behind will be placed forward.



If you are at the first position in the queue and a license is set free, then you will be notified that you can access the system. If you do not wish to log in, you will be removed from the queue after a specified amount of time has passed since the notification is displayed, and the possibility of logging in is given to the user next on hold.



3 Slide Upload to SlideCenter

3.1 Uploading slides with **3DHISTECH's** Viewer Application

After opening **3DHISTECH's Viewer Application** and selecting **Local Computer**, the tree structure of the selected drive can be expanded in the left pane of the main window. If you click on a folder, the thumbnails and label areas of the included slides are displayed in the right pane of the window. Click the slide thumbnail to open the slide in 3DHISTECH's Viewer Application.



- ● ■ → the Upload/Processing panel serves to collect slides for upload to SlideCenter or for batch processing.
- First, select the slide or a single folder in the tree-view, then click

 to add it to the list. You can remove a slide from the list by clicking
 If you want to delete all items, click
 If
- Batch upload of slides to SlideCenter server can be initiated by clicking



a) If you already are logged in to the server, the tree-view of the server is displayed. First select a folder as destination, then click **Start upload**. To connect to another server as destination, click 💿 at the header bar.



b) If you are not yet connected to any servers, click the button of the predefined server to which you can connect to, or create a new connection. After logging in to a server, the tree-view is displayed.

Select destination folder		Ľ
SlideCenter		
		*
	SlideCenter 📚	
	Login 3DHISTECH Free slots available: 999 of 999	
	Free slots available, 999 of 999	
	User name	
	Password	
	Remember my login on this computer	
	Login 🕨	
		-
		Start upload

• After clicking **Start Upload**, the Slide Process Queue window is displayed in which the upload progress of slides is visible.



• Click 🖃 to display the panel including the list of slides successfully uploaded in the History panel.



- Click 1 to display slide information on the source and destination. There is a 1 button to remove slide from the list.
- If the upload process is interrupted or could not be performed, the slide name is visible in red, and gets to the bottom of the list. Click to retry upload. In the info panel the cause of the error is displayed.

For more information, please read the *Viewer Application User's Guide*.

3.2 Uploading slides with SlideMaster

It is possible to upload slides when converting them in SlideMaster and selecting a SlideCenter folder as destination.

• If SlideCenter destination has been selected, the following login data must be entered to establish connection: server address, user name, password, and protocol type (http/https).

Slide server login
Server address:
Username:
Password:
Secure connection

- Click Add slides to queue to select slides to be added to conversion queue. Multiple slides of the same type with identical parameters can be added at a time. After conversion, input slides can be deleted without confirmation (works also for slides received from SlideCenter)
- Finally, click Start converting to launch conversion and upload to the selected SlideCenter folder.

4 SlideCenter Main Application Screen

The main application screen can be divided into the following elements:

- Header Bar (1) that includes the name of the SlideCenter server you are connected to, the logo of the institute, version information, and the User panel.
- Main Menu Selector (2) is a drop-down element from which you can select the desired menu option.

A Solution is located at the right side of this bar. Click this button to immediately update the content of the display after you effect a change (for example, in the folder structure), but normally, the screen is automatically updated within four seconds.

• **Menu Panel (3)** modifies according to the selected menu option. Panels may be displayed differently (according to uniquely customized column settings for the specific user type).



4.1 User Panel

At the top right corner of the main application screen there is a panel to display the name and type of the user currently logged in. The time left before you are logged out due to inactivity is displayed below the user name.



User type is presented by the color of the avatar:

🚨 – Moderator; 👱 – Normal; 🚨 – Restricted; 옾 – Public share

For users who cannot modify their profile data (for example, LDAP users), **User data** window is displayed instead of **Edit user** window. Upon clicking the avatar, the User data window is displayed.

1	ata												X
	Fa	mil	ly I	na	m	e							
		Res	stri	icte	ed								
15	ser@)aa	a.c	con	m								
c	t												

If you click on your avatar, and the user rights granted allows you to edit all your data except user name, the **Edit user** window opens.

👱 Edit user	×
User title Family name Mr. Smith	User name billsmith
Given name Bill	Old password
E-mail	Password
billsmith@domain.com	
Other contact	
+55-555-555	
Specialities	
Cancel	Accept

The following options are available for you to change user preferences:

• You can change your title, family and given name, e-mail address, password, other contacts, and specialties. User name and Moderator right is given by the administrator, therefore the **User name** field is inactive in this window.

NOTE: Use only printable ASCII characters (32..126) when creating a new password.

NOTE: Moderator user is allowed to set other users' access rights for folders to which they have RW right (except to folders with R or 0 rights).

Click to log out from the SlideCenter interface.

NOTE: If closing the browser tab/window, and your browser is set not to remember to previous session, it may happen that you cannot log in again because of licensing issues (the maximum number of user licenses is reached). Modify browser settings of **Google Chrome** as follows:

- Click = at the top right corner of the Chrome window.
- Select **Settings** menu from the list.
- Select **Continue where you left off** option at **On Startup** section.

4.1.1 Managing a SlideCenter User Account

Your user account (user name and password) is created by the SlideCenter administrator. There are no restrictions on how many slides you can upload to the SlideCenter server, assuming that there is still enough storage place on the server.

You might not be able to change the password assigned to you by the administrator who enables or disables password resetting when your account is created. If you have trouble with resetting your password, contact your SlideCenter administrator.

4.1.2 Changing a User Password

Important!

If you are allowed to change your password, do the following:

- 1. Open the SlideCenter main page in your web browser.
- 2. Enter your User name and Password and click Login.
- 3. Click **Change profile** in the User panel and modify the password in the Edit user window (see this chapter above).

