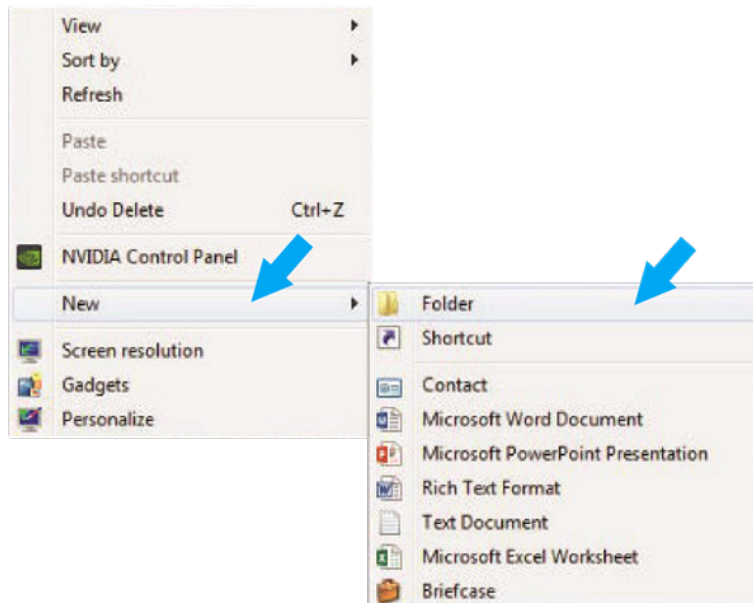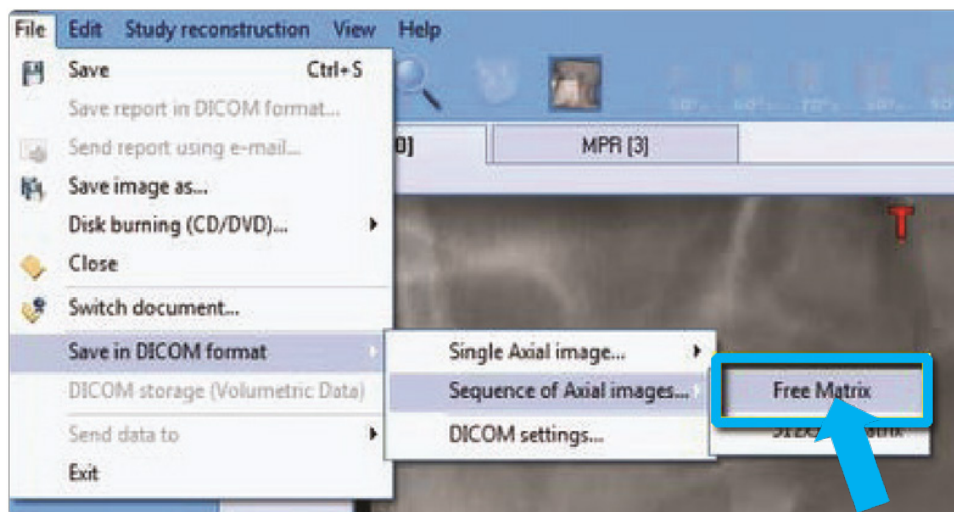# Exporting from NewTom

