

# How to Locate Study Specific Consent forms and Study Documents in INSPIR II

### Featured Study Operations

- Create a New Study
- Start a Submission Form for one of My Studies
- View the Current Approvals for one of My Studies
- View the Submission History for one of My Studies
- View and Manage My Studies

### By the Numbers

Submissions in Process	Forms Pending Submission	Pending My Response	High T
54	53	4	>

### Tasks

All Tasks	35
Study Tasks	33



When you login into INSPIR II (<https://inspir.bu.edu/>), you will get to this page. This is your Home page

click on “View and Manage My Studies” and proceed to the next slide..

The system will scroll your Home page down to the "All Studies" section.

Search for RB Number, Title, Alias Search

All Studies Recently Used Study S

All Draft

51 result(s) found...

1 - 10

Click to open Study Dashboard	Study Status	Review Board	IRB Number	IRB Expiration	Study Title	Principal	Actions
	Exempt - limited IRB review	IRB	H-31000		testing signoff		
	Inactive - Administratively Closed	IRB	H-31293		testing signoff		
	Draft	IRB	H-35016		testing signoff	Khattar, Khaled, BA	
	Draft	IRB	H-38079		testing 2		
	Draft	IRB	H-41022		testing 2	Khattar, Khaled, BA	
	Draft	IRB	H-41826	06/09/2022	test initiate irb through Velos 6-8-21		
	Expired	IRB	H-41826	06/09/2022	test-study-nickname	Khattar, Khaled, BA	
	Draft	IRB	H-38079		MASTER 2020 DRAFT APPLICATION		

You can use the "Search" box to locate the study. Or you can just scroll down to find it.

All Studies Recently Used Study Status Search for RB Number, Title, Alias Search

All Draft IRB

51 result(s) found... 1 - 10

Click to open Study Dashboard	Study Status	Review Board	IRB Number	IRB Expiration	Study Title	Principal Investigator	Actions							
					Study Alias		Applications	Documents	Forms	Hide	Close Exempt	Copy	Delete	Correspond
	Exempt - limited IRB review	IRB	H-31000		Testing 2-18-2011-	Administrator								
	Inactive - Administratively Closed	IRB	H-31293		testing... 4-12-11	Khattar, Khaled, BA								
	Draft	IRB	H-35016		Demo Protocol for Instructions Demo	Khattar, Khaled, BA								
	Draft	IRB	H-38079		Chart Reviews 8/17/2018 Chart Reviews 8/17/2018	Administrator								
	Draft	IRB	H-41022		testing...									
	Draft	IRB			tes...									
	Expired	IRB	H-41826	06/09/2022	tes...									
	Draft	IRB	H-38011		tes...									

Once you locate the study, click on the "Documents" icon that corresponds to your study record.

This opens the “Study Document Libraries” Page. Specifically, the “Study Documents” tab (default). To view consent forms, click on “Informed Consents” tab.

Study Assistant | Study Document Libraries | Back

Study: [limited IRB review] | IRB Number: H-31000 | Study Title: Testing

**Study Documents** | Informed Consents

Keep default values:  | Show Hidden:  Yes  No | Reset Filters

Select a Category Type: All | Title: | Filter Documents

Version #: | Document Outcome: All | Expiration Date: | between |

Approval Date: | between |

Study document revision history list associated with this Study.  
To view previous versions click on the folder icon.

Compare document versions | Add/Revise Document | Add Multiple Documents | Delete Selected Document(s) | Archive Selected Document(s)

All | Approved | Void | Archive

12 result(s) found...

<input type="checkbox"/>	View History	Edit	Version	Sponsor Version	Title	Document Outcome	Approval Date	Expiration Date	File	Stamped File	Checked Out By
<input type="checkbox"/>			1.0 11/30/2023		Approved Flyer Flyer				 340.83 KB		
<input type="checkbox"/>			1.2 04/23/2019		testing pptx Flyer				 247.98 KB		
<input type="checkbox"/>			1.0 06/26/2020		PI Responsibilities Signed PI or Supervising PI Responsibilities				 419.36 KB		
<input type="checkbox"/>			1.0 12/03/2019		Recruitment Materials Test Flyer				 114.55 KB		
<input type="checkbox"/>			1.0 08/23/2019		test Not Defined				 11.30 KB		
<input type="checkbox"/>			1.0 09/05/2018		Power Point to PDF Test *Added by the IRB Flyer	Approved and Stamped				 636.49 KB	
<input type="checkbox"/>			1.0 08/27/2018		test FDA Document				 91.06 KB		
<input type="checkbox"/>			1.1 07/16/2016		testing stamp						