

# CharruaSoft S.A.

## User Manual

Doc2DICOM – User Manual\_en

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Version: 3.0	Reviewed by: Verónica Simonet	Approved by:
	Date: 1/09/2015	Date:

## User Manual

### Doc2DICOM 3.0

Developed by:

**CharruaSoft**

<http://www.charruasoft.com>

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## 1. Introduction

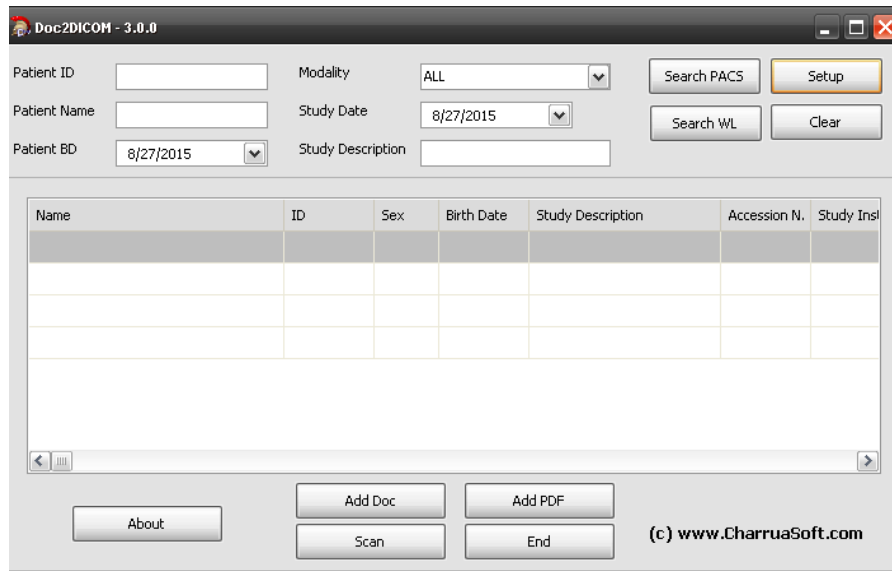
It can scan paper documents through a WIA interface, convert PDF documents to DICOM embedded PDF, create or read RTF, Word or text documents, to convert them into DICOM Structured Reports.

It has a DICOM Worklist SCU for loading scheduled studies, avoiding entering the information manually.

## 2. Installation

Open the file Doc2DICOM\_install.exe, choose the directory where to install and press “install”.

After it is installed there will show the following “Main Screen” :



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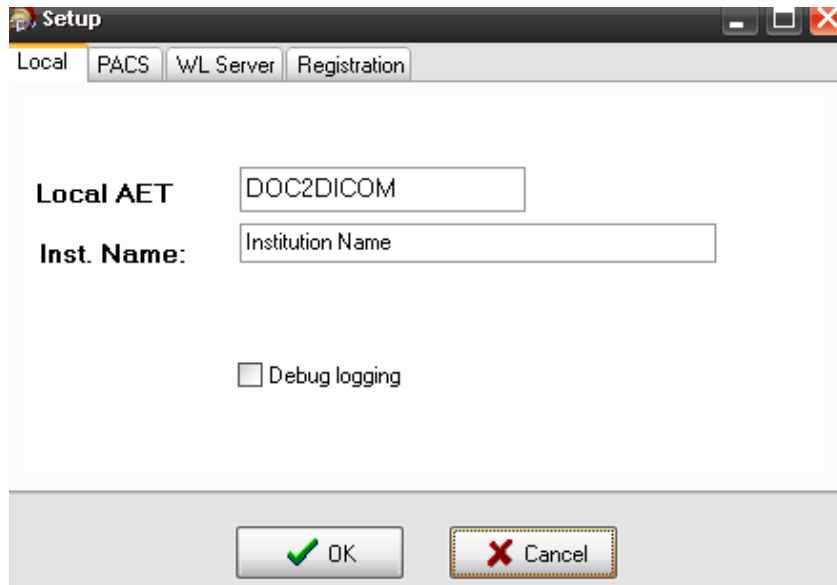
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In order to use DOC2DICOM the user will have to do the setup.

