

SmartSimulator User Manual

Subscription

1. Overview

SmartSimulator offers an opportunity for users to easily experience the products from Siemens Healthineers. The products are simulated on virtual machines in the cloud. SmartSimulator enables users to connect to the simulated product from their personal computers using the Internet.

2. Intended Use

SmartSimulator is to be used only for trainings and for demonstration's purpose but not for diagnosis or for trouble shooting at your physical system.

3. Signs and Symbols

Please note:	Indicates a hint. Is used to provide information on how to avoid operating errors or information emphasizing important details.
1	Indicates steps with operating sequences.
•	Indicates a list item.
Bold	Is used to identify titles, menu items, function names, buttons, and keys, for example, the Save button.
Screenshots	Intended to illustrate general principles are shown in a neutral form for greater simplicity. Screenshots that illustrate instructions contain text to show the context within the application.

4. System Requirements

The following hardware and software specifications are recommended for a smooth performance of the SmartSimulator.

Web Browser		Microsoft Edge, Google Chrome
Internet	Required?	Yes
	Type	LAN
	Speed	5 Mbps minimum

	Communication Port	TCP/IP port 443 (with https enabled)
Screen Resolution		1280 X 1048 minimum

5. Register and request a quote

5.1 Prerequisites

1. Access to the registered email address.
2. Stable internet connection.
3. To verify your identity and ensure that your account is not misused, an Authenticator Application has to be used to log in to our SmartSimulator portal. Therefore, before logging into our portal, you need to install any mobile authenticator application (Recommended: Microsoft Authenticator application) from your preferred app store.

5.2 Register into SmartSimulator

1. Open the browser and enter the following URL:
Global users: <https://smartsimulator.siemens-healthineers.com/#/>
China users: <https://smartsimulator.siemens-healthineers.cn/#/>
2. The SmartSimulator **Home** page shows the available subscriptions offerings.
3. **Request quote** for the package you are interested in.
4. Enter your registration details into the dedicated fields:
 - **First name, Last Name, Email Id, Country, Institution**
 - **User Limit:** The **User Limit** determines the maximum number of users with whom the subscription can be shared.
 - **Storage Limit:** Predefined storage size are available per package for uploading data to the package.
 - **Desired Start:** The defined date the subscription is activated and simulators can be used.
 - **Proceed.**
5. Check your entered details in the **Subscription Summary**, the policy statements, and **Confirm request quote**.
6. Click **OK**.
7. Check your emails and finalize the activation process by clicking the **Activate** button within the email.
8. In the **Set Password** dialog, specify and **Save password**.

Please note: The password must satisfy all the conditions mentioned in the set password window.

6. Getting Started

6.1 First Login incl. Multifactor Authentication (MFA)

As a subscription owner or subscription user as well as a clinical admin, log in using the **Subscriber Login** menu option.

1. Open the browser and enter the following URL:
Global users: <https://smartsimulator.siemens-healthineers.com/#/>
China users: <https://smartsimulator.siemens-healthineers.cn/#/>
2. Select **Subscriber Login**.
3. Enter your email Id and click **Continue**.
4. Enter password and click **Log in**.
5. Open the Microsoft Authenticator application on your mobile phone.
6. Scan the QR code using Microsoft Authenticator application.
7. Enter the one-time passcode appearing on the mobile application and click on the **Next** button.
8. Copy and save the generated 24-digit recovery key in a secure location.

Please note: It is important to save the recovery key in a secure location, this code lets you restore access to your account in case you change or lose your phone or accidentally delete the Authenticator app.

9. Once the recovery key is saved, click the check box, **I have safely recorded this code** and click **Next** button.
10. You are successfully logged in and the SmartSimulator **My Subscription** page is displayed.

Info: The subscription tiles indicate the current status of the Subscription, e.g. **Subscription payment pending**. As soon as you have completed the payment process, you can start using the simulators of the subscription package.

6.2 Connection Test

It is advised to check the connection test before launching your Simulator session for the first time.

1. Copy the **Subscription ID** from your subscription summary card and go to the tab **Connection Test**.
2. Paste your ID and enter a name for the test (e.g., Hospital X, Department Y) for better tracking and hit **Start**.

