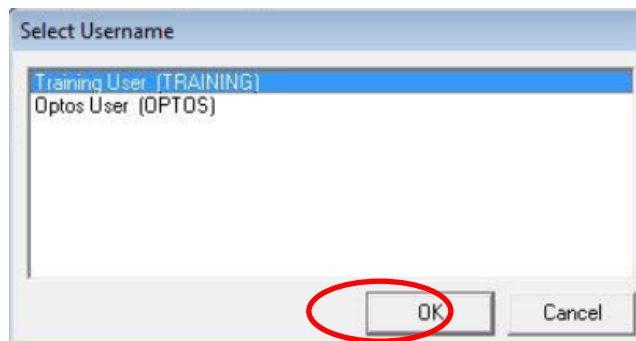


To import past images or other images of specific patients into Optos**Advance**, you will need to use V<sup>2</sup> Vantage Pro Bulk Export.

1. Double Click the icon to Open Bulk Export.



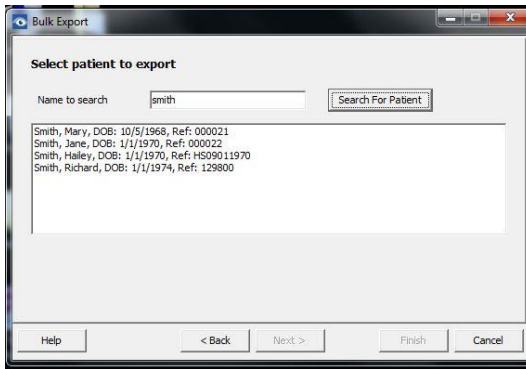
2. Select a User from the list and Click "OK".



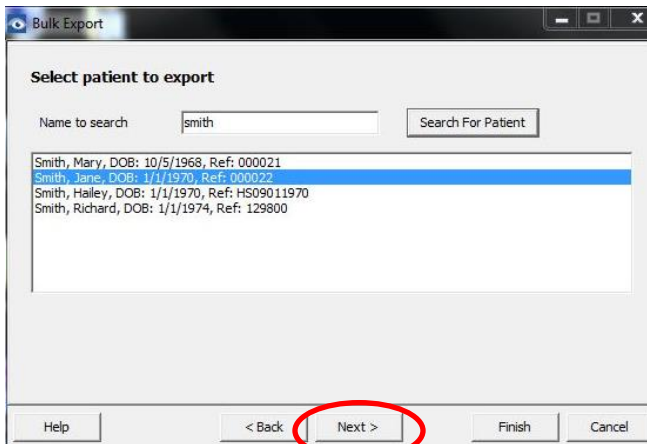
3. Select "Export by patient" and select "Next".



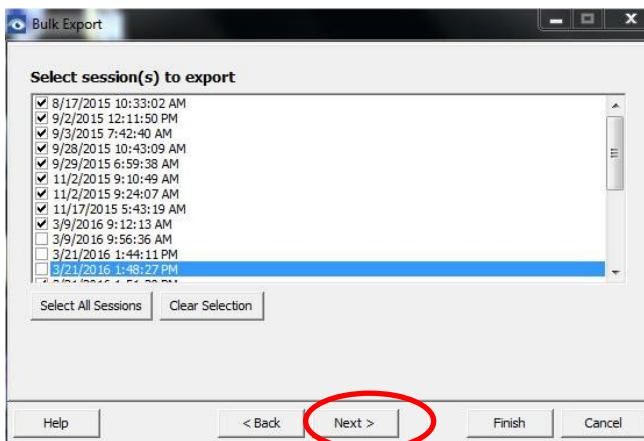
4. Select Patient to export by typing in the last name in the Name to search and click “Search for Patient” (to narrow down the list type last name % percent symbol and first name: example Smith%Mary)



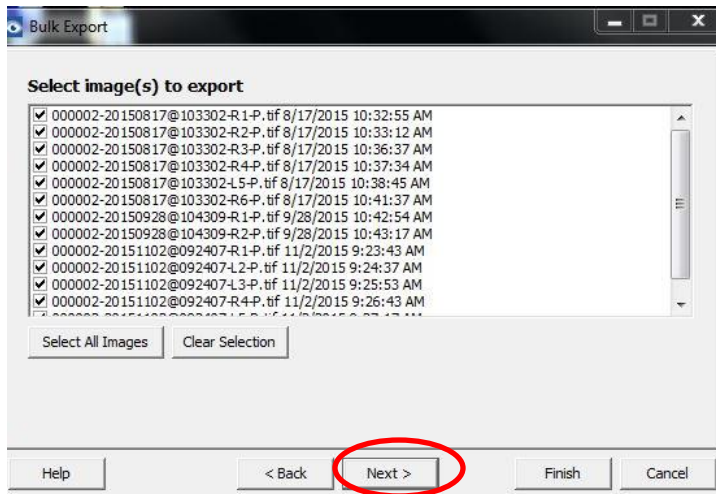
5. Click on the correct patient and click “Next”



