

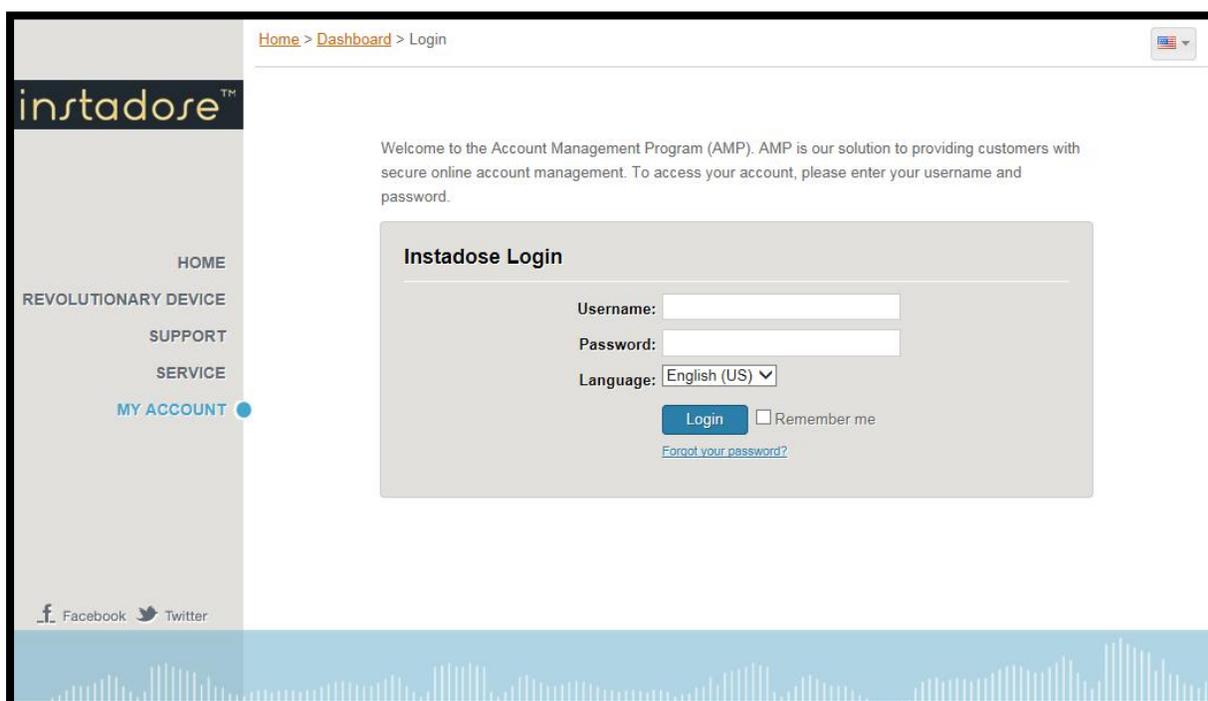
How to Utilize Instadose Website for Radiology Monitoring

Hello All,

Here is a detailed step-by-step guide for using the Instadose website. This website allows users to read their devices and view their account/profile.

To begin:

1. Access the login page for Instadose.
 - a. <https://www.instadose.com/Login.aspx>
 - b. <https://www.instadose.com/Default.aspx>



2. Enter the username and password provided for your account
 - a. sampleperson Password1
 - b. Press Login button

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3. In this step you must change your password.
 - a. Requirements:
 - i. 1 uppercase letter
 - ii. 1 lowercase letter
 - iii. 1 number
 - iv. 6-20 characters

The screenshot shows the 'Change Your Password' page on the Instadose website. The page is titled 'Change Your Password' and includes a green header for the 'Security Information' section. The instructions state: 'Enter a password between 6 and 20 characters long and consisting of one uppercase letter, one lowercase letter, and one number.' The form contains the following fields: 'Username*' (pre-filled with 'sampleperson'), 'Current Password*', 'Password*', 'Confirm Password*', 'Security Question*' (a dropdown menu with 'What is your oldest cousin's first and last name?' selected), and 'Answer*'. A green bar at the bottom of the form contains the text '* Indicates a required field.' and a 'Save' button. The left sidebar shows navigation links for 'HOME', 'SUPPORT', and 'MY ACCOUNT' (which is highlighted with a green dot). The top right corner indicates the user is logged in as 'sampleperson' with a 'Log Out' link and a language selector.

