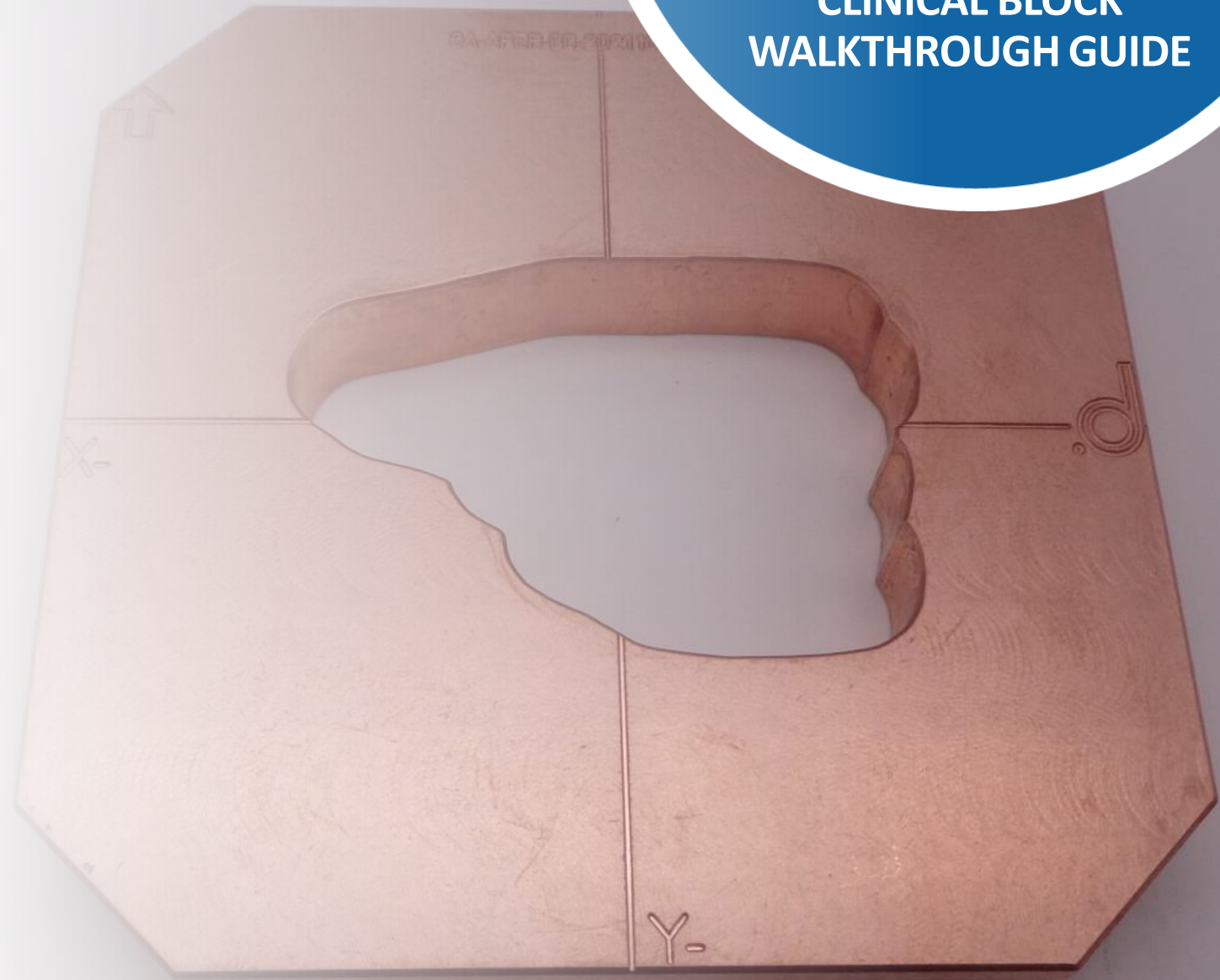


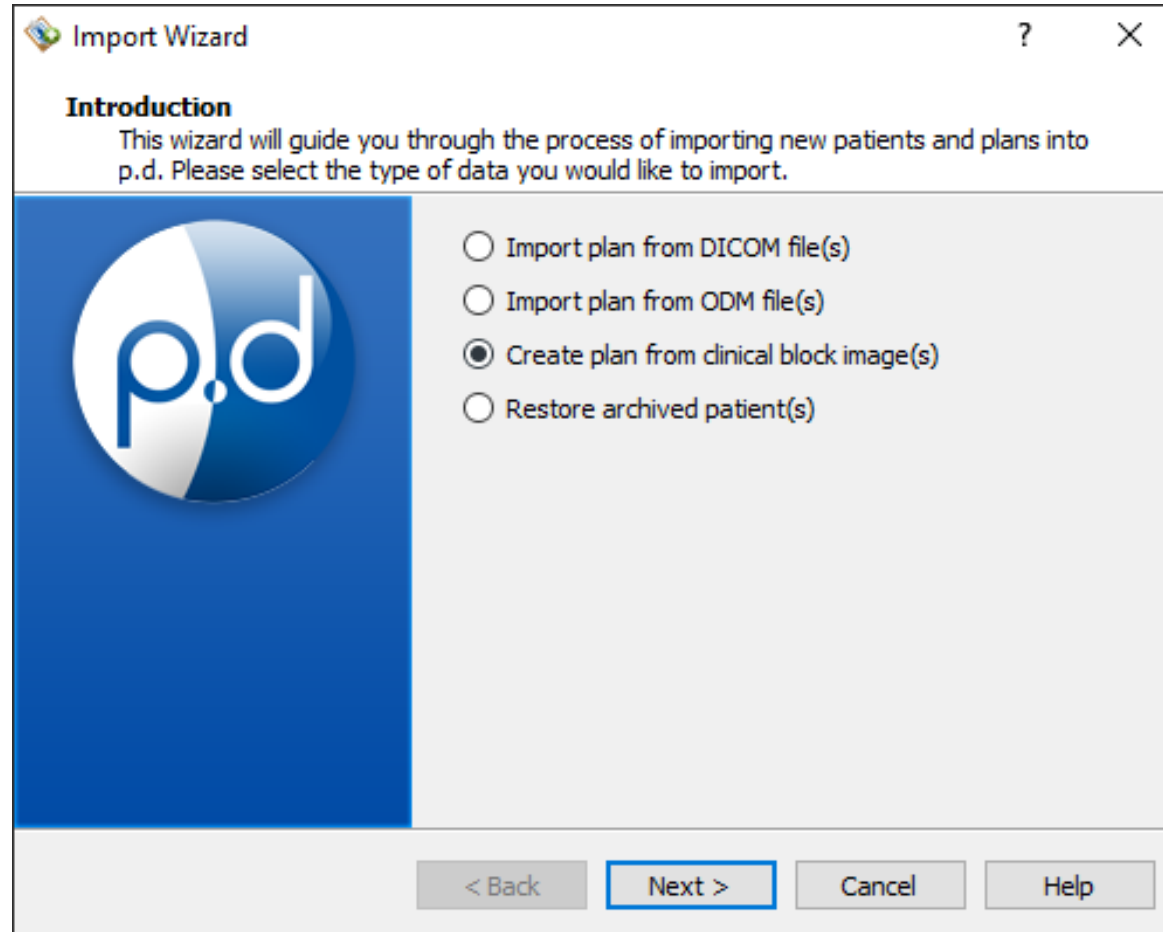
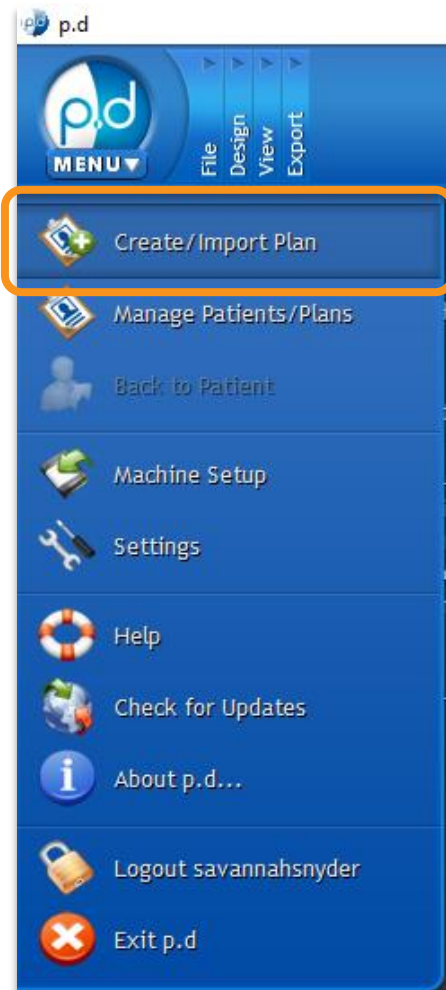
TOPICS

IMPORT WIZARD	<u>1</u>
ENTER PLAN INFORMATION	<u>2</u>
IMPORT BLOCK IMAGE	<u>5</u>
DIGITIZER WIZARD	<u>6</u>
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Import Wizard

CLINICAL BLOCK WALKTHROUGH GUIDE



From the home screen, navigate to the top left of the program and click on the **p.d menu** button.

From this drop-down list of options, click the **Create/Import Plan** button to open the **Import Wizard**.

