Human Protocols Viewing Approved Protocols



1. Click Human Protocols on the Compliance

🔎 menu.

- 2. Click Open Approved Protocol from the Protocols menu items.
- 3. Click in the upper right corner to filter the protocols on the grid.
- 4. Click Create New Filter **P** and choose a filter option form the drop-down list. Either populate this field or choose a secondary text box or drop-down item.
- 5. Click from the following options on the filter toolbar:
 - » 🗧 Apply Filter to Grid
 - » 🚽 Add Conditions to Filter
 - » 🙀 Delete Filters

 - » 💾 Save Filter
- 6. Click on the appropriate Approved Protocol.
 - » Print the Approved Protocol by clicking on the checkbox to the left of the protocol grid.
 - » Click on Select Reports 🚔 and choose Protocol Detail Report.