

1	Before You Start	3
1.1	Configuring the DentalExplorer	3
1.1.1	Support	3
1.1.2	General	4
1.1.3	Language	4
1.1.4	E-Mail	5
1.1.5	Print Designer	5
1.1.6	File Import	7
1.2	General Instructions for Use	8
1.2.1	A Word on the Mouse Cursor	8
1.2.2	Operating Controls in the Title Bar of the Window	9
1.2.3	Operating Controls in the Upper Part of the Treatment Screen	9
1.2.4	Operating Controls on the Right-Hand Side of the Treatment Screen	10
2	The Operating Concept of the DentalExplorer	11
2.1	Treatment With Right Mouse Button (not for Macintosh)	11
2.2	Treatment with the Treatment Menu (Macintosh and PC)	11
2.3	Treatment with the Tooth Cross Section (Macintosh and PC)	12
2.4	Undo and Redo	12
2.5	Reset Function (single tooth)	13
2.6	Editing the Prosthetic Base	13
3	The Options Menu of the DentalExplorer	14
3.1	Save Patient	14
3.2	Save Picture As	14
3.3	To Clipboard	14
3.4	Print	15
3.5	Patient Data	15
3.6	Alternatives	15
3.7	Status Screen	16
3.8	Examples	17
3.9	Calculation	17
3.10	Paint	17
3.11	3D Teeth	18
3.12	Video	18
3.13	Timer	18
3.14	Help	18
3.15	Reset	19
3.16	Settings	19
3.17	Credits	19
3.18	Quit Program	19

4	Handling Patient Data	20
4.1	General	20
4.2	Creating a New Patient	20
4.3	Selecting an Existing Patient	21
4.4	Searching for an Existing Patient	21
5	Calculation	22
5.1	The Calculation Window	22
5.2	Create Calculation	22
5.3	Choosing Additional Activities	23
5.4	Setting up the Basic Activities	24
5.5	Setting up the Additional Activities	25
6	Printing and E-mail Functions (“Print Designer”)	26
6.1	The Printing and E-mail Window	26
6.2	Printer Selection	26
6.3	Sending E-Mails	27
6.4	Comments	27
7	Videos	28
7.1	The Video Window	28
7.2	Playing Videos	28
7.3	Creating a Video List	29
8	Quit the DentalExplorer	29

1 Before You Start

Please take a couple of minutes to customize the DentalExplorer optimally to your needs. All these operations can be accessed from the menu item "Settings". Therefore, click the PC icon in the upper area of the screen and then select "Settings" (third line from bottom).

1.1 Configuring the DentalExplorer

In order to be able to work with the DentalExplorer, you have to enter at least your practice's particulars. The procedure for this is described in section 1.1.5.2. If you also communicate with your patients by e-mail, it is necessary to configure the built-in e-mail function. Please see the details in section 1.1.4 for this.

If you are a user of the version 1 of the DentalExplorer, you should transfer the patient database, which is stored on your hard disk, into version 2. If you have not done this during installation, the procedures are described in section 1.1.6.

All other configuration possibilities are optional, i.e.: you may change the settings, however the program will also work if you leave them.

1.1.1 Support

In this menu item, you can print out a support query or send one by e-mail.

If the menu item "Support" is not displayed in the settings, please open the menu with a mouse click (left mouse button for PC systems) on the "+" symbol next to "Settings".

Then select from the collapsing menu the Quintessence office that you would like to contact. Afterwards, enter your query into the large window. When you are finished, click on either "Print Query" or "E-Mail Query", depending on how you would like to transmit your support request.

In order to offer you the best assistance particularly with technical problems, your computer's configuration data will be printed out or sent by e-mail as well.

1.1.2 General

With this menu item, you can control various configuration options of the program:

Sound On/Off

Here you can select whether the system gives acoustic feedback when you click the mouse or not.

Hot Text On/Off

Here you can select whether additional explanatory messages should be displayed, when you move the mouse over a menu item. If you are not yet familiar with the program, we recommend displaying this information. Later, when you feel confident in operating the program, you can switch these messages off.

Reset Button On/Off

This button switches the Reset Button ("eraser") on or off. If this button interferes with your work, you can deactivate it here. On this, please see also chapter 2.5 of this manual.

Edit Metal Base On/Off

This button selects, whether you can change the shape of the metal bases interactively on the screen or not. If you do not need this functionality, you can deactivate it here. On this, please see also chapter 2.6 of this manual.

Position of the Reset Buttons

If you have activated the Reset Button, you can define its position relatively to the mouse cursor. Simply click the position, where you want the button to appear.