- b. Username must remain the same
- c. Enter the provided password (Radiology1) in the current password selection
- d. Next create a new password of your choice as long as it meets the given requirements
- e. Change the security question to one of your choice and enter an answer. Once all fields have been entered click save

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4. Once you have successfully changed your password the following screen should appear

The screenshot shows the Instadose website dashboard. At the top left is the 'instadose' logo. The top right shows the user is logged in as 'sampleperson' with a 'Log Out' link and a flag icon. The breadcrumb 'Home > Dashboard' is visible. A navigation sidebar on the left includes 'HOME', 'SUPPORT', and 'MY ACCOUNT' (which is highlighted with a green dot). The main content area features a 'Welcome sampleperson' message with a house icon. Below this is a 'Quick Look' section containing a table of account and device information. A 'Read Device' button is located at the bottom right of this section. Further down, there are two columns: 'Manage' with links for 'Devices', 'My User', 'Download Software', 'Quick Start Guide', and 'Initialize Device'; and 'Reports' with links for 'Reading History', 'History Detail', 'Radiation Exposure', 'Form 5', and 'Dosimeters Not Read'. The bottom left corner of the dashboard area includes the text 'service provided by:' and the 'ICARE' logo.

Home > Dashboard You are logged in as sampleperson [Log Out](#)

instadose™ 1

HOME
SUPPORT
MY ACCOUNT

Welcome **sampleperson**

Quick Look

Account #:	25347	My Role:	Wearer
Location:	Main	My Device:	N/A
Last Device Read: 5010420		Last Dose Read: 0 mrem	
Last Read Date: December 16, 2015		Quarter to Date: 0 mrem	
Recommended Read Date: January 15, 2016		Year to Date: 0 mrem	
		Lifetime to Date: 0 mrem	

[Read Device](#)

Manage

[Devices](#): View devices in your account and assign them to wearers.

[My User](#): Manage your user profile.

[Download Software](#): Download instadose reader software to perform reads from your computer.

[Quick Start Guide](#): Set up your instadose account and devices.

[Initialize Device](#): Initialize your device before wearing and performing reads.

Reports

[Reading History](#): View the most recent reads in your account.

[History Detail](#): Get a full history of readings for a wearer.

[Radiation Exposure](#): View the radiation exposure report.

[Form 5](#): View the form 5 report.

[Dosimeters Not Read](#): View users that have not read their dosimeters.

service provided by:

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5. To be able to read your device you must download the software. Click the link labeled "Download Software" and follow the instructions
 - a. Download based on your computer type:
 - i. [Download](#) - Windows XP, Vista, 7 instadose reader software
 - ii. [Download](#) - Mac OS X 10.4 and higher
 - b.

The screenshot shows the Instadose website dashboard. At the top, it says "Home > Dashboard" and "You are logged in as sampleperson Log Out". The main heading is "Welcome sampleperson". Below this is a "Quick Look" section with a table of account and device information. A "Read Device" button is located at the bottom right of this section. The "Manage" section contains several links, with a green arrow pointing to "Download Software". The "Reports" section lists various report types. The footer includes the ICARE logo and the text "service provided by: ICARE".

instadose™

HOME
SUPPORT
MY ACCOUNT ●

Home > Dashboard You are logged in as sampleperson Log Out

Welcome sampleperson

Quick Look

Account #:	25347	My Role:	Wearer
Location:	Main	My Device:	N/A
<hr/>			
Last Device Read:	5010420	Last Dose Read:	0 mrem
Last Read Date:	December 16, 2015	Quarter to Date:	0 mrem
Recommended Read Date:	January 15, 2016	Year to Date:	0 mrem
		Lifetime to Date:	0 mrem

Read Device

Manage

[Devices](#): View devices in your account and assign them to wearers.

[My User](#): Manage your user profile.

