

# Interest Inventory Lookup

## Access

To access the Interest Inventory Lookup utility, select the **COI** link from the study staff homepage.

The screenshot shows the 'Study Staff' homepage. At the top, there are logos for 'USF UNIVERSITY OF SOUTH FLORIDA' and 'arc'. A navigation bar contains links: 'My Home', 'Home - Sandbox', 'IRB Studies', 'IACUC', and 'COI'. The 'COI' link is circled in orange. Below the navigation bar, the page title is 'Page for Rebecca Simms'. A welcome message is followed by instructions and a list of actions: 'Inbox', 'Monitor', and 'ARC Updates'. Below this is a table with tabs for 'Inbox', 'IRB', 'IACUC', 'Approved Studies', 'Profile', and 'COI'. The 'COI' tab is selected. A search filter is present, and a table lists COI items with columns for ID, Name, Date Modified, Type, Owner, State, and Last State Change.

ID	Name	Date Modified	Type	Owner	State	Last State Change
Pro00000506	ghdfh	4/25/2019 1:04 PM	Study		Pre Submission	4/25/2019 1:04 PM
Pro00000505	asCAS	4/24/2019 2:16 PM	Study		Pre Submission	4/24/2019 2:16 PM

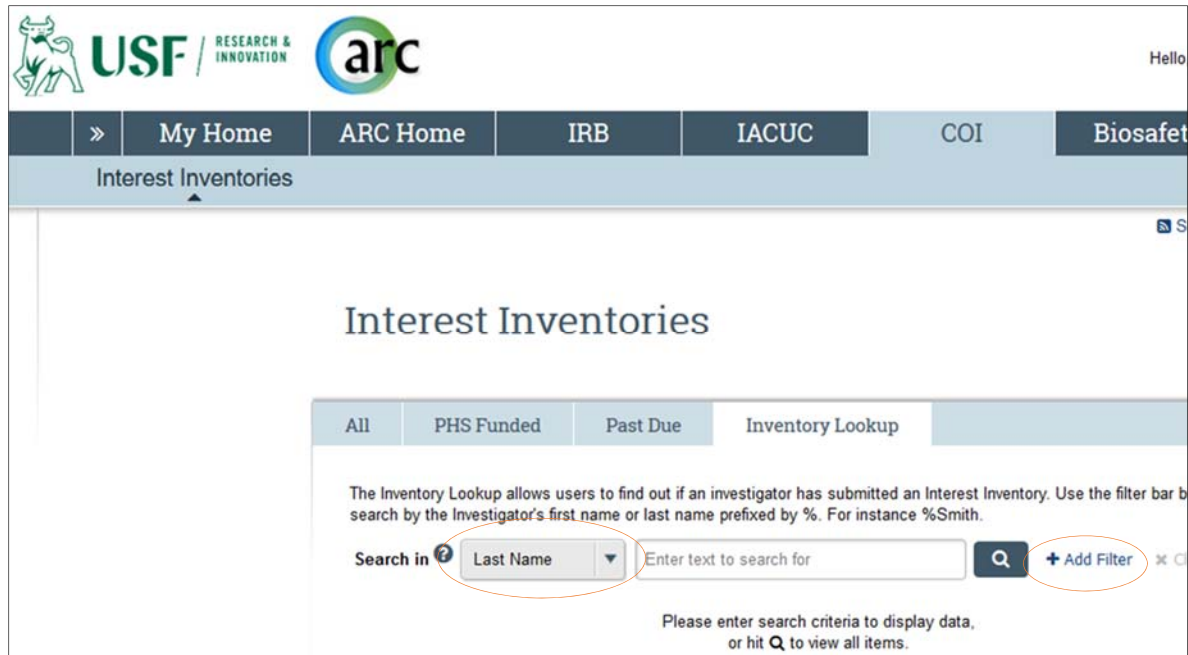
Select the **Interest Inventories** link on the left to access Interest Inventories.

The screenshot shows the 'Interest Inventories' page. The top navigation bar includes 'My Home', 'ARC Home', 'IRB', 'IACUC', 'COI', and 'Biosafety'. Below this is a sub-navigation bar with 'Interest Inventories'. On the left sidebar, the 'Interest Inventories' link is circled in orange. The main content area is titled 'COI' and contains a description: 'Conflict of Interest (COI) projects that are In Progress, Review Complete, and Renewal Required.' Below this is a row of tabs: 'In Progress', 'Awaiting Funding', 'Review Completed', and a menu icon.

