Registering with IRBNet

1. Go to www.irbnet.org

2. Click on the 'New User Registration' link in the upper right hand corner of the screen.
3. Enter your first and last name, then create your User Name and Password. The password must be at least 8 characters long. Click 'Continue'.

4. Read and accept the Individual User Terms of Use.

5. To add 'Morehouse School of Medicine' as your affiliation, type 'Morehouse' into the *Search for an Organization* box. Click the 'Search' button. 'Morehouse School of Medicine' should be the only institution listed. Highlight it and click 'Continue'.

6. Enter your contact information. The email address entered here will be the one used by the IRB Office and IRBNet to communicate with you for questions, approvals, and reminders. It will also be used for communication with others on your research team (PI, investigators, coordinators, administrators, etc..). Select 'Continue'.

7. Review the information you provided. Make sure that it lists **Researcher at Morehouse School of Medicine, Atlanta, GA** under the 'Affiliations' section. Click the 'Register' button.

8. Once you have clicked Register, an email will be sent to you. In that email is a link to click which will confirm your registration. Once you click that link, you will be taken back to the home page of IRBNet. At this point you should be able to login and begin creating a new study.