# **BizInt Smart Charts**

Drug Development Suite

# Mini Guide

BizInt Smart Charts Drug Development Suite helps you create, customize and distribute tabular reports integrating data from the leading drug pipeline, clinical trials, and biomedical literature databases.



Using BizInt Smart Charts Drug Development Suite

Use this Mini Guide (revised for Version 5.7) to learn about the key features for creating, customizing and distributing your integrated drug pipeline or clinical trials report.

#### Creating your integrated report

- Import your search results and save your .cht file (see page 2)
- Combine charts and identify related pipeline or trial records (see page 3)
- Summarize related records into a single row in your final exported Reference Rows report (see page 4)
- Change database rankings and column rules, override the rules, and create summary tables (see page 8)

#### Reviewing your report

- View charts, records and images (see page 5)
- Change the visible columns (see page 5)

#### **Customizing your report**

 Hide & move rows, add columns, sort, edit text, change truncation, create and apply chart templates, generate statistics and color-code cells (see page 6)

#### Distributing your report

- Use File | Export to distribute reports in HTML, Word, and Excel. (see page 11)
- Update reports and identify new and changed information (see page 10)
- Create links to trials and related publications (see page 12)

Spend a few minutes with this Mini Guide to understand the key features of BizInt Smart Charts Drug Development Suite. You can use the sample drug pipeline and clinical trial files located in the **training** directory where BizInt Smart Charts is installed to try these features.

### Importing data to create a report

The first step in creating your BizInt Smart Charts report is to import the results of your pipeline, clinical trials, or literature search.

Information about the currently supported databases and platforms can be found at <u>Creating Reports from Databases and Hosts</u> on the Support section of our website. We recommend reviewing this information before exporting search results from a database for the first time, and testing your export format by displaying and importing just a few records.



#### Importing your search results

Most *commercial* pipeline and trial databases offer a BizInt export. If it doesn't open in BizInt Smart Charts automatically, double-click on the downloaded file to start creating your report.

#### Using File | Import

If you are importing files from trial registry databases (e.g ClinicalTrials.gov) or if BizInt Smart Charts is not automatically invoked when you export your search results, select File | Import—not File | Open—from the menu bar.

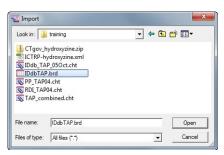
From the Import window, find and select the file with your exported search results.

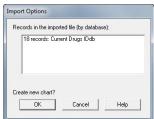
A panel will appear showing the number of records in the file. Click OK, and your chart will be created.

When you create a chart from multiple databases it is treated as a combined chart (see page 3.)

#### Saving your report

Use File | Save to save your report as a .cht file. Note: Export your report if you want to view it in other applications (see page 11.)





# Creating your integrated report

### Combining charts

Use **File | Combine** to combine charts from different pipeline or trial databases into a single chart.

In Step 1, choose the key chart from the list of all open chart files. In Step 2, choose the additional charts to combine.

In Step 3, edit the new chart title and select your combine option (usually the first option.) Select "Finish" to create your combined chart.

- Each visible (not hidden) row in the original charts will appear in the combined chart. The Database column indicates the source of each record.
   Columns with similar content are aligned.
- You can create combined drug pipeline charts or combined clinical trials charts or combined biomedical literature charts, but you cannot combine pipeline, trials or biomedical data charts with charts of another type.

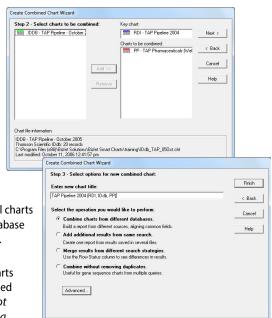
#### Identifying related records

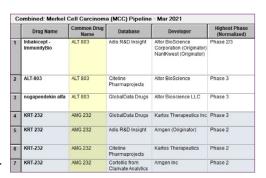
When you combine reports, the **Common Drug Name** and **Common Trial ID** columns are now automatically created. *There is currently no similar tool for biomedical literature.* 

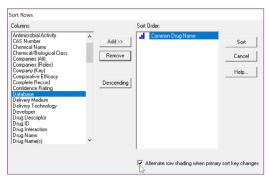
- The Identify Common Drug Names tool examines the drug names and synonyms in your drug pipeline report and creates a "Common Drug Name" column with a single drug name for each set of related drug records.
- The Identify Common Trial IDs tool matches clinical trial IDs between trial records and creates a "Common Trial ID" column. If an NCT number is present, that will be chosen as the Common Trial ID.