On the bottom of the window "General", your serial number is displayed.

1.1.3 Language

You can choose between various user interface languages. If you would like another language, simply mark the corresponding flag icon. Please note that you need to close and restart the program, so that the changed language settings are effective.

1.1.4 E-Mail

If you also communicate with your patients by e-mail, you have to configure some technical parameters. Please ask your system administrator if you require assistance.

E-Mail Address

A basic requirement for sending your patients printouts or submitting support queries is that you enter your own e-mail address.

If your computer is part of a network, please enter the IP address of the proxy server or the SMTP server into the upper green line, if applicable. (Many companies use a proxy server to control Internet access and prevent external access to the company network.)

Example for an SMTP server: mail.dtag.de
Example for a proxy server: 213.79.145.1

These details are only necessary, if you do not have an active network connection.

The lower green lines are for entering username and password. You only have to do this, if your server requires you to enter username and password.

If you have any further queries regarding this topic or the necessary settings, please contact your system administrator.

1.1.5 Print Designer

1.1.5.1 Menu item "Patient Templates"

Edit Patient Templates

The DentalExplorer includes several default templates, which are usually sufficient for your needs. Normally, you do not have to change anything.

If none of the default templates is suitable, you may change these templates or generate new templates from existing ones. In order to edit the templates, you need an HTML editor (e.g. Microsoft Frontpage, Netscape Composer, or Macromedia Dreamweaver). Please note that these products are not included in the DentalExplorer, and therefore the manual does not include information about the operation of these products.

Please do not use a text editor (e.g. Microsoft Word or Corel WordPerfect), because this may produce undesired results. In addition, we cannot guarantee that programs of other manufacturers work flawlessly co-operate with the DentalExplorer.

Editing templates is done in three steps:

- 1. Step:** Select your HTML editor. If applicable, your system's default HTML editor is displayed. An empty field means either that you have no HTML editor installed on your system, or that your editor was not registered properly in your system. If this is the case, you can use the button "Search" to select the position of your HTML editor.
- 2. Step:** Choose the template to be edited. Therefore, select the template from the dropdown menu that you would like to edit.
- 3. Step:** Click the button to edit the selected template with your HTML editor.

Please note the wildcards DENTIST, OFFICE, EMAIL, OPENING, PATIENT, DATE and TIME, which stand between two hash signs (#). Here your practice's data, the patient's name, and the date and time are entered during runtime (while you generate a printout). You may arrange these wildcards in any order. They have to stand between two hash signs in order to function. It is also important that you have entered the relevant settings (cf. sections 1.1.5.2 and 1.1.4).

When you are finished, save the file in the selected folder and close the HTML editor.

1.1.5.2 Define Texts

Please enter the name and address of your practice and the business hours into the relevant fields. These entries are used for the printouts that you give your patients. These entries are necessary, because otherwise only control characters are displayed.

1.1.6 File Import

1.1.6.1 Importing an Existing DentalExplorer Patient Database

This item only concerns users of version 1. If you do not own version 1, please skip this section and continue with the next section.

Importing a database is done in two steps:

1. Step: Determine the location of the patient database PATIENT.MDB on your computer. This file contains your patient data; the program can search the file automatically. However, if you know in which drive and folder the database is located, you may also enter the path directly, to shorten the search.

2. Step: Import this database. The status window gives information about the progress.

Hint:



If you have already entered data into the patient database, these will be overwritten during import. Therefore, make sure that you do the import directly during or immediately after the installation.

1.1.6.2 Importing Program Updates

If you have access to the Internet, you may also download software updates via FTP. These updates are provided free of charge.

Click on the buttons "Update Manager" and "Update". Now connect to the Internet. If you connect to the Internet through a proxy server, you have to enter the IP address and port of the proxy into the relevant fields. Ask your system administrator if you require assistance.

If program updates are available, they will now be downloaded. In order to update the program, the DentalExplorer will close automatically during the update procedure. Afterwards, you have to restart it.

1.2 General Instructions for Use

The DentalExplorer has a modern operating interface with several windows that you may freely position on the screen. By pulling the top of the window, you may freely position any window on the screen. Furthermore it is possible to minimize and maximize windows.

1.2.1 A Word on the Mouse Cursor

The mouse cursor changes depending on the program situation. The normal operating arrow is always displayed, if special functions are not available. Other cursor shapes include:



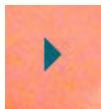
Open hand

The open hand is displayed in the title bars of the individual windows. It can be used to position windows.



