

AURORA Aeye

PORTAL

User manual

Optomed Aurora AEYE portal

Optomed Aurora AEYE portal user manual 1.0 (ENG) 1.5.4 v1.2

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1 Purpose of the document

This document describes in detail instructions for an end-user to use the Optomed Aurora AEYE portal web application.

2 Intended use

Optomed Aurora AEYE portal is a web application that enables registering to the service, administrating background information used to run the service, administrating Cloud service connecting the Optomed Aurora with AI service AEYE-DS, and viewing information, such as AI results.

The Optomed Aurora AEYE portal service is the interface between Optomed Aurora AEYE and AEYE-DS. The portal does not retain data in a permanent database or storage system. This is to ensure that no personally identifiable information or sensitive data is stored long-term. Portal does not keep input logs or personal data after processing, except for necessary audit trails or to comply with legal obligations.

Refer to Optomed Aurora camera user manual for instructions on intended use of camera.

3 Cybersecurity

The Optomed Aurora AEYE portal is designed with robust security features to protect sensitive data and user privacy from cyber threats, unauthorized access, and breaches.

The Optomed Aurora AEYE portal has role-based access control. Different users have different access rights in the portal depending on their role and permissions. For protecting personal information and securing online accounts it is important to use strong and unique passwords. Users should never share their login credentials or session information with others. Users should be aware of common tactics used by attackers to manipulate or deceive them by disclosing sensitive information.

The Optomed Aurora AEYE portal uses secure session tokens or cookies. Sessions are automatically logged out after a period of inactivity to prevent unauthorized access if a user leaves their session unattended.

All data transmitted between camera, Optomed Aurora AEYE portal and AI provider is encrypted during transmission over networks using secure protocols like HTTPS/TLS to protect it from being intercepted by malicious actors. The portal ensures that sensitive data (like user information) is encrypted when temporarily stored on servers or databases.

Ensure your devices and security software are up to date, as cyber-attacks can exploit vulnerabilities in outdated systems.

4 Warnings and precautions

Users should have a general understanding of the use of a personal computer running a standard web browser. Optomed Aurora AEYE portal is optimized for Chrome and Edge browsers. Potential issues with slow or unstable internet connections may affect the portal's functionality. Users should read and understand the Intended Use and operating instructions.

Report any phishing attempts, suspicious communications, potential manipulation attacks or security vulnerabilities immediately to service@optomed.com.

5 User groups

Optomed Aurora AEYE portal has three different user groups: chain admins, clinic admins and users. The table below describes what menus users can view and the actions they may perform.

Chain admin	<p>Studies: View and download all study images and AI results.</p> <p>Account: View and edit user's own user information. Able to view agreements.</p> <p>Cameras: View and edit camera information. Able to link cameras to clinics and users.</p> <p>Statistics: View and download statistics.</p> <p>Admin settings: View, edit and delete users. Able to create clinics and edit clinic information. Able to view and edit chain information.</p> <p>About: View support information. View and download manuals.</p>
Clinic admin	<p>Studies: View and download user's study images and AI results.</p> <p>Account: View and edit user's own user information. Able to view agreements.</p> <p>Cameras: View and edit camera information. Able to link cameras to users.</p> <p>Statistics: View and download statistics.</p> <p>Admin settings: View, edit and delete users. Able to edit clinic information.</p> <p>About: View support information. View and download manuals.</p>
User	<p>Studies: View and download user's own study images and AI results.</p> <p>Account: View and edit user's own user information. View information about cameras linked to that user.</p> <p>About: View support information. View and download manuals.</p>

6 Getting started

6.1 System requirements

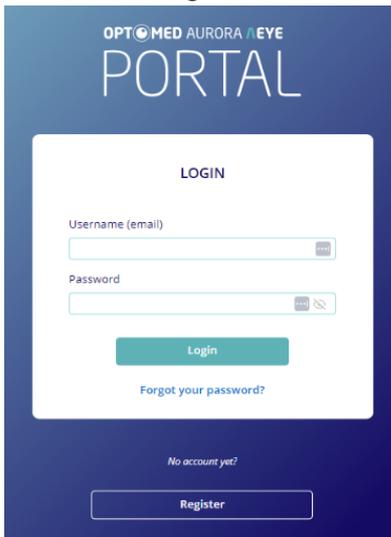
The application is optimized for workstation use. The workstation monitor should have FHD resolution or higher. A web browser (Chrome or Edge) is used to navigate and launch the application log-in screen. A network connection is required to use the application.

6.2 Registering

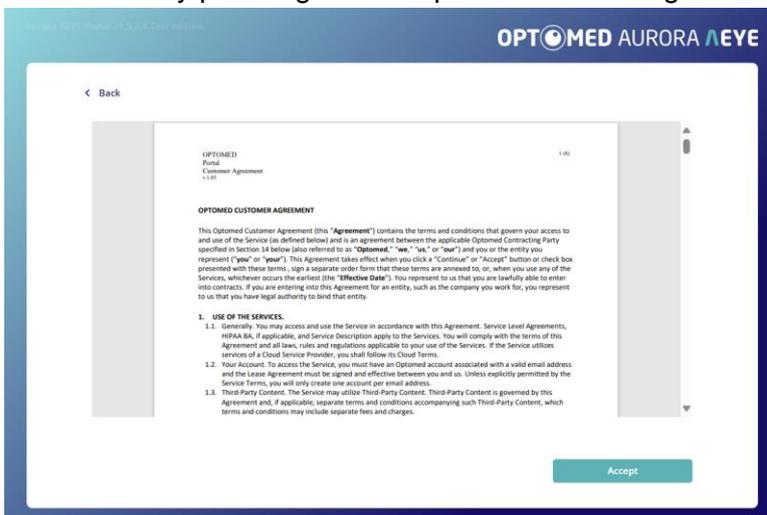
To login to Optomed Aurora AEYE Portal, the customer's representative (named later in this document: chain admin) first needs to purchase the service via a sales channel.

Portal registration is guided and can be performed immediately after purchasing the service.

1. Open your web browser and navigate to the Optomed Aurora AEYE portal login page or use the link received in your order confirmation.
2. Press the "Register" button



3. Press the link "customer agreement" and read the text. Mark the agreement as read and understood by pressing the Accept button on the agreement page.



4. Press the "Continue" button to go to the next step of the registration procedure.
5. The "Create an account" page is opened.
6. Fill in the following information:
 - Order number (*check your order confirmation*)

- Username/Email (*your active email address will be your username in portal*)
- “Receive AI result reports” (*sends all chain’s AI results to chain admin’s email, when checked*)
- Usertype (Chain admin is automatically set and user is not able to edit)
- Full name (Firstname Lastname)
- Corporation
- Phone number
- Address
- City
- State
- Password (*minimum 8 characters having 1 number, 1 uppercase character and 1 lowercase character*)
- Re-type password

OPTOMED AURORA AEYE

< Login

Create an account

Fields with * mark are required information.

Order number *

Username (email) *
example@test.com

Receive AI result reports to email

Usertype *
Chain admin

Full name *
Firstname Lastname

Corporation *
Corporation

Phone number *
+555 555 5555 55

Address *
Streetname

City *
City

State *
State

Password *
Password

Re-Type password *
Password

Password requirements
 Contain at least 8 characters
 Contain at least 1 number
 Contain at least 1 uppercase character
 Contain at least 1 lowercase character

