



## **Animal Resource Center**

### *ARC Reports*

Software Version 11.02.01

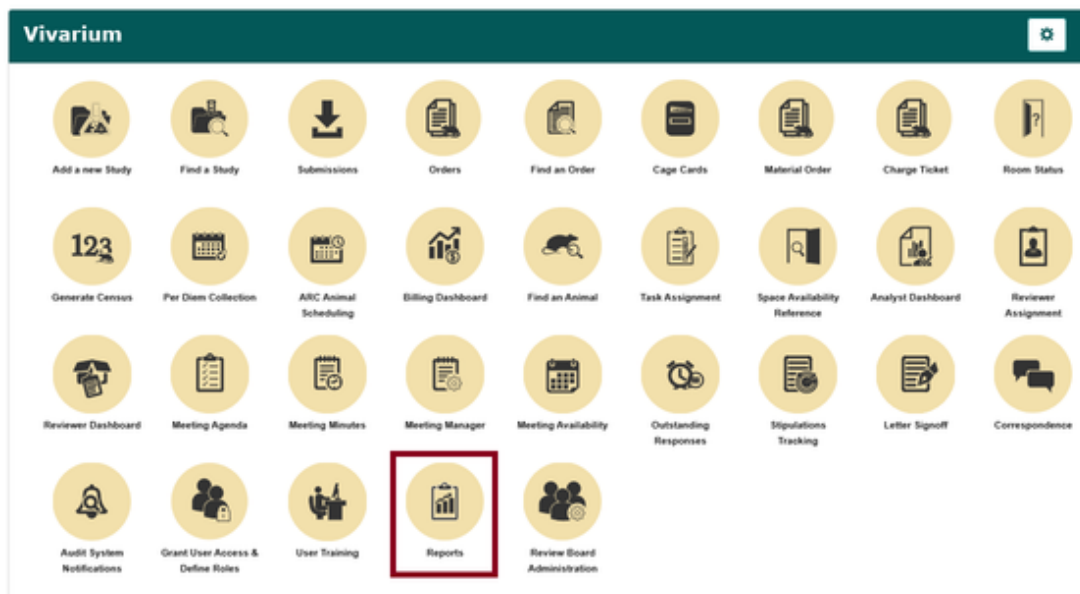
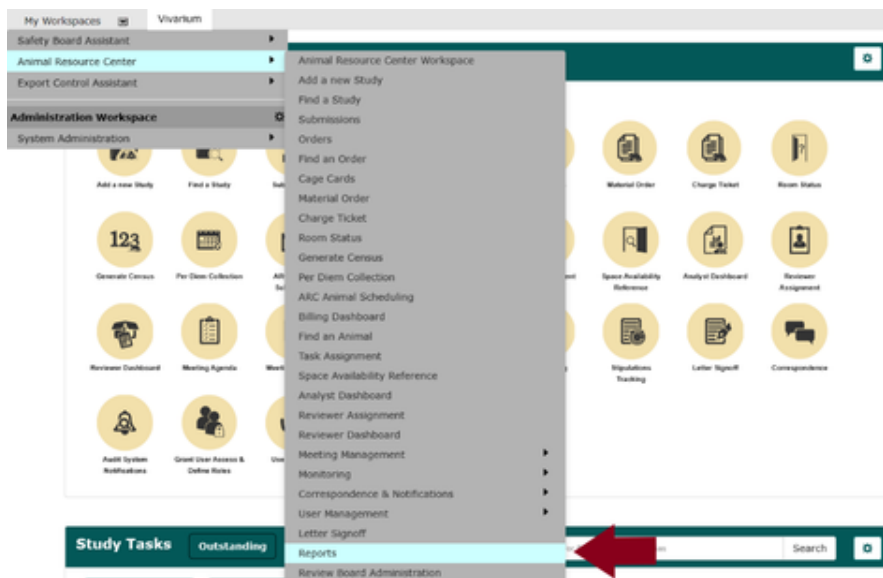
Manual Version P1

Manual Published: 12/06/2019

## Introduction

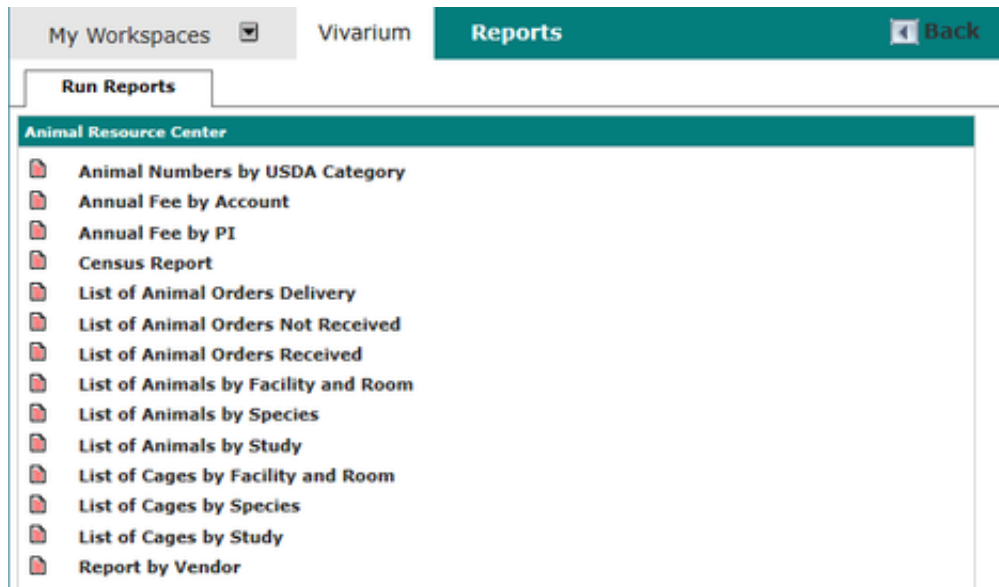
The iRIS™ Animal Resource Center (ARC) module groups tasks relevant to management of studies involving animal subjects. ARC includes tools to assist with livestock management, livestock facilities management and materials ordering and billing.

This manual covers ARC Reports, which are accessed via either the iRIS™ Home > My Workspaces menu > Animal Resource Center > **Reports** link or the **Reports** icon in the ARC Workspace.



Note that because the user has the option to rearrange icons on this page, the **Reports** icon may not appear in the same location on every user's ARC Workspace page.

As shown below, the **Reports** page opens.



Fourteen (14) reports are available:

- **Animal Numbers by USDA Category**
- **Annual Fee by Account**
- **Annual Fee by PI**
- **Census Report**
- **List of Animal Orders Delivery**
- **List of Animal Orders Not Received**
- **List of Animal Orders Received**
- **List of Animals by Facility and Room**
- **List of Animals by Species**
- **List of Animals by Study**
- **List of Cages by Facility and Room**
- **List of Cages by Species**
- **List of Cages by Study**
- **Report by Vendor**

Click the name or icon of the desired report. A configuration panel for the selected report is opened, as demonstrated in the screenshot below.

My Workspaces ▾ Vivarium **Animal Numbers by USDA Category** ◀ Back

Helpful Information Run Report

Display Report as:  PDF  HTML  Excel

USDA Category: All ▾

Species: All ▾

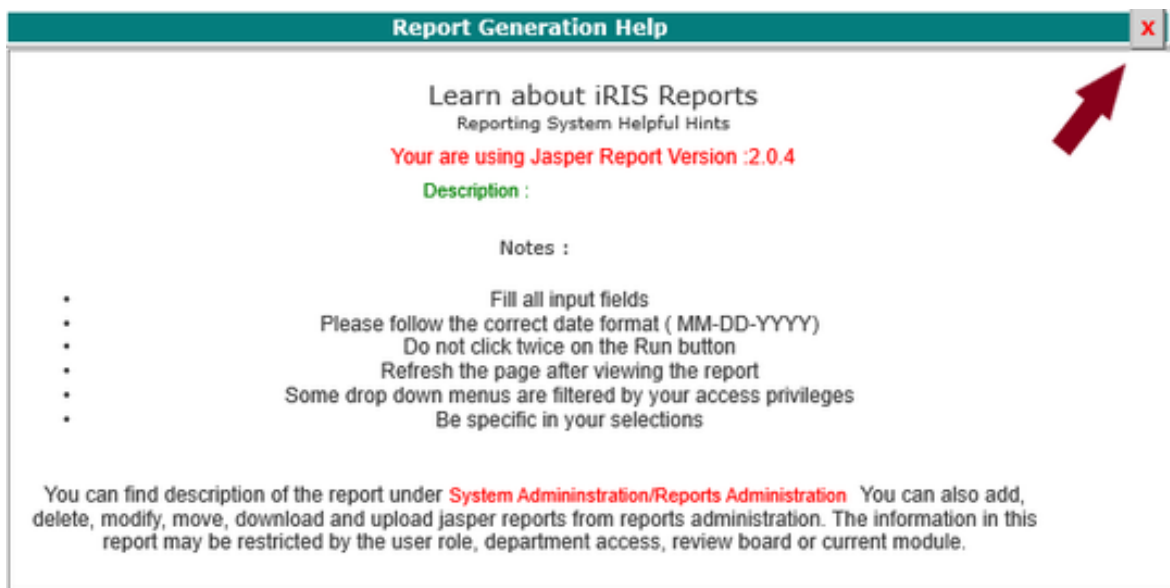
Start Date:

End Date:

Every configuration panel page includes **Helpful Information** and **Run Report** buttons.

After configuration criteria are complete, click the **Run Report** button to run the report.

Click the **Helpful Information** button to view a popup window with instructions and information for the selected report, as demonstrated in the screenshot below.



Click the red X icon in the upper right corner to close the popup.

Individual configuration panels for each report are described in further detail in each of the following manual sections.

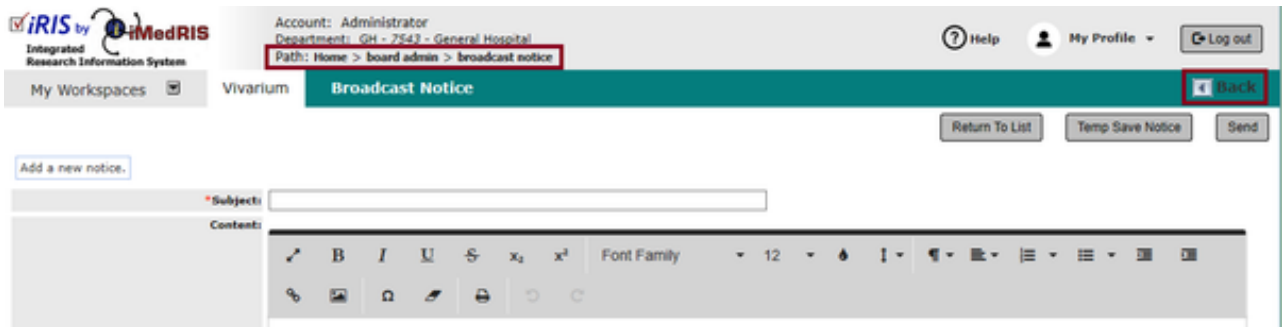
## Navigation in iRIS™

iRIS™ includes two standard navigation tools on all pages nested one or more levels beneath the primary Workspace page of the module currently in use (e.g., Study Assistant, Conflict of Interest Assistant, Animal Resource Center, etc.): a Path directory tree, and Back buttons.

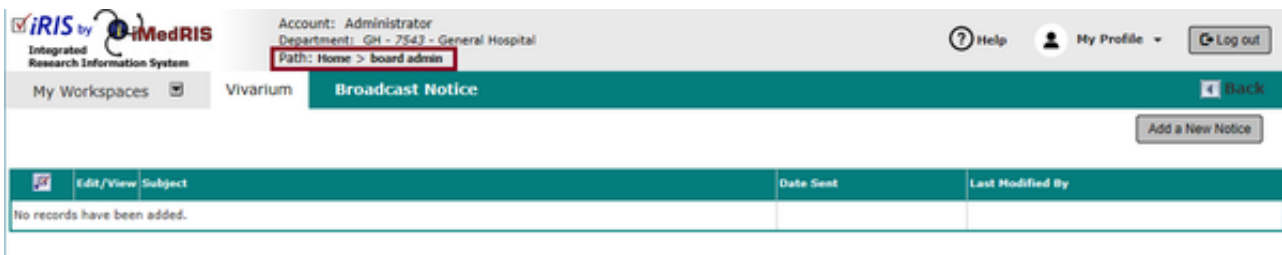
## Path Directory Tree

The **Path** item at the upper left of iRIS™ pages provides a hyperlinked menu directory tree, allowing the user to quickly navigate back through the path they followed to get to their current location. **Path** appears on all pages nested at least one level beneath the main workspace

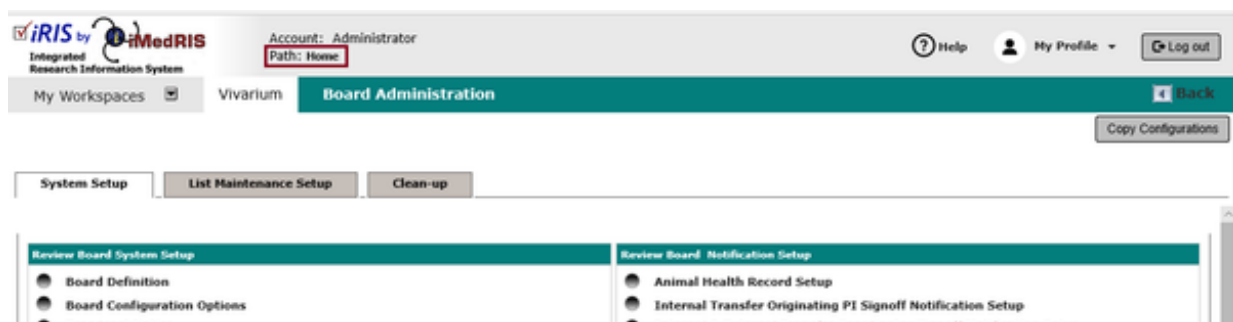
In the example shown the user is viewing the **Broadcast Notice Add a new notice** page. This page is nested three levels beneath the main workspace page, as indicated by the three links available in the **Path** directory tree: **Home**, **board admin** and **broadcast notice**.



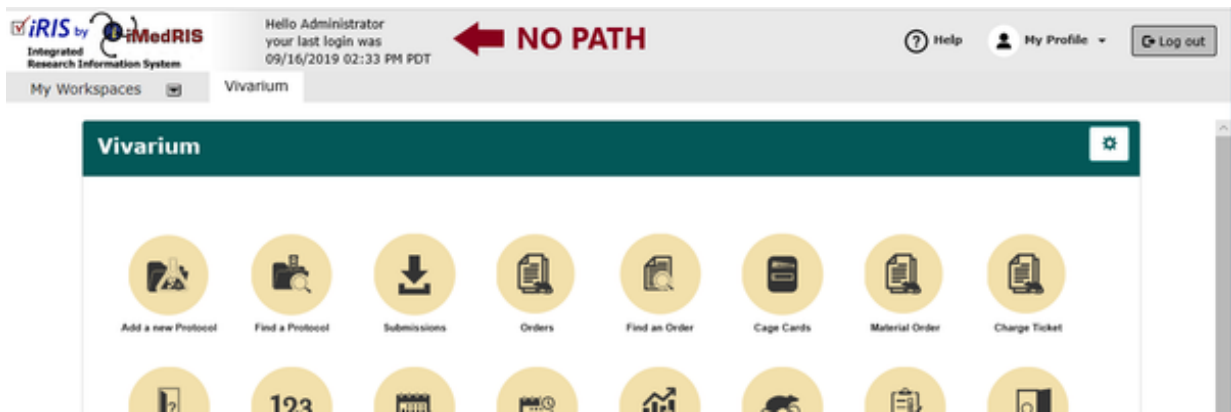
Click on **broadcast notice** in the **Path** to navigate up one level in the directory tree, to the main **Broadcast Notice** page. There are now two levels in the **Path** directory tree: **board admin** and **Home**.



Click on **board admin** in the **Path** to navigate up one level in the directory tree, to the **Board Administration** page. There is now one level in the **Path**: **Home**.

