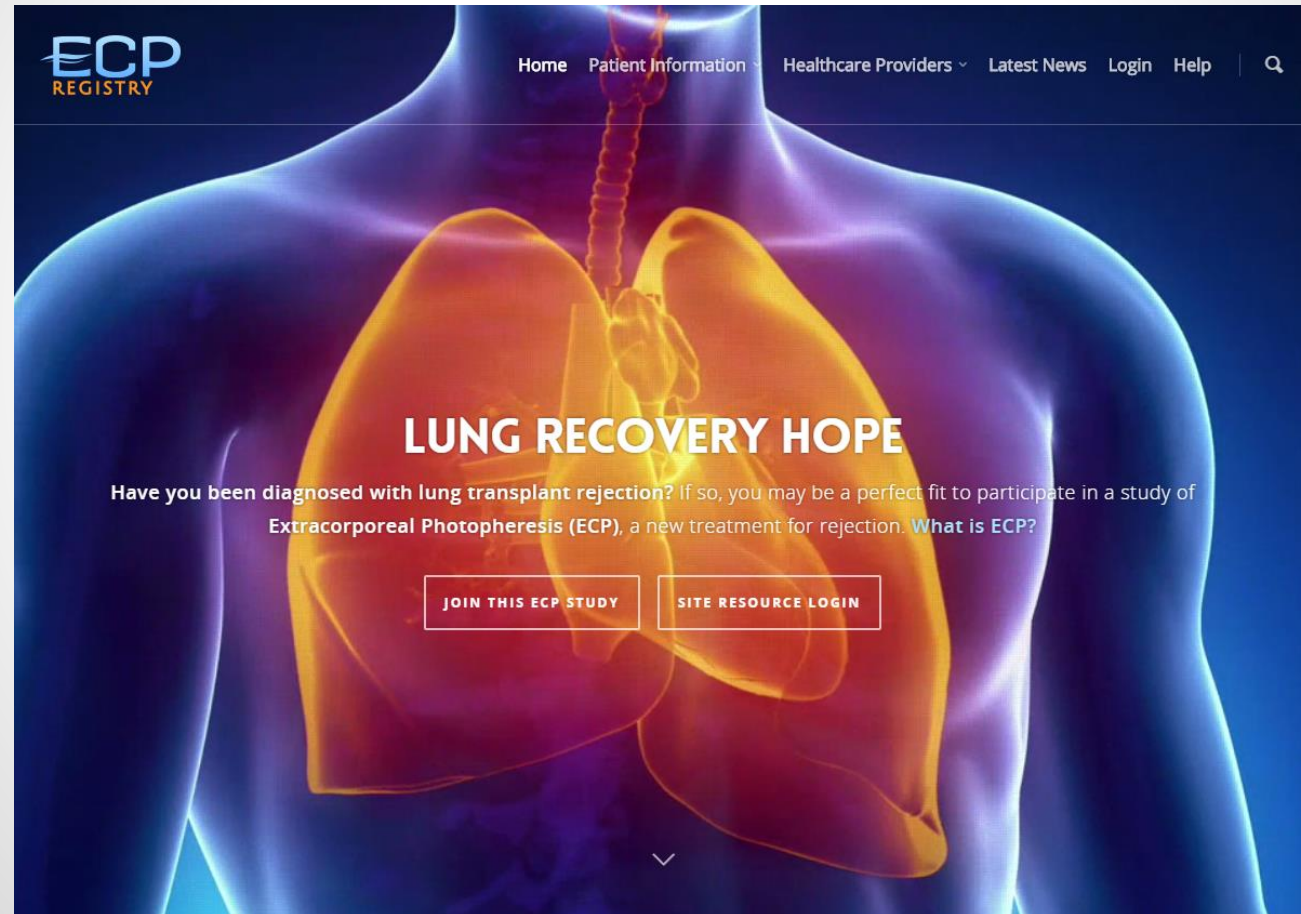


Welcome to the User Access Training Presentation



Introduction

- The Data Coordinating Center (DCC) for the ECP Registry is located at Washington University School of Medicine in St. Louis. The team is led by Dr. Fred Prior, Professor of Radiology and Director of the Electronic Radiology Lab.
- The DCC's primary function is to centrally coordinate the management of study data and to maintain the ECP Registry's public and secure website. The secure area contains the case report forms.
- This training presentation provides the staff at ECP-BOS enrollment sites with the process to obtain user access to the ECP Registry and the ECP Registry Training websites.

