

How to Export Patient Files

Last Modified on 03/31/2023 10:43 am PDT

Summary

This document shows you how to export patient exams as files. Options for export are; Single Patient and/or Exam, Multiple Patients, or the Entire Database.

Need to Import files? See our support article [How to Import Patient Files](#)

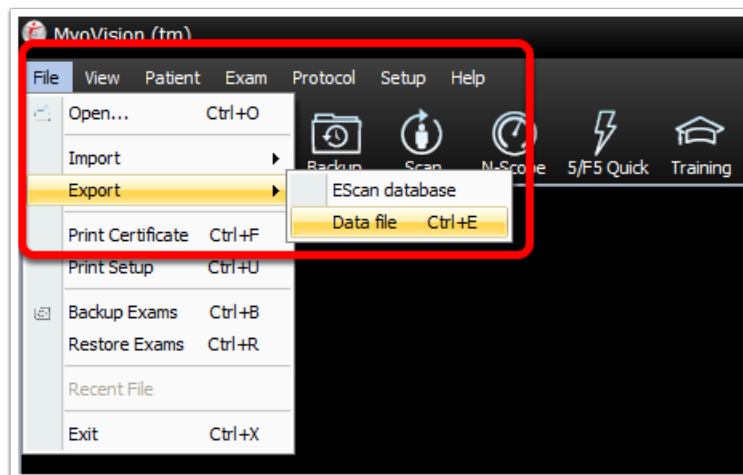
Before you Begin

1. **IMPORTANT:** Create a new folder to save the exported exam files
 - We recommend the Desktop or Documents folder
 - Not sure how to create a new folder? Click [HERE](#) for instructions.
2. Make sure you have the latest version of the MyoVision software. Download here: <https://www.myovision.com/download.html>
 - [How Do I Check My Software Version?](#)
 - [Updating Your MyoVision Software](#)

How to Export Patient Files

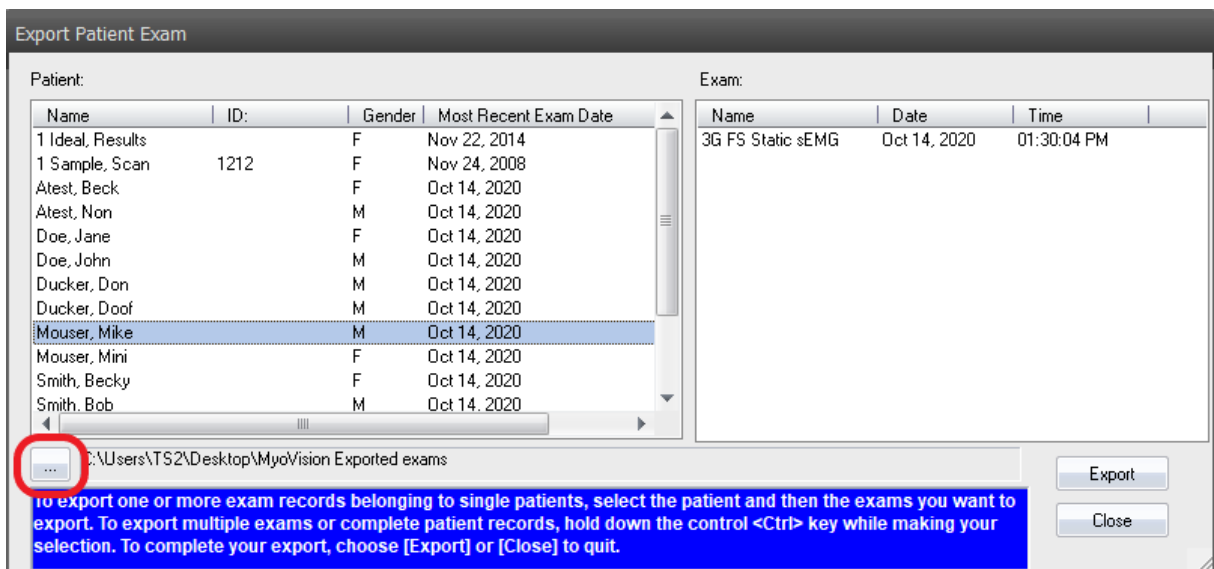
1. Navigate to the Data File Export screen

- Click on the drop-down menu "File"
- Choose "Export" then "Data File"
 - You can also press the control key and E on your keyboard at the same time

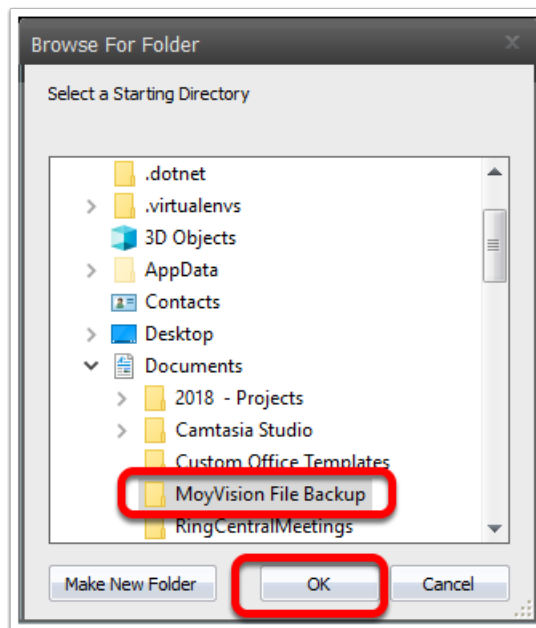


2. Choose the Export Folder

- Click on the button in the bottom left corner "..."



