

Getting Started with ARM 9

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Automatic ARM 8 upgrade to ARM 9 when ARM 9 license is installed

If you purchased an ARM 9 license (ARM 9-####.a7l) and received an ARM 8 program, then the normal ARM "Check for Updates" process will install the ARM 9 upgrade on your computer.

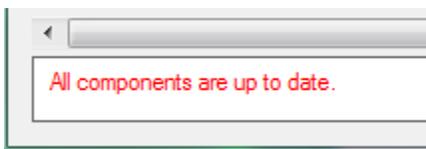
Start ARM 8, select the word "Help" on ARM menu bar, and then Check for Updates. There will be two new choices to download on the "ARM Update Status" dialog that lists available ARM updates:

- ARM 9
- Standard GDMdef Study Definitions for ARM9

Follow the screen prompt to install ARM 9. Please be patient as this is a large download of information, and all information must be installed for the upgrade. The last install step is adding the ARM 9 icon to the Windows desktop on your computer.

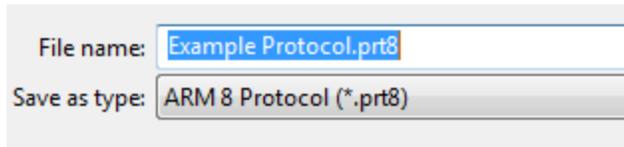


The ARM Update Status screen has red font message that All components are up to date message in the lower left corner of the screen. This message must be displayed for the install to be successfully been completed.



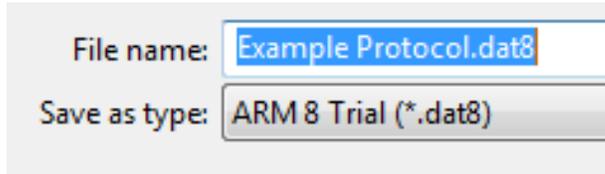
ARM 9 default study file format is ARM8

- When save new Protocol then default format for ARM 9 is .prt8 (ARM 8 protocol):



File name: Example Protocol.prt8
Save as type: ARM 8 Protocol (*.prt8)

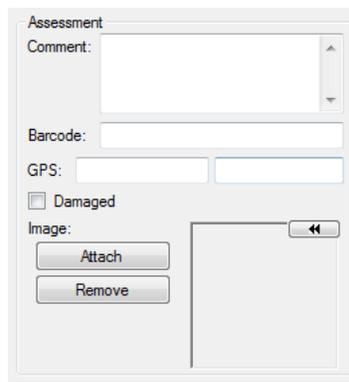
- When save new Trial then default format for ARM 9 is .dat8 (ARM 8 trial):



File name: Example Protocol.dat8
Save as type: ARM 8 Trial (*.dat8)

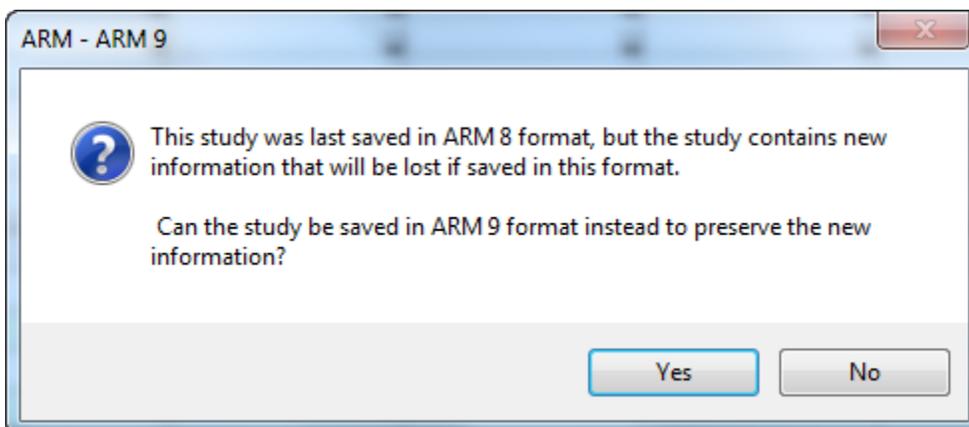
ARM 9 Trial format needed when using new Assessment Data features or when Scheduled Tasks are linked to Outlook Calendar

- The Assessment Data choices are new ARM 9 features so using these fields will need to save in ARM 9 format.

