

MS Global Data-Sharing Initiative

Instructions for clinical data upload on QMENTA platform

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About the MS Global Data-Sharing initiative

As the COVID-19 pandemic unfolds across the globe, the demand for data on the impact of the virus on people with Multiple Sclerosis (MS) grows rapidly. There is an urgent need to gather and share information to enable evidence-based decision making on the clinical management of MS during the pandemic, and to inform future research.

The Multiple Sclerosis International Federation (MSIF) and the Multiple Sclerosis Data Alliance (MSDA) have teamed up to form a Global Data Sharing Initiative to achieve insights on the effect of COVID-19 in people with MS as fast as possible, with the intent to steer clinical decision-making during the pandemic.

QMENTA is partnering with this global initiative by donating its AI-powered, cloud-based, data integration platform to serve as the central hub for data collection and analysis. QMENTA's platform is ISO certified to handle medical data and is in compliance with additional industry standards such as HIPAA, GDPR, and FDA Part 11 & 820. Security and privacy are key requirements for the initiative.

Create an account

To be able to use the QMENTA platform you must have an account, if you do not have one please complete the registration process.

Visit <https://client.qmenta.com/#/register> and provide your name and the email which you wish to use to access the platform.

- Your password must be at least 8 characters long, contain 1 uppercase letter, 1 lowercase letter and 1 special character (?!#=-). The use of the same character more than twice (e.g. www.) is forbidden.
- The *Terms of Service*, *Privacy Policy* and *Data Policy* must be accepted before the account can be created.
- In the field **Promotional/Activation code field** please provide the code given by the coordinator of the project.

After registration is complete you will receive an email and you can immediately login into the system. Please use the project **TEST UPLOAD DATA COVID-19 MS PROJECT** for testing purposes. After the testing phase, the coordinator of the project will add you into the official COVID-19 MS project and you will be informed about this accordingly.



Already have an account? [Sign In](#)

Create your account.

Start your free trial now to get — 5 analysis credits to analyze your data!

Full Name

Email

Password

Confirm Password

Password specifications
The new password has to contain at least:

- A length of 8 characters
- 1 Uppercase character and 1 Lowercase character
- 1 Special character (e.g # ? ! +)
- 1 Number

Institution (Optional)

Activation / Promotional Code (Optional)

I agree with the [Terms of Service](#), [Privacy Policy](#) and [Data Policy](#).

REGISTER



Sign In

Using your web browser, navigate to the platform website: <https://client.gmenta.com>

The login page will appear if you are not already signed in. You will be asked to write your email and password used in the registration process.

After filling the required fields, click on the SIGN IN button.

Select project

For testing purposes, as mentioned earlier, please select the project with title **TEST UPLOAD DATA COVID-19 MS PROJECT**. After the testing phase, the coordinator of the project will add you into the official COVID-19 MS project and you will be informed about this accordingly.

Note: Every site can see only the data uploaded by them. It is not allowed to see others' data, even though the data is available on the platform for further investigation.

Metadata import (upload) and export (download)

To import and export metadata, follow the steps below.

What is the structure of the CSV file?

The CSV file, containing the data, has to have a particular format. The first row defines the IDs of the metadata (i.e. variables) that you have to collect. Exception in this rule is only the first ID which has to be named **secret_name** referring to the subject's session (i.e. the patient data). Due to the fact that only one session per subject will be defined, the value of each subject's session (i.e. the value of the **secret_name**) should be **{secret_subject_name}/1**

Important note: The **secret_subject_name** must be generated by the institution (providing the data) itself, and must not include any (personal) data that might discover (lead to) the identity of the subject. In addition, you must use a prefix (specific to the institution) as part of the secret name, because each patient identifier has to be unique within the whole project of COVID-19 MS. The prefix will be provided to you by the coordinator of this project.

