

METRON

SUPPORT SERVICES



User Log In and Set Up



Click F11 on your keyboard for full screen display!

Dependent on your screen size, the menu buttons on the Database Browser screen may appear in one or two rows.



User Log In and Set Up

This online training session will provide you with the detailed steps of how to set up and use the Log In feature in Metron.



Click F11 on your keyboard for full screen display!

Dependent on your screen size, the menu buttons on the Database Browser screen may appear in one or two rows.

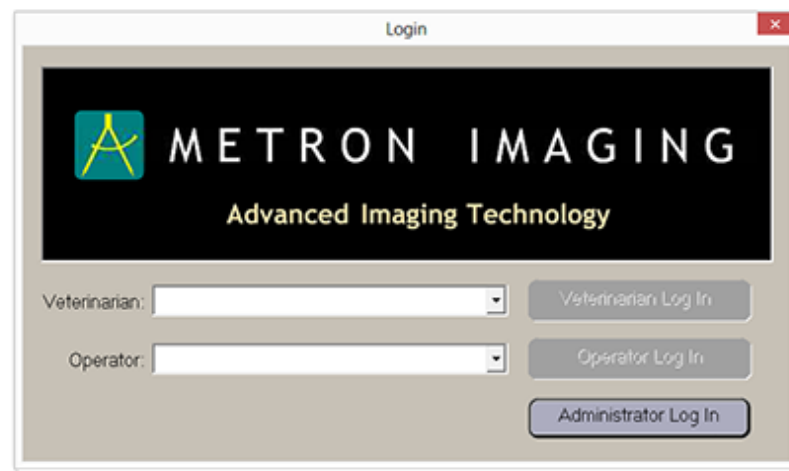
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User Log In and Set Up

An optional feature, you can now require your staff to log in to the Metron system just like you do with your practice management software.

The big benefit to the log in system is that it supports three classes of users: Administrator, Veterinarian/Physician, and Operator.

The Administrator can configure the privileges for the other two classes.



The screenshot shows a window titled "Login" with a close button in the top right corner. The window has a dark header area with the Metron Imaging logo (a stylized 'A' in a green square) and the text "METRON IMAGING" in large white letters, with "Advanced Imaging Technology" in smaller yellow letters below it. Below the header, there are two rows of input fields and buttons. The first row is for "Veterinarian:" with a dropdown menu and a "Veterinarian Log In" button. The second row is for "Operator:" with a dropdown menu and an "Operator Log In" button. At the bottom right, there is a button labeled "Administrator Log In".

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User Log In and Set Up

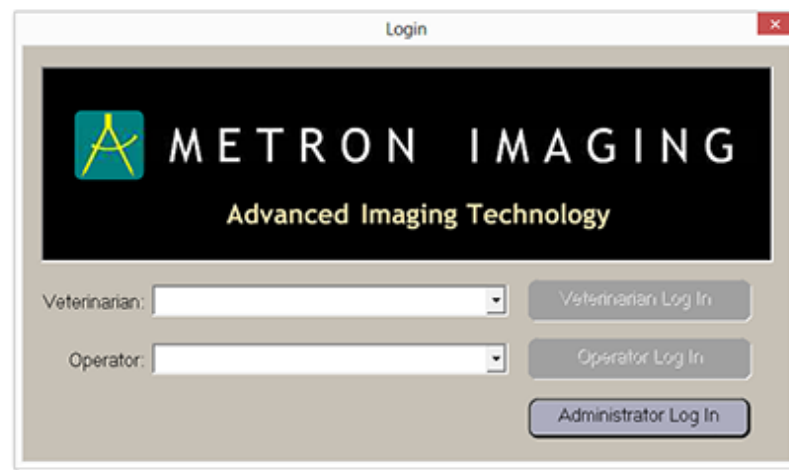
If the user wishes to apply a password to an image when posting to the Web-Viewer, this optional feature can also be enabled.

With the Metron User Activity Log, you can also know who took the X-Rays, who deleted X-Rays, and more.

If you would like this feature added to your Metron Imaging Software, contact Metron Support Services.

877.638.3868

metron@dvmconnexx.com



The screenshot shows a window titled "Login" with a close button in the top right corner. The window has a dark header area with the Metron Imaging logo (a stylized 'A' in a green square) and the text "METRON IMAGING" in large white letters, with "Advanced Imaging Technology" in smaller yellow letters below it. Below the header, there are two rows of input fields and buttons. The first row has a label "Veterinarian:" followed by a dropdown menu and a button labeled "Veterinarian Log In". The second row has a label "Operator:" followed by a dropdown menu and a button labeled "Operator Log In". Below these, there is a button labeled "Administrator Log In".

