# Dentrix Learning Edition

## INSTALLATION GUIDE

## PUBLICATION DATE

August 2020

## COPYRIGHT

## SOFTWARE LICENSE NOTICE

## LICENSES AND TRADEMARKS

# Introduction

If you're preparing for a job in a dental office, you need to learn Dentrix—because more than 35,000 dental practices rely on Dentrix® practice management software.

Dentrix Learning Edition is a limited, trial version of Dentrix. With Dentrix Learning Edition, you can learn about common dental office tasks, like scheduling and billing, and become familiar with essential Dentrix modules, like the Appointment Book and the Ledger.

This installation guide will help you install Dentrix Learning Edition.

## Before Installing Dentrix Learning Edition

Before installing and using Dentrix Learning Edition, you should be familiar with using the computer. This installation guide and the Dentrix Learning Edition Help files are written with the assumption that you are familiar with using a PC and Microsoft Windows.

If you are inexperienced at downloading and installing software, ask a friend to help you.

Microsoft Windows must be installed before you can install Dentrix Learning Edition. For information on supported Windows versions, read the Dentrix Learning Edition System Requirements available online at hsps.pro/dentrixlearningedition/systemreqs.pdf. For information about installing and using Windows, refer to the Windows documentation.

## How To Get Help

You can find answers to many questions about Dentrix Learning Edition in the Dentrix Help, which you can access from the Help menu in Dentrix Learning Edition. A secondary resource is the Dentrix User's Guide (available on the Windows desktop after installing Dentrix Learning Edition).

You can also study the Dentrix Learning Edition online lessons—an ideal learning solution for motivated, independent learners. Visit learningedition.dentrix.com to log in and begin the lessons.
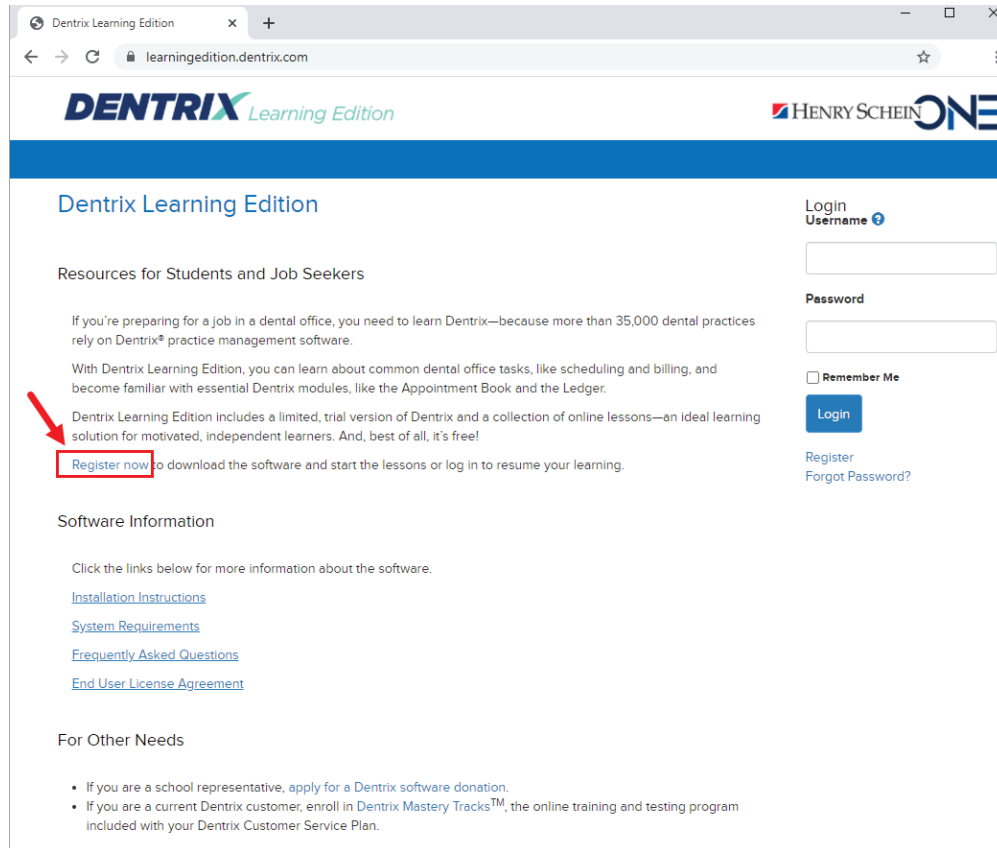
# Tips for a Successful Installation

For a successful installation, read the following information before installing Dentrix Learning Edition.