4.2 Menu Options

	Slides & Folders	-
5	Teleconsultation	
<u>6</u>	Share	
2	Search	
20	Users & Groups	

Move the cursor over the menu selector to see the list of options.

- Slides & Folders Browse the folder structure of the server and manage slides
- Teleconsultation Start or join a Teleconsultation
- Share Manage shares
- Search Search and arrange slides or folders
- Users & Groups Show users and groups

NOTE: Only those tabs are visible that are selected to be accessible for the specific user type.

5 Slides and Folders

Upon loading the SlideCenter web interface, the Slides & Folders window is displayed by default.



It consists of the following interface elements:

- Folder Tree Panel (1) including a tree view of the server content and structure, and folder operation buttons
- An informational region related to the actual folder/case/block (its name and description) together with the included slides and their attributes on the **Folder Content Panel (2)**
- Action Field (3) with several additional options for searching through, ordering, and filtering the content.

5.1 Folder Tree Panel

The tree structure of the server can be seen on this panel, where the actual folder is presented by blue background. Hierarchically, **Case** is a sub-level element within a folder, and **Block** is a sub-level element of a Case. You can create several cases within a folder and several blocks in a case.

Folder may contain slides and cases, case can contain slides and blocks, but only slides can be stored within a block. The number of elements within a folder is specified in a bracket at the end of the folder name.

5.1.1 Folder Color Markings

User access rights are presented in different colors of folders in the tree panel.



Folder names are displayed in different colors in accordance with the different access rights and the related tasks:

- Black Folder Read and Write access
- Blue Folder Read only access
- Gray No access permission, but a sub-folder can be visible if you have read only or read/write access rights for that specific sub-folder, case, or block.

Folders, cases, or blocks are hidden for which you have no permissions at all.

5.1.2 Folder Operation Buttons

This section describes the buttons above the folder tree panel. Folder operation buttons may be inactive depending on folder-related permissions.



- 1. Enter a string of characters (as a part of a slide/block/case/folder name) into the textbox, then click .
- 2. A message appears at the top of the window informing you about the number of found items related to your search: Items found using QuickSearch: 21
- 3. To move between items click 💽 or 🚬.

🐻 – New folder

🕞 Cre	ate new folder	Ř
Subfolder	s inherit the permissions of the parent folder.	
Folder na	me	
Folder de	scription	
Search	G	2
2	External HIS Users Group	Select a user or group and add or remove privilege
4	Group1	
-	Group2	Remove privilege
	Moderator, User	Read only
	Normal, User Resrticted, User	Read & Write
	Restlicted, User	Nead & Wille
		Accept S Cancel

Define properties of a new folder that you want to add to the structure. This option is available for users with Read/Write access rights, therefore the button is inactive if a folder cannot be created at that level.

Access permissions for the new folder can be added only with Read/Write access rights in Moderator user level, or by a SlideCenter Administrator.

- 1. In the folder tree, click the desired folder in which you would like to create the subfolder, and if active, click 🕞.
- 2. The **Create new folder** window opens. Type in the **Folder name**, add some information in the **Description** field if necessary.
- 3. Select users and/or groups you would like to give access to this folder, and set their permissions.

NOTE: Only moderator and administrator users are allowed to set user permissions.

- 4. To search for a specific user/group, enter your search data in the Search text field.
- 5. Under the **Search** field, predefined quick search buttons are displayed. By clicking a button, you can turn on/off that search category. By clicking more buttons, more serach categories can be turned on/off.

•

Quick search buttons:

0	Users/groups with no privilege
0	— Users/groups with read only privilege
0	— Users/groups with read and write privilege
0	📧 – Groups only
0	📰 – Users only
0	— Moderator users only
0	— Normal users only
0	Restricted users only
	+ !

- List icons:
 - Users/groups with read only privilege
 - Users/groups with read and write privilege
 - Newly added users/groups are marked red
- Privilege management buttons:
 - Remove privilege Remove privilege of selected users/groups
 - Read only Add read only privilege to selected users/groups
 Read & Write
 - Add read and write privilege to selected users/groups

🜌 – Edit folder

Except for Moderator users, only folder description can be modified by default. Patient or case-related information can be entered into the description field.

For privilege management, see the **New folder** functions in chapter *<u>Folder Operation</u>* <u>*Buttons*</u>.

I	Edi	t folder		×			
Subfolders inherit the permissions of the parent folder.							
Fol	der na	ime					
Folder							
Fol	der de	escription					
Se	arch		Q				
-							
	2						
	4	External HIS Users Group		Select a user or group and			
		Group1		add or remove privilege			
	-	Group2		Remove privilege			
	-	Moderator, User		Read only			
	-	Normal, User					
	-	Resrticted, User		🔀 Read & Write			
	-	TestGroup					
	-	TestGroup000001					
				Accept Cancel			

Upon clicking on the **Description** field (in case it includes any text) of the selected folder/case/block in the **Slides & Folders** panel, a window similar to the following appears:



Description field becomes locked whenever a user has initiated editing, so you will not be able to modify the content. Moderator users are allowed to change user permissions. If you would like to have the access right of a user or user group to be changed, you can contact a Moderator user. A moderator is always marked with a green avatar. Click **Accept** to confirm changes.

•

🔙 – Delete folder

After clicking the **Delete** button a dialog window opens. Click **Delete** to confirm the removal of the folder.



NOTE: Only empty folders can be deleted, therefore, upon clicking the **Delete** button a notification message appears that the folder cannot be deleted as it contains sub-element(s). The folder that will be deleted is highlighted on the left in the folder tree.

🔜 – New Case

Creates a case under the actual folder. Note, that a case cannot be created under an other case or block. Similarly to the **Create new folder** window, description can be added to the case as well as determining users and groups and their access rights to the case. Click the **Accept** button to create the case.