Please press the “Setup” button, after that DOC2DICOM will show the following screen to complete

- Application Entity Title,
- Institution Name
- Debug logging



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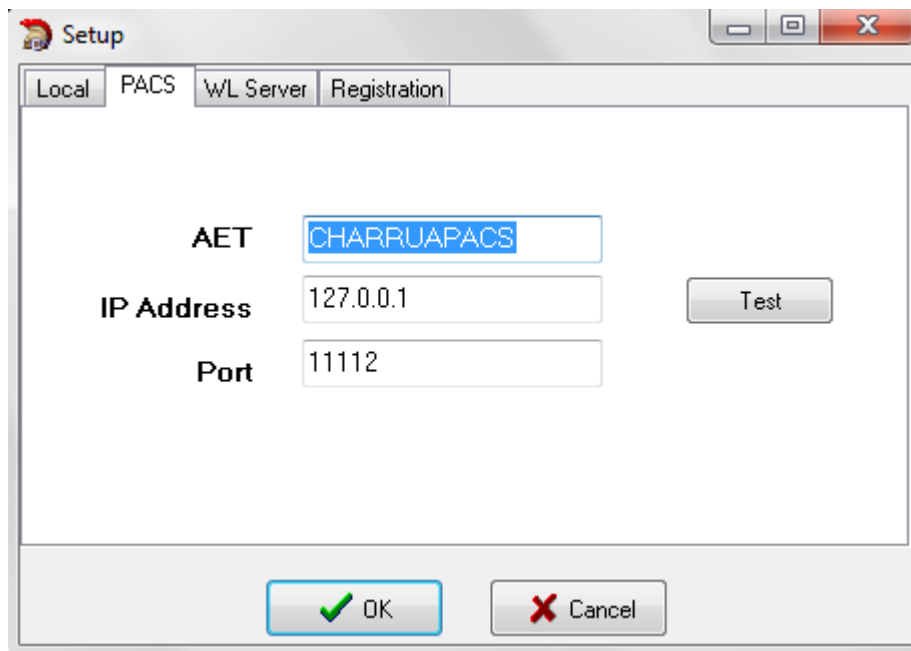
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Then complete the PACS info: AET, IP Adress and Port.

The user can test de DICOM Communications through the button “Test” located on the right.



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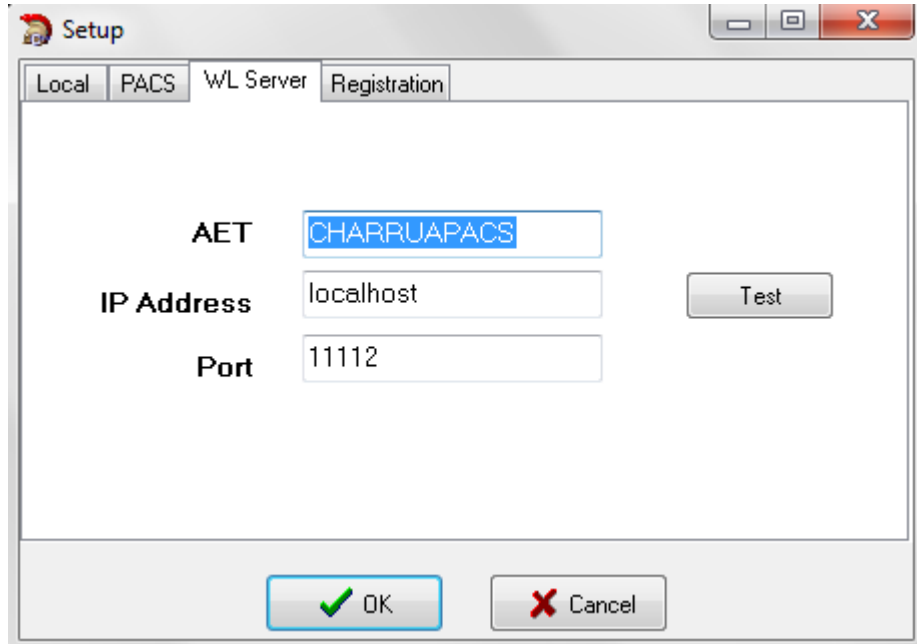
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Please complete the WL Server screen with the following info:

- AET
- IP address
- Port

The user can test de DICOM Communications through the button “Test” located on the right.



