HFA3 version 1.5 and HFA Review 1.0 Software Installation Guide

HFA3 version 1.5 software and HFA Review software have new features that require configuration for use. Depending on the features you are using, the following instructions will help you install and configure HFA3 version 1.5 software and HFA Review 1.0 software.

1. Upgrade HFA3 instrument to version 1.5
2. Install HFA Review 1.0 software on your Windows PC
3. Connect HFA Review (PC) to an HFA3 instrument
4. Connect two or more HFA3 instruments to synchronize tests
5. Connect one or more HFA II-i instruments to an HFA3 to share tests

This Installation Guide provides quick instructions on how to install and configure your new software. For more detailed instructions, complete user manuals are available on the BLUE USB drives included in the software kits.

The user manuals are on the BLUE USB drives:

- HFA3 Instrument User Manual is labeled “UD”

- HFA Review User Manual is labeled “UD-R”

The installation software is on the WHITE USB drives:

- HFA3 instrument upgrade software is labeled “SW”

- HFA Review installation software is labeled “SW-R”
Install and Configuration Time Estimate

The following table provides an estimate of the time required for the various installation and configuration steps, and whether the HFA3, HFA II-i, or HFA Review (PC) can be used during the step. Use this as a guideline to plan your installation work around the availability of the instruments.

<table>
<thead>
<tr>
<th>Step</th>
<th>Time Required</th>
<th>Status of Instrument</th>
</tr>
</thead>
<tbody>
<tr>
<td>Upgrade HFA3 to version 1.5.</td>
<td>20 – 40 minutes</td>
<td>HFA3 cannot be used during software upgrade.</td>
</tr>
<tr>
<td>Install HFA Review software on computer.</td>
<td>10 minutes</td>
<td>Computer cannot be used during software install.</td>
</tr>
<tr>
<td>Configure HFA Review software to an HFA3.</td>
<td>1 – 10 minutes</td>
<td>Depends on availability of HFA3 connection. Computer cannot be used during configuration.</td>
</tr>
<tr>
<td>Configure all HFA3 to “Data Synchronization” mode.</td>
<td>5 – 10 minutes</td>
<td>HFA3 cannot be used.</td>
</tr>
<tr>
<td>HFA3 synchronizes all tests between HFA3 instruments.</td>
<td>2 – 48 hours</td>
<td>HFA3 instruments can be used but will only have access to patients and tests on that instrument’s database.</td>
</tr>
<tr>
<td>Synchronization complete. Restart all HFA3 instruments.</td>
<td>10 minutes</td>
<td>After restart, all HFA3 are in full synchronized “Data Synchronization” mode.</td>
</tr>
<tr>
<td>Upgrade HFA II-i to version 5.0 or 5.1.</td>
<td>30 – 50 minutes</td>
<td>HFA II-i cannot be used during software upgrade.</td>
</tr>
<tr>
<td>Configure HFA II-i to “Data Synchronization” mode with HFA3 (if applicable).</td>
<td>10 – 15 minutes</td>
<td>HFA3 and HFA II-i cannot be used.</td>
</tr>
<tr>
<td>HFA II-i Data Transfer to HFA3 (if applicable).</td>
<td>1 – 10 hours</td>
<td>HFA II-i cannot be used. HFA3 can be used.</td>
</tr>
</tbody>
</table>
1. Upgrade HFA3 instrument to version 1.5

**NOTE:** Proceed with version 1.5 update only if your current version device database has been backed up. Follow these steps.

- Go to Login screen.
- Log in as ‘Administrator’ (password = 0000).

- Select the *Settings* icon located in the Toolbar at the top of the screen.

- Navigate to the Maintenance screen to observe the Database backup interval set up for your device.

If no networking or backup location has been set up on your device, contact your IT Administrator to ensure the “Smart” backup is performed before proceeding with the software upgrade.

- Insert the white USB drive with the “SW” label containing the software update into one of the USB connections located on the front of the HFA3 device.
- Navigate to Settings > Maintenance screen and select **Perform update**. A confirmation screen will appear.

- Select **Yes** to start Update Wizard.

- A popup screen will appear with the update. Highlight the update and select **Run**.
Note: If the following message appears, select **Run** in the popup and proceed.

![Warning dialog box](image)

- The “InstallShield Wizard for Humphrey Field Analyzer 3” screen will appear. Click **Next** to continue.

