SHOWCASE® *Image Center Migration Guide*

There are many ways to move the Image Center to a new computer. This guide presents two approaches, each with its own pros and cons. The key thing to any migration is that a little planning up front will save you a lot of time.

A key thing to consider when choosing a migration strategy is how much Image Directory data you have, and how you will move it, or if you even need to move it.

This guide refers to several other guides. These guides can be found at https://www.triltech.com/documents.html.

Network Storage

If you're already storing your studies on file shares or a NAS and you don't have to migrate any data, then your best bet will be a "Backup Migration". This will save you many hours of waiting for data to move from place to place. See below.

Local Storage

If you're moving your studies to new storage as part of this migration, it is important to consider the following:

- How long will it take to copy to the new machine?
- Will you do it over the network?
- Will you copy to an external hard drive and walk it to the new computer?

If you have several terabytes of data, it may take many hours to copy it all to an external hard drive or even longer to transfer it over the network. Before you proceed, it would be a good idea to do the following:

- Assess how much space your Image Directories are using.
- If you want to use your network to move your studies, try copying one of your Image Directories to the new computer. There's no need to let it finish but pay attention to how long it says it will take.
- If you want to use an external hard drive to move your studies, try copying one of your Image Directories to the hard drive. How long is it taking?

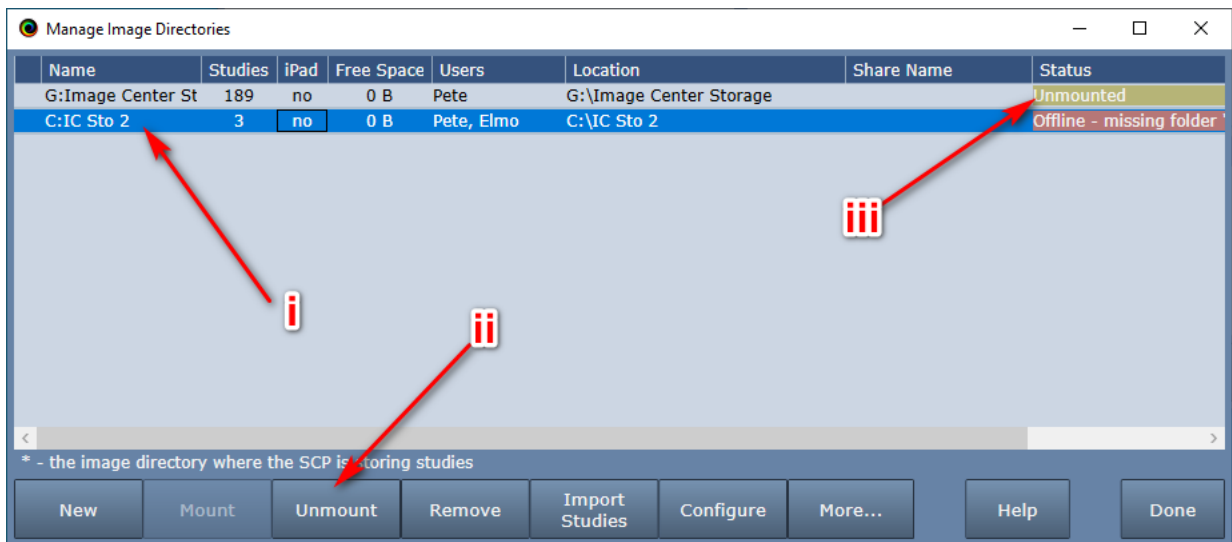We highly recommend a quick test of moving your data before you begin.

"Backup" Migration

With backup migration, you back up the existing image center, shut down the old one, install the Image Center on the new machine, restore it from backup, and move your Image Directories to the new install.

