

## 1.4.4 The Participant Details Screen

This screen displays the Participant's general information, Events, and Forms.

### **Depending on Access, you can:**

- View Forms
- Enter/edit Form data
- Lock Events
- Sign Events
- Edit Events
- Add or Schedule Events
- Remove/Restore Events
- Clear Forms
- Reassign a Form to another version

### **To Access the Participant Details Screen:**

On the **Participant Matrix**, click on the **Participant ID** or the **View** button that corresponds to the Participant whose information you want to see.

## **The Participant Details Screen**

### **The Screen is Divided Into the Following Sections:**

- General Information
- Visit-Based Events
- Common Events
- Casebook (Casebook information can be found in the **Downloading Participant Casebooks** section of the [Extract Data](#) page)

Participant AAA123 Custom View On x AAA123 Audit Log | Showing Active Records Expand All | Collapse All

**General Information**

Edit

Participant ID	AAA123	Status	Available
Study Name	PDP UX Study	Site Name	

**Visits**

Sort by Date Search form or visit name Add New

<b>Follow-Up</b> 03-Nov-2021	Follow-Up	Vitals	Labs
<b>Treatment (1)</b> 03-Nov-2021	*Pre-Treatment Evaluation 07-Dec-21 by rbianchi (1)	*Treatment Administration 07-Dec-21 by rbianchi (1b)	*Post Treatment Evaluation *Vitals Pathology Labs
<b>Daily (1)</b> 03-Nov-2021	Daily Data 07-Dec-21 by rbianchi (7.8e)		
<b>Screening (1)</b> 03-Nov-2021	Screening Form 07-Dec-21 by rbianchi (2)		
<b>Eligibility and Randomization</b> 01-Nov-2021	Inclusion and Exclusion Criter... 07-Dec-21 by rbianchi (1)	Eligibility and Randomization 07-Dec-21 by rbianchi (9)	Randomization Result 07-Dec-21 by rbianchi (14) Health History 07-Dec-21 by rbianchi (4.9e)

**Adverse Events**

Adverse Event Add New Search here

Actions	Adverse Event	Event onset date	Form Status	Last Updated	Updated By
	Leukocytosis	08-Nov-2021	data entry started	17-Nov-2021	rbianchi

Result 1-1 of 1 Show 10 per page

**Ad-hoc Forms**

Casebook

## Custom Views

The **Participant Details** screen initially opens with the **Visit-Based Events** displayed and all **Common Events** collapsed. Click the **Expand All** link to expand all **Common Events**, or click an individual **Common Event** section to expand only that section. When you expand sections, the **Custom View On** button appears. To return the screen to its default state, click the **X** on the



**Custom View On** button.

The **Custom View On** button will appear when you expand or collapse any section that is not part of your default view. It will also appear after changing the Showing filter or using the Search feature within Visit and/or Common events. Your custom view will remain on that participant until you update it again or go back to your default view by clicking the **X**.

## The General Information Section Displays Information About:

- The participant
- The study
- The site
- The participant status

- The Participate information (if [Participate](#) module is active)

Participant AAA123 Custom View On AAA123 Audit Log | Showing Active Records Expand All | Collapse All

General Information

Edit

Participant ID	AAA123	Status	Available
Study Name	PDP UX Study	Site Name	

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