Nuclear Medicine Information System

Version 15

Network User Installation

Current User Guide

This installation guide is intended for customers who are upgrading from a previous version of NMIS. Included are the recommended hardware specifications, a summary of the new features and sample screens to guide you through the installation.

Introduction

Welcome

Thank you for being a loyal user of the NMIS® Nuclear Medicine Information System program. The following pages will guide you through the installation process. If you need help at any time during the installation, please call us at 1-800-851-0025. We appreciate your business and look forward to serving you.

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Guide to new features

What's new in NMIS 15

1. **Simplified receiving screen** - We've listened to your suggestions for simplifying the inventory portion of the Receiving process. Instead of switching to a separate screen, you now stay on the main Receiving screen for both entering your package details and entering the inventory. Enter your case surveys and wipes just as you always have. Once you are done with the surveys and wipes, go ahead and start barcoding your doses right on the same screen. Each dose will show up in the list at the bottom as an individual line item making it easier to be sure everything got scanned.

2. **Scheduler dosing option** - Tired of seeing too many screens? The new dosing option for the Scheduler screen may be just what you are looking for. To use this feature, right click on the Scheduler screen and go to Settings. Change the box for the Daily View down at the bottom of the screen to Split with ScreenDose. Now you will have three panels on the schedule screen. The patients are still at the top, the inventory is in the middle and the dosing section is at the bottom. Highlight the patient, select the inventory and enter the dose administered. You are done!

3. **Adding new products improved** - In previous versions of NMIS adding new products like Lymphoseek, Amyvid or Xofigo meant first waiting for a new service pack to be released and then waiting some more for your IT to help install it. New for version 15, there is one file that controls the list of products and updates will be available as soon as a new drug is announced.

4. **Meter probe information** - You can now record the probe name and serial numbers for your survey meter and wipe counter if applicable. To add this information, go to Health Physics—>Equipment—>Instrument Setup. The information is optional so don't worry about backfilling it for existing instruments if you are not interested in recording it.

5. **Survey meter efficiency** - Some states are requiring the use of a scintillation probe for measuring in-house disposal surveys because the pancake probe is not efficient enough. In this case, the units of measure will be CPM/DPM. NMIS can now handle surveys in these units.

Hardware requirements

Following are the requirements to run NMIS for a network user license. We know this is boring, but it is important! Please check to be sure your hardware meets these requirements. Not sure? Give us a call at 800-851-0025 and we'll be happy to review your hardware with you.

Server Hardware

Processor	Intel Core 2 Duo or better
Memory	4GB RAM
Hard Drive	160 GB
Optical Drive	DVD for software installation
Backups	External hard drive, USB flash drive or shared network folder

Workstation Hardware

Processor	Intel Core 2 Duo or better
Memory	2GB RAM
Hard Drive	160 GB

Operating System

Any one of the following:

Windows Server 2012
Windows Server 2008
Windows 8
Windows 7

-and-

Internet Explorer

Internet Access

Recommended for:

Downloading periodic program updates
Accessing NMIS remote support
Online ordering where available

Pre-installation checklist

Before you begin

Making sure that your hardware is adequate to run NMIS is extremely important. If you haven't done so already, please check the hardware requirements on page 3.
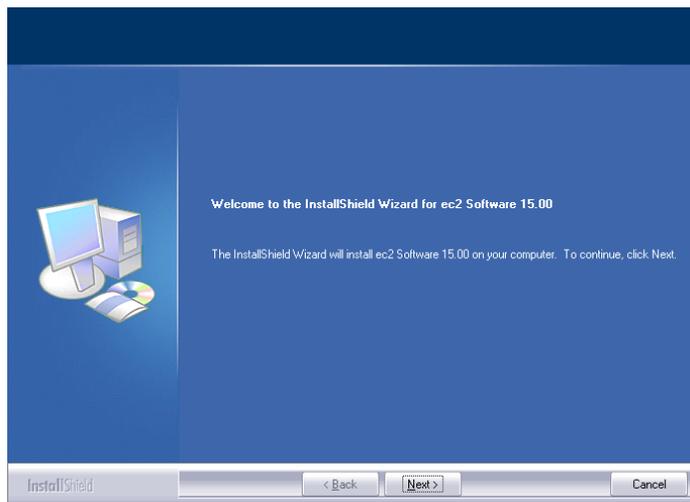
You should have received the NMIS 15.x DVD along with this installation guide. Check to see that the facility name on the disk is correct. If for some reason it is not, please call technical support at 1-800-851-0025 before proceeding.
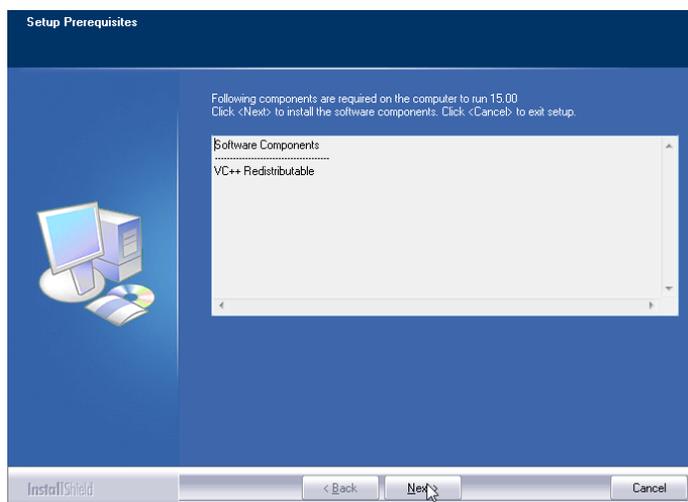
Important points

