

To Link an IRB Application to a Cayuse SP Proposal

Click on the study you wish to link under “My Studies”

The screenshot shows the Cayuse Human Ethics dashboard. At the top, there are navigation tabs for Dashboard, Studies, Submissions, and Tasks. A 'New Study' button is in the top right. Below the navigation are four summary cards: In-Draft (2), Awaiting Authorization (2), Pre-Review (5), and Under Review (2). The 'My Studies' section is highlighted with a red arrow and contains a table of study entries.

Study ID	Study Name
IRB-FY21-37	Melissa's Test Study 12/15/20
IRB-FY21-36	Melissa's Test 12/11/20
IRB-FY21-35	Melissa Test - 12/9/20

Click “Link Proposal”

The screenshot shows the 'Study Details' page for IRB-FY2021-9. The study title is 'Trick or Treat Study'. A green 'Approved' badge is visible. Below the title are three buttons: PDF, Delete, and Link Proposal. The 'Link Proposal' button is highlighted with a red arrow. Below the buttons is a table with study details.

Approval Date:	Expiration Date:	Organization:	Active Submissions:
12-08-2020	N/A	Anatomy - SAMPLE, Biology - SAMPLE	N/A
Admin Check-In Date:	Closed Date:	Current Policy	Sponsors:
03-18-2021	N/A	Post-2018 Rule	N/A

All proposals for which you are affiliated with appear – click button under “linked” next to the appropriate proposal number, when the button turns green, the study is linked to that proposal - Click “Done” on the right-hand side

The screenshot shows the Cayuse Human Ethics web application interface. The top navigation bar includes the Cayuse logo, the text 'Human Ethics', and a user profile for 'Peter Professor'. Below the navigation bar are tabs for 'Dashboard', 'Studies', 'Submissions', and 'Tasks'. The main content area is titled 'Link Proposals' and features a table with columns for Proposal #, Lead PI, Status, Begin Date, End Date, and Linked. A red arrow points to the 'Linked' toggle switch for proposal 21-0001. To the right of the table is a 'Linked Proposals' list with a 'Done' button at the top right. A sidebar on the left contains various navigation options like 'Approve', 'IRB-F', and 'Key'. A notification bubble with the number '4' and a question mark is visible in the bottom right corner.

Proposal #	Lead PI	Status	Begin Date	End Date	Linked
21-0001	Peter Professor	FUNDED	12-01-2020	11-30-2025	<input checked="" type="checkbox"/>
21-0003	Frances Faculty	FUNDED	11-05-2020	12-31-2021	<input checked="" type="checkbox"/>
21-0005	Peter Professor	FUNDED	12-01-2020	11-30-2025	<input checked="" type="checkbox"/>
21-0006	Peter Professor	FUNDED	04-01-2021	03-31-2026	<input checked="" type="checkbox"/>
21-0010	Peter Professor	UNSUBMITTED	07-01-2021	06-30-2022	<input checked="" type="checkbox"/>
21-0012	Frances Faculty	FUNDED	05-01-2021	04-30-2023	<input type="checkbox"/>
21-0015	Peter Professor	FUNDED	12-01-2020	11-30-2021	<input type="checkbox"/>
21-0016	Angela Board	FUNDED	01-01-2021	12-31-2025	<input type="checkbox"/>

Linked Proposals

- 21-0003 ✕
- 21-0005 ✕
- 21-0006 ✕
- 21-0010 ✕
- 21-0001 ✕