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User Log In and Set Up

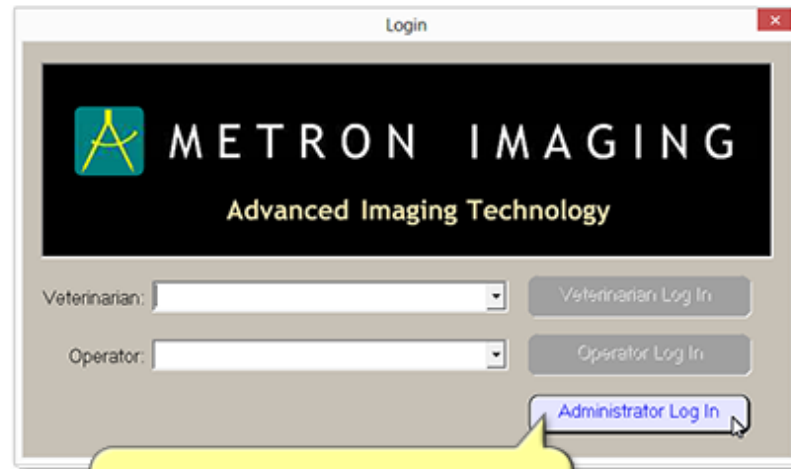
If the user wishes to apply a password to an image when posting to the Web-Viewer, this optional feature can also be enabled.

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Click the "Administrator Log In" button.

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User Log In and Set Up

If the user wishes to apply a password to an image when posting to the Web-Viewer, this optional feature can also be enabled.

With the Metron User Activity Log, you can also know who took the X-Rays, who deleted X-Rays, and more.

If you would like to contact Metron Support, please contact Metron Support at:

877.638.3868
metron@dvmco.com



Click "OK" to continue.

An administrator password will be created during set up.

This step will be explained in detail later in this training session.

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User Log In and Set Up

If the user wishes to apply a password to an image when posting to the Web-Viewer, this optional feature can also be enabled.

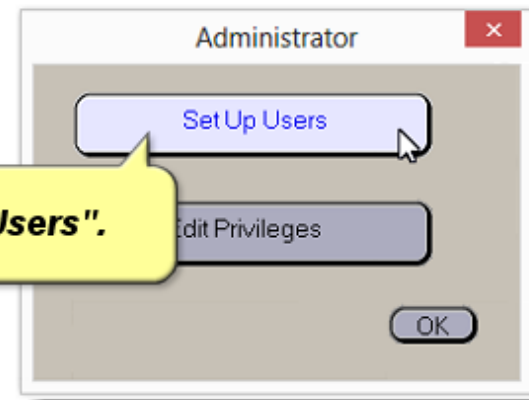
With the Metron User Activity Log, you can also know who took the X-Rays, who deleted X-Rays, and more.

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metron@dvmconnexx.com

Click "Set Up Users".



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User Log In and Set Up

In the **"Set Up Users"** screen, the administrator enters veterinarians and operators who will be using the system.

In the following example we will add a veterinarian and subsequently display entered operators as well.

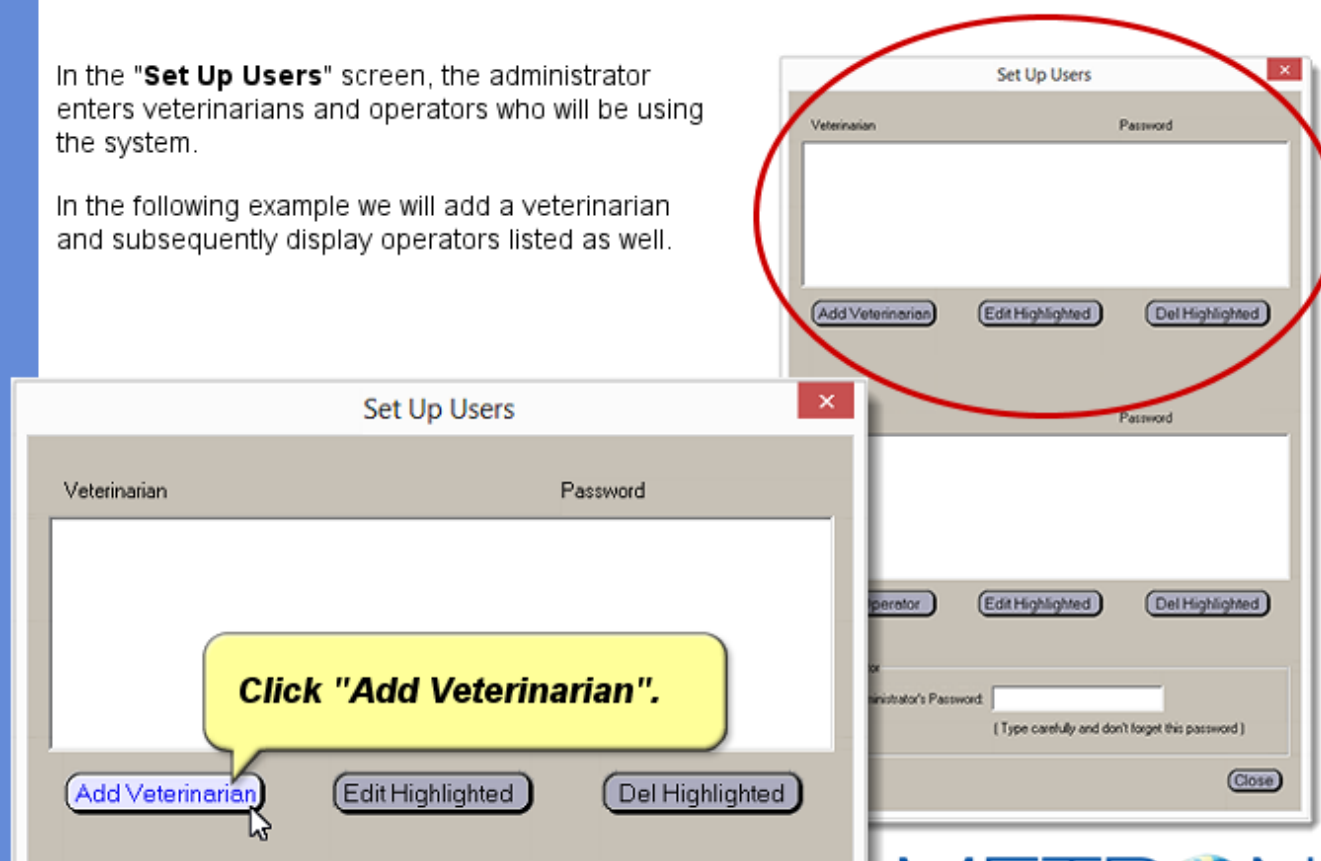
The screenshot shows a window titled "Set Up Users" with a close button (X) in the top right corner. The window is divided into three main sections. The first section is for "Veterinarian" with a "Password" label and a large empty text area. Below this are three buttons: "Add Veterinarian", "Edit Highlighted", and "Del Highlighted". The second section is for "Operator" with a "Password" label and another large empty text area. Below this are three buttons: "Add Operator", "Edit Highlighted", and "Del Highlighted". The third section is for "Administrator" with a label "Administrator's Password:" followed by a single-line password input field. Below the input field is a note "(Type carefully and don't forget this password)". A "Close" button is located at the bottom right of the window.

