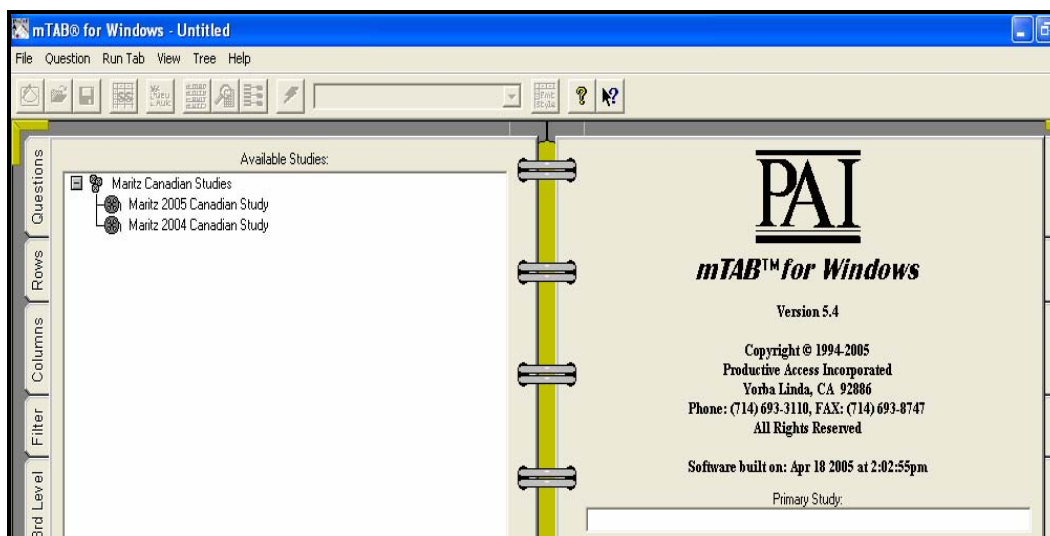
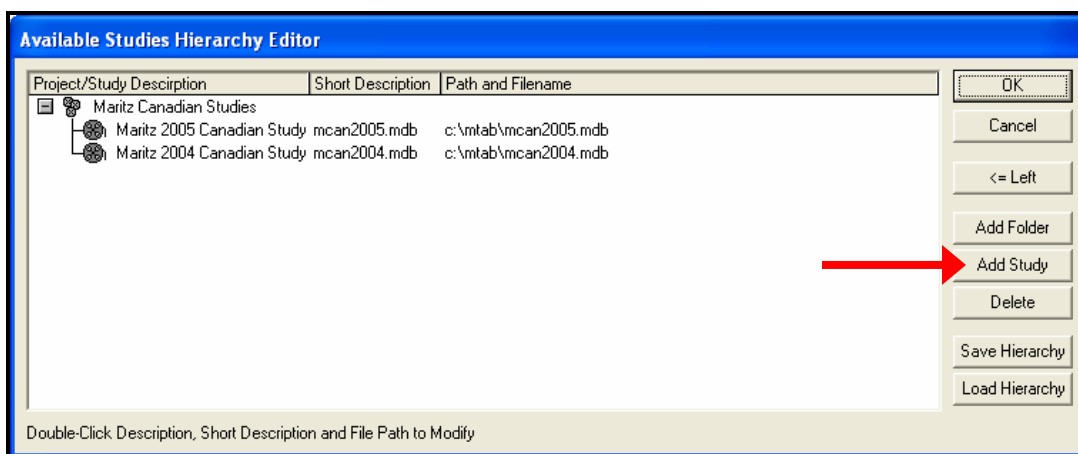


Adding an mTAB™ database to the mTAB™ for Windows studies menu using the “Study Explorer”

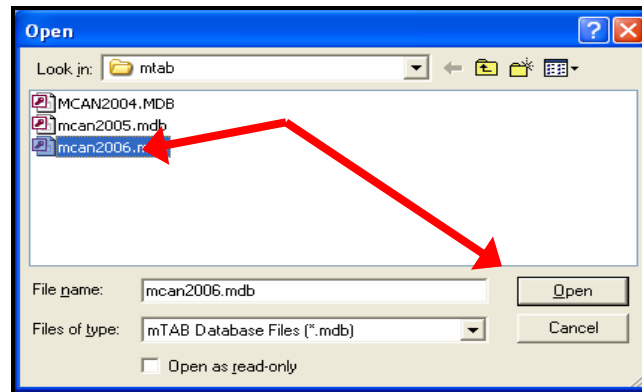
From the mTAB™ for Windows Study menu (as shown below) select the menu items File then Study Explorer, which will expose the *Available Studies Hierarchy Editor* dialog. You may need to click on an existing study if the Study Explorer menu item is disabled.




From the *Available Studies Hierarchy Editor* dialog click on the Add Study button as shown below.

