

QUICK START GUIDE: TRANSVAL

Access and Login

Transval is accessible by web via the following hyperlink: <https://www.arlenda.com/log/> and clicking on the corresponding **Demo Version** or on the corresponding **Production Version** link.

Enter the **User ID** and **Password** in the fields provided and click on the **Login** button. If the **User ID** and **Password** combination are valid, the **Homepage** will be displayed.

Click the Transfer link, this option should be used for the downloadable **Transfer** sample **Excel** data file that is available on the **Arlenda** website (<https://www.arlenda.com/documents>). The **Data Format & Input** page is displayed.

Step 1: Data Format & Input

The following sections will be presented:

- ▶ Upload Data
- ▶ 1. Project description
- ▶ 2. Data Description
- ▶ 3. Sender Lab Data
- ▶ 4. Receiver Lab Data

Data introduction

Data can be entered in two ways: manually or automatically, using a pre-filled **Excel** template file (also available on the **Data Format & Input** page). We will use the latter in this guide.

Click on the **Browse** button to select the file, followed by **Upload**. This will auto-fill each of the fields on this page with the data contained within the pre-filled **Excel** template file.

Click **Next** to advance to the **Accuracy Limit** screen.

Step 2: Accuracy Limit

The following sections will be presented:

- ▶ 1. Sender
 - ▶ Select the significance level of the sender's mean confidence interval : keep the hyphen symbol.
- ▶ 2. Receiver
 - ▶ Specify the acceptance limit for accuracy: Set the accuracy to **Pharmaceutical: 5%**
 - ▶ Select the risk level : Set the risk level at **5%**

Click **Next** to advance to the **Get Report** screen.

Step 3: Get Report

Format and Comment-Entry

The available report format is:

- ▶ WordML
- ▶ Secured PDF
- ▶ Non-secured (eCTD) PDF

The reports can be downloaded by clicking on the icons available towards the right of each of the report format descriptions. The reports are available in **English** or **French**.

Only the Secured PDF format is available in demo version.

Users of the Production version have the option of including comments in the **PDF**-format reports.

They can click on the Secured **PDF** icon to advance to the **Report customization** screen.

Report Download

When any comments have been introduced, click on the **Get Report** button. After several seconds (depending on your internet's connection speed) your report will be generated.

In the Demo version, clicking on the **PDF** icon will generate the report.

The complete User Guide is available by clicking on User's Guide option in the Left-Menu.