EXPORTING FROM
Morita

UPLOAD GUIDE
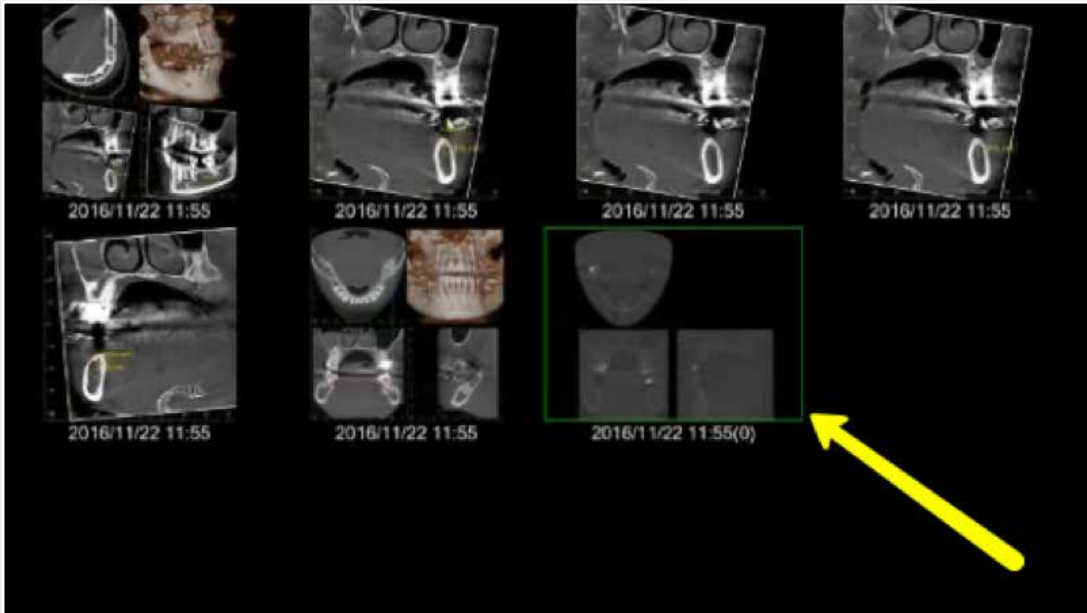
Step 1: Locate and open patient case in database. Click to select CBCT scan, but do not open. Scan should be outlined in green.

1
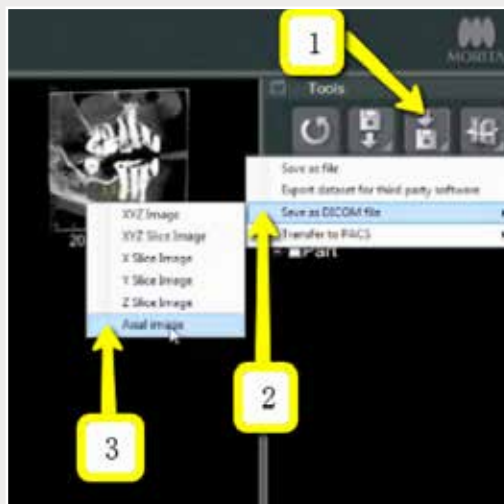
Step 2: On the right side of the screen, click on "Save DICOM" ➔ "Save as DICOM File" ➔ "Axial Image".
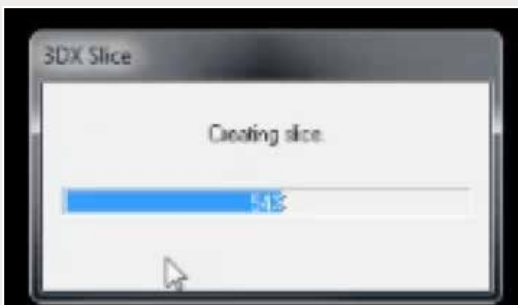
*Step 3: In "Slice Setting" window, change the "Interval" and "Thickness" to
the lowest possible setting (about 0.160 for each), then click "OK".*

Step 4: Set "Accession Number" to 0, then click "OK".

