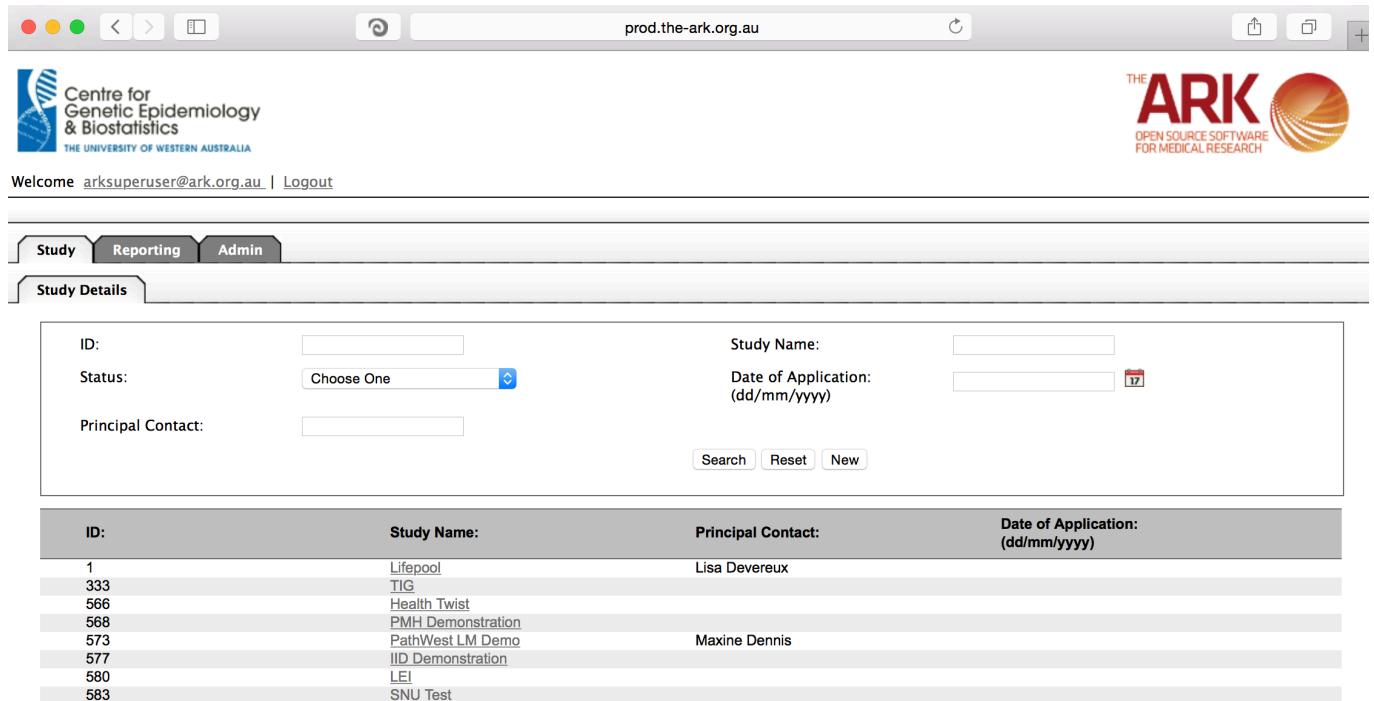


The Ark Documentation.

Billable Item Type

Log in and select your study by clicking the hyperlink corresponding to the name of your study.

Once you have chosen your study we will be able to adjust study details or select modules and functions available in that study (for which you have privileges).



