Vivli

CENTER FOR GLOBAL CLINICAL RESEARCH DATA
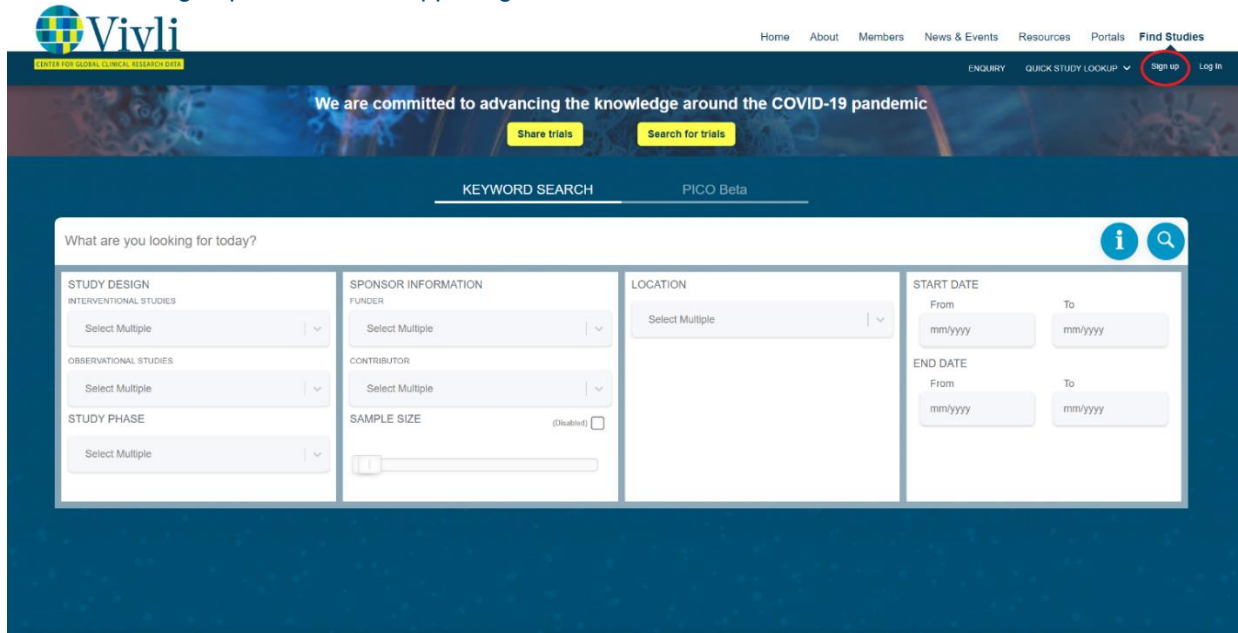
Quick start guide: Vivli users

