

**HIRSLANDEN INTERNATIONAL**

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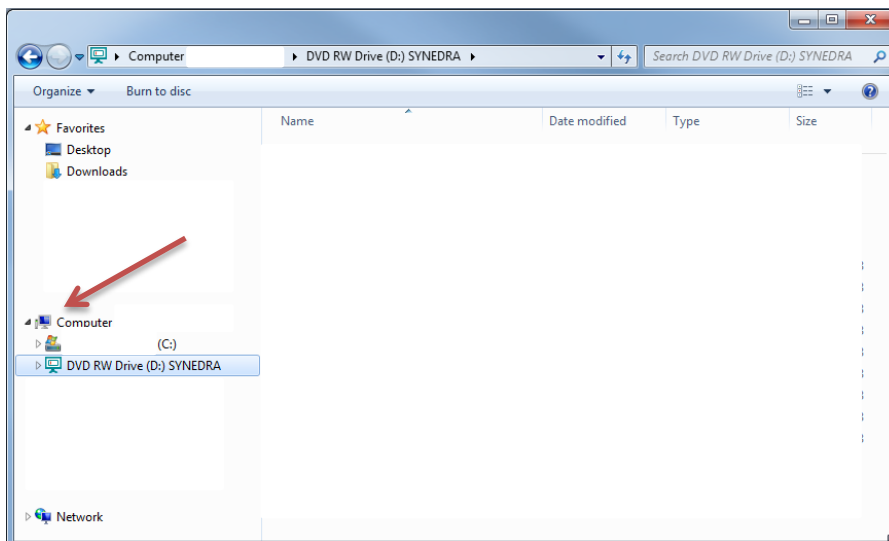
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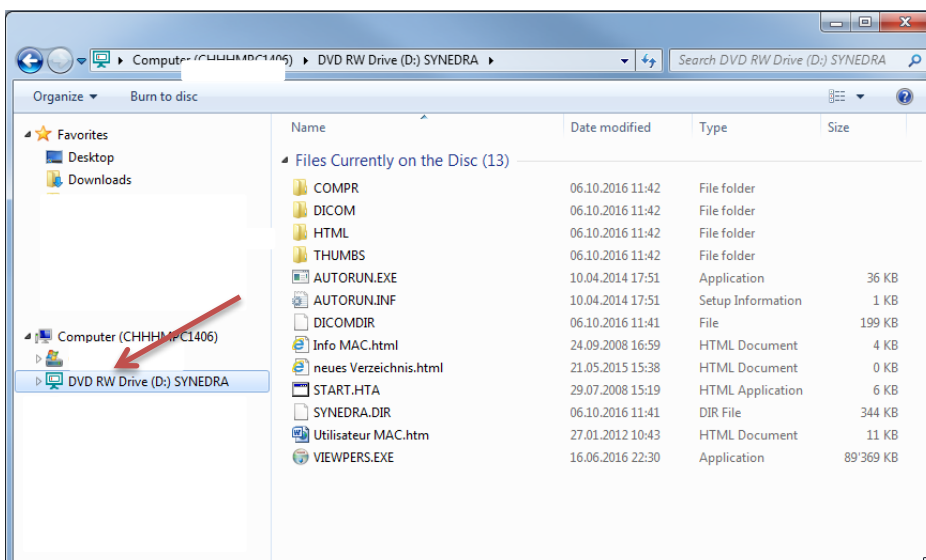
## HOW TO UPLOAD MRI AND CT SCANS

