


How to Associate a Case Study with a Contact Record

To associate a Case Study with a Contact record:

- Hover over **Evidence** and select **Case Studies**
- Click on the relevant Case Study
- Select **Associations** from the section on the left-hand side
- Click on the **Plus** icon 
- In the **Associate With** field, select the type of record that you wish to associate with, such as a **Participant**, and click **Save**
- Enter the relevant name in the **Find** field and then click **Search**
- Click on the person's name and then click **Add**. Repeat for any further Contacts that you wish to associate
- Click **Commit** to complete the process

