

# QBOX Quick Reference Guide for Eli 250/ 250c/ 150c/10

## Prerequisites for QBOX and QBOX link

Prior to using the QBOX application all users must have access to the following:

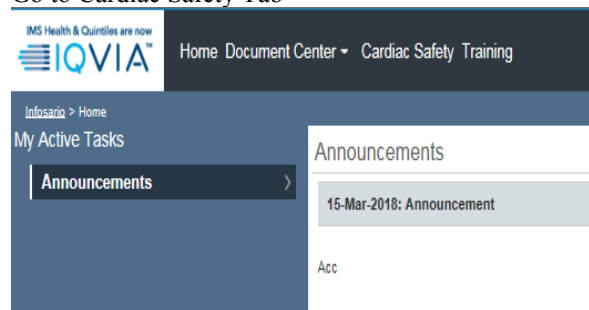
1. **For new users:** An email from IQVIA consisting of the username and detailed login instructions.
2. **For existing users having access to other IQVIA portals:** An email confirming that access to the QBOX application has been granted.

## Login to IQVIA Infosario Link

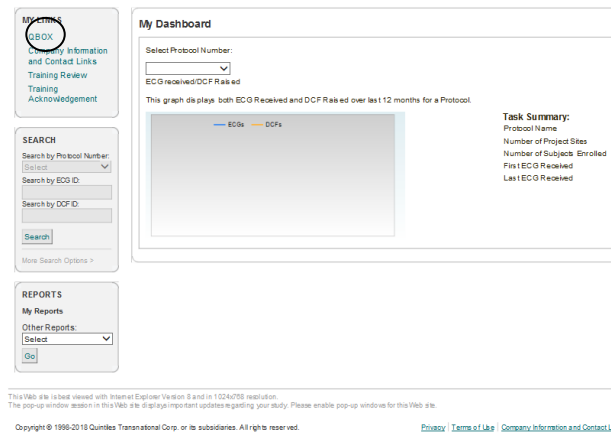
<https://infosario.quintiles.com>



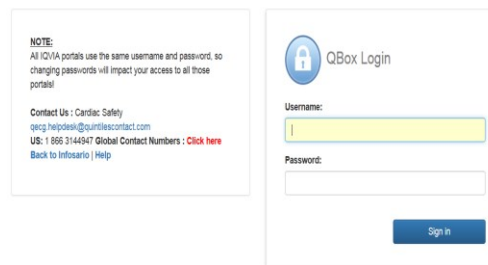
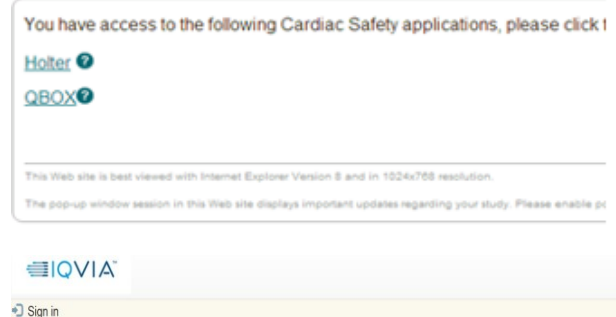
## Go to Cardiac Safety Tab



Click on QBOX link under “My Links”



OR



## First Time QBOX users

**No access to any IQVIA portals (including QBOX):**

1. Login using the username provided by IQVIA
2. Follow steps to **Set-up new password**

## Have access to other IQVIA portals (but not QBOX):

1. Confirm access to QBOX application has been granted by IQVIA.
2. Continue to login using the **same username and password** already provided for other IQVIA portals.

## Existing QBOX users

1. Login using the IQVIA username and password.
2. If your account is locked or password is expired, kindly follow the instructions on screen.



Click on unlock account

## Password Requirement Criteria

The password must contain any **3 of the following 4 categories**:

1. English uppercase characters (A-Z)
2. English lowercase characters (a-z)
3. Numeric characters (0-9)
4. Non alpha-numeric characters (for e.g.: \$, # or %)

**Note: The password must not contain 3 or more characters from the user's account name. The new password must not repeat any of the previous 26 passwords used on the account.**

### Transferring ECGs from the ELI 250 machine to the local PC using the serial cable

1. **Pre-requisite: Eli link application should be installed on your desktop/laptop and configured to receive ECGs from the device.**
2. Connect one end of the serial cable to the RS232 port of the ECG machine and connect the other end to the 9 pin serial port of your laptop/ computer.
3. Switch on the ECG machine.
4. Press the **'XMT'** button for ECG transmission.
5. The machine will prompt two options: **'Select'** and **'Batch'**.
6. Choose the **F1 'Batch'** option.
7. All the ECGs that were not transmitted will be transferred to the computer / laptop directory c:\ELI LINK via ELI LINK software and stored in the export folder as .ELI files ('.eli' extension).
8. Disconnect the cable.
9. Follow the steps for Uploading files using QBOX.

