FIND YOUR STUDY

Description: OnCore has many ways to find your study using the **Select Protocol** field.

SEARCH FOR YOUR STUDY

1. Navigate to the console you intend to use. Examples**:**

   - **Menu > Protocols > PC Console**
   - **Menu > Financials > Financials Console**
   - **Menu > Subjects > CRA Console**

2. Locate the **Select Protocol** field.

3. In the **Select Protocol** field, start typing any one of the following **study identifiers** used at UF:
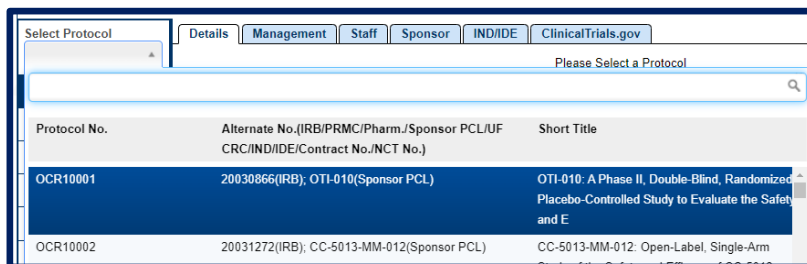
   - **OnCore Protocol No.**
   - **IRB No.**
   - **Short Title**
   - **Sponsor Protocol No.** *See Note below*
   - **FDA IND No.** *IND drug studies only*
   - **FDA IDE No.** *IDE device studies only*
   - **ClinicalTrials.gov NCT No.** *if applicable*
   - **Study Nickname** or **acronym** *See Note below*

   *Note: During set-up, OCR staff will add your study **Nickname or acronym** (if known) to the **Sponsor Protocol No**. field, which will enable you to use this as an additional searchable identifier.*

   *If your **Sponsor Protocol No.** field does not include a Nickname or acronym, and you would like it added, please contact OnCore-Support@ahc.ufl.edu.*

4. As each character is entered into the **Select Protocol** field, the drop-down *search-as-you-type* "results" list narrows.

5. To select your study, either

   - Click on your protocol's hyperlink in the "results" drop-down list **or**
   - Type in the entire number and hit **[enter]** on your keyboard.

6. The study record will display. Verify that it is the correct study by checking the **PI** and **Sponsor** fields in the header: