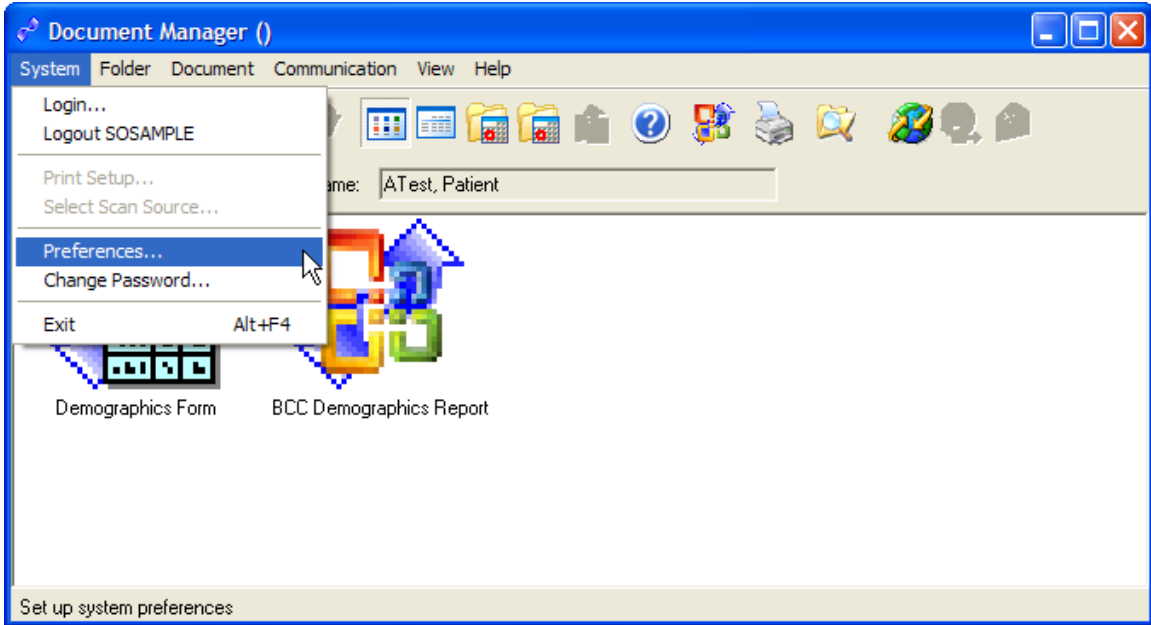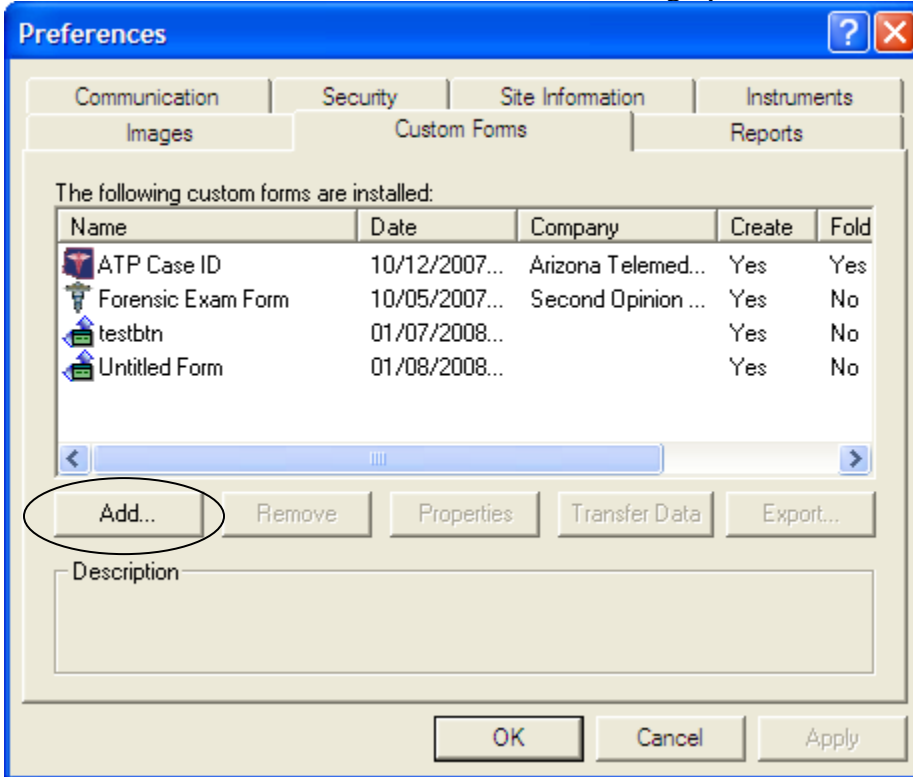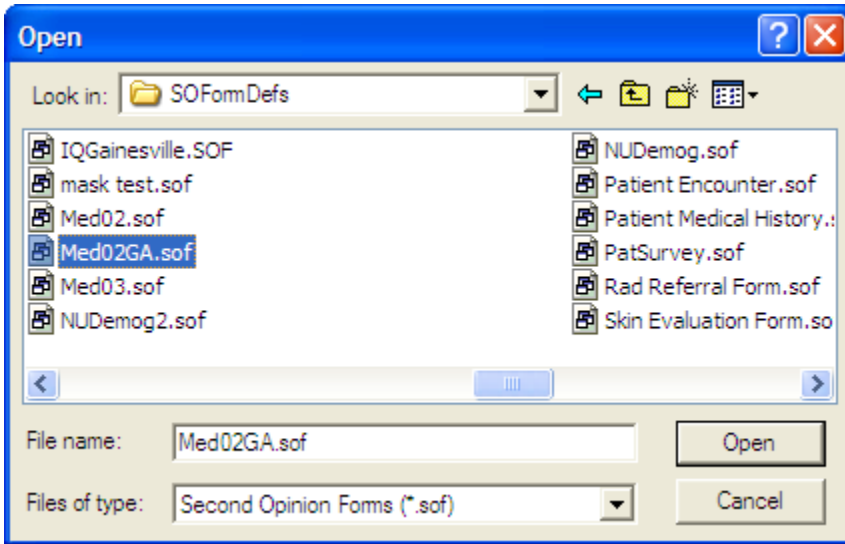# Installation of BCC Demographics Form

