

ABR

AMERICAN
BOARD OF
RADIOLOGY

RADs
Quick Start Guide

RADs Quick Start Guide

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RADs Login: <https://rads.theabr.org/>

Required Web Browser: **Google Chrome**

Dashboard Overview

- **Add Case** button – start a new question
- **Add Variant** link – add a new question to the same case
- **Submit Case** button – submit case for staff review
- **Trash icon** – delete a question
- **Status** link: view the status of a question

My Questions - Item Writer

The screenshot shows the 'My Questions - Item Writer' interface. At the top left is a dark blue header with the text 'DR OLA GI'. Below the header is a search bar with the text 'Search' and a magnifying glass icon. To the right of the search bar is a dropdown menu showing 'All Cases (16)' and a dark blue 'Add Case' button with a yellow arrow pointing to it. Below these elements is a list of cases. Each case entry includes a 'Case' ID, a 'Status' (Draft), the author's name (Glaab, Jonathan [71194]), and a question stem. The first case (ID: 702211) has a 'No question stem' message and a trash icon, with a yellow arrow pointing to the trash icon. The second case (ID: 702202) has a 'Submit Case' button with a yellow arrow pointing to it. The third case (ID: 504694) has a question stem: 'What is the most likely diagnosis?'. The fourth case (ID: 504695) also has a question stem: 'What is the most likely diagnosis?'. A yellow arrow points to the 'Add Variant' link for the first case.

Case	Status	Author	Question Stem	Actions
702211	Draft	Glaab, Jonathan [71194]	No question stem →	Add Variant
702202	Draft	Glaab, Jonathan [71194]		Submit Case
504694			What is the most likely diagnosis?	
504695			What is the most likely diagnosis?	

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Creating and submitting a question

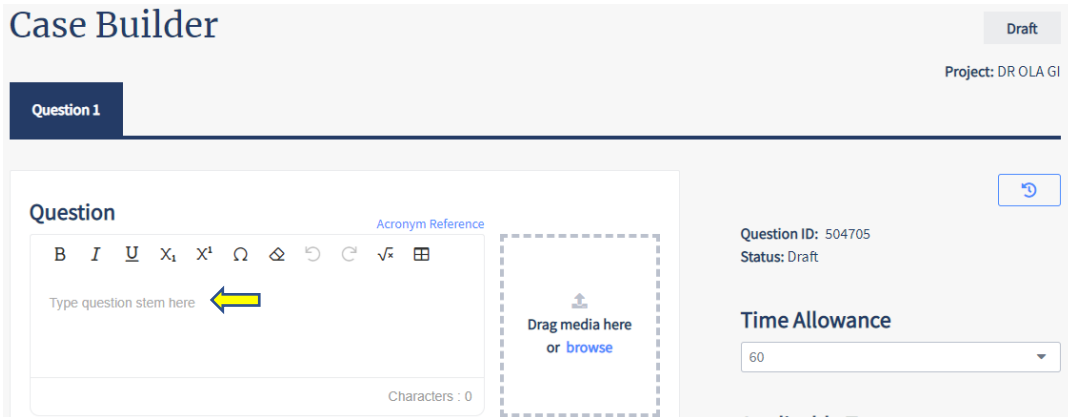
1. Click "Add Case".

