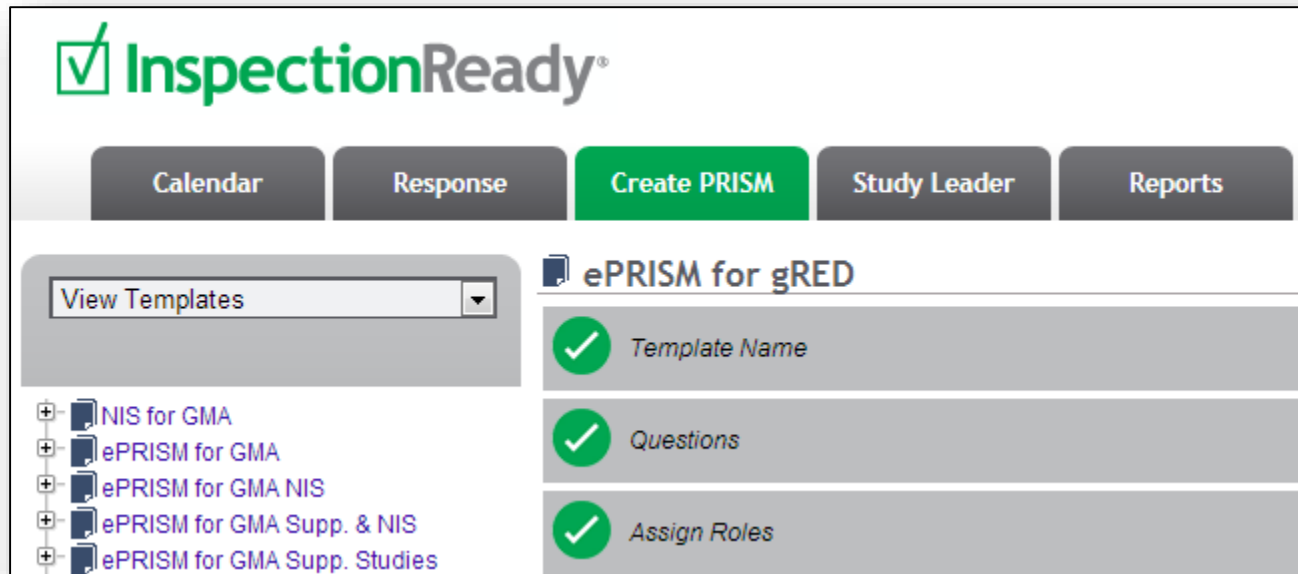


Create PRISM Tab

Assign Roles Color Bar

This reference guide is an overview of the **Assign Roles** color bar within the **Create PRISM** tab. The following process steps are covered within this document:

- ✓ Add new role
- ✓ Edit role
- ✓ Merge roles

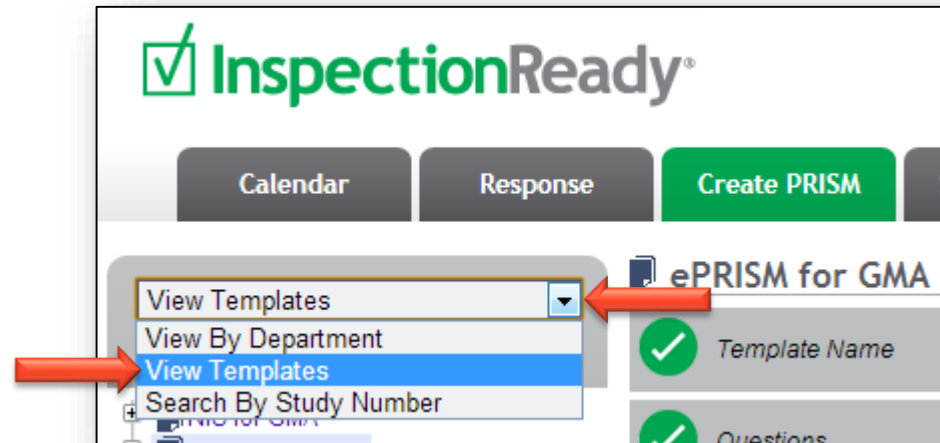


The screenshot displays the InspectionReady interface. At the top, the logo is followed by a navigation bar with buttons for 'Calendar', 'Response', 'Create PRISM' (highlighted in green), 'Study Leader', and 'Reports'. Below this, a 'View Templates' dropdown menu is visible, listing several templates: 'NIS for GMA', 'ePRISM for GMA', 'ePRISM for GMA NIS', 'ePRISM for GMA Supp. & NIS', and 'ePRISM for GMA Supp. Studies'. To the right, the 'ePRISM for gRED' section shows a color bar with three items: 'Template Name', 'Questions', and 'Assign Roles', each preceded by a green checkmark icon.

