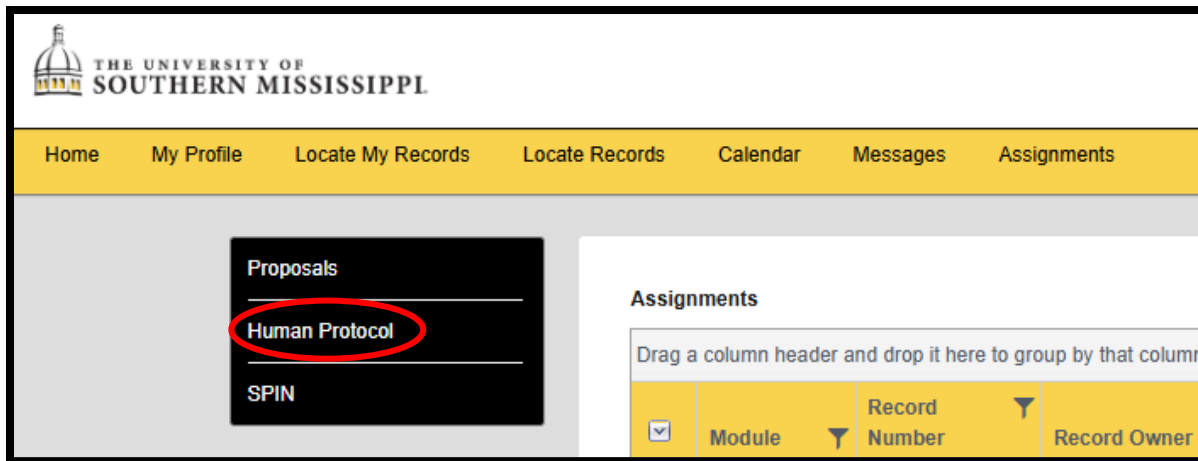
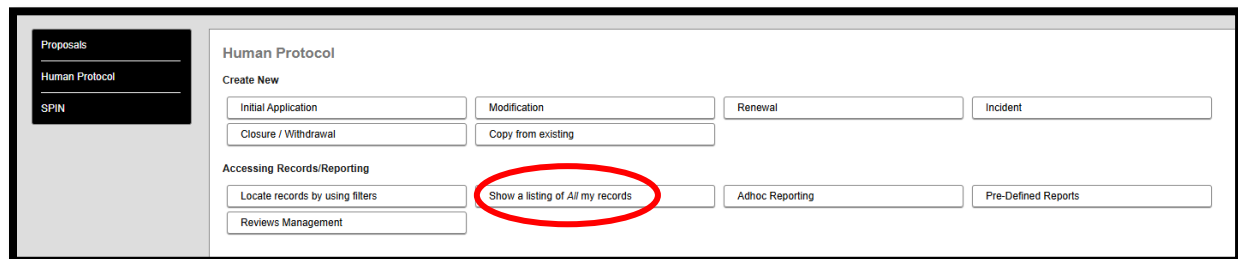