- **Meet the System Requirements:** Make sure your computer meets the current system requirements before you upgrade to or install Dentrix Learning Edition. The current Dentrix Learning Edition System Requirements are available online at hsps.pro/dentrixlearningedition/systemreqs.pdf.

- **Check Available Disk Space:**

  - If you are using Windows 10: Right-click the Start icon on the Windows task bar and click Settings. In the Device Specifications setion, look at the Installed RAM line to see the installed and usable disk space. Refer to the Dentrix Learning Edition System Requirements for the required free hard disk space (available online at hsps.pro/dentrixlearningedition/systemreqs.pdf).

  - If you are using an older version of Windows: From the Start menu, click **My Computer**. Right-click the C:\ drive icon and then click **Properties**. The **Local Disk Properties** dialog box appears, and the **General** tab displays the used and free disk space. Refer to the Dentrix Learning Edition System Requirements for the required free hard disk space (available online at hsps.pro/dentrixlearningedition/systemreqs.pdf).

- **Follow the Installation Instructions:** Make sure you follow all of the step-by-step instructions in this guide as you install Dentrix Learning Edition.

- **Finish the Installation Completely:** Do not interrupt the installation process, even if it appears as though nothing is happening. You will be prompted when the installation is ready to continue. Terminating an installation prior to completion could prevent the software from working properly.
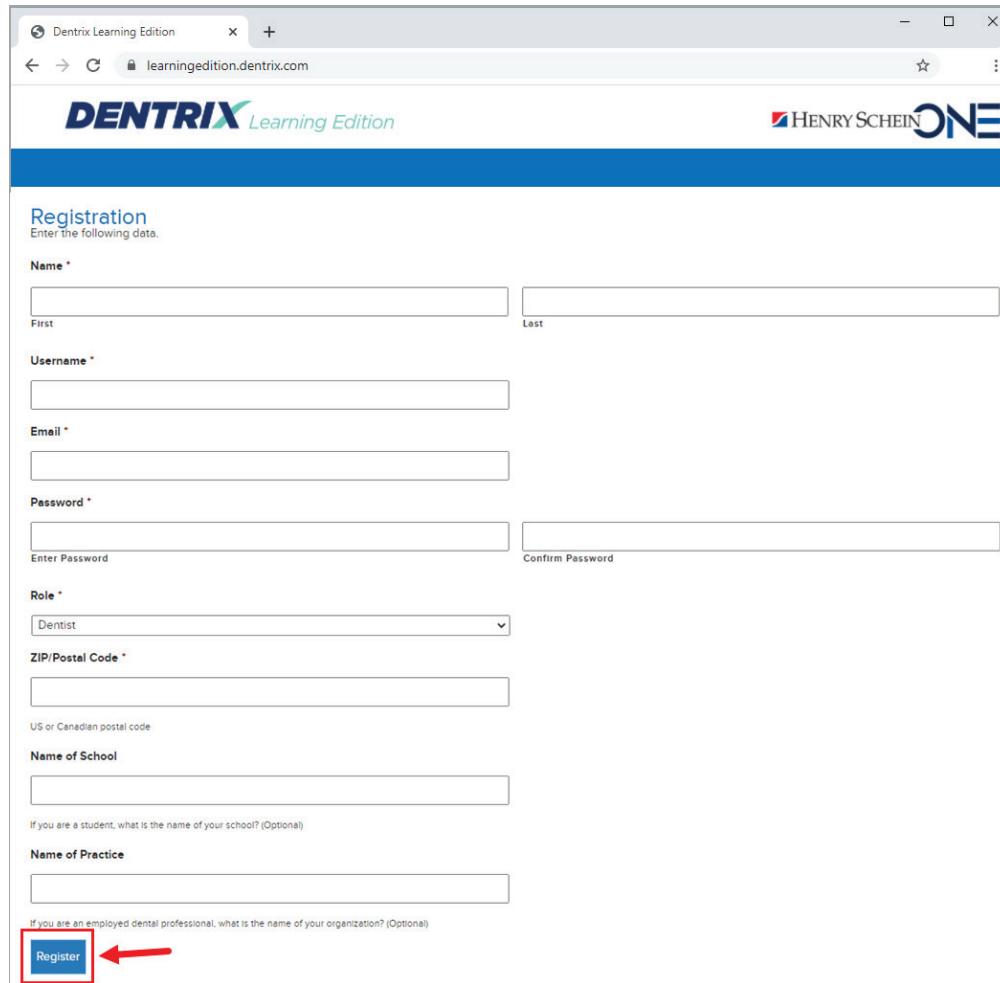
# Installing Dentrix Learning Edition

Read the tips for a successful installation on the previous page before beginning the installation. If you have already registered for Dentrix Learning Edition, skip to step 3.

