

1. Atveriet saiti <https://www.meddra.org/>
2. Lai pieslēgtos MedDRA, nepieciešams saņemt pieslēgšanās kodus – institūcijas MedDRA identifikācijas numuru un personīgo paroli.
3. Klikšķiniet uz “SSA” jeb “Self-Service Application” sadaļu.



Welcome to MedDRA

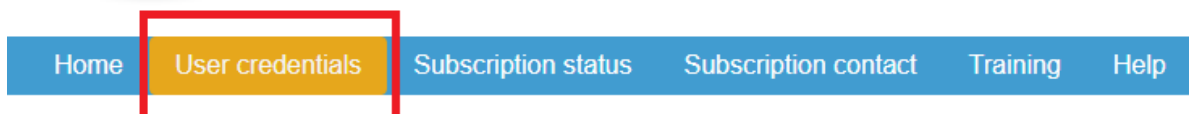
In the late 1990s, the International Council for Harmonisation of Technical Requirements for Pharmaceuticals for Human Use (ICH) developed MedDRA, a rich and highly specific standardised medical terminology to facilitate sharing of regulatory information internationally for medical products used by humans... (more)

Multilingual Access

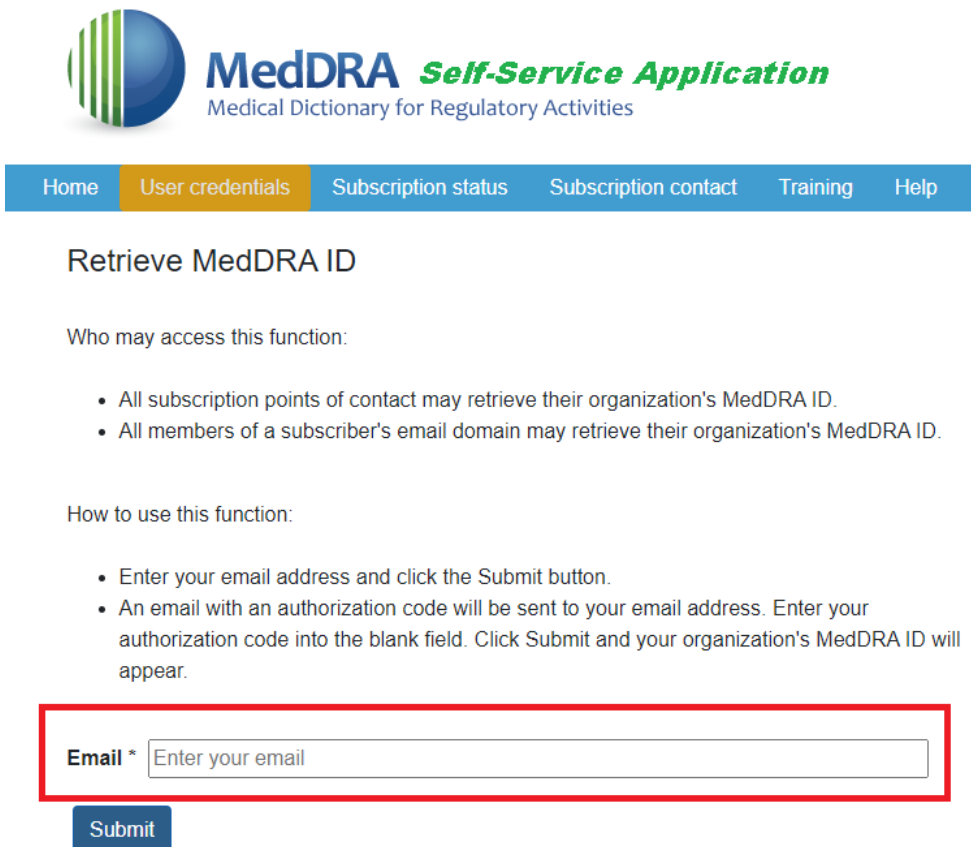
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4. Izvēlieties funkciju “User Credentials”



5. Ierakstiet sadaļā “Retrieve MedDRA ID” savu RSU e-pasta adresi un klikšķiniet “Submit”:



MedDRA Self-Service Application
Medical Dictionary for Regulatory Activities

Home User credentials Subscription status Subscription contact Training Help

Retrieve MedDRA ID

Who may access this function:

- All subscription points of contact may retrieve their organization's MedDRA ID.
- All members of a subscriber's email domain may retrieve their organization's MedDRA ID.