#### Sort Related Records in Chart

To group related records together in your report, use the View | Sort command on the Common Drug Name or Common Trial ID column, and check the box for "Alternate row shading when primary sort key changes".







Send to Reference Rows

### Creating your Reference Rows report

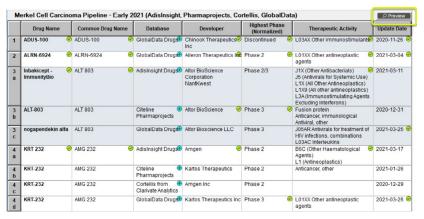
In Reference Rows, records for the same drug (or clinical trial) are integrated into a single Reference Row in your exported report – as shown below.

1. From your combined chart, select File | Send to Reference Rows.

Starting with Version 5.4, you do not need to save your .cht file.

#### Reference Rows "Selection View"

Reference Rows opens showing the Selection View (see below) of the combined chart. The Common Drug Name or Common Trial ID columns will be automatically created.



- The Selection View indicates which information will be displayed in the integrated row for each set of related records. Click the Preview button (at the top right of the window) to preview the integrated rows in your exported report.
- Green check marks show which cells have been selected by the database ranking and column rules to appear in the exported report. (See page 8.)
- Use File | Export to export your Reference Rows report to Word, Excel, HTML, etc. (See page 11.)

	Drug Name	Database	Developer	Highest Phase (Normalized)	Therapeutic Activity	Update Date
1	ALT-803	1a PP   link 1b GDDR   link 1c RDI   link	Altor BioScience	Phase 3	Fusion protein Anticancer, immunological Antiviral, other	2021-03-25
	1a PP		1a <b>PP</b>		1a <b>PP</b>	1b GDDR
2	<b>KRT-232</b> 2a <i>PP</i>	2a PP   link 2b GDDR   link 2c RDI   link 2d COR   link	Amgen Inc	Phase 3	Anticancer, other 2a PP	2021-03-26 2b GDDR
3	avelumab	3a PP   link 3b GDDR   link 3c RDI   link 3d COR   link	Merck KGaA	Launched	Monoclonal antibody, human Anticancer, immunological	2021-03-19
	3a <b>PP</b>		3a <b>PP</b>		3a <b>PP</b>	3b GDL

Review the rest of the Mini Guide to learn more about using BizInt Smart Charts to create, customize, and distribute your integrated pipeline or trials report.

### Reviewing your report — 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 Drug Development Phase.

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.

#### Changing visible columns

To select and 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.

#### Viewing records

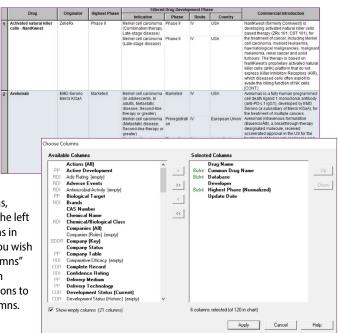
To view the record associated with a row, double-click on the row number button, or select the row and View | Records. You can use the arrow buttons or drop-down menu to move between records. Close the Record Viewer or select View | Chart to return to the chart.

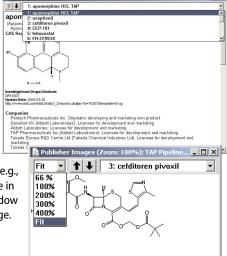
For some sources you can view the related record on the publisher website by selecting **View | Record on Publisher Website**.

#### 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.





### Customizing your report

#### Hiding and reordering rows

Use View | Rows to hide and reorder rows, and to redisplay hidden rows. You can also use Edit | Hide Row or Ctrl-H as a shortcut to hide a single row or selection of rows. Hidden rows will not appear in exported or printed reports. Edit | Move Row lets you move rows to a specific location in the chart.