Create account

7. Press the “Create account” button.

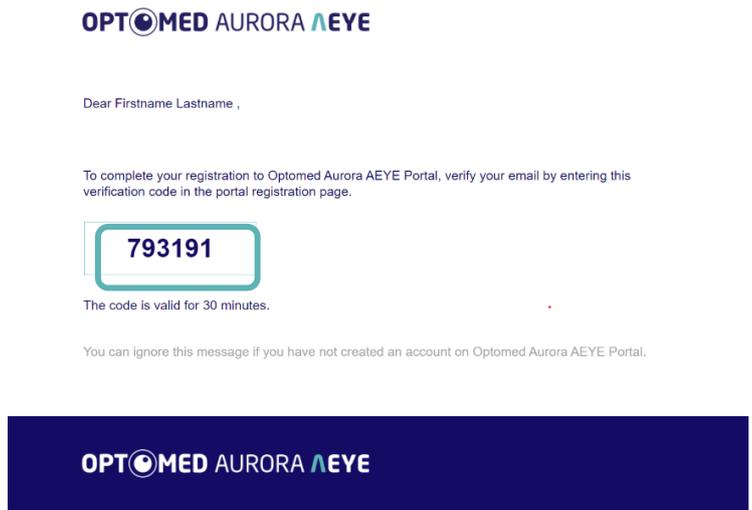
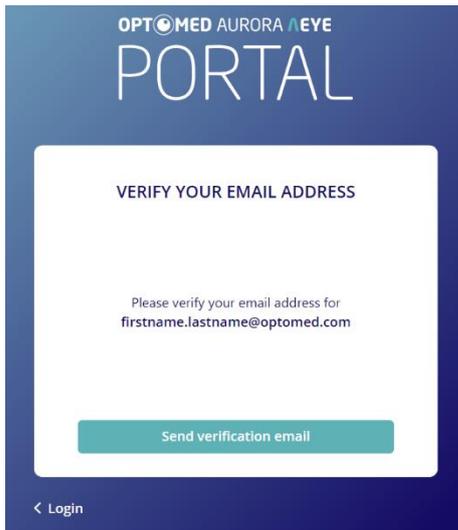
8. Complete the registration by confirming your email address by pressing the “Send verification email” button and you will receive a verification code to your email from the Optomed Aurora AEYE portal.



Note! *If you did not receive an email, please check your spam folder.*



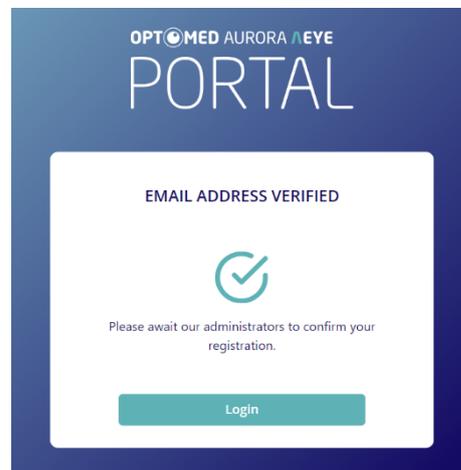
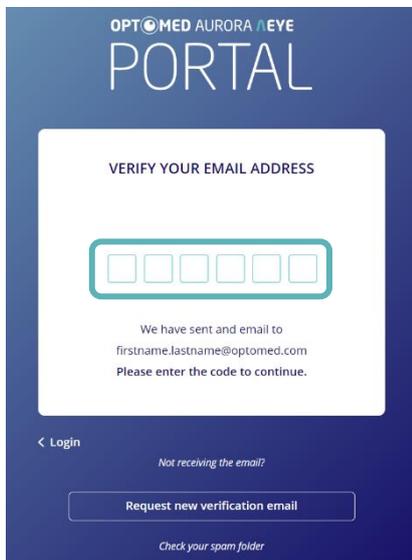
Note! *The verification code is valid only for 30 minutes.*



- Complete the registration by entering the confirmation code into the Optomed Aurora AEYE portal, if the code is correct the "E-mail is verified" message will be displayed.



Note! You can send a new verification code to your email address by pressing the "Request new verification email" link.



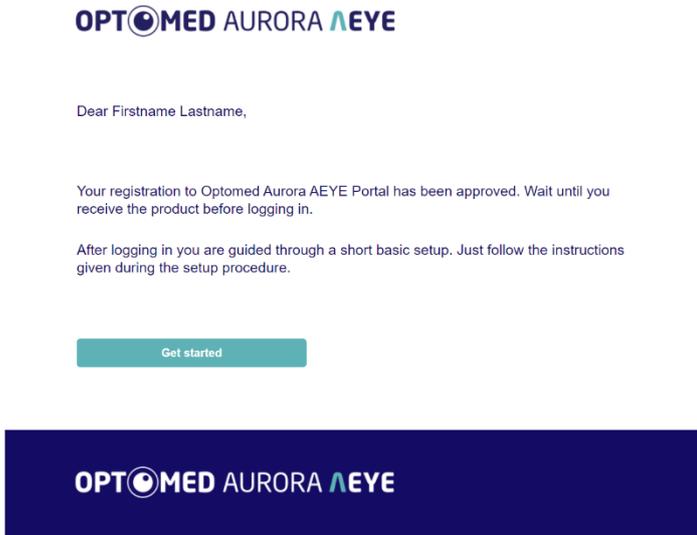
- Wait until you have received your camera order and registration approval confirmation email from Optomed before you attempt to log-in for the first time.

6.3 First time use and basic settings

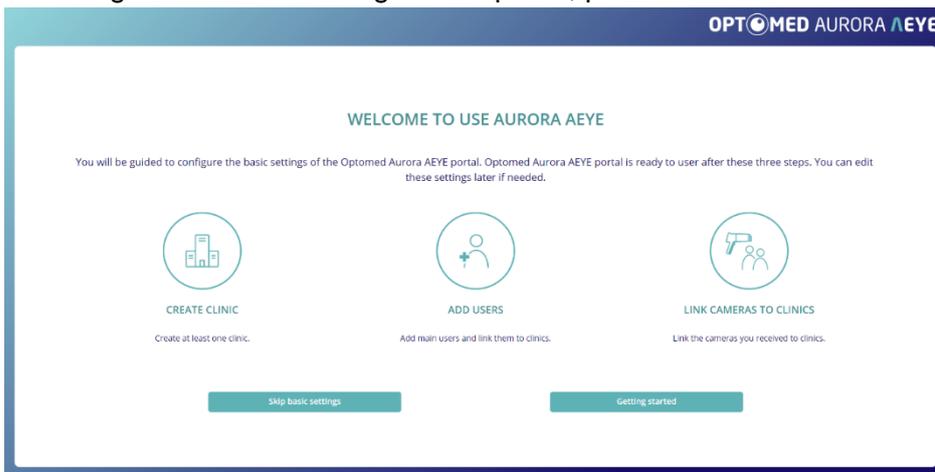
After receiving the camera(s) and approval confirmation email from the vendor, the basic guided setup needs to be done at the first login before Optomed Aurora AEYE Portal can be used.

 **Note!** Guided First time use set up is performed only by registered chain admin.

1. Open your web browser and navigate to Optomed Aurora AEYE portal login page. The address link is in the approval confirmation email (“Get started”).

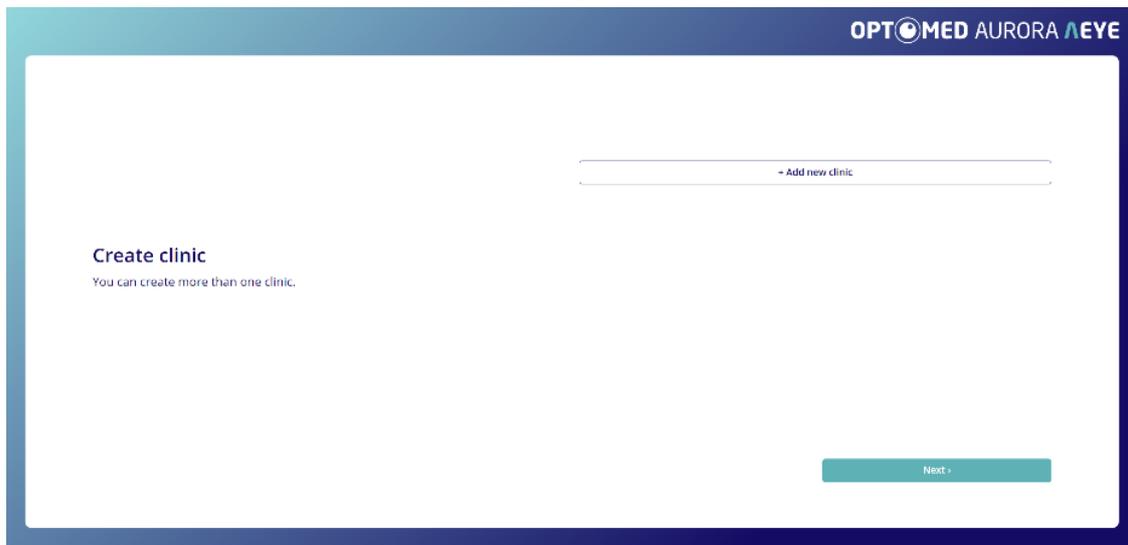


2. Enter your username and password and press the “Login” button. The “Welcome to use Aurora AEYE” view with guidance text is opened when the chain admin logs in for the first time after the account approval.
3. To configure the basic settings of the portal, press the “Get started” button.

