

**MICROTEK**

**MiiNDT**

**Reference Manual**



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To obtain optimal results from the Microtek scanning software and user's manual, you should be familiar with such Windows concepts as pointing, clicking, dragging, and selecting from menus and dialog boxes. If these things are new to you, refer to your Microsoft Windows User's Guide.

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Microtek International, Inc.

6, Industry East Road 3, Science Based Industrial Park,  
Hsinchu, 30077, Taiwan

Tel: 886-3-5772155, Fax: 886-3-5772598, <http://www.microtek.com>

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# Contents

<b>Introduction .....</b>	<b>1</b>
System Requirements .....	2
Launching and Logging in MiiNDT .....	3
Exiting MiiNDT .....	3
 <b>The Quick Tour to Different User Interfaces .....</b>	 <b>4</b>
Create Files Interface .....	5
Search Interface .....	8
Viewer Interface .....	10
Burn CD Interface .....	12
Setting Interface .....	14
The Information of the Machine in Use .....	14
The Data Compression .....	14
The Report Importing .....	15
The Setup for the Pathes Assigned for Saved Images and Backup Data .....	16
Adding New Customized Fields in the Create Files Interface .....	17
The Setup for Users .....	18
Adding a New User .....	18
Modifying the Sign-in Information for an Existed User .....	19
Deleting an Existed User .....	19
Exit Button .....	21
About Button .....	21

**Use Different Interfaces Step by Step ..... 22**

How to Create a New Inspection Record .....	22
How to Search a Saved Inspection Record .....	28
How to Modify a Saved Inspection Record .....	30
How to Delete a Saved Inspection Record .....	33
How to Restore a Deleted Inspection Record .....	34
How to Use the Viewer .....	36
How to Print out Inspection Images on Papers .....	46
How to Print out an Inspection Report .....	49
How to Burn Data into a CD/DVD .....	52

**Back up Saved Data Periodically ..... 54**

Launching MiiNDT DataBackup .....	54
Exiting MiiNDT DataBackup .....	54
Using MiiNDT DataBackup .....	55
How to Back up Your Data .....	57
How to Burn Backup Data onto DVDs .....	59
Restore the Backup Data back to Your Local Database .....	61

# Introduction

MiiNDT is an omnipotent management software developed exclusively for Microtek industrial solution. MiiNDT has a state of the art user interface that users will find productive and easy to use. It is specifically designed for the professionals who focus on industrial inspecting.

- Supports two image display modes - Based on different needs, users can examine scanned films in two display modes: normal, and compare.
- Built-in reporting module - With a built-in and predefined industrial lexicon and reporting module, users can create reports with full text and picture descriptions in seconds.
- Supports the backup and restore of the database, guaranteeing the safety of secure medical information.
- Settings for printing-out images on papers - Based on different needs, the system offers users various choices for printing out the scanned or loaded images on physical papers.

## System Requirements

- Windows XP Professional SP3 (32-bit)
- Intel-Pentium-D 2.80GHz/Intel-Core-2 Duo E7400 2.80GHz/Intel-Core-2 Duo E7500 2.93GHz/  
Intel-Core-2 Duo E8400 3.00GHz/Intel-Core-2 Quad Q6600 2.40GHz (recommended)
- 2GB DDR2 800 MHz RAM
- 250GB hard disk or more
- DVD-RW drive
- Display resolution: 1280 x 1024 pixels or higher; Aspect ratio: 4:3
- Microtek digitizers that support MiiNDT



## Launching and Logging in MiiNDT

MiiNDT can be launched in the following way: Double-click the MiiNDT icon on the desktop, or choose *Start, Programs, MiiNDT*, and then *MiiNDT*.

After the MiiNDT is launched, a pop-up window appears on the screen to ask for the entering of User ID and password. Key in correct User ID and corresponding password and then click the Login button, you will be directed into the system immediately.

Take note that if it is the first time you log into the MiiNDT system, if you select the User ID as "Admin", the default Password will be "Admin"; if you select the User ID as "User", the default Password will be "User".

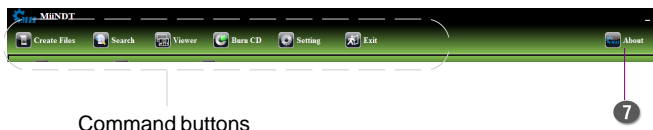


## Exiting MiiNDT

To exit MiiNDT, click on the Exit button on the Capture interface.

# The Quick Tour to Different Use Interfaces

The MiiNDT is an all-in-one scanning software program with several user interfaces. These interfaces can be activated switched around by pressing the command buttons at the top of each interface. With different functions offered by these interfaces, users can create a new file, make a search around existed files, burn CDs and create a report in a short time. This section will picture you a rough and quick introduction about each interface in the MiiNDT software program.



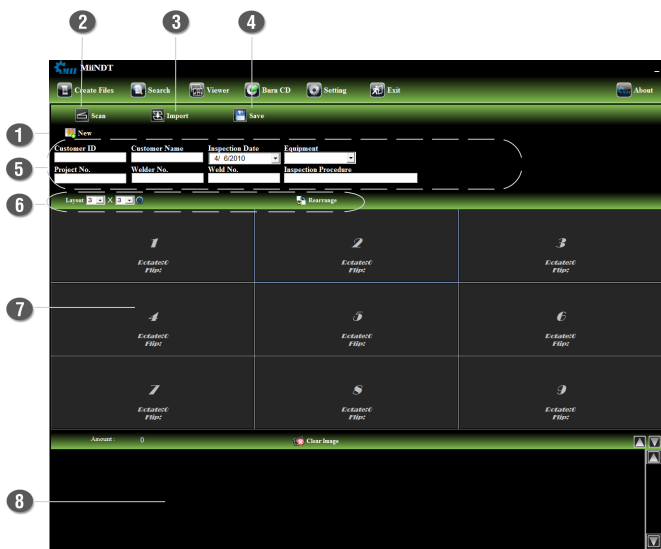
There are six command buttons at the top of each user interface.

1. Create Files button - Press to extend Create Files interface.
2. Search button - Press to extend Search interface.
3. Viewer button - Press to extend Viewer interface.
4. Burn CD button - Press to extend CD Burn interface.
5. Setting button - Press to extend and to adjust setting options for the MiiNDT software program.
6. Exit button - Press to close MiiNDT.
7. About button - Press to display the software information.



## Create Files Interface

The Create Files interface lets you build up a new inspecting record for a customer. Also, it allows you to key in several information about a customer. In this interface, you can use your digitizer to scan inspecting images and apply built-in template modules with the inspected customers. Refer to the later section "How to Create a New Inspecting Record" for the details about how to use the Create Files interface.



1. New button - Press to start a new inspecting record.
2. Scan button - Press to extend and to adjust setting options for a scanning job.
3. Import button - Press to import files into the MiiNDT software for the furthering use.

4. Save button - Press to save a finished inspecting record.
5. Key-in Columns of Customer Information - Allows you to key in or choose some basic information for a customer requiring an inspection and then use it to build up an inspecting record.
  - A. Customer ID - Key in an assigned and unique ID number for each customer.
  - B. Customer Name - Key in a customer's name.
  - C. Inspection Date - Choose or key in an inspecting date.
  - D. Equipment - Choose a device used for making an inspection.
  - E. Project No. - Key in an assigned number for each project.
  - F. Welder No. - Key in an assigned number for each welder.
  - G. Weld No. - Key in an assigned number for each pipe.
  - H. Inspection Procedure - Key in an inspecting standard used for checking an inspecting job.
6. Options for image displayed layouts
  - A. Layout - Press to assign horizontal and vertical numbers of the displayed images
  - B. Rearrange - Press to clear and remove displayed image from the image displaying area of template modules back to the image displaying area of scanned images .



7. The displaying area of selected images - Displays the selected images from the image displaying area of scanned images.
8. The image displaying area of scanned images - Displays scanned images generated by an assigned digitizer.



## Search Interface

The Search interface lets you search saved inspecting records of customers. It offers you several ways to search these records. Refer to the later section "How to Search a Saved Inspecting Record" for the details about how to use the Search interface.



