

To: InfoEd Users

From: Jennifer Gagnon, Associate Vice President for Research Administration

Sudha Ramaswami, Director, Sponsored Project Administration

Re: InfoEd Upgrade this weekend

Date: November 4, 2015

The InfoEd system used for Sponsored Project Administration and the Research Protections Office activities will be upgraded to a new version of code this weekend and will not be available to users.

The system will be off-line from <u>Friday</u>, <u>November 6 at 3 pm</u> until <u>Monday November 9 at 8 am</u>. Users will <u>NOT</u> be able to access the system during this time.

We apologize for any inconvenience this may cause. Please note that the upgrade will not negatively impact proposals that are currently in development, and you may resume your work on them in InfoEd on Monday morning.

Please contact the SPA Research Administrator with whom you work, if you have specific questions.

The upgraded version of InfoEd will have a new look and feel, but the functionality is largely unchanged. For example,

- Login Page UVM image replaces old eRA Portal text;
- Progressive typing replaces alpha pick lists in many of the search fields; and
- The Proposal Development screens have a much more contemporary look and feel.

Before Monday morning, we will update the <u>Proposal Step by Step Guides on our website</u>. As always, we are available to assist users with questions or concerns; please feel free to contact Cathy Ruley Condon or the SPA Research Administrator with whom you work at 802-656-3360.