



Using the ShowCase Mark as Read Feature

The Mark as Read feature allows you to mark a study as Read after you've finished reading it. It can then be filtered out of the study list.

This feature only works in conjunction with the ShowCase Image Center. This is an upgrade feature.

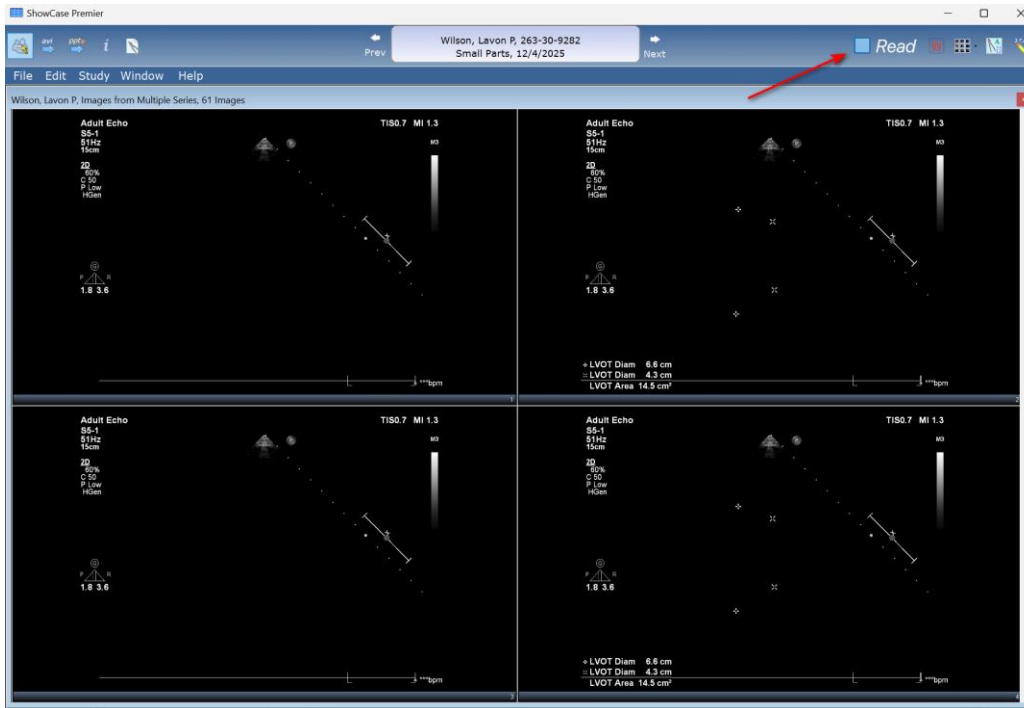
Everyday Use: ShowCase

From within ShowCase, you can mark a study Read when viewing a study, or afterward, using the study list.

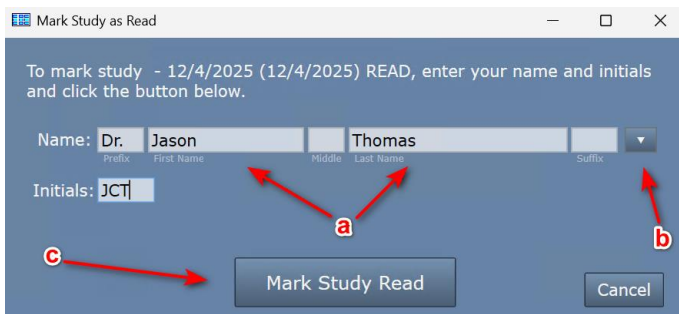
Study Review

Let's say you've been reading a study in ShowCase, and you've finished reviewing the images. You're ready to mark the study as Read.

Simply click on the Read button in the upper right of ShowCase.



A dialog will appear:



- a. Fill in your name (if it's not already filled in – this dialog remembers who used it last)

- b. -OR- pick your name from the dropdown on the right (that list remembers who has marked studies read).
- c. Click the Mark Study Read button and...

The study will close, and you will see a green checkmark appear in the study list.

