



# **ADAMS Version 3.0**

## **Release Notes**

November 22, 2011

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## **1 INTRODUCTION**

The Anti-Doping Administration and Management System (ADAMS) received a functional upgrade to Version 3.0 on 22-Nov-2011 at 14:00 EDT.

This document outlines the changes made to the application in Version 3.0

## **2 IMPORTANT REQUIREMENTS**

### **2.1 SUPPORTED BROWSERS**

ADAMS 3.0 supports Internet Explorer 8+, as well as Firefox 3.6+.

ADAMS may work with other browsers and versions, however we recommend using a browser on the above list for better results.

### **2.1 Clear Browser Cache**

If you notice that some screens do not display correctly in the new application, it may be necessary for you to clear your browser cache.

- If you are using Internet Explorer: click Delete Browsing History from the Safety menu in the upper right. Deselect Preserve Favorites website data, select Temporary Internet files, then click Delete.
- If you are using Firefox, select Clear Recent History from the Tools menu (Clear Private Data in older versions). From the Time range to clear: drop-down menu, select Everything. Make sure that only the Cache checkbox is selected. Then click the Clear Now button.

### **2.2 Verify Bookmark if Any**

If you have difficulty logging into ADAMS, it may be because your bookmark for ADAMS is not correct. For access to the production system, ensure that your bookmark is set to:

<https://adams.wada-ama.org>

Remove any extra characters following the URL.

- If you are using Internet Explorer, click the Favorites button on the far left side of the toolbar. Next, right-click the ADAMS bookmark, and select Properties. Ensure that the URL displayed exactly matches the one shown above.
- If you are using Firefox, click the Bookmark menu, right-click the ADAMS bookmark, and select Properties. Ensure that the Location displayed exactly matches the one shown above.

### **2.3 Allow Pop-Ups**

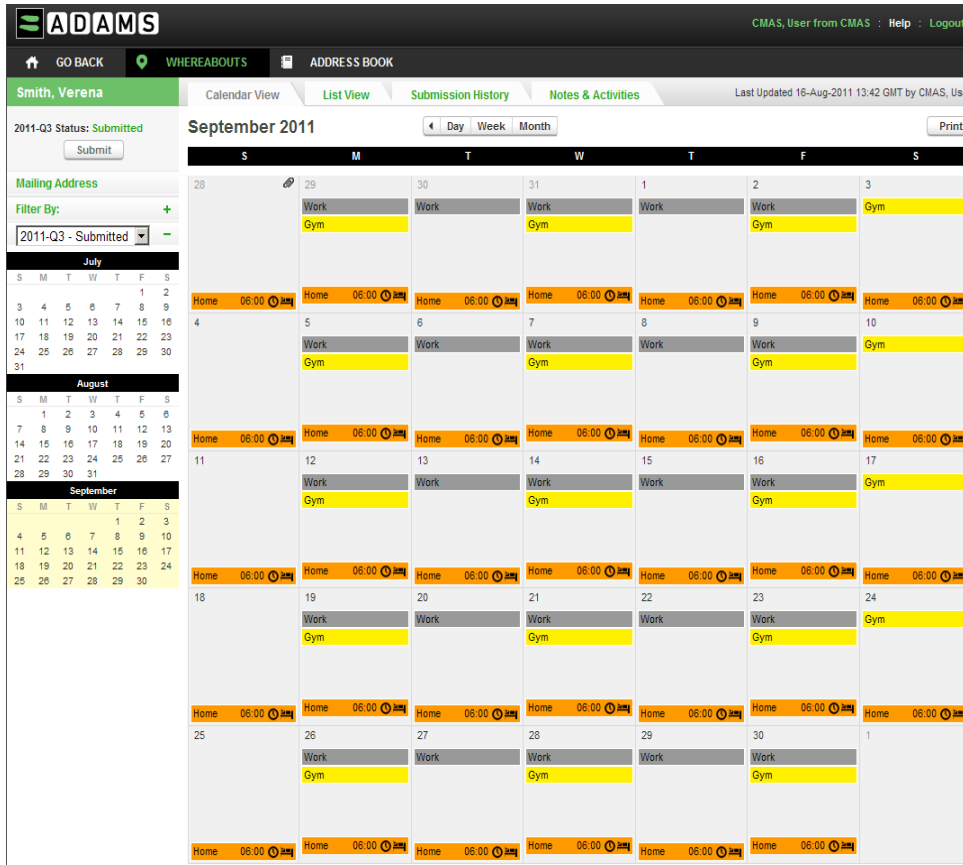
ADAMS uses pop-ups in many of its functions and therefore requires them to be enabled. To enable them:

- If you are using Internet Explorer, select Pop-up Blocker, then Pop-up Blocker Settings from the Tools menu. Make sure that [adams.wada-ama.org](https://adams.wada-ama.org) is shown in the list of Allowed Sites, otherwise type it in the Address of website to allow textbox, then click the Add button.
- If you are using Firefox, select Options from the Tools menu, then select the Content icon at the top. If the Block pop-up windows option is checked, then click the Exceptions... button next to it. Make sure that [adams.wada-ama.org](https://adams.wada-ama.org) is shown in the list of sites, otherwise type it in the Address of web site: textbox, then click the Allow button.

### 3 ADAMS RELEASE 3.0 (22-Nov-2011)

#### 3.1 WHEREABOUTS VERSION 3.0

In version 3.0, the user interface for whereabouts has been completely revamped.



The screenshot displays the ADAMS WHEREABOUTS interface for user Verena Smith. The main view is a calendar for September 2011, showing a repeating pattern of activities: Home (06:00), Work, and Gym. The interface includes navigation tabs (GO BACK, WHEREABOUTS, ADDRESS BOOK), a user profile section, and a filter for '2011-Q3 - Submitted'. The calendar view shows days of the week (S, M, T, W, T, F, S) and dates from 28 to 30. Each day's entry is color-coded: Home (orange), Work (grey), and Gym (yellow).

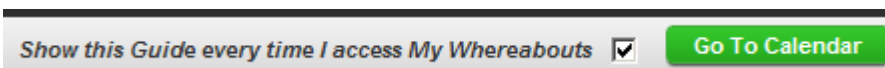
### 3.1.1 WHEREABOUTS GUIDE AND RULES

Whereabouts Guide		<i>Show this Guide every time I access My Whereabouts</i> <input checked="" type="checkbox"/>	<a href="#">Go To Calendar</a>
1	Introduction		+
2	Mailing Address	✓	+
3	Overnight Accommodation	<a href="#">Click here to view the list of dates missing/too many an Overnight Accommodation note.</a>	✗ +
4	Competition	✓	+
5	Regular Activities	<a href="#">Click here if you have no Regular Activity this quarter.</a>	✗ +
6	60-Minute Time Slot	<a href="#">Click here to view the list of dates missing or too many a 60-minute time slot.</a>	✗ +
7	Submission		+

A Whereabouts Guide has been added to help athletes complete their whereabouts submissions. One way to display the Whereabouts Guide is to click the “Whereabouts Guide” link in the left panel of the whereabouts calendar page. (Note: this link is available only in certain contexts.)

The Guide is separated into seven sections. Clicking a section header will expand the section and display its contents. Only one section can be expanded at a time, with sections collapsing automatically if another section is expanded.

By default, the Whereabouts Guide is displayed each time the whereabouts page is opened. The user can choose to disable this behavior by unticking the “Show this Guide...” checkbox.



### 3.1.1.1 *Whereabouts Guide Step 1 - Introduction*

This section contains general information and explanations about whereabouts.

1 Introduction

#### Welcome to the Whereabouts Guide

This Guide is intended to assist you in providing your whereabouts information in accordance with the anti-doping rules of your sport. The steps outlined in the Guide will show you how to use ADAMS to submit your whereabouts and provide more information about the rationale behind the various requirements. The Guide is always available to you as a checklist for completing your whereabouts submission.

If at any time you wish to leave the guide and begin to enter your whereabouts information, you can click the green **Go to Calendar** button in the upper right hand corner of the screen. You can also go to a specific date by clicking the date on the mini three month calendar on the left hand side of this page.

#### Why do I need to submit whereabouts information?

By providing your whereabouts information, you are protecting the integrity of your sport and your right to clean and fair competition. The whereabouts information that you provide in ADAMS is used to ensure that testing is planned in the most secure, effective, coordinated, and efficient manner.

In order to be most effective in detecting and deterring doping, out-of-competition doping controls must be conducted without advance notice. This is particularly important given that many prohibited substances and methods are detectable in an athlete's body for a limited period of time while still maintaining a performance-enhancing effect.

#### Do I have to provide detailed information for every hour of the day?

The whereabouts information you provide will give authorized anti-doping organizations a general picture of your location for the next three months (the quarter). A specific one hour location (60-minute time slot) each day is also required. This not only ensures that you can be located for testing when necessary, but reinforces the value of all other information provided. By capturing your general activities throughout the day and quarter rather than itemizing every movement you make, your anti-doping organization can plan the most effective possible tests that also consider your privacy and preferences.

It is your responsibility to ensure that all information provided is accurate and up-to-date at all times. Please remember that although you are asked for specific information as outlined under the rules of your sport and in this Guide, you may still be tested at anytime and anywhere.

#### Where can I find more information about whereabouts?

For more information on the possible consequences of failure to provide this information or for being unavailable for testing at your designated 60-minute time slot, please contact your whereabouts custodian organization, which is listed in the security section in "My Profile". This anti-doping organization should also provide you with more information regarding your rights and responsibilities with respect to whereabouts information.

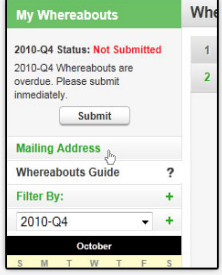
### 3.1.1.2 Whereabouts Guide Step 2 - Mailing Address

**2 Mailing Address** [Click here to select and confirm your mailing address for this quarter.](#)

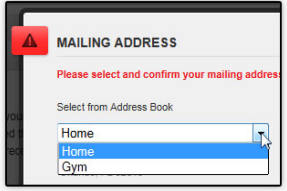
**Why do I need to provide my mailing address?**  
You need to provide a mailing address that may be used by your anti-doping organization for the purposes of formal written correspondence in the event you fail to comply with the whereabouts rules. It may or may not be the same as your home address. This should be an address where you are certain that any mail will be brought to your attention immediately. Any correspondence sent to this address will be considered as having been delivered, at the latest, five days after it has been sent. Therefore, if you travel regularly, you may wish to indicate the address of someone, such as an agent or family member, who will be available to receive the mail and bring it to your attention. This address may need to be updated on occasion as well.

**How do I provide this information in ADAMS?**

- Click the Mailing Address link in the Quarter Area.



- In the Mailing Address dialog, you can select another address from the drop-down list, or select "New Address" to create a new one.



- Once a valid mailing address is selected, please confirm it by ticking the "I confirm..." checkbox.

Your mailing address information is entered in your profile section. You can click My Profile to access it. Once entered, you need to confirm the address every quarter, by ticking the "I confirm..." checkbox in the Mailing Address section on the left. If your mailing address changes over the course of the quarter, please update it. For more information, consult the [Online Help](#).

This section contains information on how to provide a mailing address for the quarter by clicking the Mailing Address link on the side of the whereabouts page.



**My Whereabouts**

2012-Q1 Status: **Not Submitted**

Submit

**Mailing Address**

Whereabouts Guide ?

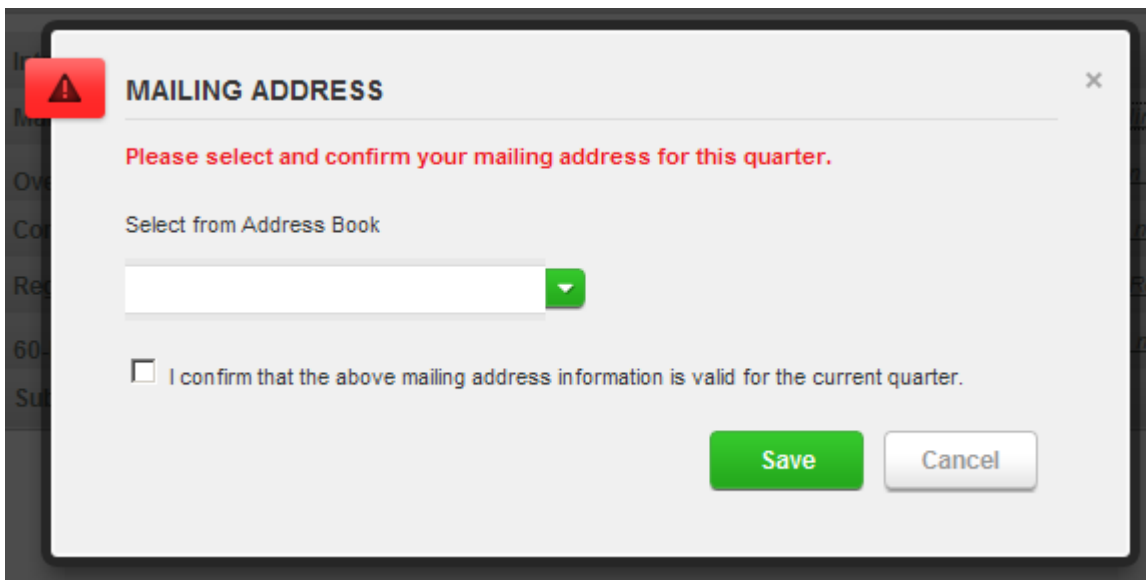
Filter By: +

2012-Q1 - Not Submit -

Alternatively, if a mailing address has not yet been provided, the user can click the link in the section header:



This will bring up the mailing address dialog and allow the user to select an address for the quarter.