### 1. SAVING OF THE RADIOLOGICAL IMAGING MATERIAL INTO ONE COMPRESSED FOLDER:

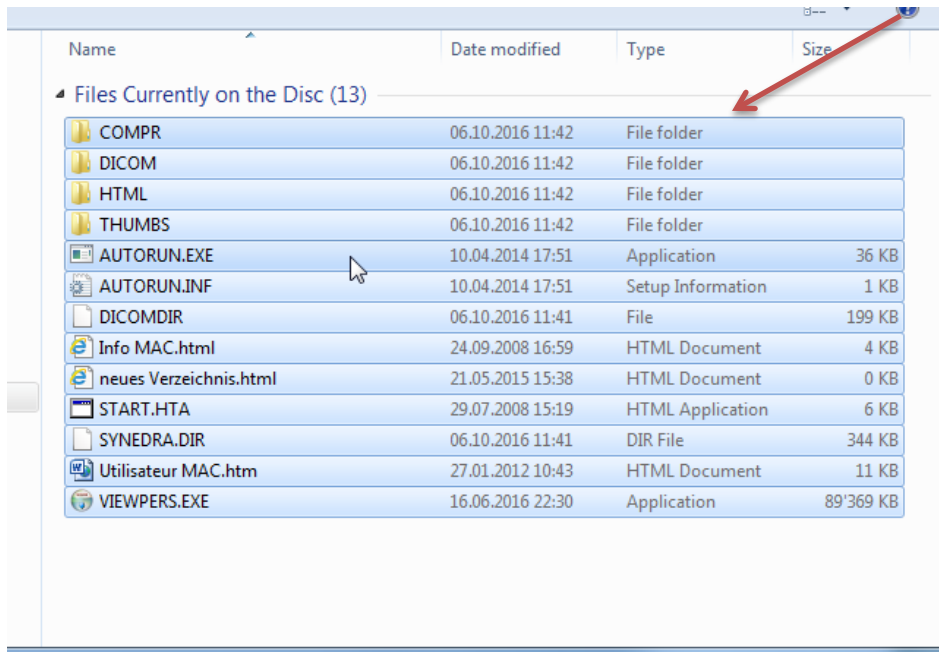
- Insert/mount the physical disc containing the radiological imaging material (for example from an MRI or CT) into the CD/DVD drive of your computer
- Open the Windows explorer and click on your computer tab:



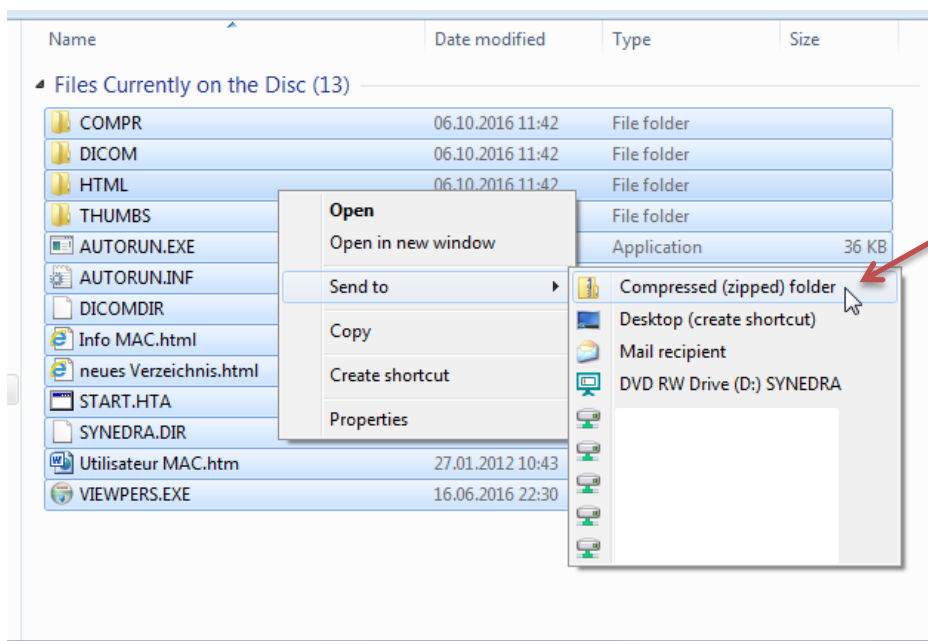
- Click on the tab of the CD/DVD drive of your computer:



