

Your Oral Arts Account is Now Available Online!

Visit www.oralartsdental.com and click on the Customer Portal tab to create your online account.

Features:

- Make payments
- View or print invoices/statements
- Submit and track cases
- Schedule pick-ups
- Order supplies
- Add manufacturing preferences
- Upload digital files

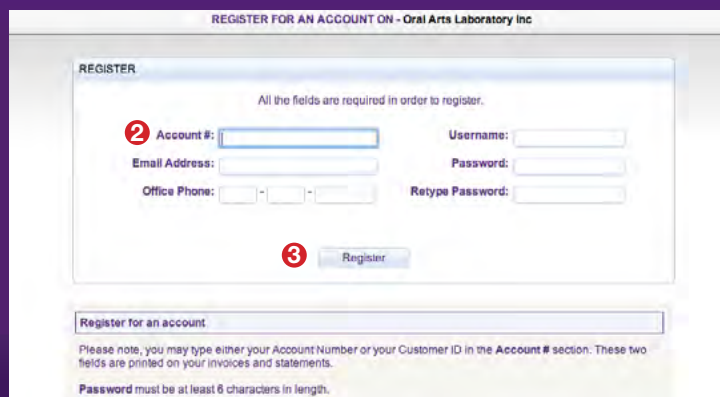
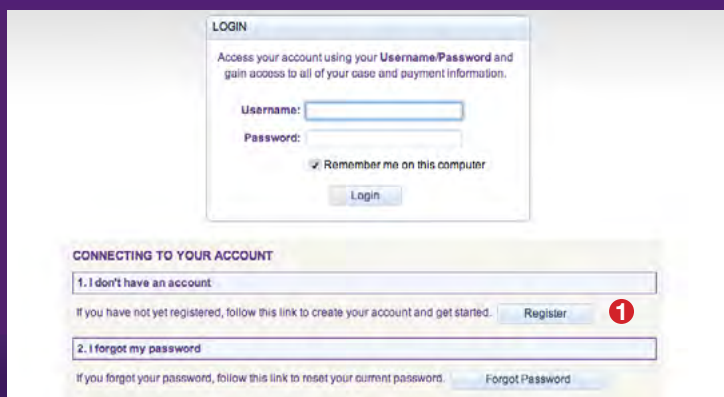
And more!

Need help with your account? Call us at 1-800-354-2075 and one of our customer service representatives can walk you through how to set up your account, help you access your account information or reset your password.

To Access Your Account:

From www.oralartsdental.com click on the Customer Portal tab. (Visit <https://portal.oralartsdental.com:8090> for direct access.) You will need your Oral Arts' account number, the email address listed on the account, and your office phone number. A password and username will need to be created in order to access your account. Forgotten Password? Call us at 1-800-354-2075 and customer service representatives can walk you through how to set up your account, help you access your account information or reset your password.

1. Click the "Register" button (See fig.1)
2. Fill in all required fields: Account number, email address, office phone, a username, and a password of at least six characters (See fig.2)
3. Click "Register" to access your online account (See fig. 3)



To Make a Payment:

1. Hover over the Accounting tab
2. Select "Make Payment"
3. You will be asked to fill in all necessary credit card information
4. It is recommended to choose the option to save the card information to your file. Your credit card information is protected with a secure SSL Certificate that encrypts all of your transactions through our site. Rest assured that both your credit card information and personal information are protected.
5. Click "Process Payment"
6. Your receipt will appear in a new window to print. You may request emailed receipts by contacting Oral Arts.

Under the Accounting tab you are also able to view balances, payments, statements, and sales.



To View and Track a case, Submit a case, and Upload Images to a Case:

Hover over the Cases tab where you have the option to view cases, submit cases, upload attachments, or view customer attachments.

Viewing/ Tracking a Case:

1. To view and track your case hover over the Cases tab, then click the “View Cases” tab
2. You are able to search by case number or scroll through past cases
3. To track your case simply click the track button on the left-hand side (See fig. 3)



Submitting a Case:

1. To submit your case hover over the Cases tab, then click the “Submit Case” tab
2. Fill in all the needed information prompted on the screen (See fig. 2)
3. To attach a file to this case, click “Photos and Attachments” (See fig. 3)
4. Browse your files for the needed photo(s) (See fig.4)
5. Double-click on the photo you wish to attach and check to see it was attached successfully (See fig. 5)
6. Click “Submit Case” once all needed information and/or files have been added.

A screenshot of the "SUBMIT CASE" form. It includes fields for Case Type (New Case, Remake Case, Adjust Case), Doctor's Name (Oral Arts Of Huntsville), Patient First Name, Patient Last Name, General Comments, Shade, Coupon, RX Number, Submission Date (03/18/2014), and Requested Return Date (03/04/2014). There is a table for "Add Products" with columns for Product, Teeth, Quantity, Description, and Notes. Below the table are radio buttons for Model Scan, Digital Impression, Design, and Photos & Attachments, along with a "Browse Files" button and a "Submit Case" button.A screenshot of the attachment selection interface. It shows radio buttons for Model Scan, Digital Impression, Design, and Photos & Attachments. A "Browse Files" button is present. Below it, a file named "Sample Attachment.png (8.0KB)" is listed with a "Remove" button. A "Notes:" text area is also visible.

To Schedule Pick-Ups:

1. Click on the Pickups tab
2. Click the plus sign next to “Schedule Pick-Up” (See fig. 2)
3. Once all information is entered, click “Request Pick-up”
4. A confirmation will be given that your request was successful (See fig. 4)

A screenshot of the "VIEW PICKUPS" interface. It features a "Display:" dropdown menu set to "Last 7 Days" and a "Reset Filter" button. Below is a table with columns: ID, Scheduled On, Pickup Date, Pickup From, Pickup To, Status, Carrier, Tracking Number, and Label. A plus sign and "Schedule Pick-up" text are visible above the table.A screenshot of a "REQUEST PICKUP" confirmation dialog box. It contains a green checkmark icon, the text "Pickup request has been successfully submitted.", and an "OK" button.

Other Options:

With Oral Arts’ new online account option, you are also able to order packing materials, RX pads, and other needed supplies. In addition, you can also add any accounting preferences you may have as well as manufacturing preferences. Oral Arts looks forward to connecting with you through your online account!