

Tab 1

# ScanHub Orientation Manual

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**Global Ultrasound Institute (GUSI)**  
**Point-of-Care Ultrasound (POCUS) Fellowship Program**  
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## Welcome to ScanHub

Welcome to ScanHub, the all-in-one educational and professional development platform for ultrasound imaging and medical diagnostics. This manual provides a comprehensive guide to the platform's features, helping you optimize your learning and professional growth.

ScanHub supports healthcare professionals throughout their ultrasound education, from initial training to advanced fellowship programs. It offers a complete learning ecosystem by integrating cutting-edge AI technology with traditional educational methods.

## Platform Overview

The ScanHub platform integrates various modules, each developed to cater to specific educational and professional requirements. The subsequent sections will detail each feature and guide you on its effective use.

# 1. Dashboard

## Purpose

The ScanHub platform's Dashboard is your central hub for a complete overview. It offers a concise summary of your activities, progress, and key notifications.

## Instructions

- Access your primary metrics and quick statistics
- View recent activity summaries
- Navigate to other sections using the overview cards
- Check system notifications and announcements
- Monitor your overall progress across all modules

The screenshot displays the ScanHub dashboard for a user named Jane Doe. The interface includes a sidebar with navigation options like 'My Courses', 'Scan Vault', and 'Scans'. The main dashboard area features three progress cards and a user list table.

**Progress Cards:**

- GUSI Additional Topics:** 100% Not Started (0.0% Completed).
- Hawaii Residency Programs 2025-2026 Scans:** 100% Submitted.

**Show Group User List:**

Select	Name	Group	Course Status	Modules Completed	Hours Spent	Scan Uploaded	Scan Reviewed	Quiz Performance	Progress
<input type="checkbox"/>	Jane Doe	Hawaii Residency Programs 2025-2026	Not Started	N/A	0	0	0%	0%	
<input type="checkbox"/>	Jenny Doe	Hawaii Residency Programs 2025-2026	Not Started	N/A	0	0	0%	0%	
<input type="checkbox"/>	Jerick Doe	Hawaii Residency Programs 2025-2026	Not Started	N/A	0	0	0%	0%	
<input type="checkbox"/>	John Doe	Hawaii Residency Programs 2025-2026	Not Started	N/A	0	0	0%	0%	
<input type="checkbox"/>	Celine Doe	Hawaii Residency Programs 2025-2026	Not Started	N/A	0	0	0%	0%	

## 2. My Courses

### Purpose

The "My Courses" area is where you can find and organize your educational materials, helping you take control of your learning.

### Instructions

- Browse available courses and training materials
- Track your course completion progress
- Access course materials, videos, and resources
- Submit assignments and view grades
- Download certificates upon completion
- Set learning goals and deadlines

The screenshot displays the 'My Courses' page. On the left is a navigation sidebar with options: Dashboard, My Courses (highlighted), Scan Vault, Scans, Pathology Gallery, Fellowship, Question Banks, Manage Group, and Sage AI. The main content area is titled 'My Courses' and features a search bar. Below the search bar are nine course cards, each with a lightning bolt icon, a title, a list of components (Topics, Lessons, Quizzes), a progress bar, and a completion percentage.

Course Name	Topics	Lessons	Quizzes	Completed	Progress
Fellowship FAST Module	7	1	10	0%	0%
Fellowship GALLBLADDER Module	6	1	7	0%	0%
Fellowship LUNG Module	7	1	4	0%	0%
Fellowship SHOULDER Module	3	1	5	0%	0%
Fellowship OB 1ST TRI Module	6	1	10	0%	0%
Fellowship OB 2ND/3RD Module	6	1	7	0%	0%
Fellowship AAA Module	6	1	7	0%	0%
Fellowship DVT Module	6	1	7	0%	0%
GUSI OB POCUS Overview -- Scanning Technique, 1st Trimester	1	1	1	0%	0%

## 3. Scan Vault

### Purpose

The Scan Vault provides a secure, efficient platform for organizing, storing, and managing your medical scans and imaging data.

