# **BizInt Smart Charts Lite**

Adis Insight Edition

# Mini Guide

**BizInt Smart Charts Lite - Adis Insight Edition** is a customized version of BizInt Smart Charts Drug Development Suite for creating, customizing and distributing tabular reports from Adis R&D Insight and Adis Clinical Trials Insight.

With BizInt Smart Charts Drug Development Suite, you can combine Adis Insight reports with data from other leading pipeline and trials databases. Learn more at: <a href="mailto:bizint.com/drugs">bizint.com/drugs</a>



# **Using BizInt Smart Charts Lite**

Below is a quick overview of creating reports with BizInt Smart Charts Lite - Adis Insight Edition. Key features are covered in more detail in pages 2-7.

## Creating and customizing your report

- Import your search results and save your .wct file (page 2)
- View charts, records and images, and change truncation (page 3)
- Change and rearrange visible columns, add your own columns, and save your customized report as a template (page 4)
- Sort your report, and hide and move rows (page 4)
- Edit the text in cells and color-code cells (page 5)
- Create links to related trials, and create simple statistics on your report. (page 5)

## Combine and update reports

- Combine charts (page 5)
- Update reports and identify new and changed information (page 6)

# Distributing your report

- Printing reports (page 5)
- Use File | Export to distribute reports in HTML, Word, Excel and Acrobat (page 6)
- Try the new Summary Records export (page 7)



Spend a few minutes with this Mini Guide to understand the key features of BizInt Smart Charts Lite - Adis Insight Edition.

# Installing BizInt Smart Charts Lite — Adis Insight Edition

BizInt Smart Charts Lite - Adis Insight Edition is Windows software which needs to be installed on your computer. You can download the software at: <a href="mailto:bizint.com/product/adis/">bizint.com/product/adis/</a>

BizInt Smart Charts Lite - Adis Insight Edition is compatible with Windows 7, Windows 8 and Windows 10.

# Creating your report

The first step in creating your BizInt Smart Charts report is to import the results of your Adis R&D Insight or Adis Clinical Trials Insight search.

You can find more information about BizInt Smart Charts support for Adis Insight at "Creating Reports from Databases and Hosts" on the Support section of our website.

Go to: bizint.com/support/create/adis.php for more details.

To export your Adis Insight search results, click on the Export button (on the right below the results table.)

On the Export panel, select the "BizInt" option. You can select a range of records and if you want to include structures (note: this will result in a larger file.)

Your download will start. Your browser may ask whether you want to save or open the file. We generally recommend that you save the file (it will have a .ard file extension) so you can re-import it at a later date if necessary.

If you choose to open the file, the BizInt Smart Charts Lite - Adis Insight Edition software should start and open the file. You can also import the file using the instructions below.

# Format XLS CSV Bizint PDF Export Options Select Range From 1 To 119 A maximum of 5000 records allowed per range. Include chemical structures To get the new version of BizInt visit http://www.bizint.com/product/adis

166 Safety Reports

Expor

Edit Query Save Query & Alert

Query

Share Query

# Importing your search results

Start the BizInt Smart Charts Lite - Adis Insight Edition software.

Select File | Import (not File | Open) from the menu bar. Or, you can drag and drop your .ard file into the BizInt Smart Charts window.

From the Import window, find and select the transcript file that you want to use to create a chart.

A panel will appear showing the number of records in the transcript.

# Applying a chart template

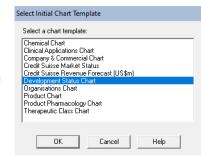
After clicking OK you will be asked to select a chart template. Chart templates define the initial presentation of the report including visible columns. You can change this later, apply a different template, and even create your own templates (see page 4.)

#### Saving your report

Use **File | Save** to save your report as a .wct file. We recommend that you save your report before you start editing.

Note: Export your report if you want to view it in other applications (see page 6.)





# Viewing charts, records and images

Charts (tables) in BizInt Smart Charts combine the functionality of a spreadsheet and a table. Each database record is represented by a row in the chart. A column represents a field (or elements of a field) from each record.

BizInt Smart Charts supports columns containing images and "subtables" – tables within cells, such as Disease Status.

All of the records and fields imported to create the report are contained in the chart file, and can be displayed or hidden at any time (see Customizing reports on pages 4-5.)

