

Rave Status Updater

eLearning Course Outline

Course Description: This training will provide a thorough understanding of how to use the Status Updater utility to batch update subject status. In this course you will learn how to use the Status Updater to apply actions such as verify, freeze and lock to multiple eCRFs for multiple subjects. You will also learn how to configure the utility for the specific actions you require and electronic signatures and confirmations.

Approximate Duration¹: ~35 min

Module	Topic
Introduction to Status Updater (6 min)	Objectives
	What is Status Updater?
	The Status Updater Workflow
	Accessing Status Updater from within EDC
	Practice – Accessing form within EDC
	Accessing Status Updater from Reporter
	Practice – Accessing from Reporter
	Summary
Updating Subject Status (15 min)	Objectives
	The Status Updater Main Page
	Selecting a Study
	Selecting Subjects
	Removing Subjects
	Selecting Folders and Forms
	Removing Folders and Forms

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

	Selecting Status Actions
	Practice – Selecting Status Actions
	Confirming and Signing
	Viewing Your Results
	Practice – Making and Confirming Selections
	Summary
Status Updater Logs and Reports (9 min)	Objectives
	Downloading the Excel Log File
	Understanding the Excel Log File
	Accessing History Reports
	Understanding History Reports
	Searching and Sorting History Reports
	Practice – Searching History Reports
	Summary
Status Updater Configuration (3 min)	Objectives
	Accessing the Configurations Page
	Editing the Configuration Options
	Practice - Editing the Configuration Options
	Summary
Post Assessment	Post Assessment