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Reports

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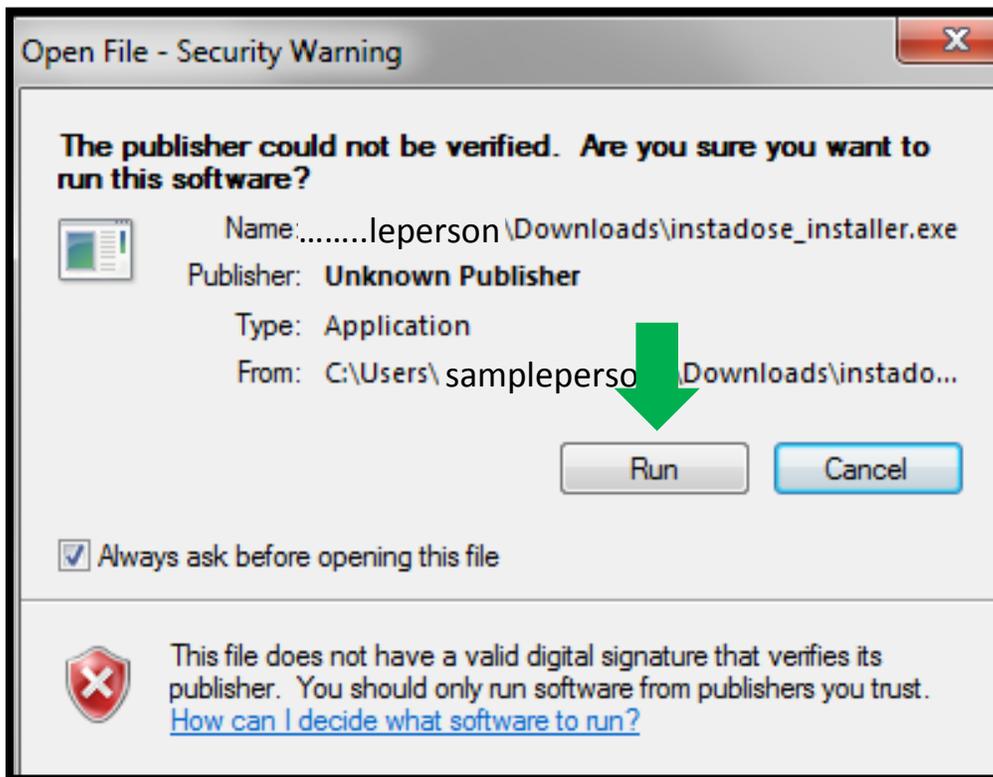
[Form 5](#): View the form 5 report.

[Dosimeters Not Read](#): View users that have not read their dosimeters.

service provided by:
ICARE

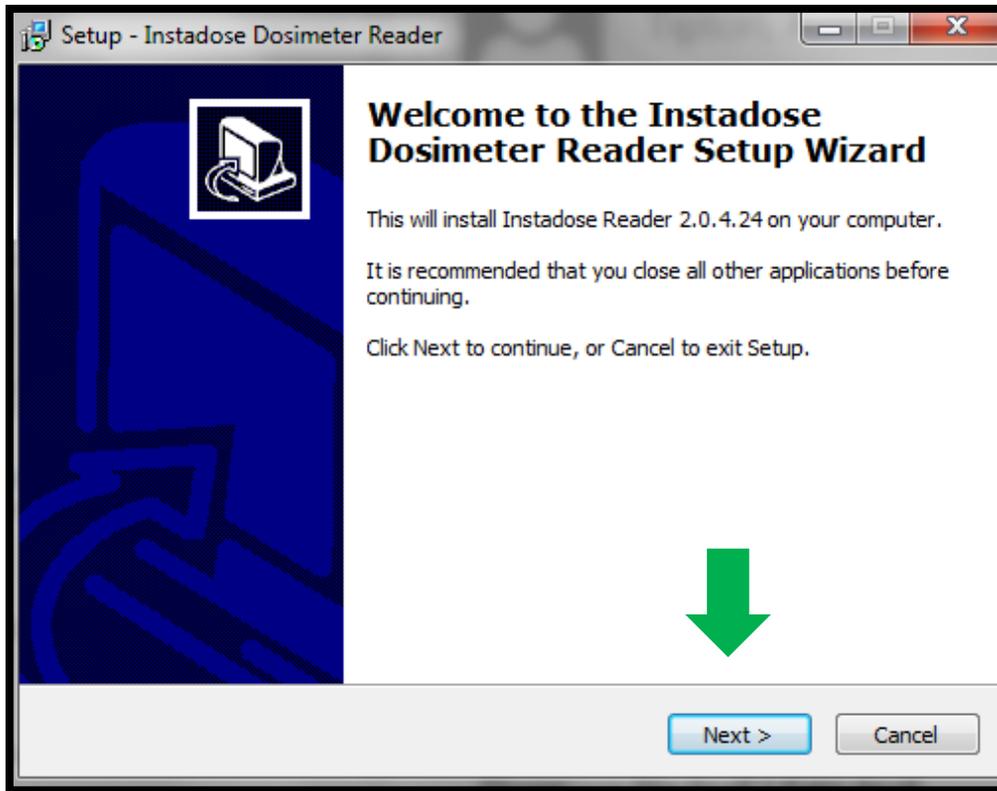
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- c. Click on run to begin the setup