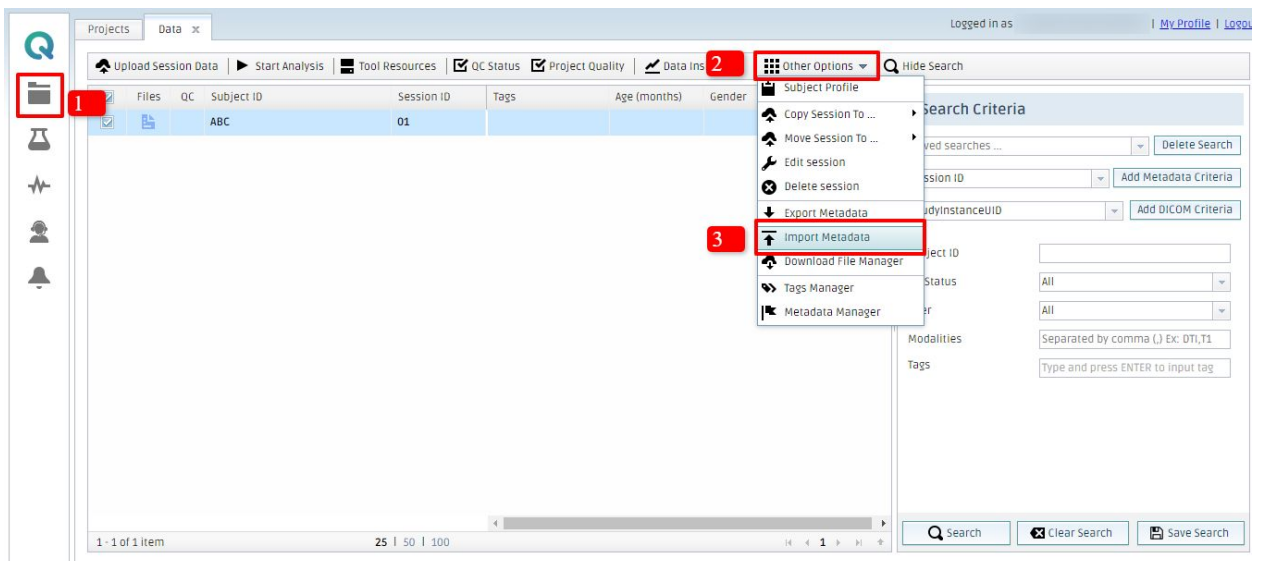
Each subsequent row within the CSV file contains one session i.e. one patient record.

Please check the example CSV file (**example_data.csv**) provided together with this document.

Import Metadata

Be aware that the imported metadata will overwrite the old one which has the same name as the new one. Old metadata entries are accessible from the *change history* but the system will use the newly imported metadata for further analysis.

- To import a CSV file from your computer, please log in and choose the corresponding project, then go to 1. *Data* and click on 2. *Other options*. Here, select 3. *Import Metadata*