Platform Version 3.4
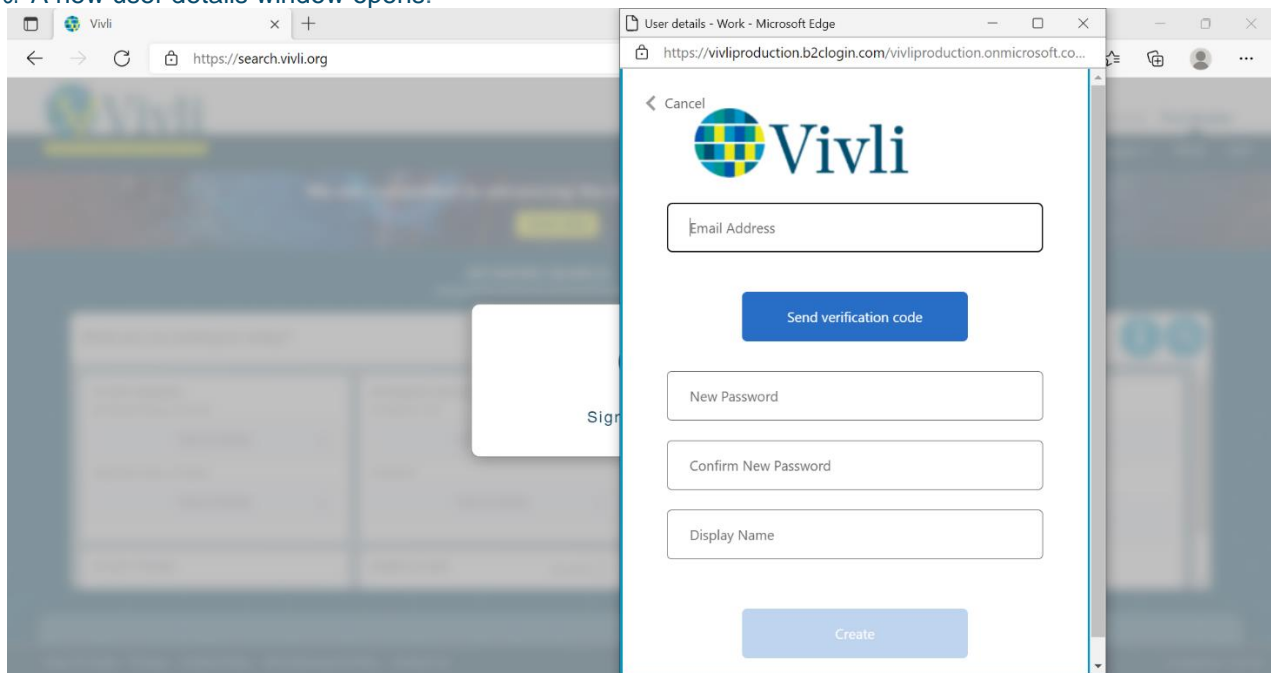
15 June 2024

1. Setting up a Vivli User Account

1. From a supported browser (see section 2 below for details), go to **search.vivli.org** to access the platform.

2. Click on the Sign up button in the upper-right hand corner


3. A new user details window opens:

4. Enter your email address and click **Send Verification Code.** A verification code is sent to the email address entered. That invite will come from the address noreply@vivli.org, and the subject will be "Welcome to Vivli". Please copy the 6-digit verification code in the email message.
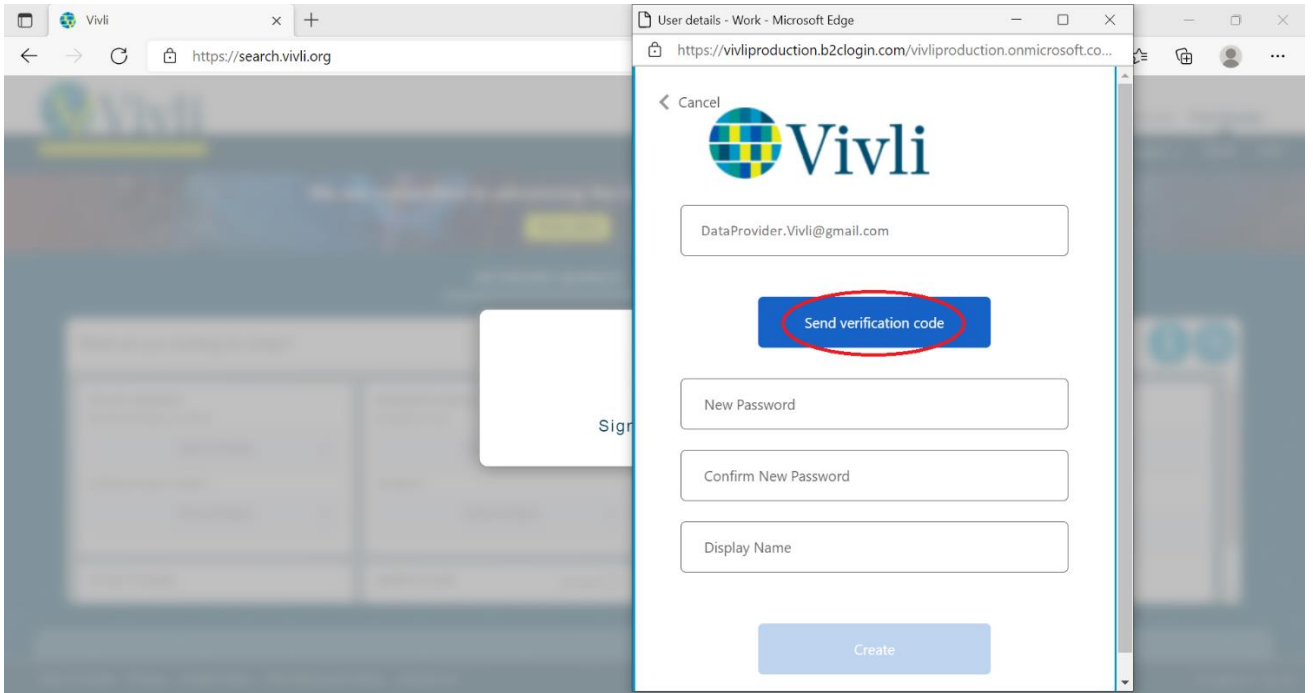

