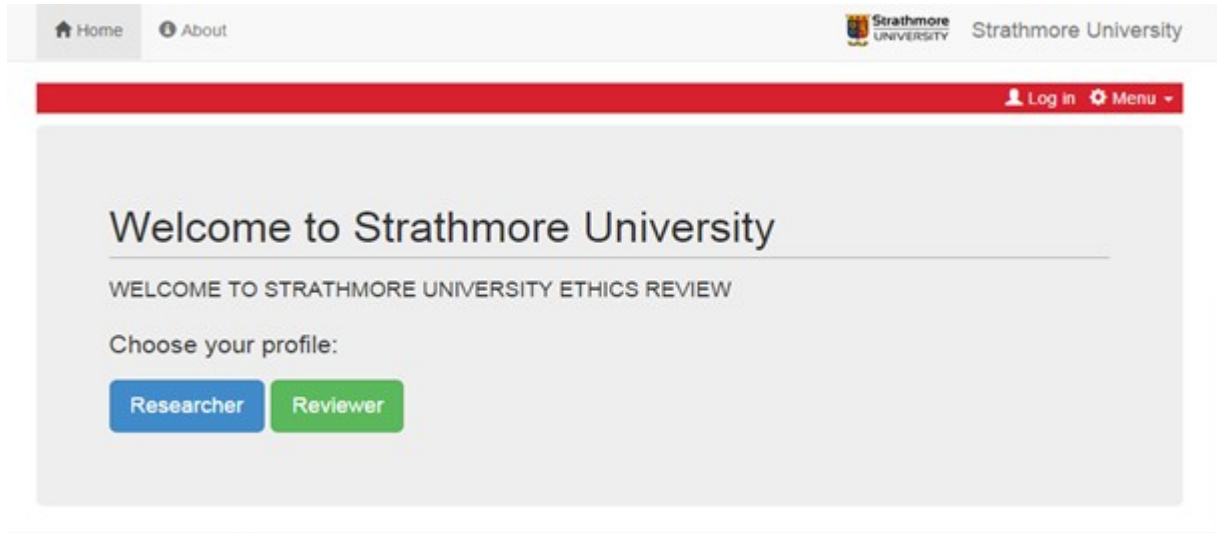


STRATHMORE UNIVERSITY IRB SUBMISSION GUIDELINES FOR RESEARCHER

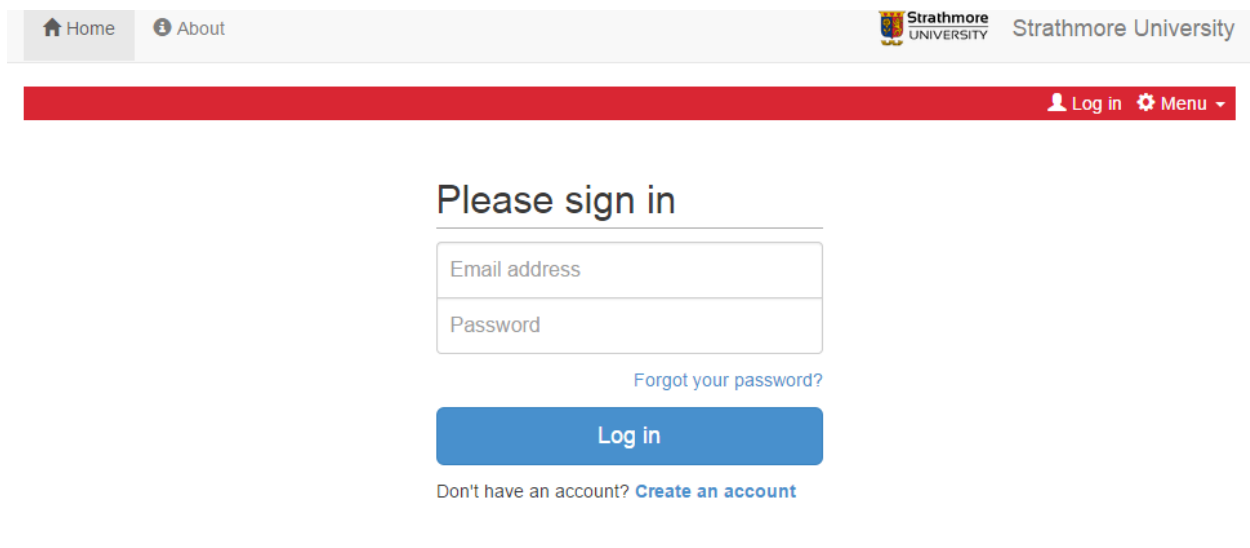
1. Go to your browser and copy paste this link <https://healthresearchweb.org/en/api/login?keyP=strathmoreuniversity>



The screenshot shows the Strathmore University Ethics Review home page. At the top, there is a navigation bar with 'Home' and 'About' links on the left, and the Strathmore University logo and name on the right. Below this is a red header bar with 'Log in' and 'Menu' options. The main content area has a large heading 'Welcome to Strathmore University' followed by 'WELCOME TO STRATHMORE UNIVERSITY ETHICS REVIEW'. Below this, it says 'Choose your profile:' and provides two buttons: 'Researcher' (blue) and 'Reviewer' (green).