How to use this function:

- Enter your email address and click the Submit button.
- An email with an authorization code will be sent to your email address. Enter your authorization code into the blank field. Click Submit and your organization's MedDRA ID will appear.

Email *

Submit

6. Lapā parādīsies tukšs lodziņš "Authorization Code", un savā e-pastā saņemsiet vēstuli ar desmit ciparu kodu, kas jāievada lodziņā 20 min laikā, lai saņemtu institūcijas MedDRA ID. Ievadiet kodu un klikšķiniet "Submit". Parādīsies Rīgas Stradiņa universitātes MedDRA ID, ko saglabājat.



MedDRA *Self-Service Application*

Medical Dictionary for Regulatory Activities

[Home](#) [User credentials](#) [Subscription status](#) [Subscription contact](#) [Training](#) [Help](#)

MedDRA Self-Service Help

Please enter the authorization code sent to the provided email address to retrieve the information.

The authorization code has to be used within 20 minutes; otherwise, it will expire.

This authorization code can be used only once.

Authorization Code *

7. Vēlreiz izvēlieties funkciju "User Credentials"
8. Lai saņemtu savu paroli, klikšķiniet uz "Retrieve MedDRA password", ierakstiet savu RSU e-pasta adresi un klikšķiniet "Submit":



MedDRA *Self-Service Application*

Medical Dictionary for Regulatory Activities

[Home](#) [User credentials](#) [Subscription status](#) [Subscription contact](#) [Training](#) [Help](#)

Retrieve MedDRA password

Who may access this function:

- All subscription points of contact may retrieve their MedDRA Password and Change Request ID (CRID).
- All members of a subscriber's email domain may retrieve their MedDRA Password.

How to use this function:

- Enter your email address and click the Submit button.
- An email with an authorization code will be sent to your email address. Enter your authorization code into the blank field. Click Submit and the MedDRA Password and/or the CRID will appear.

Email *

9. Lapā atkal parādīsies tukšs lodziņš “Authorization Code”, un savā e-pastā saņemsiet jaunu vēstuli ar desmit ciparu kodu, kas jāievada lodziņā 20 min laikā, lai saņemtu savu personīgo MedDRA paroli. Ievadiet kodu un klikšķiniet “Submit”. Parādīsies Jūsu MedDRA parole, ko saglabājat.



Home User credentials Subscription status Subscription contact **Training** Help

MedDRA Self-Service Help

Please enter the authorization code sent to the provided email address to retrieve the information.

The authorization code has to be used within 20 minutes; otherwise, it will expire.

This authorization code can be used only once.

Authorization Code *

Submit

10. Atgriežaties saitē <https://www.meddra.org/> un klikšķiniet uz “WBB” jeb “Web-Based Browser”:

The screenshot shows the MedDRA website homepage. The MedDRA logo is on the left. In the top right corner, there is a navigation menu with links for SSA, WBB (highlighted with a red box), PtC, Contact, FAQs, and Downloads. Below the navigation menu are several icons representing different services. A search bar is located below the icons. The main heading is "Welcome to MedDRA", followed by a paragraph of introductory text about the organization's history and mission.

11. Ievadiet institūcijas MedDRA ID un savu paroli:



Login to WBB

Preferred Language
English

MedDRA ID:

Password:

Login

Welcome to the MedDRA WBB website.
If you have problems logging in, please contact the MSSO Help Desk at mssohelp@meddra.org

12. Atvērsies MedDRA terminoloģijas pārlūks, kurā var izvēlēties attiecīgo terminu valodu:

13. MedDRA pārlūkā klikšķinot uz funkcijas “Lietotāja ceļvedis”, atveras MedDRA lietošanas pamācība angļu valodā:

14. Lai iepazītos ar MedDRA darbību, apmeklējiet MedDRA piedāvātos mācību vebinārus un video ierakstus sadaļā “Training”:

15. MedDRA Desktop versijas uzstādīšanai nepieciešama institūcijas Unzip parole, ko variet saņemt, rakstot uz e-pastu biblioteka@rsu.lv un jautājot paroli MedDRA Desktop versijai.

!!! MedDRA Desktop versijas instalēšanai uz darba datoriem nepieciešama RSU IT administrātoru atļauja, tāpat kā citām programmatūrām.