

User Guide Medit Link



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1 Introduction

Medit Link is a collaborative tool you can use in order to facilitate communication between clinics and labs and support patient-centered workflows. It is designed to provide different services according to your business type of Clinic or Lab, and the access to the specific functionalities can be controlled by the account type of Administrator or Member. Medit Link helps users systematically manage a series of Digital Dentistry Workflows including the scanning process with i500 Intraoral Scanner, ordering prosthesis and manufacturing process for the prosthesis using the user-friendly menu system which is composed of Case Box, Order Box, In Box and Work Box.

1.1 Medit Link & iScan (i500)

Medit Link helps you manage scan data from i500 and place orders, by allowing you to generate information for the scanning and ensure a smooth scanning process using iScan based on the information. Once the scan is completed, it automatically uploads the scan files to the cloud and facilitates the order and payment process with the partnered or contracted dental labs.

1.2 Order

It streamlines your order process based on the data generated by Medit Link while allowing you to negotiate order items and prices with dental labs in advance by processing contracts.

1.3 Cloud Service

Medit Link supports automatic upload/download of database and files through AWS(Amazon Web Services). As a result, the data is automatically synchronized to the computers of multiple users in the organization, so they can access the data from any computer at any time that have Medit Link software installed.

1.4 Security

All patient data is encrypted for secure storage and transmission to ensure compliance with HIPAA and GDPR as well as applicable medical laws.

1.5 Payment

Medit Link is integrated with the payment module of the online payment platform, Stripe (www.stripe.com) and I'mport (http://www.iamport.kr/), which makes the payment process easy for everyone to use with credit card. It also supports wire transfer and payment skipping.



2 Installation

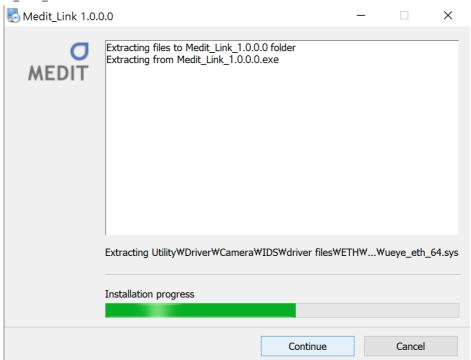
2.1 System Requirements

CPU	Intel Core i5 2.6GHz or higher	
RAM	16 GB or higher	
Graphic	NVIDIA GeForce GT 760 (2GB) or higher / or equivalent AMD video card	
OS	Window 7 SP1 64 Bit (unavailable in 32 Bit) or higher	

2.2 Installation Guide

Medit Link is installed as a package with iScan Client.

► Run Medit_Link_X.X.X.X.exe.



▶ Specify the folder where you want to install Medit Link and read the "License terms & conditions" by clicking on it. Then, check the box that says "I agree to the License terms & conditions." and click Install to proceed.



▶ As it is installed with iScan, it will not proceed if the i500 device is connected to the computer. Make sure the i500's USB 3.0 cable is disconnected from the computer before proceeding to the next step.



▶ The rest of the installation process will be performed automatically, which takes a few minutes. Do not turn off the computer until the process is complete.



▶ After installation is completed, restart the computer to use iScan with Medit Link. There is no need to restart the computer if you do not have an i500 scanner.



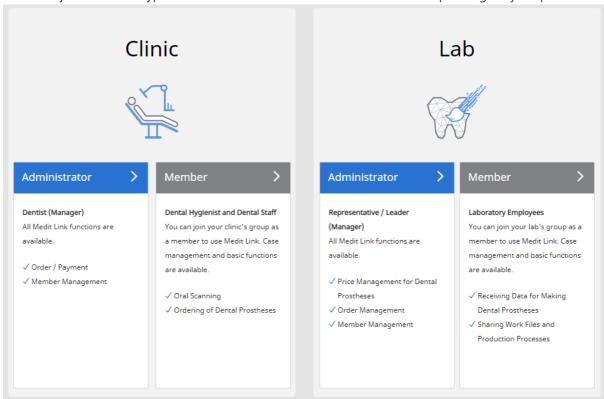
⚠ Note: The i500 scanner may not work without restarting the computer.

3 Registration

3.1 Registration

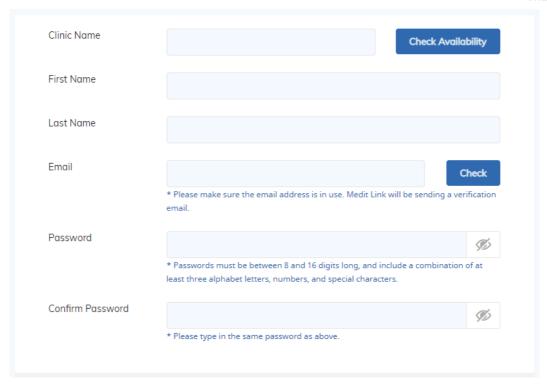
Medit Link requires registration as Clinic (administrator & member) or Lab (administrator & member) to use it. Administrators are normally a representative of your organization and has unlimited access to all services, whereas, Members have limited access. You can register at www.meditlink.com

▶ Check your business type and select either Administrator or Member depending on your position.



▶ After specifying the name of your clinic or lab, click on the "Check Availability". If you are registering as a member, your organization should be activated prior to your registration. Once you complete all the fields and click Register, a verification email will be sent. Use the email to verify your email address for completing the registration process.





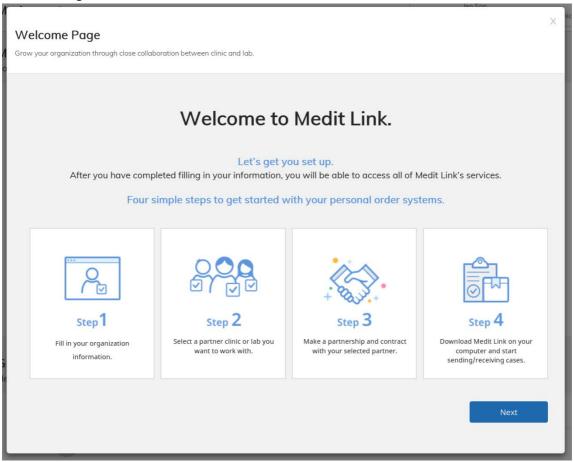
When you log in after creating an administrator account, you need to enter information about your organization in My Organization. You must fill out the required fields to add members and use contract and order menu.

If you are registering as a member, the approval from the administrator is needed after completing your registration. Once the approval is made, you can log in. However, if you are registering by the invitation from your administrator, your account will be approved automatically.

3.2 Login & Welcome Page

On the login page, enter your email address and password and click login. To use Medit Link services, the information about your organization must be entered using the administrator account. The information entered through the Welcome Page can be edited at any time on the My Organization page. You can also register and manage intraoral scanners, lab scanners, and milling machine. If you have agreed to receive marketing information when creating your account, you will receive information about the products you have registered.

▶ Welcome Page



Please be sure to enter correct information to use the order service.

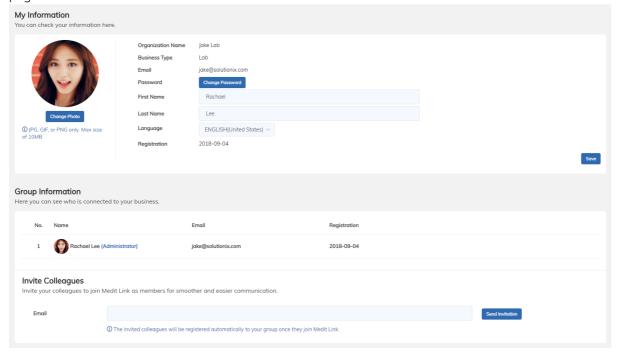
▶ On the Welcome Page, fill out all the required fields and click Submit to use the order service.



4 My Information

4.1 My Information

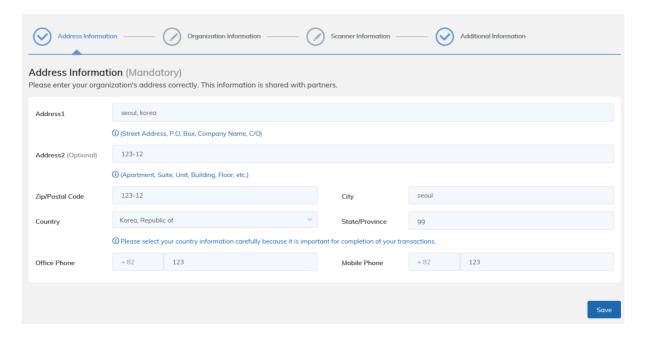
The information you have provided when creating your account (e.g. organization name, business type, email address, name) and the members of your organization is shown on the My Information page.



4.2 My Organization (Administrator Account Only)

The information entered on the Welcome Page can be edited.

▶ You can add and manage business conditions, logo and photos, and you can preview the page which will be shown to the partners. A list of scanners in use and additional information about your organization can be added as well.

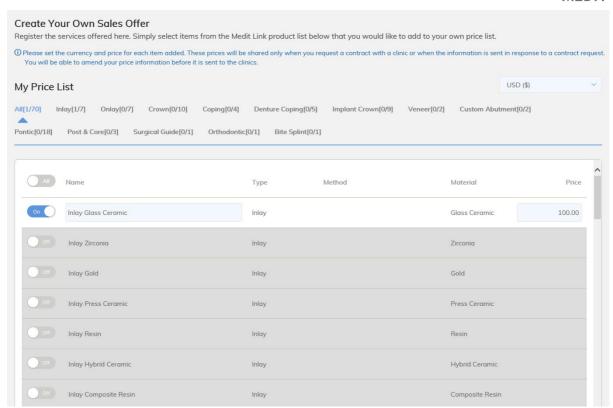


4.3 My Price List (Lab Administrator Account Only)

My Price List is only available to the labs and it is required for making a contract. However, you can conduct business without filling the list if you conduct the business based on the partnership. For more information about partnership and contract, please refer to the guide which pops up when clicking on "Easy Partnership & Contract" in PARTNERS page.

▶ You can add products, and set/edit their prices on the My Price List page. Before setting the prices, select the currency.





▶ The prices are available to view by specific clinics only when you make a request for contract to the clinic or you disclose your price to the clinic after receiving a contract request from clinic. You can edit the price list before sending it to a clinic.

When you edit the items and prices on the My Price List page, the new items and prices will be used when making new contracts, which means it does not change the prices for the contracts that are already completed.

