

## Upload DICOM data (= MRI or CT scans from CD or local drive) via upload link

### تحميل بيانات ديكوم (نتائج التصوير الطبقي المحوري أو الرنين المغناطيسي) عبر رابط التحميل

1. Please click on the Upload Link in the email you received sending the inquiry form.

الرجاء الضغط على رابط التحميل في الرسالة الإلكترونية التي حصلت عليها بعد إرسال استمارة طلب المعالجة.

The screenshot shows an email inbox on the left with two emails from 'no-reply@med.uni-heidelberg.de'. The second email, titled 'International Treatment Inquiry (XXXX, Testpatient, 01.05.2017)', is highlighted with a red oval. The main content of the email is on the right, starting with 'Dear requestor,' and 'Thank you very much for your inquiry...'. It lists three steps for the next actions. A red oval highlights a section: 'If desired or requested you can upload further medical documents or image files via the following upload link directly in our patient file: [UPLOAD LINK](#) (XXXX, Testpatient, \*01.05.2017; valid until 03/07/2017)'. Below this, it says 'In order to send more documents we kindly ask you to always use this upload link; other additional information can be sent by email, if necessary. Please do not fill out the form again.'

2. For the upload of DICOM data (=CT / MRI scans) please select "Continue":

لتحميل بيانات ديكوم (نتائج التصوير الطبقي المحوري أو الرنين المغناطيسي) يرجى الضغط على  
:"Continue"

### Uploading patient data

You may upload additional documents directly into the patient record of the following patient:

Omar, Amira, \*08.09.1979, weiblich

Please verify that the documents you wish to upload belong to the patient being displayed. If not, check your email for the correct link.

Please provide copies of the [required medical documents](#) (no originals)\*

(accepted files, e.g.: .pdf, .jpg, .doc; max. 10 MB per document; not accepted: zip-, rar- or bitmap files)

<input type="text"/>	Durchsuchen...

After selecting the documents, click "Continue" to save the data. Please also click "Continue" if you only wish to upload DICOM image data and no other document types:

On the following page you will be able to upload DICOM data.

### 3. Select „Yes“

الرجاء الضغط على " Yes"

If necessary, you may upload image data in DICOM format now or at a later time.

If you wish to upload image data at a later time, please find the upload link in the email that we have sent to the provided email address.

Do you want to upload image data in DICOM format now (not available for mobile devices such as tablets)?

Yes

No

**Note:** For the upload, Java is required. If you have preinstalled Java, click on "Yes". If you do not have Java, please click [here](#)

In case you wish to leave this page and return later, you may do so anytime by clicking the link in your confirmation email.

### 4. If Java is not installed on your computer: install Java first

(Depending on your browser you may then have to follow the instructions regarding Java Webstart.)

في حال عدم تواجد Java على جهاز الكمبيوتر يتوجب عليك أولاً تنزيل Java (وتبعاً لمتصفح الإنترنت المستخدم قد يتوجب عليك متابعة تعليمات Java Web Start).

### 5. Click "CD/Directory" and confirm selection with "OK". (Please select the whole CD or the drive/folder containing the data - please do not select single Dicom files). Then click "Start upload". Click "Finish" after the upload is complete.

اضغط على "CD / Directory" وأكد الاختيار بالضغط على "OK". (من فضلك قم باختيار كامل ال سي دي أو دليل الملفات الحاوي على البيانات التي ترغب بتحميلها – من فضلك لا تختار بيانات ديكوم مفردة). بعد ذلك اضغط "Start upload". اضغط "Finish" بعد اكتمال التحميل.

Uploading image data

1. Please verify that the image data you wish to upload belongs to the patient being displayed. If not, check your email for the correct link.
2. Click "CD/Directory" to upload images from a CD/DVD drive or a different drive (if required, insert CD first). On the open dialog window, select the drive or folder containing the data and confirm your selection with "OK".
3. The selected drive/directory is displayed in the upload area.
4. Click "Start upload" to start uploading the displayed data.
5. After the upload has been completed, exit the application by clicking "Finish" or restart with step 1. if you wish to upload additional data.

**Note:**  
If there are any problems during the upload process, please verify that the CD actually contains DICOM data. If the CD contains DICOM data and uploading still fails, please mail us the data on a CD/DVD via postal service. Unfortunately, we are unable to provide worldwide support due to the multitude of different systems.

Data for patient: **Omar, Amira (F) 9/8/79** Data volume: 0 kB

Add  
CD/Directory  
Remove  
Start upload

0%

ease click on "Finish" only if the upload is complete and you do not intend to upload more images.

Finish