2

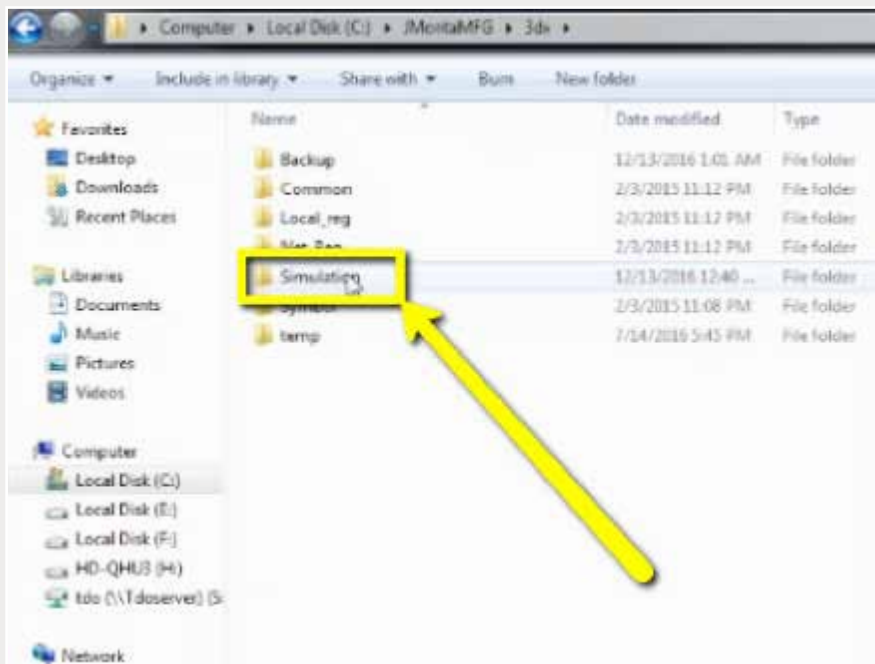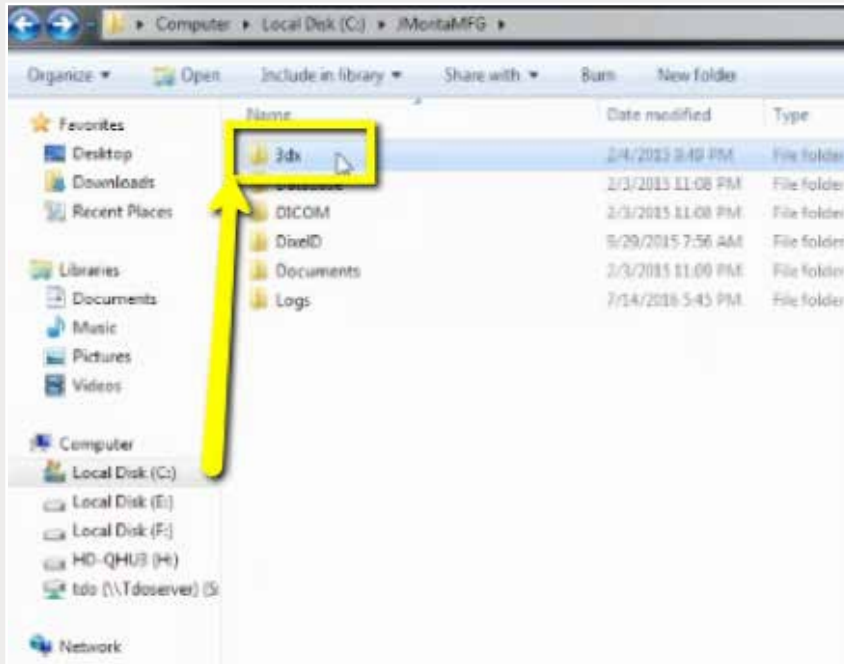*Step 5: DICOM files will export. Click "OK" when complete.*

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Step 6: Locate DICOM files on your "Local Disk (C:)" ➔ "JMoritaMFG" ➔ "3Dx" ➔ "Simulation" (continued on page 4).