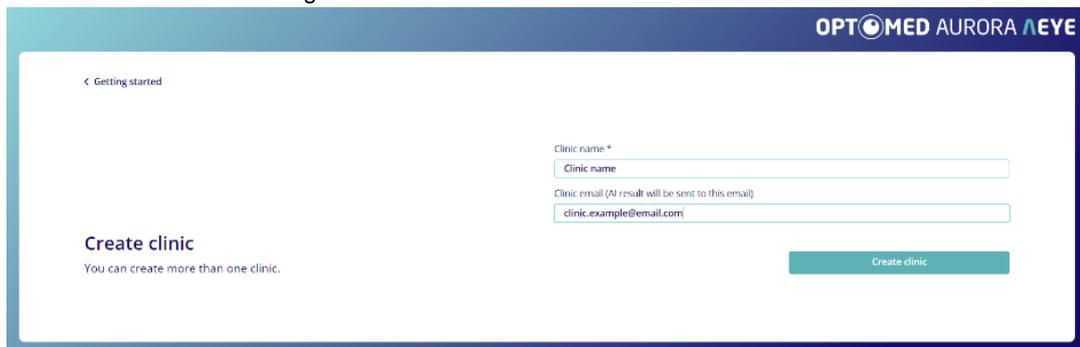


 **Note!** If you are the only user of the portal or want to skip the basic settings this time and fill them in later, you can start using the portal right away via the "Skip basic settings" button.

4. “Create clinics” page with guidance text is opened. Clinics may be beneficial for organizations with multiple locations to keep track of users and cameras. Follow the guidance text and press the “Add new clinic” button.



5. Create new clinic(s), i.e. separate operational unit(s) where cameras are used, to your chain by entering the following information:
 - Clinic name
 - Clinic email for receiving the AI results



6. Press the “Create clinic” button.
7. Repeat the previous steps to create more clinics if there exist more operational units. When finished creating clinics, press “Next” to move forward in the setup process.
8. “Add users” page with guidance text is opened. Follow the guidance text and press the “Add new user” button.

OPTOMED AURORA EYE

< Add clinics

Chain admin

Firstname Lastname

+ Add new user

Add users
Add as many users as needed.

Next >

9. Add new user(s) by entering the following information:

- User/Email
- User type: User / Clinic admin
(Add at least one admin per clinic)
- Full name (Firstname Lastname)
- Phone number
- Address
- City
- State
- Clinic
- Password (minimum 8 characters having 1 number, 1 uppercase character and 1 lowercase character)
- Re-type password

OPTOMED AURORA EYE

< Add clinics

Add users
Add as many users as needed.

User / Email *
example@example.com

Usertype *
User

Full name *
Firstname Lastname

Phone number
+555 555 5555 55

Address
Streetname

City
City

State
State

Clinic
No clinic

Password *
Password

Re-Type Password *
Password

Password requirements
Contain at least 1 lowercase character
Contain at least 1 uppercase character

Contain at least 8 characters. Contain at least 1 number

Add new user

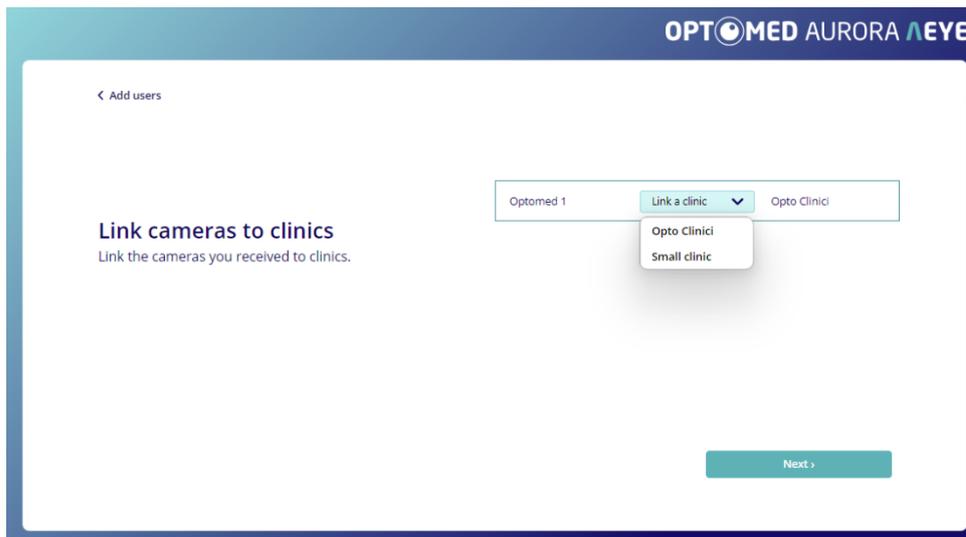
10. Press the “Add new user” button. Repeat previous step to create more users.



Note! User receives automatic email containing info of their new account (username). Remember to securely communicate password to them following your organization’s

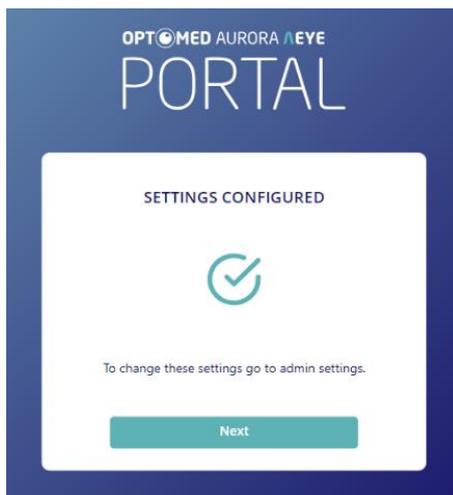
password management protocol and guidance. Advice user to change their password at first login.

11. Press the “Next” button to move forward in setup process.
12. The “Link cameras to clinics” page with guidance text is opened.
13. The page shows all the cameras added to your organization (chain). Choose an operational unit (clinic) for the camera depending on where it is used. You can change the linking of cameras later.



14. Press the “Next” button. Basic settings are now configured.

15. Press the “Next” button to enter the portal.



7 Login

Each user has their own user account which is used to log in to Optomed Aurora AEYE Portal. Automatic audit logging is keeping detailed record of user actions in portal.

Please wait until you have received your registration confirmation before attempting to log in for the first time.

 **Note!** The chain admin must be registered on the Optomed Aurora AEYE portal and add your user account for you to log in.

 **Note!** Never reveal your password to anyone, not on purpose or unintentionally. Follow your organization's password management protocol and guidance to securely save your password.

OPTOMED AURORA AEYE

Dear Firstname Lastname,

Your registration to Optomed Aurora AEYE Portal has been approved. Wait until you receive the product before logging in.

After logging in you are guided through a short basic setup. Just follow the instructions given during the setup procedure.

Get started

OPTOMED AURORA AEYE

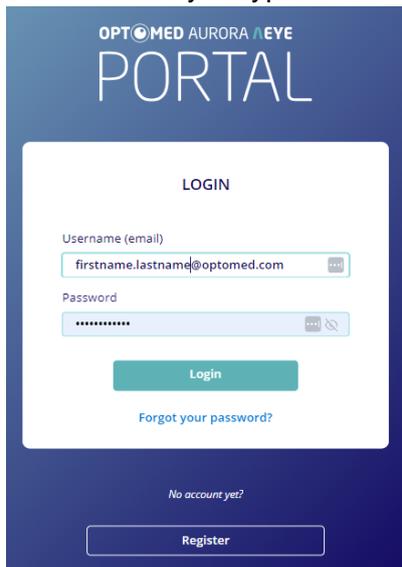
7.1 Log in

 **Note!** The same user account is used to connect the Optomed Aurora camera to Cloud/AI service when your account is linked to the camera.