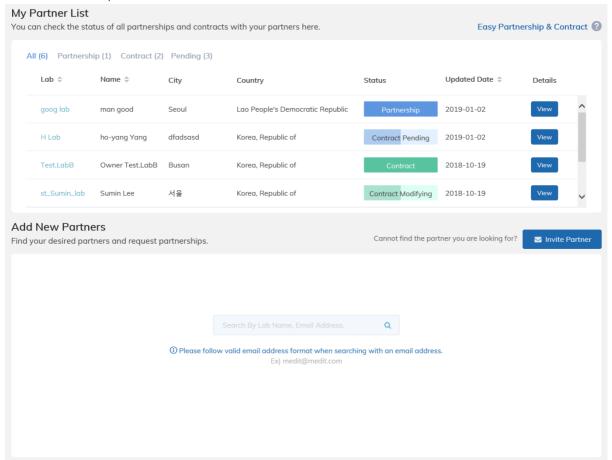
4.4 My Subscription

All members of Medit Link are automatically subscribed to the free membership account, "Starter", and provided with 1TB of cloud storage. The 1TB cloud storage is provided at no cost during the trial period, after which, a subscription model should be selected in order to use it.



5 Partners (Administrator Account Only)

You can view the partner information in Medit Link.



5.1 My Partner List

On the My Partner List page, you can check a list of partners you have an ongoing or previous partnership with and view their contract details by clicking View.

▶ The status is divided into "Partnership" which you can only place orders and "Contract" which you can place orders and make payments. For more information, please refer to the guide which pops up when clicking on "Easy Partnership & Contract".

5.2 Add New Partners

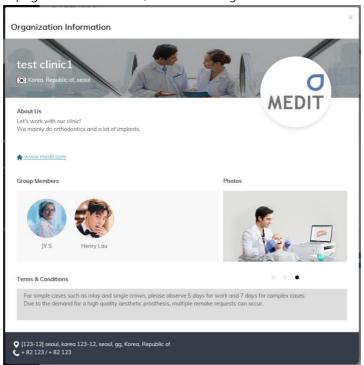
To find new partners and request for a partnership, search organizations or use Invite Partner to send invitations.

► When you find an organization, click "Request Partnership" to view its information and Terms & Conditions. Then, click "Confirm" to send a partnership request.



5.3 View Organization Information

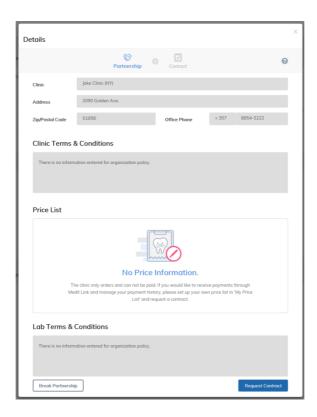
On the My Partner List page or search results, click on an organization name to see its information.



▶ The "Group Members" may not display all the members in the organization if the administrator of the organization set the option of "Show Group Members" to "No" in "My Organization" menu.

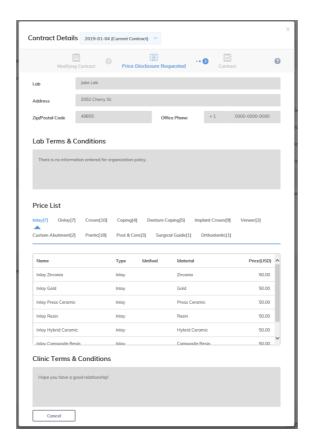
5.4 View Details

In the My Partner List page, you can click View to manage your partnership or contract.



▶ After the partnership is made, the contract can be processed. When processing the contract, it displays a list of products and their prices. If you want to renew a contract with your partner because of added/removed/changed products, you can modify the contract to update it to the new items and prices. When the contract modification is approved by the clinic, the previous contract is cancelled and no longer effective.

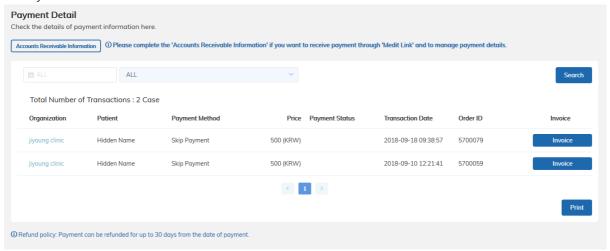




6 Payment (Administrator Account Only)

6.1 Payment Detail (Clinic and Lab)

In the Payment Detail page, you can process payments through Medit Link and review your payment history.

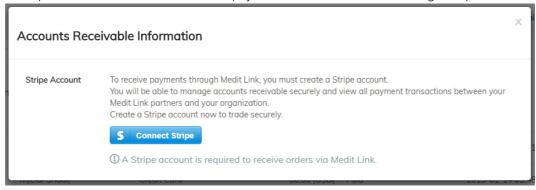


▶ Filter your search results by Year/Month/Organization to review your payment history. You can make payments to labs which you have a contract with and have provided their payment information as specified in 6.2 Accounts Receivable Information. The information is available to view by selecting the lab which you have placed your order through Medit Link.

6.2 Accounts Receivable Information (Lab)

This feature is only available to the administrator account of a lab, and you can use this page to enter the account receivable information for getting payment from clinics. You have to fill out the information to use the online payment system when clinics place their orders.

▶ When you choose a country where Stripe is available, you will be prompted to connect to Stripe. To create a Stripe account, click the button. The payment is made to the lab through Stripe.





▶ If you select 'Korea, Republic of' for the country of your organization, the field for account number of a Korean bank will be shown. The payment will be processed through KCP and remitted to the lab by Medit Link.



▶ For any other countries where Stripe is not available, payment through Medit Link is not supported.

6.3 Refund (Lab)

In the Payment List page, only orders successfully paid are shown and clinics can request a refund on specific orders. The refund request should be made by clinic to the lab. If the lab decides to accept the refund request, it can be processed as follows:

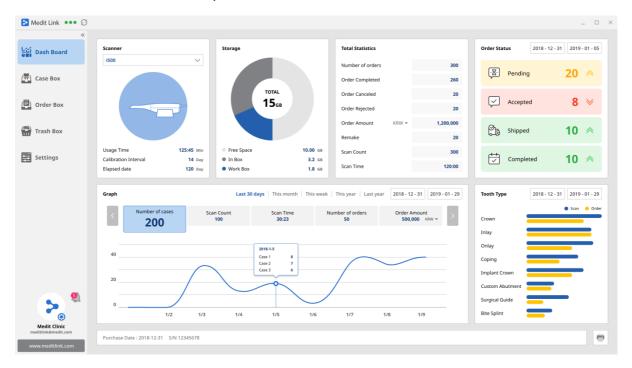
- ▶ For payments through Stripe, the lab has to process refund using its Stripe account.
- ▶ If a payment has been made through KCP, contact the Medit Link Operation Team to process the refund.

Once the refund is complete, the payment status will be changed to Refunded, and it is also displayed as such in Medit Link App.

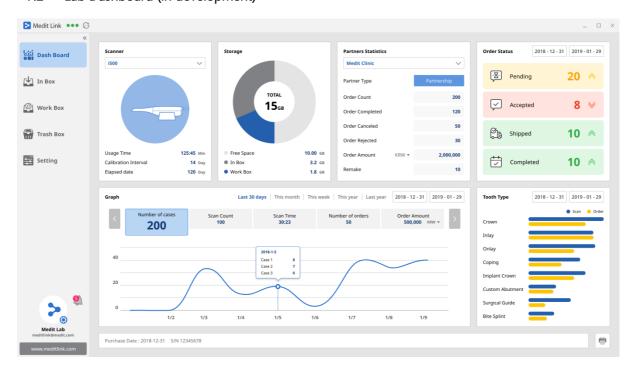
7 Dashboard

Dashboard provides data analysis and statistical information available on Medit Link. You can compare data through graphs and charts and manage your business more efficiently.

7.1 Clinic Dashboard (in development)



7.2 Lab Dashboard (in development)

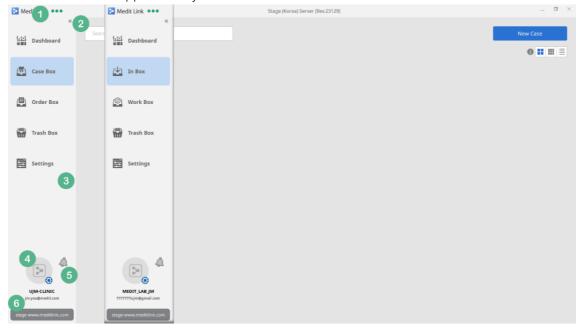




8 Medit Link App – Common Layout

8.1 Menu

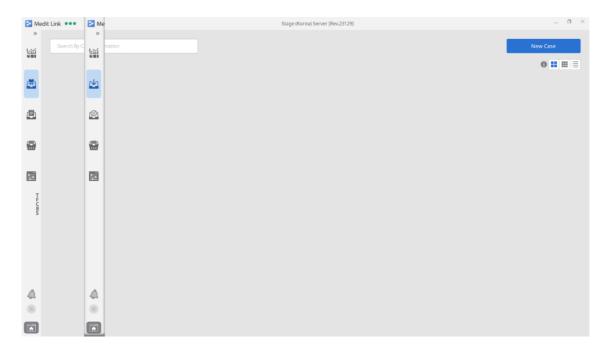
This is the Medit Link App menu layout.



- ① Medit Link requires a network connection. The icon shows the network connection status.
- ② Click on the icon to collapse and minimize the left menu except for the icon section.
- ③ The menu is different between clinic and lab. The image on the left shows the Clinic menu and the one on the right is the Lab menu.
- 4 The information provided when creating an account is shown here.
- ⑤ Important notifications regarding your partnership and orders are shown here.
- 6 Use the link to go to www.meditlink.com.

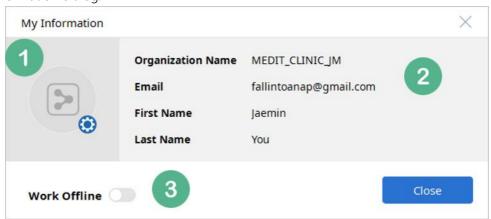
8.2 Collapse

Click on the Collapse button to view more cases.



8.3 My Information

The information you entered when creating your account as well as your profile photo are shown on the My Information dialog.

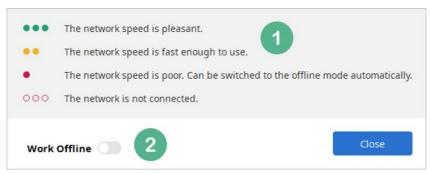


- ① Your profile photo is shown here. Click on the gear icon to go to www.meditlink.com and change the photo and account information.
- 2 Your information is shown here.
- 3 Switch to offline mode. The offline mode is only available to clinic accounts and you can use all features except for order, delete and sync in this mode.

