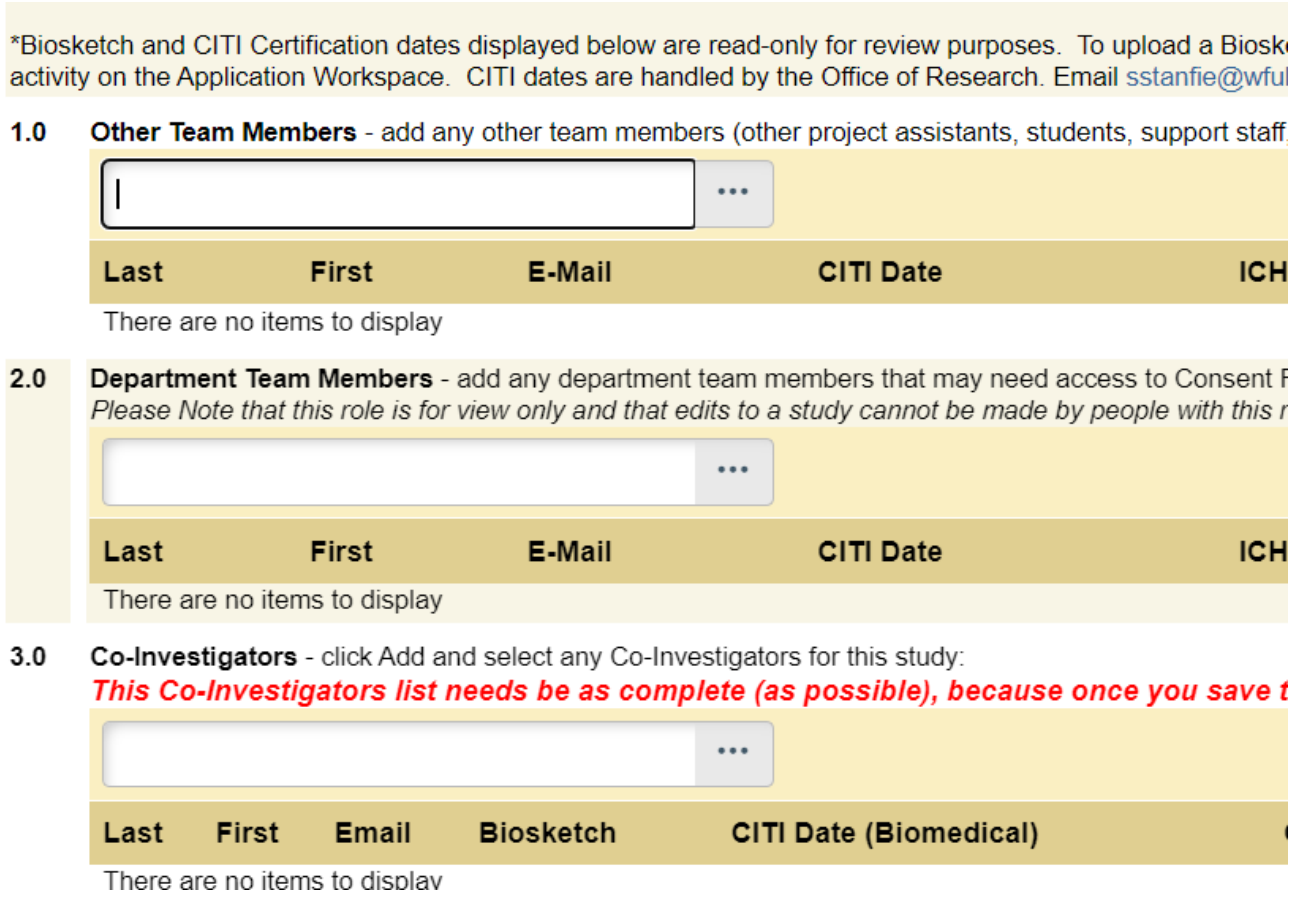
eIRB Updates

2023

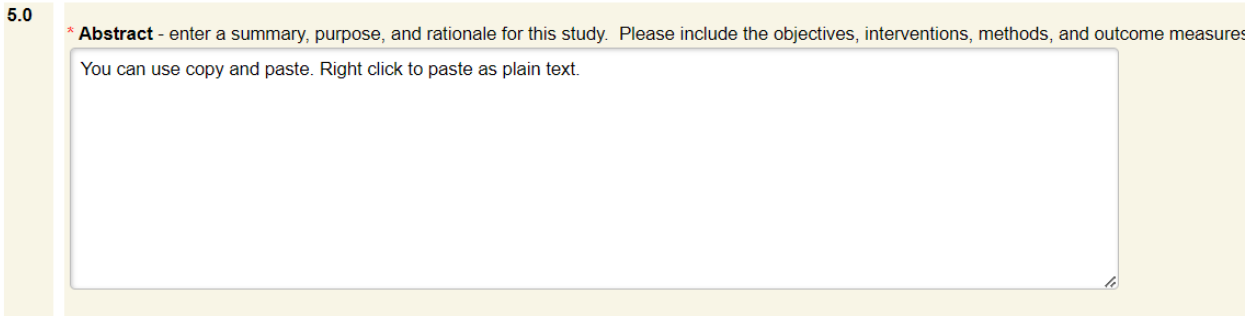
Smart Forms Overview

eIRB will continue to use Smart Forms.

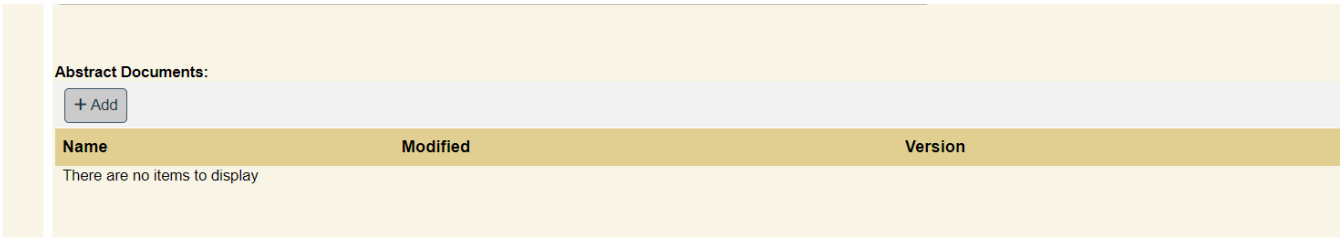
- Types of entries in eIRB Smart Forms:
  - Text Entries
  - Date Entries
  - Multiple Choice
  - Choose Multiple
  - Select an item from data in the system
  - Add document
  - Add data to be displayed in table



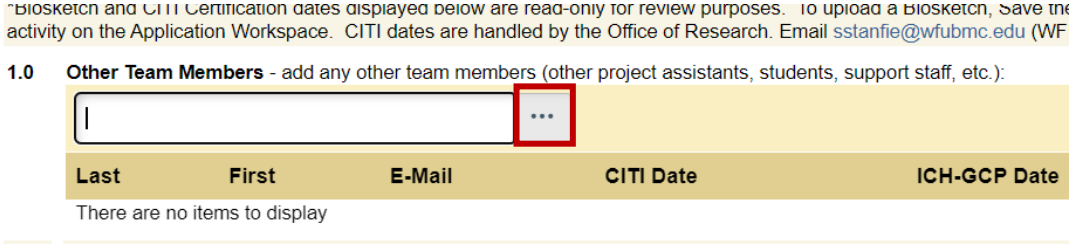
This image includes entries in which an item can be selected based on data in the system.



Text fields are straightforward. Entries can be copied and pasted, but it is advisable that when you have copied the data, right-click on the text entry field. You will see the option to paste as plain text. This will keep unwanted characters out of your entry.