 **Note!** The session in the Optomed Aurora AEYE portal expires after 90 minutes of inactivity after which you need to log in again to continue using portal.

1. Press the link in the confirmation email or open your web browser and go to Optomed Aurora AEYE portal web address.

2. Type in your username and password. The username is your email address, and the password is either the one you typed in during customer registration, or the one given to you by your admin.



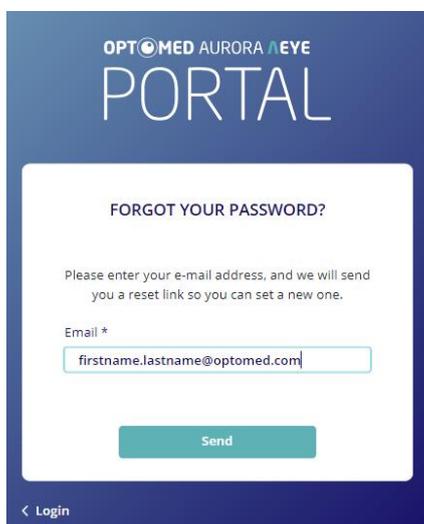
The screenshot shows the 'PORTAL LOGIN' page. At the top, it says 'OPTOMED AURORA AEYE PORTAL'. Below that is a 'LOGIN' section with two input fields: 'Username (email)' containing 'firstname.lastname@optomed.com' and 'Password' with masked characters. A green 'Login' button is below the fields, and a link for 'Forgot your password?' is underneath. At the bottom, there is a 'No account yet?' link and a 'Register' button.

3. Press the "Login" button.

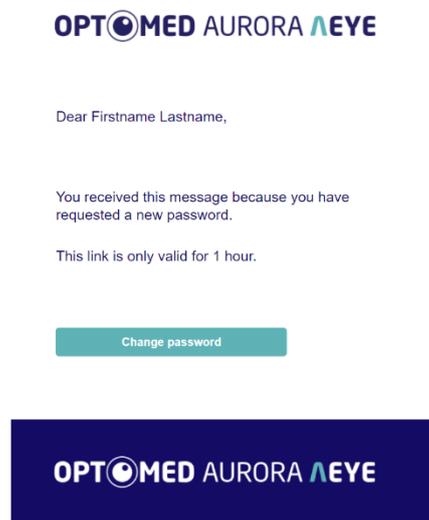
If either username or password was incorrect, both textboxes are highlighted in red. Re-enter correct username and password and press the "Login" button to give it another try.

7.2 Forgotten password

1. If you have forgotten your password, press the "Forgot your password?" button on login screen.
2. Enter your email address and press the "Send" button. The Optomed Aurora AEYE portal will send you an email to reset your password.
3. Press the "Change password" button/link in the email.



The screenshot shows the 'FORGOT YOUR PASSWORD?' page. It asks the user to enter their email address to receive a reset link. An input field contains 'firstname.lastname@optomed.com' and a green 'Send' button is below it. A '< Login' link is at the bottom left.



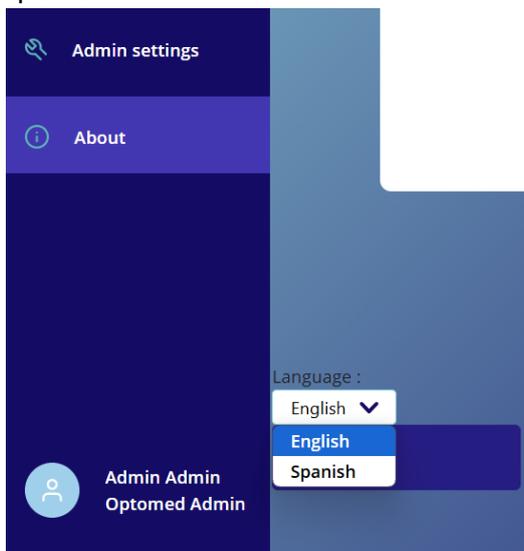
The screenshot shows an email from Optomed Aurora AEYE. It addresses the user as 'Dear Firstname Lastname,' and states that they received the message because they requested a new password. It includes a warning that the link is only valid for 1 hour and a green 'Change password' button. The footer contains the Optomed Aurora AEYE logo.

4. Set new password by entering it twice and pressing the "Save" button.

 **Note!** Password requirements: minimum 8 characters including 1 number, 1 uppercase character and 1 lowercase character.

7.3 User interface language

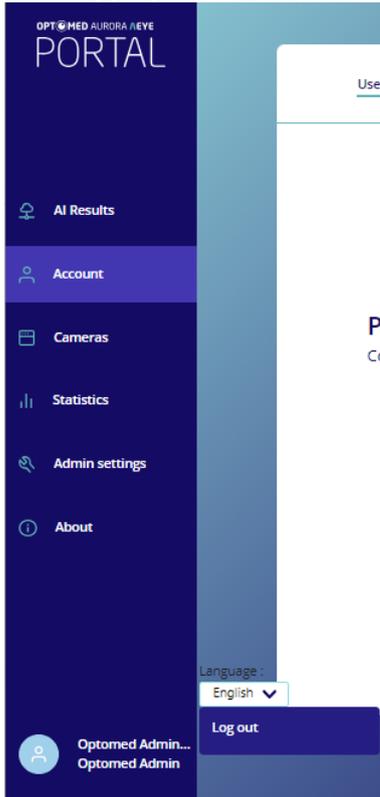
Change the language of the user interface by pressing on your name and selecting the desired language from the language dropdown menu. Optomed Aurora AEYE portal supports English and Spanish.



7.4 Log out

1. After logging in, the logged-in user's name is shown on lower left corner of the view.
2. To log out, press your name and then press the "Log out" button from the newly opened menu.

3. After logging out the login screen is shown again.



 **Note!** Closing the browser tab does not close the session in the Optomed Aurora AEYE portal and it stays open. The session will not close until all browser windows are closed. It is highly recommended to always close the session with the logout function.

8 Studies

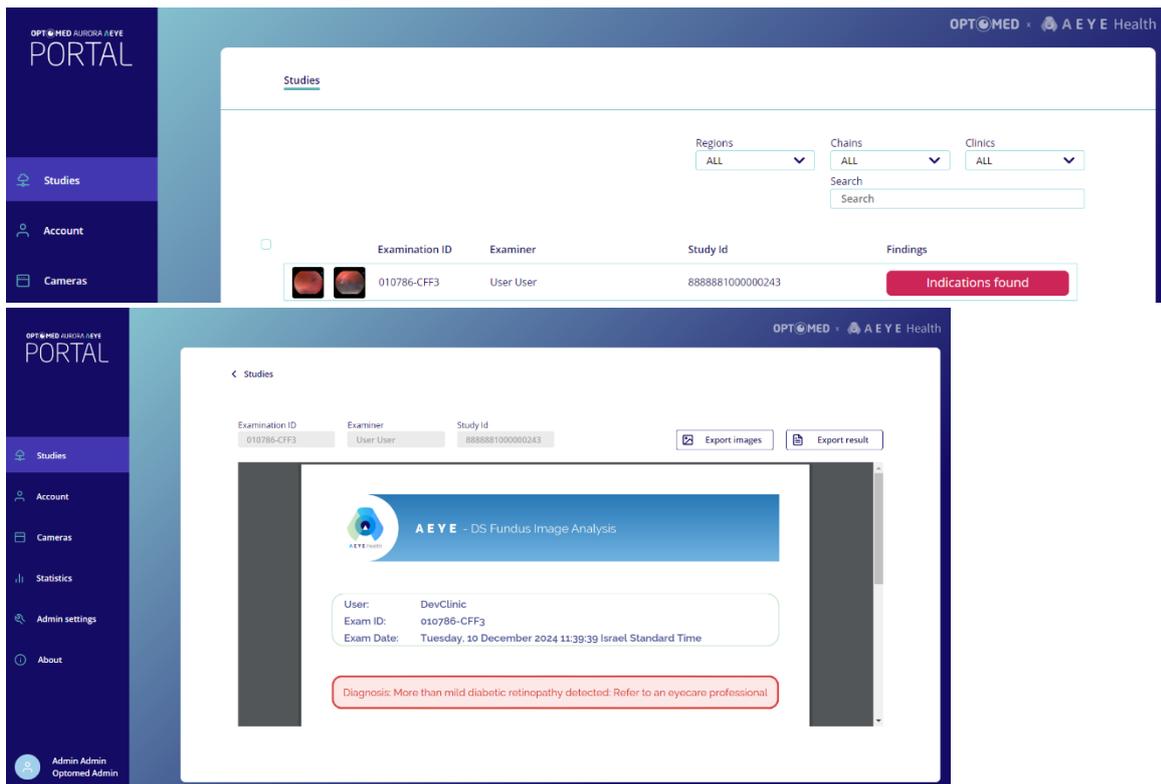
8.1 Viewing AI results

1. By default, Optomed Aurora AEYE Portal opens “Studies” view after logging in. The view shows all studies accessible to that user and their AI results. In case there aren’t any studies to be displayed “No studies found.” text is shown.