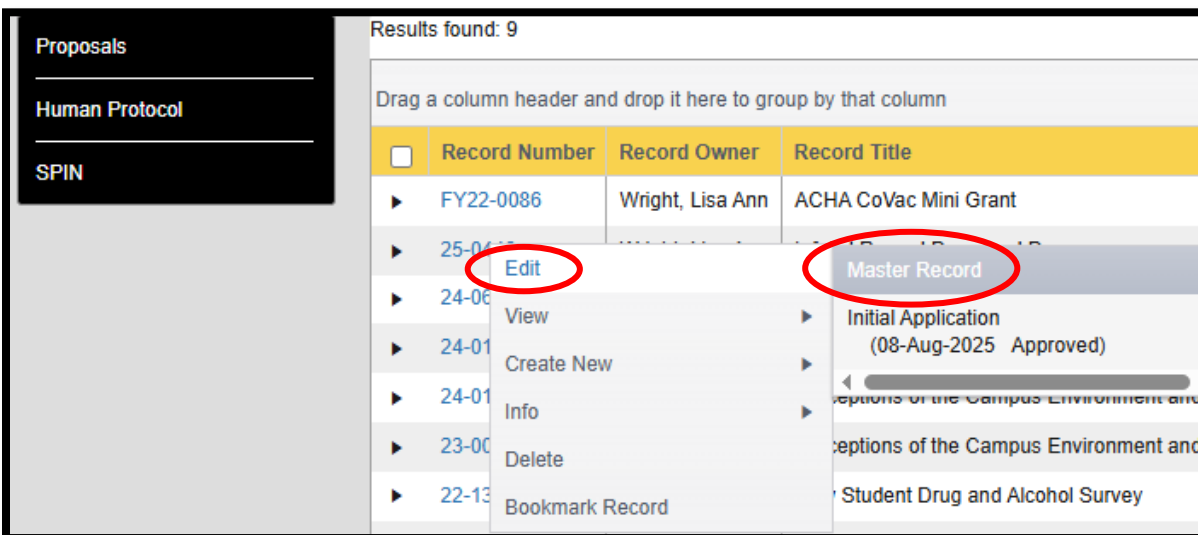
Step 1: Log in to [InfoEd](#). Click on Human Protocol.



Step 2: Select “Show a listing of *All* my records”.



Step 3: Click on the blue protocol number you would like to access, select “Edit”, and then “Master Record”.



Step 4: A new window will open; click on the “Initial Application” option in blue text. If you have modifications and/or renewals, they will also be listed in blue text, and you will be able to access them to retrieve all associated documents following the same steps.

Record Number: 25-0446
 InfoEd Record Download Demo
 Lisa Ann Wright - VP for Research
 Human Subjects Protocol
 Edit Mode

Submissions (1) | Linkages | Summaries | Attachments (2) | Communications (1) | Access

Home > Submissions

Submissions

Type	Submission Number	Investigator Submitted On Date	Determination Date	Determination Date From	Determination Date To	
Initial Application	25-0446-01	N/A	Approved	08-Aug-2025	08-Aug-2025	07-Aug-2026 Delete

Step 5: Click on “PDF” in blue text. Make sure pop-ups are allowed on your computer.

Record Number: 25-0446
 InfoEd Record Download Demo
 Lisa Ann Wright - VP for Research
 Human Subjects Protocol
 Edit Mode

Submissions (1) | Linkages | Summaries | Attachments (2) | Communications (1) | Access

Home > Submissions > Initial Application > Submission

Submission

Initial Application
 Submission Number: 25-0446-01 Created on: 08-Aug-2025 Status: Approved

Document/Form	Type	Status	
Human Subjects Research Application	Application	Completed	PDF (Route History) (Mandatory Form)

Reviews (1)
 Communications (1)
 Personnel (1)
 Attachments (2)
 Status History (3)
 Assignments

Step 6: A new window will open, and you will be able to download and save a copy of your protocol as a PDF.

Human Subjects Research Application - Google Chrome

usm.infoedglobal.com/InfoEdCommon/Handlers/DocumentHandler.ashx?method=ViewEFormDocument&System...

Human Subjects... 1 / 23 95%

Updated By: Lisa Ann Wright 08-Aug-2025 02:36:30 PM

INVESTIGATOR INFORMATION

HUMAN RESEARCH APPLICATION PROCEDURES

You may save and come back to finish your application at any time. However, if you have not submitted your protocol within 45 days of starting the application, it will be automatically deleted.

In order for your application to be complete, you will need to attach all necessary forms identified. This includes:

- Active (non-expired) CITI certificates for all USM-affiliated investigators (both the Common Core Course and Human Subjects Research Course),
- consent form(s) or scripts,
- additional required documents, such as research instruments, recruitment materials, and external permission letters (if applicable).
- For more information on the IRB process and requirements, please refer to the [Office of Research Integrity's website](#).