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User Log In and Set Up

In the **"Set Up Users"** screen, the administrator enters veterinarians and operators who will be using the system.

In the following example we will add a veterinarian and subsequently display operators listed as well.



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User Log In and Set Up

In the **"Set Up Users"** screen, the administrator enters veterinarians and operators who will be using the system.

In the following example we will add a veterinarian and subsequently display operators listed as well.

Enter the veterinarian's name and password. Click "Close".

The image shows two overlapping software windows. The background window is titled "Set Up Users" and contains a table with columns "Veterinarian" and "Password". Below the table are buttons for "Add Veterinarian", "Edit Highlighted", and "Del Highlighted". The foreground window is titled "User and Password" and contains a form with fields for "User:" (with sub-fields for First, M.I., Last, and Suffix) and "Password:". The "User:" field is populated with "Mike", "L", "Copper", and "DVM" respectively. The "Password:" field contains "01234!". A "Close" button is at the bottom right of the foreground window.

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User Log In and Set Up

In the **"Set Up Users"** screen, the administrator enters veterinarians and operators who will be using the system.

In the following example we will add a veterinarian and subsequently display operators listed as well.

The veterinarian's name and password will be added to the list.

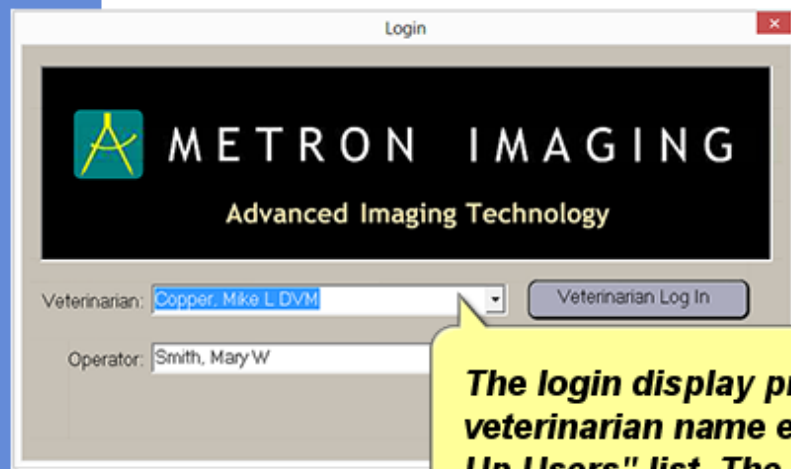
The screenshot shows a window titled "Set Up Users". It contains a table with two columns: "Veterinarian" and "Password". The first row contains the text "Copper, Mike L DVM" and "01234!". Below the table, there are three buttons: "Add Operator", "Edit Highlighted", and "Del Highlighted". At the bottom of the window, there is an "Administrator" section with a label "Administrator's Password:" followed by a text input field and a note "(Type carefully and don't forget this password)". A "Close" button is located at the bottom right of the window.

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User Log In and Set Up

In the **"Set Up Users"** screen, the administrator enters veterinarians and operators who will be using the system.

In the following example we will add a veterinarian and subsequently display operators listed as well.

