

How to Add a Country

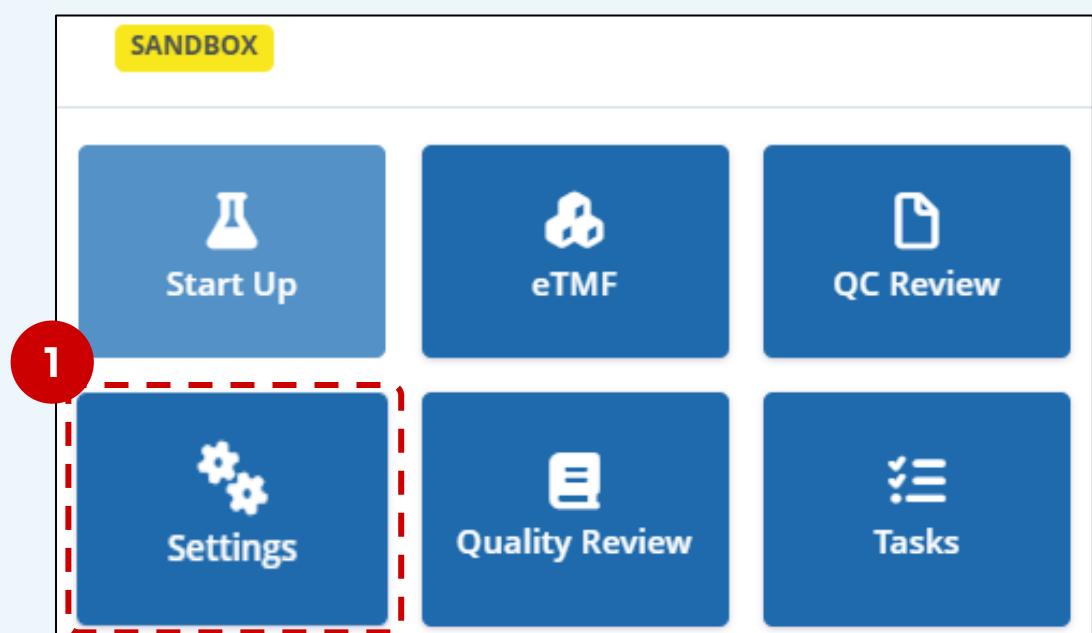
TI version 10.8

APPLICABLE TO:

- Admin
- Manager
- Editor
- Reader

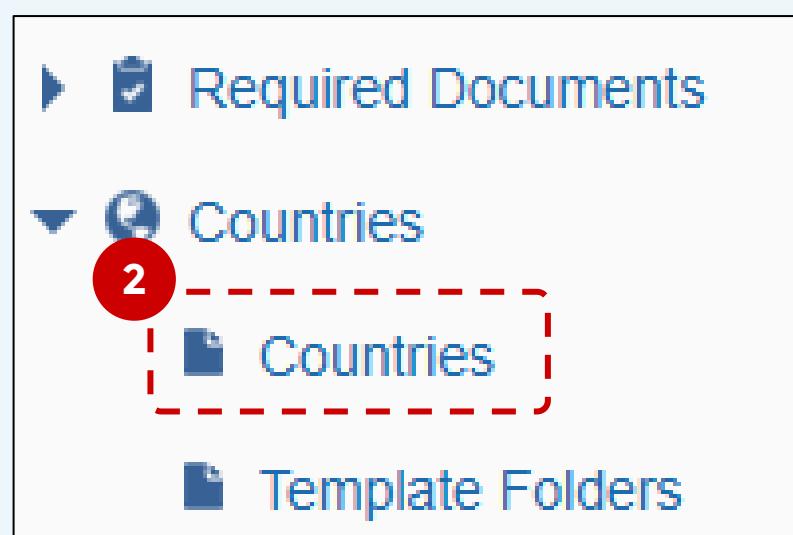
- eTMF
- SSU

- 1 Enter a room and navigate to the **Settings** module.



- 2 Scroll to the *Countries* section and expand it.

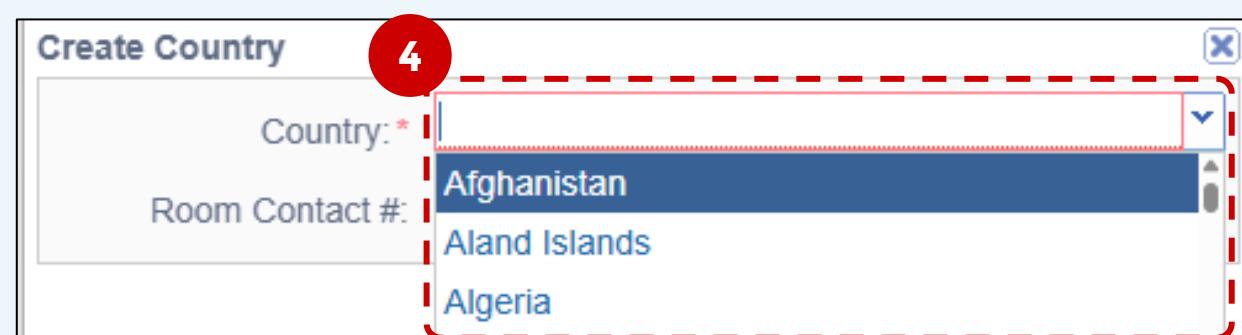
Click on **Countries**.



- 3 Click on the **Add** button above the countries list.



- 4 Select the intended Country from the dropdown.



How to Add a Country

5 You may optionally add a telephone number in the *Room Contact #* field. To complete the operation, click on **Create**.

Create Country

Country: *	<input type="text" value="Cambodia"/>
Room Contact #:	<input type="text" value="0123456789"/>
Create Cancel	

5

6 The Country is **added to the list** and available to select when creating Sites. It can also be interacted with in the eTMF or Start Up *Countries* sections.

<input type="checkbox"/> Belize	English
<input checked="" type="checkbox"/> Cambodia	Central Khmer
<input type="checkbox"/> Canada	English, French

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