Hand with finger

The hand with the pointing index finger is displayed, when the cursor is over the teeth. It indicates that the currently selected treatment can now be applied there.



Triangle

The triangle is also displayed over the teeth. It is always displayed, if a treatment possibility has several possibilities. By clicking successively, you can select the various possibilities.



Icon for Prosthetic Base

If you see the mouse cursor in this shape (in the occlusal views in the middle between the teeth), you may switch between the various prosthetic base shapes by clicking successively.



Modeling Pen

If you see this shape of the mouse cursor (in the upper jaw occlusal view in the middle between the teeth), you may shape the metal bases by “erasing”.



Cross Icon

This icon is displayed in the calculation window above the columns with the factors. When it is visible, you may assign all treatments the same factor.

1.2.2 Operating Controls in the Title Bar of the Window

Two icons are displayed in the top right corner of each window. The right-hand symbol (X) closes a window.



Clicking on the left-hand icon (triangle pointing downwards) will minimize a window. This means, that the relevant window disappears completely from the screen, except for the menu bar, but is still active. In minimized windows the triangle pointing downwards will change into a rectangle.



Click the rectangle to return a minimized window to full size.

1.2.3 Operating Controls in the Upper Part of the Treatment Screen

Five icons are displayed in the upper part of the screen. Every aspect of the DentalExplorer can be controlled with these icons.



The icons have to following functions:

Question Mark – Opens the help system

PC Icon – Opens the main menu

For further information on the main menu, please see chapter 3 (“The Options Menu of the DentalExplorer”) of this manual.

Tooth Icon – Opens the treatment menu

For further information on the treatment menu, please see chapter 2.2 (“Treatment with the Dropdown Menu”) of this manual.

Curved Arrows, to the left or right – Undo and Redo function

For further information on these functions, please see chapter 2.4 of this manual.

Furthermore, the upper part of the treatment screen contains the Alternatives icon.



For further information on the alternatives, please see chapter 3.6 of this manual.

1.2.4 Operating Controls on the Right-Hand Side of the Treatment Screen



You can use the operating controls in the right-hand part of the screen to switch between the various views. By clicking the upper two controls, you switch between the upper and lower jaw view. The lower icons can be used to display front or lateral view. The frontal or lateral view of either the upper jaw or the lower jaw is displayed, depending on which of the upper icons you clicked.

In each view, all treatments carried out so far are displayed.

You can use the two arrow buttons to move the treatment menu below the buttons further towards the center of the screen, to prevent that long treatment descriptions cover the display.



This button activates the video window (see chapter 7: Videos).

2 The Operating Concept of the DentalExplorer

The operation of the DentalExplorer was designed to match the work in a dentist's practice.

In order to illustrate treatments of a tooth, there are three different possibilities, which are described in the following.

2.1 Treatment With Right Mouse Button (not for Macintosh)

Position the mouse cursor over a tooth and click the right mouse button. You see a list of the possible treatment groups.

Now select from the list a treatment group, by clicking an entry with the left mouse button. The list of the individual treatments that match this treatment group appears on the right side of the screen.

If you now select one of these entries, it changes to a green color and is put into brackets. In addition, the current treatment type also appears in the top left corner of the screen.

If you now want to apply a certain treatment to a certain tooth, simply click on the appropriate tooth. You may also apply this treatment to several teeth without any intermediate steps. The treatment remains active, until you select another treatment from the list (if the mouse cursor is a triangle instead of the hand with the finger, you can select from the various possibilities by clicking the left mouse button).

Even if you change the view, you still have the possibility to apply further treatments to the teeth. If you switch for example from occlusal view to lateral view, you may also continue with the treatment there. The last selected treatment method remains active.

2.2 Treatment with the Treatment Menu (Macintosh and PC)

There is another possibility besides of clicking with the right mouse button, Move the mouse cursor over the tooth icon from the operating controls in the upper part of the screen and click on it.

A separate window opens with the list of the possible basic treatments. The list may be collapsed with the plus-icon, similar as in Windows Explorer, in order to display the relevant individual treatment methods. Activate an individual treatment by clicking an entry.

If you now want to apply a certain treatment to a certain tooth, simply click on the appropriate tooth. Again, this individual treatment method remains active, until you select another one. Thus, you may apply this treatment to several teeth successively. (If the mouse cursor is a triangle instead on a hand with finger, you can choose from various possibilities within the treatment method.)