1. Please perform a backup of your data before you begin the upgrade process.

2. Shut down any programs that are running. Antivirus software can slow down the installation process or prevent it from finishing. Disable any screen savers that may disrupt the process.

3. The upgrade will take about the same amount of time if you are coming from version 14 or an earlier version. You should be able to complete the upgrade in under 1 hour in most cases.

4. Please note that the folder name will change this year. You will not be able to install to the existing NMISSQL folder. Because we are upgrading so many of the core components with this version, we want to leave to old folder untouched in case we need to go back to it for any reason.

5. You must be logged in as an administrator to install NMIS. It is important that you use the same administrator login after each restart until the program tells you the installation was successful.

Server installation instructions

1. **Insert the disk** labeled with your facility name and "NMIS Version 15.x" into the disk drive.

2. Double click on **Computer** on the Desktop and locate the disk drive. Look for the label ec2_15xx_Cust#xxxxxx and double click on it.

3. You will see a list of files. Find **Setup.exe** and double click on it. The icon will look like this:

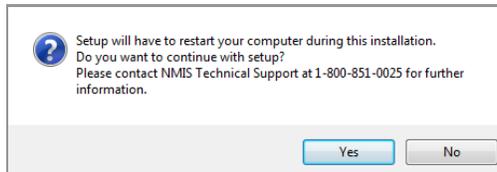4. First you will see a Welcome message. Click **Next** to continue.

5. The install program will now examine your computer to see if any of the required components are missing. If there are no required components missing, you will skip ahead to step 8. If there are missing components, the program will show the following screen listing the items:

6. The list of missing components may contain 1 or many items. The installation program will attempt to install all of them for you if possible. Click **Next** to proceed. At this point we will not show all of the screens that you will see when installing the missing components, since it will be different for everyone. Just follow the screen prompts and restart when necessary. Please click **Yes** to proceed.
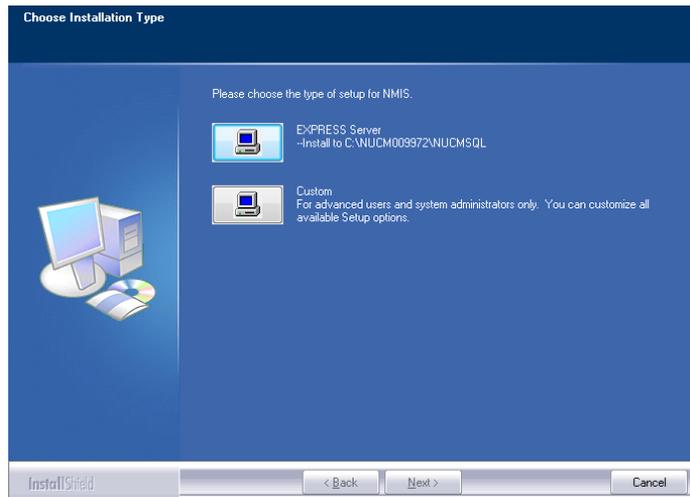

7. Once all of these components are installed, you will see the Welcome screen again. Click **Next** to proceed.

8. The license agreement will be displayed next. Please click on the button to accept the agreement, then click **Next** to continue.