8.4 Network Status

Medit Link uses network connection to synchronize data and process orders between groups and partners.





- ① There are four network statuses which change in real time: good, fair, poor and disconnected. Depending on the network speed, certain processes may be slow.
- ② Switch to offline mode. The offline mode is only available to clinic accounts and you can use all features except for order, delete and sync in this mode.

8.5 Notification

You can check notifications regarding your partnership and orders in real time.

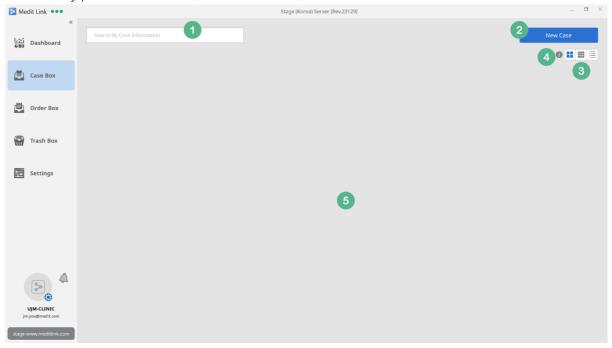


- ① Mark all messages as read.
- 2 Display only messages that have not been read.
- 3 Shows the contents of the message and time. Click on the message to view the case or go to the website.

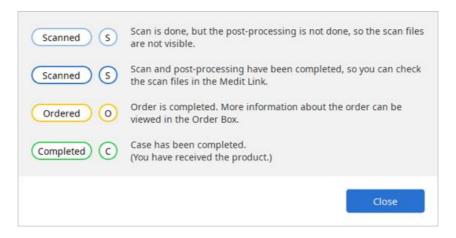
9 [Clinic] Case Box

9.1 Case Box

In the Case Box, you can create a new case and search and manage the existing cases. Cases can be identified by patient information, form information, and status.



- ① Search cases based on information such as patient name, case name, and form information.
- (2) Create a new case.
- ③ Change the view. Chart view is selected by default, which displays a lot of information.
- 4 In the Case Box, you can check the status of each case.

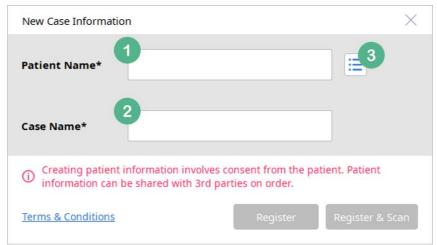


(5) Cases are sorted here.



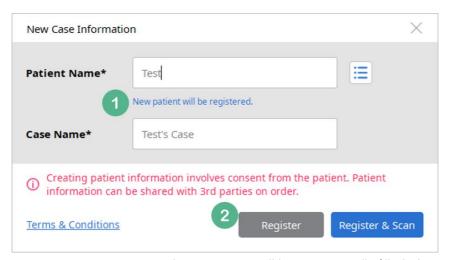
9.2 New Case

You can create a new case.



- ① Enter the name of the patient.
- ② The Case Name is automatically entered in the form of "patient's case", and you can change it.
- ③ It shows the list of patients. You can create a new patient or select/edit the existing patient.

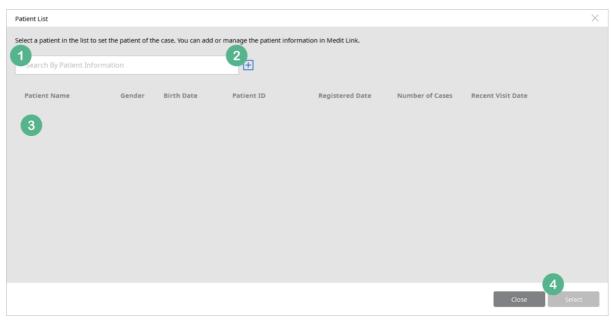
9.3 New Case Auto Complete



- ① When you enter a patient name, the case name will be automatically filled. The Case Name can be edited as well. If there are existing patients, a list of patients with similar names will be displayed. You can create a new patient or add a new case to the existing patients.
- 2 You can register a case or scan right away after registering a case.

9.4 Patient List

In the Patient List dialog, you can select and edit patient information.

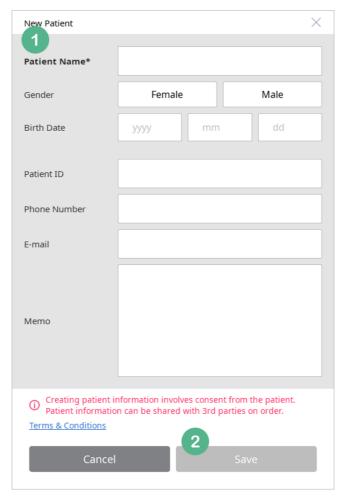


- ① Search for patients by the name.
- ② Add a new patient.
- ③ The patients you have created are listed. The list includes names and you can view such information as gender, birth date and ID from the list if entered. It also shows the number of cases and the last visit date.
- 4 You can create a new case for the patient you selected in the list by clicking the 'Select' button. Instead of clicking 'Select' button, you can double-click on a patient name to select it.

9.5 New Patient / Edit Patient

Edit the patient's information.

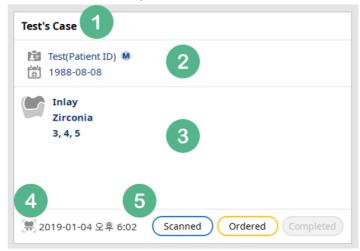




- ① Patient Name is a required field. While other fields are optional, entering their information will help you manage your patients.
- 2 Click Save to apply new information immediately.

9.6 Case Box – Chart View (Default)

The image shows a case with the Chart View, which is the default view of the Case Box.



- 1) The Case Name is displayed. You can change it in the Detail page.
- ② The patient information is shown. It includes their gender and birth date if entered.
- ③ Form information is displayed. It shows up to 4 pieces of information. If there are more, it indicates how many more there are. This section also indicates the processing status.
- 4 This section indicates the date that the scanning is performed. It shows the date only if scanned with iScan from Medit Link. The date will not be displayed when you just create a case.
- © Case status is displayed. When each status is completed, the label will be shown in the corresponding color, otherwise it will remain in gray.

9.7 Case Box – Gallery View

The image below shows a case with the Gallery View of the Case Box in which certain information shown in the Chart View is hidden. The status is indicated only with the initial letters (S, O, C).



9.8 Case Box – List View

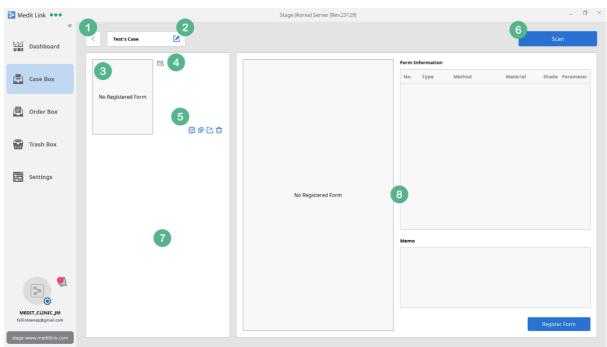
Case Box can be viewed in the List View as shown below, which displays more information.



9.9 Case Detail

When you select a case, you can view its details, enter form information, scan and place orders.

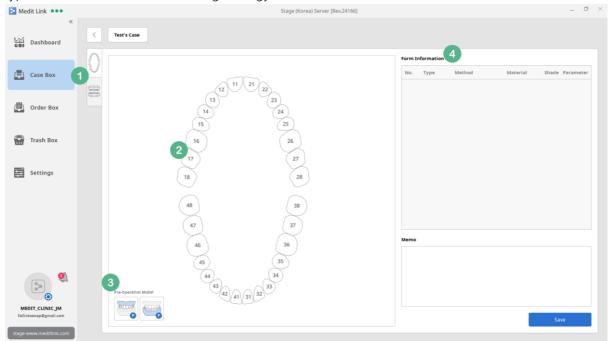




- ① Click this icon to move to the list page of the Case Box.
- 2 Edit the Case Name and patient information, or change to another patient.
- ③ Form information is displayed. It shows the image of the form information made through 'Register Form' in the bottom right corner of the screen.
- 4 Click on Support Request to send the case information to the Medit Link Support Team. All the files of the case are shared and can be accessed by the team.
- ⑤ Provides additional features you can use for the case including copy case, attach files, export, and delete case. If the order is complete, you cannot attach files or delete the case while you can copy or export the case.
- 6 Clink on Scan to start iScan application. The i500 should be connected for scanning. Anyone can scan for a new case. However, if the case has the existing scans and you want to continue or edit them, you have to use the computer that you used to scan originally.
- When scan is done, the results are displayed in this section. The list also includes the files you have attached.
- You can view the details of the form information you have entered previously (No. 3) as well as
 Memo. If you have selected the data listed in No. 7, this section will change to the Data Viewer
 mode.

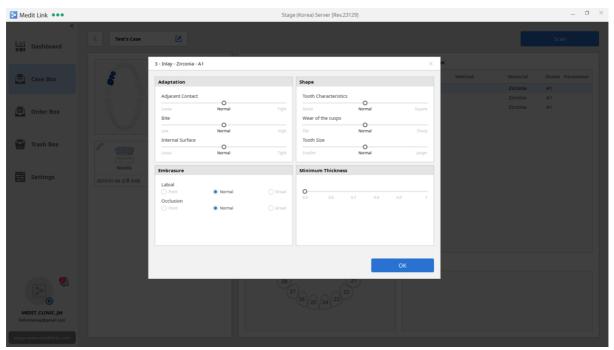
9.10 Case Detail – Register Form (Entering Form Information)

In this page, you can enter or edit form information. It is recommended to enter accurate treatment type as it affects the iScan's scanning strategy.