System Requirements for Using the ECP Registry

Operating Systems

- Windows 8
- Windows 7
- Windows XP
- MAC

Browsers

- Internet Explorer 8
- Internet Explorer 9
- Google Chrome

User Account and Password

- Each user is required to have their own account and password to log into the secure portion of the ECP Registry website.
- Do not share accounts and passwords.
- To obtain an account and password, you must be listed on your site's ECP Delegation of Authority (DOA) Log with the appropriate responsibility codes. The Clinical Coordinating Center (CCC) will assist with the DOA Log.

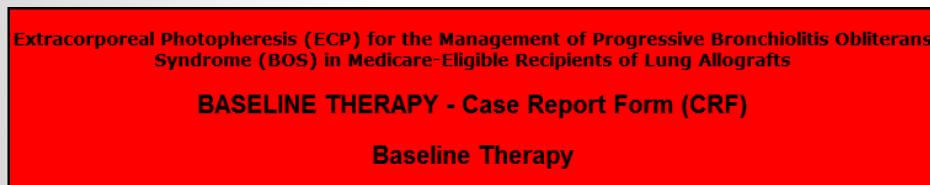
There are two Secure Websites

1. The **ECP Registry** – for enrolling and entering data for real participants.
 2. The **ECP Registry Training** – website is provided so you can learn how to use the ECP Registry by entering test participant data.
- To distinguish the ECP Registry Training website from the ECP Registry website.

- a. The training website displays across the top of each page in Big Red Letters.

ECP REGISTRY TRAINING WEBSITE!!!!!!

- b. All CRFs have bright red banners containing the CRF name. The example below is from the Baseline Therapy CRF.