Select the *Create plan from clinical block image(s)* option, then select **Next**.

Enter Plan Information

Import Wizard

Create Clinical Setup Patient
Enter the required patient and plan information, then add and enter beam information for each scanned block image. It is required that all information be entered for each block.

Patient Name: John Doe

Medical Record Number: 1234

Machine Name: Test Varian

Plan Name: Test

Blocks: Add Blocks...

Beam Number:

Beam Description:

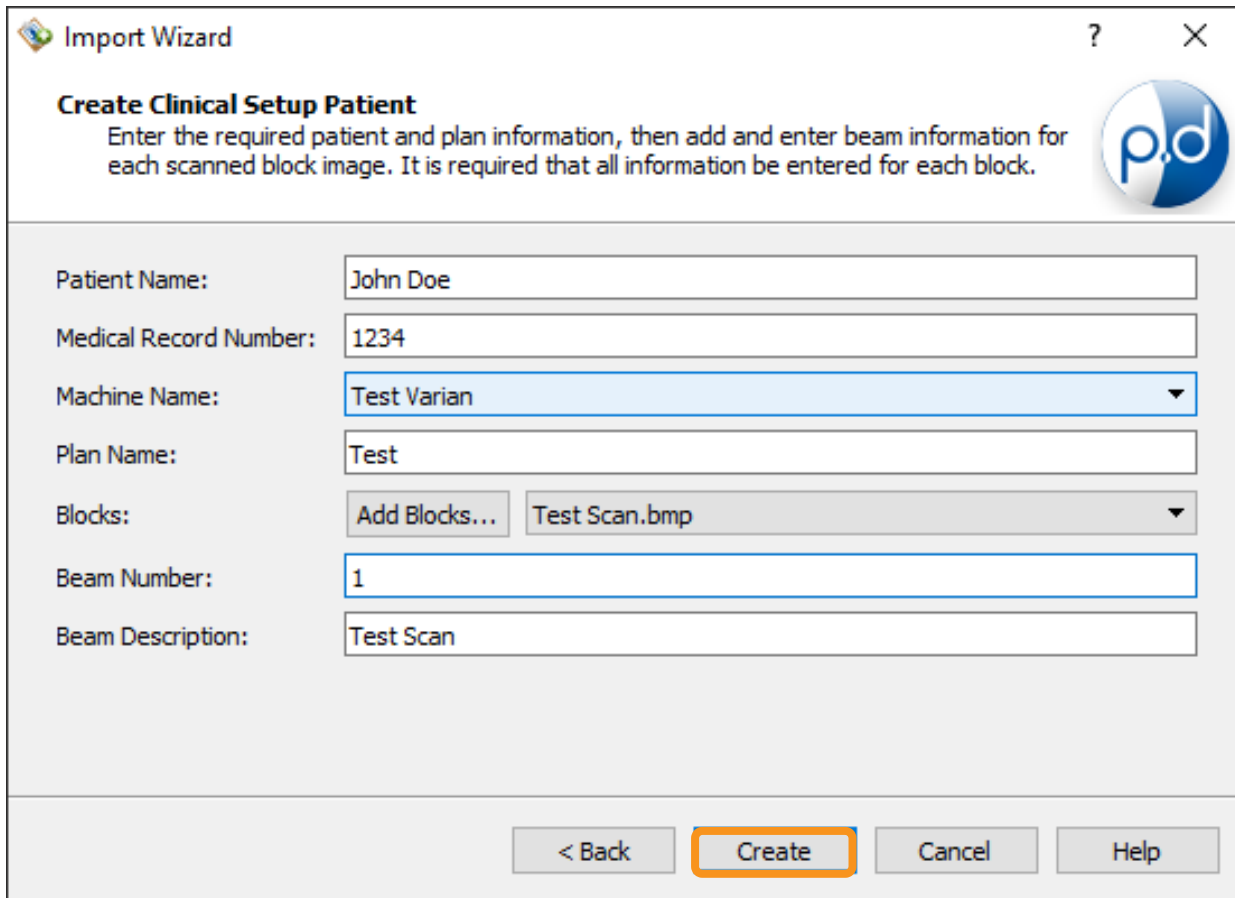
< Back Create Cancel Help

On this screen, start by entering the following:

- Enter the **Patient Name**
- Fill out the **Medical Record Number**
- Select your treatment **Machine Name** from the drop-down
- Enter the **Plan Name**

Note: decimal does not need any identifiable information to digitize and manufacture the device, so anonymization occurs upon order

Enter Plan Information



The screenshot shows a software window titled "Import Wizard" with a close button (X) and a help button (?). The main heading is "Create Clinical Setup Patient" with a sub-instruction: "Enter the required patient and plan information, then add and enter beam information for each scanned block image. It is required that all information be entered for each block." A circular logo with "p.d" is in the top right. The form contains the following fields and controls:

- Patient Name: Text box containing "John Doe"
- Medical Record Number: Text box containing "1234"
- Machine Name: Dropdown menu with "Test Varian" selected
- Plan Name: Text box containing "Test"
- Blocks: A button labeled "Add Blocks..." followed by a dropdown menu showing "Test Scan.bmp"
- Beam Number: Text box containing "1"
- Beam Description: Text box containing "Test Scan"

At the bottom, there are four buttons: "< Back", "Create" (highlighted with an orange border), "Cancel", and "Help".

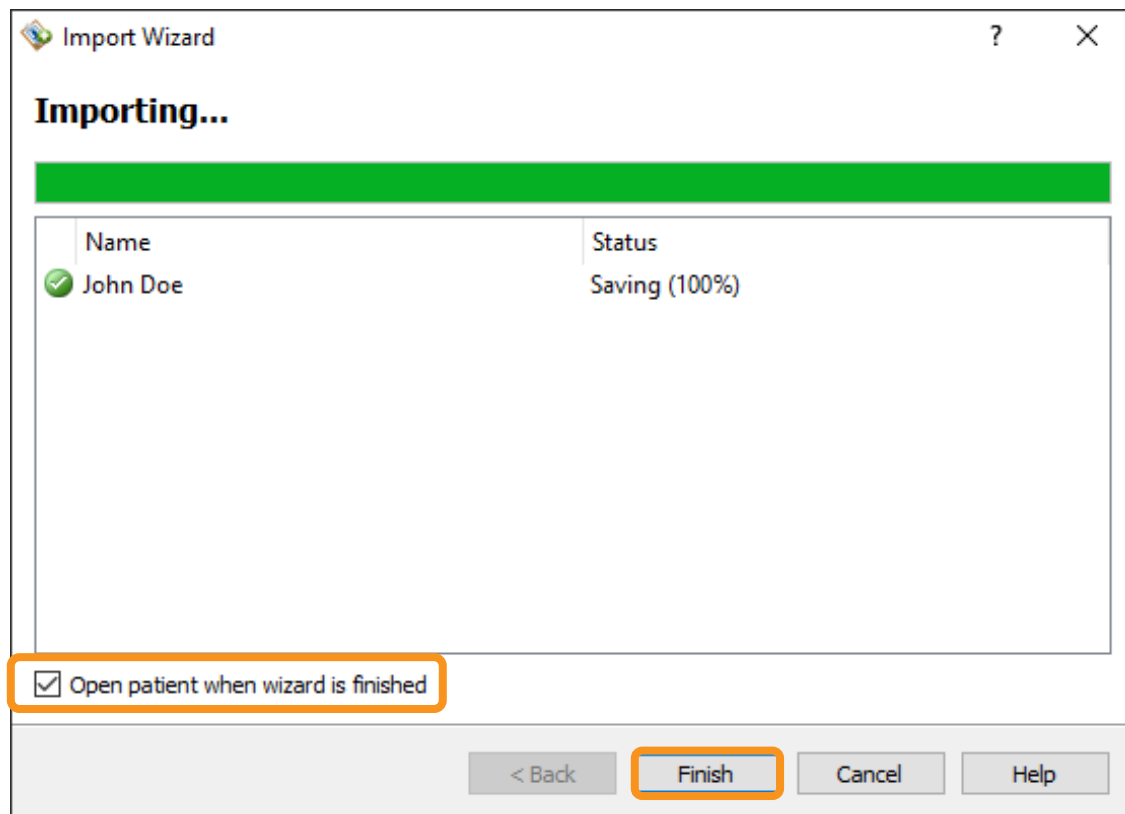
Now that the patient's info has been entered, you will need to add the image(s) of the block(s) you are trying to create.

- Click the **Add Blocks** button and browse to your scanned block images. Make sure these images are saved as **.bmp** files
- Enter a **Beam Number**
- Click **Create**