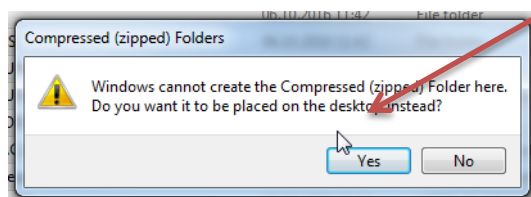
- Select all the files that are on the CD or DVD:



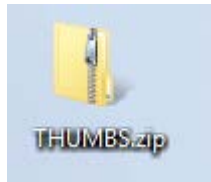
- Right click on files ► click "Send to" ► click "Compressed (zipped) folder":



- Click "Yes":

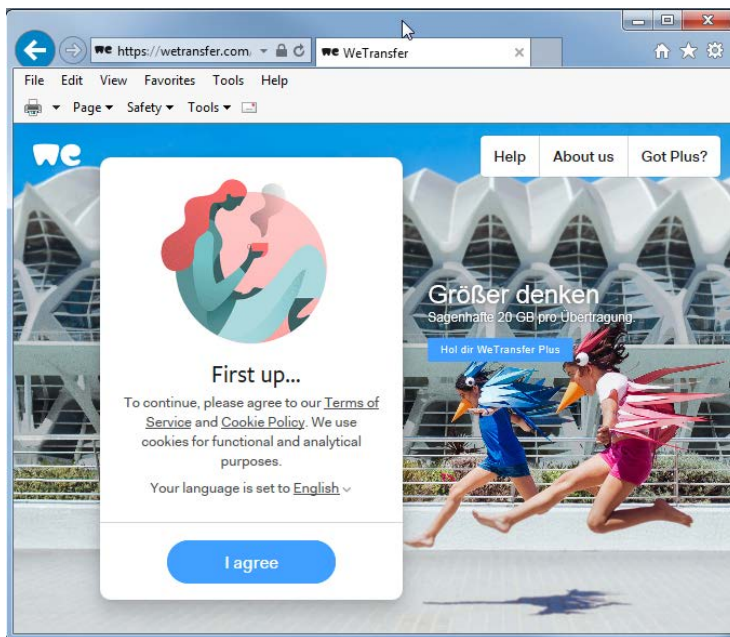


- The compressed file containing all the radiological imaging material should now be on your desktop (maybe it is named differently than shown below):

