



ENTERING YOUR PREFERENCES BY PRODUCT

Short Version

1. Open web browser and go to the Excel Orthodontics website at www.Excelorthodontics.com.
2. Click on the login button at the top right of the screen.
3. Enter username and password in the provided space. (Register for an account if necessary.)
4. On the home screen of the account click on the preferences tab in the menu. A drop down menu will appear.
5. Click on manufacturing preferences.
6. Click on product preferences.
7. Click on add new at the bottom left of the window of listed preferences.
8. Click on the product ID drop down menu.
9. Select a product.
10. Click on the preference drop down menu.
11. Select Doctor's Standard Prescription.
12. Choose enter Custom Value.
13. For Custom Value, enter your preference & save.
14. Repeat steps 7-13 for additional preferences.