IF1. Protocol Number
25-0446

IF2. Submission Number
25-0446-01

IF3. Formal Project Title:
InfoEd Record Download Demo

IF4. Principal Investigator:
Wright, Lisa Ann

IF5. Submission Type
Initial Application

IF6. Research Purpose:
Faculty or Staff Project

Step 7: Return to the Master Record screen and click on the “Communications” option in white text.

usm.infoedglobal.com/EnableWeb/Compliance/SubmissionDetail.aspx?ProjID=7A7191BB-F748-43F8-9B48-CD12EE485507&ObjectID=8B20842E-FC08-4...

usm.infoedglobal.com/EnableWeb/Compliance/SubmissionDetail.aspx?ProjID=7A7191BB-F748-43F8-9B48-CD12EE485507&ObjectID=8B20842E-FC...

Record Number: 25-0446

InfoEd Record Download Demo

Lisa Ann Wright - VP for Research

Human Subjects Protocol Edit Mode

Submissions (1) Linkages Summaries Attachments (2) **Communications (1)** Access ?

Home > Submissions > Initial Application > Submission

Submission

Initial Application

Submission Number: 25-0446-01 Created on: 08-Aug-2025 Status: Approved

Document/Form	Type	Status	(Route History)
Human Subjects Research Application	Application	Completed	PDF (Mandatory Form)

Reviews (1)

Communications (1)

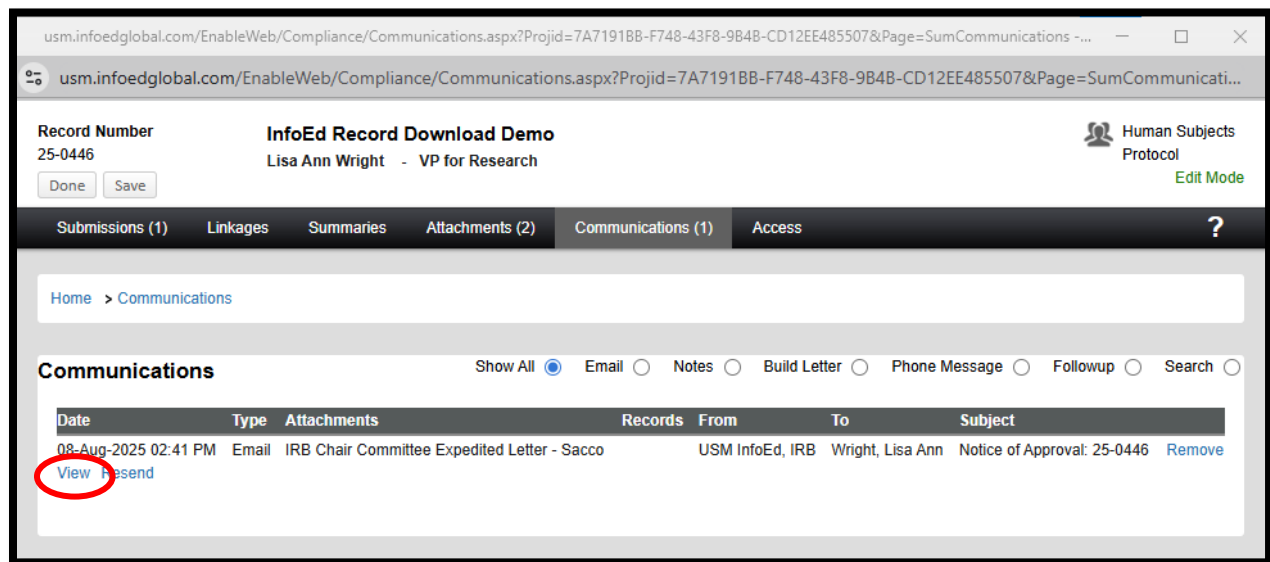
Personnel (1)

Attachments (2)

