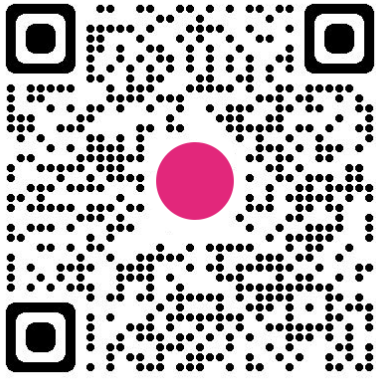
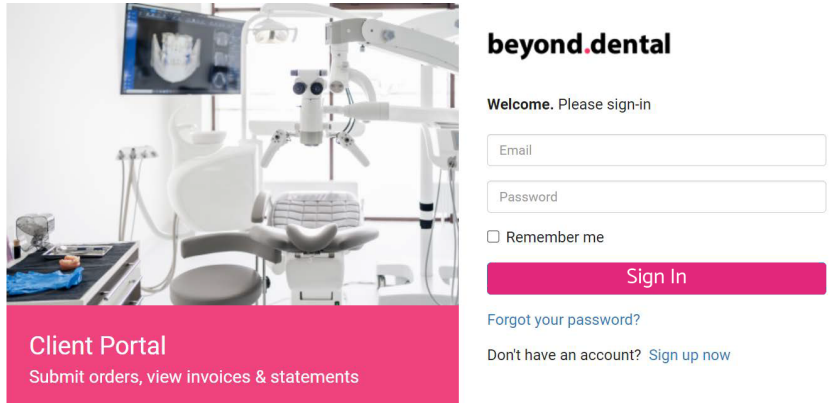
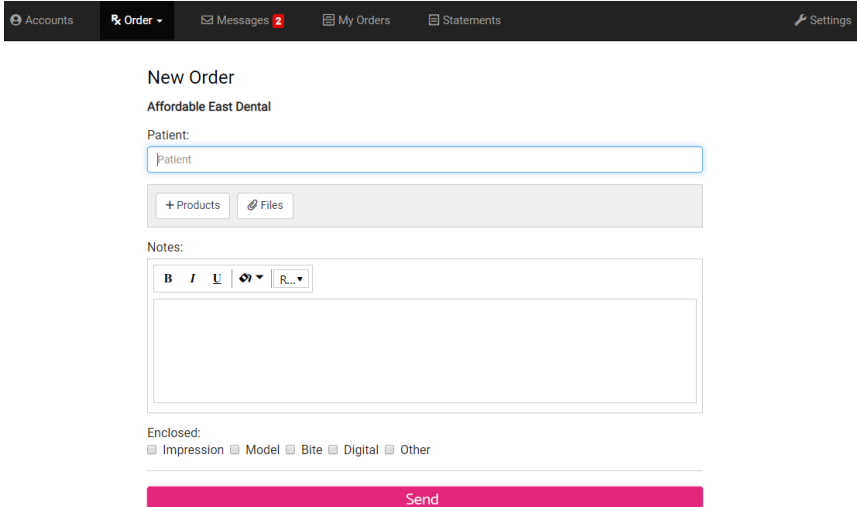