3. Connection test is testing the general accessibility. In case the firewall blocks the access of the SmartSimulator the connection test would indicate it.

7. My Subscription

7.1 Portal Overview

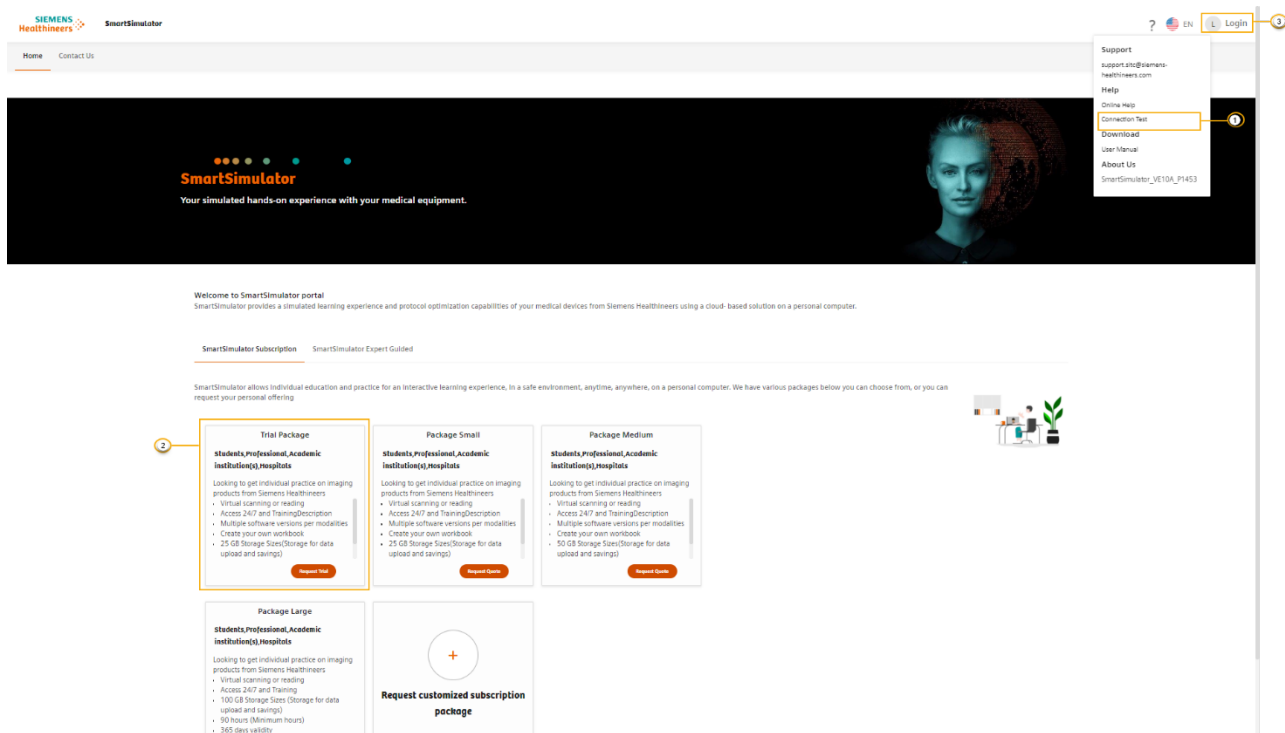


Figure 1: SmartSimulator Home page

- 1) Connection Test ([Testing Connectivity \(siemens-healthineers.com\)](https://www.siemens-healthineers.com/testing-connectivity))
- 2) Subscription package tile representing a subscription offering ([SmartSimulator Help \(siemens-healthineers.com\)](https://www.siemens-healthineers.com/smart-simulator-help))
- 3) Login ()