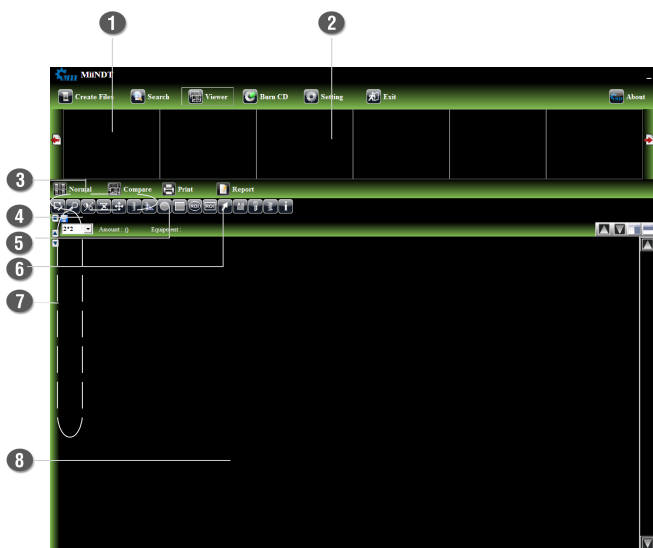
1. Time buttons - Press to start a search by an assigned period of time. You can use a day, a week or a month to start a search immediately.
2. Customer ID - Key in an assigned and unique ID number for each customer.
3. Customer Name - Key in a customer's name.
4. Weld No. - Key in an assigned number for each pipe.

5. Project No. - Key in an assigned number for each project.
6. Inspection Date Start - Choose or key in a starting date for retrieving data from the local database.
7. Inspection Date End - Choose or key in a terminating date for retrieving data from the local database.
8. Search button - Press to perform a searching process in the database.
9. Displaying area - Display the lists of searching results.
10. Modify button - Press to modify the information of the selected customer.
11. Delete button - Press to delete the selected customer from the list of customers.
12. Restore button - Press to restore the deleted customer back into the list of customers.



## Viewer Interface

The Viewer interface lets you view and check saved images of customers. It offers you different displaying modes based on your reference. Also, it provides you some measurement and adjustment tools to modify the saved images. At last, you can print out an inspecting report with texts and pictures by using a built-in reporting module. Refer to the later section "How to Use the Viewer" for the details about how to use the Viewer interface.



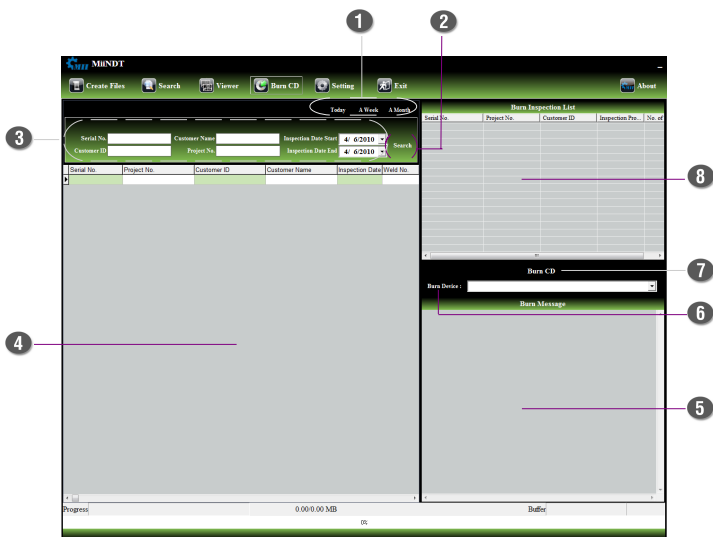
1. Preview area - Area to display the first preview image of selected customer.
2. Displaying area - Area to display images of a selected customer.
3. Displaying mode button - Press to switch to two displaying modes: Normal or Compare.

4. Save button - Press to save series image data in a local database.
5. Print button - Press to print out displayed images.
6. Report button - Press to recall a reporting module to make reports with texts and pictures.
7. Editing tools - Used to adjust the images of customers.
8. Working area - Area to display images applied with effects generated by the editing tools.



## Burn CD Interface

The Burn CD interface lets you burn images and information of customers in CDs or DVDs. It allows you to burn one data or a batch of data at one time based on your reference. Refer to the later section "How to Burn a CD" for the details about how to use the Burn CD interface.



1. Time button - Press to start a search by an assigned period of time. You can use a day, a week or a month to start a search immediately.
2. Search button - Press to perform a searching process in the database.
3. Key-in Columns of Customer Information - Allow you to key in or choose some basic information for a customer and use one of them to start a searching process.

- A. Serial No. - An unique number assigned by the software system.
  - B. Customer - Key in a customer's name.
  - C. Inspection Date Start - Choose or key in a starting date for retrieving data from the local database.
  - D. Customer ID - Key in an assigned and unique ID number for each customer.
  - H. Project No. - Key in an assigned number for each project.
  - I. Inspection Date End - Choose or key in a terminating date for retrieving data from the local database.
- 4. Displaying area - Display the lists of searching results.
  - 5. Displaying area of CD burning information - Display the related information about the CD/DVD burner in use, the status of a CD/DVD burning process and so on.
  - 6. Burn Device - Click to choose a CD/DVD burning device.
  - 7. Burn CD button - Press to start CD/DVD burning.
  - 8. Displaying area of study lists - Display the related information about the selected data which will be burned inside a CD/DVD.

## Setting Interface

The Setting interface lets you set up some options for the digitizer in use, data compression, report module importing, path assigned for saved and backup data, adding customized fields in the Create Files interface, and creating new users.

### The Information of the Machine in Use

Let you key in some information about the digitizer in use.

The screenshot shows the 'Setting' window with a green header. On the left is a dark sidebar with 'Item' selected. The main area has a light gray background. Under the 'Machine Info' section, there are three input fields: 'Manufacturer', 'Institution', and 'Station'. At the bottom right are 'Save' and 'Cancel' buttons.

### The Data Compression

Set up if you want to compress your scanned images. Three compression levels are selectable: No compression, JPEG 2K lossless and JPEG 2K loss.

Take a note that if you save your scanned images in JPEG 2K

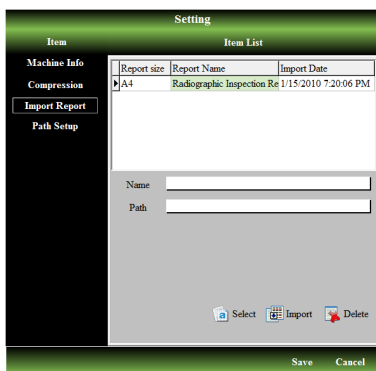
lossless and JPEG 2K loss formats, when you burn the scanned images into CDs or DVDs, you cannot see these images in CDs or DVDs.

The screenshot shows the 'Setting' window with the 'Compression' section selected in the sidebar. The main area shows 'Compression' set to 'No compression [raw data]' in a dropdown menu, and 'Rate' set to '0' in another dropdown menu. 'Save' and 'Cancel' buttons are at the bottom right.



## The Report Importing

Let you import desired reporting modules into the software program. The system contains one default module for your use in convenience.



Name: Name a report module imported.

Path: Assign the location of a report module imported.

Select: Press to choose report modules which you want to use for your report.

Import: Press to select the assigned report module and import it to the program.

Delete: Press to delete the selected report module from the Item List window.

## The Setup for the Path Assigned for Saved Images and Backup Data

Let you set up the saving path for saved images and backup data.

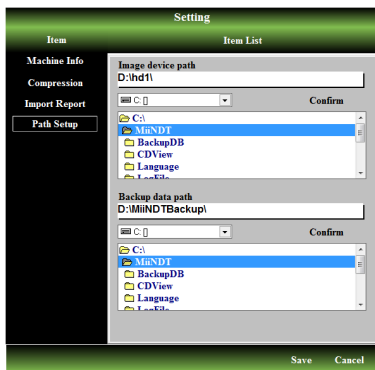


Image device path - Used to assign a designed path for saving scanned images. You are able to key in your desired path or select one from a drop-down menu list. The default path assigned by the system is D:\hd1\. Press the Confirm button when done.

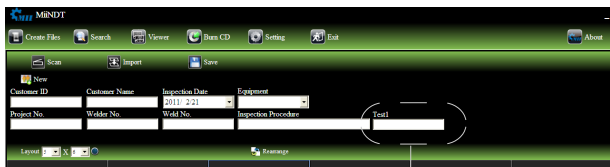
Backup data path - Used to assign a designed path for backup data. You are able to key in your desired path or select one from a drop-down menu list. The default path assigned by the system is D:\MiiNDT\Backup\. Press the Confirm button when done.