Version 5.4 introduced similar features for hiding and reordering Reference Rows using the View | Reference Rows and Edit | Hide Reference Row commands.

#### Adding user columns

To add your own column, select **Edit | 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 can change properties of columns using **View | Column Properties**.

Columns

# Arms
Acronym
Brief Summary
Completion Date
Condition
Countries
Detailed Description
Drugs

Detailed Description Drugs Eligibility Criteria Enrollment Exclusion Criteria Full Text Link Gender Healthy Volunteers? Inclusion Criteria Last Changed Date Maximum Ane

Maximum Age Minimum Age Num. Location:

#### **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.

When sorting in Reference Rows, the entire Reference Row is sorted based on the value of the cell selected for the group of related rows.

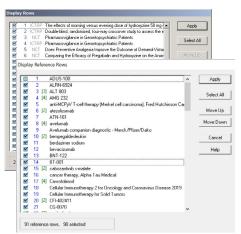
#### **Editing text**

You can edit text in any cell, including subcells. You cannot currently apply a style (e.g. bold, italics, color) to *individual words or phrases* in the chart or records.

#### **Changing text truncation**

If you see [CONT.] at the end of text in a cell, this field was truncated during chart creation. 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.** Truncation behavior can only be modified for chart creation. Changes to these options affect only new charts, not existing charts.



Sort Orde

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Sort

Help

Alternate row shading when primary sort key changes



## Customizing your report

#### Creating and applying chart templates

Chart templates define the initial presentation of the report including visible columns. When you create a chart, an "Editor's Choice" template is applied with a standard set of visible columns.

You can create your own chart template by creating a chart you like, and then saving the layout using File | Save as Template.

To apply a new chart template, select **View | Apply Template**. There are separate templates for pipeline, trials, and literature reports.

Chart templates are not currently available in Reference Rows.

#### **Creating simple statistics**

To create a count of unique values in a column, select Tools | Statistics and select a column. Statistics will be automatically opened in Excel. Learn more at: Statistics on multi-database reports

In Reference Rows, statistics are calculated for Reference Rows (not individual rows) based on the selected value for the Reference Row.

	А	В	
1	Overall Status	Count	
2	Recruiting	13	
3	Completed	5	
4	Terminated	2	
5	Authorised	2	
6	Active, not recruiting	1	

#### 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.

#### Titling your report

The initial chart title is based on the name of the file you imported. You can change the title by double-clicking on the title or using View | Title.

### **Color-Coding Cells**

You can now color-code cells using eight pre-defined colors.

This feature replaces the yellow highlight feature in earlier versions of the software. Learn more at: Color-Coding Cells

To color-code cells, 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.

	Drug Name	Database	Developer	Highest Phase (Normalized)	Update Date
1	ALRN-6924	GlobalData Drugs	Aileron Therapeutics Inc	Phase 2	2021-03-04
2	Inbakicept - ImmunityBio	Adis R&D Insight	Altor BioScience Corporation (Originator) NantKwest (Originator)	Phase 2/3	2021-03-11
3	ALT-803	Citeline Pharmaprojects	Altor BioScience	Phase 3	2020-12-31
4	nogapendekin alfa	GlobalData Drugs	Altor Bioscience LLC	Phase 3	2021-03-25
5	KRT-232	GlobalData Drugs	Kartos Therapeutics Inc	Phase 3	2021-03-26
6	KRT 232	Adis R&D Insight	Amgen (Originator)	Phase 2	2021-03-17
7	KRT-232	Citeline Pharmaprojects	Kartos Therapeutics	Phase 2	2021-01-26



### Reference Rows — Database Ranking and Rules

Cells are selected in Reference Rows automatically based on database rankings and column rules. You can also manually override the rules. And, there are features in Reference Rows to summarize information provided by different databases.

#### **Database Ranking**



Data is primarily selected for a Reference Row based on the Database Ranking. By default, databases are ranked in the order in which you created the combined chart.

