



OVERVIEW

The Edit Protocol Viewer List activity provides read only access to individuals who must have access to all studies reviewed by a particular IRB office. For example, this access would be granted to those in the Sponsored Programs office to access ESTR as part of their daily responsibilities.

★ Only a person with the “IRB Director” role in the system may conduct this activity.

STEPS TO COMPLETE EDIT PROTOCOL VIEWER LIST

1. Go to irb.harvard.edu
2. Go to the “meetings” shortcut on the left
3. Click on the “committees” tab
4. Select the Committee name (Harvard T.H. Chan School of Public Health, Harvard Medical School, or Harvard University-Area).

IRB Meetings

My Current Actions

Create New Meeting

Create New Committee

Submissions

Meetings

Reports

Library

Help Center

IRB Settings

Upcoming Meetings Past Meetings **Committees**

Name

Harvard T.H. Chan School of Public Health

Harvard University Faculty of Medicine

Harvard University-Area

3 items

5. In the committee workspace, select the activity called “Edit Protocol Viewer List”

My Current Actions

New Meeting

Edit Committee Info

Edit Members

Update Eligible Designated Reviewers

Edit Protocol Viewer List

Type: IRB Description: Committee on the Use of Human Subjects
1414 Massachusetts Avenue, 2nd Floor
Cambridge, MA 02138
Federal Wide Assurance FWA00004837

Harvard University-Area

Meetings Members Membership History History

Name

Harvard University Area meeting on 9/19/2013 4:00 PM

Harvard University-Area meeting on 4/10/2014 4:10 PM

6. Add names here to give individuals access to view everything reviewed by the selected IRB office

Edit Protocol Viewer List

Select anyone who should have read-only access to all of the committee's studies:

Add

Name	E-mail	Phone	
James Featherstone	james_featherstone@hks.harvard.edu	617.496.4165	Remove
Martha Mears (ss-rad)	demo@huronconsultinggroup.com	503.123.4567	Remove

OK Cancel