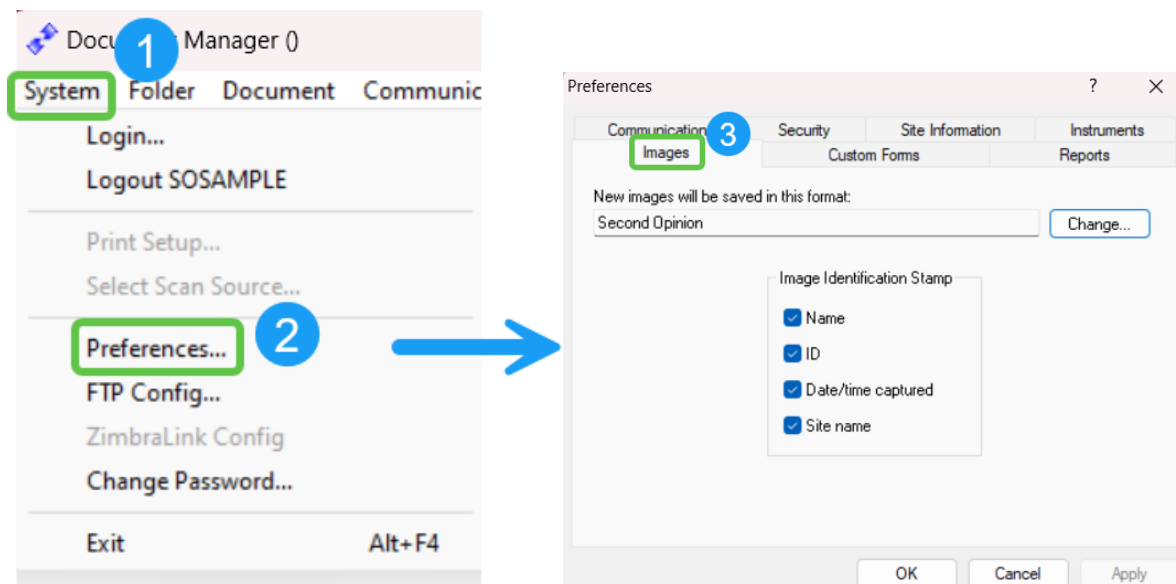


Second Opinion Professional

Image Import Manager

The **Second Opinion™ Professional** Image Import Manager is a simple-to-use tool to manage the process of importing images that were created outside of **Second Opinion™ Professional**, such as images from an SD memory card or a folder on your computer. Digital cameras equipped with a Wireless File Transfer adapter such as an Eye-Fi card are also supported. The Import Manager Utility imports much more than images. It will import just about any document/file type such as PDF files, Word documents, as well as video clips and RAW files.

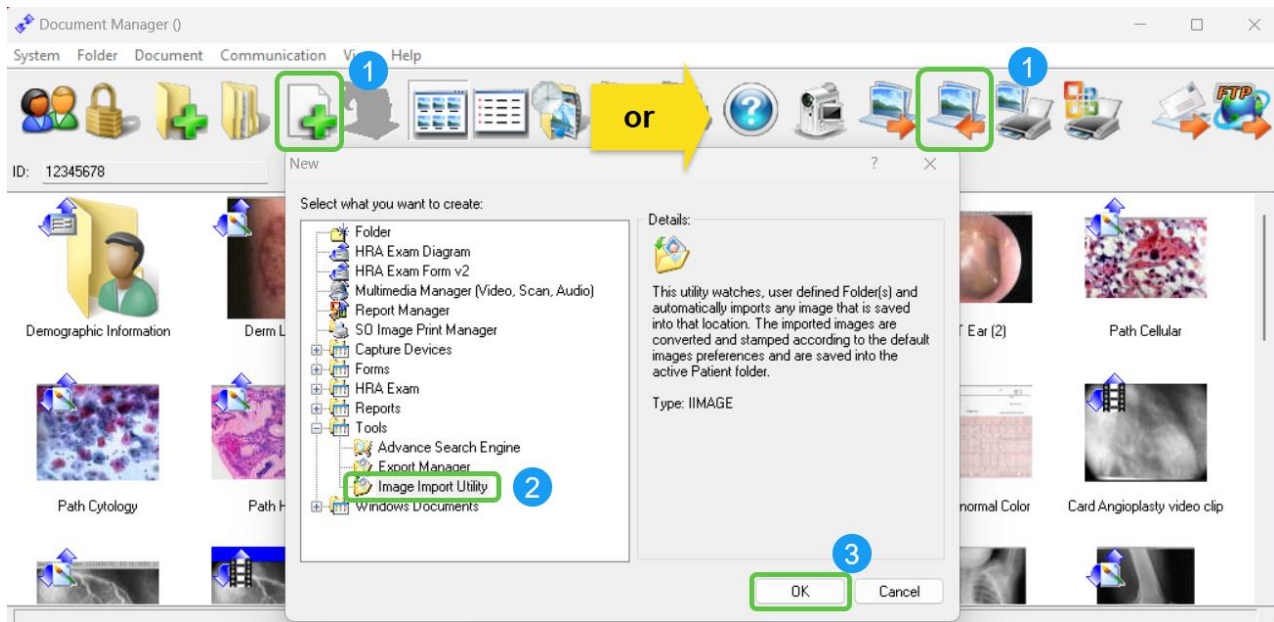
This document will go over the process of importing documents into the current Patient Folder. You run the utility and then either “Drag-and-Drop” or “Paste Images” into a Folder that is being monitored by the utility. Once the documents are saved into the monitored Folder, the Image Import Manager program automatically retrieves these files and imports them into the current Patient Folder. Once saved, the files are removed from the monitored Folder. Images are processed (converted and stamped), then saved using the image handling settings located in the menu choice **System - Preferences – Image**.



