# Frequently Asked Questions (FAQ)

**Your question not listed?**

<table>
<thead>
<tr>
<th>General</th>
<th>Tools</th>
</tr>
</thead>
</table>
| • Do I have permission to annotate?  
• Where do I send or post my annotation questions?  
• How do I access Confluence /JIRA or Slack? | • Which browser should I use for accessing the annotation tools?  
• How do I login to the annotator tool or the QA Dashboard?  
• How do I respond to comments on my JIRA ticket vocabulary request?  
• Why do I see No Content beside my annotations? |

<table>
<thead>
<tr>
<th>What are we annotating?</th>
<th>Vocabulary</th>
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</table>
| • What reviews should I annotate?  
• Do I need to annotate protocols published in 2015?  
• Are we annotating outcomes that are 'not reported' in SoF tables  
• Which outcomes should be annotated? | • How do I submit a vocabulary request?  
• How do I find all of my vocabulary requests in JIRA?  
• How do I find terms that are in the vocabulary browser but not in the annotator?  
• What details are required on the Vocabulary Request Form  
• Where can I find information on the WHO ATC/DDD vocabulary structure? |

<table>
<thead>
<tr>
<th>Annotation</th>
<th>Vocabulary</th>
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| • How can I annotate "observation" in the control group?  
• How do I annotate 'response rate' or 'response to treatment' as an outcome?  
• How do I annotate "carers of the population group'?  
• How do I annotate dose schedule?  
• How do I annotate Safety and Tolerability outcomes?  
• How do I annotate stages of a condition?  
• How do I annotate Survival?  
• How do I decide on what intervention classification categories to use?  
• Do additional treatments have to be annotated?  
• Do I use UK or US spelling?  
• Should I use the Parent or Child term?  
• When do I use OR in the Comparison?  
• When to annotate outcomes in separate groups or in the same group  
• How do I mark my annotation Complete? |