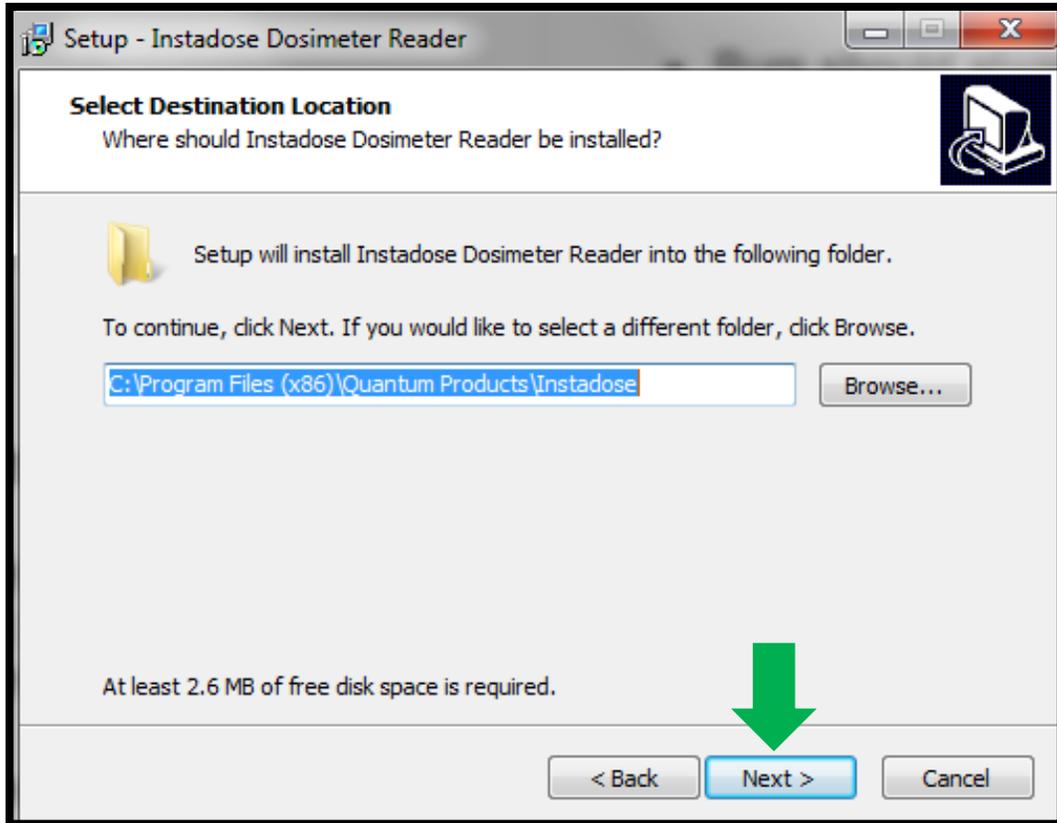
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- d. Click next to enter the setup wizard