# Titling your report

The initial chart title is based on the chart template selected on import. You can edit the title by double-clicking on the title or using **View | Title**.

# Viewing records

To view the complete record associated with a row, double-click on the row number button, or select the row and **View** | **Records**. You can use the arrow buttons or drop-down menu to move between records. Close the Record Viewer or select **View** | **Chart** to return to the chart.

You can also move between the chart, record and image windows using the icons on the toolbar.

You can view the related record on the Adis Insight website by selecting **View | Record on Adis Insight**.

# Viewing images

Follow the same basic steps to view associated images, e.g., select **View | Publisher Images** or double-click on the image in the chart. Images will automatically scale to fit the window and you can use the drop down menu to zoom the image.

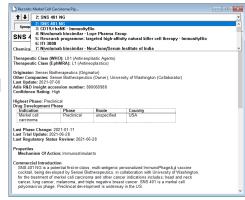
You can paste an image into a cell from the Windows clipboard, including from structure-drawing tools.

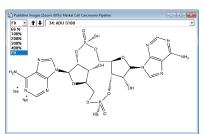
#### **About truncation**

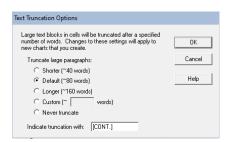
If you see text like [CONT.] at the end of text in a cell, this indicates that this field was truncated during chart creation. Truncation happens when the text is too large to be effectively displayed in the chart. You can see the full content of the field by viewing the record.

You can change the text truncation behavior (indicated by [CONT.]) using **Options** | **Text Truncation in cells.** Changes to these options affect new charts, but not existing charts, so you will need to re-import your search results to see the new truncation behavior.

We do not recommend that you select "Never truncate", as this could create very tall rows in your report.







## **Editing text**

You can edit text in any cell, including subcells, by double-clicking in the cell and typing. You can also paste in text on the Windows clipboard. If you do a lot of cell text editing, we recommend that save your report with a new name.

Use the **Text** menu to change the font of *cells, rows or columns*, or to change the style to bold, italics, etc. You cannot apply a style (e.g. bold, italics, color) to *individual words or phrases* in the chart or records.

# Customizing your report — columns

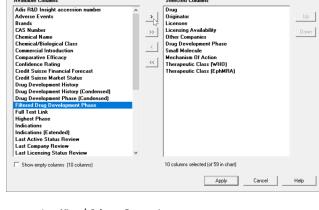
#### **Changing visible columns**

To select the visible columns in your report, and to rearrange columns, select **View** | **Choose columns**. On the left side, you will see all the columns in your chart. Add the columns you wish to display to the "Selected Columns" panel at right. Drag the column name or use the Up/Down buttons to rearrange the order of the columns.

#### **Adding User Columns**

To add your own column, select  ${\it Edit} \mid {\it Add Column}$ . A new untitled column appears on the right side of the chart. Double-click on the

column title to change the title. You may also want to change the sort type using View | Column Properties.



Selected Columns

### **Column Properties**

You can change properties of columns using View | Column Properties. On this panel, you can change the column name, specify column width in pixels, and turn on/off links to NCT numbers (see page 5 for more details).

The **Sort type** drop-down menu lets you specify how values in this column should be sorted. For example, you can change the sorting from Alphabetic to Numeric.



Available Columns



# **Creating and Applying Chart Templates**

Chart templates define the initial presentation of the report including visible columns. To apply a new chart template, select View | Apply Template.

You can create your own chart template by creating a chart you like, then saving this template using File | Save as Template. There are separate templates for each database.

# Apply Chart Template Select a chart template Select a Chart template Clinical Applications Chart Company & Commercial Chart Cred Suisse Market Status Cred Suisse Market Status Development Status Chart Disgresations Chart Product Pharmacology Chart Therapeutic Class Chart OK Cancel Help

# Customizing your report - rows

#### **Sorting rows**

To sort the rows, select **View | Sort**. You can sort on multiple columns, in ascending or descending order. Use the check box to control row shading.

#### Hiding and moving rows

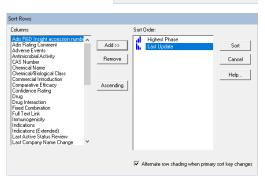
To hide rows, use Edit | Hide Row or de-select the rows on the View | Rows panel. You can select a range of rows and use Ctrl-H as a shortcut to hide the rows. Hidden rows will not appear in exported or printed reports.

