

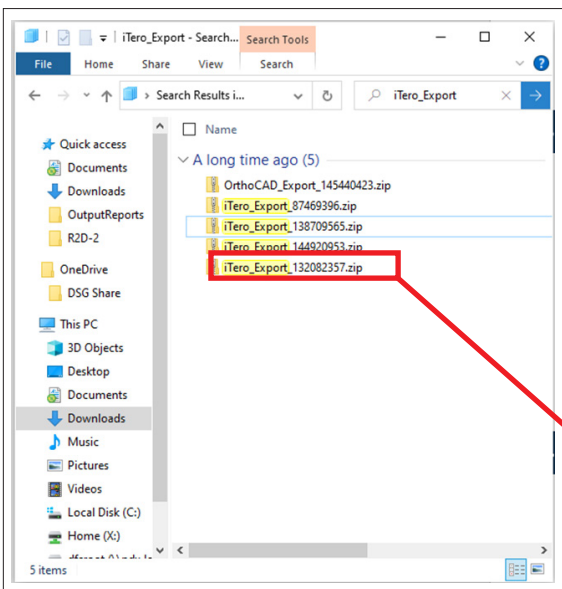
# Steps to Upload IOS Files through an NDX Website

1 Navigate to the website of your preferred NDX lab.

2 Under the **Send A Case** menu, select **Upload Files**.



3 Drag the files from their local directory to the upload portion of the web form.



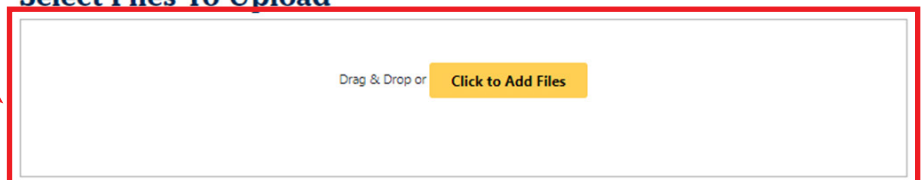
## Prepare your data for upload

Prior to sending us your data, please prepare your data for upload. We can accept anything you would like to send us including photos, DICOM data and other file types related to the cases you are submitting.

1. Maximum total file size = 2GB
2. If sending large volumes of data, please zip all files prior to sending.
3. Maximum 10 files can be uploaded at a time and upload time is dependent on your internet upload speed.
4. Make sure to note the patient name and doctor's name when uploading data. You can easily put this information in the subject or message folder.
5. Make sure you keep the page open until all files have been uploaded; closing the page will result in a failed upload attempt.
6. Upload progress will not be shown during upload if you are using Microsoft Edge browser.

*We do everything we can to make sure you can upload your files as quickly as possible. If you're experiencing a slow upload time, it may be due to exceptionally large files as well as your Internet Service Provider (ISP) or network connection.*

## Select Files To Upload



- 4** Complete the remainder of the form. Fields marked with a \* are mandatory. Click the **Upload Files** button when finished.

Email address\*

Doctor's First Name\*

Doctor's Last Name\*

Scanner RX Number

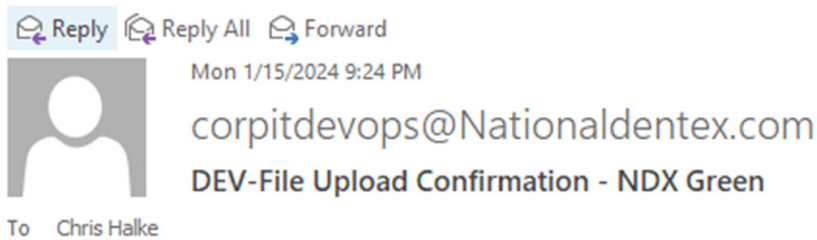
Patient's First Name\*

Patient's Last Name\*

Notes

**Upload Files**

- 5** Upon successful completion of the upload process, the supplied email will receive a confirmation email of the file upload.



Thank you for submitting your digital files to NDX Green.  
We will process your files as quickly as possible.

Please do not reply to this automated email.

**For any questions and support, please contact your NDX lab directly.**