

IMPORTANT NOTE: If you are modifying a protocol approved under the previous system (prior to July 1, 2020), go to page 4.

Submitting an Amendment

(Using a protocol approved with GeauxGrants; after July 1, 2020)

It is recommended you use Chrome or Firefox when using GeauxGrants. You can login through myLSU or by <https://www.lsu.edu/geauxgrants/>

- Locate the protocol to amend under Locate My Records.

The screenshot shows the GeauxGrants interface. The top navigation bar includes 'Home', 'My Profile', 'Locate My Records', 'Locate Records', 'Calendar', 'Messages', and 'Things to Do'. The 'Locate My Records' section displays a table of records. A red arrow points to the four-line menu icon next to the IRB number IRBAM-20-0149.

Record Number	Record Type	Record Owner	Record Primary Sponsor	Record Status
IRBAM-20-0149	Human Subjects Protocol	Tiger, (L3) Mike the		In Development
IRBAM-20-0148	Human Subjects Protocol	Tiger, (L3) Mike the		In Development
IRBAM-20-0143	Human Subjects Protocol	Tiger, (L3) Mike the		Approved
IRBAM-20-0141	Human Subjects Protocol	Tiger, (L3) Mike the		In Development
IRBAM-20-0140	Human Subjects Protocol	Tiger, (L3) Mike the		In Development

- Click the four lines next to the IRB number of the study you want to modify. Click Create New then Amendment.

LSU | GeauxGrants

Home My Profile **Locate My Records** Locate Records Calendar Messages Things to Do

Sponsored Projects
Award Tracking
Human Protocol
Conflict of Interest
SPIN
GeauxGrants Help Desk

Contact Info
Conflict of Interest
ITS Service Desk
(225) 578-3375 option 1
servicedesk@lsu.edu
Sponsored Projects

Results found: 54 Switch Owner: You Export to Excel

1 2 3 20 items per page 1 - 20 of 54 items

Drag a column header and drop it here to group by that column

<input type="checkbox"/>	Record Number	Record Type	Record Owner	Record Primary Sponsor	Record Status
▶	IRBAM-20-0149	Human Subjects Protocol	Tiger, (L3) Mike the		In Development
▶	IRBAM-20-0148	Human Subjects Protocol	Tiger, (L3) Mike the		In Development
▶		Human Subjects Protocol	Tiger, (L3) Mike the		Approved
▶		Human Subjects Protocol	Tiger, (L3) Mike the		In Development
▶		Human Subjects Protocol	Tiger, (L3) Mike the		In Development
▶		Human Subjects Protocol	Tiger, (L3) Mike the		In Development

- When the form appears, uncheck Complete and make the requested changes.

http://eradev.lsu.edu/ComplianceNet/SharedSystems/EForms/Form.aspx?ObjectFormId=8579C415-8998-457B-89A9-447073DA7976&recordid=5302757&system=HS&ActionItemID= - Google Chrome

eradev.lsu.edu/ComplianceNet/SharedSystems/EForms/Form.aspx?ObjectFormId=8579C415-8998-457B-89A9-447073DA7976&recordid=5302757&system=HS&ActionItemID=

