

## Office of Research Technology Management

### Research Education Course Catalog

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#### Electronic Systems:

##### **Sparta Pre-award: Fundamentals**

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.

##### **Sparta Pre-award: Advanced Follow-on Submissions**

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

##### **Sparta IRB: Getting Started 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.

##### **Sparta IRB: Modifications and Continuing Reviews 3 credits**

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

#### Post-Award Stage:

##### **Effort Reporting Workshop**

New to effort reporting and unsure where to start? Experienced with effort reporting but have some questions? This is for you! Small group session (limit 10-12 people per 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.

##### **Money 101**

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

##### **NIH and NSF Changes to Proposal Documents**

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

##### **Principal Investigator Reporting**

Attendees will learn about financial statements that are available to them via Launchpad. We will discuss key statements (Income and Expense Statements, Salary Analysis and Status of Funded Projects) that should be reviewed regularly to ensure financial transactions occur in accordance with university and sponsor policies.

##### **Sponsored Projects Fundamentals**

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.

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#### Regulatory Boards:

##### **CWRU IRB - Informed Consent Process 3 credits**

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

##### **CWRU IRB - What You Need to Know about the Revised Common Rule 3 credits**

The new federal rules regulating human subject's research went into effect on January 21, 2019. Learn how the changes will affect your research application, forms and review process.

##### **Research Data Security at CWRU 3 credits**

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

#### Research Integrity and Objectivity:

##### **Research Misconduct: Tips & Tactics to Avoid Having Your Research Called into Question**

Research misconduct can occur in any research setting. This session will provide tips and best practices to safeguard your work.

##### **RCR Series – Authorship Best Practices**

This session will cover the CWRU Authorship Guidelines and discuss strategies to make sure authorship decisions are fair and equitable.

##### **RCR Series – Conflict of Interests 101**

This session will provide an overview of the issues surrounding conflict of interests and review the CWRU Disclosure process.

##### **RCR Series – Data Management**

Best practices for managing research data will be discussed.

##### **RCR Series - Research Misconduct: Safeguarding Your Research**

Research misconduct can occur in any research setting. This session will provide tips and best practices you can use to protect your work from being called into question.

#### Technology Transfer:

##### **Data Transfer – What You Need to Know**

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 would be happy to work with you after the session.

##### **Is My Invention Patentable?**

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

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#### **The Ins and Outs of Swapping Research Reagents**

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.

#### **Should I Submit an Invention Disclosure?**

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.

#### **Technology Transfer 101**

Join our Technology Transfer staff for an introduction to inventions, working with the Technology Transfer Office and how your research can be translated in to commercial opportunities.

#### **Do you have a seminar idea that is not listed?**

Let us know the focus of the training you need, and we will work with you to create a session!

Contact [Tracy Wilson-Holden](#) at 216.368.6131 or [Yovonda Rease](#) at 216.368.5963.