You can change the database ranking using the Reference Rows | Database Ranking command. To change the database ranking, click on a database and press Move Up or Move Down. Or, drag the databases on the list to rearrange them. When you apply the new ranking, the rows in the review chart change order to reflect the new ranking. Select a database and click the "Properties" button to change the database label in the exported Reference Row report.

#### Columns Rules



You can override the database ranking by specifying rules for each column. Rightclick in a column and choose **Edit Column Rule** from the right-mouse menu. You can also change the Column Rules using the **Reference Rows | Column Rules** command.



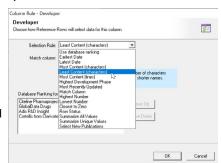
A cell with content will always be chosen over an empty cell. The database ranking is used to resolve a tie if multiple cells are selected by a rule.

Use the drop-down menu to select a rule for each column.

- Use Database Ranking: allows you to specify an alternative database ranking for the selected column at the bottom of the panel.
- Earliest Date; Latest Date: applies to columns with dates only.
- Most Content; Least Content (characters or lines).
- Highest Development Phase: applies only to drug phase columns.
- Most Recently Updated: selects the cell from the record which was most recently updated (not the most recently updated cell.)
- Match Column: specify that this column will be populated from the same record as the column selected in the dropdown column menu below.
- Highest Number, Lowest Number, Closest to Zero: applies only to columns with numeric values.
- Summarize All Values: use in conjunction with the "Create Subtable from Columns" tool to create a summary of all related cells (example on page 9).
- Summarize Unique Values: similar to above, but removes (exact) duplicate items.

#### Preview your exported report

 Click the Preview button (at the top right of the window) to preview the effect of rankings and rules in your exported report.



#### Select this Cell (Override the Ranking and Rules)

To select a specific value, overriding the ranking and rules, select the cell you prefer, bring up the right-click pop-up menu, and choose **Select this cell**. A purple check mark will indicate a manually selected cell. To undo the selection, select the cell again. You can also manually edit the text in cells in the Selection View.



#### **Hide and Rearrange Reference Rows**

Use the **Hide Reference Rows** command on the right-mouse menu to hide all the rows in a Reference Row. You can also hide and move Reference Rows, and make them visible again, with the new **View | Reference Rows panel**. You cannot currently hide single rows in a Reference Row.

#### Creating a summary subtable

Two features in BizInt Smart Charts Reference Rows let you create a subtable summarizing related records for columns you select. For example, to create the subtable at right:

Database - Phase - Last Update			
Database	Highest Phase (Normalized)	Update Date	
GlobalData Drugs	Phase 3	2021-03-25	1a
Adis R&D Insight	Phase 2/3	2021-03-11	1b
Citeline Pharmaprojects	Phase 3	2020-12-31	10

- Choose Tools | Create Subtable from Columns and move the
   "Database", "Highest Phase", and "Last Update" columns to the Selected Columns panel.
   Click Apply. A new "Untitled Subtable" column will be created for each row. You can
   rename this column but not the sub-columns.
- Change the rule for this column to "Summarize all Values." A blue "#" symbol will appear to indicate this rule. When the report is exported, the summary subtable will be created.

See the recipes "Highest Phase for an Indication - Database Summary" or "Summarizing Clinical Trial Enrollment" in the <u>Cookbook of Reports & Visualizations</u> for examples.

#### **Reference Rows Rules Templates**

Rules Templates allow you to save your database ranking and column rules so that you can quickly apply them to a new Reference Rows report.

After you have created database rankings and rules for your chart, select the menu option Reference Rows | Save Rules Template. Use Reference Rows | Apply Rules Template to apply a rules template to your chart.

Rules templates are saved as .DRUG and .TRIAL files in the "rules" directory in your roaming profile. To view your rules templates and to quickly find where your rules templates are located on your PC, select the menu option Reference Rows | Show Rules Directory.

#### Saving your Reference Rows chart

Use File | Save to save the Reference Rows chart as a .chrr file and re-open it in Reference Rows with all of your rules, edits, and selections saved. Use one of the export options (see page 12) to distribute your Reference Rows report.

You can also open the .chrr file in BizInt Smart Charts Drug Development Suite. The rows will be in the sorted order but no Reference Rows features will be saved.