1.  If you have not already registered, open an Internet browser (like Google Chrome or Microsoft Edge) and go to learningedition.dentrix.com. Then click **Register Now** and complete the registration form.

2.  Complete the registration form and click **Register**.



3.  After you register, log in to the page at <u>learningedition.dentrix.com.</u>

4. Click **Download** to begin downloading Dentrix Learning Edition. The download will begin as soon as you click the button. Follow the installation instructions as you go. If you are inexperienced at downloading and installing software, ask a friend to help you.
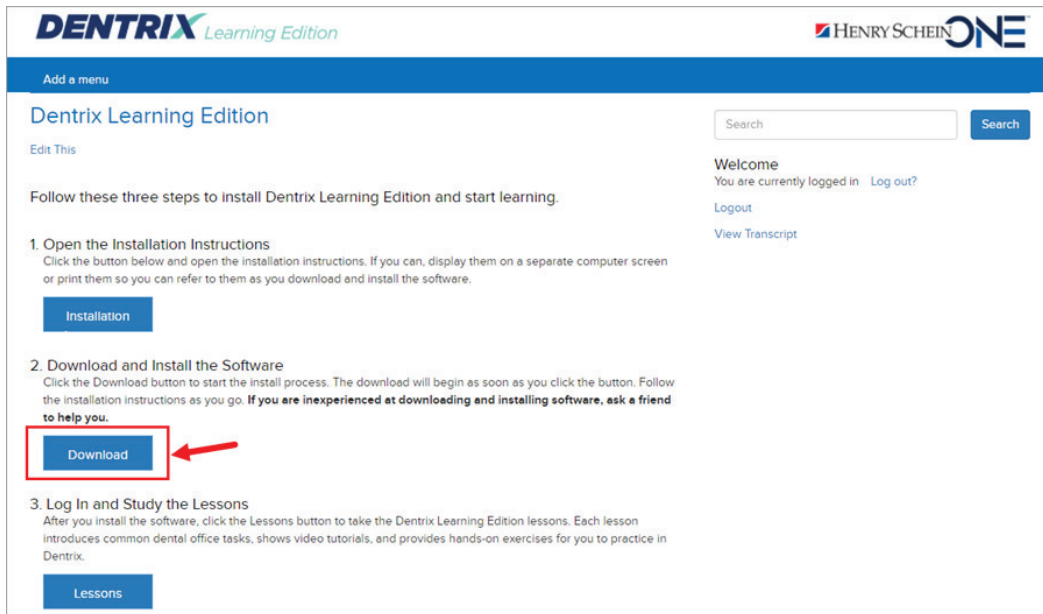


5. When the download is finished, click the download file to start the installation.
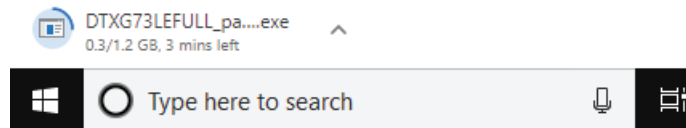


The **Setup Status** screen appears.
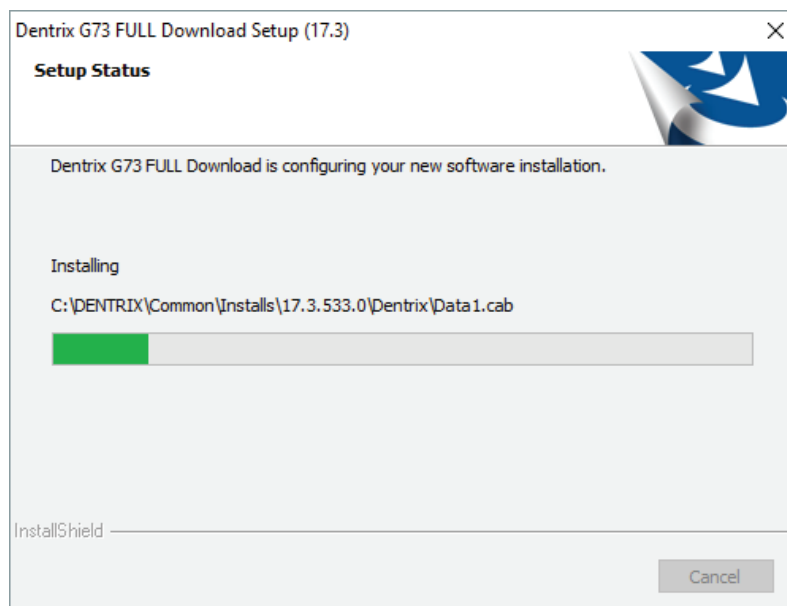
The **Preparing to Install** screen appears.



