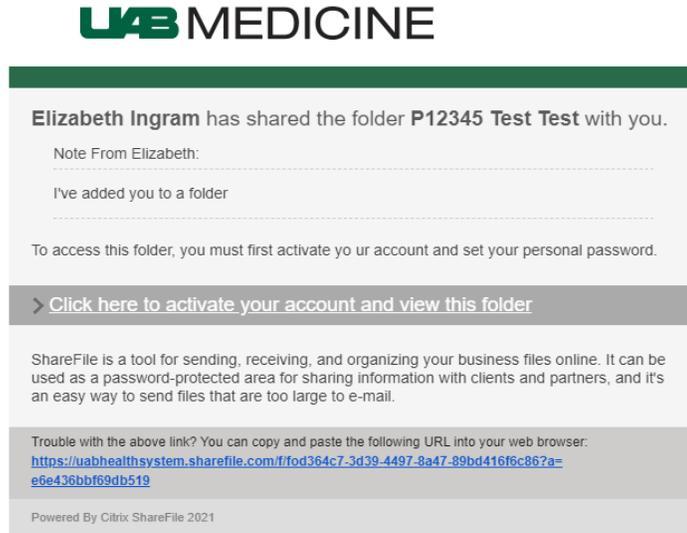
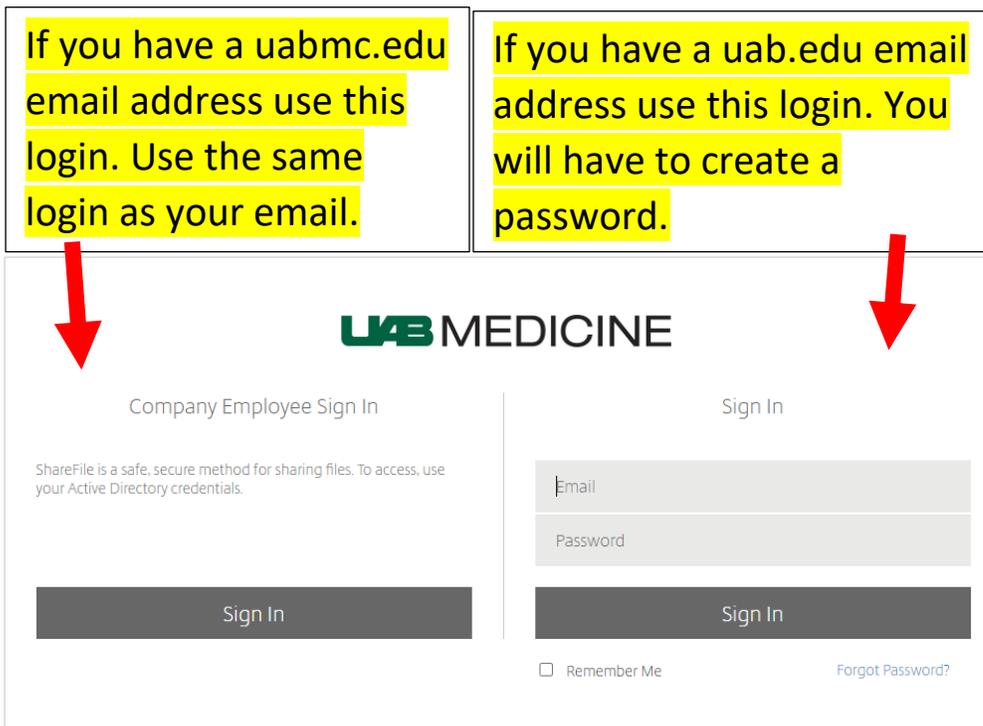


1. Use this link to get to Sharefile or click the link sent to your email:
<https://uabhealthsystem.sharefile.com/Authentication/Login>