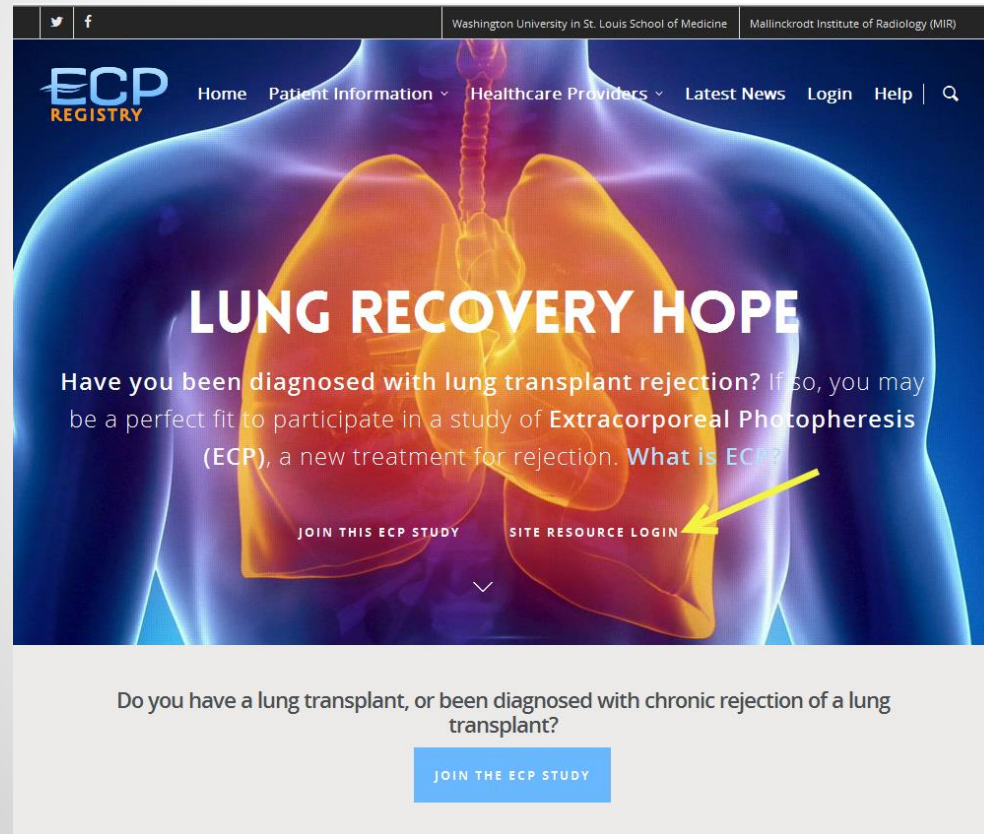


Accessing either of the two Secure Websites

- Open a browser window.
 - Internet Explorer 8 or 9 in Windows
 - Google Chrome in MAC
- Depending on which Registry you will be using, type the web address listed below.
 1. ECP Registry <http://ecpregistry.wustl.edu/wordpress>
 2. ECP Registry Training <http://ecpregtraining.wustl.edu/wordpress>

