



Internet Assisted Review

Review User Group
December 16, 2002

Tracy Soto, eRA Analyst

Daniel Fox, Lead Developer

IAR Update

- ★ IAR released as an NIH eRA Commons application on December 6, 2002.
- ★ IAR is in pre-pilot mode.
 - ★ Only SRAs/GTAs authorized as Pilot users (and their Reviewers) will have access.
 - ★ Pilot users are selected members of the IAR Focus Group.
 - ★ During the pre-pilot, usage of the system is closely monitored for feedback, suggestions, problems, etc.

Logging into IAR SRAs and GTAs


- ★ SRAs and GTAs will use their IMPAC II accounts.
- ★ IAR is accessible from the NIH eRA Commons home page (<https://commons.era.nih.gov/>) or via the Peer Review Banner screen (IAR System Log in).
- ★ IAR doesn't use cluster security, SRA and GTA must be on the roster to access the meeting in IAR.

Commons - Microsoft Internet Explorer

File Edit View Favorites Tools Help


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Address Go Links >>



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eRA Commons



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Commons Login ?

* indicates required field.

Username *

Password *

Login Reset


[Forgot Password?](#)

System Notification


- You are now using Commons version 2.0.0
- Commons upgraded to Rel. 2.2

About the Commons

- ▶ [Scope and Purpose](#)
- ▶ [Frequently Asked Questions](#)
- ▶ [Grantee Organization Registration](#)
- ▶ [ERA Contacts](#)
- ▶ [Enter Commons Demo](#)



NIH Commons Version 2.0 is now available. This version of Commons is open to a select number of institutions. All institutions will be able to register and use the Commons in January 2003.



For those Institutions previously registered with the Commons, account data has been migrated. These institutions are asked to validate their institution information and account profile information upon receiving access to Commons to ensure that the migration was appropriately performed.

Commons now includes the following functionality which may be beneficial to your organization:

- ▶ **Status** – This facility allows a Principal Investigator to review the current status of all their grant applications and review detailed information associated with the grant. Institution Officials (i.e. Signing Official (SO) or Administrative Official (AO) associated with the institution) are able to see a summary view of grant applications, review the Notice of Grant Award, and access the Progress Report face page.
- IN PILOT** ▶ **eSNAP** – This facility allows an institution to review non-competing grant data and perform a progress report submission online.
- ▶ **X-Train** – Through the Commons, our X-Train application is available for institutions registered to use X-Train.
- IN PILOT** ▶ **Internet Assisted Review (IAR)** – IAR allows a Reviewer to submit critiques and preliminary scores for applications they are reviewing. Allows Reviewers, SRAs, and GTAs to view all critiques in preparation for the meeting. IAR creates a preliminary summary statement body containing submitted critiques for the SRA or GTA.
- IN PILOT** ▶ **Financial Status Reports (FSR)** – FSR allows electronic submission of financial information associated with a grant.

Links

- ▶ [Commons Support Page](#)
- ▶ [CRISP](#)
- ▶ [Edison](#)
- ▶ [eRA Home Page](#)
- ▶ [Loan Repayment Program](#)
- ▶ [National Institutes of Health](#)
- ▶ [NSF Fastlane](#)
- ▶ [OER Home Page](#)

http://commons.era.nih.gov/ Internet


SRA List of Meetings

List of Meetings - Microsoft Internet Explorer

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Address http://impacwebdev2.oer.od.nih.gov:8059/iar/meeting/meetingListView.jsp;jsessionid=ef0439ad37c740369e6be896ace1c10c Go Links


 U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES
National Institutes of Health
 INTERNET ASSISTED REVIEW

Welcome sra6
 Institution:
 Authority: SRA [Log-out](#)

Home IAR Links Help

List of Meetings

All times are in Eastern Standard Time/ Eastern Daylight Time.

Meeting	Meeting Dates/Location	SRA Name	Phase	Critique Due	Read Phase End	Edit Phase End	Action
ZDK1 GRB-D (01) National Institute of Diabetes and Digestive and Kidney Diseases Special Emphasis Panel		NEAL MUSTO (301) 594-7798 sotot@od.nih.gov	SUBMIT	01/01/2003 09:00 AM	01/20/2003 09:00 PM		View Control Center View List of Applications
ZDK1 GRB-D (J2) National Institute of Diabetes and Digestive and Kidney Diseases Special Emphasis Panel		NEAL MUSTO (301) 594-7798 sotot@od.nih.gov	SUBMIT	01/15/2003 09:00 AM	01/20/2003 05:00 PM	02/01/2003 09:00 AM	View Control Center View List of Applications
DDK-D (J) Kidney, Urologic and Hematologic Diseases D Subcommittee		NEAL MUSTO (301) 594-7798 sotot@od.nih.gov					View Control Center
ZDK1 GRB-D (01) Sample Panel Name	12/24/2002-12/25/2002 DOUBLETREE HOTEL, ARLINGTON, VA	NEAL MUSTO (301) 594-7798 sotot@od.nih.gov	SUBMIT	12/15/2002 02:00 PM	01/05/2003 05:00 PM	01/10/2003 05:00 PM	View Control Center View List of Applications
DDK-D Kidney, Urologic and Hematologic Diseases D Subcommittee	10/15/2002 Hyatt Regency Bethesda, Bethesda, MD	NEAL MUSTO (301) 594-7798 sotot@od.nih.gov	SS PREP	10/10/2002 05:00 PM	10/20/2002 05:00 PM	11/01/2002 05:00 PM	View Control Center View List of Applications
ZDK1 GRB-D (02) ZDK1 GRB-D(02)	08/20/2001-08/20/2001 2 DEMOCRACY PLAZA, BETHESDA, MD	NEAL MUSTO (301) 594-7798 sotot@od.nih.gov					View Control Center
ZDK1 GRB-6 (01) S ZDK1 GRB-6 (01)	07/21/2000-07/21/2000 DOUBLETREE HOTEL, ARLINGTON, VA	NEAL MUSTO (301) 594-7798 sotot@od.nih.gov					View Control Center
ZDK1 GRB-6 (M2) B ZDK1 GRB-6(M2) B	03/17/2000-03/17/2000 DOUBLETREE HOTEL, ARLINGTON, VA	NEAL MUSTO (301) 594-7798 sotot@od.nih.gov					View Control Center
ZDK1 GRB-6 (M3) B	03/13/2000-03/13/2000	NEAL MUSTO					