9. The program will now prompt you to choose the type of installation to be performed. Select **Express Server** to proceed.
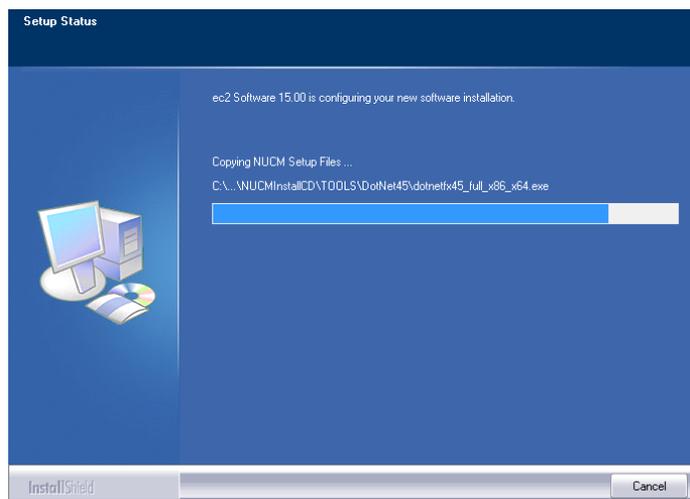
Server installation - continued

10. Setup will warn you that restarting the computer will be necessary. Click **Yes** to continue.

11. Next you will see a message reminding you to install the workstations after you finish the server installation. Click **Yes** to proceed.
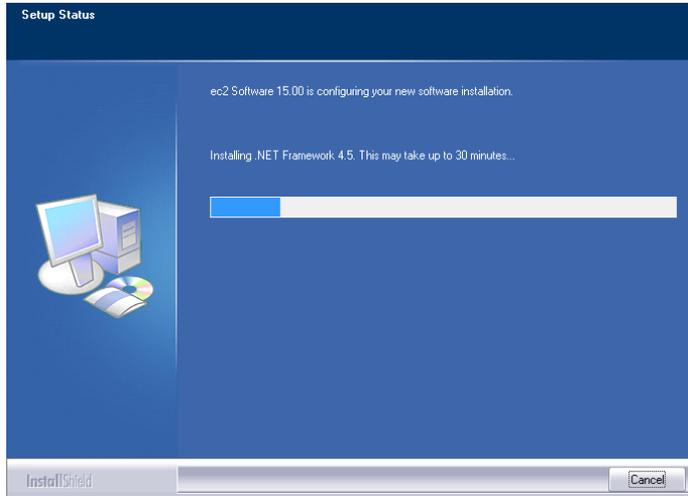

12. The program will now begin copying files and you will see several windows similar to this:
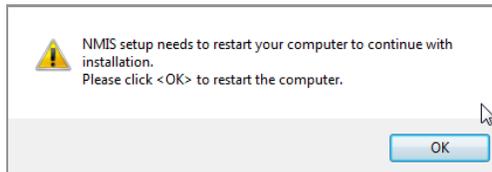
Server installation - continued

13. Next the program will install the .NET framework if it is not already installed on this computer. **This part of the installation could take 15-30 minutes.** Please be patient and let it finish.
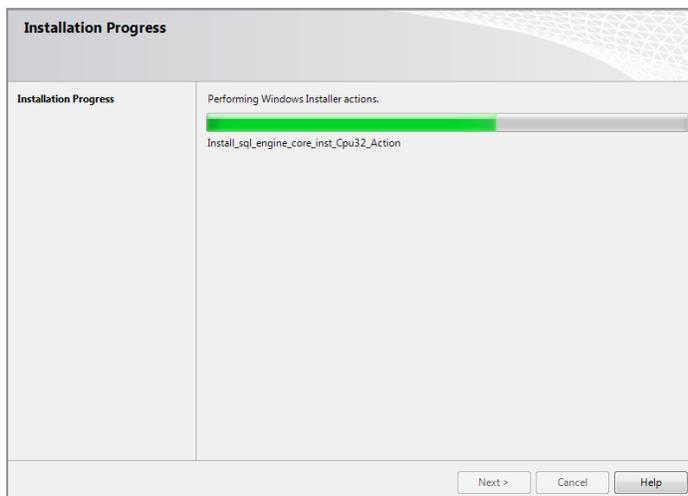

14. When this process is completed, you may see this screen prompting you to re-start the computer. Please click **Ok** to continue.
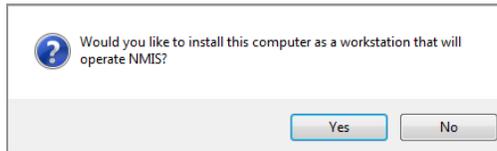

15. After restarting the installation program will continue. If your computer asks you for your user name and password when it starts up, it is very important that you use the same user name when the computer restarts.

