

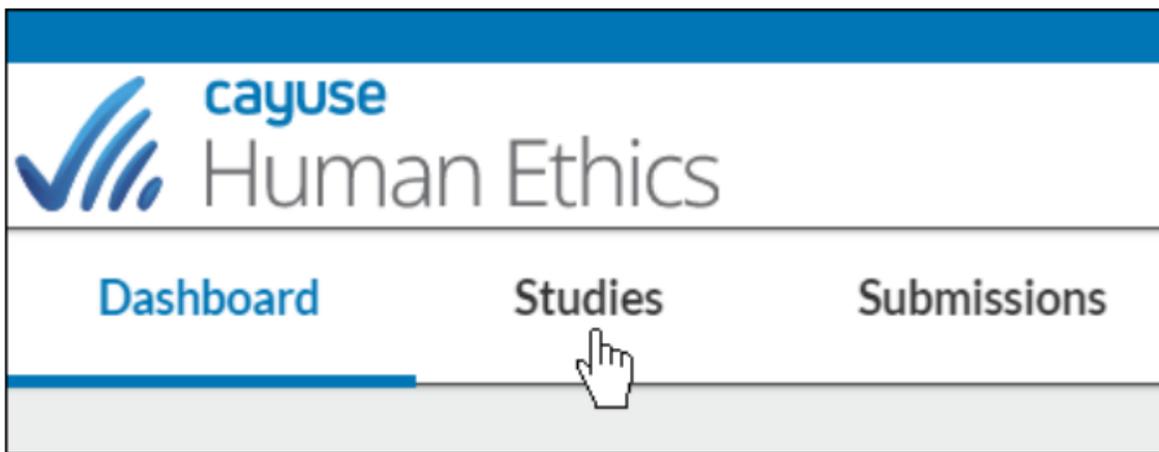
## Legacy Protocols

If you need a copy of your protocol from the previous system, please submit a request to [researchintegrity@jmu.edu](mailto:researchintegrity@jmu.edu) with the protocol number. A PDF will be uploaded for you.

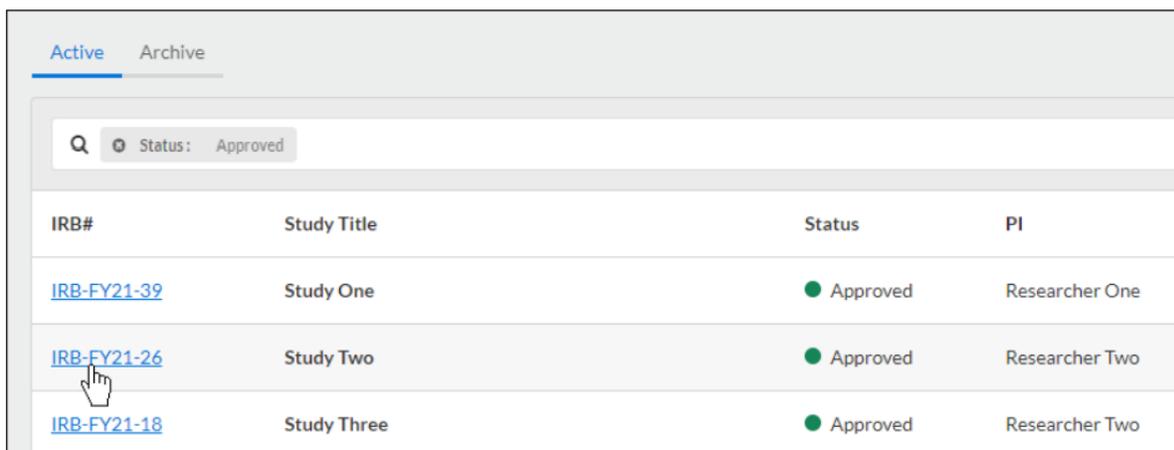
If your previous protocol is missing from Cayuse and the study remains active, please contact us at [researchintegrity@jmu.edu](mailto:researchintegrity@jmu.edu). We'll verify its status and submit a request to Cayuse to establish a shell for the legacy protocol.

Once the legacy protocol is in the new system, you can **modify, renew, report incidents, or close** it by following these steps:

From your Researcher Dashboard, click on **Studies**.



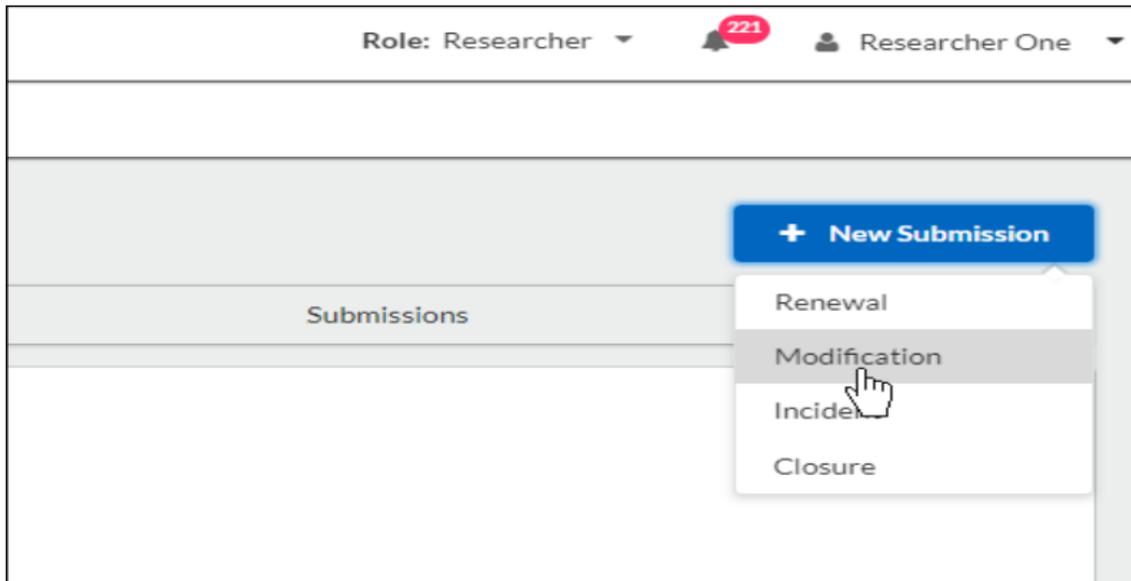
Search for the study that you wish to access, and click on the study number. Please note that the study must be approved.



The image shows a screenshot of the Cayuse Studies list page. At the top, there are tabs for "Active" (selected) and "Archive". Below the tabs is a search bar with a magnifying glass icon and a filter button labeled "Status: Approved". The main content is a table with the following columns: IRB#, Study Title, Status, and PI. The table contains three rows of data, with a hand cursor pointing to the IRB# "IRB-FY21-26".

IRB#	Study Title	Status	PI
<a href="#">IRB-FY21-39</a>	Study One	● Approved	Researcher One
<a href="#">IRB-FY21-26</a>	Study Two	● Approved	Researcher Two
<a href="#">IRB-FY21-18</a>	Study Three	● Approved	Researcher Two

In the top right-hand corner of the Study Details page, click on the New Submission drop-down menu, and click **Modification, Renewal, Incident, or Closure**.



Submission information will populate beneath the Submission Details tab. The person who creates the study is added as the Primary Contact by default, but this can be changed when editing the submission.

Click **Edit** to begin your submission.

For additional information on using the new Cayuse system, the Researcher User Guide can be found at <https://www.jmu.edu/researchintegrity/eramanuals/index.shtml>.