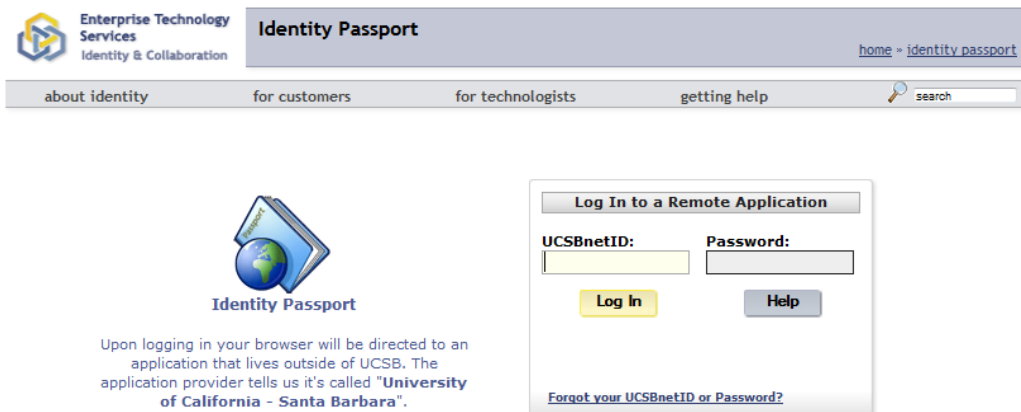
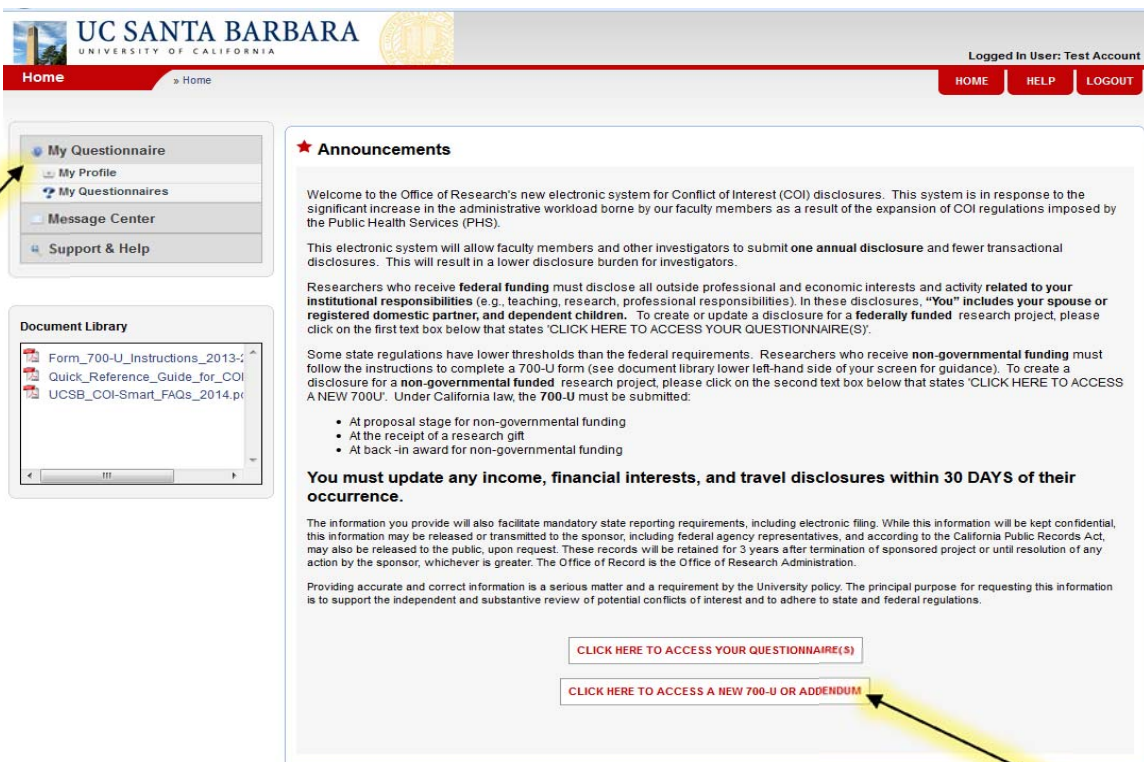


Instructions for individuals filling out a **700-U or Addendum** disclosure within the Office of Research Conflict of Interest (ORCOI) electronic disclosure system.

