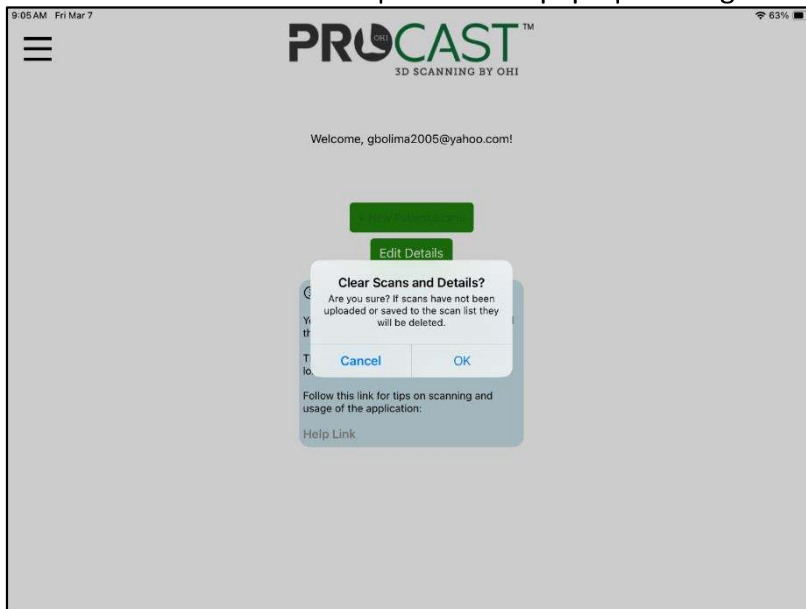


# Attaching a Saved Scan to an Order in OHI ProCAST

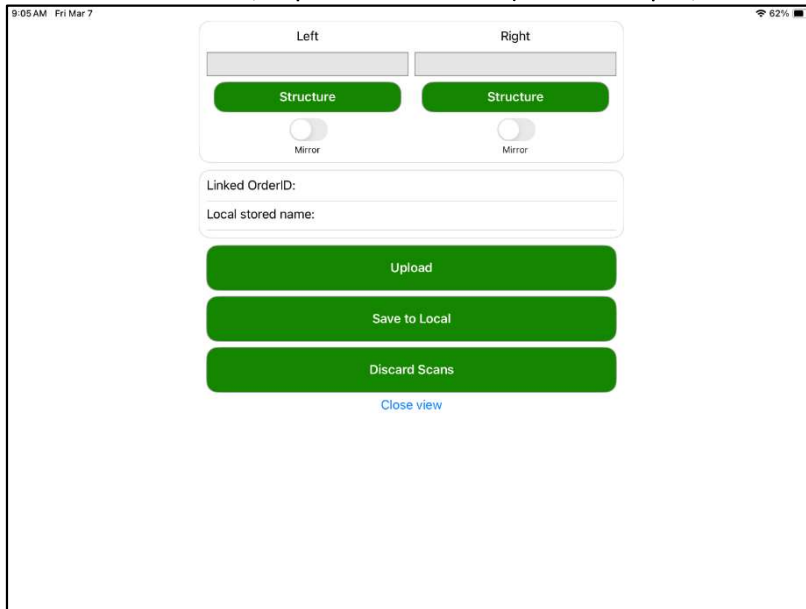
This guide provides step-by-step instructions for saving a scan locally on an iPad using the OHI ProCAST Scanner app and later attaching it to an order created in the OHI Ordering Portal ([ohi.taikacreate.com](http://ohi.taikacreate.com)).

