Guidance to access and upload file:

Select Study ID:

Study ID	Unique Protocol ID	Study Title	Clinical Trial?	Study Status	Date	Action
307492		Effects of time pressure on strate- gies for generating multi-utterance	No	WorkInProgress	04/13/2022	View

Select View and scroll down to Enrollment Report and Select View:

Entry #	Enrollment Location Type	Enrollment Location	Action
306208	Domestic	University of California, Davis main campus	View

Select Edit



Once you select Edit scroll to bottom of the Page and you will see the following:

Instructions for Participant Level Data Upload 🕖						
Participant level data file (CSV):						
	Download Participant Level Data Template	Upload Participant Level Data Attachment				

Download the Template Delete any data contained within and complete.

Once completed select the Upload :

0	3	1	0	2		0
1					X	0
0	S	elect the file yo	u wish to atta	ch:		0
2	[Browse No file	selected.			0
t Level Dat		Submit	Cancel			

Select your file and submit.

Once submitted you should be able to complete the report change the Status from Work in Progress to Submit and Submit.