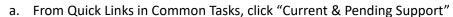
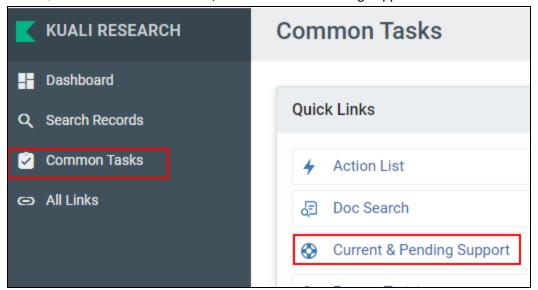
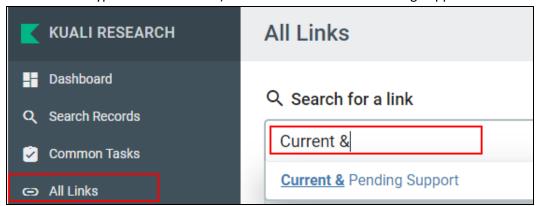
Investigator Current and Pending Reports

1. You may find and open Current and Pending Support Reports in three ways: a.) from Quick Links in Common Tasks, b.) from the All Links, and c.) from the Institutional Proposal.





b. From the All Links type in "Current & Pending Support" (this is predictive text so you won't need to type in the entire text). Click on the Current & Pending Support link.



c. From the Institutional Proposal

Any investigator can be looked up from any institutional proposal - the investigator does not need to be assigned to the proposal displayed in order to generate a current or pending report for the investigator.

Open a specific institutional proposal and click on the Institutional Proposal Actions tab.



From the Institutional Proposal Actions tab, click on the [show] button on the Print panel.



Within the Print panel, click on [show] next to Print Reports.



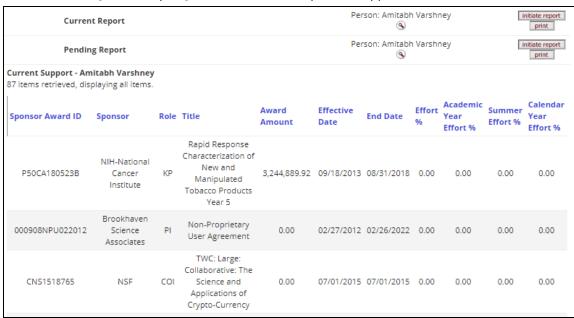
Once you are on the Current and Pending report page, you can generate the report.



3. When you click on [return value] from the Person Lookup screen, the person's name will show up for both reports.



4. You can click on [initiate report], and the selected report will appear within the screen.



When you scroll to the bottom of the report, you can choose to save the report in the formats listed.



OR

You can click on [print], and the system will send the report to a pdf file which can then be saved.