



MarkVCID2 Website
Participant Registration Instructions
March 29, 2022

Overview:

This document contains instructions for the registration of participants using the MarkVCID2 data management system. The Participant Registration Form must be completed prior to entering clinical data, registering scan sessions, or printing biosample labels.

Participant registration generates a Participant ID that connects any subsequent data to a given participant. For sites that recruited participants in MarkVCID1, this form also allows users to register MarkVCID1 participants into MarkVCID2. These continuing participants will retain their same MarkVCID1 Participant ID.

Participant Registration: New MarkVCID Participants

1. Log in to the MarkVCID2 [website](#)
2. Navigate to the “**Data Portals**” drop-down menu and select “**Participant Registration**”
3. Enter the participant’s sex and date of birth (**note:** DOB is used to calculate age and is not stored by the system)
4. Include comments if desired (please **DO NOT** enter any Protected Health Information about the participant in the comments field)
5. Click the “**Submit**” button to save the entered data and generate the Participant ID

Participant Registration

Project:
MarkVCID

Site:
MGH

This is a current MarkVCID1 participant

Sex:
Select One

Date of Birth:
mm / dd / yyyy

(The date of birth is used only to calculate the age of the subject at registration and is not uploaded or stored by the system.)

Age (yrs):
Age (auto-filled)

Comments (No PHI please):

Submit

6. After saving, the screen will display a confirmation message that includes the Participant ID (you will also receive an email containing this ID)

- Participant registration completed successfully
- The id for this participant is **df9b32c13e**
- An email containing the registration details has been sent.

7. Enter this Participant ID in a participant enrollment log located in the MarkVCID Resource Hub <https://markvcid2.markvcid.partners.org/markvcid2-resource-hub>.

Participant Registration: Continuing MarkVCID1 Participants

1. Log in to the MarkVCID2 [website](#)
2. Navigate to the “**Data Portals**” drop-down menu and select “**Participant Registration**”
3. Select the checkbox for “This a current MarkVCID1 participant” and enter the Participant ID generated in MarkVCID1
4. Include comments if desired (please DO NOT enter any Protected Health Information about the participant in the comments field)
5. Click the “**Submit**” button to save the entered data



Participant Registration

Project:
MarkVCID

Site:
MGH

This a current MarkVCID1 participant

Enter MARKVCID1 ID

Comments (No PHI please):

Submit

6. After saving, the screen will display a confirmation message that includes the Participant ID (you will also receive an email containing this ID)

- MarkVCID 1 participant with ID: **039ajd6k8a** registered successfully in MarkVCID 2
- An email containing the registration details has been sent.

7. Enter this Participant ID in a participant enrollment log located in the MarkVCID Resource Hub <https://markvcid2.markvcid.partners.org/markvcid2-resource-hub>.