



The IR-4 National Education Conference

eQA Reporting System  
Training  
Tammy W. Barkalow  
RQAP-GLP  
Assistant Director, Quality  
Assurance





## Electronic QA Reporting System

It will be important that all IR-4 participants understand and support the policy that user logon and passwords are to be kept confidential and are not to be used by multiple persons in the course of generating or responding to QA audits. While not data, these records containing e-signatures and audit logs are legally required documents and the integrity of the e-signature should not be compromised.

## eQA password selection

- Password selection form available
- If you are not a user, you will not have a login and password
- Users will be determined by FRD designation



## Scheduled Follow up Webinars

If you need help or have any questions, please contact these individuals at IR-4 HQ OR your Regional QA Coordinator

Call:

Tammy Barkalow, 732-932-9575, ext 4607

Jane Forder, 732-932-9575, ext 4608

Juliet Thompson, 732-932-9575, 4600

QA Web Page on IR-4 Website (use QA Tab)

<http://ir4.rutgers.edu/QA.html>

## ELORRAFIM

- Elephant
- Landed
  - On
  - Rump
- Running
  - Away
  - From
  - Mouse

# Electronic QA Reporting System

Email notification

Logon to system

Open packet

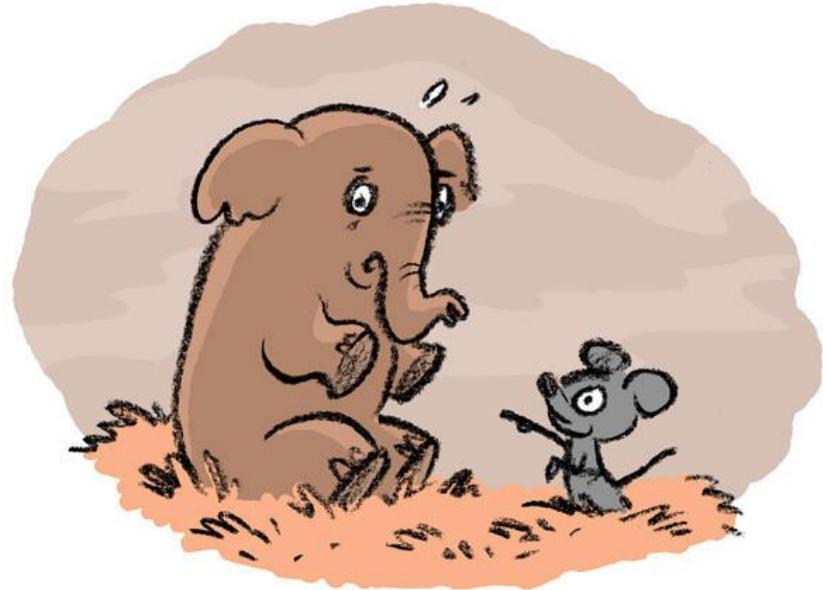
Read findings

Respond to findings

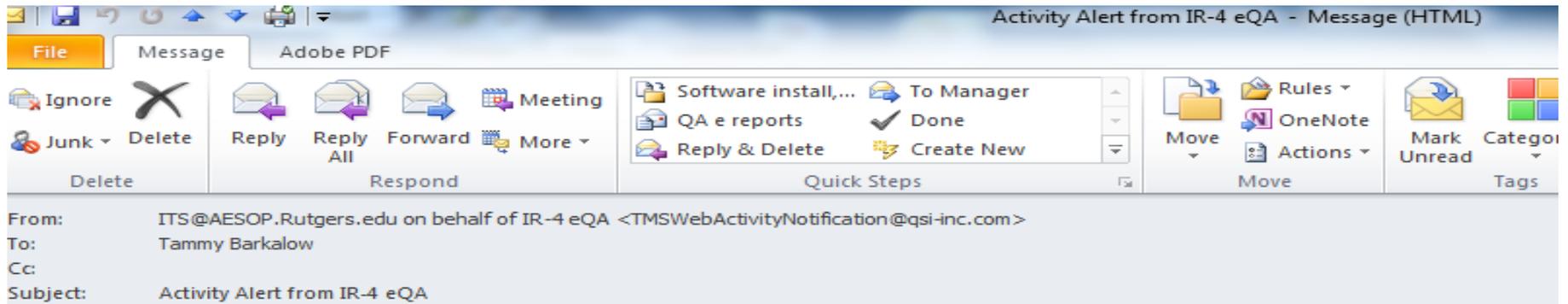
Attach any memos to file, corrected pages or new data pages/report pages

Finish only when you are positive all actions needed have been completed.

Mail any originals to HQ QA



## Email Notification



Activity Alert from IR-4 eQA - Message (HTML)

File Message Adobe PDF

Ignore Delete Reply Reply All Forward More Meeting To Manager Done Create New Quick Steps Move Actions Mark Unread Categories

From: ITS@AESOP.Rutgers.edu on behalf of IR-4 eQA <TMSWebActivityNotification@qsi-inc.com>  
To: Tammy Barkalow  
Cc:  
Subject: Activity Alert from IR-4 eQA

**Audit has been completed. Please open and select button for finalizing**  
**Due Date: 2/23/2013 12:00:00 AM**

Packet: LCPI-000045  
LCPI Cyazofamid/tomato (GH) 10656.11CAR05

Form: SD/TFM Approval Page

[Click Here To View Form](#)

[Click Here To Add to Outlook Calendar](#)

