

**IACUC**

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**How to find reviewer notes in a protocol:**

1. **Message icons in the index of pages on the left side of the screen will show which sections have reviewer notes included.**
2. **Click the message icon within the protocol section to read the notes.**
3. **Comments that require a typed response in the notes window will have a red dot above the yellow message icon.** 
4. **Requested changes can be made directly to the protocol.**
5. **Once finished addressing all comments, please click “submit response” on the main protocol page.**

