

To: InfoEd Users

From: Jennifer Gagnon, Associate Vice President for Research Administration

Nancy Stalnaker, Director, Research Protections Office

Re: InfoEd Upgrade this weekend

Date: November 4, 2015

The InfoEd system used for the Research Protections Office and Sponsored Project Administration 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. Users include RPO staff, investigators, Committee members, and any other person who has been granted access for business purposes. We apologize for any inconvenience this may cause.

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; and
- Progressive typing replaces alpha pick lists in many of the search fields.

As always, we are available to assist users with questions or concerns; please feel free to contact the RPO at 802-656-5040.

Note for Committee Members

For those of you who conduct electronic reviews, we have developed new instructions. The document is located in the respective Committee <u>secure areas</u> on our websites. Again, please do not hesitate to contact the RPO if you have any questions.