My Questions - Item Writer



2. Enter question stem in the text box.

Case Builder

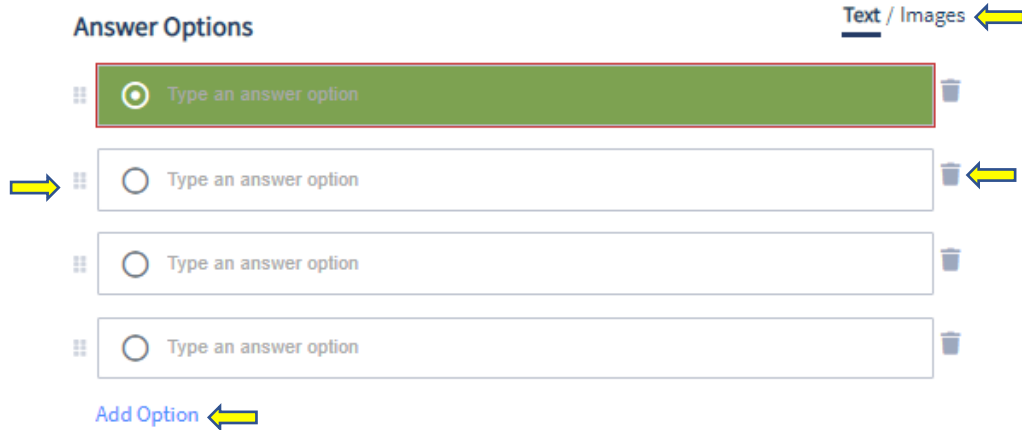


Writing Tools:

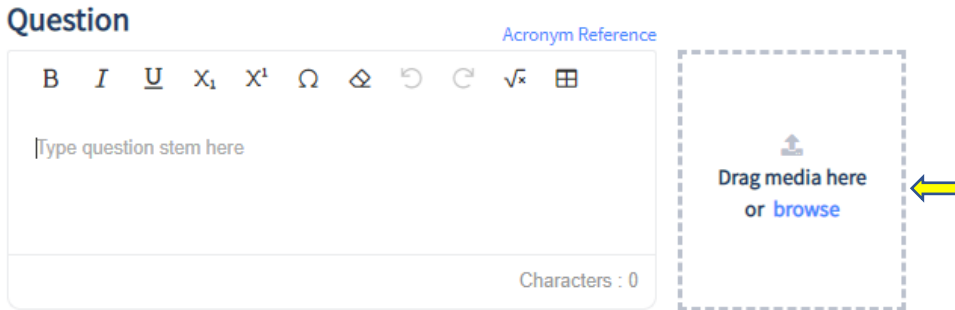
Icon:	Tool:	Description:
B	Bold	Bold text
<i>I</i>	Italicize	Italicize text
<u>U</u>	Underline	Underline text
x_1	Subscript	Add a subscript
x^1	Superscript	Add a superscript
Ω	Special characters	Insert a special character
	Clear formatting	Clear stem formatting
	Undo	Undo last action
	Redo	Redo last action
\sqrt{x}	Formula	Insert a formula
	Table	Insert a table

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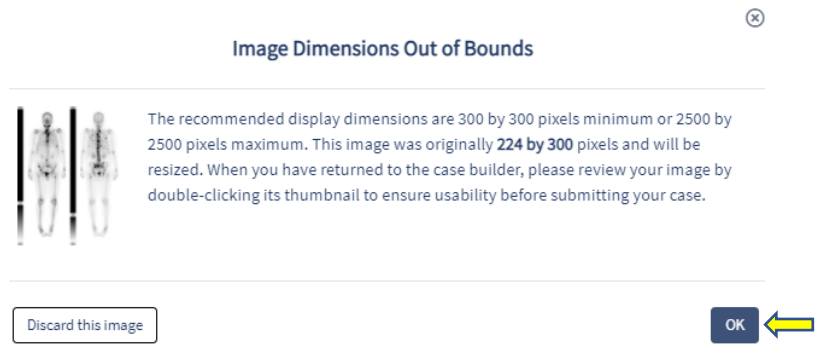
- Input answer options and select key by clicking radio button.
 - Images** link – add images as answer options
 - Add option** link – add additional answer option
 - Trash icon** – delete an option
 - Grid icon** – reorder answer options



- Add media to stem by dragging or browsing your files (if applicable).





- Images may be resized to meet ABR image sizing standards. Click “OK” to continue.



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- Click on the drop-down arrow to select modality, then click **“Done”** (if applicable).

Please select the modality for the media.





 -Choose Modality- 

- Click **“Add Reference”**.

References

- Enter rationale (*must be under 1,000 characters*).


Rationale Acronym Reference

B I U x_1 x^1 Ω    \sqrt{x} 

|Type rationale here

Characters : 0/1000


- Open drop-down menu, select reference type, and complete appropriate fields.

