Getting Started in NBIA 6.5

This chapter describes how to get started using NBIA.

Topics in this chapter include:

- Introduction to NBIA
- Registering a New User
- Using NBIA Without Logging In
- Logging into NBIA
- Using the NBIA Home Page
- Using NBIA Online Help

Introduction to NBIA

NBIA provides the cancer research and medical community, industry, and academia access to imaging archives that can be used for many purposes, including the potential to assist in the development and validation of analytical software tools supporting these functions:

- Lesion detection and classification software
- Accelerated diagnostic imaging decision
- Quantitative imaging assessment of drug response

The archive provides access to imaging resources that improve the use of imaging in today's cancer research and practice. This access increases the efficiency and reproducibility of imaging cancer detection and diagnosis, leverages imaging to provide an objective assessment of therapeutic response, and ultimately enables the development of imaging resources that will lead to improved clinical decision support.

Clinical trials, physicians and other researchers submit images to NBIA using the CTP (Clinical Trial Processing) software. Any potential user can then access NBIA to search for and download images and associated annotation files.

Images are stored in the medical image standard, Digital Imaging and Communications in Medicine (DICOM). A DICOM file stores the digital image along with a series of tags that contain metadata about the image such as patient ID, study ID, patient weight, anatomic site, and so forth. More information about DICOM .

Refresh button

The NBIA application does not support the refresh button. You are encouraged to refrain from using it when in the application.

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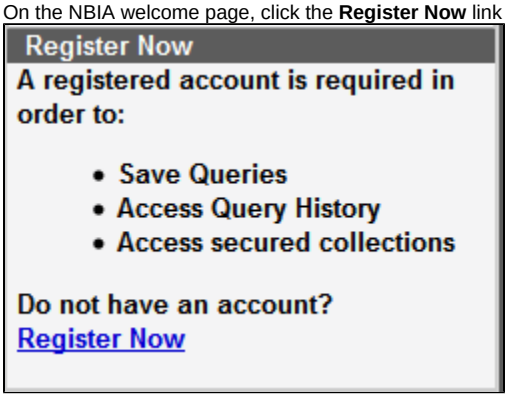
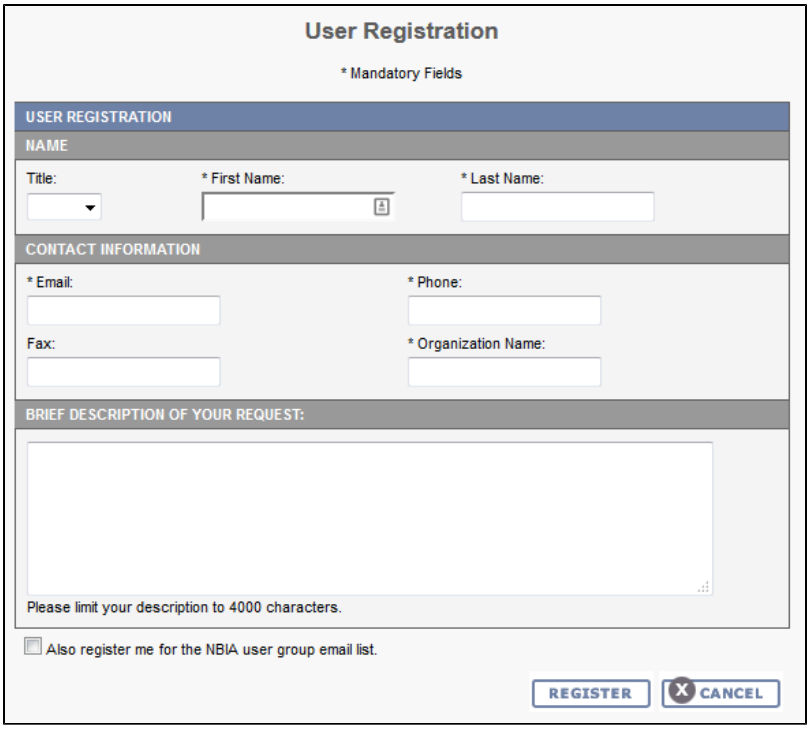
Registering a New User

To access both the NBIA wiki and the archive of DICOM images, you must follow these steps to register as a new user.

1. On the NBIA welcome page, click the **Register Now** link in the Register Now panel as shown below.



   The legal provisions page appears.
2. Review the text on the page and click the link at the bottom to indicate your agreement and continue.
   The registration form appears.