Easter, Howard R	352-31-0134	3/3/1974	BLOOD POOL	US	12/4/2025	2:01 PM	40	
Cuomo, Ruth R	363-07-1218	2/2/1967	TEE	US	12/4/2025	1:58 PM	43	
Wilson, Lavon P	263-30-9282	2/1/1962	Small Parts	US	12/4/2025	1:58 PM	61	✓
Kennedy, Amy B	423-25-8377	7/9/1940	Renal	US	12/4/2025	1:12 PM	67	
Miller, Emma D	313-08-5352	8/25/1968	Small Parts	US	12/4/2025	1:10 PM	41	

Best Practice: Filter the Study List by Unread Studies

If you check the “Unread Studies Only” option at the top of the study list, it will only show you those studies that have not been read:

Image Center

Patient Search: Unread Studies Only

Displaying 6 of 6 studies: all dates, unread studies

Patient Name	Patient ID	DOB	Study Desc	Mod	Date	Time	Image	Read	Status
Golden, Kimberly R	441-94-2085	6/17/1959	Small Parts	US	12/4/2025	3:12 PM	47		
Garza, Rebecca E	549-57-9821	11/21/1985	Renal	US	12/4/2025	3:07 PM	68		
Thomason, Kevin R	675-05-2451	5/24/1969	Abdomen	US	12/4/2025	3:04 PM	49		
Bruce, Irma M	394-42-7310	8/10/1952	PERIPHERAL VA	US	12/4/2025	2:57 PM	42		
Jones, Hortense B	452-30-3602	10/29/1966	Small Parts	US	12/4/2025	2:56 PM	42		
Sewell, Shirley S	404-88-1999	8/19/1956	Adult Heart	US	12/4/2025	2:12 PM	56		

Recommended Workflow (Mark as you Go):

1. Open the Study List (that has the Unread Studies Only option checked)
2. Double-click on a study that you need to read
3. Review the study...
4. When you're done, click the **Read** button at the top of Showcase
5. The confirmation dialog pops up. Click the Mark Study Read button.
6. The study will close and the study list will now only contain studies you have not read.
7. Repeat until you've caught up on all of your study reads

Alternate Workflow (Mark Studies Read in Bulk):

You can also mark several studies as read (or unread) from the Study List itself. Just do the following:

Image Center

Patient Search: Unread Studies Only

Displaying 6 of 6 studies: all dates, unread studies

Patient Name	Patient ID	DOB	Study Desc	Mod	Date	Time	Image	Read	Status
Golden, Kimberly R	441-94-2085	6/17/1959	Small Parts	US	12/4/2025	3:12 PM	47		
Garza, Rebecca E	549-57-9821	11/21/1985	Renal	US	12/4/2025	3:07 PM	68		
Thomason, Kevin R	675-05-2451	5/24/1969	Abdomen	US	12/4/2025	3:04 PM	49		
Bruce, Irma M	394-42-7310	8/10/1952	PERIPHERAL VA	US	12/4/2025	2:57 PM	42		
Jones, Hortense B	452-30-3602	10/29/1966	Small Parts	US	12/4/2025	2:56 PM	42		
Sewell, Shirley S	404-88-1999	8/19/1956	Adult Heart	US	12/4/2025	2:12 PM	56		

Context Menu:

- Test Connection to Image Center
- Refresh
- Fetch From Archive
- Mark Read (3)
- Mark Unread
- Change Patient Name

Buttons: Show Copy Burn Delete More... (2) Done

1. Select one or more studies

2. Click the **More...** button
3. Click the **Mark Read** button
4. The dialog asking for your name and initials will appear (as shown above).
5. Click the **Mark Study Read** button in that dialog.

You can also mark a study as Unread from the study list, in case you accidentally marked a study read that you didn't intend to.

Making the Transition to Using Mark as Read in Your Practice

Using the new Mark as Read feature is pretty straightforward but getting your physicians and staff to really adopt it may require a little work. Any time a clinic changes everyday workflow, there's often a short period of adaptation. Here's what we recommend you do:

- Show everyone the new feature. Share this link () with them.
- Talk to your physicians and staff. Coach them through its use, if necessary.
- Use the Image Center Console to mark all your older studies as Read.
- Start using the new feature!

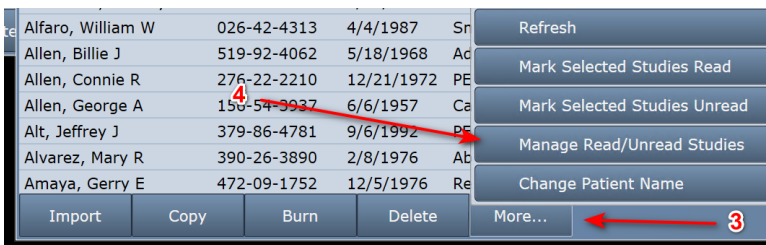
Mass Mark as Read from the Image Center Console

You can mark studies read or unread from the Image Center Console. But more importantly, you can do mass Mark as Read or Mark as Unread operations on the entire contents of your Image Center, using criteria that you specify.