Internet

SRA - IAR Control Center

Control Center - Microsoft Internet Explorer

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Address <http://impacwebdev2.oer.od.nih.gov:8059/iar/controlcenter/controlCenterView.jsp;jsessionid=2f960ea1057743eca1c4e0444bafcd0> Go Links


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Checked Reviewer(s) Options

[\(E\) Enable for this Meeting, send e-mail with registration URL -OR- if already registered send User Name and IAR Login URL \("Y" in E column indicates e-mail sent\)](#)

[\(B\) Block from reading other critiques if Reviewer\(s\) did not submit their own \("Y" in B column indicates Blocked\)](#)

[\(T\) Allow Telephone Reviewers to read critiques for ALL applications \("Y" in T column indicates Reviewer is allowed to view critiques for ALL applications in the Meeting\)](#)

[\(E\) Disable, revoke Reviewer access to this Meeting \("N" in E column indicates disabled\)](#)

[\(B\) Unblock from reading other critiques if Reviewer\(s\) did not submit their own \("N" in B column indicates Unblocked\)](#)

[\(T\) Do not allow Telephone Reviewers to read critiques for ALL applications \("N" in T column indicates that Reviewers are allowed to view critiques only for assigned applications\)](#)

Reviewers in the ZDK1 GRB-D (O1) Meeting

<input type="checkbox"/> Select All None	Reviewer Name	E-Mail	User Name	Active Account	In Roster	E	B	T
<input type="checkbox"/>	ACCILI, DOMENICO	sotot@od.nih.gov		N	Yes			
	CIRULLI, VINCENZINO	Update MLG		N	Yes			
	CROOKS, GAY	Update MLG		N	Yes			
	danhall, danhall	Update MLG	DANHALLSOND	Y	Yes			
	Docherty, Kevin	Update MLG		N	Yes			
<input type="checkbox"/>	GREINER, DALE	sotot@od.nih.gov		N	Yes			
	GYGI, STEVEN	Update MLG		N	Yes			
<input type="checkbox"/>	Hall, DAN	halld@od.nih.gov	PITTSNAP2	Y	Yes	Y	Y	N
<input type="checkbox"/>	hall, dan	halld@od.nih.gov	DANHALLIAR2	Y	Yes	Y	Y	N
	hall, dan	Update MLG	DANHALLPH11	Y	Yes			
<input type="checkbox"/>	HARDY, MARK	sotot@od.nih.gov	HARDYREV	Y	Yes	Y	Y	N
	JOHNSON, EPHRAIM	Update MLG		N	Yes			
	KAESTNER, KLAUS	Update MLG		N	Yes			
	KRAUSE, DIANE	Update MLG		N	Yes			
	LEACH, STEVEN	Update MLG		N	Yes			
<input type="checkbox"/>	LEAHY, JOHN	sotot@od.nih.gov	LEAHYREV	Y	Yes	Y	Y	N
<input type="checkbox"/>	MACDONALD, RAYMOND	sotot@od.nih.gov		N	Yes			
<input type="checkbox"/>	MAGNUSON, MARK	sotot@od.nih.gov		N	Yes	Y	Y	N
<input type="checkbox"/>	MAKI, TAKASHI	sotot@od.nih.gov	MAKIREV	Y	Yes	Y	Y	N
<input type="checkbox"/>	MOSS, LARRY	sotot@od.nih.gov		N	Yes			

IAR Related Dates/Times [\[Edit\]](#)

SUBMIT Phase End	12/01/2002 02:00 PM
READ Phase End	01/05/2003 05:00 PM
EDIT Phase End	01/10/2003 05:00 PM
Assignment Purge Date	

Internet



First Step – Define Phases

Control Center - Edit IAR Related Dates - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Home Search Favorites History Print Mail

Address <http://impacwebdev2.oer.od.nih.gov:8059/iar/controlcenter/meetingSetPhaseDates.jsp;jsessionid=2f960ea1057743eca1c4e0444bafcdb0> Go Links

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Control Center - Edit IAR Related Dates


Enter or Change Dates and press Submit

SUBMIT Phase End Date/Time (MM/DD/YYYY HH:MM AM)* (initiates Read Phase)	12/01/2002	02:00 PM
READ Phase End Date/Time (MM/DD/YYYY HH:MM AM)* (initiates Edit Phase if Edit Phase End Date exists)	01/05/2003	05:00 PM
EDIT Phase End Date/Time (MM/DD/YYYY HH:MM AM)	01/10/2003	05:00 PM
Assignment Purge Date (will be set to 15 days after meeting release)		
Closure Date (will be set to 6 months after meeting release)		

Assignment Purge Date: Assignment information (reviewers, assignments to applications, and conflicts) is deleted.
Closure Date: All data in IAR corresponding to the meeting is deleted (critiques, preliminary scores, etc.).

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 National Institutes of Health (NIH)
9000 Rockville Pike
Bethesda, Maryland 20892

 Department of Health and Human Services

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Screen Rendered: 12/13/2002 08:55:18 EST
Screen Id: IAR0006

Done Internet

Before Reviewers can be enabled to use IAR....