### Instructions

- Upload new medical scans and images
- Organize scans by patient, date, or case type
- Apply tags and metadata for easy searching
- Share scans securely with mentors or colleagues
- Download scans in various formats
- Maintain version control for edited images

The screenshot displays the 'Scan Vault' interface. On the left is a navigation sidebar with options: Dashboard, My Courses, Scan Vault (highlighted), Scans, Pathology Gallery, Fellowship, Question Banks, Manage Group, and Sage AI. The main content area is titled 'Scan Vault' with the subtitle 'Manage and upload files to your scan vault'. It features a search bar 'Filter files by filename...', a 'Columns' button, and an 'Upload Files' button. Below is a table with the following data:

Filename	File Type	File Size	Date Uploaded	Actions
IMG_0543.png	image/png	0.79 MB	07/18/2025 17:50	...
Screen Recording 2025-06-06 20...	video/mp4	9.27 MB	06/09/2025 14:42	...
images.jpg	image/jpeg	0.01 MB	06/06/2025 20:50	...
FAST-14FEB-5586-Screenshot-202...	png	0.00 MB	02/13/2025 00:22	...
FAST-14FEB-5586-Screen-Recordi...	mp4	0.00 MB	02/13/2025 00:22	...
FAST-14FEB-5586-Screen-Recordi...	mp4	0.00 MB	02/13/2025 00:22	...
ECHO-29JAN-5158-lindsey@global...	png	0.00 MB	01/29/2025 07:27	...
AAA-25JAN-5118-lindsey@global...	png	0.00 MB	01/24/2025 12:24	...

At the bottom of the table, it shows 'Showing 1 to 8 of 8 rows', 'Page 1 of 1', and 'Rows per page' set to 10 with navigation arrows.

## 4. Scans

### Purpose

The Scans section serves as your active workspace for detailed scan analysis and review. This is where you perform your diagnostic work and collaborate with colleagues.

### Instructions

- Open scans for detailed analysis
- Use measurement and annotation tools
- Compare multiple scans side-by-side
- Generate reports and findings
- Collaborate with team members on interpretations
- Save work in progress for later review

The screenshot displays the 'Scans' interface. On the left is a navigation sidebar with options: Dashboard, My Courses, Scan Vault, Scans (highlighted), Pathology Gallery, Fellowship, Question Banks, Manage Group, and Sage AI. The main content area is titled 'Scans' and includes a search bar, tabs for 'My Scans', 'Shared Scans', 'Group - Unreviewed Scans', 'Group - Reviewed Scans', 'Expert Scans', and 'Expert Reviewed Scans', and a 'Create Scan' button. Below the search bar is a table with the following data:

Status	Title	Date Submitted	Files	Name	Scan Type	Tags	Actions
Submitted	Lung-JUL19-00009	07/18/2025	1	Lindsey Lao	Lung		...
Submitted	FAST-JUN9-00008	06/09/2025	1	Lindsey Lao	FAST		...
Submitted	OB 2nd/3rd-JUN7-00006	06/06/2025	1	Lindsey Lao	OB 2nd/3rd		...
Submitted	20250214-37905-67ae8cdab12b5	02/13/2025	3	Lindsey Lao	FAST		...
Submitted	20250129-37905-679ab9c12dba5	01/29/2025	1	Lindsey Lao	Echo		...
Submitted	20250125-37905-6794676e5c8b5	01/24/2025	1	Lindsey Lao	AAA		...

At the bottom of the table, it indicates 'Showing 1 to 6 of 6 rows', 'Page 1 of 1', and 'Rows per page 10' with navigation arrows.

## 5. Pathology Gallery

### Purpose

The Pathology Gallery offers a valuable educational resource: a curated collection of pathological cases and reference materials. It serves as an excellent tool for studying both rare and common conditions.

### Instructions

- Browse curated pathology cases
- Study rare and common conditions
- Access high-resolution pathology images
- Read case descriptions and diagnostic information
- Bookmark cases for future reference
- Contribute your own cases (if authorized)