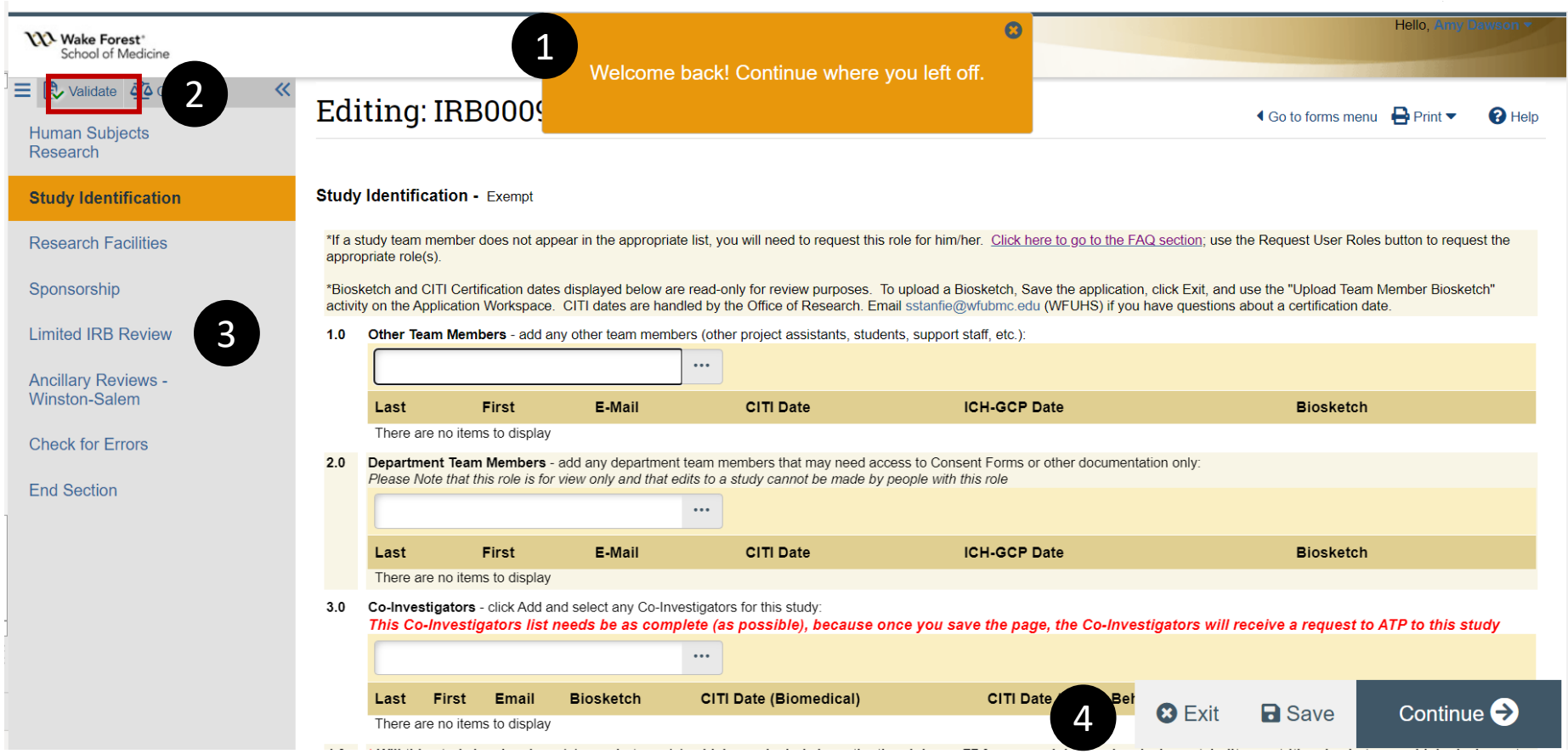


To add a document, click the **+Add** button. A dialog box will now open from the right. For some fields, you may be able to drag a document from your computer to this field.



Some fields allow you to **select from data that already exist in the system**. To find the correct information, start typing and a list will appear (the more letters you type, the more refined the search). You can also click the ellipsis (highlighted in red) next to the field and search from the entire list.

