

## 1 Starting NX Office Viewer

- Double-click the NX Office Viewer icon on your desktop or click **Start > (All) Programs > Agfa > Start Office Viewer**.

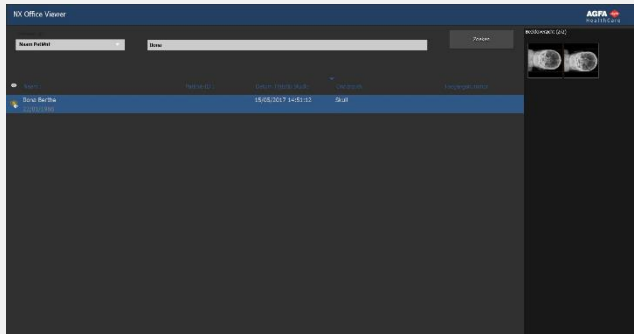


The Log in screen appears.

- Enter your password and click **OK**.

The default password is blank.

The NX Office Viewer Splash screen appears and the application opens in Normal Mode.



It is advisable to change the default password to a custom password during first login.

## 2 Searching exams

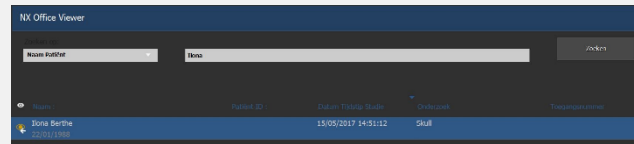
- In the Search pane, enter specific criteria for retrieving exams from an In-Room MUSICA Acquisition Workstation.



It is possible to search by Patient Name, Patient ID, Accession Number or Exam Date.

By default, Exam Date is selected with the date of that day entered in the text field.

- Click **Search** to display a list of exams that meet your criteria.



The eye icon appears next to the examination in the worklist if the same examination is being displayed on the In-Room MUSICA Acquisition Workstation. It could be changed by another user.



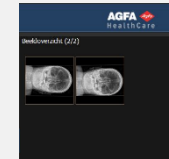
- Click one of the column headers to re-sort the list with the clicked column as sorting criterion.

You can cycle through the available sort orders (ascending or descending) by clicking the column header again.

## 3 Selecting an Image

- Select an exam from the list.

In the Image Overview pane, all images of this exam appear as thumbnails.



- Click the image you want to view.

The selected image is displayed in full screen, with the patient demographics shown in the lower left corner and the exposure demographics in the lower right corner.



## 4 Viewing Images

**Note:** Changes to the image that are made in the Office Viewer have no effect on the image stored on the MUSICA Acquisition Workstation.

- zoom**                      Scroll the mouse wheel
- roam**                      Click, hold and move your mouse
- adjust window/level**      Double-click and move your mouse



Click the secondary mouse button and make a selection in the context menu.

**Note:** the print screenshot action requires a Windows printer to be installed on the PC. It is not possible to print an image to a medical printer.

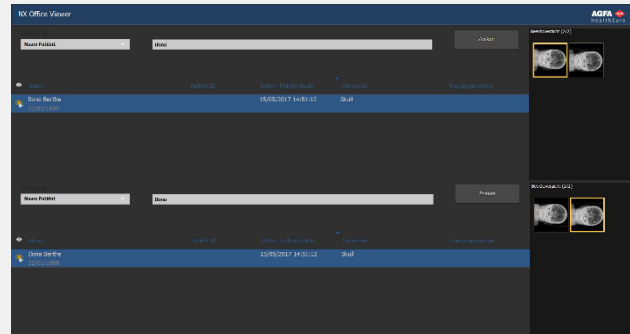
**Caution:** The result of both printing and saving a screenshot is always of non-diagnostic quality.

- To leave the full screen view, press any key or click the red cross in the top right corner of the application window.



## 5 Comparing Images

- To switch from Normal Mode to Compare Mode, click the **Compare Mode** button.
- In Compare Mode, select two images to be displayed next to each other in full screen and click the **Compare Images** button.



The image from the exam of the upper exam list is displayed on the left side of the screen. The image from the exam of the lower exam list is displayed on the right side of the screen.



The same viewing actions as in Normal Mode can be performed on both images separately. Only **Print screenshot** and **Save screenshot as JPEG** always apply to the two images together.