If the athlete has a mailing address set in their profile page, then it will be selected by default when viewing the Mailing Address dialog for the first time that quarter. However, the athlete still needs to confirm the address by ticking the confirmation checkbox.

### 3.1.1.3 *Whereabouts Guide Step 3 - Overnight Accommodation*

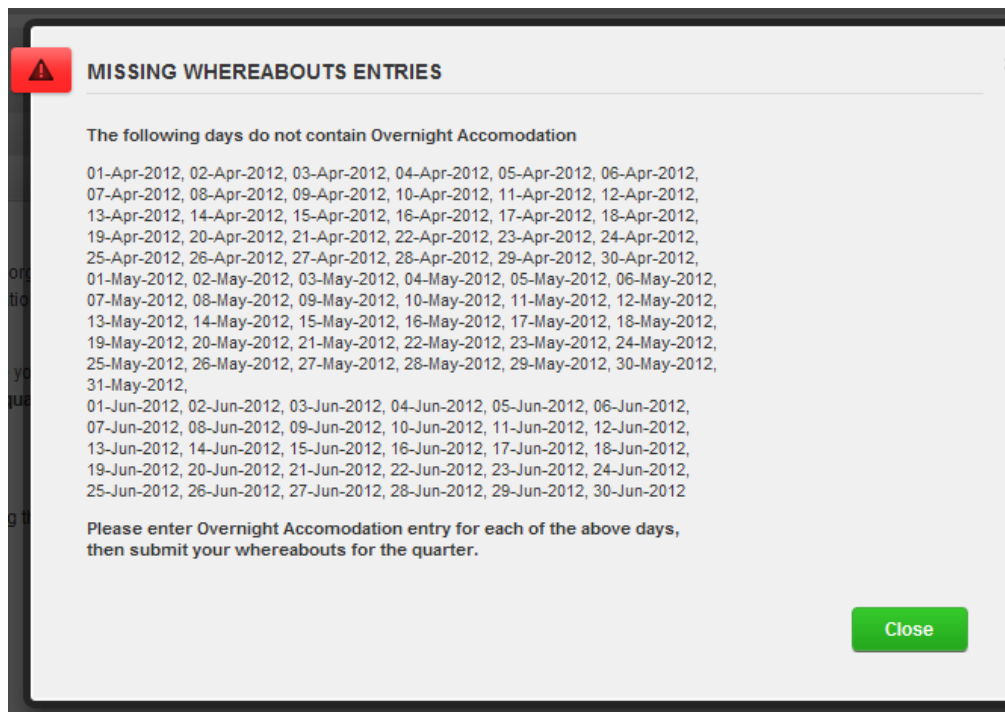
Athletes are required to provide an Overnight Accommodation entry for every day of the quarter. This section describes the steps to take in order to do so and also explains Travel entries.

In version 2.3 of ADAMS, these entries were called Daily (Overnight) Residence. The upgrade from 2.3 to 3.0 converts these entries into the new Overnight Accommodation category.

If one or more days in the quarter do not have an Overnight Accommodation entry, then the header will have the red icon.



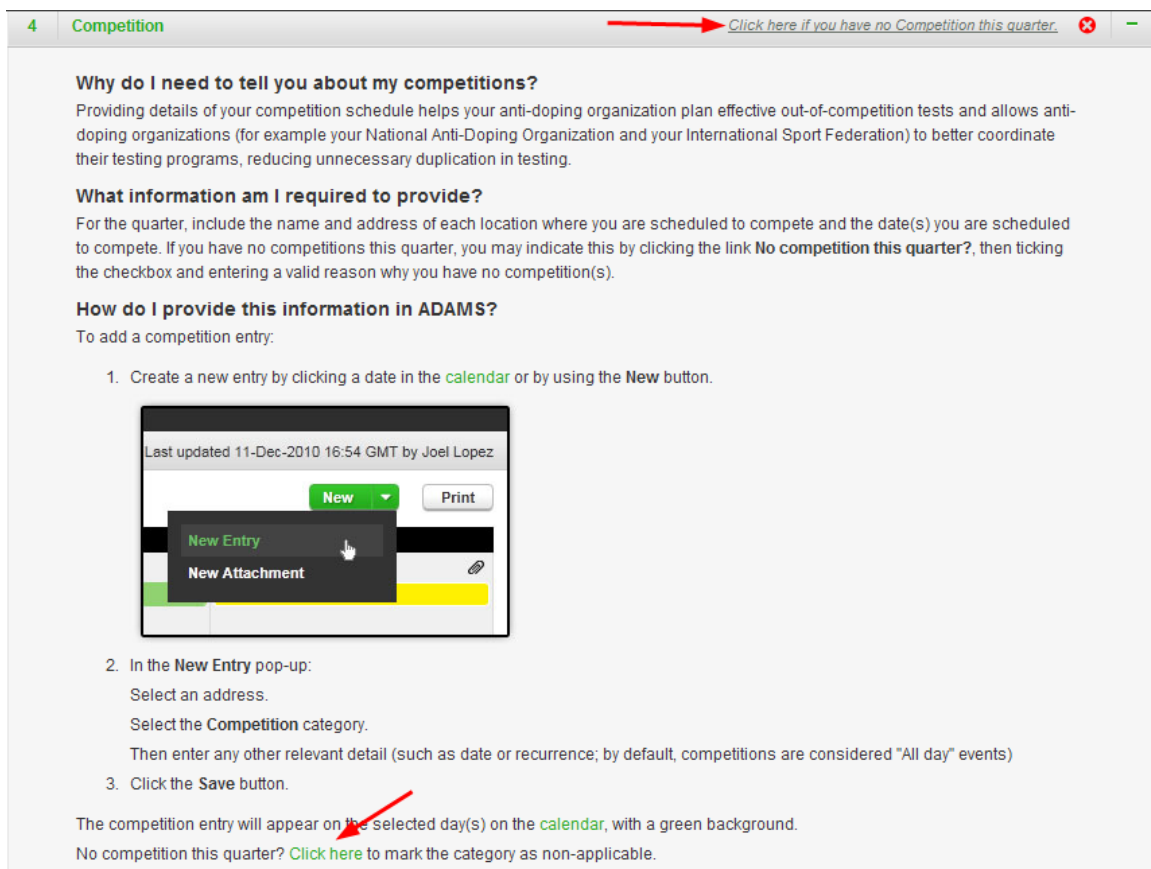
Clicking the link will display a dialog with the list of dates that are missing such entries.



3.1.1.4 Whereabouts Guide Step 4 - Competition Categories

Athletes need to enter at least one Competition category entry for a quarter before submitting.

If the athlete is not participating in any competitions in the quarter, then they must mark the category as not applicable by either clicking the link inside the Competition section of the Whereabouts Guide, or by clicking the link in the header.



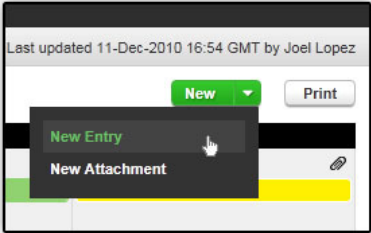
**4 Competition** [Click here if you have no Competition this quarter.](#)

**Why do I need to tell you about my competitions?**  
Providing details of your competition schedule helps your anti-doping organization plan effective out-of-competition tests and allows anti-doping organizations (for example your National Anti-Doping Organization and your International Sport Federation) to better coordinate their testing programs, reducing unnecessary duplication in testing.

**What information am I required to provide?**  
For the quarter, include the name and address of each location where you are scheduled to compete and the date(s) you are scheduled to compete. If you have no competitions this quarter, you may indicate this by clicking the link **No competition this quarter?**, then ticking the checkbox and entering a valid reason why you have no competition(s).

**How do I provide this information in ADAMS?**  
To add a competition entry:

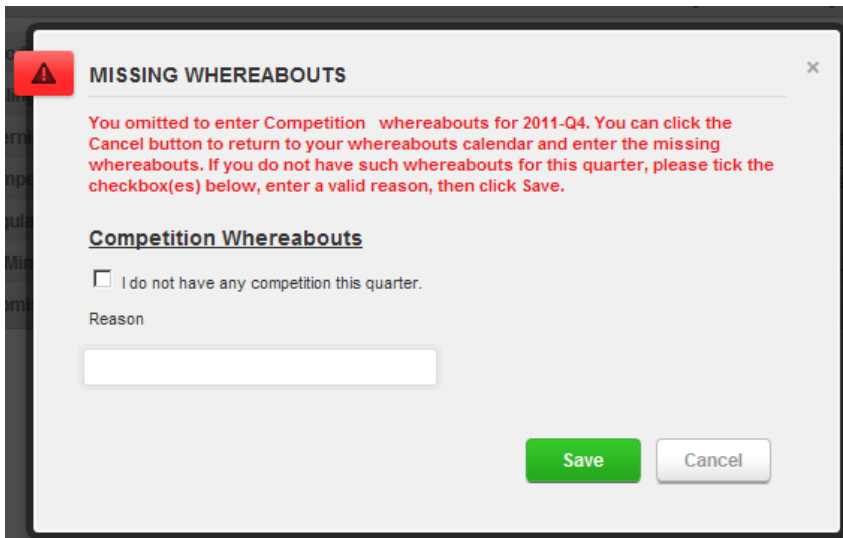
1. Create a new entry by clicking a date in the **calendar** or by using the **New** button.



2. In the **New Entry** pop-up:
  - Select an address.
  - Select the **Competition** category.
  - Then enter any other relevant detail (such as date or recurrence; by default, competitions are considered "All day" events)
3. Click the **Save** button.

The competition entry will appear on the selected day(s) on the **calendar**, with a green background.  
No competition this quarter? [Click here](#) to mark the category as non-applicable.

This will bring up the missing whereabouts dialog.



The athlete must confirm that they do not have any competition this quarter and give a reason. Once completed, the user may submit the quarter without a competition entry.

If the athlete had the Competition location descriptor set as Not Applicable for the quarter in 2.3, the upgrade to 3.0 will automatically set the checkbox as well as copy the reason, for the quarter.

### 3.1.1.5 *Whereabouts Guide Step 5 - Regular Activities*

An athlete must enter at least one Regular Activity entry for the quarter. If not, they must declare this category as not applicable by clicking either the link in the Regular Activities section of the Whereabouts Guide or by clicking the link in the section header.



### What are Regular Activities?

An activity is only 'regular' if it is conducted as part of a standard schedule or practice. For example, if you train every Friday from 08:00 - 10:00 at a particular location this qualifies as a regular activity and should be disclosed in your whereabouts. However if the day on which you train varies from week to week, depending on the weather or other variable, this does not need to be disclosed as a 'regular activity.'

If you depart from your regular schedule on a one-off basis (due to weather, illness etc.), you do not need to update your whereabouts information to reflect this. However, if your 'regular' routine changes, you are expected to modify the 'regular activities' listed in your whereabouts submission.

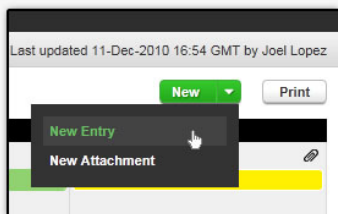
### What information am I required to provide?

Please provide the name and address of each location where you will be training, working or conducting any other regular activity during the quarter. Please also provide the usual time-frames for such regular activities. If you have no regular activities this quarter, you may indicate this by clicking the link **No regular activity this quarter?**, then ticking the checkbox and entering a valid reason why you have no regular activity.

