

# ORA EDUCATION & TRAINING

June/July 2017

The Office of Research Administration (ORA) offers various classes in sponsored programs administration. For your convenience and to facilitate enrollment, ORA will be sending out this class schedule on a monthly basis. This summer we are highlighting three new classes:

- **How to Submit to ORA**
- **Award Set Up**
- **How to Close Out**

These two-hour class offerings will provide participants with the “who, what, when, where, how and why” for submitting to ORA, setting up an award and closing out an award. Classes will be offered at the Miller School of Medicine and the Coral Gables campuses. Please visit our [Course Offerings page](#) to view a description of the courses being offered.



JUNE	
Date	Class
6/21/17	Developing Study Budgets (MED)
6/22/17	InfoEd Proposal Development Workshop (MED)
6/27/17	ORA Brown Bag Discussion Group (MED)
6/29/17	InfoEd Proposal Development Workshop (CG)
JULY	
Date	Class
7/06/17	Award Set Up (CG)
7/13/17	How to Submit to ORA (CG)
7/18/17	InfoEd Proposal Development Workshop (CG)
7/19/17	How to Close Out (CG)
7/20/17	InfoEd Proposal Development Workshop (MED)
7/25/17	ORA Brown Bag Discussion Group (MED)
7/27/17	Award Set Up (MED)
7/28/17	How to Close Out (MED)
7/31/17	How to Submit to ORA (MED)

Registration is available through:



Keyword: ORA. Space is limited.

**SIGN UP TODAY!**

For more information, please visit the ORA website at [www.ora.miami.edu](http://www.ora.miami.edu).