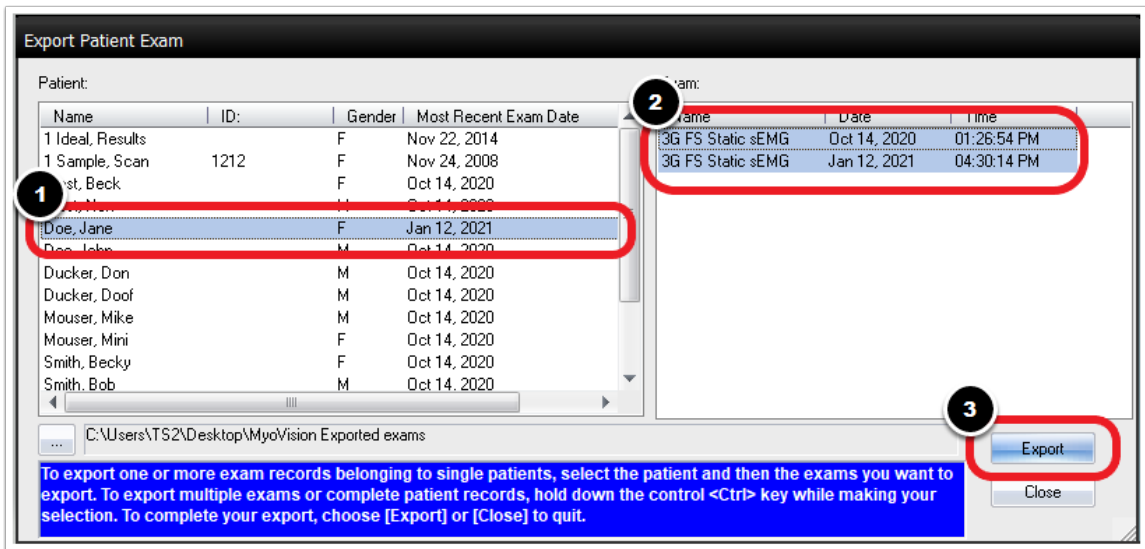
- Select the location where you want the data exported to, this would be the folder created during "Before you Begin". Then click "Ok"



3. Choose between Single Patient and/or Exam, Multiple Patients, or Entire Database Export

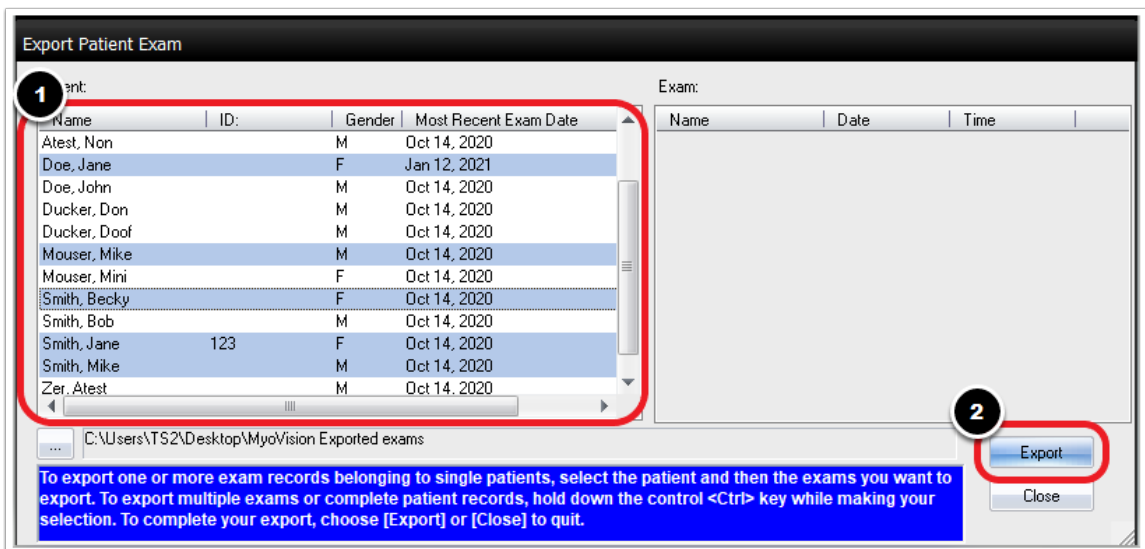
- **Single Patient and/or Exam Export**

- Click on the patient name
- Click on the exam to export, if you want multiple exams press and hold the Control key on your keyboard while clicking the exams you want to export
- Once all desired exams are highlighted click Export



