## Multi-Indexing

Documents can be <u>indexed</u> to more than one Study Item.

If your document matches more than one <u>Study Item</u>, you can select multiple Study Items to match to as shown below.

| Match to Study Item   |   |   |  |                           |      |  |   |  |
|---|---|---|--|---------------------------|------|--|---|--|
| Find Item   | ρ   | Current Study: 81350125<br>Charge Study   |  |                           |      |  |   |  |
| Country   |   | Study Item Status   |  | Country                   | Site |  | Study Item Name   |  |
| UNITED STATES   |   | 0   | Unfulfilled  | UNITED STATES             |      |  | A Country Level Document with multiple Document Owner Groups                          |  |
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| US-1003   |   | -   |  |                           |      | _  |   |  |
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| Organization<br>Clinical  | •   | •   | A Country Level Document<br>Document Type ID: 110.04<br>Level: County - B1350125 / UNITED STATES |                           |      |  | Organization: Clinical<br>Category: IRB/EC and other Approvals                        |  |
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|   | A Document that applies to a new PI and St (Site Personnel Name) - Thomas Jay Exement Type is 112.03 Level: Ste - B135012/ UNITED STATES / 1003 |   | a new PI and SI (Site Personnel Name) - Thomas Jay Curfman<br>TATES / 1003                       | Organizati<br>Category: : |      | 1: Clinical<br>te Management                       |   |  |
|   |   |   |  |                           |      |  |   |  |
| taudy item is not found view Maater Items To match a program/enterprise-level document view Program/Enterprise. Items |   |   |  |                           |      |  |   |  |

When you have selected all the Study Items that match your Document, click **Save**.