

# Entering an NCT Number into Velos

Version 20170616

## Steps to follow to Enter and Obtain the NCT #

### STEP 1: Retrieve the NCT# from the ClinicalTrials.gov Website

1. Open an Internet Browser (Internet Explorer, Google Chrome, etc.) and type [www.clinicaltrials.gov](http://www.clinicaltrials.gov) into the address bar.
2. Search for the study by its identifying number into the "Other Terms" field as indicated below:

- a. Industry Sponsored – **Sponsor Protocol Number**
- b. Cooperative Sponsored – **Cooperative Sponsored Protocol Number**
- c. Investigator Initiated Study – **eProst ID or Grant Number**

▲ IMPORTANT: Listing of a study on this site does not reflect endorsement by the National Institutes of Health. Talk with a trusted healthcare professional before volunteering for a study. [Read more...](#)

**ClinicalTrials.gov** BETA  
A service of the U.S. National Institutes of Health

[Leave beta test site](#)

Find Studies ▾ About Studies ▾ Submit Studies ▾ Resources ▾ About Site ▾

ClinicalTrials.gov is a registry and results database of publicly and privately supported clinical studies of human participants conducted around the world.

Search (all fields optional)

Condition / Disease: e.g. breast cancer X

Other Terms: 12345678 X

Country: X

Find a study to participate in Search all studies Advanced Search

Help | Studies by Topic | Studies on Map | Glossary

HOME RSS FEEDS SITE MAP TERMS AND CONDITIONS DISCLAIMER CUSTOMER SUPPORT

The database currently lists 247,409 studies with locations in all 50 States and in 202 countries.

**Recruiting Study Locations**

43,165 recruiting studies (June 15, 2017)

**More Information**

[For Patients and Families](#)

[For Researchers](#)

[For Study Record Managers](#)

3. Select the "Search all studies"
4. Once the search has successfully found the study, there should display one or more studies. If more than one study appears with the same identifying Number entered, scroll through the studies and select the desired study by clicking on the "Study Title" displayed in the table.

Row	Saved	Status	Study Title	Conditions	Interventions
1	<input type="checkbox"/>	Recruiting	Title	Systemic Lupus Erythematosus	Drug: Interleukin-2; Drug: glucocorticoid

- Clicking the title should redirect to the "Study Record Detail" page. The NCT # will be located under the Brief Title listed as the **ClinicalTrials.gov Identifier**.

**IMPORTANT:** Listing of a study on this site does not reflect endorsement by the National Institutes of Health. Talk with a trusted healthcare

**ClinicalTrials.gov** BETA  
A service of the U.S. National Institutes of Health  
[Leave beta test site](#)

Find Studies ▾ About Studies ▾ Submit Studies ▾ Resources ▾ About Site ▾

Home > Search Results > Study Record Detail

Trial record **1 of 1** for: 12345678 | Recruiting Studies

Previous Study | [Return to List](#) | Next Study

**TITLE**

**This study is currently recruiting participants.**  
See [Contacts and Locations](#)

Verified September 2016 by Principal Investigator, University of Miami

**Sponsor:**  
University of Miami


**Information provided by (Responsible Party):**  
Principal Investigator Name

**ClinicalTrials.gov Identifier:**  
NCT00000000

First received: October 8, 2016  
Last updated: October 12, 2016  
Last verified: September 2016  
[History of Changes](#)

Full Text View | Tabular View | No Study Results Posted | Disclaimer | [How to Read a Study Record](#)

**STEP 2: Entering your NCT # into Velos**

- Search the study in Velos, and Click on the **More Study Details** icon (  ) located next to the Study Number field.

Personalize Manage Libraries Data Extraction

UNIVERSITY OF MIAMI

Current Page: Study >> Summary

You are working on study: 123456788 - nct - test 2

Summary Versions Admin Schedule Study Setup Budget Milestones Notifications Study Status Reports Study Team Broadcast Forms

**Study Information**

[Copy an Existing Study](#)

Study Entered By \* Henry Manfrediz [Select User](#)

Principal Investigator Test PI [Select User](#)

Study Contact Henry Manfrediz [Select User](#)


IND/IDE Information Available?

Principal Investigator was a major author/initiator of this study?

CTRP Reportable ?

FDA Regulated Study ?

**Study Definition**

Study Number  

Title \*

Objective

Summary

Do you want information in this section to be available to the public?  Yes  No ?

- The More Study Details screen will display. Enter the NCT# in the field allocated. The number should be entered as NCT##### (# being the following 8 digits).

More Study Details - Microsoft Edge  
velos.med.miami.edu/velos/jsp/newStudyIds.jsp?studyId=21987&studyRights=6

**More Study Details**

Account Number	<input type="text"/>
Cancer Center Number	<input type="text"/>
Coordinating Group Number	<input type="text"/>
Grant Number	<input type="text"/>
IRB Number	<input type="text"/>
NCT Number	<input type="text" value="NCT00000000"/>
NIH Number	<input type="text"/>
Proposal Number (Infoed Number)	<input type="text"/>
SWOG Number	<input type="text"/>
WIRB Number	<input type="text"/>
Consent Deferral Authorized by IRB	<input type="checkbox"/>
Consent Waiver Authorized by IRB	<input type="checkbox"/>

- Scroll to the bottom of the page. Enter the electronic signature and submit.

Clinical Trial is Searchable

MRI Number

CTD Determination of NCT number requirement

Potential for Medicare Billing?

e-Signature \*