

IntelliTRIAL™ Training in Minneapolis: May 2-4, 2012

Reserve Your Seat!

Send an email request to support@intellitrial.com.
Include your Name, Company,

Agenda and Details will be published late March.

In order to make sure this is a great learning experience for everyone, we are going to limit the number of participants to 14. We want everyone to have a meaningful "hands on" experience, and we can only do that if we keep the class size small.



IntelliTRIAL™ and Online Training Schedule March / April / May 2012

Subject	Date	Time
IntelliTRIAL™ Overview	Monday, March 12	11:00 AM
Navigation / Reports	Tuesday, March 13	12:00 PM
Administration: Setup and Getting Started	Wednesday, March 14	1:00 PM
Trial Entry: Templates and Wizard	Thursday, March 15	11:00 AM
Patient / Participant Management	Friday, March 16	12:00 PM
Financial Management	Monday, March 19	12:00 PM
Cost Analysis / Budget Analysis / Forecasting Screens	Tuesday, March 20	1:00 PM
Templates / Procedure Lists	Wednesday, March 21	2:00 PM
IntelliTRIAL™ Overview	Tuesday, April 17	1:00 PM
Navigation / Reports	Wednesday, April 18	2:00 PM
Administration: Setup and Getting Started	Thursday, April 19	11:00 AM
Trial Entry: Templates and Wizard	Friday, April 20	12:00 PM
Patient / Participant Management	Monday, April 23	1:00 PM
Financial Management	Tuesday, April 24	2:00 PM
Cost Analysis / Budget Analysis / Forecasting Screens	Wednesday, April 25	11:00 AM
Templates / Procedure Lists	Thursday, April 26	12:00 PM
IntelliTRIAL™ Overview	Friday, May 11	2:00 PM
Navigation / Reports	Monday, May 14	11:00 AM
Administration: Setup and Getting Started	Tuesday, May 15	12:00 PM
Trial Entry: Templates and Wizard	Wednesday, May 16	1:00 PM
Patient / Participant Management	Thursday, May 17	2:00 PM
Financial Management	Friday, May 18	11:00 AM
Cost Analysis / Budget Analysis / Forecasting Screens	Monday, May 21	2:00 PM
Templates / Procedure Lists	Tuesday, May 22	1:00 PM

Note: Start times are Central Time.



IntelliTRIAL™ Online Training Registration

Registration is required, IntelliTRIAL™ training is limited to 15 participants.

To register, send an email request to support@intellitrial.com. Include your Name, Company, Subject, Date and Time. You will receive an email confirmation with the link to join the meeting and the phone conference number. IntelliTRIAL™ training is limited to 15 participants.

Registration closes one hour before the session's start time. However, if there is space available you may join the session if you have the meeting number. Contact Mary Frechette at 612-332-7880, ext. 121 to request the meeting number.

By Request

Overview, Trial Entry, Patient/Participant Management or other specific topic sessions may be scheduled specifically for your group by request, call for details.

Questions

e-mail: support@intellitrial.com

phone: 612-206-3363

- Training questions
- Registration questions
- Specific topics and/or questions you would like to see covered in a training session

Note

Training dates are subject to change. Check [the IntelliTRIAL™ News Site](#) for possible schedule changes.



IntelliTRIAL™ Overview

Description

This 45-minute session will cover IntelliTRIAL™ features and functionality from top to bottom.

Objectives

This session is an excellent way to get re-acquainted with all the features and reports in IntelliTRIAL. Although the session will not dive into great detail, it will cover all of the basics, and focus on those features which have been added/changed as part of the Version 3 release. After participating in this class, you will have a better idea of which features to explore in more detail through other IntelliTRIAL™ University sessions.

Audience

Any and all IntelliTRIAL™ users.

Registration Required

Limited to 15 participants.

Questions

e-mail: support@intellitrial.com

phone: 612-332-7880, ext. 117



IntelliTRIAL™ Setup and Getting Started

Description

This 75-minute session will cover the Administrative tasks of getting started with IntelliTRIAL™.

Objectives

At the end of this session you will know how to:

- Set Up and Manage the Organization Tree
- Set Up and Manage Security including Users and Roles
- Set Up IRBs, CROs, Sponsors, Vendors, Events
- Edit General Tables, including Diagnosis Categories, Diagnosis Codes, Referral Lookups, Invoice Controls, etc.
- Configure Notifications
- Set Up Report Tables
- Use IntelliTRIAL™ Reporting
- Use IntelliTRIAL™ Help

Audience

IntelliTRIAL™ users tasked with setup and administration.

Registration Required

Limited to 15 participants.