_ – New Block

Creates a block under the actual case. Description can be added to the block as well as determining users and groups and their access rights to the block. Click **Accept** to finalize block creation.

NOTE: You cannot create a block under a folder or another block.

🔜 – Share Case

Click this button to share the selected Case with others. Add users and/or groups with whom the Case should be shared.

For privilege management, see the **New folder** functions in chapter *<u>Folder Operation</u>* <u>*Buttons.*</u>



If you share a Case with others and the Case is opened, templates can be attached to the shared Case by clicking the **View report in browser** button in the **Attachments** window.

5.2 Slide Attributes and Process Options

5.2.1 Slide types

The following slide types can be managed or created in SlideCenter:

- 2D slide: a slide digitized with scanner or converted from another slide format
- Macro slide: a slide photo or an uploaded image file
- **Project slide**: a project generated with TMA or TumorBoard module
- Virtual slide: a slide created based on a slide or its annotation, which has its own metadata but image data are taken from the source slide
- Virtual tray: consists of several virtual slides

The slide types supported by slide viewers are as follows:

- WebViewer: 2D slide, Macro slide
- 3DHISTECH's Viewer Application: 2D slide, Macro slide, Virtual slide, Virtual tray

5.2.2 Slide attributes

The view of slide attributes can be modified by selecting one of the four view modes (**Default**, **Simple**, **Show description**, or **Slide tray**) from the **View type** drop-down list. Default view is **Slide tray**.

	PathologyPathway			3DHISTECH	Mr. Doe, John Remaining time 00:25	
Slides & Folders						iC
Quick search folder	Quick search slide			Dpen slides in Browser 🔻		
	Preview 📕 Label area image Slide type	Slide name 💠 Barcode	Organ Staining	Scan date Statu	is Slide size	SU name Edit
Hospital A Insert Cases Unassigned		🔳 Case	e# 198-08			🚣 Report 🕜 (1)
Case# 198-08 <3> Block# 198-08_I <2> Block# 198-08_I <5>	Macro description: Lorem ipsum dolor sit amet, co felis scelerisque id. Nam tellus enim, placerat ut acc elementum tristique porta. Fusce sodales aliquam le	umsan id, sodales sed leo. Pellente	esque vestibulum pretium	leo vitae adipiscing. Aliquam	nec nibh vitae tellus sol	licitudin iaculis. Mauris
■ Block# 198-06_Ⅲ <2> ■ Block# 198-08_Ⅳ <2> ■ Case# 995-12 <2>	Macro Imag	ge Block II n/a	n/a n/a	2012-08-01 03:58:30 New	▼ 367.88 kB	su_local 🥖
Unidentified cases and slides Education <10> Frozen Section HIS Clost and Found Slides Research Research						
	Macro Imag	ge Block III n/a	n/a n/a	2012-08-01 03:58:16 New	▼ 377.19 kB	su_local
						Ŧ

The folder content panel changes according to the selected view type, but if a Case contains several Blocks, the root content of the Case and of the Blocks are displayed as well.

The set of attributes belonging to a specific view type may vary according to the settings made by administrators. The selected View type will be saved automatically, and loaded next time you log in.

Attributes (according to Show description view type)

- Checkbox
- Preview (Thumbnail view of the slide or image)
- Slide type (2D Slide, 3D Slide, MacroSlide, TMA Project, or TumorBoard Project)
- Slide name
- Barcode
- Description
- Organ (name of the organ where the tissue specimen was originally sectioned from)
- **Staining** (name of the applied stain)
- Scan date (time of slide digitization)
- **Status** indicates the stage the slide is in. Status attribute can be selected from the drop-down menu, and by default it is set to **New** (either newly imported, scanned, or uploaded). Once a

slide is opened, its status will be automatically switched to **Examined**. Statuses **Diagnosed** and **Reopened** both can be set manually.

- Slide size
- SU name
- Edit (the 🎤 icon is displayed only if you have write access to the specific slide)

/ Edit slide				
	Slide name			
8	198-08_G_I			
	Uploader user			
	John Doe			
	Slide description	on		
\$				
	Organ		Staining	
	colon		Toluidin Blue	•
	Status		Automatic slide deletion	n time
	Examined	•	✓ N	ever expire
¢	Slide in conten	t		
80/85 V I. 9 .	Preview	Slide name	Slide path	
Barcode				
198-08_G_I				
Slide size				
45.35 MB				
SU name				
su_local				

In the Edit Slide window the following slide attributes are displayed by default:

Slide name

NOTE: Slide name cannot be longer than 70 characters, and make sure it does not include the '&' character. For more information, see chapter *Slide name is too long*.

Uploader user

The name of the user that has uploaded the particular slide.

- Description
 - Click the **Description** field to enter/modify information regarding the specific Folder, Case, or Block.

- Staining
 - Types can be set by Administrator, select one from the drop-down menu
- Organ
 - \circ $\;$ Types can be set by Administrator, select one from the drop-down menu
- Status
 - New
 - Examined
 - Diagnosed
 - \circ Reopened
- Barcode
- Slide size
- SU name
- Automatic Slide deletion time
- Select Never expire or specify a date

NOTE: In case of specific type of HIS integration, it is possible to make the slide to be included in HIS, or to be removed from HIS.

NOTE: Uploader user, Slide size, and **SU name** fields cannot be edited. Slide can be opened from the Edit Slide window by clicking on its thumbnail image.

NOTE: From server, it is possible to export slides with SlideMaster by clicking \square (only available with read and write privilege). For more information on this function, see *SlideMaster User's Guide*.

