

MinimPy Quick Start Guide

1 - Click on the "Settings" tab. Enter trial title, sample size and trial description

Minimization Program [untitled]

File Tools Help

Settings Groups Variables Allocations Table Balance Help

Trial Title: Sample Size: ☐ Network Sync

Description:

Enter sample size

Probability Method: ☒ Biased Coin Minimization ☐ Naive Minimization

Min Group: High Probability:

Distance Measure: ☒ Marginal Balance ☐ Range ☐ Standard Deviation ☐ Variance

Trial Properties:

Name	Value
Property Name	Property Value
Property Name	Property Value

+ Add - Delete

Balance: Displays current trial balance as four different bal... 0 / 30

2 - Click on the "Groups" tab. For each group click "Add" button to add a new group. Click on this new group in the table to select the row

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Group Name Allocation Ratio

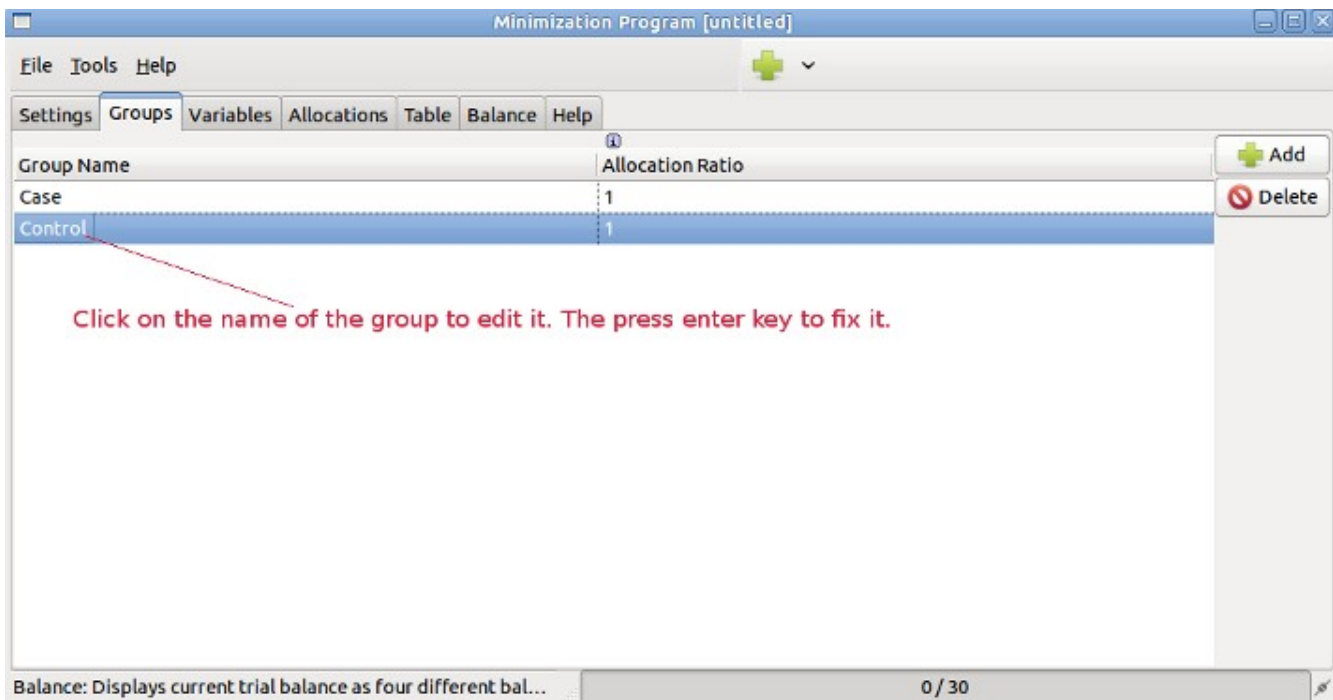
+ Add - Delete

Click the added group to select the whole row. Then you can click individual cells to edit it.