5. Enter the verification code into the appropriate field and click the **Verify Code** button. Once the code is verified, proceed to the next step. [Note: If you encounter problems with verifying the code, you have the option of requesting another code.]
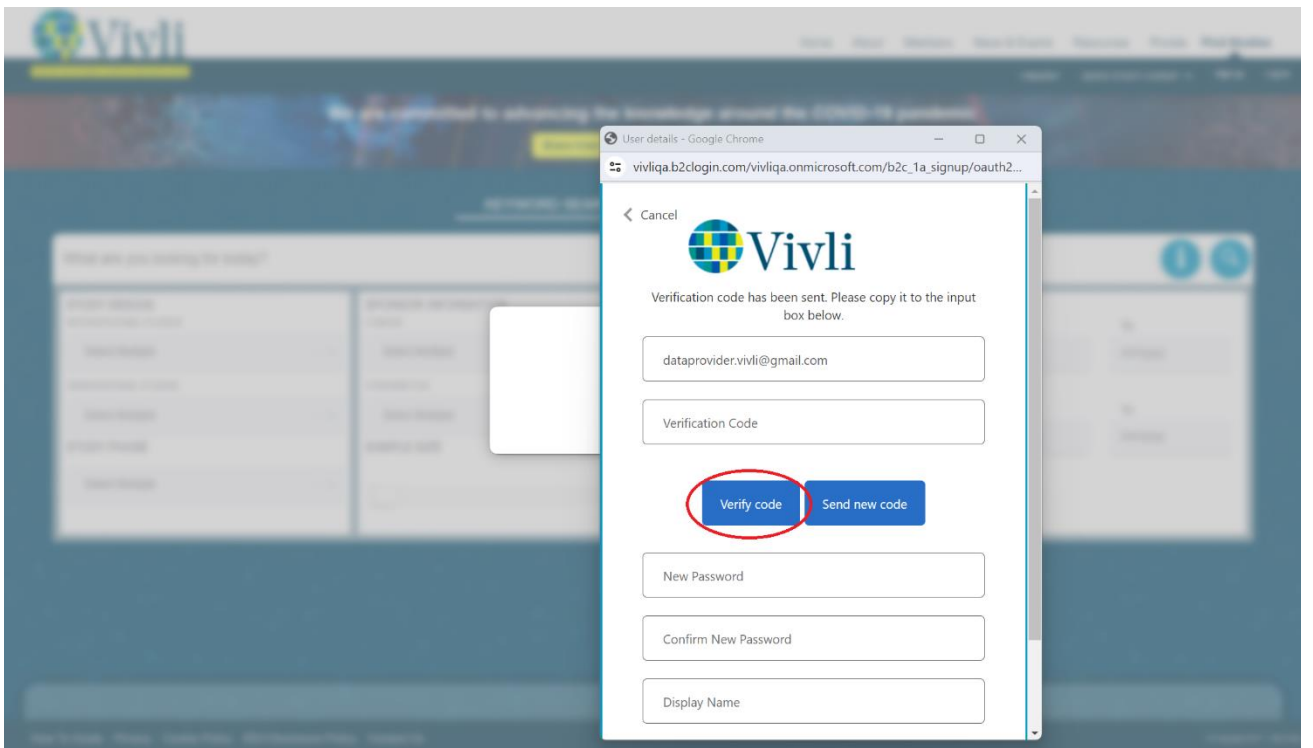
6. Enter a password to be used for the new account. Passwords should be 8-16 characters and contain 3 out

of 4 of the following: upper and lowercase letters, numbers and special characters. Enter the same password into the second password field as a confirmation.