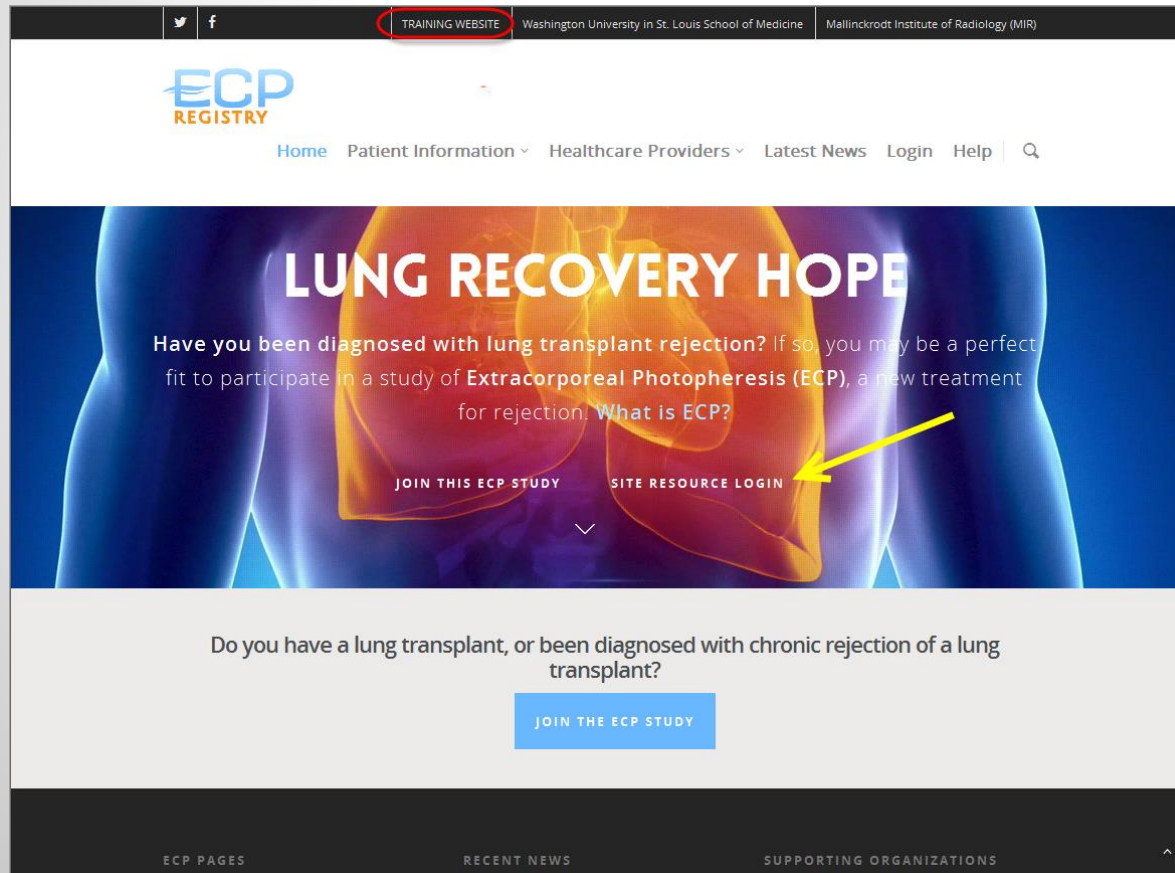
ECP Registry Home Page

- The **ECP Registry** Home page will display as shown below.
- Click on **SITE RESOURCE LOGIN** (see yellow arrow in image below) to access the ECP Registry Resources Login page.



ECP Registry **Training** Home Page

- The **ECP Registry Training** Home page will display as shown below.
- Click on **SITE RESOURCE LOGIN** (see yellow arrow in image below) to access the ECP Registry Training Resources Login page.





Site Resources Login Page

- Either Login page is displayed as shown below.
- Login using your assigned username and password.

ECP Registry Site Resources Login

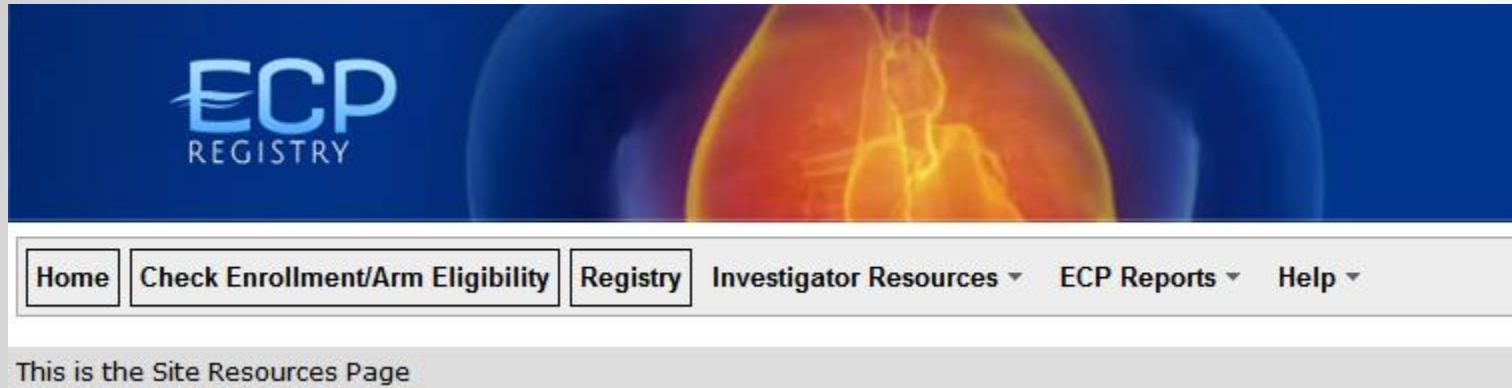
Username:

Password

Remember Me ☐

ECP Registry Site Resources Page

- Following login, the **ECP Registry** Site Resources Page displays.



ECP Registry **Training** Site Resources Page

- Following login, the **ECP Registry Training Site Resources Page** displays.
- “Training Website” displays across the top of the page in Big Red Letters: **ECP REGISTRY TRAINING WEBSITE**



For Questions - DCC Contacts

Name	Role	Email	Phone
Joan Moulton	Technical Coordinator and Help Desk Manager	moultonj@mir.wustl.edu	314-362-7185
Mary Wolfsberger	Technical Coordinator and Help Desk Manager	wolfsbergerm@mir.wustl.edu	314-362-7194