Welcome to Clara

We've got a variety of resources to help you with your submissions in Clara. Your first stop should be our documentation below, where you'll find information on everything from creating a new protocol for the first time to viewing the status of your submitted studies.

Popular topics

- IE "Slow Script" fix
- Protocols
  - Creating a New Protocol
  - Creating an Initial Modification (for migrated studies)
  - Creating a Modification
  - Creating a Continuing Review
  - Viewing the History Log/Status of Protocol
  - Reviewing a Study
  - PI Signoff
  - User Profile
  - Respond to Revision Requests/Contingencies
  - Managing Documents
  - Reviewing for IRB Full Board Meeting
- Contracts
  - Creating a New Contract
  - Uploading contract documents
- Budgets
  - Initial Expenses
  - Billing Codes
  - Invoiceable Expenses
  - Budget Total
  - Adding Procedures
  - Study Documents
  - Print Budget Cover Page
  - Funding Sources
  - Reference Guide

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