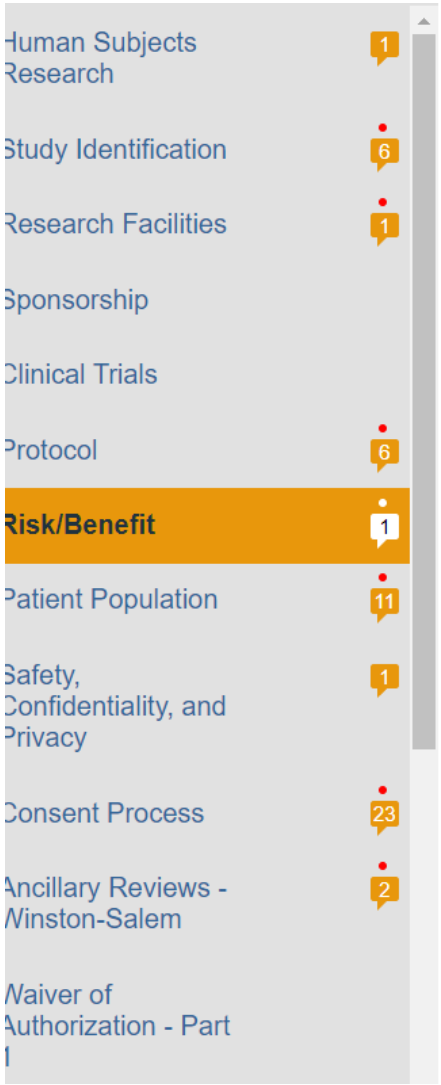
1. The Welcome back message appears when you reopen an application.
2. Validate allows you to check for missing data.
3. The side panel replaces Jump To and shows what pages need to be completed.
4. Exit, Save, and Continue appear at the bottom of the page. Navigate to another page by clicking the page names in the left side panel.