### Transferring ECGs using USB Memory stick from the ELI250c/ELI150c Device

1. Switch on the ELI250c/150c device.
2. Insert USB memory stick into USB drive on the ELI250c/ELI150c device.
3. Press **'SYNC'** button used for ECG transmission.
4. The machine will prompt two options: **'Select'** and **'Batch'**.
5. Press **F1 (Batch)** to transmit ECGs saved on the ELI250c/ELI150c device onto the USB stick.
6. All ECGs which have not been transmitted earlier will be transmitted.
7. The number of ECGs transmitted appears on display and ECGs seen marked as 'PTX' on the directory.
8. Connect the USB memory stick to the local PC.
9. Follow the steps for Uploading files using QBOX.

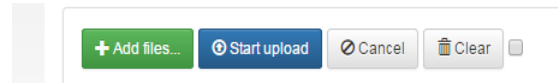
### Transferring ECGs to the USB Memory stick from the ELI 10 Device

1. Place the ELI 10 ECG machine with the USB memory stick inserted into the docking station.
2. From the real time ECG view, select **'XMT'** button.

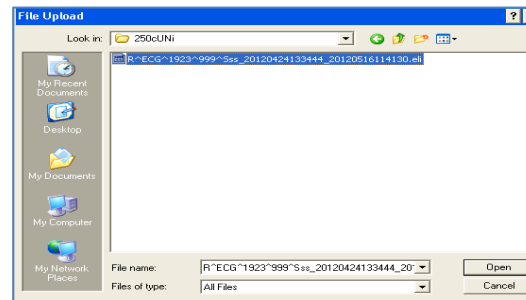
3. The machine will prompt two options: **'Select'** and **'Batch'**.
4. Select **F1 (Batch)** to transmit all the ECG's from the machine to the USB stick.
5. Check transmission status and ensure all ECGs are transmitted.
6. Connect the USB memory stick to the local PC.
7. Follow the steps for Uploading files using QBOX.

### Uploading files to QBOX

1. Login to application with IQVIA username and new password if it is changed.
  2. Type <https://infosario.quintiles.com> in your web browser (Internet Explorer or similar) and access Cardiac safety Tab.
  3. Go to QBOX link under My Links and login using same user id and password. Home page will be displayed.
- Controls at the bottom of the screen



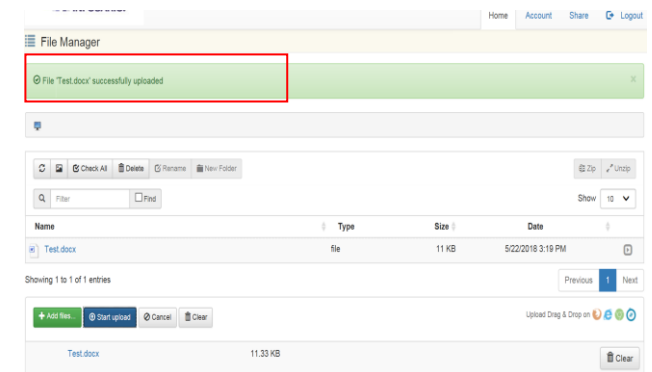
4. Click on **'Add Files'** at the bottom of the screen.
5. Navigate to the folder where the files are stored. The ECG files have an extension of '.UNI', '.ELI' or '.XML' based on the machine type.



(Note: for USB transmission, the USB stick must be inserted in the local PC during this step in order to locate and select ECGs for upload)

6. Select the file, click on **'Open'**
7. Click on **'Start Upload'** at the bottom of the screen.

8. Wait till all files are uploaded and message appears on the screen as below. You may also use upload Drag and Drop feature.



Note: IQVIA can support the following ECG file types uploaded on QBOX

- .eli and .uni for Mortara ECG machines ( ELI250, ELI250c, ELI110)
- .xml for GE machines (MAC)

### Contacting the IQVIA contact centre

Contact Us: Cardiac Safety

[CSSCDSupport@quintiles.com](mailto:CSSCDSupport@quintiles.com)

US: 1 866 3144947

For Global Contact Numbers refer to the toll free numbers provided in the Investigator ECG manual.