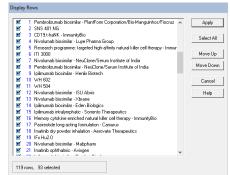
Use View | Rows to rearrange rows or Edit | Move Row to move rows in the chart.

#### **Row Properties**

Select a row or cell and then select View | Row Properties to see information about that row, including source database, record date, accession number, row update status, and the URL for the Publisher Record (which can be edited.)







# More report features

#### **Color-Coding Cells**

You can color-code cells using 8 predefined colors. Select the cell (or group of cells) to color-code, then click on the down arrow next to the paint bucket icon on the toolbar to bring up the Color Cells panel and select your color. Or choose **Text** | **Color cell** on the menu to color the cell in the most recently selected color.

Learn more at: bizint.com/support/use/color\_coding\_cells.php

Hide or show color-coding using View | Enable Cell Colors.

You cannot highlight/color-code individual words, only cells.

#### Find and Replace

Use **Edit** | **Find...** to find instances of text in the visible columns of your chart. The cell containing the text will be selected. Use **Edit** | **Replace...** to find and replace text in all visible columns in your chart.

# **Creating Simple Statistics**

To create a count of unique values in a column, select **View | Statistics** and select a column. Statistics will be saved in a .csv file and can be analyzed in Excel.

Learn more at: bizint.com/support/use/statistics.php

### **Creating links to trials**

You can convert NCT numbers in your chart into full-text links when you export to HTML-based formats (HTML, Word, PDF and Excel):

 NCT numbers: links go to the corresponding record on ClinicalTrials.gov. For each desired column in your chart, check the appropriate link option under View | Column Properties.

# **Printing reports**

You can change the print settings under File | Page Setup. Under scaling, you can specify that the chart fits on a specified number of pages in width.

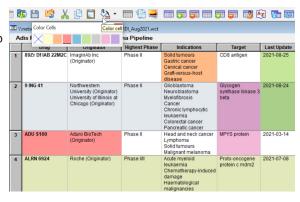
Use File | Print to print the chart, records, and images. You can print the current record, all records, or a range of records.

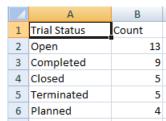
Use File | Print Preview to preview the appearance of a printed chart.

# **Combining charts**

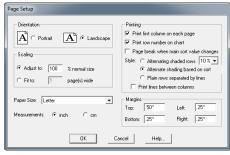
Use **File | Combine** to combine charts from different R&D Insight *or* Clinical Trials Insight searches into a single chart. You cannot combine R&D Insight *and* Clinical Trials Insight searches into a combined chart.

- 1. In Step 1, choose the key chart from the list of all open chart files.
- 2. In Step 2, choose the additional charts to combine.
- 3. In Step 3, edit the new chart title and select your combine option. Select "Finish" to create your combined chart. Each visible (not hidden) row in the original charts will appear in the combined chart.









# **Updating reports**

Use File | Update to update reports and identify new and updated records and cells.

- 1. In Step 1, you select the "older" chart to be updated.
- 2. in Step 2, select the chart with new information.
- 3. In Step 3, update the chart title and select your update option, then select "Finish."

A Row Status column appears in the updated chart. New rows are colored in green and changed cells in updated rows are highlighted in blue.

	Adis CTI Record	Row Status	Official Study Title	Latest Update	End Date	Study Phase	Indication
4	700340331	Added	Neoadjuvant Cemiplimab in Stage I-II Merkel Cell Carcinoma: Safety and Biomarker Analysis	2021-08-10		Phase I	Merkel cell carcinoma
5	700341020	Added	Clinical study of SNS 401 NG for the treatment of Merkel Cell Carcinoma	2021-08-11		Phase I	Merkel cell carcinoma
6	700001934	Updated	APhase II Study of G3139 (Genasense) in Patients With Merkel Cell Carcinoma.	2018-04-28	2007-01-01	Phase II	Merkel cell carcinoma
7	700001944	Updated	APhase II Trial of STI-571/Imatinib (Gleevec (R)) (NSC-716051) in Neuroendocrine Carcinoma of the Skin (Merkel Cell Carcinoma)	2018-04-28	2007-06-01	Phase II	Merkel cell carcinoma
8	700200729	Updated	APhase II study of intratumoral injection of interleukin-12 plasmid and in vivo electroporation in patients with Merkel cell carcinoma	2019-10-18	2015-04-10	Phase II	Merkel cell carcinoma