The **Select a Location** screen appears.
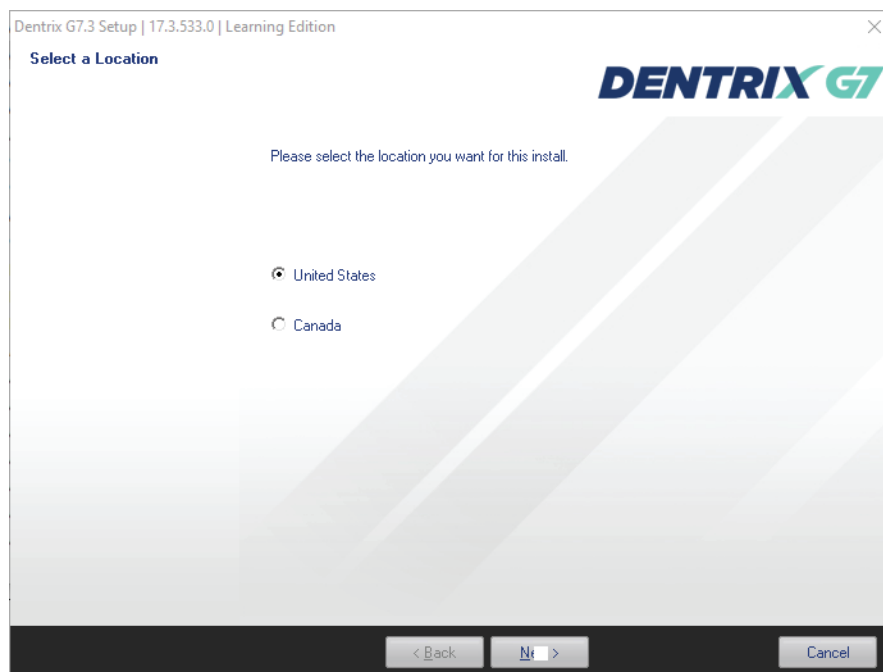
6.  Choose your location (**United States** or **Canada**) and then click **Next**.

    The **Important Software Notifications** screen appears.



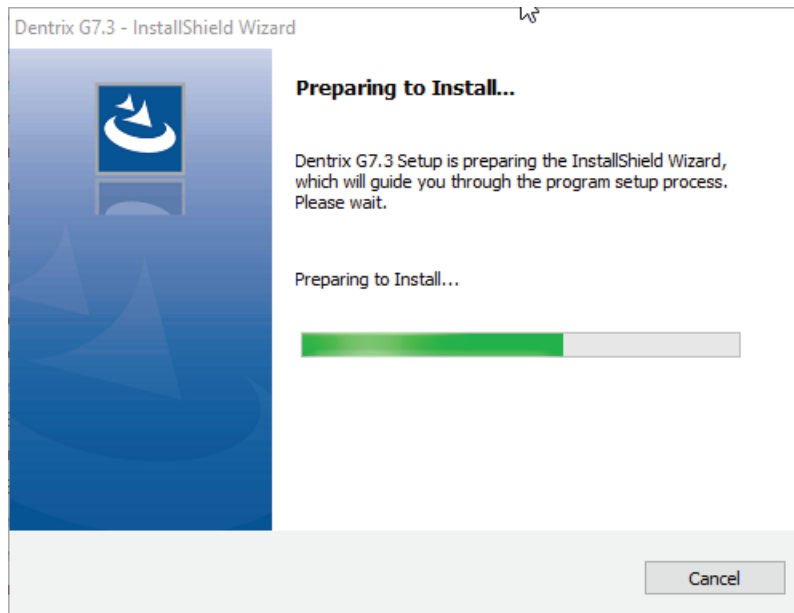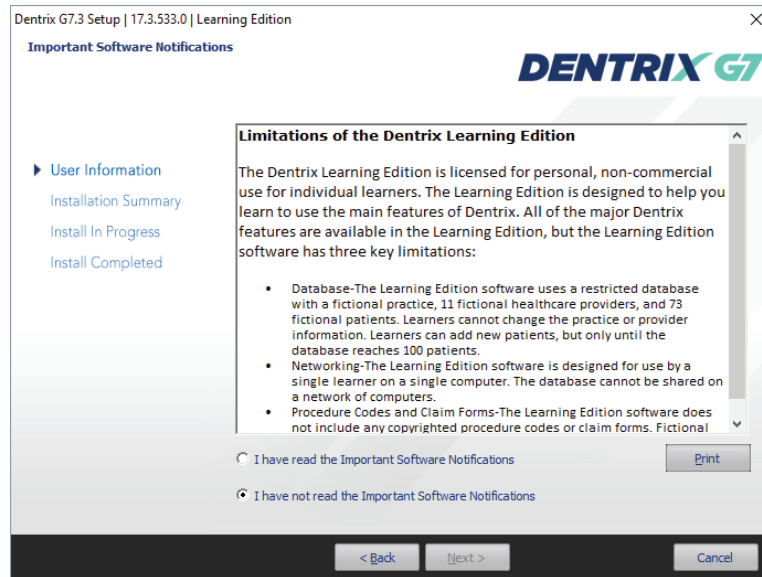7.  Read the notifications, select **I have read the Important Software Notifications**, and then click **Next**.