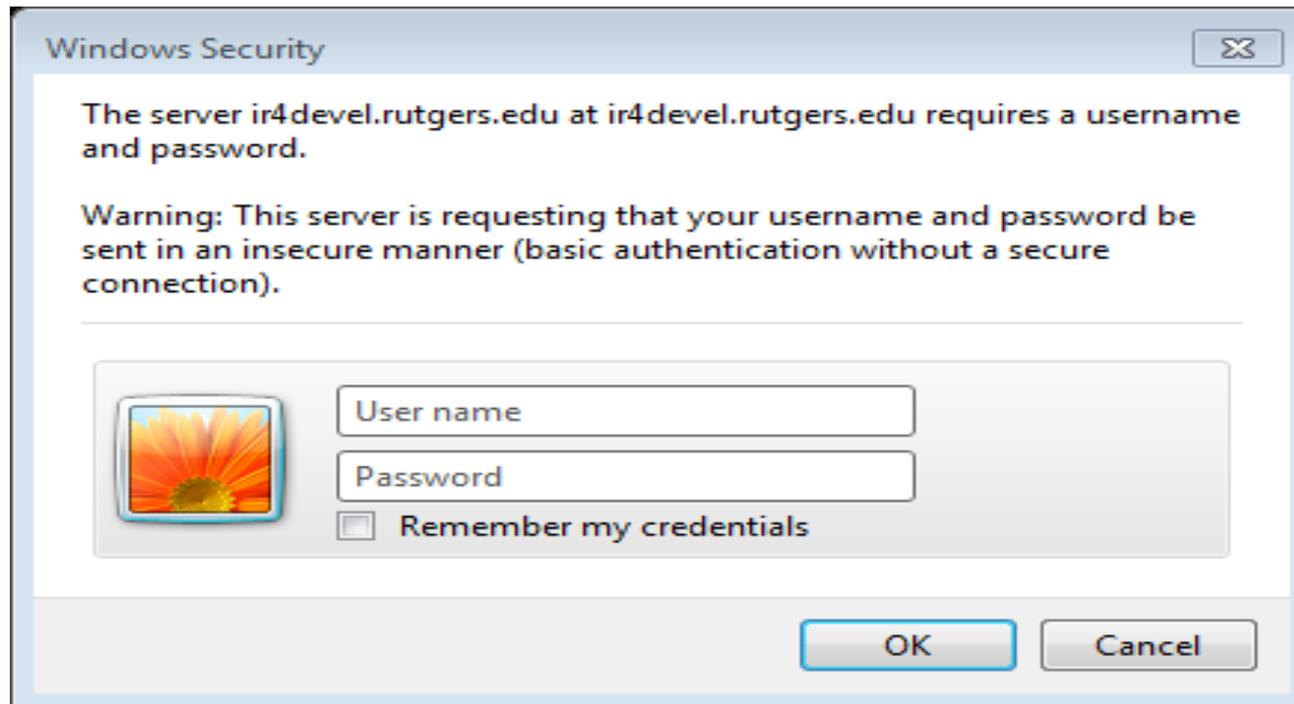
=

## Logon

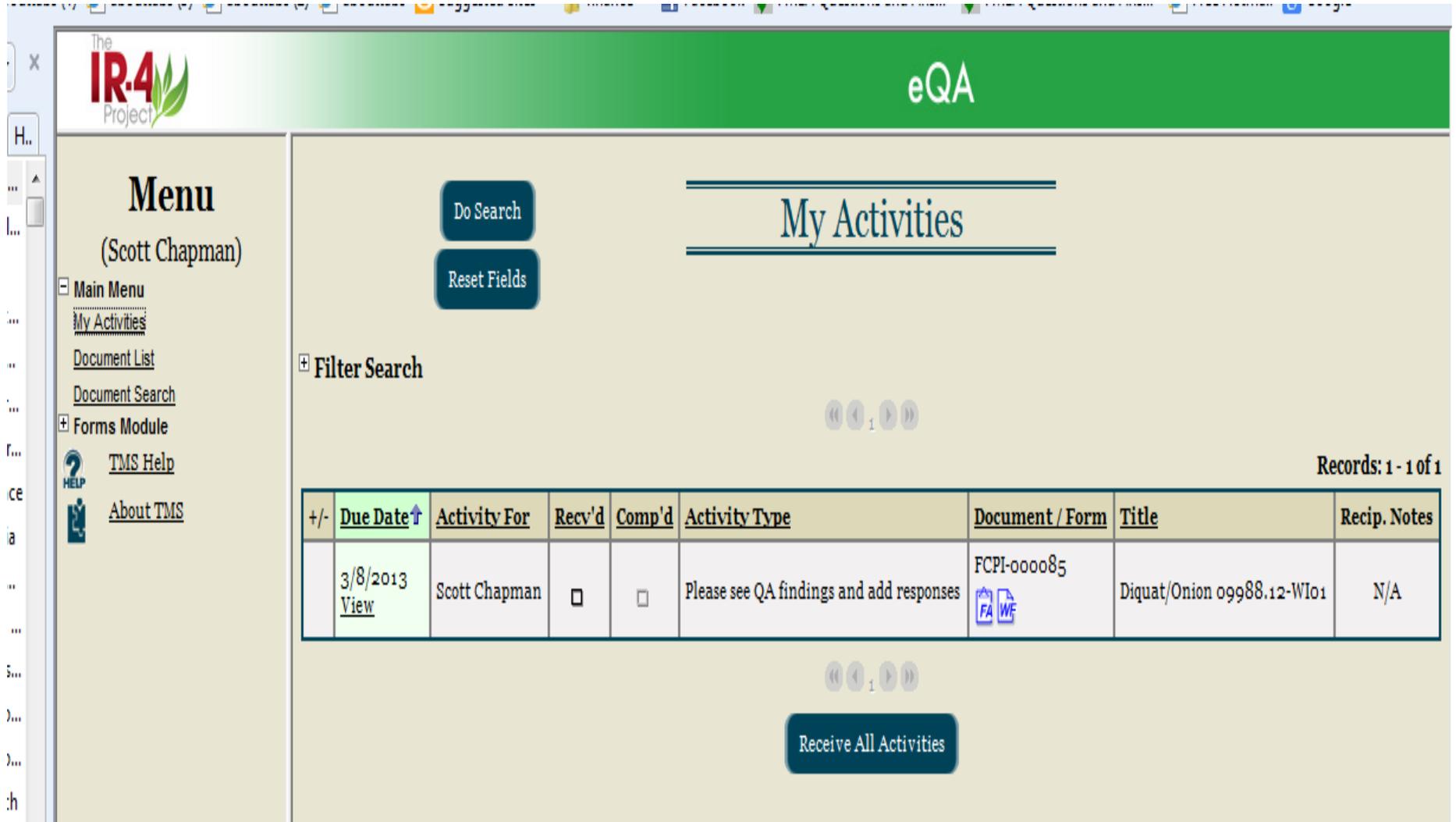
Everyone will have a logon that is unique to the individual

User Name= cits\white

Password= XXXXXXX



# Electronic QA Reporting System- Open a Packet



The screenshot shows the eQA web application interface. At the top left is the IR-4 Project logo. The main header is green with 'eQA' text. A left sidebar contains a 'Menu' for user 'Scott Chapman' with links for 'Main Menu', 'My Activities', 'Document List', 'Document Search', 'Forms Module', 'TMS Help', and 'About TMS'. The main content area has 'Do Search' and 'Reset Fields' buttons, followed by a 'Filter Search' section with navigation arrows. Below this is a table of activities with one record. The table has columns for Due Date, Activity For, Recv'd, Comp'd, Activity Type, Document/Form, Title, and Recip. Notes. Below the table are more navigation arrows and a 'Receive All Activities' button.

**Menu**  
 (Scott Chapman)

- Main Menu
- My Activities
- Document List
- Document Search
- Forms Module
- TMS Help
- About TMS

**Do Search**  
**Reset Fields**

**Filter Search**

Records: 1 - 1 of 1

+/-	<u>Due Date</u> ↑	<u>Activity For</u>	<u>Recv'd</u>	<u>Comp'd</u>	<u>Activity Type</u>	<u>Document / Form</u>	<u>Title</u>	<u>Recip. Notes</u>
	3/8/2013 <a href="#">View</a>	Scott Chapman	<input type="checkbox"/>	<input type="checkbox"/>	Please see QA findings and add responses	FCPI-000085 <a href="#">FA</a> <a href="#">WF</a>	Diquat/Onion 09988.12-WI01	N/A

**Receive All Activities**

## Menu

(Scott Chapman)

- ☐ Main Menu
  - [My Activities](#)
  - [Document List](#)
  - [Document Search](#)
- ☐ Forms Module
  - [Field Raw Data Audit](#)
  - [Lab Critical Phase Inspection](#)
  - [Field Critical Phase Inspection](#)
  - [Analytical Raw Data Audit](#)
  - [Analytical Summary Report Audit](#)
  - [Final Report Audit 1](#)
  - [Protocol Audit](#)
  - [Facility Inspection](#)
  - [Final Report Audit 2](#)
-  [TMS Help](#)
-  [About TMS](#)

