

eCOI ONLINE DISCLOSURE SYSTEM

Administrator Quick Start Guide

Version 1.0 5/30/2017

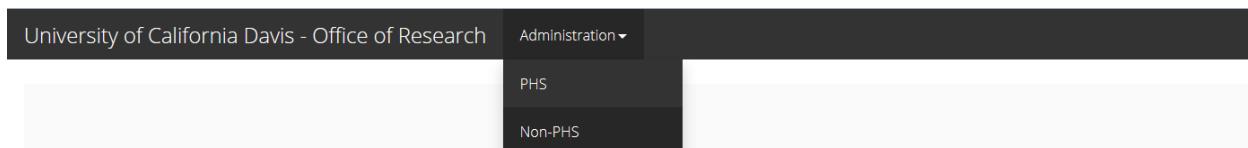
1

Go to <https://or-forms.ucdavis.edu> using either the Chrome or Firefox browser. Make sure Javascript is enabled.



2

Click on the Administration pull-down menu and select either PHS or Non-PHS research



3

Search for disclosures by type, investigator, project name, date range, or status.

A screenshot of a search form. It includes fields for 'Form Type' (set to 'Forms 700 and 800'), 'Investigator' (with a dropdown menu and a 'Name' input field), 'Project' (with a dropdown menu and a 'Project' input field), 'Date From' (with a 'Start' button and a date input field showing '03/1'), 'Date Through' (with a date input field showing '03/1'), 'Status' (with a dropdown menu and a 'Search' button).

Note: The short title is displayed below, however searching by project title searches the full project title. The full title can be viewed by hovering over the displayed title.

4

Once you've found the disclosure that you want, click on the investigator's name to view the form as it was submitted. If you want the disclosure in PDF format, click the green button.

PDF

5

Need more help? Contact RCI at or_coi@ucdavis.edu. For COI policies, go to <http://research.ucdavis.edu/policiescompliance/coi/>