16. Next the program will install the database. You will see many screens come and go automatically. **This may take up to 30 minutes.**
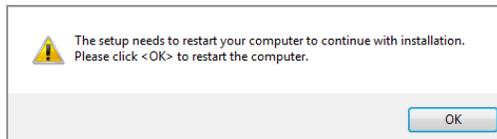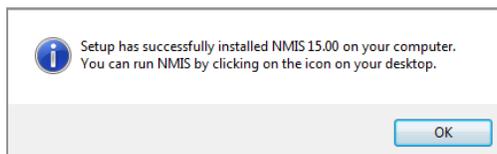
17. Once the database is installed you will get the option to install this computer as a workstation. If someone will actually be using this computer to enter data, then answer **Yes** and continue with the next step. If this is a dedicated server and no one will be using it to enter data, answer **No** and proceed to step 20.

> Would you like to install this computer as a workstation that will operate NMIS?
>
> [Yes] [No]

18. When the workstation installation is complete, you will see this screen prompting you to restart the computer. Click **Ok**.

> The setup needs to restart your computer to continue with installation. Please click <OK> to restart the computer.
>
> [OK]

19. After restarting the installation program will continue. The installation will pick up where it left off and will show you this message when it has finished:

> Setup has successfully installed NMIS 15.00 on your computer. You can run NMIS by clicking on the icon on your desktop.
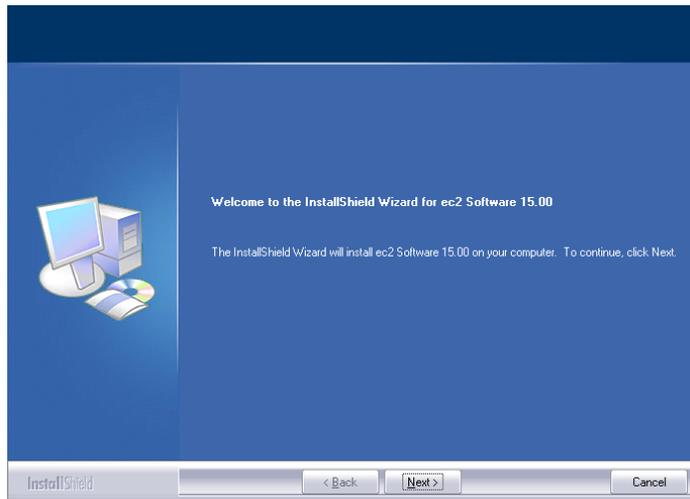>
> [OK]

20. Click **Ok** on this screen. If you elected to make the server a workstation, you may now run NMIS 15.x by clicking on the desktop icon. Follow the instructions starting on page 11 to install any additional workstations.
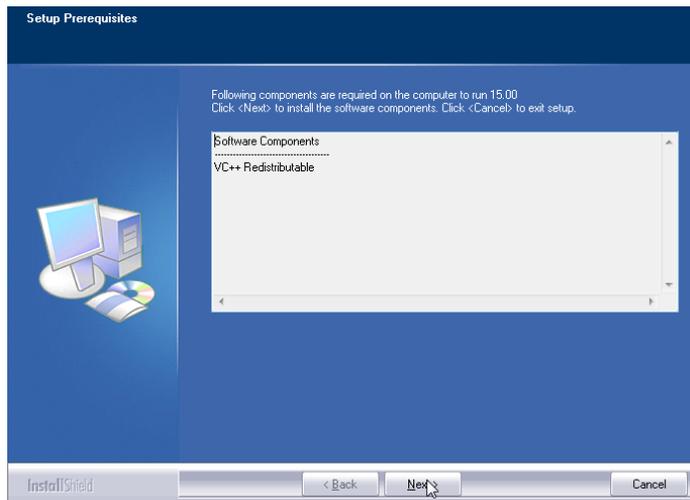
Workstation installation instructions

1. Browse to the server and find the folder \\Server\NUCM###### \NUCMSQL \NUCMInstallCD. Double click on the **Setup.exe** contained in this folder.