STEP 1. Right click on your desktop, select **NEW** and click on **FOLDER**. Rename the folder to match the patient's name.
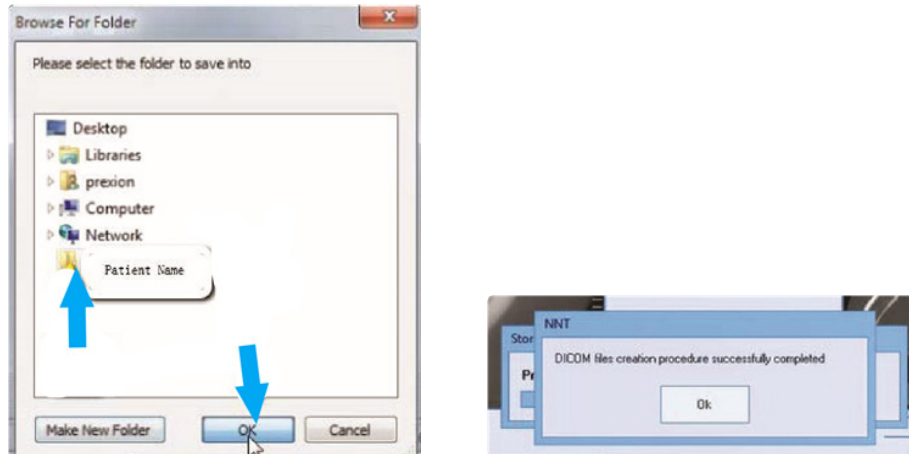

STEP 2. Open the patient's scan. Next, select **FILE, SAVE DICOM FORMAT, SEQUENCE OF AXIAL IMAGES** and **FREE MATRIX**.
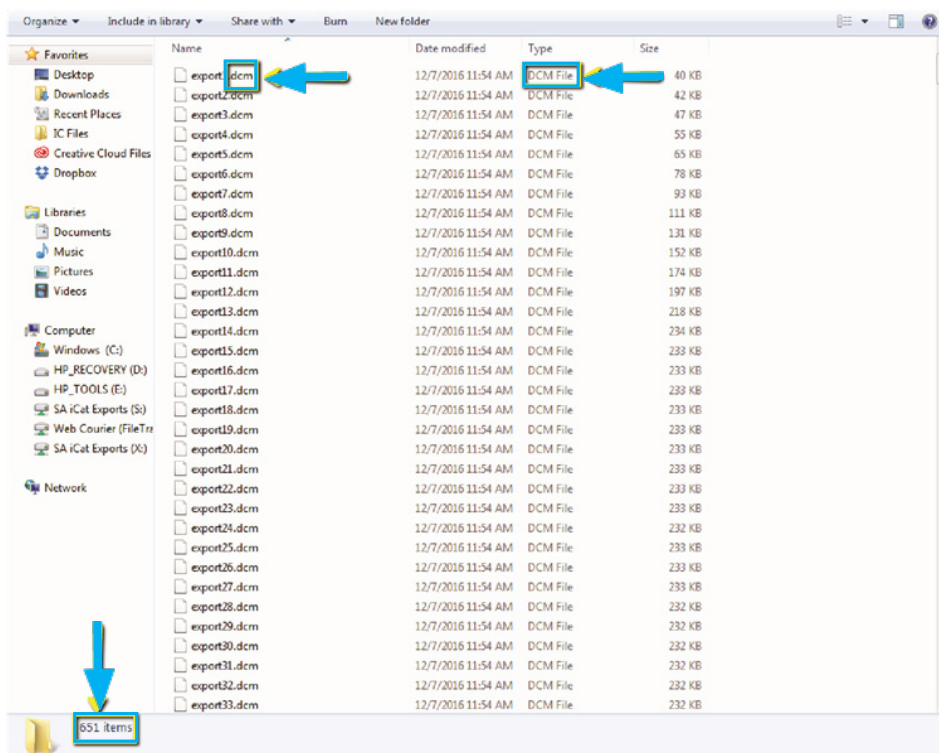
Exporting from NewTom