## Adding New Customized Fields in the Create Files Interface

Let you add two more customized fields related to the information of customers used in the Create Files interface.



To add a new customized field, check the box in front of the Name Field option and then enter a preferred name there. When done, press the Save button to carry out the result. The newly named customized field appears in the Create Files interface immediately.



The newly added customized field "Test 1"

## The Setup for Users

Let you create new users, modify sign-in information for an existed user, and assign users different authority levels. Take note that the User Limit option is available only when your authority level is categorized as "Admin"; otherwise, you will not see this option appearing in the Setting interface.

Setting

Item List

Machine Info

Compression

Import Report

Path Setup

Customize Field

User Limit

User ID: User

Password: \*\*\*\*

Confirm Pw: \*\*\*\*

User Name: User

User Limit: User

Add Modify Delete Save Cancel

User ID	User Name	User Limit
123456	123456	User
Admin	Admin	Admin
User	User	User

Save Cancel

### Adding a New User

To add a new user, press the Add button and take turns to key in the related information about the new user. When done, press the Save button. The newly added user appears in the list of users immediately.

Setting

Item List

Machine Info

Compression

Import Report

Path Setup

Customize Field

User Limit

User ID:

Password:

Confirm Pw:

User Name:

User Limit: User

Information of Users

Add Modify Delete Save Cancel

User ID	User Name	User Limit
Admin	Admin	Admin
User	User	User
456	456	Admin

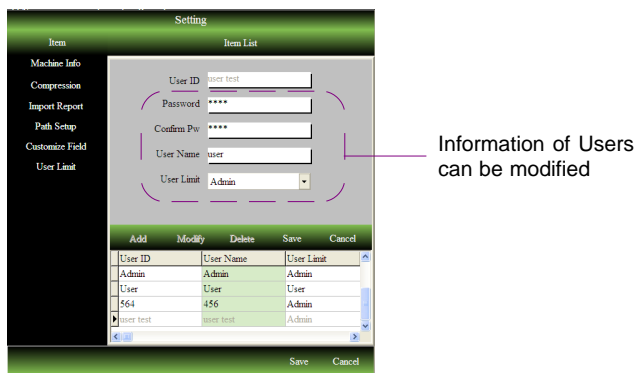
The list of users

Save Cancel

## Modifying the Sign-in Information for an Existed User

To modify the sign-in information for an existed user, point and click the cursor (mouse) directly on the user whom you want to modify and then press the Modify button. You may then change the Password, Confirm Pw, User Name and User Limit for the selected user.

Please take note that the User ID is critically important, for it cannot not be modified or changed when created.



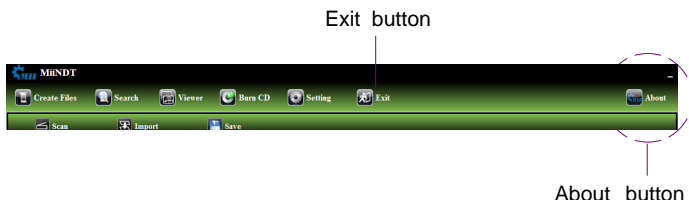
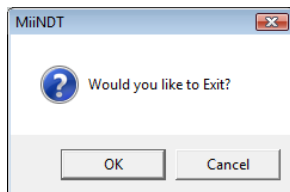
## Deleting an Existed User

To delete an existed user, point and click the cursor (mouse) directly on the user whom you want to delete and then press the Delete button. A reminding window pops up to ask for the confirmation. Press the Yes button and the selected will be removed from the list of users.



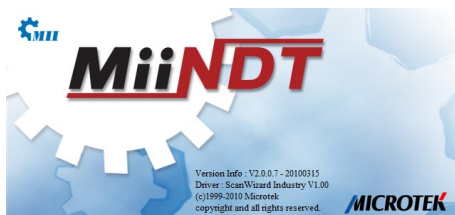
## Exit Button

When you want to exit the MiiNDT software program, press the Exit button at the top of the interface. A confirming message pops up on the screen. Press OK to execute the program; press Cancel to return to the interface in use.



## About Button

If you like to know the basic information, such as the software version, press About at the right corner of the interface. When done, press directly on the information window to terminate.



# Use Different Interfaces Step by Step

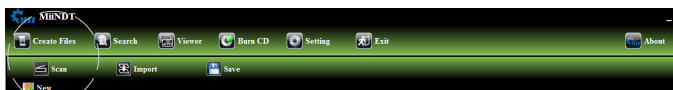
## How to Create a New Inspection Record

1. Launch MiiNDT (either as a stand-alone by clicking on the program icon, or by using the File-Import or Scan command from an application program).
2. Enable the Create Files interface by clicking the Create Files button at the top of the interface.

3. Click the New button to create a new record to key in.

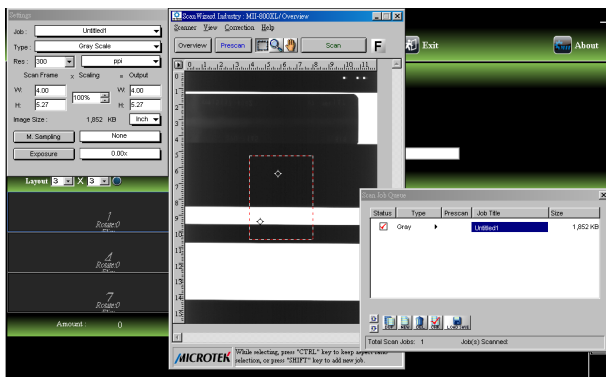
*Note: If you use the Create Files interface for the first time, a new record is ready for you to key in. If you have finished creating a record, you need to press the New button in order to restart a new record for you to key in.*

4. Take turns to key in customer's information in the Key-in Columns of Customer Information. Take note that the columns of Customer ID and Customer Name cannot be null.
5. If necessary, click the drop-down menu of the Layout to modify the displaying numbers of images suitable to your needs.
6. MiiNDT offers you two ways to load inspected images into your text record.
  - A. If you want to use the digitizer directly to scan inspected images, put the films you like to scan on your digitizer device and then press the Scan button on the Create Files interface.





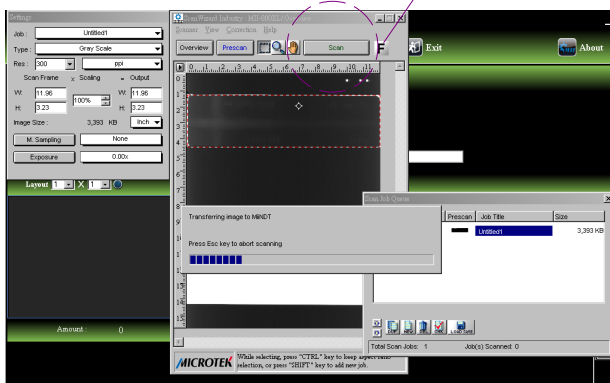
The Microtek ScanWizard Industry window is activated immediately on the screen.



If necessary, adjust image settings and scanning area by using function buttons or options on the ScanWizard Industry interface. Refer to the reference manual of the ScanWizard Industry manual for the details about how to adjust scanning settings.

When done, press the Scan button and your digitize start scanning immediately.

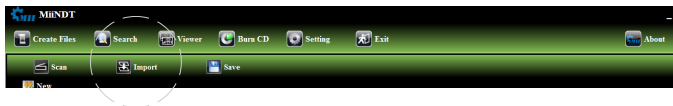
Press the Scan button to start scanning



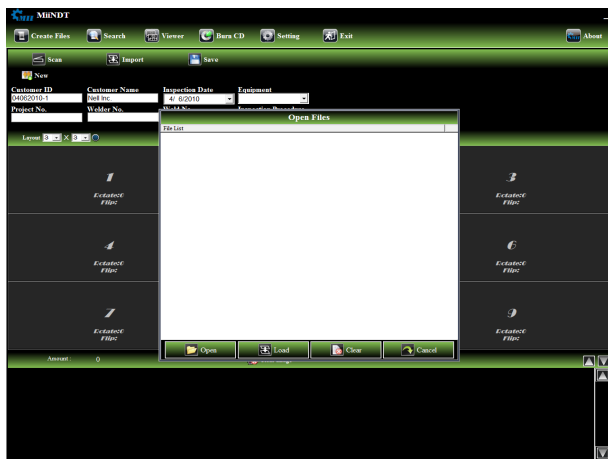
The images will be displayed in the displaying area of scanned images. Click and draw the image you want on/to the displaying area of template modules. Repeat the steps above until you finish scanning all desired images.