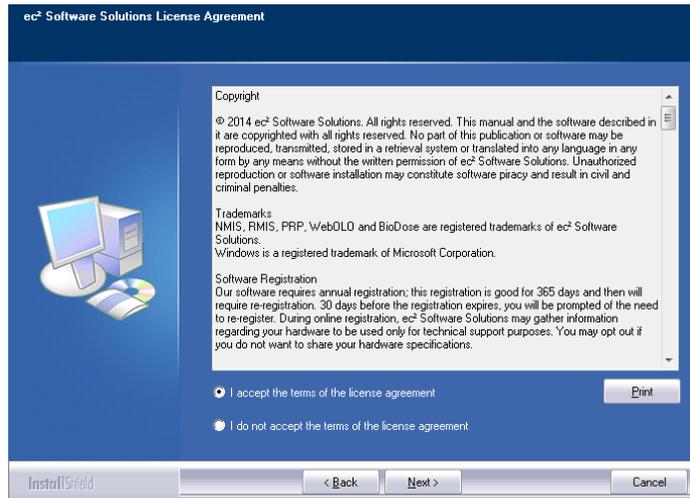2. Next you will see a Welcome message. Click **Next** to continue.

3. The install program will now examine your computer to see if any of the required components are missing. If there are no required components missing, you will skip ahead to step 6. If there are missing components, the program will show the following screen listing the items:
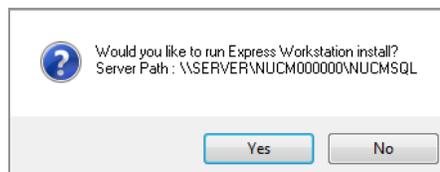

4. The list of missing components may contain 1 or many items. The installation program will attempt to install all of them for you if possible. Click **Next** to proceed. At this point we will not show all of the screens that you will see when installing the missing components, since it will be different for everyone. Just follow the screen prompts and restart when necessary. Please click **Yes** to proceed.
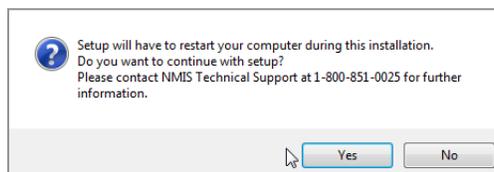
Workstation installation - continued

5. Once all of these components are installed, you will see the Welcome screen again. Click **Next** to proceed.

6. The license agreement will be displayed next. Please click on the button to accept the agreement, then click **Next** to continue.

7. The program will now prompt you to run the **Express Workstation** installation. Please click **Yes** to continue.
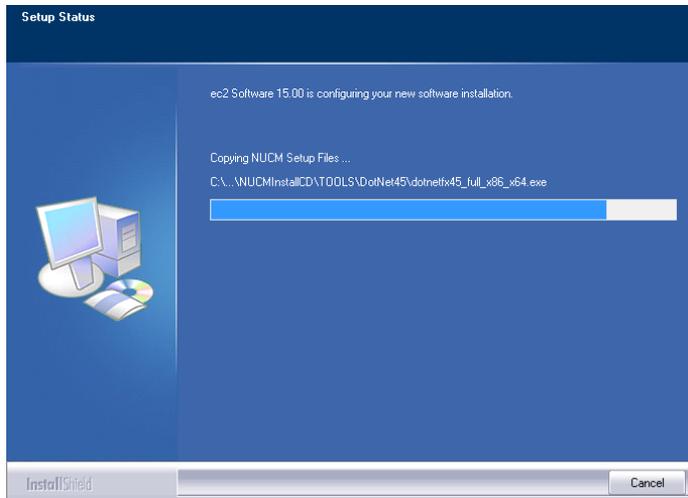

8. Setup will warn you that restarting the computer will be necessary. Click **Yes** to continue.
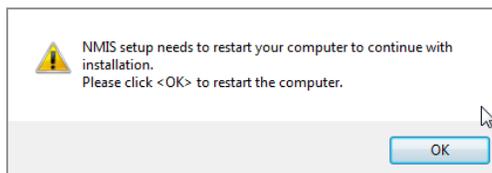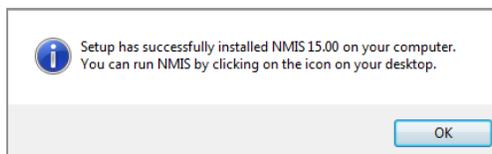
Workstation installation - continued

9. The program will now begin copying files and you will see several windows similar to this:

10. When the process is complete, you will see this screen prompting you to restart the computer. Click **Ok** to continue.

11. After restarting, the program will finish installing and will show this final message to let you know you are done:

12. Click **Ok** on this screen. You may now run NMIS 15.x by clicking on the desktop icon.