LSU View PDF Complete Submit

Next →

GENERAL INFORMATION

GENERAL INFORMATION

* IRB #: IRBAM-20-0233 * Submission #: IRBAM-20-0233-02

* Title (Please update your title to continue your application):
New Protocol

* Select Review Type:
 Exempt Full Board / Expedited

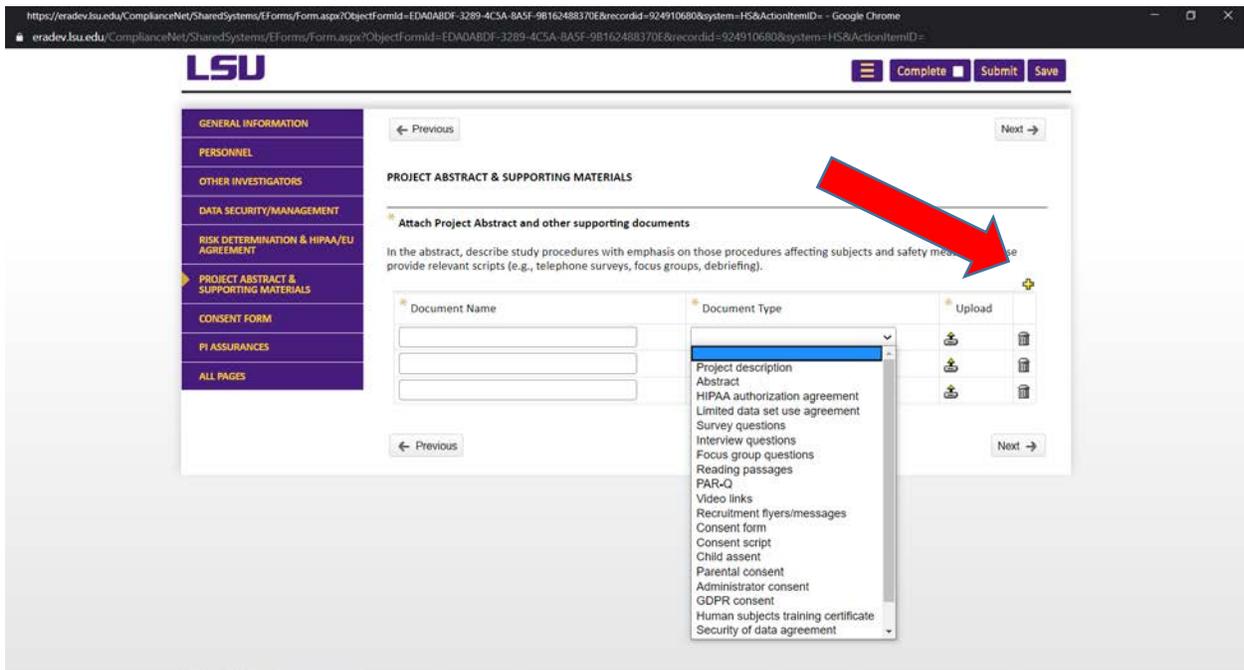
* Principal Investigator: Investigator, (L2) Test HS
 Department LSUAM | Col of ENGR | MECH and IE - Mechanical Engineering
 Title Professor
 Email eantol1@lsu.edu
 Phone