Go Back

## Activity Detail

Save

« ‹ › » Record 1 of 1

### ACTIVITY

**Activity For:** Scott Chapman  
**Activity Type:** Please see QA findings and add responses  
**Due Date:** 3/8/2013  
**Review Group:**

### SENDER

**Sender:** Van Starner  
**Date Sent:** 2/21/2013 1:46:43 PM  
**Sender Notes:**

### FORM PACKET

**Packet ID:** FCPI-000085  
**Packet Title:** Diquat/Onion 09988.12-WI01   


### RECIPIENT

**Recv'd:** No - [Mark As Received](#)  
**Comp'd:** No  
**Recipient Comments:**

Send Comment

« ‹ › » Record 1 of 1

- There are five sections to each QA audit report (packet)
  1. Cover Sheet
  2. QA Checklist
  3. QA Findings/Recommendations
  4. Response to QA Findings
  5. SD/TFM Approval Page

## Electronic QA Reporting, Packet Structure

Cover  
Sheet

QA  
Checklist

QA Findings/  
Recommend  
ations

Response  
to QA  
Findings

SD/TFM  
Approval  
Page



The screenshot displays the IR-4 eQA web application. The browser address bar shows the URL <http://ir4devel.rutgers.edu/tms/>. The page header includes the IR-4 Project logo and the text "eQA".

**Navigation and Menu:**

- Top navigation: [Show Audit Trail Page](#), [Go To Bottom](#)
- Left sidebar menu:
  - Com...
  - Corel...
  - Dell
  - Dirac...
  - east ...
  - Enter...
  - Favor...
  - finance
  - Media
  - Micr...
  - MSN ...
  - News...
  - Perso...
  - Perso...
  - Search
  - Shop...
  - Tam...
  - Trave...
  - Webs...
  - What...
  - Wind...
  - vert...
  - ..One...
- Main Menu (Tammy Barkalow):
  - Main Menu
  - My Activities
  - Document List
  - Document Search
  - Document Add
  - Reports
  - User Preferences
  - Document / Packet Search
  - Forms Module
  - Management
  - Administration
  - TMS Help
  - About TMS
  - Training Videos

**Cover Sheet Details:**

- Form Group:** Field Raw Data Audit
- Packet ID:** FDB-000095
- Audit Type Chem/Crop/PR#(ID):** FDB Quinoxifen/squash 08673.12-OR13
- Location:** Western Field-Oregon
- Date:** 2/13/2013 1:41:16 PM
- Closed:**

**Study Information:**

- Study Title:** Quinoxifen/squash
- Field ID Number:** 08673.12-OR13
- Origin of Audit:** Internal
- Inspection Date #1:** 2/12/2013

**FRD and SD Notification of Activity:**

- Bill Barney
- Gina Koskela

**RFC and RQAC Notification (read only):**

- Debbie Carpenter

**Quality Assurance Inspector:**

- Tammy Barkalow

**Study Director:**

- Bill Barney

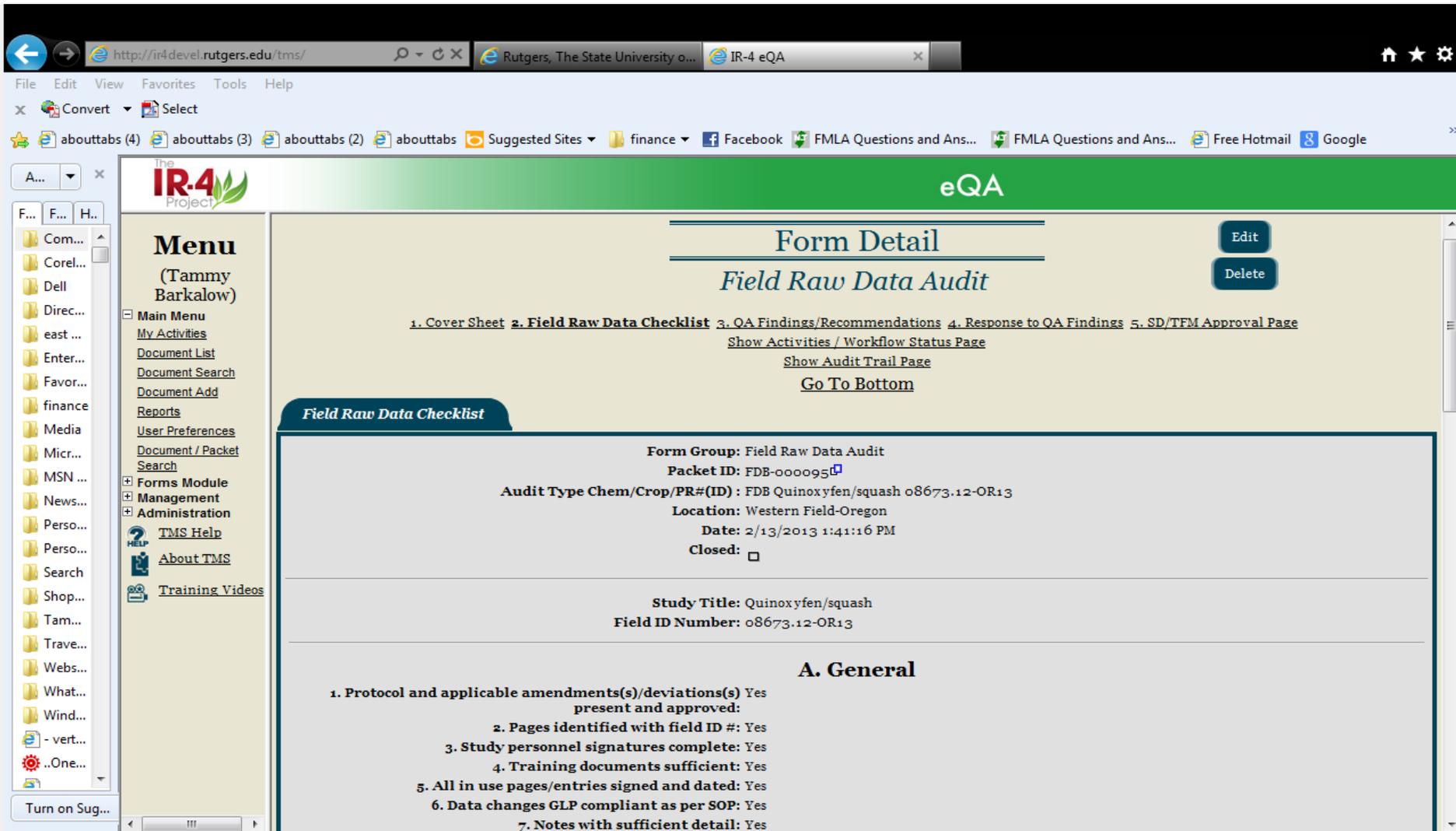
Please select Van Stamer as TFM

**Testing Facility Management:**

- Tammy Barkalow

**Page Navigation:**

- Cover Sheet
- Field Raw Data Checklist
- QA Findings/Recommendations
- Response to QA Findings
- SD/TFM Approval Page