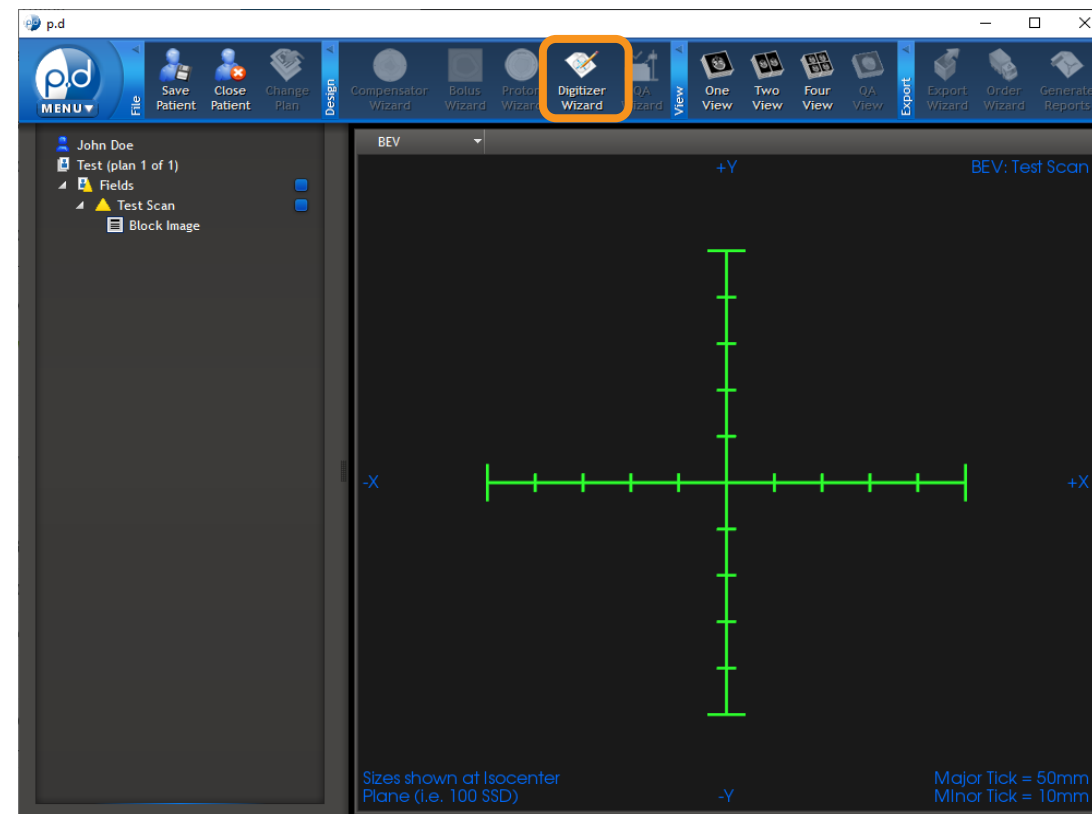
*Note: If multiple images need to be digitized, repeat the **Add Blocks** steps for the remaining images. Make sure each image has its own beam number before hitting **Create**.*

Import Block Image

Make sure *Open patient when wizard is finished* is checked and then click the **Finish** button

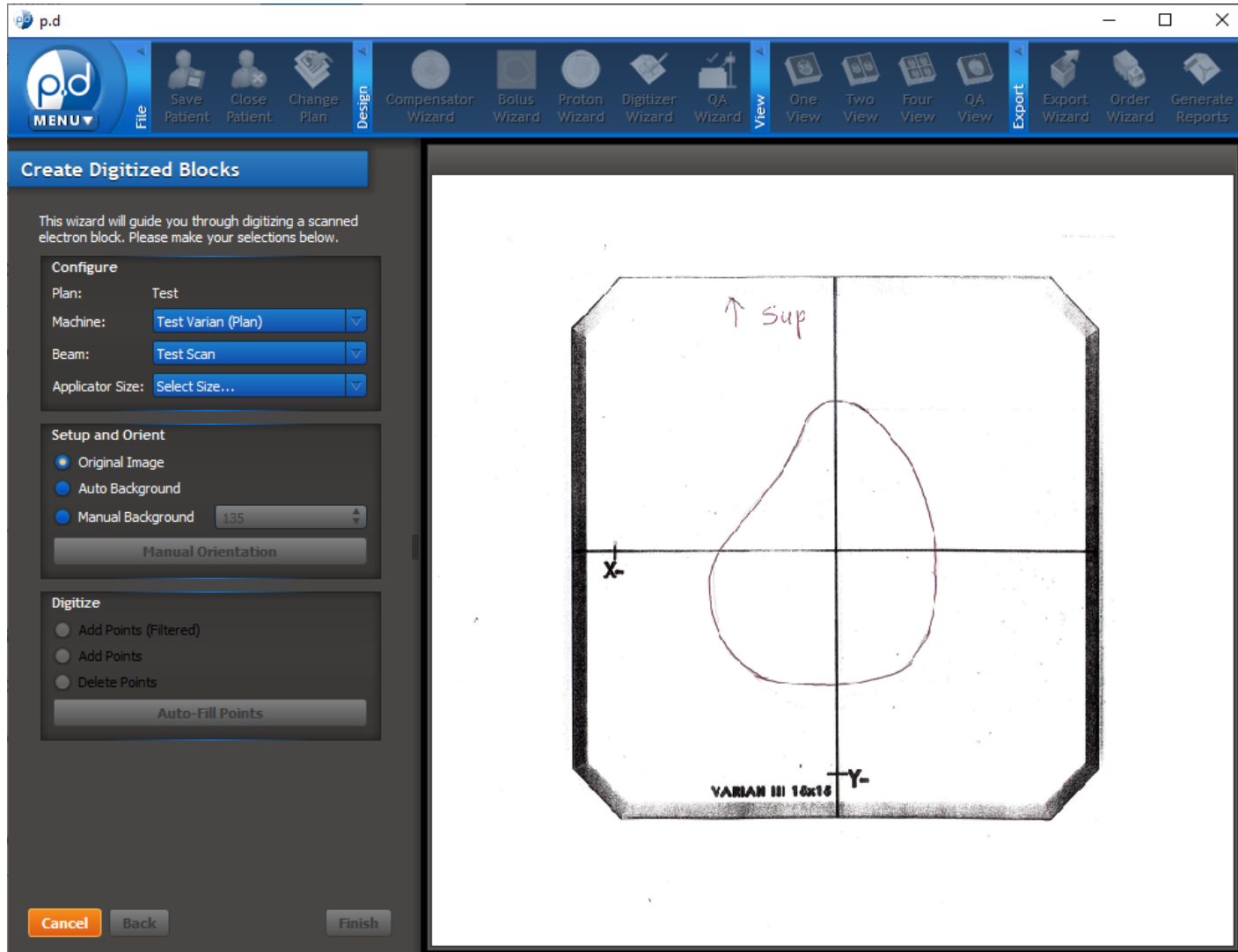


Once the plan has been imported, select the **Digitizer Wizard** from the blue menu bar



Digitizer Wizard

CLINICAL BLOCK WALKTHROUGH GUIDE



This now shows the scanned drawing you imported earlier

- To reposition the image, click & hold the right mouse button, and drag the image into position
- To zoom in and out, position your arrow on the location of interest and use the mouse scroll wheel to adjust the zoom

*Note: If more than one block is to be digitized, select the image you want to digitize from the **Beam** drop-down menu*