Screen 1.researcher's home page

2. Click on the **researcher**, it takes you to the screen below



The screenshot shows the Strathmore University login page. It features the same navigation bar as the previous screen. Below the red header bar, the heading 'Please sign in' is displayed. There are two input fields: 'Email address' and 'Password'. A link 'Forgot your password?' is located below the password field. A blue 'Log in' button is positioned below the input fields. At the bottom, there is a link 'Don't have an account? Create an account'.

Screen 2

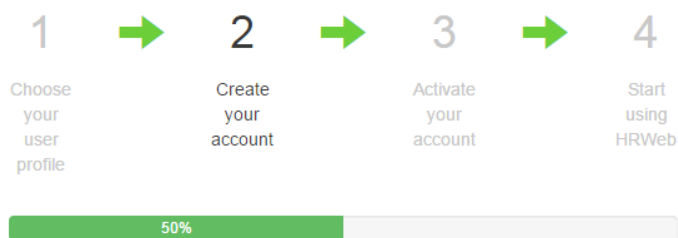
3a) if you have the login details sign in, enter email address and password

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3b) If you are new member click on create an account

Make sure you have completed the four steps on the screen shot below i.e. create your username profile, create account, activate account and finally start using HR web for a successful account creation

Create your account



Screen 3

4) Click on login... takes you to the Sign In page

Sign in by inputting your email address and password you used to create your account that then click login

Log in Menu

Please sign in

Email address

Password

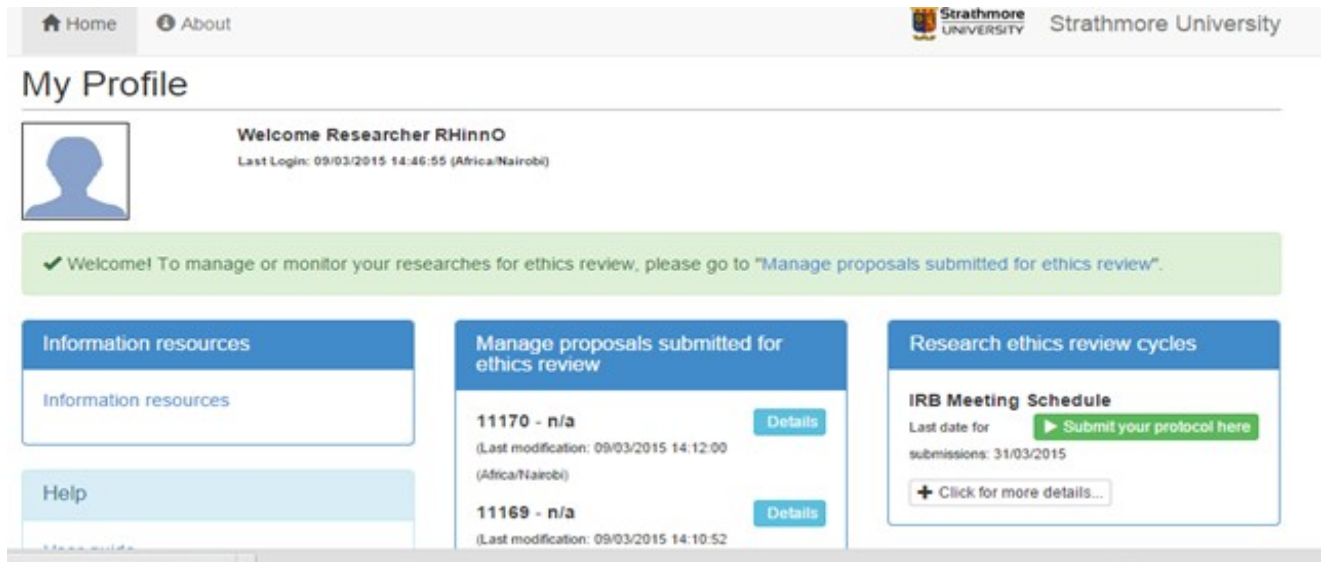
[Forgot your password?](#)