The screenshot displays the Pathology Gallery interface. On the left is a navigation sidebar with options: Dashboard, My Courses, Scan Vault, Scans, Pathology Gallery (highlighted), Fellowship, Question Banks, Manage Group, Sage AI, Settings, and Logout. The main content area features a top navigation bar with categories: AAA (selected), Cardiac, DVT, FASH, FAST, GI, Gallbladder, Lung, MSK, and OB 1st Tri. Below this, the 'Sub Categories for AAA' section is visible, with 'Negative' and 'Positive' options. The 'Positive' category is selected, showing a grid of 15 ultrasound images under the heading 'AAA- All Subcategories'. The grid is organized into three rows and five columns. The first row contains: Normal Abd Aorta1 (Bifurcation), AAA with Thrombus1 (Short Axis), AAA with Thrombus2 (Short Axis), AAA with Thrombus3 (Long Axis), and AAA with Thrombus4 (Long Axis). The second row contains: AAA with Thrombus5 (Short Axis), AAA1 (Short Axis), Normal Abd Aorta2, Normal Abd Aorta3 (Bifurcation), and Normal Abd Aorta4 (Bifurcation). The third row contains: Normal Abd Aorta5 (Bifurcation), Normal Abd Aorta6 (Long Axis), Normal Abd Aorta7, AAA with Thrombus6 (Short Axis), and AAA with Thrombus7 (Short Axis). A pagination control shows 'Page 1 of 2'.

## 6. Fellowship

### Purpose

The Fellowship module helps you manage fellowship programs and maintain productive mentoring relationships. This section supports both mentors and mentees in achieving program objectives.

### Instructions

- View upcoming fellowship sessions
- Join scheduled mentoring sessions
- Access previous session recordings and notes
- Track progress through fellowship milestones
- Communicate with mentors and fellow participants
- Submit fellowship requirements and documentation

The screenshot displays the Fellowship module interface. On the left is a navigation sidebar with items: Dashboard, My Courses, Scan Vault, Scans, Pathology Gallery, Fellowship (highlighted), Question Banks, Manage Group, and Sage AI. The main content area is titled 'All Mentor Fellowships' and 'Mentee Fellowships'. It features two sections: 'Upcoming Fellowship Sessions' and 'Previous Fellowship Sessions'. The 'Upcoming' section shows a table with one entry for 'GUSI Individual Fellows' with a date range of 07/05/2025 - 01/05/2026, 1 session, and 0% progress. The 'Previous' section is currently empty, displaying 'No previous fellowship groups found.'.

## 7. Question Banks

### Purpose

The Question Banks feature provides comprehensive practice tests and assessment materials to help you prepare for certifications and enhance your knowledge.

### Instructions

- Access practice questions by specialty or topic
- Take timed practice exams
- Review detailed explanations for answers
- Track your performance over time
- Identify weak areas for focused study
- Create custom question sets for targeted practice

The screenshot displays the 'Question Banks' section of the GUSI platform. On the left is a navigation sidebar with options: Dashboard, My Courses, Scan Vault, Scans, Pathology Gallery, Fellowship, **Question Banks**, Manage Group, and Sage AI. The main content area is titled 'Please select from the Question Banks below.' and features a grid of 12 orange buttons, each with an icon, a title, and the number of questions available.

Specialty/Topic	Number of Questions
Skin Soft Tissue	10 Questions
Pediatric Residency Essentials	247 Questions
MSK (Basic)	19 Questions
Pedi Abdomen	27 Questions
Pediatric Ocular	32 Questions
1st Trimester OB	34 Questions
Dermatology	18 Questions
OB 2nd/3rd Trimester	39 Questions
Pediatrics Lung (Basic)	33 Questions
Ultrasound Basics	15 Questions
DVT (Basic)	36 Questions
FAST/EFAST (Basic)	45 Questions

## 8. Manage Group

### Purpose

Group leaders can access administrative tools within the Manage Group section. This feature is exclusive to users with the necessary permissions.

### Instructions

- Create and configure fellowship groups
- Add or remove group members
- Schedule group sessions and meetings
- Assign mentors to mentees
- Monitor group progress and participation
- Generate group performance reports
- Manage group resources and materials

**Groups**

Select Account:  
Hawaii Residency Programs 2025-2026

**Hawaii Residency Programs 2025-2026**  
Total Leaders: 4 Total Learners: 35

Class Name	Student Total	Actions
Hawaii Residency Programs 2025-2026	35	...

Export CSV

## 9. Sage AI

### Purpose

Sage AI, a sophisticated artificial intelligence technology, is seamlessly integrated into the ScanHub platform. This powerful tool enhances diagnostic accuracy and optimizes the learning experience through its AI-powered assistance and analysis capabilities.

### Instructions

- Upload images for AI-assisted analysis
- Get preliminary diagnostic suggestions
- Use AI for measurement and quantification
- Access AI-powered learning recommendations
- Compare AI findings with your own assessments
- Provide feedback to improve AI accuracy

**Important Note:** AI suggestions are meant to assist and support clinical decision-making, not replace professional judgment. Always verify AI findings with your clinical expertise and established protocols.

