

IRB

- Principal Investigators are responsible for ensuring appropriate and timely reporting.
 - Please review reporting requirements in the Investigator Manual: [Post-Approval Considerations](#).
- Study teams can confirm individuals listed on a submission have completed appropriate training before submitting to the IRB by reviewing the “Training” tab. Human subjects protection (HSP) training will appear and syncs from CITI.
 - See the Investigator Manual ([Researcher Requirements](#)) for training requirements and [WVU ITS CITI Training](#) for syncing issues. Training updates show in the system the following day.
- Attachment options
 - The Update button replaces an existing file to preserve the history of each document.
 - This allows for comparisons between different versions to easily identify changes and streamline reviews
 - The Delete option removes the current file and existing file history

Grants and Agreements

- SciENCv is a research profile system compatible with NIH, NSF, DOE, and USDA biographical sketch requirements for funding
 - This application compiles information on expertise, employment, education, and professional accomplishments to create biosketches for federal grant submissions and reporting.
 - SciENCv also allows users to automatically pull data from outside sources, like ORCID, to add publications and other accomplishments in biosketches.
- Tips for using SciENCv
 - Do not flatten the PDF download from SciENCv as this will break the digital certification
 - If prompted to transfer biosketch data to the new format, you are encouraged to select “No” as this could create data errors and duplicate accounts.
 - Confirm ORCID ID is linked with eRA Commons ID
 - Confirm ORCID ID is set to public

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