IAF Data Entry - Add or Import Study

For the most up-to-date information, please visit this article in Service Now.

The IAF allows you to import an active study from CATS and PRAMS and add studies manually. Whether manually added or imported, expiration dates are not required to Start Workflow and not all submissions will have an expiration date. See IAF Data Entry - Add or Import Study for more information.

Importing a Study from CATS and PRAMS

Clicking on the “Import Study” button will show all active studies in CATS and PRAMS for any listed personnel on the IAF where those personnel are listed as the principal investigator on the study. Just select from the list of returned studies and click on the “Import Study” button and the study will be automatically added to the study list for the appropriate tab.

Adding Study Manually

Clicking on the “Add Study Manually” button open the add study entry screen.

- **Study #**: The study or protocol id or number.
- **Study Owner**: Only PSU investigators can added as an owner and must be validated.
- **Title**: The title of the study.
- **Expiration Date**: The expiration date of the study.
- **Study Source**: Select “PSU” if the study is administered thru Penn State. Selecting “Sponsor” or “Other” will allow the entry of the “External Approver”.

When the form is complete, click on the “Add Study” button and the study will be added to the study list for the appropriate tab.