



## WELCOME TO RESEARCH ENABLED

### Approve Researchers' proposals & projects

- As an Administrator, you can access proposals and projects from your Dashboard.
- If it's an Investigator-Initiated Project, you will immediately see the Researcher's submission.
- Review the contents - *per your University's internal policies* - you can either either "Approve" or "Request Change".
  - If it is a change from the Researcher you need, a "Notes" box will pop-up, where you can immediately address the issue at hand, and the Researcher will be notified of your requested changes and the Project will return to draft form to allow for changes to be made.
  - If you "Approve" the submission, it will be made final and become immediately available to users of the site.
- If however you are reviewing Proposals from Researchers who are responding to an Industry Challenge or Request or another Researcher's IIP the process is slightly different:
  - You will be approving the Proposals, not the specific submission. Click "View" and review the contents of the proposal - *per your University's internal policies* - and select at the bottom either "Approve" or "Request more info".
  - Again, if a change is required or more information is needed from the Researcher, a "Notes" box will pop-up, where you can immediately address the issue, and the Researcher will be notified of your request.
  - The Researcher's proposal will be returned to draft form, to allow the Researcher's changes to be made. Once they're made, you will receive a new notification for the Researcher's edited submission.

FOR MORE INFORMATION:

[RESEARCHENABLED.ORG](https://RESEARCHENABLED.ORG)

CONTACT US : (314) 669-1689