

- APPLICABLE TO:
- ☒ Company Admin

☐ Study Manager


☐ CRA


- 1 Log into the CTMS and click on **Activities Templates** from the menu on the left.
- 2 Select an Activity from the list shown and then click **Edit**.


Activity Templates

2

+ Add

 Edit

 Delete


 Set Inactive


34 Activities


1 Selected


	Activity Name	Status
<input checked="" type="checkbox"/>	Sub-I CV	ACTIVE


1


 Dashboard


 Sponsors


 Programs


 Products


 Studies


 Sites


 Organizations

 Contacts

 User Management

 Activity Templates

 Activity Plan Templates

 Milestone Templates

- 3 Make any necessary edits in the panel at the right, then click **Save** when finished, or **Save and Next** to edit an additional Activity.

Protocol submission for initial approval.

General Info

Activity*

Protocol submission for initial approval.

Type*

Document


Subtype


Protocol


Description*


EC submission.


Associated Plans


 Study Start-Up


 Study Start-Up


 Study Start-Up


 Study Start-Up - Trans


 Study Start-Up

 Study Start-Up

 Enrollment Plan

 Study Start-Up

 Publish study Protocol

 Publish study Protocol

Cancel

Save

Save & Next