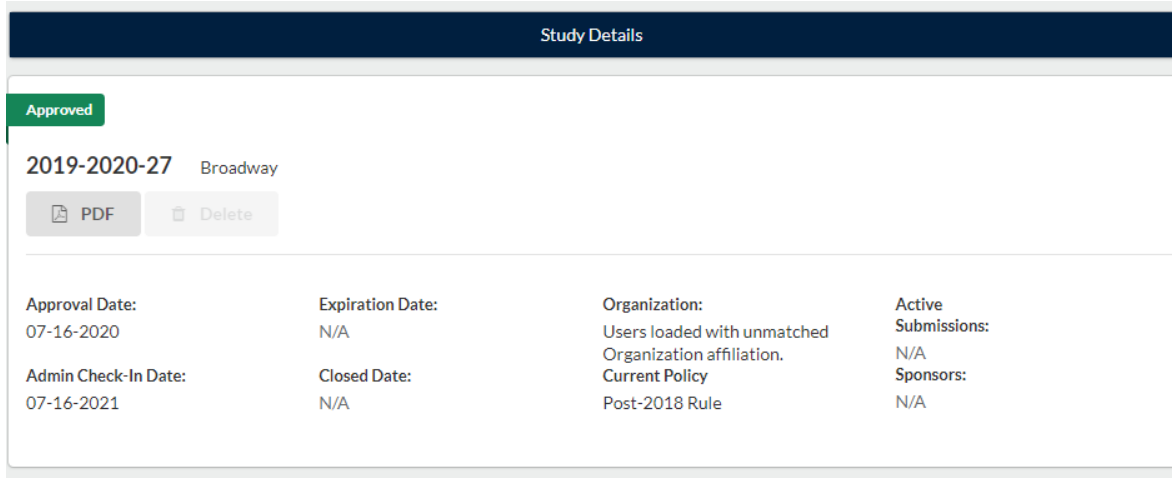


Modify a study in Cayuse

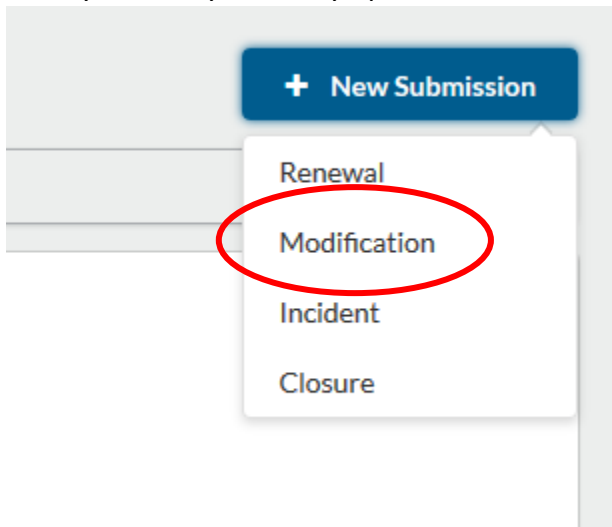
1. Open your previously approved study



The screenshot shows the 'Study Details' page for an approved study. At the top, there is a dark blue header with the text 'Study Details'. Below this, a green badge indicates the study is 'Approved'. The study ID '2019-2020-27' and the name 'Broadway' are displayed. There are two buttons: 'PDF' and 'Delete'. Below this, a table lists various study details:

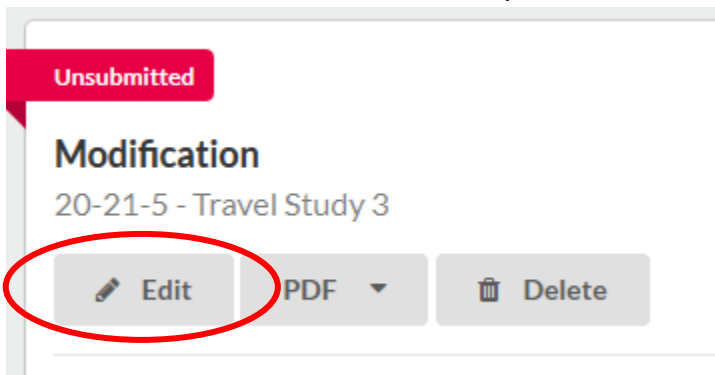
Approval Date: 07-16-2020	Expiration Date: N/A	Organization: Users loaded with unmatched Organization affiliation. Current Policy	Active Submissions: N/A
Admin Check-In Date: 07-16-2021	Closed Date: N/A	Post-2018 Rule	Sponsors: N/A

2. Once you have your study open, click New Submission, then Modification (in the right-hand corner)



The screenshot shows a dropdown menu for 'New Submission'. The menu is open, showing four options: 'Renewal', 'Modification', 'Incident', and 'Closure'. The 'Modification' option is circled in red.

3. Click Edit on the left-hand side of Study Dashboard



The screenshot shows the 'Study Dashboard' for an unsubmitted modification. At the top, a red badge indicates the study is 'Unsubmitted'. The title 'Modification' and the study ID '20-21-5 - Travel Study 3' are displayed. There are three buttons: 'Edit', 'PDF', and 'Delete'. The 'Edit' button is circled in red.

4. Or Complete Submission on the right-hand side of Study Dashboard

Required Tasks:

- ✓ [Assign PI](#)
- ✓ [Assign PC](#)
- [Complete Submission](#)

5. Complete all Questions on the Modification section

Modification

IMPORTANT REMINDER

Please answer the questions below, then insert your changes to the protocol using the sections to the left to navigate the form.

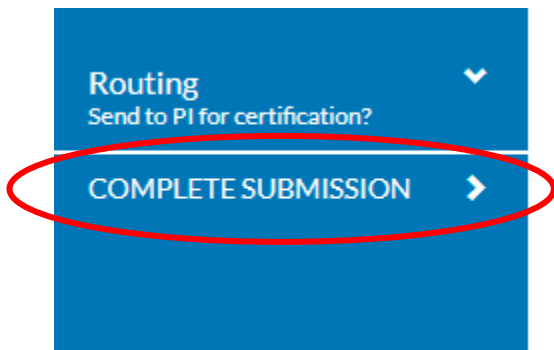
Remember that your modification must be approved, including all updated study documents, before any changes to your study are implemented.

Describe Changes

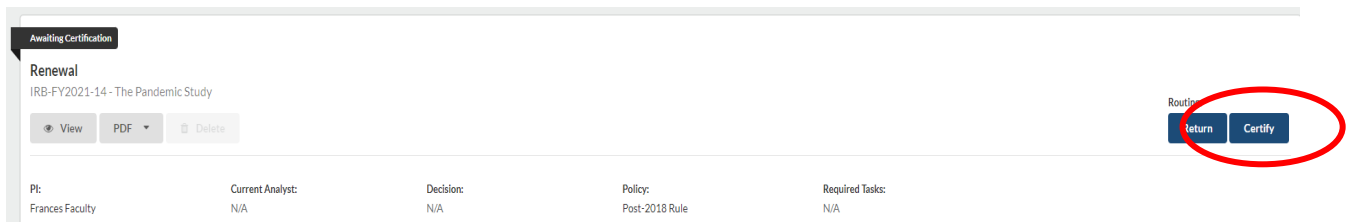
Please describe the changes you are requesting.



6. Select Complete Submission




7. Select Certify then Confirm



PI:	Current Analyst:	Decision:	Policy:	Required Tasks:
Frances Faculty	N/A	N/A	Post-2018 Rule	N/A



8. Modification will be sent to IRB for review

 **In-Draft**
Submission is with researchers

Under Pre-Review

Renewal

IRB-FY2021-14 - The Pandemic Study

 View PDF ▼  Delete

PI: Frances Faculty	Current Analyst: N/A
Review Type: N/A	Review Board: N/A