

Rave Report Administration eLearning Course Outline

Course Description: This eLearning teaches users how to perform general administrative tasks for Rave reports. Topics include activating/inactivating reports, assigning reports to roles and users, and designating the placement of reports in the EDC module.

Approximate Duration¹: ~25 min

Module	Topic
Report Administration Overview (4 min)	Objectives
	Introduction to Report Administration
	Accessing Report Administration
	Summary
Report Manager (5 min)	Objectives
	Accessing Report Manager
	Activating and Inactivating Reports
	Knowledge Check
	Summary
Report Assignments (6 min)	Objectives
	Accessing Report Assignments page
	Assigning Reports to Roles
	Assigning Reports to Users
	Knowledge Check
	Summary
Reports Matrix (8 min)	Objectives
	Accessing the Reports Matrix page
	Report Placement in EDC
	Designating Report Placement
	Knowledge Check
	Summary
Post Assessment	Post Assessment

¹ Duration listed is approximated, and does not reflect activities, simulations or assessments