August 07, 2019

Office of Research Administration (ORA): September Educational Offerings

Award Set Up

This class will cover the award set up process for sponsored programs. It is recommended for individuals who work with sponsored projects. We will discuss how an award is set up; when to use the Advance Account Form; how to request an Advance Account; and how to prevent a delay in award set up.

Date	Time	Location
9/10/19	02:00 p.m. – 04:00 p.m.	MEDICAL CAMPUS: Don Soffer Research Building (CRB), Room 1270A

Developing Study Budgets in Clinical Research

This class will review budget development processes for research proposal submission, budget review and working with ORA on securing appropriate funding for externally-funded agreements. It includes budgeting procedures for internally-funded clinical research.

Date	Time	Location
9/25/19	02:00 p.m. – 04:00 p.m.	MEDICAL CAMPUS: Don Soffer Research Building (CRB), Room CTSI 710 Q

InfoEd Proposal Development (PD)

The University currently utilizes InfoEd PD for submitting applications to NIH. The InfoEd system transmits applications electronically, and securely stores proposals for future reference.

INTRODUCTION TO INFOED PROPOSAL DEVELOPMENT

Participants will be led through creation, submission, validation, and tracking of an NIH application in InfoEd.

PREREQUISITE: Completion of Introduction to InfoEd Proposal Development CBL in ULearn. *Knowledge of InfoEd and the NIH application process is helpful, but not required.*

Date	Time	Location
9/18/19	9:00 a.m. – 12:30 p.m.	MEDICAL CAMPUS: Calder Library, Room 3003

ADVANCED INFOED PROPOSAL DEVELOPMENT

Participants will be led through advanced topics in InfoEd including: Human Subjects & Clinical Trials Form, Subawards, Complex Budgets, Validating Applications, and Troubleshooting.

PREREQUISITE: Completion of Introduction to InfoEd Proposal Development workshop or previous InfoEd experience. *Knowledge of InfoEd and the NIH application process is required.*

Date	Time	Location
9/25/19	9:00 a.m. – 12:30 p.m.	MEDICAL CAMPUS: Calder Library, Room 3003

To enroll, please visit ULearn

For additional InfoEd training materials, please visit the ORA website at www.ora.miami.edu.

If you have any questions, please email us at ora-si@miami.edu.