Browser: http://ir4devel.rutgers.edu/tms/ | IR-4 eQA

Page Title: eQA

## Form Detail

### Field Raw Data Audit

[Edit](#) [Delete](#)

1. [Cover Sheet](#) 2. **Field Raw Data Checklist** 3. [QA Findings/Recommendations](#) 4. [Response to QA Findings](#) 5. [SD/TFM Approval Page](#)

[Show Activities / Workflow Status Page](#)  
[Show Audit Trail Page](#)  
[Go To Bottom](#)

#### Field Raw Data Checklist

**Form Group:** Field Raw Data Audit  
**Packet ID:** FDB-000095  
**Audit Type Chem/Crop/PR#(ID):** FDB Quinoxifen/squash 08673.12-OR13  
**Location:** Western Field-Oregon  
**Date:** 2/13/2013 1:41:16 PM  
**Closed:**

**Study Title:** Quinoxifen/squash  
**Field ID Number:** 08673.12-OR13

### A. General

1. Protocol and applicable amendments(s)/deviations(s) present and approved: Yes
2. Pages identified with field ID #: Yes
3. Study personnel signatures complete: Yes
4. Training documents sufficient: Yes
5. All in use pages/entries signed and dated: Yes
6. Data changes GLP compliant as per SOP: Yes
7. Notes with sufficient detail: Yes



# Electronic QA Reporting – Section 3-QA Findings/Recommendations

http://ir4.rutgers.edu/tms/Basic/default.aspx

Food Use Data Management IR-4 eQA

File Edit View Favorites Tools Help

Convert Select

Rutgers, The State Univers... Google (2) IR-4 eQA Suggested Sites Get more Add-ons finance abouttabs (2) abouttabs (3) abouttabs (4) abouttabs ADP iPayStatements Login American Express Credit C...

A... x IR4 eQA

Menu (Tatiana Barkalov)

- Core...
- Dell
- Dir...
- east...
- Enter...
- Favor...
- finance
- Media
- Micr...
- MSN ...
- News...
- Perso...
- Perso...
- Search
- Shop...
- Tam...
- Trave...
- Webs...
- What...
- Wind...
- vert...
- ..One...
- \_ Fra...
- \_ Fra...
- \_ Nati...
- 3C C...
- 4-H ...
- 4-h ...
- 968942
- 10 ba...
- 14k ...
- 21 CF...
- 21 CF...

Go Back Back To List

Form Detail  
Field Raw Data Audit

Save Exit / Cancel Reset Fields

1. Cover Sheet 2. Field Raw Data Checklist 3. QA Findings/Recommendations 4. Response to QA Findings 5. SD/TM Approval Page

Show Activities / Workflow Status Page Show Audit Trail Page Go To Bottom

Response to QA Findings

Form Group: Field Raw Data Audit  
Packet ID: FRDA-0018950  
Audit Type Chem /Crop/PRM RID: FRDA-Zeta-Cypermethrin/Basil 08397-13-AR13  
Location: 10R Field Address  
Date: 3/31/2014 1:59:44 PM  
Closed:

Field Research Director

QA findings for FRDA. Please respond. In itia l and Date each response: / FRDA

Chem/crop: Zeta-Cypermethrin/Basil  
PRM + RID: 08397-13-AR13  
Hi,  
Please read the following findings. Place your response after the finding and initial and date each of your responses.  
To save your entered responses, please remember to **Submit** (click the submit icon to close the text editor) and then **Save** (on next screen, to save your entries).  
**ATTACH all corrected pages, new pages, etc. to this section!**  
**FOR FRDA - Send originals to IR-4 HQ QA.**  
Please call me if you have any questions.

Findings:

- Part 5 page 6. The row spacing was recorded as 1.5'. But it was recorded as 3' in other places. Please verify and correct.
- Part 5 page 10. This copied page was illegible. When you make copies, please verify and make sure it is legible.
- Part 6G. The second line was checked 'Yes' for all 6 applications. Please correct to 'No' on all 6 pages.
- Part 7 page 1. 'Minimum number of fruits/heads/roots/plants (etc.) actually collected per sample' was recorded as >1.0 lb of stems and leaves. For basil, it should be documented as plants, i.e., 50 - 100 plants.
- Part 7 page 1. 'Numbers of plants/trees/bushes at each end, or length or row ends, that were not sampled' was recorded as 2 plants both ends. For this trial, it should be documented as outside rows and, i.e., 2' from both ends.
- Part 7 page 4. 'Approximate elapsed time to freezer from sample collection' was recorded as over 115 hrs. This time should start from the time you placed the sample into the freezer. So please make corrections.

Comments (No responses required): None.  
Michael Chen, March 31, 2014

Study Director

Findings for Study Director. Please respond if applicable. In itia l and Date each response: / Attachments: Browse...

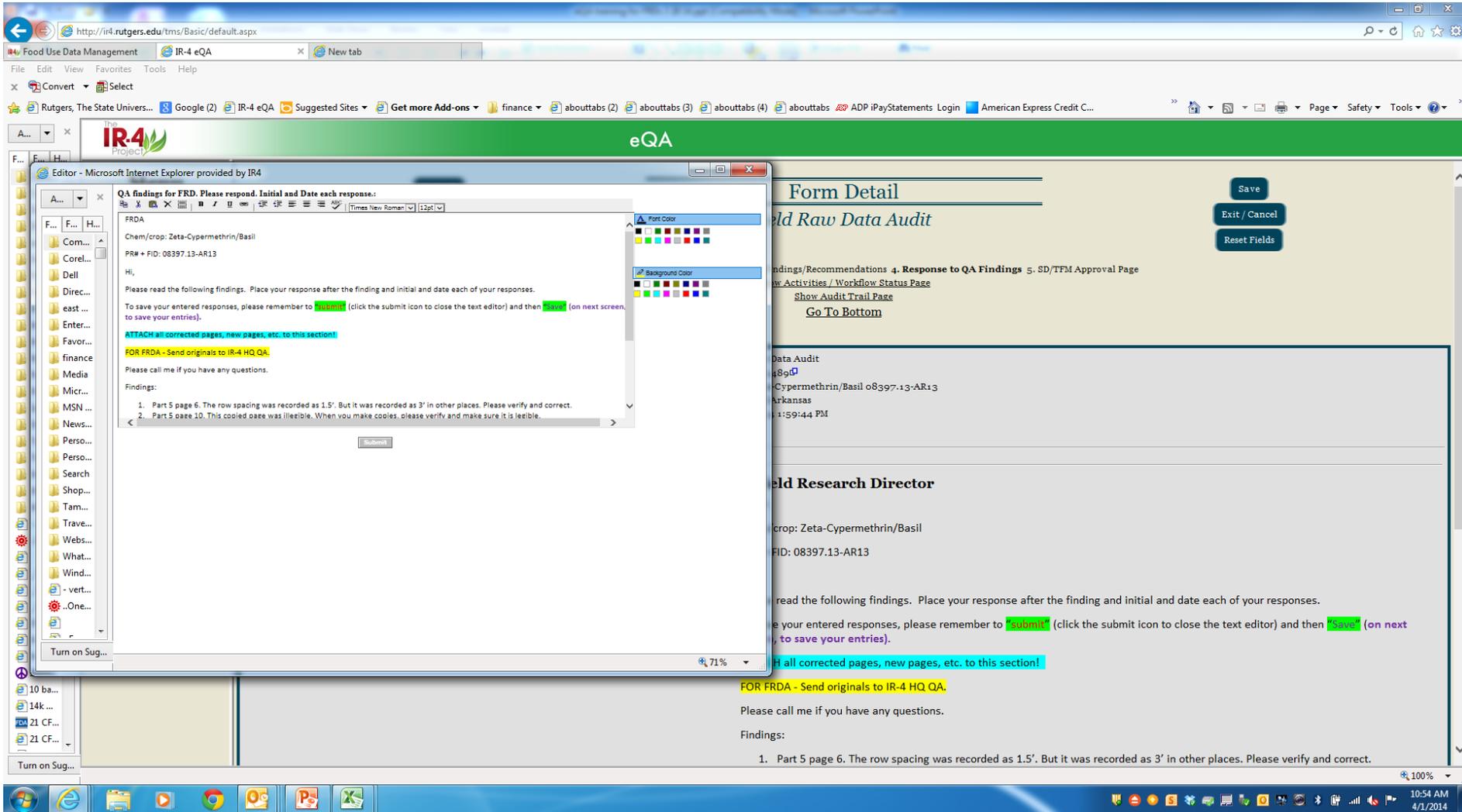
1. Cover Sheet 2. Field Raw Data Checklist 3. QA Findings/Recommendations 4. Response to QA Findings 5. SD/TM Approval Page

