1. Go to [irb.rap.uoregon.edu](http://irb.rap.uoregon.edu) and login using your Duck ID. If you are having issues logging in, email RCS.

2. Once logged in, the system will take you to your dashboard. The projects in My Inbox require action from you in some way. For example, if there is a protocol clarification request from RCS, you will find that here.

3. To view all your active studies and options in the IRB Module, click on IRB in the top navigation bar.

4. Choose either Help Center or Library from the options listed on the top of the screen, under the IRB tab. It will show protocols where you are listed as the Principal Investigator as well as those where you are listed a study team member.
5. The **Help Center** contains a list of guidance materials to help you navigate the system. Click on the name of the guidance you wish to view.

6. The **Library** contains General Information, Standard Operating Procedures, Worksheets and Checklists that are used in reviewing protocol materials, and Templates for investigators use.