



GUIDE TO CTTI'S PRIORITIZATION TOOL FOR SPONSORS AND PATIENT GROUPS

This free, interactive tool helps clinical research sponsors and patient groups identify high-value opportunities for collaboration. The following is a step-by-step guide to using this resource.

The tool is available at <https://prioritizationtool.ctti-clinicaltrials.org>.

HOMEPAGE

The landing page provides an overview of the tool's purpose and functionality.

Click the Analyze tab to begin using tool

CTTI Prioritization Tool for Sponsors and Patient Groups

OVERVIEW ANALYZE VISUALIZE

This tool helps patient groups and clinical research sponsors identify high-value opportunities to work together. Using this tool, you will:

- ANALYZE**
 - Select engagement opportunities that are relevant to the project or collaboration you have in mind.
 - Use our comprehensive list or add your own.
 - Rate the benefits and investments for each opportunity.
- VISUALIZE**
 - Review and adjust your analysis within a visual display.
 - Add a partner's analysis for comparison and discussion.
- COLLABORATE**
 - Select opportunities to pursue with your partner and get started!

Ready to get started? Click the Analyze tab at the top of the screen. You'll find icons throughout this tool with more information about everything you see.

Very important! For privacy reasons, we don't keep any of the data you enter in this tool. So if you want to save your work, make sure to click the "Save Your Data" link that you'll see at the top of every page.

The Clinical Trials Transformation Initiative (CTTI), a public-private partnership co-founded by Duke University and the U.S. Food and Drug Administration, seeks to develop and drive adoption of practices that will increase the quality and efficiency of clinical trials. Comprised of nearly 80 member organizations, CTTI is transforming the clinical trials landscape by developing evidence-based solutions to clinical research challenges. [Click here to learn more.](#)

Throughout the tool, these info icons provide additional information. Wherever you see this symbol, hover to view helpful details.

ANALYZE PAGE

On the Analyze page, there are 2 paths for entering your information:

- 1) If you're starting fresh, follow the steps outlined below.
- 2) If you have existing data, upload the .csv file.

The screenshot shows the 'ANALYZE' tab of the CTTI Prioritization Tool. It features a navigation bar with 'OVERVIEW', 'ANALYZE', and 'VISUALIZE' tabs. Below the navigation bar are input fields for 'Project Name' (filled with 'Project Beta') and 'Organization' (filled with 'Sponsor'), along with a 'Save Your Data' button. A link 'Click Here' is provided for uploading existing data. The main content area is a table with columns for 'Engagement Opportunity', 'Benefit', 'Investment', and 'Comments'. Five rows of engagement opportunities are listed, each with a checkbox, a text input field, and dropdown menus for 'Benefit' and 'Investment' ratings. A 'Remove' button is at the end of each row. Callout boxes provide instructions for each step: 1) Enter project and organization names; 2) Review and select engagement opportunities; 3) Rate benefits and investments and add comments; 4) Save data as a .csv file; 5) Click on the Visualize tab.

1 Enter the name of the project and your organization.

2 Review the list of engagement opportunities. Use the check boxes to select those relevant to your clinical trial, development program, or other activity. If you want to add an engagement opportunity that is not listed, click the **Add Opportunity** link at the bottom of the page.

3 For each engagement opportunity selected:

- ▶ Rate the benefits and investments as high, medium, or low from your perspective.
- ▶ Use the comment box to add notes. For example, include the rationale for your benefit/investment ratings, or use this field to specify what exactly you plan to do.

4 Click the **Save Your Data** button to download a .csv file of your data. You will need this .csv file if you're using this tool to compare two different sets of data. You can also email the file to colleagues or collaborators, or just save your data to work on later.