### How do I provide this information in ADAMS?

To add regular activity entry:

1. Create a new entry by clicking a date in the [calendar](#) or by using the **New** button.

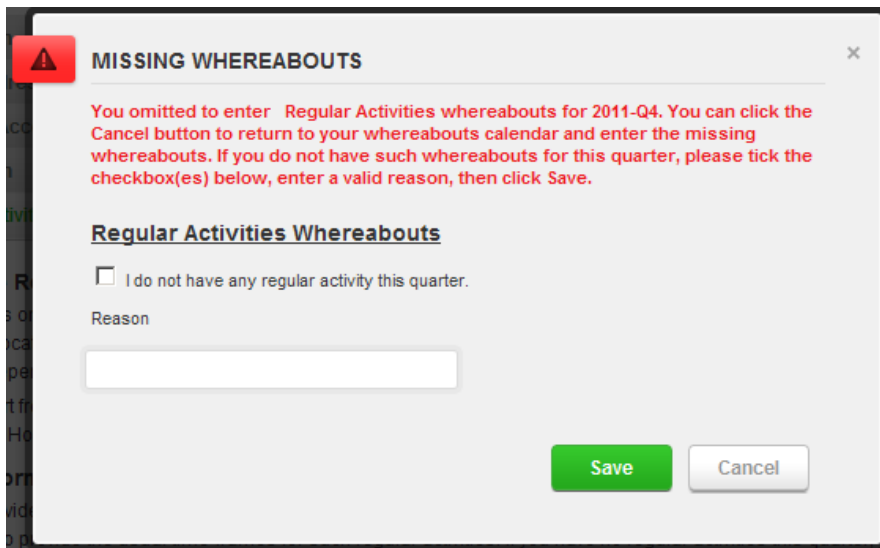


2. In the **New Entry** pop-up:
  - Select an address
  - Select the **Regular Activity** category.
  - Then enter any other relevant detail (such as date, recurrence, start and end time)
  - If you also wish to attach your 60-minute time slot to this whereabouts entry, [click here](#) to display instructions.
3. Click the **Save** button.

The regular activity entry will appear on the selected day(s) on the [calendar](#), with a yellow background.

No regular activity this quarter? [Click here](#) to mark the category as non-applicable.

This will bring up the missing whereabouts dialog for Regular Activities.



The athlete must confirm that they do not have any Regular Activities this quarter and give a reason. Once completed, the user may submit the quarter without a Regular Activity entry.

If the user is missing both a Competition and Regular Activities entry, the Missing Whereabouts dialog will display both checkboxes in the same window.

⚠
**MISSING WHEREABOUTS**
✕

You omitted to enter **Competition** and **Regular Activities** whereabouts for 2011-Q4. You can click the **Cancel** button to return to your whereabouts calendar and enter the missing whereabouts. If you do not have such whereabouts for this quarter, please tick the checkbox(es) below, enter a valid reason, then click **Save**.

**Competition Whereabouts**

I do not have any competition this quarter.

Reason

**Regular Activities Whereabouts**

I do not have any regular activity this quarter.

Reason

Save
Cancel

### 3.1.1.6 *Whereabouts Guide Step 6 - 60-Minute Time Slot*

Athletes need to have a 60-Minute Time Slot in each day of the quarter. This section of the Whereabouts Guide describes the way to complete this requirement, as well as how to enter Travel entries as possible exceptions to this rule. In some cases, there may be additional exceptions to this rule – please refer to the explanations within the Whereabouts Guide.

Clicking the link on the header will display a popup listing the days that are missing a 60-Minute Time Slot entry.





**MISSING WHEREABOUTS ENTRIES**

The following days do not contain 60-Minute Time Slot

01-Apr-2012, 02-Apr-2012, 03-Apr-2012, 04-Apr-2012, 05-Apr-2012, 06-Apr-2012, 07-Apr-2012, 08-Apr-2012, 09-Apr-2012, 10-Apr-2012, 11-Apr-2012, 12-Apr-2012, 13-Apr-2012, 14-Apr-2012, 15-Apr-2012, 16-Apr-2012, 17-Apr-2012, 18-Apr-2012, 19-Apr-2012, 20-Apr-2012, 21-Apr-2012, 22-Apr-2012, 23-Apr-2012, 24-Apr-2012, 25-Apr-2012, 26-Apr-2012, 27-Apr-2012, 28-Apr-2012, 29-Apr-2012, 30-Apr-2012, 01-May-2012, 02-May-2012, 03-May-2012, 04-May-2012, 05-May-2012, 06-May-2012, 07-May-2012, 08-May-2012, 09-May-2012, 10-May-2012, 11-May-2012, 12-May-2012, 13-May-2012, 14-May-2012, 15-May-2012, 16-May-2012, 17-May-2012, 18-May-2012, 19-May-2012, 20-May-2012, 21-May-2012, 22-May-2012, 23-May-2012, 24-May-2012, 25-May-2012, 26-May-2012, 27-May-2012, 28-May-2012, 29-May-2012, 30-May-2012, 31-May-2012, 01-Jun-2012, 02-Jun-2012, 03-Jun-2012, 04-Jun-2012, 05-Jun-2012, 06-Jun-2012, 07-Jun-2012, 08-Jun-2012, 09-Jun-2012, 10-Jun-2012, 11-Jun-2012, 12-Jun-2012, 13-Jun-2012, 14-Jun-2012, 15-Jun-2012, 16-Jun-2012, 17-Jun-2012, 18-Jun-2012, 19-Jun-2012, 20-Jun-2012, 21-Jun-2012, 22-Jun-2012, 23-Jun-2012, 24-Jun-2012, 25-Jun-2012, 26-Jun-2012, 27-Jun-2012, 28-Jun-2012, 29-Jun-2012, 30-Jun-2012

Please enter 60-Minute Time Slot entry for each of the above days, then submit your whereabouts for the quarter.

**Close**

3.1.1.7 Whereabouts Guide Step 7 - Submission

This section describes whereabouts submission.

**7 Submission**

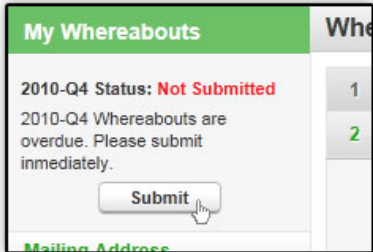
**What if I'm not yet sure about my exact whereabouts information?**

It is acknowledged that you may not know, at the beginning of the quarter, precisely what your whereabouts will be for each day in the quarter. You should provide the best information you have at the time and then update it regularly as soon as more details become available or are confirmed.

Before submitting your whereabouts information for the quarter, please consider carefully that it is complete and accurate and will provide doping control personnel with the information necessary to locate you for testing. Failure to disclose your whereabouts in accordance with the requirements outlined in this Guide and the rules of your sport may lead to a possible anti-doping rule violation with significant consequences. Please ensure therefore that you keep your whereabouts up-to-date and that you understand your rights and responsibilities in providing this information.

**How do I submit my information in ADAMS?**

1. Click the **Submit** button in the upper-left area of the screen



The screenshot shows a web interface titled 'My Whereabouts'. It displays a status message: '2010-Q4 Status: Not Submitted' in red. Below this, it says '2010-Q4 Whereabouts are overdue. Please submit immediately.' A 'Submit' button is visible with a mouse cursor hovering over it. To the right, a mini-calendar is partially visible with dates 1 and 2. At the bottom, a 'Mailing Address' field is partially visible.

2. The status for the quarter will appear as **Submitted**

**I am having problems submitting my whereabouts information.**

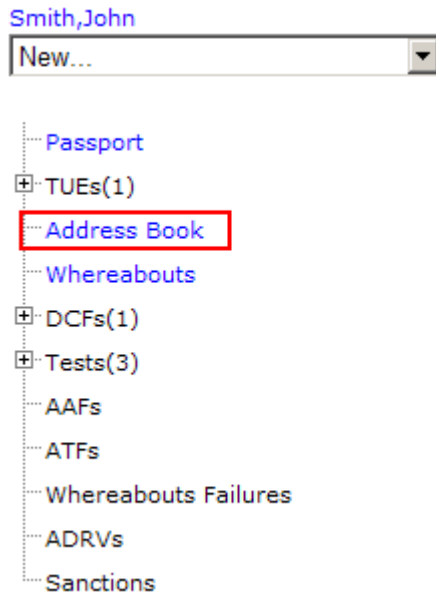
You may need to make corrections to some days in your **calendar** if the above requirements have not been met. Days with an error or that are missing information will appear in red in the mini-calendar on the left. If you place your cursor above any of these red dates, a message will appear to indicate what issue needs to be resolved. You can also look for warning messages and icons on each step of this Guide as you go through it.

[Thank you for your cooperation and your support of doping-free sport.](#)

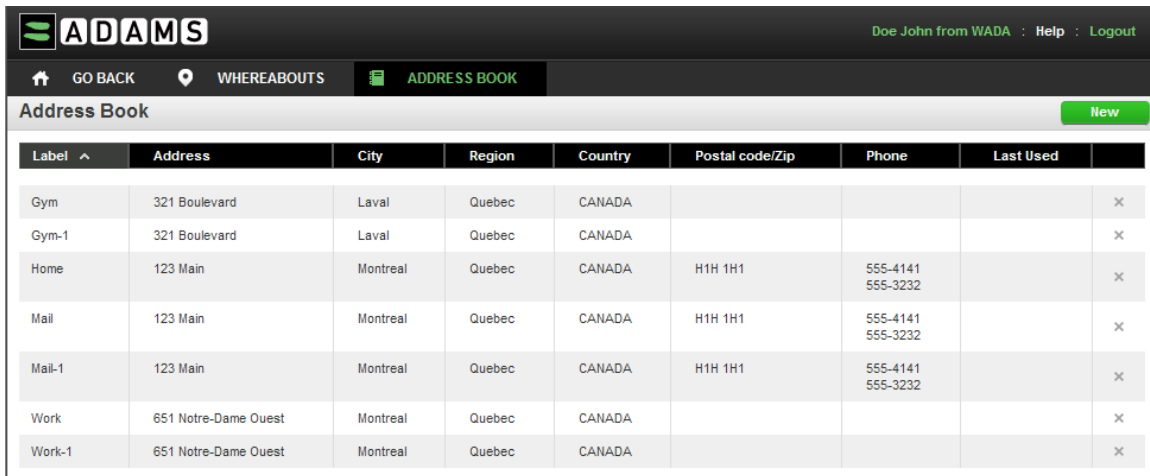
### 3.1.2 ADDRESS BOOK

The Address Book in ADAMS 3.0 replaces the address in the demographic page as well as location descriptors.

The Address Book of an athlete can be accessed through the link on the Athlete Tree.



Clicking the link will invoke a popup that will automatically take up the whole screen, displaying the athlete's Address Book.



The screenshot shows the ADAMS Address Book interface. At the top, there is a navigation bar with 'GO BACK', 'WHEREABOUTS', and 'ADDRESS BOOK' (highlighted). Below this is a header for 'Address Book' with a 'New' button. The main content is a table with the following columns: Label, Address, City, Region, Country, Postal code/Zip, Phone, and Last Used. The table contains eight entries, including 'Gym', 'Home', 'Mail', and 'Work', with some entries having index numbers like '-1' to differentiate them.