Journal 

Journal

Book

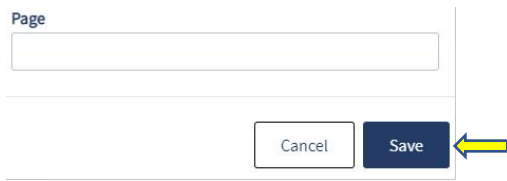
URL

PubMed Id 

DOI (Digital Object Identifier)

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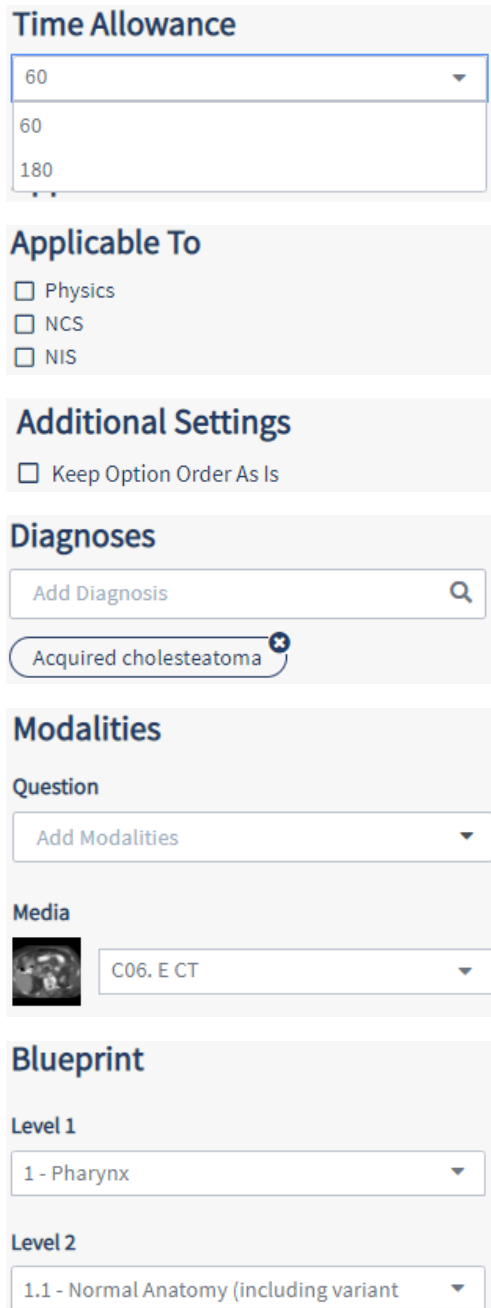
10. Click "Save".



Page

Cancel Save

11. Select appropriate metadata fields.



Time Allowance

60

60

180

Applicable To

Physics

NCS

NIS

Additional Settings

Keep Option Order As Is

Diagnoses

Add Diagnosis

Acquired cholesteatoma

Modalities

Question

Add Modalities

Media

C06. E CT

Blueprint

Level 1

1 - Pharynx

Level 2

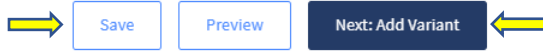
1.1 - Normal Anatomy (including variant

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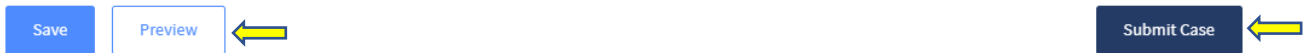
12. To finalize question, click one of the following options:

- **Save** button – save question in draft state
- **Preview** button – display candidate view of question
- **Next: Add Variant** button– clone question to create variant; make appropriate changes
- **Submit Case** button – send question to staff review **No longer editable by writer*