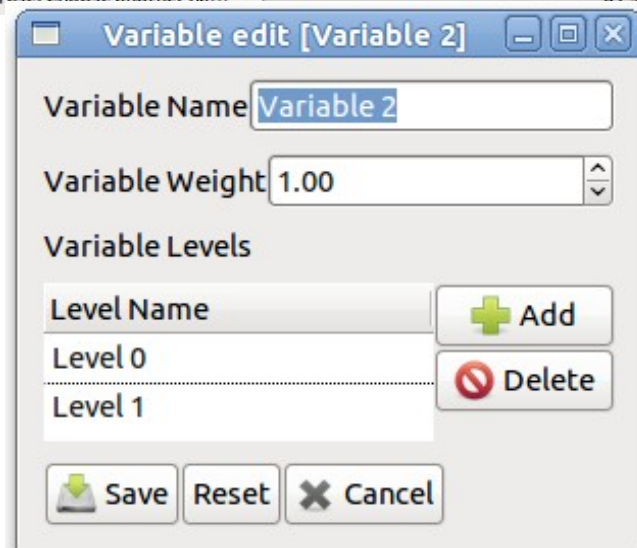
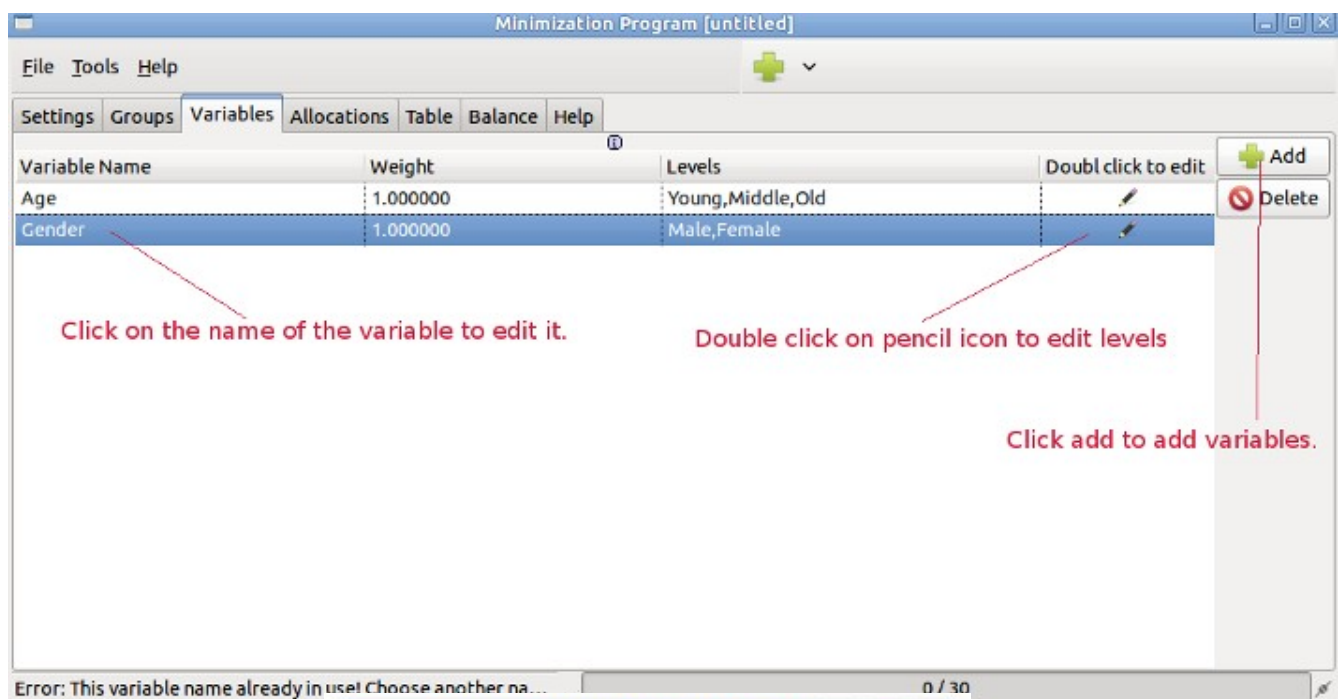
Click add to add a new group

Balance: Displays current trial balance as four different bal... 0 / 30

3 - Click the name of the group to edit it. After edit press Enter key.



4 - Click on the "Variables" tab. For each variable click add to add a new variable just the same as group tab, click and edit variables. Double click the pencil icon, to edit the variable and levels.



All properties of a variable can be edited in variable edit window. Variable name, weight, and levels can be edited. Levels can be added or deleted. After finish, press the Save button to save the changes and exit the edit variable window.