The treatment menu “sticks” to the left border of the view window. Therefore, select the box “Automatically in Background” on the bottom of the menu, and move the mouse to the right into the main window. The treatment menu now minimizes to a bar, from which the treatment menu opens, when you move the mouse over it. Thus, on the one hand, precise working is possible, and on the other hand, the menu is always available for changing the treatment quickly.

Hint:



You probably have noticed that this method is much easier than the method described in section 2.1. Particularly users of the DentalExplorer version 1 will soon appreciate this form of control. As soon as you have become accustomed to the control method, you can do the following: Use the control icon with the arrow pointing to the right edge of the screen, in order to scroll the list of the individual treatments aside. This list is no longer needed.

2.3 Treatment with the Tooth Cross Section (Macintosh and PC)

Another possibility to apply treatments is the direct assignment of a treatment on a tooth cross section. Therefore proceed as follows:

Activate the treatment menu as described in the previous section. Now click on the button “Show Tooth Cross Section”. The tooth cross section appears now in the upper part of the window, where you can directly apply treatments. These are transferred automatically into the large image. If applicable, the view also changes from upper jaw view to lower jaw and vice versa.

2.4 Undo and Redo

Using the Undo function it is possible to undo the last editing steps. The number of these steps is unlimited. In order to undo an editing step, simply click on the operating control “Undo” (arrow curved to the left).

If you accidentally or by intention reversed one step too much, you may activate this step again with the Redo function (arrow curved to the right). This function can also be used for several steps (up to 50).

2.5 Reset Function (single tooth)

When you move the mouse cursor over a tooth, you see a circular control in addition to the cursor icon, which is shaped like an eraser. By clicking this eraser, you can revert the current tooth into its original condition.

Hint:



If the eraser interferes with your work, you may hide it with the menu item “Settings – General”.

2.6 Editing the Prosthetic Base

Moving the cursor in the palatine or the tongue region of the upper or lower jaw view will change the mouse cursor into a prosthetic base icon. Successive clicking switches now between the various shapes of metal or plastic bases. At the same time, the relevant treatment menu switches automatically to Prosthetic Base.

For editing a metal base in the upper jaw, a special operating control is available: This control is a modeling tool that you can activate by clicking on the circular symbol on the bottom of the screen. The mouse cursor changes into a modeling pen. If you want to shape a metal base individually, hold down the left mouse button and remove the parts of the metal base that you do not require.

3 The Options Menu of the DentalExplorer

The options menu always opens when you click on the PC icon. It comprises of altogether 18 sub-items, which will be described **sequentially**. In part, the information is very extensive, so that there are references to separate chapters of this book in some places.

3.1 Save Patient

If you want to store the information about the compiled treatment of a patient and recall at a later time, you have to save the patient. Thus, you may display, print or further process the current treatment status, when the patient comes to the next visit.

As soon as you click on the menu item, the current treatment and all alternatives are saved in the patient database. In order to be able to assign the treatment to the correct patient, you have to recall him from the patient database or create a new entry.

The patient database is described in a separate chapter of the manual, please read on in chapter 4 (Handling Patient Data).

3.2 Save Picture As

You may save each view as image file on your hard drive. This can be useful, if you want to process images with image editing software, in order to use it for other purposes (e.g. a PowerPoint presentation).

If you click on this menu item, a dialogue box opens and prompts you to enter a file name. Enter a file name and the correct target directory, if applicable. Afterwards, determine the file type of the image data. You may select from the following file formats:

- BMP (Windows Bitmap)
- JPG (Joint Photographic Experts Group)
- PSD (Adobe Photoshop)
- TIFF (Tagged Image File Format)

3.3 To Clipboard

You may also copy the displayed image to the clipboard. Simply click on this menu item. You may then insert the image with the function "Paste" into another program, e.g. into your word processor.

3.4 Print

The menu "Print" can also be used to send the current report to your patient by e-mail. For further information, please see chapter 6.

3.5 Patient Data

When you select this menu item, the screen template with the patient data is displayed. This template is described in a separate chapter of the manual, please read on in chapter 4 (Handling Patient Data).

3.6 Alternatives

For each patient you may create various treatments, so-called alternatives. Each alternative may be printed separately, or can be used as base for a calculation. As soon as you select the menu item "Alternatives", an additional window opens.

If no alternative has been saved for this patient, the upper part of the window is empty. In the lower part of the window, the suggested name "Alternative 1" is displayed. You may freely change this name. Afterwards, click on the button "Save Alternative".