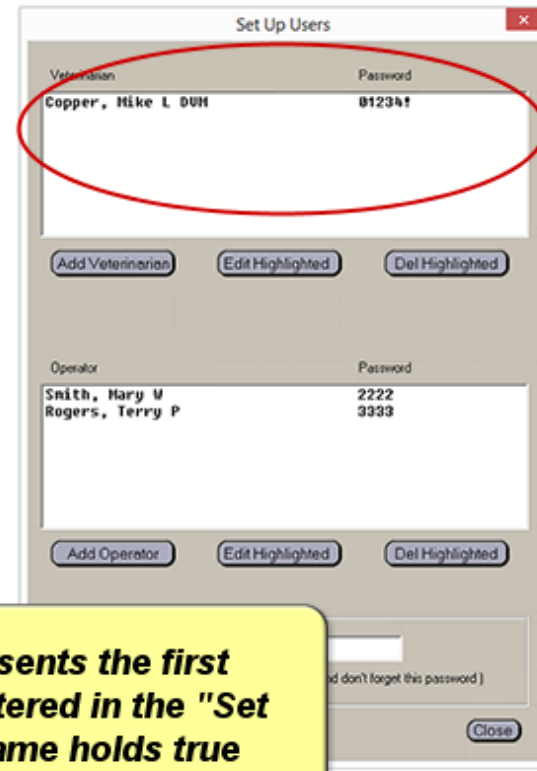


Login

METRON IMAGING
Advanced Imaging Technology

Veterinarian: Copper, Mike L DVM

Operator: Smith, Mary W



Set Up Users

Veterinarian	Password
Copper, Mike L DVM	012345!

Operator	Password
Smith, Mary W	2222
Rogers, Terry P	3333

The login display presents the first veterinarian name entered in the "Set Up Users" list. The same holds true when an operator's name is entered on the first line in the "Set Up Users" screen.



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User Log In and Set Up

In the **"Set Up Users"** screen, the administrator enters veterinarians and operators who will be using the system.

In the following example we will add a veterinarian and subsequently display operators listed as well.

**Create/enter the
Administrator
Password here.**

The screenshot shows a window titled "Set Up Users" with a close button (X) in the top right corner. The window is divided into three main sections: Veterinarian, Operator, and Administrator.

Veterinarian Section: Contains a table with two columns: "Veterinarian" and "Password". The first row shows "Copper, Mike L DVM" and "01234!". Below the table are three buttons: "Add Veterinarian", "Edit Highlighted", and "Del Highlighted".

Operator Section: Contains a table with two columns: "Operator" and "Password". The first row shows "Smith, Mary M" and "2222". The second row shows "Rogers, Terry P" and "3333". Below the table are three buttons: "Add Operator", "Edit Highlighted", and "Del Highlighted".

Administrator Section: Contains a label "Administrator's Password:" followed by a text input field. Below the input field is a note: "(Type carefully and don't forget this password)". A "Close" button is located at the bottom right of the window.

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User Log In and Set Up

In the **"Set Up Users"** screen, the administrator enters veterinarians and operators who will be using the system.

In the following example we will add a veterinarian and subsequently display operators listed as well.

An Administrator Password is required before acquiring images into a Metron Study.

The screenshot shows a window titled "Set Up Users" with a close button (X) in the top right corner. The window is divided into three main sections: Veterinarian, Operator, and Administrator. The Veterinarian section has a table with two columns: "Veterinarian" and "Password". The first row contains "Copper, Mike L DVM" and "01234!". Below the table are three buttons: "Add Veterinarian", "Edit Highlighted", and "Del Highlighted". The Operator section has a similar table with two columns: "Operator" and "Password". The first row contains "Smith, Mary M" and "2222", and the second row contains "Rogers, Terry P" and "3333". Below the table are three buttons: "Add Operator", "Edit Highlighted", and "Del Highlighted". The Administrator section has a label "Administrator" and a text input field for "Administrator's Password" with a hint "(Type carefully and don't forget this password)". A "Close" button is located at the bottom right of the window.

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User Log In and Set Up

In the **"Set Up Users"** screen, the administrator enters veterinarians and operators who will be using the system.

In the following example we will add a veterinarian and subsequently display operators listed as well.

At any time the Administrator can "Add Veterinarian"

The screenshot shows a window titled "Set Up Users" with a table of users. The table has two columns: "Veterinarian" and "Password". The first row is highlighted in blue and contains "Copper, Mike L DVM" and "012345". Below the table are three buttons: "Add Veterinarian", "Edit Highlighted", and "Del Highlighted". The "Add Veterinarian" button is highlighted with a mouse cursor. Below the table, there is a section for "Operator" with a table containing two rows: "Mary M" with password "2222" and "Terry P" with password "3333". Below this table are three buttons: "Add Operator", "Edit Highlighted", and "Del Highlighted". At the bottom of the window, there is a section for "Administrator" with a label "Administrator's Password:" and a text input field. Below the input field is a note "(Type carefully and don't forget this password)". A "Close" button is located at the bottom right of the window.

Veterinarian	Password
Copper, Mike L DVM	012345

Buttons: Add Veterinarian, Edit Highlighted, Del Highlighted

Operator	Password
Mary M	2222
Terry P	3333

Buttons: Add Operator, Edit Highlighted, Del Highlighted

Administrator's Password:

(Type carefully and don't forget this password)

Close

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User Log In and Set Up

In the **"Set Up Users"** screen, the administrator enters veterinarians and operators who will be using the system.