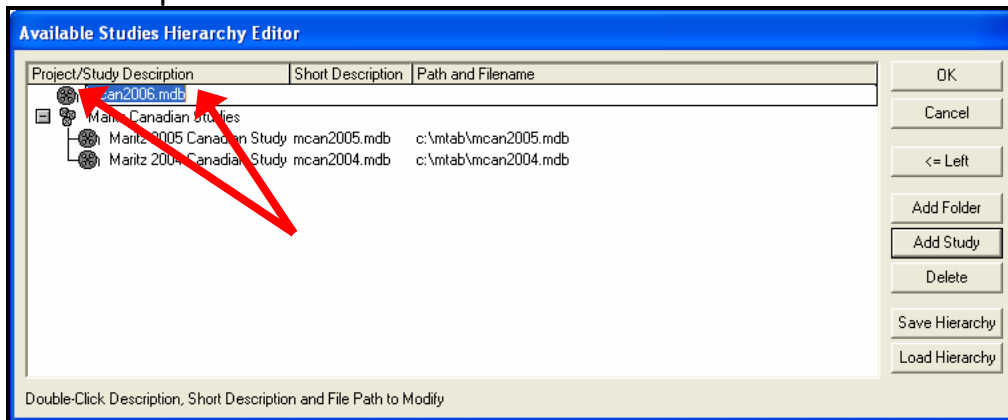


Clicking the Add Study button from the *Available Studies Hierarchy Editor* dialog displays an *Open* dialog as shown below. Navigate to the folder containing the mTAB database (.MDB file) that you wish to add to the mTAB studies menu. Select the filename and confirm with the Open button as illustrated below.



Assigning a descriptive name to the Study

The mTAB database we have added using the Add Study button steps outlined above will now appear at the top of the *Available Studies Hierarchy Editor* dialog as shown below. Enter a descriptive name for the study. The descriptive name you enter in this step will appear in mTAB's Available Studies menu. Click on the Tape  icon once you have finished entering the descriptive name.



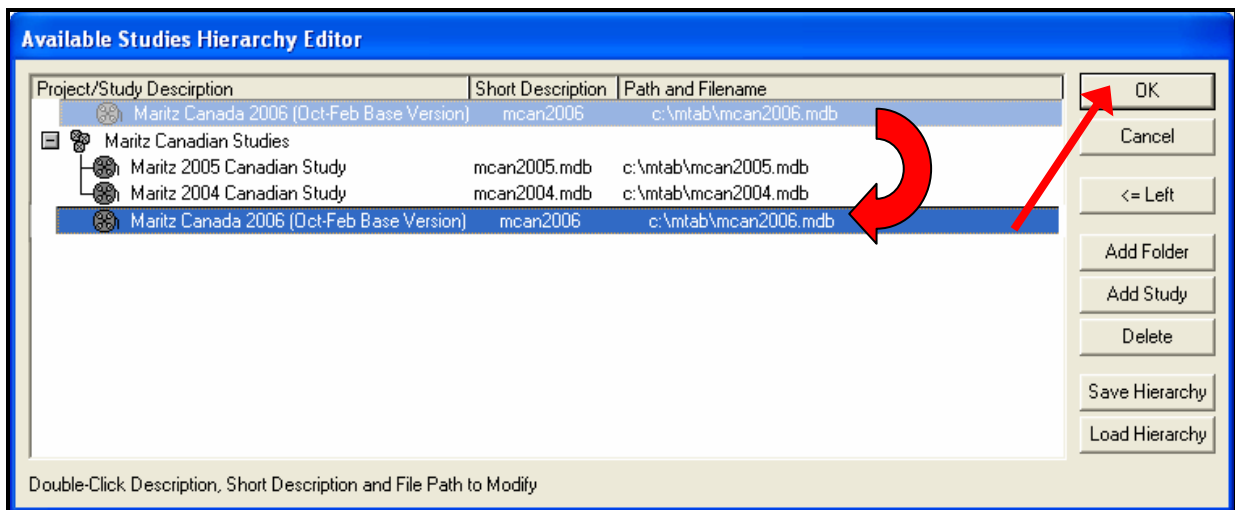
Note for mTABWeb users: If you downloaded the mTAB database file(s) from mTABWeb, the WinZip file includes both the mTAB database (.MDB) file(s) and a README.TXT file. The README.TXT file contains the descriptive name for each mTAB database in the WinZip file.

Placing the New Study into an existing Available Studies Menu Folder

You can drag the new study into any of the existing Available Studies menu folder by following the steps below. Click on the new study at the top of the *Available Studies Hierarchy Editor* dialog, and then drag it into the appropriate study folder and drop it as shown below.

Note that you can change the ordering of the study within a folder by dragging the study above or below other studies.

Once you have the study order you require, click on the OK button to confirm your description and folder placement.



Your new study will be added to the Available Studies menu in the appropriate folder as shown below.