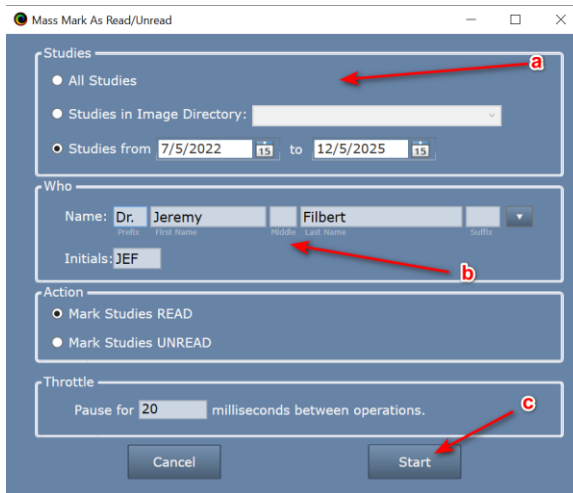
1. Open the Image Center Console
2. Click the **Manage Studies** button



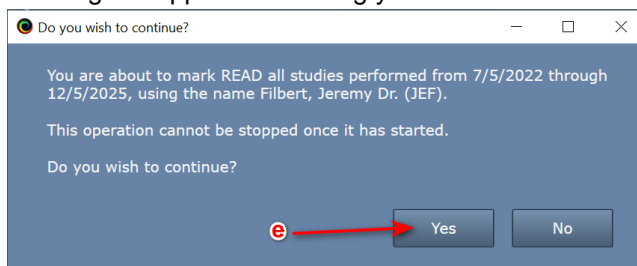
3. Click the **More...** button



4. Click the **Manage Read/Unread Studies** button



- a. Choose which studies you want to mark read/unread
 - i. All Studies – Just what it says
 - ii. Studies in Image Directory: <choose an Image Directory>
 - iii. Studies in a certain date range: <choose a start/end date>
- b. Fill in your name and initials
- c. Click the **Start** button
- d. A dialog will appear confirming your choices.



- e. Click **Yes**

The system will now methodically mark your studies. This will run in the background as a low priority task. You can even specify a throttle time for it in the dialog, but the default of 20ms is usually just fine. Because it's a low priority task, it may require quite some time to completely mark your studies read or unread. It all depends on the number of studies in your Image Center.

Experiments done on some of our testing Image Centers with 60,000+ studies demonstrate this mass mark as read can take up to several days to complete. The system is designed to do this work so it won't interfere with everyday use, when studies are coming in or being read.

The mass mark as read feature was developed mostly for existing customers that want to get started using Mark as Read but have huge archives lying around. Read on...

Setting Up Mark as Read for Existing Customers – Recommendations

Say you've just upgraded your Image Center and ShowCase viewers. Here is what we recommend:

1. Go ahead and start using Mark as Read. The green checkboxes in the study list are quite useful.
2. Use the **Studies from...** option in the **Manage Read/Unread Studies** dialog:
 - a. Choose a start date from way back in time, before your practice even existed
 - b. Choose an end date that corresponds to the date your physicians started using Mark as Read.
3. Fill in your name and initials and click **Start**.

4. Let it do its thing...
 - a. Periodically open the ShowCase Study List and click the **Unread Studies Only** checkbox
 - b. Are there still studies unread from before step 1? If so, come back in a few hours and check again.
5. Once the Image Center is done marking all your old studies **Read**, go to your various ShowCase viewers and check the **Unread Studies Only** checkbox on the Study List. Now your physicians will only see studies that need their attention.

Details

In-Progress Studies?

You can mark a study as Read even though it's still being sent from your imaging device. It will stick.

How is Mark as Read stored? What happens if my database crashes?

The Mark as Read state for your study is stored as a DICOM Raw Data file along with the rest of your study. This is a (simple) proprietary file used by the Image Center. Other systems will not be able to make sense of it. Using a DICOM file attached to the study allows for several things to work properly:

1. If you must do a full disaster recovery from nothing more than your study data files, the Mark Read status is there.
2. If you send a study from one Image Center to another (our larger clients do this), the Mark Read status goes with the study sent.
3. If you archive to PACS from the Image Center, and then restore from PACS, the Mark Read status stays with the study.
4. If you copy a study to a folder and then import it into another Image Center, the Mark Read status is there.

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