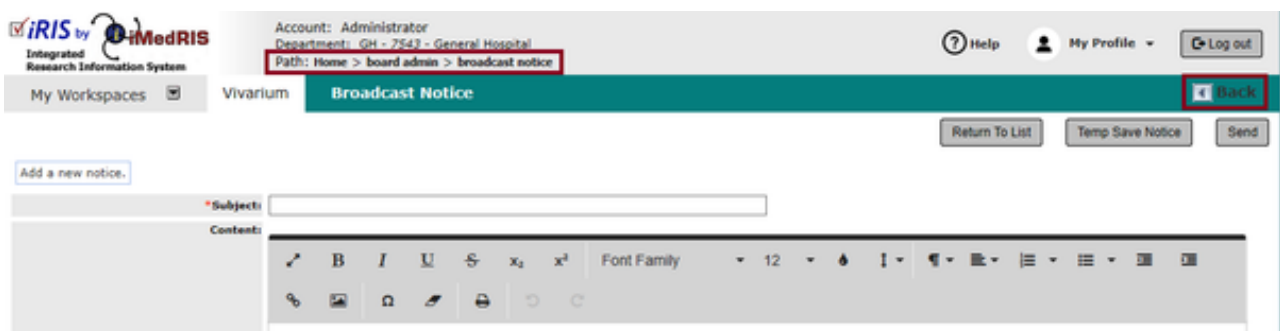


Click on **Home** in the **Path** to navigate up one level in the directory tree, to the main Workspace page. No Path item is displayed here because the user is now at the top-most level of the directory tree.



## Back Button

The second navigation tool is the **Back** button, which appears on all pages nested at least one level beneath the main workspace. The **Back** button takes the user to the same location as the last link shown in the **Path**.



In the example shown above, both the **Back** button and the **broadcast notice** link in the **Path** return the user to the **Broadcast Notice** page:



Clicking the **Back** button on the **Broadcast Notice** page returns the user to the Board Administration page, as indicated by the last link in the **Path** directory tree shown in the screenshot above.

*Note that where the **Back** button appears on a page with editable fields or document upload controls, clicking the button before saving changes returns the user to the same location as the last link shown in the **Path** without saving changes.*

## Animal Numbers by USDA Category

This report provides a count of animal Species in the system, broken down by USDA Pain and Distress Category (A-E).

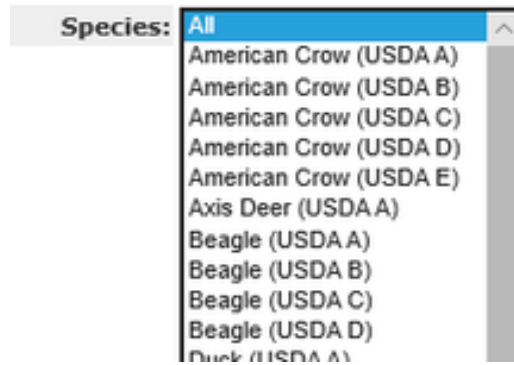
Select the applicable radio button to specify the desired **Display Report as** format. Regardless of the option chosen from among PDF, HTML or Excel, the report opens in a separate window.

*Note that in systems where the `system.use_csv_report_format` property is set to "Yes", a fourth, CSV output option is enabled (shown below).*

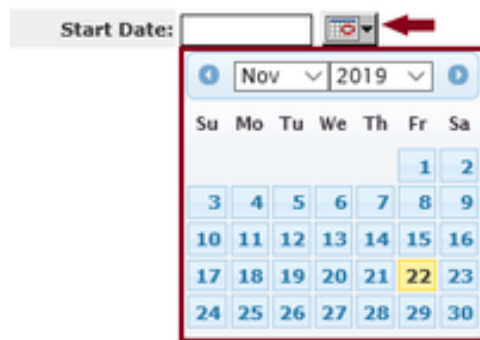
*When the CSV option is selected a download dialog like that shown below is opened when the report runs, prompting the user to open or download the CSV report.*

Click in the **USDA Category** field to open the dropdown picklist and click to select the desired item. *Note that this field refers to overall USDA Category, not USDA Pain and Distress Category (A-E).*

Click in the **Species** field to open the dropdown picklist and click to select the desired item. *Note that this list is configured under [Animal Resource Center > Review Board Administration > List Maintenance Setup tab > Animal Species Configuration List link](#).*



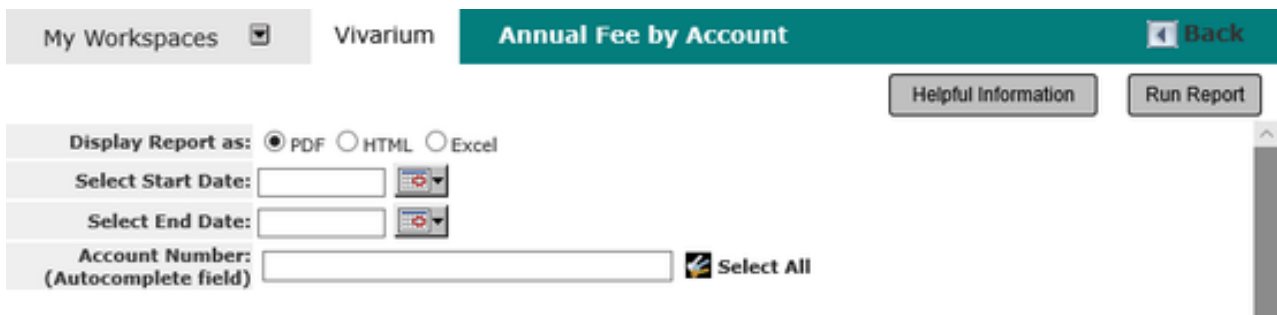
Use the provided calendar widgets to select a **Start Date** and **End Date** for the report. Click on the calendar icon to open the widget, then navigate to the desired date in the widget and click it to select. *Note that both date fields are required.*



When all criteria fields are complete, click the **Run Report** button.

## Annual Fee by Account

This report provides a line item listing of fees by Account Name, PI and Date Posted.



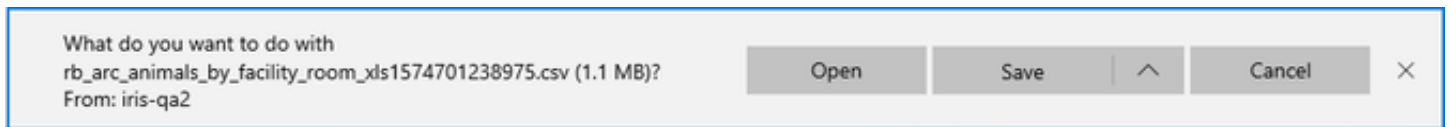
Select the applicable radio button to specify the desired **Display Report as** format. Regardless of the option chosen from among PDF, HTML or Excel, the report opens in a separate window.



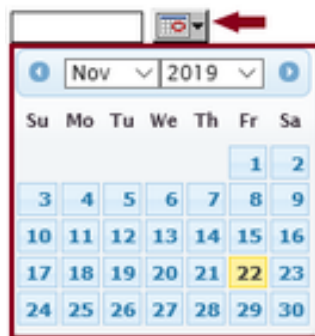
Note that in systems where the `system.use_csv_report_format` property is set to "Yes", a fourth, CSV output option is enabled (shown below).



When the CSV option is selected a download dialog like that shown below is opened when the report runs, prompting the user to open or download the CSV report.



Use the provided calendar widgets to populate the **Select Start Date** and **Select End Date** for the report. Click on the calendar icon to open the widget, then navigate to the desired date in the widget and click it to select. *Note that both date fields are required.*



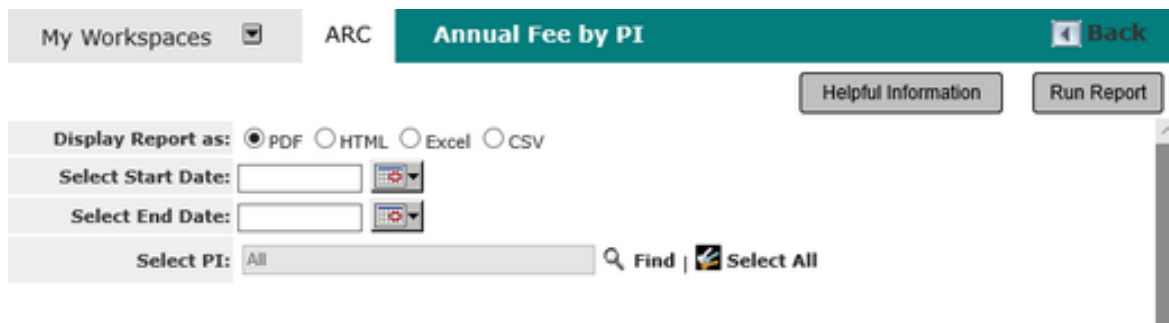
**Account Number (Autocomplete field)** is an autocomplete text entry field. Begin typing the desired account number to activate a dynamic search list. Select the desired item from the list or click **Select All** to include all account numbers.



When all criteria fields are complete, click the **Run Report** button.

## Annual Fee by PI

This report provides a line item listing of fees by Account Name, Account Number and Date Opened, broken out by PI name.



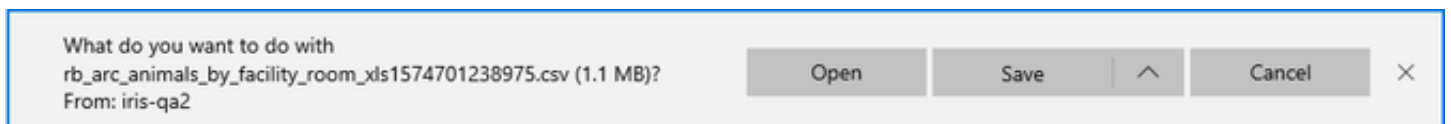
Select the applicable radio button to specify the desired **Display Report as** format. Regardless of the option chosen, report opens in a separate window.



*Note that in systems where the `system.use_csv_report_format` property is set to "Yes", a fourth, CSV output option is enabled (shown below).*



*When the CSV option is selected a download dialog like that shown below is opened when the report runs, prompting the user to open or download the CSV report.*



Use the provided calendar widgets to populate the **Select Start Date** and **Select End Date** for the report. Click on the calendar icon to open the widget, then navigate to the desired date in the widget and click it to select. *Note that both date fields are required.*



The **Select PI** field offers two search options: click **Select All** to include all PIs or click the **Find** button to open a lookup form.



The **Find Principal Investigator** form is opened. Enter any combination of full or partial **Last Name** and/or **First Name**, then click the **Find** button.

Find Principal Investigator

Directory Browse/Find

Last Name:  (You may enter a partial name to search)

First Name:

Find

A result set is loaded. Click the icon in the **Select User** column to select the applicable PI.

Find Principal Investigator

Directory Browse/Find

Last Name:  (You may enter a partial name to search)

First Name:

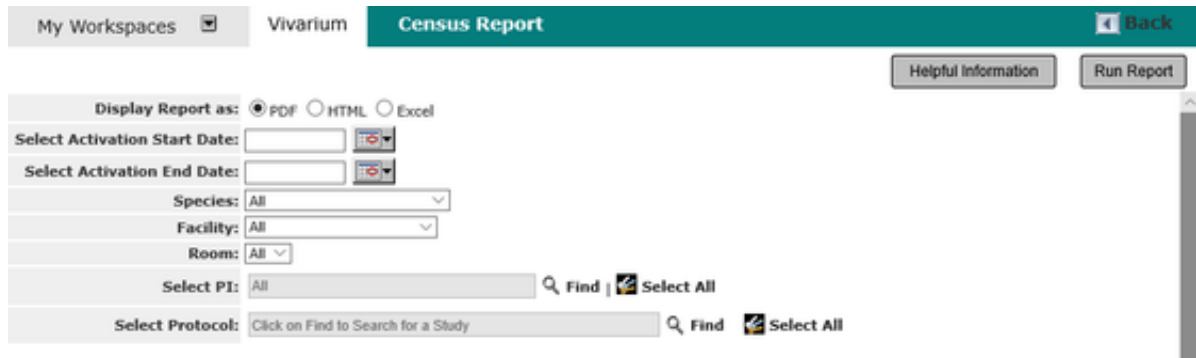
Find

Select User	User Name	Department
✓	Achis, Jamie	Healthcare Department
✓	Al Hinal, Farah	Redlands
✓	Bhat, kanikaPI	Healthcare Department
✓	Bhole, Rahul	QA - SOVA
✓	Blythe, Megan	Healthcare Department
✓	Chaaya Salloum, Naji	Research

When all criteria fields are complete, click the **Run Report** button.

## Census Report

This report provides a census of study animals listed by Cage Type. The report includes Activation date, Facility, Room, PI and Study Title.



The screenshot shows the 'Census Report' interface. At the top, there are tabs for 'My Workspaces' and 'Vivarium', and a 'Census Report' header with a 'Back' button. Below the header, there are several filter fields: 'Display Report as:' with radio buttons for PDF (selected), HTML, and Excel; 'Select Activation Start Date:' and 'Select Activation End Date:' with date pickers; 'Species:', 'Facility:', and 'Room:' with dropdown menus; 'Select PI:' with a search field and 'Find' and 'Select All' buttons; and 'Select Protocol:' with a search field and 'Find' and 'Select All' buttons. On the right side, there are 'Helpful Information' and 'Run Report' buttons.

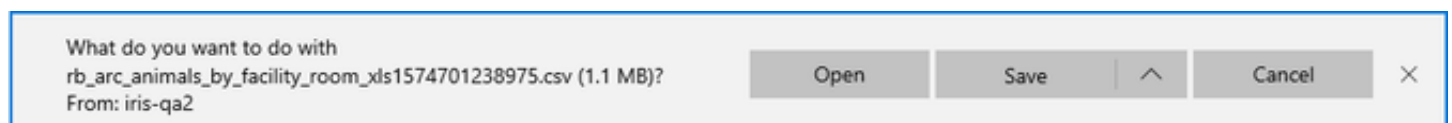
Select the applicable radio button to specify the desired **Display Report as** format. Regardless of the option chosen from among PDF, HTML or Excel, the report opens in a separate window.

**Display Report as:**  PDF  HTML  Excel

*Note that in systems where the `system.use_csv_report_format` property is set to "Yes", a fourth, CSV output option is enabled (shown below).*

**Display Report as:**  PDF  HTML  Excel  CSV

*When the CSV option is selected a download dialog like that shown below is opened when the report runs, prompting the user to open or download the CSV report.*

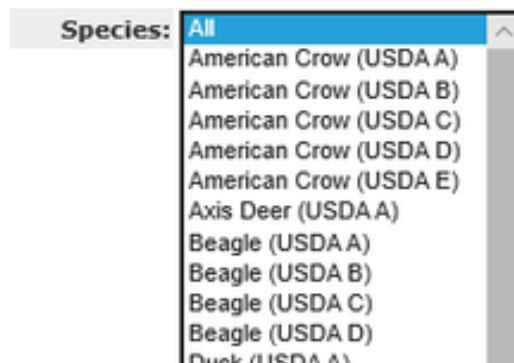


The screenshot shows a download dialog box with the text: 'What do you want to do with rb\_arc\_animals\_by\_facility\_room\_xls1574701238975.csv (1.1 MB)? From: iris-qa2'. There are four buttons: 'Open', 'Save', '^', and 'Cancel'. A close button (X) is also present.

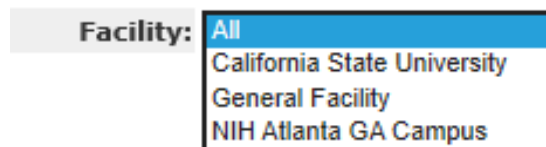
Use the provided calendar widgets to select a **Select Activation Start Date** and **Select Activation End Date** for the report. Click on the calendar icon to open the widget, then navigate to the desired date in the widget and click it to select. *Note that both date fields are required.*



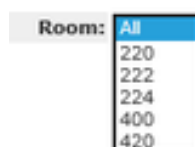
Click in the **Species** field to open the dropdown picklist and click to select the desired item. *Note that this list is configured under Animal Resource Center > Review Board Administration > List Maintenance Setup tab > Animal Species Configuration List link.*



Click in the **Facility** field to open the dropdown picklist and click to select the desired item. *Note that this list is configured under Animal Resource Center > Review Board Administration > List Maintenance Setup tab > Setup Facilities / Buildings / Floors / Room link.*



Click in the **Room** field to open the dropdown picklist and click to select the desired item. *Note that this list is configured under Animal Resource Center > Review Board Administration > List Maintenance Setup tab > Setup Facilities / Buildings / Floors / Room link.*



The **Select PI** field offers two search options: click **Select All** to include all PIs or click the **Find** button to open a lookup form.



