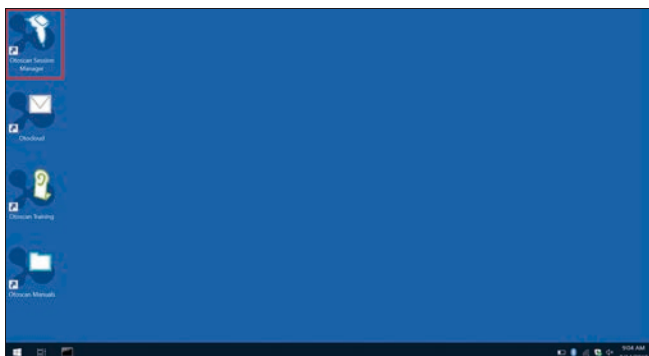
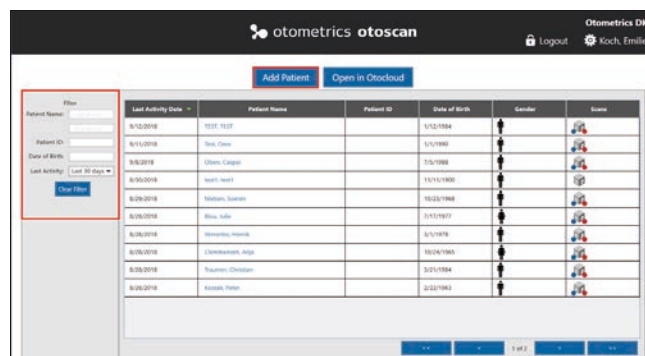


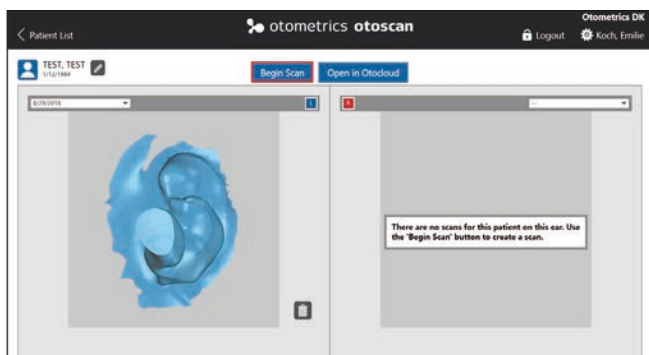
How to scan an ear



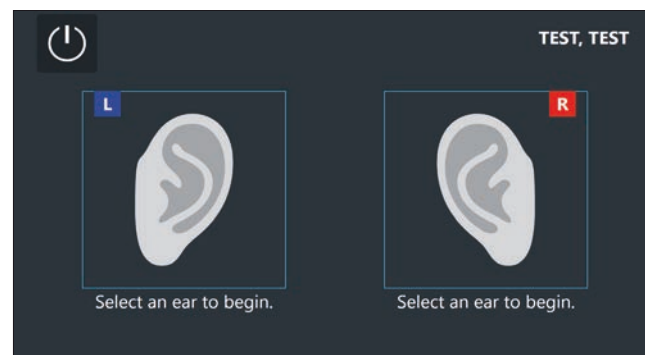
1. Make sure your Otoscan is connected to the Otoscan laptop, and that the laptop is connected to a power supply.
2. Open Otoscan Session Manager and sign in with your user name and password.
 - TIP: If you need additional practice, you can return to the Otoscan training program to watch the videos again.



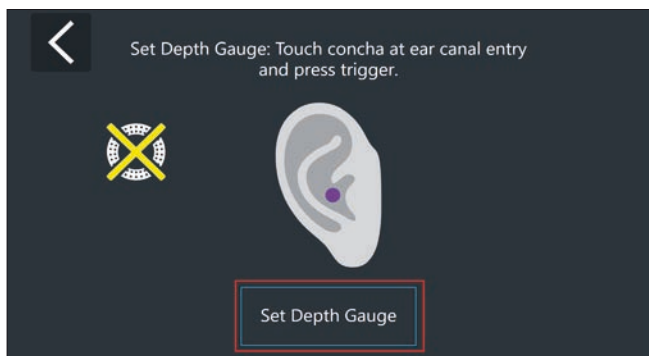
3. Add a new patient, or open an existing patient.
 - TIP: You can filter your patients in the column on the left side of the screen.
4. Place the headset on the patient.
5. Instruct the patient.