STEP 3. Select the folder you created on your desktop, and click the **OK** button twice to export images. For more information on exporting images, click here: https://cefladental.vids.io/videos/1c9dddbe131be7ce94/nnt-saving-in-dicom
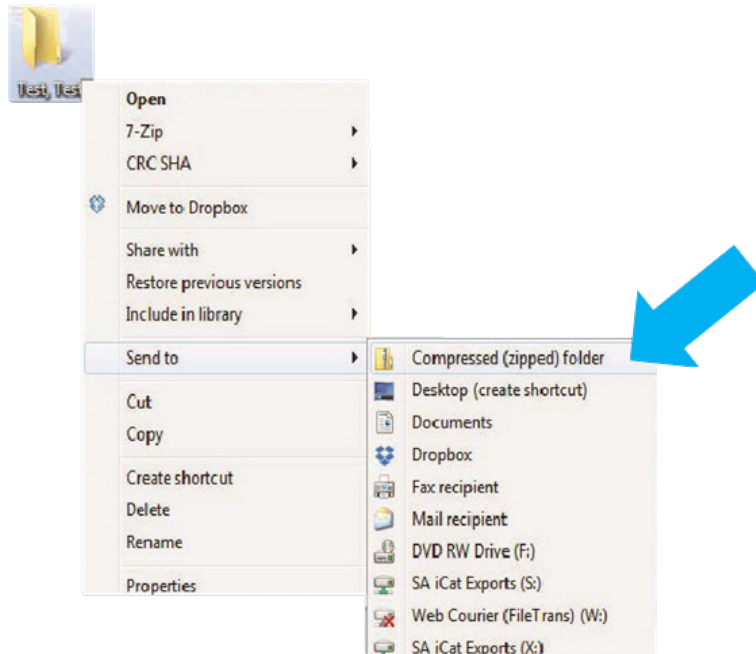

STEP 4. After the DICOM exports and saves, go to the patient's folder and verify that the .dcm files were exported correctly (you should see 150 to 450 slices).
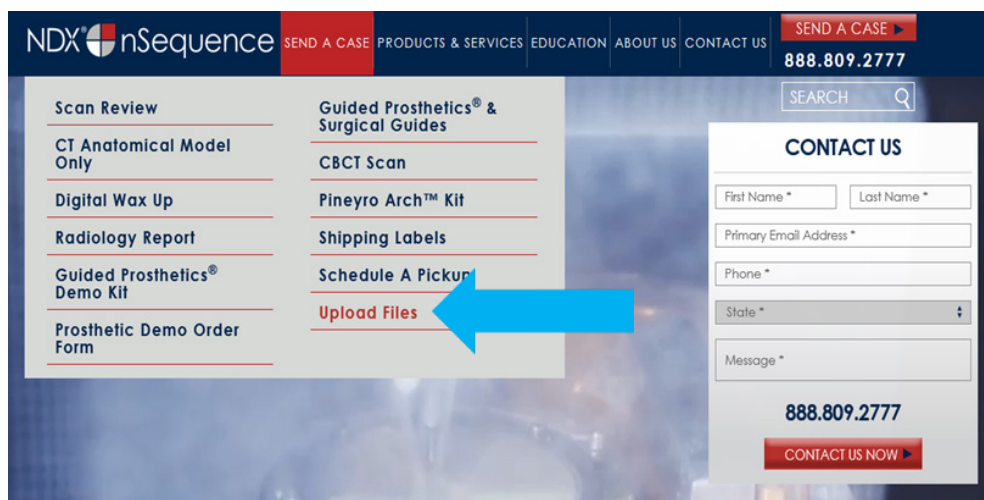
Exporting from NewTom

STEP 5. Right click on the patient folder you created on the desktop, select **SEND TO** and **COMPRESSED (ZIPPED) FOLDER**. A duplicate folder will be made with either a zipper or a blue "z."

STEP 6. You are now ready to upload your file to https://nsequence.com. Hover over **SEND A CASE** in the menu. Select **UPLOAD FILES**.

Exporting from NewTom

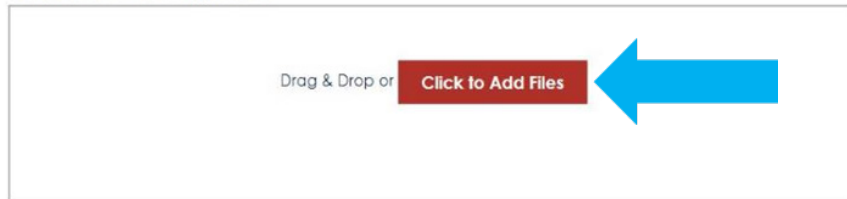**STEP 7.** Select **CLICK TO ADD FILES** or Drag and Drop the file in the boxed area.

