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| Trial Name: |  |
| Trial Description:  (short summary re purpose of trial) |  |
| Study Registration Number: |  |
| Ethics Approval ID: |  |
| Ethics Approving Body: |  |
| Expected start date: |  |
| Expected end date: |  |
| Trial time zone: |  |
| Number of system users: |  |

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| Sample size: |  |
| Type of study: (tick one) | Parallel  Cluster Crossover Factorial |
| Randomisation method: (tick one) | Blocked Urn Minimisation Standard |
| Stratify by participant:  (Provide heading/s and options) |  |
| Stratify by sites: (tick one) | Yes No |
| Block size – minimum: (if applicable)  Block size must be divisible by the number of study groups. \* |  |
| Block size – maximum: (if applicable) |  |
| Participant Identity Hint: (optional)  To identify the participant if required | Yes No |
| Participant ID Hint label: (optional)  What you would like to use for the identity hint |  |
| Participant ID duplication: (tick one)  System response to duplication | Ignore Warn Block |
| Exclude flagged participants: (from count) | Yes No |
| Study Group Names: (please list) |  |
| Site Names: (please list) |  |

\* A small number here increases the likelihood of repetitive allocation patterns. E.g. a minimum block size of 2 increases the probability that allocations may group A, B, A, B for long ‘runs’

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| Organisation Name: |  |
| Trial Contact Name: |  |
| Trial Chief Investigator: |  |
| Billing Address: |  |