



Advanced Synapse System Administration Course Syllabus

Day One – Monday

9:00 AM

Topic: Introductions

Introductions
Goals of the course – Review Syllabus

Topic: Virtualization Fundamentals

What is virtualization and what are the benefits
Typical Synapse PACS installations
Performance monitoring tools
The training platform used for this course

BREAK

10:30-10:45 AM

Topic: Review of Synapse PACS 4.x Architecture

How 4.x architecture differs from 3.x architecture
Workstation Identification Methodology
Managing workstation identification

Lunch

12:00 PM-1:00 PM

Topic: Synapse PACS DicomServer

DicomServer Properties Pages
Enabling Debugging Logs
Content Switches and virtual addressing

BREAK

2:30-2:45 PM

Topic: eSWAT

Enterprise:
Settings, Presets, Datasources, Device Exceptions
Datasource:
Settings, SWAT, Dictation, Documents

End of Day

5:00 PM

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Day Two – Tuesday

9:00 AM

Topic: Blue Screen SWAT – Client: Workstation: menu options

Folders, **Custom Display Views**, Commonview Activate, **Overlays**, Presets, Expiration, Keep Alive Interval, Concurrency Alert, Settable Statuses, Priority Codes, **Report Impressions**, **Power Jacket Status Configuration**, **Voice Notes Config**, Workflow, URL Configuration, Power Jacket Button Configuration, **Configurable Tools Menu**, Dictation Banner Config, Study History List

Topic: Blue Screen SWAT – Client: DICOM: menu options

Acquisition:Store:

Storage Rules - Creating/Modifying a Storage Rule

Sender, Global Fuji Image Storage Mode, Image Type, Image Storage,

Insert Commands, Receiver, Compression, Dictionary, Status Reset,

Query/Retriever

BREAK

10:30-10:45 AM

Topic: Blue Screen SWAT – Client: DICOM: menu options (cont.)

Event Based Forwarding

Profiles

Queue, Queue Summary

Topic: Blue Screen SWAT – Client: other menu options

HIIS: Bidirectional Configuration, Bidirectional Internal Setting

RIS: Reports/Notes Config, Delete Auxiliary Reports, Modality Mapping

Cache Server

Lunch

12:00 PM-1:00 PM

Topic: Blue Screen SWAT – System: DBA Tasks: menu options

Maintenance, Backup Logs, **Memory Management, Database Auditing, Optimizer Statistics**, Data Guard Status, Data Guard Logs, Email Notification

Tools: Clear Study Anomalies, Remap Volume, System Configuration

Topic: Blue Screen SWAT – System: other menu options

User Management:

Users, Roles, Bulk Role Transfer, **Secure URL Key Management**

Storage: Configure, Server, Object Type

Mapping: Procedure Info, **FCR Code**, Body Part, MG Series Names, Series

Standardization, Series Description Download

Utilities: Localization, Image Search, Study Status, Matching Algorithm, Sites, Grant

Snapshot, Revoke Snapshot Mammo Study Auto-complete

Logging: Configure, Event List

Admin Report

BREAK

2:30-2:45 PM

Topic: Blue Screen SWAT – System: **Deletion Management**: menu option

Core Deletion Mechanisms, Important Feature Limitations

Study Deletion, By Storage Path, Mammo CAD SR Deletion, AdHoc Deletion Management, Automated Content Deletion

End of Day

5:00 PM

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DAY THREE – Wednesday

9:00 AM

Topic: Advanced Canned Notes

- Adding, Modifying and Removing Notes
- Creating and Editing System Canned Notes
- User Specific Canned Notes
- Group Notes
- Creating and Editing User and Group Notes

Topic: Precursors for efficient and accurate Reading Protocols

- Related Procedure Code Table
 - Importance of maintaining RPC Table
 - Using the related body parts tool
 - Building the table if not already built

BREAK

10:30-10:45 AM

Topic: Reading Protocols and Workflow Properties

- Introduction to Custom Reading Protocols
- Types of Reading Protocols
- Protocol Strategy
- Using the Reading Protocol Editor (RPE)
- Creating, editing and managing protocols
- Exercises
 - Copying reading protocols
 - Importing/Exporting protocols

Lunch

12:00 PM-1:00 PM

Topic: Reading Protocols and Workflow Properties (cont)

- Workflow, Synapse Reading Protocols, Series Settings
- Image Display Settings
 - Spatial Operations, Optimizations, Overlays and Indicators
 - Annotations options additions/changes, Mammography options
 - Configuring mouse controls, Image Exporter Options
 - Monitor Settings (new), Print View options, Modality Presets

BREAK

2:30-2:45 PM

Topic: Series Standards

- Principles and Important of Series Standardization
- Standardization On-The-Fly
- SWAT Standardization
- Synonyms Auto-compare capabilities

Topic: Advanced Reading Protocols

- Mammo Protocols
- DICOM Protocols

End of Day

5:00 PM

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Day Four – Thursday

9:00 AM

Topic: Workstation Client Properties

Identifying user, workstation, enterprise properties (document)
Datasource, Security
Integrations, Alerts, Jacket
Settings,

BREAK

10:30-10:45 AM

Image Display
Settings Workflow,
Folder Metrics,
Synapse Reading
Protocols,
Series Settings, Synapse View Settings

Lunch

12:00 PM-1:00 PM

Topic: Extending Synapse Functionality

Using 3rd party tools for automation
Creating macros and hotkeys
Programmable mice and keyboards

BREAK

2:30-2:45 PM

Topic: Synapse Acceleration Service (SAS)

What is the purpose of SAS
How does SAS differ from WIC (workstation Image cache)
What are the requirements for SAS installation
How does SAS differ from Synapse Recollection

Topic: Synapse CD Import Tool

Acquiring a copy of this tool
Practical uses
Porting studies from other PACS
Creating anomalous studies for training
Fixing broken studies

End Day

5:00 PM

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Day Five – Friday

9:00 AM

Topic: Synapse Mobility

An introduction to Synapse Mobility
Practical applications
Demonstrating capabilities
 on an iPad
 on an Android device
 on a thin client workstation

Topic: Question/Answer Review

Any topics/subjects presented

Topic: Synapse PACS Administration Certification Test

Time allocated: 1.0 hours

End of Day

12:00 PM

A Certificate of Completion will be awarded to all attendees who achieved perfect attendance during the five day course and passed the written certification test.

If you are a member of the ASRT (American Society of Radiologic Technologists), achieved perfect attendance during the five day course and have passed the Synapse System Administration certification test, you are entitled to receive 26 CE credits for completing this ASRT approved course.

>>> HAVE A SAFE TRIP HOME <<<