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| ectu logo no script | <<Project Name>> Release History Document |

### Purpose of this document

The purpose of this document is to log the system release history for the project.

### Document Usage

Each time a change is made to the system a new System Release Document is produced. The following fields are included in this document:

* The overall System Version
* The date of release
* A list of features introduced or altered in this release together with their feature versions
* A list of the numbers of the additional requirements addressed in this release
* Confirmation of whether or not the database triggers were re-built and re-applied (Date or N/A).
* Confirmation that any database changes are in place in the production database (Date or N/A).
* Confirmation that the sponsor has accepted the changes for release.
* Confirmation of who was notified of the system update, when they were notified and their role in the project
* Confirmation that the protocol version changes have been implemented in the eCRF at all relevant sites. This can be completed by opening a participant record at each site and confirming that the correct protocol version is implemented

### Version Release Log

| **System Version** | **Release Date** | **Associated Feature Validation documents****(including version)** | **Additional Requirements numbers addressed** | **Database triggers rebuilt****(date)** | **Database changes in place on production server (date)** | **Date of Sponsor Approval** | **Project Personnel notified (Include Role)** | **Date of notification** | **eCRF checked (confirmed protocol version changes have been implemented at all relevant sites)** |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 1 | 07-Feb-2018 | 01 User Administration v. 1.002 Adding a Participant v. 1.003 Adding a New Visit v. 1.004 Visit Summary v. 1.005 Visit Section v. 1.106 Recurrent Tumours v. 1.107 Visit Sign Off v. 1.008 Data Queries v. 1.0 | Initial Release | 07-Feb-2018 | 07-Feb-2018 | 07-Jun-2018 | Matthew Baker, System Owner | 07-Feb-2018 | Yes/ No/ N/A |

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| Released By | Project Role | Signature |
| <<your name>> | CDMA Developer |  |

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| Template Revision History |
| Version No | Date  | Summary of Revisions |
| 1.0 | Unknown | Initial Creation/new document  |
| 2.0 | 07 Jun 2018 | Unknown |
| 2.0 | 06 Sep 2024 | No changes made. Reviewed with ECTU\_SOP\_IT\_23 Additional Requirements |
| 3.0 | 08 May 2025 | Document usage text and log updated to check for protocol version implementation. Header and footer updated. Minor formatting changes |