In the following example we will add a veterinarian and subsequently display operators listed as well.

... "Edit the Highlighted Veterinarian" ...

The screenshot shows a window titled "Set Up Users" with a close button (X) in the top right corner. The window is divided into two main sections: "Veterinarian" and "Operator".

Veterinarian Section:

Veterinarian	Password
Copper, Mike L DVM	012345

Below the table are three buttons: "Add Veterinarian", "Edit Highlighted" (highlighted with a yellow callout), and "Del Highlighted".

Operator Section:

Operator	Password
	2222
	3333

Below the table are three buttons: "Add Operator", "Edit Highlighted", and "Del Highlighted".

Administrator Section:

Administrator's Password:

(Type carefully and don't forget this password)

Close

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User Log In and Set Up

In the **"Set Up Users"** screen, the administrator enters veterinarians and operators who will be using the system.

In the following example we will add a veterinarian and subsequently display operators listed as well.

...or "Delete the Highlighted Veterinarian".

The screenshot shows a window titled "Set Up Users". It contains a table with two columns: "Veterinarian" and "Password". The first row is highlighted in blue and contains the text "Copper, Mike L DVM" and "012345". Below the table are three buttons: "Add Veterinarian", "Edit Highlighted", and "Del Highlighted". A yellow callout box points to the "Del Highlighted" button with the text "...or 'Delete the Highlighted Veterinarian'". Below the table is another section with three buttons: "Add Operator", "Edit Highlighted", and "Del Highlighted". At the bottom of the window is an "Administrator" section with a label "Administrator's Password:" followed by a text input field and a note "(Type carefully and don't forget this password)". A "Close" button is located at the bottom right of the window.

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User Log In and Set Up

In the **"Set Up Users"** screen, the administrator enters veterinarians and operators who will be using the system.

In the following example we will add a veterinarian and subsequently display operators listed as well.

Editing or deleting a Veterinarian or Operator does not affect information recorded in a patient study. The users listed in the User Activity Log were current members of your practice when the study was created.

The screenshot shows a window titled "Set Up Users" with a table of users. The table has two columns: "Veterinarian" and "Password". The first row is highlighted in blue and contains the text "Copper, Mike L. DVM" and "012345". Below the table are three buttons: "Add Veterinarian", "Edit Highlighted", and "Del Highlighted". At the bottom of the window, there is a section for the Administrator with a label "Administrator's Password:" and a text input field. Below the input field is a note "(Type carefully and don't forget this password)". A "Close" button is located at the bottom right of the window.

Veterinarian	Password
Copper, Mike L. DVM	012345

Buttons: Add Veterinarian, Edit Highlighted, Del Highlighted

Administrator's Password: [Input Field]
(Type carefully and don't forget this password)

Close

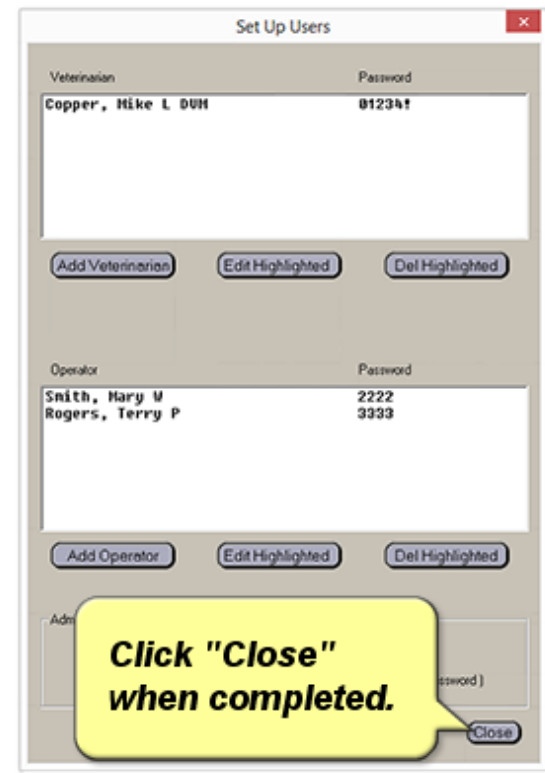
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User Log In and Set Up

In the **"Set Up Users"** screen, the administrator enters veterinarians and operators who will be using the system.

In the following example we will add a veterinarian and subsequently display operators listed as well.



The screenshot shows a window titled "Set Up Users" with a close button (X) in the top right corner. The window is divided into two main sections: "Veterinarian" and "Operator".

Veterinarian Section:

Veterinarian	Password
Copper, Mike L DVM	01234!

Below the table are three buttons: "Add Veterinarian", "Edit Highlighted", and "Del Highlighted".