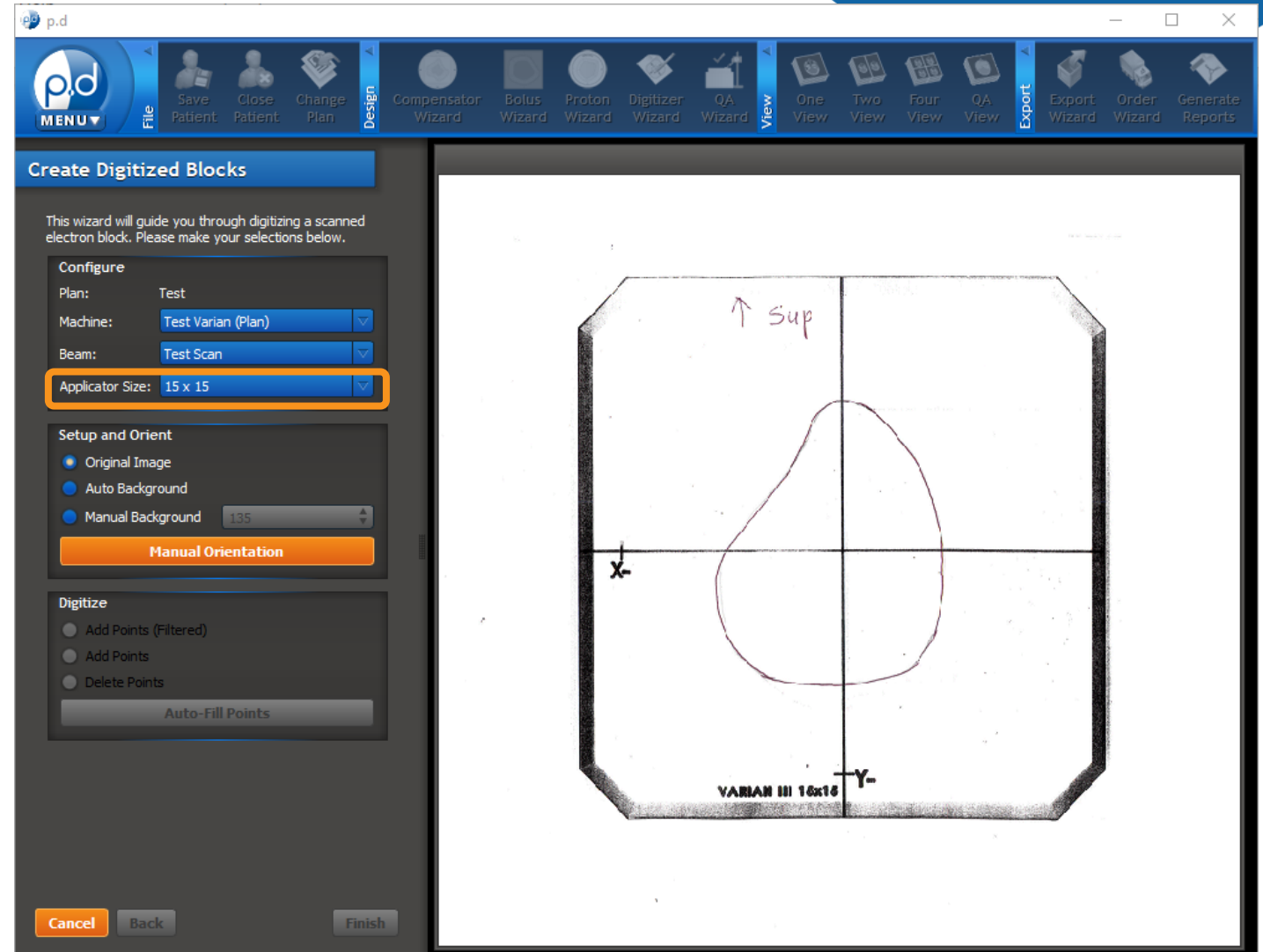
Digitizer Wizard

In the **Configure** box, select the **Applicator Size** from the drop-down menu that matches the template size used for the drawing

Under the **Setup and Orient** box, you can choose between 3 options to adjust the contrast of your image

Once you can clearly see your scanned image, click the **Manual Orientation** button

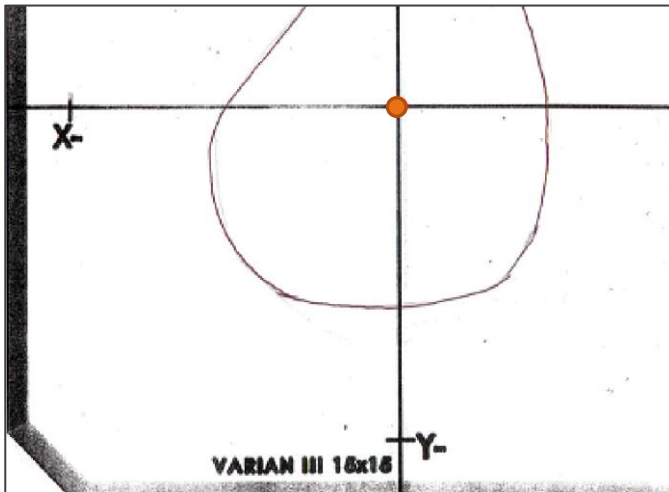
*Note: If more than one block is to be digitized, select the image you want to digitize from the **Beam** drop-down menu*



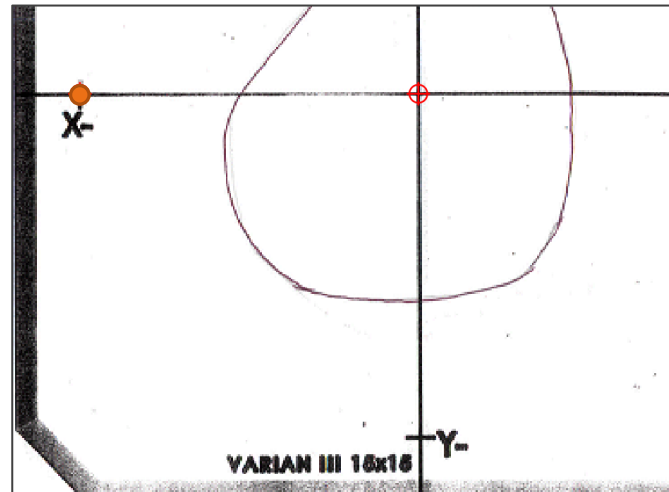
Digitizer Wizard

This brings you to 3 steps you must follow:

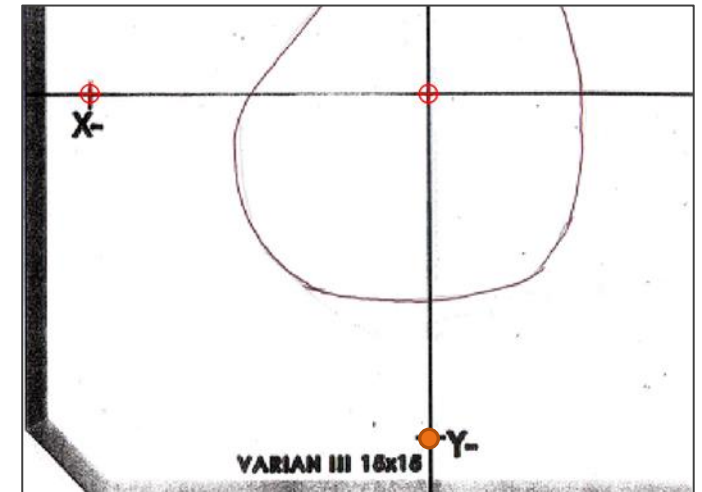
1. Click the Origin



1. Click the X- Mark



1. Click the Y- Mark



*Note: To place a point, use the **left clicker**. To pan the image, use the **right clicker**. To zoom the image, use the **scroll wheel**.*

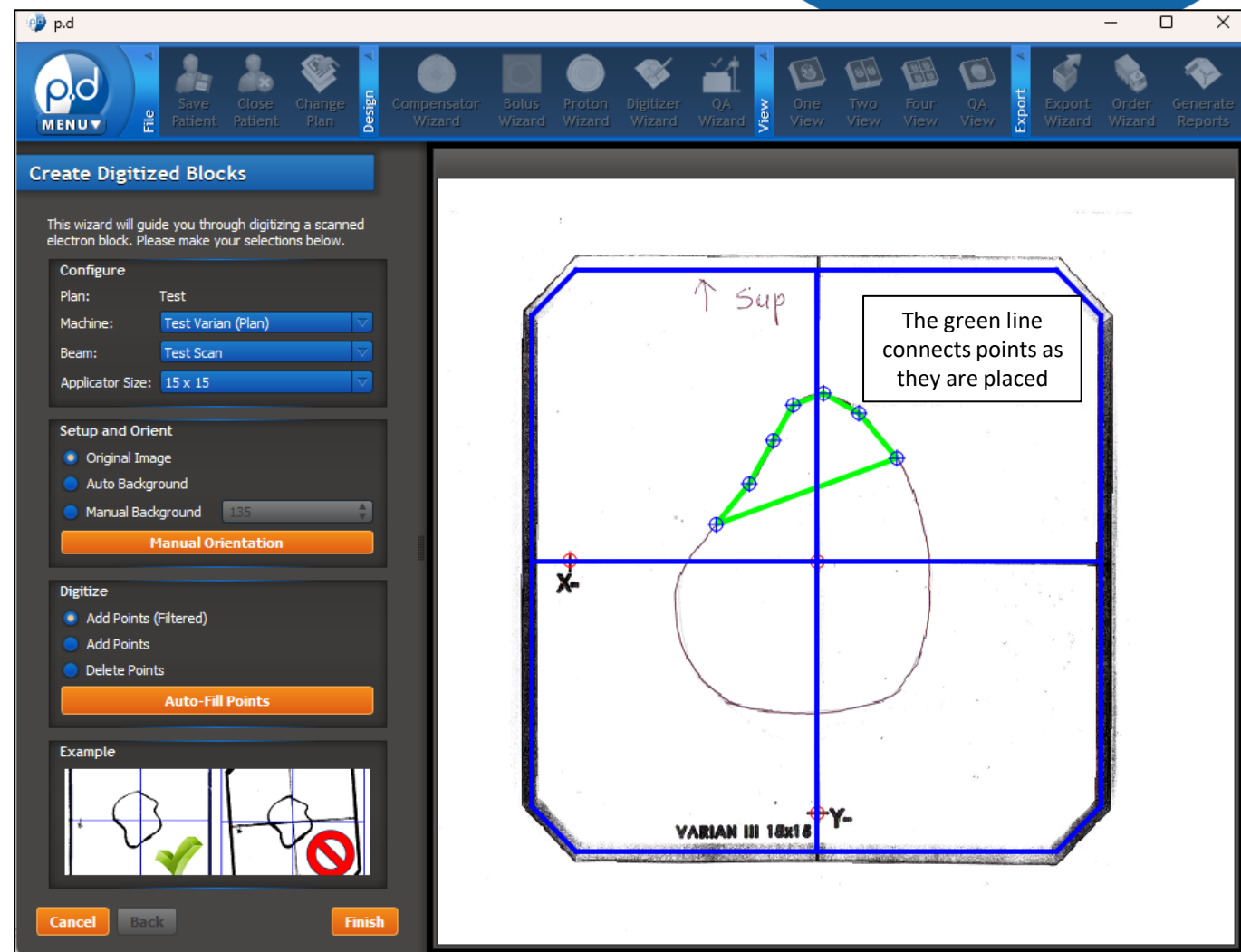
Adding Points

Once **Manual Orientation** has been completed, you will see a blue line tracing the outline and crosshairs of the template.

You can now add points to outline the opening of your block. You will have 3 options to choose from in the **Digitize** box.

- **Add Points (Filtered)** is designed to snap to the nearest black pixel
- **Add Points** places a point wherever you click
- **Delete Points** will delete an existing point

*Note: To place a point, use the **left clicker**. To pan the image, use the **right clicker**. To zoom the image, use the **scroll wheel**.*



Adding Points

CLINICAL BLOCK WALKTHROUGH GUIDE

The screenshot shows the 'p.d.' software interface. The top menu bar includes 'MENU', 'File', 'Design', 'View', and 'Export'. The 'Design' menu is open, showing options like 'Compensator Wizard', 'Bolus Wizard', 'Proton Wizard', 'Digitizer Wizard', and 'QA Wizard'. The 'View' menu shows 'One View', 'Two View', 'Four View', and 'QA View'. The 'Export' menu shows 'Export Wizard', 'Order Wizard', and 'Generate Reports'. The main window is titled 'Create Digitized Blocks' and contains the following sections:

- Configure:** Plan: Test; Machine: Test Varian (Plan); Beam: Test Scan; Applicator Size: 15 x 15.
- Setup and Orient:** Original Image (selected), Auto Background, Manual Background (135). A 'Manual Orientation' button is present.
- Digitize:** Add Points (Filtered) (selected), Add Points, Delete Points. An 'Auto-Fill Points' button is highlighted.
- Example:** Two small images showing digitization examples, one with a green checkmark and one with a red 'X'.