7.2 How to use a simulator within the subscription package

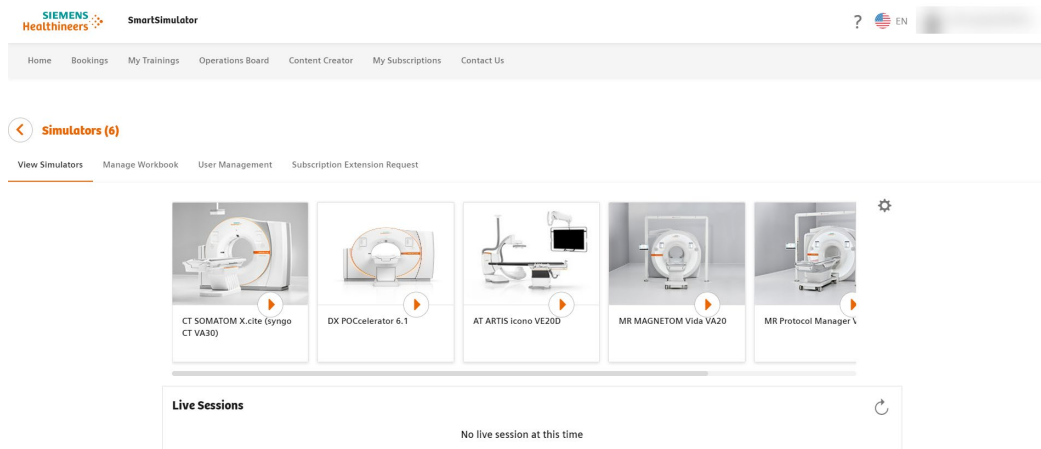


Figure 2: SmartSimulator subscription page details

If you would like to use a simulator from your subscription package:

1. Go to **My Subscription**.
2. **View Details** of subscription package.
3. **Start** simulator by pressing the play button on the simulator tile.
4. Select **datacenter**.


Please note: Please pick a datacenter that is closer to you geographically.

7.3 How to manage subscription users

Subscription owners and clinical admins can share their active subscription with the number of users defined during the ordering process.

1. Switch to tab **User Management**.
2. Click **Add User(s)**.
The **Add users here** window is displayed.
3. Select the type of user from the drop down list.
Clinical admin or subscription owners can manage the subscription package and make use of all available functions (e.g. adding workbooks or uploading files).
Subscription user can only use the simulators incl. Workbooks within a package without additional functions. Subscription users can be added by Clinical Admin (s) or Package owner.
4. Enter the email address of subscriber.
5. Click **Submit**.
6. Click **Ok**.
7. To disable any existing users, select **Disable user** under actions icon.
Click **Disable**.

You can also assign hours to a subscription user. Perform the following steps to assign hours.

1. Select the User from the list of users.
2. Click on 
3. Enter the number of hours in the dialog box.
4. Click **Confirm**.

Please note: Disabling a user does not automatically free one user space from your overall number of users.

- Converting regular subscribers to clinical admins: click on the **three dots** next to the email addresses of your active subscribers to **Make Clinical Admin**.

7.5 How to pause a subscription package

You may pause your subscription package for up to 30 days.

1. Go to **My Subscription** tab card.
2. Click on the active subscription tile you want to pause.
3. Select the gear symbol.
4. Click on **Pause Subscription** to automatically set the status of your subscription to paused.

Please note:

- No users will be able to access your subscription and use up hours while it is set to paused.
- A subscription can be paused only 3 times and you will not be able to pause a subscription 30 days before expiry date.

7.6 Resuming a subscription package

Perform the following steps to resume a subscription package.

1. Go to **My Subscription** tab.
2. Click on the active subscription tile you want to resume.
3. Select the gear symbol and select **Resume Subscription**.
4. Click **Confirm**.

7.7 How to manage a workbook

As a subscription owner, you can upload and manage your own instructions within your subscription.

1. Go to **My Subscription** tab card.
2. Click on the active subscription tile you want to enhance with an own workbook.
3. Go to the tab **Manage Workbook** and click **Add Workbook**.
4. Enter the name of your workbook.
5. Select the Simulator for which you want to provide this workbook.
Please note: You can select multiple simulators.
6. Choose a .pdf or .docx file to upload.
7. Hit **Add** to complete the process.

Your subscribers will now be able to book the simulator sessions together with your workbook to follow your pre-defined guidance.

