

University of Colorado Anschutz Medical Campus



Accessing Document Search

Document Search displays the most recent version of documents

- 1. Open VM Ware Client
- 2. Sign in to VMWare using your CUAnschutz credentials. Change 'AD' to 'UNIVERSITY'
- 3. Click on the OnCore Prod Icon
- 4. Login to OnCore with your CU Anschutz credentials
- 5. Select 'Menu' next to the OnCore logo (top left), select 'Protocols,' then 'Document Search'

• OnCore	Menu ≣	This is yo	our Fa	vorites Bar. Click the star next to eac
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	🖈 Re	eviews	•	Console
	🕁 Sp	pecimens	•	PI Console
	± Su	ubjects	•	☆ Protocol Search
			7	Protocol Search - Last Results
			7	Protocol Submissions
er the protocol number in the 'Select Protocol' box				

- 6. Enter the protocol number in the 'Select Protocol' box
- 7. Leave institution as "Colorado Research Center"
- 8. Click 'Submit'
- 9. The most current of documents for the protocol will be shown
 - a. Note: IRB reviewed documents must be 'released' to appear in Document Search

The protocol status must be 'Open to Accrual' for documents to show