Vantage How to Use Bulk Export
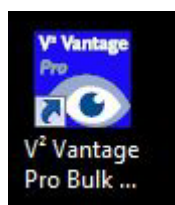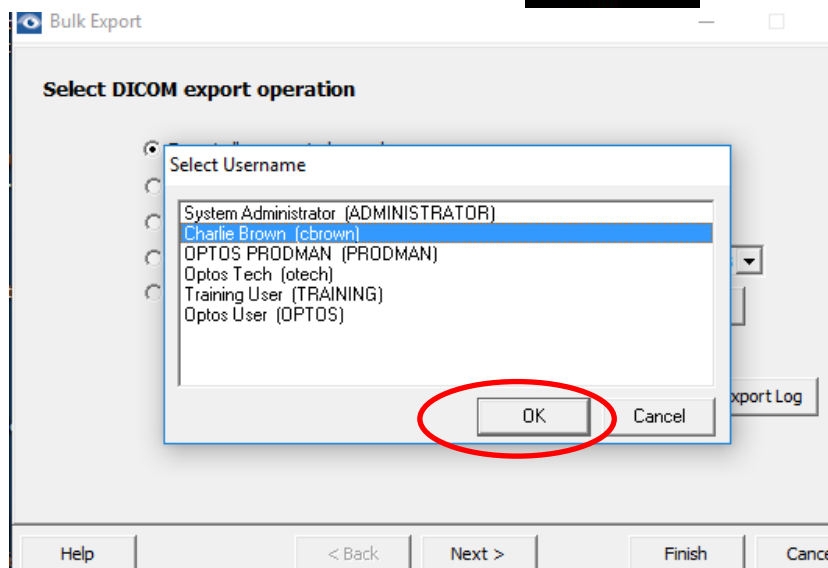
Contents

Purpose

The purpose of this document is to provide guidance on how to export an Individual patient to Optos*Advance*™. This applies to sites that were on Vantage Review and have switched over to Optos*Advance*. In many cases only two years worth of Images with migrate over to Optos*Advance*. Following this procedure will allow you to export Images that may have not migrate over.

To Export Individual Patient Images
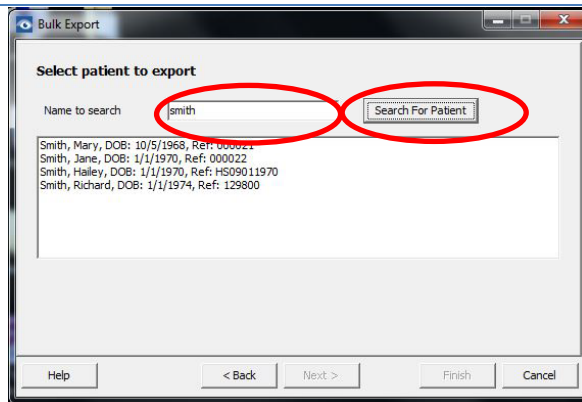
1| Double Click the icon to Open Bulk Export

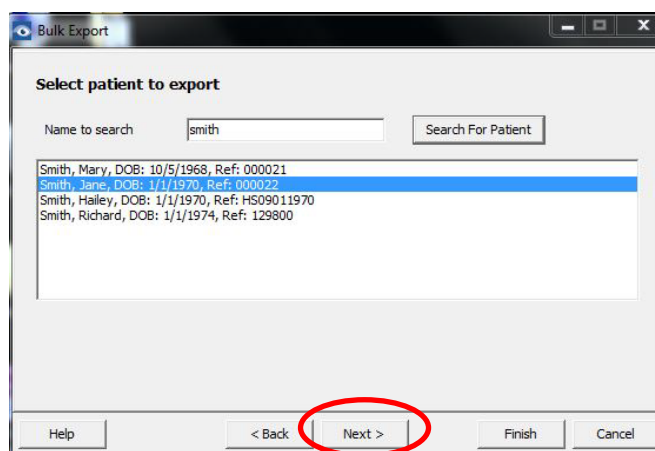2 | Select a User from the list and Click OK

