

How to Edit a Program

CTMS version 3.0

- APPLICABLE TO:
- ☒ Company Admin
 - ☒ Study Manager
 - ☐ CRA

1 Log into the CTMS and click on **Programs** from the menu on the left.

2 Select a Program from the list shown and then click **Edit**.

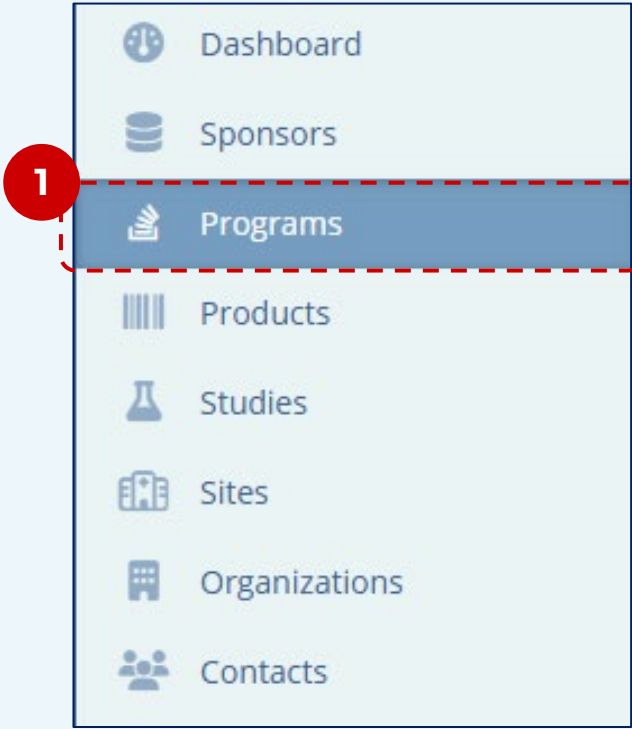
Programs

2

+ Add **Edit** Delete Change Log

31 Programs 1 Selected

	Program name	Status
<input checked="" type="checkbox"/>	Wellness Program	PLANNING



3 Make the necessary edits, then click **Save** when finished.

2

★ **Wellness Program** PLANNING

Save **Cancel** Collapse All Change Log Edit History

Program Information

Number* 1234 Program Name* Wellness Program Notes

Sponsor* Morvarty **APPROVED**

Description

Project Management

Status **Planning** Status Date 22 Mar 2021 Change Status Status Notes

Planning Information

Number of Planned Studies 0 Number of Planned Countries 0 Number of Planned Sites 0 Number of Planned Subjects 0