**CLICK ROLL-OUT SCHEDULE AS OF 1/12/16**

CLICK is a web-based Electronic Research Administration database that HSC Departments will initiate their funding projects through. This database will give department’s access to all their projects at the click of a button.

**As your Departments “Go Live” you will no longer be required to submit a PDS or RTSF – this will all be done electronically, including the approval process.**

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| **January 2016** | **February** | **March** |
| * Peds - CDD (Center for Development & Disability) * Cancer Center * Pathology | * Echo Institute * Internal Medicine * Neurology * Psychiatry * HSC Library * Emergency Medicine | * Radiology * Neurosurgery * Neurosciences * Anesthesiology * Dermatology * OBGYN * Office of Research (and all Departments that fall under) * Biochemistry |
| **April** | **May** | **June** |
| * Pediatrics (central) * Peds – PRC – Prevention Research Center * MGM * BBI * CIDI * Dental Services | * Emergency Med * FCM * Batcave * OMI * Cell Biology * Nursing * CTSC | * Orthopaedics * Pharmacy * Poison Center * Surgery * ALL OTHER DEPARTMENTS not referenced above |

The Department Contacts will receive a reminder email 2 weeks prior to going live to register for training.

Please only register for training ***within the month*** your Department goes live as you will not receive your login until that time.

**Training Available through Learning Central:**

MANDATORY for Staff/Optional for PI’s: CLICK Electronic Research Administration Lecture

* Presentation and Live Demo of Entering on SmartForms
* Walk through on Workflow
* RTSF Demonstration

OPTIONAL: CLICK Electronic Research Administration Hands-on

* You will be provided with a couple of scenarios you will enter in the test system