    The **End User License Agreement** screen appears.



8.  Read the agreement, select **I accept the terms of the license agreement**, and then click **Next**.

The **Select Installation Type** screen appears.



9. Click **Typical** as the type of installation you want to perform.

   Dentrix will install all of the default Dentrix Learning Edition features. The Advanced option is for dental practices who are working with hardware technicians to install Dentrix on their network.
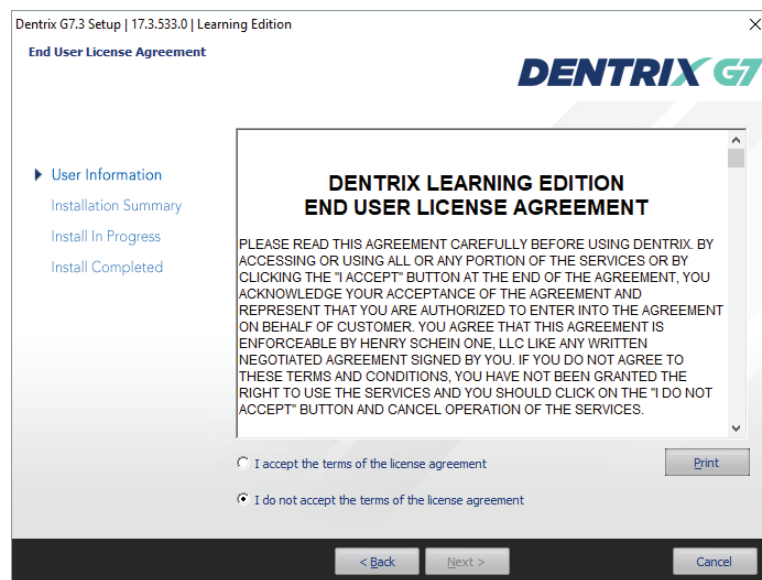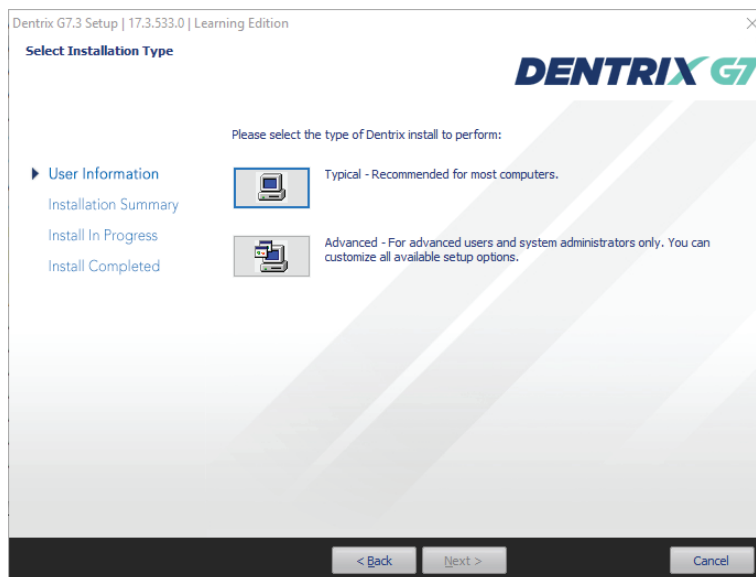
   A system requirements check runs. If your system meets the requirements, the installation continues to the next step. If it does not meet the requirements, the **System Requirements Notice** dialog box displays what your system needs in order to meet the system requirements.
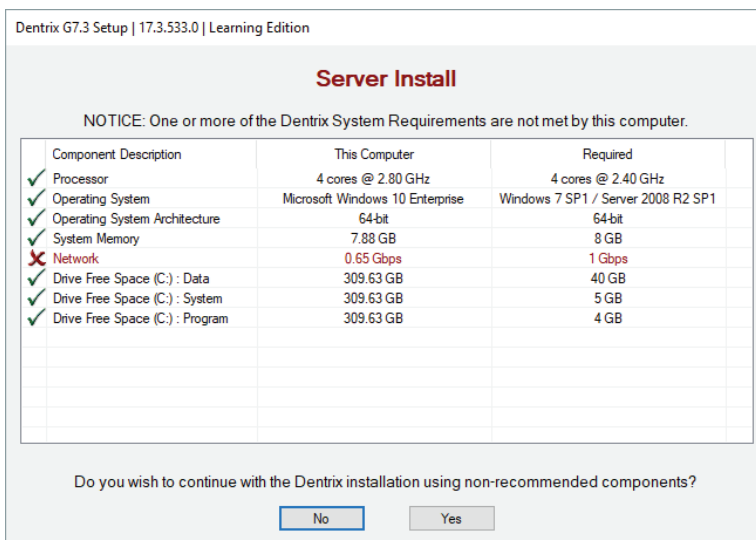


