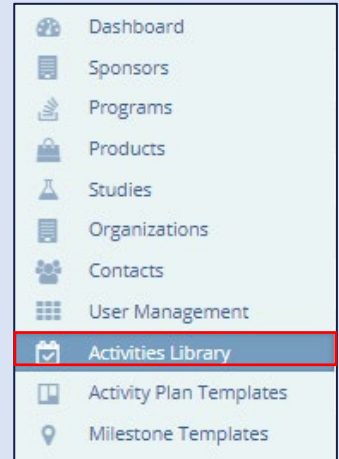


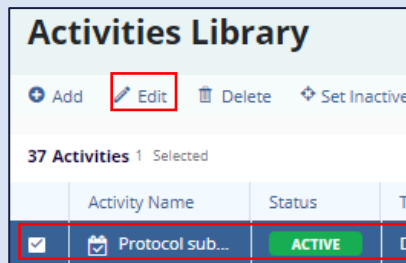
APPLICABLE TO:

- Company Administrator
- Study Manager
- CRA
- CTMS

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



2. Select an **Activity** from the list shown and then click **Edit**.




Protocol submission for initial approval.

General Info

Activity*
Protocol submission for initial approval.

Type* Document Subtype Protocol

Description*
EC submission.

Associated Plans

- Study Start-Up Study Start-Up
- Study Start-Up Study Start-Up - Trans
- Study Start-Up Study Start-Up
- Enrollment Plan Study Start-Up
- Publish study Protocol
- Publish study Protocol

Cancel **Save** Save & Next

3. Make any necessary edits in the panel at the right, then click **Save** when finished, or **Save and Next** to edit an additional Activity.