Creating a New Study

Purpose of this resource: To show SHSU investigators how to create a new study in Cayuse IRB.

1. From the Cayuse Dashboard click **New Study**

cayuse IRB						Role: Researcher 💌	932	👗 Sydney Hereford 🔻
Dashboard	Studies	Submissions	Tasks	Meetings	Reporting	More		
								+ New Study

2. Enter the Study Title, Click the blue **Check box** afterwards.

	Study	Details			Submissions		
Enter study	title here						
						× ×	
						1 ×	
PDF Approval Date: A/A	Delete Expiration Date: N/A	Organization: N/A	Active Submissions:	Population Flags:	Additional Flags:		

3. You will be taken to the **Study Details** page after creating the study. Important information will be here once you begin your submission.

Note: Whoever creates the study will be the primary contact. This can later be changed when editing the submission. Cayuse IRB allows you to rename the study until the completion of a withdrawal or administrative closure submission.

Studies / Study D	etails					+ New Submission
	Study	Details			Submissions	
Unsubmitted	7-18 The	Effects of Blue Li	ght on Sleep			
Approval Date: N/A Sponsors: N/A	Expiration Date: N/A Closed Date: N/A	Organization: N/A Current Policy Pre-2018 Rule	Active Submissions: N/A			
Key Contact Team Membe No Key Study	ts Attach r Contacts.	ments	Role	Number		Email

4. After creating your study, you are allowed to **begin your initial submission.** Click **+New Submission** and select Initial to begin completing your application.