The **Find Principal Investigator** form is opened. Enter any combination of full or partial **Last Name** and/or **First Name**, then click the **Find** button.

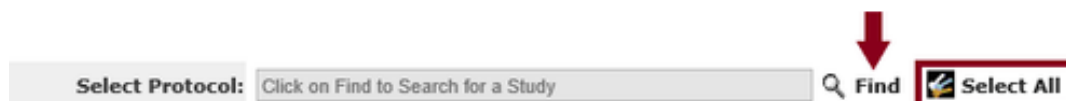
A screenshot of a web form titled "Find Principal Investigator". On the left is a tab labeled "Directory Browse/Find:" with a person icon. To the right are two input fields: "Last Name:" and "First Name:". The "Last Name:" field contains the letter "H" and has a note "(You may enter a partial name to search)". A "Find" button is located to the right of the input fields.

A result set is loaded. Click the icon in the **Select User** column to select the applicable PI.

A screenshot of the "Find Principal Investigator" form showing a table of results. The table has three columns: "Select User", "User Name", and "Department". The "Select User" column contains green checkmarks for each row. A red rectangular box highlights the "Select User" column. The "User Name" and "Department" columns contain the following data:

Select User	User Name	Department
✓	Achis, Jamie	Healthcare Department
✓	Al Hinal, Farah	Redlands
✓	Bhat, kanikaPI	Healthcare Department
✓	Bhole, Rahul	QA - SDVA
✓	Blythe, Megan	Healthcare Department
✓	Chaaya Salloum, Naji	Research

The **Select Protocol / Study** field offers two search options: click **Select All** to include all protocols/studies or click the **Find** button to open a lookup form.



The **Search iRIS Database** form is opened. Enter any combination of criteria in the search form at top, as described following the screenshot below.

The screenshot shows the 'Search iRIS Database' window. At the top, it says 'Search Study(s) that you have access to : Click on the Find button to update the result set'. Below this are search criteria fields: Study #, Status (dropdown), Drug (dropdown), Device (dropdown), Sponsor (dropdown), RB # (with an IRB Number dropdown), and Investigator (dropdown). A 'Find' button is in the top right. Below the search fields, it says '60 result(s) found...'. A table of results is displayed with columns: Select, Study Number, Study Status, IRB Number, and PI. The first row shows 'ECOG 3611:A Randomized Phase II Study of Ipilimumab at 3 mg/kg or 10 mg/kg Alone or in Combination with High Dose Interferon-α in Advanced Melanoma' with a status of 'Returned for Corrections' and IRB Number 'IRB-19-140'. The second row shows 'ECOG 3611:A Randomized Phase II Study of Ipilimumab at 3 mg/kg or 10 mg/kg Alone or in Combination' with a status of 'Returned for Corrections' and IRB Number 'IRB-19-140'. The third row shows 'Evaluating the impact of aerosolized nano-enabled consumer products on respiratory health' with a status of 'Returned for Corrections' and IRB Number 'IRB-19-140'. The fourth row shows 'Evaluating the impact of aerosolized nano-enabled consumer products on respiratory health' with a status of 'Returned for Corrections' and IRB Number 'IRB-19-140'. The fifth row shows 'Effects of Controlled Whole-body Vibration Training on Reducing Falls among Healthy Population and Ambulatory People with Neurological Impairments' with a status of 'Returned for Corrections' and IRB Number 'IRB-19-140'. The sixth row shows 'Effects of Controlled Whole-body Vibration Training on Reducing Falls among Healthy Population and Ambulatory People with Neurological Impairments' with a status of 'Returned for Corrections' and IRB Number 'IRB-19-140'.

The search form is shown in isolation for the remainder of this section.

Enter a full or partial study/protocol number in the **Study #** field.

Click in the **Status** field to open a dropdown picklist, then click the desired option to select it. *Note that this list is configured under System Administration > List Configuration and Maintenance > System Setup tab > Setup Protocol/Study Status link.*

The screenshot shows the 'Search iRIS Database' window with the 'Status' dropdown menu open. A red arrow points to the 'Status' field. The dropdown menu lists the following options: All, Open, Returned for Corrections, Pending Feasibility Review, Feasibility Approved, Feasibility Denied, Approved, Pending - Acceptance to Participate, Draft, Pending, Pending - Submitted for Initial Review, Closed to Accrual with follow-up, Closed, Suspended, Inactive - Administratively Closed, Pending - Acceptance from Site Investigator, Pending - Completion Site Application, and Declined - Acceptance.

Click in the **Drug** field to open a dropdown picklist, then click the desired option to select it. *Note that this list is configured under Animal Resource Center > Review Board Administration > List Maintenance Setup tab > Drug Configuration List link.*

**Search IRIS Database**

Search Study(s) that you have access to :  
Click on the Find button to update the result set

Study #:  RB #: IRB Number

Status: All Investigator: All

Drug: All

Device: All  
Advil  
Amoxicillin  
Benzocaine  
Laxiom  
Viviodex

Sponsor:

Find

Click in the **Device** field to open a dropdown picklist, then click the desired option to select it. *Note that this list is configured under Animal Resource Center > Review Board Administration > List Maintenance Setup tab > Device Configuration List link.*

**Search IRIS Database**

Search Study(s) that you have access to :  
Click on the Find button to update the result set

Study #:  RB #: IRB Number

Status: All Investigator: All

Drug: All

Device: All  
Autoclave  
Fine Tip Cautery Pen  
Venous Stent

Sponsor:

Find

Click in the **Sponsor** field to open a dropdown picklist, then click the desired option to select it. *Note that this list is configured under System Administration > Business Associate List link.*

**Search IRIS Database**

Search Study(s) that you have access to :  
Click on the Find button to update the result set

Study #:  RB #: IRB Number

Status: All Investigator: All

Drug: All

Device: All

Sponsor: All  
J.M Pharmaceuticals - ( Pharmaceuticals )  
A.G. Besselaar - ( AGB )  
Abbott Pharmaceutical - ( APHAM )  
Access Pharmaceuticals - ( AcPharm )  
Achlion Pharmaceuticals Inc.  
Actelion Pharmaceuticals  
Allen Foundation  
Allergan  
Alliance Pharmaceutical  
Alchemens Association  
American Cancer Society  
American Heart  
American Heart Association (AHA)  
Arthritis Foundation  
Astra Merck  
Astra Pharmaceutical  
AstraZeneca  
Aventis Pharmaceuticals Inc  
Bausch & Lomb  
Baxter  
Bayer  
Bexco Laboratories  
Besselar  
Biogen  
Boehringer Mannheim  
Boehringer Ingelheim  
Dristol Myers Squibb  
Bumouhgs-Wellcome  
Cancer and Leukemia Group B - ( CALGB )

Find

Click in the **RB #** field to open a dropdown picklist, then click the desired number type option to select it.

Search IRIS Database

Search Study(s) that you have access to :  
Click on the Find button to update the result set

Study #:  RB #:  Study Number  
 Status: All  Investigator:  IRB Number  
 Drug: All  IACUC Number  
 Device: All  IBC Number  
 Sponsor: All

Find

After specifying a number type in the **RB #** dropdown picklist, enter a full or partial number applicable to the number type selected.

Search IRIS Database

Search Study(s) that you have access to :  
Click on the Find button to update the result set

Study #:  RB #: IACUC Num  Study Number  
 Status: All  Investigator: All  IRB Number  
 Drug: All  IACUC Number  
 Device: All  IBC Number  
 Sponsor: All

Find

Click in the **Investigator** field to open a dropdown picklist, then click the desired option to select it.

Search IRIS Database

Search Study(s) that you have access to :  
Click on the Find button to update the result set

Study #:  RB #:  IRB Number  
 Status: All  Investigator:  All  
 Drug: All  IACUC Number  
 Device: All  IBC Number  
 Sponsor: All

Find

Investigator dropdown list:

- All
- Admin, ORA
- Administrator
- Harper, Jill M, M.D., PhD
- Investigator, IACUC, Ph.D.
- Investigator, IBC, Ph.D.
- Investigator, John Samson II, B.S.
- Investigator, Sean
- Member, IRB
- Researcher, John
- Smith, John
- Weeks, Janelle K, DVM

When all criteria fields are complete, click the **Find** button. Results are displayed in the lower portion of the **Search IRIS Database** page. Click the icon in the **Select** column (red circles) to select an option and apply it to the report.

Search IRIS Database

Search Study(s) that you have access to :  
Click on the Find button to update the result set

Study #:  RB #:  IRB Number:

Status:  Investigator:

Drug:

Device:

Sponsor:

60 result(s) found... 1 - 10

Select	Study Number	Study Status	IRB Number	PI
	ECOG 3611;A Randomized Phase II Study of Ipilimumab at 3 mg/kg or 10 mg/kg Alone or in Combination with High Dose Interferon-α in Advanced Melanoma			
<input checked="" type="checkbox"/>	ECOG 3611;A Randomized Phase II Study of Ipilimumab at 3 mg/kg or 10 mg/kg Alone or in Combination with High Dose Interferon-α in Advanced Melanoma	Returned for Corrections	IRB-19-140	Investigator, John Samson II, B.S.
	Evaluating the impact of aerosolized nano-enabled consumer products on respiratory health			
<input checked="" type="checkbox"/>	Evaluating the impact of aerosolized nano-enabled consumer products on respiratory health	Returned for Corrections		Investigator, John Samson II, B.S.
	Effects of Controlled Whole-body Vibration Training on Reducing Falls among Healthy Population and Ambulatory People with Neurological Impairments			
	Effects of Controlled Whole-body Vibration Training on Reducing Falls among Healthy Population and Ambulatory People with Neurological Impairments	Returned for Corrections		

When all criteria fields are complete on the **Census Report** page, click the **Run Report** button.

## List of Animal Orders Delivery

This report offers detailed information on animal orders received. The report includes Expected receipt date, Order Number, IACUC Number, PI, Strain, Vendor, Total Ordered and total Received for each order.

My Workspaces  Vivarium **List of Animal Orders Delivery**

Display Report as:  PDF  HTML  Excel

Select PI:

Select Study:

Select Vendor:

Select Expected Delivery Start Date:

Select Expected Delivery End Date:

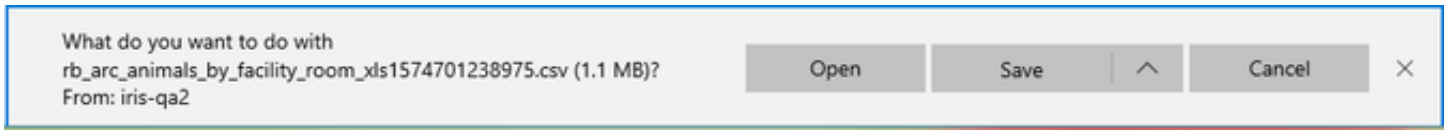
Select the applicable radio button to specify the desired **Display Report as** format. Regardless of the option chosen from among PDF, HTML or Excel, the report opens in a separate window.

Display Report as:  PDF  HTML  Excel

*Note that in systems where the system.use\_csv\_report\_format property is set to "Yes", a fourth, CSV output option is enabled (shown below).*

Display Report as:  PDF  HTML  Excel  CSV

When the CSV option is selected a download dialog like that shown below is opened when the report runs, prompting the user to open or download the CSV report.



The **Select PI** field offers two search options: click **Select All** to include all PIs or click the **Find** button to open a lookup form.

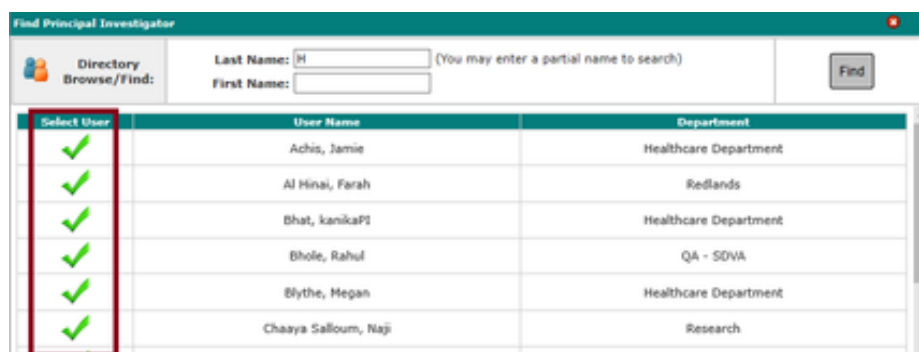


The **Find Principal Investigator** form is opened. Enter any combination of full or partial **Last Name** and/or **First Name**, then click the **Find** button.



The "Find Principal Investigator" form has a teal header. On the left is a "Directory Browse/Find:" section with a person icon. To the right are two input fields: "Last Name:" (with a hint "(You may enter a partial name to search)") and "First Name:". A "Find" button is on the far right.

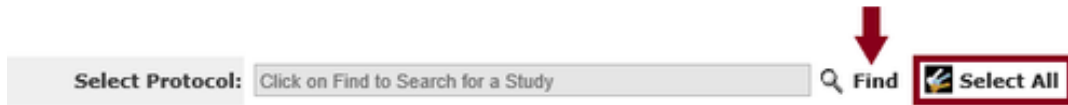
A result set is loaded. Click the icon in the **Select User** column to select the applicable PI.



The "Find Principal Investigator" form is shown with the search results table. The "Last Name" field contains "H". The table has three columns: "Select User", "User Name", and "Department". The "Select User" column contains green checkmarks for the first six rows, which are highlighted with a red box.

Select User	User Name	Department
✓	Achis, Jamie	Healthcare Department
✓	Al Hinal, Farah	Redlands
✓	Bhat, kanikaPI	Healthcare Department
✓	Bhole, Rahul	QA - SDVA
✓	Blythe, Megan	Healthcare Department
✓	Chaaya Salloum, Naji	Research

The **Select Protocol / Study** field offers two search options: click **Select All** to include all protocols/studies or click the **Find** button to open a lookup form.



The **Search iRIS Database** form is opened. Enter any combination of criteria in the search form at top, as described following the screenshot below.

The screenshot shows the "Search iRIS Database" window. At the top, it says "Search Study(s) that you have access to : Click on the Find button to update the result set". Below this is a search form with fields for "Study #:", "Status", "Drug", "Device", "Sponsor", "RB #:", "Investigator", and "IRB Number". The "Status" and "Investigator" fields are set to "All". A "Find" button is in the top right corner. Below the search form, it says "60 result(s) found...". A table of results is displayed with columns for "Select", "Study Number", "Study Status", "IRB Number", and "PI".

Select	Study Number	Study Status	IRB Number	PI
	ECOG 3611;A Randomized Phase II Study of Ipilimumab at 3 mg/kg or 10 mg/kg Alone or in Combination with High Dose Interferon- $\alpha$ in Advanced Melanoma			
<input checked="" type="checkbox"/>	ECOG 3611;A Randomized Phase II Study of Ipilimumab at 3 mg/kg or 10 mg/kg Alone or in Combination	Returned for Corrections	IRB-19-140	Investigator, John Samson II, B.S.
	Evaluating the impact of aerosolized nano-enabled consumer products on respiratory health			
<input checked="" type="checkbox"/>	Evaluating the impact of aerosolized nano-enabled consumer products on respiratory health	Returned for Corrections		Investigator, John Samson II, B.S.
	Effects of Controlled Whole-body Vibration Training on Reducing Falls among Healthy Population and Ambulatory People with Neurological Impairments			
	Effects of Controlled			

The search form is shown in isolation for the remainder of this section.

Enter a full or partial study/protocol number in the **Study #** field.

