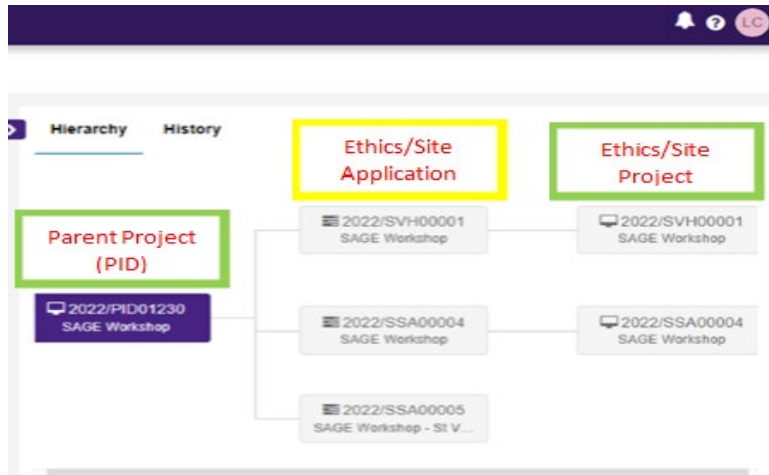



Managing User Access to Project or Application



	Default Editor	Default Viewer
Parent Project	User that registers the project	None by default
Ethics Application and Project	<ul style="list-style-type: none"> Nominated CPI and User that registers the project 	
Governance Application and Project	<ul style="list-style-type: none"> Nominated PI (if any site at SVHM) User that registers the project 	

 Invite user to register, share & manage access

The list of users currently assigned to this project are listed below

SEND	NAME
<input type="checkbox"/>	
<input checked="" type="checkbox"/>	

 Add another user

Add another user to this project by typing in their email

test@svha.org.au

No user is found. An invitation will be sent to this email address

If the user does not have an account, they will be invited via email to register

ACCESS STATUS	MODIFY ACCESS
Shared with edit access	Share with edit access
No current access	Invite only
	Invite only
	Invite and share with view access
	Invite and share with edit access

- **View access:** allows users to view related documents and status
- **Edit access:** allows the above, and complete or submit the form

Sharing parent project with other users

- On the project registration form (before completion)

Use the “invite to Register” button on Part C: Research Site to add research members that you would like to have access to this project.

Part C: Research Site/s

[← Previous](#)

Please add more users using the button below to grant them access to this project.

Users with “view” access can view the application documents and status, and users with “edit” access can submit an application, as well as view documents and status.

[Invite to Register](#)

- After Project Registration form is completed

Go to the project list and click on the identifier column of the project

TITLE	IDENTIFIER	STATUS
Share Application	2022/PID06380	Registered
amendment test	2022/PID06377	● Registered

