eIRB Submit a Study

July 16, 2004
Step 1 - Click on Submit Your Study

Notes:
From the My Study Workspace, click on Submit Your Study from the Available Actions menu.
Step 2 - Fix any existing errors using the Jump To links.

Any incomplete answers will be displayed in an Errors screen. From this screen you can use the "Jump To:" links to quickly fix them.

Click Here to continue.

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Click Here to continue.
Step 3 - Click on (Jump To: Subject Information)

Notes:
To jump to Question 3.12, click on (Jump To: Subject Information). Subject Information is the title of the form that requires the correction.
Step 4 - Click on

[Image]

**Subject Information**
This section required for all studies.

2.3. Study Population
2.3.1. Number of subjects (or cases for studies involving surveys, chart reviews, or biological samples) at OHSU to be consented (including screened failures):

- [ ] 34

2.3.2. Age range (years): 40 to 50

2.4. Source of subjects (check all that apply):
2.4.1. OHSU Hospitals/Clinics: [ ]
2.4.2. OHSU Students: [ ]
2.4.3. OHSU Projects: [ ]

**Notes:**
Scroll down to display more of the current screen.
Step 5 - Click on ☐ No

Notes:
For question 3.12, choose No.
Step 6 - Click on Continue >>

Notes:
Click on Continue to move to the next screen.
Step 7 - Click on **Refresh**

**Notes:**
Click on the Refresh button to refresh the list of Errors.
Step 8 - After correcting errors you can proceed with the submission.

Notes:
With no more errors listed, you are ready to proceed.

Click Here to continue.
Step 9 - Click on Continue >>

Notes:
Click on Continue to move to the next screen.
Step 10 - Click on Hide/Show Errors.

Notes:
You can now hide the Errors window, by clicking Hide/Show Errors.
Step 11 - Click on Finish.

Notes:
From this screen you can upload electronic documents associated with this study, and indicate which documents you will send by hard copy. To complete this submission, click on Finish.
Notes:
To exit the Study Workspace and return to My Home, click on My Home.
Step 13 - End of simulation