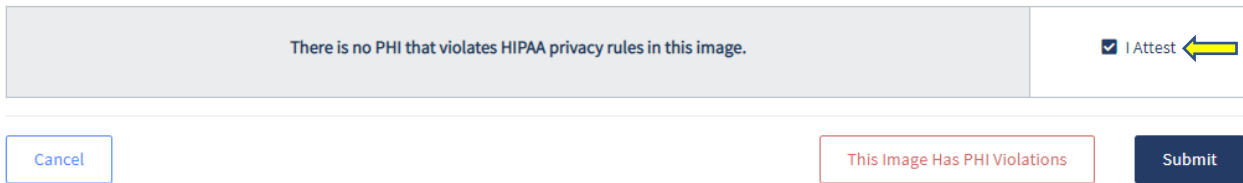
Original question view:



Variant view:



**Note: To finalize submission of a question that includes media, RADs will prompt writer to attest that no PHI violations are present.*



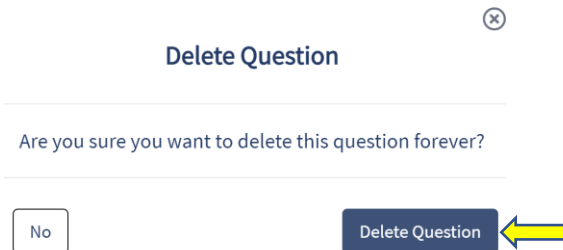
13. Submit case for staff review.

Deleting a question

1. Click on **Trash** icon from dashboard.

Case	Status
702153	Draft
	Glaab, Jonathan [71194]
ID: 504631	What is the most likely diagnosis?
ID: 504632	What is the most likely diagnosis? → ←

2. Click **“Delete Question”**.



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Creating media modifications

1. Double-click on image to enter the Media Builder.



Image editing tools:

Icon:	Tool:	Description:
	Zoom in/ Zoom out	Increase or decrease magnification
	Contrast/Brightness	Color enhancement
	Cropping	Crop out unwanted sections
	Labels	Add a text label
	Circle	Circle area of interest
	Arrows	Point to area of interest
	Undo	Reset image and undo all edits

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Creating stacks

1. Upload multiple images together to create a stack.
2. Click “Yes” to confirm.

You have selected multiple files. Is this an image stack?



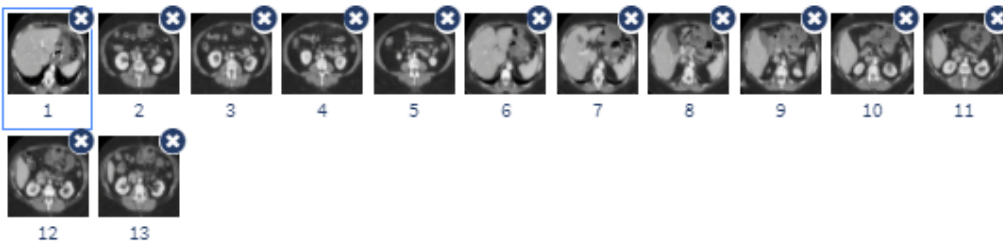
3. Click “Proceed with these images” to submit image resizing request (If applicable).

Image stacks should be a uniform size. ⓧ

These images are not of uniform size. Please upload a stack of uniform size, or this stack will be flagged for further modification by the ABR Imaging staff.



4. Select desired stack modifications and choose “Modality” from drop-down menu.
 - **Enable sorting** – rearrange order by selecting and dragging images
 - **Take range from _ to _ image** – will include only specified range
 - **Remove every _ image** – remove specified frames
 - **Reverse order** – begin stack with last image and end with first image



Enable sorting ←

Take range from th to th image. ←

Remove every th image. ←

Reverse order ←

Modality:

Please Select Modality ⌵ ←

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**Note: The following alerts may appear in stack creations:*

Image count: 6

- The images have been modified to meet the ABR image size standards.
- This image stack has been flagged for further assistance by ABR staff because the images are not uniform in size.

