# ICRweb

# User Manual

- Version.1.1 (20, May 2025) -

This is a modified and translated version of

the Japanese "ICRweb Manual for Users of Facility Course" (Ver. 1.1, May 2025).

#### Index

1.	Introduction	1
2.	How to get started	1
-	1) User registration	1
2	2) Log in	2
3.	How to watch the lecture	4
-	1) How to play the lecture video	4
2	2) Answering the Questionnaire	6
	3) Taking end-of-lecture test	7
2	4) Issuing a certificate	9
4.	How to check the progress of each lecture	11
5.	Notes on issuing a certificate	12
6.	FAQ	12
7.	Supplement: Bars and icons presenting progress of each lecture	13
-	1) Progress bar	13
2	2) [Questionnaire] icon	13
	3) [end-of-lecture test] icon	13
2	4) [Issue certificate] icon	13

### 1. Introduction

This document is a guide for users of Introduction to Clinical Research (ICRweb).

#### 2. How to get started

Please follow the steps below to use ICRweb.

You will be required to register as an ICRweb user to watch the lectures.

#### 1) User registration

From the ICRweb home (<u>https://www.icrweb.jp/my/index.php?lang=en</u>), click [Sign up] in the upper right corner to go to the registration form, enter the required information, and agree to the Terms of service. A tentative account will be created, and a confirmation email will be sent to your address. Complete registration by accessing the URL in the email.

e-Learning site about clinical research Introduction to Clinical Research	٩	About ICRweb What is ATLAS? FAQ Contact	🜐 Japanese 🌒 Log in 🖉 🕼 Sign up
bout Issuing Certificates	United here can be	Cancer Genomic Medicine:	
R Contents	Overview of the main steps in the NGS workflow Wet betch protest protection described with the steps	Essential Course	
Regulatory Guidelines		ATLAS (Asian clinical TriaLs network for cAncerS) project - Training Program	
E All Contents	Bry bench process Agrinet Value (cAs destation Outpile Between + + + + + + + + + + + + + + + + + +	Cancer Genomic Medicine Course Target trainees: Physicians, laboratory technicians and	ATLAS: A project to promote the development of therapeutics for cancer from Asia
) Fresh Insights Playlist		engage cancer genome-based medicine.	• • •

#### ([Sign up] for user registration.)

e-Jearning site about clinical research Introduction to Clinical Research	٩		About ICRweb What is ATLAS?	AQ Contact Japanese	电 Login 🛛	🖉 Sign up
About Issuing Certificates	Home / Log in / New account					
ICR Contents						
Regulatory Guidelines	Membership registration is required to use con Please follow the instruction below and apply t	tents on this site. hrough the membership registration fo	orm.			
I All Contents	<b>ONOTES</b>					
D Fresh Insights Playlist	<ul> <li>You need to access the URL sent to your rep</li> <li>If you use smart phone, cell phone or free e</li> </ul>	gistered e-mail address for registration e-mail address, please check the mail re	<ul> <li>Please enter your e-mail address correctly. eception setting to accept the domain "mail.</li> </ul>	crweb.jp" if necessary.		
C Recommended Lectures	<ul> <li>If you cannot get the e-mail, your system m</li> <li>A registration confirmation email is usually</li> <li>If you do not receive the email after 24 hour</li> </ul>	hay handle the e-mail as a junk mail. At automatically sent to the address you are please check three points.	first, please confirm your junk mail box, spar entered within 30 minutes.	n folder, trush box and so on.		
	(1) Please check if it has been moved to junk (2) The registration request e-mail may not h	mail. If not, please check (2) and (3). have been sent correctly.				
	(3) The e-mail address you entered may have In the case of (2) and (3), please complete t	e been incorrect. the registration procedure again.				
	If you cannot find any junk e-mails, if you w or if you see a message on the registration We will confirm the provisional registration	vant to register with the same user ID, screen stating that you already have a pinformation, approve it on your baba	n e-mail address, please let us know your reg	istered name, user ID, and e-ma	il address.	
	we will commit the provisional registration	rinormation, approvent on your bena	n, and contact you.			
	Temporary Registration	2 Receiving E-mail	3 Full Registration	4 Sign in		
	<b>i</b> ->		> <b>∠_</b> ->	\$ <u>1</u>		
	Fill in the registration form,	The confirmation e-mail will be sent.	Access the URL in the e-mail.	Confirm that you can sign in with your		
				User ID and password	d	
	Username 🔒					_
	Password 0					
		The password must have at least 8 of non-alphanumeric character(s) such	characters, at least 1 digit(s), at least 1 lower h as as *, -, or #	case letter(s), at least 1 upper ca	ase letter(s), at least 1	
	Provilla dela con					_

