



Connection instruction

1. Open the link <https://www.meddra.org/>
2. In order to connect to MedDRA, it is necessary to receive access codes - the organization's MedDRA identification number and password.
3. Click on the "SSA" or "Self-Service Application" section.



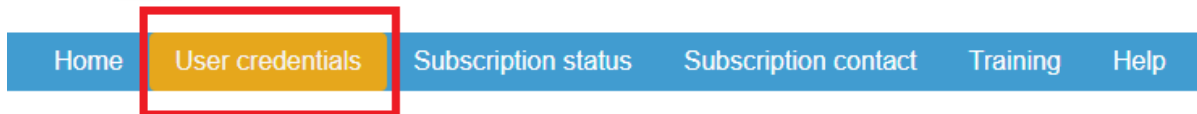
Welcome to MedDRA

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

[中文](#) [Čeština](#) [Nederlands](#) [English](#) [Français](#) [Deutsch](#) [Magyar](#) [Italiano](#) [日本語](#) [한국어](#) [Latviski](#) [Português](#)
[Português do Brasil](#) [Русский](#) [Español](#) [Svenska](#)

4. Select the "User Credentials"



5. Enter your RSU email address in the "Retrieve MedDRA ID" section and click "Submit":

MedDRA Self-Service Application
Medical Dictionary for Regulatory Activities

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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

- An "Authorization Code" box will appear on the page, and you will receive a letter in your e-mail with a ten-digit code that must be entered in the box within 20 minutes to receive the organization's MedDRA ID. Enter the code and click "Submit". The MedDRA ID of Riga Stradins University will appear, save it.



MedDRA *Self-Service Application*

Medical Dictionary for Regulatory Activities

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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

- Select the "User Credentials" again
- To receive password, click "Retrieve MedDRA password", enter your RSU email address and click "Submit":



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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 *

Submit

9. An "Authorization Code" box will appear on the page again, and you will receive a new letter in your e-mail with a ten-digit code that you must enter in the box within 20 minutes to receive your MedDRA password. Enter the code and click "Submit". Your MedDRA password will appear, save it.



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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. Return to the link <https://www.meddra.org/> and click on "WBB" or "Web-Based Browser":



11. Enter the organization's MedDRA ID and your password:



Login to WBB

Preferred Language
English

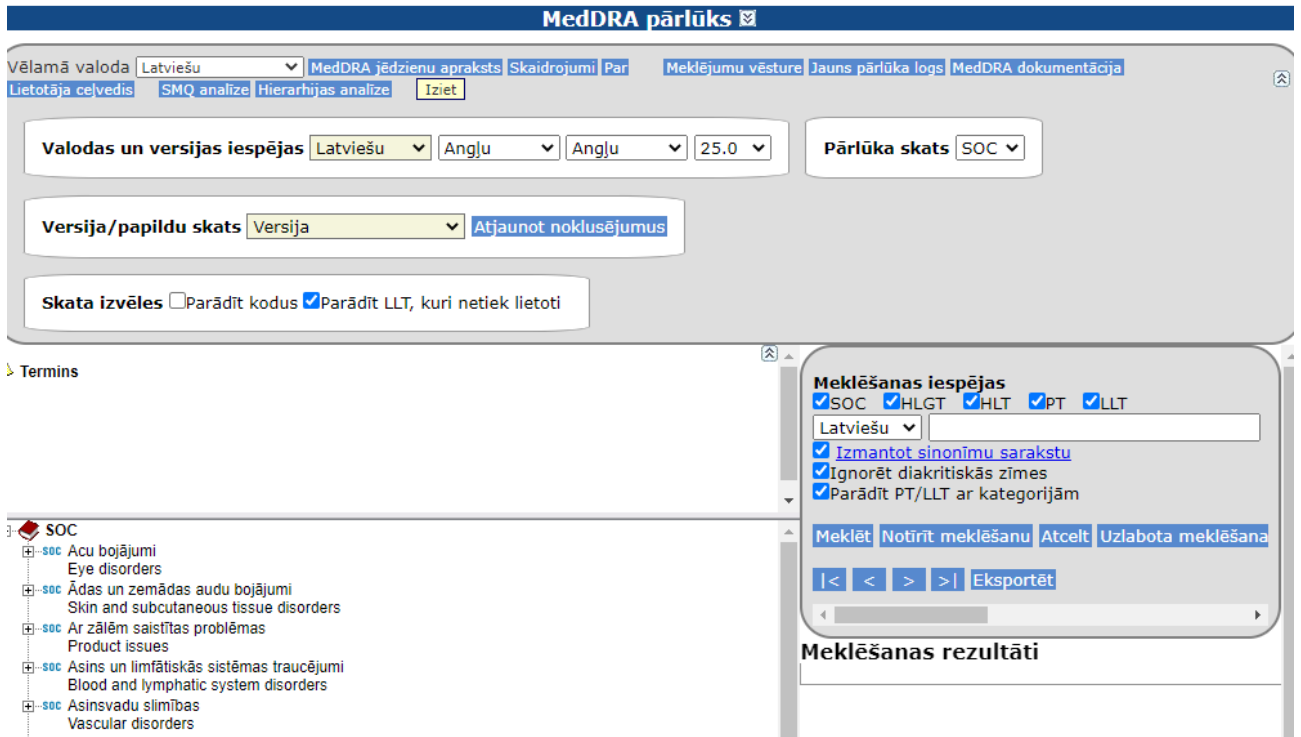
MedDRA ID:

Password:

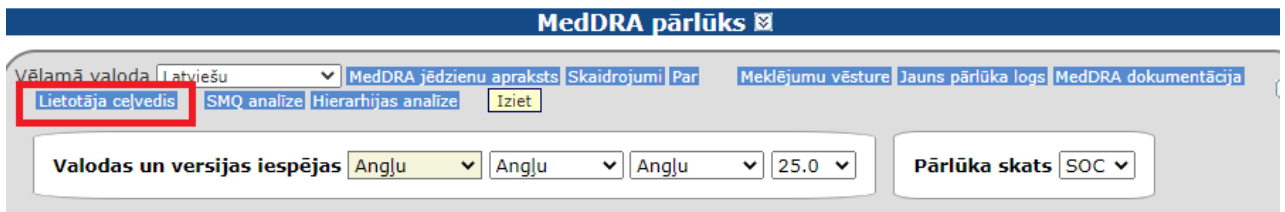
Login

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

12. The MedDRA terminology browser will open, where you can select the language of the relevant terms:



13. Clicking on the "User Guide" function in the MedDRA browser will open the MedDRA instruction in english:



14. To familiarize yourself with how MedDRA works, visit the training webinars and video recordings offered by MedDRA in the "Training" section:



15. Installing the MedDRA Desktop version requires the organization's unzip password, which you can get by writing to biblioteka@rsu.lv and asking the password for the MedDRA Desktop version.

!!! Installing the MedDRA Desktop version on work computers requires permission from the RSU IT administrator, just like other software.