# **Undergraduate Research Dashboard**

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#### **Accessing Your Site's Dashboard**

Your dashboard is the main base of the Undergraduate Research program. From here, you can manage all aspects of your lab.

To access your site's dashboard when signing in:

- Sign in to your Undergraduate Research Lab Dashboard
- Enter your WebAuth credentials.

| U               | University of<br>California, Irvine   |
|-----------------|---|
|                 | Login with your UCInetID  |
| The re<br>You m | source you requested requires you to re-authenticate.<br>ay also log out and log back in as another user. |
| UCIn            | etID  |
| Pass            | word  |
| orgot you       | r password?   |
|                 | Login   |
|                 | Activate my UCInetID • Need help logging in?<br>View recent account activity                              |

#### Dashboard

| 💣 Research             | Student Dashboard  | Start New Packet |
|------------------------|--|------------------|
| Welcome Steven!        | Current Packets  |                  |
|                        | Enrollments are open, make sure you enroll.  |                  |
| MAIN                   |  |                  |
| 🕰 Dashboard            | Current packet information   |                  |
| 🛃 Summary Reports      | Faculty: Thompson-Peer, Katherine   School of Biological Sciences - Developmental and Cell Biology | View packet      |
| 📫 Faculty Sponsors     | 🗎 2021 Summer Session 2 🛛 Approved 🛛 Valid through 2022 Spring Quarter 🛛 Updated today @ 01:31am   |                  |
| LINKS                  |  |                  |
| Undergraduate Research |  |                  |
| a Exit impersonation   | A PHARMACOLOGY Bio Sci 199   |                  |
|                        | Faculty: Abbott, Geoffrey   School of Medicine - Physiology & Biophysics                           | Edit packet      |
|                        | 🗎 2021 Spring Quarter Submitted Updated today @ 21:59pm  |                  |
|                        |  |                  |
|                        |  |                  |

### Start a New Packet

To start a New Packet you can click on the top right button of the screen: "Start a New Packet", you will be redirected to the Faculty Sponsor page.



#### Find a Faculty Sponsor

The faculty sponsor page has 3 sections, at the top you can filter by the program (click on the programs buttons), by packet A or B (select the appropriate packet), by department (using the dropdown), or by faculty name.

| Click on the program you want to fill | Find a Faculty Spe<br>ter<br>Filter and search for interests he<br>king for a faculty in the fo | DNSOF<br><br>Ilowing program:       |
|---------------------------------------|---|-------------------------------------|
|                                       | Bio Sci 197 Bi  | o Sci 199                           |
| Filter by Packet A or B               | All Packets • A • B   |                                     |
| All Departments                       | ~   | Search by Fist Hame or Last Name    |
| Filter by Department                  | Result(s): 1 Open Position(s), 316 Othe   | r Faculty<br>Filter by faculty name |

In the first section of the result list you will see the available "Open Positions" for faculty actively recruiting students. Below that list is the faculty list with their lab information. You can reach out to these faculty and inquire about openings in their lab.

| INSTRUCTION: Click on the faculty Lab to see details and initiate a packet.  |
|--|
| Open Position(s)   |
| S  |
| 🔉 BIO ED RESEARCH 📧 SET 1999 📩<br>Faculty: Sato, Brian   School of Biological Sciences – Molecular Biology and Biochemistry    |
| Faculty List Faculty Labs  |
| Α  |
| PHARMACOLOGY Bio sci 199     Click to see details     Faculty: Abbott, Geoffrey   School of Medicine - Physiology & Biophysics |
| NEURAL STEM CELLS (BIOSCI109) Faculty: Acharya, Munjal   School of Medicine - Radiation Oncology                               |
| HEALTH Elosa199 Faculty: Afghani, Behnoosh   School of Medicine - Pediatrics   |
| IMMUNOLOGY Bio sci 199 Faculty: Agrawal, Anshu   School of Medicine - Medicine   |

Select a Lab to review the lab information. If you are approved to join this lab, you will start your packet by clicking on "start packet". This action will open an overlapping window with the Lab details. Click on the "see contact information" to contact the faculty.

| Α   | PHARMACOLOGY Bio Sci 199 Closes window  |
|-----|---|
| LA  | BINFORMATION  |
| ≣   | Description<br>Areas of research: ion channel physiology and pharmacology, ion transporter physiology and pharmacology, cardiovascular sciences, epithelial cell biology,<br>neurobiology, drug discovery. Central themes: understand the role of ion channels and transporters in normal function of excitable and non-excitable cells, and in<br>diseases of the heart, brain, skeletal muscle and epithelia. Develop novel therapeutics to treat ion channel and transporter-related diseases. Disorders currently<br>studied: cardiac arrhythmia, epitepsy, periodic paralysis, hypothyroidism. Students will have opportunity to participate in experiments covering all aspects of<br>pharmacological and physiological research: molecular (cloning) and cellular (cell culture) biology, pharmacology (electrophysiological assays of drug effects),<br>ion channel and transporter structure-function combining site-directed mutagenesis and cellular electrophysiology, and animal behavior. |
| f≣  | Requirements<br>students interested in pharmacological/physiological research; commitment: 2 years or more. Preference to those with experience in molecular biology and/or<br>physiology.  |
| Ħ   | Time Commitment<br>12-16 hours/week   |
| 8   | Evaluation Method<br>participation, willingness to learn, responsibility<br>See Contac Information  |
| see | contact information.  |
|     | START PACY 1  |