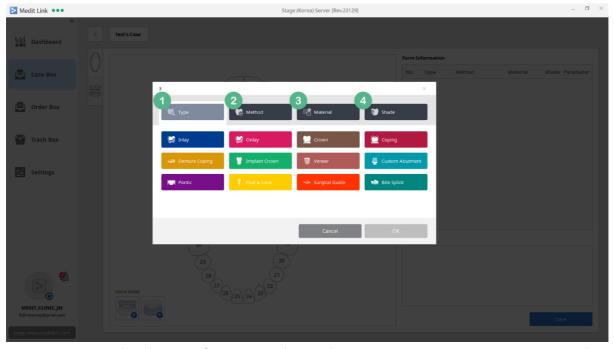
- ① There are two options to enter form information: select teeth individually or by dental arch. You can edit it freely unless an order has been already placed.
- ② When clicking on each tooth, a list of available treatment types will display.
- ③ You can select the Pre-Operation Model by maxilla and mandible. Pre-Operation Model keeps and uses the pre-operation data, and it is recommended to use it for your purpose as it affects the iScan's scanning strategy.
- 4 This section displays the detailed list of form information you have entered above (No. 2) and you can add Memo. If you select an item in the 'Form Information' table, it will open a dialog where you can enter treatment details. The information is available to view on the Order Detail page and shared with your partners.





9.11 Case Detail – Form Information

Medit Link provides form information as shown in the image. It follows the steps in the order of Type-Method-Material-Shade and automatically moves to the next step. Depending on the type, there may be no Method, Material, or Shade.



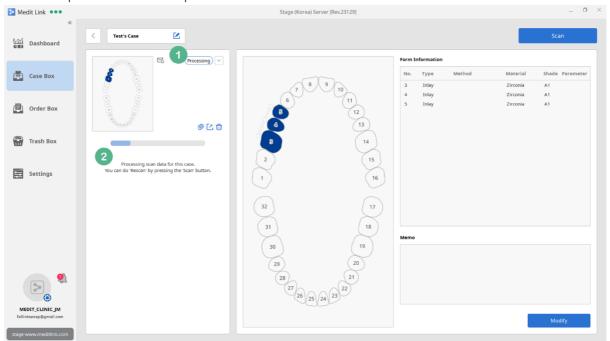
① You can select the type of treatment: Inlay / Onlay / Crown / Coping / Denture Coping / Implant Crown / Veneer / Custom Abutment / Pontic / Post&Core / Surgical Guide / Bite Splint. If you choose Custom Abutment, Implant Crown, or Post&Core, Scanbody scanning stage will be added to iScan, otherwise only maxilla and mandible stages will be provided.

- 2 Select Method for the treatment type.
- 3 Material can be selected. The list will be updated continually.
- 4 Select Shade. The list will be updated continually.

9.12 Case Detail - Processing

When form information is entered and scanning is performed, Medit Link will perform post-processing. In this stage, the status will be indicated as Processing / Waiting / Pending / Processing Failed along with the description of each status.

Medit Link only performs one post-process at a time. While post-processing is in progress, any case with a completed scan will be queued.



① Processing status is labeled. Depending on the status, you can perform additional functions by pressing the arrow button:

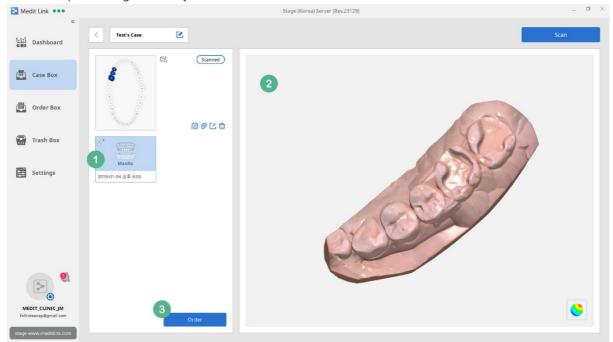
Status	Available Functions
Processing	Cancel
Waiting	Proceed First, Cancel
Processing Failed	Retry, Cancel

② It displays the progress of processing or description of each status. The status is also shown in the Chart View and Gallery View of the Case Box.



9.13 Case Detail - Scanned

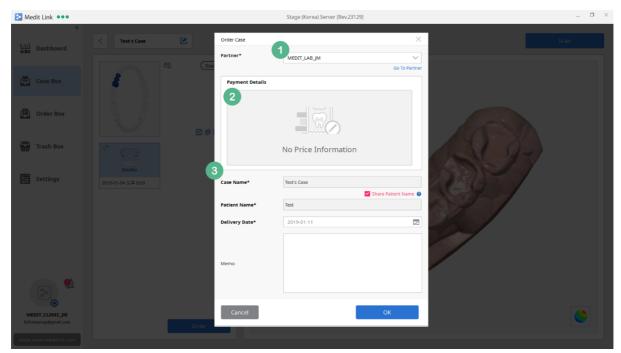
When the processing is done, you can check the scan results.



- ① When scanning is complete, Arch, Scanbody, and Pre-Operation Model icons will be created. Click on each icon to view details using the viewer. The date-time information displayed on the icon is the time the file is synchronized, and it may be different from the Scanned Date. When you hover the cursor over each icon, the Delete icon will be shown in the top right corner, and you can delete data individually. Please note that unlike Delete Case, individual data is deleted right away.
- ② In this section, you can view the scan results. If there are multiple scan results in the No. 1, you can select multiple items and check occlusion and other information. Use the Texture button to change the color options.
- ③ Click Order to share the case with your partners. You can also place orders without scan results. However, once the order is complete, you cannot place any more orders. In that case, you have to click on the copy button to copy all files and place a new order.

9.14 Case Detail - Order

Click Order and enter required order information. Only administrator accounts can place orders and you cannot do that with member accounts in the group.



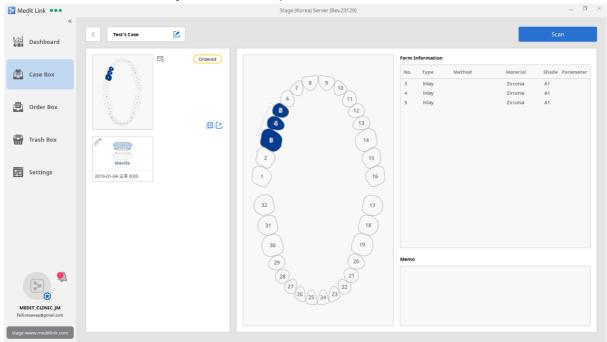
- ① You can select a partner with the Partnership or Contracted status. When you select, the Go To Partner link on the right is activated. Click on the link to view details.
- ② This section shows price information. If the partner is in the Partnership status, there is no price to show. In this case, the order is done as Order Only type and you can place the order immediately. Even though the partner is in the Contracted status, this section will remain empty if there is no price information for the items in the form.
 - When the relationship is upgraded from Partnership to Contracted and there is price information for the items in the form of a case to be ordered, the payment details will be shown based on the price information. In this case, you can place order with Skip Payment or Payment, not Order Only. Any orders including a payment option will be display with its price information and you can check the payment history in the Payment section on www.meditlink.com.
- 3 Case Name and Patient Name are entered automatically and they cannot be changed. You can choose whether to share the Patient Name, which is set to allow sharing by default. The Delivery Date is set to 7 days from the present date and you can change it before placing an order. The Memo section is for orders and separate from the case information. The information included in the Memo is provided to your partner. The patient memo and case memo you enter when creating a case are not shared.

9.15 Case Detail - Ordered

When the order is complete, the status changes to Ordered.



You can only copy and export in this status. As scanning cannot be performed, you have to copy the case and use the automatically created case to proceed.

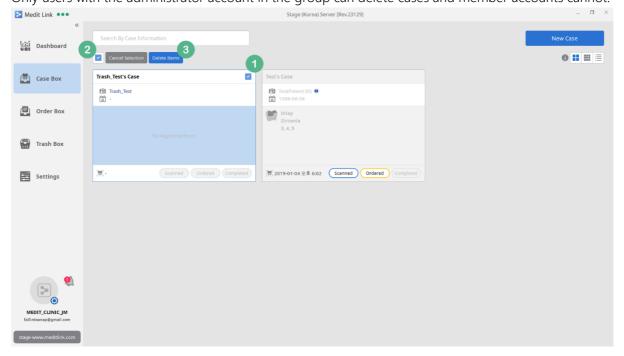


9.16 Case Detail - Delete

You can delete a case. However, once your order is complete, you cannot delete the case until the status is changed to Completed.

Deleted cases can be restored or permanently deleted in the Trash Box. Please note that you cannot restore cases after they are deleted permanently.

Only users with the administrator account in the group can delete cases and member accounts cannot.



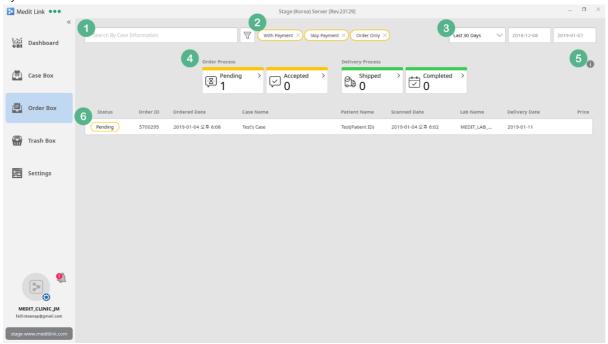
- ① When you hover the cursor over a case, the Select check box appears in the top right corner of the page. You can also select a case by right-clicking on it. All cases except for those with completed orders can be selected.
- ② When you select one or more cases, the Select All check box will appear in the top left corner of the page.
- ③ You can deselect or delete the cases you have selected.



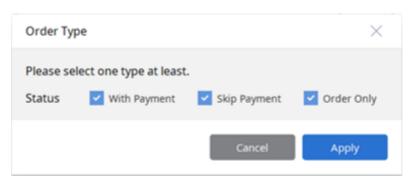
10 [Clinic] Order Box

10.1 Order Box

Only cases with processed orders are shown in the Order Box. Unlike the Case Box, you can view cases by their order status.

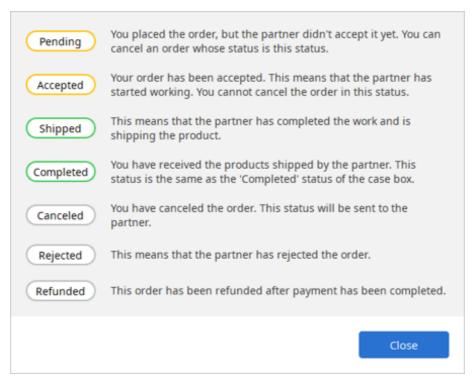


- ① You can search cases with orders placed by using Case Name and Patient Name.
- ② Filter cases by order type. At least, one label must be selected. Order Only / Skip Payment / With Payment options are available for filtering.



- 3 You can filter a list by ordered date. The period can be specified by the user, in addition to preset options such as 7 days and 30 days.
- Cases can be filtered by their order status. You can click on each status label to filter cases and click again to remove the filter.
 - Pending: You have placed the order, but the partner has not accepted it yet.
 - Accepted: Your order has been accepted.

