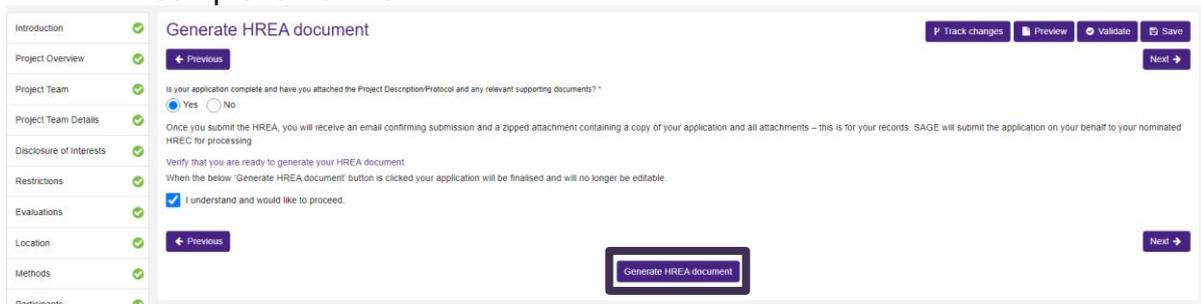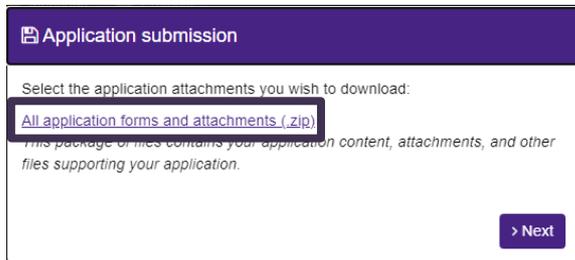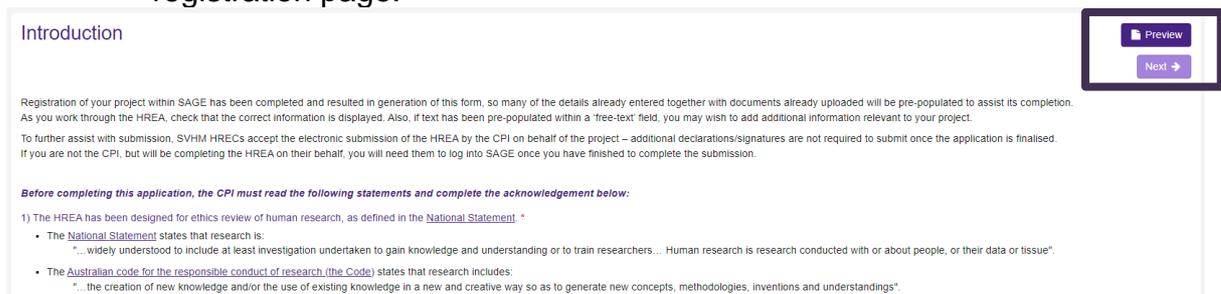# How to import SAGE .XML onto ERM

1. Download application .zip folder

i)   Download the folder on the pop-up screen as shown below upon the completion of the HREA.

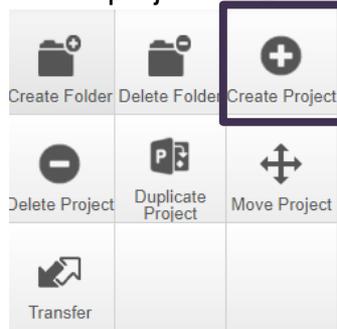ii)   Download the folder by clicking on "Preview" on the Ethics application registration page.

2. Extract XML file from .zip folder

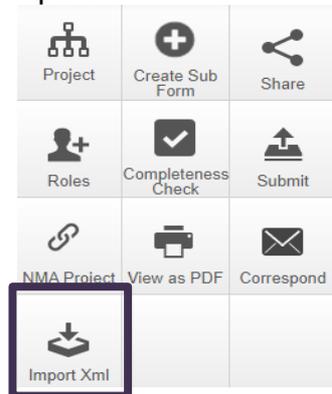i)   In the file explorer, drag and drop .xml file from the .zip folder.

3. Import .XML file onto ERM
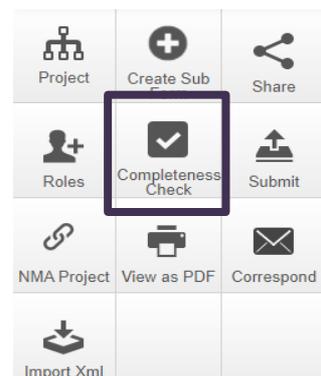
i)   Create project on ERM.

ii)   Import .XML file.

iii)   Perform a completeness check.

Please note:

- *ERM filter questions will not be populated after the file import, they will need to be answered manually.*
- *Following the completeness check, responses to some questions may be labelled incorrectly as incomplete. Simply re-select your response for these questions.*

Last Updated: 15th June 2022