* Is there a proposal associated with this protocol?
 Yes No

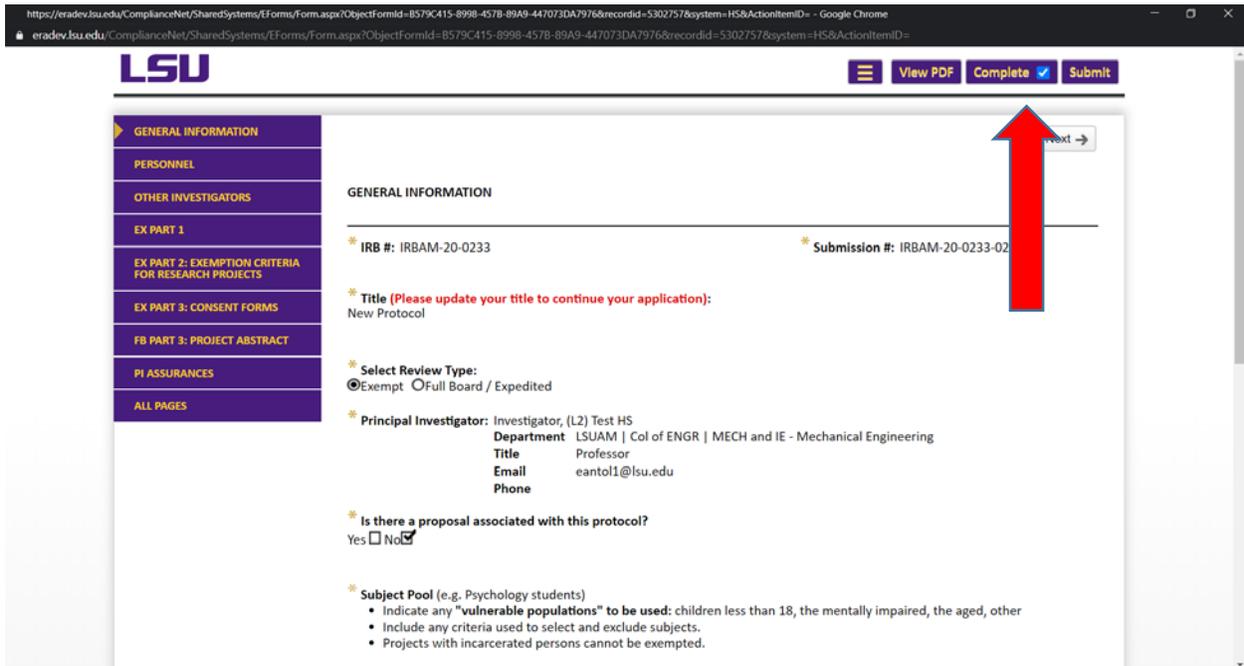
* Subject Pool (e.g. Psychology students)
 • Indicate any "vulnerable populations" to be used: children less than 18, the mentally impaired, the aged, other
 • Include any criteria used to select and exclude subjects.
 • Projects with incarcerated persons cannot be exempted.

- Under Project Abstract & Supporting Materials, upload any revised documents by clicking the + sign to the expand the section. You will need to click the + sign again to add additional rows to upload multiple documents. By clicking the  button under

Upload, it allows you to add your files. **Make sure the changes are highlighted in the documents you upload. The uploaded file names must be less than 50 characters.**



- Once finished, click Complete at the top of the page then Submit.



Submitting a Transitional Amendment

(Using a protocol approved with the old system; before July 1, 2020)

- Locate the protocol to amend under Locate My Records.

The screenshot shows the GeauxGrants interface. The top navigation bar includes Home, My Profile, Locate My Records (selected), Locate Records, Calendar, Messages, and Things to Do. On the left, there are several menu items: Sponsored Projects, Award Tracking, Human Protocol, Conflict of Interest, SPIN, GeauxGrants Help Desk, and Contact Info. The main content area displays a table of records. The table has columns for Record Number, Record Type, Record Owner, Record Primary Sponsor, and Record Status. A red arrow points to the four-line menu icon next to the IRB number IRBAM-20-0149.

Record Number	Record Type	Record Owner	Record Primary Sponsor	Record Status
IRBAM-20-0149	Human Subjects Protocol	Tiger, (L3) Mike the		In Development
IRBAM-20-0148	Human Subjects Protocol	Tiger, (L3) Mike the		In Development
IRBAM-20-0143	Human Subjects Protocol	Tiger, (L3) Mike the		Approved
IRBAM-20-0141	Human Subjects Protocol	Tiger, (L3) Mike the		In Development
IRBAM-20-0140	Human Subjects Protocol	Tiger, (L3) Mike the		In Development

- Click the four lines next to the IRB number of the study you want to modify. Click Create New then Transitional Amendment.

The screenshot shows the GeauxGrants interface with a context menu open over the IRB number IRBAM-20-0149. The menu options are: Edit, View, Create New, Info, Delete, and Bookmark Record. A red arrow points to the 'Create New' option.

Record Number	Record Type	Record Owner	Record Primary Sponsor	Record Status
IRBAM-20-0149	Human Subjects Protocol	Tiger, (L3) Mike the		In Development
IRBAM-20-0148	Human Subjects Protocol	Tiger, (L3) Mike the		In Development
IRBAM-20-0143	Human Subjects Protocol	Tiger, (L3) Mike the		Approved
IRBAM-20-0141	Human Subjects Protocol	Tiger, (L3) Mike the		In Development
IRBAM-20-0140	Human Subjects Protocol	Tiger, (L3) Mike the		In Development

- The form will populate the IRB number and the title of your study.