Creating composites

1. Upload images and click **“No”**.

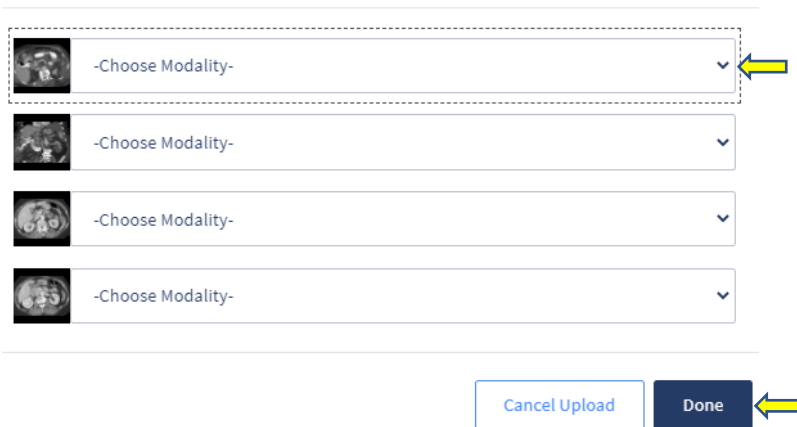
**Note: Images can be uploaded individually or grouped*

You have selected multiple files. Is this an image stack?



2. Open **“Choose Modality”** drop-down, select modality, and click **“Done”**.

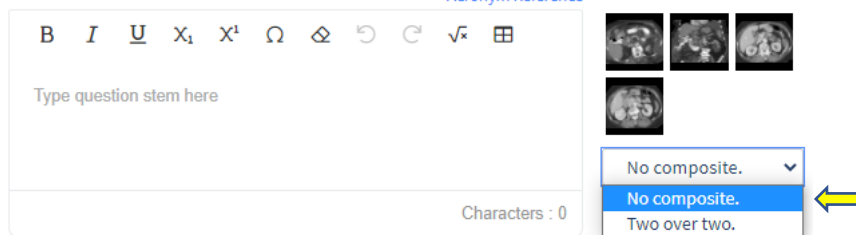
Please select the modality for the media.



3. Open composite drop-down menu to create composite.

Question

Acronym Reference




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4. Click on image icon and drag to desired order.

Question Acronym Reference

B *I* U X_1 X^1 Ω

Type question stem here


Two over two. ▾

Requesting special media modifications

1. Click **“Request Imaging Modifications”** to request image modifications if unavailable in imaging tools.

Media Builder

Image 10319 | Case 702171 | Question 504656 Draft

Request Imaging Modifications Save

2. Describe desired image modification and click **“Send to Image Processing”**.

Please explain why you are sending this to image processing

Please flip image horizontally

Cancel Send to Image Processing

3. Submitted request will appear in **“Media Discussion”** field.

Media Discussion

Start a Discussion

Jonathan Glaab Today 3:09 AM

Please flip image horizontally.

[Comment](#) [Set Status](#)

4. Click **“Back to question”** to return to Case Builder.

← Back to question

Media Builder

Image Processing

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Viewing questions states in Dashboard

Draft – Ready to be submitted; not missing any information/has no special image modification requests.

Case	Status	
702153	Draft	Submit Case ←
	Glaab, Jonathan [71194]	
ID: 504631		What is the most likely diagnosis? →
<hr/>		
ID: 504632	What is the most likely diagnosis?	

Draft (missing variant) – Case is missing variant item.

Case	Status	
702163	Draft	Add Variant ←
	Glaab, Jonathan [71194]	
ID: 504644		
	465	465 64 546 465

Draft (image edits requested) – Question is ready for submission, but special image modifications have been requested.

**Note: Question can only be submitted from Case Builder screen*

Case	Status	
702170	Draft	Submit Case
	What is the most likely diagnosis?	
<div style="border: 1px solid black; padding: 5px; width: fit-content;"><p>This case is waiting on image edits to be made by the ABR staff. When those edits are complete, the case will be moved to the next state.</p></div>		
<hr/>		
ID: 504655		What is the most likely diagnosis?

Staff Review – Case has been submitted and is under staff review; no longer editable.

Case	Status	
702153	Staff Review (Item Development) ←	
	Unassigned	
ID: 504631		What is the most likely diagnosis?
<hr/>		
ID: 504632	What is the most likely diagnosis?	