(Enter your information in the required fields for registration.)

e-Learning site about clinical research Introduction to Clinical Research	Q About ICRweb What is ATLAS? FAQ Contact 🕮 Japanese 🌒 Log In 📝 Sign up
About Issuing Certificates	
ICR Contents	An email should have been sent to your address at shitamori.ryoko740@eps.co.jp
Regulatory Guidelines	It contains easy instructions to complete your registration. If you continue to have difficulty, contact the site administrator.
≔ All Contents	Continue
🗅 Fresh Insights Playlist	
C Recommended Lectures	Introduction to Clinical Research Top Page What is ICRweb Regulatory Guidelines FAQ Contact Us
	Course List       Cancer Genomic Medicine: Essential Course       ATLAS International Symposium         Cancer Genomic Medicine: the Practice in Japan       GRC Training Course       SICRES seminar         ISO 15189 Accreditation Support Course       Outline of Clinical Trials on Cancer       SICRES seminar

(Confirmation e-mail will be sent to you immediately.)

e-Learning site about clinical research Introduction to Clinical Research	Q About ICRweb What is ATLAS? FAQ Contact Dapanese O Test User0711 O Log out
About Issuing Certificates	
	Dear Test User0711         Your registoration process has been completed.         To start ICRweb, click ICRweb icon on the page top or "back to HOME" button below.         Best regards,         Introduction of Clinical Research (ICRweb)         Introduction to Clinical Research         Top Page What is ICRweb Regulatory Guidelines FAQ Contact Us
	Course List       Isse 1 Trial Development Course       ATLAS International Symposium         Cancer Genomic Medicine: the Practice in Japan       CRC Training Course       SICRES seminar         ISO 15189 Accreditation Support Course       Outline of Clinical Trials on Cancer       SICRES seminar

(Confirmation will be completed by clicking the URL sent in the e-mail.)

※ Refer to ICRweb: FAQ (<u>https://www.icrweb.jp/mod/page/view.php?id=113</u>) if you cannot complete your registration.

#### 2) Log in

After completion of user registration, click [Log in] in the upper right corner of ICRweb home, enter your user ID and the password you set on the screen you will be redirected.



👌 Sign	n in for ICRweb	Sign in for facility courses	Create your account
	User Id Please enter the us Password Please enter the pa	er ID registered on ICRweb. assword you registered on ICRweb. 40 Log in	
lf you have below.	re forgotten your user	ID or password, please request log in	information from the button
A Not ava If you d FAQ - U	ailable for temporary do not receive a regist	-registered users. tration confirmation e-mail, contact u	IS.

(Enter you user ID and password, then [Log in].)

## 3. How to watch the lecture

#### 1) How to play the lecture video

After log-in, a list of courses (a course is a series of lectures) will be displayed near the center of the ICRweb home, or it will be displayed by clicking [All Contents] in the left window. Click a course image, and you will be redirected to the course home showing lectures in the course.

e-Learning site about clinical research Introduction to Clinical Research	٩	About IC	Rweb What is ATLAS? FAQ Contact	Dapanese O Cont
About Issuing Certificates  CR Contents  CR Contents  C Regulatory Guidelines  Fresh Insights Playlist C Recommended Lectures	Descrete of the table steps in the MSS workflaw	Cancer Genomic Medicine: Essen ATLAS (Asian clinical Triats network for cAncerS) project - T Cancer Genomic Medicine Course Target trainees: Physicians, laboratory technicians and oth engage or would like to engage cancer genome-based medi	tial Course raining Program er relevant professionals who cine.	<image/>
Visitor Counter	Latest announcements 202月2024 A new lecture entitle	ed "ISO 15189 Clinical Laboratory Accreditation - Accreditati	on of gene-related testing -" is available.	
Registrants         204,813           Today         1,105           Yesterday         2,407           All         5,574,641	30 1月 2024 A new course "Outlin 27 11月 2023 The site has been re Fresh Insights Playlist Embark on a learning adventure wi Stay tuned for a dynamic blend of c	ne of Clinical Trials on Cancer <sup>*</sup> with 6 videos has become ava enewed. th our "Fresh Insights Playlist," a curated collection of the la utting-edge content designed to keep you at the forefront o	ilable. test lectures that promise to spark curiosit Knowledge.	Older topics
		on an	<text><text><text><text><text><text><text></text></text></text></text></text></text></text>	Besigns for clinical trials on cancer         First         Besigns for clinical trial component flow and clinical trial component flow and clinical trial designs of anticancer drugs are introduced in this lecture         Bevelopment flow and clinical trial designs of anticancer drugs are introduced in this lecture         Arts       ®Views 5 * User evaluation 4.33
	Updated off -10 Nov	2023 Updated on : 20 Sep 2023	Updated on 20 Se	p 2023 Updated on 20 Sep 202

(On the site top page, click on a course image to take the course.)