5 Click on the Visualize tab to advance to the next stage.

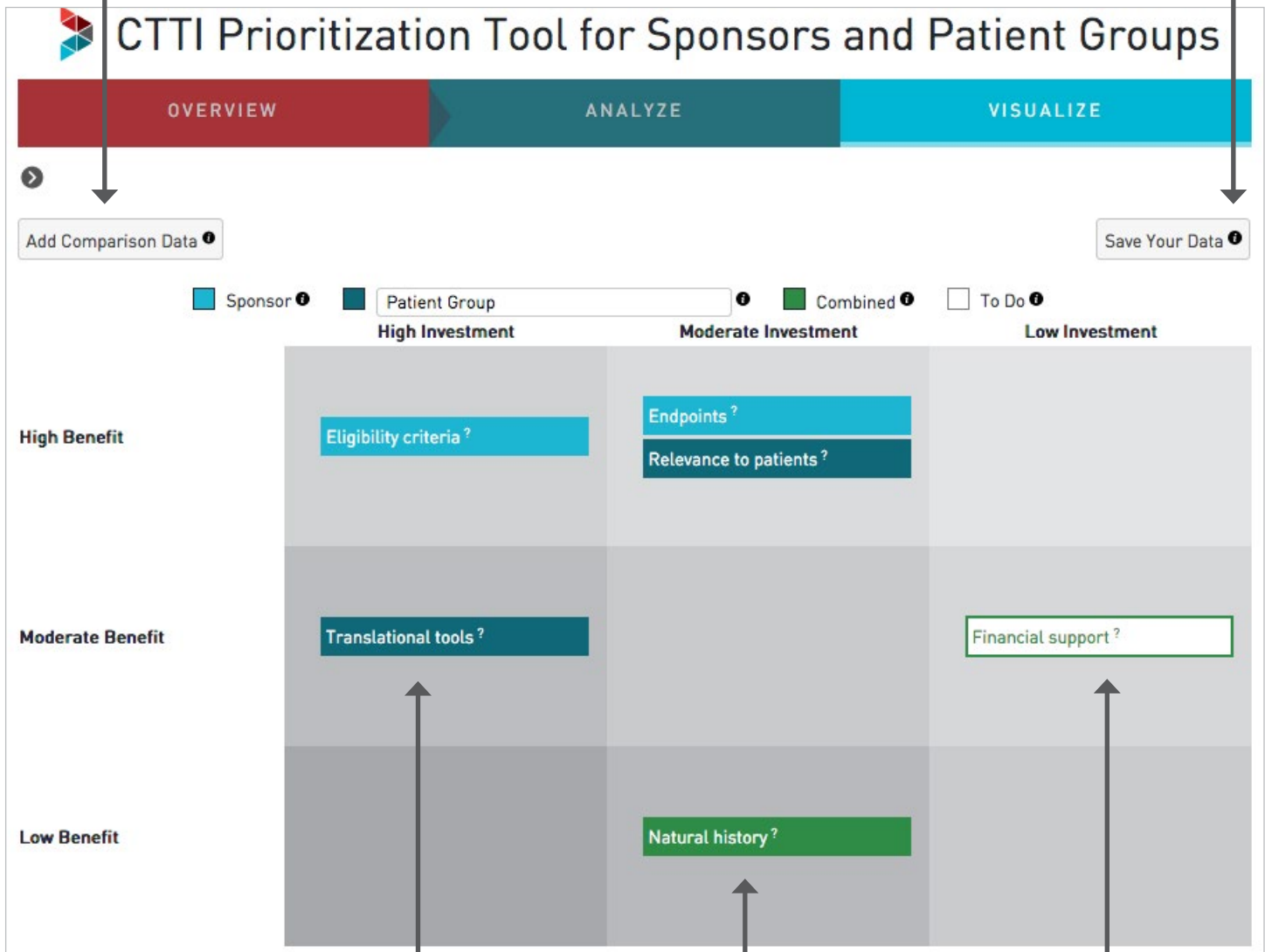
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VISUALIZE PAGE

If you advanced to this page after entering data in the Analyze section, it will now be displayed in the matrix.

1 Once the matrix displays data from one organization, click **Add Comparison Data** and upload the .csv file. The engagement opportunities are color coded to easily identify which organization rated each activity.

5 When you are finished, save your work by clicking **Save Your Data**. You can also print this whole page to a PDF through your web browser.



2 Your evaluation of benefit/investment ratings may change as you discuss them. To adjust any of your ratings, click and drag the engagement opportunity from one section of the matrix to another.

3 If both organizations give the same rating for an engagement opportunity, the activities merge into a single block and change to a new color.

4 Click on the engagement opportunity to mark those you agree to do. Once selected, it will appear at the bottom of the page under **Summary of Selected Engagement Opportunities**.