Please note: PEPconnect offers a range of workbooks for your choice. You can easily access PEPconnect through clicking **Learning material** in the SmartSimulator **My Subscription** page.

You can also find the learning material here:

<https://pep.siemens-info.com/en-us/smartsimulators>

7.8 How to upload a file to a subscription package

As a subscription owner or clinical admin, you can share files with all subscribers.

1. Go to **My Subscription** tab card.
2. Click on the active subscription tile you want to share files.
3. Go to the tab **My Files**.
4. Choose a file from your computer.
5. **Upload** files after checking the checkbox.
6. All users of a subscription package will be able to access your file from their simulators via the mysubscriptionfiles-<xxxx>.
7. In case you want to delete uploaded files: Select the file(s) and **Delete** them.

Please note:

- Download of scanner protocols and images is prevented to avoid any kind of use outside the intended use of education.
- When extracting a .zip file in the simulator, please ensure that you extract these files in the **B** drive. Otherwise your **my Files** cloud share can run out of sync.

7.9 Extend a subscription package


Perform the following steps to extend a subscription package.

1. Go to **My Subscription** tab, click **Extend** on the active subscription you want to extend.
2. The Extend Subscription window is displayed.
3. Enter the details in the No. of Hours, User Limit, Storage fields.
4. Select the date from the Valid Untill field.
5. Select the simulators from the Simulators to add drop down list.
6. Click **Request for extension**.
7. The Confirmation dialog box is displayed.
8. You receive an email confirming that you have raised a request for extension.
9. Click **Confirm**.

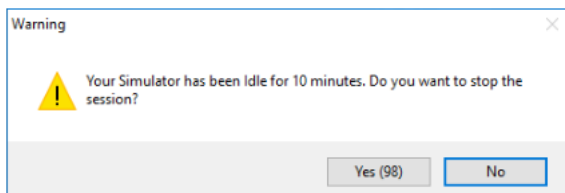
The screenshot shows two side-by-side panels. The left panel, titled 'My Subscriptions (1)', contains a 'Subscription Summary' box with the following details: Subscription ID: 5299851, Start Date: 13 January 2023, Owner: k.a.t.b@mailinator.com, Total Hours: 15, Hours Available: 14 hr 22 min, No of Users: 5, Storage: 25 GB, and Valid Until: 12 April 2023. Below the summary are 'Extend' and 'View Details' buttons. The right panel, titled 'Extend Subscription', features several adjustable fields: 'No of Hours' (31) with a 'Hours to add' spinner; 'User Limit' (2) with a 'Users to add' spinner; 'Storage' (25 GB) with a 'Storage to add' dropdown; and 'Valid Until' (27 April 2024) with a 'Valid Until' date picker. A 'Simulators to add' dropdown is also present. At the bottom are 'Cancel' and 'Request for extension' buttons.

7.10 How to set an Idle Time out for subscription package

Perform the following steps to set idle time notification.

1. Click on  icon and select **Idle Session Timeout**.
2. Select the time from the drop down list.
The Confirmation message is displayed.

If you have launched a simulator and if it is idle for 10 minutes, the following warning message is displayed for 2 minutes (120 seconds). Click Yes to stop the session, and click No to continue. If there is no input from you within 2 minutes, the session will automatically be terminated.



8. SmartSimulators Handover Package

In the healthcare sector, the basis for reimbursement is shifting from quantity to quality of care. This means healthcare providers are rewarded for both efficiency and effectiveness. Employing digital solutions within your workforce increase your reputation as a cutting-edge employer and can enable you to stay abreast of new methods and technologies and help you bring patient care to the next level. Increase knowledge and skills with a competency-based online education platform that offers instant access to performance support and expertise.

PEPconnect is a personalized online education experience designed for healthcare professionals that's customized to their role and learning behavior – designed to increase their competency, efficiency, and productivity.

