Using the Super Abstractor's Dashboard Counts Page - Include v4.4
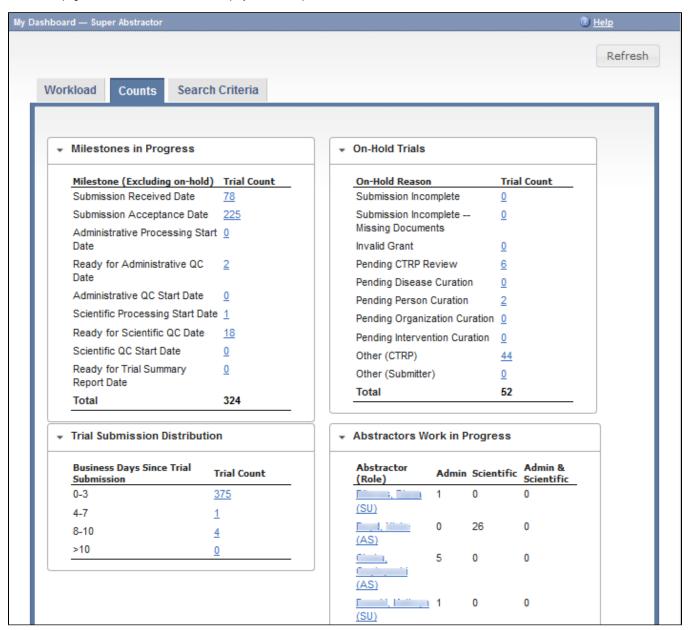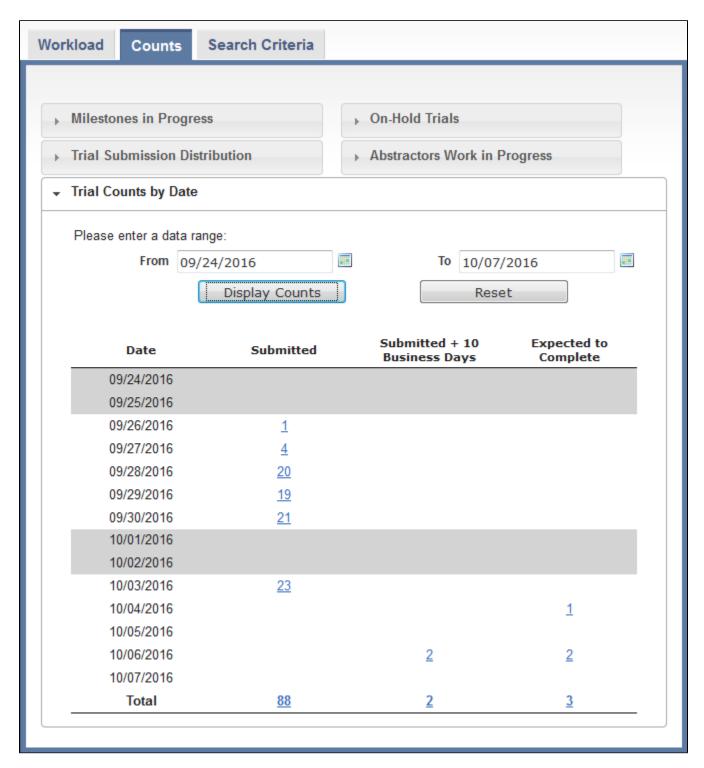
The Counts page of the abstraction dashboard displays trial count panels.

My Dashboard — Super Abstractor ⑦ Help

Refresh

Workload | **Counts** | Search Criteria

▾ Milestones in Progress

Milestone (Excluding on-hold)	Trial Count
Submission Received Date	78
Submission Acceptance Date	225
Administrative Processing Start Date	0
Ready for Administrative QC Date	2
Administrative QC Start Date	0
Scientific Processing Start Date	1
Ready for Scientific QC Date	18
Scientific QC Start Date	0
Ready for Trial Summary Report Date	0
Total	324

▾ On-Hold Trials

On-Hold Reason	Trial Count
Submission Incomplete	0
Submission Incomplete -- Missing Documents	0
Invalid Grant	0
Pending CTRP Review	6
Pending Disease Curation	0
Pending Person Curation	2
Pending Organization Curation	0
Pending Intervention Curation	0
Other (CTRP)	44
Other (Submitter)	0
Total	52

▾ Trial Submission Distribution

Business Days Since Trial Submission	Trial Count
0-3	375
4-7	1
8-10	4
>10	0

▾ Abstractors Work in Progress

Abstractor (Role)	Admin	Scientific	Admin & Scientific
▒▒▒▒, ▒▒▒ (SU)	1	0	0
▒▒▒, ▒▒▒ (AS)	0	26	0
▒▒▒▒, ▒▒▒▒▒▒ (AS)	5	0	0
▒▒▒▒, ▒▒▒▒▒ (SU)	1	0	0

Workload | **Counts** | Search Criteria

▸ Milestones in Progress	▸ On-Hold Trials
▸ Trial Submission Distribution	▸ Abstractors Work in Progress

▾ **Trial Counts by Date**

Please enter a data range:

From 09/24/2016   To 10/07/2016

[Display Counts]   [Reset]

Date	Submitted	Submitted + 10 Business Days	Expected to Complete
09/24/2016			
09/25/2016			
09/26/2016	1		
09/27/2016	4		
09/28/2016	20		
09/29/2016	19		
09/30/2016	21		
10/01/2016			
10/02/2016			
10/03/2016	23		
10/04/2016			1
10/05/2016			
10/06/2016		2	2
10/07/2016			
Total	88	2	3

The following table describes each trial count panel on the Counts page:

Trial Count Panel	Description
Milestones in Progress	Lists the number of trials in progress at specific milestones. This list does not include trials on hold.
On-Hold Trials	Lists the number of trials on hold for each on-hold reason.
Trial Submission Distribution	Lists the number of trials submitted for each time range.

Abstractors Work in Progress	Lists the number of trials checked out to each abstractor, for each type of check-out. An abbreviation in parentheses after each user name indicates the role of that user: • **AD**: Administrative Abstractor • **SC**: Scientific Abstractor • **AS**: Administrative and Scientific Abstractor • **SU**: Super Abstractor
Trial Counts by Date	Lists a number of trials in the following columns: • **Submitted**: The number of trials with the specified date in the Submitted On column of the Workload tab. • **Submitted + 10 Business Days**: The number of trials with the specified date in the Submission Plus 10 Business Days column of the Workload tab. • **Expected to Complete**: The number of trials with the specified date in the Expected Abstraction Completion Date column of the Workload tab.

How to Use the Trial Count Panels

To do this...	Do this
Expand or collapse a trial count panel	Click the panel header.
View the trials represented by a link in a trial count panel	Click the link. The **Results** page of the abstraction dashboard appears, listing the relevant trials. (In some cases, the **Search Criteria** tab retains the search criteria.)