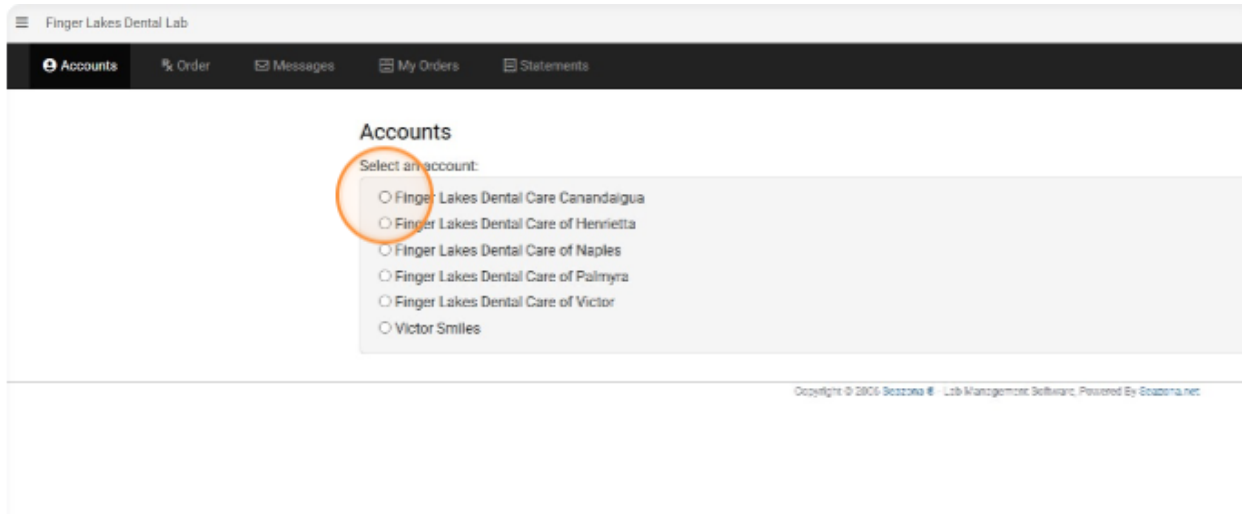
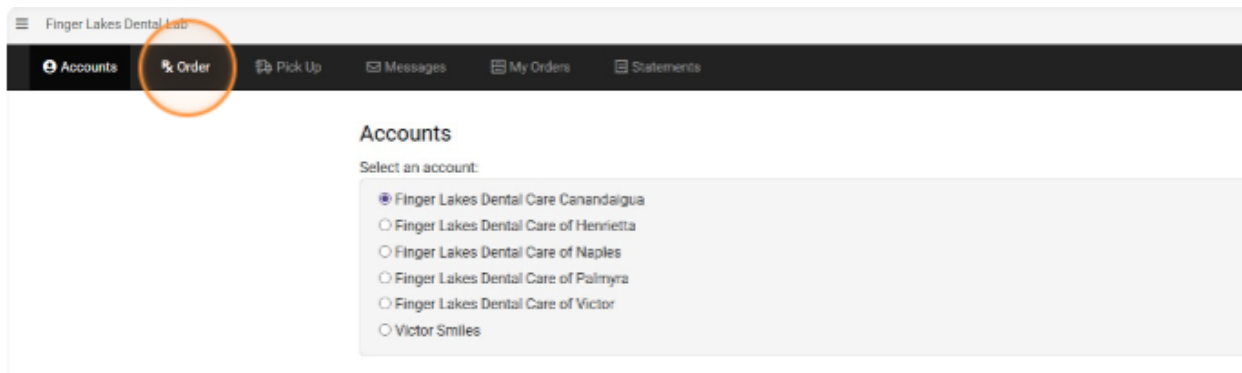


Create a New Dental Lab Order in Seazona:

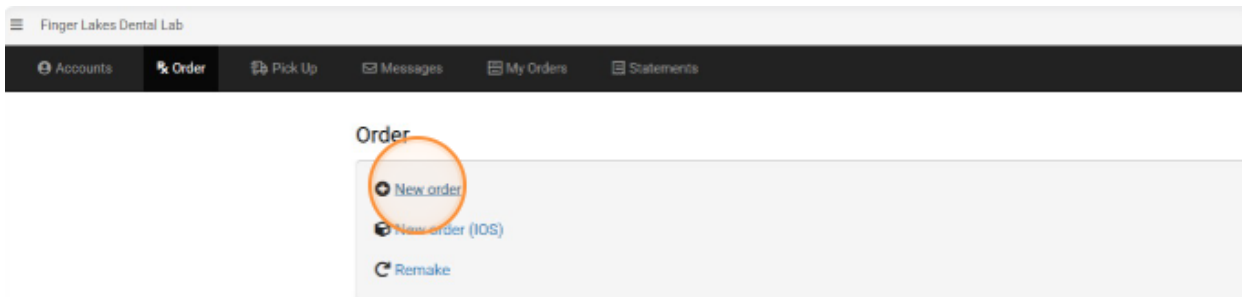
1. Click the “Correct Office Location” field



2. Click “Rx Order”



3. Click “New Order”



4. Select the correct “Doctor” option from the drop down menu

The screenshot shows the 'New Order' form for 'Finger Lakes Dental Care Canandaigua'. The 'Doctor:' dropdown menu is highlighted with an orange circle, showing 'Jason Tanoory' as the selected option. The 'Patient:' field is empty. Below the form are buttons for '+ Products', 'Files', and 'Draw'. A 'Notes:' section with a rich text editor is at the bottom.

5. Click the “Patient” field

The screenshot shows the 'New Order' form for 'Finger Lakes Dental Care Canandaigua'. The 'Patient:' field is highlighted with an orange circle. The 'Doctor:' dropdown menu is still showing 'Jason Tanoory'. Below the form are buttons for '+ Products', 'Files', and 'Draw'. A 'Notes:' section with a rich text editor is at the bottom.

6. Enter the patient name AND their Open Dental Chart Number. Example: Test Patient (12345)

7. Click “Products”

The screenshot shows the 'New Order' form for 'Finger Lakes Dental Care Canandaigua'. The 'Doctor' field is filled with 'Jason Tanoory'. The 'Patient' field is filled with 'TEST PATIENT'. Below the patient field, there are three buttons: '+ Products' (circled in orange), 'Files', and 'Draw'. Below these buttons is a 'Notes' section with a text area and a toolbar containing icons for bold, italic, underline, and other text formatting options.

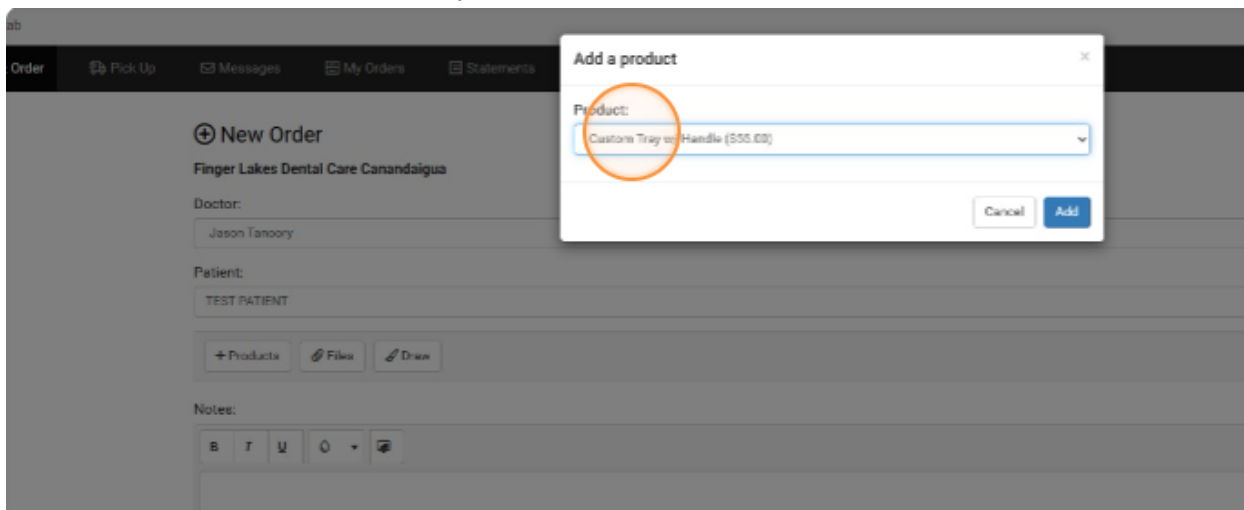
8. Click on the desired Product category

