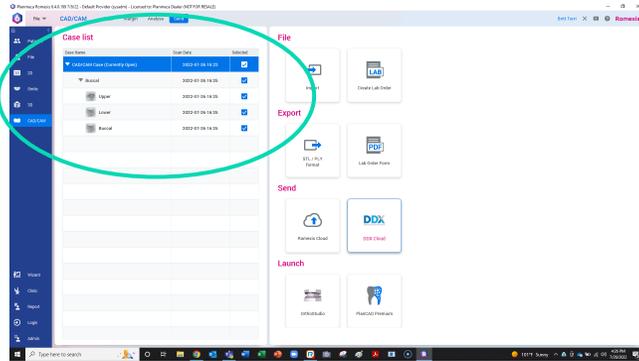


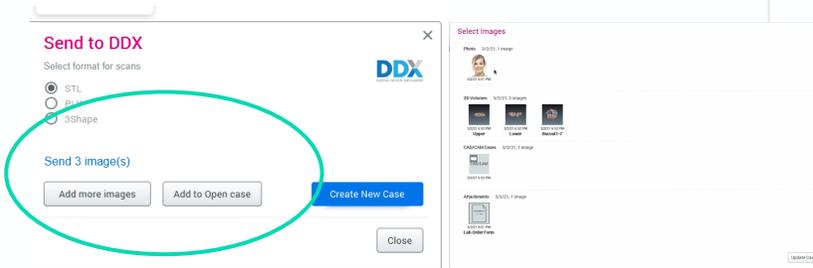
# Sending images and scans from Planmeca Romexis® to Henry Schein DDX

## Creating a new case

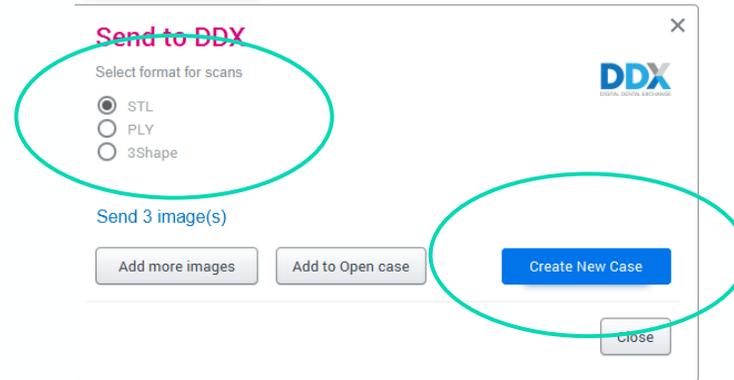
1. Select the case from the case list in Romexis. Click **DDX Export**.



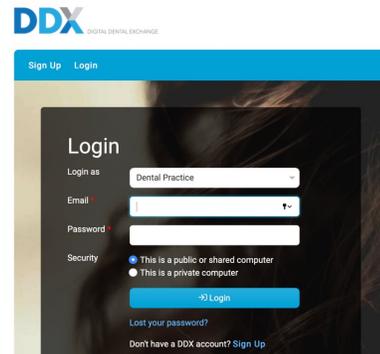
2. If you would like to add additional images before sending the case, select **Add More Images**. Select the images you would like to add and click **Update Case**.



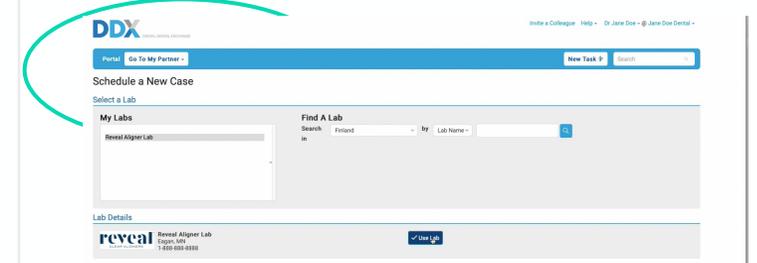
3. The DDX dialog box will open. Select the file format for the scans and **Create New Case**.



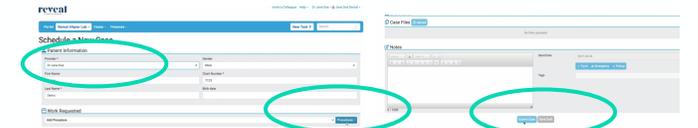
4. The DDX portal will immediately launch automatically. Log-in or Sign up for a new account.



5. Select the desired lab from the list of **My Labs** or **Find A Lab**. Click **Use Lab**.



6. Enter any information needed from DDX (Provide information, Procedure, Teeth) and click **Submit Case**.



7. When the images have successfully uploaded to the DDX portal, you will receive a pop-up notification.



8. You will now be able to view the case on the DDX portal. NOTE: Cases are saved in numerical order, not by patient name or ID. To view the images, you may need to refresh the DDX page.

