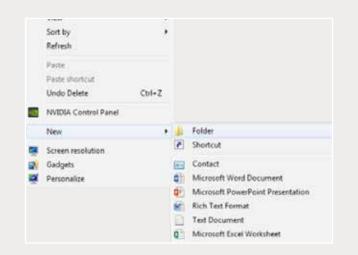
## EXPORTING FROM Acteon®

**UPLOAD GUIDE** 



866-497-3692 • glidewelldental.com



Step 1: Right-click on an empty space on your desktop to create a new folder ("New" → "Folder"). Type in the patient name and click "Enter".



Step 2: Open patient history. Right-click on the newest CBCT and select "Export DICOMDIR".

Select name and directory	for the DICOMDER to be exported.	The second	
Desktop +			• • • Search Desition 2
Organize - New fold			¥• 0
Favorites E Desktop Downloads E Recent Places	Libraries System Feider	X-MIND Trium System Faither Als ExPORT Tak folder	Computer System Folder AS2.0 File folder
Ubraries Documents Music Frictures Videos	Patient Name	ONLY PC CLIENT File folder	Test File folder
(Secondary Computer	L		2
🗣 Network	1		
Folds	n: denise haines		Select Folder Cancel

Step 3: Click on your newly created folder from your desktop, then click "Select Folder".

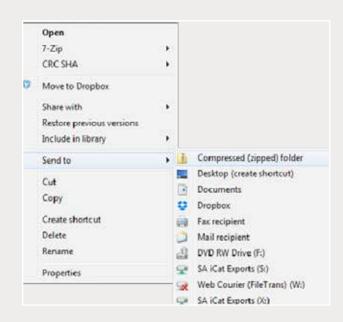
? <b>**</b>
ОК



Step 4: Click "OK" when DICOM exports successfully.

100 A.	hime	Denneited	101	- Ind	
2 Favorites	and a second sec		and the second s		
Cestitap	epot dos	12/0/2018 11:54 AAA	DOM HA	411	
Covribed:	epon/mm	12/17/2016 11/34 Add	OCH10	6248	
E Recent Places	equilion	10/17/2014 11:54 (444	DCM No.	12.13	
🛔 K. Filez	.) epollation	42/7/004/31/54 AM	TICM File	55.18	
Coation Cloud Files	epott.con	\$1/0/2016 11:54 AM	DCM File	15.45	
U Depter	epott.ion	12/2/2018 12:54:348	DOMES	20.02	
	mportF.dom	12/7/2016 11:54 55.8		0.0	
un Librarian	epott.icm	12/7/2016 31:54 AM	TCM File	111.00	
Documents	esportil dom	11/7/2010 11:54 AM	DOMESTIC	10.98	
J Mair	eport20.dom	\$277200 11:54 AM	DEMPIR	15110	
Fictures.	eposil dow	11/7/2526 11/54 344	OCIUNIE	114.88	
Volens Volens	eiport02.4zm	\$2/7/2558 11:54 AM	DOM:No.	202.00	
	port13.dom	12/1/3008 11:54 AM	OCM File	218.88	
Computer	eigerflä.den	13/T/2004 12:54 444	OCM/File	2018	
Windows (C)	esport25.dum	12/3/2018 12:54 AM		20.40	
Ca HP, RECOVERY (D)	aport25.dom	12/7/20hi 12:54 AAA	DCM704	207.00	
G_HP_TOOK5(E)	eport[7.4cm	12/7/2010 11:54 AM	TOM He	20140	
😨 SA iCit Oports (Sc)	eportit.dom	12/7/2028 12:56 844	OCM File	213.88	
😪 Web-Courier (FileTri	equit3.4cm	13/37/898 SLIM AM	DOM:Net	122.40	
SAICellepticiti	esport09.dcm	11/7/2018 11:54 AM	DOM:No.	21148	
	aport21.dom	12/1/2016 21:54 AM	TCM Fire	20140	
Network 1	espar622.dow	13/37/2010 (11:54 3.64)	OCHEFNE	221-03	
1	esport21.4cm	\$1/7/206 18:54 AM	TO'M File	233.88	
	mport2k.dom	\$2/T/2068 21:54 AM	DCM File	212.63	
	geot25.dom	13/702060 31:54 444	OCM-File	20140	
	npot2Licm	12/7/2018 TEN AM	OCM File	211.68	
	wport27.dom	13/7//mii 11:54 AM	DOM NW	223.000	
	oport28.dow	\$2/11/2009 11/54 Add	DOMESIA	152.98	
	apport29.dom	ADVITAGES LUNCH AND	DCM-Fie	212.48	
	equit0.4cm	\$2/17/008 \$25.54 AM	DOMPIN	21243	
	mpotII.dow	11/0/2020 11:04 AME	OCM No.	212 (1)	
	eport/2.dcm	107-009 0154 AM	UCM He	212.10	
	mpartil dom	13/7/2008 13-54 and	<b>DCMFile</b>	212.00	

Step 5: Go to the patient's folder and confirm the .dcm files were exported correctly (there should be several hundred files).



Step 6: Return to your desktop and right-click on the patient's folder to send to a compressed folder ("Send to"  $\rightarrow$  "Compressed (zipped) folder"). A duplicate folder will be created with either a zipper or a blue "Z".

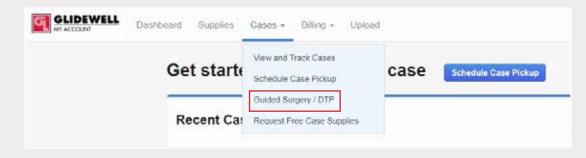
Note: If following a Dual Scan Protocol, zip scans individually and label accordingly (i.e., "Patient Scan" and "Denture Scan").

866-497-3692 • glidewelldental.com • DTP@glidewelldental.com

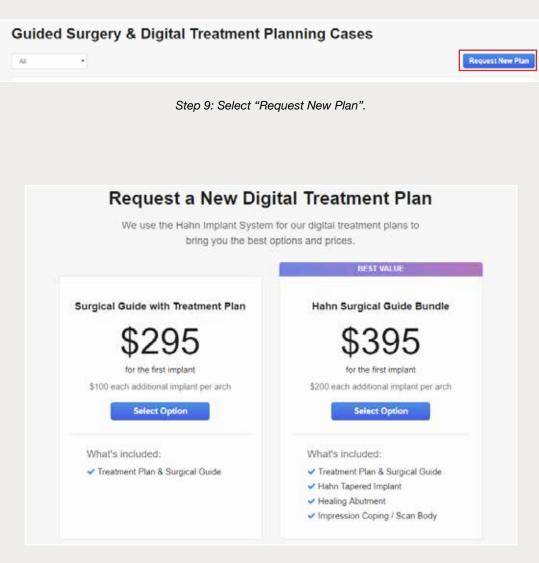


Step 7: Upload your case on glidewelldental.com, then click and log in to "My Account".

Note: Use Google Chrome when uploading your case; additionally, if you do not have an account, please contact us and we will set it up for you. Your scan can also be sent on a disc or USB drive via standard shipping methods if digital upload is not possible.



Step 8: Select "Cases" → "Guided Surgery/DTP".



Step 10: Select desired package.