Click in the **Status** field to open a dropdown picklist, then click the desired option to select it. *Note that this list is configured under System Administration > List Configuration and Maintenance > System Setup tab > Setup Protocol/Study Status link.*

**Search IRIS Database** X

Search Study(s) that you have access to :  
Click on the Find button to update the result set

Study #:

Status:  **All**

Drug:

Device:

Sponsor:

RB #: IRB Number

Investigator:  All

Click in the **Drug** field to open a dropdown picklist, then click the desired option to select it. *Note that this list is configured under Animal Resource Center > Review Board Administration > List Maintenance Setup tab > Drug Configuration List link.*

**Search IRIS Database** X

Search Study(s) that you have access to :  
Click on the Find button to update the result set

Study #:

Status:  All

Drug:  **All**

Device:

Sponsor:

RB #: IRB Number

Investigator:  All

Click in the **Device** field to open a dropdown picklist, then click the desired option to select it. *Animal Resource Center > Review Board Administration > List Maintenance Setup tab > Device Configuration List link.*

**Search IRIS Database** X

Search Study(s) that you have access to :  
Click on the Find button to update the result set

Study #:

Status:  All

Drug:  All

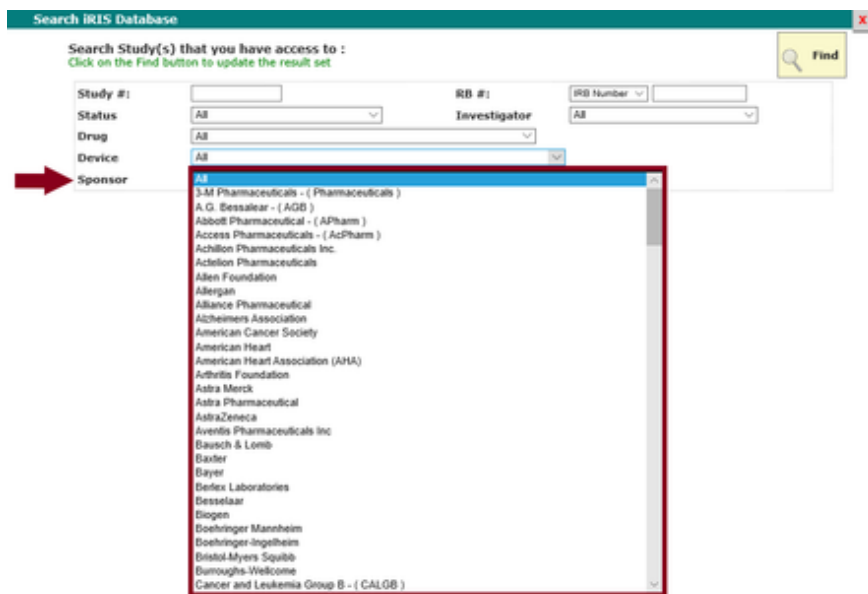
Device:  **All**

Sponsor:

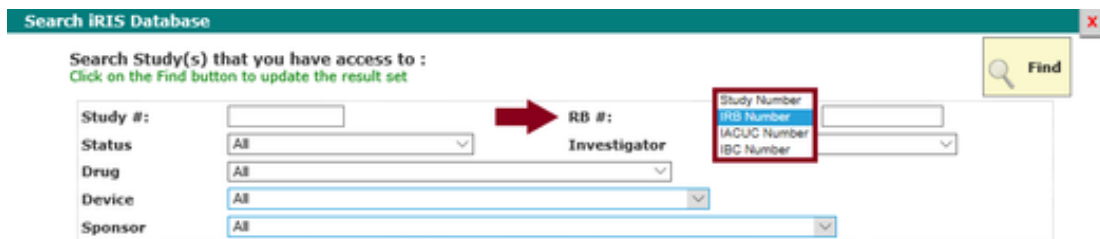
RB #: IRB Number

Investigator:  All

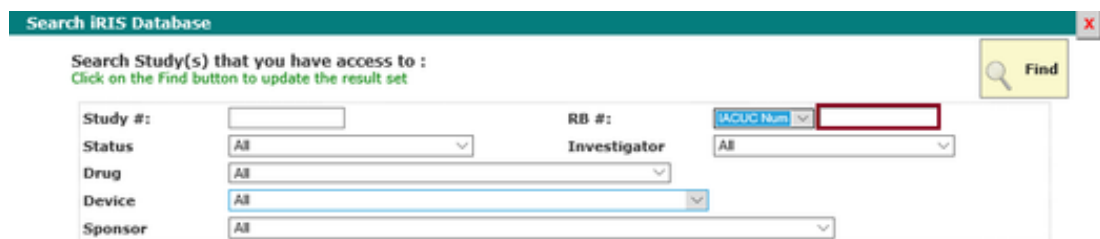
Click in the **Sponsor** field to open a dropdown picklist, then click the desired option to select it. *Note that this list is configured under System Administration > List Configuration and Maintenance > System Setup tab > Business Associate List link.*



Click in the **RB #** field to open a dropdown picklist, then click the desired number type option to select it.



After specifying a number type in the **RB #** dropdown picklist, enter a full or partial number applicable to the number type selected.



Click in the **Investigator** field to open a dropdown picklist, then click the desired option to select it.

**Search IRIS Database**

Search Study(s) that you have access to :  
Click on the Find button to update the result set

Study #:  IRB #:  IRB Number:

Status: All

Drug: All

Device: All

Sponsor: All

Investigator dropdown options:

- All
- Admin, CRA
- Administrator
- Harper, Jill M, M.D., PhD
- Investigator, IACUC, Ph.D.
- Investigator, IBC, Ph.D.
- Investigator, John Samson II, B.S.
- Investigator, Sean
- Member, IRB
- Researcher, John
- Smith, John
- Weeks, Janelle K, DVM

When all criteria fields are complete, click the **Find** button. Results are displayed in the lower portion of the **Search IRIS Database** form. Click the icon in the **Select** column (red circles) to select an option and apply it to the report.

**Search IRIS Database**

Search Study(s) that you have access to :  
Click on the Find button to update the result set

Study #:  IRB #:  IRB Number:

Status: All

Drug: All

Device: All

Sponsor: All

60 result(s) found... 1 - 10

Select	Study Number	Study Status	IRB Number	PI
	ECOG 3611;A Randomized Phase II Study of Ipilimumab at 3 mg/kg or 10 mg/kg Alone or in Combination with High Dose Interferon-α in Advanced Melanoma			
<input checked="" type="checkbox"/>	ECOG 3611;A Randomized Phase II Study of Ipilimumab at 3 mg/kg or 10 mg/kg Alone or in Combinati	Returned for Corrections	IRB-19-140	Investigator, John Samson II, B.S.
	Evaluating the impact of aerosolized nano-enabled consumer products on respiratory health			
<input checked="" type="checkbox"/>	Evaluating the impact of aerosolized nano-enabled consumer products on respiratory health	Returned for Corrections		Investigator, John Samson II, B.S.
	Effects of Controlled Whole-body Vibration Training on Reducing Falls among Healthy Population and Ambulatory People with Neurological Impairments			
	Effects of Controlled Whole-body Vibration			

Back on the **List of Animal Orders Delivery** page, click in the **Select Vendor** field to open the dropdown picklist and click to select the desired item. *Note that this list is configured under System Administration > List Configuration and Maintenance > System Setup tab > Business Associate List link.*

**Select Vendor:**

All

[9025] Clinical Science R&D - ( CSR D )

[9111] Natl Inst of Child Health & Human Dev - ( NI\_CHHDEV )

[9113] Natl Inst of Dental and Craniofacial Research - ( IDCR )

[9202] Centers for Disease Control

Abbott Vascular Devices - ( AVD )

Department of Defense (CC 109) - ( DOD-CC109 )

GlaxoSmith Kline

Use the provided calendar widgets to select a **Select Expected Delivery Start Date** and **Select Expected Delivery End Date** for the report. Click on the calendar icon to open the widget, then navigate to the desired date in the widget and click it to select. *Note that both date fields are required.*



When all criteria fields are complete on the **List of Animal Orders Delivery** page, click the **Run Report** button.

## List of Animal Orders Not Received

This report offers detailed information on animal orders *not* received. The report includes Expected receipt date, Species, Order Number, IACUC Number, PI, Strain, Vendor and Total Ordered for each order.

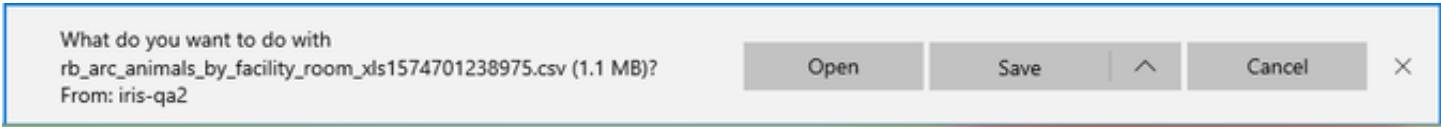
Select the applicable radio button to specify the desired **Display Report as** format. Regardless of the option chosen from among PDF, HTML or Excel, the report opens in a separate window.

Display Report as:  PDF  HTML  Excel

*Note that in systems where the `system.use_csv_report_format` property is set to "Yes", a fourth, CSV output option is enabled (shown below).*

Display Report as:  PDF  HTML  Excel  CSV

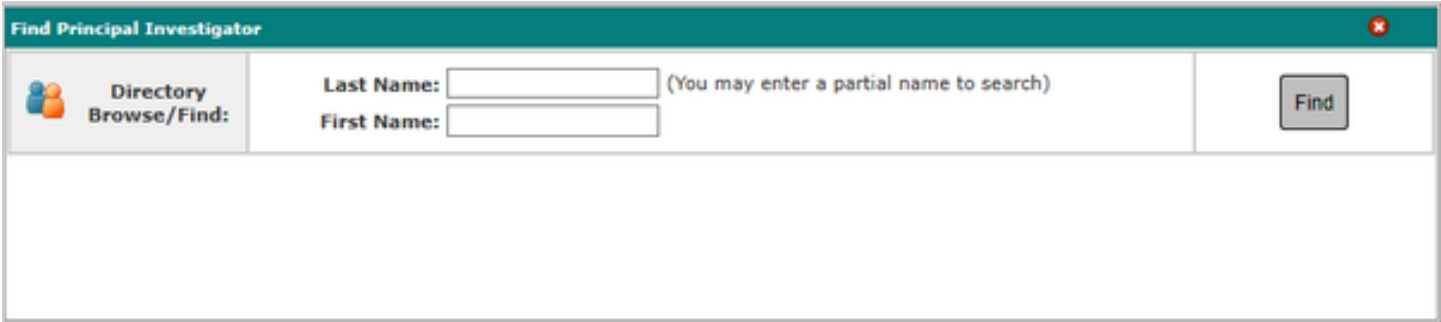
*When the CSV option is selected a download dialog like that shown below is opened when the report runs, prompting the user to open or download the CSV report.*



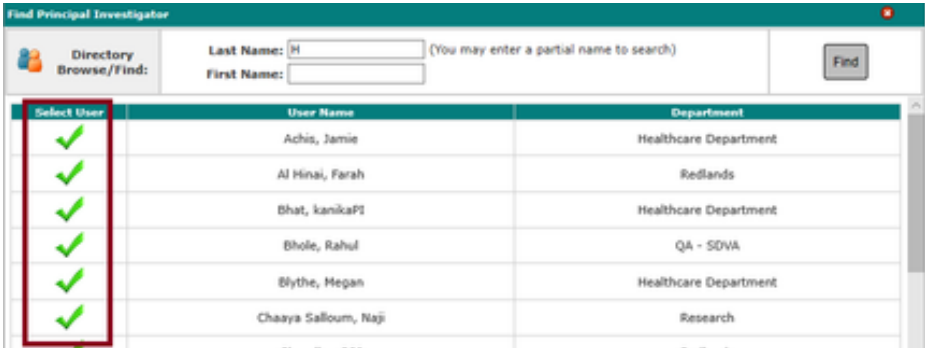
The **Select PI** field offers two search options: click **Select All** to include all PIs or click the **Find** button to open a lookup form.



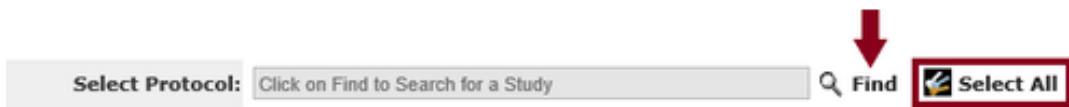
The **Find Principal Investigator** form is opened. Enter any combination of full or partial **Last Name** and/or **First Name**, then click the **Find** button.



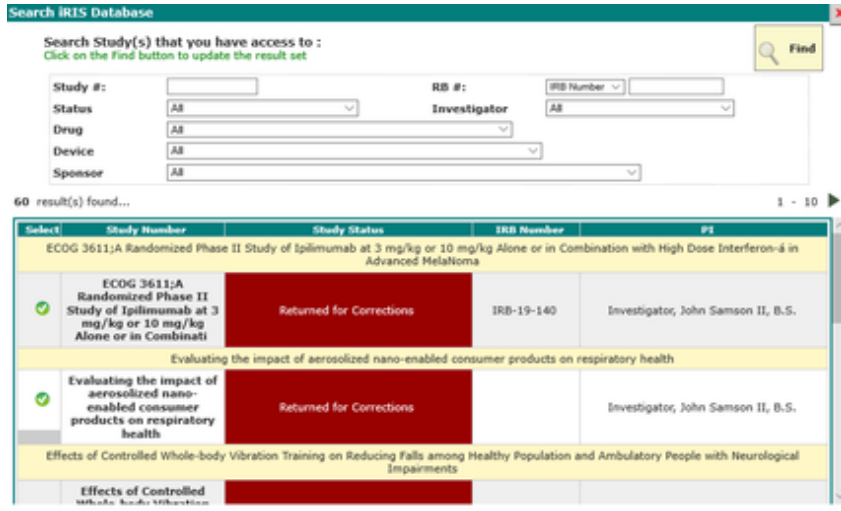
A result set is loaded. Click the icon in the **Select User** column to select the applicable PI.



The **Select Protocol / Study** field offers two search options: click **Select All** to include all protocols / studies or click the **Find** button to open a lookup form.



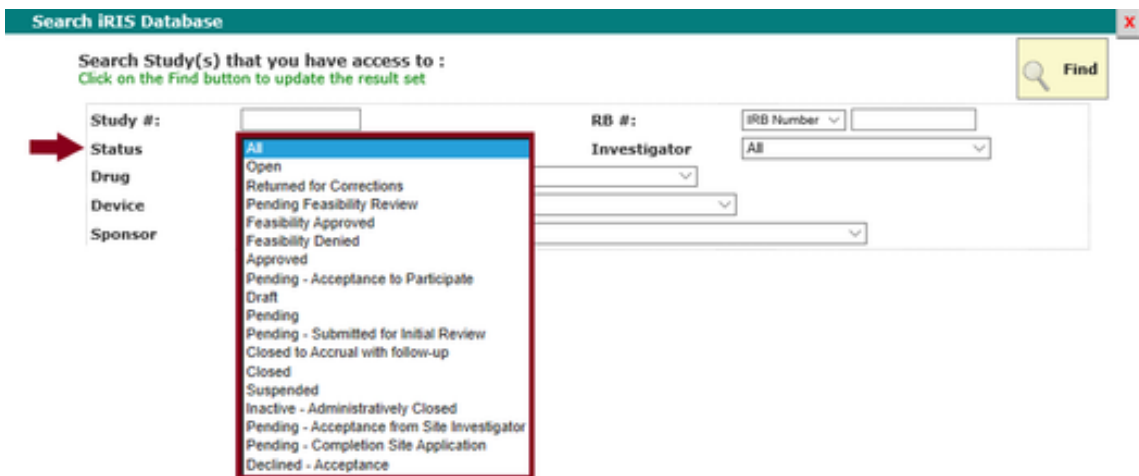
The **Search iRIS Database** form is opened. Enter any combination of criteria in the search form at top.



The search form is shown in isolation for the remainder of this section.

Enter a full or partial study/protocol number in the **Study #** field.