5.2.3 Slide Actions

V	Quick search slide	Image: Second	Open slides in Browser
		E Case# 198-08	Keport (1)

The elements of the action bar are as follows (from upper row, left to right, if **Default** view is selected):

- Tick the checkbox to select all folder items for further operation.
- **Quick search Slide** Enter the text or character string you are looking for in the search field. Search results are listed automatically in accordance with the entered text.

• **Duplicate** – Select slides, then after clicking **C** the folder tree is displayed in the **Duplicate Slide** window.

Click the destination folder, case, or block and the slide(s) will be copied to that specific container by clicking the **Accept** button.



A progress bar can be seen in the **Slide name** field, displaying the percentage of completion.







Moves the selected slides to the desired folder in the folder tree. A window similar to the Duplicate slide window appears – select the destination folder to which the selected slide(s) will be moved from the original folder.

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Delete – 🛅

Removes the selected slides and the related data from the server.



Share – 🛄

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Click this button to share the selected slide(s) or project(s) with existing SlideCenter users or groups. Sharing a slide generates a link pointing to the original slide.

For privilege management, see the **New folder** functions in chapter *<u>Folder Operation</u>* <u>*Buttons*</u>.


When a slide is shared with a user or groups, it will show up in their **Share** menu, and its status will be automatically set to **New**. For more information, see chapter **Slide and Case Sharing**.

Public Share – 🙋

For users that are not registered on a SlideCenter server, slides can be accessed via opening a URL in platform independent WebViewer (or 3DHISTECH's Viewer Application, if installed).

Follow the below steps to share a slide publicly:

- 1. Select the slide or slides to be shared
- 2. Click
- 3. Select an already existing user (created as Public Share User by the Administrator) from the **Select User.** drop-down list or create a new user in the **..or Create User** field of the Public Share Slide window.

a Public share slide				×
Select user		or create user		_
Please choose	~		Crea	ate
Select sharing rights Read & Write Read only				
			Accept 🗙 Canc	el

4. The share URL is generated and displayed in a new window after the existing user is selected or the new user is created by clicking Create. Select sharing rights, then either click **Download** to download QR code or copy the URL and send it to the user.



- 5. After clicking **Accept**, the share is visible on the **Shared by me** panel of the **Share** window.
- 6. If you would like to cancel the public share, remove user from the user list, or unshare the slide.

• Upload macro – 🔙

Click this button to upload macro images. Only JPEG or JPG images can be uploaded, file size is maximum 1MB.

Uploading a macro		×
Upload file Select file		
Slide name		
15239172160_d3c0776483_o		
Organ n/a T	X μm per pixel 250	
Automatic slide deletion time	Y μm per pixel 250	
Cancel		oad

Capture macro – 🖪

•

If a webcam is connected to your computer (or it is installed with a built-in-camera), it can be used for capturing macro images directly.

- 1. Click 🖪
- 2. Chrome pops up a message to allow using the camera. Click **Allow** to accept.

https://cchttps.3dh.local wants to:				
Use your camera				
	Allow	Block		



3. Move the object in front of the camera, then click **Capture** to capture image.



4. The captured image is then displayed at the right pane of the window. Recapture image if necessary.

- 5. Enter **Slide name**, select **Organ** from the drop-down list, set **deletion time** and **pixel size**.
- 6. Click **Click** to upload macro image. The image can be opened via WebViewer, or 3DHISTECH's Viewer Application.

With this feature a virtual slide or virtual tray can be created based on the original slide or slides. If you select one slide only then you click this button, and the box in which the following message appears, you can select the type of virtual item to be created.

Warning!	×
Do you want to create Virtual slide or Virtual tray?	
Create tray Create	slide

In the folder content panel virtual slide is marked with a 💭 label, and virtual tray is with a



If you edit the data of the virtual slide or tray the following windows are displayed:

🥂 Edit Virtual tray					Č
_	Slide nam				
	Block# 1	.98-08_II			
See and the second	Uploader	user			
1765 St. 161	Mr. Johr	n Doe (john	doe)		
	Slide desc	ription			
	Status			Automatic slid	e deletion time
Concession of the local division of the loca	New		٣		Never expire
	VT Conter	nt			
6	Preview	Slide name	Slide path		
	2 12 13	198- 08_G_I	Hospital A/!New 198-08_II	Cases Unassigned/	/Case# 198-08/Block#
?		198- 08_G_I	Hospital A/!New 198-08_II	Cases Unassigned/	/Case# 198-08/Block#
Slide size					
5.1 kB					
SU name					
su_local					
Cancel					Accept

At the bottom areas of these windows, sections such as **VS Content** and **VT Content** display the preview image and related data of the included slide or slides.

NOTE: Staining and Expiration date cannot be modified for Virtual Slides.

- **View type** select any of the following options:
 - Default (Slide tray view)
 - Simple
 - Show description
 - Slide tray
- Order by you can select any of the following ordering methods from the drop-down list:
 - Image type
 - Slide name
 - Organ
 - Staining
 - Scan date
 - Status
 - Custom Order

NOTE: Since slides can be reordered by dragging in Slide tray view mode, order will automatically be displayed as **Custom order**.

- Checkbox Check to select every item of the Folder/Case/Block for further operations.
- Align Click 💽 to align all of the slides within a Case based on the reference degree of the first slide in the set (slides in a set will be rotated to an identical orientation).

Slides before alignment





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- Folder/Case/Block name
 - Attachment Click 200 to upload files as attachments and to display the list of attachments (if there is any) belonging to the actual folder.

NOTE: Attachments can be uploaded for the current folder and not for a specific slide. Omit using accented letters in file names you want to upload, as these characters will change after batch download of attachments and decompressing the ZIP file.