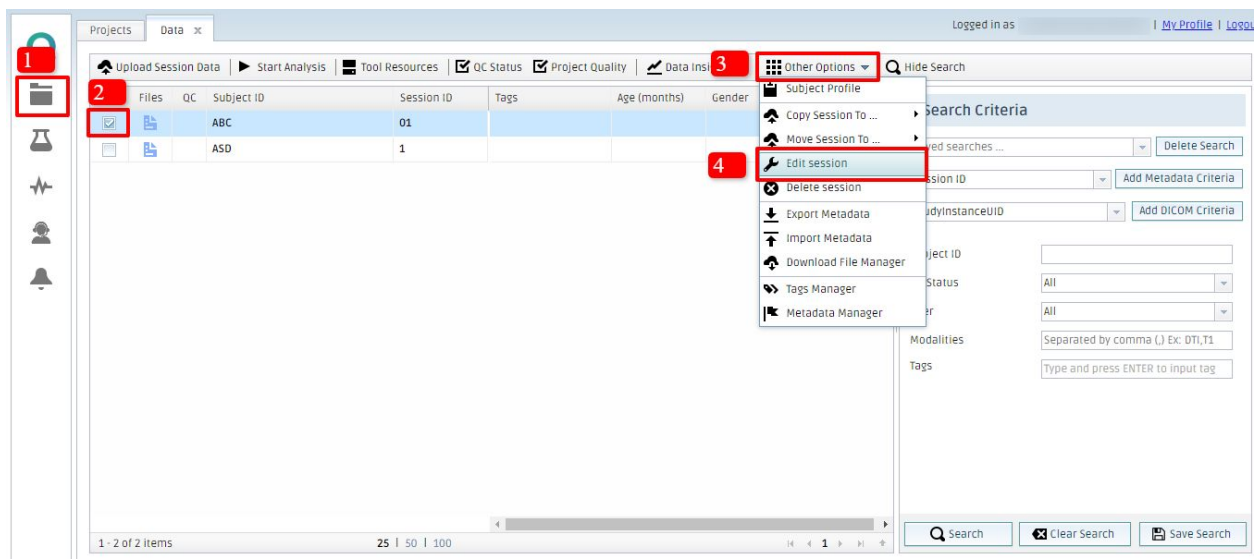


- After the upload of the CSV file of the new metadata, with a good format, you will be able to see the changes in the summarizing table under the *Data* tab.

Where can you check what the old value of the metadata was?

In the case of overwriting a data by importing, the data can still be found from which value you changed the dataset. To do so, follow the steps below:

1. Open *Data* tab
2. Select the session which had been changed.
3. Click on *Other options*
4. Select *Edit session*



- If you click on the double square arrow icon, the popup will tell you what kind of changes were made by whom and when.

Edit Session Data [Save]

The system keeps change history of the fields within this form.

Creator: Vastagh Gergely QMENTA

Subject ID / Session ID *: ABC | 01

Age (months): Enter integer

Tags: Type and press ENTER to input tag

▼ Hide Metadata

Gender: Female [Double square arrow icon] 5

Handedness: Right [Double square arrow icon]

Export metadata

- Log in and choose the corresponding project, then go to 1. *Data* and click on 2. *Other options*. Here, select 3. *Export Metadata*.

Projects | Data x

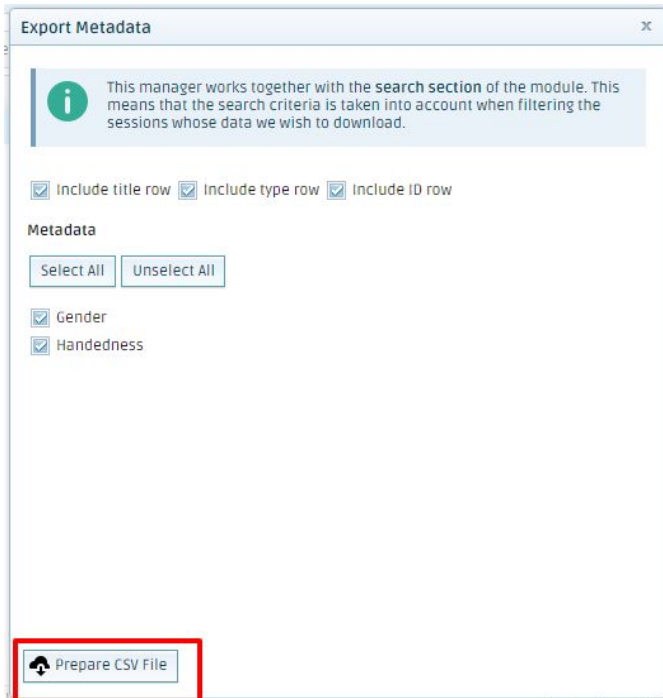
Upload Session Data | Start Analysis | Tool Resources | QC Status | Project Quality | Data Inspector | Other Options

Files	QC	Subject ID	Session ID	Tags	Age (months)	Gender
<input checked="" type="checkbox"/>	<input type="checkbox"/>	ABC	01			

1-1 of 1 item | 25 | 50 | 100

Search Criteria: Session ID, StudyInstanceUID, Subject ID, Status, Modality, Tags

- Here, you can select options such as whether you want the title of the file, type and ID row included within the CSV file.
- Afterward, just click on the 'Prepare CSV file' button. In this case, your CSV file will contain 1 row which consists of 2 columns, the Gender, and the Handedness.



Note: It doesn't matter whether you select an existing Session or not, because the download will export all the metadata in the current project.