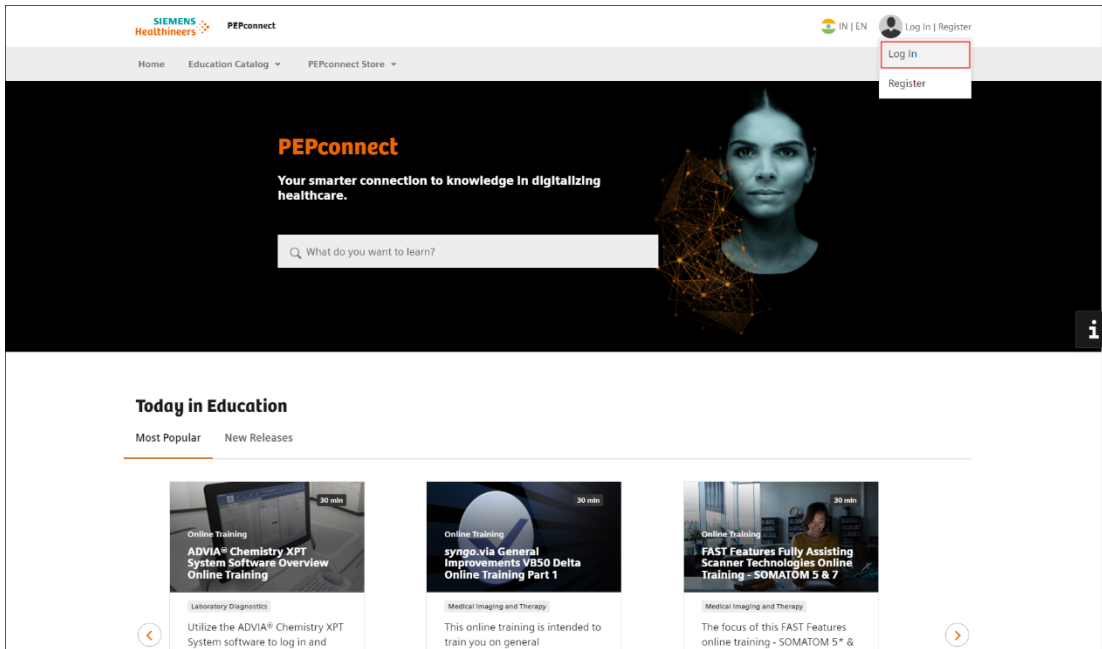
- Explore more than 19,000 engaging learning activities – including e-learnings, webinars, job aids, videos, virtual classrooms, and more
- Create your own virtual learning experience with an individual profile, education plan and transcript to record your training and subscribe to services and content with Virtual Wallet points
- Benefit from the online network of professionals and connect, communicate, and be part of social learning groups

8.1 Logging in to PEPconnect portal

Perform the following steps to log in to the PEPconnect portal.

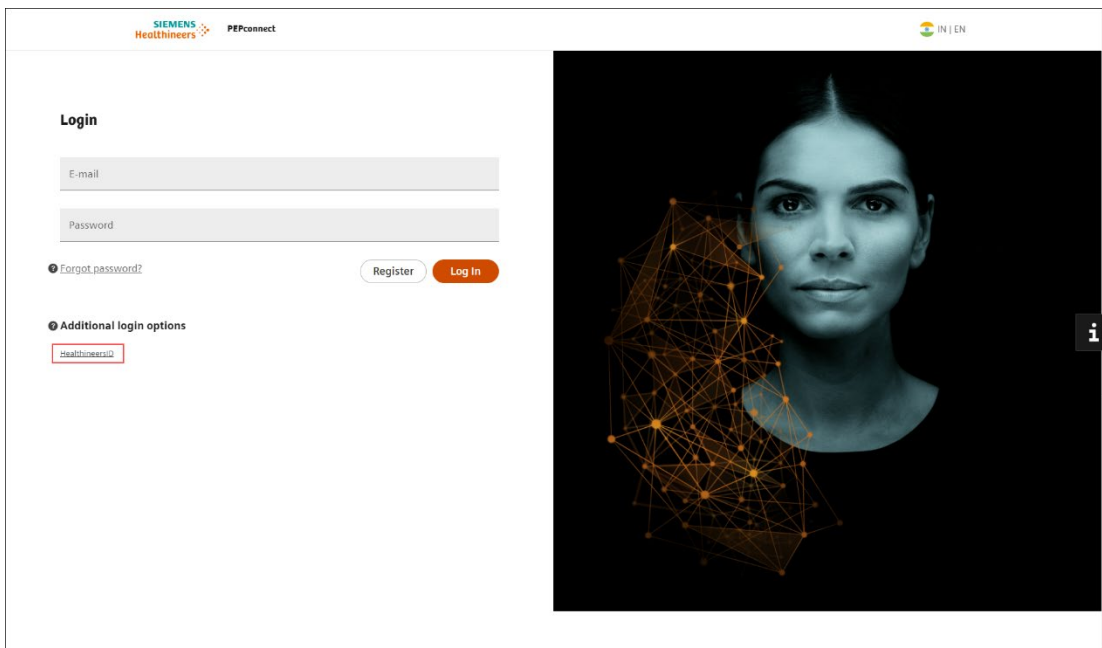
1. Open the browser and enter the following URL.