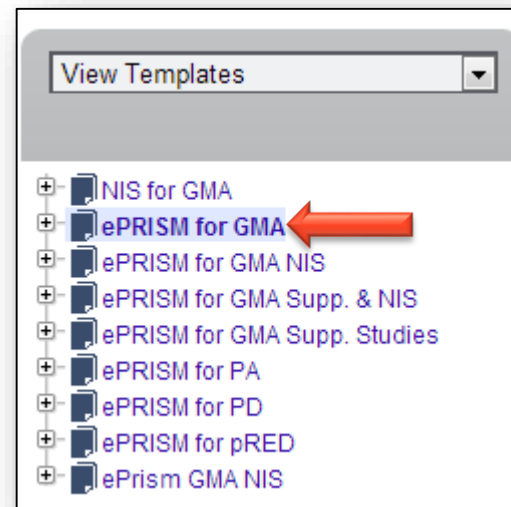
Add New Role

Add New Role

1. Select **View Templates**.



2. Select the **template** to add new role.



3. Click **Assign Roles**.

The screenshot shows the InspectionReady logo at the top left. Below it are navigation buttons: Calendar, Response, Create PRISM (highlighted in green), Study Leader, and Reports. A 'View Templates' dropdown menu is open, showing a list of templates: NIS for GMA, ePRISM for GMA, ePRISM for GMA NIS, ePRISM for GMA Supp. & NIS, and ePRISM for GMA Supp. Studies. An orange arrow points to the 'ePRISM for GMA Supp. & NIS' template. To the right, the 'ePRISM for gRED' process is shown with three steps: Template Name, Questions, and Assign Roles. The 'Assign Roles' step is highlighted with a green checkmark and an orange arrow pointing to it.

4. Click [New](#).

The screenshot shows the 'Assign Roles' configuration screen. At the top left is a green checkmark and the text 'Assign Roles'. At the top right is a '[hide] Assign Roles' link. Below this are links for 'Feedback', 'Help', and 'Audit'. A table is displayed with the following data:

Response Role	Question Count	
Biostat	1 question(s)	New Edit
BOM	4 question(s)	New Edit

An orange arrow points to the 'New' link in the first row of the table.

5. Enter **Response Role**.

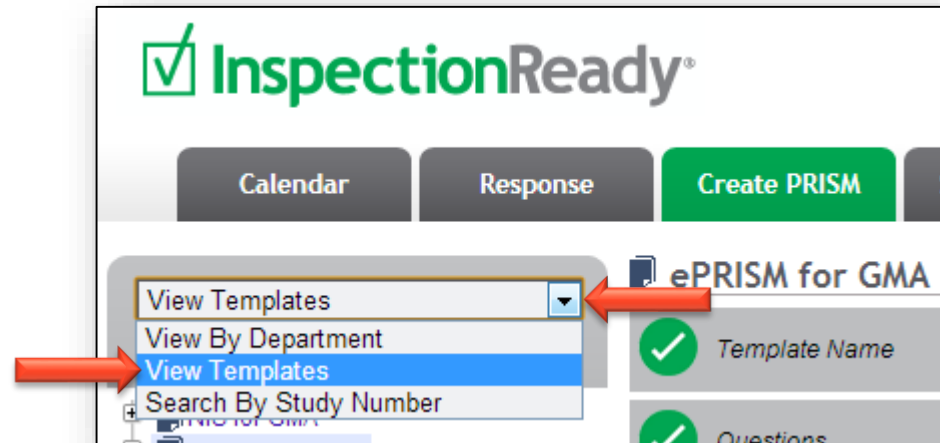
6. Click **Save Changes**.