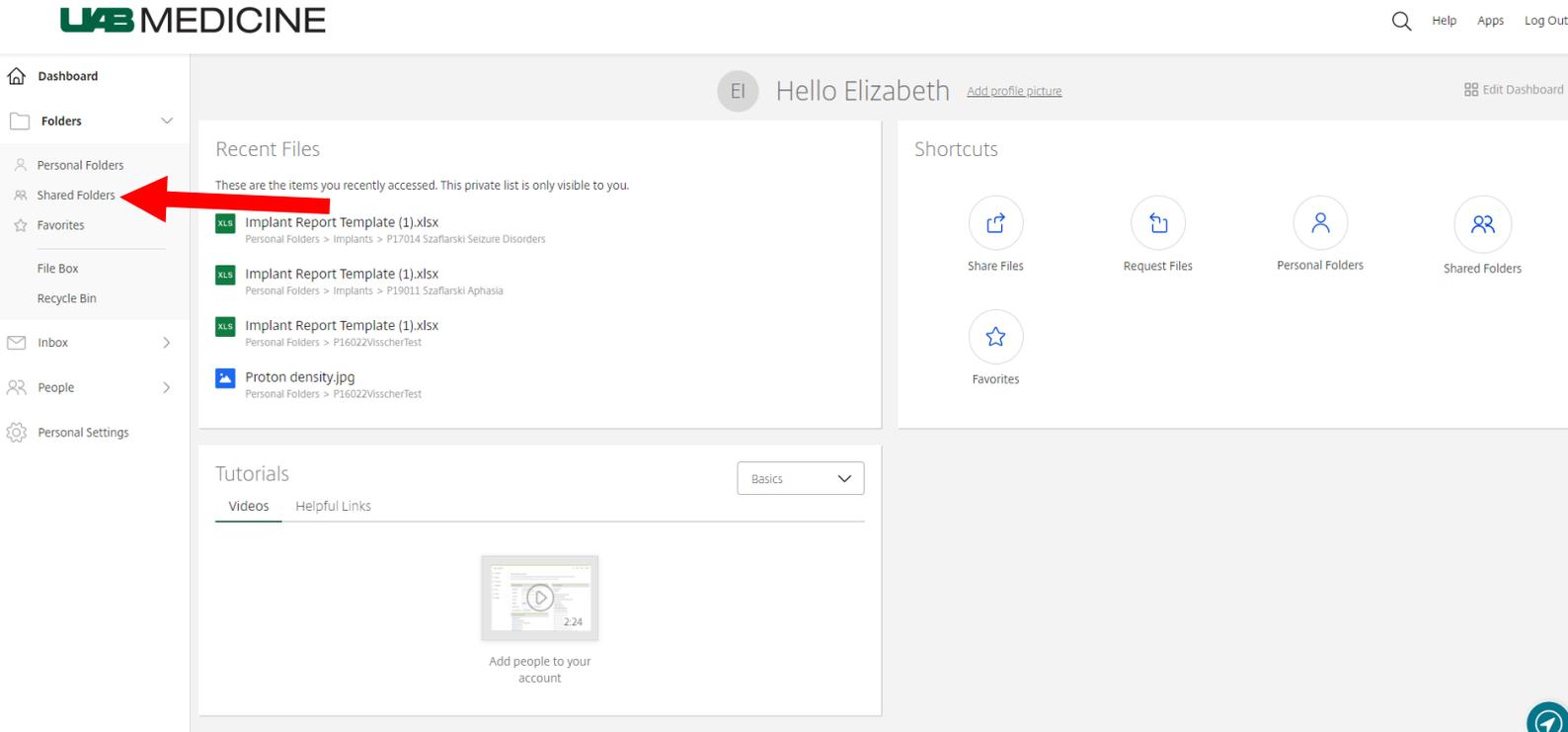
Test Test' with you. Inbox x



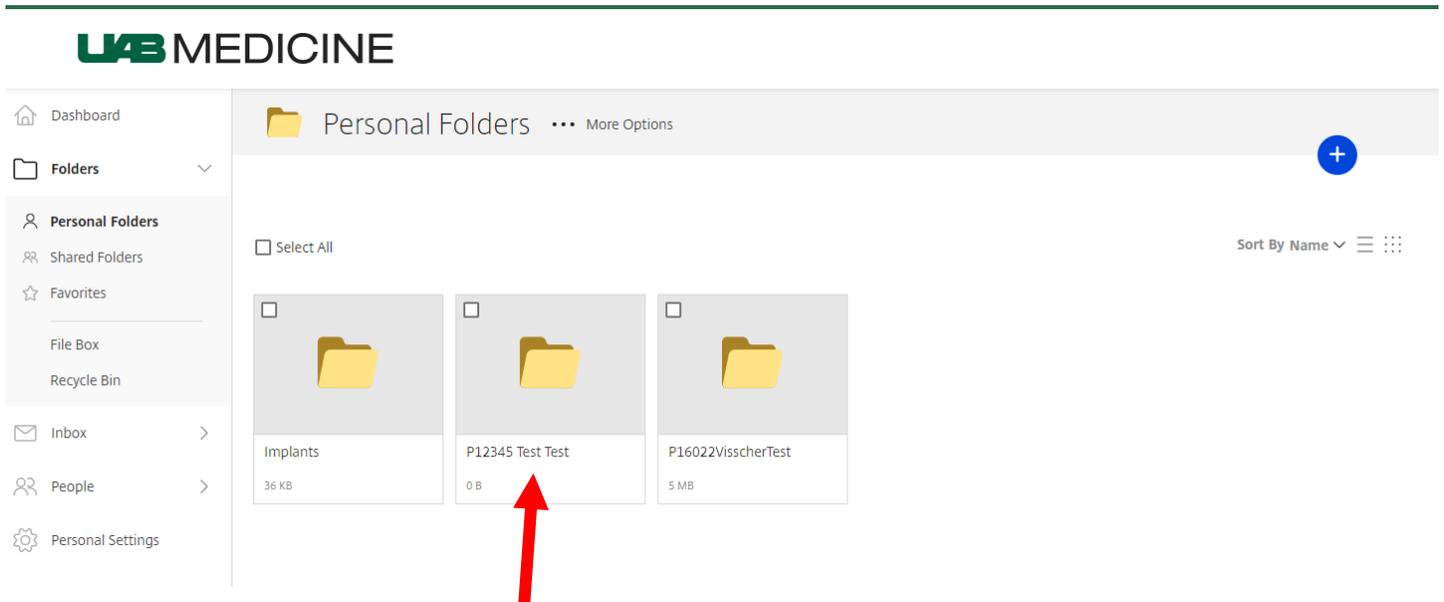
2. You will sign in to different login areas based on your email address.