<https://pep.siemens-info.com/en-us>



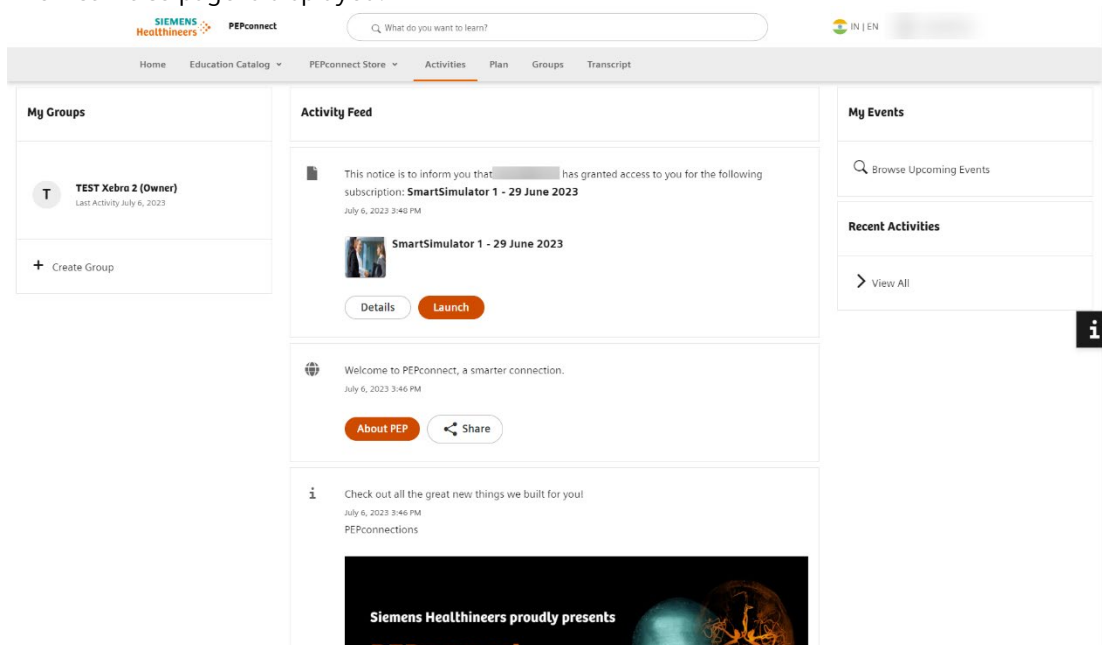
The log in page is displayed.

