
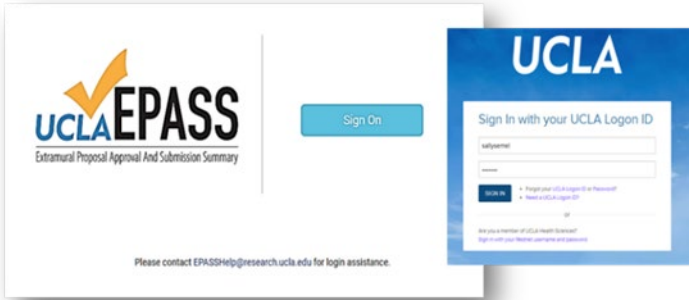


HOW TO REVIEW AND APPROVE AN EPASS ELECTRONICALLY (FOR PIs)

<ol style="list-style-type: none"> 1. You will receive an automated email 2. Click on the link 	<p>EPASS Review Notification - PI: Sharinger, Judy</p> <p> Epass@Research.ucla.edu To: Sharinger, Judy</p> <p>Click here to download pictures. To help protect your privacy, Outlook prevented automatic download of some pictures in this message.</p> <p>Dear Judy Sharinger,</p> <p>Please click on the following link to review and approve this proposal.</p> <p>https://epass.research.ucla.edu//3215/Approvals/Review/45304</p> <table border="1"> <tr><td>Proposal ID</td><td>45304</td></tr> <tr><td>PI</td><td>Sharinger, Judy</td></tr> <tr><td>Co-PI 1</td><td></td></tr> <tr><td>Co-PI 2</td><td></td></tr> <tr><td>Title of proposal</td><td>Screenshots for PIs</td></tr> <tr><td>Sponsor</td><td>BRAIN & BEHAVIOR RESEARCH FOUNDATION</td></tr> <tr><td>Date Submitted</td><td>5/5/2021</td></tr> <tr><td>Due Date</td><td>5/18/2021</td></tr> </table>	Proposal ID	45304	PI	Sharinger, Judy	Co-PI 1		Co-PI 2		Title of proposal	Screenshots for PIs	Sponsor	BRAIN & BEHAVIOR RESEARCH FOUNDATION	Date Submitted	5/5/2021	Due Date	5/18/2021																						
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<ol style="list-style-type: none"> 3. The link will take you to sign in with your UCLA Logon ID 	 <p>The image shows the UCLA EPASS Sign On interface. On the left, the UCLA EPASS logo is displayed with the text 'Extramural Proposal Approval And Submission Summary'. A 'Sign On' button is visible. On the right, a 'Sign In with your UCLA Logon ID' form is shown, including fields for 'Subject' and 'Name', and a 'Sign In' button. A note at the bottom of the sign-in form reads: 'Please contact EPASSHelp@research.ucla.edu for login assistance.'</p>																																						
<ol style="list-style-type: none"> 4. You can review the EPASS by clicking on the EPASS Form 5. You can approve or deny the EPASS here 	<p>Review Proposal</p> <p>Screenshots for PIs</p> <table border="1"> <tr><td>PI</td><td>Sharinger, Judy</td></tr> <tr><td>Preparer</td><td>Sharinger, Judy</td></tr> <tr><td>Administering Department</td><td>SEMEL INSTITUTE (2000)</td></tr> <tr><td>Is this a DRA submission?</td><td>Yes</td></tr> <tr><td>Is this EPASS being created for an award that has already been received?</td><td>No</td></tr> <tr><td>Sponsor</td><td>BRAIN & BEHAVIOR RESEARCH FOUNDATION</td></tr> <tr><td>Sponsor Due Date</td><td>5/18/2021</td></tr> <tr><td>Sponsor Due Time</td><td>2:00pm</td></tr> <tr><td>Proposal Type</td><td>New</td></tr> <tr><td>Sponsor Award/ID #</td><td></td></tr> <tr><td>Routing Status</td><td>In Review</td></tr> </table> <p>PI's signature is required to Send to OCGA</p> <p>Edit EPASS</p> <p>Documents</p> <ul style="list-style-type: none"> EPASS Form 1. Sponsor Guidelines - Sponsor_Guidelines (Guidelines_2021-bbrf-yi-grants.pdf) 2. Proposal - Proposal_BBRF (Proposal_Draft.pdf) 3. Other - Internal Budget (Internal_Budget.xlsx) <p>*Adobe Reader or Acrobat is recommended for viewing the proposal PDF.</p> <p>Proposal Electronic System Electronic System - Proposal Identifier -</p> <p>Remarks</p> <p>Signatures Notes Log View Notes and Edit EPASS</p> <p>Admin Pause Approvals Deny Proposal</p> <table border="1"> <thead> <tr> <th>Group</th> <th>Signer(s)</th> <th>Status</th> <th>Approval Action</th> </tr> </thead> <tbody> <tr> <td>✓ Departmental Reviewer</td> <td>Gillespie, ELIZABETH Lizaola KLEIN, SARAH A</td> <td>Approved 5/5/2021 11:21 AM by SARAH A KLEIN</td> <td></td> </tr> <tr> <td>● PI</td> <td>Sharinger, Judy</td> <td></td> <td>Approve Deny Add Note</td> </tr> <tr> <td>● Chair</td> <td>YOUNG, ALEXANDER Stehle</td> <td></td> <td></td> </tr> </tbody> </table> <p>Delete EPASS</p>	PI	Sharinger, Judy	Preparer	Sharinger, Judy	Administering Department	SEMEL INSTITUTE (2000)	Is this a DRA submission?	Yes	Is this EPASS being created for an award that has already been received?	No	Sponsor	BRAIN & BEHAVIOR RESEARCH FOUNDATION	Sponsor Due Date	5/18/2021	Sponsor Due Time	2:00pm	Proposal Type	New	Sponsor Award/ID #		Routing Status	In Review	Group	Signer(s)	Status	Approval Action	✓ Departmental Reviewer	Gillespie, ELIZABETH Lizaola KLEIN, SARAH A	Approved 5/5/2021 11:21 AM by SARAH A KLEIN		● PI	Sharinger, Judy		Approve Deny Add Note	● Chair	YOUNG, ALEXANDER Stehle		
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