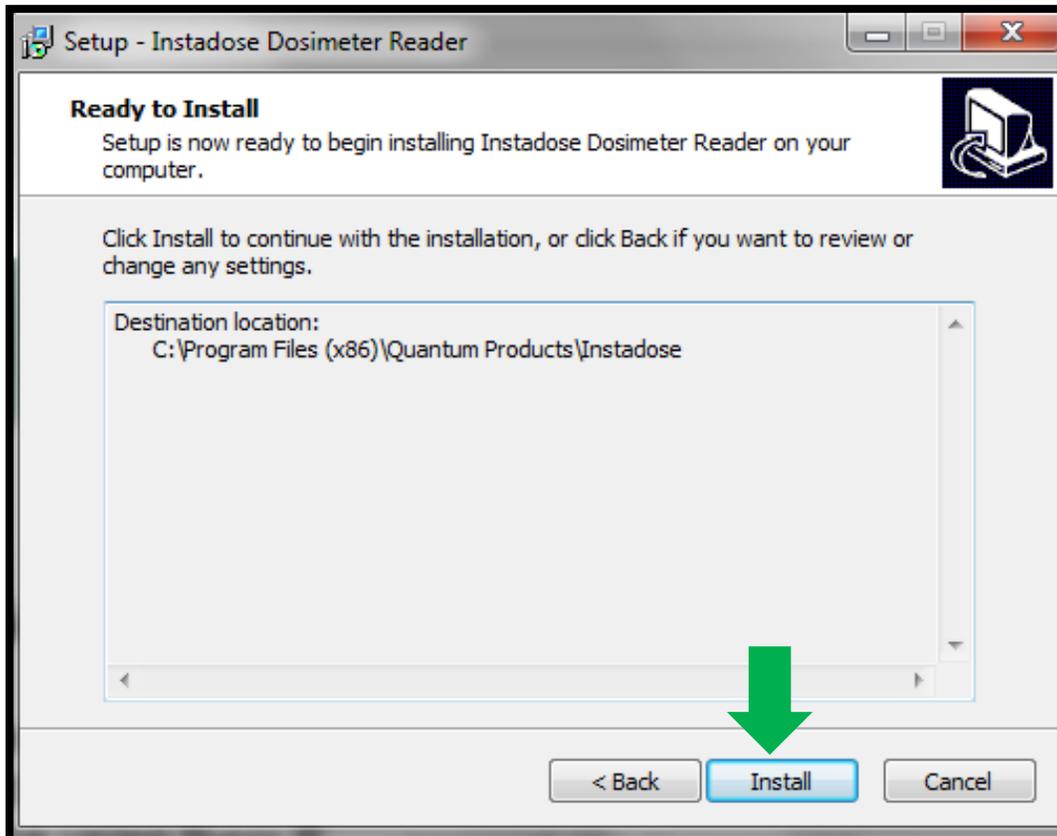


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- e. There is no need to change the location on this step. Click Next >

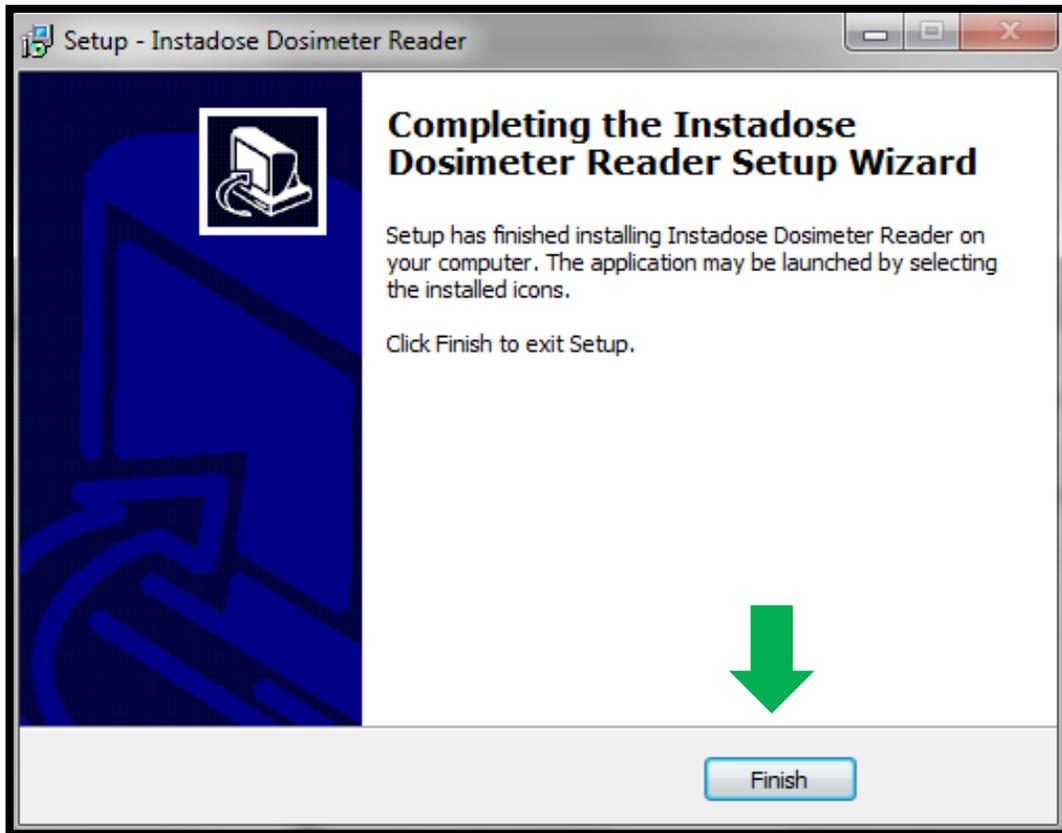


- f. Next click install



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- g. To finish setup, click Finish