Click in the **Status** field to open a dropdown picklist, then click the desired option to select it. *Note that this list is configured under System Administration > List Configuration and Maintenance > System Setup tab > Setup Protocol/Study Status link.*



Click in the **Drug** field to open a dropdown picklist, then click the desired option to select it. *Note that this list is configured under Animal Resource Center > Review Board Administration > List Maintenance Setup tab > Drug Configuration List link.*

**Search IRIS Database**

Search Study(s) that you have access to :  
Click on the Find button to update the result set

Study #:  RB #: IRB Number

Status: All Investigator: All

Drug: All

Device: All

Sponsor: All

Find

Click in the **Device** field to open a dropdown picklist, then click the desired option to select it. *Animal Resource Center > Review Board Administration > List Maintenance Setup tab > Device Configuration List link.*

**Search IRIS Database**

Search Study(s) that you have access to :  
Click on the Find button to update the result set

Study #:  RB #: IRB Number

Status: All Investigator: All

Drug: All

Device: All

Sponsor: All

Find

Click in the **Sponsor** field to open a dropdown picklist, then click the desired option to select it. *Note that this list is configured under System Administration > List Configuration and Maintenance > System Setup tab > Business Associate List link.*

**Search IRIS Database**

Search Study(s) that you have access to :  
Click on the Find button to update the result set

Study #:  RB #: IRB Number

Status: All Investigator: All

Drug: All

Device: All

Sponsor: All

Find

J.M Pharmaceuticals - ( Pharmaceuticals )  
 A.G. Besselaar - ( AGB )  
 Abbott Pharmaceutical - ( APHarm )  
 Access Pharmaceuticals - ( AcPharm )  
 Achillion Pharmaceuticals Inc.  
 Actelion Pharmaceuticals  
 Allen Foundation  
 Allergan  
 Alliance Pharmaceutical  
 Alzheimers Association  
 American Cancer Society  
 American Heart  
 American Heart Association (AHA)  
 Arthritis Foundation  
 Astra Merck  
 Astra Pharmaceutical  
 AstraZeneca  
 Aventis Pharmaceuticals Inc  
 Bausch & Lomb  
 Baxter  
 Bayer  
 Beigex Laboratories  
 Besselaar  
 Biogen  
 Boehringer Mannheim  
 Boehringer-Ingelheim  
 Bristol-Myers Squibb  
 Burroughs-Wellcome  
 Cancer and Leukemia Group B - ( CALGB )

Click in the **RB #** field to open a dropdown picklist, then click the desired number type option to select it.

Search IRIS Database

Search Study(s) that you have access to :  
Click on the Find button to update the result set

Study #:  RB #:  Study Number  
 Status: All  Investigator:  IRB Number  
 Drug: All  IACUC Number  
 Device: All  IBC Number  
 Sponsor: All

Find

After specifying a number type in the **RB #** dropdown picklist, enter a full or partial number applicable to the number type selected.

Search IRIS Database

Search Study(s) that you have access to :  
Click on the Find button to update the result set

Study #:  RB #: IACUC Num  Study Number  
 Status: All  Investigator: All  IRB Number  
 Drug: All  IACUC Number  
 Device: All  IBC Number  
 Sponsor: All

Find

Click in the **Investigator** field to open a dropdown picklist, then click the desired option to select it.

Search IRIS Database

Search Study(s) that you have access to :  
Click on the Find button to update the result set

Study #:  RB #:  Study Number  
 Status: All  Investigator:  IRB Number  
 Drug: All  IACUC Number  
 Device: All  IBC Number  
 Sponsor: All

Find

Investigator dropdown list:

- All
- Admin, ORA
- Administrator
- Harper, Jill M, M.D., PhD
- Investigator, IACUC, Ph.D.
- Investigator, IBC, Ph.D.
- Investigator, John Samson II, B.S.
- Investigator, Sean
- Member, IRB
- Researcher, John
- Smith, John
- Weeks, Janelle K, DVM

When all criteria fields are complete, click the **Find** button. Results are displayed in the lower portion of the **Search IRIS Database** form. Click the icon in the **Select** column (red circles) to select an option and apply it to the report.

**Search IRIS Database**

Search Study(s) that you have access to :  
Click on the Find button to update the result set

Study #:  RB #:  IRB Number:

Status:  Investigator:

Drug:

Device:

Sponsor:

60 result(s) found... 1 - 10

Select	Study Number	Study Status	IRB Number	PI
	ECOG 3611;A Randomized Phase II Study of Ipilimumab at 3 mg/kg or 10 mg/kg Alone or in Combination with High Dose Interferon- $\alpha$ in Advanced Melanoma			
<input checked="" type="checkbox"/>	ECOG 3611;A Randomized Phase II Study of Ipilimumab at 3 mg/kg or 10 mg/kg Alone or in Combinati	Returned for Corrections	IRB-19-140	Investigator, John Samson II, B.S.
	Evaluating the impact of aerosolized nano-enabled consumer products on respiratory health			
<input checked="" type="checkbox"/>	Evaluating the impact of aerosolized nano-enabled consumer products on respiratory health	Returned for Corrections		Investigator, John Samson II, B.S.
	Effects of Controlled Whole-body Vibration Training on Reducing Falls among Healthy Population and Ambulatory People with Neurological Impairments			
	Effects of Controlled Whole-body Vibration			

Back on the **List of Animal Orders Not Received** page, click in the **Select Vendor** field to open the dropdown picklist and click to select the desired item. *Note that this list is configured under System Administration > List Configuration and Maintenance > System Setup tab > Business Associate List link.*

Select Vendor:

- [9025] Clinical Science R&D - ( CSR D )
- [9111] Natl Inst of Child Health & Human Dev - ( NI\_CHHDEV )
- [9113] Natl Inst of Dental and Craniofacial Research - ( IDCR )
- [9202] Centers for Disease Control
- Abbott Vascular Devices - ( AVD )
- Department of Defense (CC 109) - ( DOD-CC109 )
- GlaxoSmith Kline

When all criteria fields are complete on the **List of Animal Orders Not Received** page, click the **Run Report** button.

## List of Animal Orders Received

This report offers detailed information on animal orders received. The report includes Received date, Species, Order Number, IACUC Number, PI, Strain, Vendor and Total Ordered for each order.

My Workspaces  Vivarium **List of Animal Orders Delivery**

Display Report as:  PDF  HTML  Excel

Select PI:

Select Study:

Select Vendor:

Select Expected Delivery Start Date:

Select Expected Delivery End Date:

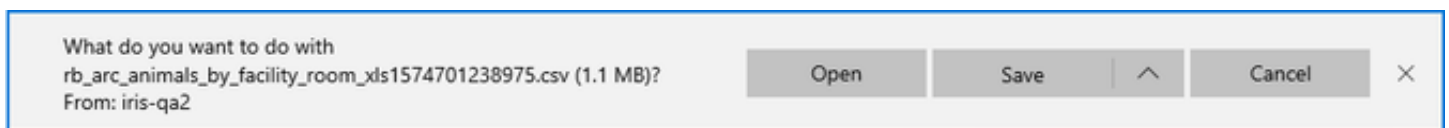
Select the applicable radio button to specify the desired **Display Report as** format. Regardless of the option chosen from among PDF, HTML or Excel, the report opens in a separate window.

Display Report as:  PDF  HTML  Excel

Note that in systems where the `system.use_csv_report_format` property is set to "Yes", a fourth, CSV output option is enabled (shown below).

Display Report as:  PDF  HTML  Excel  CSV

When the CSV option is selected a download dialog like that shown below is opened when the report runs, prompting the user to open or download the CSV report.



The **Select PI** field offers two search options: click **Select All** to include all PIs or click the **Find** button to open a lookup form.



The **Find Principal Investigator** form is opened. Enter any combination of full or partial **Last Name** and/or **First Name**, then click the **Find** button.

A screenshot of the "Find Principal Investigator" form. The title bar reads "Find Principal Investigator". On the left, there is a "Directory Browse/Find:" label with a magnifying glass icon. To the right, there are two input fields: "Last Name:" and "First Name:". Below the "Last Name:" field, there is a note: "(You may enter a partial name to search)". To the right of the input fields is a "Find" button.

A result set is loaded. Click the icon in the **Select User** column to select the applicable PI.

Select User	User Name	Department
✓	Achis, Jamie	Healthcare Department
✓	Al Hinal, Farah	Redlands
✓	Bhat, kanikaPI	Healthcare Department
✓	Bhole, Rahul	QA - SDVA
✓	Blythe, Megan	Healthcare Department
✓	Chaaya Salloum, Naji	Research

The **Select Study / Protocol** field offers two search options: click **Select All** to include all studies or click the **Find** button to open a lookup form.

Select Protocol:

The **Search iRIS Database** form is opened. Enter any combination of criteria in the search form at top.

Search iRIS Database

Search Study(s) that you have access to :  
Click on the Find button to update the result set

Study #:  RB #:  IRB Number:

Status:  Investigator:

Drug:

Device:

Sponsor:

60 result(s) found... 1 - 10

Select	Study Number	Study Status	IRB Number	PI
	ECOG 3611:A Randomized Phase II Study of Ipilimumab at 3 mg/kg or 10 mg/kg Alone or in Combination with High Dose Interferon- $\alpha$ in Advanced Melanoma			
✓	ECOG 3611:A Randomized Phase II Study of Ipilimumab at 3 mg/kg or 10 mg/kg Alone or in Combination	Returned for Corrections	IRB-19-140	Investigator, John Samson II, B.S.
	Evaluating the impact of aerosolized nano-enabled consumer products on respiratory health			
✓	Evaluating the impact of aerosolized nano-enabled consumer products on respiratory health	Returned for Corrections		Investigator, John Samson II, B.S.
	Effects of Controlled Whole-body Vibration Training on Reducing Falls among Healthy Population and Ambulatory People with Neurological Impairments			
	Effects of Controlled			

Enter a full or partial study/protocol number in the **Study #** field.

Click in the **Status** field to open a dropdown picklist, then click the desired option to select it. *Note that this list is configured under System Administration > List Configuration and Maintenance > System Setup tab > Setup Protocol/Study Status link.*

**Search IRIS Database** X

Search Study(s) that you have access to :  
Click on the Find button to update the result set Find

Study #:

Status:  **All**

Drug:

Device:

Sponsor:

RB #: IRB Number

Investigator:  All

- All
- Open
- Returned for Corrections
- Pending Feasibility Review
- Feasibility Approved
- Feasibility Denied
- Approved
- Pending - Acceptance to Participate
- Draft
- Pending
- Pending - Submitted for Initial Review
- Closed to Accrual with follow-up
- Closed
- Suspended
- Inactive - Administratively Closed
- Pending - Acceptance from Site Investigator
- Pending - Completion Site Application
- Declined - Acceptance

Click in the **Drug** field to open a dropdown picklist, then click the desired option to select it. *Note that this list is configured under Animal Resource Center > Review Board Administration > List Maintenance Setup tab > Drug Configuration List link.*

**Search IRIS Database** X

Search Study(s) that you have access to :  
Click on the Find button to update the result set Find

Study #:

Status:  All

Drug:  **All**

Device:  Advil

Sponsor:

RB #: IRB Number

Investigator:  All

- All
- Advil
- Amoxicillin
- Benzocaine
- Laxiom
- Viviodex

Click in the **Device** field to open a dropdown picklist, then click the desired option to select it. *Animal Resource Center > Review Board Administration > List Maintenance Setup tab > Device Configuration List link.*

**Search IRIS Database** X

Search Study(s) that you have access to :  
Click on the Find button to update the result set Find

Study #:

Status:  All

Drug:  All

Device:  **All**

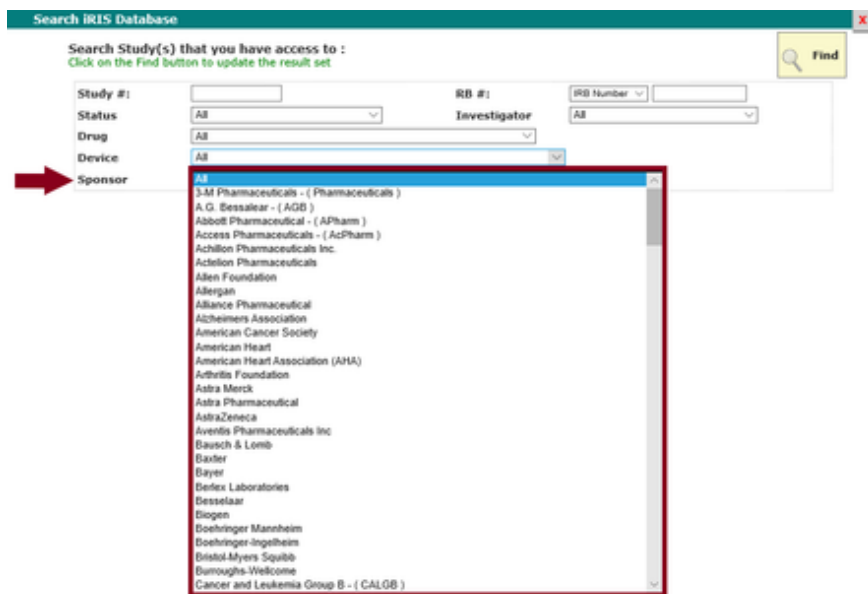
Sponsor:

RB #: IRB Number

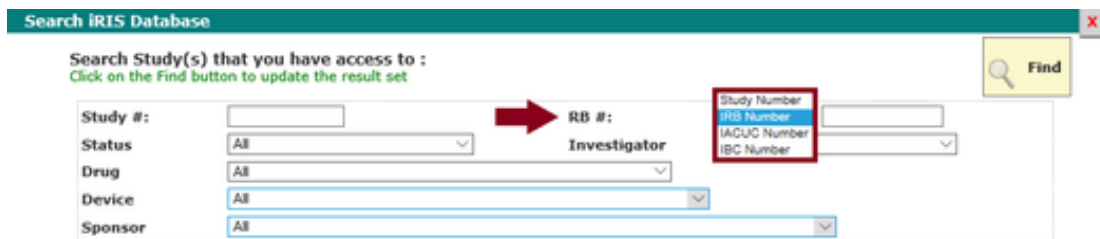
Investigator:  All

- All
- Autoclave
- Fine Tip Cautery Pen
- Venous Stent

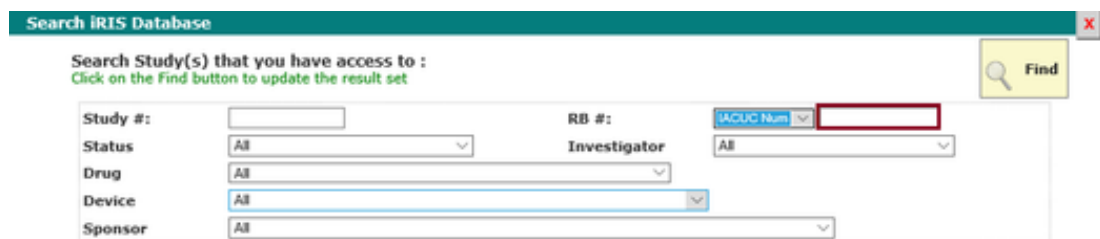
Click in the **Sponsor** field to open a dropdown picklist, then click the desired option to select it. *Note that this list is configured under System Administration > List Configuration and Maintenance > System Setup tab > Business Associate List link.*



Click in the **RB #** field to open a dropdown picklist, then click the desired number type option to select it.



After specifying a number type in the **RB #** dropdown picklist, enter a full or partial number applicable to the number type selected.



Click in the **Investigator** field to open a dropdown picklist, then click the desired option to select it.

**Search IRIS Database**

Search Study(s) that you have access to :  
Click on the Find button to update the result set

Study #:  IRB #:  IRB Number:

Status: All

Drug: All

Device: All

Sponsor: All

All

Admin, CRA

Administrator

Harper, Jill M, M.D., PhD

Investigator, IACUC, Ph.D.

Investigator, IBC, Ph.D.

Investigator, John Samson II, B.S.

Investigator, Sean

Member, IRB

Researcher, John

Smith, John

Weeks, Janelle K, DVM

When all criteria fields are complete, click the **Find** button. Results are displayed in the lower portion of the **Search IRIS Database** form. Click the icon in the **Select** column (red circles) to select an option and apply it to the report.

