

## Abbreviation & Electronic Systems

### Electronic System Links and Description

| Name                                      | Description   | Links & More Information  |
|---|---|---|
| <b>Cayuse</b>                             | A system for the submission of federal grant proposals. It covers about 97% of federal grant opportunities available in Grants.gov.<br><i>(Note: non-federal proposals are not submitted through Cayuse.)</i> | <a href="http://emory.cayuse424.com/">http://emory.cayuse424.com/</a> (Software Link)<br><br><a href="https://osp.emory.edu/resources/systems/cayuse.html">https://osp.emory.edu/resources/systems/cayuse.html</a>  |
| <b>Compass</b>                            | Emory's financial system for entering post-award expense reports, travel reimbursements, etc.<br>For support, email <a href="mailto:compass@emory.edu">compass@emory.edu</a>                                  | Software Link:<br><a href="https://compass-login.emory.edu/">https://compass-login.emory.edu/</a> (Software)<br><a href="https://www.finance.emory.edu/home/training/index.html">https://www.finance.emory.edu/home/training/index.html</a>                                   |
| <b>Compass Reports</b>                    | Emory's reporting system for keeping track of grant expenditures, accounts, and more.   | Links<br><a href="https://finance.emory.edu/home/index.html">https://finance.emory.edu/home/index.html</a><br><a href="https://www.finance.emory.edu/home/training/index.html">https://www.finance.emory.edu/home/training/index.html</a>                                     |
| <b>Emory Business Intelligence (EBI)</b>  | Interface for standard Emory financial and labor reports  | <a href="https://dwbi.emory.edu/analytics/saw.dll?BIEHome&amp;startPage=1">https://dwbi.emory.edu/analytics/saw.dll?BIEHome&amp;startPage=1</a> (Software)<br><br><a href="https://rgc.emory.edu/resources/reporting.html">https://rgc.emory.edu/resources/reporting.html</a> |
| <b>eCTS</b>                               | Electronic Contracts Tracking System  | <a href="#">Emory OSP - eCTS</a>  |
| <b>eDisclose</b>                          | Electronic Conflict of Interest login   |   |
| <b>eGTS</b>                               | Electronic Grants Tracking System   | <a href="#">Emory OSP - eGTS</a>  |
| <b>eIACUC</b><br><i>(animal research)</i> | Applications for PIs and their designees to submit all applicable animal research documents at Emory.   | <a href="https://eiacuemory.huronresearchsuite.com/">https://eiacuemory.huronresearchsuite.com/</a> (Software)<br><br><a href="#">Protocol Submission Information</a>   |
| <b>eIRB</b>                               | Electronic Institutional Review Board system whereby Principal Investigators (and their designees) obtain IRB approval, submit amendments, and track IRB status of their protocols.                           | <a href="https://eirbemory.huronresearchsuite.com/">https://eirbemory.huronresearchsuite.com/</a>   |
| <b>Emory Express</b>                      | Electronic system used to order supplies online and review subcontracting information   | <a href="#">Emory Express training available</a><br><br>Software link:<br><a href="https://solutions.sciquest.com/apps/Router/SAMLAuth/Emory">https://solutions.sciquest.com/apps/Router/SAMLAuth/Emory</a>   |
| <b>ERMS</b>                               | Web-based clinical research financial management tool used to assist Emory Healthcare and Emory   | <a href="#">ERMS information and training available</a><br><br>Software link:   |

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|             | University with their joint research billing compliance program.   | <a href="https://erms.emory.edu/">https://erms.emory.edu/</a>  |
| <b>eNOA</b> | <b>Electronic Notice of Award</b> - can be found on OnBase.  | <a href="#">Job Aid</a>  |
| <b>EPEX</b> | <b>Emory Proposal Express</b> - assist in budget development, electronic routing, and institution approval related to extramural funding at Emory. EPEX replaces the SPAF (Sponsored Programs Approval Form) and is a necessary accompaniment to any Grant or Contract requiring Institutional endorsement | <a href="#">EPEX information, training, FAQs, and how to get access</a><br><br>Software link (requires Emory Login Credentials)<br><a href="https://compass-login.emory.edu/">https://compass-login.emory.edu/</a> |
| <b>ERS</b>  | <b>Effort Reporting</b> System login   | <a href="#">ERS Training</a><br><br>Software link:<br><a href="https://effort.emory.edu/GenericERS/custom/index.jsp">https://effort.emory.edu/GenericERS/custom/index.jsp</a>                                      |

### Common Abbreviations in the Office of Research Administration (ORA)

| Name         | Description  | More Information  |
|--------------|--|---|
| <b>IACUC</b> | Institutional Animal Care and Use Committee is responsible for ensuring the proper care, use, and humane treatment of animals used in research, teaching, and testing.   | <a href="https://rcra.emory.edu/iacuc/index.html">https://rcra.emory.edu/iacuc/index.html</a>   |
| <b>IRB</b>   | Institutional Review Board for Human Subjects  | <a href="#">IRB Home</a>  |
| <b>OCR</b>   | Office for Clinical Research provides research staff training, clinical trial invoicing, pre-award activities, and ensuring that study data is updated in a variety of internal and external systems.  | <a href="#">OCR Home</a>  |
| <b>OSP</b>   | <b>Office of Sponsored Programs</b> provides central pre-award and non-financial post-award research administration support (i.e., proposal submissions)   | <a href="https://osp.emory.edu/index.html">https://osp.emory.edu/index.html</a>   |
| <b>OTT</b>   | <b>Office of Technology Transfer</b> is the main hub for innovation, serving as the gateway for companies seeking to collaborate with researchers and staff. They handle negotiations for agreements, ensure compliance with intellectual property requirements, evaluate new inventions for commercial potential, protect intellectual property, market new technologies, negotiate licenses, support start-ups, and provide education. | <a href="https://ott.emory.edu/index.html">https://ott.emory.edu/index.html</a>   |
| <b>RAS</b>   | School and Unit Research Administration provides faculty assistance with pre and post-award activities. Supporting the compliance and administrative requirements of the grant life cycle.   | <a href="https://ora.emory.edu/school_unit_research_admin/index.html">https://ora.emory.edu/school_unit_research_admin/index.html</a> |

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| <b>RBO</b>  | <b>Office of Research Business Operations</b> provides financial management, human resources support, operational and administrative support for all divisions of Research Administration (i.e., equipment, computers, etc)   | <a href="https://rbo.emory.edu/index.html">https://rbo.emory.edu/index.html</a>   |
| <b>RCRA</b> | Research Compliance & Regulatory Affairs implements processes and policies and provides training to comply with requirements and regulations. <u>Offices include</u> the Institutional Care and Use Committee (IACUC), Conflict of Interest & Commitment (COI & COC), Export Control (EC), Research Integrity & Compliance (ORIC), etc.   | <a href="https://rcra.emory.edu/index.html">https://rcra.emory.edu/index.html</a> |
| <b>SOT</b>  | <p><b>Strategic Optimization and Training</b> is the <b>Strategic Optimization (Dragon Team)</b> is the process improvement team. They drive strategic initiatives that optimize cross-functional business processes across the ORA, strategic partners, and the research community.</p> <p><b>Research Training</b> oversees ORA-wide training programs, facilitates communication across partnering offices, coordinates grants and contracts administration, and leads a training team focused on internal and Emory's research community.</p> | <a href="https://sot.emory.edu/index.html">https://sot.emory.edu/index.html</a>   |