- ★ They must be on the official Meeting Roster (they must be a real person with person_id, no placeholders)
- ★ They must have an email address on their profile MLG

Select Reviewer to Enable

Control Center - Microsoft Internet Explorer

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Address http://jimpacwebdev2.oer.od.nih.gov:8059/iar/controlcenter/controlCenterView.jsp;jsessionid=2f960ea1057743eca1c4e0444bafcdb0

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Checked Reviewer(s) Options

(E) Enable for this Meeting, send e-mail with registration URL -OR- if already registered send User Name and IAR Login URL ("Y" in E column indicates e-mail sent)

(B) Block from reading other critiques if Reviewer(s) did not submit their own ("Y" in B column indicates Blocked)

(T) Allow Telephone Reviewers to read critiques for ALL applications ("Y" in T column indicates Reviewer is allowed to view critiques for ALL applications in the Meeting)

(E) Disable, revoke Reviewer access to this Meeting ("N" in E column indicates disabled)

(B) Unblock from reading other critiques if Reviewer(s) did not submit their own ("N" in B column indicates Unblocked)

(T) Do not allow Telephone Reviewers to read critiques for ALL applications ("N" in T column indicates that Reviewers are allowed to view critiques only for assigned applications)

IAR Related Dates/Times [Edit](#)

SUBMIT Phase End	12/01/2002 02:00 PM
READ Phase End	01/05/2003 05:00 PM
EDIT Phase End	01/10/2003 05:00 PM
Assignment Purge Date	

Reviewers in the ZDK1 GRB-D (01) Meeting

Select	Reviewer Name	E-Mail	User Name	Active Account	In Roster	E	B	T
<input type="checkbox"/>	All None							
<input checked="" type="checkbox"/>	ACCILI, DOMENICO	sotot@od.nih.gov		N	Yes			
	CIRULLI, VINCENZINO	Update MLG		N	Yes			
	CROOKS, GAY	Update MLG		N	Yes			
	danhall, danhall	Update MLG	DANHALLSONO	Y	Yes			
	Docherty, Kevin	Update MLG		N	Yes			
<input type="checkbox"/>	GREINER, DALE	sotot@od.nih.gov		N	Yes			
	GYGI, STEVEN	Update MLG		N	Yes			
<input type="checkbox"/>	Hall, DAN	halld@od.nih.gov	PITTSNAP2	Y	Yes	Y	Y	N
<input type="checkbox"/>	hall, dan	halld@od.nih.gov	DANHALLIAR2	Y	Yes	Y	Y	N
	hall, dan	Update MLG	DANHALLPI11	Y	Yes			
<input type="checkbox"/>	HARDY, MARK	sotot@od.nih.gov	HARDYREV	Y	Yes	Y	Y	N
	JOHNSON, EPHRAIM	Update MLG		N	Yes			
	KAESTNER, KLAUS	Update MLG		N	Yes			
	KRAUSE, DIANE	Update MLG		N	Yes			
	LEACH, STEVEN	Update MLG		N	Yes			
<input type="checkbox"/>	LEAHY, JOHN	sotot@od.nih.gov	LEAHYREV	Y	Yes	Y	Y	N
<input type="checkbox"/>	MACDONALD, RAYMOND	sotot@od.nih.gov		N	Yes			
<input type="checkbox"/>	MAGNUSON, MARK	sotot@od.nih.gov		N	Yes	Y	Y	N
<input type="checkbox"/>	MAKI, TAKASHI	sotot@od.nih.gov	MAKIREV	Y	Yes	Y	Y	N
<input type="checkbox"/>	MOSS, LARRY	sotot@od.nih.gov		N	Yes			

Internet



Enable Reviewer

Control Center - Enable Reviewers for IAR Validation - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Home Search Favorites History Print Copy Paste

Address <http://impacwebdev2.oer.od.nih.gov:8059/iar/controlcenter/reviewerEnableDisable.jsp;jsessionid=2f960ea1057743eca1c4e0444bafcdb0> Go Links >>

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Home IAR Links Help


Control Center - Enable Reviewers for IAR Validation

The following reviewers will be **ENABLED** to use IAR for this meeting.
An invitation to register/sign on to IAR will be sent via e-mail.

ACCILI, DOMENICO

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 National Institutes of Health (NIH)
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Bethesda, Maryland 20892

 Department of Health
and Human Services

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Screen Id: IAR0003

Done Internet

Reviewer has been Enabled

Control Center - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Address <http://impacwebdev2.oe.od.nih.gov:8059/iar/controlcenter/controlCenterView.jsp;jsessionid=2f960ea1057743eca1c4e0444bafcdb0>

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National Institutes of Health
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Welcome sra6
 Institution:
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SUBMIT Phase End	12/01/2002 02:00 PM
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Assignment Purge Date	

Reviewers in the ZDK1 GRB-D (01) Meeting

Select	Reviewer Name	E-Mail	User Name	Active Account	In Roster	E	B	T
<input type="checkbox"/>	ACCILI, DOMENICO	sotot@od.nih.gov		N	Yes	Y	Y	N
<input type="checkbox"/>	CIRULLI, VINCENZINO	Update MLG		N	Yes			
<input type="checkbox"/>	CROOKS, GAY	Update MLG		N	Yes			
<input type="checkbox"/>	danhall, danhall	Update MLG	DANHALLSONO	Y	Yes			
<input type="checkbox"/>	Docherty, Kevin	Update MLG		N	Yes			
<input type="checkbox"/>	GREINER, DALE	sotot@od.nih.gov		N	Yes			
<input type="checkbox"/>	GYGI, STEVEN	Update MLG		N	Yes			
<input type="checkbox"/>	Hall, DAN	halld@od.nih.gov	PITTSNAP2	Y	Yes	Y	Y	N
<input type="checkbox"/>	hall, dan	halld@od.nih.gov	DANHALLIAR2	Y	Yes	Y	Y	N
<input type="checkbox"/>	hall, dan	Update MLG	DANHALLPI11	Y	Yes			
<input type="checkbox"/>	HARDY, MARK	sotot@od.nih.gov	HARDYREV	Y	Yes	Y	Y	N
<input type="checkbox"/>	JOHNSON, EPHRAIM	Update MLG		N	Yes			
<input type="checkbox"/>	KAESTNER, KLAUS	Update MLG		N	Yes			
<input type="checkbox"/>	KRAUSE, DIANE	Update MLG		N	Yes			
<input type="checkbox"/>	LEACH, STEVEN	Update MLG		N	Yes			
<input type="checkbox"/>	LEAHY, JOHN	sotot@od.nih.gov	LEAHYREV	Y	Yes	Y	Y	N
<input type="checkbox"/>	MACDONALD, RAYMOND	sotot@od.nih.gov		N	Yes			
<input type="checkbox"/>	MAGNUSON, MARK	sotot@od.nih.gov		N	Yes	Y	Y	N
<input type="checkbox"/>	MAKI, TAKASHI	sotot@od.nih.gov	MAKIREV	Y	Yes	Y	Y	N
<input type="checkbox"/>	MOSS, LARRY	sotot@od.nih.gov		N	Yes			

