Electronic Conflict of Interest (eCOI) System

700-U
QUICK START GUIDE

1

Enter eCOI System.

https://or-forms.ucdavis.edu/

Use Firefox, Chrome, or the most up-to-date version of your chosen brower. You may need to log in using your Kerberos username and password.
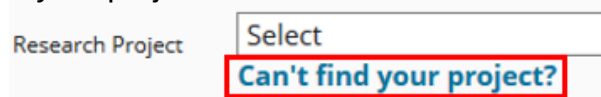
Note: If you are not able to create a 700-U, you may need to have PI Access granted. Please email us at or_coi@ou.ad3.ucdavis.edu for access.

2

Create a New Project.

Click on yellow box, "700-U (Private Sponsors)"

Click on "Create New" 🗓 Create New

Click on "Can't find your project?" Follow instructions in the box that pops up.

Research Project | Select ▾
Can't find your project?

In the "Add Project" box, select "Sponsored Award" or "Gift." Enter short project name. Click blue "save" button. Save
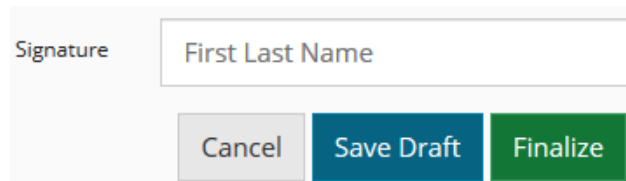
3

Complete 700-U Form.

Answer all questions on the form.

Funding Entity Search may take a few moments to populate.

If you answer "Yes" for human subjects you will need to obtain an IRB # from IRBNet by creating a new project. You do not need to submit an IRB application to get a number. Only basic study information is required (i.e. title of project, sponsor name).

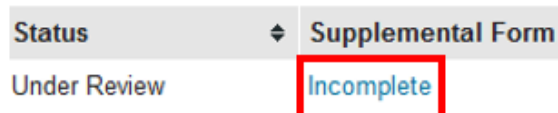Type your name and click the green "Finalize" button.

Signature | First Last Name

Cancel | Save Draft | Finalize

4

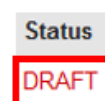## Supplemental Form.

DO I NEED TO COMPLETE THIS?

If you answered yes to the SFI question, you will need to complete a Supplemental Form. There are two ways to access the form:

1. Under the Form 800 tab click on "Incomplete".

Status ⇕	Supplemental Form
Under Review	Incomplete

2. Under the Supplemental tab click on DRAFT.

Status
DRAFT

5

Access a PDF Copy.

Access a PDF copy at any time by clicking on the green PDF button.

PDF