
This Quick Reference Guide (QRG) demonstrates the basic use of Enterprise Imaging.

Log On to Enterprise Imaging (EI)

➤ From the desktop:

STEP 1: Click the **Windows** icon.



- The Windows menu displays.

STEP 2: Click the **Agfa Healthcare** dropdown arrow; then click **Enterprise Imaging**.

- The Enterprise Imaging login window displays.

STEP 3: Enter **Username** and **Password**.

STEP 4: Confirm the correct desktop option is selected below.

NOTE: The **Diagnostic desktop** is used by **Cardiologists, Radiologists, Cardiology staff, Cath Lab staff, NUCs staff, and EMMC Vascular Techs.**



The **Acquisition desktop** is used by **Technologists, Sonographers, and some PSRs.**



The **Clinician desktop** is used by **Providers, other Clinical roles, and office staff.**



STEP 5: Click **OK**.

- The system opens to the default My list screen.

Navigate Enterprise Imaging (EI)

➤ From the My list screen:

- The **File** menu allows the ability to log off the system, start emergency access, or exit the system.
- The **List** area menu provides access to the Activities Overviews and column customizing options.
- The **Tools** menu allows access to the Options window and the Collaborator tool.
- The **Help** menu provides information on how to perform a task and is the glossary for EI.
- Hover over an icon to discover the name or function.
- Use the **Show/hide Navigation area** icon to hide the Navigation area from view or return it to view.
- Use the **Search** icon to navigate to the Search screen.
- Use the **Go to List** area icon to return directly to the work list.
- Use the **Text** area icon to view the text documentation of a study (when working in a single monitor set up).



Log Off Enterprise Imaging (EI)

NOTE: If logging off the system, the EI login window will display to quickly log in when returning.

➤ From the My list screen:

STEP 1: Click File.

STEP 2: Click Log off.

Exit Enterprise Imaging (EI)

NOTE: If the system is exited, access the system again through the Windows menu.

➤ From the My list screen:

STEP 1: Click File.

STEP 2: Click Exit.

NOTE: The system can be exited using the red X Close button in the top right corner.