To attach a file to the actual folder, follow the below steps:

- 1. Click Choose File in the Attachments window to upload a file as an attachment.
- 2. Select the file then click **Open** in the File Upload window.
- 3. Click the Upload button in the Attachments window to upload the file.

Ø	Attachm	ients			×
	Туре	File name	Upload date	Ŷ	
	PDF	attachment.pdf	2024-06-04 11:40:11	<u>View in browser</u>	<u>.</u> =
_			_		
	Download Ipload file		Delete	4 Uplo	ad 👩 Close
	pioad nie	The file selected			ad Close

- Use the selection checkboxes at the first column or the select all checkbox at the column header to select multiple files.
- Multiple files can be downloaded by clicking the **Download as ZIP file** button, or click the <u>v</u> icon to download a single attachment.

- Click **View in browser** to open attachment in a browser window. The URL of the file can be shared.
- To delete attachment(s) click the Delete button to batch deletion or the 📃 icon to delete a single file.
- Click Yes to delete selected file(s) from the list.



 Open Slides in – Choose Application or Browser option from the drop-down list to select 3DHISTECH's Viewer Application or WebViewer respectively, as the default slide viewer application in which the selected slides can be opened. If you select Browser for opening slides, the application will open the slide in a new tab of your browser. For more information on how to use WebViewer, read WebViewer User's Guide.

To open a slide either in 3DHISTECH's Viewer Application or in WebViewer, click on the thumbnail image of the slide.

To edit slide attributes click the corresponding \swarrow icon at the right side of the panel.

5.3 CaseView Mode



CaseView mode is available through HIS (Hospital Information System). A link is generated for a specific case in HIS, and upon opening this link with a user account, in CaseView mode a restricted user interface of the SlideManager view is displayed.

Available functions:

- Editing or handling slide data
- Attachments
- Open slide
- Copy slide
- Move slide
- Delete slide
- Change view type
- Share
- Public Share Slide
- Upload macro
- Capture macro

Inactive function:

• Folder tree

6 Teleconsultation

Teleconsultation gives you access to digitized slides from a remote location. Slides can be examined and evaluated by users who have invited by the host during a Teleconsultation session. You can consult about slides with other users in real-time or in asynchronous mode also with the chat support.



6.1 Overview of Teleconsultation

You can use *Teleconsultation* for telepathology to evaluate digitized slides stored on a 3DHISTECH SlideCenter server via the Internet using the SlideCenter application in online mode.

You will need the Teleconsultation module of the 3DHISTECH's Viewer Application to upload slides (one-by-one) to a 3DHISTECH SlideCenter server. Uploading the slide creates a copy on the Service Unit, keeping the original slide on your local computer.

6.2 Requirements and Privileges for Hosts in a Teleconsultation Session

- If the *Host* quits the group, the *Teleconsultation* session closes for all *participants*. Other *participants* can leave the session without terminating it.
- The *Host* can modify the slide by adding *annotations* at any time. Other *participants* may request permission to modify the slide from the *Host*.

6.3 Creating a Teleconsultation Session

1. Switch to Teleconsultation window then select the **TC Requests** option.

🧙 Teleconsultation		*			iG
TC invitations	Qu	iick search	_		
TC requests	M	Title 🗢	Start date	Expiration date	Edit TC
		Teleconsultation_01	2016-02-11 08:00	2016-02-18 08:00	Ĩ

• To see session details, click the session header.

	e: 2016-02-11 13:41 n date: 2016-02-13 13:41				
scripti	on				
oject s	lides		Attendees		
	198-08_G_I	colon Toluidin 2D ABIUE Slide	Dr. Anderson, James	jamesanderson	2
2 2 2	198-08_G_I	colon Toluidin 2D Blue Slide	Dr. Scott, Brian	brianscott	-
2	198-08_G_III	colon Blue Slide			

Report can be edited and created by clicking the **Edit report** button:

🔏 Report			×
			*
4			
Teleconsultation Report Template Content			
Cancel	Attach as pdf	Save and close	Save

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•



When saving the created report as an attached PDF by clicking **Attach as PDF**, the location must be selected.

- 2. Click 💽 to create a Teleconsultation session.
 - Fill in the fields in the **General Information** panel. You can name the session, assign a start date (**Now** is active as default) and **Expiration date**, as well as write a description about the session itself.

ral Information	Teleconsul	tation title				
	Telecons	ultation_01				
s		Start date	hour	min.	Expiration date	
and groups	Now	2016-02-11	8 🔻	00 •	1 week later	•
	Description	n				
	Session 01					

In the Slides window, click the desired folder in the folder tree, then click Add next to the slide preview at the right side of the Select Slides panel. To add all the slides included in the selected folder, click Add all. Slides can be removed from the Selected slides list one by one by clicking Remove, or to remove all of them, click Remove all slides.

😤 Create new teleconsultatio	n				×
General Information	Select slides (Slides can be accessed in a folder with read/write permission only) 3/3				
Slides Users and groups	Root directory Folder Gase	Slide added	¢	slide1	2D Slide
	Block <3> HIS Root Directory Lost and Found Slides	Slide added	î	slide2	2D Slide
	Unidentified Slides	Add		slide3	2D Slide
	Selected slides (2)	for the second s	slide1 slide2	G Add a	all C Remove all slides 2D Slide 2D Slide 2D Slide
					Accept Sancel

• Finally, select the participants in the Users and Groups window, and click OAccept.

😪 Create new teleconsultation	n	×
General Information	Search	
Slides		98
Users and groups	External HIS Users Group Group1 Group2 Moderator, User Normal, User Restricted, User FestGroup TestGroup000001	Select a user or group and add or remove privilege Remove privilege Read only Read & Write
		Accept 🗙 Cancel

For privilege management, see the New folder functions in chapter *Folder Operation Buttons*.