The screenshot shows the 'Add a product' dialog box. It contains a list of product categories with radio buttons next to them. The 'Crown & Bridge' option is circled in orange. The other options are 'Dentures', 'Partials', 'Night Guards Retainers Essix and Bleach/Flouride', 'AOX Implants (Fixed Bridge)', 'Surgical Guides', and 'Repairs'. At the bottom right of the dialog box are 'Cancel' and 'Next' buttons.

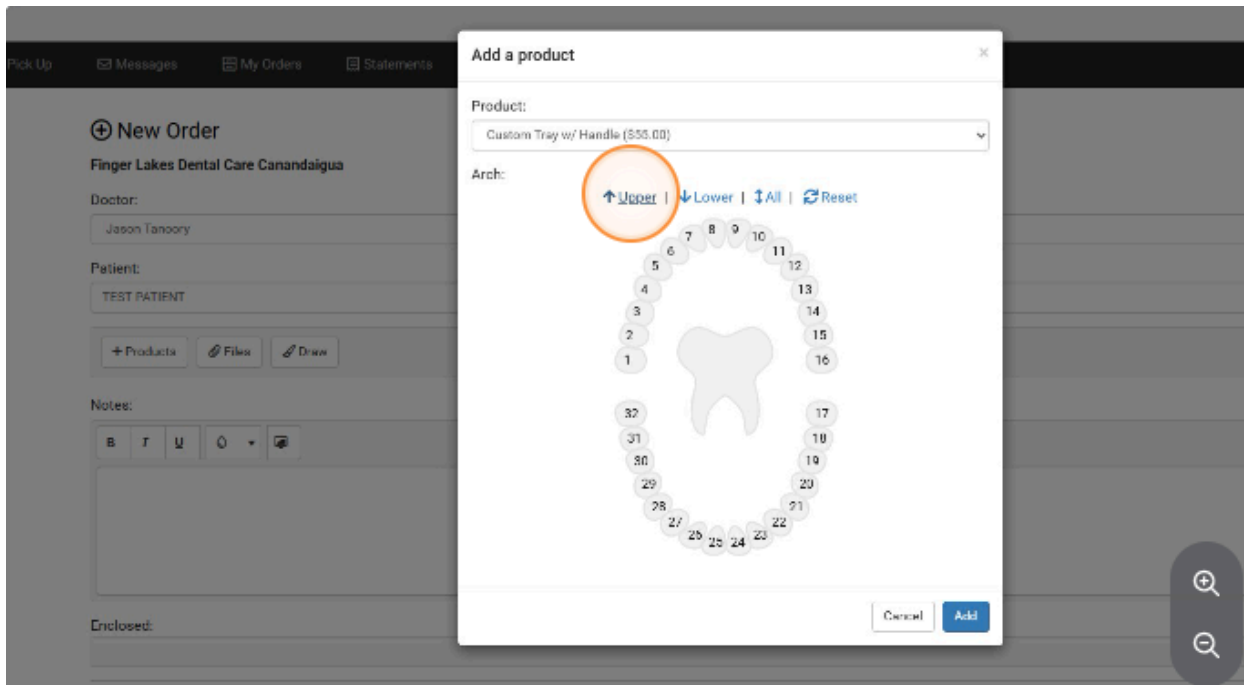
9. Click “Next”

The screenshot shows the 'Add a product' dialog box. The 'Dentures' option is selected with a radio button. At the bottom right of the dialog box, the 'Next' button is circled in orange. The 'Cancel' button is also visible next to it.

