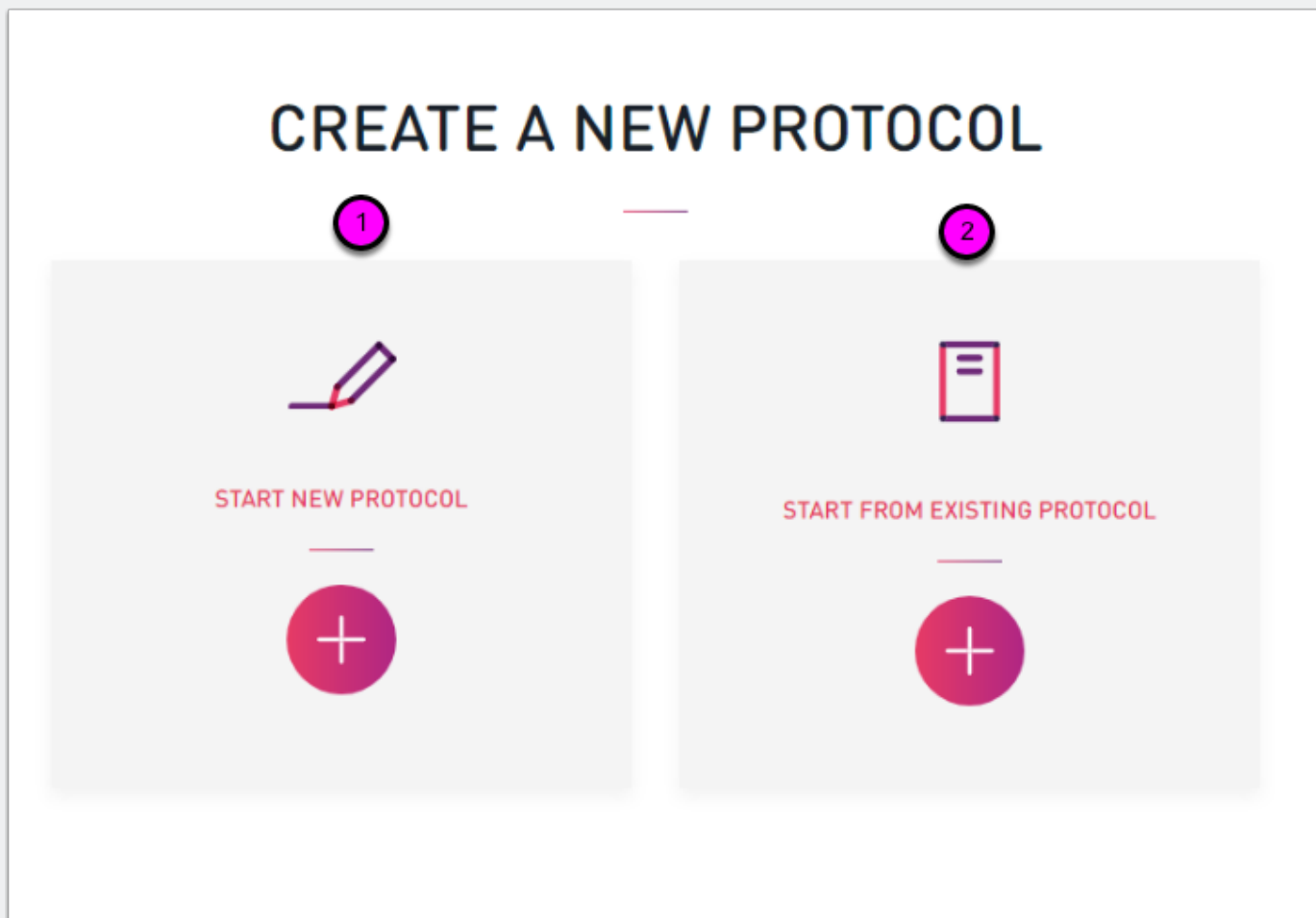


Protocol creation

Create protocol



1. A protocol consists of all information necessary to reproduce the experiment. Once created protocols can be associated to studies and results. In the next steps the contributor will have to input a number of details about the protocol such as title, abstract, description, authors, steps, etc. Once a new protocol is created, the contributor will be asked to publish it to make it visible on the platform. If changes are required after the publication of the protocol, the contributor will be able to create a new version derived from an existing one. This will allow thorough archiving of the different versions and avoid loss of previously created content.
2. Starting a protocol from an existing one means that most of the fields will be pre-filled based on the selected existing protocol. All information will be editable. Starting a protocol from an existing one does not mean creating a new version of the protocol. To

Protocol creation

do so, go to the published protocol you want to derive and from a new version from there.

Create protocol

CREATE A NEW PROTOCOL

PROTOCOL TITLE ?

1 *Click here*

SHORT NAME ?

2 *Click here*

DESCRIPTION ?

3 *Click here*

1. Enter the name of the protocol. Ensure that the name of the protocol is concise and informative so ease the users search when browsing the platform for protocols.
2. Enter here a short name for your protocol replacing any space by . or _ characters. This short name will be used to generate short and easy to identify links pointing to your protocol.
3. Enter the description of the protocol. The description should not exceed a few sentences and can be further edited in the next step.

Protocol creation


Protocol information


PROTOCOL INFORMATION Edit


NAME


SHORT NAME

DESCRIPTION

EXPERIMENTAL SYSTEM 

1 

ENDPOINT 

2 

1. Select the experimental system for the protocol. If your experimental system is not listed below, contact the admin to get it added. It is important to thoroughly select the experimental system(s) as they will be used as filters when searching for protocols on the platform.