Log in

Screen 4

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5) After a successful login you should see your profile as a researcher,



Screen 5

5. To submit your protocol Click on “submit your protocol here”, it takes you to the screen below

A screenshot of a web application interface for the 'Research ethics review submission form'. At the top, there is a navigation bar with 'Home' and 'About' links, and a red banner with a house icon and the text 'Main Page'. Below this, the title 'Research ethics review submission form' is displayed. The form contains three radio button options: 'New Trial Application' (selected), 'Major Protocol Amendment / Sub-Study / Extension', and 'Annual Re-Approval'. At the bottom of the form, there are two buttons: 'Save' (blue) and 'Cancel' (red).

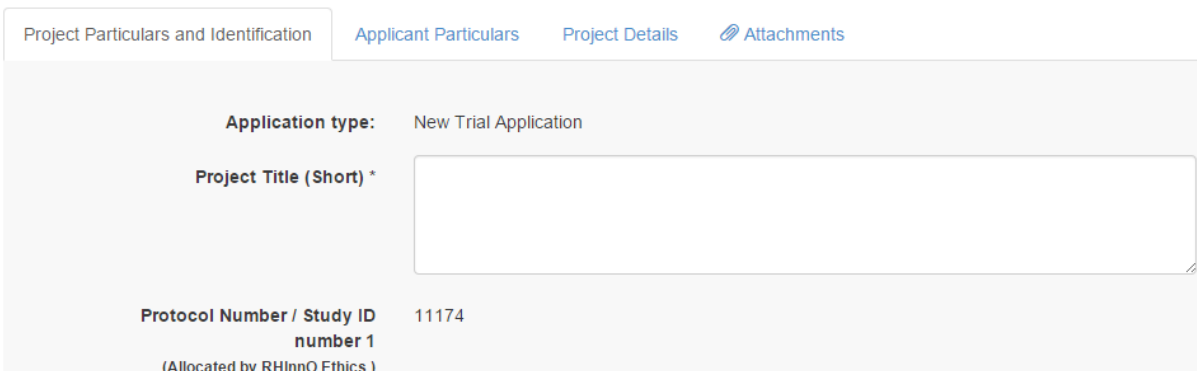
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Screen 6

6. Select the type of your application from the 3 choices on the screen shot above and save.

7. After saving, a screen similar to this should appear where you are expected to complete the required fields depending on your type of applications and attach supporting documents

New Trial Application - Protocol number: 11174



The screenshot shows a web form titled "New Trial Application - Protocol number: 11174". At the top, there are four tabs: "Project Particulars and Identification" (selected), "Applicant Particulars", "Project Details", and "Attachments". The form contains the following fields:

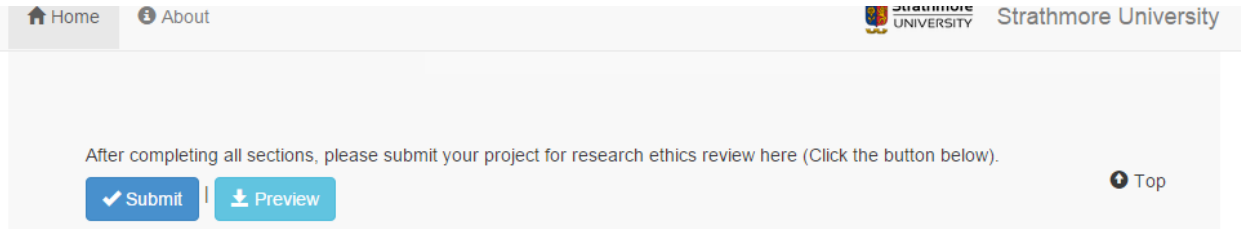
- Application type:** New Trial Application
- Project Title (Short) ***: A large text input field.
- Protocol Number / Study ID number 1**: 11174
- (Allocated by RHInnO Ethics)**: A note below the protocol number.

Screen 7

REQUIRED DOCUMENTS AND FORMS FOR IRB APPLICATIONS

(ATTACHMENT)

After completing the entire sections (screen 7) click submit as shown in the screen shot 8 below.



The screenshot shows a submission screen with a navigation bar at the top containing "Home" and "About" links, and the Strathmore University logo. The main content area contains the text: "After completing all sections, please submit your project for research ethics review here (Click the button below)." Below this text are two buttons: "Submit" (with a checkmark icon) and "Preview" (with a download icon). A "Top" link with an upward arrow icon is located in the bottom right corner.

Screen 8

YOUR APPLICATION HAS BEEN SUBMITTED SUCCESSFULLY !