The legal provisions page appears.

3. Enter information for the new user. Required fields are preceded by an asterisk. Do not include special characters in your username, but your password can have special characters.
4. Click **Register** to continue or **Cancel** to return to the homepage.
   The NBIA administrator reviews your registration and creates the new account. Once you confirm the account registration, your account is registered. For more information, see Creating a New NBIA User.

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Using NBIA Without Logging In

You do not have to log in to access public data in NBIA. Simply begin to use the features on the Welcome page.

You can use the search function as a "guest" without logging in. All data that NBIA returns without being logged in is public. As a guest, you can add data to the data basket. For more information, see Working with the Data Basket.

If you are not logged into the application, some functions are unavailable; these are saving a search query, viewing saved queries, viewing query histories, and managing saved queries. You also cannot download more than 3 gigabytes of data at one time.

If the application is configured to enable the guest account access, the login section will be "hidden" by the login link by default. Additionally, you should be able to see the **Search Image** link on the home page.

> **Bypassing Login**
>
> In some cases of local installation, the decision may have been made not to enable public data access without login. If the application is configured to disable the guest account access, the login section is "expanded" by default. If that's the case, there is no way for the user to bypass login and perform tasks.

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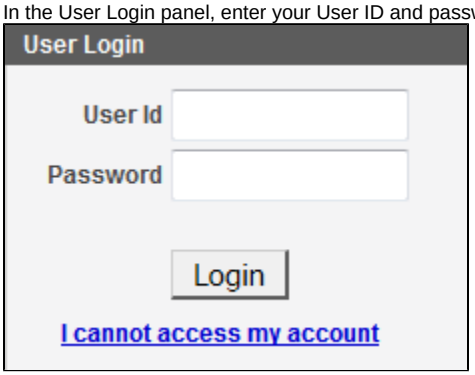
Logging into NBIA

Open the NBIA data portal. The welcome page appears.

If you do not have a User ID or password, click **Register Now** to apply for a user account. For more information, see Registering a New User.

If you have already registered, perform the following steps to log in.

1. In the User Login panel, enter your User ID and password.



2. Click **Login**. If your login is successful, the data portal appears.

> **Tip**
>
> NBIA uses popups. To prevent problems accessing the application, in your browser, enable a popup blocker exception for https://imaging.nci.nih.gov/ncia/login.jsf.

If you have persistent difficulty logging in, click **I cannot access my account** on the NBIA login page. An NBIA account help topic opens, describing help options for resolving your login problem. Alternately, contact Application Support.