Operator Section:

Operator	Password
Smith, Mary M	2222
Rogers, Terry P	3333

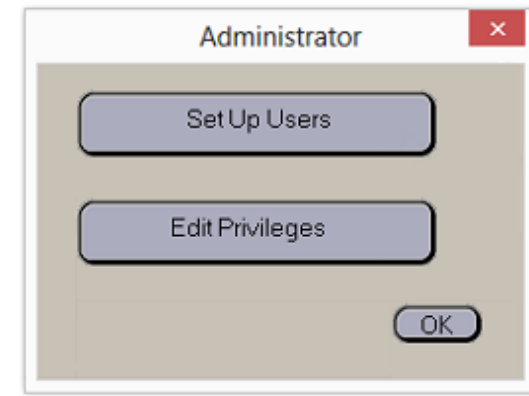
Below the table are three buttons: "Add Operator", "Edit Highlighted", and "Del Highlighted".

At the bottom of the window, there is a "Close" button. A yellow callout box with a speech bubble icon points to the "Close" button, containing the text: **Click "Close" when completed.**

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User Log In and Set Up

In the **"Edit Privileges"** screen, the administrator selects and/or unselects various privileges that veterinarians and operators will be allowed to do.

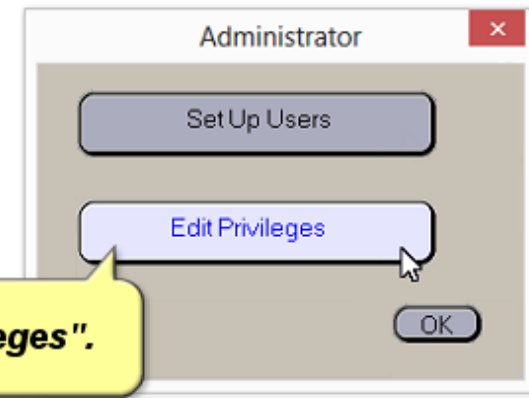


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User Log In and Set Up

In the **"Edit Privileges"** screen, the administrator selects and/or unselects various privileges that veterinarians and operators will be allowed to do.

Click "Edit Privileges".



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User Log In and Set Up

The Administrator checks or unchecks various functions for the Veterinarians and Operators in this area. Functions checked are allowed privileges.

Privileges can be edited by the Administrator at any time.



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User Log In and Set Up

The Administrator checks or unchecks various functions for the Veterinarians and Operators in this area. Functions checked are allowed privileges.

Privileges can be edited by the Administrator at any time.

Carefully review the functions you enable for each group.

The screenshot shows a window titled "User Privileges" with two columns of checkboxes. The left column is labeled "Veterinarian Privileges" and the right column is labeled "Operator Privileges". Both columns have a list of functions with checkboxes. The "Veterinarian Privileges" column has all checkboxes checked, while the "Operator Privileges" column has some unchecked.

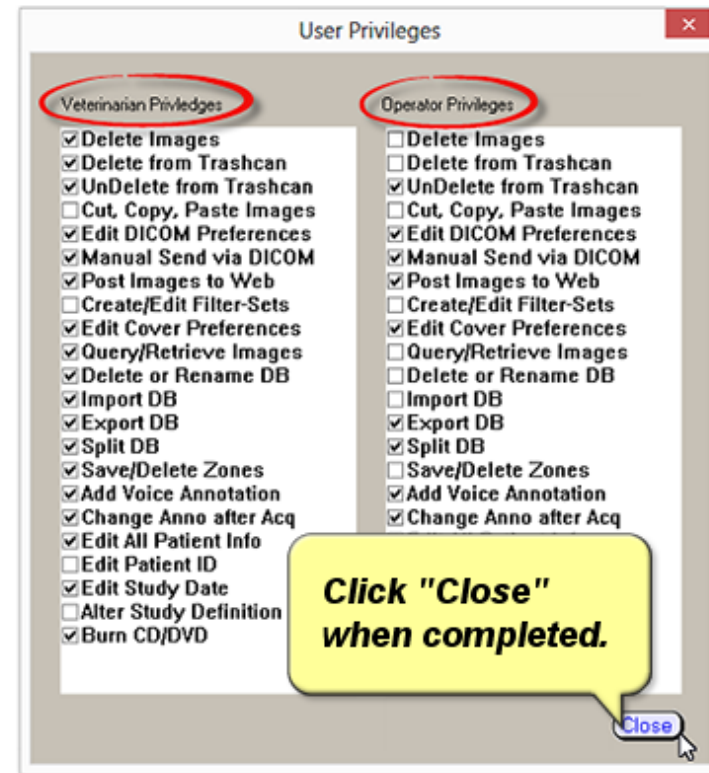
Veterinarian Privileges	Operator Privileges
☒ Delete Images	☐ Delete Images
☒ Delete from Trashcan	☐ Delete from Trashcan
☒ UnDelete from Trashcan	☒ UnDelete from Trashcan
☐ Cut, Copy, Paste Images	☐ Cut, Copy, Paste Images
☒ Edit DICOM Preferences	☒ Edit DICOM Preferences
☒ Manual Send via DICOM	☒ Manual Send via DICOM
☒ Post Images to Web	☒ Post Images to Web
☐ Create/Edit Filter-Sets	☐ Create/Edit Filter-Sets
☒ Edit Cover Preferences	☒ Edit Cover Preferences
☒ Query/Retrieve Images	☐ Query/Retrieve Images
☒ Delete or Rename DB	☐ Delete or Rename DB
☒ Import DB	☐ Import DB
☒ Export DB	☒ Export DB
☒ Split DB	☒ Split DB
☒ Save/Delete Zones	☐ Save/Delete Zones
☒ Add Voice Annotation	☒ Add Voice Annotation
☒ Change Anno after Acq	☒ Change Anno after Acq
☒ Edit All Patient Info	☒ Edit All Patient Info
☐ Edit Patient ID	☐ Edit Patient ID
☒ Edit Study Date	☐ Edit Study Date
☐ Alter Study Definition	☐ Alter Study Definition
☒ Burn CD/DVD	☒ Burn CD/DVD

