Investigator Dashboard Instruction Guide:

1. Access the Investigator Dashboard or type http://ctas.app.emory.edu into a browser.
   a. Log-in with your Emory University NetID & Password*

*Please note: If you have a sponsored account (non-Emory University user account), you will not be able to view Investigator Dashboard data due to the privacy policies of the Office for Clinical Research. For additional help, email MYRESEARCHNAVIGATOR@listserv.cc.emory.edu. Responses sent within 24 hours.

How to Search the Dashboard

View the Investigator Dashboard based on:

1. Status
2. Elapsed Time in Days

Click the button in top left corner to toggle between “Status” and “Elapsed Time in Days” dashboards.

Investigator Dashboard View #1: Status

[Image of Investigator Dashboard View #1]

Investigator Dashboard View #2: Elapsed Time in Days

[Image of Investigator Dashboard View #2]

Search and/or filter list of studies by:

1. Full Study Title
2. IRB No.
3. Investigator (First Name, Last Name)
How to View Protocol Details/Milestones

This view provides the Investigator with a list of studies monitored by the Clinical Research Navigator.

1. Click **View Details** at the end of desired row.*

   - **Completed** status indicates:
     - All department milestones met
     - eNOA generated
     - First subject visit milestone occurred

   *If you cannot see the **View Details** column, click **Scroll** to advance page to the right.

Investigator Dashboard View #1: Status

Investigator Dashboard View #2: Elapsed Time in Days