

## Classic Rave DDE for End Users

### eLearning Course Outline

**Course Description:** This course is intended for Data Managers and data entry personnel to understand the Double Data Entry module of Classic Rave

Approximate Duration<sup>1</sup>: 10 min

Module	Topic
Welcome	Introduction
	Objectives
Overview	DDE Overview
	First Pass, Second Pass, Reconcile Entry
	Paper Trial vs. Electronic Trial
	DDE Process
	Features
DDE Roles	First Pass User
	Second Pass User
	Second Pass/Reconcile User
	Reconcile User
Using DDE	Accessing DDE
	Creating a new batch
	Creating a new subject
	Searching for a Form
	Searching for a Batch
	Entering queries and comments
	Visual verify fields
	Reconciling data
Summary	Wrap Up

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