Turn on Sug...

71%

10:53 AM 4/1/2014

# eQA Findings, Sec. 3



The screenshot shows a Microsoft Internet Explorer browser window displaying the IR-4 eQA system. The browser's address bar shows the URL `http://ir4.rutgers.edu/tms/Basic/default.aspx`. The page title is "Food Use Data Management" and the browser has multiple tabs open, including "IR-4 eQA".

The main content area of the browser shows a "Form Detail" page for a "Raw Data Audit". The page includes a "Save" button, "Exit / Cancel", and "Reset Fields" buttons. The audit details include:
 

- Findings/Recommendations: 4. Response to QA Findings
- 5. SD/TFM Approval Page
- Workflow Status Page
- Show Audit Trail Page
- Go To Bottom

An "Editor - Microsoft Internet Explorer provided by IR4" window is open over the main page, displaying a text editor for "QA findings for FRD. Please respond. Initial and Date each response:". The editor contains the following text:
 

FRDA  
 Chem/crop: Zeta-Cypermethrin/Basil  
 PR# + FID: 08397.13-AR13

Hi,  
 Please read the following findings. Place your response after the finding and initial and date each of your responses.  
 To save your entered responses, please remember to **submit** (click the submit icon to close the text editor) and then **save** (on next screen, to save your entries).

**ATTACH all corrected pages, new pages, etc. to this section!**

**FOR FRDA - Send originals to IR-4 HQ QA.**

Please call me if you have any questions.

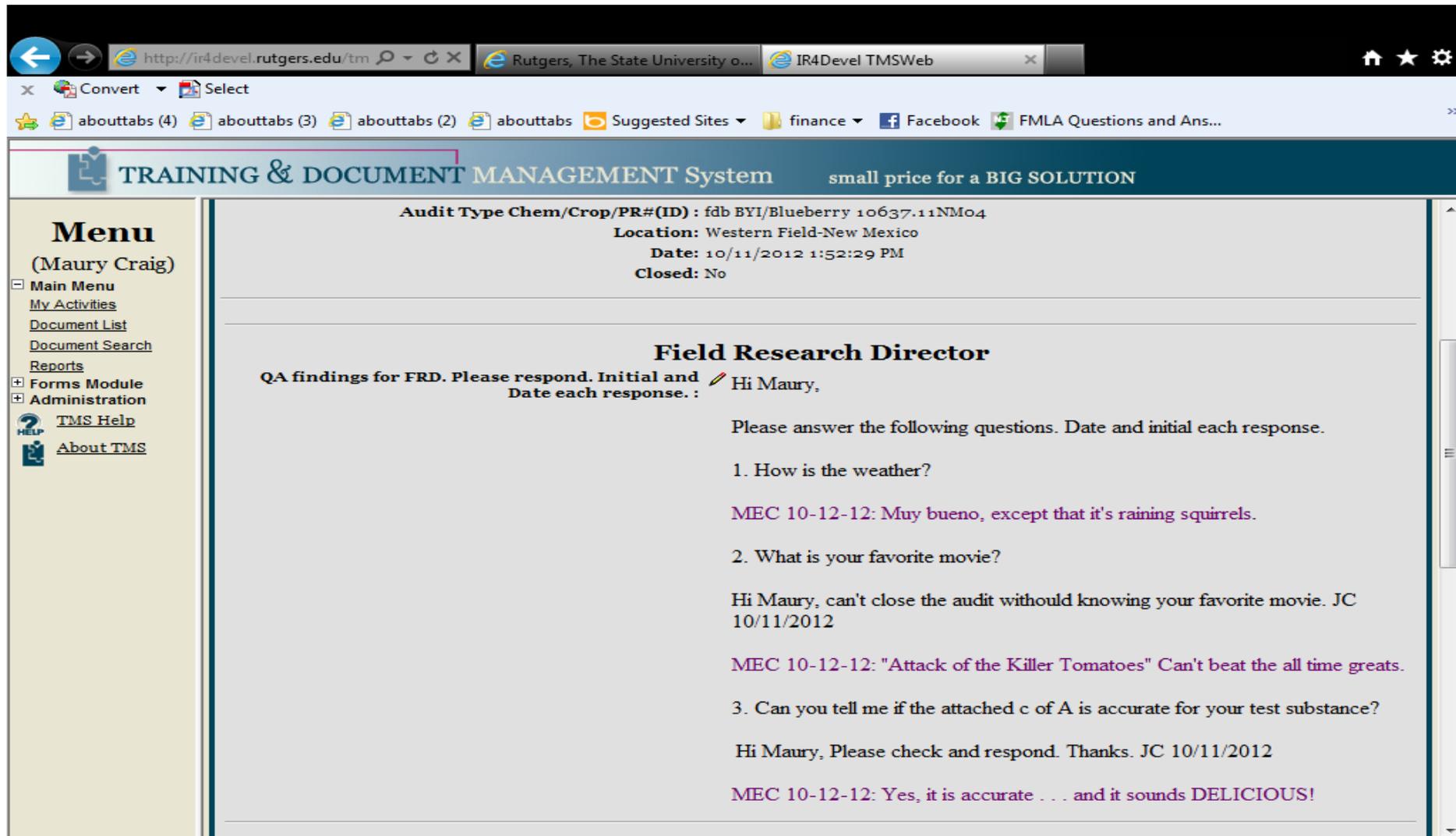
Findings:

1. Part 5 page 6. The row spacing was recorded as 1.5'. But it was recorded as 3' in other places. Please verify and correct.
2. Part 5 page 10. This cooled date was illegible. When you make copies, please verify and make sure it is legible.

A "Submit" button is visible at the bottom of the editor window.

The Windows taskbar at the bottom shows the system clock as 10:54 AM on 4/1/2014.