3 | Select Patient to export by typing in the last name in the **Name to search** and Click **Search for Patient** (to narrow down the list type last name % percent symbol and first name: example Smith%Mary)
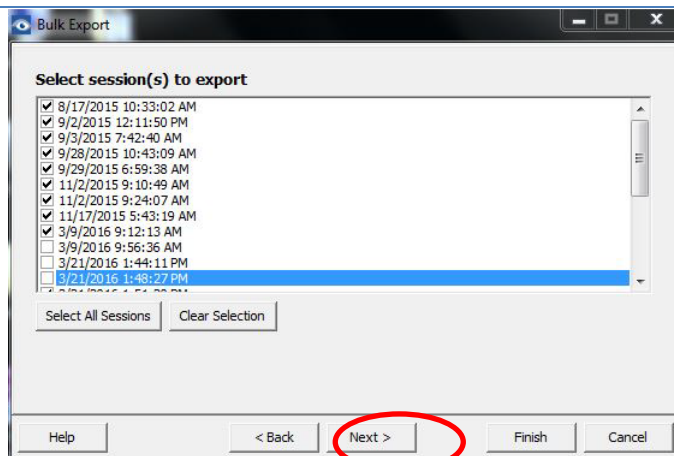
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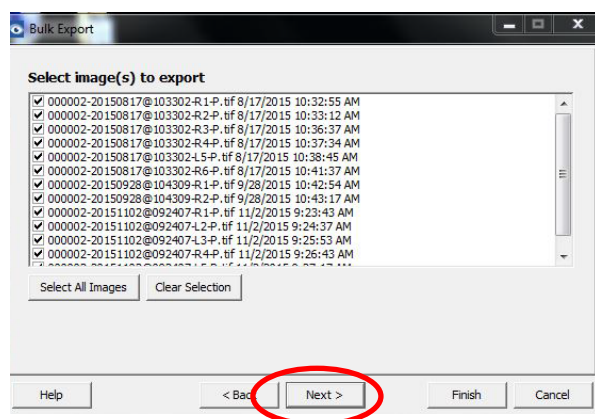4 | Select the correct patient and click "next"

5 | The dates represent the dates of images taken for the selected patient. Check off the dates of service needed to import from the Select session (s) to export and select "next". (It is recommended that you do not select all dates at once. Do not import dates already in OA4.)
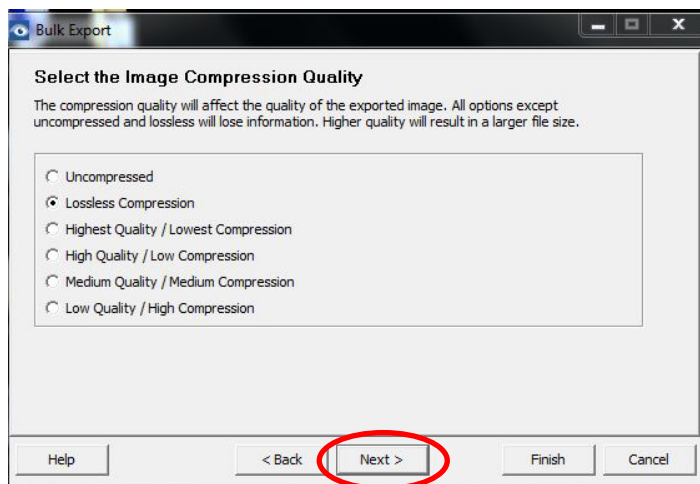
6 | The images are all images from the selected date(s). Select image(s) to export and click "next"

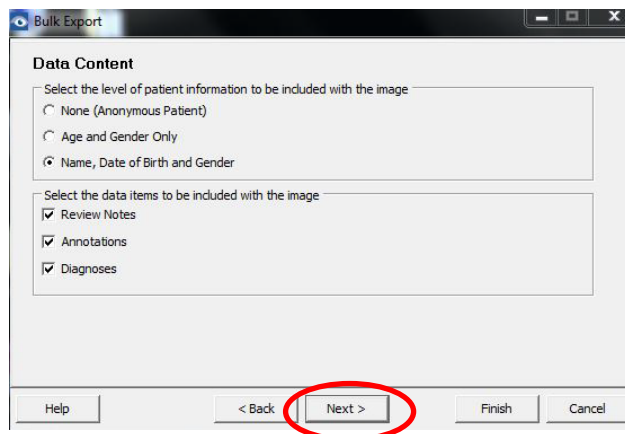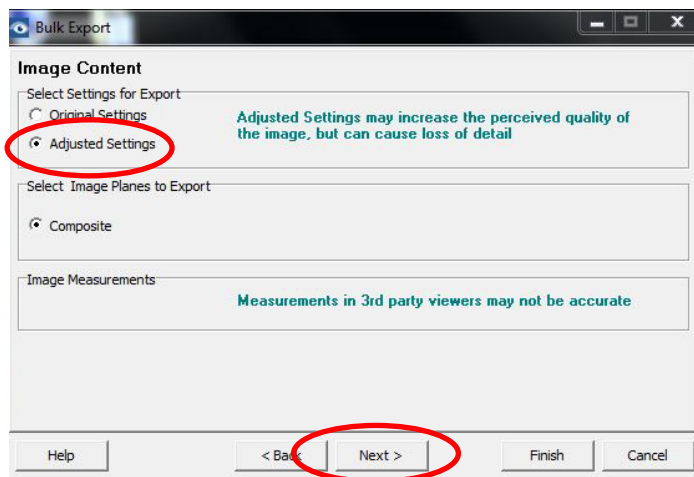**7 |** Select Lossless Compression quality and click" Next"