- Shipped: The partner has completed the work and has provided the shipping information.
- Completed: You have received the product shipped by the partner and clicked Confirm Delivery in the Order Detail Page.
- ⑤ This describes the meaning of each status which can be displayed in the Order Box.

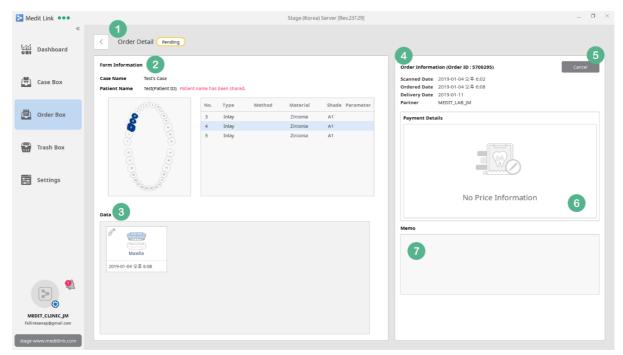


6 All ordered cases are listed and the list changes depending on which filter you have applied (No. 1, 2, 3, 4). For No. 5 status, it is updated in real time on the left side of each list. Cases with a status set as Canceled, Rejected, and Refunded cannot be accessed and can be viewed only through the list.

10.2 Order Detail

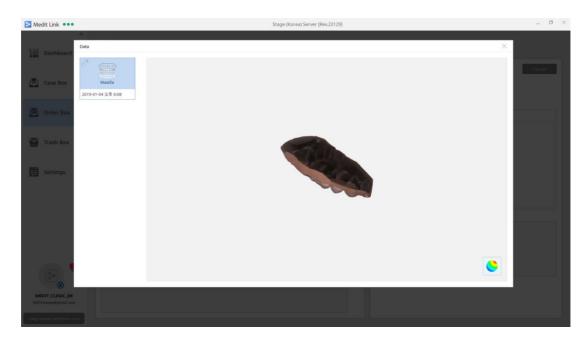
When you select a case with an order, you can view the details on the Order Detail page.





- ① This page shows the current status of the ordered case. It is updated in real time depending on the progress you have made with your partner.
- ② Displays Form Information, Case Name and Patient Name (including the options) which have been provided when creating the case. Click on each item to view detailed requirements entered when registering the Form in the Case Box.
- 3 You can check all the data included in the case when placing an order. In addition to scan results, you can share attached files. The data cannot be edited because the case is ordered already. If you need to edit the data, cancel the order by clicking on Cancel, and edit it in the Case Detail page.

Click on the icon to open the Preview dialog which works the same as in the Case Box. You can check the occlusion by selecting multiple items but cannot delete data.

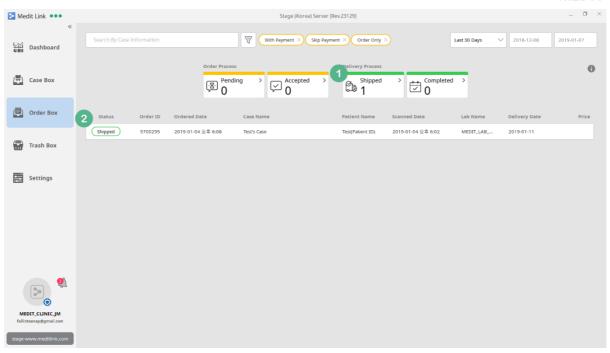


- 4 You can view the information entered when placing an order. You can check the Order ID issued when the order has been placed, scan completion time, order completion time, specified delivery date, and the name of the partner whom you ordered to.
- (§) Any Pending orders can be cancelled as they have not been accepted by the partner. Once it is accepted, you cannot cancel it. Cancelled orders are listed in the Order Box and you cannot access them anymore.
- 6 The price information is shown here and its disclosure is determined by the status at the time of order.
- This section shows the Memo entered when placing the order. It remains empty if nothing has been entered.

10.3 Order Detail - Shipped

When the partner accepted and shipped the order, the status is changed to Shipped. There is no status in the middle.

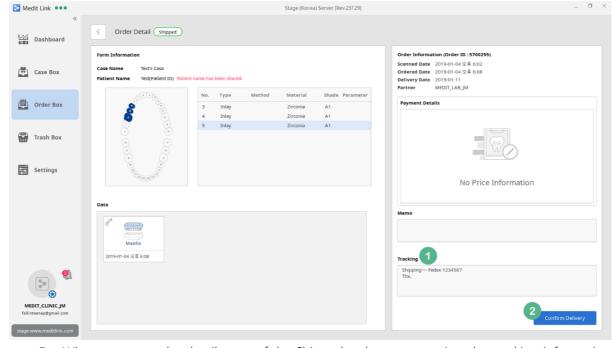




- ① The number of cases with the Shipped order is updated. You can view only the cases with shipped orders by clicking on the button.
- ② The Shipped label is updated to the ordered case.

10.4 Order Detail – Confirm Delivery

When you receive the product for the order with the Shipped status, you can change it to Completed status in the Order Detail page.

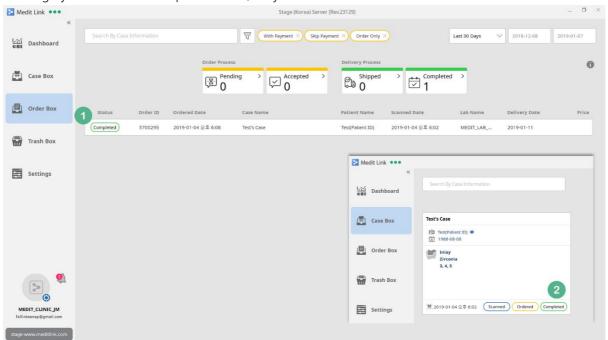


① When you open the detail page of the Shipped order, you can view the tracking information

- provided by the partner. You can track a shipment when the tracking information is provided in the form of Shipment or through memo if entered as Self-Delivery.
- ② After you receive the order, you can complete the order by clicking on Confirm Delivery in the detail page.

10.5 Order Detail - Completed

When you click on Confirm Delivery, it is labeled as Completed in the Order Box and Case Box. Although you can delete completed cases, they cannot be reordered.



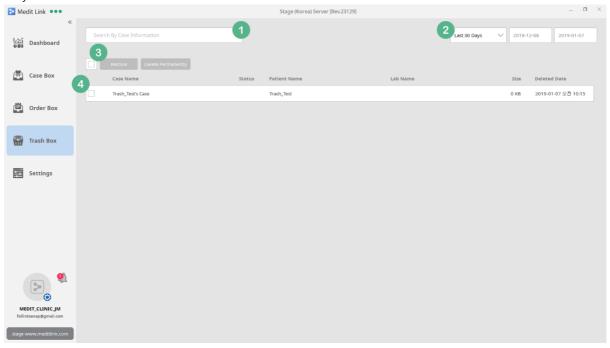
- ① The status is updated to Completed in the Order Box.
- 2 Likewise, the status in the Case Box is also updated to Completed.



11 [Clinic] Trash Box

11.1 Trash Box

In the Trash Box, you can restore or permanently delete cases deleted in the Case Box. This menu is only available to administrator accounts.

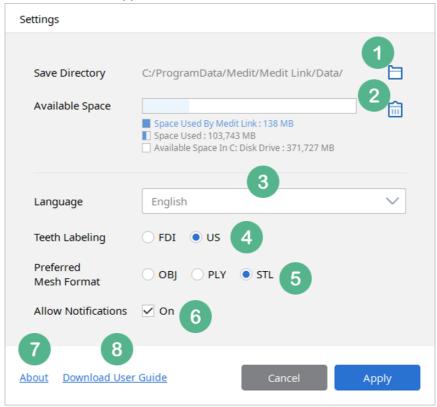


- ① Search for deleted cases by Case Name, Patient Name and Partner Name.
- ② Cases can be filtered by the date they are deleted. The period can be specified by the user, in addition to preset options such as 7 days and 30 days.
- 3 You can select all cases, and at least one case must be selected to make Restore and Delete Permanently buttons become activated. Please note that you cannot restore cases when they are deleted permanently.
- ④ This section shows a list of deleted cases and you can select them individually.

12 [Clinic] Settings

12.1 Settings

Set various options of Medit Link App.



- ① By default, cases created using Medit Link are stored in the designated folder on the computer. You can change it to another folder except for the network folders and any folder with other data.
- ② It shows the available space of the drive where Medit Link is installed. The space used by Medit Link is indicated separately. The user will be notified if the available space falls below 10GB.
- 3 Medit Link supports various languages including Korean, English and Chinese. To change the language setting, you have to restart the Medit Link.
- 4 You can change the teeth labeling option to either FDI or US. The change can be applied without restarting Medit Link.
- ⑤ Set the Mesh Format created when exporting from the detail page of each case in the Case Box.
- 6 You can choose whether to show notifications regarding partnership and orders in real time. When it is set to On, the message will pop up in the bottom left corner of the screen for 1 second for any incoming notifications. If turned off, the message will not be displayed.

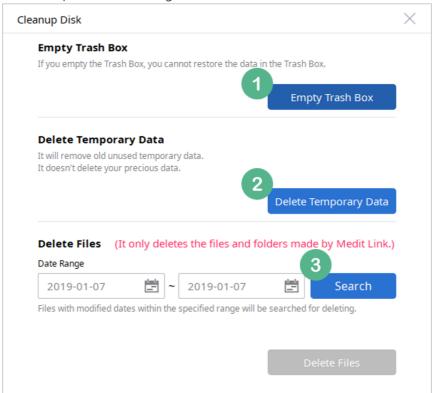


Regardless of the setting, you can check the messages in the Notification List.

- (7) You can check the Medit Link version and the Terms & Conditions.
- (8) You can download this Medit Link User Guide.

12.2 Cleanup Disk

You can delete data and temporary files stored on your computer by clicking on the trash can icon located in the Available Space of the Settings.

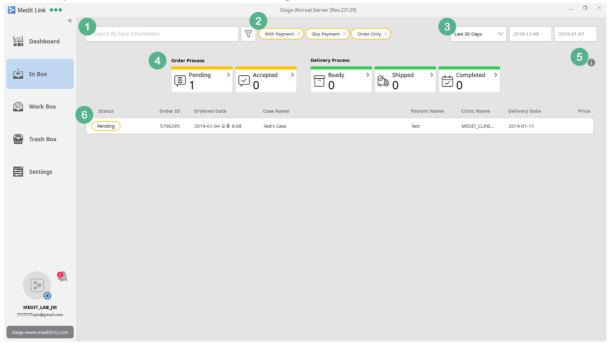


- ① Delete all cases in the Trash Box permanently. This function is only available to administrator accounts and permanently deleted cases cannot be restored.
- ② Delete temporary files stored by Medit Link. If a list of cases does not display properly, you can solve the problem by deleting temporary files. When you restart the app after deleting the files, the app may slow down temporarily.
- ③ Only delete data created by Medit Link and stored locally. It is recommended to use it when you need to secure more available space and you can set the Date Range to see how much space it creates. As it deletes the original scan files stored locally, you will not be able to continue with previous scans.