2. Under Additional login options, click on **HealthineersID**.



3. Enter your email Id and click **Continue**.

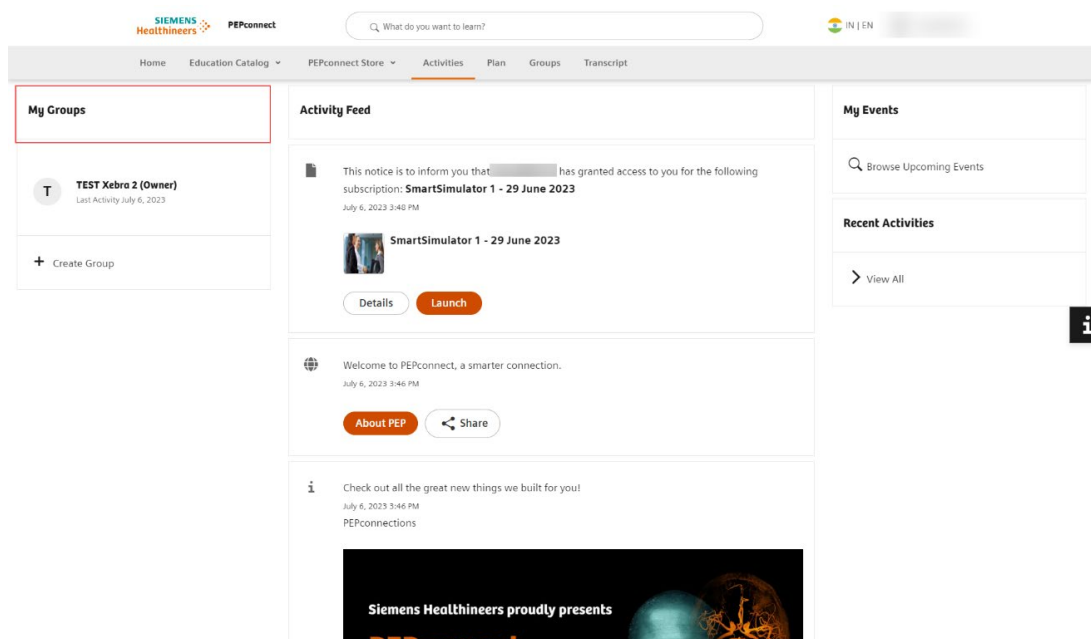
4. Enter password and click **Log in**.
5. Open the Microsoft Authenticator application on your mobile phone.
6. Scan the QR code using Microsoft Authenticator application. (First time only)
7. Enter the one-time passcode appearing on the mobile application and click on the **Next** button.
8. Copy and save the generated 24-digit recovery key in a secure location.
Note: It is important to save the recovery key in a secure location, this code lets you restore access to your account in case you change or lose your phone or accidentally delete the Authenticator app.
9. Once the recovery key is saved, click the check box, **"I have safely recorded this code"** and click **Next** button.
The **Activities** page is displayed.



8.2 Launch the SmartSimualtor handover package

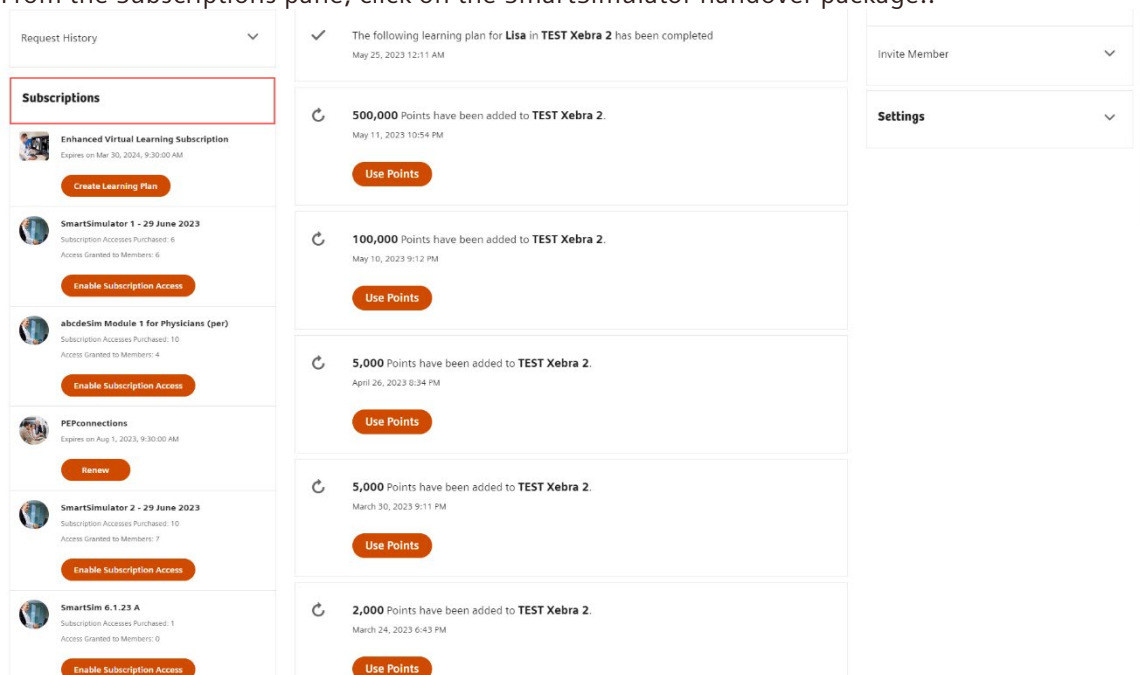
Perform the following steps to launch the SmartSimulator handover package .