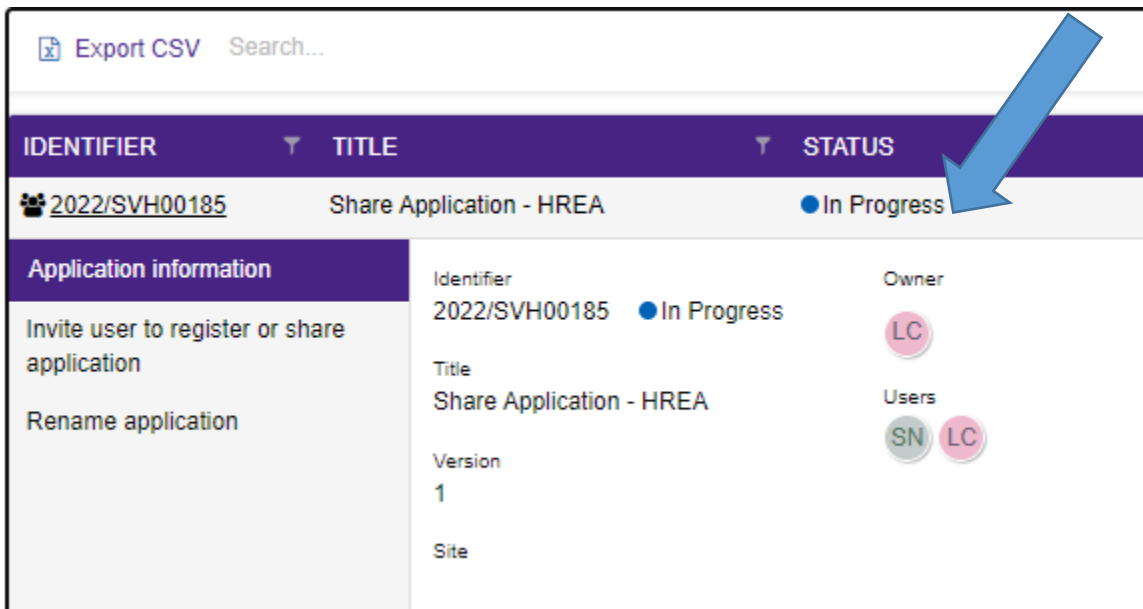
The “invite user to register or share project” will be displayed under the project information


Share Application		
Project information	Identifier	Organisation
Invite user to register or share project	2022/PID06380 ● Registered	SVHM
	Title	Ethics approved
	Share Application	15/08/2022
		Expiry date
		16/08/2022

Sharing an application which is in progress

Go to the parent project (you can see the status of your application here)

click on the space near the status column



IDENTIFIER	TITLE	STATUS
 2022/SVH00185	Share Application - HREA	● In Progress

Application information

Invite user to register or share application


Rename application



Identifier: 2022/SVH00185 ● In Progress

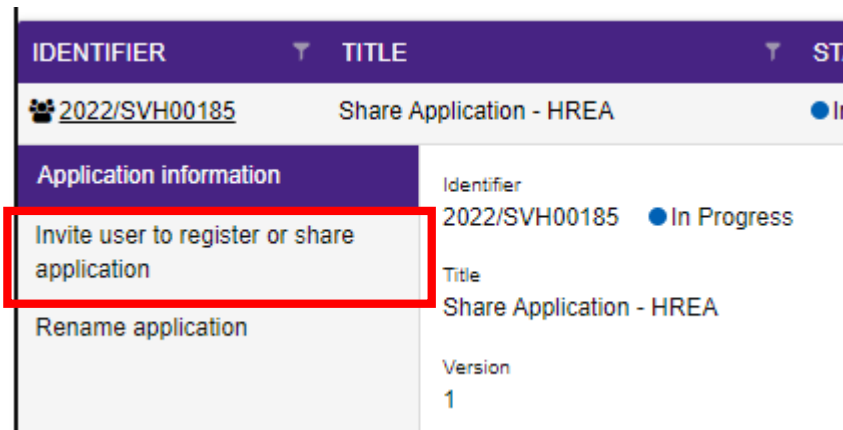
Title: Share Application - HREA


Version: 1

Site:

Owner: 

Users:  