Done Internet

Reviewer Accounts

- ✦ Process is initiated by the SRA/GTA
- ✦ When SRA enables a Reviewer, Reviewer gets email invitation to use IAR
- ✦ Reviewers must have an NIH eRA Commons account to use IAR
- ✦ Reviewers with an NIH eRA Commons account (any Reviewer who uses IAR) have single point of ownership on their profile

Reviewer Account Process

- ★ SRA enables Reviewers
- ★ IAR sends email invitation to Reviewers
 - If a Reviewer has an NIH eRA Commons account
 - enabling the Reviewer adds an IAR role to their NIH eRA Commons account
 - Reviewer will get an email containing their NIH eRA Commons username and instructions for how and where to log in
 - If a Reviewer doesn't have an NIH eRA Commons account
 - they will get an email containing a unique URL that they must use to create their account (choosing a username, password, etc.)
 - after they "create their account," it is reviewed by Data Quality staff
 - when approved by DQ staff (within 24 business hours), the account becomes a Permanent NIH eRA Commons account with a role to use IAR
 - the Reviewer will receive an email confirming the username and providing instructions for how and where to log in

Email to Reviewers with existing Commons account

Commons IAR Reviewer Invitation - Message (Plain Text)

File Edit View Insert Format Tools Actions Help

Send [Icons] Options... [Icons]

To...
Cc...
Bcc...
Subject: Commons IAR Reviewer Invitation

Dear Reviewer:

Thank you for agreeing to be a participant on a peer review panel for RESP meeting. To submit your written reviews electronically, you will need to log on to the NIH Commons eRA Internet Assisted Review (IAR) website with a user name and password. Our records indicate that you have previously established an IAR user account.

Your user name is TSOTOREVP

Please open your Web browser and go to the NIH eRA Commons URL <https://commons.era.nih.gov/commons> (You can copy and paste this address into the "Location" window of your browser, and press Enter.) Follow the instructions on the screen to log in to Commons. After successfully logging on, click on the IAR menu tab to access IAR.

If you have questions or encounter problems accessing IAR, please contact me or call the NIH eRA Helpdesk at 301-402-7469 or 866-504-9552.

Thank you for your time and effort.

Sincerely,

SRA Name and degrees
Scientific Review Administrator
Address Lines
6701 Rockledge Drive
Bethesda, MD 20892
Phone: (301) 435-5555
Email: sra_email@nih.gov

For questions, contact your institutional coordinator or the NIH eRA Help Desk at 1-866-504-9552 (tty: 301-451-5939) or commons@od.nih.gov

Please access the NIH Commons at <https://commons.era.nih.gov/>

Email to Reviewers without Commons accounts

Commons IAR Reviewer Invitation - Message (Plain Text)

File Edit View Insert Format Tools Actions Help

Reply Reply to All Forward Print Save Reply All Forward

From: Soto, Tracy (NIH/OD) Sent: Mon 11/25/2002 4:58 PM
To: Soto, Tracy (NIH/OD)
Cc:
Subject: Commons IAR Reviewer Invitation

Dear Reviewer:

Thank you for agreeing to be a participant on a peer review panel for ZDK1 GRB-D (O1) meeting. To submit your written reviews electronically, you will need to log on to the NIH Commons eRA Internet Assisted Review (IAR) website with a user name and password. To establish that user name and password, we have set up a special URL (address on the Internet) that is unique to you. Open your Web browser and go to the URL <http://impacwebdev2.oer.od.nih.gov:8060/commons/initReviewAcct.do?code=8887f308b1be319d>

(You can copy and paste this address into the "Location" window of your browser, and press Enter.) Follow the instructions on the screen to enter information about yourself and select your user name and password.

After submitting your registration request, you should receive an email within 24 hours indicating that your account is active.

Once your account is active, you may log in to IAR. If you have questions or problems setting up your account, please call or email the NIH eRA Helpdesk at 301-402-7469 or 866-504-9552 or commons@od.nih.gov.

Thank you for your time and effort.

Sincerely,

NEAL MUSTO, Ph.D., MD
Scientific Review Administrator
REVIEW BRANCH, DEA, NIDDK
ROOM 750, 6707 DEMOCRACY BOULEVARD
NATIONAL INSTITUTES OF HEALTH
BETHESDA, MD 20892-6600

Phone: (301) 594-7798
Email: sotot@od.nih.gov

For questions, contact your institutional coordinator or the NIH eRA Help Desk at 1-866-504-9552 (tty: 301-451-5939) or commons@od.nih.gov

Please access the NIH Commons at <http://impacwebdev2.oer.od.nih.gov:8060/commons>

Microsoft Internet Explorer window: Create a New Account - Microsoft Internet Explorer

Address: http://impacwebdev2.ocr.od.nih.gov:8060/commons/account/IARAccountCreate.jsp;jsessionid=42d6362f0e7e4e4c92a6b8d2697163b6

NATIONAL INSTITUTES OF HEALTH
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Welcome Guest
Institution:
Authority:

Home Links Help

Create a New Account ?

Account Form

- Please enter the required fields to create an account.
- * indicates required field.

Account Information

User Name *	<input type="text" value="tsotorev"/>
Password *	<input type="password" value="*****"/>
Re-type Password *	<input type="password" value="*****"/>
First Name	<input type="text" value="tracy"/>
Middle Name	<input type="text" value="lynn"/>
Last Name *	<input type="text" value="soto"/>
Phone *	<input type="text" value="301-594-1520"/>
E-mail *	<input type="text" value="powrtoy88@hotmail.com"/>
Organization	<input type="text"/>
Birth Date	(mm dd yyyy) <input type="text" value=""/> / <input type="text" value=""/> / <input type="text" value=""/>
SSN	(123456789) <input type="text"/>

Submit Reset Cancel

Internet

Microsoft Internet Explorer window titled "Create a New Account". The address bar shows a URL from the NIH Commons system. The page header includes the NIH logo and "eRA Commons" branding. A navigation bar contains "Home", "Links", and "Help". The main content area displays a confirmation message: "Your account, [tsotorev] has been created, however, it cannot be used until NIH has reviewed your account information." Below this, it states: "NIH will review your account information pending approval. Once reviewed, you will receive another email stating the status of your account." The footer contains contact information for NIH, copyright notice, and screen rendering details.