The following information is shown:

Examination ID	Pseudonymized ID for patient entered in camera Note! Never use real patient ID in camera!
Examiner	User who has taken the images. (Option visible only for chain and clinic admin)
Study ID	Unique ID for the study, generated by the portal
Findings	No indications found, Indications found or Ungradable

2. Select a row to view AI result information in more details and press “Open”. AI result in pdf preview is shown with detailed information.



 **Note!** “Exam date” within the pdf is the timestamp (in time zone) of AI analysis service.

 **Note!** “Exam ID”, if configured to show like this in your system, corresponds to “Examination ID” and is encrypted or original depending on your system configuration.

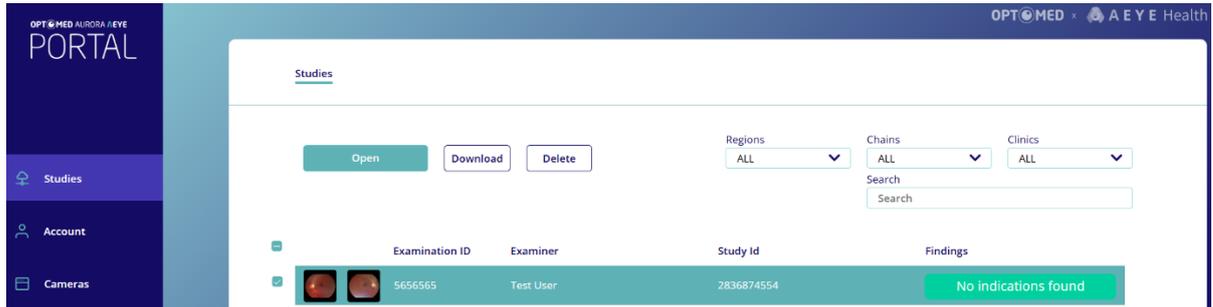
8.2 Exporting AI results

1. Select row(s) to export images and AI results.
2. Press “Download” button and the selected study images and AI results are downloaded to the workstation.

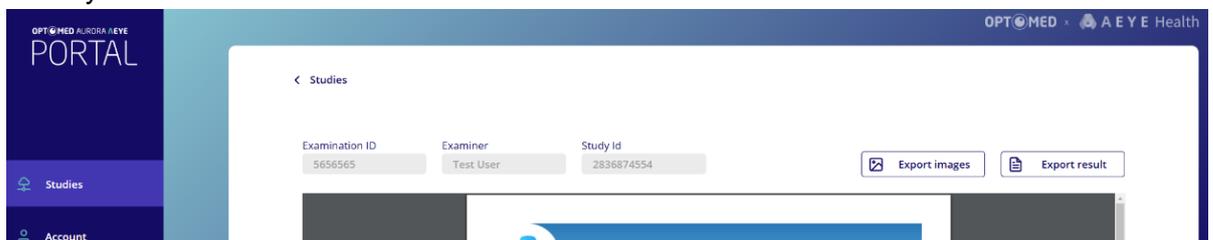


8.3 Exporting taken images

1. Select a row to export images and press the “Open” button. AI result in pdf preview is shown.



2. Press the “Export images” button to download images or “Export result” to download AI result file to your workstation.

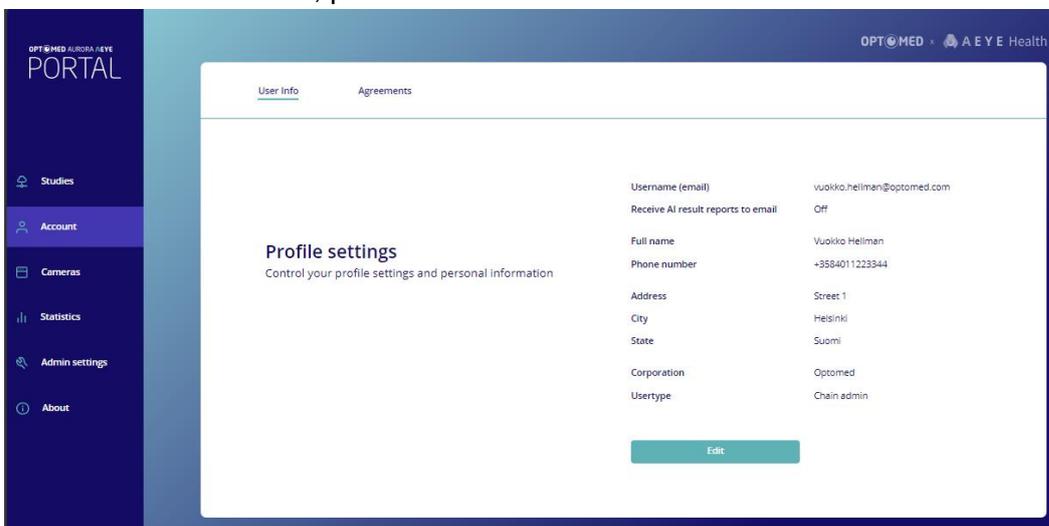


3. Press the “Studies” link to go back to previous list view.

9 Account

9.1 Viewing and editing account information

1. Select “Account” menu on the left side panel to view your account information.
2. To edit the information, press the “Edit” button.



3. The “Edit profile settings” view is opened showing the user information. Edit information and press the “Save changes” button.

The screenshot shows the 'Profile settings' page in the OPTIMED AURORA EYE PORTAL. The page is titled 'Profile settings' and includes the subtitle 'Control your profile settings and personal information'. The left sidebar contains navigation options: Studies, Account, Cameras, Statistics, Admin settings, and About. The main content area displays the following fields and options:

- Username (email) *: testadmin@optomed.com
- Receive AI result reports to email
- Usertype *: Chain admin
- Full name *: Firstname Lastname
- Corporation *: Test Chain
- Phone number: +358881112222
- Address: Street 12
- City: Houston
- State: Texas
- Password: [Redacted] with a 'Reset password' button below it.
- A 'Save changes' button at the bottom right.

9.2 Resetting your password

1. Select “Account” from the left side. Your profile settings are shown.
2. Go to profile edit mode by pressing the “Edit” button.
3. “Edit profile settings” view is opened showing the user information. Reset your password by pressing the “Reset password” button.
4. Type the new password twice and press the “Save” button.

The screenshot shows the 'Profile settings' page with a 'CHANGE PASSWORD' modal dialog open. The modal dialog contains the following fields and text:

- Username (email) *: co.hellman@optomed.com
- Receive AI result reports to email
- Full name *: Vuokko Hellman
- Phone number: +3584011223344
- State: Suomi
- Reset password button (partially obscured by the modal)
- Save changes button (partially obscured by the modal)

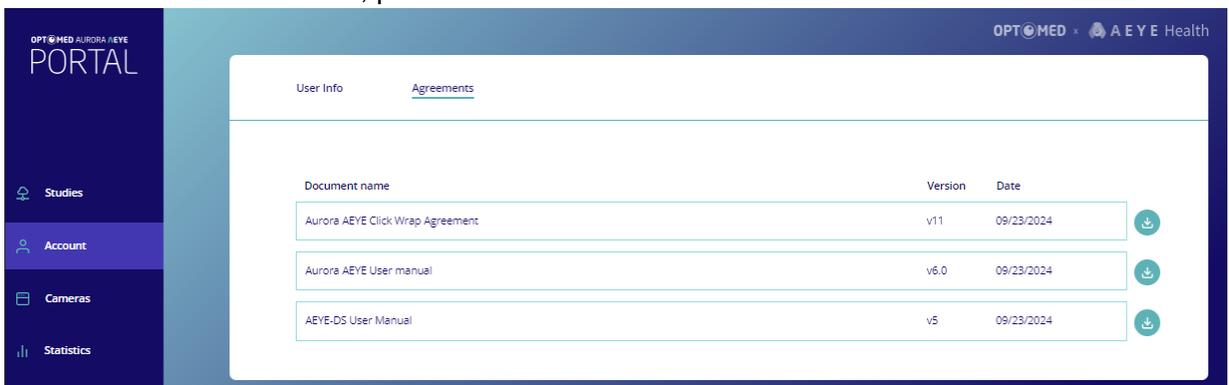
The 'CHANGE PASSWORD' modal dialog includes:

- Fields for 'New password' and 'Re-type new password'.
- Password requirements: 'Contain 1 upper character, 1 lower character, 1 number' and 'Contain 8 characters'.
- 'Save' and 'Cancel' buttons.