Questions

e-mail: support@intellitrial.com

phone: 612-332-7880, ext. 117



IntelliTRIAL™ Trial Entry: Templates and Wizard

Description

This 90-minute session will cover setting up and managing trials with IntelliTRIAL™.

Objectives

At the end of this session you will know how to:

- Create a Trial
- Create a Template from a Trial or from other Templates
- Manage Templates
- Create a Trial from a Template
- Create a Trial using the Trial Entry Wizard
- Assign Trial Resources
- Set Trial Status
- Create Consent Documents
- Review and Export Participant Consent Document Status
- Create Trial Tasks
- Create Trial Events
- Delete a Trial

Audience

IntelliTRIAL™ users tasked with trial setup and management.

Registration Required

Limited to 15 participants.

Questions

e-mail: support@intellitrial.com

phone: 612-332-7880, ext. 117



IntelliTRIAL™ Patient / Participant Management

Description

This 90-minute session will cover managing patients and trial participants, including participant visits with IntelliTRIAL™.

Objectives

At the end of this session you will know how to:

- Track Recruitment Effort using Potential Participant
- Search for Patients
- Add / Edit Patients
- Export a Patient List
- Add a Patient to a Trial
- Consent (Enter) a Patient in a Trial
- Manage Screening Visits
- Randomize Trial Participants (Create a Visit Schedule)
- Manage Participant Visits (Individually)
- One-click Visit Management
- Rerandomize (Change a Visit Schedule)
- Record an Adverse Event, Deviation or Visit Exception
- Complete, Withdraw or Endpoint a Participant

Audience

IntelliTRIAL™ users tasked with patient/participant and visit management.

Registration Required

Limited to 15 participants.

Questions

e-mail: support@intellitrial.com
phone: 612-332-7880, ext. 117



IntelliTRIAL™ Financial Management

Description

This 60-minute session will cover creating invoices and recording receipts and payments with IntelliTRIAL™.

Objectives

At the end of this session you will know how to:

- Create and Manage Invoices
- Receive an Invoice
- Record a Receipt including Partial Receipts
- Record a Payment including Partial Payments
- Export or Print Receipts or Payments

Audience

IntelliTRIAL™ users tasked with financial management.

Registration Required

Limited to 15 participants.

Questions

e-mail: support@intellitrial.com
phone: 612-332-7880, ext. 117



IntelliTRIAL™ Navigation and Reports

Description

This 60-minute session will cover using IntelliTRIAL™ data entry screens and reports.

Objectives

At the end of this session you will know how to:

- Move Around IntelliTRIAL™
- Use Data Entry and Grid Screens
- Run and Export Reports
- Use IntelliTRIAL™ Help

Audience

All IntelliTRIAL™ users.

Registration Required

Limited to 15 participants.

Questions

e-mail: support@intellitrial.com

phone: 612-332-7880, ext. 117

IntelliTRIAL™

Templates / Procedure Lists

Description

Templates are used to build Visit Procedures in the Trial Entry Wizard screens. Templates are also used to create new templates that can be converted to a trial. This 60-minute session will provide a more in-depth review of IntelliTRIAL™ Template functionality. Use the information from this session to manage your templates, and build your visit, cost and procedure templates.

Objectives

At the end of this session you will know how to:

- Create or edit a Template
- Use the Mange Templates screen
- Use IntelliTRIAL™ Help

Audience

IntelliTRIAL™ users tasked with trial management.

Registration Required

Limited to 15 participants.

Questions

e-mail: support@intellitrial.com
phone: 612-332-7880, ext. 117



IntelliTRIAL™ Cost Analysis / Budget Analysis / Forecasting Screens

Description

This 60-minute session will cover three financial analysis features of IntelliTRIAL™, Cost Analysis, Budget Analysis and Forecasting.

Use Cost Analysis features to analyze the financial implications of conducting the trial and to negotiate the contract.

Use Budget Analysis features to facilitate trial budget analysis and negotiations.

Use Forecasting features to project profit margins for current or projected trial participants.

Objectives

At the end of this session you will know how to:

- Use Negotiating Worksheet (Cost Analysis) Screens
- Confirm the Detailed Costs Associated with Running a Trial
- Set Up and Customize the Cost Analysis Reports

- Use Budget Analysis Screens
- Make Budget Changes and Analyze Budget Impact During Negotiations
- Set Up and Customize the Budget Analysis Report

- Run a Forecast Analysis for Projected Trial Participants
- Run a Forecast Analysis for Current Trial Participants
- Use the Advanced Features of Forecasting, including Charting

Audience

IntelliTRIAL™ users responsible for financial management of clinical trials.

Registration Required

Limited to 15 participants.

Questions

e-mail: support@intellitrial.com
phone: 612-332-7880, ext. 117