



# Gylling Data Management, Inc.

Providing Research Software Solutions Since 1982!

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## Staying Current Newsletter Tips to keep in the Top Quartile

### Newsletter

Thank you for taking the time to read our newsletters. We continue to publish newsletters every quarter with current topics and tips. Previous versions are at: <http://gdmdata.com/Resources/Newsletters>.

Please contact us at [GDM.ARM.Support@gdmdata.com](mailto:GDM.ARM.Support@gdmdata.com) with questions and suggestions.



### Topics in this newsletter:

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### Prepare ARM for next season

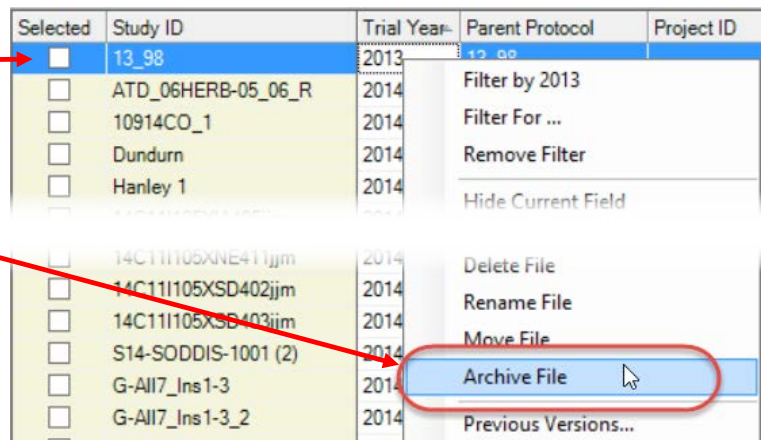
#### Archive files in Study List that will not be used next season

The Study List is updated automatically each time you open or edit studies. At the end of the field season it may be optimal to remove studies that will not be used next season. Below are steps to **Archive** studies from the Study List:

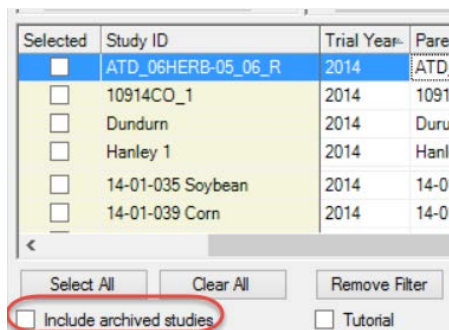
Recommend sorting or filtering by one or more columns in the Study List to limit the trials displayed. Screen shot below is filtered for 'Trial Year' of '2013', '2014', and then sorted by Trial Year. Individuals may want to filter or sort differently.

Selected	Study ID	Trial Year	Parent Protocol	Project ID	Tre
<input type="checkbox"/>	13_98	2013	13_98		
<input type="checkbox"/>	ATD_06HERB-05_06_R	2014	ATD_06HERB-05	ATD_07HERB-05	
<input type="checkbox"/>	10914CO_1	2014	10914CO		
<input type="checkbox"/>	Dundurn	2014	Durum_ICMS 2014	Durum_ICMS 2014	
<input type="checkbox"/>	Hanley 1	2014	Hanley 1	Hanley 1	
<input type="checkbox"/>	14C11I105XIA405jjm	2014	14C11I105	14C11I105	
<input type="checkbox"/>	14C11I105XIA410jjm	2014	14C11I105	14C11I105	
<input type="checkbox"/>	14C11I105XNE409jjm	2014	14C11I105	105	
<input type="checkbox"/>	14C11I105XNE411jjm	2014	14C11I105	14C11I105	
<input type="checkbox"/>	14C11I105XSD402jjm	2014	14C11I105	105	
<input type="checkbox"/>	14C11I105XSD403jjm	2014	14C11I105	105	
<input type="checkbox"/>	S14-SODDIS-1001 (2)	2014	PRT-0009-SODDIS-1		

1. Select study to Archive.
2. Right-click and select 'Archive File'.
3. Selected study is removed from Study List.
4. Repeat to Archive additional studies.



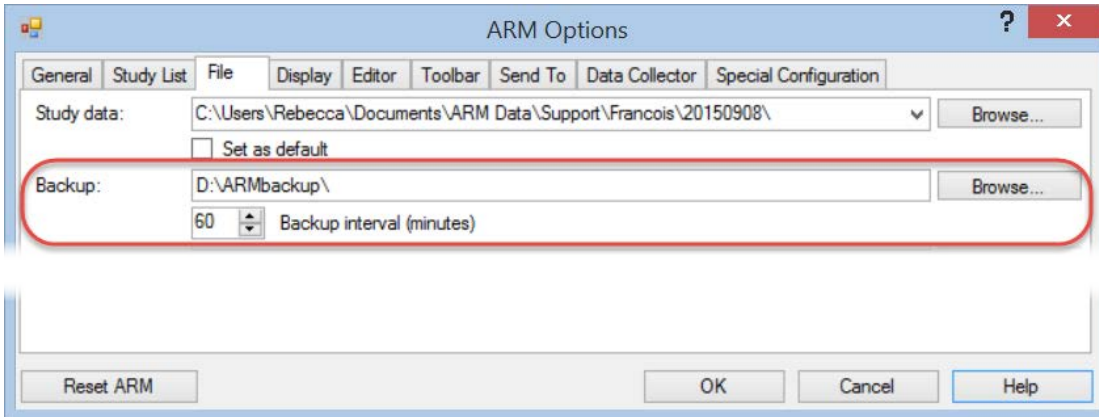
To include Archived studies in the Study List at a later time, check the 'Include archived studies' check-box located at the bottom left of Study List as shown below.



