How to add comments from your study workspace

From your study's workspace, you can add public comments (i.e., comments that are viewable by anyone that has access to your study); these comments will appear in the History tab.

- **You may use this messaging system to alert the study PI that the study is ready to be submitted to the IRB.**

To alert a member of your study team of a new comment:

1. Click **Add Comment**

2. Write your **Comment**

3. Select who should receive an email notification in Q3.
   Note: the recipient will receive an email notification directing them to the study in Huron to view your comment.

If you have questions related to your study, you are encouraged to email your IRB Coordinator. IRB Coordinators are assigned by department.