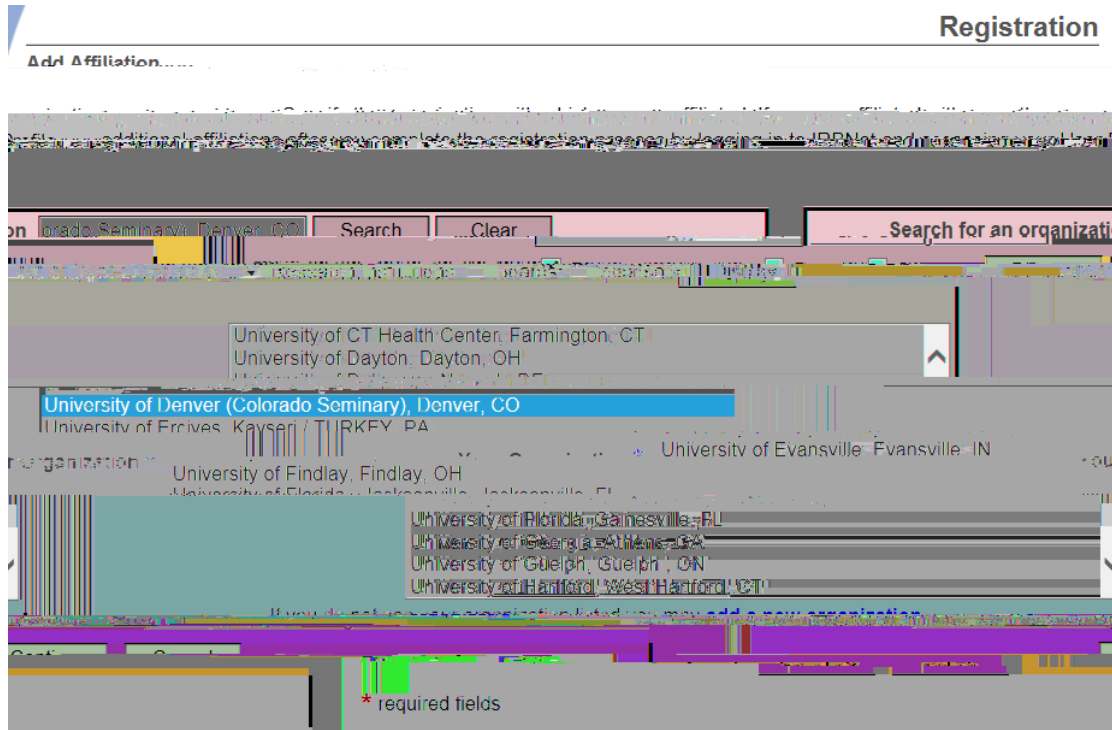


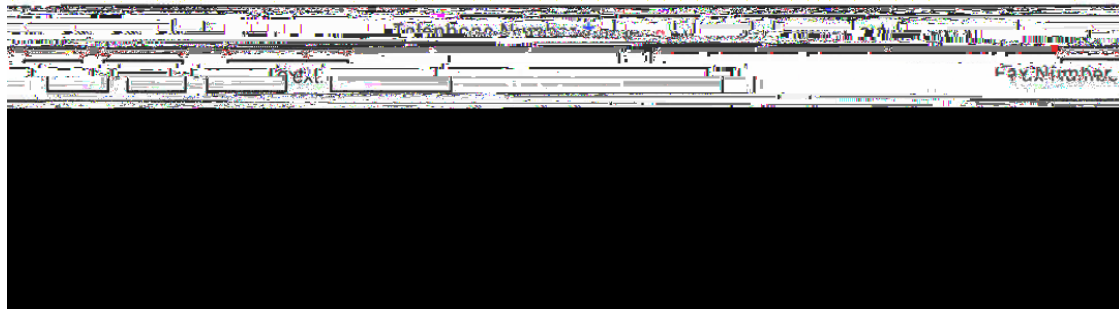
Step 1: Go to <http://www.irbnet.org>

Step 2:

Step 5: To add your affiliation, either type or select '**University of Denver (Colorado Seminary), Denver, CO**' in the search box or organization box. Click '**Continue**'



Step 6: Enter your contact information. Enter the email address you will use to receive communications through the IRBNet system regarding all notifications of IACUC decisions and communications from the IACUC Office about your research. Click '**Continue**'



Step 7: Review the information you provided and edit as necessary. When you are satisfied, click 'Register'

The screenshot shows the 'Confirm Registration Information' page. At the top, it says 'Please review your information and click "Register" to complete the registration process. After you have registered, you will receive an email with instructions on how to activate your account.' Below this, there are several sections: 'Profile' with a 'Cancel' button and a 'Register' button; 'Account Information and Password (Edit)' with fields for Username (DURresearcher), First Name (Du), and Last Name (Researcher); 'Affiliations' with a table containing one entry for 'University of Colorado Springs'; and contact information including a Telephone Number (303.979.5495) and an Email (milehighwoods@yahoo.com).

Step 8: Confirm your IRBNet Registration

IMPORTANT: An email will be sent to the email address you provided in Step 7, with 'IRBNet Activation Required' in the subject line. If you do not receive the confirmation in a short period of time then check your junk folder to see if it is there. **You will need to click on the link provided in this registration email in order to activate your account. If you do not activate your account, you will not have access to IRBNet to submit IACUC protocols.** Clicking on the link will take you automatically to the IRBNet homepage.

Forgot Your Username or Password?

If you have problems activating your account or have forgotten your username or password, please click on the "Forgot your Password?" text in the upper right corner of the IRBNet home page.