IDENTIFIER	TITLE	STA
 2022/SVH00185	Share Application - HREA	● Ir

Application information

Invite user to register or share application

Rename application

Identifier: 2022/SVH00185 ● In Progress

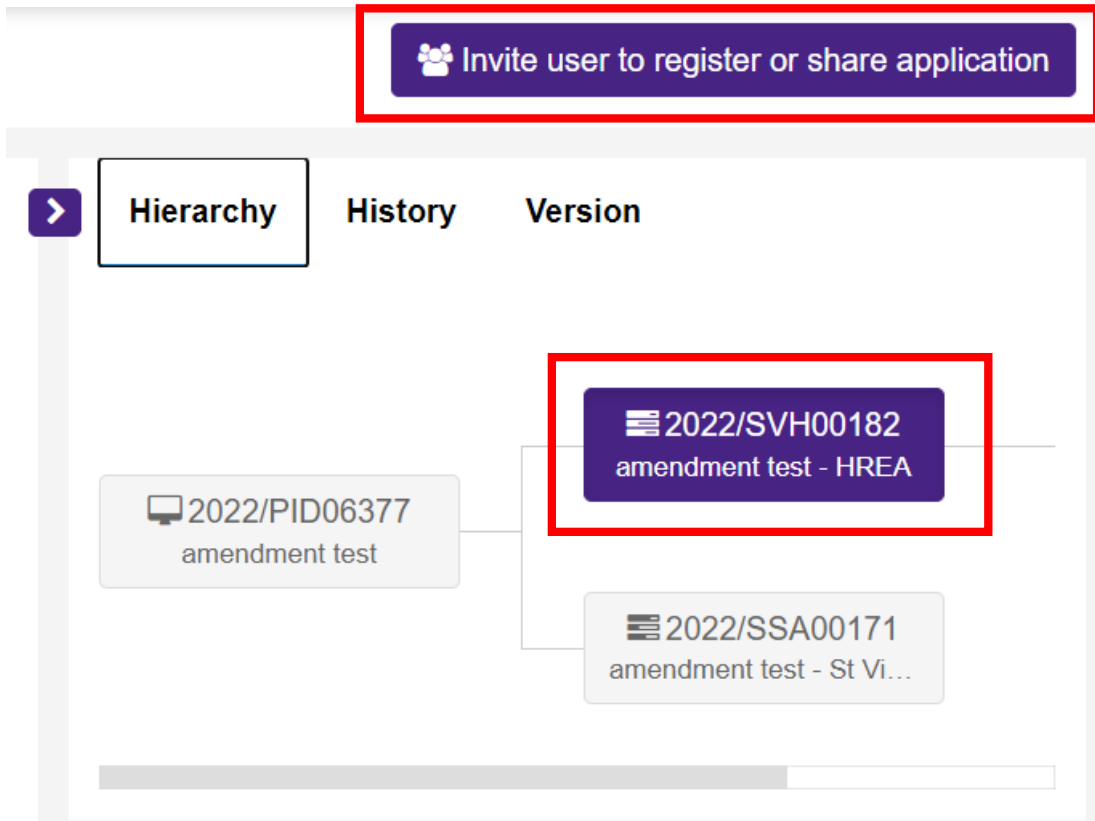
Title: Share Application - HREA

Version: 1

*Select invite user to register/share application
(to allow them to complete or submit the application on behalf of you)*

Sharing an application (Submitted Application)

Go to the selected application (Ethics or Site-Specific/governance) and select “invite user to register or share application”



You can share a submitted application with other users so that they can submit a response to query for this application

Sharing an Ethics or Site Project (After an application is approved/authorised)

Go to the parent project
(you can see the status of your application here)

Applications Details


Please ignore the expiry date shown at the base of Project Details. SVHM approval does not have an exp

New sites can only be added if the Ethics application has not been approved and is in the In Progress status.

[+ New Site](#)

[Export CSV](#) Search...

IDENTIFIER	TITLE	STATUS
2022/SVH00185	Share Application - HREA	In Progress
2022/SSA00172	Share Application - St Vincent's Hospita...	Authorised



click on the space near the status column

[Export CSV](#) Search...

IDENTIFIER	TITLE	STATUS
2022/SVH00185	Share Application - HREA	In Progress
2022/SSA00172	Share Application - St Vincent's Hospital Mel...	Authorised

Application information

- Project information
- Invite user to register or share application
- Invite user to register or share project**

Identifier
2022/SSA00172 Authorised

Title
Share Application - St Vincent's Hospital Melbourne (Public)

Version
1

Site
St Vincent's Hospital Melbourne (Public)

< Previous 1 Next >

*Select invite user to register/share PROJECT
(to allow them to submit an amendment on behalf of you)*