6. After you have downloaded the software, return to the My Account Tab

The screenshot shows the Instadose website dashboard. The top navigation bar includes "Home > Dashboard" and "You are logged in as sampleperson Log Out". The main content area features a "Welcome sampleperson" message and a "Quick Look" section with a table of user information. A green arrow points to the "MY ACCOUNT" tab in the left sidebar.

Quick Look			
Account #:	25347	My Role:	Wearer
Location:	Main	My Device:	N/A
<hr/>			
Last Read:	5010420	Last Dose Read:	0 mrem
Last Read Date:	December 16, 2015	Quarter to Date:	0 mrem
Recommended Read Date:	January 15, 2016	Year to Date:	0 mrem
		Lifetime to Date:	0 mrem

Read Device

Manage

- [Devices](#): View devices in your account and assign them to wearers.
- [My User](#): Manage your user profile.
- [Download Software](#): Download instadose reader software to perform reads from your computer.
- [Quick Start Guide](#): Set up your instadose account and devices.
- [Initialize Device](#): Initialize your device before wearing and performing reads.

Reports

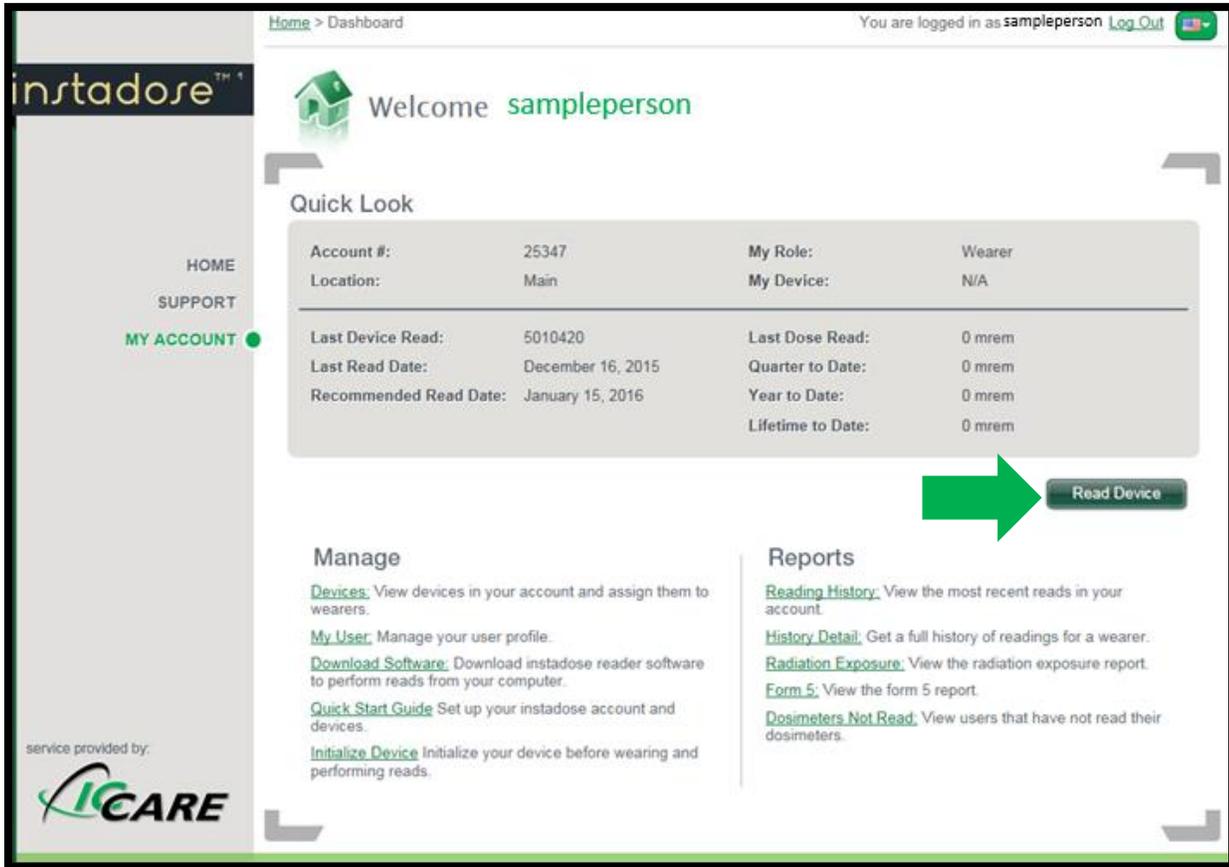
- [Reading History](#): View the most recent reads in your account.
- [History Detail](#): Get a full history of readings for a wearer.
- [Radiation Exposure](#): View the radiation exposure report.
- [Form 5](#): View the form 5 report.
- [Dosimeters Not Read](#): View users that have not read their dosimeters.