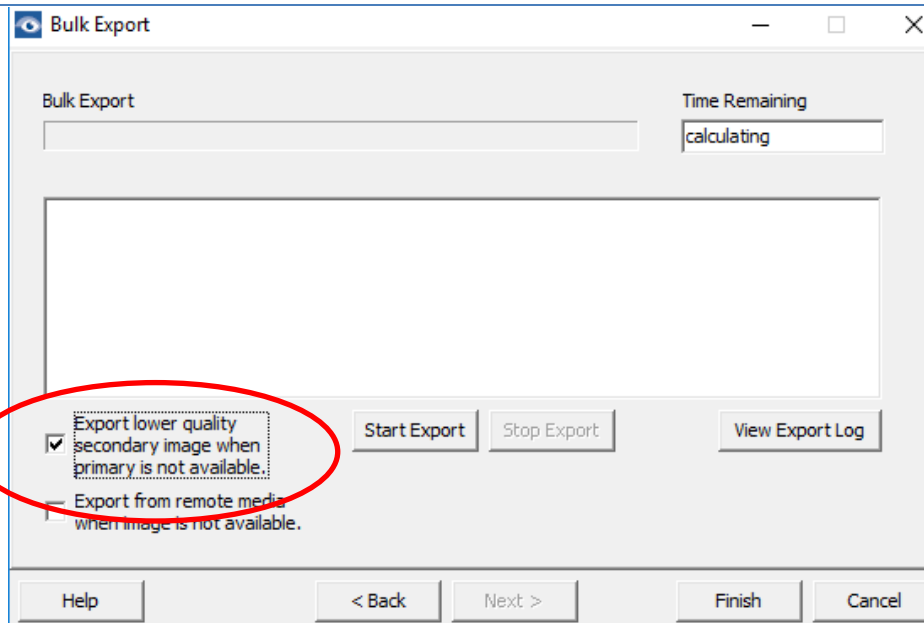8 | Select Name, Date of Birth, and Gender as well as notes and click "Next"

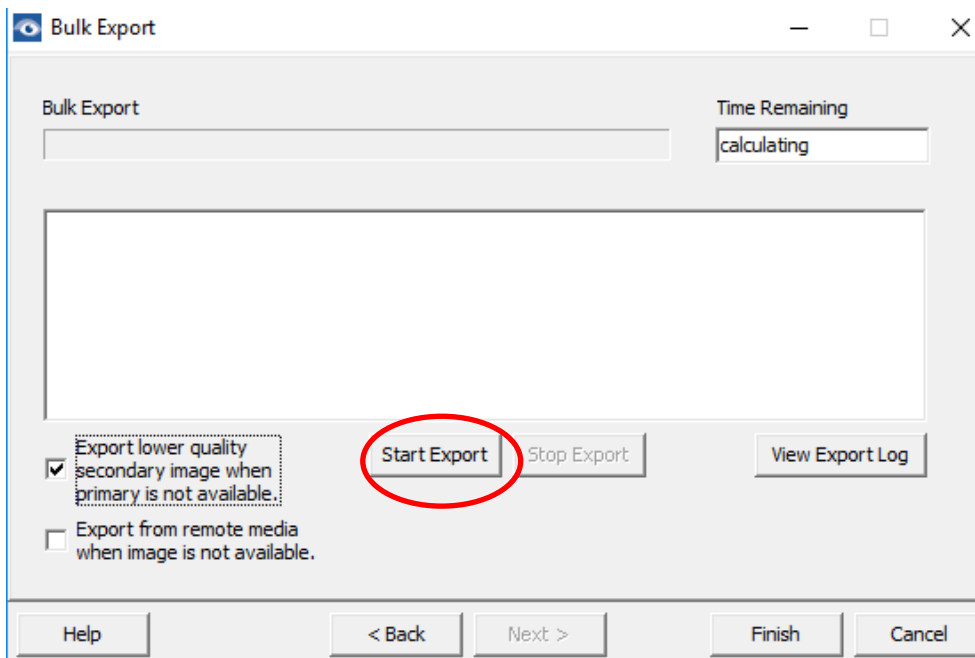9 | Select Adjusted Settings at Image Content Screen and Click "Next"

10 | Select Export lower quality secondary image when primary is not available.

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11 | Select start Export.

12 | When completed Select the Finish button.