Migration using backup is the simplest approach. Backup migration requires that your existing Image Center be upgraded to the latest version of the software and that you are migrating to the latest version of the software.
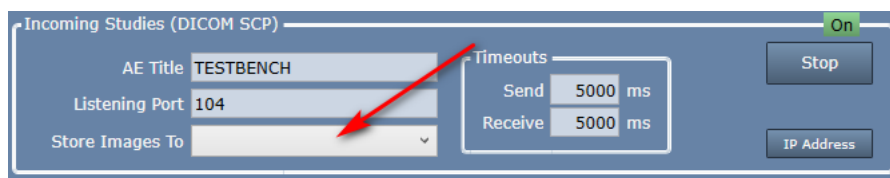
1. At the original Image Center, open the Image Center console.

    a. Click the Admin button.

    b. Turn off the SCP.

    c. Backup the Image Center database to a thumb drive or network folder, using the Admin screen.

    d. Click Manage Users and make a note of all the Windows logins specified there. If those Windows logins do not already exist on the new computer, you will want to create those Windows logins.

2. Open the Windows Services application. If you have special Log On permissions set for the Image Center services, write them down. The services are:

    a. ShowCase Image Center Service

    b. ShowCase Image Center SCP Service

    c. ShowCase Image Center Web Service

3. Install the Image Center on the new computer.

4. Apply the Log On permissions to the Image Center Windows Services from step 2.

5. Change the IP address of the original server to a new address.

6. Change the IP address on the new server to that of the old server. You will likely need to reboot the machine.

7. Open the Image Center console.

8. Click the **Admin** button.

9. In the *Database Backup* section of the screen, click the **Restore** button.

    a. Click the **...** button on the right and select the folder you backed up in step 2.

    b. Click the **Restore Image Center from Backup** button at the bottom of the screen.

    c. You will be asked to confirm your desire to perform the restore. Click the **Yes** button.

    d. The Image Center should restore itself. Wait for it to finish, and then wait for the Image Center Console to exit automatically.

10. Open the Image Center Console back up.

11. Click the **Manage Directories** button on your main console. A dialog will appear. Check the status of each Image Directory. It's very likely that it will say "Offline – missing folder" because it doesn't know where your Image Directories are. If you have network shares, and everything is exactly the same, network-wise, as it was before, the status will say OK, and you can skip the rest of this section. Otherwise, proceed.

    a. Unmount all of your Image Directories. For each Image Directory:

        i. Select the Directory.

       ii.   Click the **Unmount** button.

      iii.   The Status should change to *Unmounted.*

  b. Now we need to get the Image Center accessing your Image Directories. For each Image Directory, do the following:

       i.   If the Image Directory is a **Network Share,** do the following:

         1.   Select the Image Directory and click the **Mount** button. A Browse for Folder dialog will appear.

         2.   Enter the fully qualified UNC path name to the Image Directory folder in the **Folder** box, e.g. \\My-NAS\ImageCenterStorage, and click OK.

         3.   The Status of the Image Directory should change to OK. If it does not, your Image Center services, or this computer, may not have the correct permissions to access the shared folder. Revisit the steps from above, where you wrote down the Image Center Services Log On permissions and set these on the newly installed services.

       ii.   If the Image Directory is on **Local Disk**, do the following:

         1.   Create a new folder on your local hard drive that you will use as your new Image Directory storage. This is preferably *not* the C: drive, and has at least as much space as the existing folder, if not more.

         2.   Copy the contents of your existing Image Directory into this new folder. If you have a lot of data, this can take hours.

         3.   Once the copy is finished, select the Image Directory and click the **Mount** button. A Browse for Folder dialog will appear.

         4.   Navigate to the new Image Directory and click OK.

         5.   The Status of the Image Directory should change to OK.

12. Once all of your Image Directories have a status of OK, click the **Admin** button. In the *Incoming Studies* section, select the dropdown after *Store Images To* and select which of the Image Directories incoming studies should be stored to.

13. Go back to the main Image Center Console screen. Try sending a study from your ultrasound machine. If it doesn't go, then it's time to consult the *Image Center Study Transfer Troubleshooting* guide.

"Fresh Start" Migration

In this scenario, you install the Image Center on the new machine, complete with a fresh Image Directory, get it accepting and storing studies from your imaging machines, and then *import* your old archive. The advantages of this approach are minimal downtime and inconvenience to the working physician. However, it does mean that they will not have access to prior studies until the *import* part of the migration is complete. Also, importing studies can be a very time-consuming process.