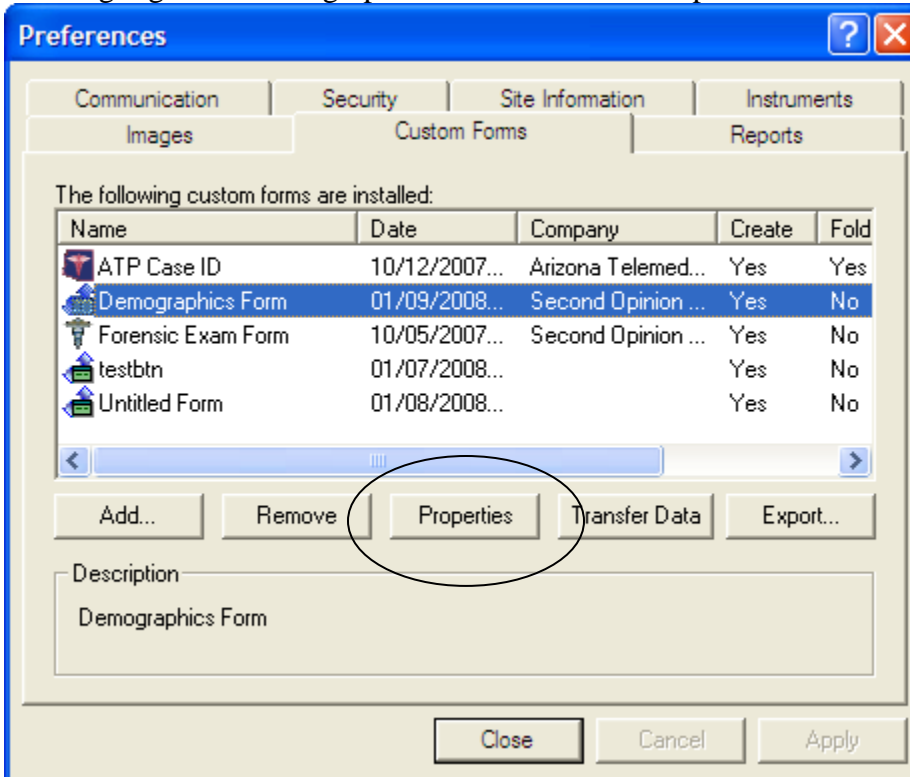Run Second Opinion Professional, Click on the menu System, Click Preferences, then Click the Forms Tab.

