Instructions for viewing participants on an approved IACUC protocol

1) Log in to the iRIS system: https://oregonstate.imedris.net

2) On your homepage you will see an option to View My Studies under the Featured Study Operations (Figure 1).

![Figure 1.](image1)

3) Click to Open Study Dashboard on any approved protocol to view the protocol dashboard (Figure 2).

![Figure 2.](image2)

4) Click Study Management from the first study dashboard view (Figure 3).
Figure 3.

5) Click **Study Summary/Profile** button from the **Study Management** section of the study dashboard (Figure 4).

Figure 4.

6) Participants are listed under the “Study Personnel” section. To view training information, press the icon to the left of the personnel name (Figure 5).
7) This will open a pop-up window displaying information on the individual, including training (Figure 6).

8) Please note that the Animal Program Office must manually enter the Occupational Health and Safety and Environmental Health and Safety requirements for each individual’s account, whereas the CITI training is automatically uploaded upon completion. If any trainings do not appear in the Training History, please contact the Animal Program Office (APOffice@oregonstate.edu) to verify the status of these requirements.