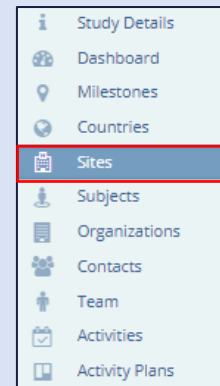
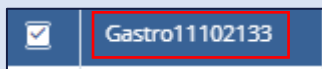


- APPLICABLE TO:
- Company Administrator
 - Study Manager
 - CRA
 - CTMS

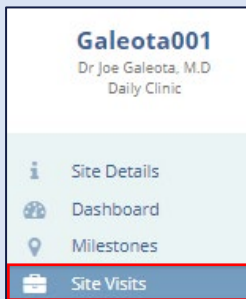
1. Log into the CTMS and click on **Studies** on the left.



2. Click on the **Study Name**, and navigate to **Sites**.



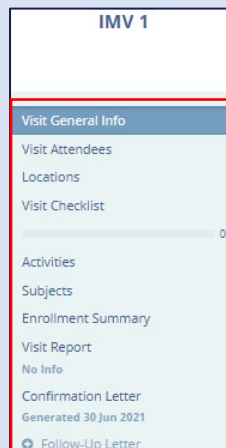
3. Choose a Site, then click on **Site Visits** from the options on the left.



4. Select a Site Visit.



5. Prepare for the Visit by reviewing each category from the list on the left.



Note: Any additions or edits can be made to any of the categories as necessary.