# Electronic QA Reporting- Section 4 Response to QA Findings



[Convert](#) [Select](#)  
[abouttabs \(4\)](#) [abouttabs \(3\)](#) [abouttabs \(2\)](#) [abouttabs](#) [Suggested Sites](#) [finance](#) [Facebook](#) [FMLA Questions and Ans...](#)

**TRAINING & DOCUMENT MANAGEMENT System** small price for a BIG SOLUTION

**Audit Type Chem/Crop/PR#(ID) :** fdb BYI/Blueberry 10637.11NM04  
**Location:** Western Field-New Mexico  
**Date:** 10/11/2012 1:52:29 PM  
**Closed:** No

**Field Research Director**  
**QA findings for FRD. Please respond. Initial and Date each response. :** Hi Maury,

Please answer the following questions. Date and initial each response.

- How is the weather?  
 MEC 10-12-12: Muy bueno, except that it's raining squirrels.
- What is your favorite movie?  
 Hi Maury, can't close the audit withould knowing your favorite movie. JC 10/11/2012  
 MEC 10-12-12: "Attack of the Killer Tomatoes" Can't beat the all time greats.
- Can you tell me if the attached c of A is accurate for your test substance?  
 Hi Maury, Please check and respond. Thanks. JC 10/11/2012  
 MEC 10-12-12: Yes, it is accurate . . . and it sounds DELICIOUS!



# Electronic QA Reporting- Section 4 Response to QA Findings

http://ir4.rutgers.edu/tms/Basic/default.aspx

Food Use Data Management IR-4 eQA New tab

File Edit View Favorites Tools Help

Convert Select

Rutgers, The State Univers... Google (2) IR-4 eQA Suggested Sites Get more Add-ons finance abouttabs (2) abouttabs (3) abouttabs (4) abouttabs ADP iPayStatements Login American Express Credit C...

IR-4 eQA

**Menu**  
(Tammy Barkalow)

- Main Menu
- My Activities
- Document List
- Document Search
- Document Add
- Reports
- User Preferences
- Document / Project Search
- Forms - Module
- View Forms Data
- Protocol Audit
- Field Critical Phase Inspection
- Lab Critical Phase Inspection
- Field Raw Data Audit
- Admin Raw Data Audit
- Admin Raw Summary Report Audit
- Final Report Audit 1
- Final Report Audit 2
- Field Inspection
- Management
- Administration
- TMS Help
- About TMS
- Training Videos

**ATTACH all corrected pages, new pages, etc. to this section!**

**FOR FRDA - Send originals to IR-4 HQ QA**

Please call me if you have any questions.

**Field Research Director to respond.**

- Section 17 of the protocol requires that the samples be collected during separated runs through the test plots. The data does not indicate that this procedure was followed. This procedure was followed: as indicated in the description of the sampling procedure, each sample was collected by a team of two staff working together (J.M. and B.W.): one selecting, cutting and lightly brushing off (if necessary) the fruit, and the other holding the collection bin. Since each sample was collected in a separate bin, the samples were necessarily collected sequentially, on separate runs, rather than concurrently. We acknowledge that this should have been stated more explicitly in the procedure description. **MEC; 11 Oct 2013**

*Corrected Part 7 Page 2B inserted into Field Data Book indicating samples were collected during separate runs through the test plots. KH 11/22/13*

- Field Data Book, part 7, pages 1 and 2. These pages are crossed out and exact copies inserted. There is no indication why these pages were crossed out. Please provide an explanation for this. These pages were replaced at PMIC in Ottawa, following an AAFC QA review of this FDN on 28 March 2013. Finding #3 of this review required a deviation report (#2) to the study director on the subject of residue sample collection, and true copies of pages 7/1 and 7/2 were sent to the SD also (as well as the RFC and the PMIC GLP Archivist) to provide the necessary context for the report. Although no changes were made to the FDN as a result of this deviation, PMIC believed that what I sent were amended copies, and replaced the pages accordingly. **MEC; 15 Nov 2013**

*Okay. Note added to Part 7 Pages 1 and 2 that no changes were made to the pages KH 11/22/13*

**Study Director**

Hello Kathryn & Markus,

Please read the following findings. Place your response after the finding and initial and date each of your responses.

To save your entered responses, please remember to **Save** (click the submit icon to close the text editor) and then **Save** (on next screen, to save your entries).

**ATTACH all corrected pages, new pages, etc. to this section!**

**FOR FRDA - Send originals to IR-4 HQ QA**

Please call me if you have any questions.

**Study Director to respond.**

- Changes #5 & 6 pertain specifically to this trial but copies are not present in the Field Data Book. *Changes 5 and 6 were added to the back of the Field Data Book KH 11/22/13*
- Changes #3 & 4 appear to be identical other than the date issued. Why are there two changes for the same issue? *Changes 3 and 4 are different because change 3 applies to application 01 of TRT 04 and change 4 applies to application 01 and 02 of TRT 03. KH 11/22/13*

Attachments: 1: 10649.12-BCoop memo section\_7\_MEC.11Oct2013.pdf

1: Cover Sheet 2: Field Raw Data Checklist 3: QA Findings/Recommendations 4: Response to QA Findings 5: SD/TM Approval Page

Record 126 of 123

Turn on Sug... 75% 10:48 AM 4/1/2014

Internet Explorer cannot display this webpage. IR4Devel TMSWeb

TRAINING & DOCUMENT MANAGEMENT System small price for a BIG SOLUTION

**Menu**  
 (Tammy Barkalow)

- Main Menu
  - My Activities
  - Document List
  - Document Search
  - Document Add
  - Reports
  - User Preferences
- Forms Module
  - View Forms Data
  - Field Raw Data Audit
  - Lab Critical Phase Inspection
  - Field Critical Phase Inspection
- Management
  - Activity List
  - Activity Search
  - Proactive Review
  - Training Search
  - Signature Search
- Administration
  - Forms and Workflow Design
  - User Functions
  - Document Functions
  - Training Functions
  - Advanced Functions

[Back To List](#)

## Form Detail

### Field Raw Data Audit

Record 8 of 12

[1. Cover Sheet](#)
[2. Field Raw Data Checklist](#)
[3. QA Findings/Recommendations](#)
[4. Response to QA Findings](#)
[5. SD/TFM Approval Page](#)

[Show Activities / Workflow Status Page](#)  
[Show Audit Trail Page](#)  
[Go To Bottom](#)

