



ORTM Spring Seminar Series

All classes held in Sears Library Building, Room 670 (unless otherwise noted)

Register for seminars online at:

<https://research.case.edu/researchapps/education/EventRegistration.cfm>

January

31st: NIH and NSF Changes to Proposal Documents 10 – 11 am

Federal agencies have recently updated their guidelines for how to complete proposal forms. Join us to learn how they have changed.

February

5th: Effort Reporting 10:30 - 11:30 am

This small group session will review the basics of effort reporting and have time for Q&A with the effort team. The session is designed for administrators who review and release the reports, but all are welcome.

5th: Sparta Fundamentals 2-3 pm

This session will cover how to log in and navigate Sparta Pre-award system for searches, profiles, sponsors and roles. A brief overview of budget navigation/entry will also be covered.

7th: Data Transfer – What You Need to Know, 10-11 am

This talk will focus on the logistics of data use agreements (DUA), such as why and when you

would require a DUA and how to acquire one at CWRU. Please bring questions about any planned data transfers, we will be happy to work with you after the session.

10th: Sponsored Projects Fundamentals, 10:30 am – 12 pm (CAPS Credit)

This course reviews the fundamental issues of research administration, including basic issues associated with managing an award, roles, and responsibilities of staff, and governing cost principles.

12th: The Ins and Outs of Swapping Research Reagents, 1-2 pm

Sharing reagents is a common occurrence in academic research. Learn what a material transfer agreement (MTA) is and what to do if you receive one, or how to proceed if you want to send materials out of the university.

18th: Sponsored Projects: Proposal to Award 2 – 3:30 pm (CAPS Credit)

This course reviews the basic processes involved with SpeedType setup in the Office of Sponsored Projects Administration, including an overview of eURF procedures, proposal submission, award documentation and subcontract agreements.

19th: Sparta IRB: Getting Started, 2-3 pm, 3 credits

This session will introduce CWRU IRB investigators to the Sparta IRB system. Investigators, administrators, and students who will submit IRB applications are encouraged to attend.

26th: Sparta Advanced 10:30 - 11:30 am

This session will cover follow-on submissions such as continuation, supplement, renewal, IPAS requests, PI, NCE, re-budgets, petitions, and funding proposal routing.

27th: Should I Submit an Invention Disclosure? 1-2 pm

Do you have an invention but are unsure what to do with it and when? Come learn about inventions, technology transfer and intellectual property at CWRU.

28th: RCR Series: Mentoring Strategies to Enhance Research Integrity 11 am – 12 pm

Learn what strategies you can use in your mentoring relationships to enhance communication and research integrity.

March

3rd: Sponsored Projects: Project Monitoring 2:30 – 4 pm (CAPS Credit)

This workshop will cover basic issues associated with managing an award, including an overview of various reporting tools, re-budgeting, subcontracting process and cost sharing.

4th: Sparta IRB: Modifications and Continuing Review, 1-2 pm, 3 credits

This session will cover how to submit modifications continuing reviews, as well as closures and personnel changes in Sparta IRB.

6th: Research Data Security at CWRU, 1-2 pm, 3 credits

This session will discuss best practices for creating data security procedures for your research study.

9th: Sponsored Projects: Cost Transfer 2:30 – 4 pm (CAPS Credit)

This course reviews the role and responsibilities involved with cost transfer, including an overview of the policies, procedures and governing cost principles.

10th: Informed Consent Process, 1-2 pm, 3 credits

This session will outline best practices for the informed consent process in research studies.

11th: Sparta Fundamentals 10:30 - 11:30 am

This session will cover how to log in and navigate Sparta Pre-award system for searches, profiles, sponsors and roles. A brief overview of budget navigation/entry will also be covered.

16th: Sponsored Projects: Project Closeout 2:30 - 4 pm (CAPS Credit)

This course provides an overview of the process to close a sponsored project, including the financial reporting process, reports received from Sponsored Projects Accounting (SPA) and sponsor-required reports.

25th: Sparta Advanced 2-3 pm

This session will cover follow-on submissions such as continuation, supplement, renewal, IPAS requests, PI, NCE, re-budgets, petitions, and funding proposal routing.

26th: Is My Invention Patentable? 10 - 11 am

Learn about the patenting process and how to do a search to see if your invention is novel from a patenting perspective.

April

1st: Research Involving Surveys, Interviews and Focus Groups 1 - 2 pm, 3 CREC credits

This session will address how study design can effect IRB determinations in studies involving surveys, interviews and focus groups

30th: Tips & Guidance for Submitting Successful CWRU IRB Submissions 1 – 2 pm, 3 CREC credits

This session will provide practical advice to help get your submissions through the IRB process successfully.

May

13th: Money 101 for New Awardees, 1 – 2 pm

This session is an overview of how money flows through the University.

20th: Effort Reporting, 2 – 3 pm

This small group session will review the basics of effort reporting and have time for Q&A with the effort team. The session is designed for administrators who review and release the reports, but all are welcome.

22nd: NIH and NSF Changes to Proposal Documents, 1-2 pm

Federal agencies have recently updated their guidelines for how to complete proposal forms. Join us to learn how they have changed.

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