The NLSDs/TGCV Study User Account Activation Guide

1. According to principle investigator’s request you will be added as a user in the eCB system for the TGCV study. You will receive the following e-mail with the title “[eClinical Base] Please register your account” from TRI Data Center [ecbhelp@tri-kobe.org].

**ⅱ**

**ⅰ**

Please access the URL below to select the language you use. You can find a selector on the upper right of the screen.

https://ecbweb.tri-kobe.org/eClinicalBase/

Then, please access the URL below to register your account.

[https://ecbweb.tri-kobe.org/ eClinicalBase/xxxxxxxxxxxxxxxxxxxxxxxxxx](https://ecbweb.tri-kobe.org/xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx)

1. Click the URL (shorter one) to select the language you will use in the system. The TGCV Study is available only in English, so please select “English”.

(This screen might be shown in Japanese before selecting.)



**DO NOT enter or click other than “Language selector”**

1. Click the URL (longer one) to access the user account activation screen.

For your certain access, make sure that the URL is shown in ONE line !

Read the Terms of License and check “Agree”.

![C:\Users\tsuji\AppData\Local\Microsoft\Windows\Temporary Internet Files\Content.IE5\ZUTSOZ0K\MC900432658[1].png]()

Complete the form displayed.

User ID: Decide your user ID which you will use in this system freely and enter it.

Initial Password: Please enter the following text: **CVD1315**

Password: Decide your password freely and enter it.

Confirm Input: Enter the same password to confirm your password is not wrong.

In case someone else had already used the same User ID, you cannot use it. Please try another one.

The password must have at least 6 characters and contains both letters and numbers. Do not use sequential letters like “aaa”, ”abc”, ”111”, ”123”.



After entering above, click “Complete”. Then the “Home Screen” opens automatically.



1. After the activation, you can log in from the top page by entering your user ID and password.

Your user ID and password are always required to use the system. Please put them under your strict control in order not to forget or let others know them.

1. In case you forgot your user ID or password, please click “I forgot the password” or “I forgot the user ID” on the top page of the eCB system. The system guides you to the solution.

 

1. If you need any help, please read the operation manual. If you need further information, please contact the principle investigator’s office.