**SD/TFM Approval Page**

**Form Group:** Field Raw Data Audit  
**Packet ID:** E-000030

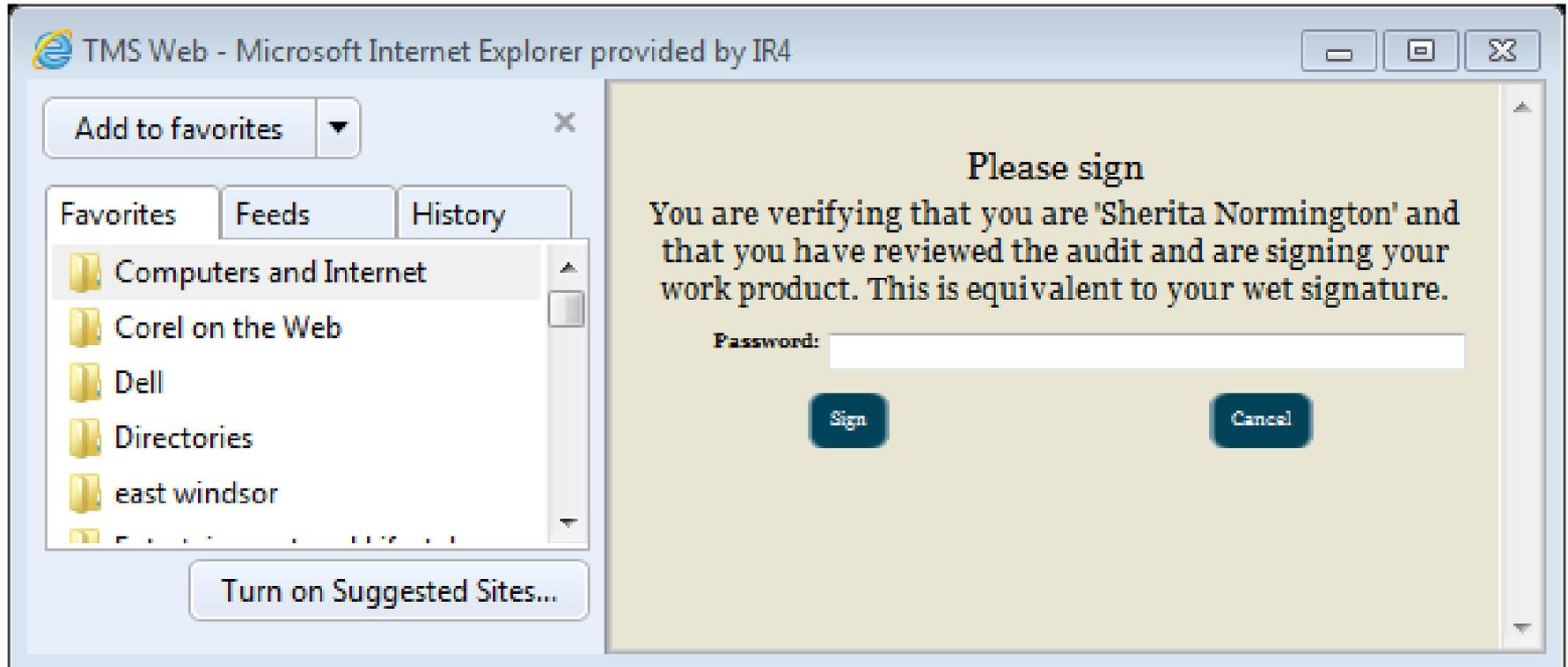
**Audit Type Chem/Crop/PR#(ID) :** FDB BYI/Blueberry 10637.11W104  
**Location:** The IR-4 Project Headquarters  
**Date:** 10/8/2012 12:23:31 PM  
**Closed:**  ( Van Starner - 10/9/2012 2:06:32 PM ) [Re-Open Packet](#)

<b>Study Director Signature:</b>	<b>Signed By</b>	<b>Signature Date</b>
	Marija Arsenovic (Senior Research Scientist)	10/9/2012 2:05:48 PM
<b>Testing Facility Management:</b>	<b>Signed By</b>	<b>Signature Date</b>
	Van Starner (Testing Facility Management)	10/9/2012 2:06:32 PM

[1. Cover Sheet](#)
[2. Field Raw Data Checklist](#)
[3. QA Findings/Recommendations](#)
[4. Response to QA Findings](#)
[5. SD/TFM Approval Page](#)

Record 8 of 12

## Electronic QA Reporting



The screenshot shows a Microsoft Internet Explorer browser window titled "TMS Web - Microsoft Internet Explorer provided by IR4". The browser's address bar is empty. On the left side, there is a sidebar with a search box labeled "Add to favorites" and a list of favorites including "Computers and Internet", "Corel on the Web", "Dell", "Directories", and "east windsor". Below the list is a button labeled "Turn on Suggested Sites...". The main content area of the browser displays a sign-in page with the following text:

**Please sign**  
You are verifying that you are 'Sherita Normington' and that you have reviewed the audit and are signing your work product. This is equivalent to your wet signature.

Below the text is a label "Password:" followed by a text input field. At the bottom of the page are two buttons: "Sign" and "Cancel".

# Electronic QA Reporting-Work flow

Close Window

## Packet Detail

### Workflow Status

#### Workflow Status

**Form Group:** Field Raw Data Audit  
**Packet ID:** E-000033  
**Audit Type Chem/Crop/PR#(ID) :** FDB BY1/Blueberry 10637.11WI05  
**Type:**  
**Closed:** No  
**Facilities:**

Step Status	Step Name	Recipients		Activity Type	Form Name
Completed	Initiator fills out basic information	Tammy Barkalow	Completed On 10/9/2012 4:56:10 PM	Edit Form Data	Cover Sheet
Completed	Initiator fills out checklist	Tammy Barkalow	Completed On 10/10/2012 2:40:27 PM	Edit Form Data	Field Raw Data
Completed	Complete Findings Page	Tammy Barkalow	Completed On 10/10/2012 2:45:36 PM	Edit Form Data	QA Findings/Re
Completed	QA signature	Tammy Barkalow	Completed On 10/10/2012 2:45:55 PM	Please sign	QA Findings/Re
Completed	Group Notification	Dan Heider Raymond Leonard	Completed On 10/10/2012 4:23:46 PM Completed On 10/10/2012 5:37:38 PM	Edit Form Data	Response to QA
Completed	Study Director Review	Raymond Leonard	Completed On 10/10/2012 5:37:46 PM	Edit Form Data	Response to QA
Completed	Study Director Signature	Raymond Leonard	Completed On 10/10/2012 5:38:00 PM	Please sign	SD/TFM Approv
Rejected - Details	Testing Facility Management review	Van Starner	Rejected On 10/15/2012 3:24:31 PM	View Form Data	Response to QA
In Progress	Study Director Review	 Raymond Leonard ( Complete - Delete )	<b>Due Date: 10/15/2012</b>	Edit Form Data	Response to QA
Not Started	Testing Facility Management signature			Please sign	SD/TFM Approv
Not Started	Notify QA of closed audit			Review Form Packet	SD/TFM Approv