Create a New Account ?

Your account, [tsotorev] has been created, however, it cannot be used until NIH has reviewed your account information.

NIH will review your account information pending approval. Once reviewed, you will receive another email stating the status of your account.





Account Profile Search ?

Search Criteria

Institution Name:

Profile Status:

Start Date:

Results per page:

Role:

End Date:

Search Profile Results

<input type="checkbox"/> All	Institution Name	Profile Status	Last Name	Request Date Time	Role
<input type="checkbox"/>		PERM	Chan	11/20/2002 09:21:51	[IAR]
<input type="checkbox"/>		PERM	Cummins	11/20/2002 10:11:46	[IAR]
<input type="checkbox"/>		PERM	Lew	11/21/2002 09:17:35	[IAR]
<input type="checkbox"/>		PERM	RASHEED	11/21/2002 11:10:12	[IAR]
<input type="checkbox"/>		PERM	RASHEED	11/22/2002 08:55:10	[IAR]
<input type="checkbox"/>		PERM	RASHEED	11/22/2002 08:57:55	[IAR]
<input type="checkbox"/>		PERM	Lew	11/22/2002 09:46:54	[IAR]
<input type="checkbox"/>		PROV	soto	11/22/2002 12:02:35	[IAR]

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<input type="checkbox"/> All	Institution Name	Profile Status	Last Name	Request Date Time	Role
<input type="checkbox"/>		PERM	Chan	11/20/2002 09:21:51	[IAR]
<input type="checkbox"/>		PERM	Cummins	11/20/2002 10:11:46	[IAR]
<input type="checkbox"/>		PERM	Lew	11/21/2002 09:17:35	[IAR]
<input type="checkbox"/>		PERM	RASHEED	11/21/2002 11:10:12	[IAR]
<input type="checkbox"/>		PERM	RASHEED	11/22/2002 08:55:10	[IAR]
<input type="checkbox"/>		PERM	RASHEED	11/22/2002 08:57:55	[IAR]
<input type="checkbox"/>		PERM	Lew	11/22/2002 09:46:54	[IAR]
<input type="checkbox"/>		PERM	soto	11/22/2002 12:02:35	[IAR]

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To: Tracy Soto
Cc:
Bcc:
Subject: NIH eRA Commons: Your reviewer account, TSOTOREV, has been activated.

From: commons@od.nih.gov
To: powrtoy88@hotmail.com
Subject: NIH eRA Commons: Your reviewer account, TSOTOREV, has been activated.
Date: Fri, 22 Nov 2002 12:12:32 -0500 (EST)
An NIH eRA Commons account has been created for: TSOTOREV. To access the NIH eRA Commons, you must use the password which you submitted when you created this account. Our password policy states that passwords must contain a minimum of six characters. For additional protection, please include a combination of letters and numbers.
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Meeting	Meeting Dates/Location	SRA Name	Phase	Critique Due	Read Phase End	Edit Phase End	Action
ZDK1 GRB-D (01) National Institute of Diabetes and Digestive and Kidney Diseases Special Emphasis Panel		NEAL MUSTO (301) 594-7798 sotot@od.nih.gov	SUBMIT	01/01/2003 09:00 AM	01/20/2003 09:00 PM		View Control Center View List of Applications
ZDK1 GRB-D (J2) National Institute of Diabetes and Digestive and Kidney Diseases Special Emphasis Panel		NEAL MUSTO (301) 594-7798 sotot@od.nih.gov	SUBMIT	01/15/2003 09:00 AM	01/20/2003 05:00 PM	02/01/2003 09:00 AM	View Control Center View List of Applications
DDK-D (J) Kidney, Urologic and Hematologic Diseases D Subcommittee		NEAL MUSTO (301) 594-7798 sotot@od.nih.gov					View Control Center
ZDK1 GRB-D (01) Sample Panel Name	12/24/2002-12/25/2002 DOUBLETREE HOTEL, ARLINGTON, VA	NEAL MUSTO (301) 594-7798 sotot@od.nih.gov	SUBMIT	12/15/2002 02:00 PM	01/05/2003 05:00 PM	01/10/2003 05:00 PM	View Control Center View List of Applications
DDK-D Kidney, Urologic and Hematologic Diseases D Subcommittee	10/15/2002 Hyatt Regency Bethesda, Bethesda, MD	NEAL MUSTO (301) 594-7798 sotot@od.nih.gov	SS PREP	10/10/2002 05:00 PM	10/20/2002 05:00 PM	11/01/2002 05:00 PM	View Control Center View List of Applications
ZDK1 GRB-D (02) ZDK1 GRB-D(02)	08/20/2001-08/20/2001 2 DEMOCRACY PLAZA, BETHESDA, MD	NEAL MUSTO (301) 594-7798 sotot@od.nih.gov					View Control Center
ZDK1 GRB-6 (01) S ZDK1 GRB-6 (01)	07/21/2000-07/21/2000 DOUBLETREE HOTEL, ARLINGTON, VA	NEAL MUSTO (301) 594-7798 sotot@od.nih.gov					View Control Center
ZDK1 GRB-6 (M2) B ZDK1 GRB-6(M2) B	03/17/2000-03/17/2000 DOUBLETREE HOTEL, ARLINGTON, VA	NEAL MUSTO (301) 594-7798 sotot@od.nih.gov					View Control Center
ZDK1 GRB-6 (M3) B	03/13/2000-03/13/2000	NEAL MUSTO					