Each of the participants receive an invitation that is visible under the **TC invitations** panel of the **Teleconsultation** menu. If the system is properly configured, also a message will be sent to a participant's e-mail address whenever a Teleconsultation session is created, or there is any modification regarding the session.

6.4 Joining a Teleconsultation Session

In the **TC Invitations** window there is a list of Teleconsultation sessions you have been invited to. Select the one you want to participate in by clicking on the list item.

<u> </u> Teleconsultation	v			iG					
TC invitations	Quick search								
TC requests	Title 🔶	Host of teleconsultation	Start date	Expiration date					
	Teleconsultation_01	Mr. Smith , Bill	2016-02-11 08:00	2016-02-18 08:00					

The pop-up window displays all the necessary information regarding the session, such as start date and expiration date of teleconsultation, description, subject slides or projects, and attendees.

tart date	sultation_01 : 2016-02-11 08:00 date: 2016-02-18 08:00				
escriptio					
ession 01					
ubject sl	ides		Attendees		
	198-08_G_I	colon Toluidin 2D Blue Slide	Dr. Anderson, James	jamesanderson	<u>.</u>
	198-08_G_I	colon <mark>Toluidin 2D</mark> Blue Slide	Mr. Doe, John	johndoe	2
			Department 1	<u></u>	

To close the window without participating in the session, click the **Cancel** button, or you can start evaluating the slide or slides by clicking the **Start Teleconsultation** button.

6.5 Opening a slide via Teleconsultation

In SlideCenter

After you opened the window of the selected Teleconsultation session you have been invited to, and clicked the **Start Teleconsultation** button (see chapter *Joining a Teleconsultation Session*), in the appearing window 3DHISTECH's Viewer Application is selected as the default viewer application in which the slide will be opened. If you would like to choose a different application, click the **Choose** button and browse for it or click **OK** to continue with opening the slide with the default program. Before the session is launched you are asked to write your name in the displaying window to connect to the Teleconsultation session. You can start working on the slide after you logged in.

In 3DHISTECH's Viewer Application

To open a slide that is included in a Teleconsultation session, and attend teleconsultation via 3DHISTECH's Viewer Application, do the following:

- 1. Click the server thumbnail in the startup window.
- 2. Login to SlideCenter.
- 3. Go to Teleconsultation window, TC requests panel
- 4. Select the TC session you are invited to.
- 5. Click Start teleconsultation to join the session.
- 6. Enter **User Name** (can be different than the SlideCenter user name) in the Teleconsultation window, then click **OK**.



7. The first slide selected for the Teleconsultation session is displayed in the 3DHISTECH's Viewer Application window. A button panel with additional buttons related to teleconsultation functions are displayed at the top left corner.



If you are the host of the session, the x button is active (as seen above), otherwise you can request for slide control by clicking the button. To turn slide movement on/off, thus making it visible or hidden for guests, click the x button.

NOTE: The host must approve the request, and the control can be taken back any time the host wants to.

- To quit session, click 🚺. The SlideCenter server window turns active again.
- To open a chat window, click . Type your message to the field at the bottom, then click .



7 Slide and Case Sharing

Select the Share menu option from the main menu. If a user has shared a slide with you it will be listed in the **Shared with me** window.

Slides shared with me	vick search		Uiew ty	pe lit v	Open slide Browser								<u>)</u> [c
Slides shared by me	Preview	Label area image	Slide type	Slide name 🔶	Barcode	Privilege	Share owner	Organ	Staining	Scan date	Slide size	SU name	Edit
Cases shared with me		" G T 198/08	2D Slide	198-08_G_I	198-08_G_I	Read/Write	Mr. Smith , Bill	colon	Toluidin Blue	2008-04-23 17:51:18	45.4 MB	su_local	J
Cases shared by me	* * * ;	14/47 C	2D Slide	198-08_G_I	198-08_G_I	Read/Write	Mr. Smith , Bill	colon	Toluidin Blue	2008-04-23 17:08:24	111.67 MB	su_local	1

You can share your slides with other users and/or groups in the **Slides & Folders** window (see chapter <u>*Slide Actions*</u>).

- When you share a slide on the server, all the designated users will be able to see the slide if they check their **Shared with me** window.
- You can use the SlideCenter groups created by the administrator, for example a group of users who specialize in a particular cancer type.

Share	·)												i)6)
Slides shared with me	uick search		View ty Simple		Open slides in Browser	1								
Slides shared by me	Preview	Label area imag	e Slide type	Slide name 🔶	Barcode	Privilege	Share with	Organ	Staining	Scan date	Slide size	SU name	Edit	URL link
Cases shared with me	10	3657/06 G 40	2D Slide	995-12_CD10	995-12_CD10	Read/Write	Mr. Smith , Bill	lymphatic organs	IHC_CD10	2008-05-23 08:42:57	686.87 MB	su_local	IJ	(S)
Cases shared by me	16	3857/08 GB10 e12714000	2D Slide	995-12_CD10	995-12_CD10	Read/Write	Dr. Anderson , James	lymphatic organs	IHC_CD10	2008-05-23 08:42:57	686.87 MB	su_local	1	E.
	10	5857/08 GP/0 e1271 4566	2D Slide	995-12_CD10	995-12_CD10	Read/Write	Department 1	lymphatic organs	IHC_CD10	2008-05-23 08:42:57	686.87 MB	su_local	Ţ	E.
	80	55857/08 6020 1277 4088	2D Slide	995-12_CD20	995-12_CD20	Read/Write	Mr. Smith , Bill	lymphatic organs	IHC_CD20	2008-05-23 08:50:12	829.92 MB	su_local	1	(i) (i)

- Click 🖉 to edit slide data, and modify them if necessary in the appearing Edit Slide window.
- To view the URL for the shared slide, click 2.
 URL
 http://ug2.3dh.local/CaseCenter/index.php?module=share

If someone has shared a Case with you, the Case is listed on the **Cases shared with me** panel.

