



Reviewer User Manual

# Portal Interface Basics

## The Side Navigation Bar

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The screenshot shows the Veritas IRB Concierge portal interface. At the top, there is a navigation bar with 'Work Area', 'Meetings', 'Contacts', and 'Help'. Below this is a 'Work Area' dropdown menu. The main content area displays project information for 'Project C', including the form and review references. A table lists project details such as Project ID, Applicant Name, Current Committee, and Assigned Reviewers. The side navigation bar on the left contains various action tiles, some with numerical indicators. Two callouts highlight the 'Home Page folders' and 'Action tiles appropriate to your role and the content of the workspace'.

The Side Navigation Bar is where you will find Action Tiles. Action tiles are command buttons that perform a variety of functions. They are well labeled and are mostly self explanatory, but a few of them will need to be described.

Some examples:

IRB Specific Comments	Change document status	IRB General Comments
Register Conflict	View Application	Conditional Approval
Deferral	Disapproval	Start Clock

View Application	Serious Non-Compliance
Transfer Accepted	Transfer Not Accepted

Previous	Next	Navigate
Timeline	Print	Documents
IRB Specific Comments	IRB General Comments	New Comment



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