



ASCEND Supplemental Training Package

The ASCEND Supplemental Training package from BioPharm Systems includes several training and reference materials designed to support users as they learn and master the system. Our package includes four types of documents delivered in Microsoft Word, making it easy for organizations to tailor them to their own processes and procedures.

QuickStart Guide (QSG) is an abridged version of the complete ASCEND User Guide. Its contents are limited to the tasks that end-users perform most. Since the complete 200-plus page User Guide can be daunting, we have developed a 60-page QSG that is much more manageable and focused, saving you time, energy, and frustration.

Quick Reference Guides (QRG) are one-page reference tools. They describe how to perform tasks that are executed infrequently or carried out by users who are not regularly in the system. These guides include step-by-step instructions, screenshots, and tips related to various tasks. They are designed to be printed and posted in a workspace for fast and easy reference.

Role Guides (RG) are user guides that are tailored to specific user roles in the system, such as a Study Manager or a Clinical Finance user. Each RG contains only the tasks associated with a specific role. These

focused guides minimize confusion and frustration about which screens and views should be seen, in addition to which functions can be performed.

Work Instructions (WI) are multi-page reference tools. They cover complex tasks that span multiple screens and views in the system, such as managing site payments. Rather than flipping back and forth through the User Guide, these WIs combine all of the necessary step-by-step instructions in one place.

Examples of documents in the package:

- ✓ RG: Executive User
- ✓ QRG: Querying Records
- ✓ QRG: Managing User Accounts
- ✓ WI: Managing Site Payments
- ✓ WI: Managing State Models

About Us

BioPharm Systems is an information technology consulting company that focuses on the life sciences industry. We have extensive experience implementing and hosting clinical trial management, data capture, data warehousing and analytics, safety management, and other solutions for our clients. Our products and services help accelerate the development of new drugs, devices, and therapies. Founded in 1995 and headquartered in California, BioPharm Systems has offices in the United States and United Kingdom.



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