7. Enter a display name to be used in the Vivli platform and then click the **Create** button.
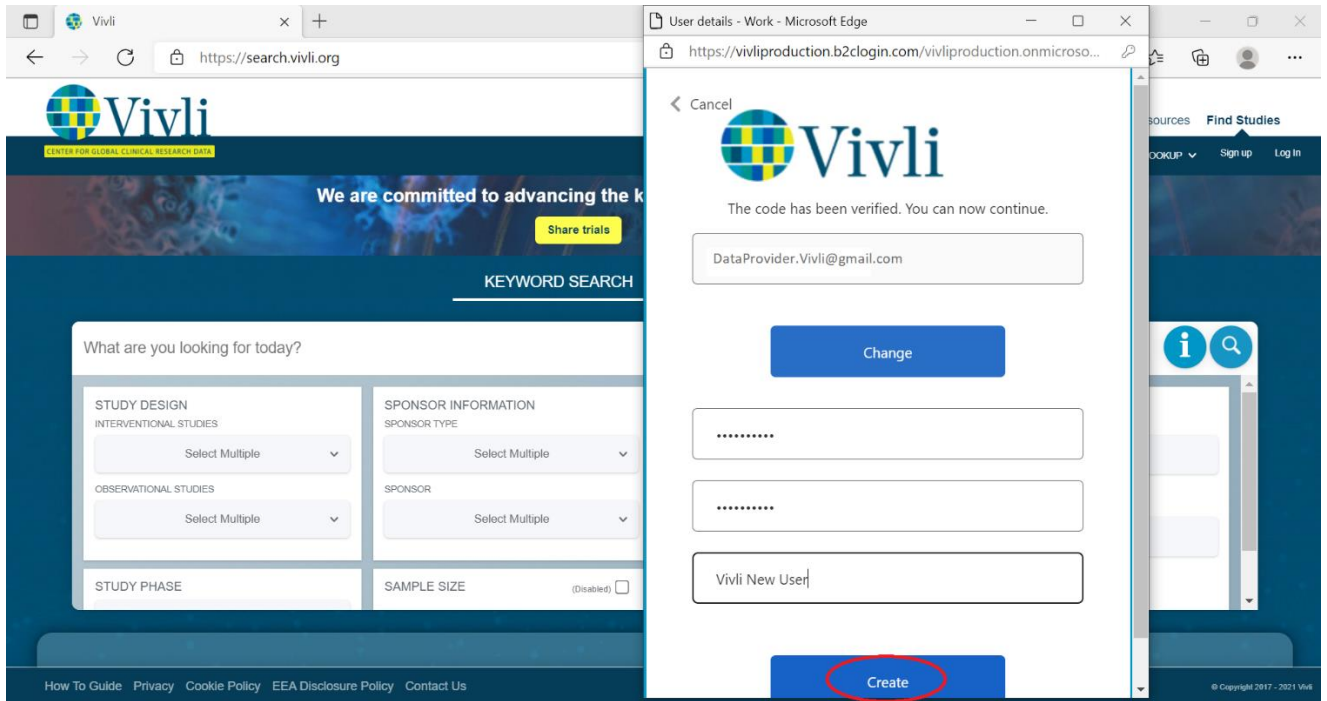
8. Your account is created, and you are now logged into the Vivli platform.
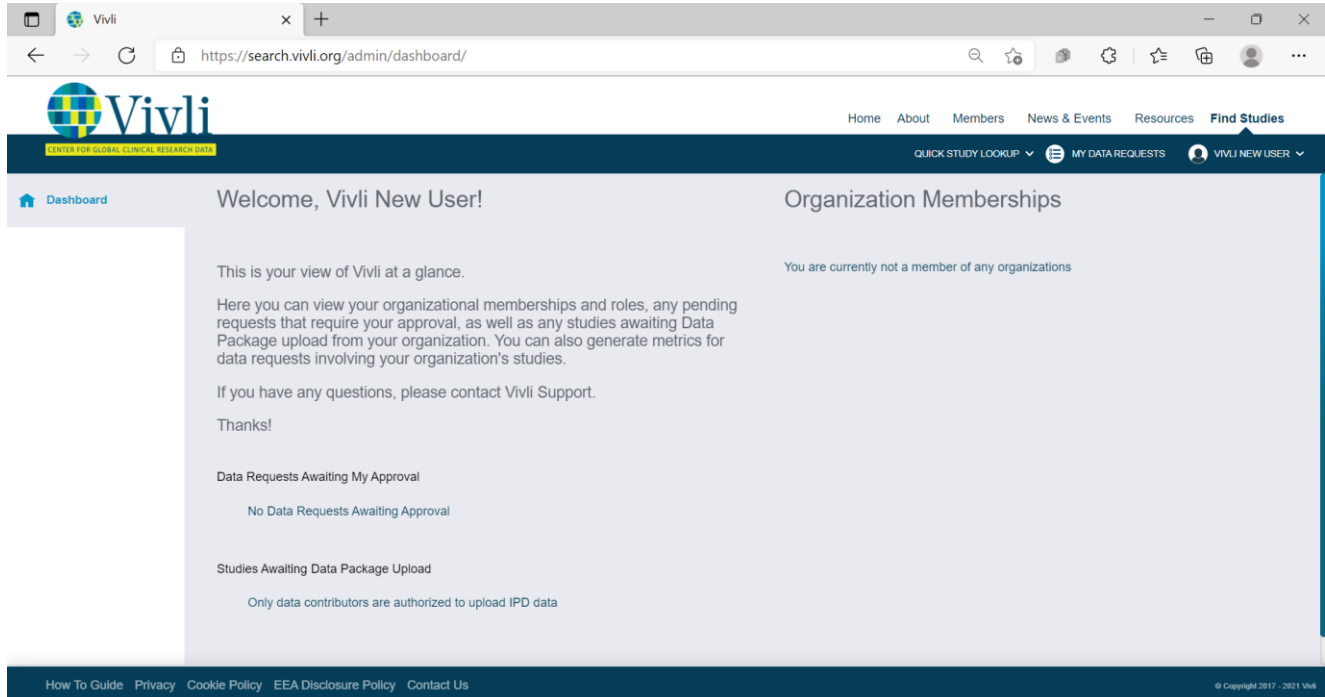
2. Browser Compatibility & System Requirements

