



Instruction Manual

Welcome to the Virtual International Pathology Institute (VIPI).
Herein we guide you in using the features offered by this medical forum:

We distinguish between our **clients** who are asking for expert consultation (**client**) and our members (**experts**).

Clients have to register, and are free to choose their registration name and password. Their registration will be approved by our administration officer. They have access to the forum after permission, and can upload their cases into the inside consultation forum {acute cases}.

Experts will receive their registration name and password from the administrator. They have access to both forums {acute cases} and {closed cases}.
Trainees will receive their registration name and password from the administrator. They have access to the forum {closed cases}.

Basic performances

After login

Clients should select *<Board index>*, then *<Acute cases>*; then *<New topic>*.

A new window opens, allowing to type in the patient's private data and preliminary diagnosis as well as the case description.

A scheme to upload images is provided at the bottom of the page as well as a description of the basic image data (designed for IHC, stain, etc.).

Please note, that only .jpg format is permitted at present!

To select an image push *<browse>*, and then *<upload>*.

Please note, that the image description should be included prior to the image upload.

A preview of the case is provided by the button *<preview>*. The case will be included into the system by pushing the button *<submit>*.

Experts, who are on duty will receive a note that a new case has been included for examination, and the client will receive a note of each expert who has responded. They should select *<Board index>*, *<Acute cases>*, *<Case no>*, and *<Post reply>*. Then enter your definite diagnosis and case description. Pushing *<preview>* displays all case information, *<Cancel>* erases your

statements, <**submit**> includes your statements into the case, and releases an email that notifies the client.

Client – Expert options:

Several options have been included as follows:

Buttons below the space allowance for case description:

<*Create expert consultation report*>: Please mark this option if you want to receive or submit a liable diagnostic report. This report will include the patient's private data, preliminary and expert's diagnosis, expert's name and diagnostic description. It will be submitted via email in .pdf attachment to the client. The expert will receive a copy too.

<*User control panel*>: Herein you can select your own preferences such as language, skype name, chats, etc.

<*Board index*>: herein you can view all your cases (posts) by selecting <view your posts>, view new cases <view new posts>, view still open cases <view unread posts>.

After submission the system will reply <View your submitted message> and <Return to forum>

When viewing your submitted message, you can search at the **NIH library** for your diagnosis <search for reference: ***>, and read the open access journals <diagnosticpathology.org>, <CytoJournal.com>, <jPathInformatic.org>, you can translate the diagnostic statement by pushing <select language> and push <translate>.

In case you to need additional assistance or experience formal errors, please contact our administrator S. Borkenfeld [s.borkenfeld@web.de].

Thank you for your collaboration with our Virtual International Pathology Institute.