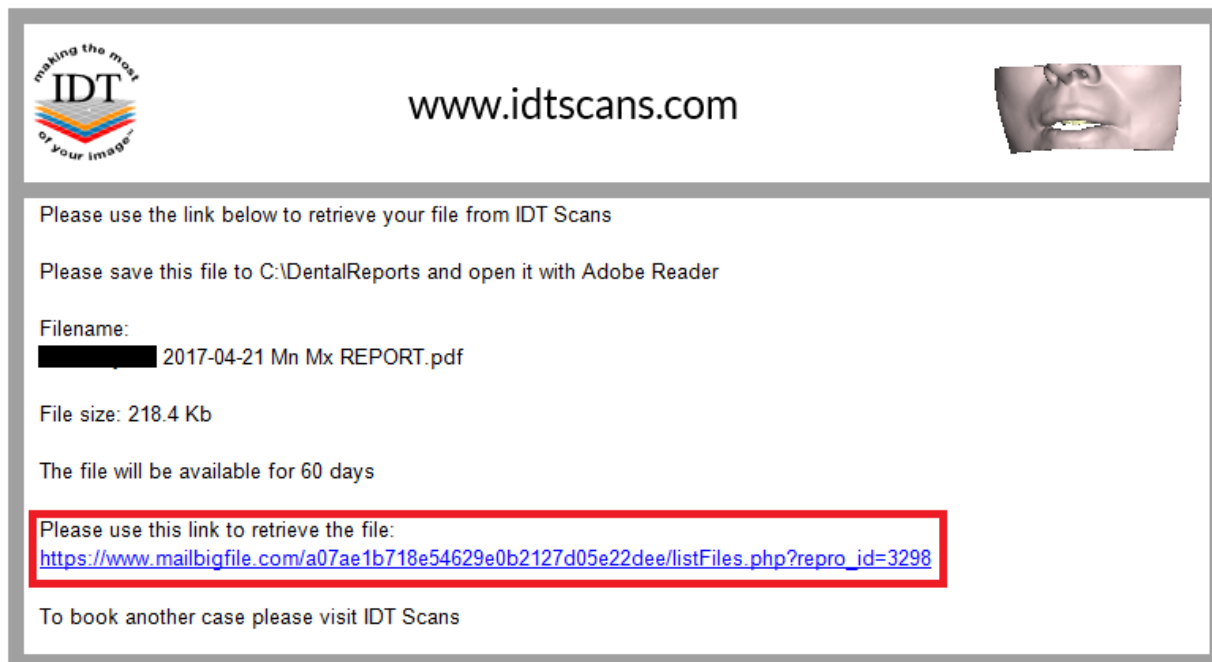


How to download and save REPORTS

We recommend saving Radiology Reports in the **C:\DentalReports** folder. The way to download and save these files depends on which Web Browser you are using.

Step 1

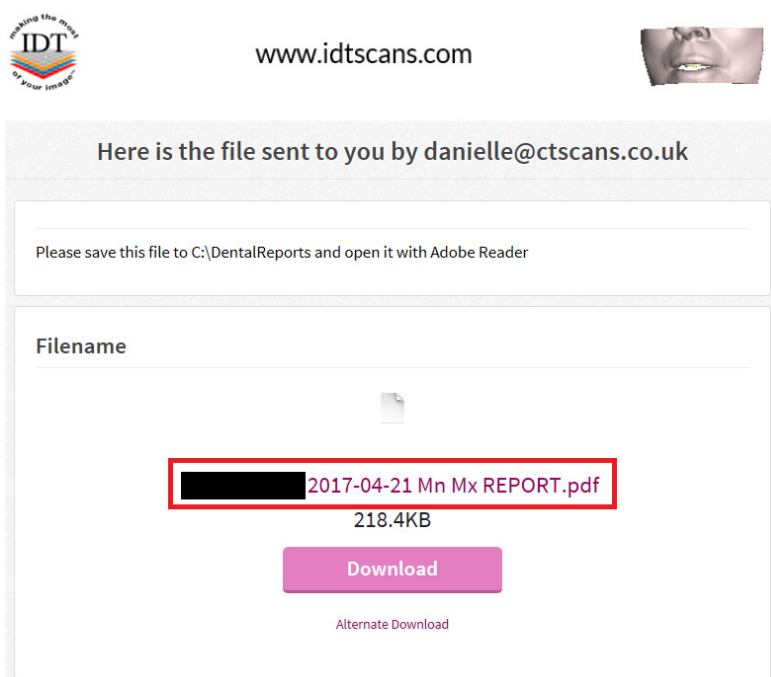
Left click on the link to access your file:



The screenshot shows the IDT Scans website interface. At the top left is the IDT logo with the tagline "making the most of your image". The URL "www.idtscans.com" is centered at the top. On the right is a partial image of a person's face. Below the header, there is a message: "Please use the link below to retrieve your file from IDT Scans". This is followed by instructions: "Please save this file to C:\DentalReports and open it with Adobe Reader". The filename is listed as "2017-04-21 Mn Mx REPORT.pdf" with a redacted area. The file size is "218.4 Kb" and it is noted that "The file will be available for 60 days". A red box highlights the download link: "Please use this link to retrieve the file: https://www.mailbigfile.com/a07ae1b718e54629e0b2127d05e22dee/listFiles.php?repro_id=3298". At the bottom, it says "To book another case please visit IDT Scans".

Step 2

Right click (with the **right** mouse button) on the filename:

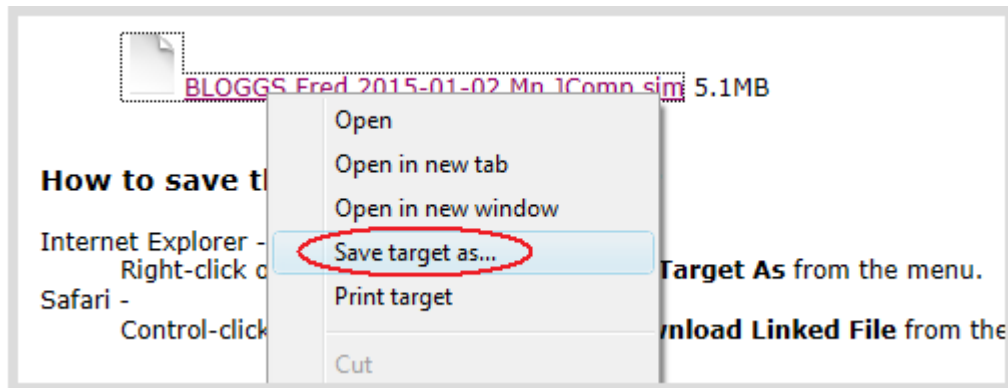


The screenshot shows the IDT Scans website interface. At the top left is the IDT logo with the tagline "making the most of your image". The URL "www.idtscans.com" is centered at the top. On the right is a partial image of a person's face. Below the header, there is a message: "Here is the file sent to you by danielle@ctscans.co.uk". This is followed by instructions: "Please save this file to C:\DentalReports and open it with Adobe Reader". The filename is listed as "2017-04-21 Mn Mx REPORT.pdf" with a redacted area. The file size is "218.4KB". Below the filename is a pink "Download" button. At the bottom, there is a link for "Alternate Download".

If you are using Internet Explorer:

Step 3A

Left click **Save target as ...**

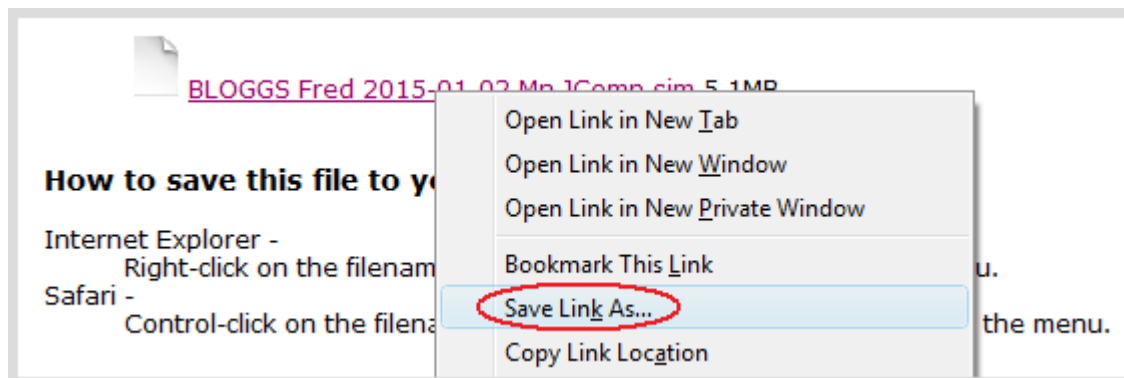


Please skip to Step 4.