Click the Add button and browse to the BCC Demographics Form File.

Now highlight the Demographics Form and Click Properties.

Click on the check box labeled "Default Form", this will enable this demographics form to be the new "default form". Also, verify there are checks in the other check boxes highlighted below. Lastly Click OK.
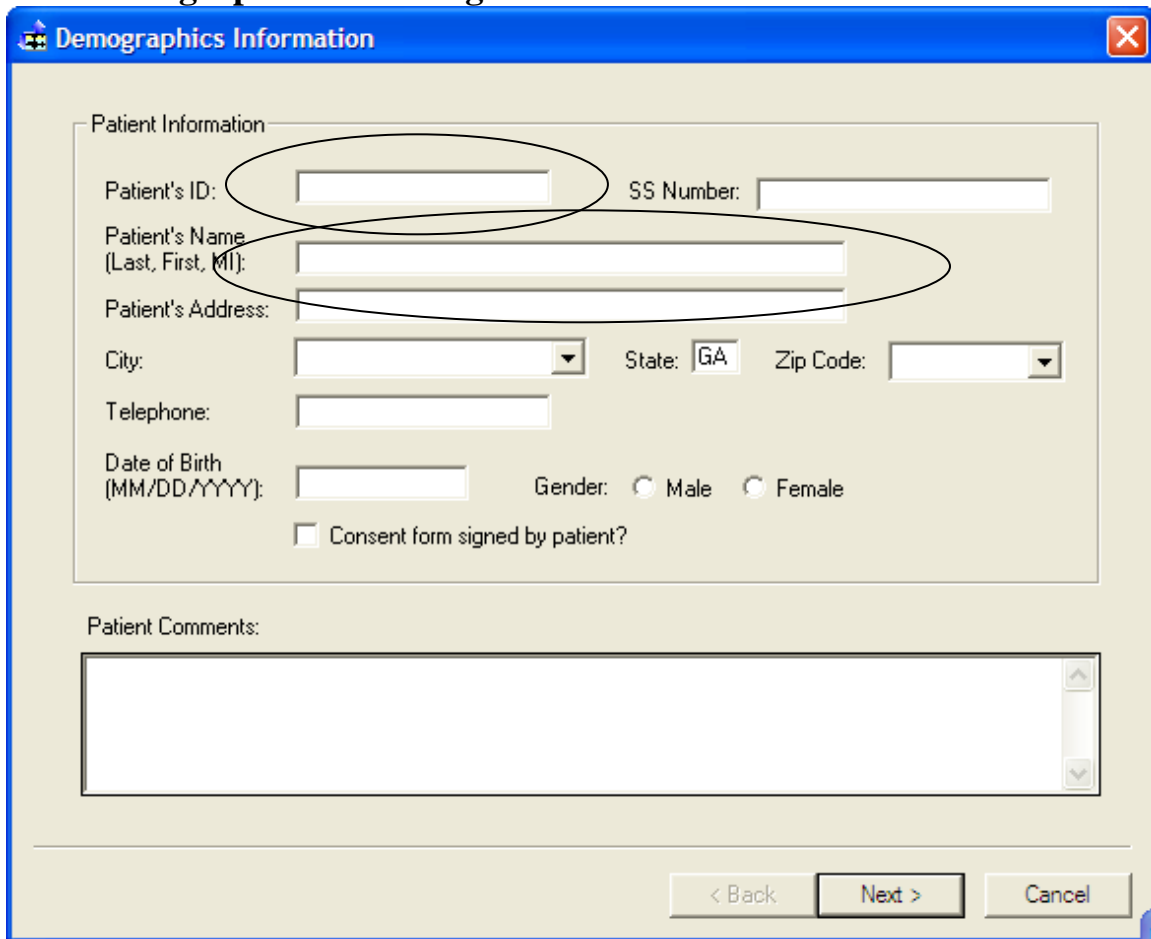
BCC Demographics Form

To verify that the new Demographics Form is installed properly, Run Second Opinion and create a new folder. The new form should come up.

New Demographics Form Page 1

Note: All of the circled values are mandatory fields and cannot be left blank.

New Demographics Form Page 2

Note: All of the circled values are mandatory fields and cannot be left blank.

New Demographics Form Page 3

Note: All of the circled values are mandatory fields and cannot be left blank.