

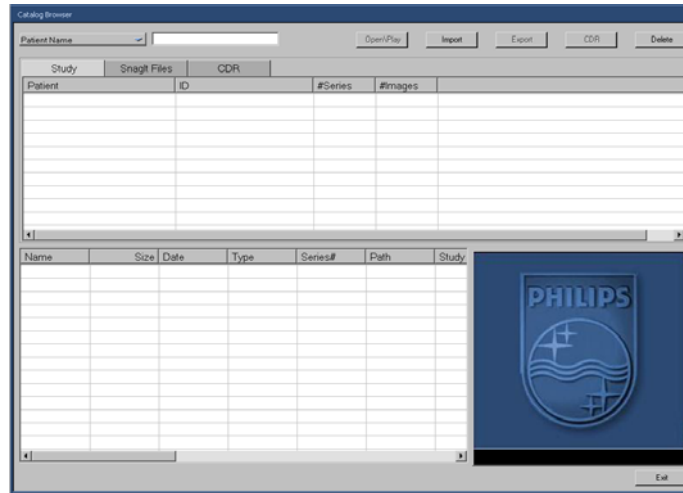
# Verification of V:\ Drive Connectivity on a Philips Brilliance CT Scanner Software Version 3.x

The following instructions can be used to setup a Desktop shortcut for the **CT** user on a Philips Big Bore Brilliance CT Scanner software version 3.x.x. This shortcut can be used to verify the **V:\** drive is properly connected as part of either a daily morning QA procedure or as a last minute check prior to attempting to load a **.vxp** trace during a 4DCT simulation. This will help to avoid times when the CT scanner is brought up from a power off state or a potential CT restart while the 3<sup>rd</sup> party vendor's computer (i.e. GateCT, RPM,...etc.) is in a powered off state preventing the V:\ drive mapping from taking place during startup.

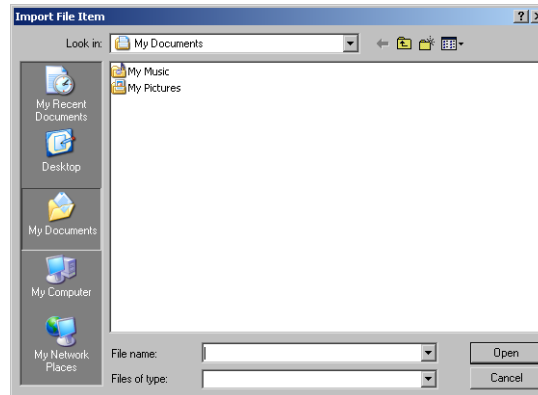
1. First verify that the V:\ drive has been properly mapped by logging into the service user and either confirming the V:\ is mapped through double clicking on the **My Computer** icon on the desktop and looking for the V:\ drive under the **Network Drive** section or by running the map drive batch script provided by Philips for first time drive mapping
  - a. You will need three items to map the drive using the batch file provided by Philips
    - i. The 3<sup>rd</sup> party computers IP address in the form of XXX.XXX.XXX.XXX
    - ii. The shared folder being mapped from the 3<sup>rd</sup> party computer (i.e. Gating)
    - iii. The user credentials for the 3<sup>rd</sup> party computer you are mapping to
  - b. When checking the drive mapping is correct you can simply place a temporary .txt file in the mapped folder on the 3<sup>rd</sup> party computer side and check to make sure you can see it after either mapping the V:\ drive for the first time or selecting it from the Network Drive section of the My Computer window.
2. Once you have verified the V:\ drive is properly mapped log out of service and log into the CT console as the standard CT user (Note: if you have used a non-standard user for setup use this user instead of the CT user)
3. After logging into the CT console the right screen should bring up the patient directory screen shown below



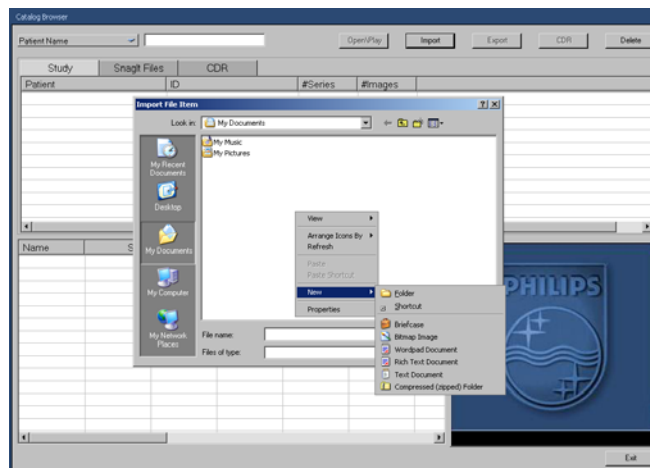
4. About half way down on the left side there is an **Archive Manager** section. In that section all the way to the right there should be a **Catalog Browser** button.
5. Launch Catalog Browser by clicking the button
6. You should see the following window appear