Windows	Mac
Supported browser: Chrome, Firefox or Edge	**Supported browser**: Chrome, Firefox or Safari
Version: Use the latest version of your preferred browser	**Version**: Use the latest version of your preferred browser

Make sure you have enabled pop-ups:

Chrome (Windows)

By default, Chrome will notify you when a pop-up is blocks and give you an option to see it. To turn off pop-up blocker, follow these instructions:

1. Click the **Customize and control Google Chrome** menu (the three horizontal bars in the upper right corner).
2. Select **Settings**.
3. Under **Privacy and Security**, click **Site Settings**.
4. Go to Content and click Pop-ups and redirects.
5. To disable the pop-up blocker slide the Blocked to Allowed.
6. To enable pop-ups on specific sites, check **Do not allow any site to show pop-ups** (recommended) and click **Exceptions** and enter the URL(s).

Firefox (Windows)

1. Click the **Firefox** menu in the left-hand corner of the window.
2. Select **Options**.
3. Click **Privacy & Security**.
4. Scroll of Permissions. To disable the pop-up blocker, uncheck the Block pop-up windows box.
5. To allow specific pop-ups, click **Exceptions** and enter the URL(s) and Save Changes.

Edge (Windows)

1. Open **Settings** by clicking on the three horizontal dots in the upper right-hand corner of the window.
2. Click **Settings.**
3. Click **Privacy and Security.**
4. Scroll down to **Security and** Switch **Block the Block Pop-ups** Toggle to Off.

Make sure you have enabled popups:

Chrome (Macintosh)

By default, Chrome will notify you when a pop-up is blocked and give you an option to see it. To turn off pop-up blocker, follow these instructions:

1. Click the **Customize and control Google Chrome** menu (a red arrow in the upper right corner of the browser).
2. Select **Settings**.
3. Click the **Privacy and Security**...on the left panel.
4. Under **Site Settings**, click the **Pop-ups and redirects** button.
5. To disable the pop-up blocker toggle the Blocked (recommended) tab to Allow.
6. To enable pop-ups on specific sites, click Add and enter the URL(s).

Firefox (Macintosh)

1. Select **Preferences** from the **Firefox** menu.
2. Choose **Privacy and Security from the left panel**.
3. Uncheck the **Block pop-up windows** box.

Safari (Macintosh)

1. From the **Safari** menu, select **Preferences**.
2. Click **Websites** at the top of the window
3. Select Pop-up Windows from the left panel
4. Choose Allow from the When visiting other websites box.
5. To allow pop-ups on specific sites, open the site in a new browser window and return to this menu. Choose Allow from the Currently open websites.