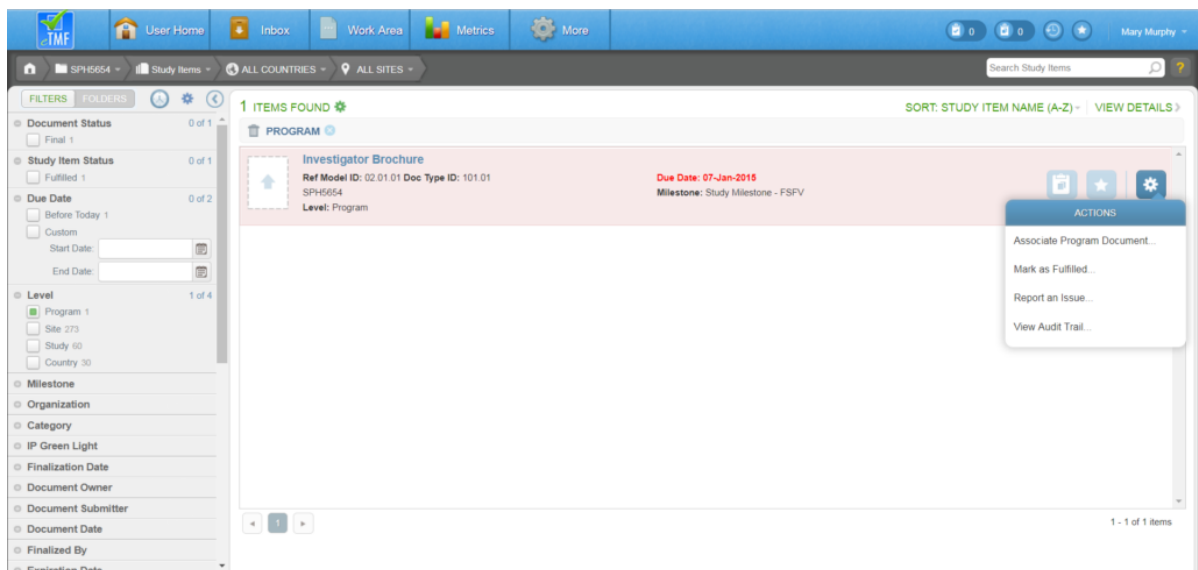


Associate Program Document

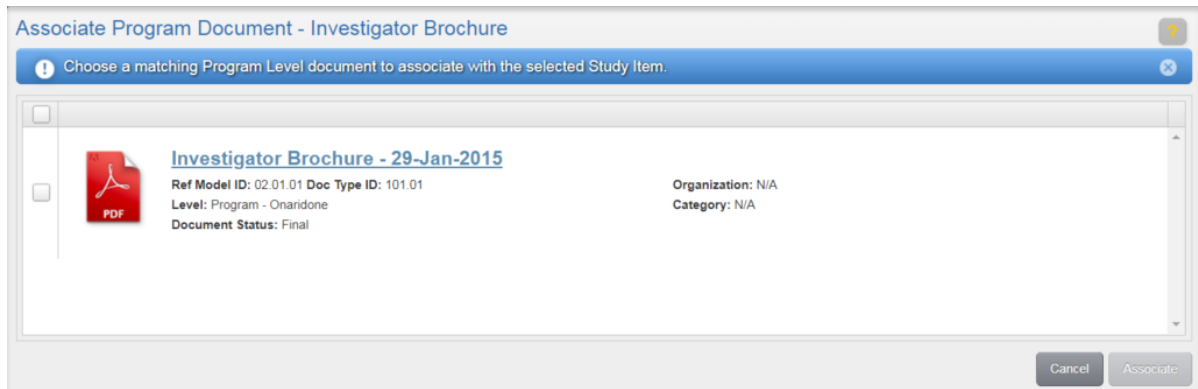
A Study Owner is responsible for associating finalized program level documents with the appropriate study items across studies. Once associated, the study item is *Fulfilled*.

To associate a [Program Level Document](#) to a [Study Item](#):

1. Navigate to the study item list for a study.
2. Locate the program level study item. You can use the **Level** facet on the [Narrow Choices](#) panel to limit the study item list to those items that are solely program level.
3. Select “Associate Program Document” from the study item’s Actions menu. **NOTE:** The “Associate Program Document” option will only appear if a program level study item has been selected.



4. On the Associate Program Document screen, *Final* documents that match the document type of the study item are listed. Select the check box for the appropriate document and click **Associate**.



The study item will appear as final and fulfilled.

Note: If no documents are displayed in the Associate Program Document window, no documents match the document type of the selected study item.