








## How do I create an approval packet for my study?

- Log in to iRIS and scroll to All Studies, then click on the appropriate study


Hello Jillian M Coleman  
your last login was  
09-11-2019 09:36

[? Help](#)
[My Profile](#)
Log out

My Workspaces Study Assistant

All Studies								Recently Used	Study Status	Search for RB Number, Title, Alias		Search	Settings
All		Draft		IRB		58 result(s) found... <span style="float: right;">1 - 10</span>							
Click to open	Study Status	Review Board	RB Number	RB Expiration	Study Title	Principal Investigator	Actions						
					Study Number		History	Items	Forms	Hide	Copy	Delete	
	Approved	IRB	IRB-2019-0123	06/24/2020	Testing ARC and new build	Coleman, Jillian M	History	Items	Forms	Hide	Copy	Delete	
	Pending - Submitted for Initial Review	IRB	IRB-2019-0131		Test for Lisa Review	Andrews, Tiffany	History	Items	Forms	Hide	Copy	Delete	
	Returned for Corrections	IRB	IRB-2019-0064		Document revision test	Coleman, Jillian M	History	Items	Forms	Hide	Copy	Delete	
	Returned for Corrections	IRB	IRB-2019-0103		Copy of Testing .118 determination convert to application	Coleman, Jillian M	History	Items	Forms	Hide	Copy	Delete	
	Returned for Corrections	IRB	IRB-2019-0128		Testing revised application	Coleman, Jillian M	History	Items	Forms	Hide	Copy	Delete	
	Draft				Testing food as drug question	Coleman, Jillian M	History	Items	Forms	Hide	Copy	Delete	
	Draft				Test - need edits after routing	Coleman, Jillian M	History	Items	Forms	Hide	Copy	Delete	

- Click on 'Current Approval Packet'

My Workspaces ▾ IRB Number: **IRB-2019-0116** Study Assistant Submissions ⏪ Back  
 PI: Andrews, Tiffany

Study Status: **Approved** IRB Number : IRB-2019-0116 Study Title : Test Application 06/19/2019  
 IRB Expiration Date: 07/15/2024

Submissions Study Management

**Current Approval Packet**

**Protocol Items**

- Study Application
- Informed Consent ▸
- Other Study Documents ▸

Submissions History

Study Correspondence

Outstanding Submission(s)

Track Location	Ref Number	Request Type	Process Submission
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- Click on all of the items you want included in the packet, then click 'Generate PDF Packet'
- The PDF file should download to your computer so you can save it

**Select items to be included in package** ✕

To order Submission Items for packet creation, please click on item row and drag it up or down to the desired location.

<input type="checkbox"/>	Packet Order	Submission Item Name	Approval Date	Expiration Date
<input checked="" type="checkbox"/>	1	HRPP and IRB Application and Protocol Form Version 1.2	07/16/2019	
<input checked="" type="checkbox"/>	2	Consent Version 1.1	06/19/2019	06/18/2024
<input checked="" type="checkbox"/>	3	Questionsfortesting Version 1.1	06/19/2019	06/18/2024
<input checked="" type="checkbox"/>	4	Recruitmentfortesting Version 1.1	06/19/2019	06/18/2024
<input checked="" type="checkbox"/>	5	Approval Notice Expedited v01182018 Version 1		
<input checked="" type="checkbox"/>	6	Approval Notice Flex v01182018 Version 1		

Generate PDF Packet