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Application	PI Name	New PI	Title	Reviewer	Role	Score	Submitted Date	Action
1 U19 DK061197-01 View All PDF	ABATANGELO, GIOVANNI		Neogenesis and transplanctation of autologous insulin*	danhall, danhall	Pri 1			submit
				Soto, Tracy	Sec 1	2.0	12/03/2002 01:37 PM	submit view delete
				MAGNUSON, MARK	Dis 1	3.0	12/02/2002 11:33 AM	submit view delete
Average: 2.5								
1 U19 DK061197-01/Core 1 View All PDF	Unknown		Cell Culture and Characterization Core	Hall, DAN	Pri 1	3.0	11/26/2002 12:53 PM	submit view delete
				Docherty, Kevin	Sec 1			submit
				MAGNUSON, MARK	Dis 1			submit
Average: 3								
1 U19 DK061197-01/Core 2	Unknown		Large Animal Care (Pigs) studies	GYGI, STEVEN	Pri 1			submit
				hall, dan	Sec 1			submit
				JOHNSON, EPHRAIM	Dis 1			submit
Average:								
1 U19 DK061197-01/Project 1 View All PDF	ABATANGELO, GIOVANNI		In Vitro Tissue Engineering of Pancreatic Islet	KAESTNER, KLAUS	Pri 1	3.8	11/26/2002 10:50 AM	submit view delete
				LEACH, STEVEN	Sec 1	4.0	11/26/2002 10:51 AM	submit view delete
				danhall, danhall	Dis 1			submit
				LEAHY, JOHN	Unassigned		11/26/2002 11:51 AM	submit view delete
Average: 3.9								
1 U19 DK061197-01/Project 2	Tiengo, Abtonio		Insulin Synthesis and Secretion and Glucose	LEAHY, JOHN	Pri 1	3.0	11/26/2002 04:32 PM	submit view delete

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Submitting Critique/Score

Submit Critique and Preliminary Score - Microsoft Internet Explorer

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1. Save your critiques as MS Word or plain text documents. (Only MS Word or Text documents can be submitted; files must have an extension of *.doc or *.txt.)
2. To submit a critique, simply press the Browse button to locate the critique file on your computer or in the text box below, type the critique path and file name on your computer (for example, if you saved your critique as *crit1.doc* on c: drive - type *c:\crit1.doc*).
3. If applicable, enter the numeric score or choose a non-numeric option (NR - Not Recommended, UN/NC - Unscored/Non-Competitive, or DF - Deferred).
4. Click Submit button.
5. To update a critique, simply resubmit.
6. To remove critique use Delete Option available on the List of Applications.

Application: 1 U19 DK081197-01/Core 1
Title: Cell Culture and Characterization Core
PI Name: Unknown
Assignment Role: Sec 1
Critique File:
Score (1.0 to 5.0): 5.0 NR UN/NC DF
Please close the critique file on your computer before submitting.


IMPORTANT REMINDERS:


The following are part of the review criteria and need to be assessed by the assigned reviewers. This includes:

- protection of human subjects from research risks
- data and safety monitoring
- inclusion of women
- inclusion of minorities
- inclusion of children
- animal welfare
- biohazards

This list is not all-inclusive; other criteria may apply for a specific review group. Contact your SRA for guidance.

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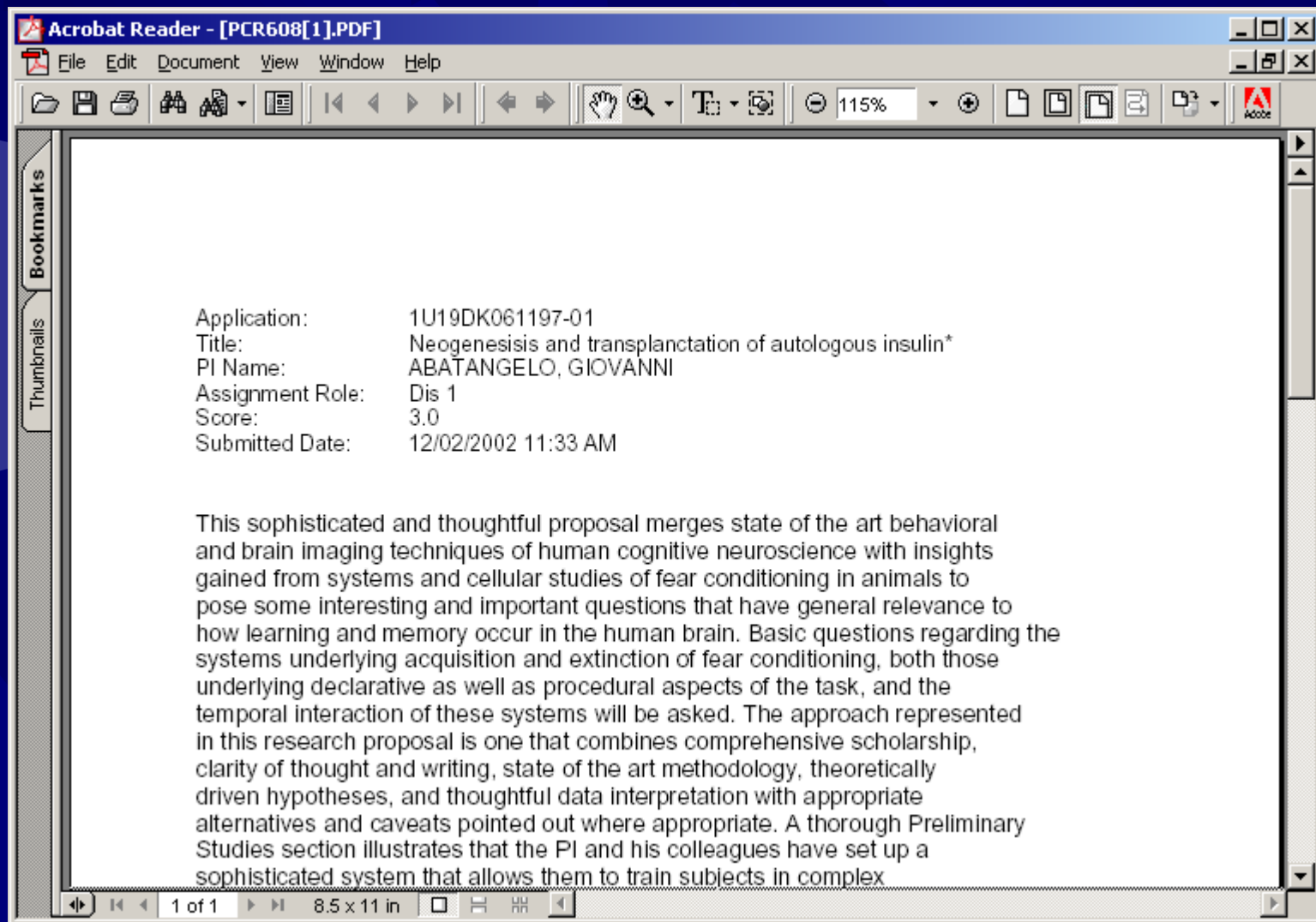
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Application	PI Name	New PI	Title	Reviewer	Role	Score	Submitted Date	Action
1 U19 DK061197-01 View All PDF	ABATANGELO, GIOVANNI		Neogenesis and transplanctation of autologous insulin*	danhall, danhall	Pri 1			submit
				Soto, Tracy	Sec 1	2.0	12/03/2002 01:37 PM	submit view delete
				MAGNUSON, MARK	Dis 1	3.0	12/02/2002 11:33 AM	submit view delete
Average: 2.5								
1 U19 DK061197-01/Core 1 View All PDF	Unknown		Cell Culture and Characterization Core	Hall, DAN	Pri 1	3.0	11/26/2002 12:53 PM	submit view delete
				Docherty, Kevin	Sec 1			submit
				MAGNUSON, MARK	Dis 1			submit
Average: 3								
1 U19 DK061197-01/Core 2	Unknown		Large Animal Care (Pigs) studies	GYGI, STEVEN	Pri 1			submit
				hall, dan	Sec 1			submit
				JOHNSON, EPHRAIM	Dis 1			submit
Average:								
1 U19 DK061197-01/Project 1 View All PDF	ABATANGELO, GIOVANNI		In Vitro Tissue Engineering of Pancreatic Islet	KAESTNER, KLAUS	Pri 1	3.8	11/26/2002 10:50 AM	submit view delete
				LEACH, STEVEN	Sec 1	4.0	11/26/2002 10:51 AM	submit view delete
				danhall, danhall	Dis 1			submit
				LEAHY, JOHN	Unassigned		11/26/2002 11:51 AM	submit view delete
Average: 3.9								
1 U19 DK061197-01/Project 2	Tiengo, Abtonio		Insulin Synthesis and Secretion and Glucose	LEAHY, JOHN	Pri 1	3.0	11/26/2002 04:32 PM	submit view delete