4
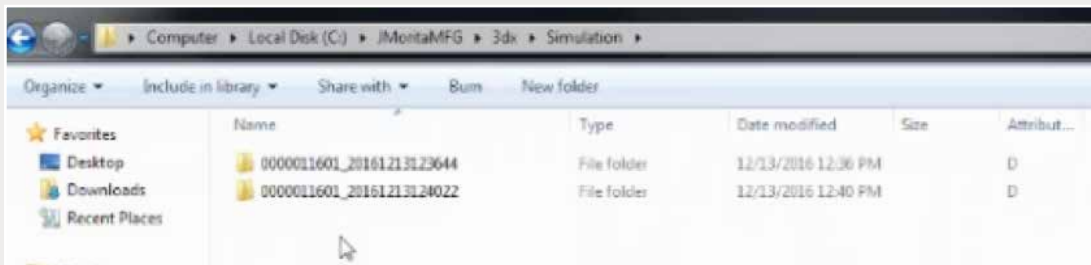
Step 7: Files will be labeled with patient number followed by scan date.
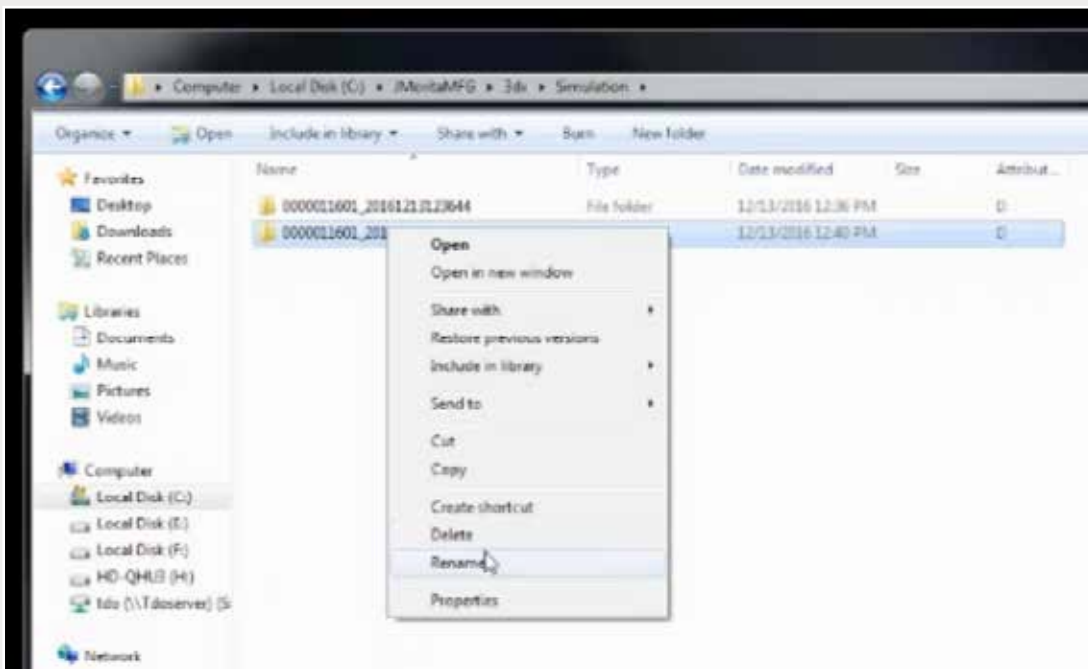
Step 8: Once the correct scan (folder) has been identified, right-click to "Rename" with patient's last name and first name.

