Best Practices: Rave Study Build[1]
Instructor Led Course Outline

Course Description: This course reviews and introduces best practices for the study planning and building process.

Course Duration: ~3 days[2]

Time	Topic
Day 1	
9:00am – 9:30am	**Introductions & Objectives** Introductions Workshop Objectives Pre-requisite Review
9:30am – 10:30am	**Study Start-Up and Initial Design** Project Initiation Meeting Initial Design Decisions **Environment/Draft/Version Control** Environment Usage Drafts vs. Versions Naming Conventions
10:30am – 10:45am	**Break**
10:30am – 12:00pm	**Starting Point Options** Global Industry Standards Annotated CRF Interpretation Architect Loader

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[1] Maximum number of attendees: 5

[2] Two 15 minute breaks will be given by the instructor each day in addition to the lunch break.

	Architect Loader Considerations Merge vs. Overwrite
12:00pm - 1:00pm	**Lunch**
1:00pm - 2:00pm	**Study Testing and Validation** Versioning User Management
2:00pm – 2:30pm	**eCRF Design Principle Best Practices** Naming Conventions Form Design Guidelines
2:30pm – 2:45pm	**Break**
2:45pm – 4:30pm	**eCRF Design Principle Best Practices (continued)** Dictionary Guidelines Field Guidelines
4:30pm – 4:45pm	**Review**
Day 2	
9:00am – 9:15am	**Review** Review Day 1 Q&A
9:15am – 10:15am	**eCRF Design Principle Best Practices (continued)** Advanced Field Attributes Folder Guidelines Matrix Guidelines
10:15am – 10:45am	**Inputs > Outputs** Naming Considerations Permissions Clinical Views
10:45am – 11:00am	**Break**

10:45am – 12:00pm	**Data Validation Best Practices** Naming Conventions Field Checks Data Values Constants
12:00pm -1:00pm	**Lunch**
1:00pm – 2:45pm	**Data Validation Best Practices (continued)** Check Functions Check Actions
2:45pm – 3:00 pm	**Break**
3:00pm – 4:15pm	**Data Validation Best Practices (continued)** Derivations Custom Functions
4:15pm – 4:30pm	**Review**
Day 3	
9:00am – 9:15am	**Review**
9:15am – 10:30am	**Architect Security and EDC Roles Review** Architect Security Global Library Security EDC Roles Restrictions Reports
10:30am – 10:45am	**Break**
10:45am – 12:00pm	**Study Structure** Unscheduled Events Subject Calendar Subject Field Configuration
12:00pm - 1:00pm	**Lunch**

1:00pm – 2:00pm	**Study Structure (continued)** Subject Status Early Termination Signatures **Migrations** Edit Check Considerations
2:30pm – 2:45pm	**Break**
2:45pm – 3:45pm	**Core Configuration** Protocol Deviations Sticky vs. Comment vs. Query
3:45pm – 4:15pm	**Special Considerations** Translation Workbench Other Rave Integrations
4:00pm - 4:15pm	**Wrap Up and Review**