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User Log In and Set Up

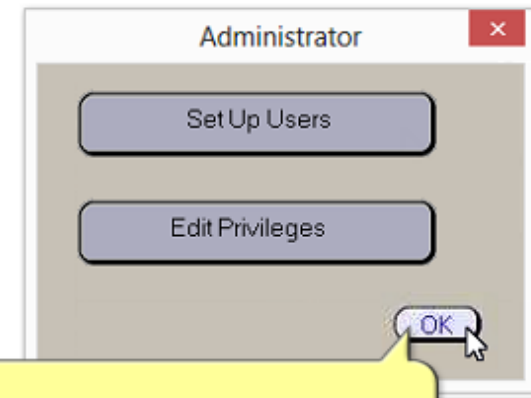
The Administrator checks or unchecks various functions for the Veterinarians and Operators in this area. Functions checked are allowed privileges.

Privileges can be edited by the Administrator at any time.



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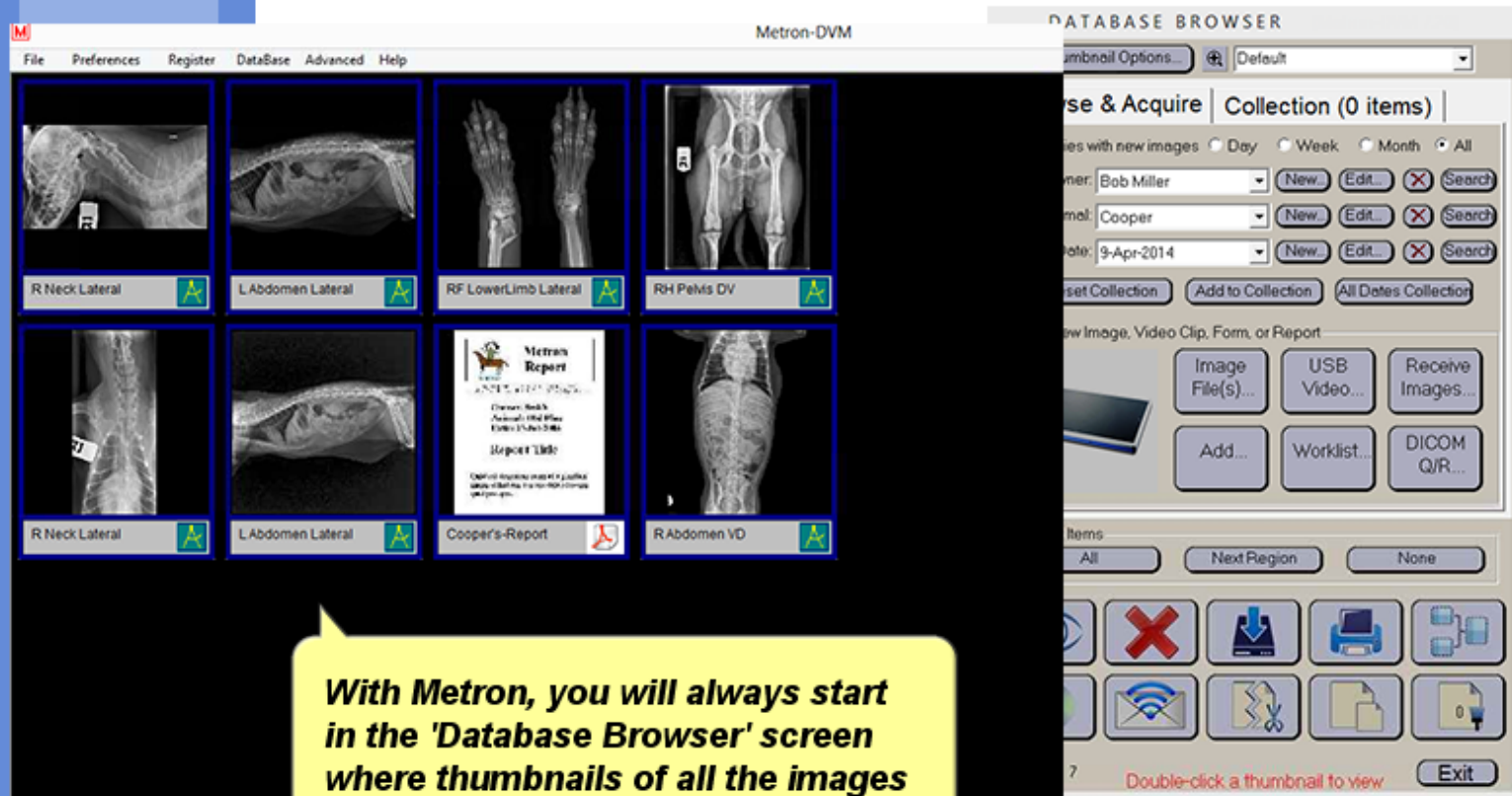
User Log In and Set Up



Click "OK" to enter Metron.

