STS/IQVIA Go-Live Checklist

Webinars and Educational Materials

- Watch existing STS webinars available on the <u>STS website</u>
- Attend an upcoming scheduled STS webinar session(s)
- If you're not able to attend a live webinar session, review the recorded webinar on the <u>STS</u> website

Review educational information provided by STS

- Check the <u>STS website</u> for the latest available information
- Review education documentation provided by STS

New User Account Consideration and Update Roles

- Determine any new users who will require access to the new IQVIA system
- Update your contact information and user roles with STS starting on November 25, 2019.

Existing Account Creation

 Receive usernames and temporary passwords from <u>STSTechSupport@iqvia.com</u> prior to go-live. Check your junk email folder if you have not received an email within the indicated timeframe

System Browser Check

• Verify you are using a supported browser version on your PC, Mac or mobile/tablet device

Windows Desktop

- Internet Explorer version 10 and greater
- Chrome version 54 and greater
- Firefox version 50 and greater
- Microsoft Edge version 38 and greater

MAC

Safari version 10 and greater

Mobile and Tablet Devices

- iOS (iOS6+)
 - Safari Version 10 and greater
- Android (4.0+)
 - Chrome version 54 and greater

IT Department Notification

- Notify your IT department that you will receive email messages from the <u>STSTechsupport@iqvia.com</u> address to allow them to whitelist the address and allow messages to be delivered successfully
 - Also ask your IT department to whitelist <u>STSDB@sts.org</u> and <u>STSHeadquarters@sts.org</u>.
- Request a copy of the IQVIA Security Dossier if required by your IT Department by emailing <u>STSDB@sts.org</u>