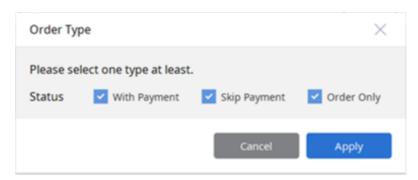
13 [Lab] In Box

13.1 In Box

Shows only the cases with orders received through Medit Link.



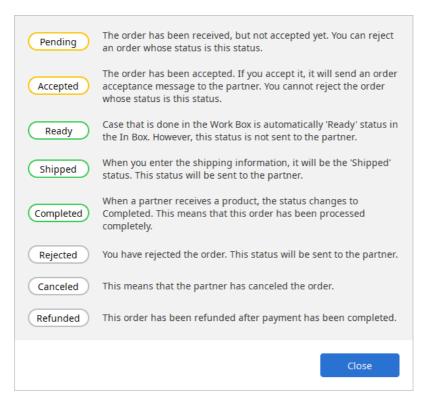
- ① Search for cases with orders received by Case Name, Patient Name and Clinic Name.
- ② Filter cases by order type. At least, one label must be selected. Order Only / Skip Payment / With Payment options are available for filtering.



- 3 You can filter a list by order date. The period can be specified by the user, in addition to preset options such as 7 days and 30 days.
- 4 Cases can be filtered by their order status. You can click on each status label to filter cases and click again to remove the filter.
 - Pending: You have received the order, but have not accepted it yet.
 - Accepted: You have accepted the order and shared it in the Work Box.
 - Ready: The case shared in the Work Box is done and ready for shipping.



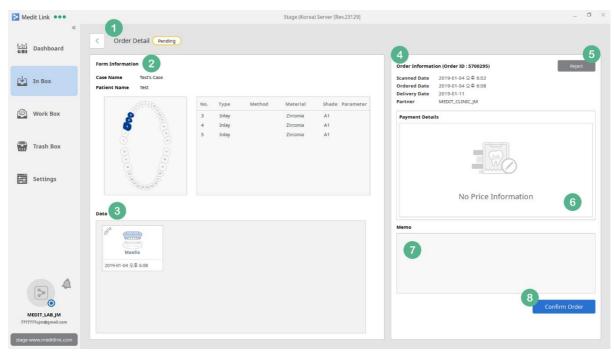
- Shipped: You have shipped the order and entered the tracking information.
- Completed: The partner has received the product.
- ⑤ This describes the meaning of each status which can be displayed in the In Box.



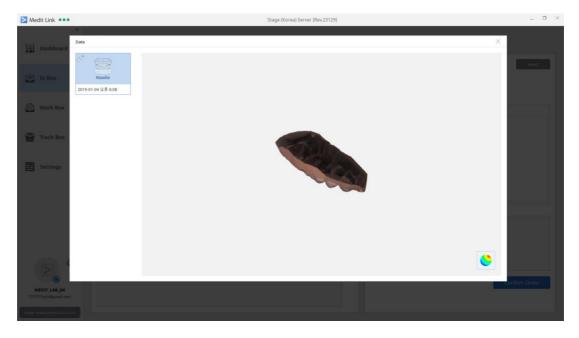
6 All ordered cases are listed and the list changes depending on which filter you have applied (No. 1, 2, 3, 4). For No. 5 status, it is updated in real time on the left side of each list. Cases with a status set as Canceled, Rejected, and Refunded cannot be accessed and can be viewed only via the list.

13.2 In Box – Order Detail

When you select a case with an order, you can view the details on the Order Detail page.



- ① This section shows the current status of the case for which you have received an order. It is updated in real time with the progress you have made with your partner.
- ② Displays Form Information, Case Name and Patient Name (depending on the option selected by the partner) provided by your partner when creating the case. Click on each item in the list to view detailed requirements specified by the partner when creating the case.
- ③ You can check all the data included in the ordered case. Any attached files can be shared in addition to scan results. Click on the icon to open the Preview dialog where you can view a list of all the data and check the occlusion by selecting multiple items.



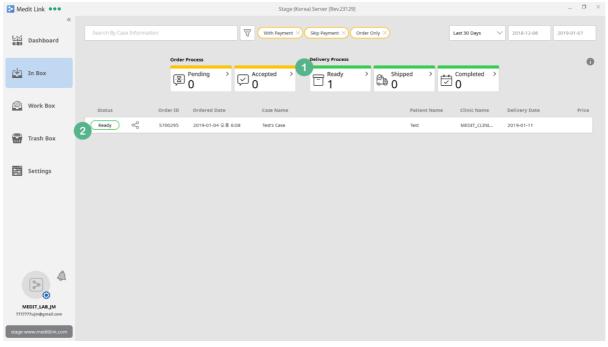
④ You can check the order details you have received, including the Order ID issued automatically



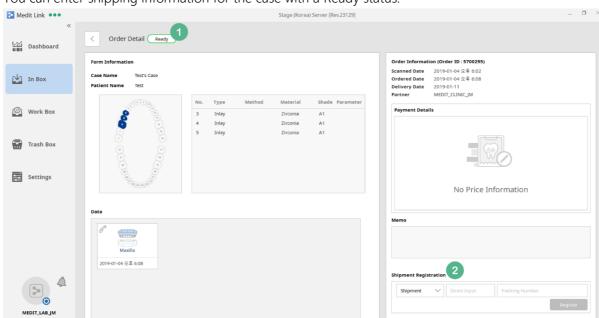
- when the order has been placed, order completion time, requested delivery date, and the name of the partner who issued the order.
- S You can reject any Pending orders as they have not been accepted yet. However, once you have accepted, you cannot reject it. Rejected orders are listed in the In Box and cannot be accessed.
- 6 The price information is shown here and its disclosure is determined by the status at the time of order.
- This section shows the Memo entered when placing the order. It remains empty if nothing has been entered.
- ® It means the confirmation of order. When you click on Confirm Order, the order is accepted and the status is updated for your partner as well. It is automatically shared in the Work Box, so members in the same group can work on the order.

13.3 Order Detail - Ready

When the work for the case shared through the Work Box is done, the status is automatically updated to Ready in the In Box.



- ① The number of cases with a Ready status on the filtering button is updated. You can click the button to view only the cases with a Ready status.
- 2 The Ready label is updated to the ordered case.



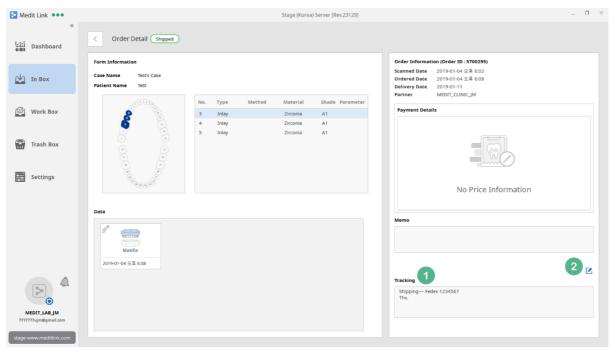
You can enter shipping information for the case with a Ready status.

- ① The Ready status is not updated to your partners as it may require rework or inspection even though the work is completed in the Work Box.
- ② Enter tracking information. You can select either Shipment or Self-Delivery. For Shipment, you have to provide the shipping company and tracking number, and for Self-Delivery, you can enter the information in the Memo. The status of the case is changed to Shipped and it is updated to the partner.

13.4 Order Detail - Shipped

When the tracking information is entered for the case, the status is changed to Shipped and updated to the partner.

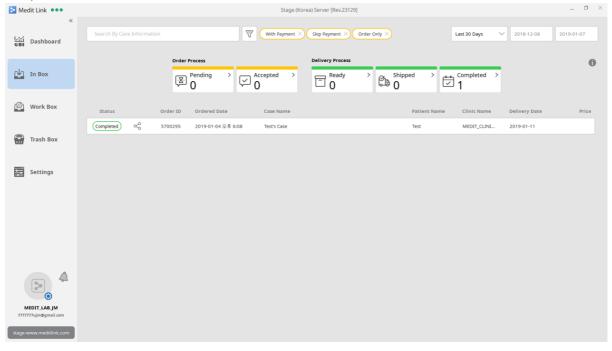




- 1) You can view tracking information of the case which you have entered on the detail page of the case when it is Ready status.
- ② You can update the tracking information until your partner confirms the delivery.

13.5 Order Detail - Completed

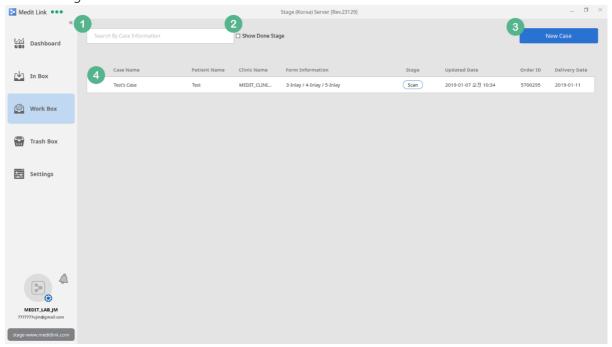
When your partner confirms delivery, the status is updated to Completed. This means that the order is completed.



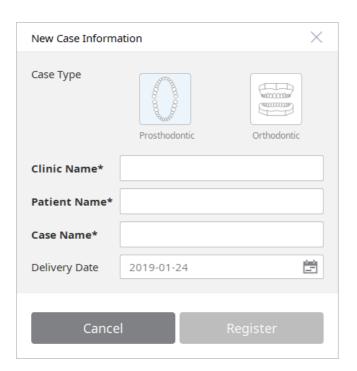
14 [Lab] Work Box

14.1 Work Box

You can process and manage the cases, which you accepted in the In Box, and the cases which were made through the New Case button.



- ① You can search for cases by Case Name, Patient Name, Clinic Name and Form Information.
- ② Any cases with the status updated as Done are hidden automatically. When you check the box, all cases including those set to Done are shown. It is set to not show by default. For more information, refer to 14.3 Work Detail-Stage below.
- ③ You can create a new case. In the Work Box, you can create new cases and manage them in addition to managing the cases which you accepted in the In Box. When you create a new case, you can select either Prosthodontic or Orthodontic for the case type.