- B. If you want to load the scanned and saved images into the system, press the Import button on the Create Files interface.

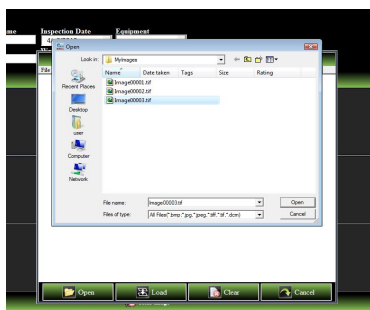


The Open Files window is activated immediately on the screen.

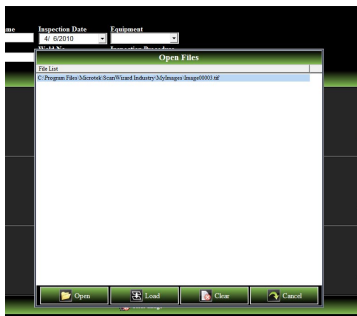


In the Open Files window:

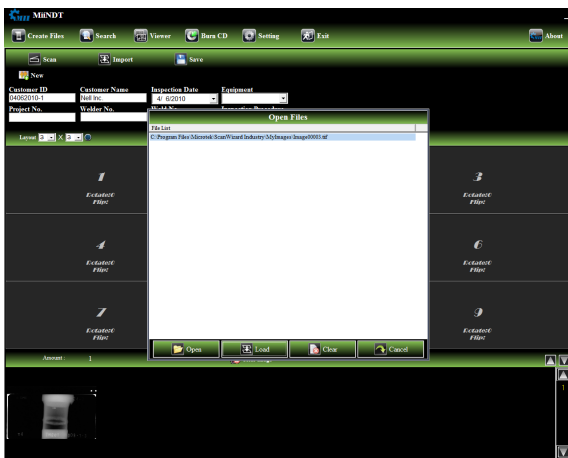
Press the Open button to browse through the folders where the desired image is saved. When done, press the Open button in the browse window to load the desired image into the Open Files window.



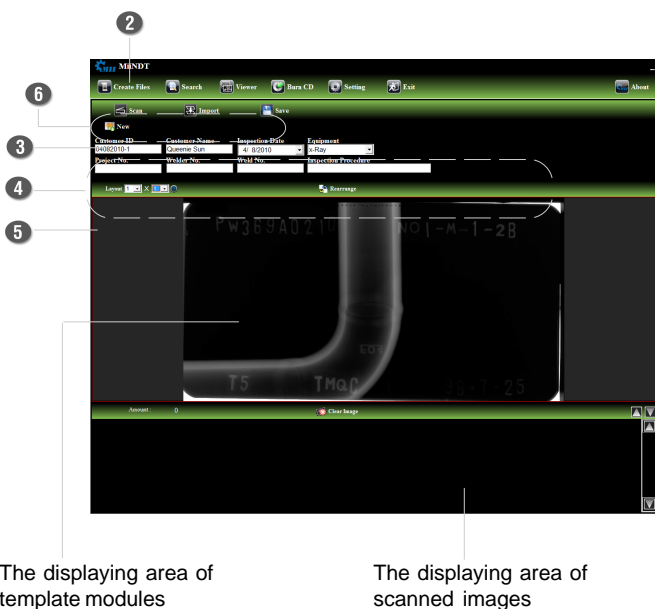
Point to the loaded file path and then press the Load button on the Open Files window.



The selected image is displayed in the displaying area of scanned images of the Create Files Interface. Press the Cancel button to terminate the Open Files window and return to the Create Files interface. Repeat the steps above until you finish loading all desired images.



7. Point the mouse to the scanned and imported image in the displaying area of scanned image; then, click the left button of the mouse to drag the image into displaying area of template modules.
8. When done, press the Save button to save the record in the local database.
9. Repeat step 3 to step 8 until you finish building up all records as your needs.



## How to Search a Saved Inspection Record

After building up lists of inspecting records, you can start using the Search interface to get the record you want.

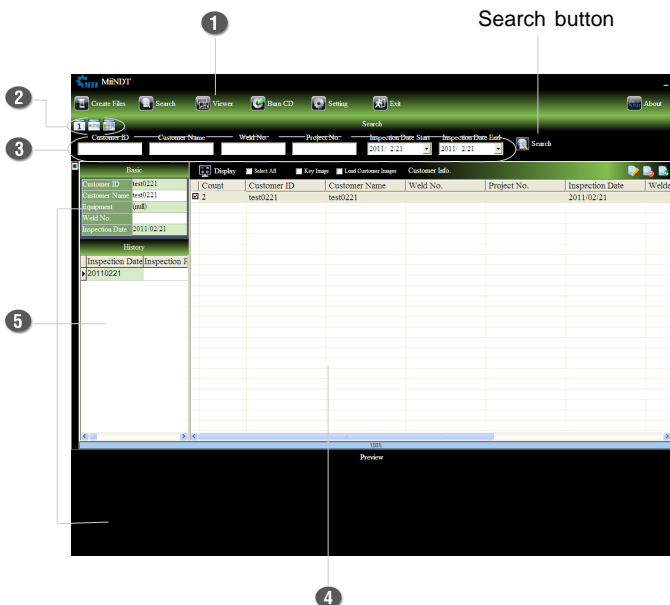
1. Enable the Search interface by clicking the Search button at the top of the interface.
2. To start a quick search process, click either one of the Time buttons. You can search records by a day, a week, or a month.
3. Or you can use customer's information to start a search process. Key in a customer ID, name, weld No., project No., inspection date start, or inspection date end which you wish use as a search condition. When done, click the Search button.
4. The results of step 2 or step 3 will be displayed in the area at the middle of the interface.
5. When click on one list of records, some information related to the specified record will be shown at left and the bottom of the interface.

The Basic table shows the customer's information selected.

The History table lists all records created related to the selected customer.

The image displaying area displays the scanned images in the selected customer's record.

6. After finishing a searching process of customers, you are ready to use the Viewer layer to further manipulate the scanned images of each customer. Refer to the next section for the details.



# How to Modify a Saved Inspection Record

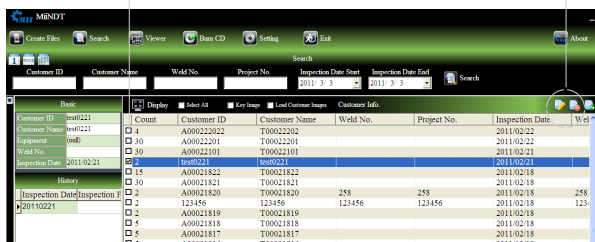
In the Search layer, you can modify some information for an existed customer and add more images from a scanner or assigned location into the saved inspection record.

1. Follow the step 1 to 4 in the section "How to Search a Saved Inspection" to find out the customer whom you want to modify.
2. Check the box in front the inspection record you like to select, and then click the left button of the mouse to highlight it; finally, press the Modify button.

A window named "Modify File Data" appears on the screen immediately.

Check the box and highlight the inspection record you want to select at the same time

Modify button



3. In this window:
  - A. You are allowed to change some basic information about an existed customer, such as the inspection date, the equipment used to take the inspection, the project's number and so on. Take note that Customer ID and Customer Name are grayed out and cannot be changed.



- B. You can add more scanned images into the saved inspection record. Follow the step 6A in the section "How to Create a New Inspection Record" to launch the scanning software and to scan the images from the digitizer.
- C. Also, you can add images directly from the assigned location. Follow the step 6B in the section "How to Create a New Inspection Record" to import images from the assigned location.
- D. In addition, if you want to delete a image from the record, point the mouse to the image and then click the left button of the mouse twice. The selected image is marked as "Delete". Repeat this step to mark all images you want to delete.

To cancel the mark of deleting, point the mouse to the marked image and then click the left button of the mouse twice. The mark "Delete" will be removed.

The selected image to be deleted



- E. When done, press the Save button to save the modifications made for the selected inspection record.
- F. Press the Cancel button to exit the Modify File Data window and return to the Search layer.