![InstallShield Wizard](image)

Note: If the error message “Error copying NK bin” appears during installation, select **OK** and follow the instructions on the screen. Once the InstallShield Wizard has finished aborting installation, reboot the device and repeat the installation. This is an infrequent communication error that may occur at any point in the installation process. Follow the on-screen instructions through the rest of the software upgrade process.

Note:

- There may be brief sequences when the screen goes black for several seconds. Wait for the next on-screen prompt.
▪ Do not touch the screen or type on the keyboard during the installation process except as directed by the on-screen prompts.
▪ There may be screens that show a progress bar. Occasionally, the progress bar will stop for several seconds, but the installation is still in progress.
▪ There will be several prompts for going to the next step or confirming a step. Respond to these prompts by using the touchscreen or the cursor driven by the keyboard or external mouse.

▪ Select **Finish** from the InstallShield Wizard Complete screen.

▪ The background screen will turn black. A message will appear letting you know the instrument is going to shut down and to start it again after shutdown. Click **Close** and wait for the instrument to shut down. Once shut down, remove the USB drive from the HFA3.

▪ Turn the instrument ON by pressing the Power Button. The instrument will boot up and the screen may be black for several minutes. Wait until the InstallShield Wizard screen appears again. Allow the installer to complete the software update.
▪ The InstallShield Wizard Complete screen will appear again. Click **Finish** to exist the Wizard.
- You may now safely run the updated Humphrey Field Analyzer 3 Software
2. Install HFA Review 1.0 software on your Windows PC

Minimum CPU, memory and space requirements for installing HFA Review on your PC:

- 64-bit Microsoft® Windows® 7 or 10 computer
- X64 capable CPU @ 2GHz or better
- 4 GB of memory or more
- Display resolution of 1024 x 768 or higher
- 100 Base-T network adapter or higher

**Install HFA Review software version 1.0**

1. Select the white USB drive labeled “SW” from the HFA Review Software Kit and connect to a USB port on your workstation.

2. Open the drive and double-click `setup.exe` from the list of files to start the Installation Wizard.

3. If you receive a message indicating that installing the application will make changes to your computer, agree to it.

4. When you see the Installation License Agreement, accept it, and click **Next**.

5. Click **Install**. You will see the Welcome screen to start installing HFA Review software.
6. Click **Next** and the Setup Status screen appears as shown. The screen shows a visual completion bar of the installation status.

7. When the installation is complete, the Completion screen appears.

8. Click **Finish** to complete the Installation.
3. Connect HFA Review Software (PC) to an HFA3 instrument

1. Log on to HFA Review software.
2. From the Desktop, double-click the HFA Review icon.

3. Once the ZEISS splash screen appears, followed by the Startup screen, click Continue.

4. The Login screen appears.

5. Select Administrator from the drop-down list, and type in the default password.

   Default password: 0000 (ZEISS recommends that you change your password after logging in for the first time.)

6. HFA Review software is designed to locate network-connected HFA3 instruments that are turned on, automatically establishing a connection with one of them. When this occurs, you will see the Patient Selection screen populated with patients. You are now connected and ready to use the HFA Review software.
If the connection does not occur automatically, do the following:

1. Select the wrench icon from the HFA Review toolbar to go to Settings.
2. Select Networking and the Networking screen appears. Scroll down until you see the Available Instruments area.
3. Select one of the HFA3 instrument(s) from the Available Instruments list to which you want to be connected.
4. Click Connect. The red icon should turn green. HFA Review software is now connected and ready to use.
If HFA Review software does not connect to an HFA3 instrument and display a green icon, go to “Manual Configuration”:

1. From the Networking screen, scroll down to click the **Add** button from the Available Instruments list.

2. In the Host Name screen that appears, type in the **Host-Name** or **IP address** of the HFA3 instrument, which is found in the System Information area of the HFA3 instrument settings.

3. Click **OK**. The instrument is added to the Available Instruments list.
4. Click on the instrument in the list and click **Connect**. The instrument will connect.

Note: If the instrument is not in the Available Instruments list, perform the following:

- Verify the IP configuration.
- Confirm that the HFA3 instrument and HFA Review application are in the same network, including the subnet components “A.B.C.”
- Check the Firewall settings.
4. Connect two or more HFA3 instruments to synchronize tests

1. Upgrade all HFA3 instruments to software version 1.5 and ensure each instrument is connected to the same network with DHCP.
2. Log in to Service.
3. From the main Patient screen, select Change user from the Close button menu.
4. Use the drop-down menu to select the login option Service.

5. Enter password 0000
7. Go to Synchronization > Start/Stop Synchronization > select Enabled.

8. Click Back.
9. The circle arrow icon indicates that the HFA3 needs to be restarted after this selection.
10. Log in as Administrator.