In case you have already saved alternatives for this patient, you have four operations available:

- Load Alternative: Simply click on a name in the upper part on the displayed window. The appropriate alternative is displayed.
- Save Alternative: Create a treatment or edit an existing alternative. Afterwards, enter the desired name of the alternative into the lower part of the window and click the button "Save Alternative". You must select a unique name, so that you do not accidentally overwrite an alternative.
- Delete Alternative: Click on the name of an alternative and afterwards activate the button "Delete Alternative".
- Rename Alternative: Click slowly twice on the name of an alternative. The line you clicked on turns blue, and you can now rename the alternative. Finally, press the return or enter key.

3.7 Status Screen

In the status screen, you may enter a patient's diagnosis. A tooth cross section is displayed in the upper part of the screen. In the lower part of the screen, the most important findings are graphically illustrated. To enter a diagnosis, proceed as follows:

- With the left mouse button, click on a symbol in the lower part of the screen.
- Hold down the left mouse button and drag the icon to the affected tooth.
- Release the mouse button and repeat this procedure, until you have assigned a finding to the teeth as desired.

Hints:



You can also transfer findings by "dragging" a finding from one tooth to another.

If you accidentally assigned a finding to a wrong tooth, simply drag the icon "No Reference" to the relevant tooth.

If you want to start over, you can use the eraser icon on the right side of the screen. A simple click on the eraser will revert the whole tooth cross section into its original state.

Hint (PC version):



There is an alternative possibility to select the finding: Click with the right mouse button on the relevant tooth, and a menu opens, where you can select the available findings. Choose a finding with the mouse cursor and activate it with a click with the left mouse button.

The occlusal views are synchronized with the status screen. This means, that the operation, which you carry out in the status screen, is automatically transferred into the upper and lower jaw views as well as into the lateral views. In order to return to the occlusal view, you can either minimize the status screen, or click the upper or lower jaw icon (in the right-hand window).

On the lower right corner of the status screen is another icon, a video strip. Clicking this strip opens the video player. For further information, please see chapter 7.

3.8 Examples

The menu item “Examples” quickly brings up frequently used treatment methods on the screen. Therefore the DentalExplorer contains several examples, which you just have to open. However, you may also save custom treatments that you have compiled as examples.

Hint:



These examples are independent of the currently selected patient, as opposed to the above-mentioned possibility to save patient-related alternatives. You can also save an open example as alternative for the currently selected patient (see 3.6).

You have four editing choices:

- Load Example: Simply click on a name in the upper part on the displayed window. The appropriate example is displayed.
- Save Example: Create a treatment or edit an existing example. Afterwards, enter the desired name of the example into the lower part of the window and click the button “Save Example”. You must select a unique name, so that you do not accidentally overwrite an example.
- Delete Example: Click on the name of an alternative and afterwards activate the button “Delete Example”.
- Rename Example: Click slowly twice on the name of an example. The line you clicked on turns blue, and you can now rename the example. Finally, press the return or enter key.

3.9 Calculation

For detailed information on the menu item “Calculation”, please see chapter 5.

3.10 Paint

Use this menu item to access the paint tools. You can paint lines, circles and rectangles in various colors. Entering text is also possible. You should be familiar with the various tools from the program “Paint” (Microsoft Windows Accessory), so that this topic is not further discussed here.

Hint:



If you have worked with the “Paint” function and you wish to save or print the result, please do not use the entries from the Option menu of the DentalExplorer, but use the relevant functions in the paint box, marked with a diskette or printer icon.

3.11 3D Teeth

When you access “3D teeth”, a separate window opens. In the lower part of this window, you see all teeth of the upper jaw on the left-hand side, and all teeth of the lower jaw on the right-hand side. Clicking on one of these teeth opens the display of the appropriate tooth.

Hint:



If you see nothing, please press the button “Change 3D Mode” until a tooth is displayed.

By clicking on the two control icons “+” and “-” on the left side of the screen, you can zoom the tooth in and out.

A click of the circular element in the center places the tooth in continuous rotation around the centerline. Clicking this element again stops the rotation.

You can place the 3D teeth manually in any desired position. Therefore, position the mouse cursor over the tooth, hold down the mouse button and then move the mouse.

3.12 Video

With this function or a click on the video strip in the lower right corner, you can access the videos. For further information, please read chapter 7 (Videos).

3.13 Timer

On the timer screen, you can see the current time, and on the left side the timer. With the arrow buttons over and under the timer, you can set the duration of the consultation. The set duration is activated at each start of the timer function, and the highest value is 59 minutes and 59 seconds. You can start the timer countdown with the button “Start Timer”. Now the button shows “Stop Timer”, and clicking on it again resets the timer to the originally set duration.