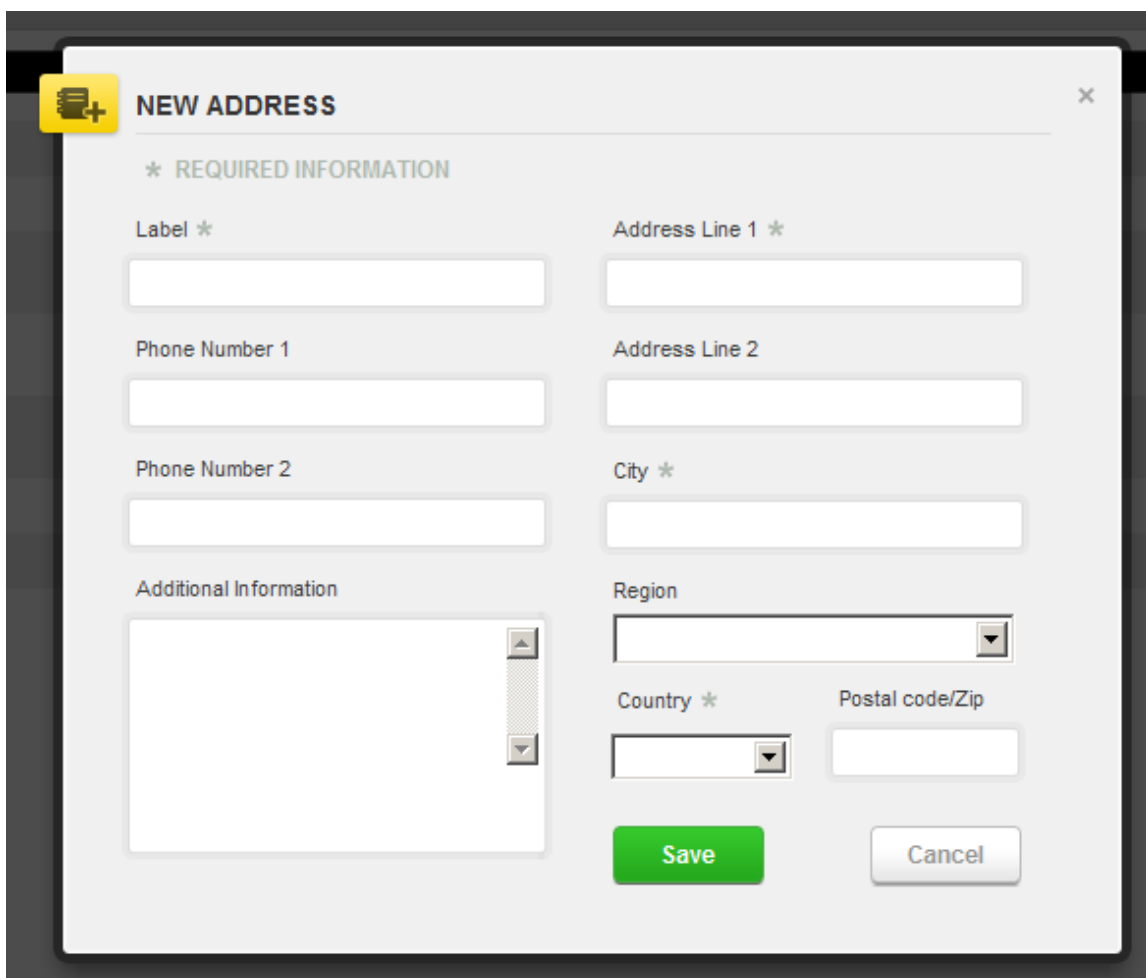
Label ^	Address	City	Region	Country	Postal code/Zip	Phone	Last Used
Gym	321 Boulevard	Laval	Quebec	CANADA			x
Gym-1	321 Boulevard	Laval	Quebec	CANADA			x
Home	123 Main	Montreal	Quebec	CANADA	H1H 1H1	555-4141 555-3232	x
Mail	123 Main	Montreal	Quebec	CANADA	H1H 1H1	555-4141 555-3232	x
Mail-1	123 Main	Montreal	Quebec	CANADA	H1H 1H1	555-4141 555-3232	x
Work	651 Notre-Dame Ouest	Montreal	Quebec	CANADA			x
Work-1	651 Notre-Dame Ouest	Montreal	Quebec	CANADA			x

### 3.1.2.1 Conversion of Location Descriptors to Addresses

The upgrade from ADAMS 2.3 to 3.0 automatically converts each Location Descriptor into an address. If multiple quarters have a location descriptor with the same name, then index numbers are appended, so as to differentiate the address labels.

### 3.1.2.2 New Address

Clicking the New button invokes the New Address dialog.



### 3.1.2.3 *Last Used Column*

The column is updated when user submits whereabouts. It will show the last day in the whereabouts calendar that the address was used.

### 3.1.3 **DEMOGRAPHIC PAGE**

The address section in the athlete's demographic page now contains a mailing address only. The data will be saved as an address in the Address Book and will be shown as the default mailing address in the Whereabouts Guide.

**New Mailing Address**

Label\*

Street address\*

Country\*

Town/city\*

Region

Postal code/Zip

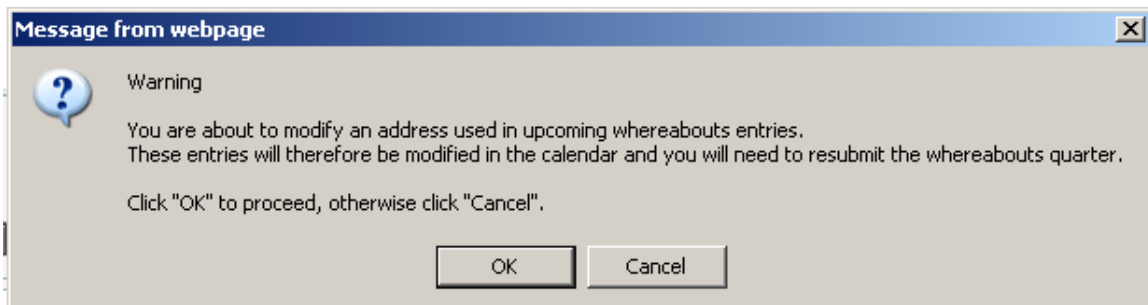
After creating the new address, it will automatically be selected and saved as the mailing address.

**Mailing Address**

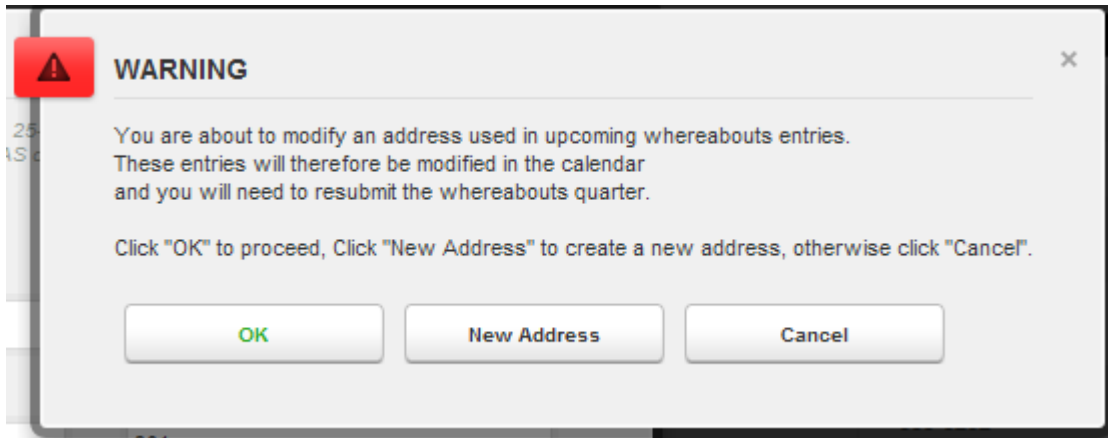
Please select your mailing address:

321 Main  
Montreal , Quebec  
CANADA  
H1H 1H1

Clicking the edit button will allow the user to modify the address on the athlete profile page without having to go to the address book. If the mailing address is also used in the calendar for entries, a warning popup will warn the user of this fact.



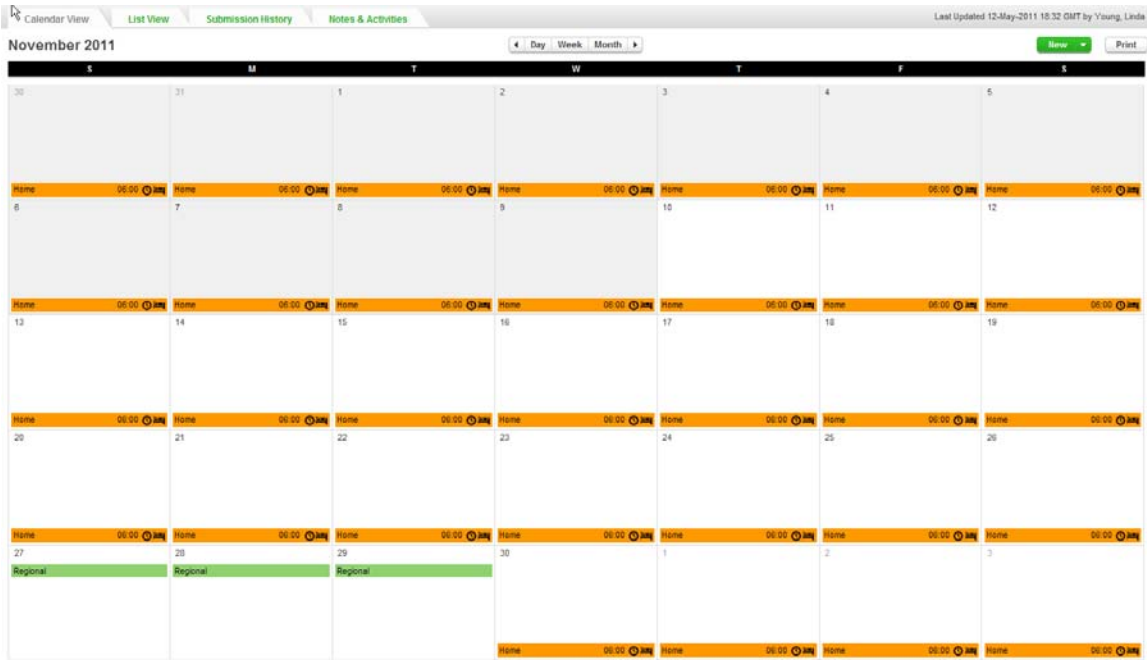
Similarly, in the Address Book, if the user edits an address that is used in the whereabouts calendar, a warning dialog will be displayed.



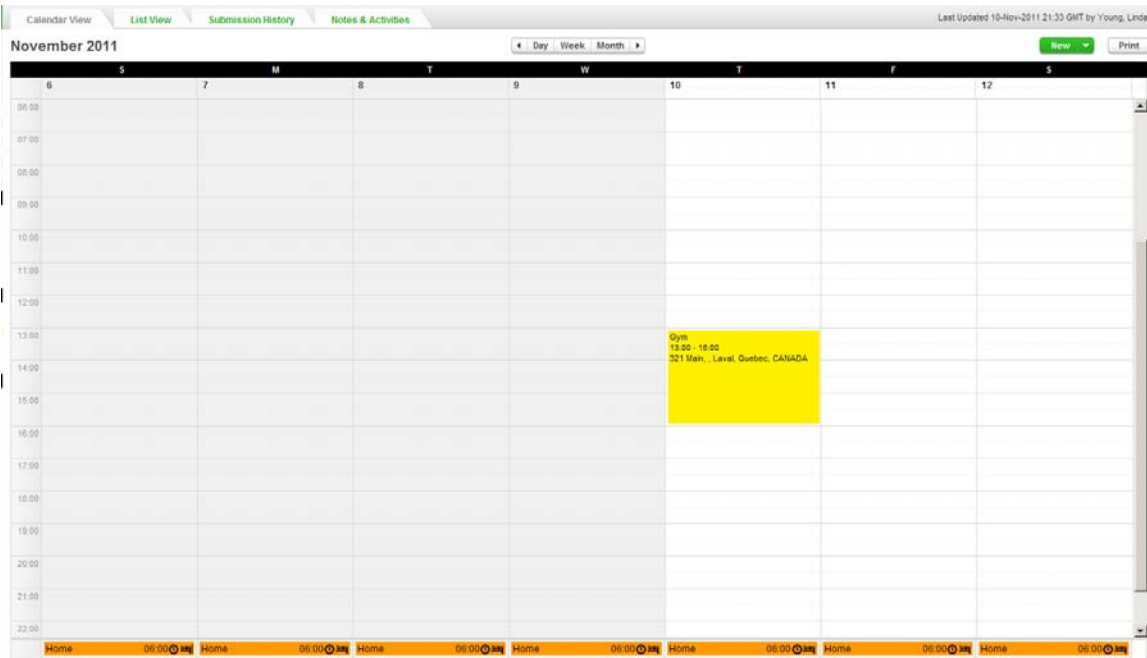
#### **3.1.4 WHEREABOUTS CALENDAR**

The Calendar is the main interface in which the athlete will enter their whereabouts data. The calendar can be displayed in a Day, Week, or Month view.

