WHAT'S INSIDE	• Resources to get you started with your IRB application. • iRIS Tips and Tricks

Getting Started

Welcome! As a valued researcher, you are front and center of this handbook. We hope it contains everything you need to navigate through the IRB process.

Getting to Know Our IRB

Purpose or Function: The TAMU-CC Institutional Review Board (IRB) is an administrative body established to protect the rights and welfare of human research subjects participating in research activities conducted at Texas A&M University-Corpus Christi.

Learn who sits on the TAMU-CC IRB at:
https://www.tamucc.edu/research/compliance/irb/index.php

Texas A&M University-Corpus Christi conducts human subjects research under its Federal Wide Assurance (FWA) issued by the Office of Human Research Protections. TAMU-CC (FWA00011281) is on file with the Office of Human Research Protections (OHRP).

Service on the IRB: Interested in serving on the IRB? We would love to work with you.

Click here to learn how to serve on the IRB

Getting to Know iRIS

iRIS (Integrated Research Information System) is the online submission system for the Office of Research Compliance.

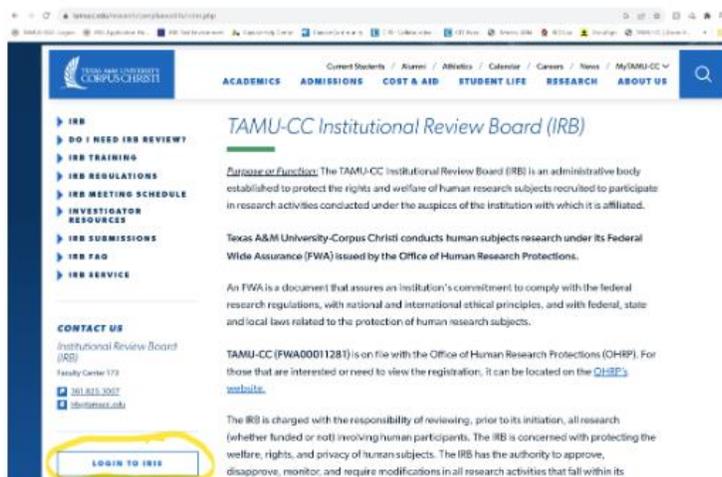Join our iRIS-Investigator Forum on Teams for useful information on iRIS.

iRIS Tutorial

How to get an iRIS account?

An iRIS account is created automatically once you verify your credentials through SSO.

Click the Login to iRIS button on the IRB website to log in to iRIS. Or log in directly at https://tamus.imedris.net.

What if I do not know my SSO login credentials?

- Login to myislandid.
- Select My IslandID Management Portal
- Next login with your IslandID.
- This is the same login you use to access your email and other TAMU-CC software.
- If you have any issues, please call the IT help desk at 361-825-2692.

Please note that the Office of Research Compliance does not maintain or know UINs or passwords. If you have forgotten or have trouble logging in through SSO, please contact the IT help desk.

Pro Tip: Click here for steps to add an IRIS link to your SSO menu:

Human Subjects Training

Investigators must be qualified by education, training and experience. Human subjects training must be completed by all listed study staff before the IRB can release your approval or renewal letter. Training is done online via CITI.

Click here to access CITI.

More information on training can be found at: IRB Training

CITI-iRIS Connection: Your CITI training records are automatically updated nightly into iRIS.

Drafting your IRB Submission

How do I start a new application in iRIS? When you log in to iRIS select "Create a New Protocol".

First time submitting to an IRB? Watch Bazinga! An IRB Submission in IRIS Made Easy where we follow Dr. Sheldon Cooper through an IRB Initial Submission.

IRB-Investigator Forum: Channels are organized by topics. Example: Enrolling various subject populations, using deception in research, using social media. Join the channel for Frequently Asked Questions on the topic.
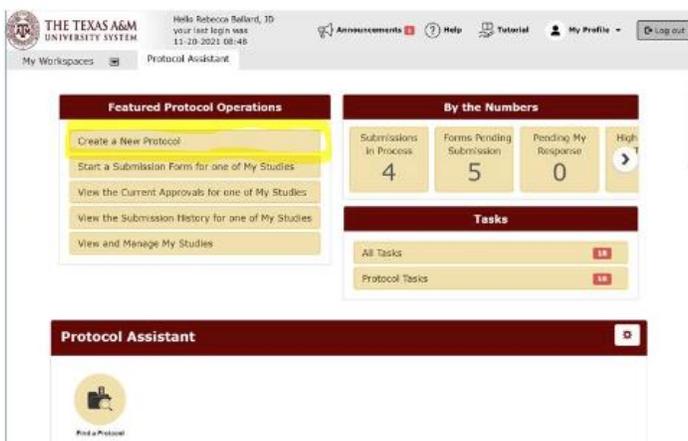
Pro Tip: Don't start from scratch. Templates are available.

iRIS application templates: Application templates can be added to your dashboard. Contact Michelle Eisenman, michelle.eisenman@tamucc.edu, or irb@tamucc.edu to have a template added to your dashboard. Let us know the type of study you are planning (For example, survey study, focus groups, secondary data review).

Supporting documents templates: Located on the IRB website under Investigator Resources.

Need more help in drafting your submission?

Contact Michelle Eisenman, Research Specialist at michelle.eisenman@tamucc.edu.

New to research? This list will help set you up for success.

Task	Done?
Login to iRIS to create an account	☐
Complete CITI Training	☐
Get iRIS templates to start drafting your study	☐
Join the Team: iRIS-Investigator Forum: Topics related to iRIS IRB-Investigator Teams: FAQs on topics relevant to your research	☐

Didn't find what you're looking for? Reach out to our team via irb@tamucc.edu **and we'll help you!**