## Step 1: Capture and Save a Scan Locally

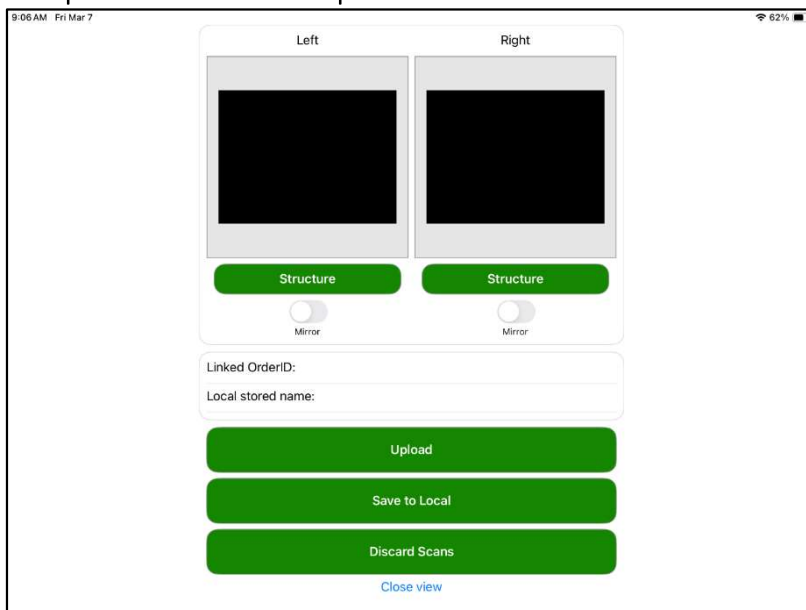
1. **Open** and log into the **OHI ProCAST Scanner 3D** application on your iPad.  
**Important:** If you haven't logged into the Porting Portal ([ohi.taikacreate.com](http://ohi.taikacreate.com)) on your iPad in the last 5 days, you won't be able to access the scanner app.
2. Select **+ Patient Scan** and tap **OK** on the pop-up message.



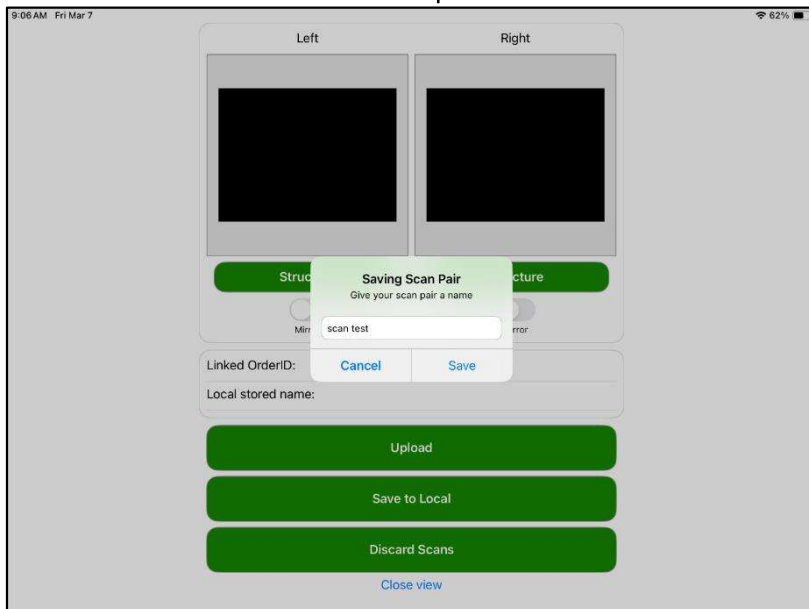
3. On the scan screen, tap the **Structure** (or TrueDepth, if available) button to launch the scanner app.



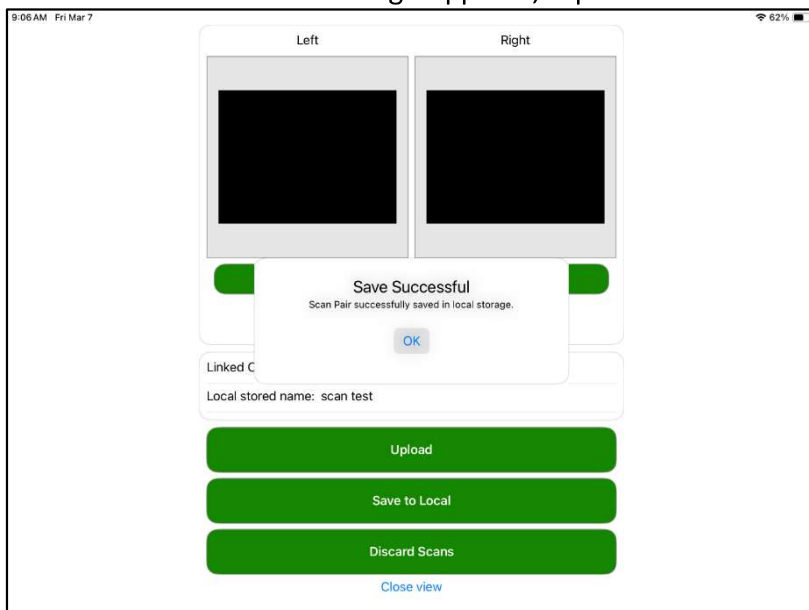
4. Complete the scan and tap **Save to Local**.