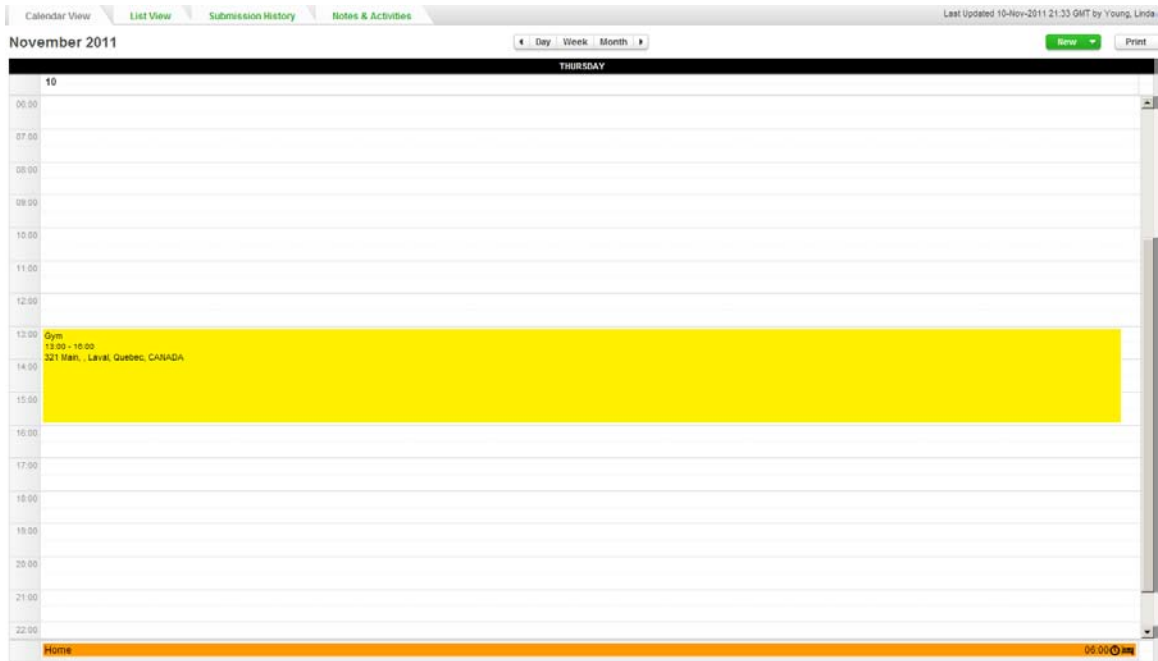
## Monthly View



## Weekly View

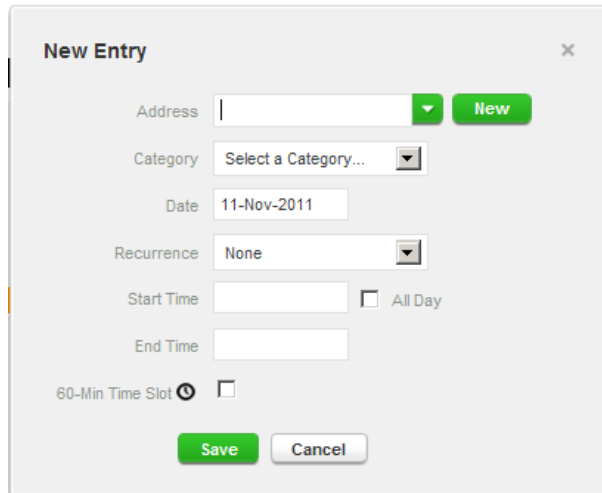


## Daily View



### 3.1.4.1 *Whereabouts Entries*

All three calendar views contain similar basic functions to create and edit whereabouts entries. Clicking a free date/time period or clicking the new button on the top right corner will bring up the New Entry dialog box.




The popup will dynamically display additional fields as needed for the Category and type of Recurrence selected.

## Recurrence

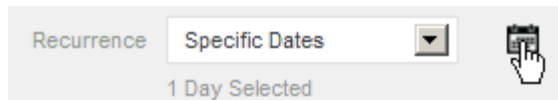
Recurrence is to be used when the entry is valid for multiple days in the quarter. There are four types of recurrence: Daily, Weekly, Specific Dates, and Entire Quarter.

- Daily: The entry will be duplicated for every day from the start date through the end date entered in the dialog.
- Weekly: Seven checkboxes (one for each day of the week) are displayed. The user ticks the days of the week that the entry will re-occur from the start date through the end date.



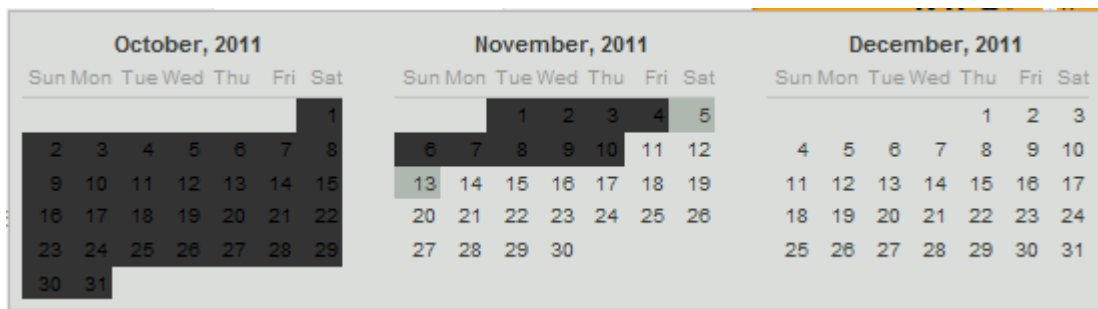
- Specific Dates:

After selecting this type of Recurrence, the calendar icon will appear.



Clicking this will invoke a mini-calendar of the quarter.

The user then selects or unselects (by clicking the day numbers) the specific dates on which the entry will recur. Past dates cannot be selected; they are shaded in dark gray. The selected dates are highlighted in a light grey color. To close it, click outside the mini-calendar.

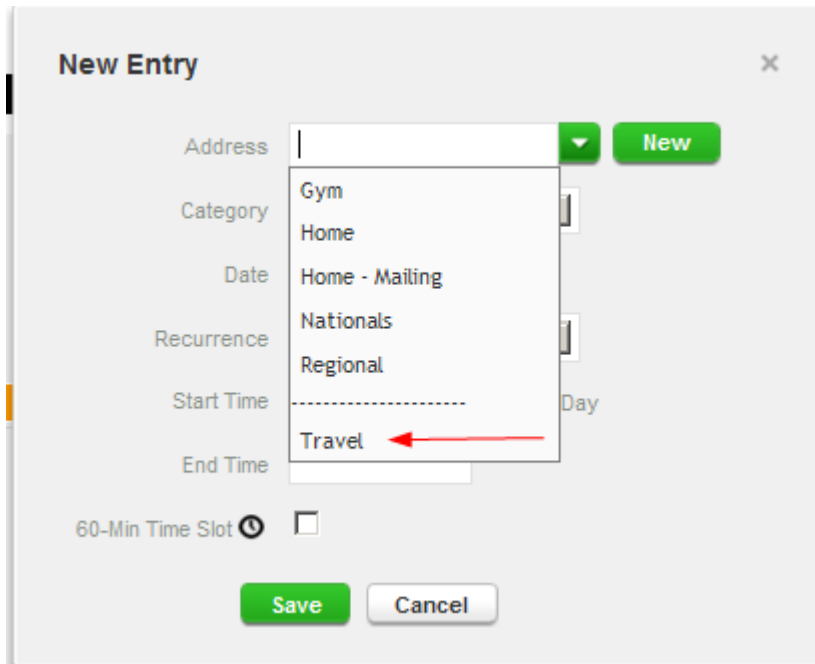


- Entire Quarter: The entry will be copied in every day from the beginning of the quarter (or today for the current quarter) until the end of the quarter.

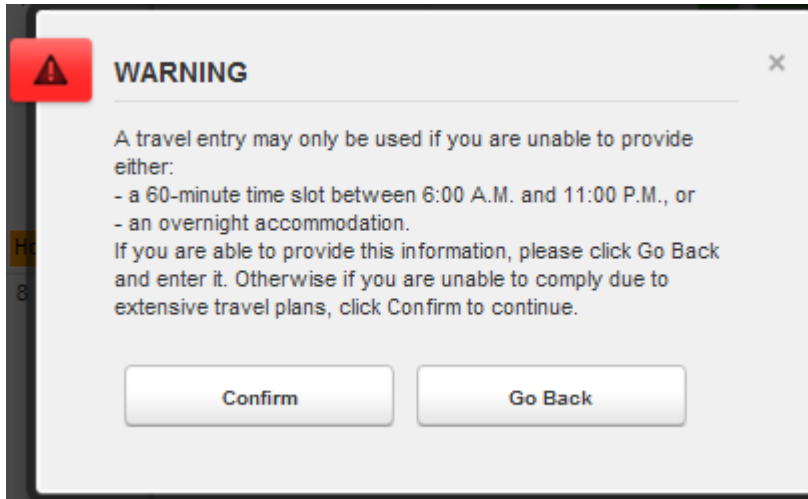
## Travel Entries

Travel entries are a special type of category. A Travel entry indicates that the athlete will be traveling, and it exempts the day from requiring a 60-Minute Time Slot and/or an Overnight entry.

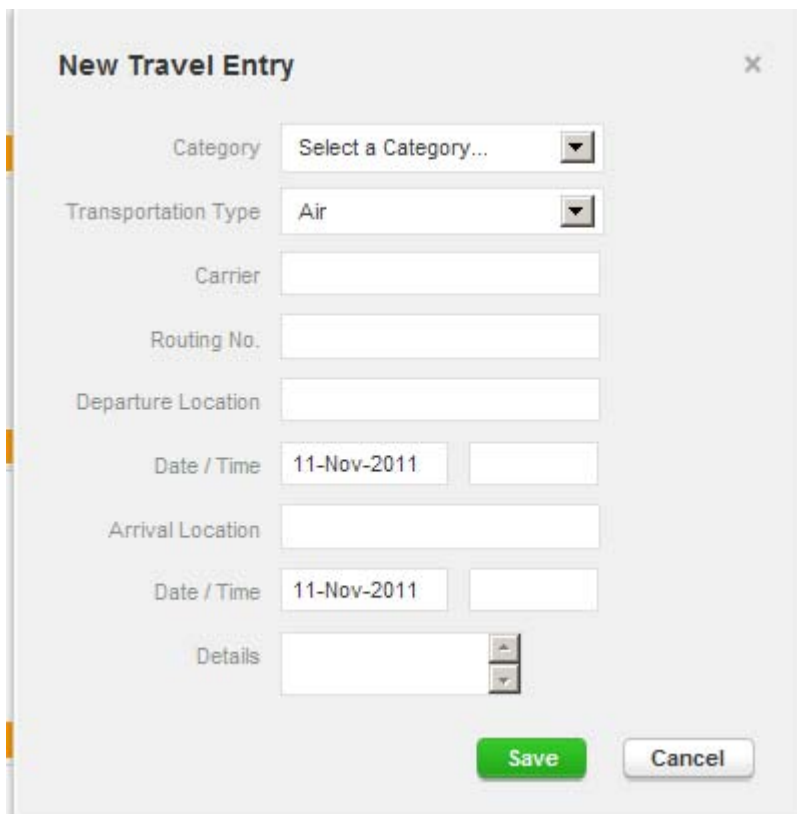
To create a Travel entry, select the Travel option in the address selector.

A screenshot of a software dialog box titled "New Entry". The dialog has a close button (X) in the top right corner. It contains several input fields: "Address" (with a dropdown arrow), "Category", "Date", "Recurrence", "Start Time", and "End Time". A dropdown menu is open from the "Address" field, listing options: "Gym", "Home", "Home - Mailing", "Nationals", "Regional", and "Travel". A red arrow points to the "Travel" option. To the right of the "Address" field is a green "New" button. Below the input fields is a checkbox labeled "60-Min Time Slot" which is currently unchecked. At the bottom of the dialog are two buttons: a green "Save" button and a grey "Cancel" button.

After selecting Travel, a warning message is displayed.



After confirming, the entry dialog box is changed to the Travel entry dialog. The actual fields displayed will differ depending on the Transportation Type chosen.



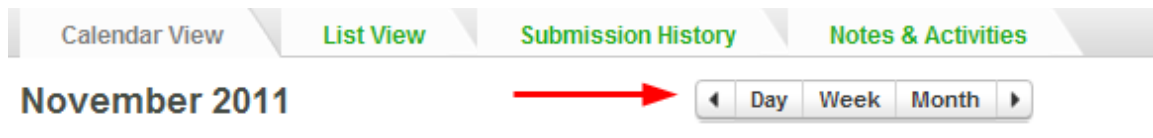
A "New Travel Entry" dialog box with the following fields and controls:

- Category: Select a Category... (dropdown menu)
- Transportation Type: Air (dropdown menu)
- Carrier: (text input field)
- Routing No.: (text input field)
- Departure Location: (text input field)
- Date / Time: 11-Nov-2011 (text input field)
- Arrival Location: (text input field)
- Date / Time: 11-Nov-2011 (text input field)
- Details: (text input field with up/down arrow buttons)

At the bottom right, there are two buttons: "Save" (green) and "Cancel" (grey).

A travel entry can be set for Daytime or Overnight travel, via the Category dropdown. In the case of Daytime travel, a 60-Minute time slot is not required for the day. In the case of Overnight travel, an Overnight Accommodation entry is not required for the day.

## Whereabouts Navigation

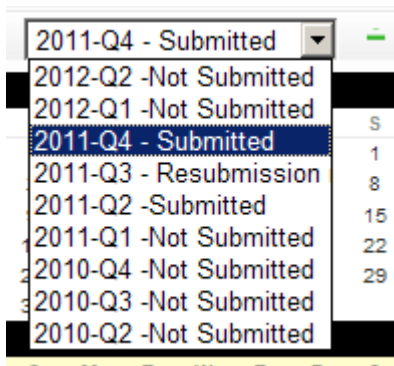


The arrows on the side of the calendar view buttons are used to move to the previous or next day/week/month within the selected quarter.