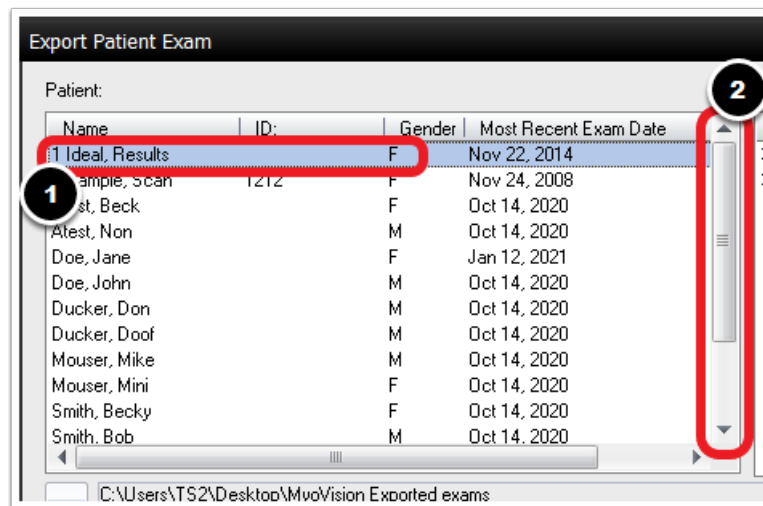
• Multiple Patient Export

- **NOTE:** Exporting multiple patients will export all exams for each patient
- Press and hold the Control key on your keyboard then select each patient you want to export
 - It is possible to sort by any column, click on the top of column to sort by (i.e. Most Recent Exam Date)
- Once all patients are highlighted, click "Export"

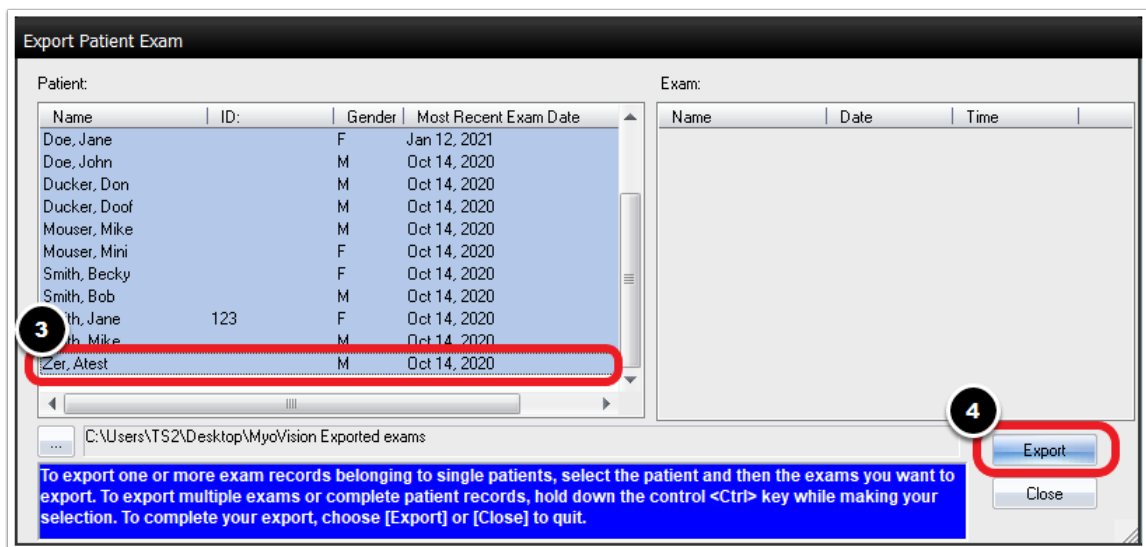


• Entire Database Export

- Click on the first patient name on the list
- Use the scroll bar to scroll to the bottom of the patient list



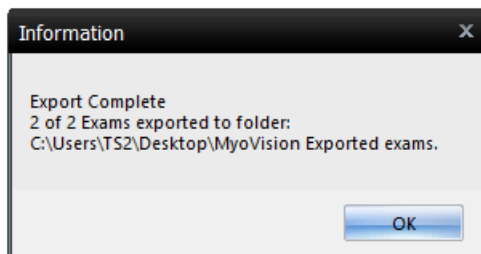
- Press and hold the Shift key on your keyboard and click on the last patient name
- Once all Patients are highlighted click "Export"



4. Confirm Successful Export

- Software will confirm when the export is complete and the file location
 - **NOTE:** The number of exams exported will reflect how many exams were chosen for export

Single Patient Export



Multiple Patient Export