2. Select the endpoint measured in this protocol. If your endpoint is not listed below, contact the admin to get it added. It is important to thoroughly select the endpoint(s) as they will be used as filters when searching for protocols on the platform.

Protocol creation

Contributors information

CONTRIBUTORS INFORMATION

Main contact for this protocol Edit ↗	Protocol contributors Manage contributors ↗
FIRST NAME John	Laure Cannesson laure.cannesson@pmi.com
LAST NAME Smith	
EMAIL john.smith@abcd.com	
POSITION CSO	
DESCRIPTION Responsible for all protocols	

1. Edit your contact details for this protocol. The main contact will receive all notifications of changes and comments for the protocol. The main contact doesn't have to be an author of the protocol.
2. Edit or add contributors to this protocol. Contributors can read and edit the protocol information. Contributors don't have to be authors of the protocol.

Protocol creation

Manage contributors

MANAGE WORKSPACE USERS

GRANT ACCESS TO THE WORKSPACE (BY EMAIL)

laure.cannesson@pmi.com	OWNER
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1. Enter new contributor's email address

Protocol creation

Protocol information

GENERAL INFORMATIONS ABOUT THE PROTOCOL

Quality 1 <input type="button" value="Edit"/>	Details/Usage 2	Attachments 3	Authors 4
--	------------------------	----------------------	------------------

Select the quality of your study (GCP, GLP or Research).

QUALITY ⓘ
None

GUIDELINES ⓘ
None

STAGE OF DEVELOPMENT ⓘ
None

ASSAY THROUGHPUT ⓘ
None

1. Select the quality of your study (GCP, GLP or Research)
2. Enter details/comments about the protocol
3. Add attachments to this protocol
4. Add or edit the authors list of this protocol. Authors will not be able to edit the protocol details. If you want an author to be able to edit details, make him/her a contributor.

Protocol creation

Quality

GENERAL INFORMATIONS ABOUT THE PROTOCOL

Quality Edit ↗	Details/Usage	Attachments	Authors
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Select the quality of your study (GCP, GLP or Research).