To view a different quarter, click one of the quarter links in the athlete's tree.



...Or use the dropdown on the left panel in the whereabouts page.



### 3.1.5 LIST VIEW

Instead of the calendar view, the user can select to view the quarter as a list of entries in a table.

Calendar View **List View** Submission History Notes & Activities Last Updated 12-May-2011 18:25 GMT by Young, Linda

2011-Q3 New Print

Date / Time	60-Min.	Category	Label	Address	Recurrence	Last Updated
01-Jul-2011 All Day	08:00	Overnight Accommodation	Home	321 Main, Montreal, CANADA		12-May-2011
01-Jul-2011 16:00 -20:00		Regular activities	Gym	321 Main, Laval, CANADA		12-May-2011
02-Jul-2011 All Day	08:00	Overnight Accommodation	Home	321 Main, Montreal, CANADA		12-May-2011

In the List View, each row in the table is a whereabouts entry or an attachment. The functionality is similar to the calendar view. Clicking a whereabouts entry row will bring up the View Entry popup for that entry. Clicking an attachment row will invoke the View Attachment dialog.

To add an entry, click the New button.

Use the arrows at the bottom to navigate between pages.

18-Jul-2011 16:00 -20:00		Regular activities	Gym	321 Main, Laval, CANADA		12-May-2011
--------------------------	--	--------------------	-----	-------------------------	--	-------------

<< < > >>

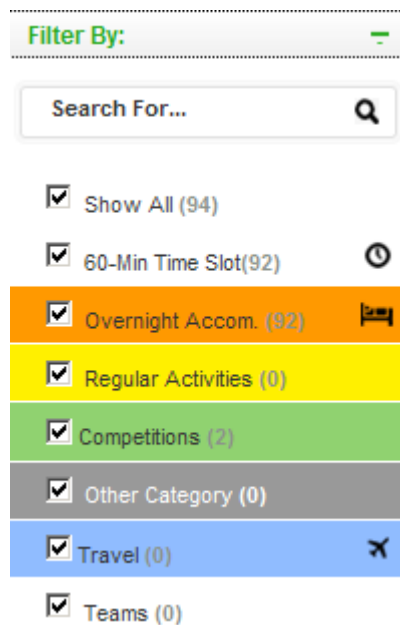
You can change the sort order of the rows by clicking a column header. The arrow appearing in the column header indicates the current sort order.

2011-Q3 New Print

Date / Time	60-Min.	Category	Label	Address	Recurrence	Last Updated
-------------	---------	----------	-------	---------	------------	--------------

### 3.1.6 SEARCH FILTER

Along with the different views, a search component provides the ability to see only those entries that match specified criteria. Click “Filter by:” in the left panel, to open the filter/search component.



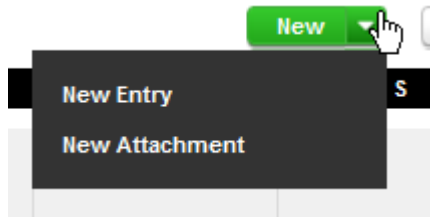
Using the search criteria will limit the entries displayed on the calendar/list view.

For example, having only the Other Category checkbox checked, the calendar/list view will only display entries of that category.

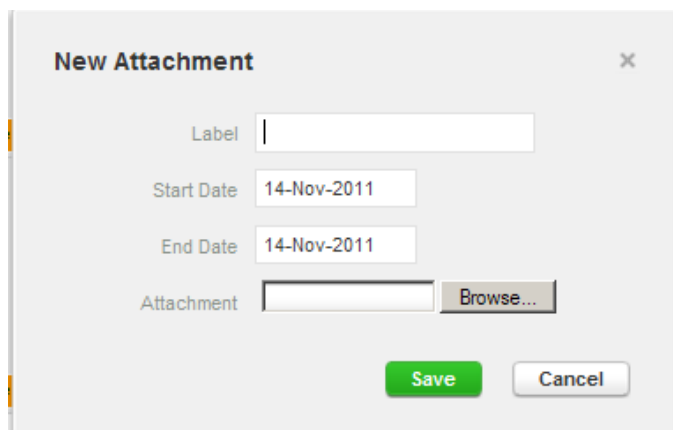
Using the “Search For...” box will display any entries whose label contains the string entered. This search mechanism is not case sensitive.

### 3.1.7 ADDING ATTACHMENTS

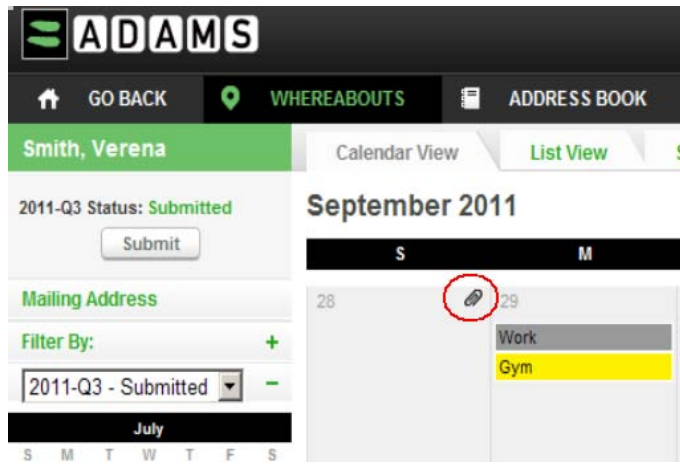
The user can add attachments to any specific day(s). Click the down arrow on the New button and select New Attachment.



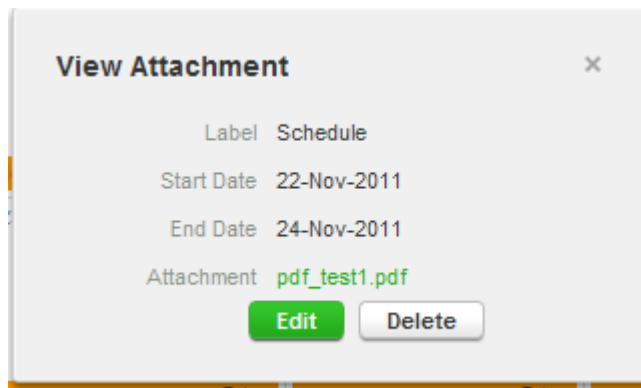
This will bring up the attachment dialog.



After saving, a paperclip icon is displayed on those days, to indicate the presence of the attachment.



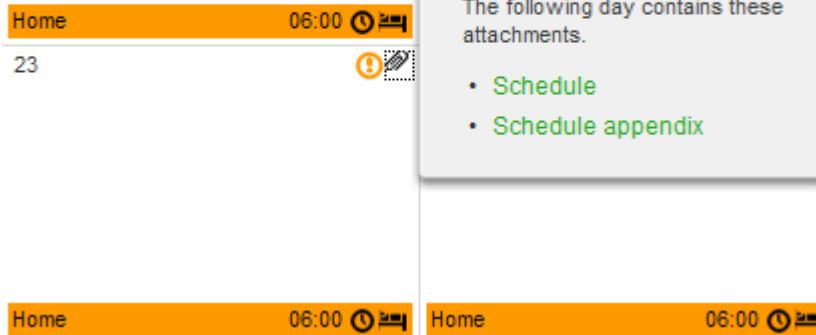
Clicking the paperclip opens the View Attachment dialog.



The user with proper rights can edit or delete the attachment. However, attachments prior to the current date are not editable.

The browser will try to open the file in a new window if the user clicks the filename.

If multiple attachments are in a day, clicking the paperclip icon will open a dialog displaying the labels of the attachments. Clicking a label will open that file.



**Attachments**  
The following day contains these attachments.

- Schedule
- Schedule appendix

Attachments are also displayed in the List View, as additional rows.

Date / Time	60-Min.	Category ^	Label	Address	Recurrence	Last Updated	
22-Nov-2011 -> 24-Nov-2011		Attachment	Schedule			15-Nov-2011	×
23-Nov-2011 -> 24-Nov-2011		Attachment	Schedule appendix			15-Nov-2011	×

Clicking the row of the attachment will invoke the View Attachment dialog. Alternatively, the user can directly open the file by clicking the label.

## 3.2 TEAM/GROUP ENHANCEMENTS

### 3.2.1 TEAM COMPOSITION HISTORY

Functionality has been added to the Athletes tab in the Team view/edit page. In the Athletes table, a column now displays the dates on which the athletes were added to the team.

Athletes		Contact	Activities(0)		
add athlete		advanced search			
<input type="checkbox"/> Select all	Athlete	Sport-Discipline	Gender	Added to Team	Removed from Team
<input type="checkbox"/>	cces, ath2	Underwater Sports - Apnoea	X(Unknown)	28-Mar-2011	N/A
<input type="checkbox"/>	Smith, Gary	Aquatics - Water Polo	Male	28-Mar-2011	N/A
<input type="checkbox"/>	East, Genevieve	Luge - Luge	Female	28-Mar-2011	N/A
<input type="checkbox"/>	Jetson, George	Gymnastics	Male	28-Mar-2011	N/A
<input type="checkbox"/>	Smith, Wayne	Aquatics - Synchronized Swimming	Male	28-Mar-2011	N/A
<input type="checkbox"/>	Gérard, Tanguay	Archery	Male	28-Mar-2011	N/A

Also, athletes that have been removed from the team will still be shown in the athlete list along with the dates on which they were removed from the team.

Athletes that have been removed will appear at the end of the list, with a dark grey background.

Athletes		Contact	Activities(2)		
add athlete		advanced search			
<input type="checkbox"/> Select all	Athlete	Sport-Discipline	Gender	Added to Team	Removed from Team
<input type="checkbox"/>	cces, ath2	Underwater Sports - Apnoea	X(Unknown)	28-Mar-2011	N/A
<input type="checkbox"/>	Smith, Gary	Aquatics - Water Polo	Male	28-Mar-2011	N/A
<input type="checkbox"/>	East, Genevieve	Luge - Luge	Female	28-Mar-2011	N/A
<input type="checkbox"/>	Jetson, George	Gymnastics	Male	28-Mar-2011	N/A
	Smith, Wayne	Aquatics - Synchronized Swimming	Male	28-Mar-2011	28-Mar-2011
	Gérard, Tanguay	Archery	Male	28-Mar-2011	28-Mar-2011

If the athlete was removed and then reinstated on a different day, a new line for the athlete will appear in the list with the date they were added.

Athletes		Contact	Activities(3)		
<input type="button" value="add athlete"/>		<input type="button" value="advanced search"/>			
<input type="checkbox"/> Select all	Athlete	Sport-Discipline	Gender	Added to Team	Removed from Team
<input type="checkbox"/>	cces, ath2	Underwater Sports - Apnoea	X(Unknown)	28-Mar-2011	N/A
<input type="checkbox"/>	Smith, Gary	Aquatics - Water Polo	Male	28-Mar-2011	N/A
<input type="checkbox"/>	East, Genevieve	Luge - Luge	Female	28-Mar-2011	N/A
<input type="checkbox"/>	Jetson, George	Gymnastics	Male	28-Mar-2011	N/A
<input type="checkbox"/>	Smith, Wayne	Aquatics - Synchronized Swimming	Male	29-Mar-2011	N/A
	Smith, Wayne	Aquatics - Synchronized Swimming	Male	28-Mar-2011	28-Mar-2011
	Gérard, Tanguay	Archery	Male	28-Mar-2011	28-Mar-2011

If the athlete was removed and added on the same day, the dark grey line will be removed and the athlete will be displayed as if they were never removed.

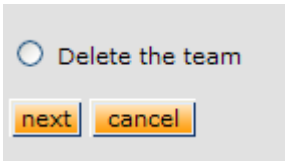
Adding and removing athletes from the team will also generate Activity records, which can be viewed in the Activities tab.

Athletes		Contact	Activities(2)	
<input type="button" value="add activity"/>		Filtered by: <input type="text"/> <input type="button" value="calendar"/>		
Reference date	Activity	Type	Posted by	Last updated
28-Mar-2011	<a href="#">Athletes removed from the team</a>	status change	cces, cces	28-Mar-2011 19:47 GMT -
The following athletes were removed from the team: Smith, Wayne Gérard, Tanguay				
28-Mar-2011	<a href="#">Athletes added to the team</a>	status change	cces, cces	28-Mar-2011 18:55 GMT -
The following athletes were added to the team: Gérard, Tanguay Smith, Wayne Jetson, George East, Genevieve cces, ath2 Smith, Gary				

### 3.2.2 TEAM/GROUP DELETION

Deleting a group is now done through the corrector role. A corrector user with access to the team can click the **correct** button to delete a team.