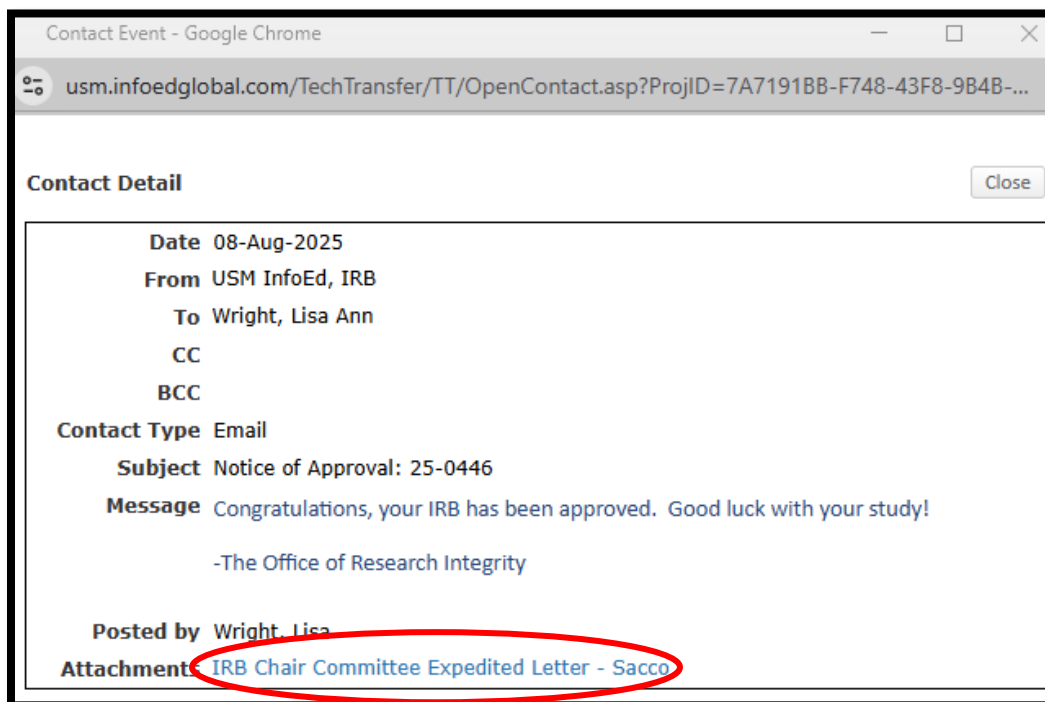
Status History (3)

Assignments

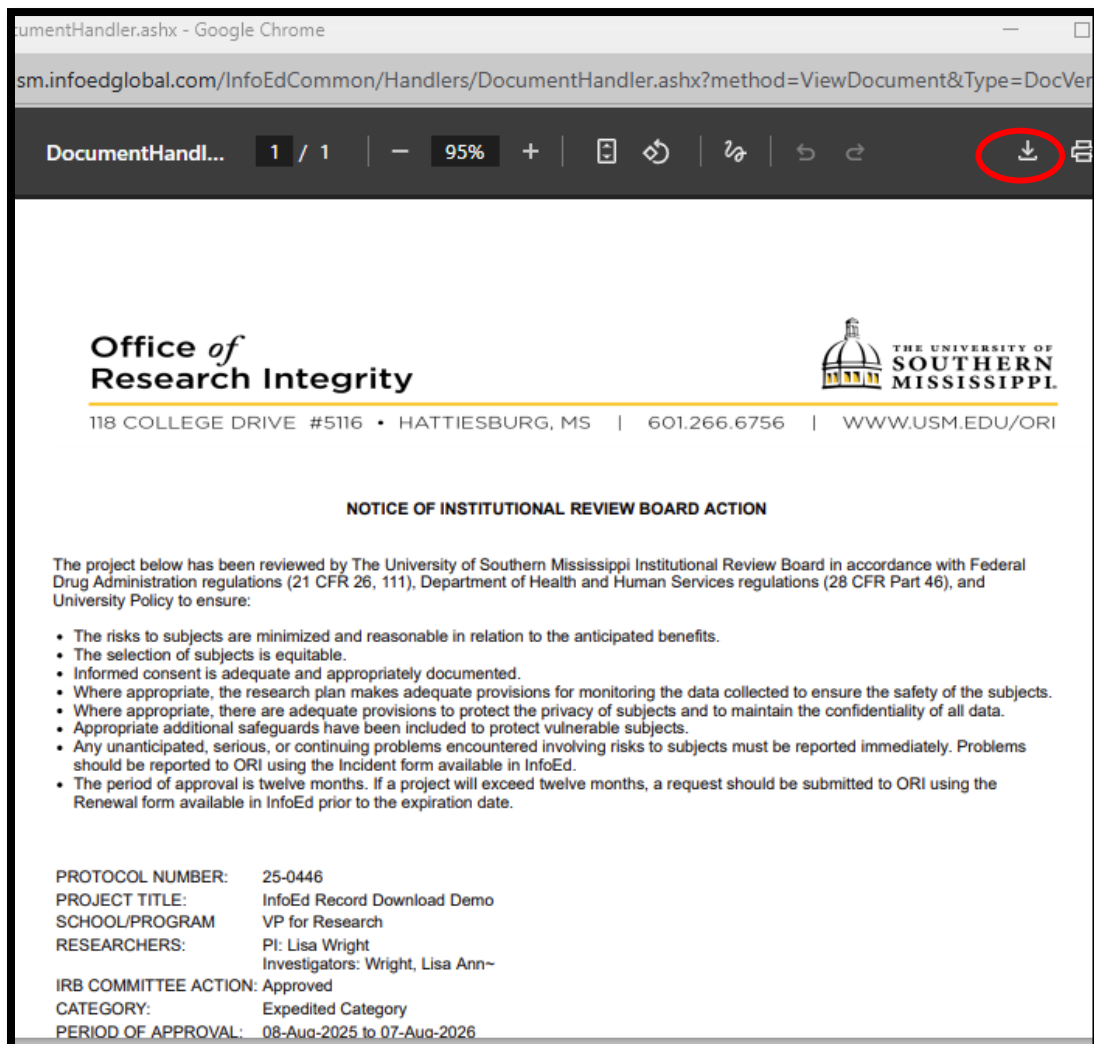
Step 8: In the master record's communications section, you will be able to see all communications associated with your protocol. Click on the option to “View” relevant communications in blue text.



