How to access CTIS training materials and support

Clinical Trials Information System (CTIS) Virtual information day: The future user perspective

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CTIS: harmonising the authorisation and supervision of clinical trials

CTIS training and support page

Available on
www.ema.europa.eu

URL
QR code:

[20 Online training modules](#) and more to come
e-learning, FAQs, videoclips, quick guides, step-by-step guides
Essential: [Guide to CTIS training material catalogue](#)

[CTIS Sponsor Handbook for clinical trial sponsors](#)
Summary information, links, references

[Reference materials for clinical trial sponsors](#)
Sponsor user personas, organisation models, structured data forms

[Reference materials for authorities](#)
Member State user personas

[Training and information events](#)
Recordings of previous events; see also [EMA general events page](#)

The CTIS training environment is an important component of CTIS Go-Live plan. User support will be available at Go-Live

Purpose of the CTIS Training environment

- Available for users and their organisations for training
  - to explore user configuration & CTIS functionalities before and after go-live date
  - enable MS to explore authority workspace in steps of an application
  - enable sponsors to create an application in sponsor workspace
- Limited interaction using a copy of the system

Controlled access in waves to dedicated workspaces

- For users who are already trained on the system, through the CTIS Training Programme
- First access to MS and Sponsor Master Trainers, who can leverage their access to support the preparedness of the users in their organisation
- Access based on need and urgency

User Support Service

- A dedicated support desk is available for training environment users
- The main service desk opens when CTIS goes live

Stay up to date: CTIS Highlights Newsletter

Access to CTIS training environment (CTIS Sandbox)

A phased rollout of the CTIS training environment will be provided in waves
to defined CTIS end-user groups to enable knowledge transfer.

15 Oct 2021	**Wave 1** Member States Master Trainers and related users

From mid-Nov 2021	**Wave 2** Sponsor Master Trainers and related users Access based on completion of Sponsor Master Trainer programme

In phases, timing tbd	**Wave 3** Sponsor users/organisations (if no Master Trainer) Access based on guided sponsor self-assessment of need and urgency, EMA to evaluate *How to perform self-assessment of need and urgency?:* A survey is open until 31 October 2021

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Further information

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