Follow these steps to Buck-IRB:

1. Under “My Studies,” you can view all active studies in which you are named as a principal investigator, co-investigator, key personnel, or additional contact.

![My Studies](image)

- A specific study can be located by entering key words into the “Find a Study” field.
- Clicking the “Number” (study number) link for a given study will take you to the study workspace.

2. Several actions are available in the left-hand “Workspace Actions” menu. You can toggle the menu open and closed by clicking anywhere on the menu title bar.

![Workspace Actions](image)

- Create a New Study – click [Create a New Study] to start a new study for exempt or IRB review.
- View Archived Studies – click [View Archived Studies] for a listing of your inactive studies.
- Go to CITI – click [Go to CITI] to go to the “Collaborative Institutional Training Initiative (CITI) Program.” This option will only appear if your training is not current.
- Go to COI – click [Go to COI] to submit an online “Financial Conflict of Interest” form. This option will only appear if your disclosure is not current.
- Contact ORRP – click [Contact ORRP] to send an email to ORRP staff.