# How to Delete a Saved Inspection Record

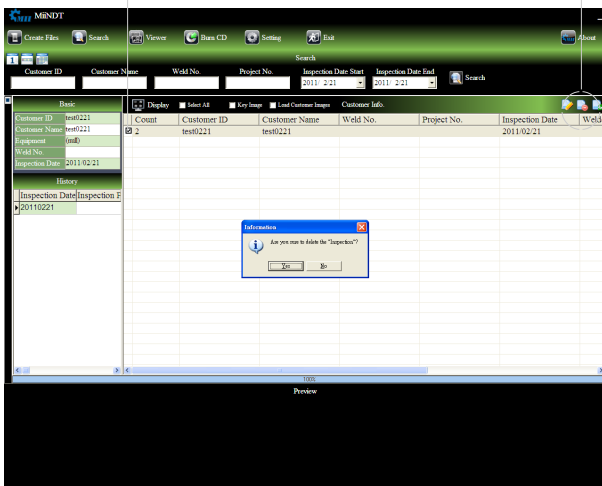
In the Search layer, you can delete an existed customer .

1. Follow the step 1 to 4 in the section "How to Search a Saved Inspection" to find out the customer whom you want to delete.
2. Check the box in front the inspection record you like to select, and then click the left button of the mouse to highlight it; finally, press the Delete button.

A confirmation windows pops up to check whether you are sure to delete the selected inspection record. Press the Yes button to carry out the deleting action.

Check the box and highlight the inspection record you want to delete at the same time

Delete button

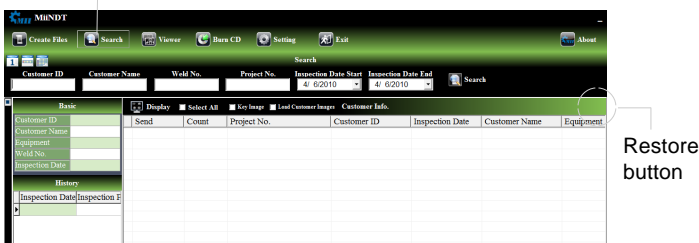


# How to Restore a Deleted Inspection Record

In the Search layer, you can also retrieve an deleted inspection record and restore it back to the system.

1. Enable the Search interface by clicking the Search button at the top of the interface.
2. Press the Restore button at the top right of the window.

Press to activate the Search layer

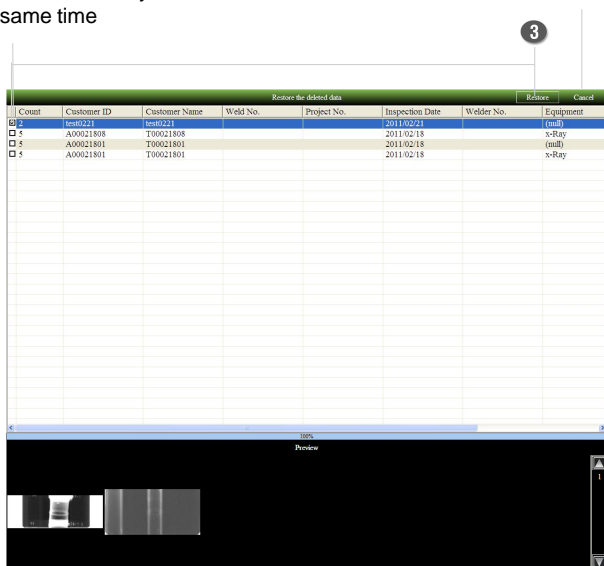


3. A list of deleted inspection records appears on the screen. Check the box and highlight the inspection record you want to restore. When done, press the Restore button to carry out the restoring action.

Repeat this step until you finish all the restorations. Press the Cancel button to exit the list and return to the Search layer.

Check the box and highlight the deleted inspection record you want to restore at the same time

Press to return to the Search layer

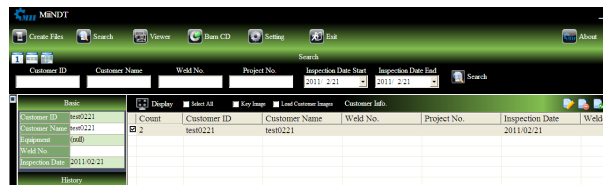


# How to Use the Viewer

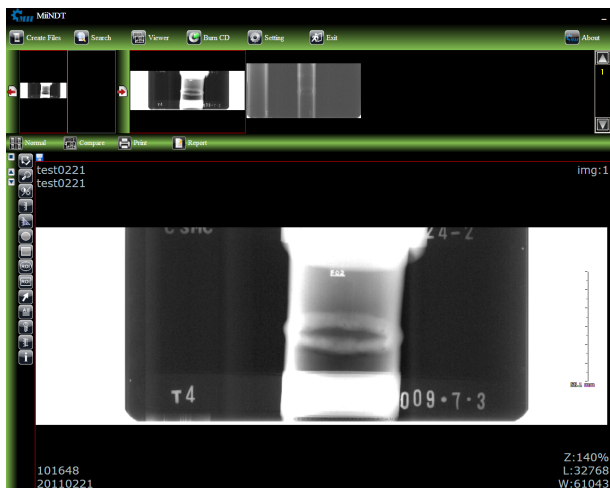
1. If you want to see the images of all customers in the searching list, check the Select All option and then click the Display button. The Viewer Interface shows immediately.



To view the images of a specific customer, check the box in front of the customer in the searching list and then click the Display button. The Viewer Interface shows immediately.

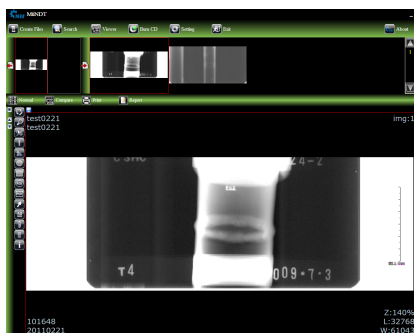


2. When the Viewer layer is extended, to see the images of a specific customer, click the image shown in the Preview area, the images and information of the selected customer will be displayed in the displaying area at the top of the interface.

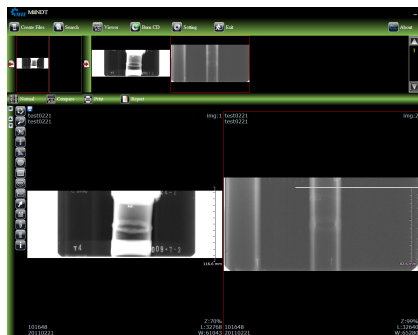


3. MiiNDT provides you two displaying modes for you to choose when viewing the scanned images. These modes are Normal and Compare. To switch among two modes, press the Displaying Mode buttons in the Viewer interface.

### Normal Mode



## Compare Mode



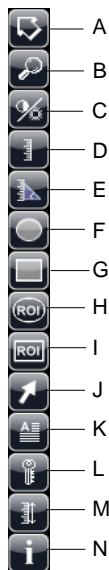
Compare window

To draw an image into the compare window, click the image at the top window and draw it into the compare window. You are allowed to compare two images at one time.

4. If necessary, use the measurement and adjustment tools to manipulate the images in the displaying area at the bottom of the interface.

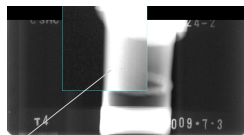
To do so, click either button of the measurement and adjustment tools, point your cursor directly on the selected image and then click the image twice. You can see an enlarged picture shown on the screen and then you can use the cursor to apply the selected measurement and adjustment effect on the selected image.

- A. Normal: Used to increase or decrease the displaying size of the image.



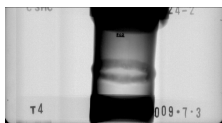


- B. Magnify: Used to enlarge the displaying size of the area pointed by the cursor.

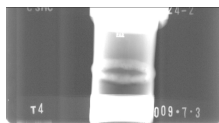


Magnified area

- C. W/L: Used to adjust the brightness and the contrast of the image. To use it, click the W/L button, point the cursor onto the image and click and hold on the left button of the cursor. Move the cursor right/left to increase/decrease levels of the brightness. Move up/down to increase/decrease levels of the contrast. Or you can directly click the right button of the mouse on the image and move right/left to apply the W/L effect.

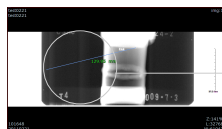


Adjusted contrast



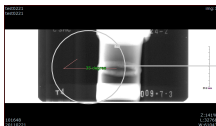
Adjusted brightness

- D. Line: Used to draw a line with measuring units on the pointed image. To use it, click the Line button, point the cursor onto the image and click the left button of the cursor to start drawing.