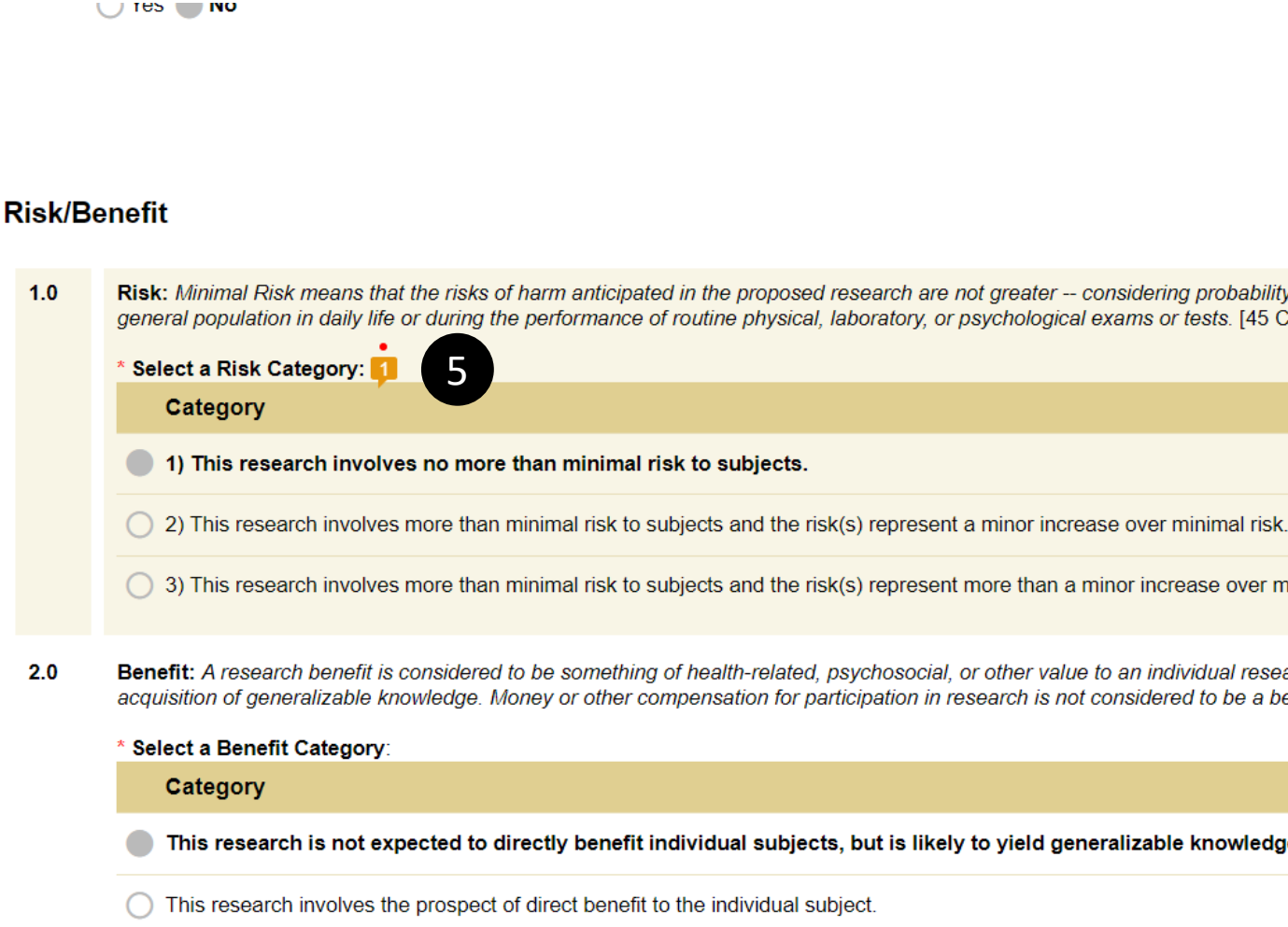


5. Reviewers Notes will no longer appear in the page header. You will find an orange message box.

The red dot above the orange icon indicates that no comment has been entered yet.

Click the orange icon to read Reviewer Notes and to respond as needed.