Note: A green check mark indicates that a component meets the requirements. A red "X" indicates that a component does not meet the requirements.

10. (Optional) If the **System Requirements Notice** dialog box appears, look at the report and do one of the following:

- To discontinue the installation and install the required components (recommended), click **No** to stop the installation.

- To continue the installation without meeting the recommended system requirements, type the phrase "I understand we may experience performance issues" exactly as it appears in the text box below the phrase. Click **Yes** to continue the installation.

The **Ready To Start Installation** screen appears.
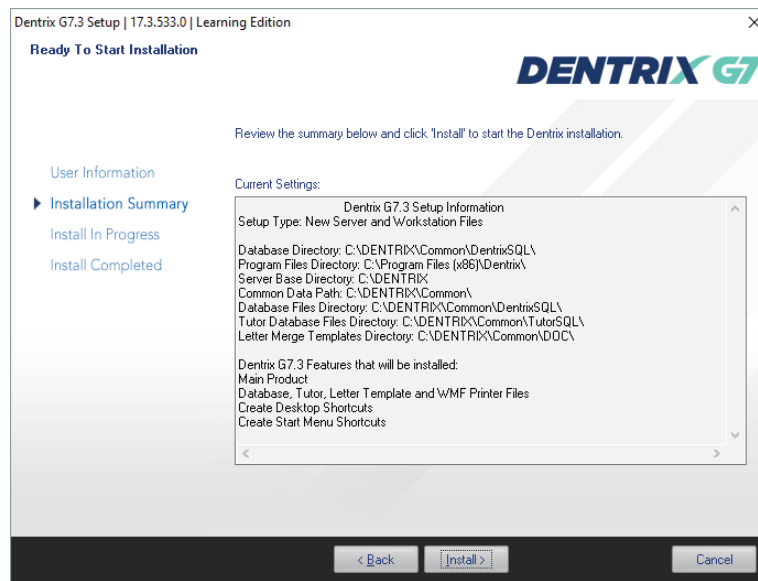