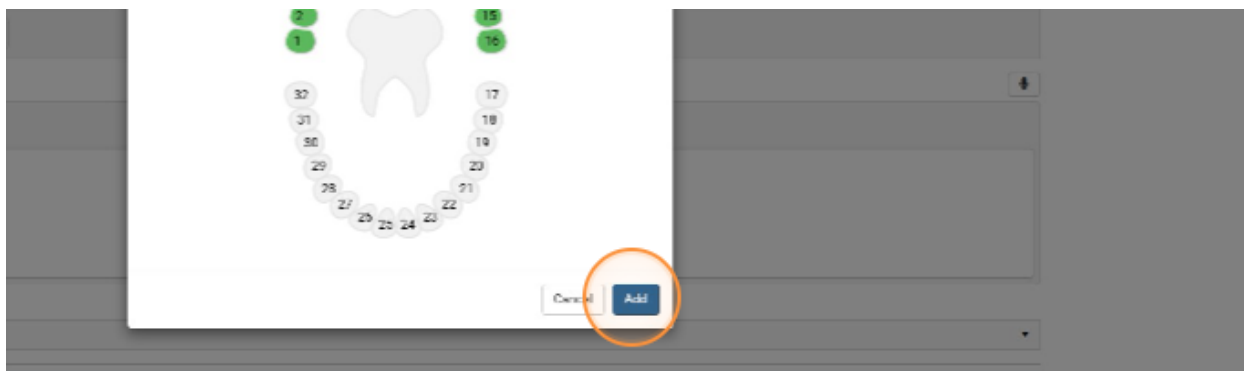
10. Select the desired product that you would like the lab to make



11. Click on the appropriate arch or tooth number



12. Click "Add"



13. Seazona will generate the return date that the case will arrive in your office. You can schedule your patient the next day or any day after that.

This screenshot shows a portion of a web form. At the top is an 'Enclosed:' field. Below it is a 'Due:' section with a date picker set to '9/29/2025' and a dropdown menu set to 'Anytime'. The 'Appointment:' section has a checked checkbox for 'Same as due date'. At the bottom are 'Send' and 'Cancel' buttons.

14. Click on the notes field and enter any case details and instructions

This screenshot shows a form with a patient name 'Jason Tanoony' and 'Patient: TEST PATIENT'. There are buttons for '+ Products', 'Files', 'Draw', and 'Shade'. Below these is a text field containing 'Custom Tray w/ Handle - UPPER'. The 'Notes:' section has a rich text editor with a toolbar (B, I, U, link, unlink) and a large text area below it, which is circled in orange. At the bottom is an 'Enclosed:' field.

15. Click on the “Enclosed” field and indicate what information you are sending to the lab

This screenshot shows the same form as before, but with the text 'Please fabricate an upper custom tray with handle.' entered into the 'Notes' field. The 'Enclosed:' field, which is currently empty, is circled in orange. The 'Due:' section and 'Appointment:' section are also visible at the bottom.

16. For Example: if you took impression and poured a stone model, you would select “Alginate”

Notes:

B I U [icon] [icon]

Please fabricate an upper custom tray with handle.

Enclosed:

- ☒ Alginate
- ☐ System Two
- ☐ JPS Impression
- ☐ iTero
- ☐ Medit
- ☐ Blue Bite
- ☐ Mush Bite

17. Click the send button to submit the lab script

B I U [icon] [icon]

Please fabricate an upper custom tray with handle.

Enclosed:

Alginate

Due:

9/29/2025 [calendar icon] Anytime ▾

Appointment: ☒ Same as due date

[Cancel](#) [Send](#)

18. Click “Print you lab slip”

Finger Lakes Dental Lab

[Accounts](#) [Order](#) [Pick Up](#) [Messages](#) [My Orders](#) [Statements](#)

Thank you for your order

[Print your lab slip](#)

Where would you like to go next?

[Update or cancel this order](#)

[Add a new order](#)

[View my orders](#)

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