· · ·				iG
Quick searc				
Туре	Folder name	🗢 Privilege	Share owner	Attachment
	Case# 995-12	Read/Write	Prof. C , C	Ø ⁽²⁾
	Quick search Type	Quick search Type Folder name Case# 995-12	Quick search Type Folder name Quick search Type Folder name Quick search Read/Write	Quick search Type Folder name Case# 995-12 Read/Write

• Click the case header to view details of the shared Case.

		iC
Quick search slide View type Default	Order by Slide name ▼ Open slides in Browser ▼	
	🔲 Case# 995-12	🔏 Report 🖉 (2)
egestas auctor nulla, tincidunt porta felis sceleris	consectetur adipiscing elit. Cras purus eros, hendrerit a ti que id. Nam tellus enim, placerat ut accumsan id, sodales llicitudin iaculis. Mauris elementum tristique porta. Fusce	sed leo. Pellentesque vestibulum pretium leo 🛛 🗉
		<i>"</i> •
Examined 🔻	New 🔻	
Macro	Macro Image 01	
995-12	n/a	
lymphatic organs n/a	cytology n/a	
n/a 2012-08-01 05:54:23	n/a 2015-04-27 17:05:42	
82.2 kB	65.77 kB	
su_local	su_local	

• If you click the **Report** button the Share Report Template editor window is opened in which you can create a report for the actual Case.

A Report	×
	*
۹	Ŧ
$1_{\underline{}} \mathbf{B} / \underline{\mathbf{U}} \mathscr{D}_{\underline{}} \Xi \Xi \Xi \Xi \Xi \Xi \Xi \Box \Box \Box$	
Share Report Template Content	
Cancel Attach as pdf Save and close	

- It is available for you to edit, download, and also to delete reports. The saved report in PDF format will be added as an attachment to the Case.
- If you are granted, you can create a snapshot that can be embedded into the report.

If you have shared a Case with others, it will be listed on the Cases shared by me panel.

<u> </u> Share	(Shared				× i C
Slides shared with me	Quick searc					
Slides shared by me	Туре	Folder name	Ş	Privilege	Share with	Attachment
Cases shared with me		Case# 198-08		Read/Write	L Dr. Anderson , James	Ø ⁽¹⁾
Cases shared by me		placerat ut accumsan id, soc	lales sed leo. Pellentesq	ue vestibulum pretium leo vitae adi	idunt vel, ullamcorper nec neque. Donec egestas auctor nulla, tincidur piccing. Aliquam nec nibh vitae tellus sollicitudin iaculis. Mauris elemen dictumst. Maecenas a odio ante, ac porta eros. Etiam imperdiet vulpu	tum tristique porta. Fusce sodales aliquam

- Click the shared Case to view its details. Click **Report** to see if someone has written a report to the Case.
- If you click the *one* button, the attached files will be displayed. If a report has been attached as PDF, it can be viewed in browser, downloaded, or even deleted.

🖉 At	tachments		_		×
	File name		Upload date		
	Case198-08_UserGuide_2	2016-01-28.pdf	2016-01-28 15:48:07	View in browser	Ξ
	vnload 🕒 Delete				
Upload fi	No file selected			+ Upload	Close

Do the following to cancel sharing slides or cases with the assigned users (normal, moderator, public share, or users of a group):

- 1. Tick the checkbox on the left of the thumbnail image of the shared slide or case
- 2. Click the 🛅 button.
- 3. Click Yes in the message box to cancel sharing.



8 Search in SlideCenter Server

Select **Search** from the menu options to search for slides and folders stored on the SlideCenter server.

On the **Slides** panel, you can search for the following attributes:

- Text (search for character string in slide name and in the description fields of folders, cases, blocks, and slides)
- Date from/to
- Organ (selectable from list)
- Service Unit (selectable from list)
- Status (selectable from list)
- Slide type (selectable from list)
- Staining (selectable from list)
- Slide in HIS (selectable from list)

Except for temporary LDAP users, search parameters can be saved for later use (hogyan?), or deleted after selecting the entry from the **Saved searches** drop-down list then clicking the 🖸 button.

Search results will be displayed after clicking the **Search...** button. Results are listed in hundreds, so for showing the next 100 results, click the page number button you want to get to or the arrows to step forward or back.



You may narrow the list by adding other criteria, such as Date From or Date To, Organ, Service Unit, Status, Slide type, Staining,, or Slide in HIS. You can also specify the **Folder** to search in.

Slides (3)	Text				Organ All organ	~	Status All status		i taining III staining	~	Folder /Root directory		ī		Search							
Folders	Date	from	Date	e to	Service All Servic		Slide type All slide types		i lide in HIS	~	Saved searches Not set		× C		Reset							
					View ty Defau	ılt	✓ Open : Appli	slides in Ication ❤	<	1 >					_			_				
		Preview	Label area in	mage Slide typ	e in l	de HIS Slide na	me			^{ode} Fo	ilder path	Organ	Staining	Scan profile	Scan date	Deletion time	Status	Slide size	SU name	Storage path	Edit slide	Export slide
		C	yray-cor	C 2D Slide		slide1			n/a	Ro	oot directory/Folde	n/a	n/a	n/a	2010-11-10 11:45:48	never	New 🗸	388.84 M	B su	C:\Program Files\3D	Ţ	Ë
		î	(and such	🙄 2D Slide		slide2			n/a	Ro	oot directory/Folde	n/a	n/a	n/a	2013-01-25 13:02:37	never	New 🗸	356.95 M	E su	C:\Program Files\3D	Ţ	Ë
		U.		😳 2D Slide		slide3			n/a	Re	oot directory/Folde	n/a	n/a	n/a	2010-04-23 09:57:07	never	New 🗸	4.79 GB	su	C:\Program Files\3D	1	8