**Search IRIS Database**

Search Study(s) that you have access to :  
Click on the Find button to update the result set

Study #:  IRB #:  IRB Number:

Status: All

Drug: All

Device: All

Sponsor: All

60 result(s) found... 1 - 10

Select	Study Number	Study Status	IRB Number	PI
	ECOG 3611;A Randomized Phase II Study of Ipilimumab at 3 mg/kg or 10 mg/kg Alone or in Combination with High Dose Interferon-α in Advanced MelaNoma			
<input checked="" type="checkbox"/>	ECOG 3611;A Randomized Phase II Study of Ipilimumab at 3 mg/kg or 10 mg/kg Alone or in Combinati	Returned for Corrections	IRB-19-140	Investigator, John Samson II, B.S.
	Evaluating the impact of aerosolized nano-enabled consumer products on respiratory health			
<input checked="" type="checkbox"/>	Evaluating the impact of aerosolized nano-enabled consumer products on respiratory health	Returned for Corrections		Investigator, John Samson II, B.S.
	Effects of Controlled Whole-body Vibration Training on Reducing Falls among Healthy Population and Ambulatory People with Neurological Impairments			
	Effects of Controlled Whole-body Vibration			

Back on the **List of Animal Orders Delivery** page, click in the **Select Vendor** field to open the dropdown picklist and click to select the desired item. *Note that this list is configured under System Administration > List Configuration and Maintenance > System Setup tab > Business Associate List link.*

**Select Vendor:**

All

[9025] Clinical Science R&D - ( CSRD )

[9111] Natl Inst of Child Health & Human Dev - ( NI\_CHHDEV )

[9113] Natl Inst of Dental and Craniofacial Research - ( IDCR )

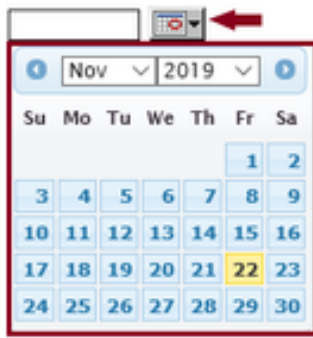
[9202] Centers for Disease Control

Abbott Vascular Devices - ( AVD )

Department of Defense (CC 109) - ( DOD-CC109 )

GlaxoSmith Kline

Use the provided calendar widgets to select a **Select Received Start Date** and **Select Received End Date** for the report. Click on the calendar icon to open the widget, then navigate to the desired date in the widget and click it to select. *Note that both date fields are required.*



When all criteria fields are complete on the **List of Animal Orders Received** page, click the **Run Report** button.

## List of Animals by Facility and Room

This report offers detailed information on research subject animals, broken out by Facility and Room. The report includes IACUC Number, Short Title, PI, Life Status, Strain Name, Animal ID, Tag #, Date of Birth, Generation, Breeding status and Cage ID for each animal.

A screenshot of the 'List of Animals by Facility and Room' report interface. The page has a teal header with 'List of Animals by Facility and Room' and a 'Back' button. Below the header, there are several filters: 'My Workspaces' (dropdown), 'Vivarium', 'Display Report as:' (radio buttons for PDF, HTML, Excel), 'Facility:' (dropdown), 'Room:' (dropdown), and 'Life Status:' (dropdown). There are also buttons for 'Helpful Information' and 'Run Report'.

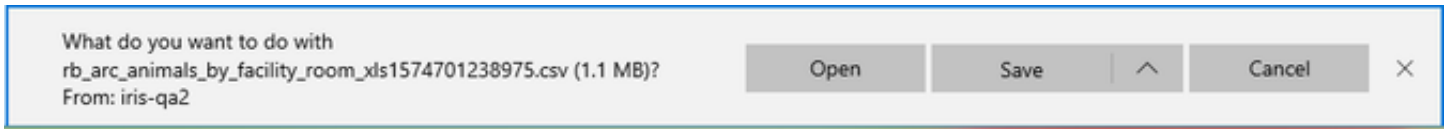
Select the applicable radio button to specify the desired **Display Report as** format. Regardless of the option chosen from among PDF, HTML or Excel, the report opens in a separate window.

Display Report as:  PDF  HTML  Excel

*Note that in systems where the `system.use_csv_report_format` property is set to "Yes", a fourth, CSV output option is enabled (shown below).*

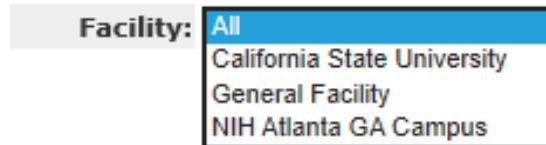
Display Report as:  PDF  HTML  Excel  CSV

*When the CSV option is selected a download dialog like that shown below is opened when the report runs, prompting the user to open or download the CSV report.*

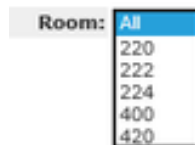


Note that all remaining fields on this page default to a selection of "All".

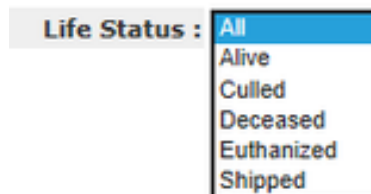
Click in the **Facility** field to open the dropdown picklist and click to select the desired item. Note that this list is configured under *Animal Resource Center > Review Board Administration > List Maintenance Setup tab > Setup Facilities / Buildings / Floors / Room link*.



Click in the **Room** field to open the dropdown picklist and click to select the desired item. Note that this list is configured under *Animal Resource Center > Review Board Administration > List Maintenance Setup tab > Setup Facilities / Buildings / Floors / Room link*.



Click in the **Life Status** field to open the dropdown picklist and click to select the desired item. Note that this list is configured under *Animal Resource Center > Review Board Administration > System Setup tab > Setup Life Status link*.



When all criteria fields are complete on the **List of Animals by Facility and Room** page, click the **Run Report** button.

## List of Animals by Species

This report offers detailed information on research subject animals. The report includes IACUC Number, Short Title, PI, Life Status, Strain Name, Animal ID, Tag #, Date of Birth, Generation, Breeding status, Cage ID, Facility and Room number for each animal, broken out by Species.

My Workspaces ▾ Vivarium **List of Animals by Facility and Room** [Back](#)

Helpful Information Run Report

Display Report as:  PDF  HTML  Excel

Facility : All ▾

Room : All ▾

Life Status : All ▾

Select the applicable radio button to specify the desired **Display Report as** format. Regardless of the option chosen from among PDF, HTML or Excel, the report opens in a separate window.

Display Report as:  PDF  HTML  Excel

Note that in systems where the `system.use_csv_report_format` property is set to "Yes", a fourth, CSV output option is enabled (shown below).

Display Report as:  PDF  HTML  Excel  CSV

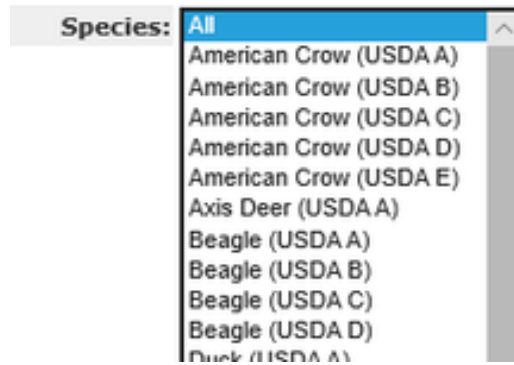
When the CSV option is selected a download dialog like that shown below is opened when the report runs, prompting the user to open or download the CSV report.

What do you want to do with  
rb\_arc\_animals\_by\_facility\_room\_xls1574701238975.csv (1.1 MB)?  
From: iris-qa2

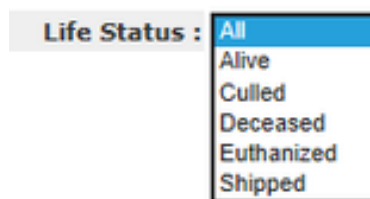
Open Save ^ Cancel ×

Note that all remaining fields on this page default to a selection of "All".

Click in the **Species** field to open the dropdown picklist and click to select the desired item. Note that this list is configured under [Animal Resource Center > Review Board Administration > List Maintenance Setup tab > Animal Species Configuration List link](#).



Click in the **Life Status** field to open the dropdown picklist and click to select the desired item. *Note that this list is configured under Animal Resource Center > Review Board Administration > System Setup tab > Setup Life Status link.*



When all criteria fields are complete on the **List of Animals by Species** page, click the **Run Report** button.

## List of Animals by Study

This report offers detailed information on research subject animals assigned to each study / protocol. The report includes IACUC Number, PI, Life Status, Species Name, Strain Name, Animal ID, Tag #, Date of Birth, Generation, Breeding status, Cage ID, Facility, Room number and Origin Type for each animal, broken out by Study / Protocol.



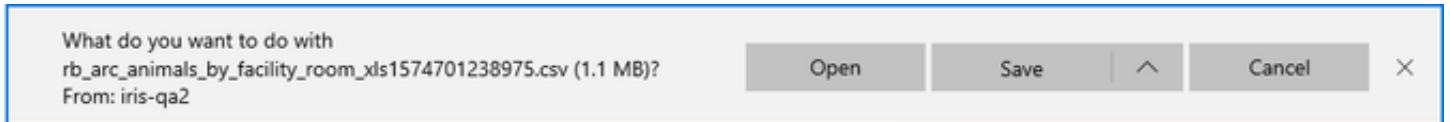
Select the applicable radio button to specify the desired **Display Report as** format. Regardless of the option chosen from among PDF, HTML or Excel, the report opens in a separate window.



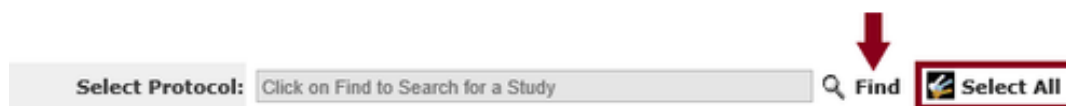
Note that in systems where the `system.use_csv_report_format` property is set to "Yes", a fourth, CSV output option is enabled (shown below).



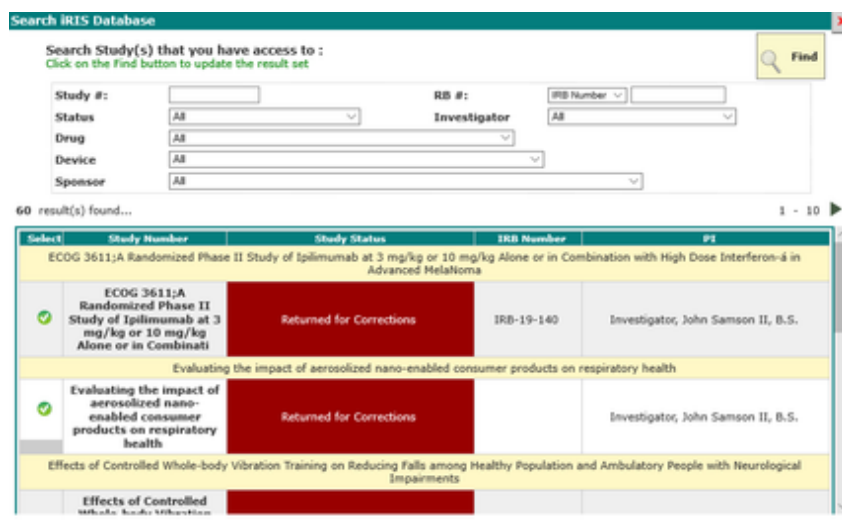
When the CSV option is selected a download dialog like that shown below is opened when the report runs, prompting the user to open or download the CSV report.



The **Select Protocol / Study** field offers two search options: click **Select All** to include all protocols/studies or click the **Find** button to open a lookup form.



The **Search iRIS Database** form is opened. Enter any combination of criteria in the search form at top, as described following the screenshot below.



The search form is shown in isolation for the remainder of this section.

Enter a full or partial study/protocol number in the **Study #** field.

Click in the **Status** field to open a dropdown picklist, then click the desired option to select it. *Note that this list is configured under System Administration > List Configuration and Maintenance > System Setup tab > Setup Protocol/Study Status link.*

The screenshot shows the 'Search IRIS Database' window. The 'Status' field is selected, and a dropdown menu is open, listing various study statuses. A red arrow points to the 'Status' field. The dropdown menu includes the following options: All, Open, Returned for Corrections, Pending Feasibility Review, Feasibility Approved, Feasibility Denied, Approved, Pending - Acceptance to Participate, Draft, Pending, Pending - Submitted for Initial Review, Closed to Accrual with follow-up, Closed, Suspended, Inactive - Administratively Closed, Pending - Acceptance from Site Investigator, Pending - Completion Site Application, and Declined - Acceptance.

Click in the **Drug** field to open a dropdown picklist, then click the desired option to select it. *Note that this list is configured under Animal Resource Center > Review Board Administration > List Maintenance Setup tab > Drug Configuration List link.*

The screenshot shows the 'Search IRIS Database' window. The 'Drug' field is selected, and a dropdown menu is open, listing various drug names. A red arrow points to the 'Drug' field. The dropdown menu includes the following options: All, Advil, Amoxicillin, Benzocaine, Laxiom, and Vivlodex.

Click in the **Device** field to open a dropdown picklist, then click the desired option to select it. *Note that this list is configured under Animal Resource Center > Review Board Administration > List Maintenance Setup tab > Device Configuration List link.*

The screenshot shows the 'Search IRIS Database' window. The 'Device' field is selected, and a dropdown menu is open, listing various device types. A red arrow points to the 'Device' field. The dropdown menu includes the following options: All, Autoclave, Fine Tip Cautery Pen, and Venous Stent.

Click in the **Sponsor** field to open a dropdown picklist, then click the desired option to select it. *Note that this list is configured under System Administration > List Configuration and Maintenance > System Setup tab > Business Associate*

List link.

The screenshot shows the 'Search IRIS Database' window. The title bar is green with the text 'Search IRIS Database' and a close button. Below the title bar, there is a green header with the text 'Search Study(s) that you have access to : Click on the Find button to update the result set'. A yellow 'Find' button with a magnifying glass icon is in the top right corner. The main area contains several search criteria: 'Study #:' (text input), 'Status:' (dropdown menu with 'All' selected), 'Drug:' (dropdown menu with 'All' selected), 'Device:' (dropdown menu with 'All' selected), and 'Sponsor:' (dropdown menu with 'All' selected). A red arrow points to the 'Sponsor' dropdown. A red box highlights the dropdown menu, which is open and shows a list of sponsors including: J.M Pharmaceuticals - ( Pharmaceuticals ), A.G. Besselaar - ( AGB ), Abbott Pharmaceuticals - ( APham ), Access Pharmaceuticals - ( AcPham ), Achillion Pharmaceuticals Inc., Actelion Pharmaceuticals, Allen Foundation, Allergan, Alliance Pharmaceutical, Alzheimers Association, American Cancer Society, American Heart, American Heart Association (AHA), Arthritis Foundation, Astra Merck, Astra Pharmaceutical, AstraZeneca, Aventis Pharmaceuticals Inc, Bausch & Lomb, Baxter, Bayer, Bectec Laboratories, Besselaar, Biogen, Boehringer Mannheim, Boehringer Ingelheim, Bristol-Myers Squibb, Burnoughs-Wellcome, and Cancer and Leukemia Group B - ( CALGB ).

Click in the **RB #** field to open a dropdown picklist, then click the desired number type option to select it.

The screenshot shows the 'Search IRIS Database' window. The title bar is green with the text 'Search IRIS Database' and a close button. Below the title bar, there is a green header with the text 'Search Study(s) that you have access to : Click on the Find button to update the result set'. A yellow 'Find' button with a magnifying glass icon is in the top right corner. The main area contains several search criteria: 'Study #:' (text input), 'Status:' (dropdown menu with 'All' selected), 'Drug:' (dropdown menu with 'All' selected), 'Device:' (dropdown menu with 'All' selected), and 'Sponsor:' (dropdown menu with 'All' selected). A red arrow points to the 'RB #' field. A red box highlights the 'RB #' dropdown menu, which is open and shows a list of options: 'Study Number', 'IRB Number', 'IACUC Number', and 'IBC Number'. The 'IRB Number' option is selected.

After specifying a number type in the **RB #** dropdown picklist, enter a full or partial number applicable to the number type selected.

The screenshot shows the 'Search IRIS Database' window. The title bar is green with the text 'Search IRIS Database' and a close button. Below the title bar, there is a green header with the text 'Search Study(s) that you have access to : Click on the Find button to update the result set'. A yellow 'Find' button with a magnifying glass icon is in the top right corner. The main area contains several search criteria: 'Study #:' (text input), 'Status:' (dropdown menu with 'All' selected), 'Drug:' (dropdown menu with 'All' selected), 'Device:' (dropdown menu with 'All' selected), and 'Sponsor:' (dropdown menu with 'All' selected). A red box highlights the 'RB #' field, which now contains the text 'IACUC Num' and a text input field with a red border containing the number '123456'. The 'Investigator' dropdown menu is also visible, with 'All' selected.

Click in the **Investigator** field to open a dropdown picklist, then click the desired option to select it.