The screenshot displays the Sage AI interface within a web application. On the left is a navigation sidebar with items: Dashboard, My Courses, Scan Vault, Scans, Pathology Gallery, Fellowship, Question Banks, Manage Group, Sage AI (highlighted), Settings, and Logout. The main content area is titled 'Sage AI' and includes a 'Welcome to Sage AI™' message and a 'User Guide' button. Below this is a chat window titled 'Sage AI™' showing a conversation:

- Question: CME credits
- Response: I did not find specific information regarding "CME credits" within the uploaded documents. If you have further questions or need information on a different topic, please let me know!
- Question: cme
- Response: I couldn't find specific information regarding "CME" in the uploaded content. If you have other questions or specific details you'd like to explore, please let me know!
- Question: fellowship extension price
- Response: It seems there was an error while trying to search for that information. Please try uploading the file again, or let me know if there's anything else I can help you with!

## 10. Settings

### Purpose

The Settings section offers a personalized ScanHub experience, allowing you to manage account preferences and customize your interface.

### Instructions

- Update your personal profile information
- Change password and security settings
- Configure notification preferences
- Set timezone and language options
- Manage privacy and sharing permissions
- Customize interface preferences
- Update professional credentials and certifications

## 11. Logout

### Purpose

To safeguard your account information, always use the Logout function to exit the platform securely.

### Instructions

- Always use the logout button to properly end your session
- Ensure all work is saved before logging out
- Clear browser cache if using a shared computer
- Verify logout completion before closing the browser

## 12. General Navigation Tips

To optimize your ScanHub experience, consider these general tips for navigation and usage:

- Use the search functionality to quickly find specific content across the platform
- Bookmark frequently used sections for quick access
- Check for platform updates and new features regularly through the Dashboard
- Contact support through the help section if you need assistance
- Ensure a stable internet connection for optimal performance

## 13. Best Practices

### For Learners

- Set regular study schedules and use the My Courses section to track your progress
- Actively engage with the Pathology Gallery to build your diagnostic knowledge base
- Practice regularly using the Question Banks to reinforce learning
- Organize your scans systematically in the Scan Vault for easy retrieval
- Utilize Sage AI as a learning tool, comparing AI suggestions with your own assessments

### For Mentors and Group Leaders

- Regularly update group schedules and communicate with participants through the Fellowship module
- Monitor mentee progress using the Manage Group section
- Share relevant cases from the Pathology Gallery to enhance group learning
- Provide timely feedback on submitted work and assessments
- Document session notes and make recordings available for review

## 14. Support and Resources

Should you encounter any difficulties or have inquiries regarding ScanHub, various support resources are at your disposal:

### Technical Support

Should you encounter any technical issues or platform bugs, please reach out to the technical support team via: [support@gusipocus.com](mailto:support@gusipocus.com)

### Educational Support

Should you have any inquiries regarding courses, content, or educational programs, please contact your program coordinator: [fellowships@gusipocus.com](mailto:fellowships@gusipocus.com)

## 15. Getting Started Checklist

Use this checklist to ensure you have completed all essential setup steps:

- Complete your profile in the **Settings** section
- Set notification preferences to stay informed
- Configure your timezone and language settings
- Explore the **Dashboard** to familiarize yourself with the interface
- Browse available courses in the **My Courses** section
- Review the **Pathology Gallery** to understand available resources
- Test the **Scan Vault** by uploading a sample image
- Connect with your mentor or group leader if enrolled in a fellowship
- Bookmark this manual for future reference
- Review the **Support Resources** for additional assistance

## Welcome to ScanHub!

*We are committed to supporting your educational journey and professional development in ultrasound imaging.*

## 16. Document Control

### Version History:

Version	Date	Author	Changes
1.0	October 2025	Fellowship Operations Team	<a href="#">w ScanHub Platform Orientation.docx</a>

### Review Schedule:

- Quarterly review of operational procedures
- Annual comprehensive policy review
- Ad-hoc updates as needed for portal development or program changes

### Approval:

- Senior Leadership Team
- Fellowship Operations Lead

### Distribution:

- Fellowship Enrollees
- Fellowship Mentors

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**END**