The Interest Inventory section displays a series of tabs similar to the ones displayed on your home page. Select the **Inventory Lookup** tab to access the lookup utility.

## Use

The Inventory Lookup utility allows you to search for an Interest Inventory by an investigator's name or organization. Use the **Search in** drop down to select the criteria to use during the lookup. You can use the "Add Filter" link to use multiple criteria to further narrow down your results.



USF / RESEARCH & INNOVATION arc

Hello

» My Home ARC Home IRB IACUC COI Biosafet

Interest Inventories

### Interest Inventories

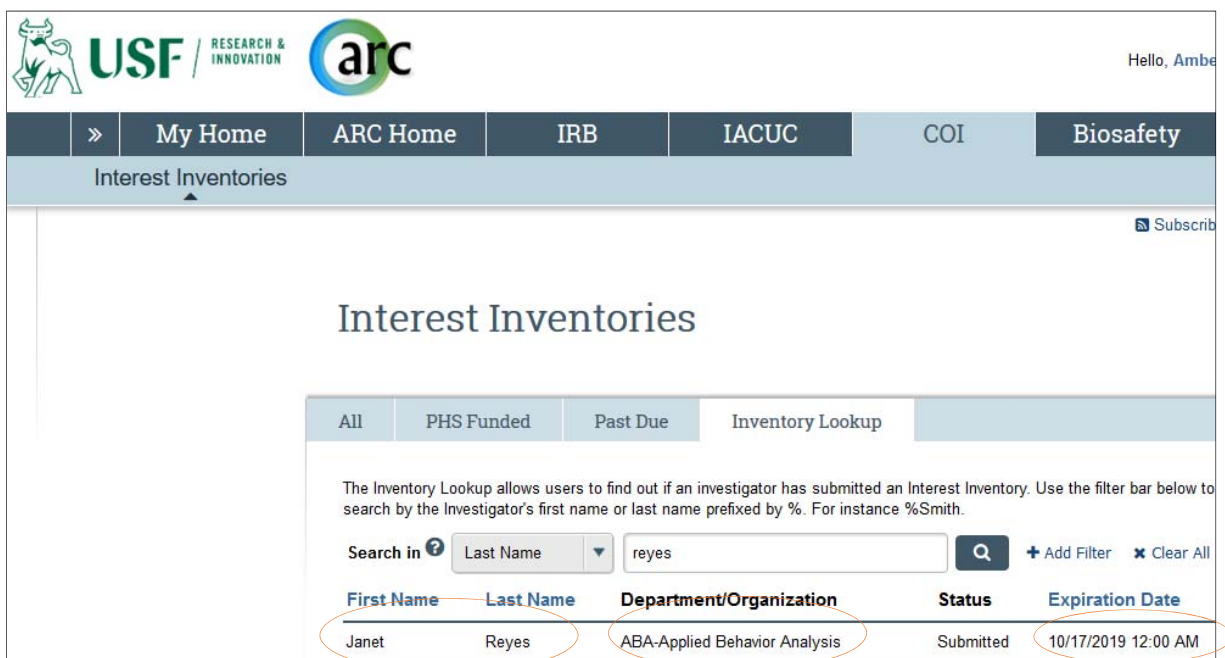
All PHS Funded Past Due Inventory Lookup

The Inventory Lookup allows users to find out if an investigator has submitted an Interest Inventory. Use the filter bar below to search by the Investigator's first name or last name prefixed by %. For instance %Smith.

Search in ? Last Name

Please enter search criteria to display data, or hit **Q** to view all items.

Once a search is executed, the results will display the investigator's name, department/organization, the status of the Interest Inventory and the expiration date. Please note: the Lookup does not provide access to view the contents of the Interest Inventory, only basic information described above.



USF / RESEARCH & INNOVATION arc

Hello, Ambe

» My Home ARC Home IRB IACUC COI Biosafety

Interest Inventories

### Interest Inventories

All PHS Funded Past Due Inventory Lookup

The Inventory Lookup allows users to find out if an investigator has submitted an Interest Inventory. Use the filter bar below to search by the Investigator's first name or last name prefixed by %. For instance %Smith.

Search in ? Last Name

First Name	Last Name	Department/Organization	Status	Expiration Date
Janet	Reyes	ABA-Applied Behavior Analysis	Submitted	10/17/2019 12:00 AM