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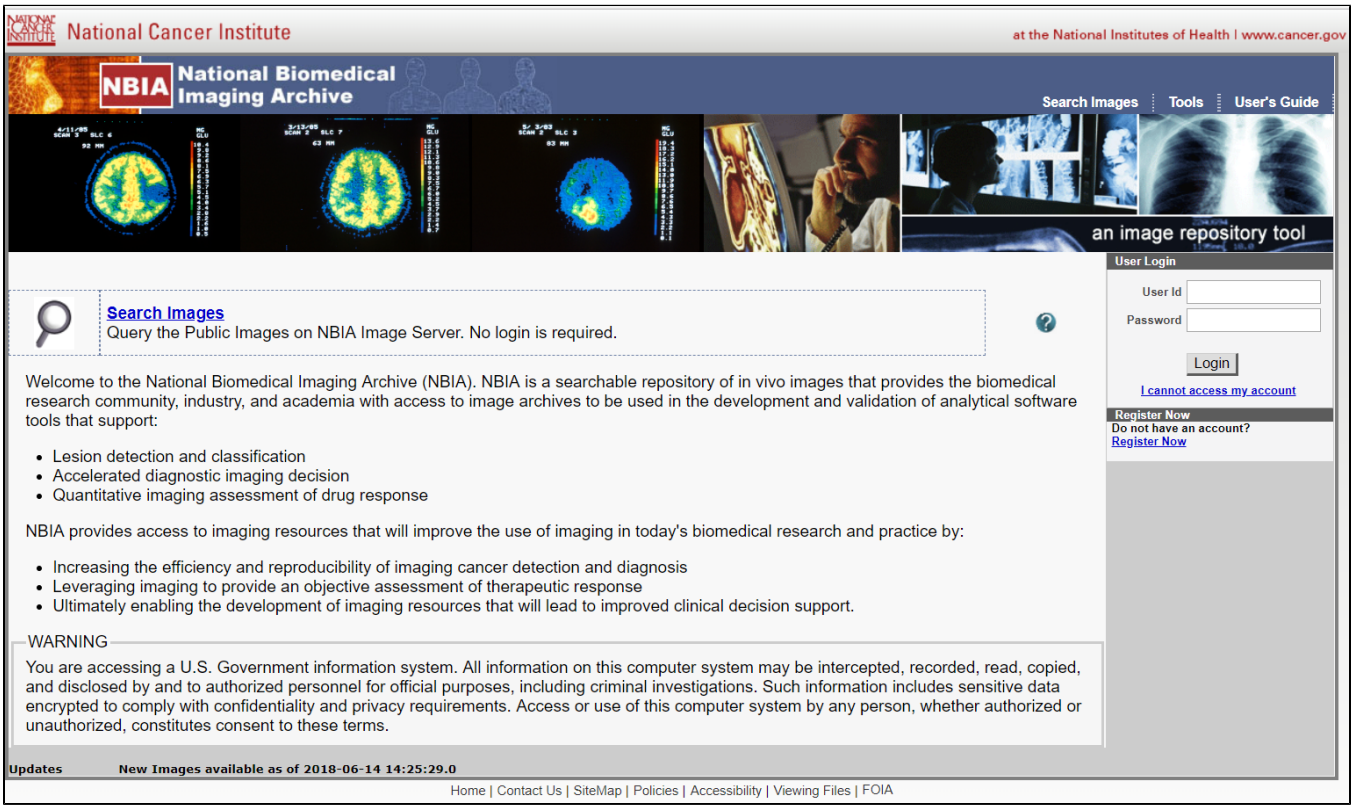
Using the NBIA Home Page

When you first open the NBIA Data Portal, you can search for images without logging in.



After you log in, you have more options.

Options available from this page and links to more information about them follow.

Menu	Menu Option	Description	For more information, see
Home		Return to the NBIA home page.	
Search Images	**Simple Search**	Open the Simple Search page.	Performing a Simple Search
	Text Search	Open the Text Search page.	Performing a Text Search
	Advanced Search	Open the Advanced Search page.	Performing an Advanced Search
Manage Data Basket		Open the My Data Basket page. This is the same option as choosing **Manage Data Basket** from the menu bar.	Managing the Data Basket
Tools	**List DICOM Image Viewers**	Open a page displaying links to freeware DICOM image viewers.	Obtaining DICOM Viewers
	View Saved Queries	Open the Saved Queries page.	Working with Saved Queries
	View Query History	Open the Query History page.	Viewing Query History
	Create Shared List	Open the Create Shared List page.	Creating a Shared List
	Edit Shared List	Open the Edit Shared List page.	Editing a Shared List
	Search Shared List	Open the Search Shared List page.	Searching a Shared List
Admin	**Perform QC**	Evaluate a submission and assign a QC status. Only administrative users have access to this menu. If you believe you should have access, contact Application Support.	Using the Quality Control (QC) Tool
	Approve Deletions	Approve the deletion of image series marked for deletion.	Approving Image Deletions
	Manage Shared List	Delete shared lists created by other users.	Managing a Shared List
	View Submission Reports	Run reports to verify that images have been received and to monitor the status of the submitted images.	Viewing Submission Reports
	Perform Online Deletions	Immediately remove images that are marked as approved for deletion.	Manually Deleting Image Series
	Edit Collection Descriptions	Add a brief description for a collection so that NBIA users know what data is in the collection.	Editing a Collection Description
	Manage Workflow Items	Create, edit, and delete workflow items that involve changing the visibility status of an image series and/or trigger a web service call to a URL.	Managing Workflow Items
	Manage Saved Queries	Review and delete saved queries.	Managing Saved Queries
Support		Open a browser window with support options.	Application Support
Logout		Log out of NBIA and return to the NBIA home page.	

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Using NBIA Online Help

The NBIA online help retrieves topics from the *NBIA User's Guide*. It explains how to use all of the features of the NBIA data portal.

> **Not logged in?**
>
> You can open the user's guide without being logged into NBIA.

Click **Help** > **User Guides** in the top menu bar to open the *NBIA User's Guide* on the NCI wiki.

On any application page, click to open the help topic that applies to features available on that NBIA page.

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