



Left Navigation Menu

Purpose: The left navigation menu allows you to navigate to content where you can view, edit, and manage the content.

Audience: The options below may differ based on role permissions. For example, Researchers can access records associated with their faculty and work affiliations. ADRs would have access to information from all researchers in their faculty.

Researcher

1 - Dashboard:

Returns you to the main dashboard, where you can view your *Things to do* and *Recently Edited* items.

2 - Award Management:

Allows you to view or edit (e.g. Pre-award/applications, Post-Award/Projects, Funding Opportunities etc.) depending on your role permissions.

3 – Pre-award /Applications:

Displays all the Pre-award Applications based on permissions (e.g., PI can view Pre-award records they've created. Certain approvers can view Pre-award records for their faculty. The Research Services Office has permissions to view all Pre-award records.

4 – Post-award/Projects:

Displays all the Post-award/Projects based on permissions (e.g., PI can view Post-award records they've created. Certain approvers can view Post-award records for their faculty. The Research Services Office has permissions to view all Post-award records.

5 – **Programs:** *Functionality available in a future release.*

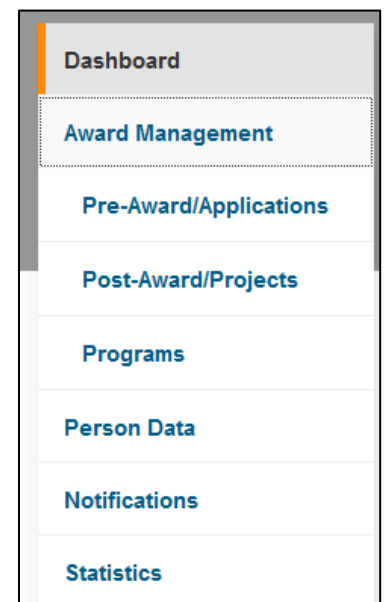
6 –Person Data:

View your profile and work affiliations

7 – Notifications:

Notifications are sent based on approval status changes. Notifications sent to you from within RMS by others who have access to your Pre-award records (e.g., Approvers, Team Members, Co-I, Designate) also display in the Notifications inbox.

8 – **Statistics:** *Functionality available in a future release.*





RESEARCH SERVICES OFFICE

NOTE: Programs and Statistics menu items will be available in future releases.

1 – Funding Opportunities

Allows you to view, edit, and delete all Funding Opportunities in RMS.

2 – Pre-Award/Applications

Displays all the Pre-award Applications in RMS. This list can also be filtered (e.g., PI, status, etc.).

3 – Post-Award/Applications

Displays all the Post-award/Projects in RMS. This list can also be filtered (e.g., PI, status, etc.).

4 – Programs: *Functionality available in a future release.*

5 – Ethics Certifications

Displays ethics certificates in RMS. The information here is imported from IRISS.

6 – PeopleSoft Projects

Displays the PeopleSoft Projects that have been created or partially created.

7 – Approvals

Displays Pre-award records according to academic approval status (e.g., pending approval, queued for approval, approved, discarded approvals, incomplete/error, return to PI).

8 – Organizations

University Organizations are organizational units at the University of Calgary, including faculty, departments and institutes. These units, and their hierarchy, are refreshed in RMS daily from PeopleSoft. Agencies are external funding agencies.

9 – Notifications

Notifications sent to you from other RMS users where you are listed as a contact in the Pre-award record.

10 – Statistics: *Functionality available in a future release.*

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