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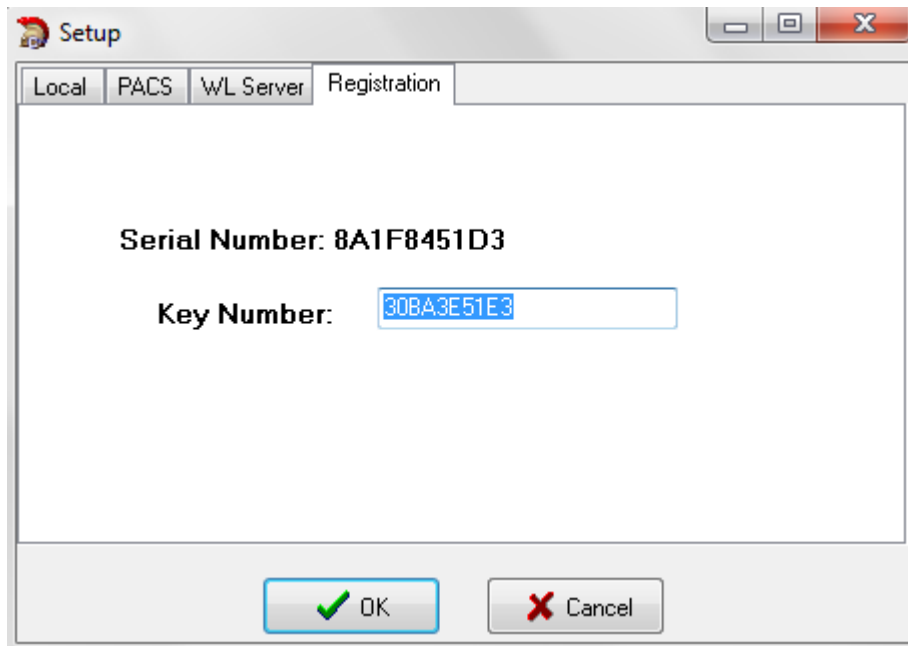
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For using this application an activation key is necessary, send us the Serial Number and we will provide the key number.



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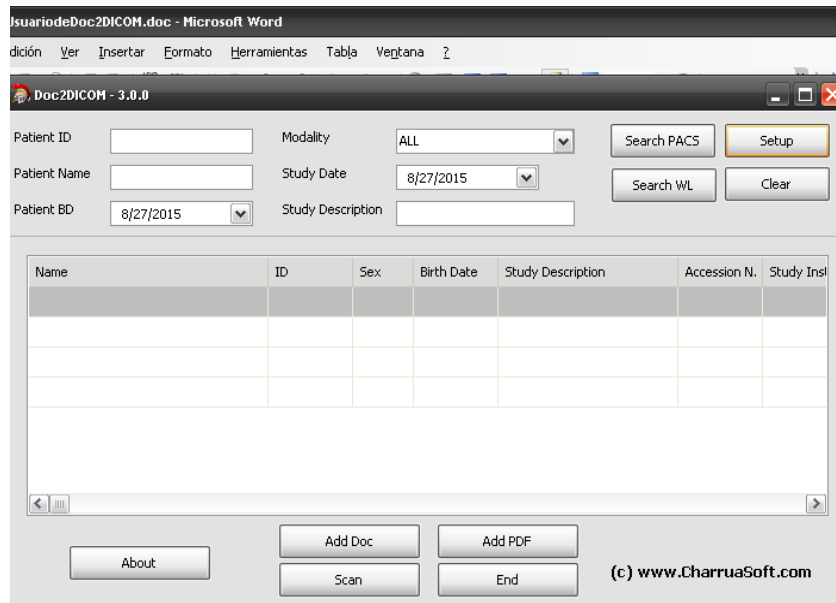
### 3. How does it work?

After completing the setup, user will find the “Main screen”.

On this screen the user can complete the patient information manually or consult the worklist SCU for loading scheduled studies available in order to avoid entering the information manually.

Once the user load the patient info there the user can:

- a. Scan docs through the “Scan” button.
- b. Convert to PDF through the “Add PDF” button.
- c. Add a Doc through the “Add Doc” button.



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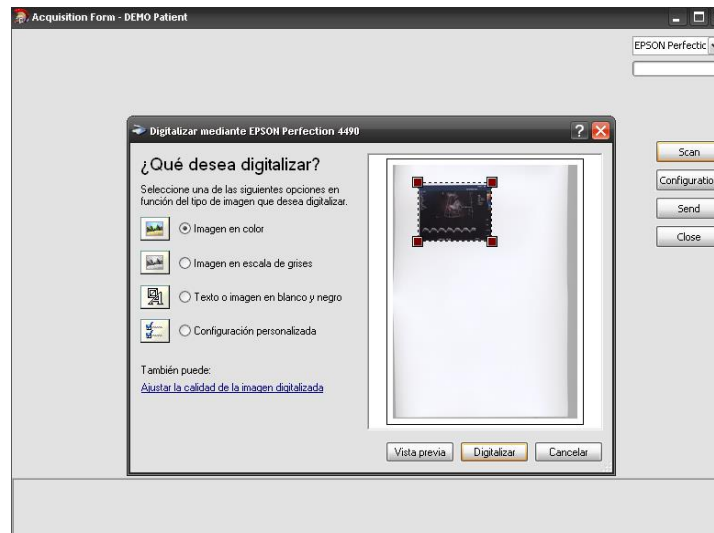
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### a. Scan docs through the “Scan” button