(On [All Contents] page, click on a course image or [Lecture list] to take the course.)

e-Learning site about clisical research Introduction to Clinical Research	٩	IA	oout ICRweb What is ATLAS? FAQ Contact	() Japanese O Charles I + Log out
About Issuing Certificates > ICR Contents CR Contents C Regulatory Guidelines E All Contents Fresh Insights Playlist Recommended Lectures	<ul> <li>Back to "All contents"</li> <li>Cancer Genomic Medicine ATLAS (Asian Clinical Trials Network for Cance Cancer Genomic Medicine: Essential Course Target trainees: Physicians, laboratory techni basic knowledge of cancer genomic medicine</li> <li>Issue certificate</li> </ul>	: Essential Course ers) project - Training Program cians and other relevant professionals who en	gage or would like to engage cancer genome-ba	ased medicine. This course provides you the
	Literature ALAS Taning Program Mark State State State State Mark State S	And the second s	Protection of the second secon	Central Review of Pathology Specimens Destructions of the Market Specimens Destructions of the Market Specimens of the Market
	Cancer Biology and Molecular Biology This content is going to discuss a lecture titled "Cancer Biology and… ® Views 132 * User evaluation 4.48	Basic terms used in genomic medicine A leading scientist explains basic terms used in genomic medicine, fro… ® Views 81 * User evaluation 4,29	Sample handling 1. Sample Handling Process in Cancer Genomic Medicine2. Tumor Sample…	Central Review of Pathology Specimens Information on the topics listed on this slide will be presented in the… ® Views 25 * User evaluation 4.30
	Questionnaire end-of-lecture test Updated on : 30 Nov 2021	Questionnaire end-of-lecture test Updated on : 14 Jul 2021	Questionnaire end-of-lecture test Updated on : 29 Jun 2021	Questionnaire end-of-lecture test Updated on : 14 Jul 2021

(Click on a lecture image to take the lecture.)

On the course home, click a lecture image to go to the lecture screen, and click [View this lecture] to watch the lecture video.

Lecture materials can be downloaded free of charge by clicking [Download PDF] on each

lecture screen. Secondary use of the lecture materials is permitted only for the purpose of raising awareness and educating about clinical research methodology. Upon the secondary use, do not modify the content and be sure to clearly indicate the source of the information (Site name "Introduction of Clinical Research" or "ICRweb", and URL:

https://www.icrweb.jp/my/index.php?lang=en). Refer to the [Site Policy]

(https://www.icrweb.jp/mod/page/view.php?id=117) for more details.

e-Learning site about clisical research Introduction to Clinical Research	Q About ICRweb What is ATLAS? FAQ Contact Dapanese October Logout
About Issuing Certificates	Cancer Genomic Medicine: Essential Course back to top           Cancer Biology and Molecular Biology
<ul> <li>Regulatory Guidelines</li> <li>All Contents</li> </ul>	Updated on : 30 Nov 2021
Fresh Insights Playlist	
C Recommended Lectures	This content is going to discuss a lecture titled "Cancer Biology and Molecular Biology" for the Cancer Genome-based Medicine Course as part of the presentation series in the ATLAS Training Program. Medicine Course as part of the presentation series in the ATLAS Training Program. Secure 7: One forget and Medicine Course Secure 7: One forget and Medicine Course Medicine Course as part of the presentation series in the ATLAS Training Program.
	Download PDF View this lecture

([View this lecture] to take the lecture and [Download PDF] to save the material.)

## 2) Answering the Questionnaire

Some lectures have [Questionnaire]. Once you have finished watching the lecture, the [Questionnaire] icon for the lecture displayed on the course home will be enabled, and you will be able to answer the [Questionnaire].

Unless you submit the answers to the [Questionnaire], you will not be able to take the [endof-lecture test] or issue a certificate of completion.

Regarding the courses that do not have [end-of-lecture tests], you will be able to issue a certificate of completion for a particular course after submission of all your answers to the [Questionnaires] within that course.



(After completion of viewing, [Questionnaire] icon is activated.)