11. Go to Settings > Networking > Synchronization Configuration.
12. The Available Instruments now shows the HFA3 instruments detected.
13. Confirm that all HFA3 instruments you intend to synchronize are named exactly the same in the Synchronization Group. The default name for all HFA3 instruments is HFA3DEVICE.

Note: If the Synchronization Group name is changed, you will need to restart the instrument to take effect.

14. Perform the same setup process on all HFA3 instruments that are to be synchronized. Available Instruments shows the HFA3 instruments detected in the network.

15. Symbols:
   - Green check mark = connected.
   - Red circle with white line = not connected.
   - Add = manually add an instrument not in the list by entering the host name or IP address.
   - Remove = remove a manually added instrument. This will not remove instruments that are automatically found.
   - Refresh = retry connection.

16. The main screen header shows the database icon with rotating arrows, indicating that Data Synchronization is in progress.

Note: Synchronization of all databases may take up to 48 hours (depending on number of tests in HFA database). During this time, new tests can be run on each HFA3 and reports are generated using the test data available on that instrument’s database. However, it will not have access to all tests until full synchronization is completed.

17. The main screen header shows the database icon with check mark, indicating Synchronization Complete.

18. The HFA3 has completed synchronization and is ready for final restart to complete the process to screen for duplicate patient records.
   - Selecting OK initiates the process to screen for duplicate patient records. This step takes 5-10 minutes and the instrument is not available for use during this time.
   - Selecting Cancel keeps the process from starting.
   - This message is repeated at next start-up until this step is completed by clicking OK.
19. Once this screening is completed, all HFA3 instruments are now ready for use in full Data Synchronization mode. All test data is synchronized and available to all instruments. When new tests are run, they are automatically synchronized between HFA3 instruments. The duplicate record screen is automatically performed. You do not need to initiate any action.

20. You can verify the completion of the Data Synchronization by going to Settings > System Information > Database and view the Total Patient Records and Total Tests. The totals should be the same on all connected HFA3 instruments.
5. Connect one or more HFA II-i instruments to an HFA3 to share tests

Notes:
- All HFA II-i instruments must be software version 5.0 or 5.1 and connected to the same network.
- All HFA3 instruments must be software version 1.5 and connected to the same network.
- One HFA3 will be identified for connection for each HFA II-i. More than one HFA II-i can be connected to one HFA3.
- If there are two or more HFA3 instruments, choose one to connect the HFA II-i. The HFA3 instruments are synchronized and include the HFA II-i test in the synchronization.

1. Allocate a Static IP address for each HFA3 instrument that will be connected to an HFA II-i.
2. For the HFA3 that will be connected to the HFA II-i, change the HFA3 to Static IP.
3. On HFA3, go to Settings > Network: go to DHCP to select Disabled.
4. Enter the Static IP address assigned to the HFA3.

On the HFA II-i, go to: System Setup > Additional Setup > Backup Configuration

5. A dialog appears prompting you to select a USB storage device. Take the following steps:
   - Insert a USB storage device into a USB port on the HFA.
   - Select the desired USB storage device by pressing the button with its device name.
   - When the message “Configuration Backup” is complete appears, press OK to return to the Additional Setup screen.
   - Remove the USB drive when backup is completed.

On the HFA3, go to: Settings > Specific Settings > HFA II-i Configuration.

6. Insert the USB drive that contains the HFA II-i configuration in the HFA3. Take the following steps:
   - Insert USB drive into USB port.
   - Enter HFA II-i Serial Number (example format: 750i-12345).
   - Select Update configuration.
   - Remove USB drive when update is completed.

On the HFA II-i, take the USB drive back to the HFA II-i and take the following steps:
   - Select System Setup > Additional Setup > Restore Configuration.
   - Insert USB drive into USB port.
   - Select the appropriate media by pressing the button with its device name.
▪ When the message: Configuration update is complete appears, press **OK**.
▪ After a 15-second pause, your HFA II-i will restart automatically.

7. **HFA II-i Data Transfer to HFA3**, go to: File Functions > Transfer Tests - select:

- Source = Hard Drive
- Destination = DICOM Archive
- Export Format = Exam data
- Current Range = All files
- Proceed
- Enter
- Select All
- Proceed

This will initiate a copy of all tests in the HFA II-i database to the HFA3. The tests will still be on the HFA II-i database. The transfer takes about 1 hour per 10,000 tests. For example, a test database with 50,000 tests will take about 5 hours to transfer.