eIRB Upgrade: Important Information for Study Teams

On Friday evening, 2/12/2021, eIRB2 will be upgraded to the latest version of the vendor's software. The system will be moved from Version 8.1 to Version 9.0 of the Huron software. The transition to the latest software version is required to maintain the functionality of the eIRB system. The updated software includes changes that will make the applications easier to complete, navigate and revise. No changes are being made to the application questions at this time, the only change you will notice is the way the application looks.

eIRB2 will be taken off-line at 7:00pm on Friday 2/12/2021 for approximately 24-hours. To help study teams navigate the new look of the system, virtual IRB office hours will be held on the following days the week of 2/15/2021:

- Monday, 2/15/2021, 10:00am – 2:00pm
- Wednesday, 2/17/2021, 1:00pm – 3:00pm
- Beginning 2/22, virtual training sessions on the new software will be available every Monday from 12:00pm – 1:00pm
- Regular virtual office hours will continue to be offered Tuesdays 10:00am – 12:00pm and Thursdays 12:00pm – 2:00pm

Register for office hours by emailing the IRB Help Desk at jhmeirb@jhmi.edu .

The following is a summary of the key changes related to the upgrade.

• The Jump To activity is now a Navigation Panel on the left side of the application workspace. The Navigation Panel allows you to move to a specific section by selecting it from the list.

 • The Exit, Save and Continue buttons have been moved the bottom right corner of the screen. They will stay in the bottom right screen as you scroll up and down the page.

• Reviewer notes are now available by selecting an icon in the Navigation Panel instead of having to move to each section to locate and respond to the issues.

• If you are working in the application and save and close the application, when you return to the application, it will now return you to where you left off.

 • Hide/Show errors has been replaced with Validate at the top of the navigation panel. Selecting Validate will take you to the error and highlight the question needing attention.

Please click here for a PDF showing screen shots of the changes above.

FAQ - eIRB2 Conversion to Version 9.0

Q: Why is eIRB being converted from the Version 8.1 platform to the Version 9.0 platform?
A: The Version 8.1 software is outdated and the conversion is being done to maintain the ability to receive updates to the software, and the stability of the system.

Q: Will I notice a difference in performance with Version 9.0?
A: We don't expect a major change in performance, however the changes in Version 9.0 make it easier to navigate the application.

Q: When will the conversion take place?
A: The conversion will begin at 7:00pm on Friday, 2/12.

Q: How long will the eIRB2 system be unavailable?
A: The eIRB system will be taken offline for approximately 24-hours beginning 7:00pm on Friday, 2/12.

Q: Will there be any new application questions in Version 9.0?
A: No, there are no new questions being added in Version 9.0.

Q: What is the biggest change with Version 9.0?
A: The biggest change you will see is the way the application looks. Version 9.0 is more user friendly and incorporates changes that make the application easier to navigate.

Q: Will my approved applications be affected by this change?
A: Yes, all applications, regardless of their state will be moved to Version 9.0.

Q: If I have an application in process, when will it be moved to Version 9.0?
A: It will be moved to Version 9.0 during the update on Friday, 2/12.

Q: Will my application in Researcher Prep be affected?
A: Yes, all applications in the system will be moved to Version 9.0.

Q: Where can I get help if I can't find what I'm looking for in my application?
A: The IRB staff will be available for virtual office hours on the following days:
- Monday, 2/15/2021, 10:00am – 2:00pm
- Wednesday, 2/17/2021, 1:00pm – 3:00pm
- Beginning 2/22, virtual training sessions on the new software will be available every Monday from 12:00pm – 1:00pm
- Regular virtual office hours will continue to be offered Tuesdays 10:00am – 12:00pm and Thursdays 12:00pm – 2:00pm

Q: How do I sign up for virtual office hours?
A: Sign up for office hours by emailing the IRB Help Desk at jhmeirb@jhmi.edu .

Q: What if my application isn't converted to Version 9.0?
A: While we do not anticipate this will occur, if your application isn't converted, send an email with the application number and a screenshot of the application workspace to the IRB Help Desk at jhmeirb@jhmi.edu.