

6.6.5.1 Add Project User Parameters

Steps to Enter a Project User Parameter

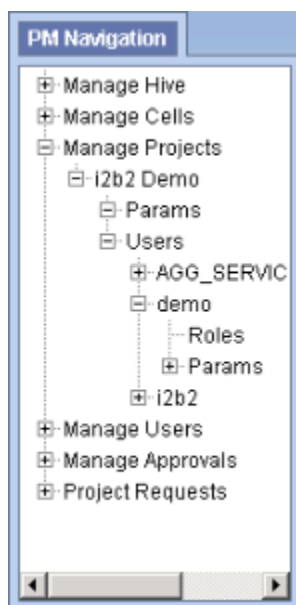
The following steps outline the process of adding a parameter to a project user from within the i2b2 Administration Module.

Assumption: The following steps assume you are already logged into the i2b2 Administration Module. If you do not know how to login please see the chapter titled *i2b2 Administration Module Install*.

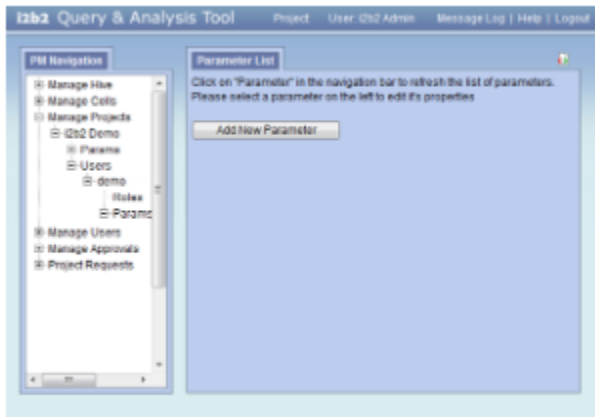
1. In the Navigation panel, expand **Manage Projects** to display a list of projects.



2. Expand the **name of the project** that has the user you want to add a parameter to.
3. Expand the **name of the user** to display a list of options.



4. Click on the **Params** option that displays under the user's name.
5. The **Parameters Summary** page will display on the right side of the window pane.



6. Click on **Add New Parameter**. The *Project Parameters* page will display.

The screenshot shows the 'Add New Parameter' form. It has a title bar 'Parameter List'. The main area contains the same instructions as the previous panel: 'Click on "Parameter" in the navigation bar to refresh the list of parameters. Please select a parameter on the left to edit its properties.' Below the instructions are three input fields: 'Parameter Name:' (a text box), 'Parameter Value:' (a text box), and 'Parameter Data Type:' (a dropdown menu with 'Text' selected). At the bottom right are three buttons: 'Delete', 'Save', and 'Cancel'.

7. Enter the name of the parameter, the value for the parameter and the data type for the parameter.
8. Click on **Save** to save the new parameter.
9. The *Parameters Summary* page will display with the new parameter.
10. In the Navigation panel click on **Params** to refresh the hierarchical tree and display the new parameter.