### Updating reports

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

In Step 1, you select the "older" chart to be updated; in Step 2, select the chart with new information. 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.

### Distributing reports

You have many options for distributing your BizInt Smart Charts report, including exports to popular formats like Word, Excel, and HTML; BizInt Smart Charts Viewer; and printing.

#### **BizInt Smart Charts Viewer**

BizInt Smart Charts Viewer is an option for distributing reports to end-users who want customizing, annotating, and exporting capabilities beyond those provided by Word, Excel or other exports. With BizInt Smart Charts Viewer, clients can open .cht or .chc files and use all standard BizInt Smart Charts features except: importing, combining, updating, identify common drug name or trial ID, and Reference Rows.

BizInt Smart Charts

Viewer

BizInt Smart Charts Viewer is offered at no charge to all BizInt Smart Charts customers. To learn more or to download the Viewer: BizInt Smart Charts Viewer

#### **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.



#### VantagePoint - Smart Charts Edition (VP-SCE)

VantagePoint - Smart Charts Edition (VP-SCE) provides tools for data cleanup, filtering and visualization.



Use Export | VantagePoint - Smart Charts Edition to send visible columns from BizInt Smart Charts Drug Development Suite or Reference Rows to VP-SCE for further processing. Cleaned up and filtered data can then be returned to BizInt Smart Charts as new columns or can be used to create visualizations.

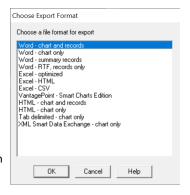
To learn more: VantagePoint - Smart Charts Edition (VP-SCE)

### **Exporting reports**

To export your report, use File | Export and choose the appropriate export format.

#### **Recommended export formats**

- 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.
- Word Summary Records (records only): creates an HTML file for Word with records displaying fields based on those displayed in your chart.
- 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. You can also export in
  .CSV format.
- HTML (chart and records, chart only): creates an HTML file which can be viewed in a browser.



#### **Export options**

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

Under "Style", you can select a stylesheet, for both Smart Charts and Reference Rows exports.

Under "Chart" is an option to include a link to the full record on the publisher website; "Link" will appear under the row number in Word and HTML exports.

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

Choose **Open** to open your file directly, or **Save** to save the export before opening it.



#### Distributing reports with images

We recommend that you use the Word export formats to deliver reports with images, since the images in HTML-based exports are in a directory of linked .jpg files which can be embedded in your Word file.

See the Exporting reports with images Tips page for more information on exporting images, including how to embed images in your exported Word report before distributing it to colleagues. There is no option to embed links in Excel files.

### **Exporting your Reference Rows report**

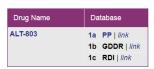


Select the Export icon on the toolbar or use File | Export to view and distribute your Reference Rows reports via one of the supported formats (HTML, Word, Excel, XML Smart Data Exchange Format, and VantagePoint XML.)

Each set of related records is shown as a single row, with the selected (checked) cells displayed for each Reference Row. You can control the display of database attributions (including not displaying them) using Reference Rows | Show cell sources.

#### **Export Options in Reference Rows:**

 HTML/Word exports: You can choose to include links to records in both the Database and first column. Links to records on the publisher website are displayed as "link" in the Database column (see right).

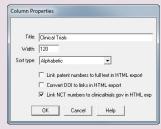


Excel exports: Style sheets are now available for Excel exports. You can choose to display
the links to records on the publisher website in separate columns. Excel can only display
one link in a cell, so multiple links in subtables will always be for the first link. You can
choose to not display the chart title.

### Creating links to trials and other publications

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

- For each desired column in your chart, check the appropriate link option under View | Column Properties.
- 2. Under Options | DOI links... enter the base URL for your DOI links. Under Options | Full-text patent links select which patent host you wish to use for each authority.
- NCT numbers: go to the corresponding record on ClinicalTrials.gov.
- DOI numbers: use DOI.org to resolve the link or specify your own link resolver.
- patent publication numbers: patent numbers from supported authorities (US, WO, EP, GB, FR, CN)
  can go to a variety of public and commercial patent sites.





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#### QUESTIONS OR SUGGESTIONS?

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