3.14 Help

Activating this menu item has the same result as clicking on the operating control “Question Mark”: it displays the help text.

3.15 Reset

When you click “Reset”, all treatments that you have applied until now are reset to the findings that are set on the status screen.

Hint:



Please note that you can reset individual operations also with the Undo function. Furthermore, the eraser is available to revert individual teeth back to their original state.

3.16 Settings

The settings are described in detail in chapter 1.1 (Configuring the DentalExplorer).

3.17 Credits

Here the program shows you the creators of DentalExplorer and the supporting companies.

3.18 Quit Program

Clicking this menu item quits the program.

4 Handling Patient Data

4.1 General

When you open the DentalExplorer for the first time, a smaller database window opens in addition to the upper jaw occlusal view, where you can access the patient data. In this window, you can create new patient files, save and delete data records, and search for existing patients.

Each treatment plan is assigned a data record from the patient database. One could also call the patient database the directory of your treatment plans. In order to ensure that you can carry out your treatment plan without trouble, you should either open an existing patient from the database (see below) or create a new patient, before you begin your planning.

In order to identify the database (and thus the patient), you need at least the patient's last name. During normal operation of the program however, we recommended to also specify the first name and the date of birth for positive identification, if applicable.

4.2 Creating a New Patient

In order to create a new patient, please click with the left mouse button first on the button "New Patient" in the lower right corner of the minimized patient mask. Then, click with the mouse button once into the input box "Last Name". Enter the patient's last name with the keyboard. In order to enter the first name, simply press the tab key, in the top left of the keyboard, or click with the mouse into the input box "First Name" and enter the patient's first name. Close the mask by clicking on the button "Save Patient".

Now you can be sure that all following operations with the DentalExplorer are assigned to this patient.

If you would like to enter additional information on the patient, maximize the patient data template by clicking the rectangle icon in the top right corner of the window. Here you can find a series of input boxes, where you can enter additional data and comments. Save your settings with a mouse click on the above-mentioned button "Save Patient".

You can minimize the patient database template by pressing the icon that resembles a triangle on its point in the top right corner.

If you would like to close the patient data base, click with the left mouse button on the X icon in the top right corner. The patient data window closes now, but despite this, the patient's data record remains open in the background, until you create a new patient or select an existing patient.

4.3 Selecting an Existing Patient

Using the arrow buttons, you can browse through the database in both views of the patient database window (left/right arrow), or jump to the first or last patient (left/right arrows with vertical bar).

4.4 Searching for an Existing Patient

When viewing the whole template, you can also access the field "Search Patient". Enter the name of the patient that you wish to search for. The patients are sorted by last name; enter the patient's last name first. The programming of the search function allows it to be active while you enter the name. Thus, if you enter the first letter of the last name, the search function automatically jumps to the patients, whose name starts with that letter. You can now use the arrow buttons to browse through the entries with this letter. When you enter more letters, the search is refined, until you have found the patient you searched for.

5 Calculation

5.1 The Calculation Window

When you select the menu item "Calculation", another window opens, where the following is displayed:

IN the top left you can see the tooth cross section. On the right-hand side of the tooth cross section there are also two icons, that can be used to activate or deactivate the prosthetic bases.

5.2 Create Calculation

Initially, the teeth that have been assigned a treatment are marked blue. In newly created patients, the program does not discriminate between set findings and newly planned treatments. (The reason for this is that you do not have to assign treatments a second time when you renew existing treatments. It is easier to exclude teeth that were not assigned a new treatment (see below) than to choose a new treatment.

Clicking on a tooth marked with a blue frame results in the frame being replaced with a white frame or vice versa. A white frame means that the treatment of the relevant tooth is not included in the calculation. The same procedure applies to the selection of prosthetic bases.

To start the calculation of the selected teeth and prosthetic bases, activate now the button "Recalculate" in the center of the mask below the tooth cross section.

Hint:



When you have replaced blue frames with white frames or vice versa, the button "Recalculate" automatically starts to blink in red. This is an instruction for you, that the calculation has to be repeated with the changed constellation of treatments.

A list of the basic activities determined for the treatment appears in the calculation field for every tooth. (In the setup of the calculation data you can determine, which activities the calculation comprises. This function is discussed later in this chapter.)

In the first column, marked with "Y/N", you can include or exclude individual basic activities with a simple mouse click. The green check mark indicates that this activity is included in the calculation. If there is no check mark, this activity is not included in the calculation.

