

HOW TO...Log in

The CITR data reporting system is an electronic way for participants to report some of their own data. To get to the system, navigate to <https://citregistry.org/content/transplant-recipients> and click on "Complete your follow-up surveys online." This will bring you to the login screen. Each CITR participant has login credentials for the data reporting system. There are a couple options for retrieving this information:

1. Contact your transplant coordinator

2. Click on "If you are a new user or have forgotten your password, click here" and enter your birth date and first islet transplant date. Your login credentials will appear on the screen. **TIP: You can copy your password from this screen to paste on the login screen.**

NOTE: The first time you log in, you will need to enter your password twice. First on the login screen, second on an eSignature screen.

HOW TO...Navigate the main menu

NOTE: If you do click into or save a form in 20 minutes from log in or last save, you will be logged out of the system.

Form Name	Status	Target Date
Due		
Diabetes Distress Scale	5%	06Apr2018
EQ-5D	0%	06Apr2018
Participant Follow-up	56%	06Apr2018

Callouts in the screenshot:

- "These forms are available for you to enter" points to the 'Due' header.
- "You should aim to have forms completed around the date listed here" points to the 'Target Date' column.
- "This form is partially completed" points to the 56% progress indicator for 'Participant Follow-up'.

HOW TO...Complete the forms

Once you have clicked into a form, answer as many questions as you can. Based on your answers, additional questions may become available. Be sure to answer those as well. There will be a mix of checkboxes, free text responses, and drop-down lists. Free text questions requiring a specific format (for example, medication dose or HbA1c result) will have that format indicated in the text box.

Each form will have some or all of the following navigation

options:

- Continue to next screen
- Save form progress
- Go back to previous screen
- Return to main menu