

**Quick Reference Guide** 



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Icon	Key Shortcut	Function
	<b>A</b> "Acquire"	Intra-oral for DEXray — Capture, store and manage intra-oral X-ray images.
	<b>D</b> "Hea <u>d</u> "	<b>Extra-oral for DEXray</b> — Capture, store and manage extra-oral X-rays such as panoramic and cephalometric images.
	<b> </b> "Image"	Intra-oral for DEXimage — Capture, store and manage intra-oral X-ray camera images. Tooth numbering is available.
	<b>F</b> "Facial"	<b>Extra-oral (Facial) for DEXImage</b> — Capture, store and manage extra-oral camera images when no tooth numbering is necessary.
	<b>O</b> "Overview"	Overview — Overview mode shows all images at once (DEXray intra-oral and extra-oral, DEXimage intra-oral and extra-oral screens) for a patient.
<b>(</b>	<b>Z</b> "Zoom"	${\bf Zoom-Magnify}$ a portion of the selected image by clicking in the area you want to enlarge.
Q	<b>S</b> "Spotlight"	<b>Spotlight</b> — Show an area of the image in maximum contrast. Click on the desired section of the image while holding the left mouse button.
	<b>M</b> "Measure"	<b>Measurement</b> — Begin measurement of a selected image. Primarily used for endodontic and implant measuring on X-rays.
[]-[]-[]-[]-[]-[]-[]-[]-[]-[]-[]-[]-[]-[	<b>T</b> "Text"	f Notes - Attach text, alerts, and voice notes to images; also for drawing on an image.

lcon	Key Shortcut	Function
	<b>E</b> "Enhance"	$\label{eq:contrast} \textbf{Enhancement} - \textbf{Adjust brightness and contrast of a selected image and apply different filters.}$
0	<b>U</b> "ClearV <u>u</u> "	$\label{eq:clearVu} \textbf{ClearVu} - \textbf{In DEXray, apply ClearVu image enhancement to clarify and sharpen images on a patient screen.}$
T T	<b>U</b> "U-turn"	Mirror — In DEXimage, mirror, or flip, the selected image horizontally.
TI D	<b>R</b> "Rotate"	Rotate — Rotate a selected image in 90-degree increments.
	<b>B</b> "Back"	<b>Back Home</b> — Reset/toggle contrast settings of an enlarged image; remount thumbnail images.
	<b>H</b> "History"	<b>Archive</b> — Access the patient's entire image history; also used for switching between mouth view and chronological view on intra-oral screens.
<b>P</b>	<b>〈</b> Shift + ,	Import — Import images.
F)	<b>&gt;</b> Shift + ·	<b>Export</b> — Export images to a disk location or e-mail images; also used to move images to a different patient file within DEXIS.
	<b>P</b> "Print"	<b>Print</b> — Select printer and printer settings, print images, and print reports.
X	<b>Q</b> "Quit"	Quit — Quit current DEXIS program.
	X "X-ray"	DEXray — Acquire new X-rays.
	<b>C</b> "S <u>c</u> an"	

Icon	Key Shortcut	Function
	<b>N</b> "Impla <u>n</u> t"	$ \begin{tabular}{ll} \textbf{DEXimplant} - \textbf{Open DEXimplant for implant treatment planning when in X-ray mode.} \end{tabular} $
	<b>W</b> "Write"	DEXwrite — Open DEXwrite to generate reports.
\$	<b>L</b> "C <u>l</u> aim"	$ {\color{red} \textbf{DEXclaim}} - \textbf{Open the DEXclaim program to send images and data to NEA.} \\$
0	<b>V</b> "Video"	$\begin{tabular}{ll} {\bf Video} - {\bf Begin} \ using intra-oral video \ camera \ (accessible \ from \ any \ imaging \ screen). \ Record \ video \ with \ same \ keystroke \ from \ the \ video \ acquisition \ screen. \end{tabular}$
Ŷ	<b>C</b> "Camera"	Camera — Download images from a digital still camera.
	<b>K</b> "Kosmetic"	DEXcosmetic — Launch the DEXcosmetic module.
BD		<b>DEXIS i-CAT Link</b> — Launch the external 3D application for the current patient.
		<b>Tools &amp; Preferences</b> — From the Administration screen, set preferences, change practice settings and access tools.
		<b>DEXsafe</b> — From the Administration screen, backup or restore DEXIS data to or from an external hard drive or removable media.
DEXIS	5	<b>DEXIS Logo</b> — Access program information, preferences, help (DEXIS Imaging Suite Manual) and the DEXIS web site.
		<b>Active Icon</b> — An icon's change to the gold color indicates that a program function is active. Applies to all icons.

#### **Enter a New Patient**

Enter a new patient from the DEXIS Administration screen (if no Practice Management Program link is in use). Click on the New Patient button. Enter patient's information, tabbing between fields; when finished, click OK. Click on the intra-oral X-ray icon to open the patient's DEXray screen.









# Take an X-ray

On the DEXray screen, click on the X-ray icon, click on a tooth number, and wait for green bars. When green bars appear, place the sensor and trigger the X-ray tube.







# **Enhance X-ray Images**

To adjust brightness and contrast, click and drag on the image. Click the Back Home icon to return to the original and to toggle between the adjusted image and the original. To sharpen the image, click on the ClearVu icon.









#### Measure an X-ray

Click on the Measurement icon, click on the Measurement tab, then click on the Distance button. Click on the image at the start point and click at the end point, using multiple clicks for curves or segments. The measurement appears in millimeters next to Distance.





#### E-mail X-rays

Click on the Export icon, click on E-mail, then click on DEXIS (.DEX) format to send to doctors who have DEXIS; click on JPEG (.JPG) to send to non-DEXIS doctors. Select images by checking their boxes, then click on Export Images. A message in your E-mail program is auto-generated with selected images attached. Enter a recipient, add a message, and send.













### **Printing X-rays**

Click on the Print icon. Click OK on the Windows print menu. Select images by checking their boxes. For best results, choose Print ClearVu. Click on Print.





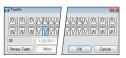




#### Re-number an X-ray

On the enlarged image, click on the current tooth number. Click 'off' the highlighted tooth and click 'on' the correct tooth or range of teeth. Click OK.







# **Find Missing X-rays**

Click on the Archive icon, click on Show All, click Done.





# Move X-rays from the Wrong Patient Screen to the Correct Screen

Create a folder on the Desktop with the correct patient's name. From the wrong patient's screen, click the Export icon. Click on Desktop button and browse for the folder. Click on DEXIS (.DEX) Format.

Select desired images by checking their boxes, click on Export Images.

Open the correct patient screen and click on the Import icon. Browse for the folder on the Desktop. Click on the images, click on Import Selected, click Done.

Return to the wrong patient screen and delete the incorrect images in accordance with the protocol set by the doctor.



















Please consult the DEXIS Imaging Suite Software Manual for additional information.