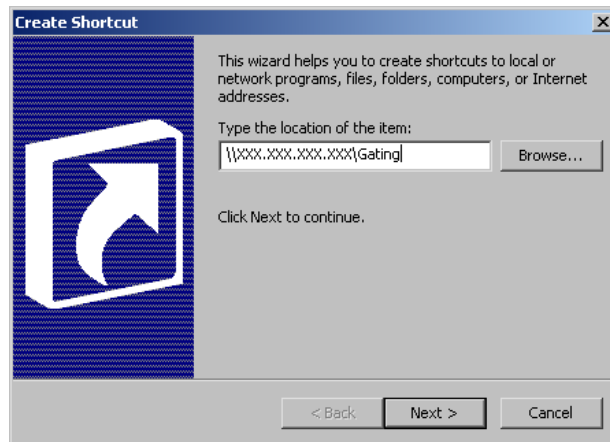
7. Along the top click on the **Import** button which will launch the following Import window.



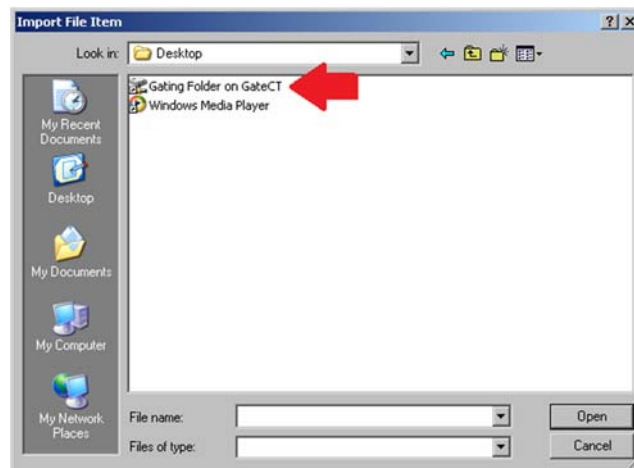
8. On the left side navigation Pane select the **Desktop** icon
9. In the white space inside the window right click and select **New -> Shortcut** from the context window.



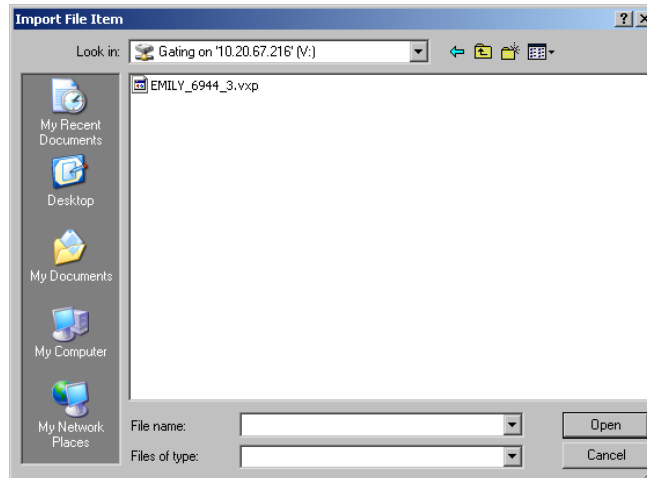
10. This will bring up the Windows Create Shortcut window below



11. Enter the path to the shared folder in the same way you did when you mapped it using the Map Drive utility in service mode (i.e. [\\XXX.XXX.XXX.XXX\Gating](#))
12. You will then be prompted for the user credentials for the account used to access the shared folder (i.e. same as what you used to map it using the Map Drive utility in service mode)
13. You will then be prompted to give the shortcut a name
14. After completing the shortcut creation, you should now have a shortcut with the given name on the Desktop folder for the CT user per below.
15. Clicking the import button from the Catalog Browser window and then the Desktop icon to the left should result in a window like the one below



16. Double clicking on the shortcut should now give you access to the shared drive on the 3<sup>rd</sup> party computer and ensure the mapping of the drive is successful without having to go to service to do so or needing to reboot the CT computer in order to complete the mapping. If there are any .vxp files on that drive you should be able to see them from the import window and verify they are there.



17. Navigating to the shortcut via the **Catalog Browser** -> **Import** button can be a quick and easy way to verify that the drive is functioning properly and is in fact mapped during morning QA.
18. It can also be used to reconnect to the drive during a 4DCT in the event the drive mapping is lost avoiding the potential for data loss.