

Medidata Rave CTMS: Configuring Document and Submission Tracking eLearning

Course Description: The purpose of this course is to allow users the ability to track documents and regulatory submissions that need to be made during the study life cycle. In this course, we will understand the process of how a CTMS Admin can configure our templates and document types within Configuration Management in order to enable the Document and Submission tracking process.

Approximate Duration: 21 Min.

Module	Topic
Welcome (1 min)	Welcome
Objectives (1 min)	Objectives After completing this course, you will be able to: <ul style="list-style-type: none"> ● Understand How to Configure the Master Document Type List ● Understand How to Create and Update a Template at the Client Division Level ● Understand How to Make a Template Active or Inactive at the Configuration Group Level ● Understand How to Clone Templates from the Configuration Group to the Study Environment ● Understand How to Add New Document Types to Study Environment Templates ● Understand How to Configure and Clone Smart Filters
Understand How to Configure the Master Document Type List (3 min)	

Understand How to Create and Update a Template at the Client Division Level (3 min)	
Understand How to Make a Template Active or Inactive at the Configuration Group Level (3 min)	
Understand How to Clone Templates from the Configuration Group to the Study Environment (3 min)	
Understand How to Add New Document Types to Study Environment Templates (3 min)	
Understand How to Configure and Clone Smart Filters (3 min)	
Summary (1 min)	Summary