 **Note!** Password requirements: minimum 8 characters including 1 number, 1 uppercase character and 1 lowercase character.

9.3 Viewing and downloading agreements and documents

1. Select “Account” from the left side
2. Select the “Agreements” tab.
3. Select a row to view agreement or document.
4. To download the document, press the blue download button at the end of the row.



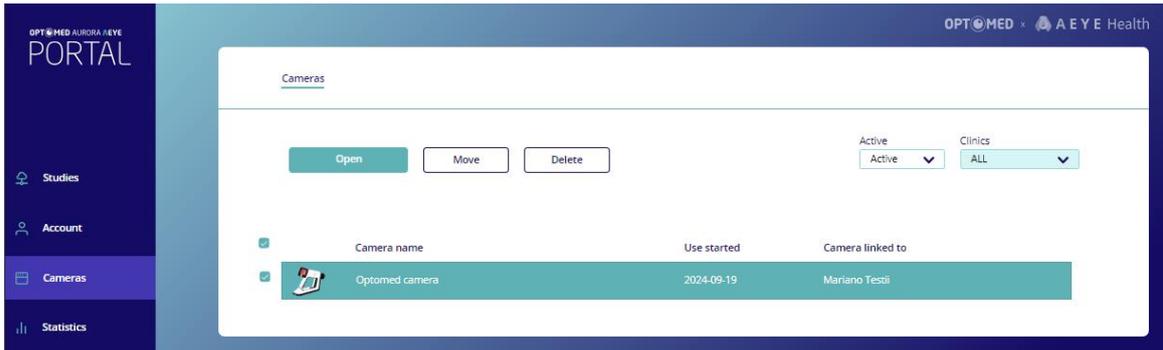
10 Cameras

The chain and clinic admins can manage the cameras. The chain admin can manage all chain and clinic cameras, while the clinic administrator manages the assigned clinic cameras.

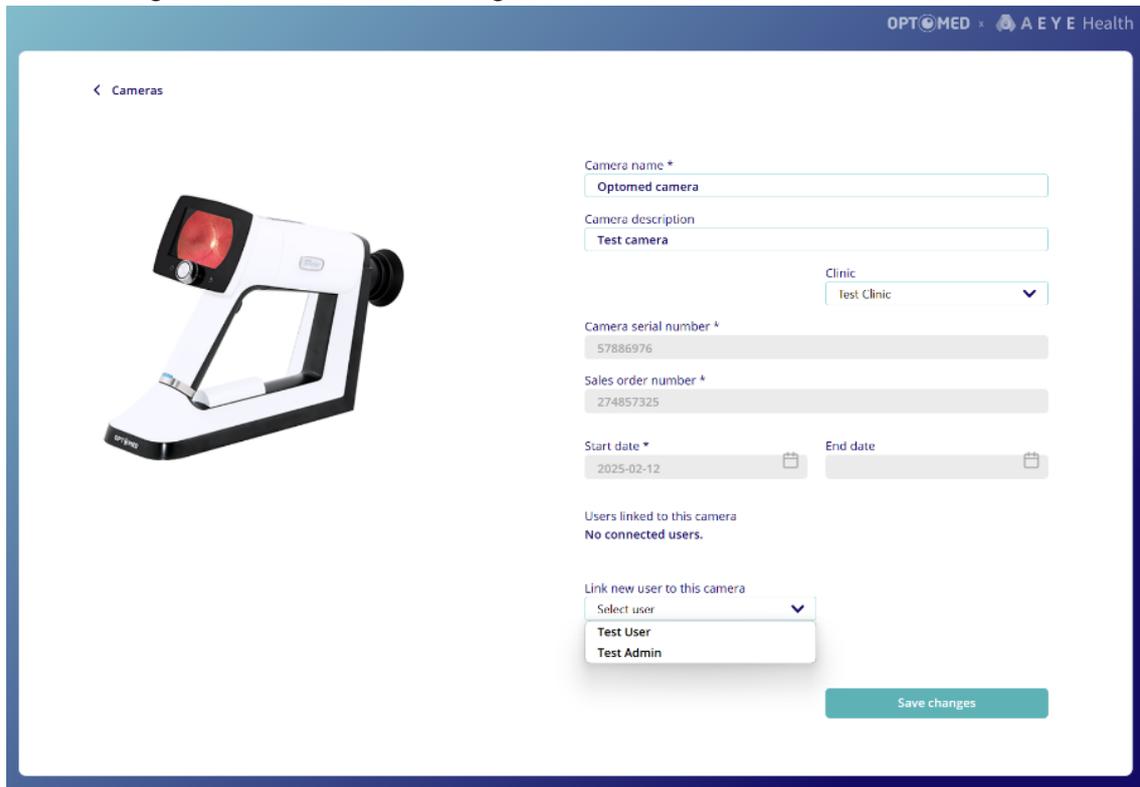
Other users can see their camera information from the Account page.

10.1 Editing camera information and linking/unlinking cameras to/from users

1. Select “Cameras” menu from the left side menu. “Cameras” view is opened showing a list of already registered cameras.
2. To view and edit camera information select the camera (row) and press the “Open” button.



3. Make changes to the camera information.
4. You can link the cameras to user(s) by selecting the user from the drop-down menu.
5. Unlinking can be done by pressing on the tick in the upper right corner of the linked camera.
6. Save the information by pressing the “Save changes” button. “Cameras” view is opened showing list of all registered cameras, including edited camera information.



11 Statistics

To view statistics, select “Statistics” menu from the left side menu. By default, the Statistics page shows all the information found in the database. If you wish, you can filter the statistics using the search criteria at the top after opening a report.



Note! Statistics are only visible to chain and clinic admins.

12 Admin settings

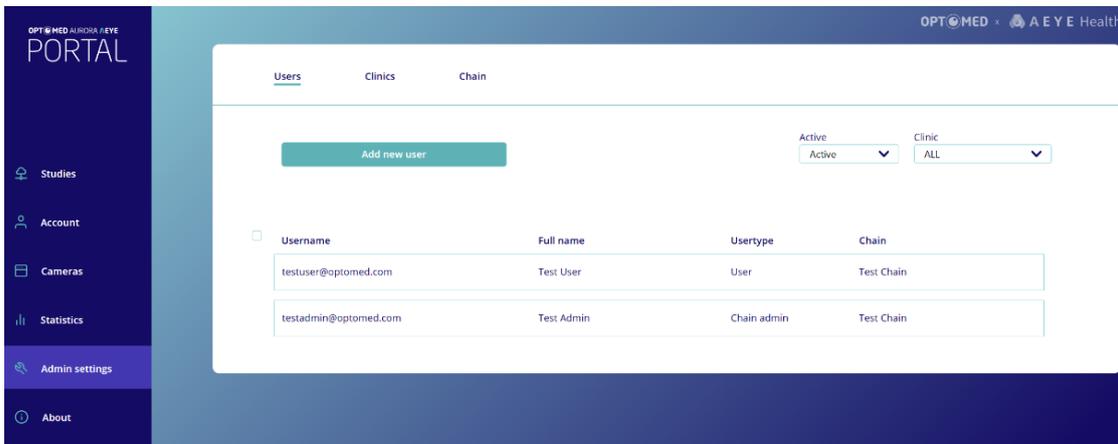
Chain and clinic administrators can manage admin settings. Chain admins can manage all chain and clinic settings, while a clinic admin manages the settings of specific clinic.