## Electronic QA Reporting-Work flow

TMS Web - Microsoft Internet Explorer provided by IR4

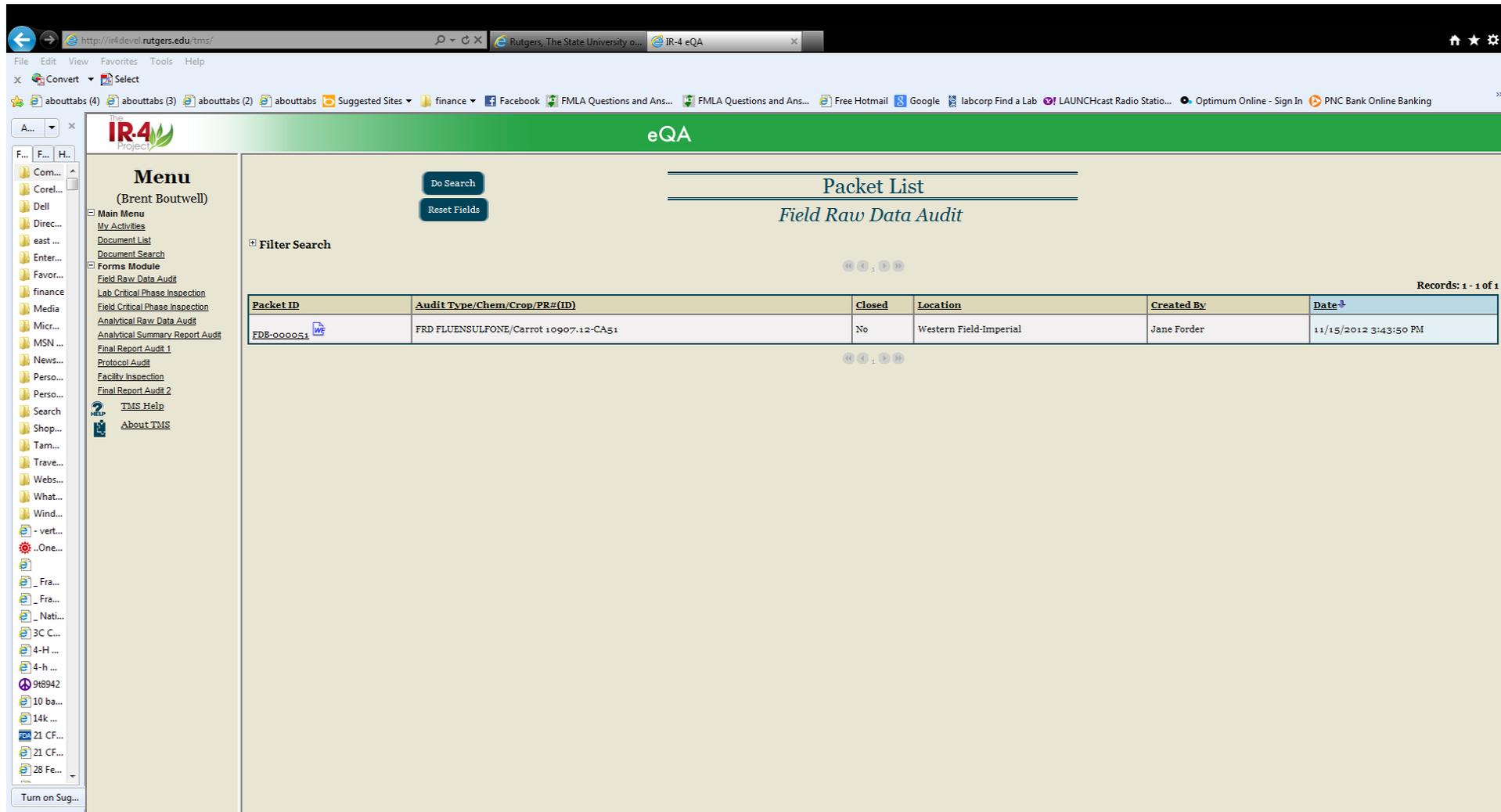
[Go Back](#)

---

### Rejection Details

---

**User Name:** Van Starner  
**User Position / Title:** Testing Facility Management  
**Date of Rejection:** 10/15/2012 3:24:31 PM  
**Reason for Rejection:** Still need SD responses



The screenshot shows a web browser window displaying the eQA application. The browser address bar shows the URL <http://ir4.devel.rutgers.edu/tms/>. The application header includes the IR-4 Project logo and the text "eQA".

On the left side, there is a "Menu" section for user "Brent Boutwell". The menu items include: Main Menu, My Activities, Document List, Document Search, Forms Module, Field Raw Data Audit, Lab Critical Phase Inspection, Field Critical Phase Inspection, Analytical Raw Data Audit, Analytical Summary Report Audit, Final Report Audit 1, Protocol Audit, Facility Inspection, Final Report Audit 2, TMS Help, and About TMS.

The main content area is titled "Packet List" and "Field Raw Data Audit". It features a search bar with "Do Search" and "Reset Fields" buttons. Below the search bar, there is a "Filter Search" section. A table displays the audit results, with one record shown. The table has columns for Packet ID, Audit Type/Chem/Crop/PR#(ID), Closed, Location, Created By, and Date. The record shows Packet ID "FDB-000051" (with a "WF" icon), Audit Type "FRD FLUENSULFONE/Carrot 10907.12-CA51", Closed status "No", Location "Western Field-Imperial", Created By "Jane Forder", and Date "11/15/2012 3:43:50 PM".

Navigation controls (back, forward, search) are visible above and below the table. The bottom right corner of the table area indicates "Records: 1 - 1 of 1".

Packet ID	Audit Type/Chem/Crop/PR#(ID)	Closed	Location	Created By	Date
FDB-000051 	FRD FLUENSULFONE/Carrot 10907.12-CA51	No	Western Field-Imperial	Jane Forder	11/15/2012 3:43:50 PM



# How to Find a Packet

Go to eQA and log in.

Click on the “+Forms Module” and this will open up the menu.

Select the “Facility Inspection” link and click.

When it opens, click on the “ +Filter Search “.

Use the drop down menu for “Location” and select your site (NC Field NDSU Minot) and be sure the drop down menu selection for the “Closed” field is blank.

Hit the do “Search button” and your audit packet should appear.

Enter the packet via the link and you can go to all the packet sections. The findings and responses are in section 4.

All your audit reports are available the same way. Just choice the “audit type”, ie Field Critical Phase, Field Raw Data Book, etc

You always want the “closed” to be blank, this will allow you to bring up active and completed reports.



- Com...
- Corel...
- Dell
- Dir...
- east ...
- Enter...
- Favor...
- finance
- Media
- Micr...
- MSN ...
- News...
- Perso...
- Perso...
- Search
- Shop...
- Tam...
- Trave...
- Webs...
- What...
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- 3C C...
- 4-h ...
- 4-h ...
- 988942
- 10 ba...
- 14k ...
- 21 CF...
- 21 CF...
- 28 Fe...

## Menu

(Brent Boutwell)

- Main Menu
- My Activities
- Document List
- Document Search
- Forms Module
  - Field Raw Data Audit
  - Lab Critical Phase Inspection
  - Lab Critical Phase Inspection
  - Analytical Raw Data Audit
  - Analytical Summary Report Audit
  - Final Report Audit 1
  - Protocol Audit
  - Facility Inspection
  - Final Report Audit 2
- TMS Help
- About TMS

Do Search

Reset Fields

## Packet List

### Field Raw Data Audit

Filter Search

Form Group: Field Raw Data Audit

Packet ID:

Audit Type Chem/Crop/PR#(ID):

Closed: No

Location:

Study Title:

Field ID Number:

Origin of Audit:

FRD and SD Notification of Activity:

Quality Assurance Inspector:

Study Director:

Findings for Field Research Director:

Findings for Study Director:

Comments from Quality Assurance:

« 1 »

Records: 1 - 1 of 1

Packet ID	Audit Type/Chem/Crop/PR#(ID)	Closed	Location	Created By	Date
FDB-000051	FRD FLUENSULFONE/Carrot 10907.12-CA51	No	Western Field-Imperial	Jane Forder	11/15/2012 3:43:50 PM

« 1 »



eQA

Packet Demonstrations

Link to eQA

[IR-4 eQA](#)

**Thank  
You!**