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.

<table>
<thead>
<tr>
<th>Number</th>
<th>Title</th>
<th>PI</th>
<th>My Role</th>
<th>Status</th>
<th>Last Modified</th>
<th>Expires</th>
</tr>
</thead>
<tbody>
<tr>
<td>0001</td>
<td>Study 1</td>
<td>John Doe</td>
<td>PI</td>
<td>Active</td>
<td>2023-01-01</td>
<td>2023-12-31</td>
</tr>
<tr>
<td>0002</td>
<td>Study 2</td>
<td>Jane Doe</td>
<td>Co-Investigator</td>
<td>Pending</td>
<td>2023-01-01</td>
<td>2023-12-31</td>
</tr>
</tbody>
</table>

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.

- 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.
- View Unsubmitted Studies – click [View Unsubmitted Studies] for a list of your unsubmitted studies.
- Go to CITI – click [Go to CITI] to go to the “Collaborative Institutional Training Initiative (CITI) Program.” This option appears 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.
- Go to RCR – click [Go to RCR] to go to the “Responsible Conduct of Research” website hosted by the Office of Research Compliance. This option appears if your training is not current.
- Contact ORRP – click [Contact ORRP] to send an email to ORRP staff.