1. You received an email notification indicating your account was activated and to login to **<https://ucsb.coi-smart.com>**. Non-UCSB personnel that do not have an existing account should contact the COI Coordinator (coi@research.usb.edu) to request an account.
2. Login using your Single Sign On username and password (UCSBnetID).



3. Read the Announcements page and click on “My Questionnaires” in the left menu bar or click on the button labeled “Click Here to Access a New 700-U or Addendum” located in the central portion of your screen.



4. Select the “Statement of Economic Interests for Principal Investigators” option on the list of questionnaires to view and complete a 700-U disclosure or select the “Addendum” option on the list of questionnaires to view and complete an addendum.

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HOME HELP LOGOUT

Home » My 700-U or Addendum

★ My 700-U or Addendum

VIEW STANDARD QUESTIONNAIRES

In this section of COI-SMART, you have the opportunity to complete "700-U or Addendum ". 700-U or Addendum are used to request advance permission for an outside activity (for example, to ask for advance permission to give a paid speech for a pharmaceutical company), or to certify "no conflict" for a grant-related research protocol.

Click on the line in the area below with the name of the questionnaire you wish to answer, then hit "Start a New 700-U or Addendum " to begin answering a new questionnaire. You will also have the opportunity to view previously submitted 700-U or Addendum .

Click on "VIEW STANDARD QUESTIONNAIRES" if you wish to view standard questionnaires.

Questionnaire Name

Statement of Economic Interests for Principal Investigators

Addendum

Page 1 of 1

Viewing 1 - 2 of 2

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COI SMART
Build: COI_V2_20131213

5. Follow the onscreen directions.

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HOME HELP LOGOUT

Home » My 700-U or Addendum

★ My 700-U or Addendum

VIEW STANDARD QUESTIONNAIRES

In this section of the Office of Research Conflict of Interest Disclosure System, you have the opportunity to complete a CA Form 700-U or an Addendum. The CA Form 700-U should be completed for non-governmental funded projects including all non-profits, industry, and gifts unless they are on the exemption list found on the UCOP website at www.ucop.edu/research/exempt.html. The Addendum should only be completed when requested by a member of the Research Integrity staff.

Click on the line in the area below with the name of the questionnaire you wish to answer, then hit "Start a New 700-U" or "Start a New Addendum" to begin answering a new disclosure form. You will also have the opportunity to view previously submitted 700-U or Addenda.

Click on "VIEW STANDARD QUESTIONNAIRES" if you wish to view the Federally Funded disclosure.

Questionnaire Name

Statement of Economic Interests for Principal Investigators

Addendum

Page 1 of 1

Viewing 1 - 2 of 2

Statement of Economic Interests for Principal Investigators

Start A New 700-U or Addendum

Transaction History

PREVIOUS TRANSACTIONS	DETAILS	STATUS
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Build: COI_V2_20131213

6. Notice the numbered question that is larger than the other numbers. This indicates where you are in the disclosure process. Read the directions and answer each question, selecting “Save and Continue” after each question. Click on a page number to skip ahead or go back to any question.

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Home » Home » My Questionnaires

HOME HELP LOGOUT

My Questionnaire
My Profile
My Questionnaires
Message Center
Support & Help

Document Library

Form_700-U_Instructions_2013-2014.pdf
Quick_Reference_Guide_for_COI-SMART_FAQs_2014.pdf

★ Statement of Economic Interests for Principal Investigators

1 2 3 4 5 6 7 8

Funding Entity

Part 1
Information Regarding Funding Entity
(Use a separate Form 700-U for each funding entity)

Enter the Title of Research Project:

Name of Entity:

7. After answering each question press the “Save and Continue” button to move to the next page.

Document Library

Browse... No file selected.

UPLOAD

700u_Instructions.pdf
COI-SMART_QRC_Respondent_U...

Upload one or more files as attachments to this response if you wish to supply supporting documentation

Browse... No file selected. UPLOAD (5 MB Limit)

SAVE & CONTINUE

8. On the final page, click on “Save and Submit” and in the next box, type **submit** and click FINISH.

Submit Questionnaire

By typing "submit" in the box below, I acknowledge that all information that I have provided is correct and complete to the best of my knowledge and I understand that I am required to update the disclosure as changes occur (within 30 days).

You have completed all of the questions for this questionnaire.

Type the word **submit** in the text box below before clicking the "FINISH" button to indicate that you are ready to submit your completed questionnaire.

NOTE: You need to type "submit" and click FINISH for each independent question you wish to revise. After you do so, you will have the opportunity to revise another question.

Type submit :

