



RAP IRB ACCESSING YOUR STUDIES

1. Go to 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.

UNIVERSITY OF OREGON Office of the Vice President for Research and Innovation Hello, Rebecca Simms (pi)

Dashboard Facilities IRB

My Inbox My Reviews

My Inbox

Filter by ID Enter text to search for + Add Filter Clear All

ID	Name	Date Created	Date Modified	State	Coordinator
STUDY00000067	Step by step	11/12/2020 3:35 PM	11/16/2020 3:56 PM	Modifications Required	Orlando Max (irbc)

1 items page 1 of 1 25 / page

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

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- 4. The **In-Review** tab displays protocols currently under IRB review. It will show protocols where you are listed as the Principal Investigator as well as those where you are listed a study team member.

ID	Name	Date Modified	State	PI First Name	PI Last Name	Coordinator First Name	Coordinator Last Name	Submission Type
STUDY00000067	Step by step	11/16/2020 3:56 PM	Modifications Required	Rebecca	Simms (pi)	Orlando	Max (irbc)	Initial Study
MOD00000019	Modification / Update #1 for Study Aging researchers	11/16/2020 10:25 AM	Non-Committee Review	Rebecca	Simms (pi)	Orlando	Max (irbc)	Modification / Update

- 5. The **Active** tab displays all currently approved studies you are listed on as principal investigator or as a study team member.

ID	Name	Date Modified	State	PI First Name	PI Last Name	Coordinator First Name	Coordinator Last Name	Expiration Date
STUDY00000062	Aging researchers	11/13/2020 4:29 PM	Approved	Rebecca	Simms (pi)	Orlando	Max (irbc)	
STUDY00000064	Kelsey's test	11/9/2020 2:21 PM	Approved	Rebecca	Simms (pi)	Orlando	Max (irbc)	
STUDY00000034	Kelsey's study - 10/13/20 (UO sIRB)	11/9/2020 12:13 PM	Approved	Rebecca	Simms (pi)	Orlando	Max (irbc)	11/3/2021

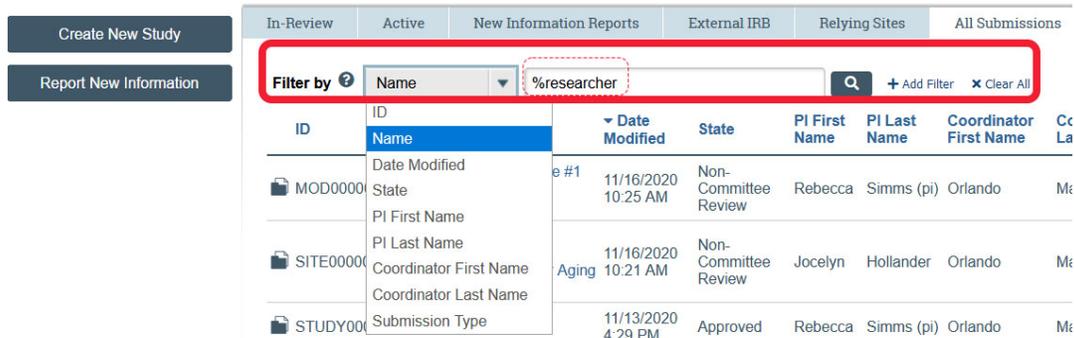
- 6. Additional tabs in IRB view.

- a. **New Information Reports.** If any situations were reported where participants experienced unanticipated or anticipated problems during the course of research, those reports will display under the "New Information Reports" tab.
- b. **External IRB.** Research where UO is relying on the review of another institution will display under the "External IRB" tab.
- c. **Relying Sites.** Research where UO is the reviewing IRB, the collaborating sites that rely on UO IRB review will display on the "Relying Sites" tab. These are also known as "Participating Sites" or "pSites".
- d. **All Submissions.** To view all submission types, including archived.



e. **Archived.** To see the “Archived” tab, click the icon with the three dots next to the “All Submissions” tab to access studies that have been closed.

7. Filter/Search Feature.



- a. Click on the downward arrow to pull up the list searchable items. Multiple filters can be applied to limit your results.
- b. Use the percentage sign (%) as a wildcard to maximize your search results. For example, “%researcher” will bring up sources with “researcher” anywhere in the name.

8. To view a study, click on the study name. You will be able to the approval and expiration dates, access all study documents, and view any related follow on submissions (e.g., modifications, continuing review, reportable new information). This is also where a modification and/or continuing review is created.