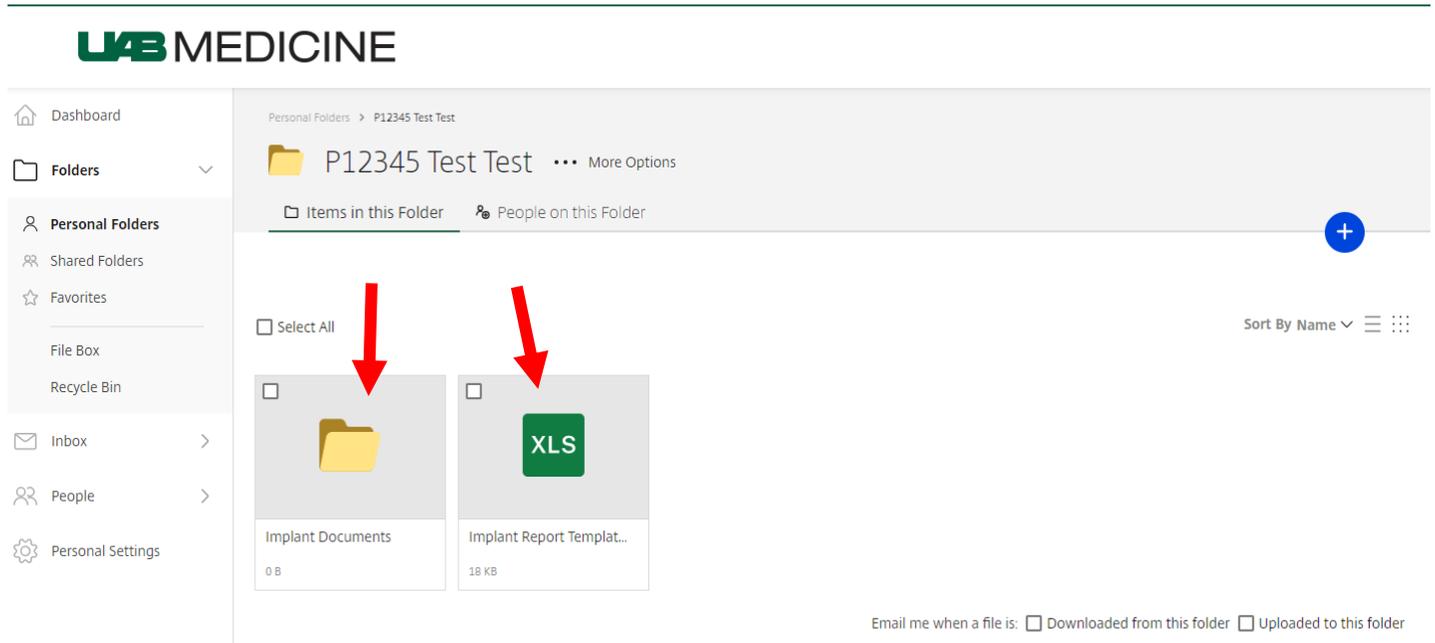
3. Once you get to the homepage, go to “Shared Folders”



4. You will see a study specific folder in the format “P# PI Study”.



5. The Contents of the Folder should look like this.



6. Please follow the Implant Report Template and provide as much information as possible. Please add any documents (ex. implant card, documents) that can help with the implant approval process.

7. To add information to the Implant Report Template, open the file and click edit. Changes will be automatically saved, and you can close out of the edit window.

The screenshot shows the Excel Online interface for a file named "Implant Report Template (1).xlsx". The spreadsheet has several columns: "Implant Type & Bodily Location", "Implant Procedure Date", "Implant Manufacturer", "Location of Scan on the Body", and "Implant information & Copy of Completed MRI Safety Screening Form (please include copy of implant card if feasible)". The details sidebar on the right shows the file name, size (17.8 KB), last updated time (7/29/21 12:18 PM), and MD5 hash. Action buttons include Download, Email With Citrix..., Get A Link, Edit (highlighted with a red arrow), Delete, Check Out, Copy, and Move. A blue circle icon is visible in the bottom right corner of the interface.

8. If you need to upload a document, click the blue circle in the upper right-hand corner.

The screenshot shows the UAB MEDICINE Sharefile interface. The top navigation bar includes "Dashboard", "Folders", "Personal Folders", "Shared Folders", "Favorites", "File Box", "Recycle Bin", "Inbox", "People", and "Personal Settings". The main content area shows a "Personal Folders" view with a "More Options" menu. A dropdown menu is open, showing options: "Upload", "Create Folder", "Request Files", "Create Note", and "Create URL". A red arrow points to a blue circle icon in the top right corner of the interface.