Other users can see their own login information on the Account page.

12.1 Users

12.1.1 Adding new users

1. Select “Admin settings” menu from the left side and “Users” view is opened.
2. Press the “Add new user” button to add a new user.



3. Add new user by entering the following information:

- Username/Email
- Usertype (select from drop-down menu)
- Full name
- Phone number
- Address
- City
- State
- Clinic
- Password
- Retype password
- Receive AI result reports to email

 **Note!** Password requirements: minimum 8 characters including 1 number, 1 uppercase character and 1 lowercase character.

4. Press the “Save new user” button. “Users” view is opened showing a list of all registered users, including the newly added user.

 **Note!** User receives automatic email containing info of their new account (username). Remember to securely communicate password to them following your organization’s password management protocol and guidance. Advise user to change their password at first login.

12.1.2 Editing user information and linking/unlinking cameras to/from users

1. For linking a camera to a user or edit user information select the user (row) and press “Open”.

Username	Full name	User type	Chain
testuser@optomed.com	Test User	User	Test Chain
testadmin@optomed.com	Test Admin	Chain admin	Test Chain

2. On the page that opens, you can edit the user information.
3. You can link the camera(s) to a user by selecting the right camera from the drop-down menu. Unlinking can be done by pressing on the tick in the upper right corner of the linked camera.

4. Press the “Save changes” button when you are done.

The screenshot shows the 'Edit user' form in the Optomed Portal. The form is titled 'Edit user' and includes the following fields and controls:

- Username (email) ***: A text input field containing 'test@optomed.com'.
- User type ***: A dropdown menu with 'User' selected.
- Full name ***: A text input field containing 'Test User'.
- Corporation ***: A text input field containing 'Optomed'.
- Phone number**: A text input field containing '-'.
- Address**: A section with three input fields: 'Streetname 11', 'City', and 'State'.
- City**: A text input field.
- State**: A text input field.
- Clinic ***: A dropdown menu with 'Some Clinic' selected.
- Password**: A section with a 'Reset password' button.
- Save changes**: A green button at the bottom right of the form.

12.1.3 Resetting user passwords

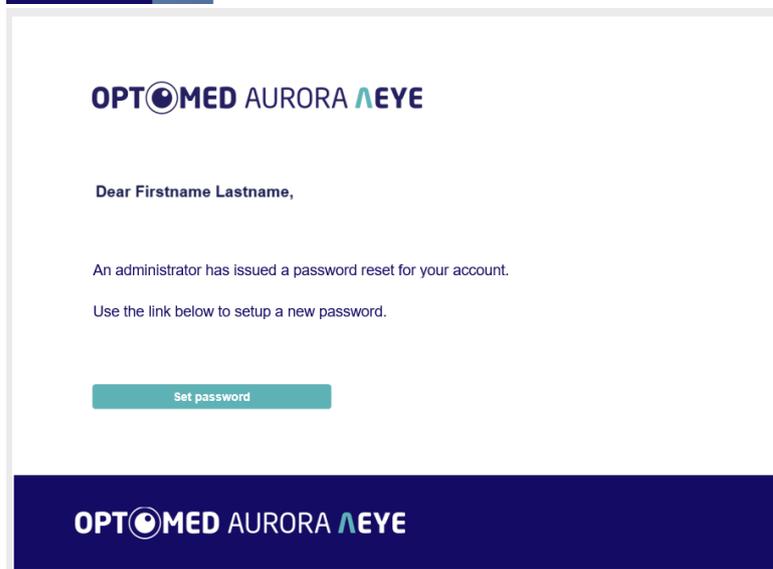
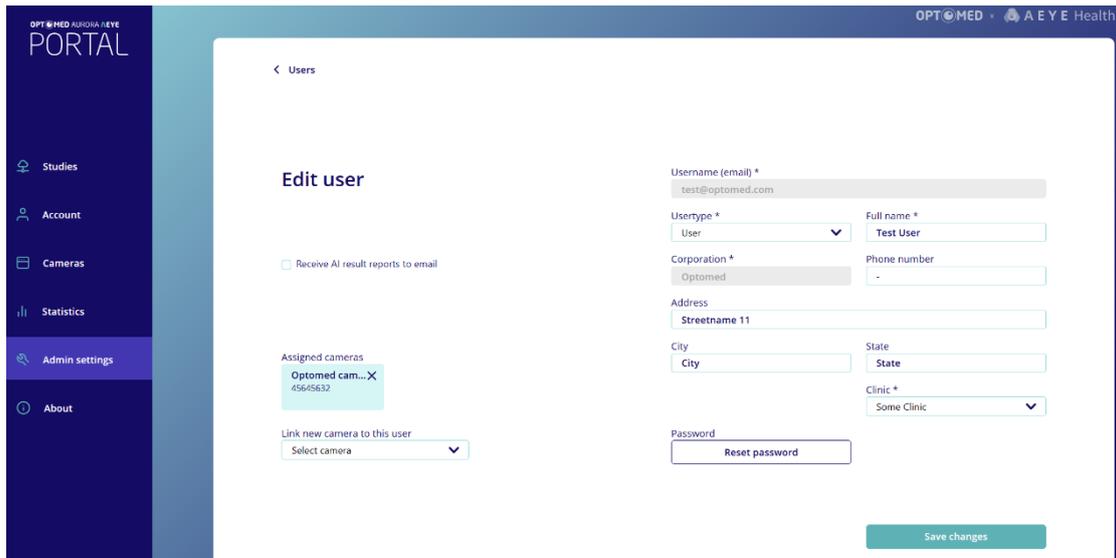
1. For resetting a user's password select the user (row) and press the “Open” button.

The screenshot shows the 'Users' management page in the Optomed Portal. The page has a sidebar with navigation options: Studies, Account, Cameras, Statistics, Admin settings, and About. The main content area is titled 'Users' and includes the following elements:

- Buttons**: 'Add new user', 'Open', and 'Delete'.
- Filters**: 'Active' dropdown menu (set to 'Active') and 'Clinic' dropdown menu (set to 'ALL').
- Table**: A table with the following columns: Username, Full name, Usertype, and Chain.

Username	Full name	Usertype	Chain
<input type="checkbox"/> vuokko.hellman@optomed.com	Vuokko Hellman	Chain admin	Optomed
<input checked="" type="checkbox"/> test@optomed.com	Mariano Testi	User	Optomed

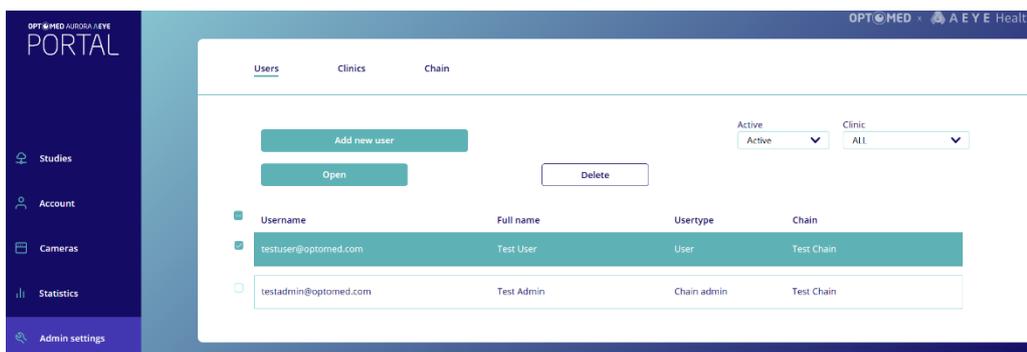
2. Press the “Reset password” button and Optomed Portal will send an email to the user through which user can reset the password.



12.1.4 Deleting user accounts

Deleting user accounts can be done in “Users” list view. Select the user (row) and press the “Delete” button.

 **Note!** Camera which this user is logged in will show an authentication error, and user is not able to send images to Cloud and receive AI result. User is also not able to login to portal.

