

## Study Management: Task Management Overview eLearning Course Outline

**Course Description:** This course is designed for end-users of Task Management who will be viewing and managing tasks associated with the study, country, or site.

Approximate Duration: 6 min<sup>1</sup>

Module	Topics
<b>Welcome (1 min)</b>	<b>Objectives</b>
<b>Task Management Overview (4 min)</b>	<b>Introduction</b> <ul style="list-style-type: none"> <li>• What is Task Management?</li> <li>• Roles and Permissions</li> </ul>
	<b>Viewing Tasks</b> <ul style="list-style-type: none"> <li>• Accessing Task Management</li> </ul>
	<b>Managing Tasks</b> <ul style="list-style-type: none"> <li>• Creating Tasks</li> <li>• Editing Tasks</li> </ul>
<b>Summary (1 min)</b>	<b>Summary</b>

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<sup>1</sup> Duration listed is approximated, and does not reflect activities, simulations or assessments.