

Message

From: Steffens, Jane E [Steffens, Jane E]
Sent: 7/28/2009 7:07:56 PM
To: Moos, Kimberly A
Subject: RE: Pennsaid Plus - Development Team SharePoint Sites

I got on the Sharepoint site but not the extranet site...won't let me log on

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From: Moos, Kimberly A
Sent: Tuesday, July 28, 2009 1:39 PM
To: Ward, Julie A; Steffens, Jane E; Montgomery, Jeannie B
Subject: FW: Pennsaid Plus - Development Team SharePoint Sites

Hello!

Please see SharePoint directions below for the Project Pennsaid Gel project (currently known as Project Gallium).

Welcome to the team and please let me know if you have any questions!

Thanks!
Kim

From: Moos, Kimberly A
Sent: Wednesday, July 22, 2009 1:23 PM
To: Bundoc, Melanie M; Coulson, Karen E; Fluhr, Stephen ; Fraley, Tamara; Handzic-Smith, Tony J; Henry, Melissa D (Cay); Kratcha, David ; Lockhart, Steve; Mannebach, Mark ; Matchett, Mike; McBean, Ken R; Novak, Rod P; Powers, Angela V (Schmitt); Sandberg, Whitney R; Shelby, Susan ; Sowell, Paul T; Vitale, Laura; Webb, Kevin J; Young, Jim L

Subject: Pennsaid Plus - Development Team SharePoint Sites

Hello Team -

Below is information regarding access the internal and external Pennsaid Plus Development Team SharePoint websites. Please contact me with any questions that you have regarding access, files, etc.

Intranet Site - This website is for Covidien and Covidien ONLY information. Only the people on this communication have access to this site - RRD and Nuvo cannot access this site. Post information here that is not to be shared with external personnel and please do not share information on this site with RRD or Nuvo unless approved by the document author. This site is relatively unpopulated right now but will become the main document storage for this team as the project matures.

<http://na-teamsites/ImagingPharmaBusDev/Neon/Plus/default.aspx>

Extranet Site - This website is for the exchange of information between Covidien, Nuvo and RRD. The link will take you to an "Extranet Entry Portal". For those of you working on both Exalgo and Pennsaid, you'll be able to access both extranet sites from this homepage. If you're only on Pennsaid, you'll only be able to access the Pennsaid site. When you click on the website link below, you'll be prompted for a user name and password (you'll have to do this every time - do not click to save your password since your password will be changing over the life of the project).

Website: <https://inside.covidien.com/sites/nuvo/default.aspx> (there is a shortcut to this site on the team intranet site if you need it for future reference)

Username: thcg/User.Name

Password: NT login

Click on Project Nuvo / Pennsaid from either the side bar or the top link bar. This will take you to a page that has three open libraries. The top (Public Documents - All Access) is to be used to share documents with all parties (Covidien, Nuvo and RRD). The middle library will be limited to only Covidien and RRD access while the bottom is limited to only Covidien and Nuvo access. Documents posted here will only be viewable by us and the respective consulting party. The right library (Project Management Files) is where we'll be storing public meeting minutes, schedules, etc and will be viewable by all users. Anything internal specifically to this team should be posted on our Intranet and not here.

There are currently several files loaded into the "Public Access" clinical and regulatory folders - please check those out for information regarding the IND, IB and Complete Response.

Every time you open a document on the Extranet site, you will be prompted for your user name and password. Please follow these directions to avoid having to do this:

<https://inside.covidien.com/sites/nuvo/nuvo/Project%20Management%20Files/Extranet%20Login%20Fix.pdf>

For information on how to upload documents, view documents, send documents as e-mail and create alerts, please reference the attached file. Alerts allow you to be notified when RRD or Nuvo posts a document on this site - you'll need to set up an alert for each document library of interest.

<http://na-teamsites/ImagingPharmaBusDev/Neon/Plus/Shared%20Documents/SharePoint%20Tutorial%20-%20Neon.pdf>

Please do not hesitate to contact me with questions regarding these sites.

Thank you!

Kim Moos
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Imaging Solutions and Pharmaceutical Products

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