5. Enter a **name** for the scan and tap **Save**.



6. Once the confirmation message appears, tap **OK**.

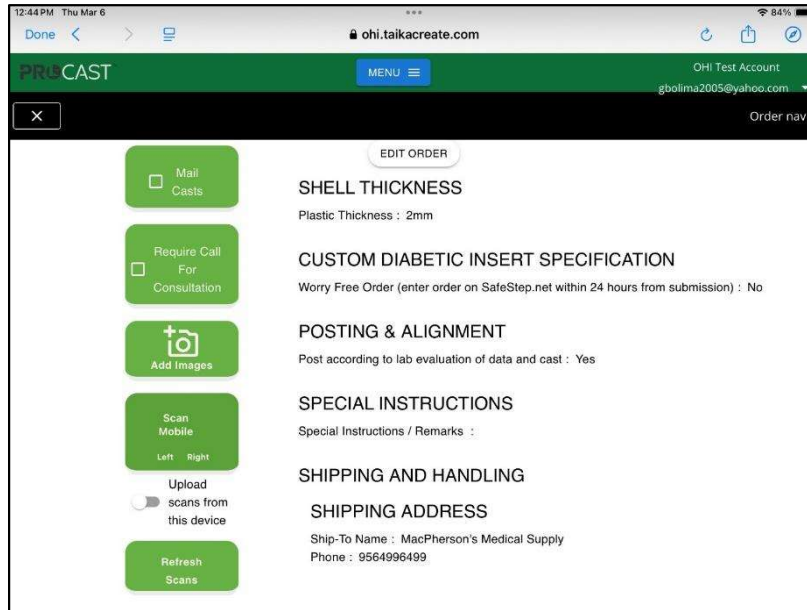


## Step 2: Attach the Saved Scan to an Order

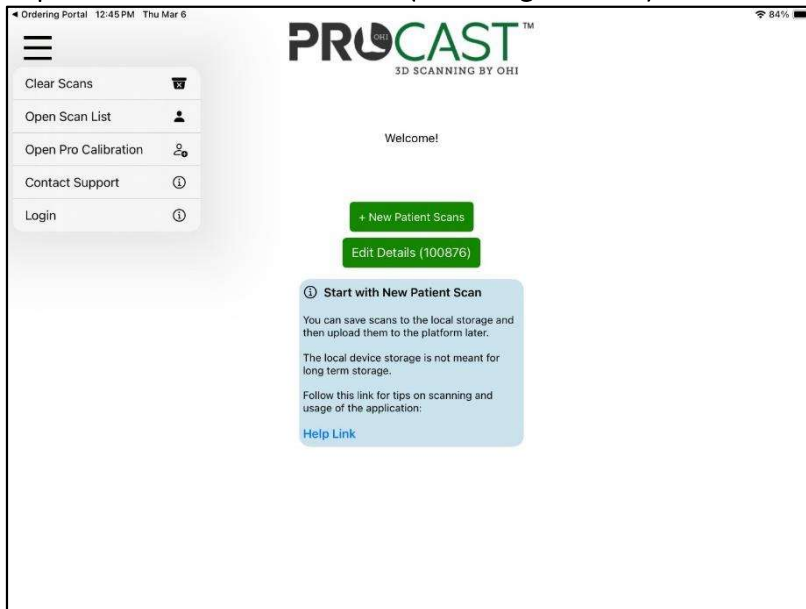
When you are ready to create an order and attach the saved scan:

1. **Log into** the OHI Ordering Portal at **ohi.taikacreate.com**.

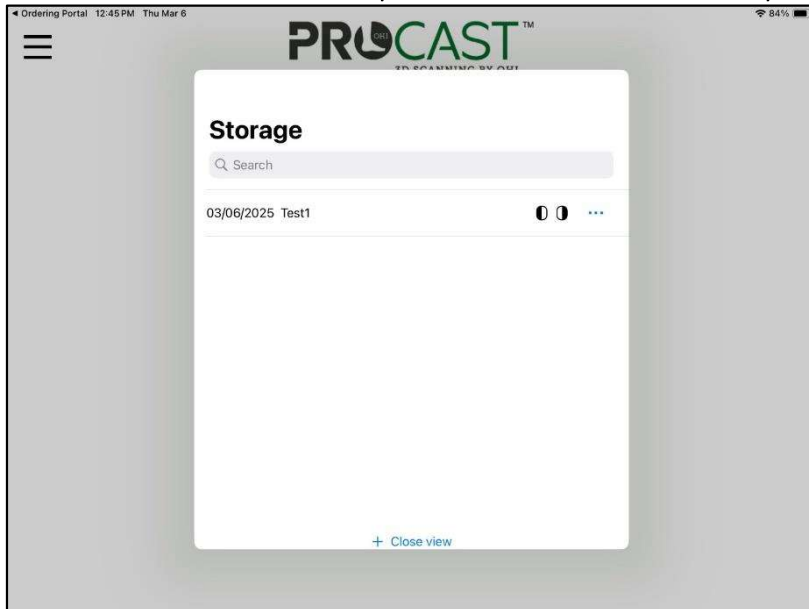
2. Choose ADD ORDER to create your order and navigate to the **Order Summary** screen.
  - a) If you're working from your **iPad**, select **Scan Mobile**.
  - b) If you're working from your **desktop computer**, select **Show QR Code** and scan the code using your iPad using the **Camera App**.