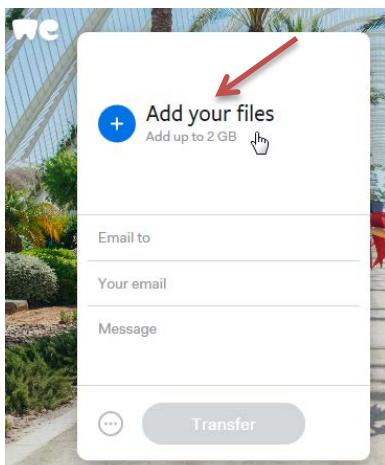


## 2. UPLOAD OF THE COMPRESSED FILE TO WETRANSFER (RECOMMENDED)

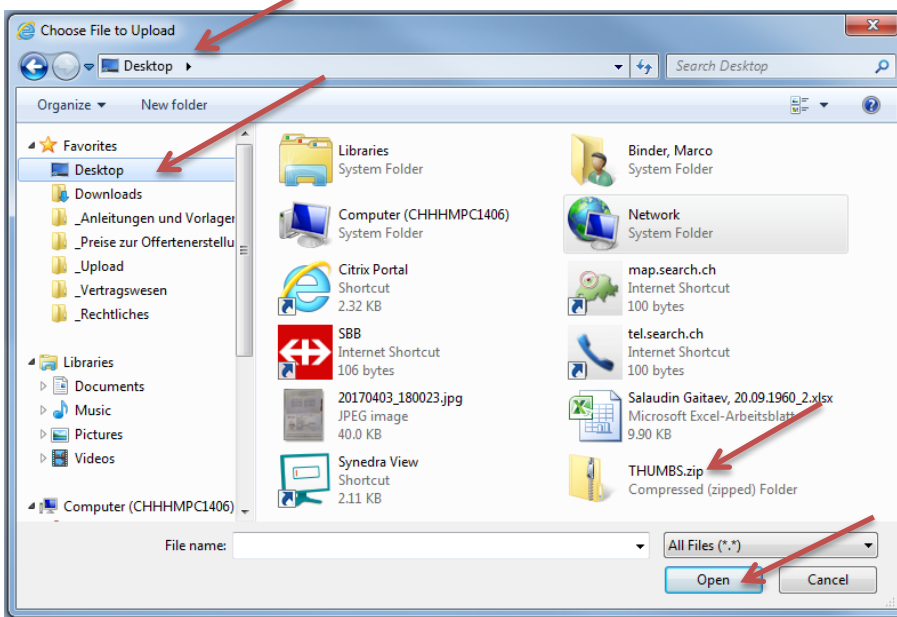
- You can now upload the compressed file either to the website and servers of WeTransfer or to a server of your liking (and provide us with a download link)
- We now explain how to upload the compressed file to WeTransfer
- Type [www.wetransfer.com](http://www.wetransfer.com) in to the address field of your web browser
- Click “I agree”:



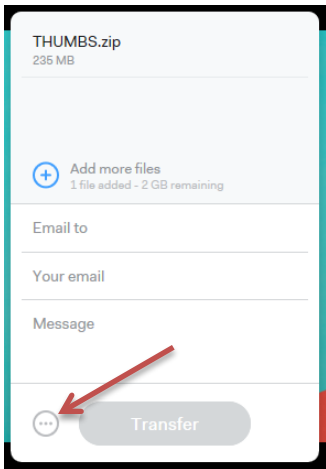
- Click on “Add your files”:



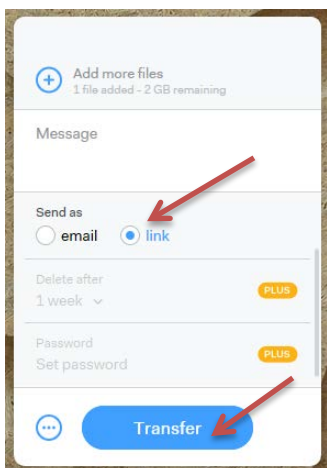
- Navigate to your desktop and choose the compressed file from your desktop and click “Open”:



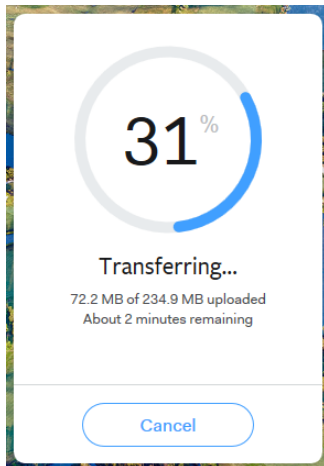
- Back on the website of WeTransfer click on the symbol in the bottom left corner:



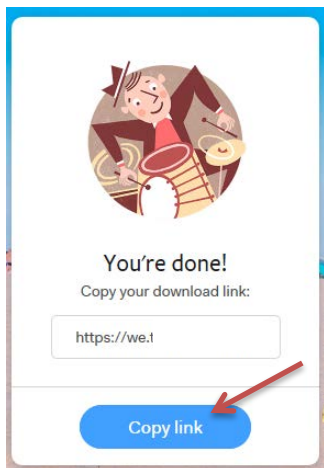
- Click on “link” and then on “Transfer”:



- Wait for the upload to finish:



- Click on "Copy link":



- Send us the copied link by mail to [international@hirslanden.ch](mailto:international@hirslanden.ch).
- Then we should be able to download the radiological imaging files.

**THANK YOU!**