Home / Courses / Cancer Genomic Medicine: Essential Course / Cancer Biology and Molecular Biology / questionnaire_01	
questionnaire_01@	- 1
Answer the questions Back to the course	

(Click [Answer the questions] to start [Questionnaire].)

questionnaire_01						
Time required <b>0</b>	Usefulness <b>0</b>	DifficultyO				
<ul> <li>Less than 30 minutes</li> <li>30 minutes or more, less than 1 hour</li> <li>1 hour or more, less than 2 hours</li> <li>2 hours or more, less than 3 hours</li> <li>3 hours or more</li> </ul>	<ul> <li>Very useful</li> <li>Useful</li> <li>Neither</li> <li>Not very useful</li> <li>Not useful</li> </ul>	<ul> <li>Very Easy</li> <li>Easy</li> <li>Moderate</li> <li>Difficult</li> <li>Very difficult</li> </ul>				
comments						
There are requi	There are required fields in this form marked <b>9</b> .					
Submit your	answers Cancel					

(Fill the [Questionnaire] and [Submit your answers].)

### 3) Taking end-of-lecture test

Some lectures have [end-of-lecture test]. After submission of your answers to the [Questionnaire], you will be able to take an [end-of-lecture test] by clicking [Continue]. You

can also access to the [end-of-lecture test] from the course home.

Once you have taken (and passed, if required) all [end-of-lecture tests] within a course, you

will be able to issue a certificate of completion for that course. You can take the [end-oflecture test] as many times as you would like.



([Questionnaires] icon is inactivated, and [end-of-lecture test] icon is activated.)



([Attempt quiz now] to start [end-of-lecture test].)



([Finish attempt...] to save your answers.)

end-of-lecture test_01 Summary of attempt		
Question	Status	
1	Answer saved	
2	Answer saved	
3	Answer saved	
4	Answer saved	
5	Answer saved	
	Return to attempt	
	Submit all and finish	

([Return to attempt] to continue answering or [Submit all and finish] to check your mark.)



(Confirmation is popped-up before submission.)



(After [Submit all and finish], your score, answers and commentary become available.)

### 4) Issuing a certificate

After watching all lectures in a course, completing all [Questionnaires] and [end-of-lecture tests] if set, you will be able to issue a certificate of completion for that course.

A certificate will be downloaded in PDF format by clicking [Issue certificate] on the screen of [All contents] or home of each course. Certificates will be downloaded free of charge as many times as you would like.

e-Learning site about clusted research Introduction to Clinical Research	٩	A	bout ICRweb What is ATLAS? FAQ Contact	Dapanese O Cont
About Issuing Certificates	< Back to "All contents"			
貴子 人見	Cancer Genomic Medicine	: Essential Course		
My Page	ATLAS (Asian Clinical Trials Network for Cance	ers) project - Training Program		
Courses by Facility	Cancer Genomic Medicine: Essential Course Target trainees: Physicians, laboratory techni	cians and other relevant professionals who en	gage or would like to engage cancer genome-b	ased medicine. This course provides you the
▲ 国立がん研究センター中央病院コース C	basic knowledge of cancer genomic medicine.			
🗅 Courses List	······			
ICR Contents				
Regulatory Guidelines		i Mad See Calify	· Mad and Bard and	NASTE REY
I All Contents		forwering-party encounter and	Torrect https://www.cincum.indu.and	ATLAS
Fresh Insights Playlist	ATLAS Training Program	ATLAS Training Program	ATLAS Training Program	Central Review of Pathology Specimens
C Recommended Lectures	Course : Cancer Genome-based Medicine Course Lecture Title : Cancer Biology and Malecular Biology Speaker : Rake OHO	Course: Cansor Genome based Medicine Lesture Title: Basis terms used in genomic medicine Speaker: Takashi Kohno	Course: Cancer Genome based Medizine Course Leature Title : Sample Handling Speaker : Taki Hashimota	Hiteshi Kashida ALD., Ph.D. Dopartinont of Sigapools Publishing, National Cancer Contor Heightal Japan
	0:27:38	© 0:27:09	<b>○ 0:20:50</b>	⊙ 0:25:51
	Cancer Biology and Molecular Biology	Basic terms used in genomic medicine	Sample handling	Central Review of Pathology Specimens
	This content is going to discuss a lecture titled "Cancer Biology and…	A leading scientist explains basic terms used in genomic medicine, fro…	1. Sample Handling Process in Cancer Genomic Medicine2. Tumor Sample…	Information on the topics listed on this slide will be presented in the…
	Wiews 133 * User evaluation 4.47	Wiews 82 * User evaluation 4.29	Wiews 50 * User evaluation 4.37	Wiews 26 * User evaluation 4.29
	Questionnaire end-of-lecture test	Questionnaire end-of-lecture test	Questionnaire end-of-lecture test	Questionnaire end-of-lecture test
	Updated on : 30 Nov 2021	Updated on : 14 Jul 2021	Updated on : 29 Jun 2021	Updated on : 14 Jul 2021
		- Mint from Dev Spa	- Mont Paper San San	

(Once all lectures, questionnaires, and quiz have been completed, [Issue Certificate] icon is activated.)