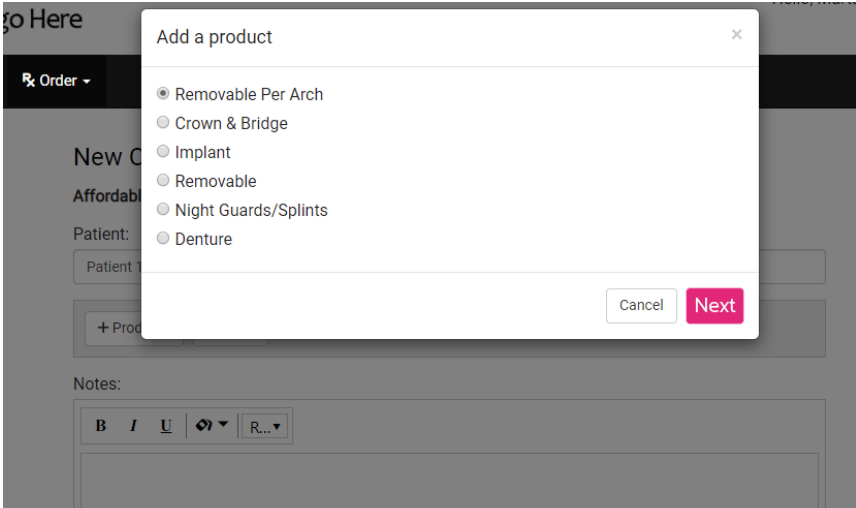
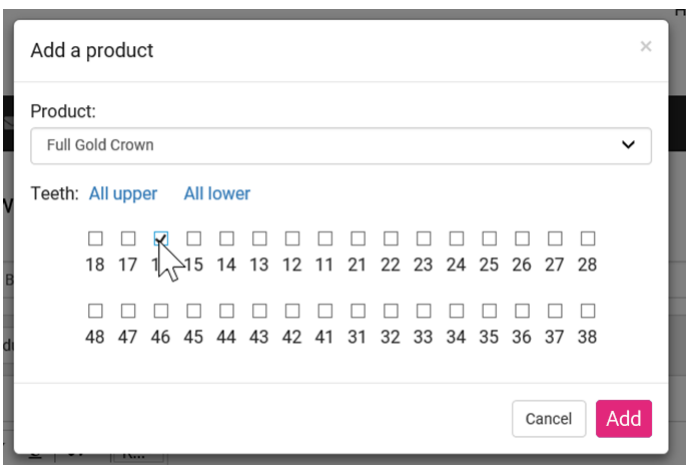
DOCTOR'S PORTAL

The Doctor's Portal allows you to submit & track cases, upload files, Send messages, create shipping labels, online lab slips, invoices, and statements. The dental lab will provide you with a URL and password to enter the site.

<https://beyondclient.labzona.net>

ORDERING CASES USING THE BEYOND DENTAL CLIENT PORTAL

	
<p>Type in your email and password > Click Sign In</p> <p>The first time you log in, you will need to change your password.</p> <p>Needs to include:</p> <ul style="list-style-type: none">8 characters1 lower case1 numeric character	<p>Username: Your Email Provided Password: Welcome2022</p> <p>Sign In</p>
<p>You will be taken directly to the new order screen</p>	


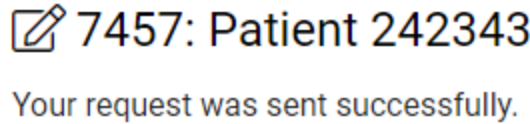
Enter Patients name	<div data-bbox="586 233 719 279"> New </div> <div data-bbox="586 306 690 338">Patient:</div> <div data-bbox="609 363 784 396">12345 - Bloggs</div>
Click Products to add a product	<div data-bbox="573 474 669 506">Patient:</div> <div data-bbox="594 529 755 560">12345 - Bloggs</div> <div data-bbox="609 625 737 655"> Products </div> <div data-bbox="786 625 867 655"> Files </div> <div data-bbox="573 714 656 745">Notes:</div>
Select the product you would like to order and click Next	
<p>Depending on the product you selected, you will be presented with further options</p> <p>Make a selection and click Add when done</p>	

<p>Click Shade to access the shade options</p>	<p>Patient:</p> <p>12345 - Bloggs</p> <p> Products Files Options Shade </p>
<p>Enter the applicable shades and click Done</p>	<p>Shade ×</p> <p>Shade:</p> <p>Shade</p> <p>Done</p>
<p>You can also enter any additional information that may assist the lab to complete your order</p>	<p>Notes:</p> <p> B <i>I</i> <u>U</u> 🔍 1... </p> <p>Tutor: John Doe See attached diagram</p>
<p>If you are sending anything physical such as a model, click the corresponding check box under Enclosed</p>	<p>Enclosed:</p> <p> <input checked="" type="checkbox"/> Impression <input type="checkbox"/> Model <input type="checkbox"/> Bite <input type="checkbox"/> Digital <input type="checkbox"/> Other </p>
<p>Select due date</p> <p>You can also enter an appointment time by unchecking the box and enter a date</p>	<p>Due:</p> <p>6/8/2020 📅 10 AM ▼</p> <p>Appointment: <input checked="" type="checkbox"/> <i>Same as due date</i></p>
<p>Review your order</p> <p>click send</p>	<p>Cancel Send</p>