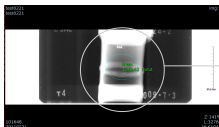
Drawn line

- E. Angle: Used to draw an angle with measuring degrees on the pointed image. To use it, click the Angle button, point the cursor onto the image and click the left button of the cursor to start drawing.



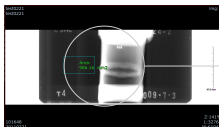
Drawn angle

- F. Ellipse Area: Used to draw an ellipse with the surface area size on the pointed image. To use it, click the Ellipse Area button, point the cursor onto the image and click the left button of the cursor to start drawing.



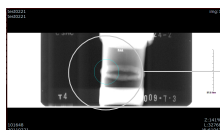
Ellipse area

- G. Rectangle Area: Used to draw a rectangle with the surface area size on the pointed image. To use it, click the Rectangle Area button, point the cursor onto the image and click the left button of the cursor to start drawing.



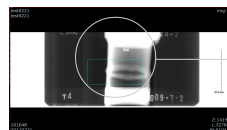
Rectangle area

- H. Ellipse ROI: Used to draw an ellipse on the pointed image. To use it, click the Ellipse ROI button, point the cursor onto the image and click the left button of the cursor to start drawing.



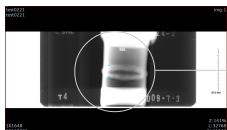
Ellipse area

- I. Rectangle ROI: Used to draw a rectangle on the pointed image. To use it, click the Rectangle ROI button, point the cursor onto the image and click the left button of the cursor to start drawing.



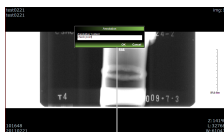
Rectangle area

- J. Arrow: Used to draw an arrow on the pointed image. To use it, click the Arrow button, point the cursor onto the image and click the left button of the cursor to start drawing.

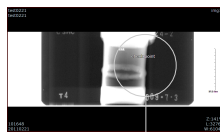


Drawn arrows

- K. **Annotation:** Used to write notes on the pointed image. To use it, click the Annotation button, point the cursor onto the place where you want to place the notes and click the left button of the cursor. A key-in window pops up on the screen and then you can start writing. When done, click the OK button. Then, you will see the notes appeared on the image.

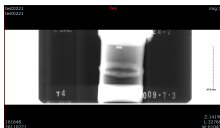


A pop-up window for keying in notes

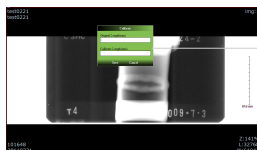


Written notes

- L. **Key:** Used to assign a selected image as a key image when viewing in the next time. To use it, click the Key button, point the cursor onto the image and click the left button of the cursor to select it as the key image. To cancel the selection, click the left button of the cursor on the image again.

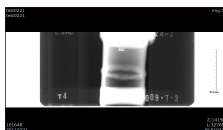


- M. **Calibrate:** Used to calibrate the length of the pointed image. To use it, click the Calibrate button, point the cursor onto the place where you want to calibrate and click the left button of the cursor. A key-in window pops up on the screen and then you can start keying in the measurement values. When done, click the OK button. Click the Cancel terminate and discard the key-in window.

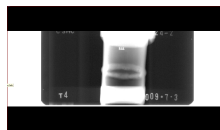


Calibration window  
for you to key in

- N. Information: Used to display or the basic information about the selected image. When the information is displayed, click the Information button to clear the information displayed.

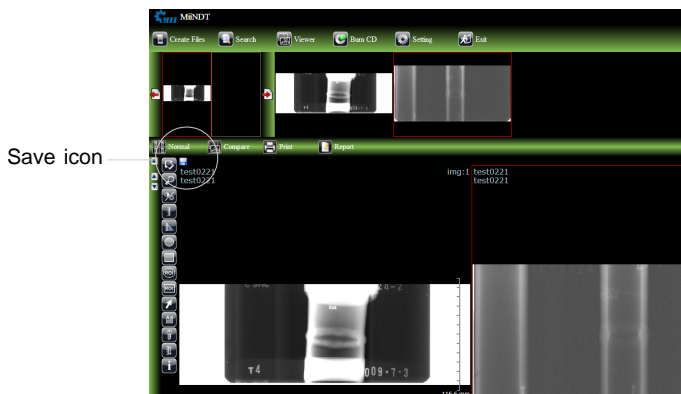


Information is displayed



Information is not displayed

To save all the adjustments you made to the images here, you need to press the Save icon in order to store them for the further use.



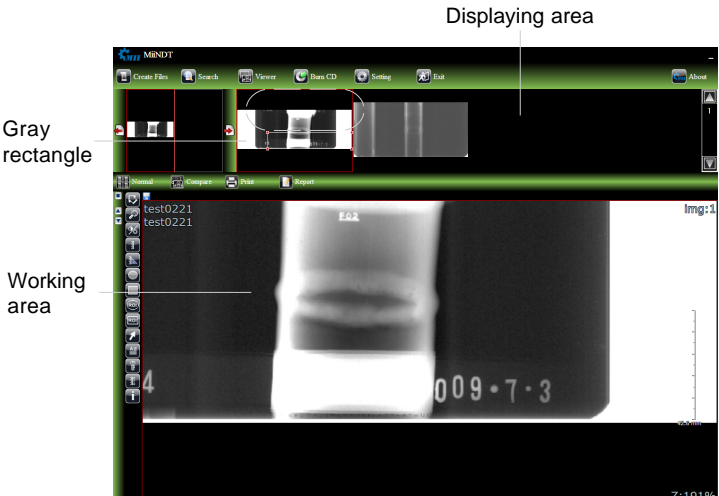
To clear the effects of option D to N, point the cursor onto the image and click the right button of the mouse. A window of options appears on the screen. Choose the Clear Flag option.

To clear the effect of the option C, the cursor onto the image and click the right button of the mouse. A window of options appears on the screen. Choose the Recovery option.

<u>R</u> ecover
<u>C</u> lear Flag
<u>I</u> nvert
<u>E</u> xport Bitmap
<u>E</u> xport JPEG
<u>E</u> xport DICOM

To export the selected image in Bitmap, JPEG or DICOM formats to an assigned direction, click the right button of the mouse. A window of options appears on the screen. Choose Export Bitmap, Export JPEG or Export DICOM based on your preference.

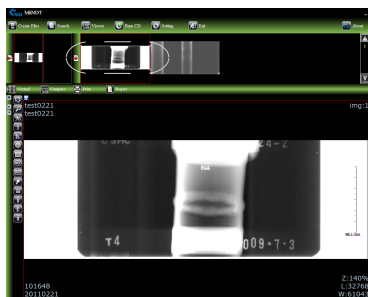
5. If necessary, you can enlarge a selected image to check the detail parts inside.
  - A. To enlarge an image, you have to drag it from the displaying area into the working area.
  - B. After done, point the mouse to the selected image in the displaying area and click the left button of the mouse, you will see a rectangle enclosed by gray lines appear in the displaying area.



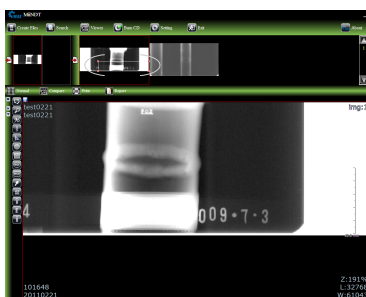
- C. The area enclosed by the gray rectangle is the area to be enlarged for further checking. When the size of the rectangle becomes smaller, the enlarging times become bigger.

To change the size of the rectangle, drag the four corners of the rectangle.

To check the different parts of the image, click on the rectangle to drag it around the selected image in the displaying area. When you move the rectangle, the image in the working area will be moved, following the moving directions of the rectangle .