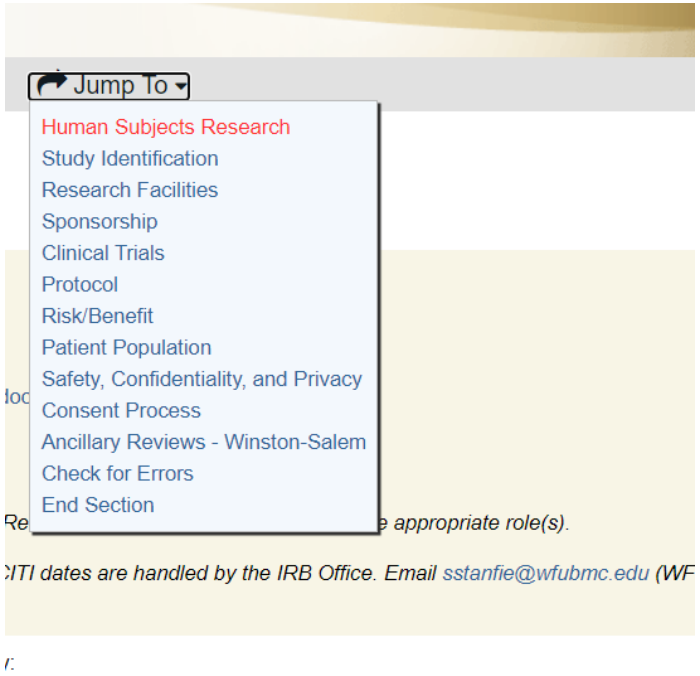




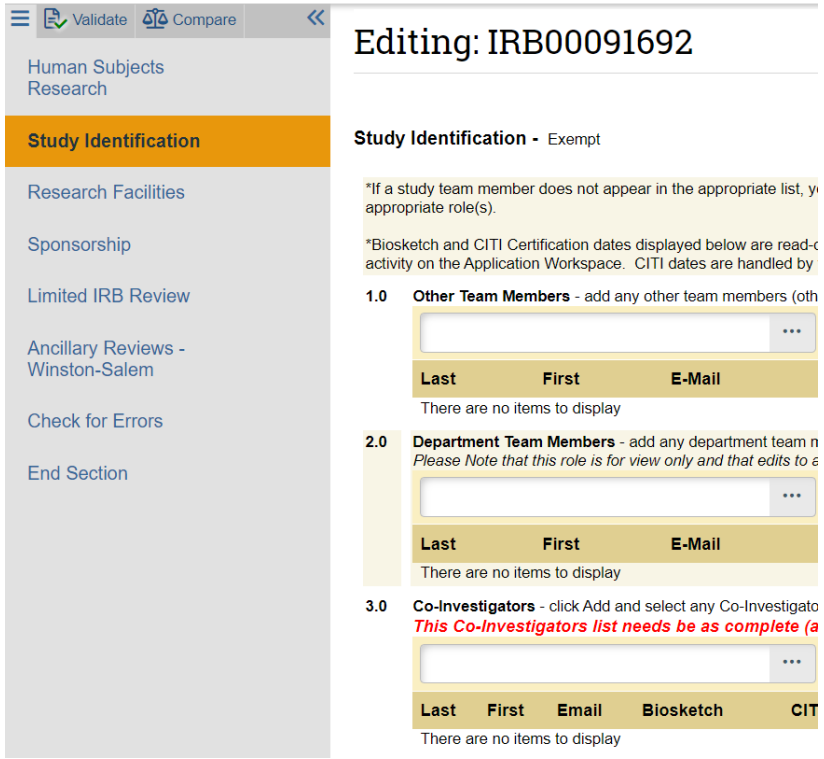
Comparison

The updates include a left side panel of the pages that need to be completed for the study. No longer will “Jump To” appear at the top of the page. Pages will update in real time to reflect any new pages that will need to be completed (based on information added to application).

