

## How to Upload Media to a Case

Go to the PATH case you wish to upload media to.

Once the case is open click the **Upload Media** button in the center of the case.

The screenshot shows the PATH case interface for Case D12381. At the top, there is a navigation bar with 'Home Page', 'Submit Case / Search', 'My Preferences', 'Admin Home', and 'Help'. The case details are displayed in two columns: 'PATIENT INFORMATION' and 'PROVIDER INFORMATION'. The 'CONSULTATION REQUEST' section is highlighted in yellow and contains the following information: Date Submitted: February 27, 2014 07:58 AM; Origin: Tripler Army Medical Center (TAMC) (Tripler AMC, HI, US - Hawaii); H&P: Example; Consult Question(s): Example; Department(s): Cardiology. Below this, there is a section for 'IMAGES, VIDEO & SOUND' with an 'Upload Media' button. The 'Comments' section is also visible, with display options for Clinical, Administrative, Air Evac, Forward, and Workload. At the bottom, there is a 'CASE D12381 Viewers' section with a table of users.

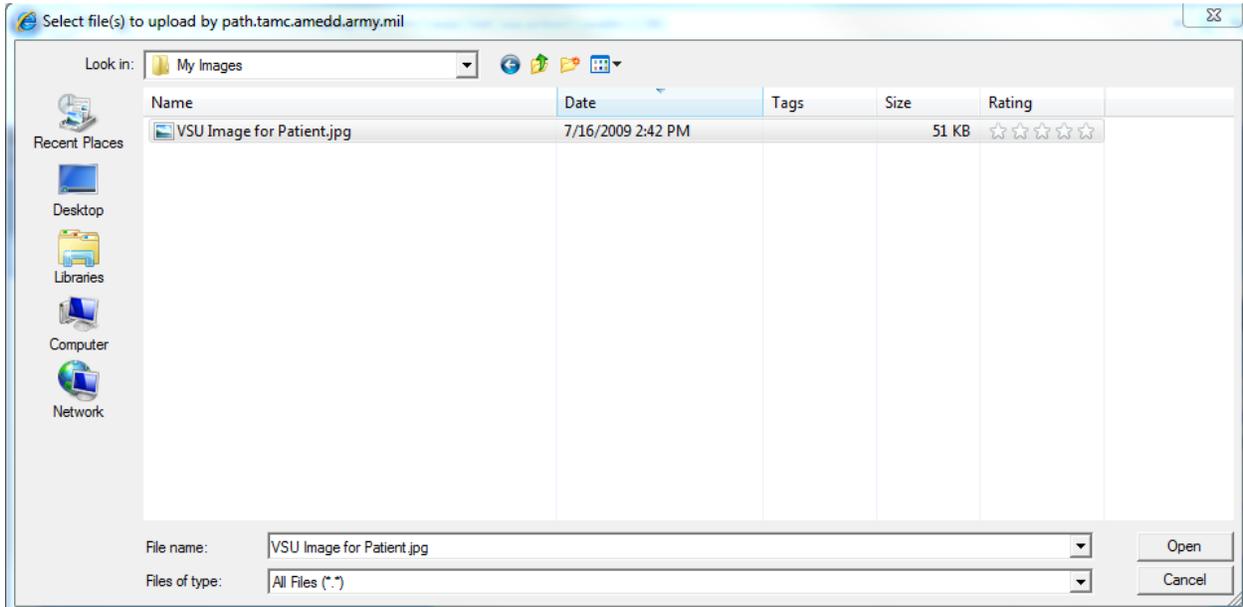
Organization	Users
TAMC CLINICAL USERS	REMOTE CLINICAL USERS

A pop-up window will appear, click the **Upload Media** button in that window.

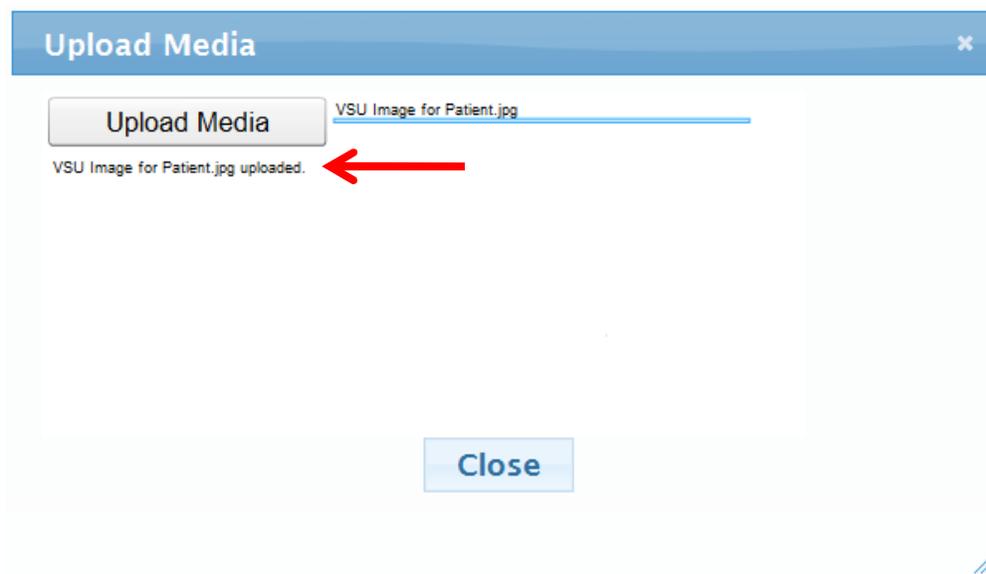
The screenshot shows a pop-up window titled 'Upload Media' with a close button in the top right corner. Inside the window, there is a single button labeled 'Upload Media'. Below the window, the 'Comments' section of the main interface is visible, showing the same display options as in the previous screenshot.

Continue to the next page...

Now you may **Select file(s) to upload by path.tamc.amedd.army.mil**. Browse to the file you want to upload and select it, then click **Open** to start the upload.



Once the file is uploaded, the window will show a status confirming that.



Click **Close** to return to the case and complete the upload process. The media is now visible under the **Images, Video & Sound** section.