11. Click **Install**.

The **Setup Status** screen appears.
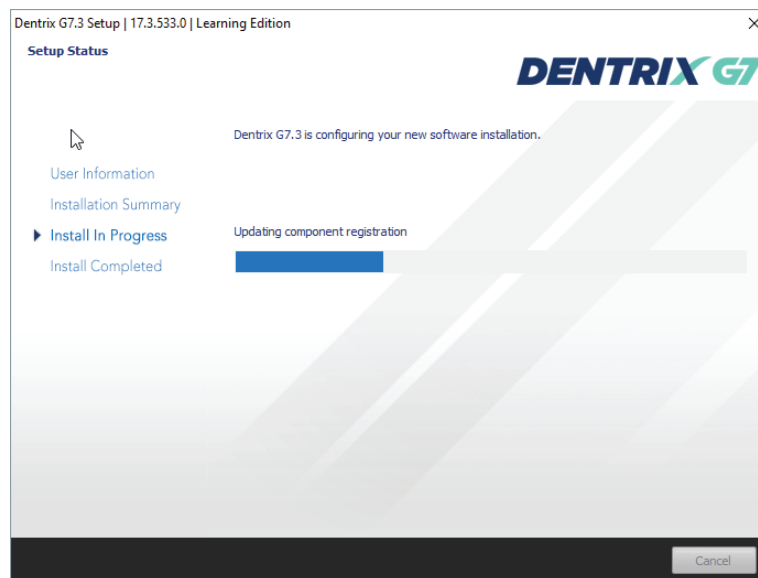
The **Dentrix API Update** dialog box appears.

```
Dentrix API Update

Preparing...
Starting Conversion...
Conversion completed successfully
Starting API update
--===Updating DentrixSQL DB's API===--
Decrypting manifest
Reading manifest
Initialization Complete
Connection Established
Getting current database version
Retrieving Existing Script Versions
Checking for Updates
Saving Existing Permissions
Updating API|

                                        OK
```
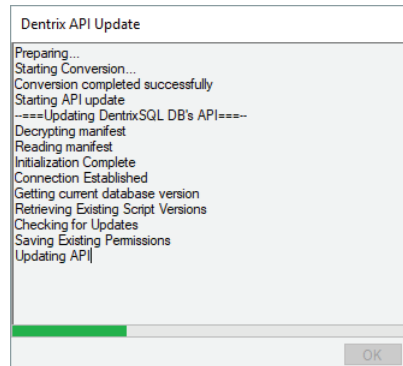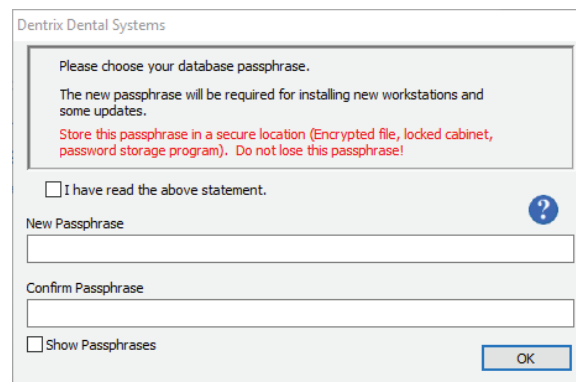
The **Passphrase** screen appears.

A passphrase is just a password for the database. (See the next step for the specific requirements for the passphrase.) Dental offices will enter the passphrase if they need to access their database when working with Dentrix Support. You will not need to manage your database for Dentrix Learning Edition, but you will need to set a passphrase in order to complete the installation process.

```
Dentrix Dental Systems

    Please choose your database passphrase.

    The new passphrase will be required for installing new workstations and
    some updates.

    Store this passphrase in a secure location (Encrypted file, locked cabinet,
    password storage program).  Do not lose this passphrase!

    □ I have read the above statement.                           ?
New Passphrase

[                                                    ]

Confirm Passphrase

[                                                    ]
□ Show Passphrases
                                                    OK
```

12. Do the following, and then click **OK**:

    • Read the message and select **I have read the above statement**.

    • Enter a passphrase that is at least 10 characters long and contains at least one of each of the following: a capital letter, a lower case letter, a number, and a special character (asterisk, question mark, or other character).
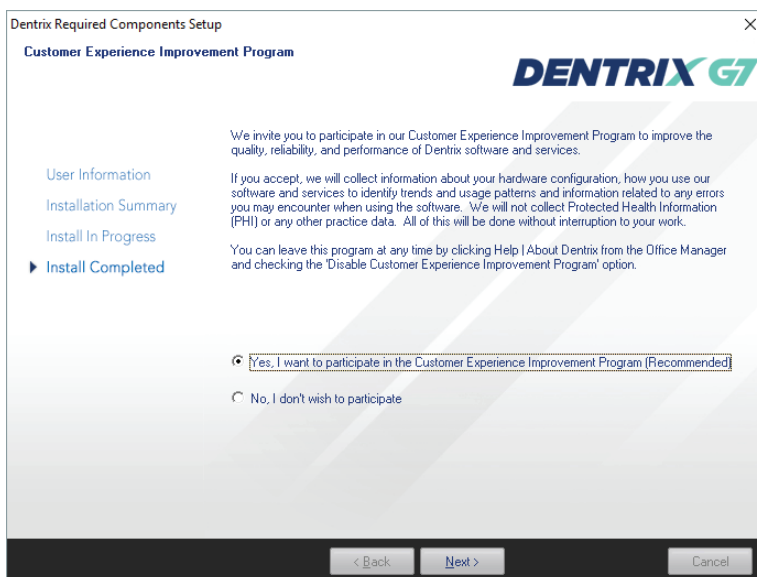
The **Letter Merge Add-in** screen appears.
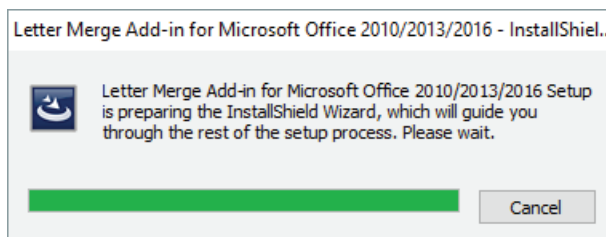


