

You Are Here: SLS Demo

<< Back

Save | Exit | Hide/Show Errors | Print... | Jump To: Study Team Members ▾

Continue >>

Study Team Members

1. Identify each additional person involved in the design, conduct, or reporting of the research:

Add							
	Name	Roles	Financial Interest	Involved in Consent	E-mail	Phone	
Update	Suzanne Sokalski	Study Team Member	no	yes	suzanne.sokalski@northwestern.edu	312-503-3259	Delete
Update	eIRB Training	Co-Investigator	yes	yes	irbtraining@northwestern.edu		Delete

2. Identify each additional external person involved in the design, conduct, or reporting of the research:

Add							
	Name	Institution	Roles	Financial Interest	Involved in Consent	E-mail	Phone Training Date
Update							Delete
Update							Delete
Update	Dr Teeth	The Electric Mayhem	Co-Investigator	no	yes	DrTeeth@muppets.com	11/19/2014 Delete

<< Back

Save | Exit | Hide/Show Errors | Print... | Jump To: Study Team Members ▾

Continue >>

**NU/NU affiliate staff with NetIDs should create eIRB+ profiles and be added to section 1.
External collaborators without NetIDs should be added to section 2.**

**When you create a modification to add external collaborators to the study, be sure to indicate both
"Study team member information" AND "Other parts of the study" for the Modification Scope!**



The screenshot shows a web browser window titled "Add Study Team Member - Windows Internet Explorer". The address bar contains the URL: <https://eirbplus-test.northwestern.edu/IRB-Staging/CommonAdministration/Choosers/Entity/CustomDataType/DataEntry/Form?postback=1&>. The page title is "Add Study Team Member".

The form contains the following fields and options:

- * Study team member:** A text input field followed by a "Select..." button. A pink arrow points to this button.
- * Role in research:** (check all that apply)
 - Co-Investigator
 - Study Team Member
- * Is the team member involved in the consent process?**
 - Yes No [Clear](#)
- * Does the Co-Investigator have any significant financial interests related to this research? (If this Study Team Member is not a Co-Investigator, answer "No" to this question).**
 - Yes No [Clear](#)

At the bottom left, there is a legend: *** Required**. At the bottom right, there are three buttons: "OK", "OK and Add Another", and "Cancel".



Select NU/NU affiliate staff from drop-down list of eIRB+ profiles



Add NU External Team Members - Windows Internet Explorer

https://eirbplus-test.northwestern.edu/IRB-Staging/CommonAdministration/Choosers/Entity/CustomDataType/DataEntry/Form?postback=1&t

Add NU External Team Members

- * First Name:**
- * Last Name:**
- * Institution:**
- Email Address:**
- Telephone Number:**
- * Training Date:** 
- * Role in research:** (check all that apply)
 - Co-Investigator
 - Study Team Member
- * Is the team member involved in the consent process?**
 Yes No [Clear](#)
- * Does the Co-Investigator have any significant financial interests related to this research? (If this Study Team Member is not a Co-Investigator, answer "No" to this question).** 
 Yes No [Clear](#)

*** Required**

**Enter information for External Collaborators.
Upload training certificates to the Supporting Documents page**



You Are Here: SLS Demo

<< Back

Exit | Hide/Show Errors | Print... | Jump To: Supporting Documents ▾

Finish

Supporting Documents

Attach supporting files, naming them as you want them to appear in the approval letter:

Document	Date Created	Date Modified	Category	Document History
View DSMB Report 6/15/14	11/14/2014	11/14/2014	Data Safety Monitoring Board Report	History
View DSMB Report 1/1/14	11/14/2014	11/14/2014	Data Safety Monitoring Board Report	History
View questionnaire	11/14/2014	11/14/2014	Questionnaire/Survey	History
View Zhivago_CITI_Biomed_11-14-14	11/14/2014	11/14/2014	Training Documents	History
View No_CITI_Biomed_11-13-14	11/14/2014	11/14/2014	Training Documents	History

Suggested attachments: Any study-related documents not attached on previous forms

Select Category to Show:

Show All ▾

<< Back

Exit | Hide/Show Errors | Print... | Jump To: Supporting Documents ▾

Finish

Upload training certificates for External Collaborators to the Supporting Documents page and select "Training Documents" as Category

When you create the modification to add external collaborators to the study, be sure to indicate BOTH "Study team member information" AND "Other parts of the study" for the Modification Scope.

If you only choose "Study team member information" the system won't let you get into the Supporting Documents page.