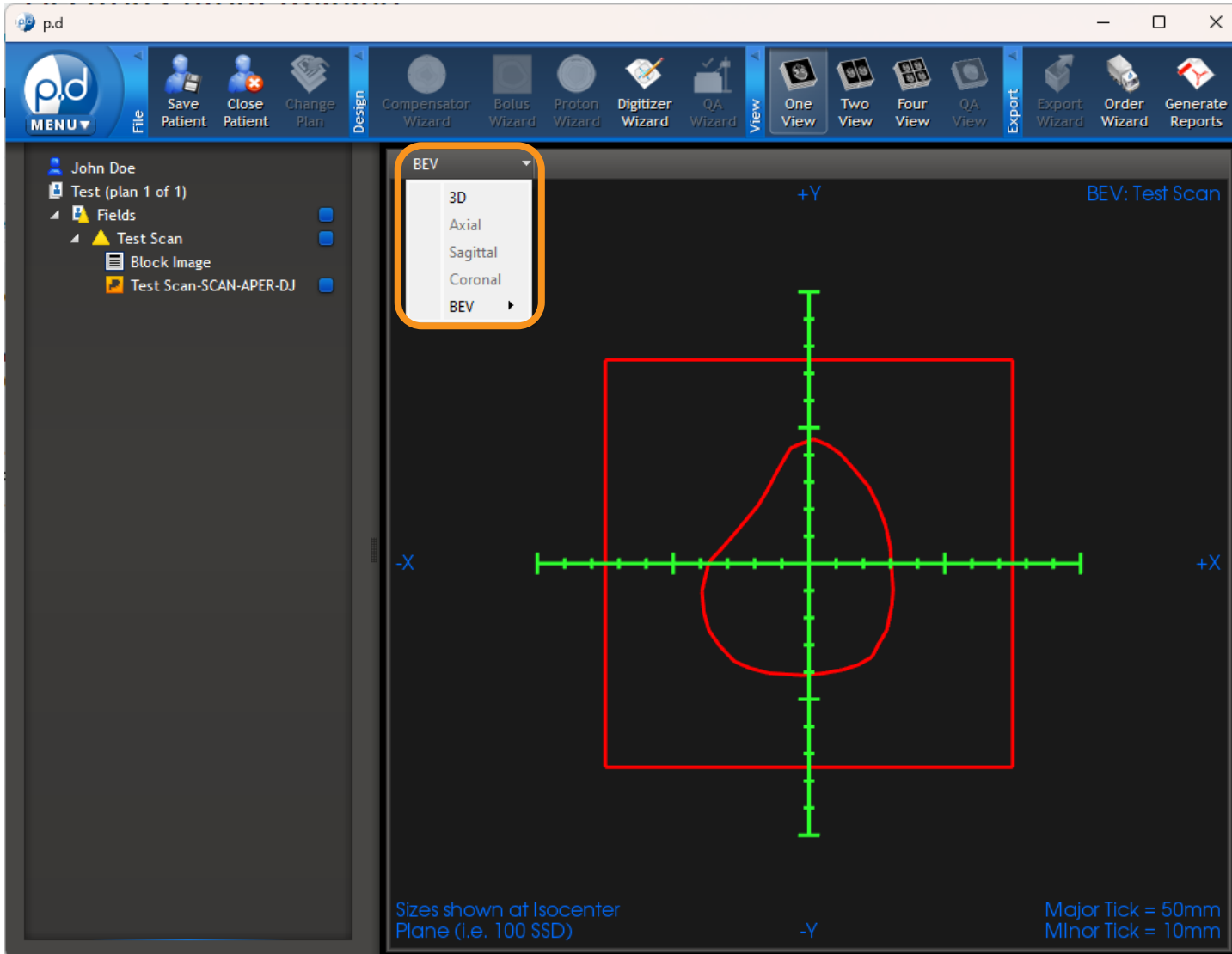
The main window displays a scanned electron block with a green digitized shape and blue points. The shape is a teardrop-like form with a pointed top and a rounded bottom. The block is overlaid on a coordinate system with X and Y axes. The text 'VARIAN III 16x16' is visible at the bottom of the block. The word 'Sup' is written in the top left corner of the block.

Once you have added all of your points, click **Auto-Fill Points** to round out any sharp corners.

Make sure the opening of your block has been fully digitized before clicking **Finish**.

Review Block

CLINICAL BLOCK WALKTHROUGH GUIDE



This screen will allow you to verify the **BEV** of your digitized block.

If you have multiple images you need to digitize, continue using the **Digitizer Wizard** until all blocks have been digitized.

Once you have finished digitizing, proceed to the **Order Wizard**.

*Note: If you want to view the 3D rendering of your block, choose **3D** from the dropdown.*

Order Wizard

CREATE APERTURE FROM DICOM

Order Wizard for: John Doe

Welcome to the ordering wizard
This wizard will help you order your devices through .decimal Direct. Please make your selections to continue.

Comp ID	Part Type	Material
<input checked="" type="checkbox"/> Test Scan-SCAN-APER-DJ	Electron Aperture	Copper

I agree to the [Terms and Conditions](#) and [Processing Agreement](#)

I agree to test each device prior to use on a human

< Back **Next >** Cancel Help

Select the aperture(s), and agree to the terms.

*Note: The **Comp ID** field gets engraved onto the cutout. You can edit the text by clicking on the text box.*

Select **Next** to proceed.

Shipping Information

Order Wizard for: John Doe

Shipping Information
Please enter and verify the shipping information below (* = required).