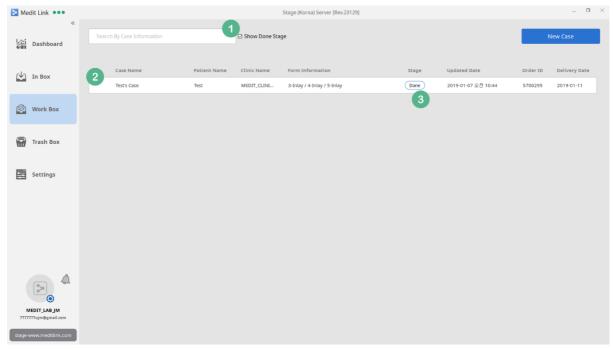
You can view the Work Detail page by selecting a case. In the Work Box, cases with orders and those you created are shown. The cases without Order ID are the ones you have created. Any other cases are those that you have received orders.

14.2 Work Box - Stage

In the Work Box, there are 6 stages as follows and those shown in the list are the ones have been completed.

- Form: When Form type project files such as dentalProject are created in the Work Detail, the Form stage is indicated as Completed. If there is only orderInfo file, no stage will be shown.
- Scan: When the scan data is created through the scanning in the Work Box based on the Form information or the scan data is delivered when accepting the order in the In Box, it is indicated as Scan. You can change the stage manually in the Work Detail page.
- CAD: When the CAD output is created based on the scan file in the Work Box, it is set to CAD. You can change the stage manually in the Work Detail page.
- CAM & Mill: The CAM & Mill stage will be supported in the Work Box in the future. In the current version, only manual change by the user is supported. If you change the stage manually in the Work Detail page, the stages will be shown.
- Done: When you complete the work for the case, it is indicated as Done. In this case, the status is updated to Ready in the In Box and you have to process it. If you change it to Done directly

without going through the above 5 stages, all previous stages will be set to Done.

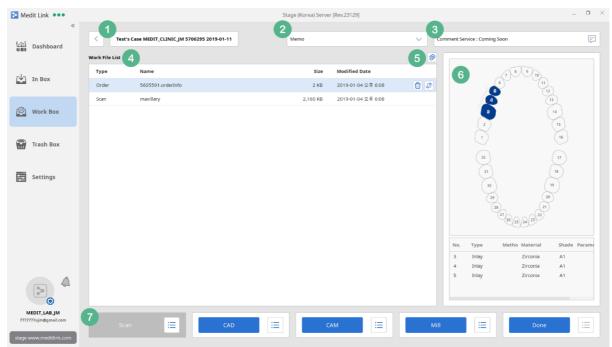


- ① You can filter the list to show cases set to Done which are automatically hidden.
- 2 Check on the Show Done Stage to display cases set to Done in the list.
- ③ When a case is set to Done, this means that the status is updated to Ready in the In Box. You can perform Rework of these cases in the Work Detail page until their status is changed to Shipped. When you perform Rework in each stage, the status will change from Done.

14.3 Work Detail

Check the details or work on the case you have selected. You can run the scan or CAD software that has been linked, check file information and export jobs.





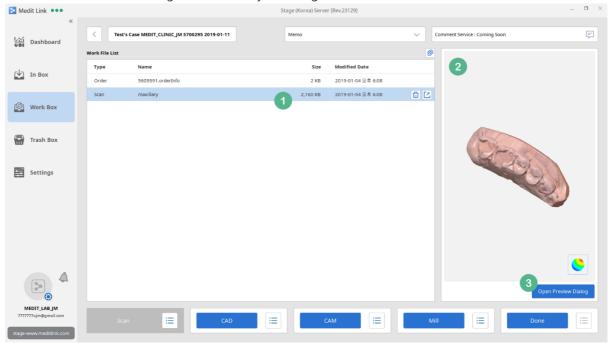
- ① You can view the case information in the order of Case Name, Clinic Name and Delivery Date. You cannot edit the information if you have received an order for the case but you can edit the information for the cases you have created in the Work Box.
- ② For cases with orders, you can check the order instructions provided by the clinic. If the case is created by you, this section remains empty.
- 3 You can chat with all users who have access to the case. The feature will be available in the future.
- You can view a list of all files automatically added by completing the work using the linked software or those added manually. Depending on the file attribute, they are classified as Order, Form, Scan, CAD, CAM, Mill, and Attached. The Order Type files are shown only when an order is received.
 - Order Type: The orderInfo file which is added only when the order is received through Medit Link. It can be used for checking the form information which has been ordered.
 When you select the file, the form image and list are shown on the right side. You can select the list to see the detailed instructions.
 - Form Type: The dentalProject file which can be edited by clicking on the button located on the right when you select the orderInfo file from the Order Type. When you click (Scan or CAD button, you will be directed to the dentalProject conversion page.
 - Scan, CAD, and CAM shows a list of files added when they are added manually or automatically by the linked software in each stage. However, it does not specify the

attribute of a specific file.

- ⑤ You can add files to the Work File List. These files are grouped as the Attached Type attribute.
- 6 This is a preview section where you can view the image and information about the form for the Order / Form Type. You can also view the image through a viewer when you select images files from the list. For 3D image files, you can check their details.
- Runs the program in each stage. They run automatically when you set it in the Set Linked Program. In the current version (v2.0.0), it is processed as complete without running the program if you click on CAM & Mill button.

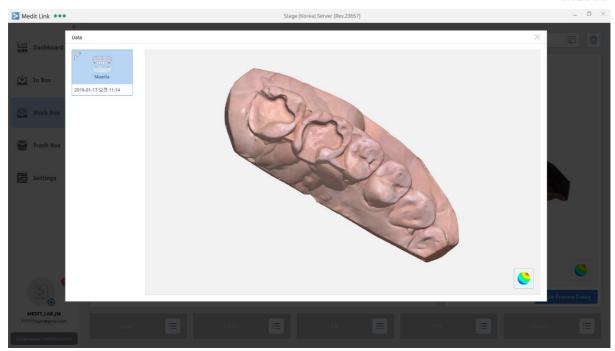
14.4 Work Detail – 3D Viewing

You can view 3D data through the viewer by selecting it from the Work File List.



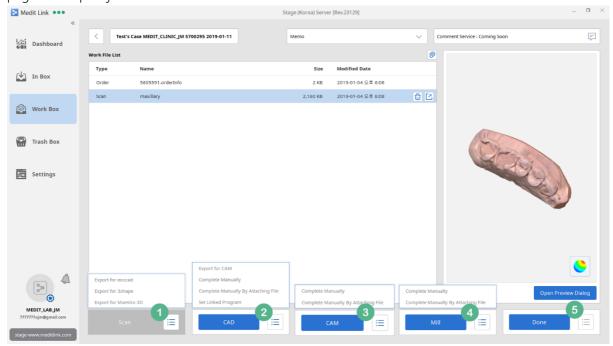
- 1) You can select any type of 3D data files.
- 2 It changes to 3D Viewer mode if you select 3D data file. In addition to zooming, rotating and panning, you can also set the Texture option. Only one file can be viewed at once.
- ③ Click on Open Preview Dialog to open a window where you can view multiple data at once.





14.5 Work Detail – More Button

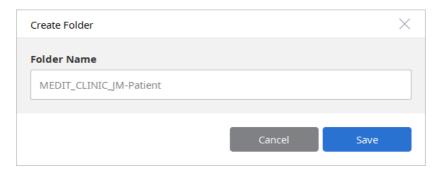
In the Work Detail, you can run and manage the programs using the 5 buttons at the bottom of the page and export jobs.



① Click on the More button to Export for exocad, Export for 3Shape, and Export for Maestro 3D in the Scan section. You can convert and export scan data for each design program. The output file format is determined by the Preferred Mesh Format setting.

If there is no scan data or the case is manually created, Rescan is provided separately.

② In the CAD section, you can use Export for CAM to export all files included in the CAD Type. You can set the name of the folder to export and the file name also changes based on the folder name. The output file format is determined by the Preferred Mesh Format setting.



You can use Complete Manually to complete the stage without running a program or attaching files, or Complete Manually by Attaching File to attach files on your computer and complete the CAD stage manually. There are also buttons that you can use to go directly to the Set Linked Program option where you can set linked program.

- ③ In the CAM section, you can only use Complete Manually to complete the stage without running a program or attaching files, or Complete Manually by Attaching File to attach files on your computer and complete the CAM stage manually.
- 4 In the Mill section, you can only use Complete Manually to complete the stage without running a program or attaching files, or Complete Manually by Attaching File to attach files on your computer and complete the Mill stage manually.
- ⑤ Currently, there is no feature that you can use in the Done section.

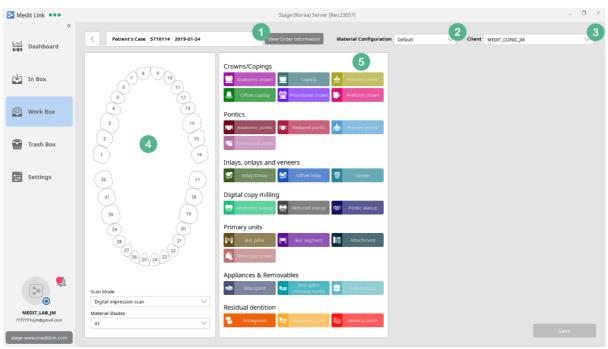
14.6 Work Detail – Create dentalProject

In the Work Detail, you can create dentalProject files which can be used in dentalDB and dentalCAD of exocad. It supports from exocad ver. 5000 to exocad 2018 (Valletta).

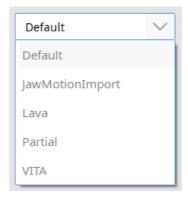
You can convert form information to dentalProject in two ways.

One is creating a new case and clicking on Scan or if you have scan files, clicking on CAD to go to the dentalProject page. The other way is clicking on the orderInfo file which is automatically created when an order is received, and then, the Convert button on the right.