Old View



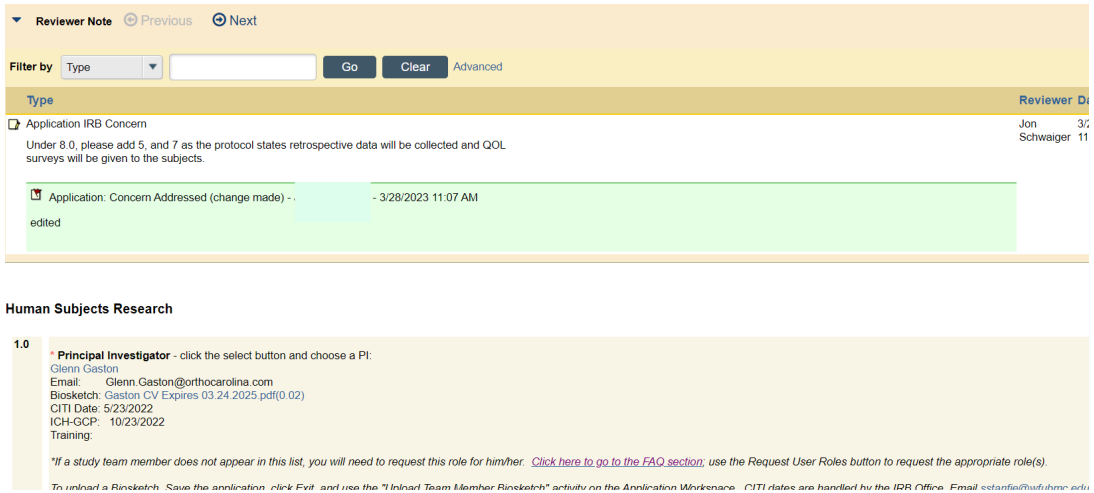
New View



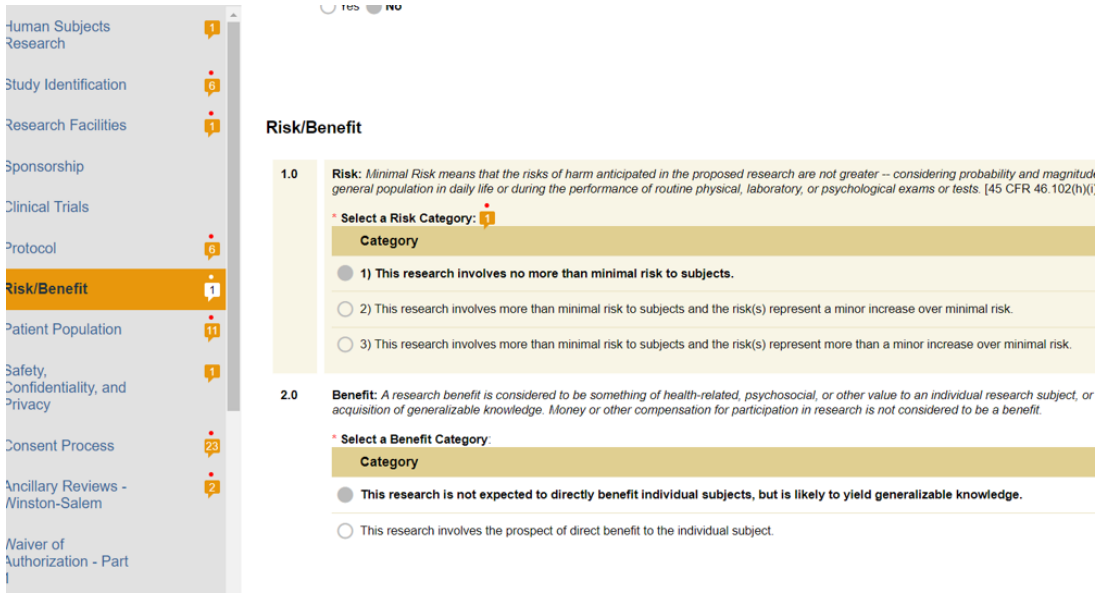
Comparison

Reviewer notes are now at the item level, not in the page header.

Old View



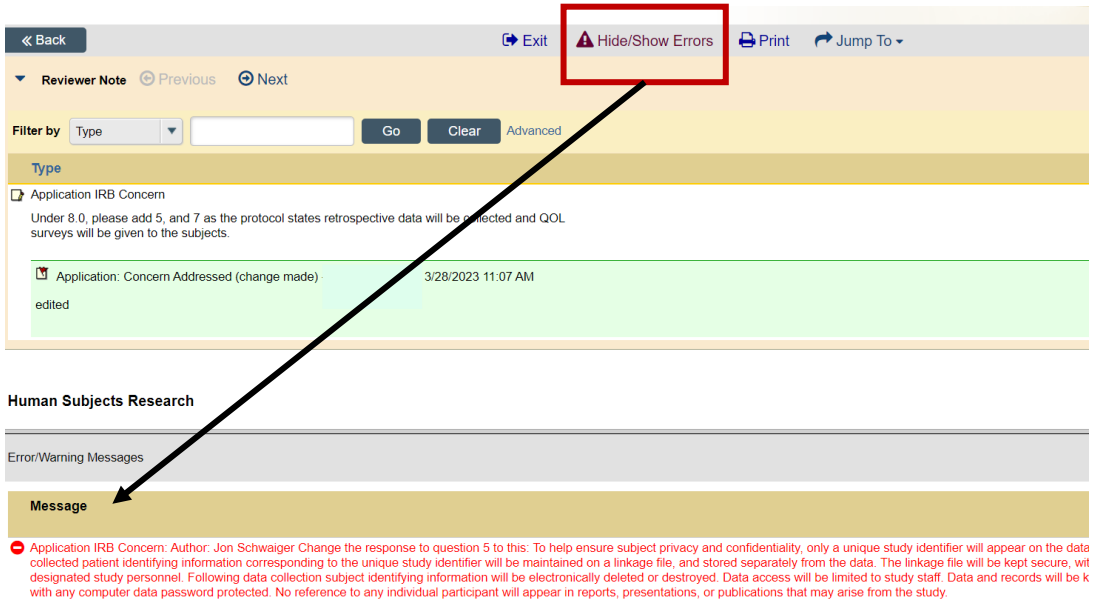
New View



Comparison

Check for missing data by clicking Validate. Green checks indicate data is complete. Red circles indicate that data may be missing for an item.

Old View



New View