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Header information added and critique converted to Adobe PDF



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Reviewer	PI Name	New PI	Role	Application	Score	Submitted Date	Action
ACCILI, DOMENICO							
CIRULLI, VINCENZINO							
CROOKS, GAY	Tiengo, Abtonio		Dis 1	1 U19 DK061197-01/Project 2	4.5	12/13/2002 11:22 AM	submit view delete
danhall, danhall	ABATANGELO, GIOVANNI		Pri 1	1 U19 DK061197-01	3.0	12/13/2002 11:21 AM	submit view delete
	ABATANGELO, GIOVANNI		Dis 1	1 U19 DK061197-01/Project 1			submit
	BRUN, PAOLA		Pri 1	1 U19 DK061197-01/Project 3	1.0	12/13/2002 11:21 AM	submit view delete
	HERRERA, PEDRO L		Sec 1	1 U19 DK061209-01/Project 1			submit
Docherty, Kevin	Unknown		Sec 1	1 U19 DK061197-01/Core 1			submit
GREINER, DALE							
GYGI, STEVEN	Unknown		Pri 1	1 U19 DK061197-01/Core 2	2.0	12/13/2002 11:23 AM	submit view delete
Hall, DAN	Unknown		Pri 1	1 U19 DK061197-01/Core 1	3.0	11/26/2002 12:53 PM	submit view delete
	HERRERA, PEDRO L		Dis 1	1 U19 DK061209-01/Project 1			submit
	Meda, Paolo		Dis 1	1 U19 DK061209-01/Project 2			submit
	Wollheim, Claes		Sec 1	1 U19 DK061209-01/Project 3			submit

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Application Number Act/IC/Serial# / IC/Serial#	PI Name [Conflicts] Activity/PI Name / PI Name	Lower Half LH/Act/PI/AVG LH/PI/AVG	AVG SCORES			
1 U19 DK061197-01	ABATANGELO, GIOVANNI [C]	x	2.7	3.0	3.0	2.0
1 U19 DK061197-01/Core 1	Unknown [C]		3	3.0		
1 U19 DK061197-01/Core 2	Unknown [C]		2	2.0		
1 U19 DK061197-01/Project 1	ABATANGELO, GIOVANNI [C]	x	3.9	4.0	3.8	
1 U19 DK061197-01/Project 2	Tiengo, Abtonio [C]			UN/NC	4.5	3.0
1 U19 DK061197-01/Project 3	BRUN, PAOLA [C]		1	1.0		
1 U19 DK061245-01	GERMAN, MICHAEL [C]					
1 U19 DK061245-01/Core A	GERMAN, MICHAEL S [C]					
1 U19 DK061245-01/Core B	GERMAN, MICHAEL S [C]					
1 U19 DK061245-01/Project 1	BELL, GRAEME I [C]					
1 U19 DK061245-01/Project 2	GERMAN, MICHAEL S [C]		2	2.0		
1 U19 DK061245-01/Project 3	HEBROK, MATTHIAS [C]					
1 U19 DK061245-01/Project 4	STAINIER, DIDIER Y [C]		2	2.0		
1 U19 DK061251-01	HABENER, JOEL F [C]					
1 U19 DK061251-01/Core A	HABENER, JOEL F [C]					
1 U19 DK061251-01/Core B	WEIR, GORDON C [C]					
1 U19 DK061251-01/Core C	SGROI, DENNIS C [C]					
1 U19 DK061251-01/Project 1	BONNER-WEIR, SUSAN [C]					
1 U19 DK061251-01/Project 2	WEIR, GORDON C [C]					
1 U19 DK061251-01/Project 3	THOMAS, MELISSA K [C]					
1 U19 DK061209-01	HERRERA, PEDRO L		1	1.0		
1 U19 DK061209-01/Project 1	HERRERA, PEDRO L					