**Search IRIS Database**

Search Study(s) that you have access to :  
Click on the Find button to update the result set

Study #:  RB #:  IRB Number:

Status: All  IRB Number: All

Drug: All

Device: All

Sponsor: All

**Find**

**IRB Number**

- All
- Admin, CRA
- Administrator
- Harper, Jill M, M.D., PhD
- Investigator, IACUC, Ph.D.
- Investigator, IBC, Ph.D.
- Investigator, John Samson II, B.S.
- Investigator, Sean
- Member, IRB
- Researcher, John
- Smith, John
- Weeks, Janelle K, DVM

When all criteria fields are complete, click the **Find** button. Results are displayed in the lower portion of the **Search IRIS Database** page. Click the icon in the **Select** column (red circles) to select an option and apply it to the report.

**Search IRIS Database**

Search Study(s) that you have access to :  
Click on the Find button to update the result set

Study #:  RB #:  IRB Number:

Status: All  IRB Number: All

Drug: All

Device: All

Sponsor: All

**Find**

60 result(s) found... 1 - 10

Select	Study Number	Study Status	IRB Number	PI
	ECOG 3611;A Randomized Phase II Study of Ipilimumab at 3 mg/kg or 10 mg/kg Alone or in Combination with High Dose Interferon-α in Advanced MelaNoma			
<input checked="" type="checkbox"/>	ECOG 3611;A Randomized Phase II Study of Ipilimumab at 3 mg/kg or 10 mg/kg Alone or in Combinati	Returned for Corrections	IRB-19-140	Investigator, John Samson II, B.S.
	Evaluating the impact of aerosolized nano-enabled consumer products on respiratory health			
<input checked="" type="checkbox"/>	Evaluating the impact of aerosolized nano-enabled consumer products on respiratory health	Returned for Corrections		Investigator, John Samson II, B.S.
	Effects of Controlled Whole-body Vibration Training on Reducing Falls among Healthy Population and Ambulatory People with Neurological Impairments			
	Effects of Controlled Whole-body Vibration			

Back on the **List of Animals by Study** page, click in the **Life Status** field to open the dropdown picklist and click to select the desired item. *Note that this list is configured under Animal Resource Center > Review Board Administration > System Setup tab > Setup Life Status link.*

**Life Status :**

- All
- Alive
- Culled
- Deceased
- Euthanized
- Shipped

When all criteria fields are complete on the **List of Animals by Study** page, click the **Run Report** button.

## List of Cages by Facility and Room

This report offers detailed information on cages used to house research subject animals. The report includes IACUC #, Cage Status, Cage #, Study Alias, PI, # of Males, # of Females and Total animals for each cage.

My Workspaces ▼ Vivarium **List of Cages by Facility and Room** ◀ Back

Helpful Information Run Report

Display Report as:  PDF  HTML  Excel

Facility: All ▼

Room: All ▼

Cage Status: All ▼

Select the applicable radio button to specify the desired **Display Report as** format. Regardless of the option chosen from among PDF, HTML or Excel, the report opens in a separate window.

Display Report as:  PDF  HTML  Excel

Note that in systems where the `system.use_csv_report_format` property is set to "Yes", a fourth, CSV output option is enabled (shown below).

Display Report as:  PDF  HTML  Excel  CSV

When the CSV option is selected a download dialog like that shown below is opened when the report runs, prompting the user to open or download the CSV report.

What do you want to do with  
rb\_arc\_animals\_by\_facility\_room\_xls1574701238975.csv (1.1 MB)?  
From: iris-qa2

Open Save ^ Cancel ×

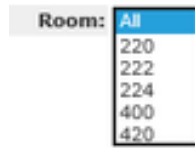
Note that all remaining fields on this page default to a selection of "All".

Click in the **Facility** field to open the dropdown picklist and click to select the desired item. Note that this list is configured under *Animal Resource Center > Review Board Administration > List Maintenance Setup tab > Setup Facilities / Buildings / Floors / Room link*.

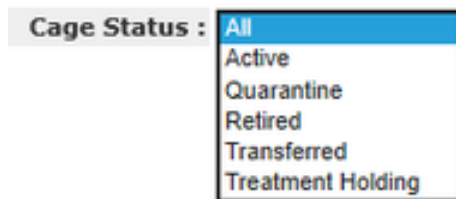
Facility: All

- California State University
- General Facility
- NIH Atlanta GA Campus

Click in the **Room** field to open the dropdown picklist and click to select the desired item. *Note that this list is configured under Animal Resource Center > Review Board Administration > List Maintenance Setup tab > Setup Facilities / Buildings / Floors / Room link.*



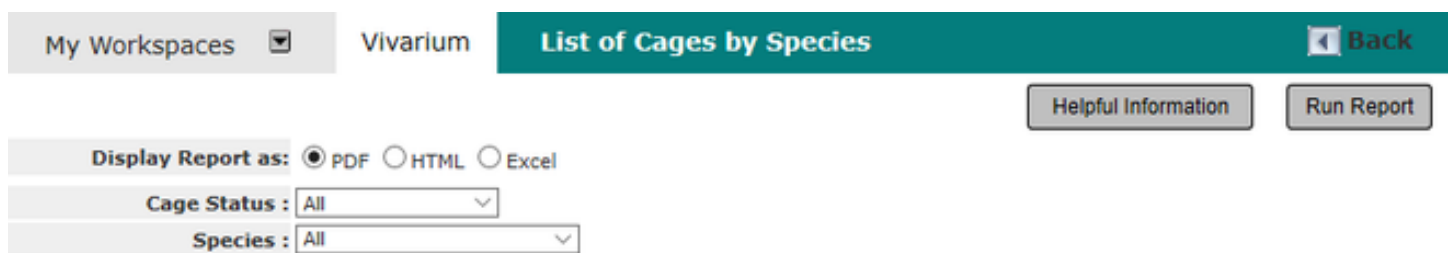
Click in the **Cage Status** field to open the dropdown picklist and click to select the desired item. *Note that this list is configured under Animal Resource Center > Review Board Administration > System Setup tab > Setup Cage Status link.*



When all criteria fields are complete on the **List of Cages by Facility and Room** page, click the **Run Report** button.

## List of Cages by Species

This report offers detailed information on cages used to house research subject animals, broken out by Species. The report includes IACUC #, Principal Investigator, Cage Status, Cage #, Facility, Room, # of Males, # of Females and Total animals for each cage, broken out by Species.



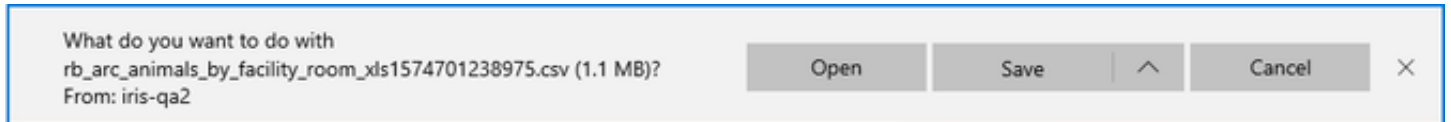
Select the applicable radio button to specify the desired **Display Report as** format. Regardless of the option chosen from among PDF, HTML or Excel, the report opens in a separate window.



Note that in systems where the `system.use_csv_report_format` property is set to "Yes", a fourth, CSV output option is enabled (shown below).

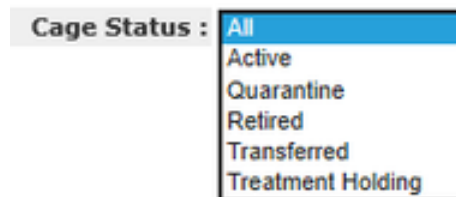


When the CSV option is selected a download dialog like that shown below is opened when the report runs, prompting the user to open or download the CSV report.

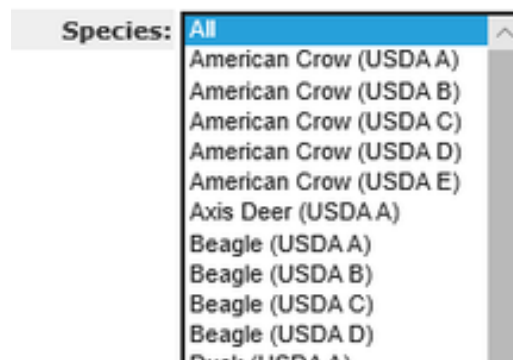


Note that all remaining fields on this page default to a selection of "All".

Click in the **Cage Status** field to open the dropdown picklist and click to select the desired item. Note that this list is configured under *Animal Resource Center > Review Board Administration > System Setup tab > Setup Cage Status link*.



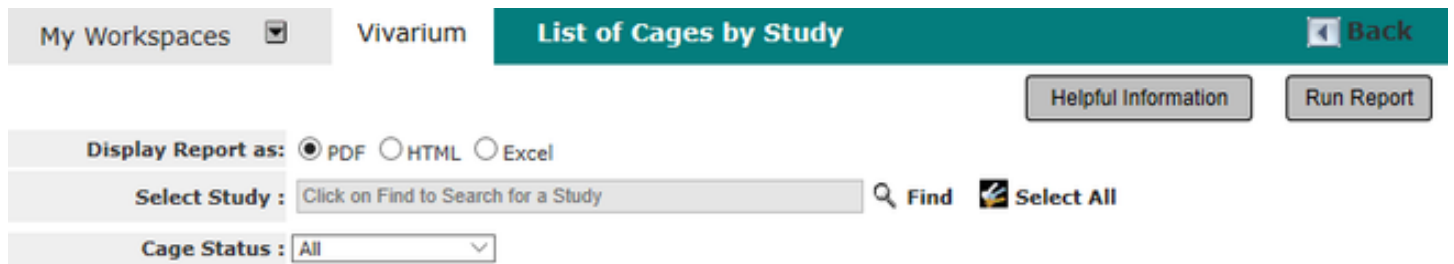
Click in the **Species** field to open the dropdown picklist and click to select the desired item. Note that this list is configured under *Animal Resource Center > Review Board Administration > List Maintenance Setup tab > Animal Species Configuration List link*.



When all criteria fields are complete on the **List of Cages by Species** page, click the **Run Report** button.

## List of Cages by Study

This report offers detailed information on cages used to house research subject animals, broken out by Study / Protocol. The report includes IACUC #, Principal Investigator, Cage Status, Cage #, Facility, Room, # of Males, # of Females and Total animals for each cage, broken out by Study / Protocol.




Select the applicable radio button to specify the desired **Display Report as** format. Regardless of the option chosen from among PDF, HTML or Excel, the report opens in a separate window.



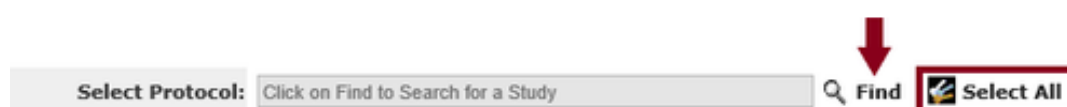
*Note that in systems where the `system.use_csv_report_format` property is set to "Yes", a fourth, CSV output option is enabled (shown below).*



*When the CSV option is selected a download dialog like that shown below is opened when the report runs, prompting the user to open or download the CSV report.*



The **Select Protocol / Study** field offers two search options: click **Select All** to include all protocols/studies or click the **Find** button to open a lookup form.



The **Search iRIS Database** form is opened. Enter any combination of criteria in the search form at top, as described following the screenshot below.

The screenshot shows the 'Search iRIS Database' window. At the top, it says 'Search Study(s) that you have access to : Click on the Find button to update the result set'. Below this are search criteria fields: Study #, Status (dropdown), Drug (dropdown), Device (dropdown), Sponsor (dropdown), RB # (with an IRB Number dropdown), and Investigator (dropdown). A 'Find' button is in the top right. Below the search fields, it says '60 result(s) found...'. A table of results is displayed with columns: Select, Study Number, Study Status, IRB Number, and PI. The first row shows 'ECOG 3611:A Randomized Phase II Study of Ipilimumab at 3 mg/kg or 10 mg/kg Alone or in Combination with High Dose Interferon-α in Advanced Melanoma' with a status of 'Returned for Corrections' and IRB Number 'IRB-19-140'. The second row shows 'ECOG 3611:A Randomized Phase II Study of Ipilimumab at 3 mg/kg or 10 mg/kg Alone or in Combination' with a status of 'Returned for Corrections' and IRB Number 'IRB-19-140'. The third row shows 'Evaluating the impact of aerosolized nano-enabled consumer products on respiratory health' with a status of 'Returned for Corrections' and IRB Number 'IRB-19-140'. The fourth row shows 'Evaluating the impact of aerosolized nano-enabled consumer products on respiratory health' with a status of 'Returned for Corrections' and IRB Number 'IRB-19-140'. The fifth row shows 'Effects of Controlled Whole-body Vibration Training on Reducing Falls among Healthy Population and Ambulatory People with Neurological Impairments' with a status of 'Returned for Corrections' and IRB Number 'IRB-19-140'. The sixth row shows 'Effects of Controlled Whole-body Vibration Training on Reducing Falls among Healthy Population and Ambulatory People with Neurological Impairments' with a status of 'Returned for Corrections' and IRB Number 'IRB-19-140'.

The search form is shown in isolation for the remainder of this section.

Enter a full or partial study/protocol number in the **Study #** field.

Click in the **Status** field to open a dropdown picklist, then click the desired option to select it. *Note that this list is configured under System Administration > List Configuration and Maintenance > System Setup tab > Setup Protocol/Study Status link.*

The screenshot shows the 'Search iRIS Database' window with the 'Status' dropdown menu open. A red arrow points to the 'Status' field. The dropdown menu lists the following options: All, Open, Returned for Corrections, Pending Feasibility Review, Feasibility Approved, Feasibility Denied, Approved, Pending - Acceptance to Participate, Draft, Pending, Pending - Submitted for Initial Review, Closed to Accrual with follow-up, Closed, Suspended, Inactive - Administratively Closed, Pending - Acceptance from Site Investigator, Pending - Completion Site Application, and Declined - Acceptance.

Click in the **Drug** field to open a dropdown picklist, then click the desired option to select it. *Note that this list is configured under Animal Resource Center > Review Board Administration > List Maintenance Setup tab > Drug Configuration List link.*

**Search IRIS Database**

Search Study(s) that you have access to :  
Click on the Find button to update the result set

Study #:  RB #: IRB Number

Status: All Investigator: All

Drug: All

Device: 

- All
- Advil
- Amoxicillin
- Benzocaine
- Laxiom
- Viviodex

Sponsor:

**Find**

Click in the **Device** field to open a dropdown picklist, then click the desired option to select it. *Note that this list is configured under Animal Resource Center > Review Board Administration > List Maintenance Setup tab > Device Configuration List link.*

**Search IRIS Database**

Search Study(s) that you have access to :  
Click on the Find button to update the result set

Study #:  RB #: IRB Number

Status: All Investigator: All

Drug: All

Device: 

- All
- Autoclave
- Fine Tip Cauletry Pen
- Venous Stent

Sponsor:

**Find**

Click in the **Sponsor** field to open a dropdown picklist, then click the desired option to select it. *Note that this list is configured under System Administration > List Configuration and Maintenance > System Setup tab > Business Associate List link.*

**Search IRIS Database**

Search Study(s) that you have access to :  
Click on the Find button to update the result set

Study #:  RB #: IRB Number

Status: All Investigator: All

Drug: All

Device: All

Sponsor: 

- All
- J.M Pharmaceuticals - ( Pharmaceuticals )
- A.G. Besselaar - ( AGB )
- Abbott Pharmaceutical - ( APHarm )
- Access Pharmaceuticals - ( AcPharm )
- Achillion Pharmaceuticals Inc.
- Aclion Pharmaceuticals
- Allen Foundation
- Allergan
- Alliance Pharmaceutical
- Alzheimers Association
- American Cancer Society
- American Heart
- American Heart Association (AHA)
- Arthritis Foundation
- Astra Merck
- Astra Pharmaceutical
- AstraZeneca
- Aventis Pharmaceuticals Inc
- Bausch & Lomb
- Baxter
- Bayer
- Beigex Laboratories
- Besselaar
- Biogen
- Boehringer Mannheim
- Boehringer-Ingelheim
- Bristol-Myers Squibb
- Burroughs-Wellcome
- Cancer and Leukemia Group B - ( CALGB )

**Find**

Click in the **RB #** field to open a dropdown picklist, then click the desired number type option to select it.

Search IRIS Database

Search Study(s) that you have access to :  
Click on the Find button to update the result set

Study #:  RB #:  Study Number  
 Status: All  Investigator:  IRB Number  
 Drug: All  IACUC Number  
 Device: All  IBC Number  
 Sponsor: All

Find

After specifying a number type in the **RB #** dropdown picklist, enter a full or partial number applicable to the number type selected.