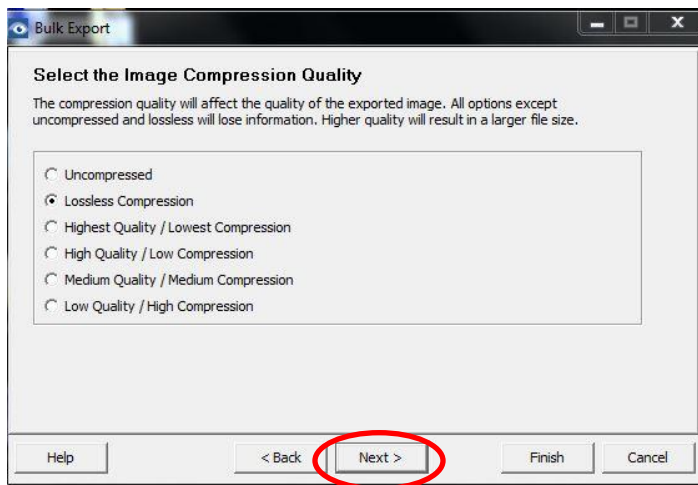
6. The dates represent the dates of images taken for the selected patient. Click the dates of service needed to import from the Select session(s) to export and click “Next”. (It is recommended to not select all dates at once. Do not import dates already in OA4.)



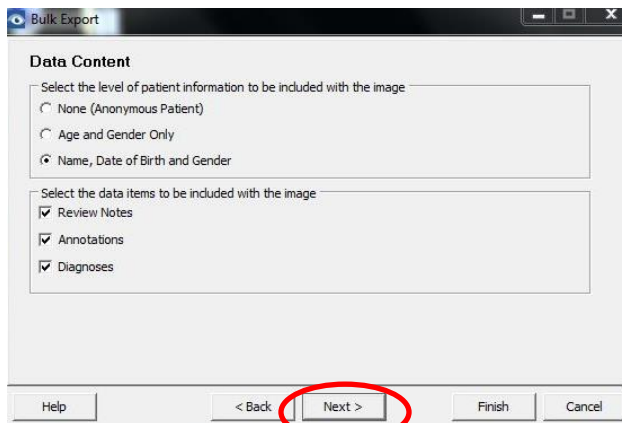
7. The images are all images from the selected date(s). Select image(s) to export and click “Next”.



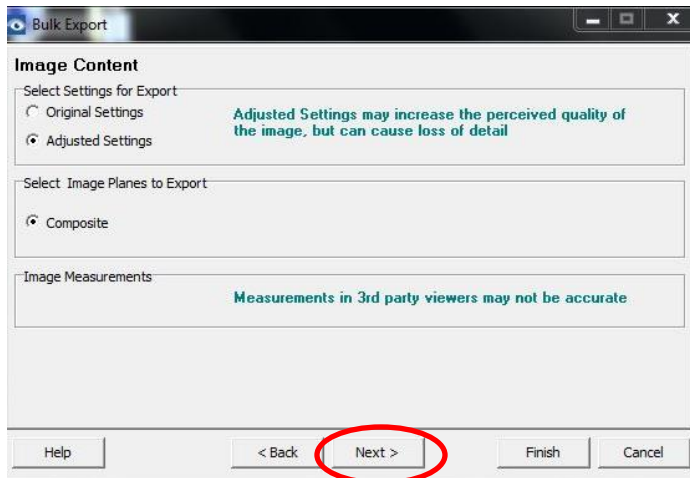
8. Select Lossless Compression quality and click "Next".



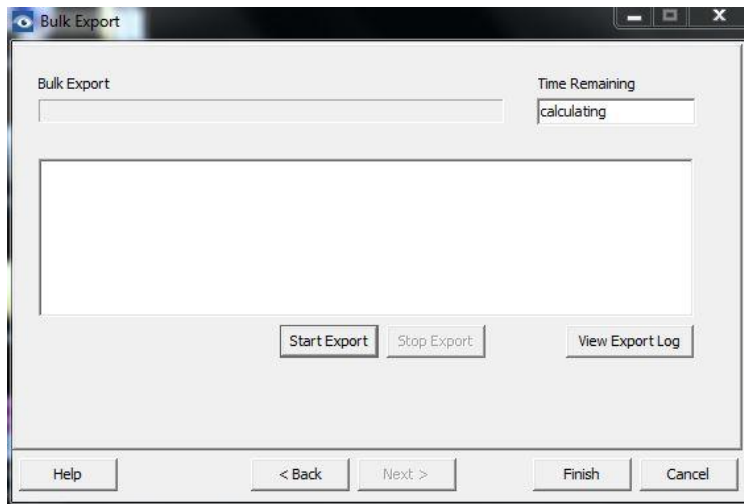
9. Select Name, Date of Birth, and Gender as well as notes and click “Next”.



10. Click Adjusted Settings at Image Content Screen and Click “Next”.



11. Click on “Start Export”.



12. When completed click the “Finish”.