The size of the rectangle is bigger, the enlarging times are smaller



The size of the rectangle is smaller, the enlarging times are bigger

# How to Print out Inspection Images on Papers

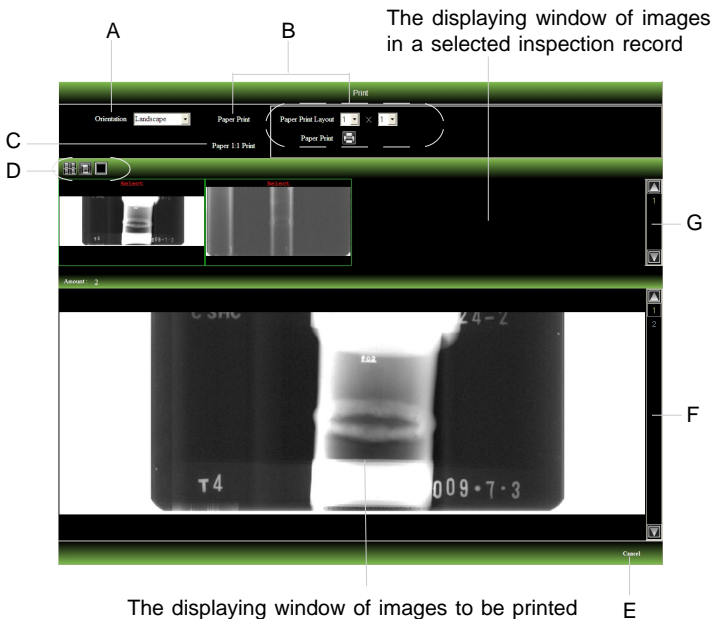
MiiNDT allows you to print out inspection images used in Create Files interface on a paper. To use this function, you need to go into the Viewer interface at first.

1. Follow the step 1 in "How to Use the Viewer" to extend the Viewer interface.

2. Press the Print button to activate the Printer window.



3. When the Print window is extended, use some option menu or buttons there to get the desired results for printing out.





- A. Orientation - Used to choose the printing-out direction. Two options can be selected: Portrait and Landscape.
- B. Paper Print - Press to select how many images to be printed on a paper and to set up the preferred printer.

Paper Print Layout - Choose to display how many images printed out in rows and columns. The maximum numbers of rows and columns are 4 x 4.

Paper Print - Press to activate the printer setup window and assign the preferred printer .

- C. Paper 1:1 Print - Press to print out the selected image in its original size.
- D. Option buttons



a      b      c

- a. Add This Series All Image - Press to load all images in one record to be printed.
- b. Add Image by Selection - Press to load the selected image in one record to be printed.

To select a specific image, point the mouse to the image you want to select and then click the left button of the mouse twice. The selected image will be marked "Select" in red. Repeat this action until you finish all the selections. Then, press the Add Image by Selection button. The selected image will be displayed immediately in the displaying window of images to be printed.

- c. Clear All - Press to clear and remove all images displayed in the displaying window of images to be printed.
- E. Cancel - Press to terminate the Print window and return to the Viewer Interface.
- F. Scroll bar in the displaying window of images to be printed - Scroll up or down to toggle through the selected images to be printed.
- G. Scroll bar in the displaying window of images in a selected inspection record - Scroll up or down to toggle through the images in a selected inspection record.

# How to Print out an Inspection Report

MiiNDT allows you to print out an inspection report with full texts and picture by using a reporting module provides by the software program. To use this function, you need to go into the Viewer interface at first.

1. Follow the step 1 in "How to Use the Viewer" to extend the Viewer interface.

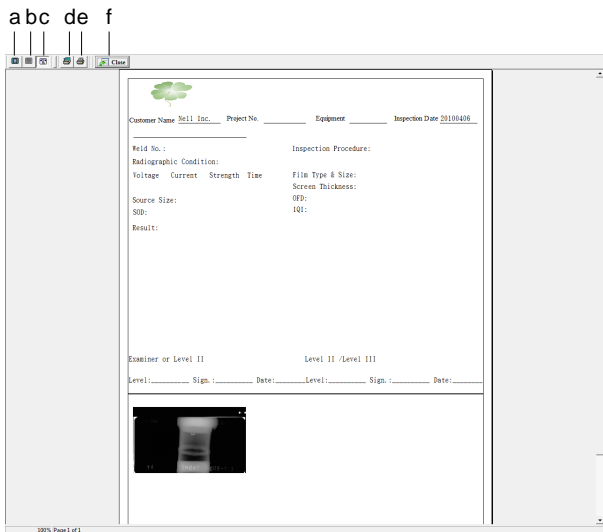
*Note: You can only print out an inspection report for one customer only. Therefore, when you extend the Viewer interface from the Search interface, select only one customer from the list and then extend the Viewer interface.*

2. If you want to put the images inside your report, point the mouse to the image you want to select and then click the left button of the mouse twice. The selected image will be marked "Select" in red. Repeat this action until you finish all the selections. Then, click the Report button on the Viewer interface.

A built-in report form appears on the screen. Key in texts in the columns of customer information.

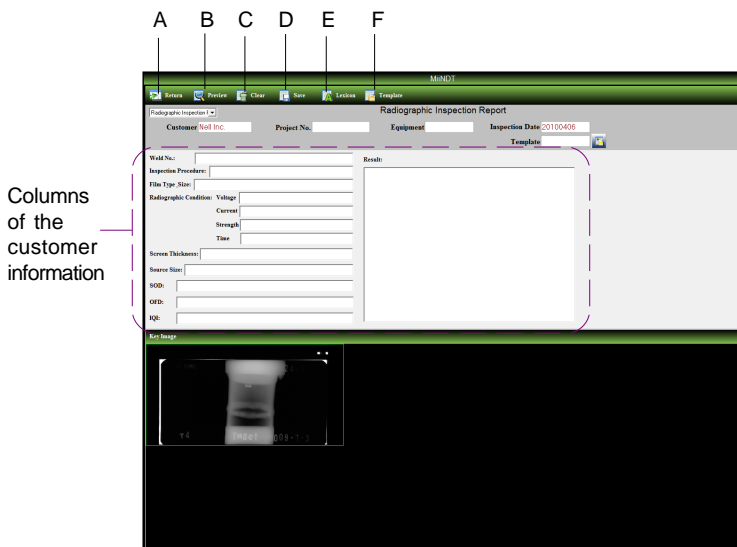
Use the function buttons at the top when finishing keying in all descriptions.

- A. Return: Press to leave the built-in report form and return to the Viewer interface.
- B. Preview: Press to have a preliminary view of the report before printing it out. When the Preview windows is extended, there are some function buttons at the top you can use to deal with your report.



- a. Zoom to fit: Display the preview report as the size of the displaying window.
  - b. Zoom to width: Enlarge the preview report.
  - c. Zoom to 100: Display the preview report in the displaying size of 100% .
  - d. Printer setup: Set up the printer for printing out the report.
  - e. Print: Press to execute the printing command.
  - f. Close: Close the preview window and return to the Viewer interface.
- C. Clear: Press to clear the report form in use.
  - D. Save: Press to save the created report form in the local database.

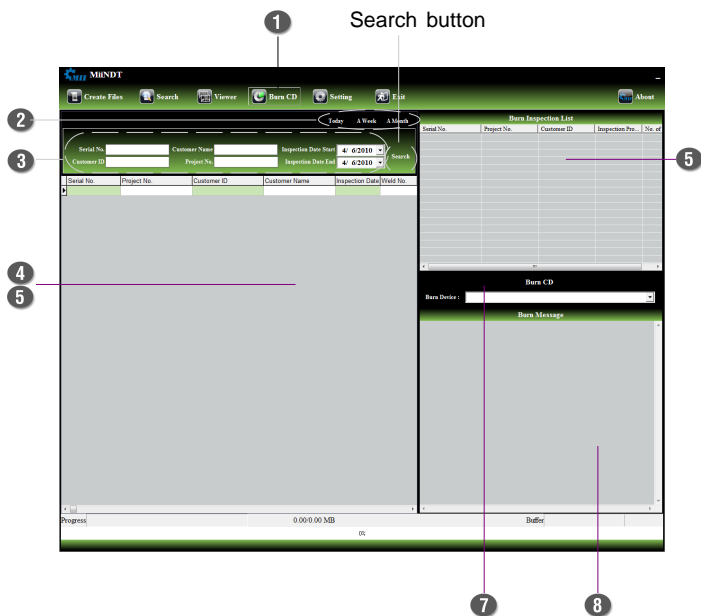
- E. Lexicon: Press to use a predefined industrial dictionary to help building up a report. This function only works when the version of your MiiNDT supports.
- F. Template: Press to import other reporting templates in the use of creating an inspecting report.



## How to Burn Data into a CD/DVD

MiiNDT includes a CD/DVD burning module inside the software program, making saved data portable and bringing users more convenience.

