

TRANSPERFECT

Fending [10]

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In the eTMF

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Select the document and then click the **Export** button, followed by the **Documents** option.

The Documents Export window appears. Select from **Source** and **Metadata** options.

Click **Export** when ready.

Export Doc	Export Documents					
Export Option	s					
Source	 Selected records All documents in the current grid Track Export Exclude previously exported documents Include metadata 					
	Cancel Export					

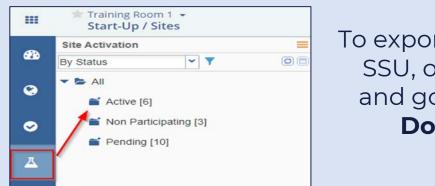


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T R I A L INTERACTIVE

How to Export a Document TI v 10.1

In SSU



To export documents from SSU, open a site profile and go to the **Essential Documents** tab.

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Select the documents to be exported from the documents list and then click the **Export** button. The Export screen will appear.



This message will appear to confirm that the export job has been completed.

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