Prepare Your Data For Upload

Prior to sending us your data, please prepare your data for upload. We can accept anything you would like to send us including photos, DICOM data and other file types related to the cases you're submitting.

1. Maximum total file size = 2GB.
2. If sending large volumes of data, please zip all files prior to sending.
3. Maximum 10 files can be uploaded at a time and upload time is dependent on your internet upload speed.
4. Make sure you keep the page open until all files have been uploaded, closing the page will result in failed upload attempt.
5. Upload progress will not be shown during upload if you are using Microsoft Edge browser.

We do everything we can to make sure you can upload your files as quickly as possible. If you're experiencing a slow upload time, it may be due to exceptionally large files as well as your Internet Service Provider (ISP) or network connection.

Select Files To Upload

Drag & Drop or **Click to Add Files**

STEP 8. Complete the form and click **UPLOAD FILES**. The upload process may take a few minutes.

Email address*

name@example.com

Doctor's First Name*

First Name

Doctor's Last Name*

Last Name

Patient's First Name*

First Name

Patient's Last Name*

Last Name

Notes

Additional case notes, patient info, references, special instructions, etc.
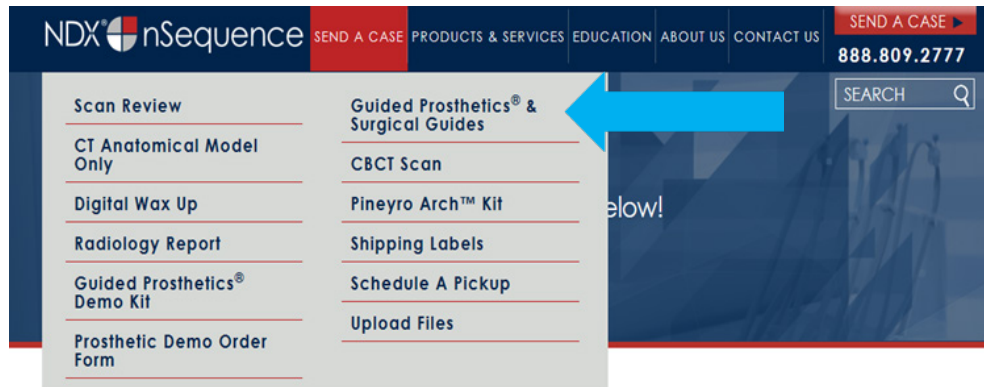
Upload Files

Exporting from NewTom

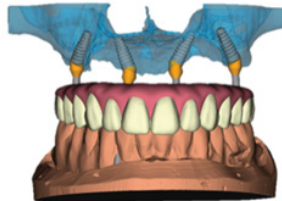**STEP 9.** Go back to the menu, hover over **SEND A CASE** and select **Guided Prosthetics® & Surgical Guides**.

STEP 10. Choose the applicable RX order form.

Send a Case > Guided Prosthetics & Surgical Guides

Guided Prosthetics & Surgical Guides
Please select the product you wish to order below.

nSequence® CT Guided Prosthetics® Kit & Workflow
The nSequence Guided Prosthetics Kit includes the following:

- Collaborative Surgical Planning
- Anatomical Model
- Bone Foundation Guide (Reduction Guide)
- Surgical Guide
- Start Bite, Angle Rotation Guide and Prosthetic Bite Guide
- Tissue Gasket
- 2 Long-Term Provisionals
- Surgical Report

Guided Prosthetics RX Order Form

nSequence CT Surgical Guides
The nSequence CT Surgical Guides include the following:

- Collaborative Surgical Planning
- Surgical Guide
- Optional Temporary Restoration (additional costs will apply)
- Surgical Report

Surgical Guide RX Order Form

STEP 11. Finally, complete the RX order form and click **SUBMIT**.