1. Enable the Burn CD interface by clicking the Burn CD button at the top of the interface.
2. To start a quick search process, click either one of the Time buttons. You can search records by a day, a week, or a month.
3. Or you can use customer's information with an assigned date together to start a search process. Key in customer name, customer ID or project No. first. Then, assign the start and end dates for the inspection. When done, click the Search button.
4. The results of step 2 or step 3 will be displayed in the area at the left column of the interface.
5. To select the data to be burned, double click the data in the area at the left column of the interface. The selected data will appear in the Burn Study List table.
6. Repeat step 5 until you finish all selections.
7. If necessary, select the desired burning device in the drop-down menu of CD Device.
8. When done, press the Burn CD button to start a CD/DVD burning process. The whole burning process will be displayed in the area of Burn message.



## Back up Saved Data Periodically

After building up and saving lists of customers' information, you may find that it is necessary to back up the precious information in case if you lose them some day. MiiNDT offers you a quick and easy-to-use backup solution, named MiiNDT DataBackup and bundled with your software package, saving you lots of time and money on searching for a suitable backup software utility program.



### Launching MiiNDT DataBackup

To launch MiiNDT DataBackup: Double-click the *MiiNDT DataBackup* icon on the desktop, or choose *Start, Programs, MiiNDT*, and then *MiiNDT DataBackup*.



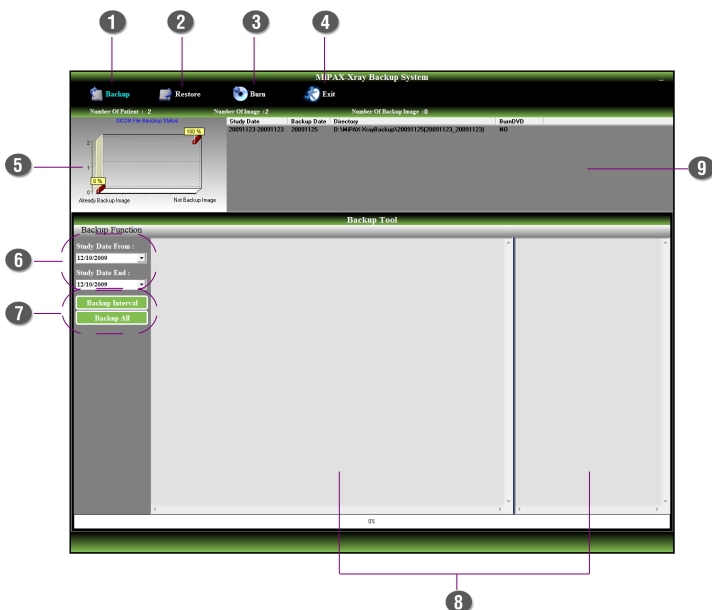
### Exiting MiiNDT DataBackup

To exit MiiNDT DataBackup, click on the Exit button on the main interface of the MiiNDT DataBackup program .



# Using MiiNDT DataBackup

When the MiiNDT DataBackup utility program is launched, an interface shown as below appears on the screen. Major functions or demands in the interface will be introduced in the following sections.

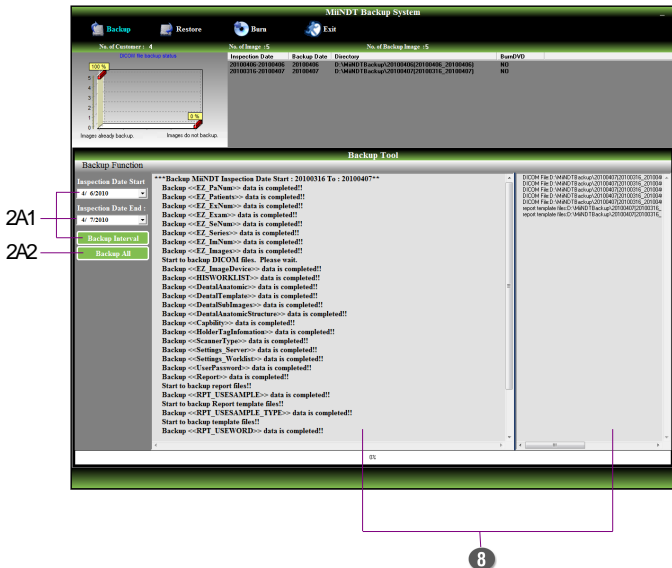


1. Backup button - Press to return to the main interface of the MiiNDT DataBackup program.
2. Restore button - Press to access the Restore interface to reestablish the backed-up data into the local database system.
3. Burn button - Press to access the Burn interface to perform a job of burning data into DVDs.

4. Exit button - Press to terminate the program and leave.
5. Backup status window - Area to display how much percentage of files which has been or has not been backed up.
6. Time intervals - Press to choose a date for starting and ending a backup job.
7. Backup buttons - Press to start a backup process. You can choose to back up your data by different time intervals.
8. Backup Processing window - Areas to display the status of files which are under the backup processing.
9. Displaying are - Area to display the information of files which have been backed up.

## How to Back up Your Data

1. Launch *MiiNDT DataBackup* by clicking on the program icon on the desktop, or choosing *Start, Programs, MiiNDT*, and then *MiiNDT DataBackup*.
2. You can choose to back up your data by using different time intervals:
  - A. To back up your data based on an assigned date:
    1. Choose a starting and ending date to perform a backup job by clicking the option menu of Time intervals.
    2. Press the Backup Interval button to start processing a backup job.
  - B. Press the Backup All button to start backing up all data before the date when you are using the program.
3. You can check the status of files which are under the backup processing in the Backup Processing window.
4. After done, you can see a saved Access file in your local hard disk. The backed up files include both texts and pictures.

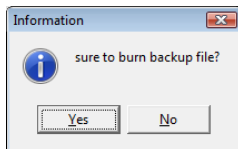


## How to Burn Backup Data onto DVDs

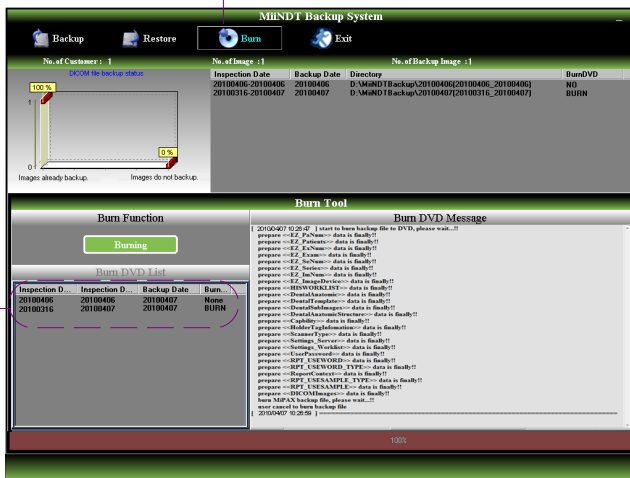
After backing up the data into your local disk drive, you can also burn it out onto a DVD. It is strongly recommended that you back up your local disk drive into DVDs periodically to avoid the possibility that your local disk drive crashed due to the frequently daily use.

1. Click the Burn button at the top of the interface to enable the Burn interface.
2. The data which has been backed up will be displayed in the Burned DVD List. Click on to highlight the data which you want to burn.
3. After selecting all data which you want to burn, click the Burn button to start a burning process.

A pop-up window appears to reconfirm if you really want to perform a burning job to the selected data. Press the Yes button to start a burning process.



4. After done, the selected and burned data will be marked as "Burn" as a reminder for your convenience to manage the backup data.



## Restore the Backup Data back to Your Local Database

An useful function offered by the MiiNDT DataBackup program is that it allows you to retrieve the backup data and restore it back to your local database. This function ensures the safety of your precious data.

1. Follow the step 1 in the section "How to Back up Your Data" to launch the MiiNDT DataBackup program.
2. Click the Restore button at the top of the interface to enable the Restore interface.
3. In the Restore Function window:
  - A. Select the data which you want to restore either from the local backup record or from the DVD.

The selectable data will be displayed in the next window. Click on the data which you want to use as a restoring source directly.

- B. Choose "Restore DB" to restore texts only. Choose "Restore File" to restore images only. Choose both options to restore all texts and images together.
4. After done, press the Start Restore button to start a restoring process.
5. The steps of a restoring process will be displayed in the window at the right side of the Burn interface.