QUALITY ⓘ ①
None

GUIDELINES ⓘ ②
None

STAGE OF DEVELOPMENT ⓘ ③
None

ASSAY THROUGHPUT ⓘ ④
None

1. If the quality level you are looking for is not listed below, contact the admin to get it added.
2. Indicate which guidelines (e.g. OECD, ISO) are the basis of the protocol being described.
3. If the stage of development you are looking for is not listed below, contact the admin to get it added.
4. Indicate which type of throughput can be achieved with the described protocol.

Protocol creation

Details/Usage

GENERAL INFORMATIONS ABOUT THE PROTOCOL

Quality	Details/Usage Edit ↗	Attachments	Authors
---------	-----------------------------------	-------------	---------

Enter details/comments about the protocol.

ABBREVIATIONS AND DEFINITIONS ?

1

COMMENTS FROM THE AUTHOR ?

2

1. Specify any definitions and/or abbreviations used in this protocol.
2. Add any comments relevant to this protocol.

Protocol creation

Attachements

GENERAL INFORMATIONS ABOUT THE PROTOCOL

Quality	Details/Usage	Attachments Edit	Authors
---------	---------------	-------------------------------	---------

Add attachments to this protocol.

1 ATTACHMENT

+

Click to upload


ATTACHMENT DESCRIPTION ?

1. Provide attachment title and description.

Protocol creation

Authors

GENERAL INFORMATIONS ABOUT THE PROTOCOL

Quality	Details/Usage	Attachments	Authors Edit 
---------	---------------	-------------	---

Add or edit the authors list of this protocol. Authors will not be able to edit the protocol details. If you want an author to be able to edit details, make him/her a contributor.

AUTHORS ?

1

ORGANISATION ?

2

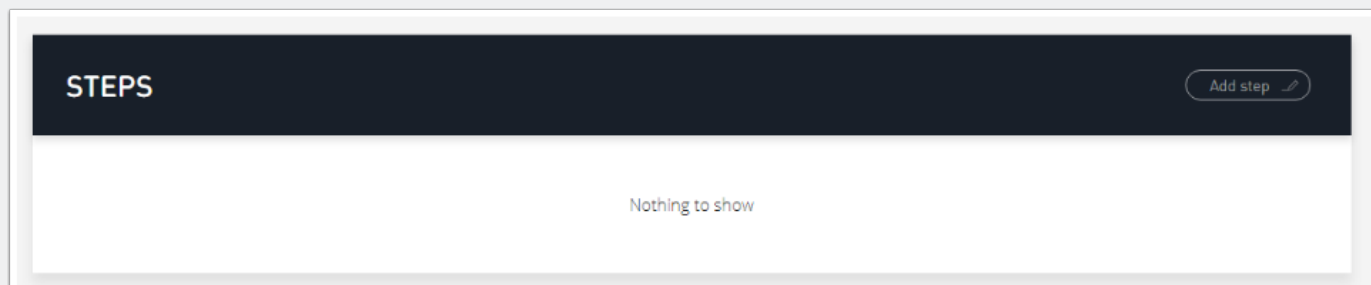
DEPARTMENT ?

3

1. Enter the protocol's authors list.
2. Enter the authors' organizations.
3. Enter the authors' departments.

Protocol creation

Steps



The screenshot shows a user interface for adding steps to a protocol. It features a dark header bar with the word "STEPS" on the left and a button labeled "Add step" with a pencil icon on the right. Below the header is a large white area that currently displays the text "Nothing to show", indicating that no steps have been added yet.

1. Enter steps of the protocol in the most detailed way possible. There is no restriction in the number of steps that can be added. We encourage you to split your protocol into a maximum number of steps.

Protocol creation

Add step

NAME OF THE STEP

1

DESCRIPTION

2

← → **B** / U X² X₂ := ½ = 🔗 🔗 </> 📎

Title Legend Blockquote

</> HTML

SUBMIT CANCEL

1. Enter title of the protocol step.
2. Enter description of the protocol step. The content should be a few paragraphs long, can contain links, images and or/videos. All relevant references should be added directly at the end of the section. See FAQ section for references formatting guidelines.