The screenshot shows a web interface for editing a response role. At the top, it says "NEW/EDIT RESPONSE ROLE". Below that, there's a tab labeled "Edit Role" in a blue box. To the right of the tab, the title "EDIT ROLE" is displayed. Underneath the title, the label "Response Role*" is followed by a question mark icon. Below the label is an empty text input field. A red arrow points from the left towards this input field. Below the input field is a dark blue button with the text "Save Changes" in white. A red arrow points from the right towards this button.

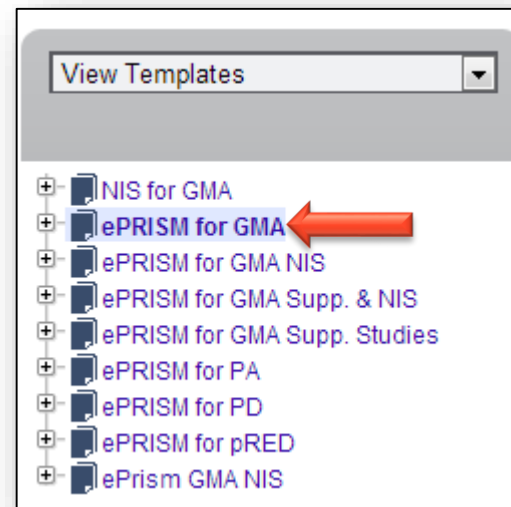
Edit Role

Edit Role

1. Select **View Templates**.



2. Select the [template](#) to edit role.



3. Click **Assign Roles**.

The screenshot shows the InspectionReady logo at the top left. Below it are navigation buttons: Calendar, Response, Create PRISM (highlighted in green), Study Leader, and Reports. A 'View Templates' dropdown menu is visible. On the left, a list of templates includes 'NIS for GMA', 'ePRISM for GMA', 'ePRISM for GMA NIS', 'ePRISM for GMA Supp. & NIS', and 'ePRISM for GMA Supp. Studies'. An orange arrow points to the 'ePRISM for GMA Supp. & NIS' item. On the right, a progress bar for 'ePRISM for gRED' shows three steps: 'Template Name', 'Questions', and 'Assign Roles', all marked with green checkmarks. An orange arrow points to the 'Assign Roles' step.

4. Click [Edit](#).

The screenshot shows the 'Assign Roles' configuration screen. At the top left is a green checkmark and the text 'Assign Roles'. At the top right is a '[hide] Assign Roles' link. Below this are links for 'Feedback', 'Help', and 'Audit'. A table lists response roles and their question counts. An orange arrow points to the 'Edit' link for the 'Biostat' role.

Response Role	Question Count	
Biostat	1 question(s)	Edit
BOM	4 question(s)	Edit

5. Edit the **Response Role**.

6. Click **Save Changes**.

NEW/EDIT RESPONSE ROLE

Edit Role

Merge Roles

EDIT ROLE

Response Role*?