Site ID: 12345

Institution Name*: .decimal

Address Line 1*: test

Address Line 2:

City*: test

State/Province*: FL

Zip/Postal Code*: 00000

Required Delivery*:
Select an option
Select an option
Standard
Rush

< Back **Next >** Cancel Help

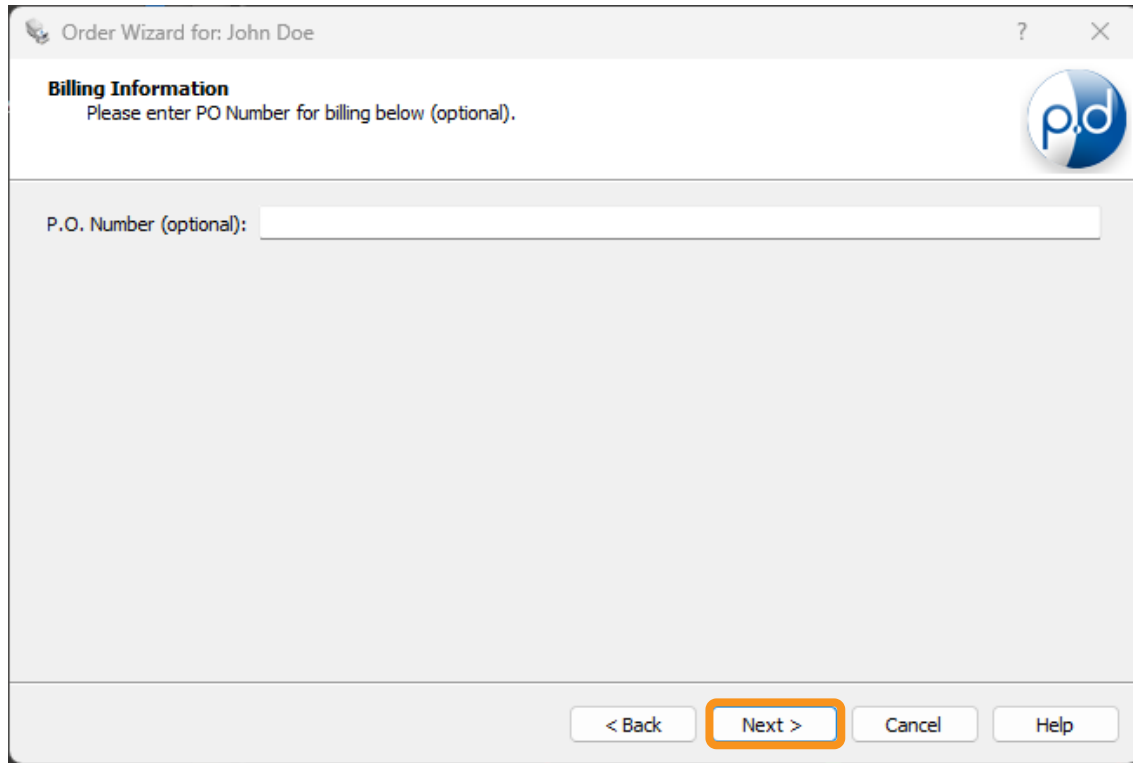
This brings up the shipping information screen where you will enter/select the ship-to-destination of the device(s). It is important to note that the ship-to address is associated with the machine selected but can be overwritten.

*Note: See **Help Menu** for delivery times, rules, and explanations on how to save your address for future orders.*

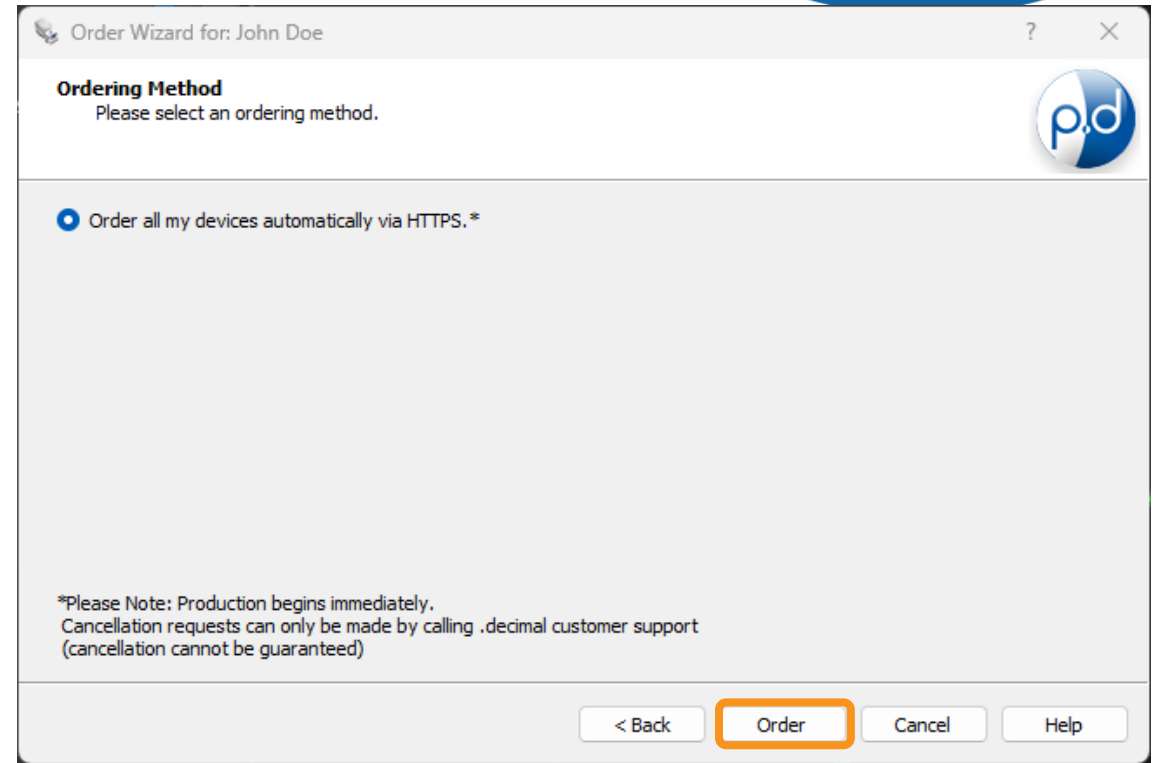
In addition to entering the shipping address, you can use the drop-down menu to specify your shipping priority (e.g., standard, rush).

Select **Next**.

Place Order



If applicable, enter a P.O. number then select **Next**.



Click the **Order** button to place the order. You're done!