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Application Number Act/IC/Serial# IC/Serial#	PI Name [Conflicts] Activity/PI Name PI Name	Lower Half LH/Act/PI/AVG LH/PI/AVG	AVG	SCORES	
1 U19 DK061197-01	ABATANGELO, GIOVANNI [C]	<input checked="" type="checkbox"/>	2.7	3.0	3.0 2.0
1 U19 DK061197-01/Core 1	Unknown [C]	<input type="checkbox"/>	3	3.0	
1 U19 DK061197-01/Core 2	Unknown [C]	<input type="checkbox"/>	2	2.0	
1 U19 DK061197-01/Project 1	ABATANGELO, GIOVANNI [C]	<input checked="" type="checkbox"/>	3.9	4.0	3.8
1 U19 DK061197-01/Project 2	Tiengo, Abtonio [C]	<input type="checkbox"/>		UN/NC	4.5 3.0
1 U19 DK061197-01/Project 3	BRUN, PAOLA [C]	<input type="checkbox"/>	1	1.0	
1 U19 DK061245-01	GERMAN, MICHAEL [C]	<input type="checkbox"/>			
1 U19 DK061245-01/Core A	GERMAN, MICHAEL S [C]	<input type="checkbox"/>			
1 U19 DK061245-01/Core B	GERMAN, MICHAEL S [C]	<input type="checkbox"/>			
1 U19 DK061245-01/Project 1	BELL, GRAEME I [C]	<input type="checkbox"/>			
1 U19 DK061245-01/Project 2	GERMAN, MICHAEL S [C]	<input type="checkbox"/>	2	2.0	
1 U19 DK061245-01/Project 3	HEBROK, MATTHIAS [C]	<input type="checkbox"/>			
1 U19 DK061245-01/Project 4	STAINIER, DIDIER Y [C]	<input type="checkbox"/>	2	2.0	
1 U19 DK061251-01	HABENER, JOEL F [C]	<input type="checkbox"/>			
1 U19 DK061251-01/Core A	HABENER, JOEL F [C]	<input type="checkbox"/>			


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Application Number Act/IC/Serial# IC/Serial#	PI Name [Conflicts] Activity/PI Name PI Name	SCORES
1 U19 DK061197-01	ABATANGELO, GIOVANNI [C]	3.0 3.0 2.0
1 U19 DK061197-01/Project 1	ABATANGELO, GIOVANNI [C]	4.0 3.8
1 U19 DK061209-01/Project 6	Ferber, Sarah	4.0
1 U19 DK061244-01	VERFAILLIE, CATHERINE M [C]	5.0
1 U19 DK061244-01/Project 1	SERUP, PALLE [C]	4.5

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Pre-Summary Statement Draft Body

- ✦ Created when Submit Phase ends
- ✦ Pre-SS document follows summary statement format guidelines (margins, fonts, etc.)
- ✦ Critiques arranged in document by Reviewer order (primary, secondary, etc.)
- ✦ If critique for Primary, Secondary, or Tertiary is missing, the Critique Heading will appear with several blank lines so the SRA will know a critique is needed.

Pre-Summary Statement Draft Body

☀ Pre-SS documents for multiproject applications:

- ☀ Parent application critiques are listed followed by critiques of subprojects.
- ☀ Critiques for each subproject are sorted within a group in the same fashion as critiques for the parent.
- ☀ Groups are added to the main critique file in order of Reviewer Order Number as set on Order of Review screen in Peer Review.

Accessing the Pre-SS

- After the Submit Phase, View List of Applications (by application) will contain a new link [Word] for each application with submitted critiques.

1 U19 DK051209-01 View All PDF Word	HERRERA, PEDRO L	Y	Reconstructing the Life of the Beta-Cell: Towards a Tar	LEAHY, JOHN	Pri 1	1.0	11/26/2002 11:49 AM	submit view delete
				MAKI, TAKASHI	Sec 1			submit
				LEACH, STEVEN	Dis 1			submit
Average: 1								

- The Pre-SS will open in Word
- SRA can save it locally and manipulate as needed

Sample Pre-SS Draft Body

PSS600[1].DOC - Microsoft Word

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Normal Arial 11 B I U

Save 1 2 3 4 5 6 7

Pre-Summary Statement Body created by IAR 8:22:28 AM 12/5/2002; if Edit Phase has not ended, be sure to check back for possible updates by reviewers.

1U19DK061209-01 HERRERA, PEDRO

Critique 1

Prefrontal cortex and hippocampus are known to contribute to memory processes. The significance of this proposal is that it will attempt to specify how these two systems work in concert to support spatial working memory. This work is exciting because it will use cutting edge recording techniques to study correlations in neural activity in these two areas. Approach: This is a revised proposal and its basic aims are the same as the previous one. The PI will approach the problem of PFC-hippocampus interactions by recording from neuronal ensembles in PFC and Hippocampus and pursuing 4 specific aims.

Critique 2

Critique 3

Prefrontal cortex and hippocampus are known to contribute to memory processes. The significance of this proposal is that it will attempt to specify how these two systems work in concert to support spatial working memory. This work is exciting because it will use cutting edge recording techniques to study correlations in neural activity in these two areas. Approach: This is a revised proposal and its basic aims are the same as the previous one. The PI will approach the problem of PFC-hippocampus interactions by recording from neuronal ensembles in PFC and Hippocampus and pursuing 4 specific aims.

Critique 4

Page 1 Sec 1 1/4 At 1.5" Ln 4 Col 1 REC TRK EXT OVR

IAR Future

- ✦ January 2003 maintenance release
- ✦ Following a successful pre-pilot, IAR will be made available to additional users (IAR Focus Group and RUG members) during Spring/Summer of 2003.
- ✦ March 2003 release will include the following:
 - Meeting-wide options for unassigned critique submission during Submit and/or Edit Phases
 - Critique Status Report (*or ability to generate/sort necessary data from existing screens*)
 - On-line help and IMPAC II Messages
 - Minor enhancements and bug fixes
 - IAR demo site



Reviewer Tutorial

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