**How to Export DICOM Files from Sirona**

1. Create a new folder on the Desktop   
   On the desktop, Right click once “New” > “Folder” and Name the folder with the patient’s Name.
2. Open the patient’s CBCT scan in your Sirona CBCT software.
3. At the top of the screen click on the “Output” tab. Then click “Volume for third party manufacturer (DICOM)”. *\*\*Note: some versions of the Sidexis software may not have the “Volume for third party manufacturer” option. If this is the case, please select “DICOM exam report” instead.*
4. In the window that comes up, click the “Settings” tab at the top and uncheck everything except “Include main volume”
5. Click on the “Export” tab at the top and make sure the 'Anonymization' box is **not** checked. Click the button with three dots on it (which is a Browse button), browse to and double-click on the folder you created on the Desktop that has the patient’s name on it, and click “Save”
6. Click OK to begin the DICOM export
7. After the export is complete, compress the folder on the desktop that has the patient’s name on it into a .zip file. Right-click on the folder, go to “Send to”, and choose “Compressed (zipped) folder”
8. Upload the .zip file to the patient’s case to O-RAD.