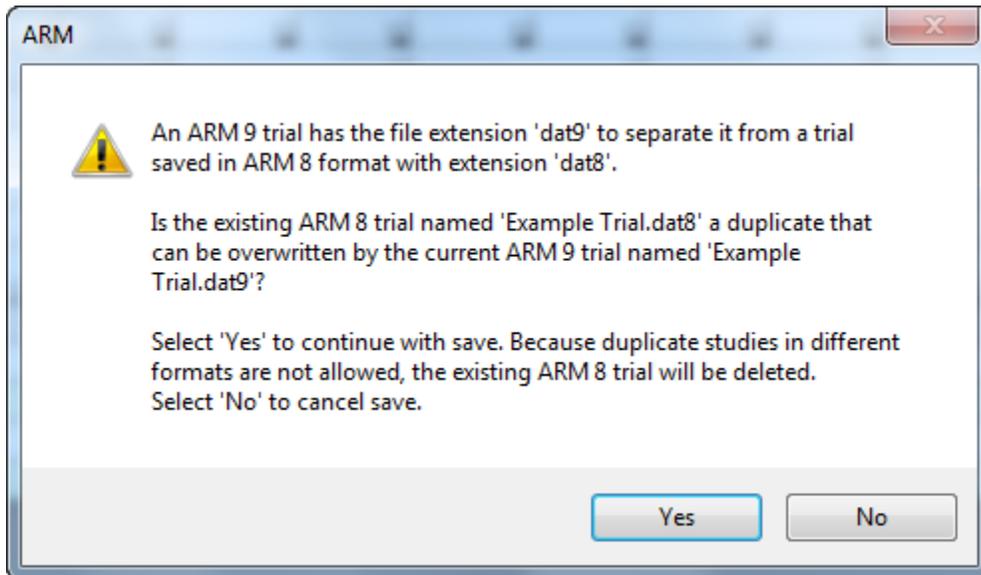


Assessment
Comment:
Barcode:
GPS:
 Damaged
Image:
Attach
Remove

- ARM asks your **permission** whether to save information in ARM 9 format to keep the information, or use ARM 8 format and lose the ARM 9 specific information.



- Confirm to either save as ARM 9 (recommended) or ARM 8 format.



- If “Yes” then ARM will save as ARM 9 Trial format.

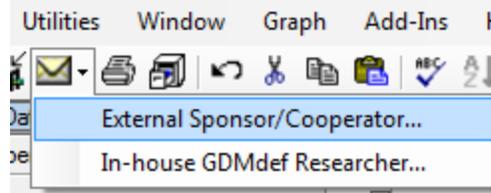


- If No, then go to File, Save As to save the. Any ARM 9-specific information will be missing the next time the trial (or protocol) is opened.



Use Send to Feature for ARM to send ARM 8 file format, or when using Company customizations

- Load trial, then choose toolbar envelope button, and choose External Sponsor/Cooperator. Make this choice for anyone who is not using ARM 9, or is using special company-specific study definitions/customizations.



- You can pre-define the Sponsor email address to use by filling Sponsor E-mail in Site Description Contacts tab:

A screenshot of the 'Contacts' tab in the 'Site Description' window. The left sidebar shows a tree view with 'Contacts' selected and highlighted in blue. The main area contains several input fields for contact information. The 'E-mail' field at the bottom right is circled in red and contains the text 'office@gdmdata.com'. Other fields include 'Postal Code', 'Country', 'Sponsor', 'Title', 'Organization' (Gylying Data Management, Inc.), 'Address' (405 Martin Boulevard), 'Phone No.' (605-693-4150), 'City-State/Prov' (Brookings, SD), 'Mobile No.', and 'Postal Code' (57006). The 'Country' field is set to 'USA' with a dropdown arrow and the text 'United States' next to it.A screenshot of the 'Send To' dialog box. At the top, a speech bubble contains the text: 'Settings are for sending ARM studies to an external cooperator who may be using different study definitions.' The dialog has a 'Send To' label on the left. The main area is divided into several sections: 'External Sponsor/Cooperator' (selected with a radio button), 'Sending a trial' (with sub-sections for 'Files to attach' and 'Report set'), 'Zip file options', and 'Destination'. The 'Files to attach' section has checkboxes for 'Attachments', 'EDE', 'Reports as RTF', 'Original Protocol', 'Attachments', and 'EDP'. The 'Report set' field contains the text '%DefRootPath%\GDMdef\Trial Summary.set'. The 'Mail subject' field contains 'ARM Trial Results'. The 'Zip file options' section has a checked 'Zip attachments' checkbox and an unchecked 'Save folder information' checkbox. The 'Encrypt and password protect files' section has a 'Password' field and a 'Verify Password' field. The 'Destination' section has three radio buttons: 'MAPI Mail' (selected), 'Web-based Mail', and 'File'. The 'MAPI Mail' section has a 'Login name' field with 'Fran O. Gylying' and a 'Login password' field with six asterisks. At the bottom, there are 'OK', 'Cancel', and 'Help' buttons.