In the second column shows the tooth, for which this activity is charged. If there is no tooth specified in this column, the activity applies to the prosthetic bases.

The third column describes the activity. You can define this description in the setup of the calculation data (see below).

The fourth column indicates the total amount of the calculated activity.

By clicking on one of the boxes at 1,2 and 3 in the fifth to seventh column, you can specify, whether and with which factor you would like to multiply the individual activity. Before you define the factor, you should have selected possible additional activities (see section 5.3 Choosing Additional Activities), since selecting additional activities resets the chosen factors.

The extent of the factors under 1, 2 and 3 can also be defined in the setup of the calculation data.

Hint:



If you want to use the same factor for all treatments, move the mouse to the relevant number (1,2,3) over the fifth to seventh column. The mouse cursor changes into a cross. By clicking with the mouse, you now assign the appropriate factor to all treatments. Another click cancels the selection.

5.3 Choosing Additional Activities

By clicking the “+” icon in the last column you access the menu “Additional Activities”. This window is separated into three areas. The upper area indicates which tooth and to which activity additional activities are applied.

On the right-hand side is a selection menu, where the additional activities have been compiled into groups. When you click on one of these groups, a list with the subsumed additional activities appears in the left column. The procedure here is the same as when selecting basic activities. When you have selected your additional activities and specified, whether and with which factor these should be calculated, click on the button in the lower right corner “Back to Calculation”. Thus, you return to the calculation window.

By clicking with the mouse on the button “Print”, you access the print menu, which is described in detail in the following chapter of this manual (Printing and E-mail Function).

5.4 Setting up the Basic Activities

In order to assign real prices to the activities, you should manually enter the data for each treatment. Therefore, press the button in the lower left corner of the screen "Calculation Setup". You can ignore the warning message "All settings (factors and additional activities) are reset. Do you wish to continue?" because you can only lose factors and additional activities of the patient currently being edited, but not data that you have already entered.

The window that now appears is separated into three areas. In the left frame is a selection menu with all activities that can be displayed in the DentalExplorer. The segmentation is the same as in the treatment menu.

For example, open the treatment group "Crowns" by clicking on the "+" icon next to the group. Now select a treatment, e.g. "Full Cast". By clicking into the free lines you can define a series of individual activities. In the last column of the table, you can assign a value for cost estimate to the relevant activities.

This value is used unchanged, if you do not specify a factor for the individual activity in the calculation.

The factors that you can choose in the calculation are displayed in the lower left side of the window. Therefore, click into the relevant fields and enter the factors – if you selected the appropriate fields in the calculation window, the amounts specified in the above table are calculated with these factors.

Using the two fields below the factors, you can determine how the decimal point should be displayed in the tables and printouts. This is only important for the Anglo-American region, since there a point is the decimal separator instead of a comma.

Leave this window by clicking on the button "Back to Calculation" or continue to enter additional activities. This can be done by clicking the button "Additional Activities Setup".

5.5 Setting up the Additional Activities

The setup window for additional activities is one table that can be edited.

Please enter into the first column the description of your additional activities. Therefore, click once into a description field and enter the description with the keyboard. In order to ensure a clearer organization when taking the additional activities over into the calculation, you can assign the activities to individual groups. Therefore, click with the mouse into the relevant field in the third column and enter the desired group name.

Hint (Windows PC):



In order to take over an existing group name for a newly created activity, you do not have to manually type the group name. You can also copy and paste an existing entry. Therefore, highlight the appropriate entry with the left mouse button. Now press and hold the [Ctrl] button and press [C]. The highlighted entry is then copied to the clipboard. Then, click with the mouse button once into the target cell. Now press and hold the [Ctrl] button again and press [V]. The target cell contains now the name of the previously highlighted name. Complete the entry by pressing return or enter.

In the second row, please enter the simple, not factored amount for the activity. You have already designed the factors in the Basic Activities Setup; they are also valid for the additional activities.

After you have completed setting up your additional activities, close this window by clicking on the button "Back to Basic Activities Setup".

Leave the window "Basic Activities Setup" as described above.

6 Printing and E-mail Functions (“Print Designer”)

6.1 The Printing and E-mail Window

The printing and e-mail window can be accessed in two ways:

1. by clicking on the relevant entry in the options menu of the DentalExplorer or
2. by clicking on the button “Print” in the upper right frame of the calculation window.