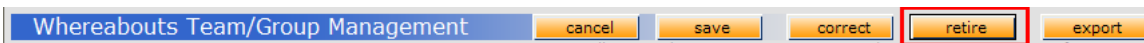
Whereabouts Team/Group Management	<input type="button" value="cancel"/>	<input type="button" value="edit"/>	<input type="button" value="correct"/>	<input type="button" value="retire"/>	<input type="button" value="export"/>
-----------------------------------	---------------------------------------	-------------------------------------	--	---------------------------------------	---------------------------------------



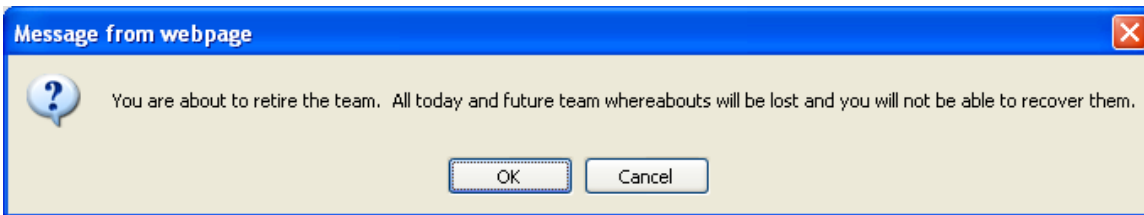
After entering a reason, the team will be deleted from the system. Once a team is deleted, the user group that was associated to that team still exists, and can be edited by the organization administrator.

### 3.2.3 TEAM/GROUP RETIRE

Users now have the option to retire teams. To retire a team, click the **retire** button at the top of the Team view/edit screen.

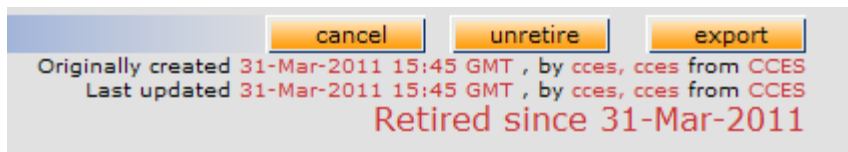


A confirmation pop-up will appear.



Once the team is retired:

- An Activity record is created
- The **retire** button changes to the **unretire** button
- A red label is added, displaying when the Team was retired



- For the organization administrators, the associated user group is still locked (not editable)
- The whereabouts tree is hidden and replaced with the date the team was retired



- All team whereabouts entries and attachments belonging to the retired team for today and the future are deleted.

When a team is un-retired:

- An Activity record is generated
- The **unretire** button changes back **retire**
- The red label ("Retired since...") is removed
- The whereabouts tree is restored
- The team's future whereabouts entries and attachments remain deleted

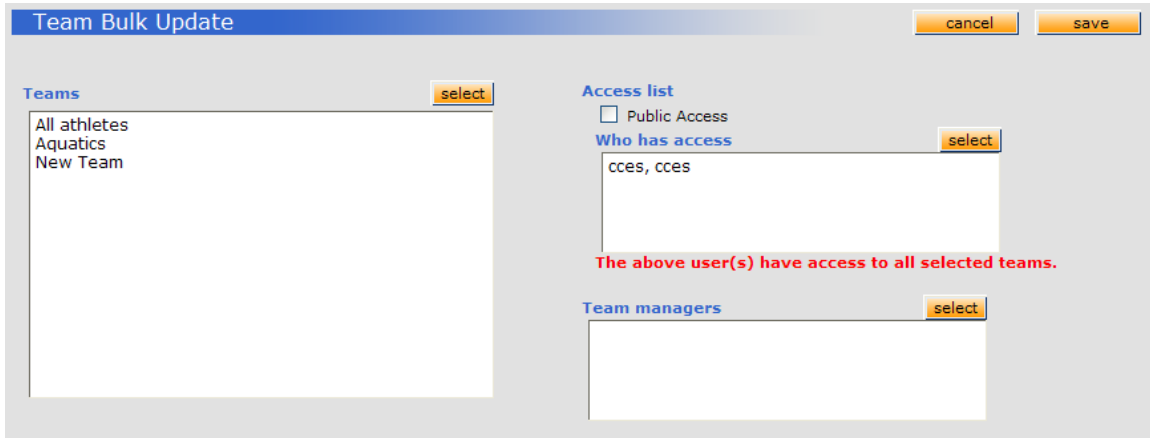
Note that addresses are kept after retirement, but entries in the team's whereabouts calendar are deleted and are not restored if the team is subsequently un-retired.

### 3.2.4 TEAM – BULK CHANGES

In ADAMS 3.0, the ability to change the team managers and the access list of multiple teams at once has been added.

<input type="checkbox"/> Select all		Bulk Edit				
	Creation Date	Team/Group Name	Team/Group Description	No. of Athletes	Status	
<input type="checkbox"/>	31-Mar-2011	<a href="#">New Team</a>		1	Active	<a href="#">Edit</a>
<input type="checkbox"/>	02-May-2006	<a href="#">Aquatics</a>	test of duplicate team name	1	Active	<a href="#">Edit</a>
<input type="checkbox"/>	05-Dec-2005	<a href="#">All athletes</a>		23	Active	<a href="#">Edit</a>

This is done by selecting the teams that will have the same access list and team managers and clicking the Bulk Edit button.



Team Bulk Update

cancel save

Teams select

All athletes  
Aquatics  
New Team

Access list

Public Access

Who has access select

cces, cces

The above user(s) have access to all selected teams.

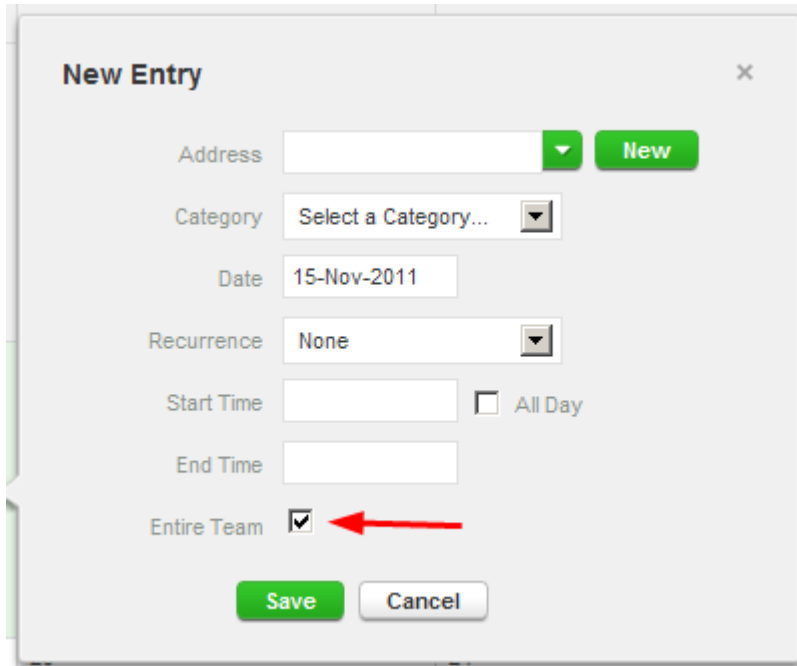
Team managers select

### 3.2.5 TEAM WHEREABOUTS CALENDAR

The new (3.0) whereabouts interface also applies to team calendars. For more information about the address and whereabouts interface please see the Whereabouts section of this document.

The same rules that governed team entries in version 2.3 are still applicable in version 3.0.

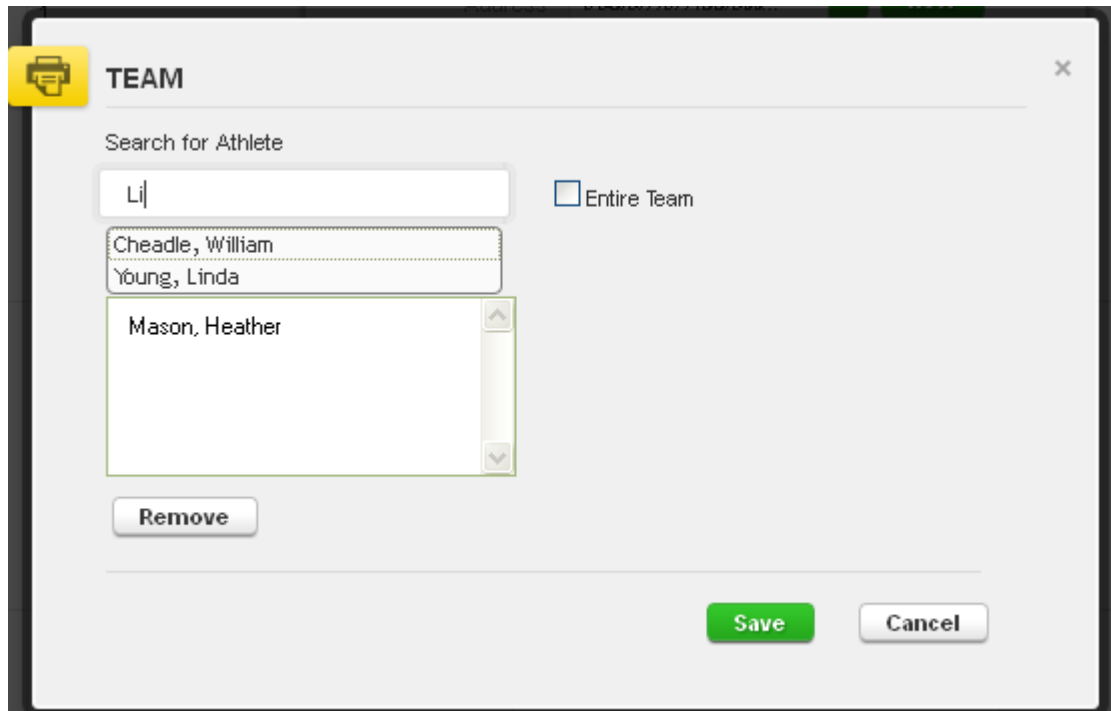
Sub-teams are still supported in ADAMS 3.0. To create a sub-team, the user should untick the Entire Team checkbox in the New Entry dialog.



The screenshot shows a 'New Entry' dialog box with the following fields and controls:

- Address: Text input field with a dropdown arrow and a green 'New' button.
- Category: Text input field with a dropdown arrow and the text 'Select a Category...'.
- Date: Text input field with the value '15-Nov-2011'.
- Recurrence: Text input field with a dropdown arrow and the value 'None'.
- Start Time: Text input field.
- End Time: Text input field.
- All Day: A checkbox next to the text 'All Day'.
- Entire Team: A checkbox with a checkmark, indicated by a red arrow.
- Save: A green button.
- Cancel: A grey button.

This will bring up the TEAM dialog, wherein the user can specify the members of the sub-team.



To add members to the sub-team, type into the Search for Athlete box. This will display a list of matching choices. Any common string will display multiple names.

The search string can be any two characters of the first, last or preferred name, or of the ADAMS ID number, or BP, IF, NF or NADO ID number. For example, typing "MA" will display a list of all the male athletes on the team (since "MA" is included in their ADAMS ID#).

You can select a single name from the list by double-clicking the athlete's name, or you can Ctrl-click or Shift-click to select multiple names and then click outside of the list to add those athletes to the sub-team. Click the Save button to save the sub-team selection.

Subteams still appear with a ST on the calendar

Calendar View   List View   Notes & Activities

November 2011   Day   Week   M

S	M	T	W
30	31	1	2
6	7	8	9
13	14		
20	21 ST Our gym		

**View Entry** ×

*Created by coes, coes from CCES on 21-Nov-2011 17:10 GMT*  
*Last updated by coes, coes from CCES on 21-Nov-2011 17:10 GMT*

Label: Our gym

Address: 234 Main  
Montreal  
CANADA

Category: Regular activities

Date: 21-Nov-2011

Recurrence: **None**

Start Time: All Day

End Time:

Entire Team:

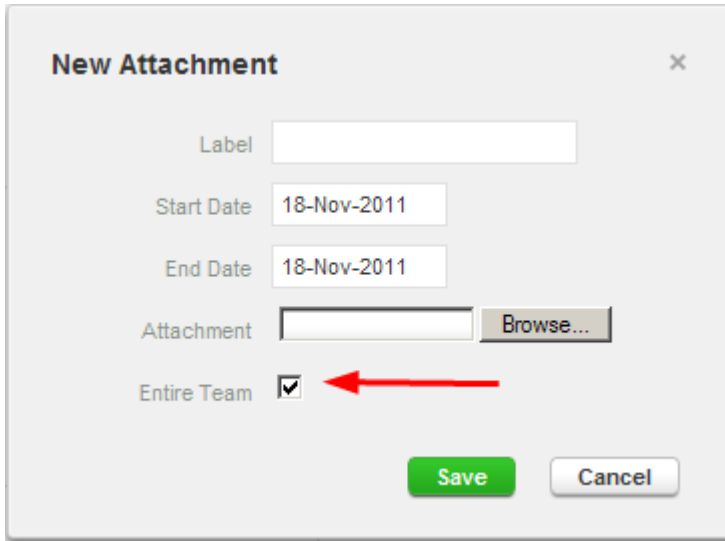
Mason, Heather; Young, Linda

Additional Information

**Edit**   **Delete**   **Duplicate**

### 3.2.6 SUB-TEAM ATTACHMENTS

Team attachments can now be assigned to a sub-team of the group.



