

Using the Dashboard

The dashboard is the screen that pops up when you log into IRBManager. This screen will allow you to complete several tasks.

Synopsis of studies you have input

The screenshot shows the IRBManager dashboard for the University of LaVerne. The dashboard is divided into several sections:

- Header:** Includes the University of LaVerne logo, a search bar for "Find Study (Ctrl+Q)", and navigation links like "Home", "Take a tour...", "Help", "second's Settings", and "Sign off".
- My IRBManager Summary:**
 - Studies (1 Active):** Shows 1 active study and 1 total study. It lists that the user is associated with 1 active study and is the Off-Site IRB Contact for 1 active and 1 total study.
 - xForms (1 Active):** Shows 1 unsubmitted xForm, 0 xForms being processed, and 1 xForm awaiting attention.
 - Events (1 Open):** Shows 1 expedited review event and 1 total open event.
- Recent Items:** A list of recently input items, including "0 User Attachments" and "3 xForms".
- Messages:** A welcome message from IRBManager at LaVerne.
- My Documents & Forms:** A section for user attachments and xForms.
- My Studies (1 Active):** A table listing active studies.

Study	Site	PI	Study Title	Expires	Status
2016-10-University of LaVerne IRB-CAS	College of Arts and Sciences	Chrisco, Kanya Godde Ph.D.	stud f		New From PI
- Notices:** A box providing links to various support documents, including the ULV IRB Website, IRBManager Training Resources, ULV IRB Example Forms, ULV IRB Policies, ULV IRB Reviewer Checklist, and HHS.gov Code of Regulations.

Returns you to the Dashboard

You can change your contact information and password here.

Takes you to menu to select what type of application you would like to start or creating a new contact

Shortcuts to start a new application or a new mentor approved application

Takes you to all attachments you have uploaded to IRBManager in the past

Shortcuts to items recently input by you. A blue link will appear when you have a recent item. You may click on the link to access the item

The **Notices** box provides links to support documents, videos, policy, and federal regulations.