

PowerTrials: Protocol Office Manager (POM) – log in/out

Quick reference guide

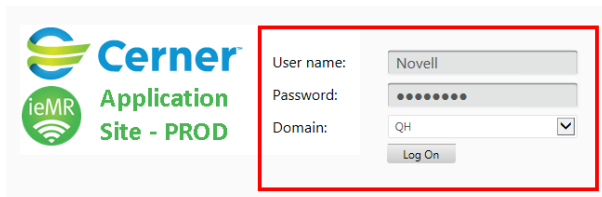
Protocol Office Manager (POM) is primarily used to electronically document a research project. It allows for users from any hospital facility to be assigned a role allowing access to the electronic protocols and specific functionality based on the user's role. This will allow for collaboration among various hospitals for larger multi-site studies.

Logging In

1. Double click on the *ieMR* icon on the desktop



The *Cerner* login window will open.



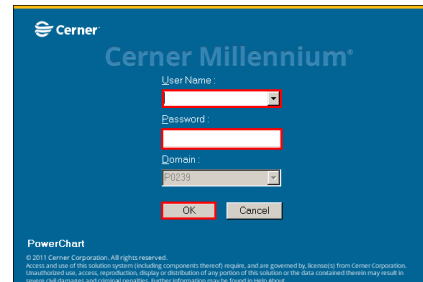
2. Enter your *Novell User ID* as the User Name
3. Enter your *Novell password*
4. Select *QH* from the *Domain* drop down menu
5. Select *Log On*

The *Applications* screen will display.



6. Click the *POManager* icon

The *POManager* login window will open.



7. Enter your *Novell User ID* as the User Name
8. Enter your *Novell password*
9. Select *OK*

The *POManager* home screen window will open.

Logging Out

To ensure data security, it is critical that staff log out of *POM* upon completion of a session.

1. Click *File* in the menu bar
2. Click *Exit*