The screenshot shows a web browser window displaying the LSU IRB form. The URL is <https://eratest.lsu.edu/ComplianceNet/SharedSystems/EForms/Form.aspx?ObjectFormId=CF45E9D2-3A74-4445-BAC6-C2EB1BF870D5&recordid=8887691&system=HS&ActionItemID=>. The form is titled "GENERAL INFORMATION" and includes the following fields:

- Protocol Number: IRBAM-20-0005
- Submission Number: IRBAM-20-000505
- Title: Testing Tuesday
- Please describe any changes you are requesting: (empty text area)
- PERSONNEL section with a table for Name, Start Date, End Date, and Role.

Name	Start Date	End Date	Role
Tiger, (L2) Mike the	25-Jun-2020		Manager

- Make your requested changes
- Under Project Abstract & Supporting Materials, upload any revised documents by clicking the + sign to the expand the section. You will need to click the + sign again to add additional rows to upload multiple documents. By clicking the  button under Upload, it allows you to add your files. **Make sure the changes are highlighted in the documents you upload. The uploaded file names must be less than 50 characters.**

LSU

Complete Submit Save

GENERAL INFORMATION

PERSONNEL

OTHER INVESTIGATORS

DATA SECURITY/MANAGEMENT

RISK DETERMINATION & HIPAA/EU AGREEMENT

PROJECT ABSTRACT & SUPPORTING MATERIALS

CONSENT FORM

PI ASSURANCES

ALL PAGES

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PROJECT ABSTRACT & SUPPORTING MATERIALS

Attach Project Abstract and other supporting documents

In the abstract, describe study procedures with emphasis on those procedures affecting subjects and safety measures. Please provide relevant scripts (e.g., telephone surveys, focus groups, debriefing).

Document Name	Document Type	Upload
<input type="text"/>	Project description Abstract HIPAA authorization agreement Limited data set use agreement Survey questions Interview questions Focus group questions Reading passages PARQ Video links Recruitment flyers/messages Consent form Consent script Child assent Parental consent Administrator consent GDPR consent Human subjects training certificate Security of data agreement	<input type="button" value="Upload"/>

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Next →

- Once finished, certify your changes are correct.

LSU

Complete Submit Save

Certifications

CertificationBeginEnd

PROJECT ABSTRACT & SUPPORTING MATERIALS

Attach Project Abstract and other supporting documents

In the abstract, describe study procedures with emphasis on those procedures affecting subjects and safety measures. Please provide relevant scripts (e.g., telephone surveys, focus groups, debriefing).

Document Name	Document Type	Upload
<input type="text"/>		<input type="button" value="Upload"/>

PI ASSURANCES

I certify my responses are accurate and complete. If the project scope or design later changes, I will resubmit for review. I will obtain written approval from the Authorized Representative of all non-LSU institutions in which the study is conducted. I also understand that it is my responsibility to maintain copies of all consent forms at LSU for three years after completion of the study. If I leave LSU before that time, the consent forms should be preserved in the Departmental Office.

When you are finished please click COMPLETE at the top of the page and SUBMIT your application.

- Click Complete at the top of the page then Submit.

https://eratest.lsu.edu/ComplianceNet/SharedSystems/EForms/Form.aspx?ObjectFormId=F1EFA927-0DF8-467E-B0F3-BCC970F8FE5&recordid=4083380&system=HS&ActionItemID= - Google Chrome
eratest.lsu.edu/ComplianceNet/SharedSystems/EForms/Form.aspx?ObjectFormId=F1EFA927-0DF8-467E-B0F3-BCC970F8FE5&recordid=4083380&system=HS&ActionItemID=

LSU Complete Submit Save

Certifications
CertificationBeginEnd
- - -

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