

Rave Site Cloud: End of Study- Tasks for Administrators eLearning Outline

Course Description: In this training, you will learn about the EOS reports available to administrators. The course covers, EOS Reports available to administrators, and a detailed overview of the new EOS Workflows Report

Approximate Duration¹: 20 min

Module	Topics
Welcome	<ul style="list-style-type: none"> ● Introduction & Objectives
Tenant Setup	<ul style="list-style-type: none"> ● Disable Autonoming ● Rename and update acknowledgment documents
Upload Study Content Folders to the FTP Server	<ul style="list-style-type: none"> ● Overview of the study content folder structure ● Uploading Subject CRFs to the FTP server
Content Transfer	<ul style="list-style-type: none"> ● Transfer new EOS study content to RCM ● Locating study folders in RCM
EOS Import Report	<ul style="list-style-type: none"> ● Locating and viewing the EOS Import Report ● Study transfer verification
Setup Users and Workflows	<ul style="list-style-type: none"> ● Granting users read-only, download, and acknowledgement access ● Using the proper users and workflows configuration method
Update User Roles	<ul style="list-style-type: none"> ● Granting sponsor users with power user access (or other roles) ● Using reports to verify that RCM processed the provisions accurately.
Access and Acknowledgment Maintenance	<ul style="list-style-type: none"> ● Modifying either active and completed acknowledgements ● Identifying users who were assigned the original download and acknowledgement tasks.
Study Removal	<ul style="list-style-type: none"> ● Enabling study removal ● Hard deleting studies from RCM
Conclusion	Summary

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

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