Course Outline*

Revised 04.24.25

**Digital Lab
Coordinator
Academy**

Module 1: The DC Defined
-Course Overview & Introduction
-Classifying your Digital Practice
-Evolution of the DC
-"Tech" vs "Coordinator"
-The 4 Roles of a DC & Time Management

Module 2: Scanning for Gold
-The Importance of Quality Scans
-Scanning Hardware
-Patient Preparation
-Pre-Scanning Basics
-Palates & Arches Please

Module 3: Software Symphony
-Case Submission 101
-Software Platform Rundown
-In-house Treatment Planning Stages
-Maximizing Your Investments

Module 4: DC Treatment Planning
-Serving Up Doc's Nights & Weekends
-Becoming an Extension of Your Doc
-Setting Up Cases Like a Pro
-Maximizing Treatment Planning Efficiency

Module 5: Precision Printing
-Printing vs. Fabricating
-Know Your Printers
-Setting Up Your Build
-Your Pre-Print Checklist
-Maximizing Your Machines

Module 6: Fabricate the Fit
-Lab Setup & Safety
-The 6 Steps of Quality Fabrication
-Stop Washing Money Down the Drain
-Keep Your Thermal Forming from Sucking
-The 4 Keys to Workflow Efficiency

Module 7: Packaging & Shipping
-Cleaning Your Lab Output
-Say "Bye-bye" to Baggies with Custom Packaging
-Work-in-Progress Tracking & Lab Organization
-The Lab Tracker: Your Logistical Hub
-Receiving Protocols & Multi-Location Workflows

Module 8: Maintenance & Ordering
-Equipment Care and Maintenance Rules
-Warranty Awareness & Repairs
-Counting Consumables
-The Keys to Successful Ordering
-Stewarding Doc's Resources Well

Module 9: Outsourcing & Vendor Relations
-When to Outsource & Why
-D-CODE Your Practice (Digital Report Card)
-Leveraging Supplier Support
-Keeping the Trains Running on Time

Module 10: Practice Communication
-Internal Communication Platforms & Protocols
-External Communication
-Implementation & Change Management
-Navigating the Clinic-Lab Divide

Module 11: Marketing Strategies
-Spotlighting Benefits, Not Features
-Selling with Software
-Promoting Yourself First
-Custom Printing Ideas

Module 12: Loading the Future
-Highlights & Takeaways
-Creating an Action Plan
-Measuring Your Success
-What Comes Next?

BONUS Module: Tech Report (Coming Soon!)
-Our Favorite Things
-Latest Developments & Corrections
-News & Updates

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