Step 8: Another screen will pop up; click on the blue text where the “Attachments” are listed.



Step 10: Your approval letter will open in a new window that you can then save as a PDF.



DocumentHandler.ashx - Google Chrome

sm.infoedglobal.com/InfoEdCommon/Handlers/DocumentHandler.ashx?method=ViewDocument&Type=DocVer

DocumentHandl... 1 / 1 | - 95% + | [Icons] [Download icon circled in red]

Office of Research Integrity

THE UNIVERSITY OF SOUTHERN MISSISSIPPI

118 COLLEGE DRIVE #5116 • HATTIESBURG, MS | 601.266.6756 | WWW.USM.EDU/ORI

NOTICE OF INSTITUTIONAL REVIEW BOARD ACTION

The project below has been reviewed by The University of Southern Mississippi Institutional Review Board in accordance with Federal Drug Administration regulations (21 CFR 26, 111), Department of Health and Human Services regulations (28 CFR Part 46), and University Policy to ensure:

- The risks to subjects are minimized and reasonable in relation to the anticipated benefits.
- The selection of subjects is equitable.
- Informed consent is adequate and appropriately documented.
- Where appropriate, the research plan makes adequate provisions for monitoring the data collected to ensure the safety of the subjects.
- Where appropriate, there are adequate provisions to protect the privacy of subjects and to maintain the confidentiality of all data.
- Appropriate additional safeguards have been included to protect vulnerable subjects.
- Any unanticipated, serious, or continuing problems encountered involving risks to subjects must be reported immediately. Problems should be reported to ORI using the Incident form available in InfoEd.
- The period of approval is twelve months. If a project will exceed twelve months, a request should be submitted to ORI using the Renewal form available in InfoEd prior to the expiration date.

PROTOCOL NUMBER: 25-0446
PROJECT TITLE: InfoEd Record Download Demo
SCHOOL/PROGRAM: VP for Research
RESEARCHERS: PI: Lisa Wright
Investigators: Wright, Lisa Ann-
IRB COMMITTEE ACTION: Approved
CATEGORY: Expedited Category
PERIOD OF APPROVAL: 08-Aug-2025 to 07-Aug-2026