### Ensure a backup folder is chosen

The **backup folder** identifies where to store automatic backups and histories of changed studies. Use a different device, such as a flash drive, if studies are stored on a local hard drive. To select a backup folder, click Tools - Options, then the 'File' tab.

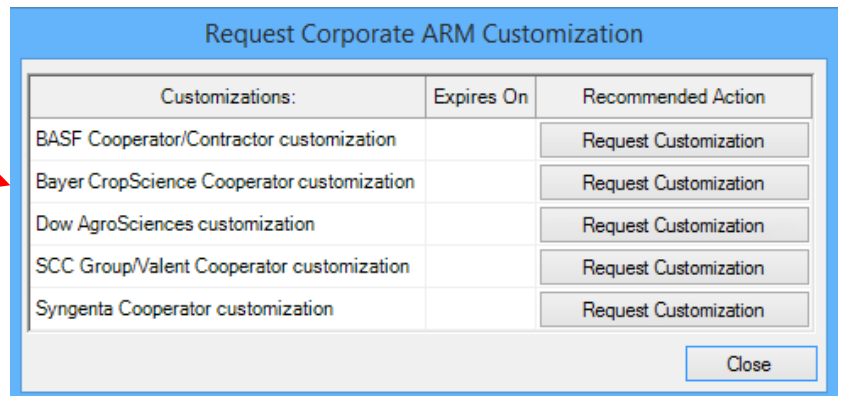
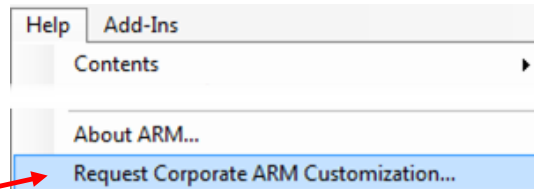
If a backup folder is not already selected, click 'Browse...' to select a backup folder. The 'Backup interval (minutes)' may be changed here as well. A shorter time creates more backup history files.



### Request Corporate ARM Customizations if working with new corporate sponsor next season

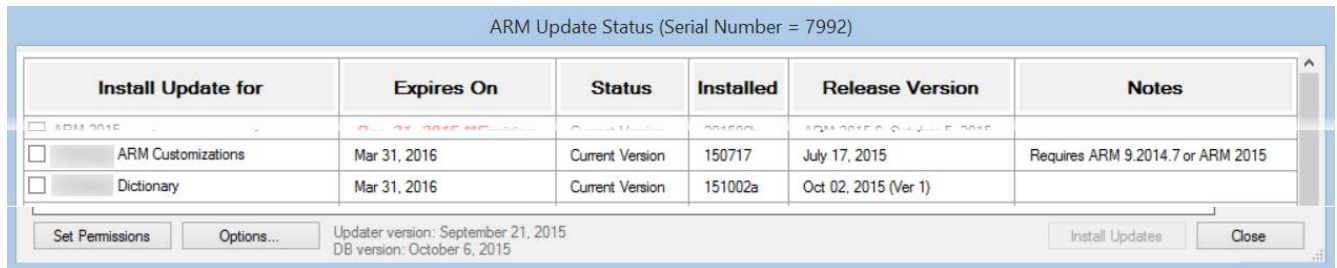
Any Contract Researcher can use the **Help - Request Corporate ARM Customization** feature to send an email to their corporate sponsor representative to request the sponsor's ARM customization. To request corporate ARM customizations, follow the steps below:

1. Go to Help - About ARM to confirm you are using ARM 9.2014 or newer version. If not, select Help - Check for Updates to install the latest ARM update.
2. Go to Help - Request Corporate ARM customizations. Note: this feature is only available on non-corporate ARM versions.
3. Select the Corporate ARM Customization you are requesting.
4. An email will be automatically generated to send to Sponsor.
5. Press Close button after sending email.



- If approved, sponsor representative forwards email to company Data Coordinator.
- After approval, sponsor forwards the original email to GDM.
- GDM processes the customization order, and identifies in client database that contractor is authorized to receive the sponsor customization.
- GDM sends contractor an email to confirm that customizations have been approved.

- Check for Updates lists all software and customizations that a client is licensed or authorized to install:



- Client selects "Install Updates" button to install all available software and customizations.

