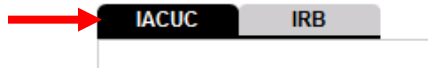


## View Protocol Review History and Approval Letters

**Important:** Approval letters are in PDF format. To view and/or print the letters, you must have Adobe Acrobat or a recent version of Adobe Reader. The latest version of Adobe Reader software can be downloaded from the internet *free of charge* at: <http://www.adobe.com/products/reader>

- 1) Log in to eProtocol with your CalNet ID & password at: <https://eprotocol.berkeley.edu>
- 2) Click on the **IACUC** tab to see your Investigator Home Page for ACUC Submissions.



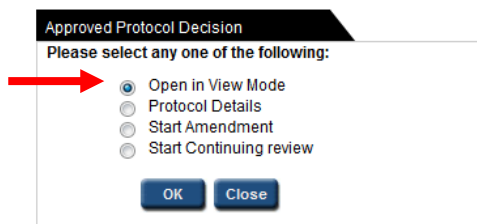
- 3) From your Investigator Home Page, there are two ways to get to a list of your **approved protocols**:
  - a. Scroll to the bottom of the page; or,
  - b. Go to the **Investigator Menu** on the upper left side of the page and click on **Approved Protocols**.



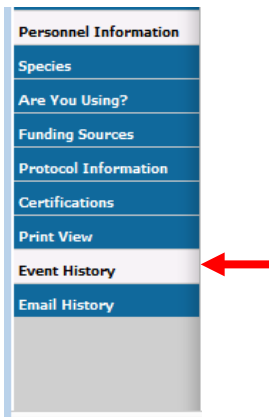
- 4) Click on the **Protocol ID** link of the protocol that you want to view the review history or approval letter.

| Protocol ID                | Principal Investigator | Title                         | Approval Date | Last Approval Date | Expiration Date | Review Decision   | Form Type |
|----------------------------|------------------------|-------------------------------|---------------|--------------------|-----------------|-------------------|-----------|
| <a href="#">14-07-3748</a> | EMP-FACULTY TEST       | Type your study title here... | 08/04/2014    | 08/04/2014         | 06/30/2017      | Designated Review | NEW       |

- 4) Click on **Open in View Mode** from the Approved Protocol Decision menu and then click on **OK**.



6) Click on **Event History** in the blue side panel menu.



7) The **Event History** table will show the ACUC review history of the protocol including all attachments and approval letters associated with the various iterations of the protocol. To view an approval letter, click on the **Approval Letter** link. The Approval Letter will open as a PDF file.

| Event History |  |                                  |                                   |
|---------------|--|----------------------------------|-----------------------------------|
| Date          | Status                                     | View Attachments                 | Letters                           |
| 07/02/2014    | NEW FORM CREATED                           |                                  |                                   |
| 07/11/2014    | <a href="#">NEW FORM SUBMITTED</a>         | <a href="#">View Attachments</a> |                                   |
| 07/11/2014    | NEW FORM RETURNED                          |                                  |                                   |
| 07/15/2014    | <a href="#">NEW FORM RESUBMITTED</a>       | <a href="#">View Attachments</a> |                                   |
| 07/16/2014    | NEW FORM PANEL ASSIGNED                    |                                  |                                   |
| 07/16/2014    | NEW FORM REVIEWER(S) ASSIGNED              |                                  |                                   |
| 07/16/2014    | <a href="#">NEW FORM APPROVED</a>          | <a href="#">View Attachments</a> | <a href="#">Approval Letter</a> ← |
| 07/16/2014    | AMENDMENT 1 FORM CREATED                   |                                  |                                   |
| 07/17/2014    | <a href="#">AMENDMENT 1 FORM SUBMITTED</a> | <a href="#">View Attachments</a> |                                   |