

Information Requests

Responding to an Information Request

• The recipients will receive an email alerting them to the request for information, will indicate the application from which the message was sent, the record number, and that an Action is Required:

Action Required: eCLAWs record 25-C-00006 [Re-routed from: Cyr, Joan <j.cyr@northeastern.edu>;AYDIN, DZIYANA <d.aydin< th=""></d.aydin<></j.cyr@northeastern.edu>								
eclaws-test@neu.edu	← Reply	🏀 Reply All	ightarrow Forward	ij	•••			
To OPalina Budzemka; OePAWS-Test			Mon 9/3	0/2024 2:3	32 PM			
Cyr, Joan M. sent a new message requiring action for the following record:								
Application: eCLAWs								
Record: 25-C-00006								
For more information, log into My Consults, Information Requests and select the Title link on the above record to view the	e conversation	۱.						
Questions regarding the eCD/eCLAWs/ePAWs applications should be directed to the <u>NU-RES Help Center</u> .								

 Recalling the record number shown in the email, the recipient selects the "My Consults, Information Requests" link in the email, logs into the system, and <u>selects the "Additional</u> <u>Information Request" link</u> on the Record ID line within the "All of My Active Consults & Information Requests" widget...<u>This will take you directly to the chat:</u>

ALL OF MY ACTIVE CONS	ULTS & INFORMATION REQU	JESTS				
Record ID	Source	Title	Participants	Created	Last Modified	
<u>25-C-00006</u>	eCLAWs	Additional Information Request	AYDIN, DZIYANA, Cyr, Joan M.	09/30/2024	09/30/2024 02:31 PM	
<u>24-C-01411</u>	eCLAWs	Additional Information Request	AYDIN, DZIYANA, Carroll, Dana, Cyr, Joan M.	09/30/2024	09/30/2024 02:09 PM	

- a. Note: Users can also access the chat by selecting the Record ID link, navigating to the Informational Requests tab, and then selecting the title link.
- Review the chat, respond in the chat window, adding any new attachments as required, then select the airplane (send) button to respond back to the reviewer; then close the chat window:

Conversation (Public)		Messages Attachments Users Open 💽 🗙
		Request additional information from Amanda Coelho Ramos J Joan Cyr 12:39 PM 02/16/2021
	Review the question	IaI have a question for youdo you know anything about XV2? Thanks! Joan Cyr 12:39 PM 02/16/2021
Helloyes, XYZ company is owned by professor Smiththat's all I know.	and put your response here	Select to send
Add Attachment Hink Existing Attachment		

Getting Help: Support: <u>NU-RESHC@northeastern.edu</u> Grant Officer: <u>https://nu-res.research.northeastern.edu/contact/</u> Last Updated: 11-13-24