Fresh Start Part 1: Get the New Image Center Up and Running

1. At the original Image Center, open the Image Center console.

    a. Click the Admin button.

    b. Turn off the SCP.

    c. Write down the AE Title and Listening Port.

    d. Click Manage Users and make a note of all the Windows logins specified there. If those Windows logins do not already exist on the new computer, you will want to create those Windows logins on the new computer.

2. Install and configure the Image Center on the new computer following the instructions in the *Image Center Configuration* guide using the information you just wrote down in step 1.

3. Set up your new Image Directory (ies) using the recommendations from the *Image Directory Creation and Maintenance* guide.

4. Change the IP address of the original server to a new address.

5. Change the IP address on the new server to that of the old server. Be sure to reboot the machine afterwards.

6. Test sending a study from one of your ultrasound machines to the Image Center. If it does not transfer, please consult the *Image Center Study Transfer Troubleshooting* guide.

7. Try viewing a study in ShowCase. If this does not work, consult the Troubleshooting section of the *Configure Premier For Local Image Center Access* guide.

Now that you've got the new Image Center up and running, your practice can continue to operate while you import all the data from the decomissioned Image Center.

Fresh Start Part 2: Import Your Studies into the New System

1. Before you begin, make sure you have enough space in the new system. See the storage guidelines in the *Image Directory Creation and Maintenance* guide for help.
2. Import your old Image Directories into the new system following the steps outlined in the *Importing Studies into Image Center* guide. This can take a very long time. Follow the guidelines in the guide.
3. Once the import is complete, have someone from your practice do a review of the old studies to make sure everything is in place. Sample studies from many years ago, or search for known patients.
4. Lastly, review the reports from the Import operation to ensure there were no errors.
    a. You will find these reports in C:\ProgramData\TrilTech\ImageCenter\Reports.
    b. They will be named **Import <source> into <image directory name> -- <year> <month> <day> <time>.txt**, like this: Import Disc 4 into D IC Store --- 2023 March 25 085315.txt.
    c. These are simple text files you can view using NotePad.

Tips, Tricks, and Things Not to Do

Only Use Mount/Unmount or Import to Move Image Directories

I'm putting this at the top of the list because we see this happen all too often, and I implore you: don't even try it. The most common mistake we see our customers make during a migration goes something like this:

1. The customer didn't read this guide.
2. The customer installs the Image Center on the new computer and creates new Image Directories.
3. The customer copies all of the files from the old Image Directories into the new Image Directories
4. The customer calls us because none of their studies appear in ShowCase or the Image Center.

The Image Center's database contains a comprehensive index of all of the studies and their files. You **must** use outlined in this guide to do a migration. The Image Center can't magically osmose and index the contents of a file system, especially one with terabytes of data in it.

Consider a Temporary "Bridge" Image Directory

Let's say you've got a migration that's stalled out because you're having problems wrangling your Image Directories. One solution to this would be to create a fresh Image Directory you can use as an interim storage volume so your practice can continue to scan and read studies while you work out the issues with the Image Directories. Once those issues are resolve, you can migrate that 'bridge' Image Directory into the more permanent ones by doing the following:

1. Start the Image Center Console
2. Click the **Manage Directories** button
3. Select the 'bridge' Image Directory.
4. Click the **Remove** button. A big dialog will appear asking you to confirm. Removing the Image Directory will remove all references to it from the Image Center, but leaves all of your data in place.
5. Click the **Import Studies** button. Navigate to the root of the Image Directory you removed in step 4 and import that data.

Note: Do not try to import studies from an Image Directory before you Remove it. This can cause all kinds of problems.

Don't Skimp If You're Upgrading Storage

If you're doing a "Fresh Start" scenario, it's a very good idea to spend some serious time going through the storage size guidelines in the *Image Directory Creation and Maintenance* guide. A good, reliable, hard drive that can store 5 to 10 years of your practice's studies is very affordable, even for large practices. As of this writing, a 12TB NAS with mirrored disks costs less than $900 US.

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