service provided by **ICARE**

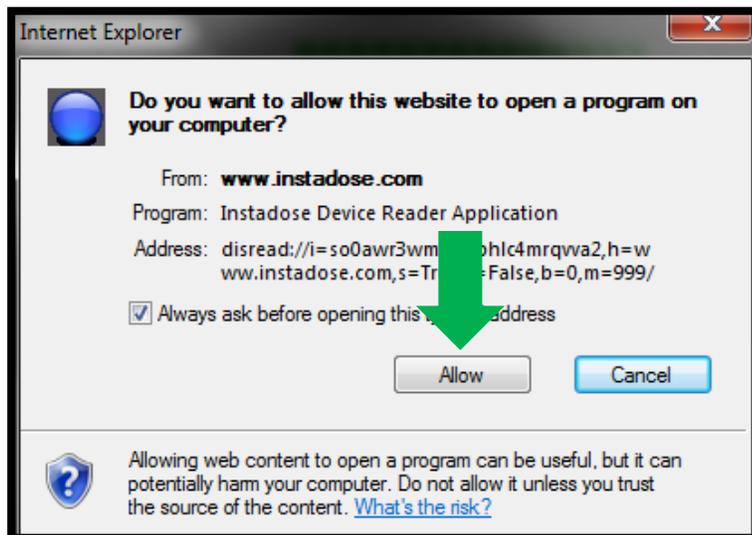
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7. TO READ YOUR DEVICE

- a. Insert the device into the USB drive of your computer
- b. Click Read Device button



- c. Click on the allow button



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- d. The details will be provided after the device has been fully read

instadose™

HOME
SUPPORT
MY ACCOUNT ●

service provided by:
ICARE

Home > Dashboard > Reading History > Reading Details

You are logged in as sampleperson [Log Out](#)

Reading Details

[<< Back to Reading History](#)

Dosimeter Read on 1/11/2016 2:54:00 PM - Device# 5010308

Over 20 mrem
4 - 20 mrem
0 - 4 mrem

Dose Record
* mrem

* Indicates this dose was below a minimum reportable dose.

Radiation in Daily-life

Radiation Dose
(millirem: mrem per year)

25,000	Upper limit of radiation dose permitted for people who engage in emergency work
5,000	Upper limit of radiation dose permitted for radiation workers, police, and firefighters who engage in disaster prevention
1,000	Radiation dose in Guarapari (Brazil) per year
1,000	Abdomen or pelvic CT scan (1,000 mrem/ each time)
690	Chest CT scan (690 mrem/ each time)
240	Natural occurring radiation global average received from space, earth, air and ingestion
100	Dose limit for public per year (except for medical care)
60	Gastrointestinal x-ray examination (60 mrem/ each time)
20	Round-trip flight between Tokyo and New York
13	Mammogram x-ray examination (13 mrem/ each time)
6	Limb and joint x-ray examination (6 mrem/ each time)
5	Chest x-ray examination (5 mrem/ each time)
5	Standard dose of radiation around a nuclear plant light water reactor

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8. Once you have successfully read your device, you can log out of the account and simply remove the device from the USB port of your computer. Return the device to the designated badge board unless device is in use.

*****Badge must remain on the badge board unless in use by wearer*****