To start a packet click on the button "Start Packet" at the button of the overlapping window. You will see a confirmation dialog, click "Yes"

| !  |
|--|
| Are you sure to start a new packet?  |
| Before continuing make sure you have gained approval to join the research  |
| <ol> <li>Download the supplemental packet forms and complete<br/>each form</li> <li>Create a proposal</li> <li>After you have completed your proposal, print it, have it<br/>signed by the appropriate faculty/lab member, then<br/>upload it along all your documentations.</li> <li>If you've filled out a Packet A proposal, you will be<br/>notified via email of your acceptance status. If you've<br/>filled out a Packet B form, you will need to set up an<br/>appointment with a Student Affairs counselor to go over<br/>your Supplemental Packet information.<br/>Continue to start packet</li> </ol> |

#### Packet

For Bio 199

#### Start creating a proposal in the section labeled "Proposal".

| Packet Documentation   |                                | Packet List > Documentation |
|--|--------------------------------|-----------------------------|
| A PHARMACOLOGY Bio Sci 199 Draft<br>Faculty: Abbott, Geoffrey   School of Medicine - Physiology & Biophysics           | Suplemental packet             | Supplemental Packet         |
| Proposals  |                                |                             |
| Start creating a proposal. Once completed it can be downloaded in this section.  |                                |                             |
| Click to create a propo  | sal                            |                             |
| *Electronic signatures will be accepted. All signatures must be obtained before uploadi<br><u>Required Documents</u> . | ng the proposal in the section |                             |
|  |                                |                             |

When creating a proposal, select the number of course units you will be taking in the dropdown list.

| PROPOSAL                                 |   |               | × |
|--|---|---------------|---|
| Requiremen                               | ts  |               |   |
| Course Units *                           | 1 Unit                                    | ~             |   |
| Does your resea<br>subjects?             | arch involve Human                        |               |   |
| Does your resea                          | arch involve Animals?                     |               |   |
| Does your resea<br>agents?               | arch Biological                           |               |   |
| Does your resea<br>agents?               | arch Radiological                         |               |   |
| Will you have su                         | upervised contact with children under t   | ne age of 16? |   |
| Will you have su                         | upervised direct or indirect patient cont | act?          |   |
| Bench Research    no human or animal sub | n only?<br>bjects                         |               |   |

You can edit your proposal and save it as draft to continue working on it at a later time. Once the proposal is complete, you will click on the "Submit" button.

How will that hypothesis be tested? \*



Please fill out all sections of the proposal and upload all required documents. Once your proposal is submitted you can download it proposal, get the faculty signature, and upload all required documents in the section "Required Documents" section.

| The proposal is ready to be downloaded.         | Proposals                           |                  |
|---|-------------------------------------|------------------|
|   | The proposal is ready to be downloc | ided.            |
| 🖾 Download prepared proposal 🖉 🧬 Edit Proposal. | Download prepared proposal          | 🖋 Edit Proposal. |

## **Required Documents**

Start selecting the quarter for the packet that you are submitting.

Students who have earned a PASSING grade in Bio Sci 194S DO NOT NEED to submit certificates for the three (3) UCLC modules. Otherwise, you are required to complete the 3 UCLC modules to participate in Bio Sci 199 Undergraduate Research. For instructions on how to complete the UCLC modules, please visit: <u>Required UCLearning Center Modules for</u> <u>Research and Labs</u>

Upload all required documents in the required document section, you can replace the document, and delete or view the documents by clicking on the action button.

#### **Required Documents**

| luarter that you are enrolling for this lab? *   | 2021 Spring Quarter   | ~  |   |  |                    |
|--|---|--|---|--|--------------------|
| ave you taken Bio Sci 194s *   | No  | ~  |   |  |                    |
| *Students who have earned a PASSING gra<br>Otherwise, these modules are REQUIRED to<br>UCLC modules, please visit: <u>Required UCLer</u> | de in Bio Sci 194S DO N<br>participate in Bio Sci 19<br>arning Center Modules | OT NEED to submit of<br>9 Undergraduate R<br>for Research and Li | ertificates for the<br>esearch. For instru<br>abs | three (3) UCLC modu<br>uctions on how to cor | les.<br>nplete the |
| load your signed proposal and all addition   | al documents below.   |  |   |  |                    |
| DOCUMENT   |   | LAST UPDATED   | STATUS  | COMMENTS                                     | ACTION             |
| Proposal with Faculty Signature  |   | No Submitted   | No Submitted                                      | No Comments                                  |                    |
| Waiver & Release of Liability  |   | No Submitted   | No Submitted                                      | No Comments                                  |                    |
| 📥 UCLC - Laboratory Safety Fundamentals  | s Certificate   | No Submitted   | No Submitted                                      | No Comments                                  |                    |
| 😾 UCLC - Hazardous Waste Certificate   |   | No Submitted   | No Submitted                                      | No Comments                                  |                    |
| UCLC - Responsible Conduct of Researc  | h Certificate   | No Submitted   | No Submitted                                      | No Comments                                  |                    |
|  |   |  |   |  |                    |
|  | ✓ Submit Packet   | Save and keep ed   | liting  |  |                    |

Click on the action button, which is the three dots button on the right side of the page to upload, delete, replace or view the document. To upload a document, drag and drop your pdf or upload the image in the rectangular section of the dialog box and click "Upload".

| F Upload document                                  | Drag and drop document<br>or click to select file             | ĸ |
|--|---|---|
| fi<br>Drag and drop your PDF o<br>to select your f | r image here or click on the area<br>ile. Then click "Upload" |   |
|  | Close   |   |

#### Submitting a Packet

Once you have uploaded all signed documentation, submit your packet by clicking on the "Submit" button. Then click "Yes" to confirm. Once approved, you can no longer edit the packet.



For Bio 197 and Bio 198.

Download the Directed Group Studies Form, get the faculty signature, and upload the signed document in the section labeled "Required Documents".

| Directed Group Studies Form                          |   |
|--|---|
| Once signed, please take this upload the form in the | e section "Required Documents"<br>Download form |
|  |   |