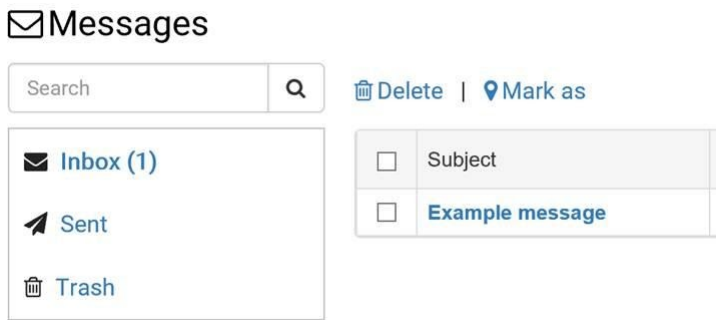
You will get a confirmation window that the order was sent. You can now print lab slips and/or shipping labels.




VIEW THE STATUS OF A REQUEST IN SEAZONA

Log in to the Seazona web portal as described above																									
Click on My Orders	<div><div>Accounts</div><div>Order</div><div>Messages 3</div><div>My Orders</div><div>Statements</div></div> <div></div>																								
<p>Your orders and their current status will be listed</p> <p>You can use the search field to filter the list</p>	<div>My Orders</div> <div><div>Search</div><div></div></div> <table><thead><tr><th>Invoice</th><th>Patient</th><th>Ordered</th><th>Due</th><th>Status</th><th></th></tr></thead><tbody><tr><td>7371</td><td>Patient 423432</td><td>5/25/2020</td><td>6/16/2020</td><td>New</td><td></td></tr><tr><td>7355</td><td>Patient 34233</td><td>5/24/2020</td><td>6/11/2020</td><td>Complete</td><td></td></tr><tr><td>7332</td><td>Patient 242342</td><td>5/19/2020</td><td>6/11/2020</td><td>In Production</td><td></td></tr></tbody></table>	Invoice	Patient	Ordered	Due	Status		7371	Patient 423432	5/25/2020	6/16/2020	New		7355	Patient 34233	5/24/2020	6/11/2020	Complete		7332	Patient 242342	5/19/2020	6/11/2020	In Production	
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7332	Patient 242342	5/19/2020	6/11/2020	In Production																					
The statuses are as follows:	<ul style="list-style-type: none">● New: The order has been submitted but not processed● In Production: Received by the lab an in the manufacturing process● Completed: Ready to Ship● Shipped: The order has been Shipped.																								
<p>In My Orders screen you can update or do changes to a specific case.</p> <p>Search for the case</p> <p>click on edit (Icon Pencil)</p> <p>Select the type of update you need to do</p>	<div><div>My Orders</div><div>Statements</div></div> <div></div> <div>EDIT 7457: Patient 2423432</div> <div>Request:</div> <div><div>Select</div><div>Select</div><div>Change or update my order</div><div>Cancel my order</div><div>Where's my order</div><div>Other questions or comments</div></div>																								


<p>Write a message</p> <p>attach a file if need to review</p> <p>Send</p> <p>Dental Lab will received a notification that you did an update to the order</p>	
<p>You will see a confirmation that the message was sent successfully</p>	

SEAZONA MESSAGING SERVICES

<p>View Messages</p>	<p>You can send a message to the dental lab offices. You can send requests, ask for updates, or send files.</p>
<p>When you receive a message from the dental lab, a notification will be shown on the Messages button</p> <p>Click on the button to view your messages</p>	
<p>Your messages will be listed</p>	

Click on the message to view its content	
The message will be shown	
<p>If you need to reply, click Reply</p> <p>Otherwise, click Back to return to your messages</p>	

VIEW STATEMENTS

Click the Statement button	
Click View and print	