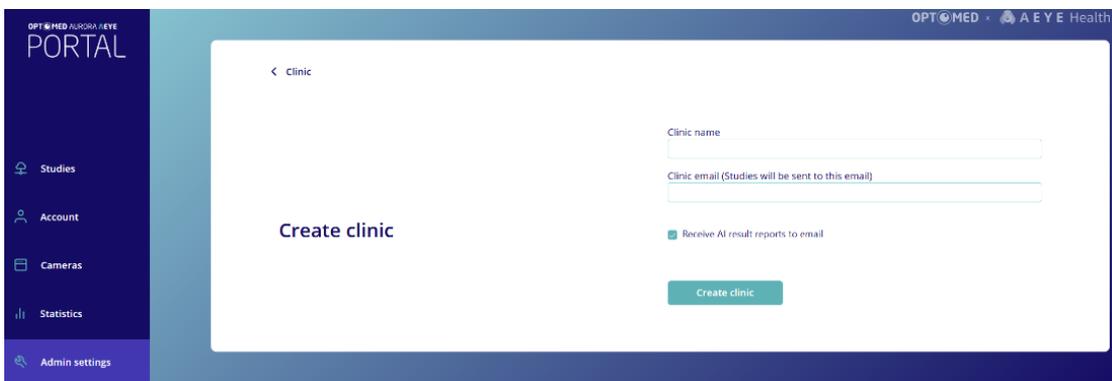


12.2 Clinics

Only the Chain admin can see all clinics and edit their information. The Clinic admin can view and edit information on their assigned clinic only.

12.2.1 Adding new clinics

1. Select “Clinics” tab.
2. Press the “Create clinic” button to add a new clinic.
3. Enter the following information:
 - Clinic name
 - Clinic email to receive AI results by default
4. Press the “Create clinic” button to add a new clinic.

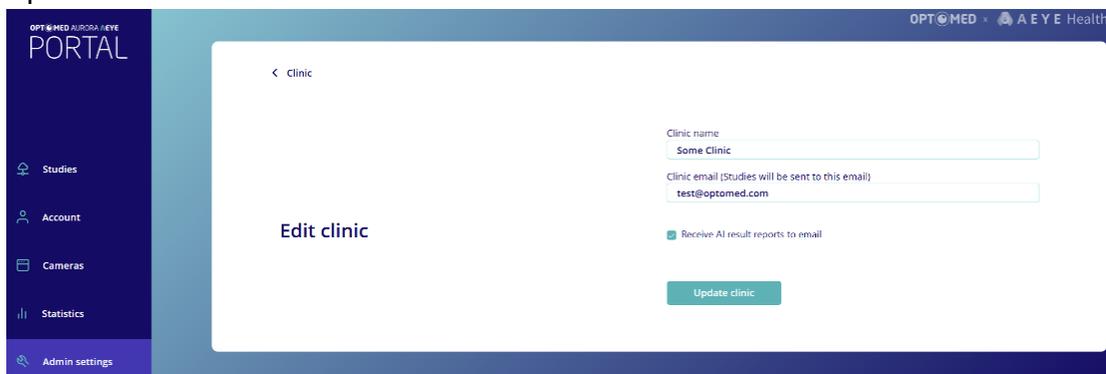


The screenshot shows the 'Create clinic' form in the OPTOMED AURORA EYE PORTAL. The form is titled 'Create clinic' and is located in the 'Admin settings' section. It includes the following fields and controls:

- Clinic name:** A text input field.
- Clinic email (Studies will be sent to this email):** A text input field.
- Receive AI result reports to email:** A checked checkbox.
- Create clinic:** A green button to submit the form.

12.2.2 Editing clinic information

1. For viewing and editing clinic information, select “Clinics” tab.
2. Press the clinic you want to edit.
3. “Edit clinic” view is opened showing the clinic’s information. Edit information and press the “Update clinic” button.



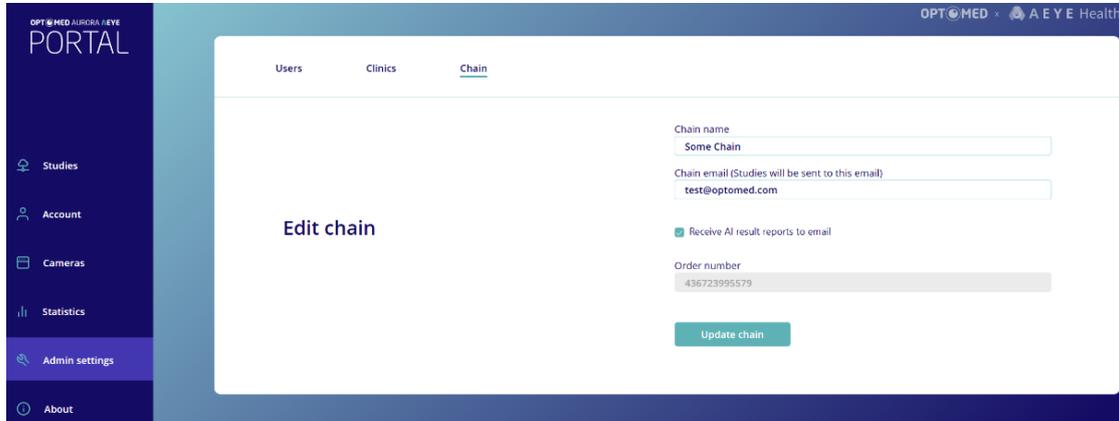
The screenshot shows the 'Edit clinic' form in the OPTOMED AURORA EYE PORTAL. The form is titled 'Edit clinic' and is located in the 'Admin settings' section. It includes the following fields and controls:

- Clinic name:** A text input field with the value 'Some Clinic'.
- Clinic email (Studies will be sent to this email):** A text input field with the value 'test@optomed.com'.
- Receive AI result reports to email:** A checked checkbox.
- Update clinic:** A green button to submit the form.

12.3 Chains

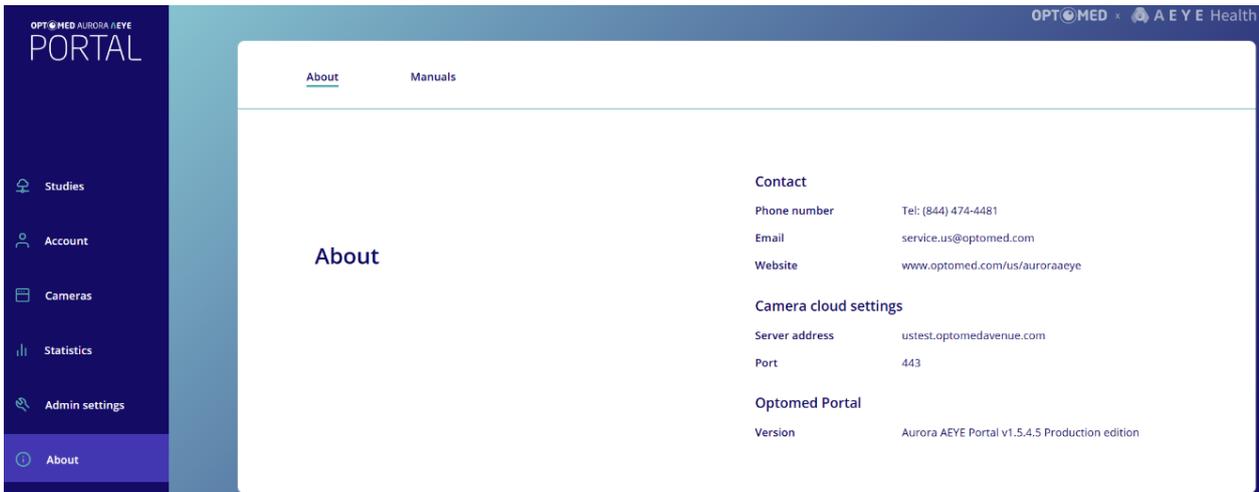
Only the Chain admin can see and edit chain information.

1. To view and edit chain information, select the “Chains” tab.
2. “Edit chain” view is opened showing the chain’s information. Edit information and press “Update chain” button.



13 About

On the About page, you can find contact information, camera cloud settings and the portal version number.



13.1 Manuals

On the Manuals tab, you can view and download manuals. The tab can be accessed through the About page. To download a manual, press the blue download button at the end of a row.