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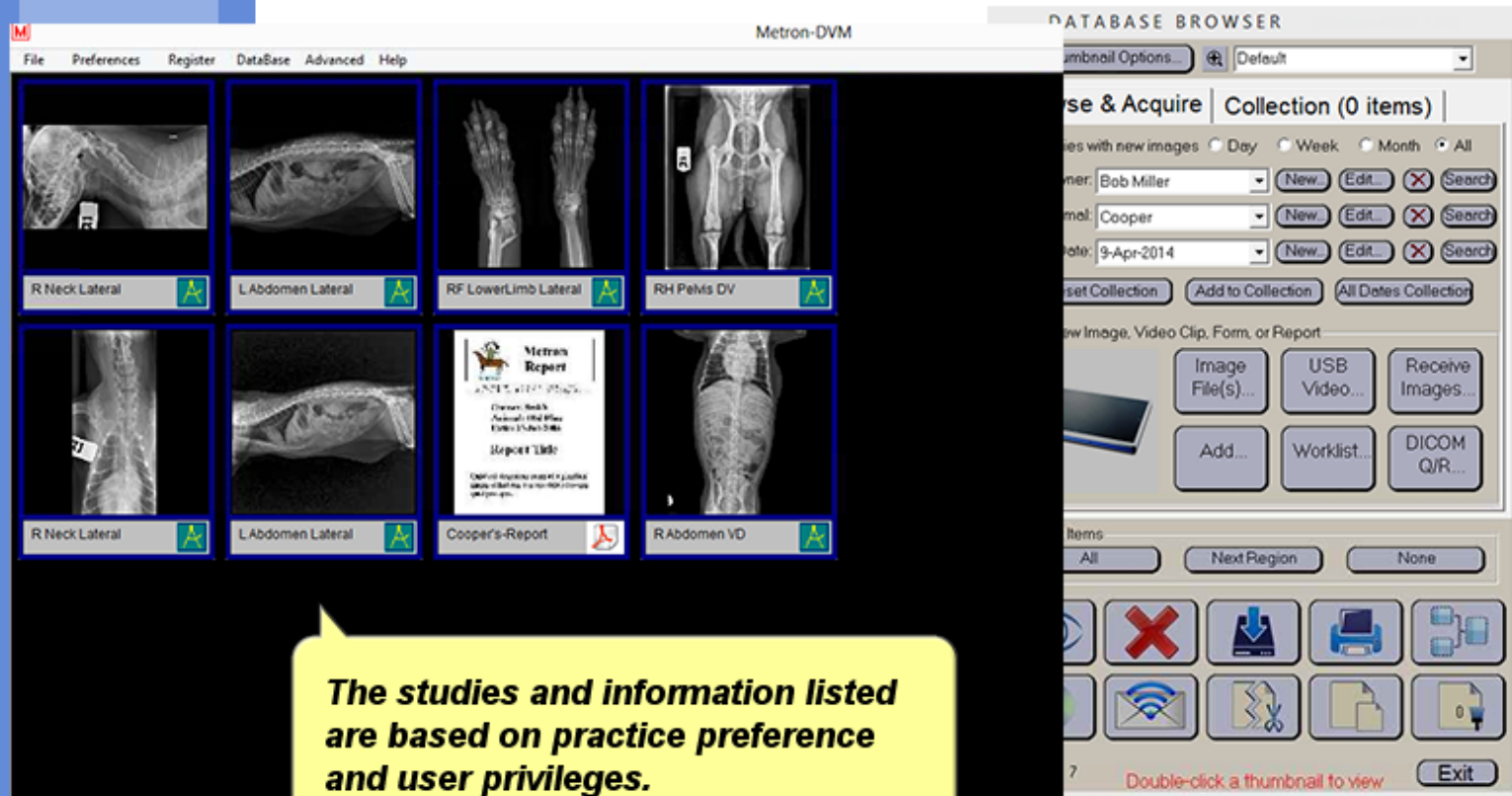
User Log In and Set Up



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User Log In and Set Up



The screenshot displays the Metron-DVM software interface. The main window shows a grid of medical images, including X-rays of the neck, abdomen, and pelvis, as well as a 'Cooper's Report' document. The interface includes a menu bar (File, Preferences, Register, DataBase, Advanced, Help) and a 'DATABASE BROWSER' panel on the right. The browser panel shows a 'Collection (0 items)' and various options for adding images, videos, or reports. A yellow callout box contains the text: **The studies and information listed are based on practice preference and user privileges.**

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User Log In and Set Up

This completes the "Administrator Log In and Set Up" online training.
Please feel free to view it again or select another online training session to review.



Click F11 on your keyboard to minimize the browser screen
and click the window closed to exit this training session.