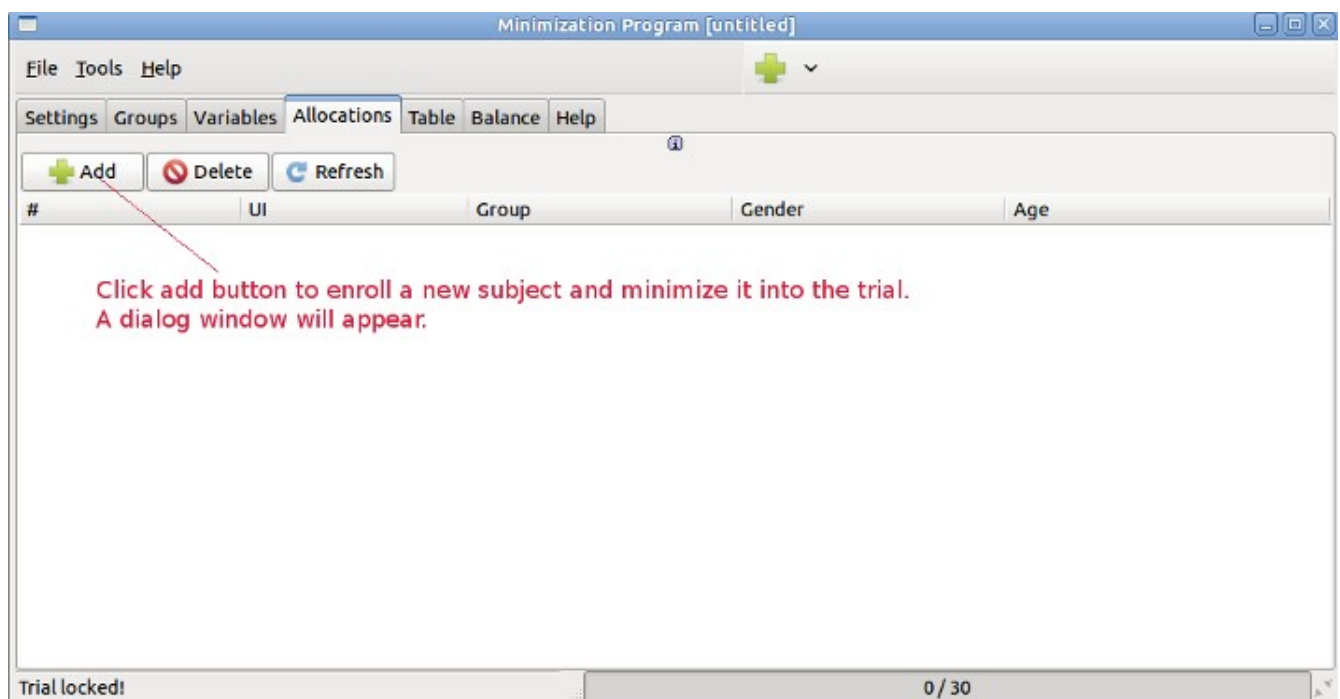
5 - Click the file menu and select Save. Alternatively you can press <Control + S> to save the trial.

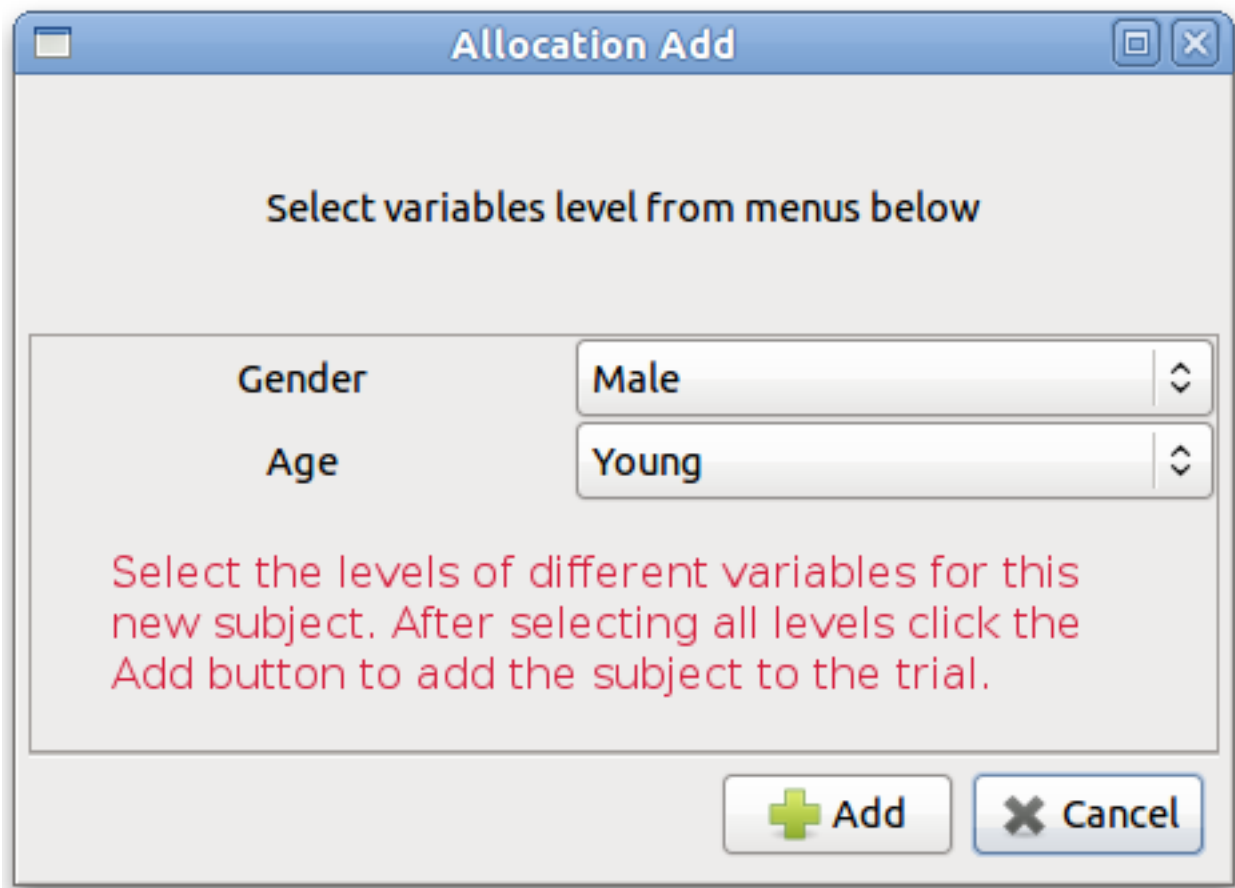
6 - An information dialogue will appear showing trial settings. Click Trial Details to see the trial details.