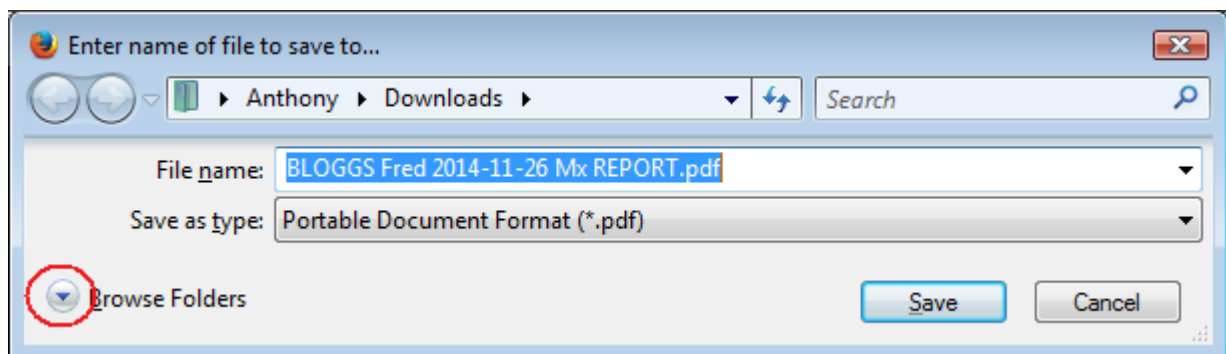
If you are using Firefox:

Step 3B

Left click **Save link as ...**



Left click the small arrow to the left of **Browse Folders**

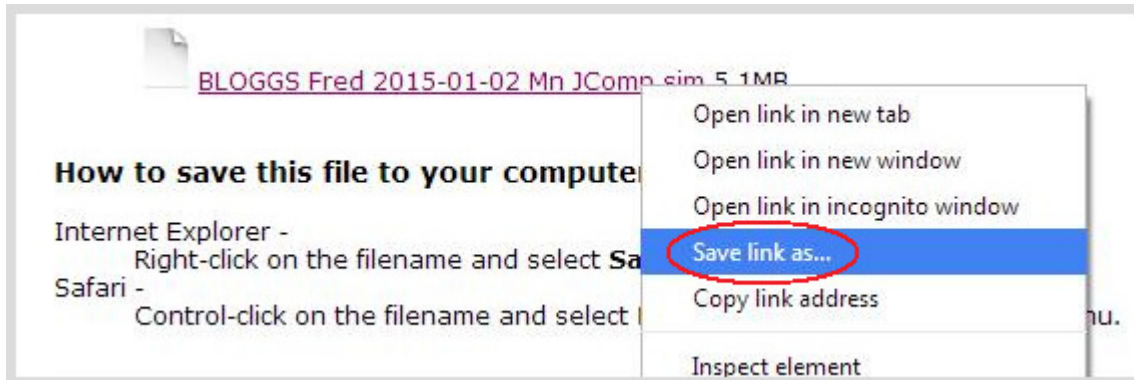


Please skip to Step 4.

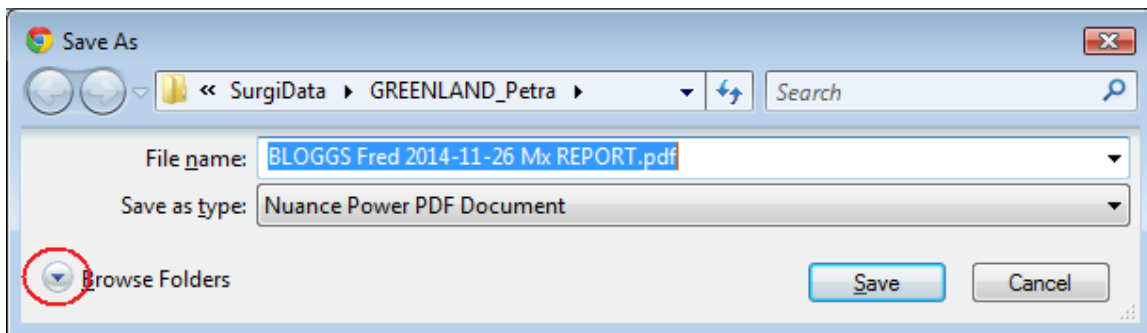
If you are using Google Chrome:

Step 3C

Left click **Save link as ...**

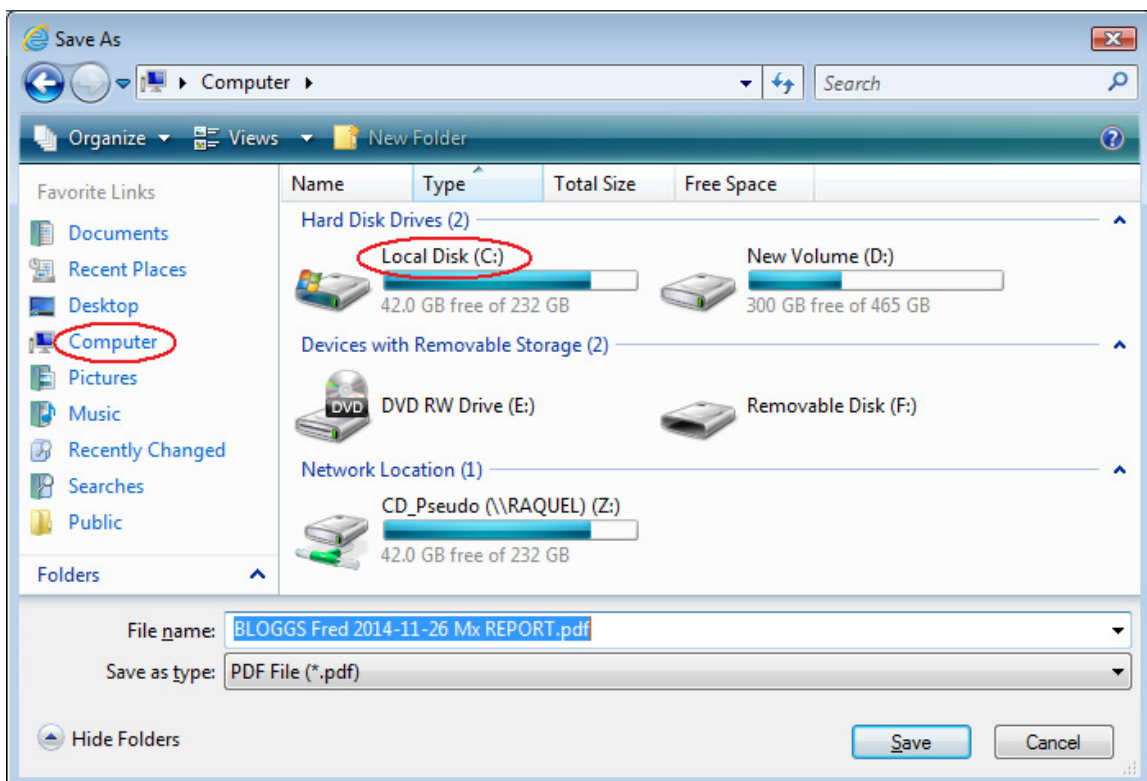


Left click the small arrow to the left of **Browse Folders**

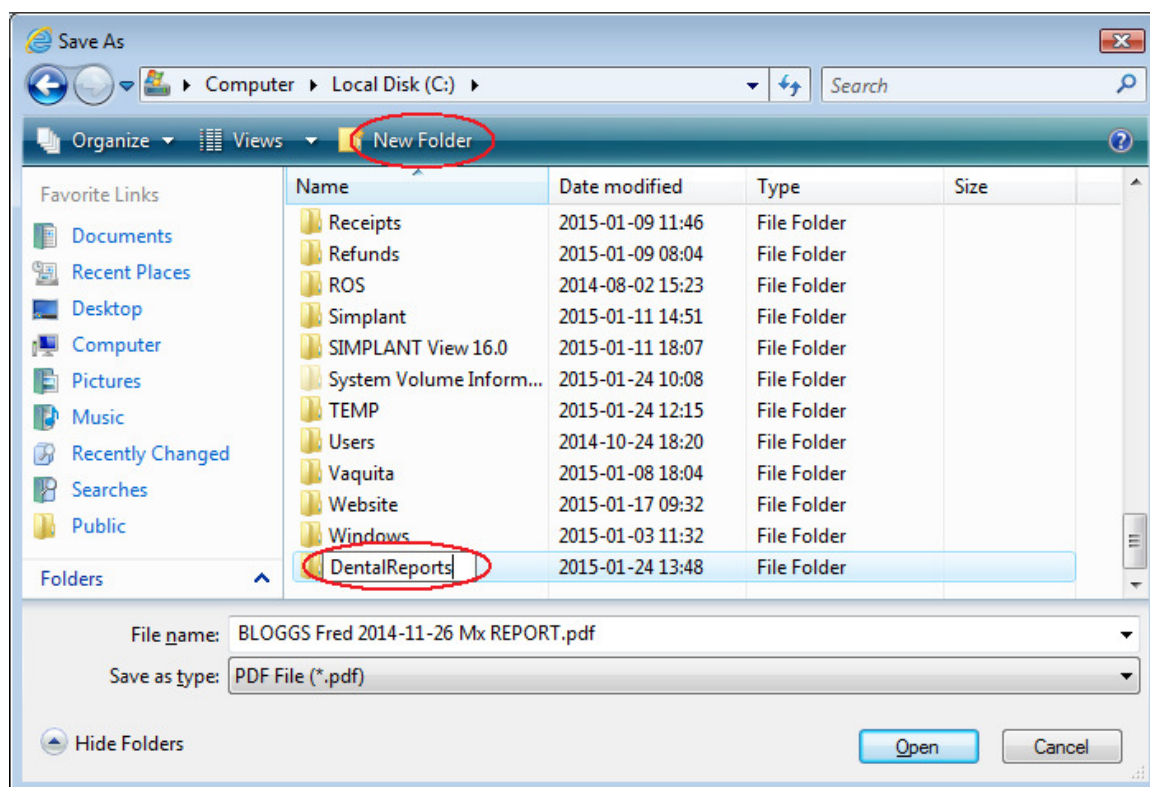


Step 4

Navigate to **Computer** then **Local Disk (C:)**

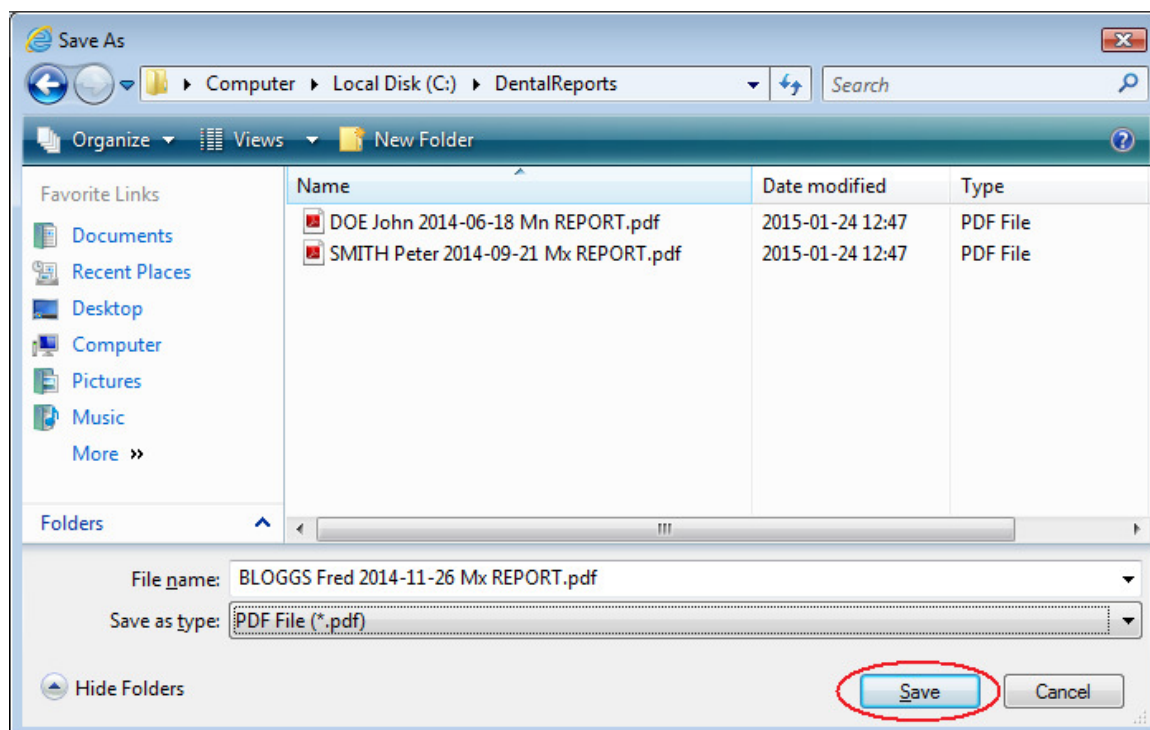


If you don't see the **DentalReports** folder you may create it:



Step 5

Click **Save** to save your file in the C:\DentalReports folder.

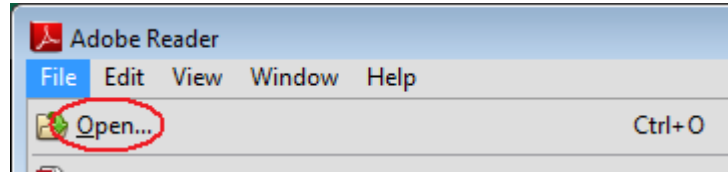


Step 6

Launch Adobe Reader by double-clicking the icon on your Desktop.

If you don't have Adobe Reader you can download it from <http://www.adobe.com/products/reader.html>

From the **File** menu select **Open ...**



Navigate to C:\DentalReports and you will see your patient listed. Double-click on your patient to read the Report.

Created by Anthony Reynolds
Last Revised 2017-05-18 DF