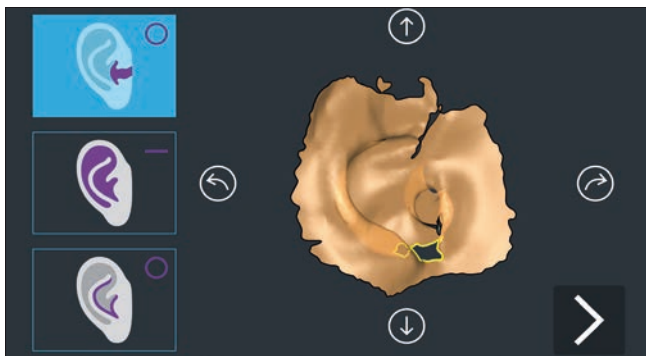
6. Press "Begin scan" and let the automatic self-test run.



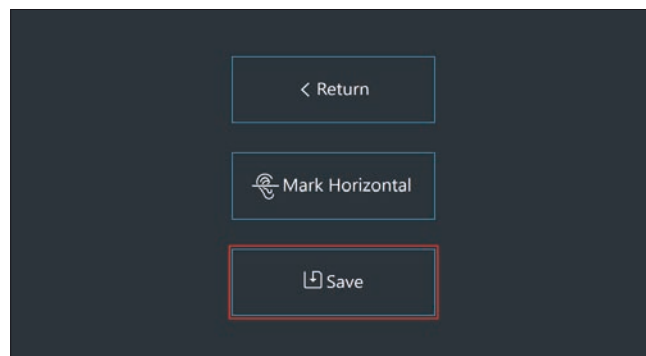
7. Select the ear to be scanned.
 - TIP: You can select the ear on the Otoscan touchscreen or on the laptop.



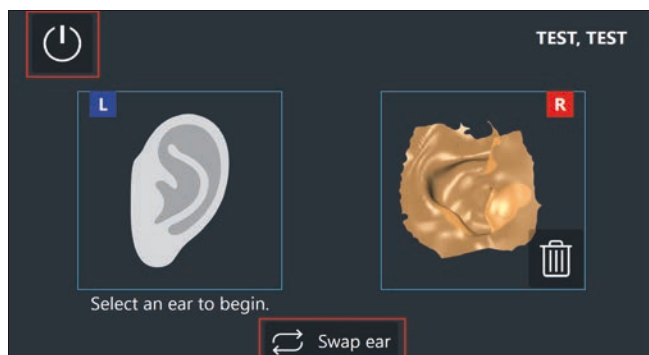
8. Remember to set the depth gauge before beginning the scan and remember to brace at all times during the scanning process.



9. Scan the ear canal and press the trigger when you are done.
 - *TIP: The scanner automatically advances to the next laser.*
10. Scan the concha bowl and press the trigger when you are done.
 - *TIP: You can check your scan by pressing the arrows on the touchscreen.*
11. Scan the concha sidewall and press the trigger when you are done.
 - *TIP: Remember that you can always go back to one of the previous steps in the scanning. The yellow-bordered areas on the scan are incomplete and must be filled in. The black-bordered areas will be filled automatically and do not need additional scanning.*



12. When you are satisfied with your scan, press the arrow in the bottom right of the screen and afterwards press save.



13. Select the opposite ear, if you want to scan both ears.
 - *TIP: If you have incorrectly labeled the ears, you can make the correction at the bottom of the screen by choosing the swap ear option.*
14. When you want to leave the scanning session, press the button in the top left of the screen.

For detailed instructions, please refer to the Otoscan User Manual.

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