On the **Folders** panel, you can search for the following attributes:

- Text
- Date from/to

- Folder type (selectable from list)
- Has slide (selectable from list)
- Has attachments (selectable from list)
- Has child folder (selectable from list)

Slides Folders (7)	Text Date from	Date to	Folder type All folder types ¥ Has slide All ¥	All V Has child folder	Folder _/Root directory Saved searches Not set	jeg Q. Soarch ✓ ⊖ ⊗ Rocet			
	< 1 Type	> Folder name Block	-	-	÷	Folder path Root directory/Folder/Case/Block	Creation date	Attachment	Edit
		Case				Incod directory/Eolder/Case	2024-06-03 14:09:03	(D ⁽⁰⁾)	1
		Folder				Boot.directory/Folder	2024-06-03 14:08:55	Ø ⁽⁰⁾	1

9 Users & Groups

The **Users & Groups** window displays information regarding the data of registered users and groups created by administrators. The Users and Groups information is separately displayed on two different panels. To select a user or group in order to see their data, scroll down the list in this window. Also, you can search for users or groups, to narrow the search results enter the text in the **Quick search** text box. Each column can be ordered by clicking the column header. Users who currently are logged in are displayed with active avatars in the **User** column.

Users & Groups	Ţ								i)(G)
Users	Quick	search							
Groups	User	User name	User title	Given name	Family name	User last logged in at	User level	User type 🔶	Details
		jamesanderson	Dr.	James	Anderson	2015-10-29 13:10:06	Normal user	CaseCenter user	2
		research		R	Research	2012-02-06 10:07:22	And Moderator user	CaseCenter user	2
	<u></u>	awest		Abraham	West		Public share user	CaseCenter user	
	<u></u>	Public Share User 01		Public	Public Share User 01	2015-04-16 15:54:49	Public share user	CaseCenter user	2
	<u></u>	RestrictedUser		User	Restricted	2016-02-04 10:36:49	Restricted user	CaseCenter user	2

NOTE: Imported LDAP users are displayed with blue background.

To access user or group data, click the 🚨 or the 🕰 button in the **Details** column.

🚣 Group data 🛛 🐣	👤 User data 🔍
Group name	User title Family name
Department 1	West
Select user	Given name
▲ Prof. C C ▲ D Dep 1	Abraham
R Research	E-mail
	awest@example.com
	Other contact
	Specialities

User and group data can be edited by administrators only. If you find something that is needed to be modified, contact your administrator directly.

10 Troubleshooting

10.1 I Cannot Connect to the SlideCenter from 3DHISTECH's Viewer Application

Check the following to ensure that you can access the server:

- 1. Is your Internet connection in order?
- 2. Are you entering the correct name or address to the server?
 - If you are not sure that you are entering the correct data in the connection dialog, contact your SlideCenter administrator who can give you the name and/or address of the server.
- 3. Are you entering the correct user name and password?
 - You can double-check by logging in to SlideCenter via the web interface. If you can log in to the Server that way, your user name and password is correct.

10.2 I Cannot Open the Slide from the Link Someone Sent Me

Check the following to ensure that you can access the server and the slide stored there:

- 1. Is your Internet connection in order?
- 2. Does the link point to a SlideCenter where you are a user?
 - Check the server name in the link.
- 3. Is the SlideCenter working?
 - Double-check by logging in to SlideCenter

- from 3DHISTECH's Viewer Application, see chapter *Logging in to SlideCenter through 3DHISTECH's Viewer Application*.

- via the web interface, see chapter <u>Logging in to SlideCenter through the Web</u><u>Interface</u>.

10.3 I Cannot Change My SlideCenter Password

You might not be able to change the password assigned to you by the administrator who enables or disables password resetting when your account is created.

If you have trouble with resetting your password, contact your SlideCenter administrator.

10.4 SlideCenter Server upgraded by the Administrator

In case the SlideCenter server is reinstalled by the administrator, the browser cache must be cleared on the client's side. Follow the below procedure to clear browsing data in *Google Chrome*:

1. Press Ctrl+Shift+Del

OR

- Click the Chrome menu 🔳 on the browser toolbar, then **Tools**.
- Select Clear browsing data...
- 2. From the drop down menu at the top of the dialog window select the time how far back in time you want to go. It is advised to select **the beginning of time** as time range.

Make sure that the following boxes are checked:

- Delete cookies and other site and plug-in data
- Empty the cache

r	
Clear browsing data	×
Obliterate the following items from: the beginning the beginnig the beginning the beginning the begi	ng of time 🔻
Clear browsing history	
Clear download history	
Delete cookies and other site and plug-in data	
🕑 Empty the cache	
Clear saved passwords	
Clear saved Autofill form data	
Clear data from hosted apps	
Deauthorize content licenses	
Learn more	Clear browsing data Cancel

3. When you finished checking boxes, click **Clear browsing data**.

10.5 Slide name is too long

The maximum length of slide name is a string of 70 characters in SlideCenter, but if scanning options are set in the Scanner software application that the digital slide receives its barcode string as its file name, the name string can be as long as 256 characters.

In SlideCenter, during editing any of the attributes (organ, staining, etc.) of a slide which name contains more than 70 characters, make sure to cut or rename the slide and type less than 70 characters in the file name field.