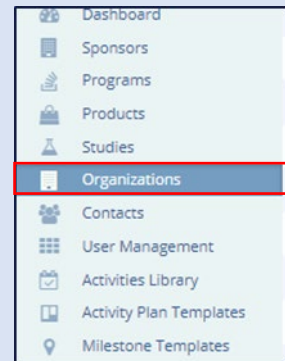


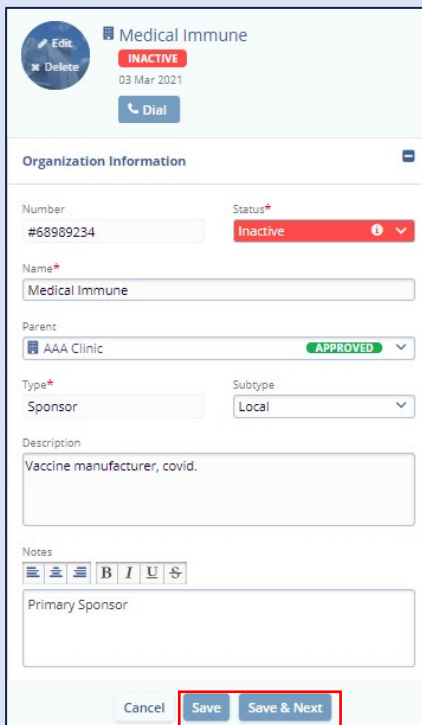
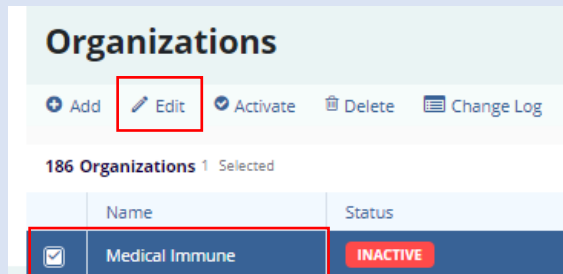
APPLICABLE TO:

- Company Administrator
- Study Manager
- CRA
- CTMS

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



2. Select an Organization, then click **Edit**.



3. Make necessary edits, then click **Save** when finished, or **Save & Next** to edit another Organization.