The screenshot shows a web-based application window titled "prod.the-ark.org.au". At the top left is the logo for "Centre for Genetic Epidemiology & Biostatistics, THE UNIVERSITY OF WESTERN AUSTRALIA". At the top right is the "THE ARK" logo with the tagline "OPEN SOURCE SOFTWARE FOR MEDICAL RESEARCH". The top navigation bar includes links for "Study", "Reporting", and "Admin". The "Study" link is currently selected. Below the navigation is a sub-menu titled "Study Details". The main content area contains form fields for "ID" (with value 1), "Status" (dropdown menu showing "Choose One"), "Principal Contact" (text input field), "Study Name" (text input field), and "Date of Application" (text input field with a red calendar icon). Below these fields are buttons for "Search", "Reset", and "New". A table below lists study details for various IDs:

ID:	Study Name:	Principal Contact:	Date of Application: (dd/mm/yyyy)
1	Lifepool	Lisa Devereux	
333	TIG		
566	Health Twist		
568	PMH Demonstration		
573	PathWest LM Demo		
577	IID Demonstration	Maxine Dennis	
580	LEI		
583	SNU Test		

Alternatively if you have a very long list of studies under your management you may use the search palette/panel at the top of the page. You can search/filter by id, name, principal contact, status of the study or date of application. Once you have added your filtering criteria, click the search button;

The screenshot shows a web-based application interface for managing studies. At the top, there's a header bar with the URL 'prod.the-ark.org.au'. On the left, the 'Centre for Genetic Epidemiology & Biostatistics' logo from the University of Western Australia is visible. On the right, the 'THE ARK' logo with the tagline 'OPEN SOURCE SOFTWARE FOR MEDICAL RESEARCH' is displayed. Below the header, a welcome message 'Welcome arksuperuser@ark.org.au | Logout' is shown. A navigation menu at the top includes 'Study', 'Reporting', and 'Admin'. Under 'Study', a sub-menu 'Study Details' is selected. The main content area contains a search form with fields for 'ID', 'Status' (a dropdown menu), 'Principal Contact' (a text input field), 'Study Name' (with a value 'pedigree' highlighted in blue), and 'Date of Application' (a date input field). Below the search form is a table listing studies. The table has columns: 'ID', 'Study Name', 'Principal Contact', and 'Date of Application (dd/mm/yyyy)'. The data is as follows:

ID:	Study Name:	Principal Contact:	Date of Application: (dd/mm/yyyy)
1	Lifepool	Lisa Devereux	
333	TIG		
566	Health Twist		
568	PMH Demonstration		
573	PathWest LM Demo		
577	IID Demonstration	Maxine Dennis	
580	LEI		
583	SNU Test		
584	random new		
585	IMRC Test		

As you can see the filter has helped us find our chosen study and we can click the hyperlinked study name as discussed before;

Centre for
Genetic Epidemiology
& Biostatistics
THE UNIVERSITY OF WESTERN AUSTRALIA

prod.the-ark.org.au

THE ARK
OPEN SOURCE SOFTWARE
FOR MEDICAL RESEARCH

Welcome arksuperuser@ark.org.au | Logout

Study Reporting Admin

Study Details

ID:
Status: Choose One
Principal Contact:

Study Name: pedigree
Date of Application: (dd/mm/yyyy) 17

Search Reset New

ID:	Study Name:	Principal Contact:	Date of Application: (dd/mm/yyyy)
579 << < 1 > >>	Pedigree WIP + Indicates a child study	Dr Adrian Bickerstaffe	07/02/2014

Open # on this page in a new tab the-ark 1.2 Copyright © the-ark.org.au. All rights reserved.

Once you have chosen your study we will be able to adjust study details or select modules and functions available in that study (for which you have privileges). The module we wish to select is Work Tracking – Billable Item Type.

Work Tracking module is created with the intention of allowing collaborating researchers to log work and charges (billable items) to studies/researchers.

This simple page is for controlling the list of available billable items (another way to think of them is reusable tasks with which you can associate a cost of charge to a project). As you can see the same standard lay out of a list and filterable fields starts us off. You can see we have 3 billable items listed so far.

