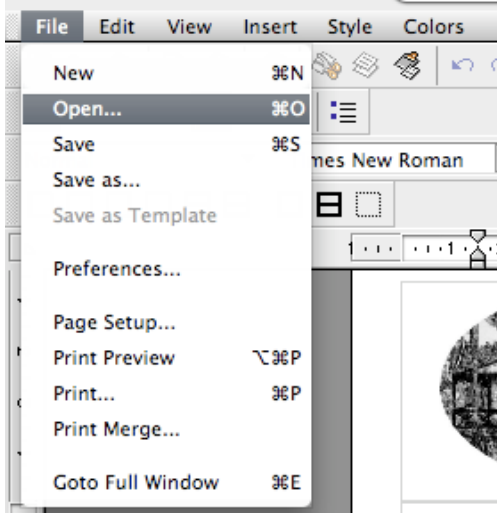


1. Download files to computer
2. open patient
3. enter letter writing module
4. select an addressee
5. change menu from “default letter” to “new template”
6. enter a name for the template
7. from the file menu select open



8. navigate to downloaded files and select EPC or EPC dental
9. check formatting then press save - you may be prompted to save picture, follow the prompts to add the picture to your picture library
10. done