**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
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| **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
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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