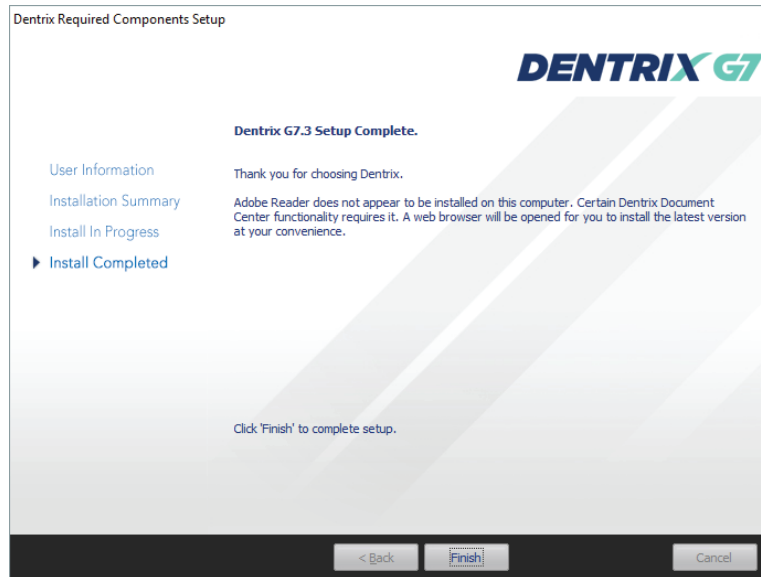The **Setup Status** screen for required components appears.
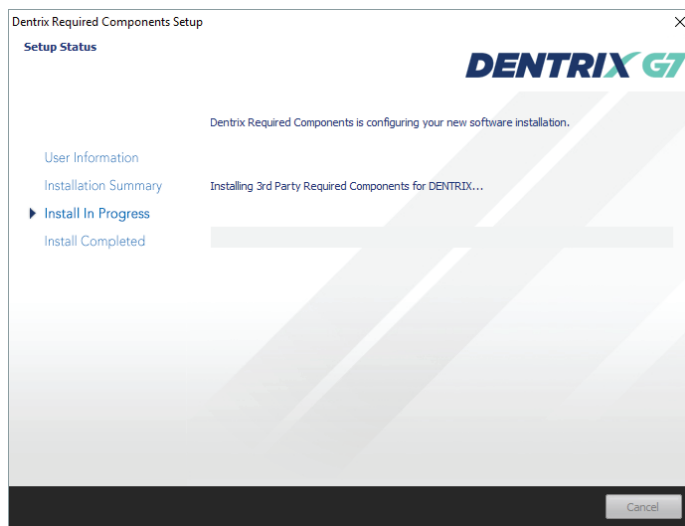


The **Customer Experience Improvement Progress** screen appears.



13. Click **Yes** if you'd like to participate in the program or **No** if you do not want to participate.
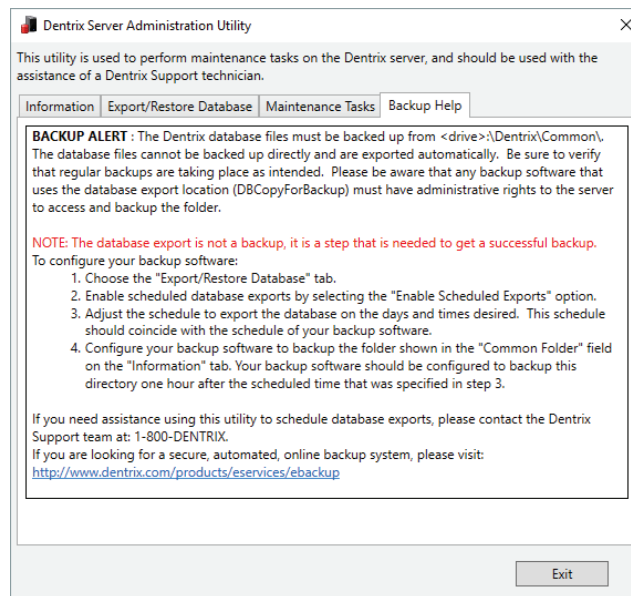
The **Setup Complete** screen appears.



14. Click **Finish**.

    The **Dentrix Server Administration Utility** appears.

    Dental practices use this utility to schedule recurring exports of their Dentrix database to be backed up. You will not need to back up your database because you are not managing real patient data. You can just exit this utility without making changes.



15. Click **Exit** without making changes in the utility. This will complete the installation process.

16. Return to the page at [learningedition.dentrix.com.](learningedition.dentrix.com.) Log in and click **Lessons** to begin your training.