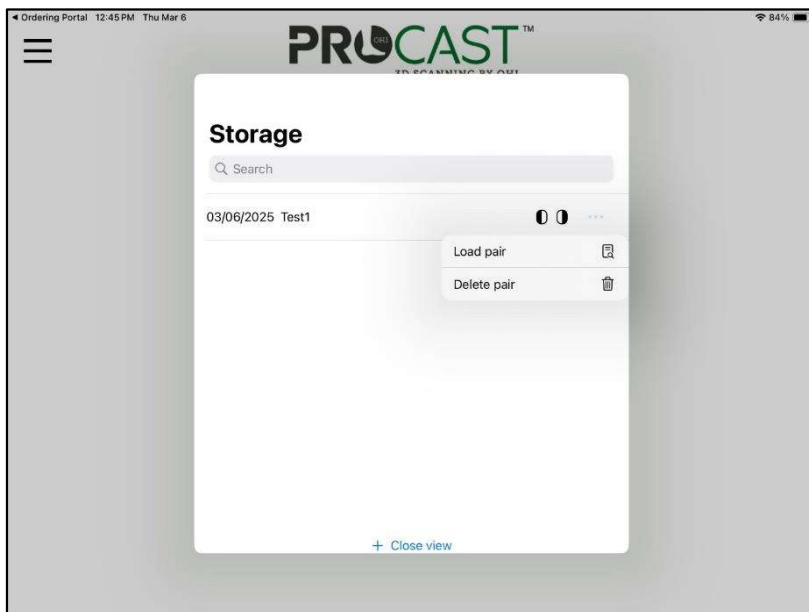
3. The **ProCAST 3D scanning app** will open.
4. Tap the **three horizontal bars** (hamburger menu) and select **Open Scan List**.



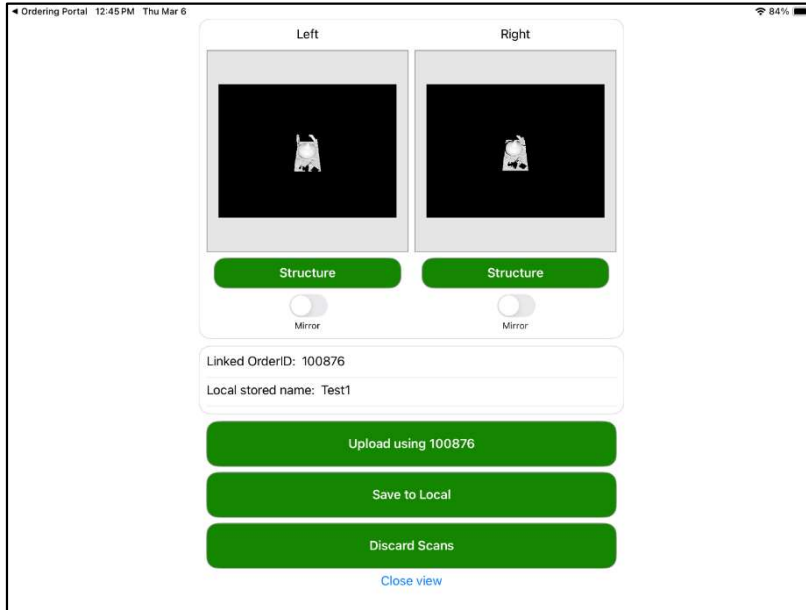
5. Locate the saved scan and tap the **three vertical dots** to open additional options.



6. Select **Load Pair** to attach the scan to the order.



7. Choose **Upload using (100XXX)** where "100XXX" represents the order number.



### Step 3: Verify the Scan is Attached

1. Return to the **Order Summary** screen.
2. Confirm that the **Scan Mobile** section displays checkmarks for both **Left** and **Right**, indicating that the scan has been successfully uploaded and linked to the order.

