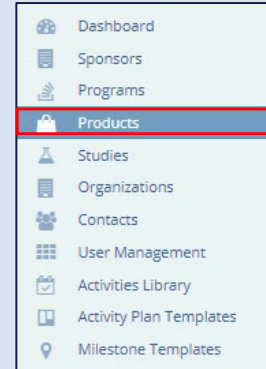


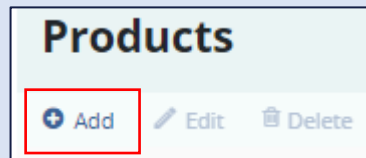
APPLICABLE TO:

- Company Administrator
- Study Manager
- CRA
- CTMS

1. Log into the CTMS and click on **Products** from the menu on the left.



2. Click **Add**.

A screenshot of the 'Create Product' form. The form has several fields: 'Product Name\*' (text input), 'Type\*' (dropdown), 'Status\*' (dropdown menu with 'Planned' selected), 'Status Date\*' (calendar input showing '30 Aug 2021'), 'Sponsor\*' (dropdown), 'Indications 0 Indications' (text area with 'Select'), and 'Description' (text area). At the bottom, there are three buttons: 'Cancel', 'Create and Add Another' (highlighted with a red box), and 'Create'.

3. Enter Product details, then click **Create** when finished, or **Create and Add Another** to add an additional Product.