The screenshot shows a web browser window for 'prod.the-ark.org.au'. At the top, there are navigation icons (red, yellow, green circles), a back/forward button, and a search bar. To the right of the search bar is the 'THE ARK' logo with the tagline 'OPEN SOURCE SOFTWARE FOR MEDICAL RESEARCH'. Below the header, the URL 'prod.the-ark.org.au' is displayed. On the left, there's a logo for 'Centre for Genetic Epidemiology & Biostatistics' and a small illustration of a tree with people around it. The main content area has a title 'Study: Pedigree WIP' and a navigation menu with tabs: Study, Subject, Datasets, LIMS, Reporting, Work Tracking, Disease, Admin. Under 'Work Tracking', there are sub-tabs: Researcher, Billable Item Type (which is selected and highlighted in grey), Work Request, and Billable Item. The main form area contains fields for 'ID' (with an input field), 'Item Name' (with an input field), 'Quantity Per Unit' (with an input field), and 'Unit Price: Excluding GST(#.00)' (with an input field). Below these fields are three buttons: 'Search', 'Reset', and 'New'. A table below lists billable items with columns: ID, Item Name, Quantity Per Unit, Unit Price: Excluding GST(#.00), and Quantity Type. The table contains three rows of data:

ID	Item Name	Quantity Per Unit	Unit Price: Excluding GST(#.00)	Quantity Type
1	Mailout	1	0.50	Letter
2	Administration	6	120.00	Hours
3	Phone follow-up	1	1.50	minute

At the bottom left, there's a link 'Display a menu' and at the bottom center, a copyright notice: 'the-ark 1.2 Copyright © the-ark.org.au. All rights reserved.'

We will now add a 4th type of billable item.

Start by clicking the new button. The following will appear;

The fields are all self-explanatory. The only note is that any field with a “*” is required/compulsory.

The screenshot shows a web-based application window titled "prod.the-ark.org.au". At the top left is the logo for the "Centre for Genetic Epidemiology & Biostatistics, THE UNIVERSITY OF WESTERN AUSTRALIA". In the center is a stylized tree with many circular nodes representing people. On the right is the "THE ARK OPEN SOURCE SOFTWARE FOR MEDICAL RESEARCH" logo. The main menu bar includes "Study", "Subject", "Datasets", "LIMS", "Reporting", "Work Tracking", "Disease", and "Admin". Below this is a secondary navigation bar with tabs: "Researcher", "Billable Item Type" (which is selected and highlighted in grey), "Work Request", and "Billable Item". The main content area displays a form for a "Billable Item Type". The fields are as follows:

ID:	6	Item Name:	Data Analysis *
Quantity Per Unit:	1 *	Unit Price:	0.01 *
Quantity Type:	Analysis of one subject *	Description:	Analysis of one subject. Charged currently at 1c per subject. //

At the bottom of the form are three buttons: "Save", "Cancel", and "Delete".

Then click save;

If you have no issues and it has correctly saved, the you will have a green message at the top of the page telling you so. If there were any issues (rare on this page), a message will show up in red describing what you have done wrong.

Screenshot of the-the-ark.org.au application interface showing the 'Billable Item Type Data Analysis was created successfully' message.

The application header includes the URL prod.the-ark.org.au, the Centre for Genetic Epidemiology & Biostatistics logo, and THE ARK OPEN SOURCE SOFTWARE FOR MEDICAL RESEARCH logo.

The main menu bar includes Study, Subject, Datasets, LIMS, Reporting, Work Tracking, Disease, Admin, Researcher, Billable Item Type, Work Request, and Billable Item.

A success message is displayed: "Billable Item Type Data Analysis was created successfully".

The form fields for the new item type are:

ID:	6	Item Name:	Data Analysis *
Quantity Per Unit:	1 *	Unit Price:	0.01 *
Quantity Type:	Analysis of one subject *	Description:	Analysis of one subject. Charged currently at 1c per subject.

Buttons at the bottom of the form include Save, Cancel, and Delete.

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