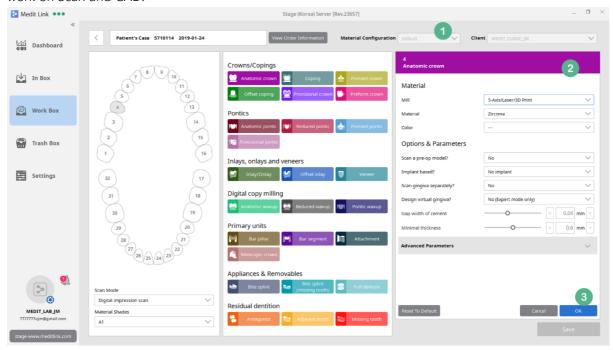
- ① If an order has been received, there is a button that you can click to view order details. It is not shown if the case has been created manually.
- 2 Provides five Material Configurations provided by dentalDB.



- 3 You can add and manage Client list that uses Material Configuration. The Client list is automatically added with the Clinic Name that has placed the order. If a new order is received from the same client, it automatically loads the Client item with the same Clinic Name, so you can create dentalProject without selecting item in the Client list.
- ④ You can select a tooth and set the Scan Mode and Shade value. Depending on the Material Configuration, additional options may be available.
 - If an order has been received, form configuration is performed automatically based on the order details. The configuration for the adjacent teeth and antagonist is automatically set according to the location of the teeth of the treatment type.
- ⑤ These are types of prosthesis supported by the dentalDB 2018 version. You can set the type

after selecting teeth in No. 4.

When you select teeth and the type, you can set the parameter. In the Work Box, the default values of the dentalDB are provided. One or more values must be saved in order to save the dentalProject and work on Scan and CAD.



- ① When you assign the type after selecting teeth, the Material Configuration and Client values cannot be changed. You have to cancel your assignment to change the values.
- ② When you assign the type after selecting teeth, you can set the values of Material and Options & Parameters for the teeth & type. If the value is different from the default value, it will be highlighted in blue for easy identification.
- 3 Click on Reset To Default to reset the values of Options & Parameters for currently selected Material to the default value of the Medit Link.

The Cancel button will cancel your change for Material and Options & Parameters. When you cancel, you can select another tooth or change the Client configuration.

Click OK to save the values of Material and Options & Parameters you have entered. The selected Client values will be updated with the new values. When you load the Client later, it will show the information that have been saved automatically.

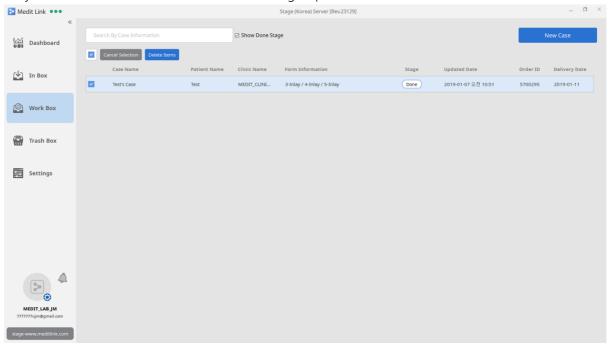
14.7 Work Box - Delete

You can delete cases except for the ones that have been set to Done.

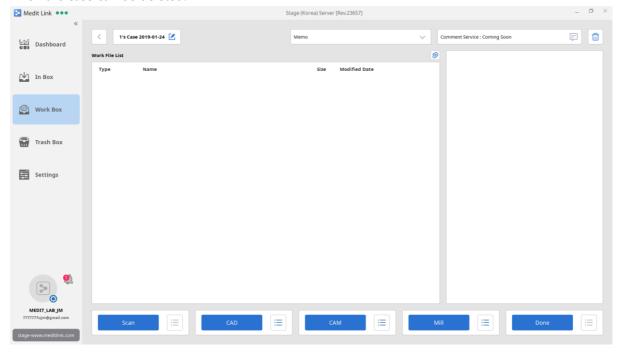


Deleted cases can be restored or permanently deleted in the Trash Box. Please note that you cannot restore cases when they are deleted permanently.

Only users with the administrator account in the group can delete cases and member accounts cannot.



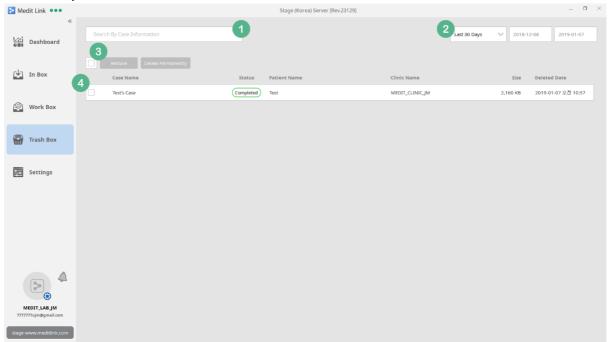
You can also delete cases on the Work Detail page. The Delete button is shown in the top right corner when the case can be deleted.



15 [Lab] Trash Box

15.1 Trash Box

In the Trash Box, you can restore or permanently delete cases that were deleted in the Work Box. This menu is only available to administrator accounts.



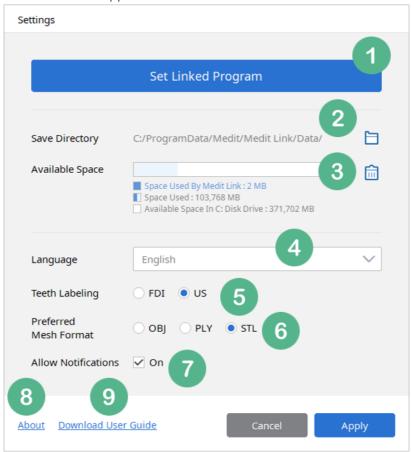
- ① Search for deleted cases by Case Name, Patient Name and Partner Name.
- ② Cases can be filtered by the date they are deleted. You can filter a list by the date they were deleted. The period can be specified by the user, in addition to the preset options such as 7 days and 30 days.
- ③ You can select all cases and at least one case must be selected to make Restore and Delete Permanently buttons activated. Please note that you cannot restore cases when they are deleted permanently.
- 4 This section shows a list of deleted cases and you can select them individually.



16 [Lab] Settings

16.1 Settings

Set various options of Medit Link App.

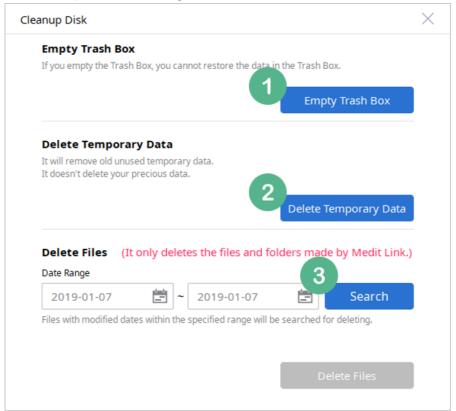


- ① Link programs to the buttons used in each stage of the Work Box Detail.
- ② By default, cases created using Medit Link are stored in the designated folder on the computer. You can change it to another folder except for the network folders and any folder with other data.
- 3 It shows the available space of the drive where Medit Link is installed. The space used by Medit Link is indicated separately. The user will be notified if the available space falls below 10GB.
- 4 Medit Link supports various languages including Korean, English and Chinese. To change the language setting, you have to restart Medit Link.
- ⑤ You can change the teeth labeling option to either FDI or US. The change can be applied without restarting Medit Link.
- 6 Set the Mesh Format created when exporting from the detail page of each case in the Work Box.

- You can choose whether to show notifications regarding partnership and orders in real time. When it is set to On, the message will pop up in the bottom left corner of the screen for 1 second for any incoming notifications. If turned off, the message will not be displayed. Regardless of the setting, you can check the messages in the Notification List.
- (8) You can check the Medit Link version and the Terms & Conditions.
- (9) You can download this Medit Link User Guide.

16.2 Cleanup Disk

You can delete data and temporary files stored on your computer by clicking on the trash can icon located in the Available Space of the Settings.



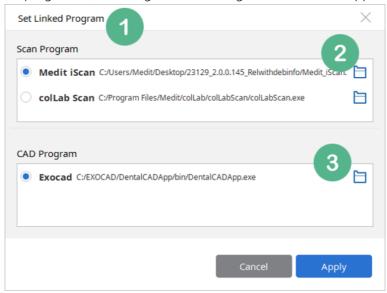
- ① Delete all cases in the Trash Box permanently. This function is only available to administrator accounts and permanently deleted cases cannot be restored.
- ② Delete temporary files stored by Medit Link. If a list of cases does not display properly, you can solve the problem by deleting temporary files. When you restart the app after deleting the files, the app may slow down temporarily.
- ③ Only delete data created by Medit Link and stored locally. It is recommended to use when you need to secure more available space and you can set the Date Range to see how much space



it creates. As it deletes the original scan files stored locally, you will not be able to continue with previous scans.

16.3 Set Linked Program

Set the scan and CAD programs. (CAM Program and Milling Machine will be supported in the future.)



- ① It checks and displays any Scan and CAD programs installed on your computer. Currently, only Scan and CAD programs are supported.
- ② Only iScan and colLab Scan are currently supported. Other scan programs will be added in the future. You can set only one program and change the setting at any time.
 - If the program changes its path, Medit Link may not be able to run the program from the Work Box. In this case, you have to click on the folder icon and select the executable file in the new path.
- ③ It displays a list of CAD programs. Currently, only exocad is supported.

17 Medit Link Task Manager

17.1 Medit Link Task Manager

Medit Link Task Manager is an application program which performs the post-processing carried out by a scan program when you scan using iScan or colLab Scan in Medit Link.

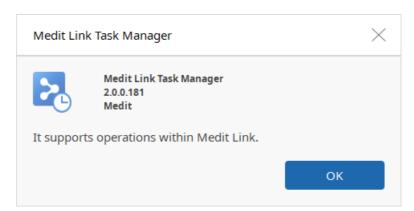
It runs automatically when Medit Link is started. Even if it is closed, it runs automatically when scan is completed in Medit Link.

Previously, you cannot scan while the post-processing is in progress in the scan program. However, when you scan from Medit Link, you can do multiple scans in succession as post-processing can be done separately.

- iScan: Click on Complete after scan is performed to close iScan and make Task Manager perform the job.
 - You can check the progress from the Case Detail, Case Box in the Medit Link.
 - If the process fails, you can retry on the case detail page in the Medit Link.
- colLab Scan: When a scan is complete, you will be prompted on the post-processing method. You can choose to do it from the Medit Link.
 - The progress can be checked on the Work Detail page.

You can check the hidden icon list in the Taskbar to see if Medit Link Task Manager is running.

Click on About to see the information and version of the Medit Link Task Manager.



 When you click on Quit, it will force the Task Manager to close and any post-processing in progress will be shut down. If you run the Medit Link or complete a scan, the Task Manager will be run and any jobs that have been shut down will be queued and resumed.