Click Yes to accept the settings. Trial will be locked and you can start allocating subject. In the displayed save dialogue, go to the location in your computer you want to save, enter the name of the file and click save

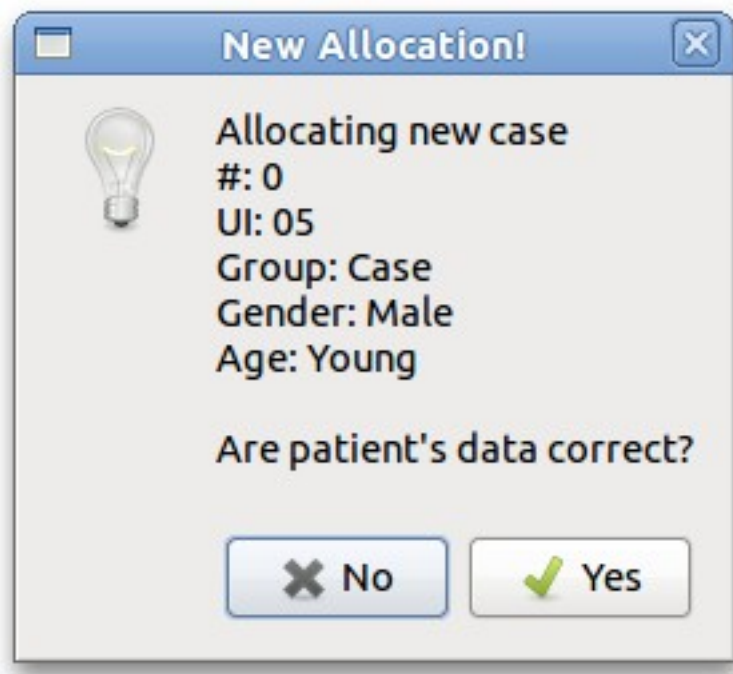
7 - To allocate a subject click "Allocations" tab. Click Add button to add a new subject to the trial.





The 'Allocation Add' dialog box has a title bar with a maximize button and a close button. The main content area contains the instruction 'Select variables level from menus below'. Below this, there are two dropdown menus: 'Gender' with 'Male' selected and 'Age' with 'Young' selected. A red text box below the dropdowns says: 'Select the levels of different variables for this new subject. After selecting all levels click the Add button to add the subject to the trial.' At the bottom right, there are two buttons: a green '+' button labeled 'Add' and a grey 'X' button labeled 'Cancel'.

A dialog will appear. Select levels of different variable corresponding to the new subject. Then click Add button to enroll the new subject. Another dialog window appear, asking you to confirm the allocation of the new subject. Click Yes to add the new subject.



The 'New Allocation!' dialog box has a title bar with a close button. It features a lightbulb icon on the left. The text inside reads: 'Allocating new case', '#: 0', 'UI: 05', 'Group: Case', 'Gender: Male', and 'Age: Young'. Below this, it asks 'Are patient's data correct?'. At the bottom, there are two buttons: a grey 'X' button labeled 'No' and a green checkmark button labeled 'Yes'.

The new subject will be added to the end of the list.

That's it. After each new subject repeat the step seven to enroll the new subject, untill the end of the trial.