Search IRIS Database

Search Study(s) that you have access to :  
Click on the Find button to update the result set

Study #:  RB #: IACUC Num  Study Number  
 Status: All  Investigator: All  IRB Number  
 Drug: All  IACUC Number  
 Device: All  IBC Number  
 Sponsor: All

Find

Click in the **Investigator** field to open a dropdown picklist, then click the desired option to select it.

Search IRIS Database

Search Study(s) that you have access to :  
Click on the Find button to update the result set

Study #:  RB #:  IRB Number  
 Status: All  Investigator:  Admin, ORA  
 Drug: All  Administrator  
 Device: All  Harper, Jill M, M.D., PhD  
 Sponsor: All  Investigator, IACUC, Ph.D.  
 Investigator, IBC, Ph.D.  
 Investigator, John Samson II, B.S.  
 Investigator, Sean  
 Member, IRB  
 Researcher, John  
 Smith, John  
 Weeks, Janelle K, DVM

Find

When all criteria fields are complete, click the **Find** button. Results are displayed in the lower portion of the **Search IRIS Database** page. Click the icon in the **Select** column (red circles) to select an option and apply it to the report.

**Search IRIS Database**

Search Study(s) that you have access to :  
Click on the Find button to update the result set

**Find**

Study #:  RB #:  IRB Number:

Status:  Investigator:

Drug:

Device:

Sponsor:

60 result(s) found... 1 - 10

Select	Study Number	Study Status	IRB Number	PI
	ECOG 3611;A Randomized Phase II Study of Ipilimumab at 3 mg/kg or 10 mg/kg Alone or in Combination with High Dose Interferon- $\alpha$ in Advanced Melanoma			
<input checked="" type="checkbox"/>	ECOG 3611;A Randomized Phase II Study of Ipilimumab at 3 mg/kg or 10 mg/kg Alone or in Combinati	Returned for Corrections	IRB-19-140	Investigator, John Samson II, B.S.
	Evaluating the impact of aerosolized nano-enabled consumer products on respiratory health			
<input checked="" type="checkbox"/>	Evaluating the impact of aerosolized nano-enabled consumer products on respiratory health	Returned for Corrections		Investigator, John Samson II, B.S.
	Effects of Controlled Whole-body Vibration Training on Reducing Falls among Healthy Population and Ambulatory People with Neurological Impairments			
	Effects of Controlled			

Click in the **Cage Status** field to open the dropdown picklist and click to select the desired item. *Note that this list is configured under Animal Resource Center > Review Board Administration > System Setup tab > Setup Cage Status link.*

**Cage Status :**

- All
- Active
- Quarantine
- Retired
- Transferred
- Treatment Holding

When all criteria fields are complete on the **List of Cages by Study** page, click the **Run Report** button.

## Report by Vendor

This report offers detailed information on animal orders, broken out by Vendor. The report includes Study name, PI, Vendor, vendor Contact, Order number, order Status, Requisition number, Species, Strain, USDA Category, Date Ordered, Date Received, # Males Ordered, # Females Ordered, # Males Received, # Females received, Total Ordered and Total Received.

My Workspaces  Vivarium **Report by Vendor**

Display Report as:  PDF  HTML  Excel

Select Vendor:

Vendor Contact:

Select PI:

Select Study:

Date order was placed:

Select Received Start Date:

Select Received End Date:

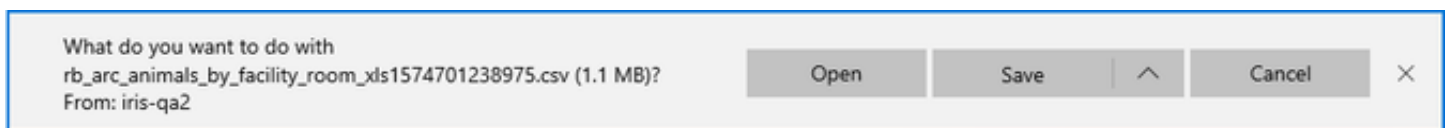
Select the applicable radio button to specify the desired **Display Report as** format. Regardless of the option chosen from among PDF, HTML or Excel, the report opens in a separate window.

Display Report as:  PDF  HTML  Excel

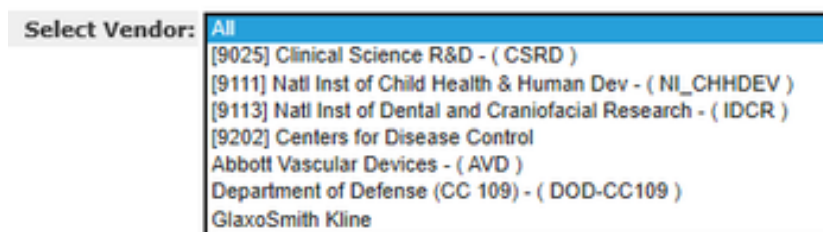
Note that in systems where the `system.use_csv_report_format` property is set to "Yes", a fourth, CSV output option is enabled (shown below).

Display Report as:  PDF  HTML  Excel  CSV

When the CSV option is selected a download dialog like that shown below is opened when the report runs, prompting the user to open or download the CSV report.



Click in the **Select Vendor** field to open the dropdown picklist and click to select the desired item. Note that this list is configured under *System Administration > List Configuration and Maintenance > System Setup tab > Business Associate List link*.



Click in the **Vendor Contact** field to open the dropdown picklist and click to select the desired item; the list is filtered to show only those Contacts associated with the selected Vendor. Note that this list is configured under *System Administration > List Configuration and Maintenance > System Setup > Business Associate List link*.

**Vendor Contact :**

- All
- Andreesen, Jurgan
- Berkowicz, Sally
- Berman, John
- Ho, Pham
- Jinka, Rapitha
- Lee, Minh Tran
- Thompkins, Jane

The **Select PI** field offers two search options: click **Select All** to include all PIs or click the **Find** button to open a lookup form.

Select PI: All

The **Find Principal Investigator** form is opened. Enter any combination of full or partial **Last Name** and/or **First Name**, then click the **Find** button.

**Find Principal Investigator**

Directory Browse/Find: Last Name:  (You may enter a partial name to search) First Name:

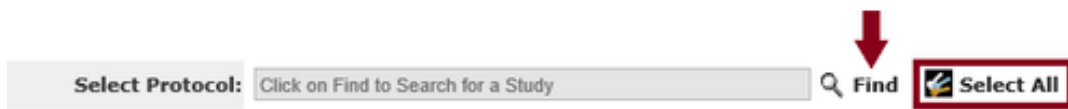
A result set is loaded. Click the icon in the **Select User** column to select the applicable PI.

**Find Principal Investigator**

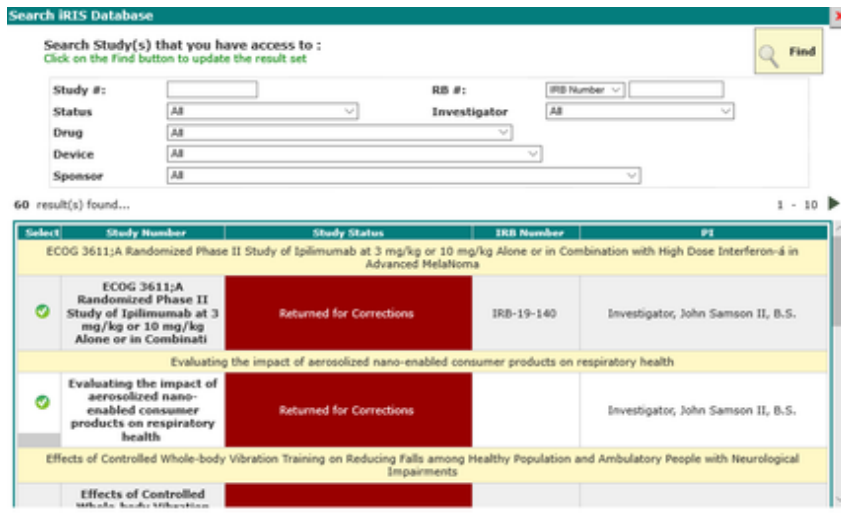
Directory Browse/Find: Last Name: H First Name:

Select User	User Name	Department
<input checked="" type="checkbox"/>	Achis, Jamie	Healthcare Department
<input checked="" type="checkbox"/>	Al Hinal, Farah	Redlands
<input checked="" type="checkbox"/>	Bhat, kanikaPI	Healthcare Department
<input checked="" type="checkbox"/>	Bhole, Rahul	QA - SDVA
<input checked="" type="checkbox"/>	Blythe, Megan	Healthcare Department
<input checked="" type="checkbox"/>	Chaaya Salloum, Naji	Research

The **Select Study / Protocol** field offers two search options: click **Select All** to include all protocols/studies or click the **Find** button to open a lookup form.



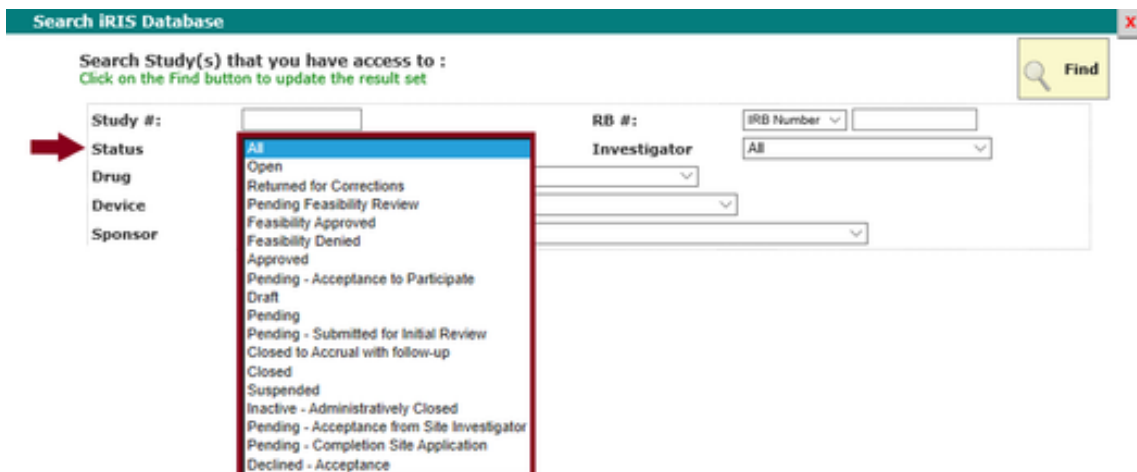
The **Search iRIS Database** form is opened. Enter any combination of criteria in the search form at top, as described following the screenshot below.



The search form is shown in isolation for the remainder of this section.

Enter a full or partial study/protocol number in the **Study #** field.

Click in the **Status** field to open a dropdown picklist, then click the desired option to select it. *Note that this list is configured under System Administration > List Configuration and Maintenance > System Setup tab > Setup Protocol/Study Status link.*



Click in the **Drug** field to open a dropdown picklist, then click the desired option to select it. *Note that this list is configured under Animal Resource Center > Review Board Administration > List Maintenance Setup tab > Drug Configuration List link.*

The screenshot shows the 'Search IRIS Database' window. The 'Drug' dropdown menu is open, displaying a list of options: All, Advil, Amoxicillin, Benzocaine, Laxiom, and Vivlodex. A red arrow points to the 'Drug' field, and a red box highlights the dropdown list. The 'Find' button is visible in the top right corner.

Click in the **Device** field to open a dropdown picklist, then click the desired option to select it. *Note that this list is configured under Animal Resource Center > Review Board Administration > List Maintenance Setup tab > Device Configuration List link.*

The screenshot shows the 'Search IRIS Database' window. The 'Device' dropdown menu is open, displaying a list of options: All, Autoclave, Fine Tip Cautery Pen, and Venous Stent. A red arrow points to the 'Device' field, and a red box highlights the dropdown list. The 'Find' button is visible in the top right corner.

Click in the **Sponsor** field to open a dropdown picklist, then click the desired option to select it. *Note that this list is configured under System Administration > List Configuration and Maintenance > System Setup tab > Business Associate List link.*

The screenshot shows the 'Search IRIS Database' window. The 'Sponsor' dropdown menu is open, displaying a long list of pharmaceutical and research organizations, including 3M Pharmaceuticals, A.G. Besselaar, Abbott Pharmaceutical, Access Pharmaceuticals, Achillion Pharmaceuticals Inc., Actelion Pharmaceuticals, Allen Foundation, Allergan, Alliance Pharmaceutical, Alzheimer's Association, American Cancer Society, American Heart, American Heart Association (AHA), Arthritis Foundation, Astra Merck, Astra Pharmaceutical, AstraZeneca, Aventis Pharmaceuticals Inc, Bausch & Lomb, Baxter, Bayer, Befex Laboratories, Besselar, Biogen, Boehringer Mannheim, Boehringer Ingelheim, Bristol Myers Squibb, Burroughs-Wellcome, and Cancer and Leukemia Group B - (CALGB). A red arrow points to the 'Sponsor' field, and a red box highlights the dropdown list. The 'Find' button is visible in the top right corner.

Click in the **RB #** field to open a dropdown picklist, then click the desired number type option to select it.

The screenshot shows the 'Search IRIS Database' window. The 'RB #' field has a dropdown menu open, displaying four options: 'Study Number', 'IRB Number', 'IACUC Number', and 'IBC Number'. A red arrow points from the 'RB #' label to the dropdown menu. A red box highlights the dropdown menu options. The 'Find' button is visible in the top right corner.

After specifying a number type in the **RB #** dropdown picklist, enter a full or partial number applicable to the number type selected.

The screenshot shows the 'Search IRIS Database' window. The 'RB #' dropdown menu is now closed, and the text 'IACUC Num' is visible in the dropdown area. A red box highlights the text 'IACUC Num' and the adjacent text input field, which is currently empty. The 'Find' button is visible in the top right corner.

Click in the **Investigator** field to open a dropdown picklist, then click the desired option to select it.

The screenshot shows the 'Search IRIS Database' window. The 'Investigator' field has a dropdown menu open, displaying a list of names and roles. A red box highlights the dropdown menu options. The 'Find' button is visible in the top right corner.

When all criteria fields are complete, click the **Find** button. Results are displayed in the lower portion of the **Search IRIS Database** page. Click the icon in the **Select** column (red circles) to select an option and apply it to the report.

Search IRIS Database

Search Study(s) that you have access to :  
Click on the Find button to update the result set

Find

Study #:  RB #:  IRB Number:

Status:  Investigator:

Drug:

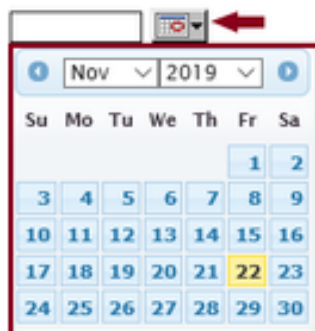
Device:

Sponsor:

60 result(s) found... 1 - 10

Select	Study Number	Study Status	IRB Number	PI
	ECOG 3611;A Randomized Phase II Study of Ipilimumab at 3 mg/kg or 10 mg/kg Alone or in Combination with High Dose Interferon- $\alpha$ in Advanced Melanoma			
<input checked="" type="checkbox"/>	ECOG 3611;A Randomized Phase II Study of Ipilimumab at 3 mg/kg or 10 mg/kg Alone or in Combination with High Dose Interferon- $\alpha$ in Advanced Melanoma	Returned for Corrections	IRB-19-140	Investigator, John Samson II, B.S.
	Evaluating the impact of aerosolized nano-enabled consumer products on respiratory health			
<input checked="" type="checkbox"/>	Evaluating the impact of aerosolized nano-enabled consumer products on respiratory health	Returned for Corrections		Investigator, John Samson II, B.S.
	Effects of Controlled Whole-body Vibration Training on Reducing Falls among Healthy Population and Ambulatory People with Neurological Impairments			
	Effects of Controlled Whole-body Vibration Training on Reducing Falls among Healthy Population and Ambulatory People with Neurological Impairments	Returned for Corrections		

Back on the **Report by Vendor** page, use the provided calendar widgets to select a **Date order was placed**, **Select Received Start Date** and **Select Received End Date** for the report. Click on the calendar icon to open the widget, then navigate to the desired date in the widget and click it to select. *Note that all three date fields are required.*



When all criteria fields are complete on the **Report by Vendor** page, click the **Run Report** button.