

# Setting Up MONOLIX in the Clinical Trial Data Transparency Multi-Sponsor Environment

## RESEARCHER INSTRUCTIONS

Researchers who wish to use the MONOLIX applications will need to follow these steps to use MONOLIX in their analysis.

1. Go to the MONOLIX website at <http://lixoft.com/downloads/#RequestLicense>
2. Scroll to the **Installation, Licencing and Activation** area. Fill out the form displayed in Figure 1.

**Figure 1: Request MONOLIX Licence**



The form contains the following fields and options:

- \*Name**: Text input field with a person icon.
- \*You are using it**: Dropdown menu with "-- Select --" and a downward arrow.
- \*Professional/academic e-mail address**: Text input field with an envelope icon.
- \*Platform type**: Dropdown menu with "-- Select --" and a downward arrow.
- \*Email confirmation**: Text input field with an envelope icon.
- Platform name (ubuntu 14.04, Windows 7, ...)**: Text input field.
- \*Current affiliation**: Text input field.
- \*Subject**: Text input field containing "MonolixSuite license request".
- Message**: Large text area for a message.
- Submit**: Button at the bottom center.

3. Enter the following values:
  - a. **Platform type:** Windows (64 bits)
  - b. **Platform name:** Windows 10.
  - c. **Message:** "The purpose is to be used in the platform provided by SAS (the CTD T MSE system)."
4. **Submit** the request. The researcher will be sent a license (.lic) file. The researcher will need to import his or her license file into the CTD T MSE environment.
5. In the CTD T portal, create an import request to have the researcher's license file imported into the environment. Instructions on how to import are here: [https://mseportal.ondemand.sas.com/ctdt/help/view/MSE\\_Clinical\\_Trial\\_Data\\_Transparency\\_Getting\\_Started\\_v1.0.pdf](https://mseportal.ondemand.sas.com/ctdt/help/view/MSE_Clinical_Trial_Data_Transparency_Getting_Started_v1.0.pdf)

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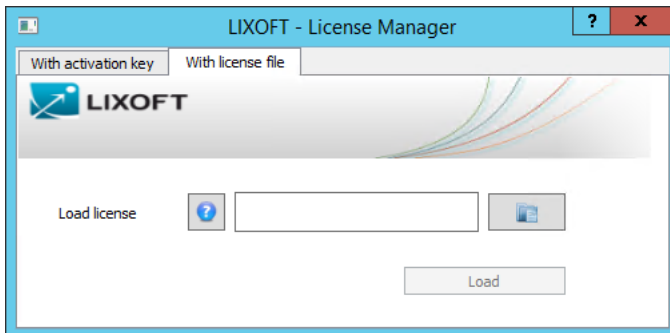
- **Note:** Each researcher needs to have his or her own license file and complete these steps first. If these steps are not completed, MONOLIX will not work.
- 6. Using a Remote Desktop Connection, log in to the Clinical Trial Data Transparency (CTDT) environment.
- 7. Double-click on the SAS CTDT File Manager Icon (Figure 2) and log in.

**Figure 2: File Manager Icon**



- 8. Locate the research project and click on the **Imports** folder. The researcher should see their license file there. Download the license file to the **Documents** area.
- **Note:** Do not put this license file on the e drive, as the licenses are research specific. Other researchers within the research group who try to use another researcher’s license file may lock up MONOLIX and/or make MONOLIX out of compliance.
- 9. Open the Monolix folder on the terminal server. Double-click on any of the applications. The LIXOFT – License Manager appears. Choose the **With license file** tab (Figure 3).

**Figure 3: LIXOFT – License Manager**



- 10. Browse to the **Documents** area and choose your license file. Click the **Load** button. License file should load successfully, and you should be able to use all MONOLIX applications.
- 11. If there are any problems, contact SAS Clinical Trials Data Transparency Support at [CTDTsupport@sas.com](mailto:CTDTsupport@sas.com).