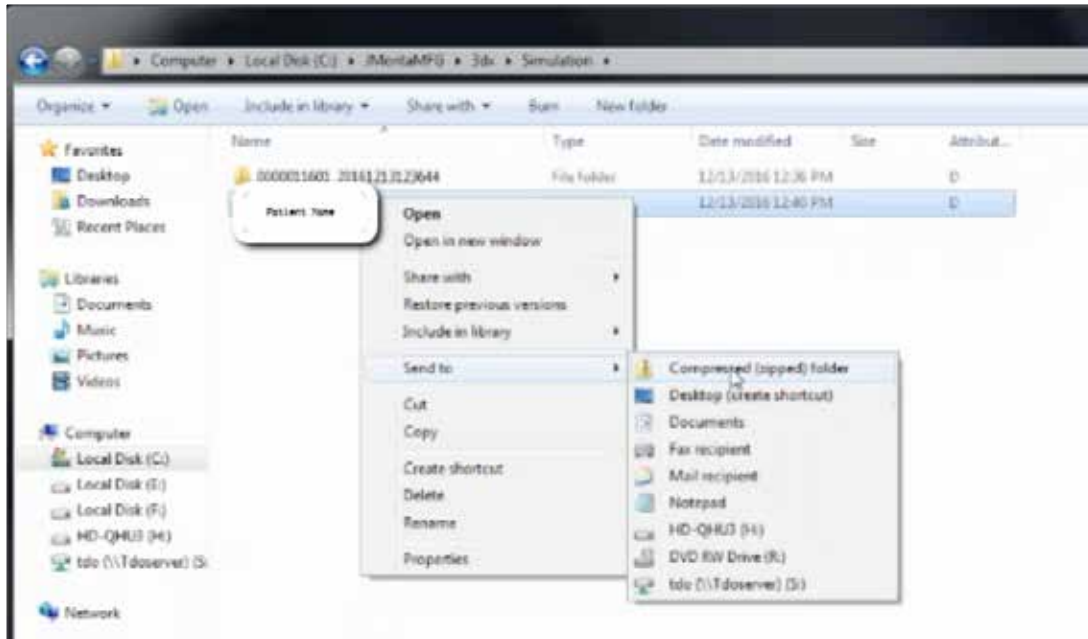*Step 9: Right-click on the patient's folder to send to a compressed folder ("Send to" ➔ "Compressed (zipped) folder").*
A duplicate folder will be created with either a zipper or a blue "Z".

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

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Step 10: 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.
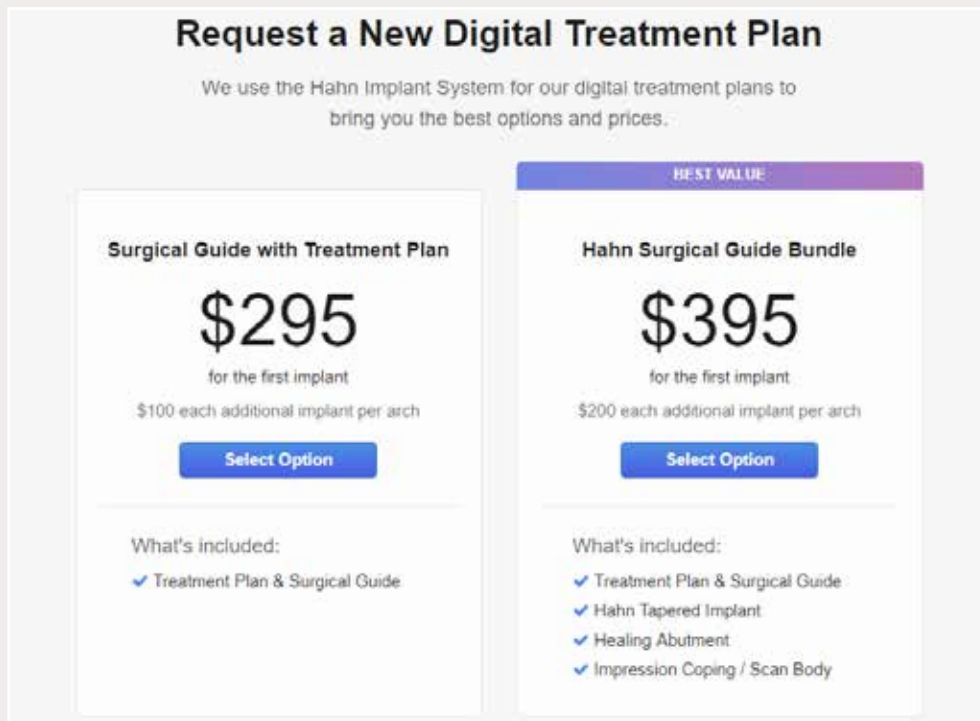
Step 11: Select "Cases" ➔ "Guided Surgery/DTP".

Step 12: Select "Request New Plan".

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Step 13: Select desired package.