



Self Enrolling in the Blackboard IRB Site

We have set up a Bb site that allows students to submit and track the status of their research proposals electronically. Follow the steps below to enroll and access the Institutional Review Board site.

1. Log into **Blackboard**.
2. At the top of the page are four tabs. Click on **CSC Community**.
3. In the Organization Search box, type **IRB** and click **GO** as pictured below:



The Organization Search page will display Institutional Review Board (IRB)

4. Locate the Enroll button to the far right and single click.
5. The Self Enrollment page will display, choose **Submit** then **OK**.
You are brought directly to the Announcements page of the IRB site.
6. Choose the **Documents** menu item to view the steps required to process your research project through the Institutional Review Board.

You are now enrolled in the IRB organization site.

To access this site again, login to Bb and choose the CSC Community tab. You will see Institutional Review Board listed under your Organization List. Click the title to enter. You do not need to re-enroll.

To monitor the status of your proposal, choose the **Proposal Status** menu item.