1. From the My Groups pane, select the required learning group.



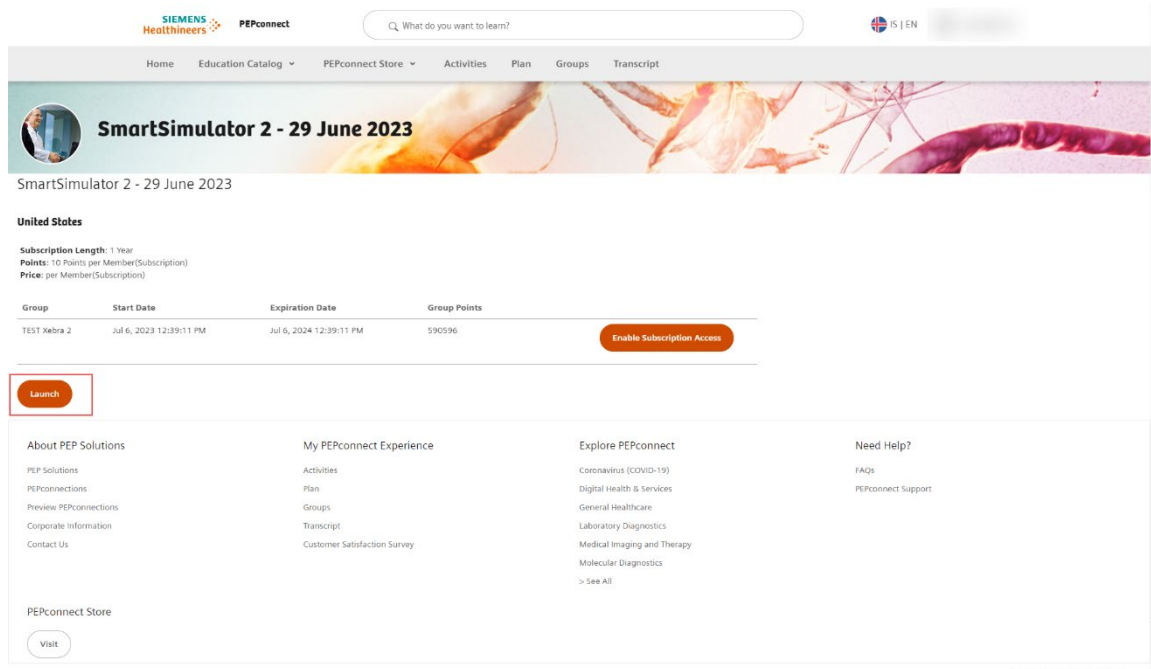
The Group page is displayed.

- From the Subscriptions pane, click on the SmartSimulator handover package..



The SmartSimulator subscription page is displayed.

3. Click Launch.



8.3 Launching a Simulator

To launch a simulator, perform the steps mentioned in the "[How to use a simulator within the subscription package](#)" section.

8.4 Managing Workbook

To manage a workbook, perform the steps mentioned in the "[How to manage a workbook](#)" section.

Please note this learning material is for training purposes only.

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The Operator Manual shall be used as your main reference, in particular for relevant safety information like warnings and cautions.

Please note: Some functions shown in this material are optional and might not be part of your system.

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