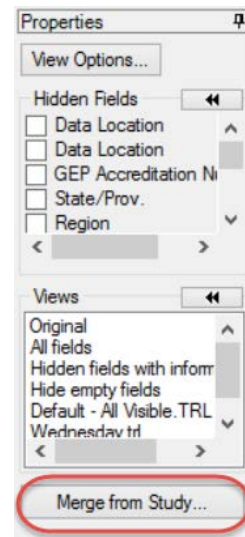
## Annual Maintenance

See [ARM Client License Maintenance and Renewal \(pdf\)](#) for an overview of the ARM maintenance renewal process.

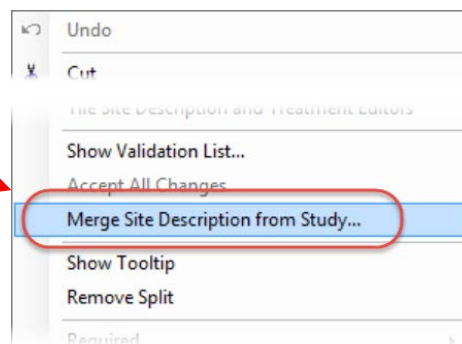
## Enhancements made to Merge feature

Enhancements have been made to the Merge feature.

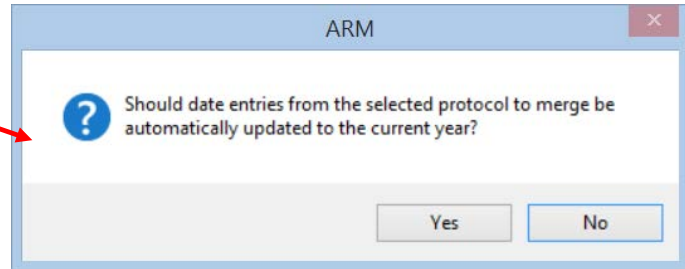
- A new 'Merge from Study...' button is now available on the 'Properties' panel in the Header, Treatments, Site Description, and Assessment Data screens. To the right is a screen shot of the **new button** on the 'Site Description' screen.



- 'Merge from Study...' may also be accessed from the **right-click menu**. This will automatically merge only data on the current editor. The screen shot on the right shows right-click menu from the Site Description screen.



- Confirmation that date entries from merged study be updated to the current year. Example confirmation message to the right.
- The editor where the merge is occurring will be made visible before and after the merge.



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## Meeting Calendar

GDM will be at the following meetings in the next few months. Visit our website for all the current information: <http://gdmdata.com/Resources/Meeting%20Calendar>.

**Northeastern Plant, Pest, and Soils Conference (NEPPSC)**, January 3-7, 2016, in Philadelphia, Pennsylvania, Sheraton Society Hill

- Introduction to ARM Workshop, Sunday, January 3, 1:00PM - 5:00PM
  - Includes general overview of ARM menu choices, creating and using protocols, creating a trial from a protocol, and editing trials.
  - Requires registration through the meeting website.
- Advanced ARM Workshop, Monday, January 4, 8:00AM - 12:00PM
  - Includes using statistical power to plan protocols, using randomization quality to improve trial precision, assessment review tools, and statistical analysis and reporting.
  - Requires registration through the meeting website.

**National Alliance of Independent Crop Consultants (NAICC)**, January 26-30, 2016, in Orlando, Florida.

- GDM ARM Training: Getting Started with ARM, Tuesday, January 26, 2016 from 8:00AM - 5:00PM.
  - Please register for free workshop on our website (<http://gdmdata.com/registration/5/step/0/>).
- 17<sup>th</sup> Annual ARM Tips and Techniques Workshop Wednesday, January 27 from 8:00AM - 12:00PM
  - Please register for free workshop on our website (<http://gdmdata.com/registration/5/step/0/>).

**Weed Science Society of America (WSSA), Southern Weed Science Society (SWSS)**, February 8-11, 2016, in San Juan, Puerto Rico.

**7<sup>th</sup> International Weed Science Congress**, June 19-25, 2016, in Prague, Czech Republic.

- ARM Training, Sunday June 19, TBA

**American Phytopathological Society (APS)**, July 30 - August 3, 2016, in Tampa, Florida.

**American Society for Horticultural Science (ASHS)**, August 8-11, 2016, in Atlanta, Georgia.

## ARM 9 Limited Support

Beginning January 1, 2016, ARM 9 licenses **will not** be reassigned except during upgrade to ARM 2015. ARM 9 End of Life is December 31, 2016. After February 29, 2016, ARM 9 will have limited support and installing ARM 9 on a new computer will not be supported. View our currently supported software versions and products policy:

<http://gdmdata.com/Support/Supported%20Products/>.

- Use the '[Write To Us](#)' link to request a current price list for ARM 2015.
  - [Frequently Asked Questions](#) (FAQs) about ARM 2015 can be viewed on our website.
  - The [ARM 2015 Overview](#) explains many of the new features in ARM 2015.
  - The [Feature Comparison](#) chart illustrates the differences between the new ARM 2015 and older versions.
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