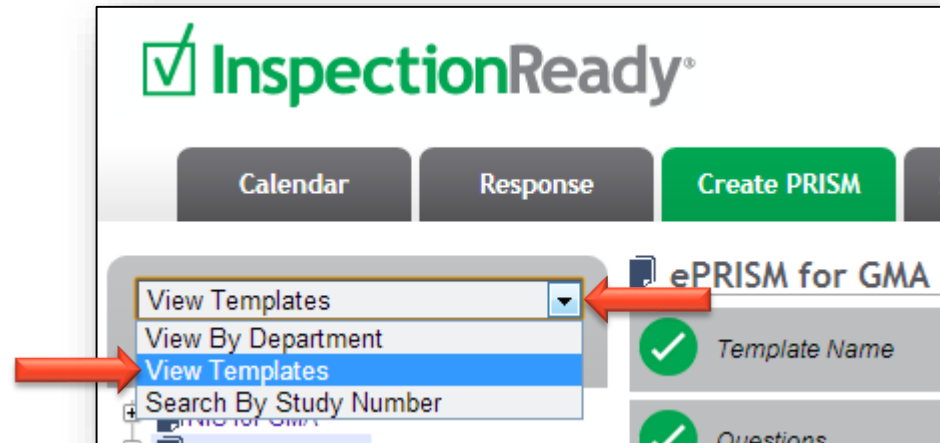
Biostat

Save Changes Delete Role

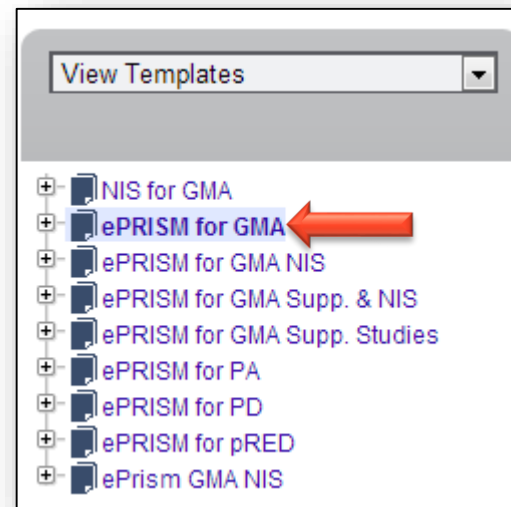
Merge Roles

Merge Roles

1. Select **View Templates**.



2. Select the **template** to merge roles.



3. Click **Assign Roles**.

The screenshot shows the InspectionReady logo at the top left. Below it are navigation buttons: Calendar, Response, Create PRISM (highlighted in green), Study Leader, and Reports. A 'View Templates' dropdown menu is visible. On the left, a list of templates includes 'NIS for GMA', 'ePRISM for GMA', 'ePRISM for GMA NIS', 'ePRISM for GMA Supp. & NIS', and 'ePRISM for GMA Supp. Studies'. An orange arrow points to the 'ePRISM for GMA Supp. & NIS' item. On the right, a progress bar for 'ePRISM for gRED' shows three steps: 'Template Name', 'Questions', and 'Assign Roles' (the current step, marked with a green checkmark).

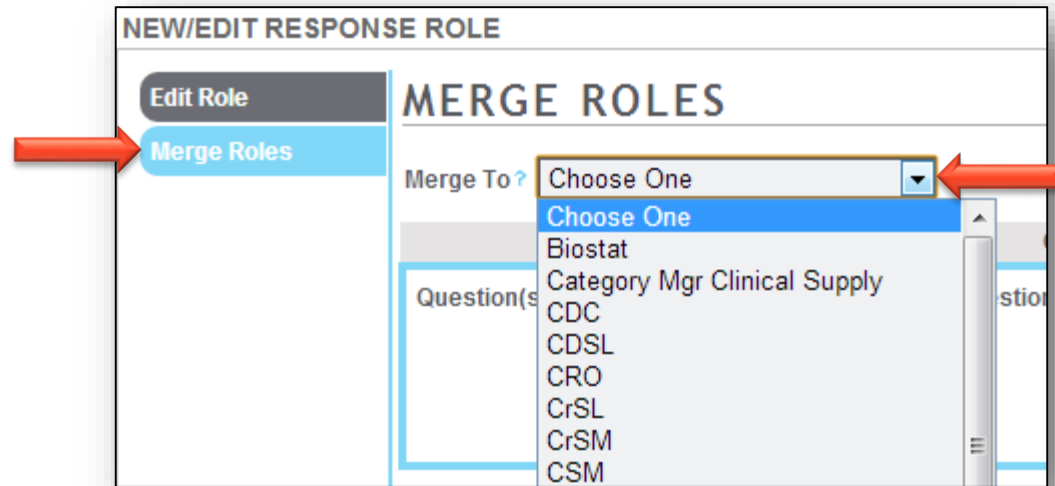
4. Click [Edit](#).

The screenshot shows the 'Assign Roles' configuration screen. At the top, there is a green checkmark icon and the text 'Assign Roles'. On the right, there is a '[hide] Assign Roles' link. Below this, there are links for 'Feedback', 'Help', and 'Audit'. A table lists response roles and their associated question counts. An orange arrow points to the 'Edit' link for the 'Biostat' role.

Response Role	Question Count	
Biostat	1 question(s)	Edit
BOM	4 question(s)	Edit

5. Edit the **Merge Roles** side tab.

6. Select role to **Merge To**.



7. Click **Save Changes**.