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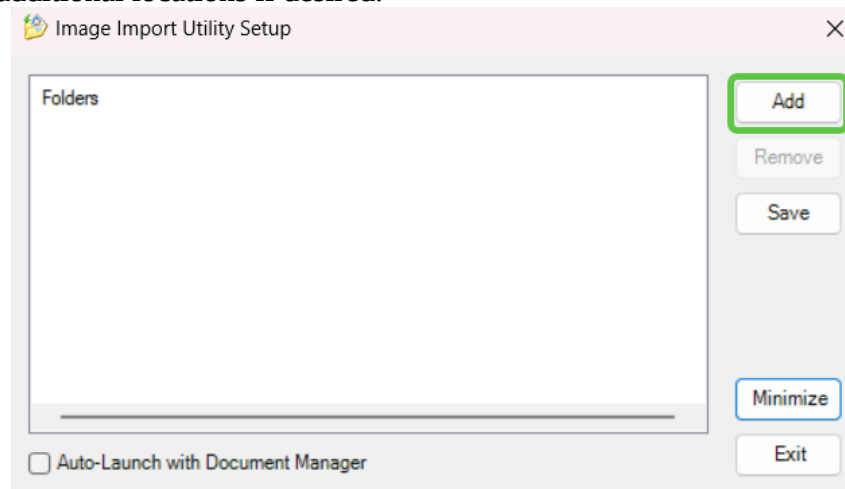
To start the Image Import Utility, **Click** on the **Image Import Utility** toolbar button or **Click** the **New Document** button, expand the **Tools** section, and **Click** on **Image Export Utility**.



Initial Setup – Select the Folders to Monitor

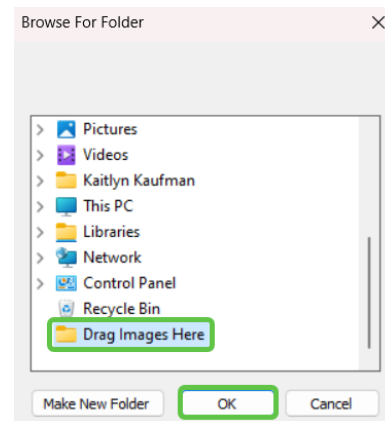
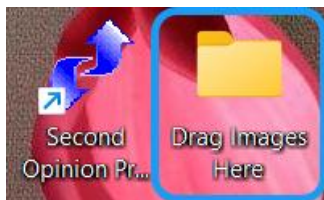
Before you can use the Image Import Manager, you must first add the Folder(s) you want the utility to monitor. In this example, I created a Folder on the Desktop called “Drag Images Here”.

Click the **Add** button and browse to the desired Folder. Once complete, **Click** the **Add** button again to define additional locations if desired.

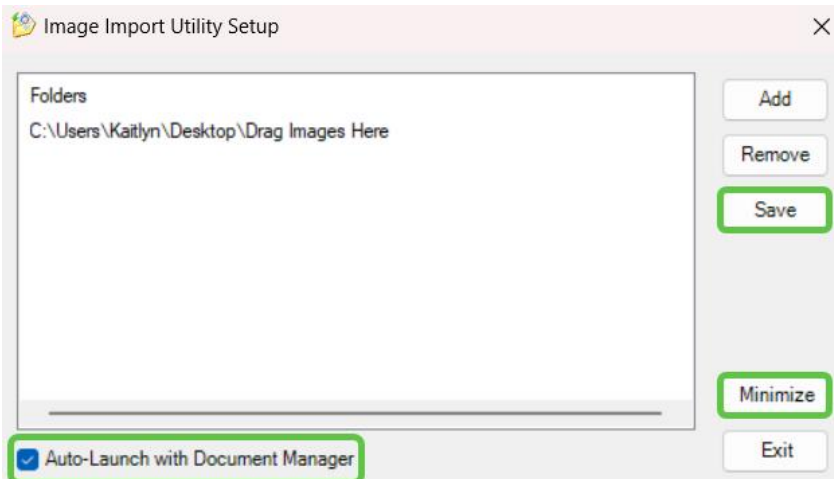


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After defining all of the location(s) to be monitored, **Click** the **Save** button. **Clicking** the **Minimize** button will minimize the application. The application will remain active monitoring the defined locations. **Clicking** the **Auto-Launch with Document Manager** will launch and minimize the import utility each time the Document Manager is started.



You can tell the Image Import Manager is running by looking for its ICON in the Notification Area of the Status Bar.





Note: The Image Import Manager will remain active monitoring Folders until either the utility is closed or the **Second Opinion™ Professional** program is closed. To manually restart the utility, simply run it and click the minimize button.

If there are any questions about any of the information contained in this document, please contact technical support.

For More Information or Technical Support, Give Us a Call

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