This window is separated into three parts:

In the upper frame, you can select another print template than the highlighted one by clicking on the triangle icon on its point, which is located in the selection menu on the hand side. However, this step is only necessary, if you want to change the print template. By clicking on the button „Initial Template View“ you can preview the selected template in the browser window. The templates contain images of the ideal dentition with all views as example.

Afterwards, close the browser window.

6.2 Printer Selection

In the center frame of the printing and e-mail window, choose which views the printout should include and whether upper and lower jaw should be printed separately or together.

To select the views, activate or deactivate the relevant boxes below the respective example images.

In order to print only upper or lower jaw separately, please activate the printer icon directly to the right of the relevant series of example images.

When you want to print upper and lower jaw, click once on the printer icon on the far right, on level with the gap between the two rows of example images.

Under the example images is a box labeled “Print Preview”. When this box is activated (indicated with a check mark), the program shows a preview of the current print job before printing. The difference to the template view (see above) is that this time the current patient with the selected images and the calculation data are shown.

After pressing one of the printer icons, the print menu for the default printer opens, in which you confirm the print job as usual.

Hint:



Every printout is saved on your hard disk. When you wish to access a printout again at a later time, click the Start button in the Windows task bar (on Macintosh systems use the appropriate "Alias" entry), and select from the Programs menu the program group "DentalExplorer 2" and select the function "Display all Printouts". An Internet browser window opens and displays all printouts sorted by patient's name and creation date. Select the desired printout with a single mouse click. The open browser window now shows the printout.

6.3 Sending E-Mails

As alternative to the printout on paper, you can also send the calculation and the treatment plan to a known e-mail address of your patient.

By clicking on the button "Change to E-Mail" you activate the e-mail function. As indication, the printer icons change to e-mail icons. The example images and e-mail buttons are highlighted in white and an input box is displayed in the left lower window area, in which you should enter your patient's e-mail address.

In order to send the e-mail, you have to have an active Internet connection, either by dial-up connection or via your network connection. Please activate one of the e-mail icons only with active connection.

6.4 Comments

You may also attach additional comments to your printouts.

Therefore, click on the button "Comments" and enter your text. Complete the entry by pressing the button "Back". The printing or e-mail window appears again. Continue now as described.

7 Videos

7.1 The Video Window

If you access the videos by clicking on the video strip, a new window opens. IN the right upper portion of the windows, you can see the group topics of the various videos. You can select an overview of the individual videos by collapsing the individual video titles with a click on the plus sign (similar to Windows Explorer).

It is unlikely but possible that DentalExplorer 2.0 could not detect a video player during installation. In this case, a relevant error message is displayed when you access the video player for the first time. Therefore, it might be necessary to install the appropriate software (QuickTime Version 5 or higher) manually. You can find this software on the installation CD of DentalExplorer 2.0.

Therefore, proceed as follows:

1. Quit the DentalExplorer 2.0.
2. Open the Windows Explorer by clicking Start – Programs – Accessories – Windows Explorer.
3. From there, open the main directory of your CD drive, in which you inserted the DentalExplorer CD.
4. Open the folder “quicktime” by double-clicking on it.
5. Now start the installation program “QuickTimeInstaller.exe“ by double-clicking it.
6. Follow the installation instructions on the screen.
7. After successful installation, restart the DentalExplorer 2.0.

7.2 Playing Videos

When you click on a video title, the video player starts playing this file. You have all controls available that you know from a normal video recorder. The buttons are Play, Stop, Pause, Fast Forward, Fast Rewind, as well as Rewind (go to start of video). You can also wind the video to any desired position by dragging the progress indicator with the mouse along the progress bar.

Using the volume control to the right of the control elements, you can adjust the volume during playback. You can set another language by clicking the flag icon in the bottom part of the screen.

There are two other important controls to the left of the flags: Clicking the button with the two rectangles zooms the video in. If the box “Start Videos in Full Screen Mode” next to it is activated, the videos are automatically zoomed to double size after clicking the video title. All of the above-described controls are also available in zoomed mode.

7.3 Creating a Video List

You can also play several videos in direct succession by creating a video list from the available videos. Therefore, click on the button "Generate Video List". In the left part of the window that opens now, you again see the group topics, from which you can collapse the individual video titles by clicking on the plus sign. By double-clicking the relevant video titles, you include the video in the list. In the right side of the window, you can see an overview of your video list. When you have selected all videos for your list, press the button "Play Video".

8 Quit the DentalExplorer

Quit the DentalExplorer by clicking on the X icon the upper right corner of the screen or with the menu item "Quit Program" in the options menu.

Before you end the program, you should save the current patient with the appropriate menu item in the options menu.