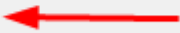
**New Attachment** [X]

Label

Start Date

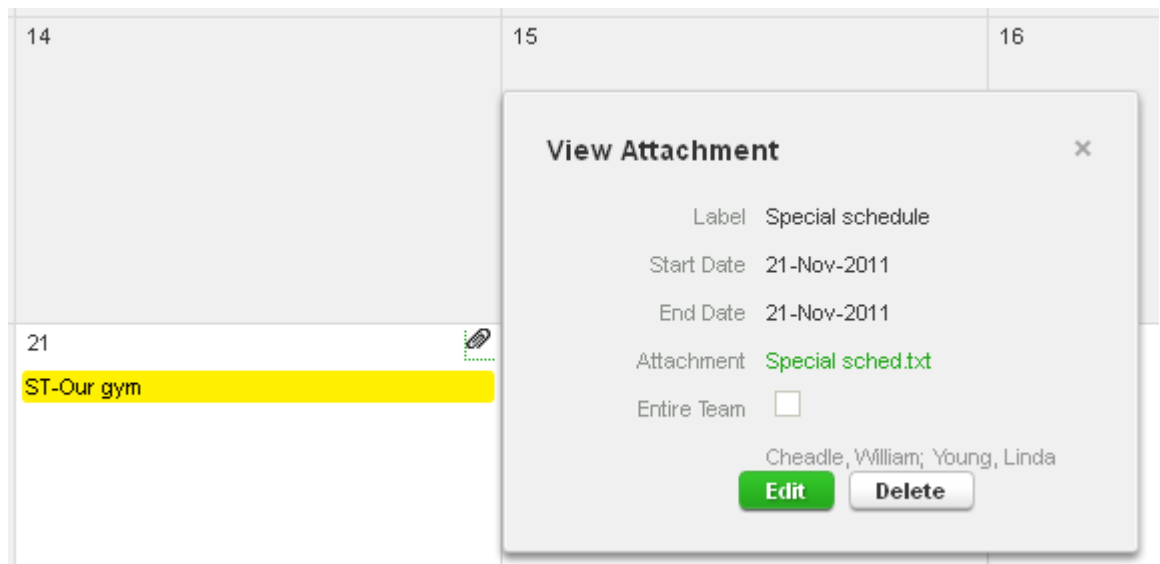
End Date

Attachment

Entire Team  

The interface to select athletes for the attachment is the same as when selecting the members of the sub-team for regular whereabouts entries.

Once saved, viewing the attachment will list the athletes to whom the attachment applies.



14	15	16
21		
ST-Our gym		

**View Attachment** [X]

Label Special schedule

Start Date 21-Nov-2011

End Date 21-Nov-2011

Attachment Special sched.txt

Entire Team

Cheadle, William; Young, Linda

When the athletes log in, they will see the attachment as a regular Team attachment.

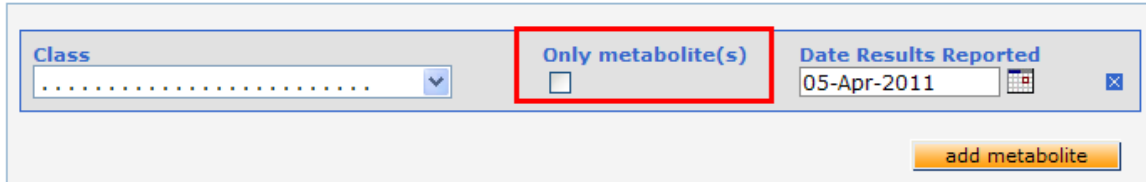


### **3.3 LAB RESULT MODIFICATIONS**

#### **3.3.1 LAB RESULTS METABOLITE CHECKBOX**

A new checkbox for metabolites has been added to the substance section of lab results.

#### **Analytical Finding**



The screenshot shows a form titled "Analytical Finding" with three main input fields: "Class" (a dropdown menu), "Only metabolite(s)" (a checkbox, highlighted with a red box), and "Date Results Reported" (a date field showing "05-Apr-2011" with a calendar icon). Below these fields is an "add metabolite" button.

Once checked, a metabolite must be entered when submitting (or partially submitting) the lab result.

#### **3.3.2 ISO Logo**

Lab administrators can now add an ISO Specific logo for their organization.

**Administration Categories**

[TESTLAB - Logo](#) - [ISO Specific Logo](#)

**Messages**

No new notifications  
No new messages

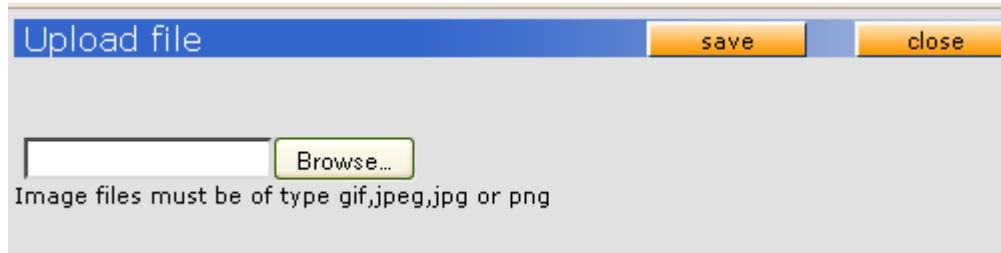
[User Account Management](#)

[User Role Manager](#)

[Corrector log information](#)

[History log information](#)

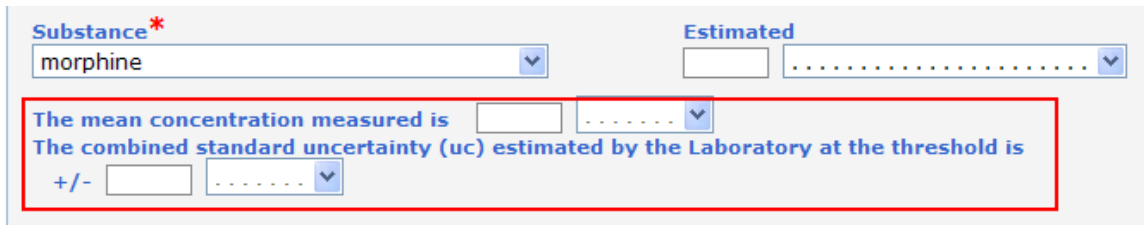
Click the ISO Specific Logo link to upload a logo file.



This logo will appear at the top of the Print Analysis PDF.

### 3.3.3 THRESHOLD SUBSTANCES

Certain substances can be flagged as threshold substances. When a threshold substance is chosen on the lab results page, additional controls appear, allowing the user to enter the mean concentration and combined standard uncertainty.



### 3.3.4 STERIOD PROFILE VARIABLES

A new section for Steroid Profile Variables has been added in the Lab Results page. The section will appear when the Steroid Profile Variables checkbox is ticked. These variables are configured by the ADAMS administrator. It is similar to the section that appears in the EQAS page (formerly called Proficiency Test)

### Analytical Finding

<input checked="" type="checkbox"/> <b>Steroid Profile Variables</b>	
<input type="text" value="5&lt;math&gt;\alpha&lt;/math&gt;-androstanediol"/>	<input type="text"/>
<input type="text" value="5&lt;math&gt;\beta&lt;/math&gt;-androstanediol"/>	<input type="text"/>
<input type="text" value="androsterone"/>	<input type="text"/>
<input type="text" value="epitestosterone"/>	<input type="text"/>
<input type="text" value="etiocholanolone"/>	<input type="text"/>
<input type="text" value="testosterone"/>	<input type="text"/>

The lab user is expected to enter values into the entry fields on the right side of the section.

### **3.4 ATF TRANSITION TO NEGATIVE OR AAF**

#### **3.4.1 ATF LAB RESULT**

Previously when an ATF lab result was submitted and matched, the Test Result field would be locked. In 3.0, it will now be possible for the lab user to change the result from ATF to either Negative or AAF, via the result status dropdown.

When the lab result is changed, ADAMS will automatically update the status of the ATF record on the athlete to the appropriate status:

Complete – Investigation Negative

Complete – Investigation AAF

#### **ATF to AAF**

If the lab result becomes an AAF, not only will the ATF status be updated, but an AAF record will also be created automatically.

The resulting AAF will not be displayed to the athlete when (s)he logs in, regardless of what was ticked in the ATF. The *My Recent Test* page will therefore change from ATF to No results until the Display To Athlete checkbox is also ticked in the AAF.

#### **3.4.2 NOTIFICATION, WHEN LAB RESULTS ARE CHANGED TO NEGATIVE**

A new notification type has been created: “ATF becomes Negative Lab Result Notification”. A notification will be sent to the users who have this notification type enabled, when a lab changes the Lab Result from ATF to Negative.



The body of the notification is:

**ATF of sample [sample type - sample code] has been changed  
and submitted to be Negative by [Laboratory]**

### 3.5 TUE CHANGES

As of version 3.0, athlete and doctor users can only create TUE requests.

Any abbreviated TUE, declaration of use or TUE for asthma that were previously in ADAMS will be viewable only.

Organization users will still be able to create TUE for asthma. However, the effective date can only be between Jan 1, 2009 and Dec 31, 2009 inclusively. If a date outside of this range is entered, an error message will appear below the dates.

<b>Date Documents Received</b>	<b>Effective Date</b>	<b>Rejection Date</b>
<input type="text"/>	<input type="text"/>	<input type="text"/>
The effective date cannot be later than 31/Dec/2009 or earlier than 1/Jan 2009		
<b>Additional notes</b>		
<input type="text"/>		

#### 3.5.1 REGISTERED TESTING POOLS, IN TUE

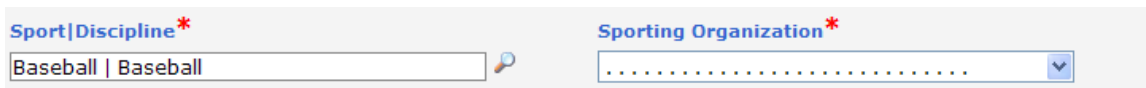
It is no longer necessary to enter the specific RTP that an athlete belongs to in a TUE. Instead, a set of checkboxes is presented:

<b>Registered Testing Pools*</b>
<input type="checkbox"/> I am part of an International Federation Registered Testing Pool <input type="checkbox"/> I am part of a National Anti-Doping Organization Testing Pool <input type="checkbox"/> I am participating in an International event for which a TUE granted pursuant to the International Federation's rules is required <input type="checkbox"/> None of the above

#### 3.5.2 SPORTING ORGANIZATION FIELD, IN THE TUE

The sporting organization field has been changed from a search box to a dropdown. The options in the dropdown are restricted to the organizations that meet any of the following criteria:

- The athlete's International Federations
- The athlete's National Anti-Doping Organizations
- The athlete's National Federations
- The ADOs that are in charge of a major game in which the athlete is participating

A screenshot of a web form interface. On the left, there is a text input field labeled 'Sport|Discipline\*' with a red asterisk. The field contains the text 'Baseball | Baseball' and a magnifying glass icon to its right. On the right, there is a dropdown menu labeled 'Sporting Organization\*' with a red asterisk. The dropdown menu is currently empty, showing a series of dots and a downward-pointing arrow.

## **4 OTHER CHANGES AND IMPROVEMENTS**

### **4.1 NEW LAB RESULT MATCHING CRITERIA**

In ADAMS 3.0, the Sport/Discipline field is also needed to match a lab result with a DCF (automatic match Type III).

### **4.2 LAB IMPORT FILES**

Both the CSV and XML imports have been expanded to allow more data to be entered. For more information please contact us at [adams@wada-ama.org](mailto:adams@wada-ama.org)

### **4.3 SMS MESSAGES**

SMS messages no longer update the *Modified Today* flag. This means that the quarter will not be flagged for re-submission. However, SMS messages still update the *Modified By* timestamp of the quarter.

### **4.4 NEW LANGUAGES**

Korean and Chinese have been added to ADAMS 3.0

### **4.5 TRANSLATION CREDITS AND DISCLAIMER**

On users MyZone page, there is now a section Translation Credits that lists which organizations are taking the responsibility for translating ADAMS in other languages.

A disclaimer is displayed in the User Preference section when the user selects a language other than French or English.