This screen shows the available scanners. Many pages can be scanned and they will be shown as thumbnails at the bottom.

DPI, color or grayscale can be set with the configuration button.

Once the scanning is finished the converted pages will be sent to the PACS as DICOM Secondary Capture.



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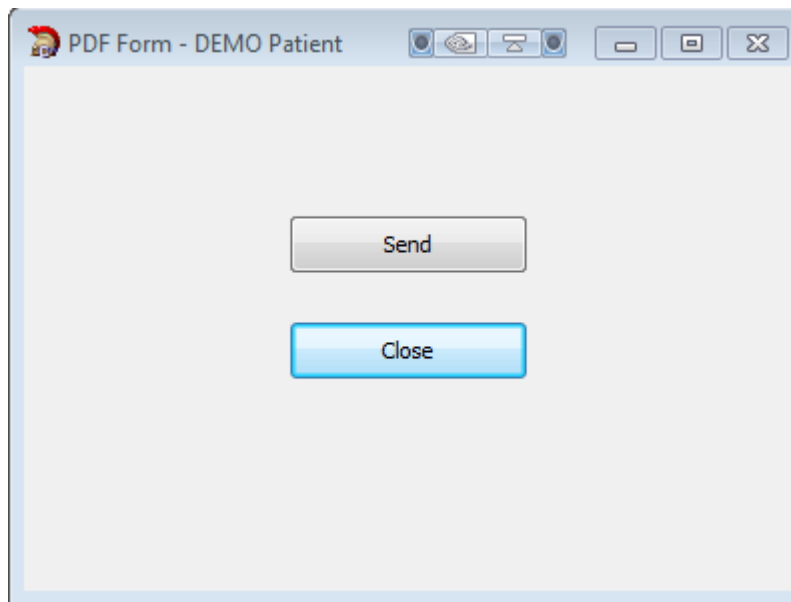
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### b. Add PDF:

In this screen a PDF document is loaded, converted to DICOM and sent to the PACS system with the Send Button.



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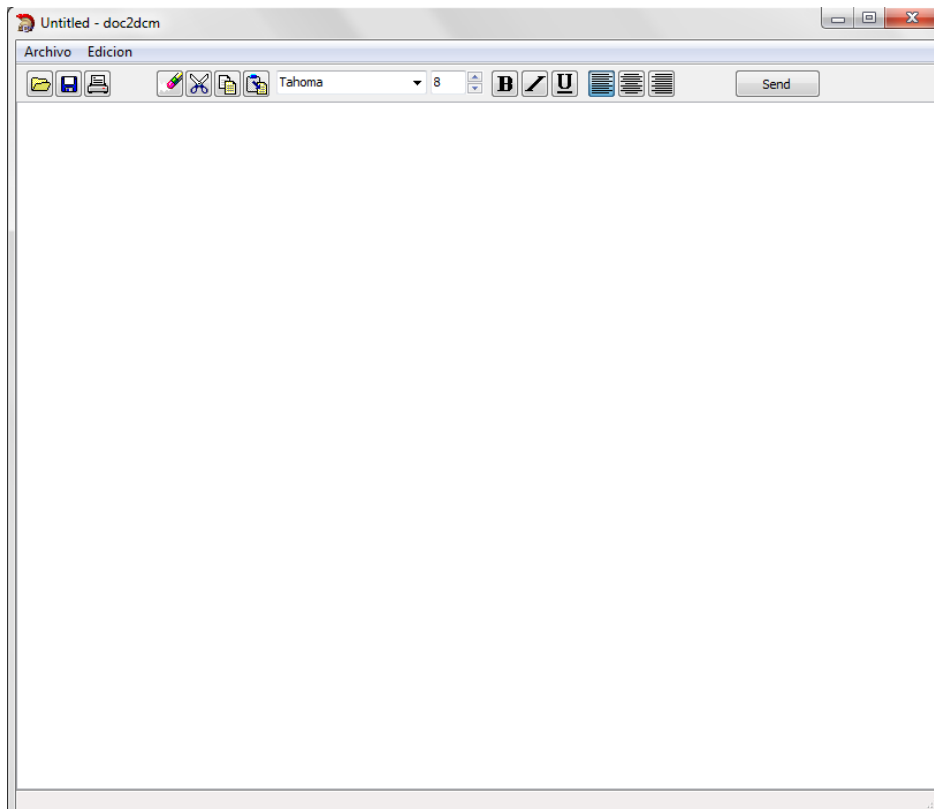
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### c. Add Doc:

This screen shows a complete text editor, it can load RTF, Word Doc or text files.

The user can modify and send them to the PACS as DICOM Structured Reports with the Send button.



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### 3. Appendix

A) If you want to use this product as a virtual printer, you have to install the PDFCreator application. This must be configured in a certain way to achieve the operation in conjunction with Doc2Dicom.

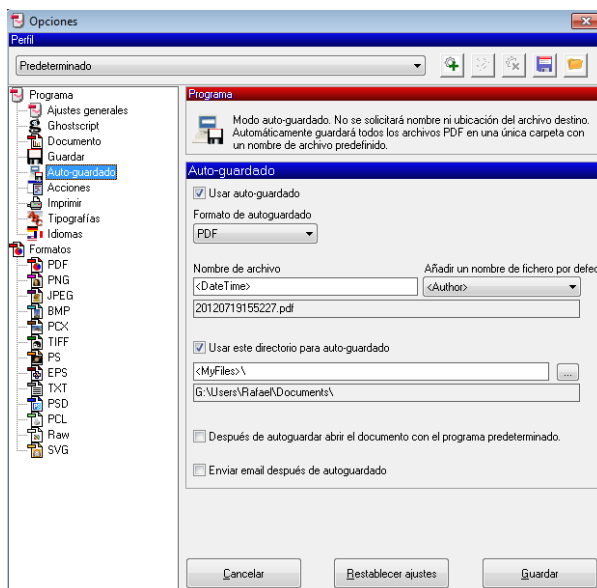
Download PDFCreator from:

<http://www.pdfforge.org/>

#### Configuration:

Once installed open the application and select the printer options menu.

Then look for the autosave option and select the option "Use auto-saving" and below select the directory where you want to save.



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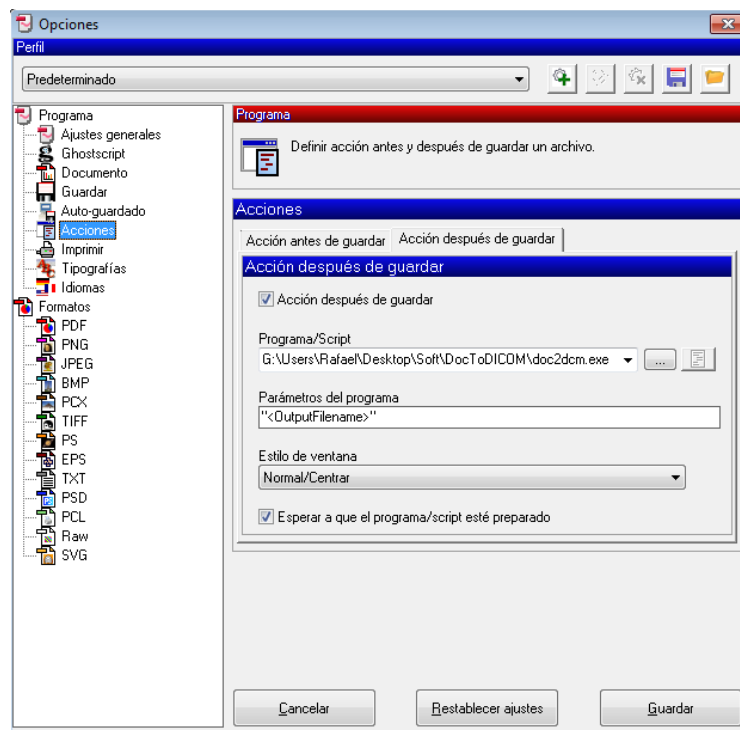
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In the tab "Action after saving" enable this option by clicking on the check box, and in the "program / Script" enter the path where Doc2DICOM.exe is.

After that select the option "Save" and the program will be ready to work with Doc2DICOM.



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