(Confirm if your ID and the issue date is printed on the certificate.)

### 4. How to check the progress of each lecture

From the [My Page] in the left window of the ICRweb top, you can check the progress of each lecture under [Confirmation of course status / Issuing completion certificates] menu.

e-Learning stire about clusted reasearch Introduction to Clinical Research	٩	About ICRweb What is ATLAS? FAQ Contact	Dapanese O Logout
About Issuing Certificates	Overview of the main steps in the NGS workflow Briteria and the main steps in the NGS workflow	Cancer Genomic Medicine: Essential Course ATLAS (Asian clinical TriaLs network for cAncers) project - Training Program	
My Page		Cancer Genomic Medicine Course Target trainees: Physicians, laboratory technicians and other relevant professionals who	

([My Page] icon is in the left window of the site top.)

ly page	
Confirm and change user informaton	
User information	Change user information
You can change your user information except the user ID.	You can change your user information except the user ID and cannnot change user name.
<ul> <li>P FAQ - Change user information</li> <li>P FAQ - Stop delivering e-mail</li> </ul>	P FAQ - Reissue the password
Confirmation of course status / Issuing complestion ce	tificates
You can confirm your status for lessons you take and Issue complestion certificates.	

(Select the menu to see the details.)

showersdas	
snowgrades	
Status	
All uncompleted completed	
Qsearch Greset	Tabout
Introduction to Clinical Research	
Cancer Genomic Medicine: Essential Course	DownLoad status DPF Download
•	O Issue certificate
Cancer Biology and Molecular Biology	100% Questionnaire end-of-lecture
Basic terms used in genomic medicine	100% 💿 Questionnaire 💿 end-of-lecture test
Sample handling	100% Ouestionnaire end-of-lecture

(The progress of each lecture, questionnaire and quiz are listed for courses you have previously viewed. You can take any listed lecture by clicking on the lecture title.)

## 5. Notes on issuing a certificate

You will not be required to make any payment when you issue your certificate. You can download your certificate from each course home, as described in **"3. How to watch the lecture 4) Issuing a certificate**", and from [Completion of course status / Issuing completion certificates] on [My Page].

Status	
All uncompleted completed	
Qsearch Øreset	₹about
Introduction to Clinical Research	
Cancer Genomic Medicine: Essential Course	ADownload status APDE Download
	Issue certificate
	and of losture
Cancer Biology and Molecular Biology	100% Questionnaire end-of-lecture test

([Issue certificate] icon is greyed out if it is not available since you have not completed all the contents of that course, etc.)

## 6. FAQ

Refer to [FAQ] if you have any further questions.



(FAQ icon is in the menu bar at the top of the browser.)

## 7. Supplement: Bars and icons presenting progress of each lecture

Progress of each lecture is shown in images on screens of [All Contents], each course home, each lecture, or [Confirmation of course status / Issuing completion certificates]. Refer to the detailed explanation below for each image.

### 1) Progress bar

100%	You have completed watching the lecture.	
50%	You are in the middle of watching the lecture.	
	The bar will grow from 0 to 100 % depending on the progress.	
0%	You have not started to watch the lecture.	

## 2) [Questionnaire] icon

Questionnaire	You have submitted your answer to the [Questionnaire].
Questionnaire	You can start to answer the [Questionnaire] by clicking this image.
Questionnaire	You cannot answer the [Questionnaire] because the conditions for starting
	are not met.

## 3) [end-of-lecture test] icon

	You have passed the quiz once or more.
end-of-lecture test	You can take the quiz by clicking the image. If you pass it again, the date
	printed on the certificate will be updated.
end-of-lecture test	You can take the quiz for the first time, or again if you have taken it but not
	passed it. You can take it by clicking this image.
end-of-lecture test	You cannot take the quiz because the conditions for starting are not met.

## 4) [Issue certificate] icon

	You can issue your certificate by clicking this image.
Issue certificate	The certificate will be displayed or downloaded in PDF format.
Issue certificate	You cannot obtain a certificate because the conditions for issuing are not
	met.