# Distributing reports

To distribute your report, use File | Export and choose the appropriate Export Format. Detailed information on export formats is available at:

www.bizint.com/Tips - "Distributing Reports"

#### **Recommended Export Formats**

- HTML (chart and records, chart only): creates an HTML file which can be viewed in a browser.
- Word (chart and records, chart only): creates an HTML file with the chart (and optionally the
  records and images) which is opened in Microsoft Word. This format is good for reports which
  will be distributed by email. You can also export the records only as an RTF file.
- Word Summary Records (records only): creates a HTML file for Word with records displaying fields based on those displayed in your chart. See page 7 for more details.
- Acrobat (chart and records, chart only): creates an HTML file which is opened in Adobe
  Acrobat and can be saved as a PDF. This format is ideal for reports containing images and for
  printing.
- Excel optimized HTML (chart only): creates an HTML file which preserves most formatting while creating only one row in Excel for each BizInt Smart Charts row. This format is recommended for distribution of the tabular report in Excel. Linked records and images are not supported.

# Choose a file format Choose a file format for export HTML Word Word - summary records Word - RTF, records only Acrobat Excel - optimized HTML Excel - CSV Tab delimited OK Cancel Help

# **HTML Export Options**

You can specify the appearance of your exported HTML using the HTML Export Options panel.

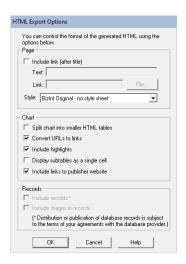
Under "Style", you can select a stylesheet. The "BizInt Modern Scaled" stylesheet will attempt to scale your report to fit the width of the browser window.

One option under "Chart" is to include a link to the full record on the publisher website; "Link" will appear under the row number in the exported HTML.

Under "Records" you can choose to include the records (which will be linked to the record title) and images in the records.

#### **Other Export Formats**

- Word RTF, records only: creates an RTF file with the records which is opened in Microsoft Word.
- Excel: creates an HTML file which preserves the formatting but not the structure of the table and can include records formatted as Excel rows.
- Excel CSV, chart only and Tab Delimited, chart only: these options are provided for exporting to Excel for statistical analysis or integration with another platform.



# Word - Summary Records Export

The Summary Records export creates a Word document with selected fields from the chart and the full contents of larger fields. Information is structured so that you can add a Table of Contents in Word. It is designed for creating custom record displays or delivering succinct records as an alternative to tables.

- 1. Under File | Export, select Word Summary Records.
- 2. On the Export Options panel, you can choose to number the records and if you want each record to start on a new page. You can also choose to include links (in the blue area) and an editable Notes section (grey area.)
- 3. Click OK and type in a file name to open the report in Word.

# More about the Summary Record Export

The fields in the top (yellow) section are the columns visible in your chart. You can use **View | Columns** to change visible columns before exporting. You can include Adis Insight fields as well as user-created columns.

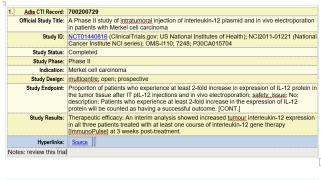
The Links (blue) section contains a link to the record on Adis Insight.

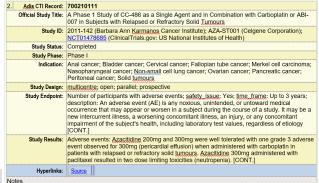
Below the links section is an editable Notes (grey) section, designed for writing notes and comments or pasting in related information.

The Links and editable Notes are optional and can be selected on the options panel.

Currently you cannot include the table in the Summary Records export.







#### Distributing reports with images

We recommend that you use the Word or Acrobat export formats to deliver reports with images, since the images in HTML exports are in a directory of linked .jpg files.

When exporting a report with images to Word, you will see a hint panel reminding you to embed the images in Word and save the document as a Word file before distributing the report.

More information can be found at bizint.com/wordimages.

► For more info: www.bizint.com/tips



www.bizint.com

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# QUESTIONS OR SUGGESTIONS?

Please contact us at:

support@bizint.com

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We are always pleased to hear from you and will do our best to address your issues.